



## CITY COUNCIL CLOSED & REGULAR SESSION

550 E. 6th Street, Beaumont, CA

Tuesday, December 07, 2021

Closed Session: 5:00 PM | Regular Meeting: 6:00 PM

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Materials related to an item on this agenda submitted to the City Council after distribution of the agenda packets are available for public inspection in the City Clerk's office at 550 E. 6th Street during normal business hours.

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### AGENDA

#### MEETING PARTICIPATION NOTICE

This meeting will be conducted utilizing teleconference communications and will be recorded for live streaming as well as open to public attendance subject to social distancing and applicable health orders. All City of Beaumont public meetings will be available via live streaming and made available on the City's official YouTube webpage. Please use the following link during the meeting for live stream access.

[beaumontca.gov/livestream](https://beaumontca.gov/livestream)

Public comments will be accepted using the following options.

1. Written comments will be accepted via email and will be read aloud during the corresponding item of the meeting. Public comments shall not exceed three (3) minutes unless otherwise authorized by City Council. Comments can be submitted anytime prior to the meeting as well as during the meeting up until the end of the corresponding item. Please submit your comments to: [nicolew@beaumontca.gov](mailto:nicolew@beaumontca.gov)
2. Phone-in comments will be accepted by joining a conference line prior to the corresponding item of the meeting. Public comments shall not exceed three (3) minutes unless otherwise authorized by City Council. Please use the following phone number to join the call **(951) 922 - 4845**.
3. In person comments subject to the adherence of the applicable health orders and social distancing requirements.

In compliance with the American Disabilities Act, if you require special assistance to participate in this meeting, please contact the City Clerk's office using the above email or call **(951) 572 - 3196**. Notification 48 hours prior to a meeting will ensure the best reasonable accommodation arrangements.

## **CLOSED SESSION - 5:00 PM**

*A Closed Session of the City Council / Beaumont Financing Authority / Beaumont Utility Authority / Beaumont Successor Agency (formerly RDA)/Beaumont Parking Authority / Beaumont Public Improvement Authority may be held in accordance with state law which may include, but is not limited to, the following types of items: personnel matters, labor negotiations, security matters, providing instructions to real property negotiators and conference with legal counsel regarding pending litigation. Any public comment on Closed Session items will be taken prior to the Closed Session. Any required announcements or discussion of Closed Session items or actions following the Closed Session will be made in the City Council Chambers.*

### **CALL TO ORDER**

Mayor Lara, Mayor Pro Tem White, Council Member Martinez, Council Member Fenn, Council Member Santos

Public Comments Regarding Closed Session

- 1. Conference with Legal Counsel Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): One Potential Case.**
- 2. Conference with Labor Negotiators - Pursuant to Government Code Section 54957.6 City Designated Representatives City Manager Todd Parton and Administrative Services Director Kari Mendoza. Employee Organizations: Beaumont Police Officers Association, SEIU and Managers Professional Technical Unit.**
- 3. Annual Public Employee Performance Evaluation Pursuant to Government Code Section 54957. Title: City Manager**

Adjourn to Regular Session

## **REGULAR SESSION - 6:00 PM**

### **CALL TO ORDER**

Mayor Lara, Mayor Pro Tem White, Council Member Martinez, Council Member Fenn, Council Member Santos

Report out from Closed Session  
Action on any Closed Session Items  
Action of any Requests for Excused Absence  
Pledge of Allegiance  
Invocation  
Adjustments to the Agenda  
Conflict of Interest Disclosure

### **ANNOUNCEMENTS/ RECOGNITION / PROCLAMATIONS / CORRESPONDENCE**

- 1. Recognition of Current Mayor, Michael Lara**
- 2. Reorganization of City Council, Selection of Mayor and Mayor Pro Tempore**

#### **Recommended Action:**

Selection of Mayor and Mayor Pro Tem.

## **PUBLIC COMMENT PERIOD (ITEMS NOT ON THE AGENDA)**

*Any one person may address the City Council on any matter not on this agenda. If you wish to speak, please fill out a "Public Comment Form" provided at the back table and give it to the City Clerk. There is a three (3) minute time limit on public comments. There will be no sharing or passing of time to another person. State Law prohibits the City Council from discussing or taking actions brought up by your comments.*

## **CONSENT CALENDAR**

*Items on the consent calendar are taken as one action item unless an item is pulled for further discussion here or at the end of action items. Approval of all Ordinances and Resolutions to be read by title only.*

### **3. Approval of Minutes**

#### **Recommended Action:**

Approve Minutes dated November 16, 2021.

### **4. Ratification of Warrants**

#### **Recommended Action:**

Ratify Warrants dated:  
November 12, 2021  
November 18, 2021

### **5. Accept Security Agreement and Performance and Payment Bond No. 107506778 for Sewer Lift Station Associated with Parcel Map No. 36426**

#### **Recommended Action:**

Accept security agreement and performance and Payment Bond No. 107506778 for a sewer lift station associated with Parcel Map No. 36426.

### **6. A Resolution of the City of Beaumont Authorizing the Mayor to Accept the Offer of Dedication for an Easement for Sewer Lift Station and Public Utilities; Approve the Certificate of Acceptance for an Easement for Sewer Lift Station and Public Utilities; and Record the Offer of Dedication Documents with the Riverside County Clerk Recorder's Office**

#### **Recommended Action:**

Waive the full reading and adopt by title only, "A Resolution of The City of Beaumont Authorizing the Mayor to Accept the Offer of Dedication for an Easement for Sewer Lift Station and Public Utilities" and approve the Certificate of Acceptance for an Easement for Sewer Lift Station and Public Utilities and record the Offer of Dedication documents with the Riverside County Clerk Recorder's Office.

### **7. Adopt Resolution Acknowledging Receipt of the FY2020/2021 Health and Safety Code (HSC) 13146.4 Annual Inspection Report of Certain Occupancies Pursuant to Sections HSC 13146.2 and 13146.3**

#### **Recommended Action:**

Receive and file the FY2020/2021 HSC 13146.4 Annual Inspection Report.

### **8. Resolution of the City Council of the City of Beaumont Declaring Certain Land as Surplus under Govt. Code Section 54220 et. Seq.**

**Recommended Action:**

Waive the full reading and adopt by title only, "A Resolution of the City Council of the City of Beaumont Declaring Certain Land as Surplus under Govt. Code Section 54220 et. Seq."

**9. Resolution Regarding the Use of Teleconferencing to Conduct Public Meetings as Provided with Approval of Assembly Bill 361 and Its Amendments to Government Code Section 54953**

**Recommended Action:**

Waive the full reading and adopt by title only, "A Resolution of the City Council of the City of Beaumont Proclaiming a Local Emergency Ratifying the Proclamation of a State of Emergency by Executive Order N-09-21, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the City of Beaumont for the Period of December 7, 2021, through January 6, 2022 Pursuant to Provisions of the Ralph M. Brown Act."

**PUBLIC HEARINGS**

*Approval of all Ordinances and Resolutions to be read by title only.*

**10. Hold a Public Hearing Tentative Parcel Map No. 38090 (PM2021-0008) for Consideration of a Finance and Conveyance Map to Subdivide 223 Acres into Seven (7) Parcels, One (1) Remainder Parcel, and Two (2) Lettered Lots Consisting of Phase 4B of Tentative Tract Map 31462 within the Oak Valley and SCPGA Golf Course Specific Plan APN: Portion of 413-790-010, -012 and -042**

**Recommended Action:**

Hold a public hearing,  
Approve Tentative Tract Map No. 38090 (PM2021-0008) subject to the Development Agreement and the attached conditions of approval, and Direct City staff to prepare a Notice of Determination for the applicant to file with the Riverside County Clerk Recorder.

**ACTION ITEMS**

*Approval of all Ordinances and Resolutions to be read by title only.*

**11. Appointments to Finance and Audit Committee, Economic Development Committee, and Administrative Appeals Board**

**Recommended Action:**

City Council appointment of members to the Finance and Audit Committee, Economic Development Committee and the Board of Administrative Appeals.

**12. Approve a Non-Exclusive License Agreement with the Cherry Festival Association to Operate and Maintain an Office and Meeting Room Space in the Albert A. Chatigny, Sr. Community Recreation Center Located at 1310 East Oak Valley Parkway and Request to Waive Fees Associated with Facility Usage**

**Recommended Action:**

Staff recommends City Council approve the non-exclusive license agreement with the Cherry Festival Association and authorize the City Manager to execute the agreement on behalf of the City of Beaumont.

**13. First Amendment to the Public Works Agreement with Mariscal Painting, Inc., for the Repaint and Stucco Project at City Hall (CIP F-01) to Include Repainting of Building B and Building D in the Amount Not to Exceed \$35,200 and Authorize the City Manager to Approve Additional Change Orders up to \$3,520**

**Recommended Action:**

Approve the First Amendment to the Public Works Agreement with Mariscal Painting, Inc., in the amount of \$35,200 for the repainting of Buildings B and D for a total revised contract amount of \$112,566; and  
Authorize the City Manager to approve change orders up to \$3,520.

**14. Approve Second Amendment to Agreement for an Extension of a Contract with Clinical Laboratory Services of San Bernardino, Inc. to Provide Laboratory Testing Services at the City of Beaumont Wastewater Treatment Plant in an Amount Not to Exceed \$126,800**

**Recommended Action:**

Approval of a Second Amendment to Agreement for an extension to January 2, 2023, with Clinical Laboratory Services of San Bernardino, Inc., to provide laboratory testing services at the City of Beaumont Wastewater Treatment Plant in the amount not to exceed \$126,800.00 per year.

**15. Contract for Full Cost Allocation Plan and Comprehensive User Fee Study Services**

**Recommended Action:**

Approve a professional services agreement with Revenue and Costs Specialists for full cost allocation plan and comprehensive user fee study services.

**16. Establish Public Agency Retirement Services 115 Trust – Post-Employment Benefits Trust Program Account and Appoint Plan Administrator**

**Recommended Action:**

Waive the full reading and adopt by title only, “A Resolution of the City Council of the City of Beaumont Approving the Adoption of the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Services (PARS).”

**17. Resolution to Adopt Emergency Operations Plan**

**Recommended Action:**

Waive the full reading and adopt by title only, “A Resolution of the City Council of the City of Beaumont, California, Adopting the City of Beaumont Emergency Operations Plan.”

**18. Discussion and Direction on Food Trucks (Motorized, Mobile Food Vendors)**

**Recommended Action:**

Hold discussion and provide direction to City staff on motorized, mobile food vendors.

**19. Resolution of the City Council of the City of Beaumont Opposing the Federal COVID-19 Vaccine Mandate**

**Recommended Action:**

Reject the draft resolution,  
Or adopt the draft resolution by waiving the full reading and adopting by title only,  
“A Resolution of the City Council of the City of Beaumont, California, Supporting the Position Taken by Numerous States that Have Challenged the Emergency Temporary Standards Adopted by the Occupational Health and Safety Administration (OSHA) Imposing Civil Penalties on Certain Employers Who Do Not Enforce Mandatory Vaccination Requirements by January 4, 2022.”

**LEGISLATIVE UPDATES AND DISCUSSION**

**ECONOMIC DEVELOPMENT UPDATE**

Economic Development Committee Report Out and City Council Direction

**CITY TREASURER REPORT**

Finance and Audit Committee Report Out and City Council Direction

**CITY CLERK REPORT**

**CITY ATTORNEY REPORT**

**20. Current Pending Litigation**

**CITY MANAGER REPORT**

**FUTURE AGENDA ITEMS**

**COUNCIL REPORTS**

- Santos
- Fenn
- Martinez
- White
- Lara

**ADJOURNMENT**

The next regular meeting of the Beaumont City Council, Beaumont Financing Authority, the Beaumont Successor Agency (formerly RDA), the Beaumont Utility Authority, the Beaumont Parking Authority and the Beaumont Public Improvement Agency is scheduled for Tuesday, December 21, 2021, at 5:00 p.m., unless otherwise posted.



## Staff Report

**TO:** City Council  
**FROM:** Nicole Wheelwright, Deputy City Clerk  
**DATE:** December 7, 2021  
**SUBJECT:** Reorganization of City Council, Selection of Mayor and Mayor Pro Tempore

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### Background and Analysis:

City Council adopted a rules and procedures for selection of Mayor and Mayor Pro Tempore. The policy was adopted as follows:

#### **2.04.090 - Nomination of Mayor and Mayor Pro Tempore.**

The City Council selection of the Mayor and Mayor Pro Tempore shall occur annually at the first Council meeting in December during a year in which no Council Member seat is open for election or at the second regular or special Council meeting in December during a year in which Council Member seats are open for election. The Mayor and Mayor Pro Tempore selection shall occur by a seniority rotation process as follows:

- A. The office of Mayor and Mayor Pro Tempore shall rotate each year based on the number of years each Council Member has been in office. Each Council Member shall be given a specified position in the rotation sequence. The first person in the sequence, as determined by tenure on the City Council, shall serve as Mayor. The second person in the sequence, shall serve as Mayor Pro Tempore.
- B. After serving as Mayor, that Council Member moves to the end of the rotation sequence and the other four Council Members move forward, causing the Mayor Pro Tempore to become the Mayor.
- C. The next Council Member in the rotation after the Mayor Pro Tempore shall then become the Mayor Pro Tempore.
- D. When a Council Member is newly elected or appointed, the new Council Member is placed in the fourth position in the rotation, after all incumbents, but before the current outgoing Mayor.

- E. If two or more Council Members are newly elected at the same time, the number of votes received in the election determines the Council Members position in the sequence, with the Council Member receiving the fewest votes placed last in the rotation but before the current outgoing Mayor.
- F. Incumbent Council Members, when re-elected, retain their placement in the rotation.
- G. If for any reason a Council Member is removed from the rotation, the remaining Council Members move forward in the sequence.
- H. A Council Member may decline to serve as Mayor or Mayor Pro Tempore. In this case, the office would pass to the next Council Member on the list. The Council Member who declined may drop back one position in the rotation.
- I. The selection of the Mayor and Mayor Pro Tempore must be ratified by three affirmative votes. If the Mayor or Mayor Pro Tempore fail to receive three affirmative votes, they retain their current position in the rotation and the office would pass to the next Council Member on the list, subject to ratification by three affirmative votes. This process continues until a Mayor and Mayor Pro Tempore are ratified by three affirmative votes. The newly selected Mayor and Mayor Pro Tempore shall be seated in their positions immediately after they have been approved by three affirmative Council Member votes.
- J. The City Clerk shall keep and update a list outlining the rotational sequence.
- K. A Council Member may serve as Mayor or Mayor Pro Tempore a total of two years during a four-year term of office on the Council but shall not serve as Mayor or Mayor Pro Tempore in consecutive years.

( Ord. No. 1126 , § 3, 10-6-2020)

**Fiscal Impact:**

City staff estimates the cost to prepare this report at \$150.

**Recommended Action:**

Selection of Mayor and Mayor Pro Tem.



**Attachments:**

- A. Mayoral Rotation Sequence

**City of Beaumont Mayoral Rotational Sequence**

**2020**

Rey Santos  
Michael Lara  
Lloyd White  
Nancy Carroll  
Julio Martinez

**2021**

Michael Lara  
Lloyd White  
Julio Martinez  
David Fenn  
Rey Santos

**2022**

Lloyd White  
Julio Martinez  
David Fenn  
Rey Santos  
Michael Lara



## CITY COUNCIL CLOSED & REGULAR SESSION

550 E. 6th Street, Beaumont, CA

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### MINUTES

#### CLOSED SESSION - 5:00 PM

#### CALL TO ORDER at 5:01 p.m.

**Present:** Mayor Lara, Mayor Pro Tem White, Council Member Martinez, Council Member Fenn, Council Member Santos

Public Comments Regarding Closed Session

**None**

1. Conference with Legal Counsel Regarding Potential Initiation of Litigation Pursuant to Government Code Section 54956.9(d)(4): Two Potential Cases

**No reportable action.**

2. Conference with Legal Counsel Regarding Existing Litigation-Pursuant to Government Code Section 54956.9(d)(1): Southwest Regional Council of Carpenters v. City of Beaumont, Riv. Co. Sup. Case No. CVRI2000635

**No discussion.**

3. Conference with Real property Negotiator Pursuant to Government Code Section 54956.8 for Property Known as APNs 418-190-004, Portion of -005, Portion of -006, and -007 and 418-140-028 and -029. Agency Negotiator: City Manager Todd Parton or his Designee.

Negotiating Parties: City of Beaumont and 5th Street Development, LLC, VantageOne Real Estate Investments, LLC, and Orum Capital. Under Negotiation: Price and Terms

**No reportable action.**

- 4. Conference with Labor Negotiators - Pursuant to Government Code Section 54957.6 City Designated Representatives City Manager Todd Parton and Administrative Services Director Kari Mendoza. Employee Organizations: Beaumont Police Officers Association and SEIU

**No reportable action.**

Adjourn to Regular Session

**REGULAR SESSION - 6:00 PM**

**CALL TO ORDER at 6:23 p.m.**

**Present:** Mayor Lara, Mayor Pro Tem White, Council Member Martinez, Council Member Fenn, Council Member Santos

Report out from Closed Session: *see above.*

Action on any Closed Session Items: **None**

Action of any Requests for Excused Absence: **None**

Pledge of Allegiance

Invocation

Adjustments to the Agenda: **None**

Conflict of Interest Disclosure: **None**

**ANNOUNCEMENTS/ RECOGNITION / PROCLAMATIONS / CORRESPONDENCE**

**PUBLIC COMMENT PERIOD (ITEMS NOT ON THE AGENDA)**

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**No comments.**

**CONSENT CALENDAR**

*Items on the consent calendar are taken as one action item unless an item is pulled for further discussion here or at the end of action items. Approval of all Ordinances and Resolutions to be read by title only.*

- 1. Approval of Minutes

**Recommended Action:**

**Approve Minutes dated:**

**October 19, 2021**

**November 2, 2021**

2. Ratification of Warrants

**Recommended Action:**

**Ratify Warrants dated:  
October 28, 2021  
November 4, 2021**

3. FY2022 General Fund and Wastewater Fund Budget to Actual through October 2021 and First Quarter Investment Report and Certification

**Recommended Action:**

**Receive and file the attached reports.**

4. Approve a Non-Exclusive License Agreement with the Cherry Festival Association to Operate and Maintain an Office and Meeting Room Space in the Albert A. Chatigny, Sr. Community Recreation Center Located at 1310 East Oak Valley Parkway

**Item tabled to a future meeting.**

5. Bond Exoneration for Performance and Payment Bond No. 4415890 for Channel Improvements Associated with Parcel Map No. 35789

**Recommended Action:**

**Authorize City staff to issue a Bond Exoneration Letter for Performance and Payment Bond No. 4415890.**

6. Second Reading of an Ordinance Amending and Restating Chapter 8.12 (Solid Waste Management) of the City of Beaumont Municipal Code

**Recommended Action:**

**Waive the second full reading and approve by title only, "An Ordinance of the City Council of the City of Beaumont, California, Amending and Restating Chapter 8.12 (Solid Waste Management) of the City of Beaumont Municipal Code."**

7. Second Reading and Consideration of Termination of a Moratorium Prohibiting Tire Sales and Tire Repair Establishments

**Recommended Action:**

**Waive the second full reading and adopt by title only, "An Ordinance of the City Council of the City of Beaumont Terminating Urgency Ordinance 1121 Imposing a Temporary Moratorium Prohibiting Tire Sales and Tire Repair Facilities Pursuant to Government Code Section 65858 as Extended by Urgency Ordinance 1123."**

**Motion by Council Member Fenn  
Second by Council Member Martinez**

**To approve Consent Calendar Items 1-3, and 5-7.**

**Approved by a unanimous vote.**

## **PUBLIC HEARINGS**

*Approval of all Ordinances and Resolutions to be read by title only.*

### **8. CDBG Funding Requests for Program Year 2022-2023**

**Public Hearing opened at 6:30 p.m.**

**M. Grisham - Representing the Boys and Girls Club described the services they provide.**

**Public Hearing closed at 6:33 p.m.**

**Motion by Mayor Lara**

**Second by Mayor Pro Tem White**

**To approve and authorize City staff to submit a CDBG application for the City of Beaumont Street Rehabilitation project and give authority to the City Manager to reduce or increase the amount funded to the projects based on the final amount of funding available to the City of Beaumont; and**

**Approve and authorize City staff to submit a CDBG application for the Boys & Girls Club of the San Gorgonio Pass program request of \$20,000 subject to the conditions of the CDBG program as provided by Riverside County EDA.**

**Approved by a unanimous vote.**

## **ACTION ITEMS**

*Approval of all Ordinances and Resolutions to be read by title only.*

### **9. Approve a Non-Exclusive Lease Agreement with Freedom in Christ Church to Lease the City-owned Property Located at 500 Grace Avenue**

**Council Member Santos recused himself due to owning property within 500 feet of the subject property.**

**Motion by Council Member Martinez**

**Second by Mayor Lara**

**To Approve of the non-exclusive lease agreement with Freedom in Christ Church and authorize the City Manager to execute the agreement on behalf of the City of Beaumont.**

**Approved by a 4-0 vote.**

**Recused: Santos**

### **10. Request for Verification of Approval Authority by California Department of Alcoholic Beverage Control**

**Motion by Mayor Pro Tem White**

**Second by Council Member Martinez**

**To approve the letter for signature by the Mayor, and direct staff to remit the letter to the California Department of Alcoholic Beverage Control.**

**Approved by a unanimous vote.**

11. City Council Approval of Change Order No. 21 for the Wastewater Treatment Plant Upgrade/Expansion in the Amount Not to Exceed \$28,006.52 for Plant Improvements

**Motion by Council Member Fenn  
Second by Mayor Pro Tem White**

**To approve of Change Order No. 22 for the Wastewater Treatment Plant Upgrade/Expansion in the amount not to exceed \$28,006.52.**

**Approved by a unanimous vote.**

12. Pension 115 Trust Options

**Consensus to direct staff to move forward with Option 3.**

13. Review of Local Emergency Declaration Established via the Adoption of City of Beaumont Resolution No. 2020-07 Adopted on March 17, 2020

**No action.**

14. List of External Boards and Committees for Mayoral Appointment at December 21, 2021, City Council Meeting

**Direction to add an Memorial Ad-Hoc Committee to the list.**

15. Approval of City Attorney Invoices for the Month of September 2021

**Motion by Council Member Fenn  
Second by Mayor Lara**

**To approve invoices for the month of October in the amount of \$99,399.24.**

**Approved by a unanimous vote.**

## **LEGISLATIVE UPDATES AND DISCUSSION**

## **ECONOMIC DEVELOPMENT UPDATE**

No update, the most recent meeting was cancelled due to lack of items.

## **CITY TREASURER REPORT**

Announced vacancies on the Finance and Audit committee and gave a report out from the FAC meeting.

## **CITY CLERK REPORT**

Update of the public records requests for the month of October.

## **CITY ATTORNEY REPORT**

No report.

## **CITY MANAGER REPORT**

16. October 2021 Department Project Schedule Updates

## **FUTURE AGENDA ITEMS**

- List of all properties owned by the City.
- Update on street improvements.
- Resolution in regards to the federal vaccination mandate.

## **COUNCIL REPORTS**

**Santos** - *Attended a Cal Cities committee meeting, thanked everyone involved in the Veteran's parade.*

**Fenn** - *Appreciated the Veteran's parade.*

**Martinez** - *Attended the Finance and Audit Committee, a Cal Cities committee meeting, thanked everyone involved in the Veteran's parade.*

**White** - *Attended the Board of Supervisors meeting, and the Veteran's parade.*

**Lara** - *Shared the new high school construction renderings, announced the upcoming thanksgiving home bound dinner delivery. Shared the success of the Veteran's parade.*

## **ADJOURNMENT 7:46 p.m.**

The next regular meeting of the Beaumont City Council, Beaumont Financing Authority, the Beaumont Successor Agency (formerly RDA), the Beaumont Utility Authority, the Beaumont Parking Authority and the Beaumont Public Improvement Agency is scheduled for Tuesday, December 7, 2021, at 5:00 p.m., unless otherwise posted.





WARRANTS TO BE RATIFIED

Friday, November 12, 2021

Printed Checks	110724-110739	\$	1,926.80	Utility Refunds
	110679-110723	\$	257,289.35	FY 21/22
ACH	519-521	\$	-	
	A/P Total	\$	<u>257,289.35</u>	
Bank Drafts	MG Trust	\$	25,695.76	457 Paydate 10/22/21
		\$	3,635.66	401a Paydate 10/22/21
		\$	615.46	FICA Paydate 10/22/21
		\$	24,262.63	457 Paydate 11/05/21
		\$	3,554.71	401a Paydate 11/05/21
		\$	647.34	FICA Paydate 11/05/21
	Guardian	\$	23,949.35	Nov-21
	Affant	\$	650.75	Nov-21
	Kaiser Foundation	\$	178.00	HSA

I DO HEREBY CERTIFY THIS WARRANT LIST HAS BEEN COMPILED AND PREPARED TO MEET THE DAILY OPERATIONS FOR THE FISCAL YEAR JULY 1, 2021 - JUNE 30, 2022

SIGNATURE: Brian J. Thumtli  
TITLE: CITY TREASURER

SIGNATURE: [Signature]  
TITLE: FINANCE DIRECTOR



City of Beaumont, CA

Check Item 4. t

By Check Number

Date Range: 11/05/2021 - 11/12/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4447	Alameda County DCSS	11/09/2021	Regular	0.00	619.38	110679
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>INV0000311</u>	Invoice	11/05/2021	Child Support 200000	0.00	619.38	
	<u>100-0000-2105-0000</u>		PAYROLL SUSPENSE		619.38	
4448	CA State Disbursement Unit	11/09/2021	Regular	0.00	276.92	110680
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>INV0000310</u>	Invoice	11/05/2021	Child Support	0.00	276.92	
	<u>100-0000-2105-0000</u>		PAYROLL SUSPENSE		276.92	
4449	State Of California FTB	11/09/2021	Regular	0.00	150.00	110681
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>INV0000312</u>	Invoice	11/05/2021		0.00	150.00	
	<u>100-0000-2105-0000</u>		PAYROLL SUSPENSE		150.00	
3849	AKEL ENGINEERING GROUP, INC	11/12/2021	Regular	0.00	830.00	110682
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>19553-22</u>	Invoice	11/12/2021	Development of Wastewater Master Plan	0.00	830.00	
	<u>710-0000-7068-0000</u>		CONTRACTUAL SERVICE		830.00	
1050	AMAZON CAPITAL SERVICES	11/12/2021	Regular	0.00	1,288.84	110683
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>144T-MVTQ-LJRJ</u>	Invoice	11/12/2021	DEPT SUPPLIES	0.00	1,288.84	
	<u>100-6000-7085-6025</u>		BLDG MAINT - CITY HALL		290.83	
	<u>100-6000-7085-6045</u>		BLDG MAINT- COMMUNI		856.64	
	<u>100-6050-7070-5999</u>		SPEC DEPT EXP - ALL PAR		141.37	
3831	ANIMAL PEST MANAGEMENT SERVICES, INC	11/12/2021	Regular	0.00	1,462.50	110684
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>622883</u>	Invoice	11/12/2021	Pest Control for City Buildings	0.00	685.00	
	<u>100-6000-7068-6025</u>		CONTRACTUAL SVC - CITY		130.00	
	<u>100-6000-7068-6026</u>		CONTRACTUAL SVC - CITY		65.00	
	<u>100-6000-7068-6032</u>		CONTRACTUAL SVC - CITY		45.00	
	<u>100-6000-7068-6040</u>		CONTRACTUAL SVC- POLI		75.00	
	<u>100-6000-7068-6041</u>		CONTRACTUAL SVC- POLI		45.00	
	<u>100-6000-7068-6045</u>		CONTRACTUAL SVC- COM		130.00	
	<u>100-6000-7068-6055</u>		CONTRACTUAL SVC- FIRE		65.00	
	<u>750-7000-7068-0000</u>		CONTRACTUAL SERVICES		65.00	
	<u>750-7300-7068-0000</u>		CONTRACTUAL SERVICES		65.00	
<u>649177</u>	Invoice	11/12/2021	Pest Control for City Buildings	0.00	275.00	
	<u>100-6000-7068-6040</u>		CONTRACTUAL SVC- POLI		275.00	
<u>649179</u>	Invoice	11/12/2021	Pest Control for City Buildings	0.00	275.00	
	<u>100-6000-7068-6040</u>		CONTRACTUAL SVC- POLI		275.00	
<u>649926</u>	Invoice	11/12/2021	PROFESSIONAL SERVICES	0.00	227.50	
	<u>700-4050-7068-0000</u>		CONTRACTUAL SERVICES		227.50	
1100	AUTOZONE	11/12/2021	Regular	0.00	138.65	110685

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2882908788	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	138.65	
	<u>100-6050-7037-0000</u>		VEHICLE MAINTENANCE		138.65	
1005	A-Z BUS SALES, INC.	11/12/2021	Regular	0.00	1,326.56	110686
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>01P711987</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	1,326.56	
	<u>750-7100-7037-0000</u>		VEHICLE MAINTENANCE		147.40	
	<u>750-7400-7037-0000</u>		VEHICLE MAINTENANCE		147.40	
	<u>750-7600-7037-0000</u>		VEHICLE MAINTENANCE		294.80	
	<u>750-7800-7037-0000</u>		VEHICLE MAINTENANCE		294.80	
	<u>750-7900-7037-0000</u>		VEHICLE MAINTENANCE		147.40	
	<u>750-8100-7037-0000</u>		VEHICLE MAINTENANCE		147.40	
	<u>750-8200-7037-0000</u>		VEHICLE MAINTENANCE		147.36	
1111	BANNING MEDICAL SERVICES	11/12/2021	Regular	0.00	990.00	110687
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>20493235GOR</u>	Invoice	11/12/2021	EMPLOYEE MEDICAL SERVICES	0.00	990.00	
	<u>100-2050-6015-0000</u>		VACATION		990.00	
			EMPLOYEE MEDICAL SERVICES			
3602	BURRTEC WASTE GROUP, INC	11/12/2021	Regular	0.00	45,108.05	110688
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>11032021-1</u>	Invoice	11/12/2021	SLUDGE HAULING SERVICES	0.00	45,108.05	
	<u>700-4050-7068-0000</u>		CONTRACTUAL SERVICES		45,108.05	
			SLUDGE HAULING SERVICES			
4209	COMMERCIAL CLEANING SOLUTIONS INC	11/12/2021	Regular	0.00	16,415.00	110689
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>36908</u>	Invoice	11/12/2021	Janitorial Services	0.00	16,415.00	
	<u>100-6000-7068-6025</u>		CONTRACTUAL SVC - CITY		5,792.00	
	<u>100-6000-7068-6026</u>		CONTRACTUAL SVC - CITY		490.00	
	<u>100-6000-7068-6031</u>		CONTRACTUAL SVC - CITY		265.00	
	<u>100-6000-7068-6040</u>		CONTRACTUAL SVC - POLI		2,105.00	
	<u>100-6000-7068-6041</u>		CONTRACTUAL SVC - POLI		265.00	
	<u>100-6000-7068-6045</u>		CONTRACTUAL SVC - COM		6,295.00	
	<u>100-6000-7068-6060</u>		CONTRACTUAL SVC - 713		85.00	
	<u>700-4050-7068-0000</u>		CONTRACTUAL SERVICES		490.00	
	<u>750-7000-7068-0000</u>		CONTRACTUAL SERVICES		498.00	
	<u>750-7300-7068-0000</u>		CONTRACTUAL SERVICES		130.00	
1422	DICK'S ALL AUTO REPAIR, INC	11/12/2021	Regular	0.00	51.75	110690
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>25790</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	51.75	
	<u>100-6050-7037-0000</u>		VEHICLE MAINTENANCE		51.75	
1424	DIRECTV	11/12/2021	Regular	0.00	727.11	110691
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>035168908X2110</u>	Invoice	11/12/2021	BUILDING UTILITY	0.00	53.24	
	<u>100-6000-7010-6060</u>		UTILITIES - 713 W 4TH ST		53.24	
<u>035168915X2110</u>	Invoice	11/12/2021	BUILDING UTILITY	0.00	68.24	
	<u>100-6000-7010-6065</u>		UTILITIES - 550 CALIF AVE		68.24	
<u>039668521X2111</u>	Invoice	11/12/2021	BUILDING UTILITY	0.00	55.01	
	<u>100-6000-7010-6055</u>		UTILITIES - FIRE STATION		55.01	
<u>045085274X2111</u>	Invoice	11/12/2021	BUILDING UTILITY	0.00	130.24	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-6000-7010-6040</u>		UTILITIES - POLICE DEPT		130.24	
<u>051553389X2110</u>	Invoice	11/12/2021	BUILDING UTILITY	0.00	65.69	
	<u>100-6000-7010-6028</u>		UTILITIES - CITY HALL BLD		65.69	
<u>057318158X2110</u>	Invoice	11/12/2021	BUILDING UTILITY	0.00	354.69	
	<u>100-6000-7010-6045</u>		UTILITIES - COMMUNITY		354.69	
4339	EXP US SERVICES, INC	11/12/2021	Regular	0.00	1,104.63	110692
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<u>107506</u>	Invoice	11/12/2021	ENGINEERING FOR	BMT MASTER PLAN LI	0.00	1,104.63
	<u>500-0000-8030-0000</u>		INFRASTRUCTURE IMPRO	ENGINEERING FOR BMT MASTE		1,104.63
2588	FAST LUBE AND TUNE	11/12/2021	Regular	0.00	89.99	110693
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<u>78929</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	89.99	
	<u>750-7600-7037-0000</u>		VEHICLE MAINTENANCE		89.99	
1533	FRONTIER COMMUNICATIONS	11/12/2021	Regular	0.00	3,219.95	110694
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<u>213-181-1343-03</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	69.47	
	<u>700-4050-7015-0000</u>		TELEPHONE		69.47	
<u>323-156-8188-02</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	85.98	
	<u>100-1230-7015-6060</u>		TELEPHONE (4th ST YARD)		85.98	
<u>951-197-0835-05</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	800.00	
	<u>700-4050-7015-0000</u>		TELEPHONE		800.00	
<u>951-769-8500-01</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	1,357.83	
	<u>100-1230-7015-6040</u>		TELEPHONE (POLICE DPT)		1,357.83	
<u>951-769-8520-01</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	204.82	
	<u>100-1230-7015-6025</u>		TELEPHONE (CITY HALL)		204.82	
<u>951-769-8530-06</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	237.30	
	<u>750-7000-7015-0000</u>		TELEPHONE		237.30	
<u>951-769-8538-06</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	82.99	
	<u>100-1230-7015-6048</u>		TELEPHONE (POOL)		82.99	
<u>951-769-8539-04</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	166.45	
	<u>100-1230-7015-6045</u>		TELEPHONE (COMM CTR)		166.45	
<u>951-922-6646-04</u>	Invoice	11/12/2021	PHONE UTILITY	0.00	215.11	
	<u>700-4050-7015-0000</u>		TELEPHONE		215.11	
4478	GNP VALLEY VETERINARY INC	11/12/2021	Regular	0.00	415.00	110695
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>	
<u>20058</u>	Invoice	11/12/2021	ANIMAL CARE SERVICES	0.00	415.00	
	<u>100-2000-7068-0000</u>		CONTRACTUAL SERVICES		415.00	
3572	HECTOR ALVARADO	11/12/2021	Regular	0.00	2,060.00	110696

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1668	Invoice	11/12/2021	Bus Wash and Detail	0.00	2,060.00	
	<u>750-7100-7068-0000</u>	CONTRACTUAL SERVICES	BUS WASH AND DETAIL	130.00		
	<u>750-7400-7068-0000</u>	CONTRACTUAL EXPENSES	BUS WASH AND DETAIL	680.00		
	<u>750-7600-7068-0000</u>	CONTRACTUAL SERVICES	BUS WASH AND DETAIL	450.00		
	<u>750-7800-7068-0000</u>	CONTRACTUAL SERVICES	BUS WASH AND DETAIL	300.00		
	<u>750-7900-7068-0000</u>	CONTRACTUAL SERVICES	BUS WASH AND DETAIL	200.00		
	<u>750-8100-7068-0000</u>	CONTRACTUAL SERVICES	BUS WASH AND DETAIL	100.00		
	<u>750-8200-7068-0000</u>	CONTRACTUAL SERVICES	BUS WASH AND DETAIL	50.00		
	<u>750-8300-7068-0000</u>	CONTRACTUAL SERVICES	BUS WASH AND DETAIL	150.00		
3064	JOSE NUNEZ	11/12/2021	Regular	0.00	400.00	110697
	Invoice	11/12/2021	EMPLOYEE REIMBURSEMENT	0.00	400.00	
	<u>100-2150-7030-0000</u>	DUES & SUBSCRIPTIONS	EMPLOYEE REIMBURSEMENT -	120.00		
	<u>100-2150-7066-0000</u>	TRAVEL, EDUCATION, TRA	EMPLOYEE REIMBURSEMENT	280.00		
1806	KONICA MINOLTA PREMIER FINANCE	11/12/2021	Regular	0.00	4,586.25	110698
	Invoice	11/12/2021	PRINTER RENTAL AND SERVICES	0.00	3,986.08	
	<u>100-1230-7075-6025</u>	EQUIPMENT LEASING/RE	PRINTER RENTAL AND SERVICES	851.96		
	<u>100-1230-7075-6026</u>	EQUIPMENT LEASING/RE	PRINTER RENTAL AND SERVICES	421.90		
	<u>100-1230-7075-6040</u>	EQUIPMENT LEASING/RE	PRINTER RENTAL AND SERVICES	1,442.71		
	<u>100-1230-7075-6041</u>	EQUIPMENT LEASING/RE	PRINTER RENTAL AND SERVICES	423.88		
	<u>700-4050-7075-0000</u>	EQUIPMENT LEASING/RE	PRINTER RENTAL AND SERVICES	421.90		
	<u>750-7000-7075-0000</u>	EQUIPMENT LEASING/RE	PRINTER RENTAL AND SERVICES	423.73		
	Invoice	11/12/2021	EQUIPMENT RENTAL	0.00	600.17	
	<u>100-1230-7075-6026</u>	EQUIPMENT LEASING/RE	EQUIPMENT RENTAL	420.12		
	<u>700-4050-7075-0000</u>	EQUIPMENT LEASING/RE	EQUIPMENT RENTAL	180.05		
3379	LAW OFFICES BURKE, WILLIAMS & SORENSEN,	11/12/2021	Regular	0.00	1,740.00	110699
	Invoice	11/12/2021	LEGAL SERVICES	0.00	1,740.00	
	<u>100-1300-7068-000B</u>	CONTRACTUAL SERVICES	LEGAL SERVICES	1,740.00		
1895	M BREY ELECTRIC INC	11/12/2021	Regular	0.00	2,078.50	110700
	Invoice	11/12/2021	WW ELECTRICAL SERVICES	0.00	2,078.50	
	<u>700-4050-7068-0000</u>	CONTRACTUAL SERVICES	WW ELECTRICAL SERVICES	2,078.50		
3186	MWH CONSTRUCTORS INC	11/12/2021	Regular	0.00	25,502.75	110701
	Invoice	11/12/2021	BRINE LINE INSTALLATION CONSTRUCTIO	0.00	25,502.75	
	<u>21-30505107-25</u>	CAPITAL IMPROVEMENT	BRINE LINE INSTALLATION CONS	25,502.75		
	<u>710-0000-8030-0000</u>					
1984	NAPA AUTO PARTS	11/12/2021	Regular	0.00	527.09	110702
	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	10.23	
	<u>750-7300-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE	10.23		
	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	43.62	
	<u>750-8300-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE	43.62		
	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	81.41	

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	<u>100-6050-7037-0000</u>		VEHICLE MAINTENANCE		81.41	
<u>165838</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	415.33	
	<u>100-6050-7037-0000</u>		VEHICLE MAINTENANCE		415.33	
<u>166412</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	7.91	
	<u>750-8300-7037-0000</u>		VEHICLE MAINTENANCE		7.91	
<u>166525</u>	Credit Memo	11/12/2021	VEHICLE MAINTENANCE	0.00	-31.41	
	<u>100-6050-7037-0000</u>		VEHICLE MAINTENANCE		-31.41	
2009	O'REILLY AUTO PARTS	11/12/2021	Regular	0.00	1,530.27	110703
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>2678-391188</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	899.71	
	<u>750-7300-7071-0000</u>		SOFTWARE		899.71	
<u>2678-391298</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	74.32	
	<u>750-7300-7037-0000</u>		VEHICLE MAINTENANCE		74.32	
<u>2678-391519</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	10.76	
	<u>750-8100-7037-0000</u>		VEHICLE MAINTENANCE		10.76	
<u>2678-391542</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	11.20	
	<u>750-7300-7037-0000</u>		VEHICLE MAINTENANCE		11.20	
<u>2678-392192</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	17.11	
	<u>750-7800-7037-0000</u>		VEHICLE MAINTENANCE		17.11	
<u>2678-392967</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	517.17	
	<u>760-0000-8040-0000</u>		EQUIPMENT		517.17	
2039	PARKHOUSE TIRE, INC.	11/12/2021	Regular	0.00	493.08	110704
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>2030207345</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	493.08	
	<u>100-6050-7037-0000</u>		VEHICLE MAINTENANCE		493.08	
2072	POLYDYNE, INC.	11/12/2021	Regular	0.00	14,363.94	110705
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>1590508</u>	Invoice	11/12/2021	CHEMICALS & SUPPLIES	0.00	14,363.94	
	<u>700-4050-7070-0000</u>		SPECIAL DEPT SUPPLIES		14,363.94	
3652	PRUDENTIAL OVERALL SUPPLY	11/12/2021	Regular	0.00	581.67	110706
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>23231366</u>	Invoice	11/12/2021	Uniform Rental and Cleaning	0.00	103.71	
	<u>750-7100-7065-0000</u>		UNIFORMS		14.08	
	<u>750-7400-7065-0000</u>		UNIFORMS		30.33	
	<u>750-7600-7065-0000</u>		UNIFORMS		26.00	
	<u>750-7800-7065-0000</u>		UNIFORMS		14.36	
	<u>750-8300-7065-0000</u>		UNIFORMS		18.94	
<u>23231397</u>	Invoice	11/12/2021	Uniform Rental and Cleaning	0.00	49.39	
	<u>750-7300-7065-0000</u>		UNIFORMS		49.39	
<u>23231412</u>	Invoice	11/12/2021	Uniform Rental and Cleaning	0.00	93.02	
	<u>100-6050-7065-0000</u>		UNIFORMS		93.02	
<u>23234544</u>	Invoice	11/12/2021	Uniform Rental and Cleaning	0.00	103.71	
	<u>750-7100-7065-0000</u>		UNIFORMS		14.08	
	<u>750-7400-7065-0000</u>		UNIFORMS		30.33	
	<u>750-7600-7065-0000</u>		UNIFORMS		26.00	
	<u>750-7800-7065-0000</u>		UNIFORMS		14.36	
	<u>750-8300-7065-0000</u>		UNIFORMS		18.94	
<u>23234574</u>	Invoice	11/12/2021	Uniform Rental and Cleaning	0.00	49.39	

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	750-7300-7065-0000		UNIFORMS		49.39	
<u>23234590</u>	Invoice	11/12/2021	Uniform Rental and Cleaning	0.00	93.02	
	100-6050-7065-0000		UNIFORMS		93.02	
<u>23234593</u>	Invoice	11/12/2021	WW - Prudential Uniforms	0.00	89.43	
	700-4050-7065-0000		UNIFORMS		89.43	
2092	PURCHASE POWER-2540	11/12/2021	Regular	0.00	1,005.00	110707
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>8000-9000-0098-</u>	Invoice	11/12/2021	POSTAGE	0.00	1,005.00	
	100-1200-7025-0000		OFFICE SUPPLIES		1,005.00	
3479	R3 CONSULTING GROUP, INC	11/12/2021	Regular	0.00	3,975.00	110708
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>10486</u>	Invoice	11/12/2021	LEGAL SERVICES - PROP 26 ANALYSIS	0.00	1,182.50	
	100-1300-7068-000B		CONTRACTUAL SERVICES		1,182.50	
<u>16112</u>	Invoice	11/12/2021	LEGAL SERVICES - PROP 26 ANALYSIS	0.00	2,792.50	
	100-1300-7068-000B		CONTRACTUAL SERVICES		2,792.50	
3835	SEGURA FAMILY INVESTMENT INC	11/12/2021	Regular	0.00	212.02	110709
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>2003</u>	Invoice	11/12/2021	VEHICLE MAINTENANCE	0.00	212.02	
	100-6050-7037-0000		VEHICLE MAINTENANCE		212.02	
3260	SITEONE LANDSCAPE SUPPLY, LLC	11/12/2021	Regular	0.00	312.44	110710
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>114174365-001</u>	Invoice	11/12/2021	EQUIPMENT MAINTENANCE	0.00	312.44	
	100-6050-7090-5999		EQUIP SUPPLIES/MAINT -		312.44	
2311	SOUTHERN CALIFORNIA EDISON	11/12/2021	Regular	0.00	53,344.03	110711

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>11/12/21</u>	Invoice	11/12/2021	ELECTRIC UTILITY	0.00	53,344.03	
	<u>100-3250-7010-0000</u>	UTILITIES	ELECTRIC UTILITY		25,949.32	
	<u>100-3250-7010-003X</u>	UTILITIES (IA 3)	ELECTRIC UTILITY		3,363.02	
	<u>100-3250-7010-006B</u>	UTILITIES (IA 6B)	ELECTRIC UTILITY		2,447.87	
	<u>100-3250-7010-007A</u>	UTILITIES (IA 7A)	ELECTRIC UTILITY		188.96	
	<u>100-3250-7010-007B</u>	UTILITIES (IA 7B)	ELECTRIC UTILITY		29.83	
	<u>100-3250-7010-007D</u>	UTILITIES (IA 7D)	ELECTRIC UTILITY		115.17	
	<u>100-3250-7010-008A</u>	UTILITIES (IA 8A)	ELECTRIC UTILITY		2,173.91	
	<u>100-3250-7010-008B</u>	UTILITIES (IA 8B)	ELECTRIC UTILITY		99.94	
	<u>100-3250-7010-008C</u>	UTILITIES (IA 8C)	ELECTRIC UTILITY		1,108.39	
	<u>100-3250-7010-008D</u>	UTILITIES (IA 8D)	ELECTRIC UTILITY		23.57	
	<u>100-3250-7010-010A</u>	UTILITIES (IA 10)	ELECTRIC UTILITY		47.48	
	<u>100-3250-7010-011A</u>	UTILITIES (IA 11A)	ELECTRIC UTILITY		258.11	
	<u>100-3250-7010-012A</u>	UTILITIES (IA 12)	ELECTRIC UTILITY		103.38	
	<u>100-3250-7010-014A</u>	UTILITIES (IA 14A)	ELECTRIC UTILITY		194.70	
	<u>100-3250-7010-014B</u>	UTILITIES (IA 14B)	ELECTRIC UTILITY		104.21	
	<u>100-3250-7010-014X</u>	UTILITIES (IA 14)	ELECTRIC UTILITY		2,528.71	
	<u>100-3250-7010-018X</u>	UTILITIES (IA 18)	ELECTRIC UTILITY		326.39	
	<u>100-3250-7010-019A</u>	UTILITIES (IA 19A)	ELECTRIC UTILITY		225.77	
	<u>100-3250-7010-019C</u>	UTILITIES (IA 19C)	ELECTRIC UTILITY		4,238.92	
	<u>100-3250-7010-06A1</u>	UTILITIES (IA 6A1)	ELECTRIC UTILITY		2,307.55	
	<u>100-6050-7010-0000</u>	UTILITIES	ELECTRIC UTILITY		1,313.30	
	<u>100-6050-7010-002X</u>	UTILITIES IA 2	ELECTRIC UTILITY		105.70	
	<u>100-6050-7010-005X</u>	UTILITIES IA 5	ELECTRIC UTILITY		5,601.07	
	<u>100-6050-7010-007A</u>	UTILITIES IA 7A	ELECTRIC UTILITY		41.86	
	<u>100-6050-7010-008C</u>	UTILITIES IA 8C	ELECTRIC UTILITY		20.26	
	<u>100-6050-7010-008E</u>	UTILITIES IA 8E	ELECTRIC UTILITY		17.28	
	<u>100-6050-7010-014X</u>	UTILITIES IA 14	ELECTRIC UTILITY		18.21	
	<u>100-6050-7010-06A1</u>	UTILITIES IA 6A1	ELECTRIC UTILITY		32.88	
	<u>100-6050-7010-5400</u>	UTILITIES, PARK (SPORTS	ELECTRIC UTILITY		285.59	
	<u>100-6050-7010-5500</u>	UTILITIES, PARK (STEWAR	ELECTRIC UTILITY		72.68	
2407	THE GAS COMPANY	11/12/2021	Regular	0.00	67.57	110712
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>		
<u>12604948096 11/</u>	Invoice	11/12/2021	GAS UTILITY	0.00	62.84	
	<u>700-4050-7010-0000</u>	UTILITIES	GAS UTILITY		62.84	
<u>13912227587 11/</u>	Invoice	11/12/2021	GAS UTILITY	0.00	4.73	
	<u>100-6000-7010-6026</u>	UTILITIES - CITY HALL BLD	GAS UTILITY		4.73	
3874	THE PAPE GROUP INC	11/12/2021	Regular	0.00	1,771.48	110713
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>		
<u>7023565</u>	Invoice	11/12/2021	GENORATOR TROUBLESHOOT - NOBLE CR	0.00	825.00	
	<u>700-4050-7090-002X</u>	EQUIPMENT SUPPLIES/M	GENORATOR TROUBLESHOOT -		825.00	
<u>7024004</u>	Invoice	11/12/2021	FOUR SEASONS GENORATOR TROUBLESH	0.00	946.48	
	<u>700-4050-7090-007A</u>	EQUIPMENT SUPPLIES/M	FOUR SEASONS GENORATOR		946.48	
2430	TIME WARNER CABLE	11/12/2021	Regular	0.00	50.03	110714
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>		
<u>0014188102021</u>	Invoice	11/12/2021	BUILDING UTILITY	0.00	50.03	
	<u>100-1230-7015-6055</u>	TELEPHONE (MAPLE AVE)	BUILDING UTILITY		50.03	
2430	TIME WARNER CABLE	11/12/2021	Regular	0.00	2,861.50	110715



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Date Range: 11/05/2021 Item 4. 21

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0241971102521	Invoice 100-1230-7015-6025	11/12/2021	BUILDING UTILITY TELEPHONE (CITY HALL)	0.00	2,861.50	
3265	TOWNSEND PUBLIC AFFAIRS, INC	11/12/2021	Regular	0.00	2,000.00	110716
17711	Invoice 100-1200-7068-0000	11/12/2021	CONSULTING SERVICES CONTRACTUAL SERVICES	0.00	2,000.00	
2873	TPX COMMUNICATIONS	11/12/2021	Regular	0.00	508.61	110717
148854027-0	Invoice 100-1230-7015-6040	11/12/2021	PHONE UTILITY TELEPHONE (POLICE DPT)	0.00	508.61	
2461	UNDERGROUND SERVICE ALERT	11/12/2021	Regular	0.00	302.06	110718
1020210048	Invoice 700-4050-7068-0000	11/12/2021	DIG ALERT - SEWER CONTRACTUAL SERVICES	0.00	208.00	
DSB20205219	Invoice 700-4050-7068-0000	11/12/2021	DIG ALERT - SEWER CONTRACTUAL SERVICES	0.00	94.06	
2484	VERIZON	11/12/2021	Regular	0.00	14,041.39	110719
9891327747	Invoice 100-1230-7015-0000	11/12/2021	PD AIRCARDS TELEPHONE	0.00	9,234.35	
9891533083	Invoice 100-1230-7015-0000 700-4050-7015-0000 750-7000-7015-0000	11/12/2021	PHONE UTILITY - DEPT CELL PHONES TELEPHONE TELEPHONE TELEPHONE	0.00	4,806.81 4,118.20 206.26 482.35	
9891533087	Invoice 100-1230-7015-0000	11/12/2021	PHONE UTILITY TELEPHONE	0.00	0.23	
2490	VERIZON BUSINESS SERVICE	11/12/2021	Regular	0.00	1,576.85	110720
71990025	Invoice 100-1230-7015-6040	11/12/2021	PHONE UTILITY TELEPHONE (POLICE DPT)	0.00	1,576.85	
2517	VOYAGER	11/12/2021	Regular	0.00	46,314.25	110721

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8690650032144	Invoice	11/12/2021	FUEL EXPENSE	0.00	46,314.25	
	<u>100-2000-7050-0000</u>	FUEL	FUEL EXPENSE		583.37	
	<u>100-2030-7050-0000</u>	FUEL	FUEL EXPENSE		194.28	
	<u>100-2050-7050-0000</u>	FUEL	FUEL EXPENSE		16,942.37	
	<u>100-2100-7050-0000</u>	FUEL	FUEL EXPENSE		76.05	
	<u>100-2150-7050-0000</u>	FUEL	FUEL EXPENSE		154.11	
	<u>100-3100-7050-0000</u>	FUEL	FUEL EXPENSE		733.95	
	<u>100-3250-7050-0000</u>	FUEL	FUEL EXPENSE		2,117.71	
	<u>100-6050-7050-0000</u>	FUEL	FUEL EXPENSE		7,296.02	
	<u>700-4050-7050-0000</u>	FUEL	FUEL EXPENSE		2,470.44	
	<u>750-7100-7050-0000</u>	FUEL	FUEL EXPENSE		705.48	
	<u>750-7300-7050-0000</u>	FUEL	FUEL EXPENSE		166.05	
	<u>750-7400-7050-0000</u>	FUEL	FUEL EXPENSE		3,874.49	
	<u>750-7600-7050-0000</u>	FUEL	FUEL EXPENSE		4,481.40	
	<u>750-7800-7050-0000</u>	FUEL	FUEL EXPENSE		914.26	
	<u>750-7900-7050-0000</u>	FUEL	FUEL EXPENSE		670.61	
	<u>750-8100-7050-0000</u>	FUEL	FUEL EXPENSE		1,866.67	
	<u>750-8200-7050-0000</u>	FUEL	FUEL EXPENSE		1,272.98	
	<u>750-8300-7050-0000</u>	FUEL	FUEL EXPENSE		1,794.01	
3422	WAXIE SANITARY SUPPLY	11/12/2021	Regular	0.00	302.24	110722
	Invoice	11/12/2021	DEPT SUPPLIES	0.00	237.59	
	<u>750-7100-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		32.39	
	<u>750-7400-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		53.90	
	<u>750-7600-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		53.90	
	<u>750-7800-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		32.39	
	<u>750-7900-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		21.59	
	<u>750-8100-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		10.79	
	<u>750-8200-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		10.79	
	<u>750-8300-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		21.84	
80415880	Invoice	11/12/2021	BUILDING MAINTENANCE	0.00	64.65	
	<u>100-6000-7085-6025</u>	BLDG MAINT - CITY HALL	BUILDING MAINTENANCE		64.65	
3457	ZONAR SYSTEMS	11/12/2021	Regular	0.00	567.00	110723
	Invoice	11/12/2021	SOFTWARE	0.00	567.00	
	<u>750-7100-7071-0000</u>	SOFTWARE	SOFTWARE		54.00	
	<u>750-7400-7071-0000</u>	SOFTWARE	SOFTWARE		135.00	
	<u>750-7600-7071-0000</u>	SOFTWARE	SOFTWARE		135.00	
	<u>750-7800-7071-0000</u>	SOFTWARE	SOFTWARE		81.00	
	<u>750-7900-7071-0000</u>	SOFTWARE	SOFTWARE		54.00	
	<u>750-8100-7071-0000</u>	SOFTWARE	SOFTWARE		27.00	
	<u>750-8200-7071-0000</u>	SOFTWARE	SOFTWARE		27.00	
	<u>750-8300-7071-0000</u>	SOFTWARE	SOFTWARE		54.00	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	525.72	DFT0003302
	Invoice	11/05/2021	457 RETIREMENT CATCHUP	0.00	525.72	
	<u>100-0000-2075-0000</u>	DEFERRED COMPENSATI	457 RETIREMENT CATCHUP		525.72	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	2,097.97	DFT0003303

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000286</u>	Invoice	11/05/2021	DEFERRED MEMO	0.00	2,097.97	
	<u>100-1200-6018-0000</u>		OTHER COMPENSATION		299.71	
	<u>100-2050-6018-0000</u>		OTHER COMPENSATION		599.42	
	<u>100-6050-6018-0000</u>		OTHER COMPENSATION		299.71	
	<u>700-4050-6018-0000</u>		OTHER COMPENSATION		599.42	
	<u>750-7400-6018-0000</u>		OTHER COMPENSATION		299.71	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	1,004.55	DFT0003304
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000287</u>	Invoice	11/05/2021	DEFERRED COMP LOAN 401A-1	0.00	1,004.55	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI		1,004.55	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	452.19	DFT0003305
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000288</u>	Invoice	11/05/2021	DEFERRED COMP LOAN 401A-2	0.00	452.19	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI		452.19	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	8,179.74	DFT0003306
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000289</u>	Invoice	11/05/2021	DEFERRED COMP 457	0.00	8,179.74	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI		8,179.74	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	10,343.23	DFT0003307
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000290</u>	Invoice	11/05/2021	DEFERRED COMP 457	0.00	10,343.23	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI		10,343.23	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	2,495.62	DFT0003308
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000291</u>	Invoice	11/05/2021	DEFERRED COMP 457 - LOAN REPAY	0.00	2,495.62	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI		2,495.62	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	2,884.09	DFT0003309
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000292</u>	Invoice	11/05/2021	DEFERRED COMP 457 - LOAN REPAY - 2	0.00	2,884.09	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI		2,884.09	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	161.05	DFT0003311
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000294</u>	Invoice	11/05/2021	FICA PT REMAINDER	0.00	161.05	
	<u>100-0000-2132-0000</u>		P.A.R.S. WITHHOLDING		161.05	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	178.79	DFT0003312
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>INV0000295</u>	Invoice	11/05/2021	FICA PT REMAINDER	0.00	178.79	
	<u>100-0000-2132-0000</u>		P.A.R.S. WITHHOLDING		178.79	
1979	MUTUAL OF OMAHA	11/05/2021	Bank Draft	0.00	307.50	DFT0003313

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0000296	Invoice 100-0000-2132-0000	11/05/2021	FICA PT RETIREMENT P.A.R.S. WITHHOLDING	0.00	307.50	
2594	CAL PERS	11/05/2021	Bank Draft	0.00	356.26	DFT0003315
INV0000305	Invoice 100-0000-2130-0000	11/05/2021	SERVICE CREDIT P.E.R.S. LIABILITY	0.00	356.26	
2594	CAL PERS	11/05/2021	Bank Draft	0.00	127,969.14	DFT0003318
INV0000309	Invoice 100-0000-2130-0000 100-0000-2130-0000 100-0000-2130-0000 100-0000-2130-0000 100-0000-2130-0000 100-0000-2130-0000 100-0000-2130-0000 100-0000-2130-0000 100-0000-2130-0000 700-0000-2130-0000 700-0000-2130-0000 700-0000-2130-0000 700-0000-2130-0000 750-0000-2130-0000 750-0000-2130-0000 750-0000-2130-0000 750-0000-2130-0000	11/05/2021	CALPERS P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY P.E.R.S. LIABILITY	0.00	127,969.14	
			CALPERS CLASSIC EE		11,790.21	
			CALPERS SAFETY -- EE		12,855.79	
			CALPERS PEPRA SAFETY - ER		7,727.58	
			CALPERS PEPRA - EE		6,085.32	
			CALPERS PEPRA SAFETY - EE		8,045.22	
			CALPERS PEPRA - ER		6,842.63	
			CALPERS CLASSIC ER		22,474.98	
			CALPERS SURVIVOR RATE		45.57	
			CALPERS SAFETY - ER		34,586.76	
			CALPERS PEPRA - EE		690.51	
			CALPERS PEPRA - ER		776.43	
			CALPERS CLASSIC ER		5,446.95	
			CALPERS CLASSIC EE		2,857.41	
			CALPERS PEPRA - ER		1,561.15	
			CALPERS CLASSIC ER		3,144.60	
			CALPERS CLASSIC EE		1,649.64	
			CALPERS PEPRA - EE		1,388.39	

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	85	45	0.00	257,289.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	13	13	0.00	156,955.85
EFT's	0	0	0.00	0.00
	<b>98</b>	<b>58</b>	<b>0.00</b>	<b>414,245.20</b>

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Date Range: 11/05/2021 Item 4. 21

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4446	California State Payroll Taxes	11/05/2021	Bank Draft	0.00	23,738.87	DFT0003319
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>INV0000313</u>	Invoice	11/05/2021	State Withholding	0.00	23,738.87	
	<u>100-0000-2105-0000</u>		PAYROLL SUSPENSE		23,738.87	
			State Withholding			
4445	Federal Deposit	11/05/2021	Bank Draft	0.00	75,901.58	DFT0003320
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>INV0000314</u>	Invoice	11/05/2021	Federal Deposit	0.00	75,901.58	
	<u>100-0000-2105-0000</u>		PAYROLL SUSPENSE		58,298.68	
	<u>100-0000-2105-0000</u>		PAYROLL SUSPENSE		17,602.90	
			Federal Withholding			
			Medicare			

Bank Code PYBANK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	2	2	0.00	99,640.45
EFT's	0	0	0.00	0.00
	<b>2</b>	<b>2</b>	<b>0.00</b>	<b>99,640.45</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	85	45	0.00	257,289.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	15	15	0.00	256,596.30
EFT's	0	0	0.00	0.00
	<b>100</b>	<b>60</b>	<b>0.00</b>	<b>513,885.65</b>

### Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	11/2021	513,885.65
			<u>513,885.65</u>

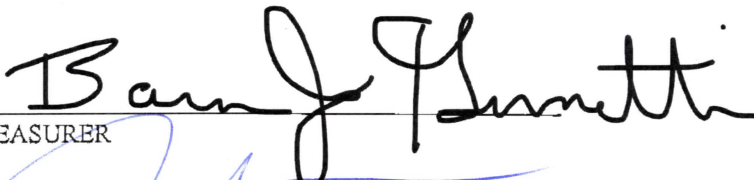


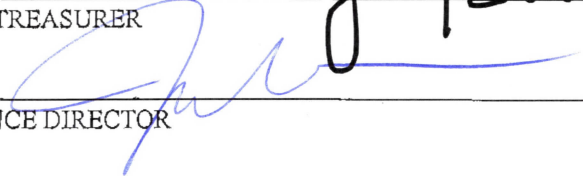
WARRANTS TO BE RATIFIED

Thursday, November 18, 2021

Printed Checks	110740-110800	\$	233,086.29	FY 21/22
ACH	526-529	\$	1,261,812.88	
	A/P Total	\$	<u>1,494,899.17</u>	
Wires	Wells Fargo	\$	60,000.00	Sedgwick Worker's Comp Transfer
Bank Drafts	CalPERS	\$	47,786.66	742 Classic
		\$	46,742.78	743 Classic
		\$	17,253.04	27308 PEPRA
		\$	16,239.70	25763 PEPRA
		\$	654.59	27308 PEPRA

I DO HEREBY CERTIFY THIS WARRANT LIST HAS BEEN COMPILED AND PREPARED TO MEET THE DAILY OPERATIONS FOR THE FISCAL YEAR JULY 1, 2021 - JUNE 30, 2022

SIGNATURE:   
 TITLE: CITY TREASURER

SIGNATURE:   
 TITLE: FINANCE DIRECTOR



City of Beaumont, CA

Check Item 4. t

By Check Number

Date Range: 11/13/2021 - 11/19/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3503	CITIZENS BUSINESS BANK	11/18/2021	EFT	0.00	62,461.78	526
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>APPLICATION 33</u>	Invoice	11/18/2021	W LYLES RETENTION ESCROW	0.00	49,823.43	
	<u>710-0000-8030-0000</u>		CAPITAL IMPROVEMENT W LYLES RETENTION ESCROW		49,823.43	
<u>APPLICATION 34</u>	Invoice	11/18/2021	W LYLES RETENTION ESCROW	0.00	12,638.35	
	<u>710-0000-8030-0000</u>		CAPITAL IMPROVEMENT W LYLES RETENTION ESCROW		12,638.35	
3396	W.M. LYLES CO.	11/18/2021	EFT	0.00	1,186,773.78	527
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>APPLICATION 33</u>	Invoice	11/18/2021	WWTP SALT MITIGATION UPGRADE - CON	0.00	946,645.12	
	<u>710-0000-8030-0000</u>		CAPITAL IMPROVEMENT WWTP SALT MITIGATION		17,255.68	
	<u>710-0000-8030-0000</u>		CAPITAL IMPROVEMENT WWTP SALT MITIGATION		929,389.44	
<u>APPLICATION 34</u>	Invoice	11/18/2021	WWTP SALT MITIGATION UPGRADE - CON	0.00	240,128.66	
	<u>710-0000-8030-0000</u>		CAPITAL IMPROVEMENT WWTP SALT MITIGATION		26,963.90	
	<u>710-0000-8030-0000</u>		CAPITAL IMPROVEMENT WWTP SALT MITIGATION		213,164.76	
3229	ICMA - RC	11/18/2021	EFT	0.00	8,406.56	528
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>INV0000225</u>	Invoice	10/08/2021	ICMA - RC	0.00	900.00	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA - RC		900.00	
<u>INV0000226</u>	Invoice	10/08/2021	ICMA	0.00	1,076.08	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA		1,076.08	
<u>INV0000227</u>	Invoice	10/08/2021	ICMA	0.00	2,075.00	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA		2,075.00	
<u>INV0000228</u>	Invoice	10/08/2021	ICMA LOAN	0.00	137.20	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA LOAN		137.20	
<u>INV0000297</u>	Invoice	11/05/2021	ICMA - RC	0.00	900.00	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA - RC		900.00	
<u>INV0000298</u>	Invoice	11/05/2021	ICMA	0.00	1,076.08	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA		1,076.08	
<u>INV0000299</u>	Invoice	11/05/2021	ICMA	0.00	2,105.00	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA		2,105.00	
<u>INV0000300</u>	Invoice	11/05/2021	ICMA LOAN	0.00	137.20	
	<u>100-0000-2075-0000</u>		DEFERRED COMPENSATI ICMA LOAN		137.20	
2264	SEIU	11/18/2021	EFT	0.00	4,170.76	529
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>INV0000213</u>	Invoice	10/08/2021	SEIU DUES	0.00	30.00	
	<u>100-0000-2061-0000</u>		P.E.R.C. DUES & INS SEIU DUES		30.00	
<u>INV0000232</u>	Invoice	10/08/2021	SEIU DUES	0.00	2,065.45	
	<u>100-0000-2061-0000</u>		P.E.R.C. DUES & INS SEIU DUES		2,065.45	
<u>INV0000285</u>	Invoice	11/05/2021	SEIU DUES	0.00	30.00	
	<u>100-0000-2061-0000</u>		P.E.R.C. DUES & INS SEIU DUES		30.00	
<u>INV0000304</u>	Invoice	11/05/2021	SEIU DUES	0.00	2,045.31	
	<u>100-0000-2061-0000</u>		P.E.R.C. DUES & INS SEIU DUES		2,045.31	



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
3761	AKINS IT INC	11/18/2021	Regular	0.00	3,441.00	110740
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>23257</u>	Invoice	11/18/2021	COMPUTER SUPPLIES	0.00	3,441.00	
	<u>100-1230-7072-0000</u>		COMPUTER SUPPLIES/MA		3,441.00	
1050	AMAZON CAPITAL SERVICES	11/18/2021	Regular	0.00	471.97	110741
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>19PT-MPRY-QLM</u>	Invoice	11/18/2021	OFFICE SUPPLIES	0.00	117.47	
	<u>100-1200-7025-0000</u>		OFFICE SUPPLIES		117.47	
<u>1W1K-6NVY-4QL</u>	Invoice	11/18/2021	COMPUTER SUPPLIES	0.00	354.50	
	<u>100-1230-7072-0000</u>		COMPUTER SUPPLIES/MA		354.50	
1053	AMERICAN FORENSIC NURSES	11/18/2021	Regular	0.00	181.71	110742
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>75189</u>	Invoice	11/18/2021	PROFESSIONAL SERVICES	0.00	60.57	
	<u>100-2050-7068-0000</u>		CONTRACTUAL SERVICES		60.57	
<u>75190</u>	Invoice	11/18/2021	PROFESSIONAL SERVICES	0.00	121.14	
	<u>100-2050-7068-0000</u>		CONTRACTUAL SERVICES		121.14	
1080	ARAMARK	11/18/2021	Regular	0.00	108.48	110743
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>11699892</u>	Invoice	11/18/2021	OFFICE SUPPLIES	0.00	108.48	
	<u>100-2050-7025-0000</u>		OFFICE SUPPLIES		108.48	
2618	AT&T MOBILITY	11/18/2021	Regular	0.00	35.28	110744
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>287302055450X1</u>	Invoice	11/18/2021	PHONE UTILITY	0.00	35.28	
	<u>100-1230-7015-6040</u>		TELEPHONE (POLICE DPT)		35.28	
3129	BC RENTALS, INC	11/18/2021	Regular	0.00	66.25	110745
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>0063422-IN</u>	Invoice	11/18/2021	DEPT SUPPLIES	0.00	66.25	
	<u>500-0000-8990-0000</u>		CAPITAL OUTLAY		66.25	
1147	BEAUMONT CHERRY VALLEY WATER DIST.	11/18/2021	Regular	0.00	68,289.18	110746

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>12/06/21</u>	Invoice	11/18/2021	WATER UTILITY	0.00	68,289.18	
	<u>100-3250-7010-0000</u>	UTILITIES	WATER UTILITY		7,089.46	
	<u>100-3250-7010-007A</u>	UTILITIES (IA 7A)	WATER UTILITY		1,698.16	
	<u>100-3250-7010-007B</u>	UTILITIES (IA 7B)	WATER UTILITY		393.23	
	<u>100-3250-7010-008A</u>	UTILITIES (IA 8A)	WATER UTILITY		292.29	
	<u>100-3250-7010-008B</u>	UTILITIES (IA 8B)	WATER UTILITY		683.82	
	<u>100-3250-7010-010A</u>	UTILITIES (IA 10)	WATER UTILITY		725.62	
	<u>100-3250-7010-012A</u>	UTILITIES (IA 12)	WATER UTILITY		718.54	
	<u>100-3250-7010-014B</u>	UTILITIES (IA 14B)	WATER UTILITY		313.20	
	<u>100-3250-7010-014X</u>	UTILITIES (IA 14)	WATER UTILITY		6,172.32	
	<u>100-3250-7010-015X</u>	UTILITIES (IA 15)	WATER UTILITY		1,650.87	
	<u>100-3250-7010-016X</u>	UTILITIES (IA 16)	WATER UTILITY		1,094.14	
	<u>100-3250-7010-018X</u>	UTILITIES (IA 18)	WATER UTILITY		561.17	
	<u>100-3250-7010-019A</u>	UTILITIES (IA 19A)	WATER UTILITY		1,334.98	
	<u>100-3250-7010-019C</u>	UTILITIES (IA 19C)	WATER UTILITY		82.83	
	<u>100-3250-7010-06A1</u>	UTILITIES (IA 6A1)	WATER UTILITY		2,955.37	
	<u>100-6000-7010-6025</u>	UTILITIES - CITY HALL	WATER UTILITY		2,116.66	
	<u>100-6000-7010-6031</u>	UTILITIES - CITY HALL BLD	WATER UTILITY		280.51	
	<u>100-6000-7010-6032</u>	UTILITIES - CITY HALL BLD	WATER UTILITY		387.98	
	<u>100-6000-7010-6040</u>	UTILITIES - POLICE DEPT	WATER UTILITY		482.10	
	<u>100-6000-7010-6041</u>	UTILITIES - POLICE ANNEX	WATER UTILITY		267.00	
	<u>100-6000-7010-6045</u>	UTILITIES - COMMUNITY	WATER UTILITY		865.53	
	<u>100-6050-7010-0000</u>	UTILITIES	WATER UTILITY		517.47	
	<u>100-6050-7010-003X</u>	UTILITIES IA 3	WATER UTILITY		4,942.33	
	<u>100-6050-7010-007A</u>	UTILITIES IA 7A	WATER UTILITY		527.03	
	<u>100-6050-7010-008A</u>	UTILITIES IA 8A (SUNDAN	WATER UTILITY		7,451.49	
	<u>100-6050-7010-008C</u>	UTILITIES IA 8C	WATER UTILITY		29.15	
	<u>100-6050-7010-008D</u>	UTILITIES IA 8D	WATER UTILITY		190.20	
	<u>100-6050-7010-008E</u>	UTILITIES IA 8E	WATER UTILITY		141.93	
	<u>100-6050-7010-014A</u>	UTILITIES IA 14A (OAK VA	WATER UTILITY		486.79	
	<u>100-6050-7010-014B</u>	UTILITIES IA 14B	WATER UTILITY		2,428.49	
	<u>100-6050-7010-017A</u>	UTILITIES IA 17A (TOURN	WATER UTILITY		1,771.02	
	<u>100-6050-7010-017C</u>	UTILITIES IA 17C	WATER UTILITY		113.34	
	<u>100-6050-7010-018X</u>	UTILITIES IA 18	WATER UTILITY		29.15	
	<u>100-6050-7010-019C</u>	UTILITIES IA 19C	WATER UTILITY		258.09	
	<u>100-6050-7010-020X</u>	UTILITIES IA 20	WATER UTILITY		516.73	
	<u>100-6050-7010-06A1</u>	UTILITIES IA 6A1	WATER UTILITY		400.31	
	<u>100-6050-7010-1601</u>	UTILITIES IA 1601	WATER UTILITY		1,673.69	
	<u>100-6050-7010-5050</u>	UTILITIES, PARK (DEFORG	WATER UTILITY		837.00	
	<u>100-6050-7010-5200</u>	UTILITIES, PARK (PALMER)	WATER UTILITY		15.43	
	<u>100-6050-7010-5250</u>	UTILITIES, PARK (RANGEL)	WATER UTILITY		883.37	
	<u>100-6050-7010-5350</u>	UTILITIES, PARK (SHADO	WATER UTILITY		29.15	
	<u>100-6050-7010-5400</u>	UTILITIES, PARK (SPORTS	WATER UTILITY		4,916.51	
	<u>100-6050-7010-5450</u>	UTILITIES, PARK (STETSON	WATER UTILITY		2,993.31	
	<u>100-6050-7010-5500</u>	UTILITIES, PARK (STEWAR	WATER UTILITY		4,348.36	
	<u>100-6050-7010-5600</u>	UTILITIES, PARK (TREVINO	WATER UTILITY		79.49	
	<u>100-6050-7010-5650</u>	UTILITIES, PARK (VETERA	WATER UTILITY		93.48	
	<u>100-6050-7010-5700</u>	UTILITIES, PARK (WILD FL	WATER UTILITY		1,553.52	
	<u>700-4050-7010-0000</u>	UTILITIES	WATER UTILITY		876.57	
	<u>700-4050-7010-019C</u>	UTILITIES (IA 19C)	WATER UTILITY		20.00	
3892	CALL ONE, INC	11/18/2021	Regular	0.00	58.19	110747
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>2090690</u>	Invoice	11/18/2021	DEPT SUPPLIES	0.00	58.19	
	<u>100-2090-7070-0000</u>	SPECIAL DEPT SUPPLIES	DEPT SUPPLIES		58.19	
1238	CDW GOVERNMENT, INC.	11/18/2021	Regular	0.00	2,405.02	110748

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
MLMM130	Invoice 100-1230-7071-6026	11/18/2021	SOFTWARE SOFTWARE (BLDG B)	0.00	2,405.02	
4481	CHRISTINA IZARRARAS CESAR	11/18/2021	Regular	0.00	40.00	110749
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
RCT R01183101	Invoice 100-0000-4570-0000	11/18/2021	DEPOSIT REFUND COMMUNITY PROGRAMS	0.00	40.00	
1273	CHRISTOPHER CREWS	11/18/2021	Regular	0.00	110.00	110750
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11/18/21	Invoice 100-2050-7066-0000	11/18/2021	EMPLOYEE TRAINING TRAVEL, EDUCATION, TRA	0.00	110.00	
1298	CLASS ACTS AUTOBODY	11/18/2021	Regular	0.00	1,728.34	110751
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
22061	Invoice 100-2050-7037-0000	11/18/2021	VEHICLE MAINTENANCE VEHICLE MAINTENANCE	0.00	1,728.34	
1392	DELL MARKETING L.P.	11/18/2021	Regular	0.00	5,858.21	110752
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10529576151	Invoice 100-1230-7072-0000	11/18/2021	COMPUTER SUPPLIES COMPUTER SUPPLIES/MA	0.00	5,858.21	
1402	DEPARTMENT OF JUSTICE	11/18/2021	Regular	0.00	833.00	110753
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
542173	Invoice 100-2050-7031-0000	11/18/2021	PROFESSIONAL SERVICES LIVE SCAN-FINGERPRINTI	0.00	833.00	
1424	DIRECTV	11/18/2021	Regular	0.00	118.88	110754
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
051553347X2111	Invoice 100-6000-7010-6025	11/18/2021	BUILDING UTILITY UTILITIES - CITY HALL	0.00	59.44	
063515264X2111	Invoice 100-6000-7010-6041	11/18/2021	BUILDING UTILITY UTILITIES - POLICE ANNEX	0.00	59.44	
1445	DUDEK	11/18/2021	Regular	0.00	3,220.00	110755
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
202108224	Invoice 700-4050-7068-0000	11/18/2021	GROUNDWATER AND SURFACE WATER M CONTRACTUAL SERVICES	0.00	3,220.00	
4479	EAST VALLEY ASSOC OF REALTORS	11/18/2021	Regular	0.00	45.00	110756
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
RCT R01195742	Invoice 100-0000-4570-0000	11/18/2021	DEPOSIT REFUND COMMUNITY PROGRAMS	0.00	45.00	
1501	FAIRVIEW FORD	11/18/2021	Regular	0.00	279.59	110757

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
848446	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	279.59	
	<u>100-2050-7037-0000</u>		VEHICLE MAINTENANCE		279.59	
1509	FEDEX	11/18/2021	Regular	0.00	53.78	110758
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7-548-87353	Invoice	11/18/2021	OFFICE SUPPLIES	0.00	53.78	
	<u>100-2050-7025-0000</u>		OFFICE SUPPLIES		53.78	
4400	FROG ENVIRONMENTAL INC	11/18/2021	Regular	0.00	195.00	110759
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV-005307	Invoice	11/18/2021	SWPPP & NOI SERVICES	0.00	195.00	
	<u>700-4050-7068-0000</u>		CONTRACTUAL SERVICES		195.00	
1533	FRONTIER COMMUNICATIONS	11/18/2021	Regular	0.00	1,107.20	110760
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
951-197-0624-08	Invoice	11/18/2021	PHONE UTILITY	0.00	250.93	
	<u>100-1230-7015-6040</u>		TELEPHONE (POLICE DPT)		250.93	
951-197-0863-06	Invoice	11/18/2021	PHONE UTILITY	0.00	356.12	
	<u>700-4050-7015-0000</u>		TELEPHONE		356.12	
951-769-5188-04	Invoice	11/18/2021	PHONE UTILITY	0.00	377.29	
	<u>100-1230-7015-6045</u>		TELEPHONE (COMM CTR)		377.29	
951-769-6032-08	Invoice	11/18/2021	PHONE UTILITY	0.00	69.28	
	<u>100-1230-7015-5400</u>		TELEPHONE - SPORTS PAR		69.28	
951-769-8533-09	Invoice	11/18/2021	PHONE UTILITY	0.00	53.58	
	<u>750-7300-7015-0000</u>		TELEPHONE		53.58	
1553	GALLS INC.	11/18/2021	Regular	0.00	1,550.17	110761
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
BC1400344	Invoice	11/18/2021	EMPLOYEE UNIFORM	0.00	793.08	
	<u>100-2050-7065-0000</u>		UNIFORMS		793.08	
BC1422397	Invoice	11/18/2021	EMPLOYEE UNIFORMS	0.00	757.09	
	<u>100-2050-7065-0000</u>		UNIFORMS		757.09	
1579	GOSCH	11/18/2021	Regular	0.00	583.69	110762
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1036019	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	308.24	
	<u>100-2050-7037-0000</u>		VEHICLE MAINTENANCE		308.24	
1036688	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	275.45	
	<u>100-2050-7037-0000</u>		VEHICLE MAINTENANCE		275.45	
1585	GRAINGER	11/18/2021	Regular	0.00	1,288.89	110763
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9087778206	Invoice	11/18/2021	WW SPECIAL DEPT SUPPLIES - MOTORS, P	0.00	1,288.89	
	<u>700-4050-7070-0000</u>		SPECIAL DEPT SUPPLIES		1,288.89	
1603	HACH COMPANY	11/18/2021	Regular	0.00	2,037.17	110764
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12700392	Invoice	11/18/2021	WWTP EQUIP/MAINTENANCE/SUPPLIES	0.00	1,430.82	
	<u>700-4050-7070-0000</u>		SPECIAL DEPT SUPPLIES		1,430.82	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
<u>12728415</u>	Invoice 700-4050-7070-0000	11/18/2021	WWTP EQUIP/MAINTENANCE/SUPPLIES SPECIAL DEPT SUPPLIES	0.00	606.35	
4181	HASA, INC	11/18/2021	Regular	0.00	3,620.10	110765
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>786009</u>	Invoice 700-4050-7070-0000	11/18/2021	CHEMICALS SPECIAL DEPT SUPPLIES	0.00	3,620.10	
			CHEMICALS		3,620.10	
1620	HERO INDUSTRIES, INC	11/18/2021	Regular	0.00	2,637.50	110766
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>11869</u>	Invoice 100-2080-7070-0000	11/18/2021	DEPT SUPPLIES SPECIAL DEPT SUPPLIES	0.00	2,637.50	
			DEPT SUPPLIES		2,637.50	
1643	HUNTINGTON COURT REPORTERS & TRANSCRI	11/18/2021	Regular	0.00	431.30	110767
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>34102</u>	Invoice 100-2050-7068-0000	11/18/2021	Huntington Transcription Servcies for FY 2 CONTRACTUAL SERVICES	0.00	431.30	
			Huntington Transcription Servi		431.30	
1662	INFOSEND, INC	11/18/2021	Regular	0.00	2,252.95	110768
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>200890</u>	Invoice 700-4050-7068-0000	11/18/2021	PROFESSIONAL SERVICES CONTRACTUAL SERVICES	0.00	2,252.95	
			PROFESSIONAL SERVICES		2,252.95	
4480	JESSICA RAMIREZ	11/18/2021	Regular	0.00	40.00	110769
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>RCT R01106958</u>	Invoice 100-0000-4570-0000	11/18/2021	DEPOSIT REFUND COMMUNITY PROGRAMS	0.00	40.00	
			DEPOSIT REFUND		40.00	
1856	LEXISNEXIS RISK SOLUTIONS	11/18/2021	Regular	0.00	171.70	110770
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>1535776-202110</u>	Invoice 100-2050-7030-0000	11/18/2021	MONTHLY SUBSCRIPTION FEE DUES & SUBSCRIPTIONS	0.00	171.70	
			MONTHLY SUBSCRIPTION FEE		171.70	
1874	LLOYD WHITE	11/18/2021	Regular	0.00	39.36	110771
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>11/15/21</u>	Invoice 100-1050-7066-0000	11/18/2021	TRAVEL REIMBURSEMENT TRAVEL, EDUCATION, TRA	0.00	39.36	
			TRAVEL REIMBURSEMENT		39.36	
3193	MISAC	11/18/2021	Regular	0.00	260.00	110772
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>200004242</u>	Invoice 100-1230-7030-0000	11/18/2021	MEMBER RENEWAL DUES & SUBSCRIPTIONS	0.00	260.00	
			MEMBER RENEWAL		260.00	
4192	MISSION COMMUNICATIONS, LLC	11/18/2021	Regular	0.00	4,320.60	110773
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<u>1057182</u>	Invoice 700-4050-7068-0000	11/18/2021	CONTRACTUAL SERVICES CONTRACTUAL SERVICES	0.00	4,320.60	
			CONTRACTUAL SERVICES		4,320.60	
4266	MIWALL CORPORATION	11/18/2021	Regular	0.00	11,533.82	110774

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1010544	Invoice	11/18/2021	Ammunition Purchase	0.00	11,533.82	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	40 S&W 175 gr Flx DUTY 50		265.00	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	40 S&W 175gt FMJ 50		1,175.00	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	45 ACP +P220gr CRIT duty 50		650.00	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	45 ACP 220gr FMJ Training 50		530.00	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	9mm 135 gr Flx duty 50		3,180.00	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	38 spl 110gr CD 25		215.00	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	9mm 115 gr TAP Train 50		2,550.00	
	<u>100-2050-7070-0000</u>	SPECIAL DEPT SUPPLIES	5.56 55gr FMJ TAP Train 50		2,968.82	
1984	NAPA AUTO PARTS	11/18/2021	Regular	0.00	26.92	110775
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>165872</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	12.92	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		12.92	
<u>166588</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	14.00	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		14.00	
1987	NATIONAL CONSTRUCTION RENTALS, INC	11/18/2021	Regular	0.00	1,056.72	110776
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>6305190</u>	Invoice	11/18/2021	EQUIPMENT RENTAL	0.00	1,056.72	
	<u>500-0000-8990-0000</u>	CAPITAL OUTLAY	EQUIPMENT RENTAL		1,056.72	
2009	O'REILLY AUTO PARTS	11/18/2021	Regular	0.00	403.62	110777
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2678-385852</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	10.66	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		10.66	
<u>2678-391641</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	20.14	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		20.14	
<u>2678-391642</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	113.11	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		113.11	
<u>2678-391814</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	13.43	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		13.43	
<u>2678-392958</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	170.72	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		170.72	
<u>2678-393309</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	68.03	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		68.03	
<u>2678-393669</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	7.53	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		7.53	
2039	PARKHOUSE TIRE, INC.	11/18/2021	Regular	0.00	187.31	110778
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2030207573</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	187.31	
	<u>100-3250-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		187.31	
2065	PITNEY BOWES INC-CTR	11/18/2021	Regular	0.00	972.83	110779
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1017872324</u>	Invoice	11/18/2021	POSTAGE	0.00	972.83	
	<u>100-1230-7025-0000</u>	OFFICE SUPPLIES	POSTAGE		972.83	
3642	PLACEWORKS, INC	11/18/2021	Regular	0.00	1,035.00	110780

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
76710	Invoice 100-1350-7068-0000	11/17/2021	Jack Rabbit Trail SP CONTRACTUAL SERVICES	0.00	115.00 115.00	
76711	Invoice 100-1350-7068-0000	11/18/2021	Potrero Logistics PP2020-0273 CONTRACTUAL SERVICES	0.00	920.00 920.00	
2076	PRINTING & PROMOTION PLUS, INC.	11/18/2021	Regular	0.00	963.57	110781
81329	Invoice 100-1225-7025-0000	11/18/2021	OFFICE SUPPLIES OFFICE SUPPLIES	0.00	963.57 963.57	
2098	QUILL CORPORATON	11/18/2021	Regular	0.00	620.30	110782
20465898	Invoice 100-1200-7025-0000 100-1225-7025-0000 100-1230-7090-0000 100-1240-7025-0000 100-3100-7025-0000	11/18/2021	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES EQUIP SUPPLIES/MAINT OFFICE SUPPLIES OFFICE SUPPLIES	0.00	480.73 76.92 48.07 293.25 19.23 43.26	
20667259	Invoice 100-1200-7025-0000 100-1225-7025-0000	11/18/2021	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	0.00	139.57 94.91 44.66	
2104	RAMONA HUMANE SOCIETY INC	11/18/2021	Regular	0.00	3,764.74	110783
COB10312 10/31	Invoice 100-2000-7068-0000	11/18/2021	Ramona Humane Society Sheltering Servi CONTRACTUAL SERVICES	0.00	3,764.74 3,764.74	
2623	RIVERSIDE UNIVERSITY HEALTH SYSTEM MEDIC	11/18/2021	Regular	0.00	800.00	110784
1126	Invoice 100-2050-7068-0000	11/18/2021	PROFESSIONAL SERVICES CONTRACTUAL SERVICES	0.00	800.00 800.00	
4199	ROGERS, ANDERSON, MALODY & SCOTT, LLP	11/18/2021	Regular	0.00	14,500.00	110785
67275	Invoice 100-1225-7068-0000	11/17/2021	Annual Audit CONTRACTUAL SERVICES	0.00	14,500.00 14,500.00	
1113	RYAN M. WESTBROOK INC	11/18/2021	Regular	0.00	42.00	110786
764265	Invoice 100-2000-7068-0000	11/18/2021	ANIMAL CARE SERVICES CONTRACTUAL SERVICES	0.00	12.00 12.00	
764381	Invoice 100-2000-7068-0000	11/18/2021	ANIMAL CARE SERVICES CONTRACTUAL SERVICES	0.00	30.00 30.00	
2026	SECURITY SIGNAL DEVICES, INC	11/18/2021	Regular	0.00	1,234.70	110787
R-00325544	Invoice 100-6000-7087-6025 100-6000-7087-6026	11/18/2021	SECURITY SERVICES SECURITY - CITY HALL SECURITY- CITY HALL BLD	0.00	218.65 158.40 60.25	
R-00325649	Invoice	11/18/2021	SECURITY SERVICES	0.00	186.50	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
	<u>100-6000-7087-6045</u>	SECURITY - COMMUNITY	SECURITY SERVICES		186.50	
<u>R-00325693</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	55.65	
	<u>750-7000-7087-0000</u>	SECURITY SERVICES	SECURITY SERVICES		55.65	
<u>R-00325839</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	113.25	
	<u>100-6000-7087-6040</u>	SECURITY - POLICE DEPT	SECURITY SERVICES		113.25	
<u>R-00326361</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	138.00	
	<u>700-4050-7087-005X</u>	SECURITY SERVICES	SECURITY SERVICES		138.00	
<u>R-00327160</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	179.55	
	<u>700-4050-7087-007A</u>	SECURITY SERVICES	SECURITY SERVICES		179.55	
<u>R-00327183</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	163.50	
	<u>700-4050-7087-005X</u>	SECURITY SERVICES	SECURITY SERVICES		163.50	
<u>R-00327203</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	59.85	
	<u>700-4050-7087-0000</u>	SECURITY SERVICES	SECURITY SERVICES		59.85	
<u>R-00329944</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	58.25	
	<u>100-6000-7087-6040</u>	SECURITY - POLICE DEPT	SECURITY SERVICES		58.25	
<u>R-00330635</u>	Invoice	11/18/2021	SECURITY SERVICES	0.00	61.50	
	<u>750-7300-7087-0000</u>	SECURITY SERVICES	SECURITY SERVICES		61.50	
<b>3835</b>	SEGURA FAMILY INVESTMENT INC	11/18/2021	Regular	0.00	65.00	110788
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Distribution Amount</b>		
<u>2048</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	65.00	
	<u>100-2050-7037-0000</u>	VEHICLE MAINTENANCE	VEHICLE MAINTENANCE		65.00	
<b>2267</b>	SGP DESIGN AND PRINT	11/18/2021	Regular	0.00	30.47	110789
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Distribution Amount</b>		
<u>012409</u>	Invoice	11/18/2021	OFFICE SUPPLIES	0.00	30.47	
	<u>100-2050-7025-0000</u>	OFFICE SUPPLIES	OFFICE SUPPLIES		30.47	
<b>3498</b>	SKM ENGINERRING LLC	11/18/2021	Regular	0.00	1,616.25	110790
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Distribution Amount</b>		
<u>22058</u>	Invoice	11/17/2021	SCADA SERVICES	0.00	1,616.25	
	<u>700-4050-7068-0000</u>	CONTRACTUAL SERVICES	SCADA SERVICES		1,616.25	
<b>2311</b>	SOUTHERN CALIFORNIA EDISON	11/18/2021	Regular	0.00	65,767.87	110791
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Distribution Amount</b>		
<u>11/18/21</u>	Invoice	11/18/2021	ELECTRIC UTILITY	0.00	65,767.87	
	<u>100-3250-7010-0000</u>	UTILITIES	ELECTRIC UTILITY		189.23	
	<u>100-3250-7010-004X</u>	UTILITIES (IA 4)	ELECTRIC UTILITY		31.14	
	<u>100-3250-7010-006B</u>	UTILITIES (IA 6B)	ELECTRIC UTILITY		265.72	
	<u>100-6000-7010-6041</u>	UTILITIES - POLICE ANNEX	ELECTRIC UTILITY		558.31	
	<u>100-6000-7010-6045</u>	UTILITIES - COMMUNITY	ELECTRIC UTILITY		3,189.59	
	<u>100-6050-7010-0000</u>	UTILITIES	ELECTRIC UTILITY		181.91	
	<u>100-6050-7010-020X</u>	UTILITIES IA 20	ELECTRIC UTILITY		16.58	
	<u>100-6050-7010-06A1</u>	UTILITIES IA 6A1	ELECTRIC UTILITY		68.34	
	<u>700-4050-7010-0000</u>	UTILITIES	ELECTRIC UTILITY		60,964.63	
	<u>750-7300-7010-0000</u>	UTILITIES	ELECTRIC UTILITY		302.42	
<b>2407</b>	THE GAS COMPANY	11/18/2021	Regular	0.00	1,122.39	110792
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>	<b>Distribution Amount</b>		
<u>03822937417 11/</u>	Invoice	11/18/2021	GAS UTILITY	0.00	45.28	
	<u>100-6000-7010-6041</u>	UTILITIES - POLICE ANNEX	GAS UTILITY		45.28	
<u>05789544425 11/</u>	Invoice	11/18/2021	GAS UTILITY	0.00	135.78	



Check Report

Date Range: 11/13/2021 11/19/2021

Item 4.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
	100-6000-7010-6045	UTILITIES - COMMUNITY	GAS UTILITY		135.78	
09712228007 12/	Invoice	11/18/2021	GAS UTILITY	0.00	707.52	
	100-6000-7010-6025	UTILITIES - CITY HALL	GAS UTILITY		707.52	
10552227000 12/	Invoice	11/18/2021	GAS UTILITY	0.00	25.79	
	100-6000-7010-6040	UTILITIES - POLICE DEPT	GAS UTILITY		25.79	
10552230004 12/	Invoice	11/18/2021	GAS UTILITY	0.00	31.93	
	750-7300-7010-0000	UTILITIES	GAS UTILITY		31.93	
13912227587 12/	Invoice	11/18/2021	GAS UTILITY	0.00	54.36	
	100-6000-7010-6026	UTILITIES - CITY HALL BLD	GAS UTILITY		54.36	
15382227021 12/	Invoice	11/18/2021	GAS UTILITY	0.00	57.53	
	750-7000-7010-0000	UTILITIES	GAS UTILITY		57.53	
19782338008 12/	Invoice	11/18/2021	GAS UTILITY	0.00	64.20	
	100-6000-7010-6055	UTILITIES - FIRE STATION	GAS UTILITY		64.20	
2416	THE PRESS-ENTERPRISE	11/18/2021	Regular	0.00	1,981.60	110793
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
0011491568	Invoice	11/18/2021	ADVERTISING	0.00	290.00	
	100-1350-7020-0000		ADVERTISING		290.00	
0011492412	Invoice	11/18/2021	ADVERTISING	0.00	196.00	
	100-1150-7020-0000		ADVERTISING		196.00	
0011493749	Invoice	11/18/2021	ADVERTISING	0.00	182.80	
	100-1150-7020-0000		ADVERTISING		182.80	
0011493752	Invoice	11/18/2021	ADVERTISING	0.00	191.60	
	100-1150-7020-0000		ADVERTISING		191.60	
0011494241	Invoice	11/18/2021	ADVERTISING	0.00	279.60	
	100-1350-7020-0000		ADVERTISING		279.60	
0011496008	Invoice	11/18/2021	ADVERTISING	0.00	161.60	
	100-1350-7020-0000		ADVERTISING		161.60	
0011496106	Invoice	11/18/2021	ADVERTISING	0.00	169.60	
	100-1150-7020-0000		ADVERTISING		169.60	
0011496578	Invoice	11/18/2021	ADVERTISING	0.00	213.60	
	100-1350-7020-0000		ADVERTISING		213.60	
0011497361	Invoice	11/18/2021	ADVERTISING	0.00	142.40	
	100-1350-7020-0000		ADVERTISING		142.40	
0011497808	Invoice	11/18/2021	ADVERTISING	0.00	154.40	
	100-1350-7020-0000		ADVERTISING		154.40	
2419	THE RECORD GAZETTE	11/18/2021	Regular	0.00	699.00	110794
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
01187969	Invoice	11/18/2021	ADVERTISING	0.00	699.00	
	100-1200-7020-0000		ADVERTISING		699.00	
2513	VIGILANT SOLUTIONS	11/18/2021	Regular	0.00	4,500.00	110795
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
45175 RI	Invoice	11/18/2021	SOFTWARE	0.00	4,500.00	
	100-1230-7071-6040		SOFTWARE (POLICE DEPT		4,500.00	
2516	VOHNE LICHE KENNELS INC	11/18/2021	Regular	0.00	125.00	110796
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
17686	Invoice	11/18/2021	K9 TRAINING	0.00	125.00	
	100-2080-7066-0000		TRAVEL, EDUCATION, TRA		125.00	

Check Report

Date Range: 11/13/2021 Item 4. 021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount
2538	WEST COAST LIGHTS & SIRENS	11/18/2021	Regular	0.00	85.39 110797
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>
<u>21811</u>	Invoice	11/18/2021	VEHICLE MAINTENANCE	0.00	85.39
	<u>100-2050-7037-0000</u>		VEHICLE MAINTENANCE		85.39
4482	WESTCOAST ROTOR, INC	11/18/2021	Regular	0.00	3,963.12 110798
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>
<u>28886</u>	Invoice	11/18/2021	DEPARTMENT SUPPLIES	0.00	3,963.12
	<u>700-4050-7070-0000</u>		SPECIAL DEPT SUPPLIES		3,963.12
1139	BEAUMONT POLICE OFFICERS ASSOCIATION	11/18/2021	Regular	0.00	7,595.00 110799
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>
<u>INV0000209</u>	Invoice	10/08/2021	BPOA DUES	0.00	3,760.00
	<u>100-0000-2035-0000</u>		C.O.P.S. DUES		3,760.00
<u>INV0000281</u>	Invoice	11/05/2021	BPOA DUES	0.00	3,835.00
	<u>100-0000-2035-0000</u>		C.O.P.S. DUES		3,835.00
2074	PRE-PAID LEGAL SERVICES INC	11/18/2021	Regular	0.00	514.16 110800
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>
<u>INV0000201</u>	Invoice	09/24/2021	PREPAID LEGAL	0.00	257.08
	<u>100-0000-2045-0000</u>		PRE PAID LEGAL		257.08
<u>INV0000231</u>	Invoice	10/08/2021	PREPAID LEGAL	0.00	257.08
	<u>100-0000-2045-0000</u>		PRE PAID LEGAL		257.08

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	108	61	0.00	233,086.29
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	16	4	0.00	1,261,812.88
Virtual Payments	0	0	0.00	0.00
	<b>124</b>	<b>65</b>	<b>0.00</b>	<b>1,494,899.17</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	108	61	0.00	233,086.29
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	16	4	0.00	1,261,812.88
Virtual Payments	0	0	0.00	0.00
	<b>124</b>	<b>65</b>	<b>0.00</b>	<b>1,494,899.17</b>

### Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	11/2021	1,494,899.17
			<b>1,494,899.17</b>



## Staff Report

**TO:** City Council  
**FROM:** Robert Vestal, Assistant Public Works Director  
**DATE:** December 7, 2021  
**SUBJECT:** **Accept Security Agreement and Performance and Payment Bond No. 107506778 for Sewer Lift Station Associated with Parcel Map No. 36426**

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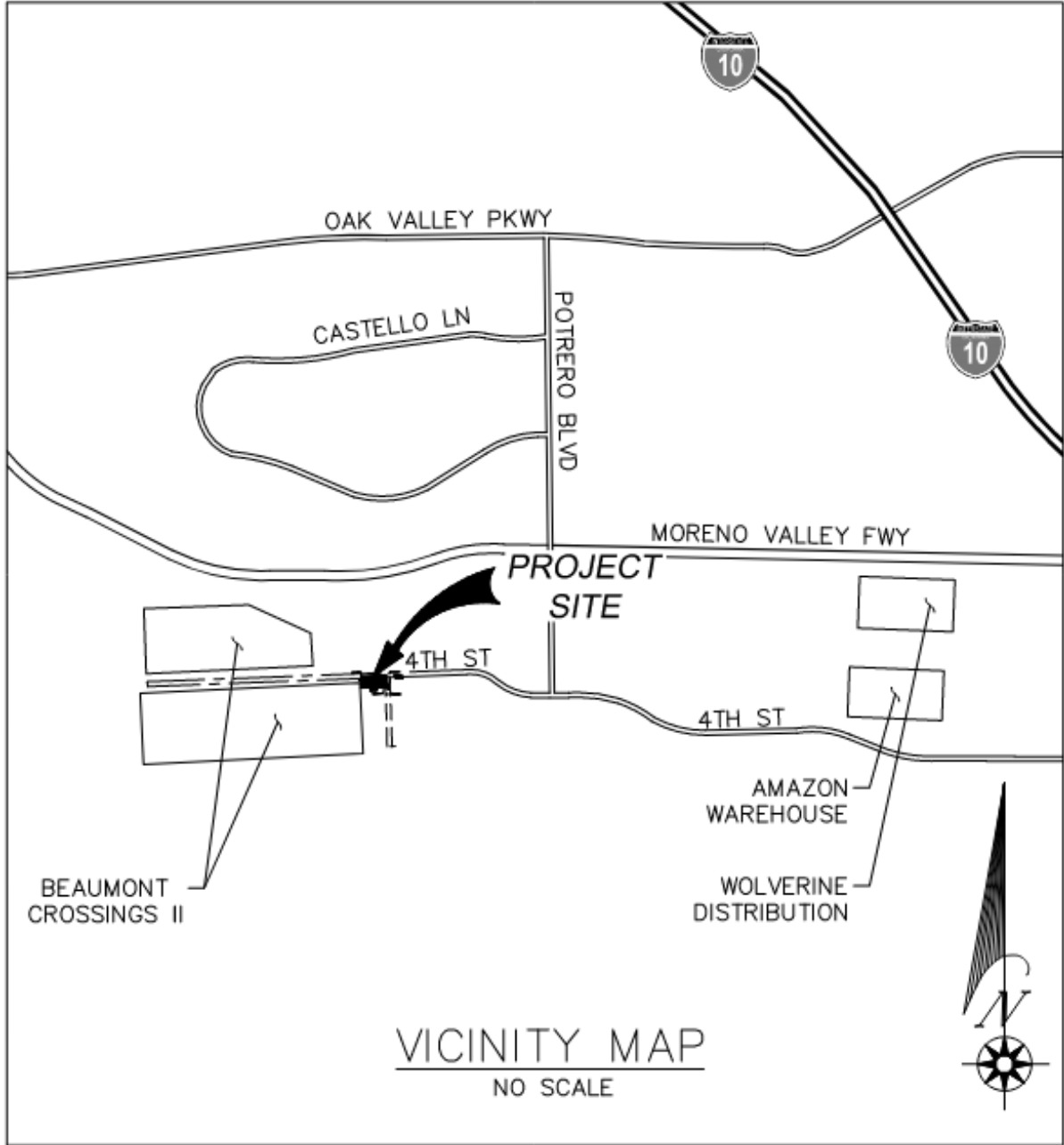
### **Background and Analysis:**

The City requires all developers to provide security for public improvements consisting of, but not limited to, sewer improvements, street improvements, storm drain improvements, utility improvements, and monument improvements.

### **MPLD II INLAND EMPIRE, LLC**

The developer, MPLD II Inland Empire, LLC is proposing to construct all work associated with the following improvements:

- Public Works File No. 2020-0611, as shown on City File No. 3387, under performance and Payment Bond No. 107506778 for Parcel Map No. 36426. Improvements are a sewer lift station and all equipment necessary to be fully operational.



MPLD II Inland Empire, LLC has provided security agreements and security in the form of bonds for the public improvements. The agreements have been reviewed by City staff and found to be consistent with the Beaumont Municipal Code. The following table is a summary of the security:

**Table 1**

<b>Security No.</b>	<b>Security Type</b>	<b>Type of Improvement</b>	<b>Principal</b>
107506778	Performance & Payment Bond	Sewer Lift Station	MPLD II Inland Empire, LLC

City staff recommends that City Council accept the security agreements and securities listed in Table 1.

**Fiscal Impact:**

The cost of preparing the staff report is estimated to be \$350.

**Recommended Action:**

Accept security agreement and performance and Payment Bond No. 107506778 for a sewer lift station associated with Parcel Map No. 36426.

**Attachments:**

- A. Security Agreement, performance and payment Bond No. 107506778, cost estimate, and plans

**AGREEMENT TO PROVIDE SECURITY FOR IMPROVEMENTS FOR TRACT MAP  
OR PARCEL MAP OR PLOT PLAN**

(Tract Map/Parcel Map/Plot Plan No. PP2018-0134)  
For Beaumont Crossroads II Sewer Lift Station

THIS AGREEMENT TO PROVIDE SECURITY FOR IMPROVEMENTS (“Security Agreement”) is made by and between CITY OF BEAUMONT (“CITY”) and MPLD II INLAND EMPIRE, LLC, a Delaware limited liability company (“DEVELOPER”).

**RECITALS**

A. DEVELOPER has applied to the CITY for permission to develop certain real property, pursuant to that certain Tract Map/Parcel Map/Plot Plan #36426 (“Map”). DEVELOPER has also asked the CITY to accept the dedication of the street or streets and other proposed public rights-of-way, parks and recreation facilities, and easements as depicted on the Map and to otherwise approve the Map so that it may be recorded as required by law; and

B. The CITY requires, as a condition precedent to the acceptance and approval of the Map and the dedication of the public rights-of-way and easements depicted thereon, that such rights-of-way be improved with (for example) grading, paving, site walls, storm drain, sanitary sewers and appurtenances thereto, electrical and telecommunications, water pipes, water mains, fire hydrants and appurtenances thereto, and landscaping, including any warranty work for all such improvements (collectively, “Improvements”); and

C. The Improvements have not yet been constructed and completed and it is the purpose of this Security Agreement to set forth the terms and conditions by which the DEVELOPER shall guarantee that such Improvements shall be constructed and completed within the time set forth herein.

**AGREEMENT**

NOW, THEREFORE, in consideration of the acceptance of the DEVELOPER’s offer of dedication and the approval of the Map for filing and recording as provided and required by law, the CITY and the DEVELOPER hereby agree as follows:

1. Provision of Improvements. DEVELOPER shall provide, at the DEVELOPER’s sole cost and expense, all necessary labor and materials to complete the construction of the Improvements depicted on the Map and described in the conditions of approval of the Map within one (1) year of the date of this Security Agreement.

2. Inspection by the CITY. The CITY shall inspect, at the DEVELOPER’s sole cost and expense, all of the work, labor and materials performed and provided by the DEVELOPER in connection with the Improvements.

3. Compliance with Plans and Specifications. The Improvements shall be constructed and installed in strict accordance with the CITY-approved plans and specifications.

4. Security for Performance. Concurrently with the execution of this Security Agreement by DEVELOPER, DEVELOPER shall deliver to the CITY a performance bond issued by a corporate surety in substantially the form required by California Government Code 66499.1 and attached hereto as **Exhibit "A"**, in an amount that is not less than 100% of the total estimated cost of the Improvements and any warranty therefor. The performance bond shall be issued by an "admitted" corporate surety insurer authorized to do business in the State of California and the surety insurer shall have an A.M. Best rating of at least "A, XV". The surety insurer shall have assets exceeding its liabilities in the amount equal to or in excess of the amount of the bond, and the bond shall not be in excess of 10% of the surety insurer's assets. The security or bond shall also insure against any and all defects in the Improvements for a period of not less than one full year after the date of acceptance thereof by the CITY. The bond shall be duly executed and shall meet all the requirements of Section 995.660 of the California Code of Civil Procedure.

5. Security for Contractors, Subcontractors, Laborers and Materialmen. The DEVELOPER shall also provide a payment bond issued by a corporate surety for the security of laborers and materialmen, which bond or bonds shall be in substantially the form required by California Government Code Section 66499.2 attached hereto as **Exhibit "B"** and made a part hereof. The amount of the bond(s) shall be no less than 100% of the total estimated amount needed to secure payment to the contractor, to the subcontractors, and to the persons furnishing labor, materials, or equipment to them for the Improvements. The laborers and materialmen bond shall be provided by an "admitted" corporate surety insurer authorized to transact surety insurance in the State of California with an A.M. Best rating of "A, XV", and with assets exceeding its liabilities in the amount equal to or in excess of the amount of the bond, and the bond shall not be in excess of 10% of the surety insurer's assets. The bond shall be duly executed and shall meet all the requirements of Section 995.660 of the California Code of Civil Procedure.

6. General Liability and Worker's Compensation Insurance. The DEVELOPER shall, before commencing any work, obtain commercial general liability insurance (primary) of not less than \$2,000,000.00 per occurrence for all coverages and \$2,000,000.00 general aggregate. The CITY and its employees and agents shall be added as additional insureds. Coverage shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance, primary or excess, available to the CITY or any employee or agent of the CITY. Coverage shall not be limited to the vicarious liability or supervisory role of any additional insured. Coverage shall contain no contractors' limitation endorsement. There shall be no endorsement or modification limiting the scope of coverage for liability arising from pollution, explosion, collapse, underground property damage or employment-related practices. Such insurance shall not prohibit the DEVELOPER, and its employees or agents, from waiving the right of subrogation prior to a loss. The DEVELOPER waives its right of subrogation against the CITY. Unless otherwise approved by the CITY, the DEVELOPER's insurance shall be written by insurers authorized to do business in the State of California and with a minimum A.M. Best rating of "A, XV." Self-insurance shall not be considered to comply with these insurance specifications. The DEVELOPER agrees to require all contractors, subcontractors and other parties hired for the Improvements to purchase and maintain insurance of the types specified herein, naming as additional insureds all of the parties to this Security Agreement. The DEVELOPER shall, before commencing any work, obtain Worker's Compensation Insurance in an amount required by law and, failing to do so, the CITY may procure such insurance at the cost of the DEVELOPER.



7. Comprehensive Commercial General and Automobile Liability Insurance. The DEVELOPER, before commencing any work shall, at its own expense, maintain comprehensive commercial general and automobile liability insurance issued by a California-admitted surety company with an A.M. Best rating of no less than "A, XV" for \$2,000,000 per occurrence. Coverage shall be for the entire duration of the permitted activities. Such liability insurance policy shall name, by endorsement, the CITY as an additional insured.

8. Indemnification. Notwithstanding the provisions of Government Code, Section 66474.9 or any other statutes of similar import, and to the full extent permitted by law, the DEVELOPER shall defend, indemnify and hold harmless the CITY, its employees, agents, officials and attorneys, from and against any liability, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind or nature, whether actual, alleged or threatened, reasonable attorneys' fees, court costs, interest, expert witness fees and any other costs or expenses of any kind whatsoever, without restriction or limitation, incurred in relation to, as a consequence of, or arising out of or in any way attributable actually, allegedly or impliedly, in whole or in part, to the Map, the Improvements, this Agreement, or any matter related to the same; provided, however, that the indemnification to be provided by DEVELOPER to the CITY pursuant to the terms of this paragraph shall not be applicable where the aforementioned liability, claim, suit or action is the result of the sole negligence or sole willful misconduct of the CITY.

9. Procedure for Release of Performance Bond Security. The security furnished by the DEVELOPER shall be released in whole or in part in the following manner:

a. Security shall be released upon final completion and acceptance of the Improvements. If the security furnished by the DEVELOPER is documentary evidence of security, such as a surety bond, the CITY shall release the documentary evidence and return the original to the Surety upon final completion and acceptance of the Improvements. In the event the CITY is unable to return the original documentary evidence to the Surety, the security shall be released by written notice sent by certified mail to the DEVELOPER and to the Surety within 30 days of the CITY's acceptance of the Improvements. The written notice shall contain a statement that the work for which security was furnished has been completed and accepted, a description of the Improvements, and the notarized signature of an authorized CITY official.

b. At such time as the DEVELOPER believes that the work for which the security was required is complete and makes payment of the partial exoneration fee of \$350 to the CITY, the DEVELOPER shall notify the CITY in writing of the completed work, including a list of work completed. Upon receipt of the written notice, the CITY shall have 45 days to review and comment or approve the completion of the Improvements. If the CITY does not agree that all work has been completed in accordance with the plans and specifications for the Improvements, it shall supply a list of all remaining work to be completed.

c. Within 45 days of receipt of the CITY's list of remaining work, the

DEVELOPER may then provide cost estimates for all remaining work for review and approval by the CITY.

d. Upon receipt of the cost estimates, the CITY shall then have 45 days to review, comment, and approve, modify or disapprove those cost estimates. The CITY shall not be required to engage in this process of partial release more than once between the start of work and the completion and acceptance of all work.

e. The DEVELOPER shall complete the works of Improvement until all remaining items are accepted by the CITY. Upon completion of the Improvements, the DEVELOPER shall be notified in writing by the CITY within 45 days and, within 45 days of the date of the CITY's notice, the release of any remaining performance security shall be made within 60 days of the recording of the Notice of Completion.

10. Procedure for Release of Payment Bond Security. Security securing the payment to the contractor, his or her subcontractors and persons furnishing labor, materials or equipment may, after passage of the time within which mechanic's liens and stop notices are required to be recorded and after acceptance of the Improvements, be reduced by Surety to an amount equal to the total claimed by all claimants for whom mechanic's liens and stop notices have been recorded and notice thereof given in writing to the CITY, and if no claims have been recorded, the security may be released in full.

11. Security for One-Year Warranty Period. DEVELOPER shall guarantee or warranty the work done pursuant to this Agreement for a period of one year after final formal acceptance of the SUBDIVISION by the City Council against any defective work or labor done or defective materials furnished. If within the warranty period any work or improvement or part of any work or improvement done, furnished, installed, or constructed by DEVELOPER fails to fulfill any of the requirements of this Agreement or the improvement plans and specifications referred to herein, DEVELOPER shall without delay and without any cost to CITY, repair or replace or reconstruct any defective or otherwise unsatisfactory part or parts of the work or structure. Should DEVELOPER fail to act promptly or in accordance with this requirement, DEVELOPER hereby authorizes CITY, at CITY's option, to perform the work twenty (20) days after mailing written notice of default to DEVELOPER and to DEVELOPER's surety, and agrees to pay the cost of such work by CITY. Should CITY determine that an urgency requires repairs or replacements to be made before DEVELOPER can be notified, CITY may, in its sole discretion, make the necessary repairs or replacement or perform the necessary work and DEVELOPER shall pay to CITY the cost of such repairs. If no claims have been made under the warranty bond during the warranty period, CITY shall release the warranty bond. The release procedures described in paragraphs 9 and 10 above shall not apply to the required guarantee and warranty period nor to the amount of the performance bond security deemed necessary by the CITY for the guarantee and warranty period nor to costs and reasonable expenses and fees, including reasonable attorney's fees.

12. Binding Effect. This Security Agreement shall be binding upon and shall inure to the benefit of the parties hereto, their legal representatives and their successors and assigns.

13. Authority to Execute. The DEVELOPER hereby warrants and represents to the CITY that the individual signing this Security Agreement on behalf of the DEVELOPER is vested with the unconditional authority to do so pursuant to, and in accordance with, all applicable legal requirements, and has the authority bind the DEVELOPER hereto.

14. No Assignment. The DEVELOPER may not assign this Security Agreement, or any part thereof, to another without the prior written consent of the CITY.

15. Attorneys' Fees. In the event of legal action to enforce or interpret this Agreement or any of its provisions, the prevailing party shall be entitled, in addition to any other form of relief, to recover its reasonable attorneys' fees and out-of-pocket costs of suit.

16. Execution in Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but which together shall constitute a single agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the dates listed below.

CITY:

CITY OF BEAUMONT

By: \_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

DEVELOPER:

**MPLD II INLAND EMPIRE, LLC,**  
a Delaware limited liability company

By: MPLD II REIT A,  
a Texas real estate investment trust,  
its sole member

By:   
Name: DAVID J. BUCK  
Title: Executive Managing Director  
Date: 10-8-21

Address: 9830 Colonnade Boulevard, Suite 600, San Antonio, TX 78230-2239

Basic Gov (Sales Force) # \_\_\_\_\_  
File # \_\_\_\_\_

**EXHIBIT "A"**

Bond No. 107506778

**PERFORMANCE BOND**

WHEREAS, the City Council of the City of Beaumont, State of California (the "City"), and MPLD II Inland Empire, LLC, a Delaware limited liability company ("Principal") have entered into Agreement To Provide Security For Improvements for Tract Map or Parcel Map or Plot Plan, dated \_\_\_\_\_, 2021 (the "Agreement"), whereby Principal agrees to install and complete certain designated public improvements which is hereby incorporated herein and made a part hereof; and

WHEREAS, Principal is required under the terms of the said Agreement to furnish a bond for the faithful performance of said Agreement.

NOW, THEREFORE, we, the Principal and Travelers Casualty and Surety Company of America ("Surety") are held and firmly bound unto the City, in the penal sum of **Two Million Nine Hundred Eighty Four Thousand Nine Hundred Twenty Three and 00/100 dollars (\$2,984,923.00)** lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, successors, executors and administrators, jointly and severally, firmly by these presents.

The condition of this obligation is such that if the above bounded Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and provisions in the Agreement and any alteration thereof made as therein provided, on his or their part to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the City, its officers, agents and employees as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As part of the obligation secured hereby and in addition to the face amount specified therefor, there shall be included costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by the City in successfully enforcing such obligation, all to be taxed as costs and included in any judgment therein rendered.

The Surety hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the agreement or to the work to be performed thereunder or the specifications accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Agreement or to the work or to the specifications.

*[signatures on following page]*

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named, on October 6th, 2021.

**PRINCIPAL:**

**MPLD II INLAND EMPIRE, LLC,**  
a Delaware limited liability company


By: MPLD II REIT A,  
a Texas real estate investment trust,  
its sole member

By:   
Name: DAVID J. BUCK  
Title: Executive Managing Director  
Date: 10-8-21

Address: 9330 Colonnade Boulevard, Suite 600  
San Antonio, TX 78230-2239

**SURETY:**

**Travelers Casualty and Surety Company of America, a Connecticut corporation**

By:   
Name: Jeremy Polk  
Title: Attorney-in-Fact

Address: 655 N Central Ave, Suite 1100, Glendale, CA 91203

ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC

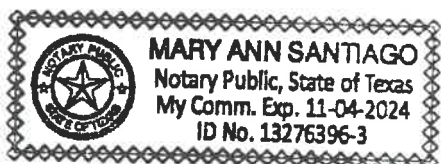
**Acknowledgement Form**

State of Texas )

)ss.:

County of Bexar )

On the 8 day of October in the year 2021, before me, the undersigned notary public, personally appeared David J. Buck, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.



Mary Ann Santiago Notary Public

**ACKNOWLEDGEMENT**

**State of Arizona**

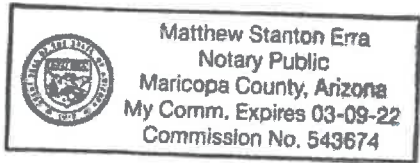
**County of Maricopa**

On 10/6/2021 before me personally appeared **Jeremy Polk** whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be, and acknowledged that he or she signed the attached document.

(Seal)



*Notary Signature*



**Matthew Stanton Erra**  
**Commission Expires March 9<sup>th</sup>, 2022**



Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Jeremy Polk** of PHOENIX, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law. IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 3rd day of February, 2017.



State of Connecticut  
City of Hartford ss.

By: *Robert L. Raney*  
Robert L. Raney, Senior Vice President

On this the 3rd day of February, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021



*Marie C. Tetreault*  
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 6th day of October, 2021



*Kevin E. Hughes*  
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.



**EXHIBIT "B"**

Bond No. 107506778

**PAYMENT BOND**

WHEREAS, the City Council of the City of Beaumont, State of California (the "City"), and MPLD II Inland Empire, LLC, a Delaware limited liability company (the "Principal") have entered into that certain Agreement To Provide Security For Improvements for Tract Map or Parcel Map or Plot Plan, dated \_\_\_\_\_, 2021 (the "Agreement"), whereby Principal has agreed to install and complete certain designated public improvements which is hereby incorporated herein and made a part hereof; and

WHEREAS, under the terms of the said Agreement, the Principal is required before entering upon the performance of the work, to file a good and sufficient payment bond with the City of Beaumont to secure the claims to which reference is made in Title 3 (commencing with Section 9000, et seq.) of Part 6 of Division 4 of the Civil Code of the State of California.

NOW, THEREFORE, the Principal and Travelers Casualty and Surety Company of America (the "Surety"), as corporate surety, are held firmly bound unto the City and all contractors, subcontractors, laborers, materialmen, and other persons employed in the performance of the Agreement and referred to Title 3 (commencing with Section 9000, et seq.) of Part 6 of Division 4 of the Civil Code of the State of California in the sum of **Two Million Nine Hundred Eighty Four Thousand Nine Hundred Twenty Three and 00/100 dollars (\$2,984,923.00)**, for materials furnished or labor of any kind, or for amounts due under the Unemployment Insurance Act with respect to this work or labor, that the Surety will pay the same in an amount not exceeding the amount hereinabove set forth, and also in case suit is brought upon this bond, will pay, in addition to the face amount thereof, costs and reasonable expenses and fees, including reasonable attorney's fees, incurred by the City in successfully enforcing this obligation, to be awarded and fixed by the court, and to be taxed as costs and to be included in any judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies, and corporations entitled to file claims under Title 3 (commencing with Section 9000, et seq.) of Part 6 of Division 4 of the Civil Code of the State of California, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise, it shall be and remain in full force and effect.

The surety hereby stipulates and agrees that no change, extension of time, alteration, or addition to the terms of the agreement or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

*[signatures on following page]*

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named, on October 6th, 2021.

**PRINCIPAL:**

**MPLD II INLAND EMPIRE, LLC,**  
a Delaware limited liability company


By: **MPLD II REIT A,**  
a Texas real estate investment trust,  
its sole member

By:   
Name: DAVID J. BUCK  
Title: Executive Managing Director  
Date: 10-8-21

Address: 9330 Colonnade Boulevard, Suite 600  
San Antonio, TX 78230-2239

**SURETY:**

**Travelers Casualty and Surety Company of America, a Connecticut corporation**

By:   
Name: Jeremy Polk  
Title: Attorney-in-Fact

Address: 655 N Central Ave, Suite 1100, Glendale, CA 91203

ALL SIGNATURES MUST BE ACKNOWLEDGED BEFORE A NOTARY PUBLIC

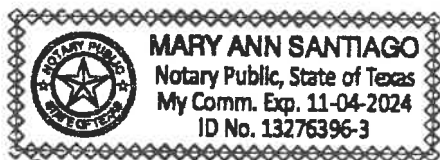
**Acknowledgement Form**

State of Texas )

)ss.:

County of Bexar )

On the 8 day of October in the year 2021, before me, the undersigned notary public, personally appeared David J. Buck, personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.



Mary Ann Santiago Notary Public

**ACKNOWLEDGEMENT**

**State of Arizona**

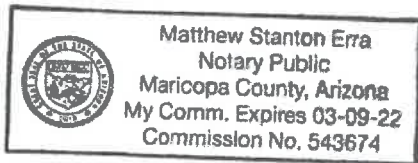
**County of Maricopa**

On 10/6/2021 before me personally appeared Jeremy Polk whose identity was proven to me on the basis of satisfactory evidence to be the person who he or she claims to be, and acknowledged that he or she signed the attached document.

(Seal)

  
\_\_\_\_\_

Notary Signature



**Matthew Stanton Erra**  
**Commission Expires March 9<sup>th</sup>, 2022**



**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Jeremy Polk** of **PHOENIX Arizona**, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.  
**IN WITNESS WHEREOF**, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **3rd** day of **February**, 2017.



State of Connecticut  
City of Hartford ss.

By:   
Robert L. Raney, Senior Vice President

On this the **3rd** day of **February**, 2017, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

**In Witness Whereof**, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, 2021



  
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **6th** day of **October**, 2021



  
Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.**

Approved  
NV5  
11/17/2021

CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
CONSTRUCTION COST WORKSHEET  
Beaumont Crossroads II Sewer Lift Station

PARCEL MAP OR TRACT NO.: Beaumont Crossroads II Sewer Lift Station  
DATE: \_\_\_\_\_

PP, CUP NO.: \_\_\_\_\_ BY: Kimley-Horn

IMPROVEMENTS	FAITHFUL PERFORMANCE	100%
	LABOR & MATERIALS SECURITY	100%
	( of Estimated Construction Costs)	
Streets/Drainage	\$	-
Sewer	\$	2,984,923
Total	\$	2,984,923
Warranty Retention (22.5%)	\$	671,608
Street/Drainage Plan Check Fees =	\$	500
Sewer Plan Check Fees =	\$	59,698
Street Inspection Fees =	\$	750
Sewer Inspection Fees =	\$	89,548

DESIGN ENGINEERS CALCULATIONS OF IMPROVEMENT BONDING COSTS

Construction items and their quantities as shown on attached sheets are accurate for the improvements required to construct the above project and the mathematical extensions using City's unit costs are accurate for determining bonding, plan check and inspection costs.

Above amounts do  include additional 20% for recordation prior to having signed plans

Above amounts do not  include additional 20% for recordation prior to having signed plans

Sam McWhorter 20-Oct-21  
Engineer's Signature Date



Sam L. McWhorter \_\_\_\_\_  
Name typed or printed Civil Engineer's Stamp

FORM \$ UNIT COSTS REVISED 09/06

\*\*\*\*\*PLEASE READ INSTRUCTIONS BELOW\*\*\*\*\*

- Quantities to be taken from improvement plans, Unit costs to be as provided on "City of Beaumont Improvement Requirement Worksheet".
- Show Bond Amounts to the nearest \$500.
- For construction items not covered by "City of Beaumont Improvement Worksheet", Design Engineer is to provide his opinion of construction cost and use of that cost. If City of Beaumont Unit Costs are determined to be too low in the opinion of the Design Engineer, the higher costs as provided by the Design Engineer should be used.

CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
IMPROVEMENT REQUIREMENT WORKSHEET  
FOR ON-SITE GRADING / IMPROVEMENTS

PROJECT: Beaumont Crossroads II Sewer Lift StationDATE: 0-Jan-00

STREET IMPROVEMENTS				
QTY.	UNIT	ITEM	UNIT COST	AMOUNT
		Roadway Excavation		
	C.Y.	1. Projects with a grading plan area x 0.50' (hinge point to hinge point)(262,230 sf)	\$ 15.00	\$ -
		2. Projects without a grading plan (road area and side slopes to daylight Cut (c) = 76,498 Fill (f) = 76,498		
	C.Y. (c - f)	(a.) Excavate and Fill	\$ 0.40	\$ -
	C.Y. (c - f)	(b.) Excavate and Export	\$ 1.10	\$ -
	C.Y. (f - c)	(c.) Import and Fill	\$ 2.80	\$ -
		If balance, provide (a.) only, either cut or fill		
		If export, provide (a.) & (b.), a = fill, b = cut - fill		
		If import, provide (a.) & (c.), a = cut, c= fill - cut		
		(Unit costs for (a.), (b.) & (c.) are 20% of actual costs to assure that work will be corrected to eliminate hazardous conditions.)		
	S.F.	Remove P.C.C. paving	\$ 8.00	\$ -
	S.F.	Remove A.C. Pavement	\$ 1.00	\$ -
	L.F.	Remove Curb and Gutter	\$ 6.00	\$ -
	L.F.	Remove A.C. Dike	\$ 3.00	\$ -
	S.F.	Remove Sidewalk	\$ 3.00	\$ -
	L.F.	Sawcut & Remove Exist. A.C. Pavement	\$ 2.00	\$ -
	S.F.	Cold Plane A.C. Pavement	\$ 1.00	\$ -
	E.A.	Relocate Sewer M.H.	\$ 6,000.00	\$ -
-	C.Y.	1. On-site grading	\$ 5.00	\$ -
	S.F.	Remove existing driveway	\$ 3.00	\$ -
	S.F.	Remove existing catch basin and appurtenances	\$ 1,500.00	\$ -
-	L.F.	Curb & Gutter 12"	\$ 21.00	\$ -
-	L.F.	P.C.C. 18" channel	\$ 18.00	\$ -
-	L.F.	P.C.C. 54" channel	\$ 40.00	\$ -
	S.F.	P.C.C. paving 5.5" over 12" compacted subgrade	\$ 3.25	\$ -
	S.F.	P.C.C. paving 7" over 12" compacted subgrade	\$ 4.00	\$ -
-	S.F.	Parkway drain per std. dwg 308	\$ 25.00	\$ -
-	L.F.	P.C.C. Curb 4"	\$ 6.00	\$ -
-	L.F.	P.C.C. curb 12"	\$ 14.00	\$ -

SUBTOTAL = \$ -

CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
IMPROVEMENT REQUIREMENT WORKSHEET

PROJECT: Beaumont Crossroads II Sewer Lift StationDATE: 0-Jan-00

STREET IMPROVEMENTS (Cont'd.)				
QTY.	UNIT	ITEM	UNIT COST	AMOUNT
	L.F.	Remove Chain Link Fence	\$ 2.50	\$ -
	EA.	Remove Barricade	\$ 200.00	\$ -
	TON	Asphalt Concrete - 144 lbs/cu. Ft. (On-Site SF @ AC thickness Ft.)	\$ 90.00	\$ -
	C.Y.	Aggregate Base Class II (OnSite SF @ AB thickness Ft.)	\$ 50.00	\$ -
	TON	Asphalt Emulsion (Fog Seal/Paint Binder) (1 ton = 240 gals) (OnSite SF) apply at 0.05 + 0.03 = 0.08 gal/SY	\$ 600.00	\$ -
	S.F.	AC overlay (min. 0.10") If export, provide (a) & (b), a=fill, b=cut-fill If import, provide (a)&(C), a=cut, c=fill-cut (Unit costs for (a), (b) & (C) are 20% of actual costs to assure that work will be corrected to eliminate hazardous conditions.)	\$ 1.00	\$ -
	L.F.	Curb and Gutter (Wedge Curb)	\$ 8.00	\$ -
	L.F.	Curb and Gutter (Type A-6)	\$ 10.00	\$ -
	L.F.	Curb and Gutter (Type A-8)	\$ 12.00	\$ -
	L.F.	Type "C" Curb	\$ 10.00	\$ -
	L.F.	Type "D" Curb	\$ 15.00	\$ -
	L.F.	A.C. Dike (6") (incl. material & labor)	\$ 8.00	\$ -
	L.F.	A.C. Dike (8") (incl. Material & labor)	\$ 10.00	\$ -
	S.F.	P.C.C. Cross Gutter and Spandrels	\$ 10.00	\$ -
	S.F.	P.C.C. Sidewalk	\$ 6.00	\$ -
	S.F.	P.C.C. Drive Approach	\$ 8.00	\$ -
	EA.	Handicapped Access Ramp	\$ 1,500.00	\$ -
	S.F.	P.C.C. Drive Approach (individual lot driveway approach per finished grading plan)	\$ 8.00	\$ -
	S.F.	Cold Plane & Overlay Exist. A.C. Paving	\$ 4.00	\$ -
	L.F.	Redwood Header	\$ 3.00	\$ -
				\$ -
				\$ -

SUBTOTAL = \$ -



CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
IMPROVEMENT REQUIREMENT WORKSHEET

PROJECT: Beaumont Crossroads II Sewer Lift Station

DATE: 0-Jan-00

STREET IMPROVEMENTS (Cont'd.)				
QTY.	UNIT	ITEM	UNIT COST	AMOUNT
	EA.	Street Name Sign	\$ 275.00	\$ -
	EA.	Delineators-per Caltrans Std. A73C, Class 1, Type F	\$ 45.00	\$ -
	EA.	Object Markers - Modified Type F Delineators, Riverside County	\$ 60.00	\$ -
	L.F.	Barricades	\$ 28.00	\$ -
	L.F.	Utility Trench, one side (Edison, Telephone, Cable) (Total length of streets)	\$ 10.00	\$ -
	L.F.	Chain Link Fence (6')	\$ 12.00	\$ -
	L.F.	Remove Fence	\$ 4.00	\$ -
	EA.	Relocate Power Pole	\$ 10,000.00	\$ -
	EA.	Street Lights (including conduit)	\$ 5,000.00	\$ -
	EA.	Street Trees (15 gallon)	\$ 150.00	\$ -
	L.S.	Landscape and Irrigation	\$ -	\$ -
	EA.	Concrete Bulkhead	\$ 200.00	\$ -
	C.Y.	Structural Reinforced Concrete	\$ 400.00	\$ -
	EA.	Slope Anchors for Pipes	\$ 300.00	\$ -
	L.F.	Cut Off Wall (Std. 2')	\$ 5.50	\$ -
	EA.	A.C. Overside Drain	\$ 500.00	\$ -
	EA.	Under Sidewalk Drain Std. 309	\$ 2,000.00	\$ -
	EA.	Flat Outlet Drainage Structure Std. 303	\$ 500.00	\$ -
	EA.	Curb Outlet Drainage Structure Std. 308	\$ 500.00	\$ -
	S.F.	Terrace Drains and Down Drains	\$ 6.50	\$ -
	S.F.	Interceptor Drains	\$ 6.50	\$ -
	EA.	Pavement Marking	\$ 200.00	\$ -
	L.F.	Limit Line	\$ 2.00	\$ -
	EA.	R1 "STOP SIGN"	\$ 250.00	\$ -
	EA.	W53 "NOT A THROUGH STREET"	\$ 250.00	\$ -
				\$ -
				\$ -

SUBTOTAL = \$ -

CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
IMPROVEMENT REQUIREMENT WORKSHEET

PROJECT: Beaumont Crossroads II Sewer Lift StationDATE: 0-Jan-00

STREET IMPROVEMENTS (Cont'd.)				
QTY.	UNIT	ITEM	UNIT COST	AMOUNT
	C.Y.	12 inch non-grouted rip rap, 24 inch thick	\$ 40.00	\$ -
	C.Y.	Rip Rap (1/2 Ton) Method B	\$ 45.00	\$ -
	C.Y.	Rip Rap (1 Ton) Method B	\$ 50.00	\$ -
	C.Y.	Rip Rap (2 Ton) Method B	\$ 55.00	\$ -
	C.Y.	Grouted Rip Rap (1/4 Ton) Method B	\$ 60.00	\$ -
	C.Y.	Grouted Rip Rap (1/2 Ton) Method B	\$ 67.00	\$ -
	C.Y.	Grouted Rip Rap (1Ton) Method B	\$ 75.00	\$ -
	C.Y.	Grouted Rip Rap (2 Ton) Method B	\$ 80.00	\$ -
	L.F.	18" R.C.P.	\$ 50.00	\$ -
	L.F.	24" R.C.P.	\$ 60.00	\$ -
	L.F.	30" R.C.P.	\$ 80.00	\$ -
	L.F.	36" R.C.P.	\$ 90.00	\$ -
	L.F.	42" R.C.P.	\$ 100.00	\$ -
	L.F.	48 " RCP	\$ 110.00	\$ -
	L.F.	54" RCP	\$ 135.00	\$ -
	L.F.	60" RCP	\$ 160.00	\$ -
	L.F.	72" RCP	\$ 200.00	\$ -
	L.F.	12 inch H.D.P.E. N-12	\$ 36.00	\$ -
	L.F.	18 inch H.D.P.E. N-12	\$ 50.00	\$ -
	L.F.	24 inch H.D.P.E. N-12	\$ 60.00	\$ -
	L.F.	30 inch H.D.P.E. N-12	\$ 75.00	\$ -
	L.F.	42 inch H.D.P.E. N-12	\$ 100.00	\$ -
	L.F.	36 inch H.D.P.E. N-12	\$ 90.00	\$ -
	L.F.	48 inch H.D.P.E. N-12	\$ 120.00	\$ -
	EA.	H.D.P.E. Clean Out	\$ 400.00	\$ -
	EA.	18" C.M.P. Wye	\$ 500.00	\$ -
	EA.	Riprap Headwall	\$ 1,000.00	\$ -
	EA.	Concrete collar per S.P.P.W.C. standard 380-4, L & T	\$ 1,000.00	\$ -
	EA.	Outlet Structure	\$ 10,000.00	\$ -
	EA.	C.M.P. riser	\$ 1,000.00	\$ -
	EA.	Pre fabricated N-12 tee	\$ 300.00	\$ -
	L.F.	12 inch concrete thickened edge	\$ 7.50	\$ -

SUBTOTAL = \$ -

CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
IMPROVEMENT REQUIREMENT WORKSHEET

PROJECT: Beaumont Crossroads II Sewer Lift StationDATE: 0-Jan-00

STREET IMPROVEMENTS (Cont'd.)				
QTY.	UNIT	ITEM	UNIT COST	AMOUNT
	L.F.	60" C.S.P.	\$ 115.00	\$ -
	EA.	Catch Basin W = 4'	\$ 1,700.00	\$ -
	EA.	Catch Basin W = 7'	\$ 3,000.00	\$ -
	EA.	Catch Basin W = 10'	\$ 4,000.00	\$ -
	EA.	Catch Basin W = 14'	\$ 5,500.00	\$ -
	EA.	Catch Basin W = 28'	\$ 9,500.00	\$ -
	EA.	Catch Basin - Standard 301-2.	\$ 2,500.00	\$ -
	EA.	Grate Inlet Skimmer box - 24*24	\$ 500.00	\$ -
	EA.	Junction Structure No. 1	\$ 3,000.00	\$ -
	EA.	Junction Structure No. 2	\$ 2,500.00	\$ -
	EA.	Manhole No. 1	\$ 2,700.00	\$ -
	EA.	Manhole No. 2	\$ 3,300.00	\$ -
	EA.	Manhole No. 3	\$ 2,700.00	\$ -
	EA.	Manhole per S.P.P.W.C. standard 322-2	\$ 5,000.00	\$ -
	E.A.	Manhole per S.P.P.W.C. standard 320-2	\$ 4,500.00	\$ -
	E.A.	Manhole per S.P.P.W.C. standard 321-2	\$ 3,500.00	\$ -
	EA.	Adjust Water Valve (if no water plan)	\$ 150.00	\$ -
	EA.	Adjust MH to grade (if no sewer plan)	\$ 400.00	\$ -
	EA.	Concrete Headwall	\$ 865.00	\$ -
	EA.	Grating catch basin per S.P.P.W.C. standard 305-3 w/ 'Kristar FloGard Plus Catch Basin Insert Filter'	\$ 2,160.00	\$ -
	EA.	Remove & Dispose of RCB Headwall & Wingwall	\$ 10,000.00	\$ -
	L.F.	Concrete Bulkhead	\$ 25.00	\$ -
	EA.	Outlet Structure (Line A & B)	\$ 5,000.00	\$ -
	EA.	Remove Existing Headwall	\$ 1,000.00	\$ -
	EA.	Local Depression per RCTD Std 311 Case E	\$ 1,200.00	\$ -
	EA.	Local Depression per RCTD Std 311 Case B	\$ 1,500.00	\$ -
	L.F.	8 inch thick concrete channel	\$ 10.00	\$ -
	LF	5 feet deep, 6 inch thick concrete cut off wall	\$ 100.00	\$ -
	LF	3 feet deep, 6 inch thick concrete cut off wall	\$ 60.00	\$ -

SUBTOTAL = \$ -

CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
IMPROVEMENT REQUIREMENT WORKSHEET

PROJECT: Beaumont Crossroads II Sewer Lift Station

DATE: 0-Jan-00

STREET IMPROVEMENTS (Cont'd.)				
QTY.	UNIT	ITEM	UNIT COST	AMOUNT
	EA.	Water Quality Structure	\$ 2,500.00	\$ -
	LS	Concrete Inlet Apron	\$ 11,000.00	\$ -
	LS	Emergency Spillway	\$ 27,000.00	\$ -
	LS	84" Storm Drain Grate	\$ 8,500.00	\$ -
	SF	3' Wide V-Gutter	\$ 4.00	\$ -
	LS	Signal & Lighting	\$ 100,000.00	\$ -
	EA.	Concrete Pipe Anchor	\$ 500.00	\$ -
	SF	5' Wide Concrete V-Gutter	\$ 12.00	\$ -
				\$ -
				\$ -

Subtotal: \$ -

A. Subtotal \$ -

B. Contingency (15%) \$ -

C. Streets/Drainage Total (A + B) \$ -

\*\*\*\*\*

PC Fee \$0.00  
50% of Table A  
Table A - 2% of cost

CITY OF BEAUMONT PUBLIC WORKS DEPARTMENT  
IMPROVEMENT REQUIREMENT WORKSHEET

PROJECT: Beaumont Crossroads II Sewer Lift StationDATE: 0-Jan-00

<b>SEWER IMPROVEMENTS</b>
---------------------------

Show quantities on this sheet only if project has a sewer plan. If no water plan, then show applicable quantities as part of street improvements.

QTY.	UNIT	ITEM	UNIT COST	AMOUNT
10	LF	Demo Existing 12" PVC Gravity Sewer main	\$ 200.00	\$ 2,000
21	L.F.	6" Force Main	\$ 622.00	\$ 13,062
1	EA.	60" Manhole	\$ 62,700.00	\$ 62,700
35	L.F.	15" Sewer Main	\$ 511.00	\$ 17,885
20	L.F.	16" Sewer Main	\$ 996.00	\$ 19,920
1	L.S.	Wet Well	\$ 457,000.00	\$ 457,000
14	EA.	Core/Sawcut	\$ 574.00	\$ 8,036
2	EA.	Pumps	\$ 150,000.00	\$ 300,000
1	L.S.	Mechanical Piping	\$ 153,000.00	\$ 153,000
36	L.F.	Chemical Feed Line	\$ 308.00	\$ 11,088
2	EA.	Sewage Backflush	\$ 3,350.00	\$ 6,700
60	L.F.	6" Vent Pipe	\$ 218.00	\$ 13,080
60	L.F.	2" Water Service	\$ 332.00	\$ 19,920
1	L.S.	4" PVC Storm Drain, Grates and other Appurtenances	\$ 23,000.00	\$ 23,000
1	EA.	Eye Wash Station	\$ 8,060.00	\$ 8,060
1	EA.	Air Vac	\$ 26,000.00	\$ 26,000
2	EA.	Hose Bibbs	\$ 2,080.00	\$ 4,160
8	EA.	Raise Utilities	\$ 1,350.00	\$ 10,800
1,250	C.Y.	Earthwork	\$ 49.92	\$ 62,400
5,290	S.F.	Aggregate Base and A.C. Paving	\$ 10.65	\$ 56,343
584	L.F.	Site Walls	\$ 301.00	\$ 175,784
515	S.F.	Concrete Pads	\$ 82.00	\$ 42,230
7	EA.	Install Bollard	\$ 2,340.00	\$ 16,380
100	L.F.	Fences and Gates	\$ 199.16	\$ 19,916
115	L.F.	Masonry and Foundation	\$ 391.00	\$ 44,965
1	L.S.	Building Slab	\$ 28,500.00	\$ 28,500
1	L.S.	Building Roof and Awning	\$ 68,900.00	\$ 68,900
1	L.S.	Doors	\$ 16,000.00	\$ 16,000
1	L.S.	HVAC	\$ 42,000.00	\$ 42,000
1	L.S.	Electrical	\$ 740,000.00	\$ 740,000
1	EA.	Generator	\$ 115,000.00	\$ 115,000
1,010	S.F.	3/4" Rock over Filter Fabric	\$10.65	\$ 10,757
				\$ -

A.	Subtotal	<u>\$ 2,595,585</u>
B.	Contingency (15% x A)	<u>\$ 389,338</u>
C.	Sewer Total (A + B)	<u>\$ 2,984,923</u>
:*****		

GENERAL NOTES

- 1. THIS PLAN SUPERSEDES ALL OTHER PLANS PREVIOUSLY APPROVED BY THE CITY OF BEAUMONT REGARDING IMPROVEMENTS SHOWN ON THIS SET OF PLANS.
2. APPROVAL OF THIS PLAN DOES NOT LESSEN OR WAIVE ANY PORTION OF THE BEAUMONT MUNICIPAL CODE, RESOLUTION OF CONDITIONAL APPROVAL, CITY STANDARDS OR OTHER ADDITIONAL DOCUMENTS LISTED HEREIN AS THEY MAY PERTAIN TO THIS PROJECT.
3. CITY APPROVAL OF PLANS DOES NOT RELIEVE THE DEVELOPER OR ENGINEER-OF-WORK FROM RESPONSIBILITY FOR THE CORRECTION OF ERRORS AND OMISSIONS DISCOVERED DURING CONSTRUCTION.
4. A RIGHT-OF-WAY PERMIT FROM THE BUILDING & SAFETY DEPARTMENT WILL BE REQUIRED FOR ANY WORK IN THE PUBLIC RIGHT OF WAY.
5. NO WORK SHALL BE COMMENCED UNTIL ALL PERMITS HAVE BEEN OBTAINED FROM THE CITY AND OTHER APPROPRIATE AGENCIES.
6. REVISION OF THESE PLANS MAY BE REQUIRED IF THE PROPOSED IMPROVEMENTS ARE NOT CONSTRUCTED PRIOR TO THE DEADLINE DATE OF THE IMPROVEMENT AGREEMENT.
7. NO REVISIONS WILL BE MADE TO THESE PLANS WITHOUT THE WRITTEN APPROVAL OF THE CITY ENGINEER, NOTED WITHIN THE REVISION BLOCK, ON THE APPROPRIATE SHEET OF THE PLANS AND TITLE SHEET.
8. ORIGINAL DRAWINGS SHALL BECOME THE PROPERTY OF THE CITY UPON BEING SIGNED BY THE CITY ENGINEER.
9. THE ORIGINAL DRAWING SHALL BE REVISED TO REFLECT AS-BUILT CONDITIONS BY THE ENGINEER-OF-WORK PRIOR TO FINAL ACCEPTANCE OF THE WORK BY THE CITY.
10. ACCESS FOR FIRE AND OTHER EMERGENCY VEHICLES SHALL BE MAINTAINED TO THE PROJECT SITE AT ALL TIMES DURING CONSTRUCTION.
11. WHERE TRENCHES ARE WITHIN CITY EASEMENTS, A SOILS REPORT COMPRISED OF:
A. SUMMARY SHEET
B. LABORATORY WORK SHEETS
C. COMPACTION CURVES, SHALL BE SUBMITTED BY A PROFESSIONAL ENGINEER OF THE STATE OF CALIFORNIA, PRINCIPALLY DOING BUSINESS IN THE FIELD OF APPLIED SOILS MECHANICS.
12. A PRECONSTRUCTION MEETING SHALL BE HELD AT THE SITE PRIOR TO THE BEGINNING OF WORK AND SHALL BE ATTENDED BY ALL REPRESENTATIVES RESPONSIBLE FOR CONSTRUCTION, INSPECTION, SUPERVISION, TESTING AND ALL OTHER ASPECTS OF THE WORK.
13. ALL INSPECTION REQUESTS OTHER THAN FOR THE PRECONSTRUCTION MEETING WILL BE MADE BY CALLING THE BUILDING AND SAFETY INSPECTION REQUEST LINE AT (951) 572-3224.
14. THE OWNER AND/OR APPLICANT THROUGH THE DEVELOPER AND/OR CONTRACTOR SHALL DESIGN, CONSTRUCT AND MAINTAIN ALL SAFETY DEVICES, INCLUDING SHORING, AND SHALL BE SOLELY RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE AND FEDERAL SAFETY AND HEALTH STANDARDS, LAWS AND REGULATIONS.
15. THE CONTRACTOR SHALL CONFORM TO LABOR CODE SECTION 6705 BY SUBMITTING A DETAILED PLAN TO THE CITY ENGINEER AND/OR CONCERNED AGENCY SHOWING THE DESIGN OF SHORING, BRACING SLOPE OR OTHER PROVISIONS TO BE MADE FOR WORKER PROTECTION FROM THE HAZARD OF CAVING GROUND DURING THE EXCAVATION OF SUCH TRENCH OR TRENCHES OR DURING THE PIPE INSTALLATION THEREIN.
16. IF ANY ARCHAEOLOGICAL RESOURCES ARE DISCOVERED WITHIN ANY WORK ZONE DURING CONSTRUCTION, OPERATIONS WILL CEASE IMMEDIATELY, AND THE PERMITTEE WILL NOTIFY THE CITY ENGINEER.
17. ALL OPERATIONS CONDUCTED ON THE SITE OR ADJACENT THERETO SHALL ADHERE TO THE NOISE ORDINANCE SET FORTH BY THE CITY MUNICIPAL CODE.
18. ALL OFF-SITE HAUL ROUTES SHALL BE SUBMITTED BY THE CONTRACTOR TO THE CITY ENGINEER FOR APPROVAL TWO FULL WORKING DAYS PRIOR TO BEGINNING OF WORK.
19. NO BLASTING SHALL BE COMMENCED WITHOUT A CITY ENGINEER APPROVED BLASTING PROGRAM AND BLASTING PERMIT.
20. THE EXISTENCE AND LOCATION OF UTILITY STRUCTURES AND FACILITIES SHOWN ON THE CONSTRUCTION PLANS WERE OBTAINED BY A SEARCH OF THE AVAILABLE RECORDS.
21. THE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL EXISTING FACILITIES (ABOVEGROUND AND UNDERGROUND) WITHIN THE PROJECT SITE SUFFICIENTLY AHEAD OF THE CONSTRUCTION TO PERMIT THE REVISIONS OF THE CONSTRUCTION PLANS IF IT IS FOUND THAT THE ACTUAL LOCATIONS ARE IN CONFLICT WITH THE PROPOSED WORK.
22. THE CONTRACTOR SHALL NOTIFY AFFECTED UTILITY COMPANIES (SEE BELOW) AT LEAST TWO FULL WORKING DAYS PRIOR TO STARTING CONSTRUCTION NEAR THEIR FACILITIES AND SHALL COORDINATE WORK WITH A COMPANY REPRESENTATIVE.
23. IN ACCORDANCE WITH THE CITY STORM WATER STANDARDS ALL STORM DRAIN INLETS CONSTRUCTED BY THIS PLAN SHALL INCLUDE "STENCILS" BE ADDED TO PROHIBIT WASTE DISCHARGE DOWNSTREAM.

SEWER NOTES

- 1. SEWER SYSTEM CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH EASTERN MUNICIPAL WATER DISTRICT (EMWD'S) STANDARDS AND SPECIFICATIONS.
2. GRAVITY SEWER PROFILE ELEVATIONS ARE TO FLOW LINE (CONDUIT INVERT). FORCE MAIN PROFILE ELEVATIONS ARE TO CENTRIGRADE (CG).
3. CONTRACTOR HAS THE OPTION TO INSTALL PLASTIC OR VCP SEWERS EXCEPT WHERE SPECIFICALLY DESIGNATED ON PLANS PER EMWD STANDARDS AND SPECIFICATIONS.
4. MANHOLES SHALL BE CONSTRUCTED IN ACCORDANCE WITH STANDARD DRAWINGS SB-53, SB-58, AND SB-61, AS APPLICABLE. SEWER MAINS MAY BE LAID THROUGH THE MANHOLES AND USED AS A FORM FOR THE INVERT.
5. MANHOLES OF DEPTHS LESS THAN FIVE FEET FROM FINISH STREET GRADE TO SEWER PIPE SHELF ARE TO BE CONSTRUCTED IN ACCORDANCE WITH STANDARD DRAWING SB-30.
6. ALL LATERALS SHALL HAVE AN ON-SITE CLEANOUT IN ACCORDANCE WITH STANDARD DRAWING SB-52.
7. MAINLINE CLEANOUTS, WHERE CALLED FOR ON THE PLANS, SHALL BE CONSTRUCTED IN ACCORDANCE WITH STANDARD DRAWING SB-52.
8. PRIOR TO CONSTRUCTION OF SEWER, CONTRACTOR SHALL EXPOSE EXISTING SEWER AND VERIFY ITS EXISTING ELEVATION AND LOCATION.
9. ALL SEWER INLETS AT THE MANHOLE SHALL BE SUCH THAT ITS CROWN SHALL BE LEVEL WITH THE CROWN OF THE OUTLET PIPE, AT THEIR PROJECTIONS TO THE MANHOLE CENTERLINE.
10. RECONSTRUCTION OF EXISTING MANHOLES SHALL BE SCHEDULED AT THE CONVENIENCE OF THE CITY AND SHALL BE COMPLETED WITHIN FIVE WORKING DAYS FOLLOWING ITS COMMENCEMENT.
11. SEWER LATERALS SHALL BE CONSTRUCTED IN ACCORDANCE WITH SB-177.
12. THE CONTRACTOR IS ADVISED THAT THE WORK ON THIS PROJECT MAY INVOLVE WORKING IN A CONFINED AIR SPACE.
13. WHERE GROUNDWATER IS ENCOUNTERED, ALL VCP PIPE SHALL BE TREATED FOR ABSORPTION RESISTANCE PER EMWD'S SPECIFICATIONS.
14. BACKWATER VALVES SHALL BE INSTALLED PER SECTION 710.1 OF THE UNIFORM PLUMBING CODE.
15. ALL PIPE ZONE BEDDING AND TRENCH BACKFILL ARE TO BE PER STANDARD DRAWING SB-157, SB-158, AND SB-159.

PRIVATE ENGINEERS NOTICE TO CONTRACTOR(S)

- 1. THE EXISTENCE AND LOCATION OF ANY UNDERGROUND UTILITIES OR STRUCTURES SHOWN ON THESE PLANS ARE OBTAINED BY A SEARCH OF AVAILABLE RECORDS.
2. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE OWNER OF ALL UTILITIES OR STRUCTURES CONCERNED BEFORE STARTING WORK.
3. QUANTITIES SHOWN HEREON ARE PROVIDED FOR BIDDING PURPOSES ONLY.
4. THE PRIVATE ENGINEER SIGNING THESE PLANS IS RESPONSIBLE FOR ASSURING THE ACCURACY AND ACCEPTABILITY OF THE DESIGN HEREON.

NOTE

- 1. APPROVAL OF THESE PLANS APPLIES ONLY WITHIN THE JURISDICTION OF THE CITY OF BEAUMONT.
2. TRENCHING FOR UTILITIES AND STRUCTURES IS NOT ALLOWED UNTIL SOIL COMPACTION REPORT IS SUBMITTED AND APPROVED BY THE PUBLIC WORKS DEPARTMENT.
3. THE CITY RESERVES THE RIGHT TO REQUIRE REVISION OF THE APPROVED PLANS TO CONFORM WITH CURRENT STANDARDS AND TO POST A NEW BOND IF CONSTRUCTION HAS NOT COMMENCED WITHIN TWO YEARS AFTER PLANS WERE APPROVED.
4. SIDEWALK AND DRIVEWAY APPROACHES WILL BE POURED/CONSTRUCTED ONLY AFTER DRIVEWAY LOCATIONS ARE DETERMINED.

CITY OF BEAUMONT, CALIFORNIA
BEAUMONT CROSSROADS LIFT STATION
100% SUBMITTAL

Sheet List Table

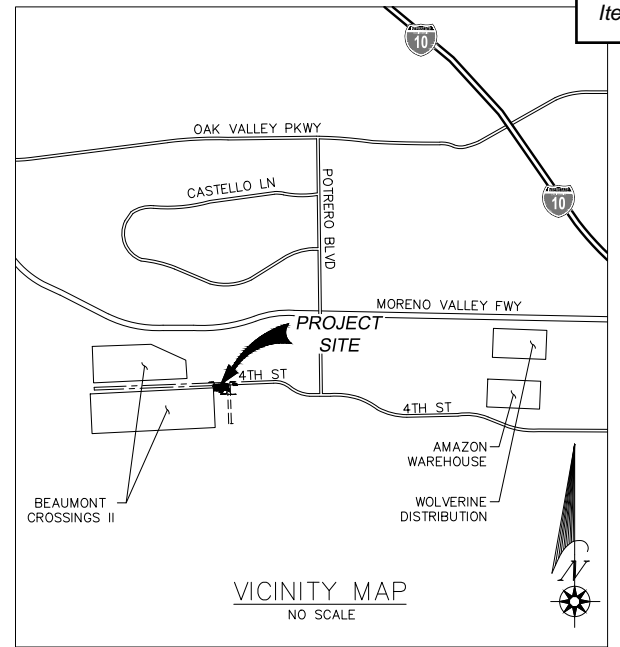
Table with 2 columns: Sheet Number and Sheet Title. Lists sheets 1 through 38 including Title Sheet, Index Map, Overall Site Plan, Lift Station Site Plan, Grading Plan, Mechanical Plan, Lift Station Sections A-C, Details, Electrical Notes, Electrical Site Plan, Electrical Building Floorplan, Electrical Single Line and Schedules, Electrical Details I-II, Motor Control, Electrical Schedules, General Structural Notes I-II, Structural Site Plan, MCC Building Foundation Plan, MCC Building Roof Plan, MCC Building Elevation I-II, MCC Building Elevation III-IV, Structural Details I-II, Wet Well Slab I-II, Mechanical Notes and Schedules, Mechanical Floorplan, Finishes and Doors, and Roof Details.

"DECLARATION OF RESPONSIBLE CHARGE"

I HEREBY DECLARE THAT I AM THE ENGINEER OF WORK FOR THIS PROJECT, THAT I HAVE EXERCISED RESPONSIBLE CHARGE OVER THE DESIGN OF THE PROJECT AS DEFINED IN SECTION 6703 OF THE BUSINESS AND PROFESSIONS CODE, AND THAT THE DESIGN IS CONSISTENT WITH CURRENT STANDARDS.

FIRM: KIMLEY-HORN & ASSOCIATES
ADDRESS: 401 B STREET
CITY, ST.: SAN DIEGO, CA 92101
TELEPHONE: (619)234-9411
BY: SAM L. MCWHORTER, R.C.E. 61788 DATE: 8/30/21

ALL STANDARD DRAWINGS ARE COUNTY OF RIVERSIDE ROAD IMPROVEMENT STANDARDS & SPECIFICATIONS UNLESS NOTED OTHERWISE:
\* RCF&WCD STANDARD MANUAL
\*\* EMWD SEWER STANDARD DRAWINGS
\*\*\* STANDARD PLANS FOR PUBLIC WORKS CONSTRUCTION



WORK TO BE DONE
THE IMPROVEMENT WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE FOLLOWING DOCUMENTS, CURRENT AT THE TIME OF CONSTRUCTION, AS DIRECTED BY THE CITY ENGINEER.

- 1. BEAUMONT MUNICIPAL CODE.
2. FOR STREETS: RIVERSIDE COUNTY ORDINANCE NO. 461.
3. FLOOD CONTROL FACILITIES: THE RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT'S STANDARDS FOR FLOOD CONTROL FACILITIES.
4. SANITARY SEWER FACILITIES: THE EASTERN MUNICIPAL WATER DISTRICT'S STANDARDS FOR SANITARY SEWER FACILITIES.
5. ALL OTHER PUBLIC WORKS: THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION (GREEN BOOK).

LEGAL DESCRIPTION:

THAT PORTION OF PARCEL 1 OF PARCEL MAP NO. 36426, IN THE CITY OF BEAUMONT, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 242, PAGES 24 THROUGH 29, INCLUSIVE, OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID PARCEL 1;
THENCE WESTERLY ALONG THE NORTHERLY LINE OF SAID PARCEL 1, SOUTH 87° 44' 33" WEST 182.70 FEET TO A LINE PARALLEL WITH AND DISTANT WESTERLY 182.62 FEET MEASURED AT RIGHT ANGLES FROM THE EASTERLY LINE OF SAID PARCEL 1;
THENCE SOUTHERLY ALONG SAID PARALLEL LINE, SOUTH 00° 37' 01" EAST 65.03 FEET TO A LINE PARALLEL WITH AND DISTANT SOUTHERLY 65.00 FEET MEASURED AT RIGHT ANGLES FROM SAID NORTHERLY LINE;
THENCE EASTERLY ALONG LAST MENTIONED PARALLEL LINE, NORTH 87° 44' 33" EAST 182.70 FEET TO SAID EASTERLY LINE;
THENCE NORTHERLY ALONG SAID EASTERLY LINE, NORTH 00° 37' 01" WEST 65.03 FEET TO THE POINT OF BEGINNING.

ASSESSOR'S PARCEL NO. 36426

BEING A SUBDIVISION OF A PORTION OF THE NORTH HALF OF SECTION 7 AND THE SOUTHWEST CORNER OF SECTION 6, BOTH OF TOWNSHIP 3 SOUTH, RANGE 1 WEST, SAN BERNARDINO MERIDIAN, AS RECORDED MARCH 16, 2017, AS DOCUMENTED NO. 2017-0108002, OF OFFICIAL RECORDS OF SAID COUNTY.

SITE ADDRESS:

36523 HWY 60
CITY OF BEAUMONT, CA 92223

OWNER/APPLICANT:

MCDONALD PROPERTY GROUP
1140 N. COAST HIGHWAY
LAGUNA BEACH, CA 92651
PHONE: (949) 999-2800
FAX: (949) 999-2839

Plotter: By:WuJian, Sam Sheet:San-BEAUMONT LIFT STATION Layout: TITLE SHEET, October 20, 2021 10:48:18am K:\SND\_WATER\19529401\Beaumont Lift Station Design\Plan Sheets - 2020\_DELTA\_SET\19529401\_1.dwg



BENCHMARK:
NATIONAL GEODETIC SURVEY BENCHMARK NO. Q 1311
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHWEST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.01). ALSO SHOWN ON HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM AND IDENTIFIED THEREON AS 3008 BM D32474 WHEREIN THE PUBLISHED ELEVATION = 2468.01' IS CORRECTED WITH A MEASURED ELEVATION = 2468.01', USED HEREON.
ELEV. 2468.01 (NVD '88), (STAMPED Q 1311 1978)

Table with 4 columns: BY, MARK, DESCRIPTION, APPR. DATE. Row 1: ENGINEER, REVISIONS, CITY, 8/23/2021

Kimley Horn logo and contact information: 401 B Street, Suite 600, San Diego, CA 92101. Phone: (619) 234-9411. WWW.KIMLEY-HORN.COM. Signature of Sam McWhorter, R.C.E. 61788, dated 8/23/2021.



DESIGN BY: SLM
DRAWN BY: RC/SW
CHECKED BY: TW/SS
SCALE:
DATE:
JOB NUMBER: 195284001

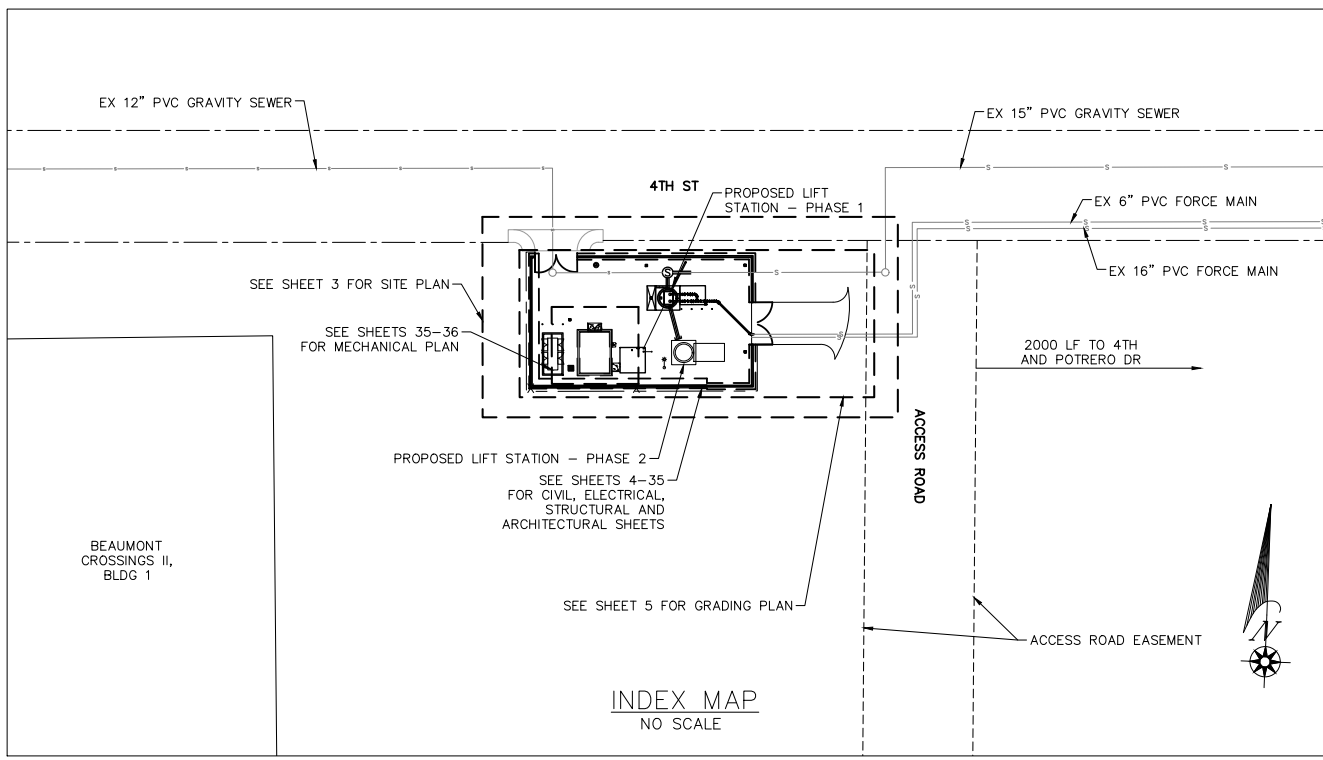


Reviewed By: Staff Engineer Date:
Recommended for Approval By: Administrative Engineer Date:
Approved By: City Engineer/Director of Public Works Date:
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION
550E 6th St, Beaumont, CA 92223
TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA
IMPROVEMENT PLANS FOR:
BEAUMONT CROSSROADS LIFT STATION
TITLE SHEET
SHEET 1 OF 38 SHEETS
FILE NO: 3387

Item 5.

71



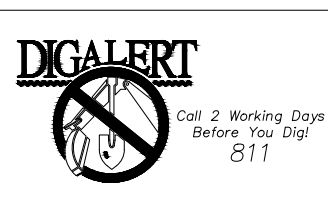
**LEGEND**

DESCRIPTION	DWG. NO.	SYMBOL	QUANTITY
RIGHT-OF-WAY, R/W		---	
EASEMENT		---	
DAYLIGHT LINE		---	
PROP SEWER		---	
EXISTING SEWER		---	
PROP STORM DRAIN		---	
EXISTING STORM DRAIN		---	
PROP WATER		---	
EXISTING WATER		---	
GAS		---	
SEWER MANHOLE		⊙	
PROP CONTOUR		---	53.0
EXISTING CONTOUR		---	53.0
PROPOSED WALL		---	
EXISTING WALL		---	
CURB & GUTTER		---	
CENTERLINE, CL		---	
CONCRETE		[Pattern]	
AC PAVING		[Pattern]	
ACCESS ROAD		[Pattern]	
SITE LIGHT		[Symbol]	
WATER METER		[Symbol]	
BACKFLOW PREVENTION DEVICE		[Symbol]	
ELECTRICAL ANTENNA		[Symbol]	
REMOVE EXISTING		·X·X·X·X·X·X·X·	

**ABBREVIATIONS**

AB	AGGREGATE BASE
ASTM	AMERICAN SOCIETY FOR TESTING AND MATERIALS
AC	ASPHALTIC CONCRETE
BLDG	BUILDING
CF	CUBIC FEET
CMU	CONCRETE MASONRY UNIT
COMM	COMMUNICATIONS
CONC	CONCRETE
DI	DUCTILE IRON
DIP	DUCTILE IRON PIPE
DIA, D	DIAMETER
DR	DRIVE
DWG	DRAWING
DWY	DRIVEWAY
EG	EXISTING GRADE
ELEC	ELECTRIC/ELECTRICAL
ELEV	ELEVATION
EMWD	EASTERN MUNICIPAL WATER DISTRICT
EX	EXISTING
FG	FINISHED GRADE
FLG	FLANGE
FM	FORCE MAIN
GAL	GALLONS
GPM	GALLONS PER MINUTE
HORIZ	HORIZONTAL
HP	HORSEPOWER
HRS	HOURS
HWL	HIGH WATER LEVEL
ID	INNER DIAMETER
IE	INVERT ELEVATION
IPS	IRON PIPE SIZE
LF	LINEAR FEET
LOL	LAYOUT LINE
LT	LEFT
LWL	LOW WATER LEVEL
MAX	MAXIMUM
MCC	MOTOR CONTROL CENTER
ME	MATCH EXISTING
MH	MANHOLE
MIN	MINIMUM
NO.	NUMBER
N.T.S.	NOT TO SCALE
O.C.	ON CENTER
PC	POINT OF CURVATURE
PE	PLAIN END
PI	POINT OF INTERSECTION
P/L	PROPERTY LINE
PROP	PROPOSED
PSI	POUNDS PER SQUARE INCH
PVC	POLYVINYL CHLORIDE
R/W	RIGHT-OF-WAY
RCFC&WCD	RIVERSIDE COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT
RCP	REINFORCED CONCRETE PIPE
RPM	REVOLUTIONS PER MINUTE
RTU	REMOTE TELEMETRY UNIT
SCH	SCHEDULE
SDR	STANDARD DIMENSION RATIO
SS	STAINLESS STEEL
ST	STREET
STL	STEEL
STD	STANDARD
SWR	SEWER
TDH	TOTAL DYNAMIC HEAD
TF	TOP OF FOOTING
TP	TOP OF PIPE
TW	TOP OF WALL
TYP	TYPICAL
V	VOLT
VOL	VOLUME
VERT	VERTICAL

Plotted By: yunhuar, Sam Sheet Set: BEAUMONT LIFT STATION, Layout: INDEX MAP, October 20, 2021 10:48:22am K:\SND\_WATER\19262401\Beaumont Lift Station\Design\Plan Sheets - 2020\DELTA.SET\19262401 - XCV.dwg

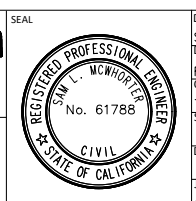


**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 1311  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 80 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

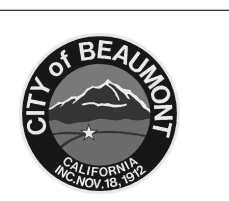
BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
 Phone: (619) 234-9411  
 WWW.KIMLEY-HORN.COM

*Sam McWhorter*  
 SAM L. MCWHORTER  
 R.C.E. 61788  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Staff Engineer  
 Recommended for Approval By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Administrative Engineer  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
 City Engineer/Director of Public Works

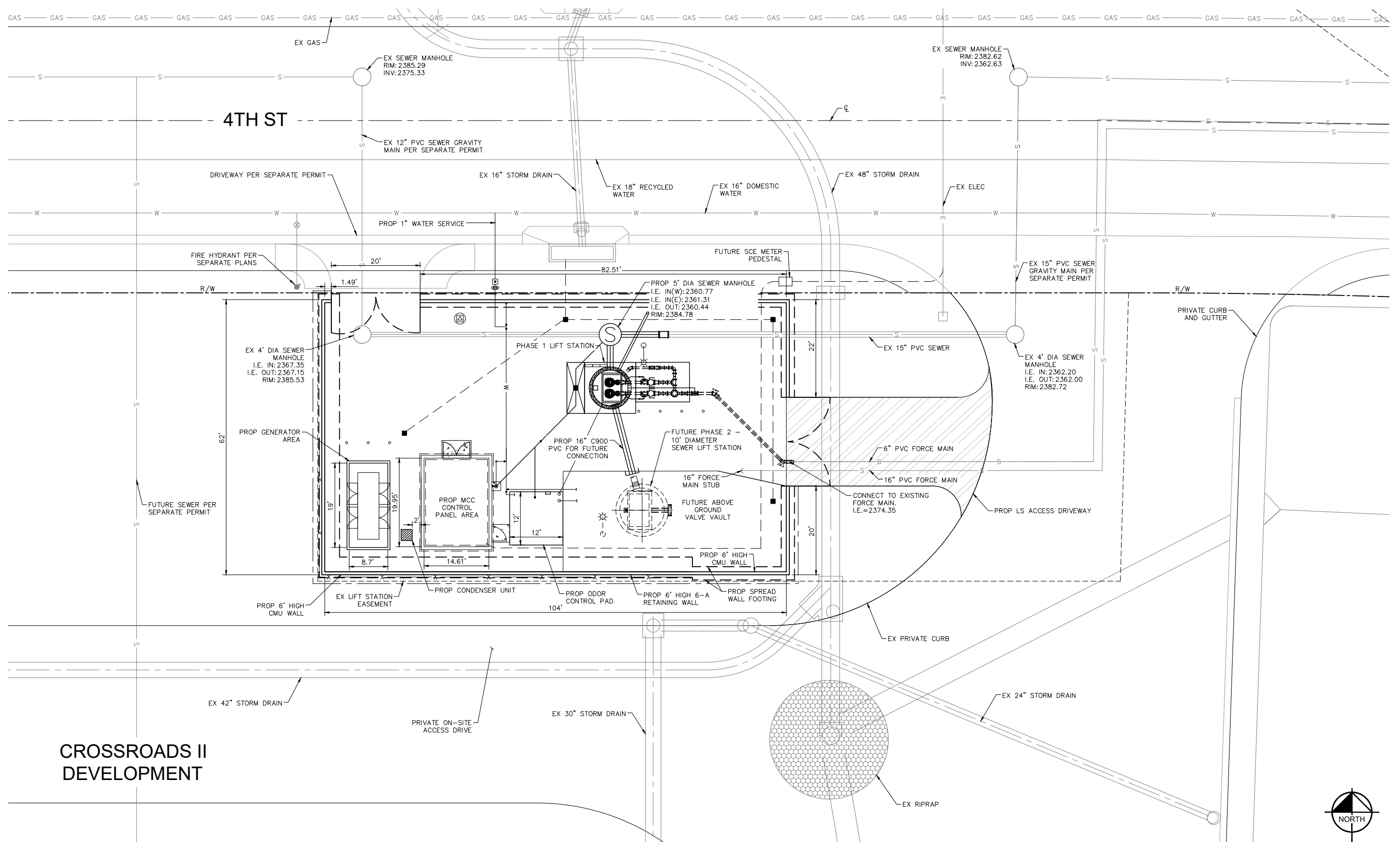
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION  
 550E 6th St  
 Beaumont, CA 92223  
 TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

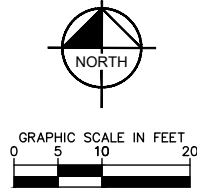
INDEX MAP

SHEET  
**2**  
 OF 38 SHEETS  
 FILE NO: 3387





**CROSSROADS II DEVELOPMENT**



Plotted By: yvulhuur, Sim Sheet Set: BEAUMONT LIFT STATION Layout: October 20, 2021 10:54:17am K:\SND\_WATER\195284001 Beaumont Lift Station\Design\Plan Sheets - 2020 DELTA SET\195284001 - sfp-OVERALL.dwg

**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON. ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

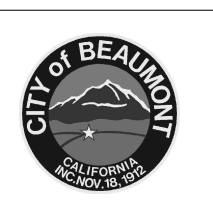
BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
 Phone: (619) 234-9411  
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*Sam McWhorter*  
 SAM L. MCWHORTER  
 R.C.E. 61788  
 8/23/2021

SEAL

DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001

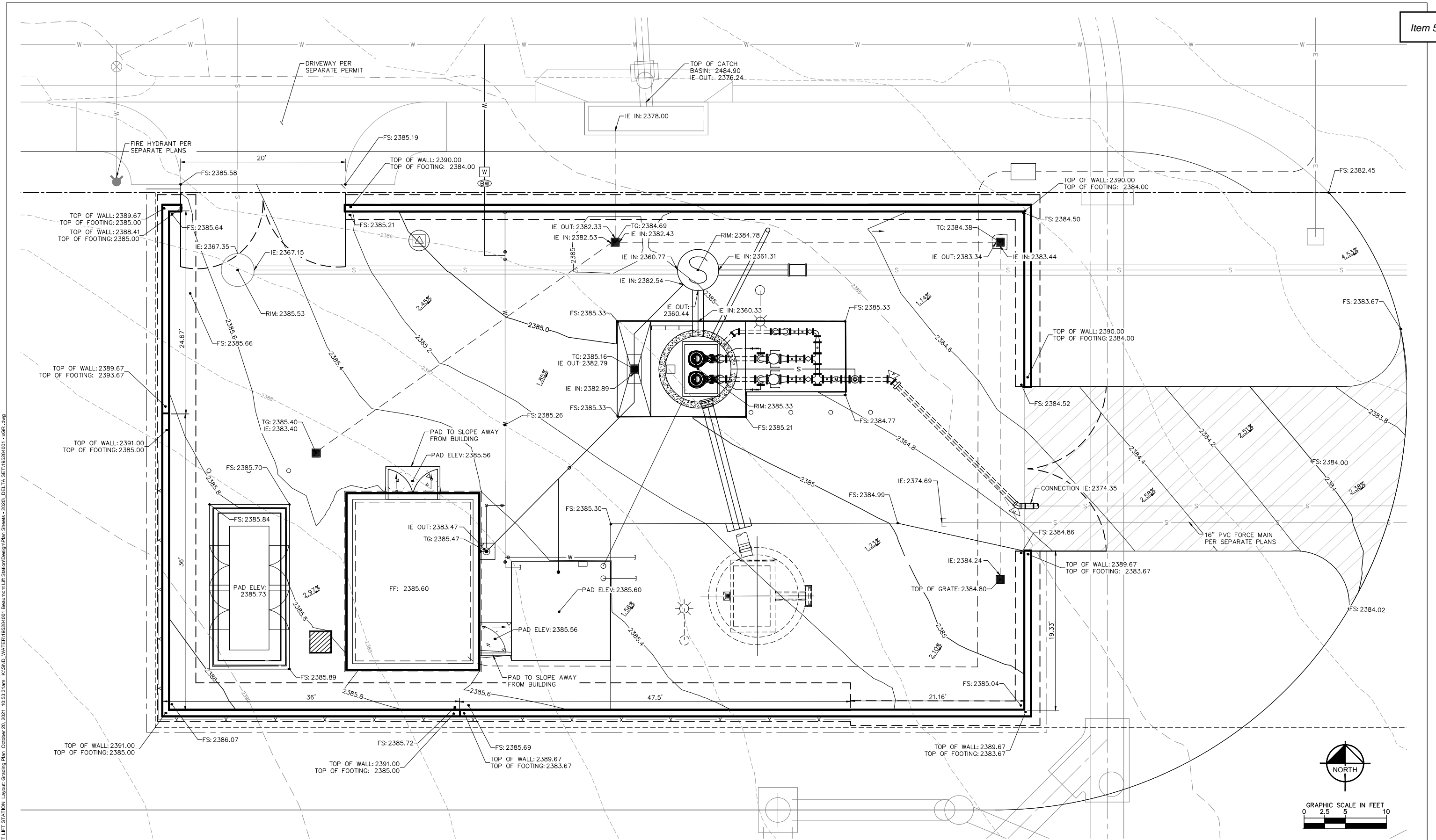


Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

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CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**  
 OVERALL SITE PLAN

SHEET  
**3**  
 OF 38 SHEETS  
 FILE NO: 3387  
**73**



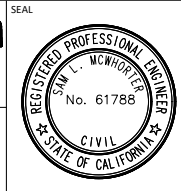
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**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON. ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

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ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
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 WWW.KIMLEY-HORN.COM  
  
 SAM L. MCWHORTER  
 R.C.E. 61788  
 8/23/2021



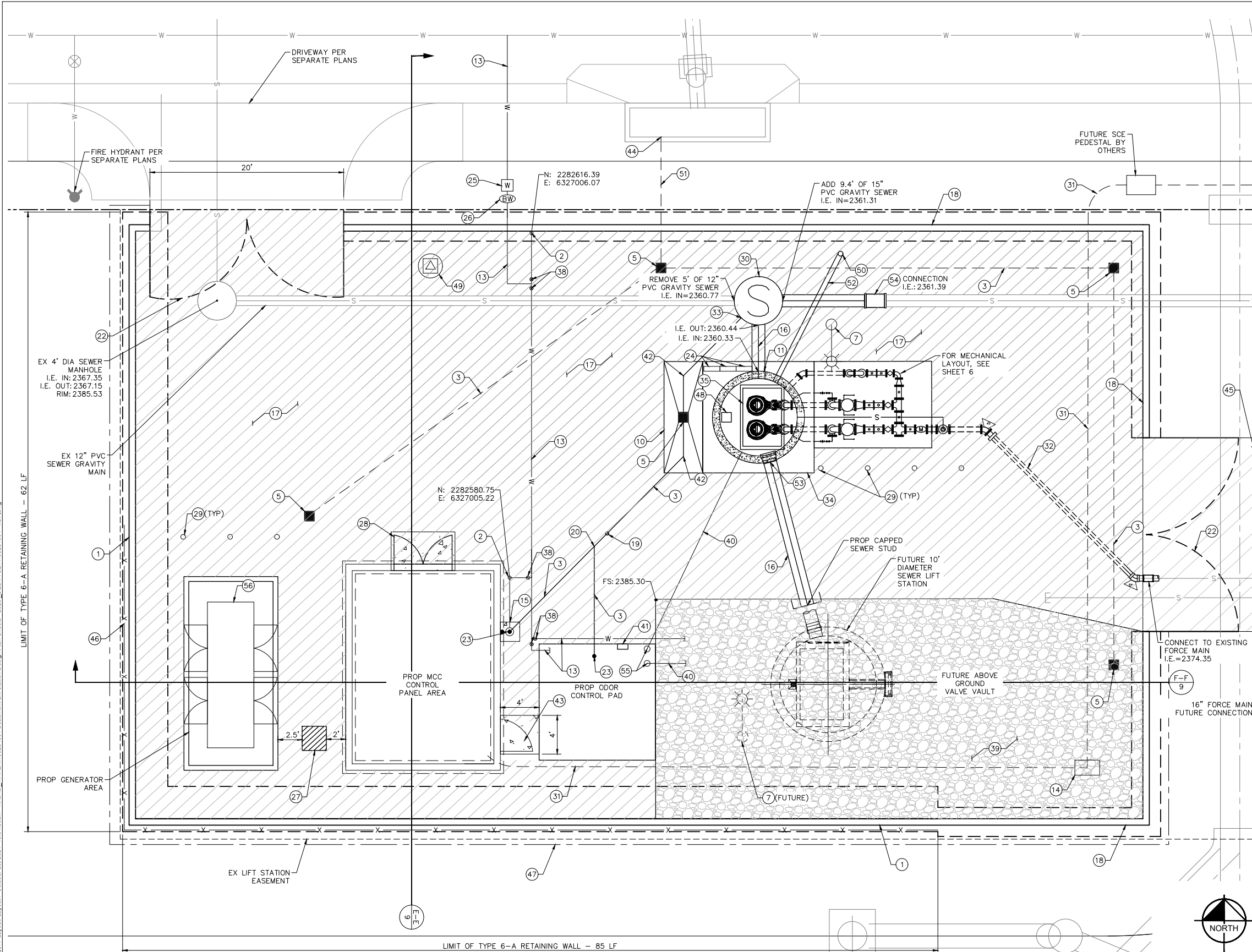
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 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE: DATE: JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Staff Engineer  
 Recommended for Approval By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Administrative Engineer  
 Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
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CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**  
 GRADING PLAN

SHEET  
**5**  
 OF 38 SHEETS  
 FILE NO: 3387  
**74**



**CONSTRUCTION NOTES**

- 1 CONSTRUCT 6' HIGH TYPE-6A RETAINING WALL PER CALTRANS STD B3-7A.
- 2 INSTALL 1" HOSE BIB WITH ANTISIPHON DEVICE ATTACHED. SEE DETAIL E, SHEET 12.
- 3 INSTALL 4" PVC STORM DRAIN WITH TRENCHING AND BACKFILL PER EMWD SB-157 AND SB-158.
- 5 INSTALL 12" X 12" GRATE PRE-CAST CONCRETE AREA DRAIN-TRAFFIC RATED BROOKS BOX. DEPTH PER PLAN.
- 7 INSTALL SITE LIGHT. SEE DETAIL 5 SHEET 18.
- 10 CONSTRUCT 9' X 4' CONCRETE WASH PAD. SEE DETAIL D, SHEET 13.
- 11 INSTALL 8" DIAMETER SEWER LIFT STATION. SEE SHEETS 33 AND 34 FOR STRUCTURAL DETAILS.
- 13 INSTALL 1" PVC WATER SERVICE WITH TRENCHING AND BACKFILL PER EMWD SB-157 AND SB-158. CONNECTION PER EMWD B-590A.
- 14 INSTALL ELEC PULL BOX. FOR ELECTRICAL PLANS, SEE SHEETS 14-21.
- 15 INSTALL COMBINATION EMERGENCY EYEWASH AND SHOWER STATION. SEE DETAIL A, SHEET 11.
- 16 INSTALL 16" DR-14 C900 PVC PIPE WITH TRENCHING AND BEDDING PER EMWD SB-157 AND SB-158.
- 17 INSTALL 4" AC OVER 6" CRUSHED AB.
- 18 CONSTRUCT 6' HIGH SPREAD FOOTINGS CMU WALL PER CALTRANS STD B15-1
- 19 INSTALL 4" SCH-80 PVC CLEANOUT PER EMWD STD SB-52
- 20 INSTALL 4" SCH-80 PVC WYE
- 22 INSTALL 20" WIDE, 6' TALL STEEL SWING GATE PER APWA STD DWG 600-4.
- 23 INSTALL 4" DIA ROUND GRATE DRAIN
- 24 INSTALL JUNCTION BOX
- 25 INSTALL WATER METER PER EMWD STD B-342
- 26 INSTALL BACKFLOW PREVENTION DEVICE PER EMWD STD B-597A
- 27 INSTALL CONDENSER UNIT
- 28 INSTALL 6' WIDE BY 7.33' HIGH STEEL DOUBLE SWING DOOR. SEE ARCHITECTURAL PLANS PER SHEETS 37 AND 38 FOR DOOR SCHEDULE.
- 29 INSTALL BOLLARD. SEE DETAIL C, SHEET 11.
- 30 INSTALL 5' DIA SEWER MANHOLE RING AND COVER PER EMWD SA-87 AND SB-53. SEE DETAIL D, SHEET 11.
- 31 INSTALL ELECTRICAL CONDUIT. SEE ELECTRICAL PLANS FOR LAYOUT AND SIZES
- 32 DEMOLISH AND REPLACE EXISTING FORCE MAIN. SEE SHEET 6.
- 33 INSTALL 4" ABS DRAIN PIPING FROM PUMP WASH DOWN PAD TO WET WELL WITH P-TRAP
- 34 INSTALL 11.5' X 11.5' CONCRETE WET WELL ROOF. SEE SHEET 33 FOR DETAILS.
- 35 72" X 48" DOUBLE HATCH OPENING WITH TWO PIECE ALUMINUM SAFETY GRATING BENEATH HATCH DOOR LEAF. RATED FOR 200 LB/SF LIVE LOAD.
- 38 INSTALL 1" PVC BALL VALVE
- 39 INSTALL 3/4" ROCK OVER FABRIC LINER-2" DEEP
- 40 INSTALL 4" SCH 40 PVC SLEEVE FOR FUTURE CHEMICAL FEED LINE PER DETAIL C, SHEET 13.
- 41 120V RECEPTACLE FOR FUTURE FURNISHED CHEMICAL FEED PUMP PROVIDED BY THE CITY OF BEAUMONT PER DETAIL C, SHEET 13.
- 42 INSTALL 4" ABS 45° BEND
- 43 INSTALL 40" X 80" SWING DOOR
- 44 BREAK OUT 8" DIAMETER HOLE FOR 6" PVC STORM DRAIN. GROUT ANNULAR SPACE TO SEAL.
- 45 CONSTRUCT 4.5" AC OVER 10" AB
- 46 INSTALL FENCE PER APWA STANDARD 600-3
- 47 CONSTRUCT DRAINAGE DITCH PER SEPARATE PERMIT. SEE ON-SITE GRADING PLANS.
- 48 12" SQUARE OPENING IN CONCRETE TOP WITH CAST IRON RING AND BROOKS CB1212 FRAME AND SOLID COVER FOR FLOAT SWITCH AND LEVEL TRANSDUCER
- 49 ANTENNA PER ELECTRICAL PLANS
- 50 INSTALL 6" DI VENT. SEE DETAIL D, SHEET 12.
- 51 INSTALL 6" PVC STORM DRAIN WITH TRENCHING AND BACKFILL PER EMWD SB-157 AND SB-158.
- 52 6" DI VENT PIPING. TRENCHING AND BACKFILL PER EMWD SB-157 AND SB-158.
- 53 TEMPORARY EXPANDABLE POLYURETHANE FOAM TO BE REMOVED AFTER FUTURE II LIFT STATION CONSTRUCTION
- 54 INSTALL 15" CALDER COUPLING. SEE DETAIL A, SHEET 13.
- 55 INSTALL CHEMICAL FEED PORT. SEE DETAIL C, SHEET 13.
- 56 PROPOSED 400KW/500 KVA, 480/277 V, 3PHASE, 4W, NEMA 3R DIESEL GENERATOR WITH 693 GALLON BELLY TANK AND LEVEL 2 ACOUSTIC ENCLOSURE.

Item 5.

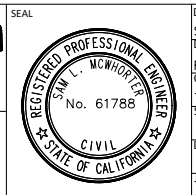
**DIGALERT**  
 Call 2 Working Days Before You Dig!  
 811

**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
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*Sam McWhorter*  
 SAM L. MCWHORTER  
 R.C.E. 61788  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001

**CITY OF BEAUMONT**  
 CALIFORNIA  
 INC. NOV. 18, 1912

Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_

Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**  
 LIFT STATION SITE PLAN

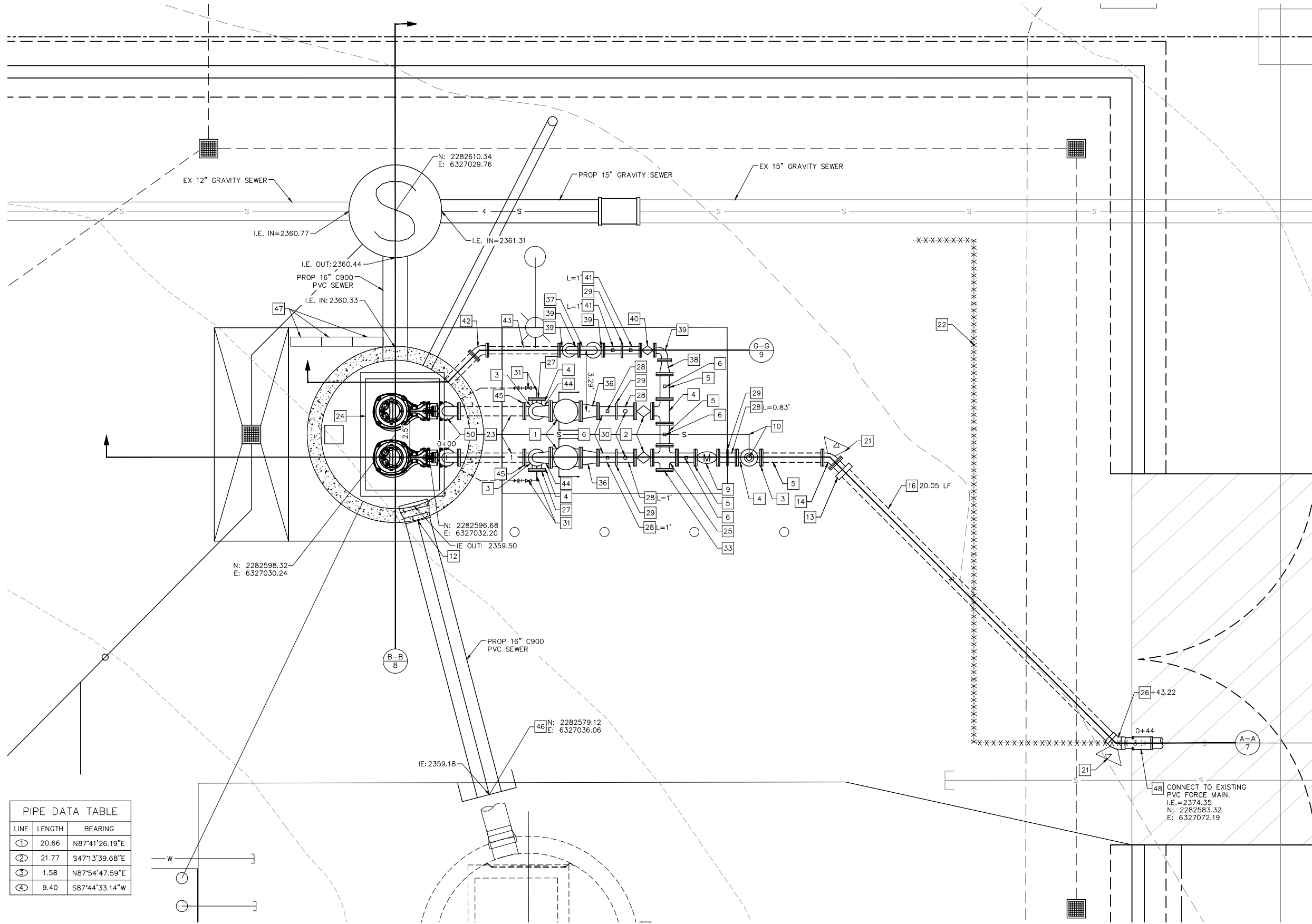
SHEET  
 4  
 OF 38 SHEETS  
 FILE NO: 3387

75

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 October 20, 2021 10:54:33am

**MECHANICAL NOTES**

- 1 8" APCO SWING CHECK VALVE & OIL CONTROLLED BOTTOM MOUNTED BUFFER OR EQUAL Item 5.
- 2 6" PLUG VALVE FLANGED WITH HAND WHEEL ACTUATOR. PRATT OR APPROVED EQUAL.
- 3 6" DI 90° BEND
- 4 6" DI TEE, FLANGED
- 5 6" DI SPOOL, FLANGED
- 6 PIPE SUPPORT WITH STRAP PER DETAIL A, SHEET 10.
- 9 6" ELECTROMAGNETIC FLOW METER, FLANGED. FURNISH SPARE 6" FLANGED SPOOL (LENGTH TO MATCH LENGTH OF FLOW METER) TO BE INSTALLED WHEN METER IS REMOVED FOR SERVICE. CONTRACTOR TO SET PIPE SPOOL IN PLACE TO VERIFY FIT, THEN REPLACE WITH FLOW METER.
- 10 INSTALL 2" COMBINATION SEWAGE AIR AND VACUUM VALVE WITH 2" ISOLATION GATE VALVE AND 2" AIR DISCHARGE PIPING TO WET WELL.
- 12 TEMPORARY EXPANDABLE POLYURETHANE FOAM TO BE REMOVED AFTER FUTURE II LIFT STATION CONSTRUCTION
- 13 6" DI TO PVC TRANSITION COUPLING. SEE DETAIL C, SHEET 10.
- 14 6" DI 45° BEND
- 16 6" C900, CLASS 235, DR 18 PVC
- 21 THRUST BLOCK PER EMWD STANDARD DWG B-407
- 22 REMOVE EXISTING 6" PVC FORCE MAIN
- 23 6" SCH 40, 316 STAINLESS STEEL SPOOL, FLANGED
- 24 72" X 48" STAINLESS STEEL DOUBLE LEAF HATCH WITH FALL PROTECTION GRATE
- 25 6" DI CROSS, FLANGED
- 26 6" PVC 45° BEND
- 27 6" BLIND FLANGE. TAPPED FOR 1" FLUSHING LINE.
- 28 6" DI SPOOL, FLANGE X GROOVED END
- 29 VICTAULIC COUPLING
- 30 PRESSURE GAUGE
- 31 1" STAINLESS STEEL BALL VALVE, UNION, AND FITTINGS FOR RAW SEWAGE BACKFLUSH (RSB) TO WET WELL FOR MANUAL BREAK DOWN OF SCUM BLANKET. PIPING SHALL BE 1" SCH 40, 316 STAINLESS STEEL.
- 33 LIFT STATION TEMPORARY BYPASS CONNECTION. DI CROSS WITH BLIND FLANGE.
- 36 8" x 6" DI REDUCER
- 37 INSTALL 4" APCO SURGE RELIEF ANGLE VALVE PRESSURE RANGE 100-200 PSI. SET TO 120 PSI.
- 38 6" x 4" DI REDUCER
- 39 4" DI 90° BEND
- 40 4" PLUG VALVE FLANGED WITH HAND WHEEL ACTUATOR. PRATT OR APPROVED EQUAL.
- 41 4" DI SPOOL, FLANGE X GROOVED END
- 42 4" DI 45° BEND
- 43 4" DI SPOOL, FLANGED
- 44 8" X 6" DI REDUCING 90° BEND
- 45 DI TO SS INSULATING FLANGE KIT PER DETAIL E, SHEET 11.
- 46 GROOVE END PLUG
- 47 JUNCTION BOXES. SEE ELECTRICAL PLANS.
- 48 6" PVC COUPLING. SEE DETAIL B, SHEET 13.
- 50 6" SCHEDULE 40, 316 STAINLESS STEEL 90° BEND



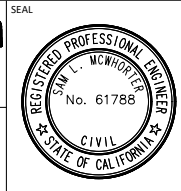
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④	9.40	S87°44'33.14"W

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

BY	MARK	DESCRIPTION	APPR.	DATE

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DESIGN BY: SLM  
 DRAWN BY: RC/SW  
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Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Staff Engineer

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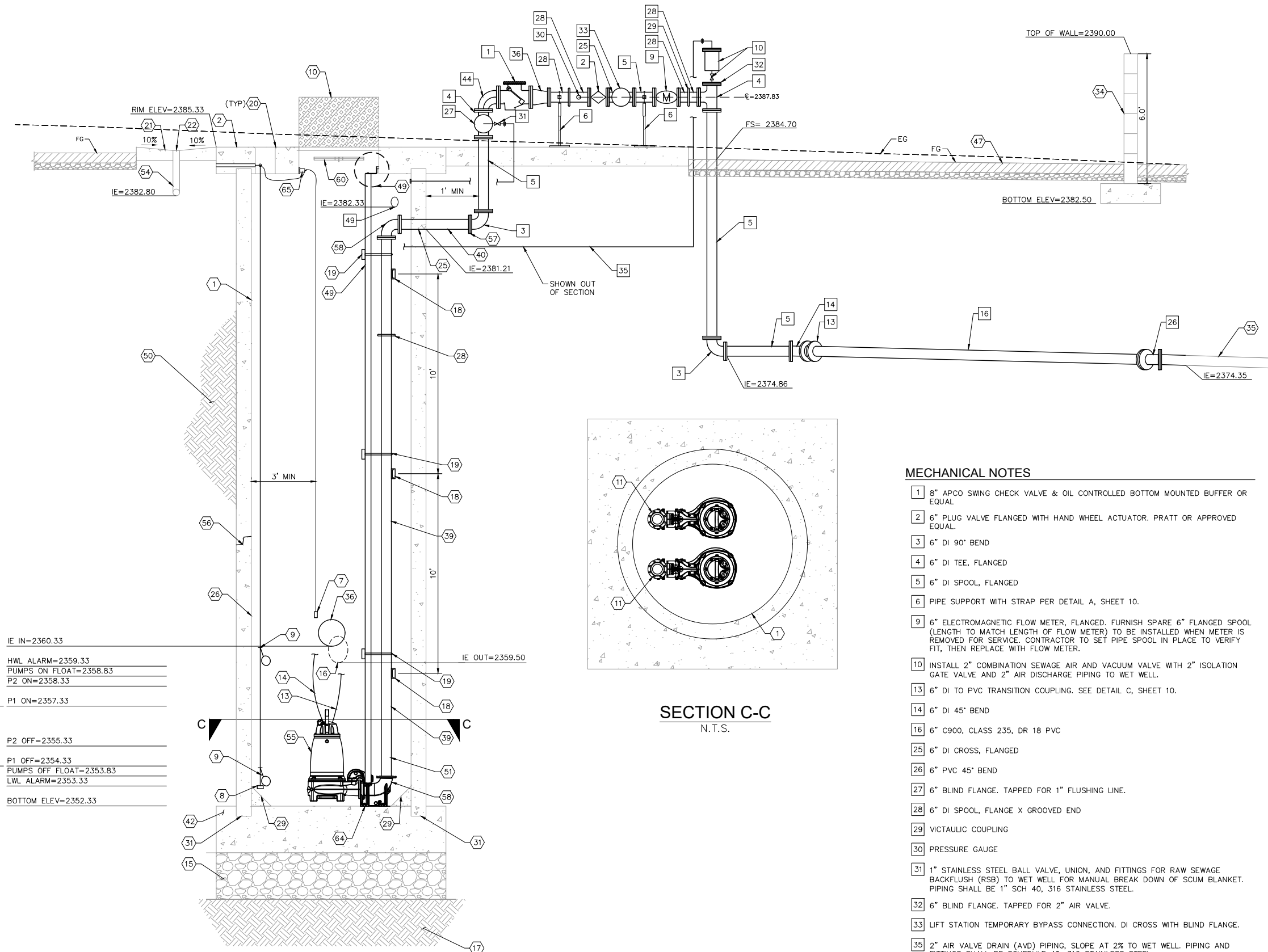
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CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**  
 MECHANICAL PLAN

SHEET  
**6**  
 OF 38 SHEETS  
 FILE NO: 3387 76

Plotted By: Yvonne, Sam Sheet Set: BEAUMONT LIFT STATION Layout: MECHANICAL PLAN October 20, 2021 10:53:57am K:\SND\_WATER\195284001\_Beaumont Lift Station Design\Plan Sheets - 2020\_DELTA\_SET\195284001 - m\c.dwg

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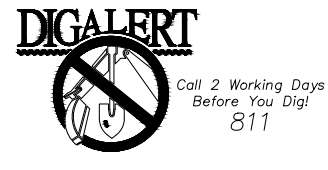
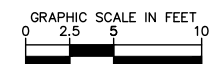


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BOTTOM ELEV=2352.33

**SECTION A-A**  
SCALE: 1" = 2.5'

**SECTION C-C**  
N.T.S.

- ### SEWER LIFT STATION NOTES
- 1 8" DIAMETER CLASS IV RCP PER ASTM C78 W/ TWO CIRCULAR REINFORCEMENT CAGES AND FLUSH BELL AND SPIGOT JOINTS. BELL AND SPIGOT JOINTS SHALL PROVIDED W/ RUBBER GASKETS AND SHALL BE SUITABLE FOR A HYDROSTATIC HEAD OF 50' PER ASTM C361. INTERIOR CONCRETE SURFACES INCLUDING WALL AND ROOF SHALL BE COATED PER SPECIFICATIONS.
  - 2 11.5' X 11.5' CONCRETE WET WELL TOP SLAB
  - 7 MILLITRONICS ECHOMAX XRS-5 ULTRASONIC LEVEL TRANSDUCER. SET ELEVATION TWO FEET ABOVE GRAVITY SEWER INVERT. INSTALL W/ RIGID CONDUIT AND SUBMERGENCE SHIELD.
  - 8 SS WEIGHT ATTACHED TO SS CABLE ATTACHED TO 12" EMBEDDED HOOK. ATTACH FLOATS AND WEIGHT TO SS CABLE WITH NYLON TIES PER MANUFACTURERS RECOMMENDATIONS.
  - 9 MERCURY FLOAT SWITCH
  - 10 72" X 48" STAINLESS STEEL DOUBLE LEAF HATCH WITH FALL PROTECTION GRATE
  - 11 DISCHARGE CONNECTION, 6" SCH 40, 316 STAINLESS STEEL
  - 13 SYNTHETIC RUBBER POWER AND CONTROL CABLE TO PUMP, HANG ON SUPPORT WITH STAINLESS STEEL KELLUM GRIPS AND LOOP CABLE OVER SUPPORT
  - 14 LIFTING CABLE - TO FOLLOW THE SPECIFICATIONS FROM FLYGT LIFTING CABLE PART NUMBER 14-58 75 15. MIN LENGTH 50'.
  - 15 MIN 2' CRUSHED AGGREGATE BASE
  - 16 16" C900 DR-25 PVC-EFFLUENT FOR FUTURE PHASE 2 WET WELL
  - 17 COMPACTED SUBGRADE @ 95% R.C. PER GEOTECHNICAL RECOMMENDATIONS
  - 18 STAINLESS STEEL SUPPORT FOR FORCE MAIN. SEE DETAIL B, SHEET 11. 10' SPACING BETWEEN SUPPORTS.
  - 19 6" INTERMEDIATE GUIDE RAIL SUPPORT BRACKET PER FLYGT. 10' SPACING BETWEEN BRACKETS.
  - 20 12" SQUARE OPENING IN CONCRETE TOP WITH CAST IRON RING AND BROOKS CB1212 FRAME AND SOLID COVER FOR FLOAT SWITCH AND LEVEL TRANSDUCER. SEE DETAIL E, SHEET 10.
  - 21 PUMP WASH DOWN PAD. SEE DETAIL D, SHEET 13.
  - 22 4" DROP INLET WITH GRATE
  - 25 PIPE PENETRATION. SEE DETAIL B, SHEET 10.
  - 26 FIELD APPLY 125 ML OF SANCON 100 ON CONCRETE INTERIOR SURFACE
  - 28 6" VICTAULIC COUPLING
  - 29 GROUT FILLET - SLOPE VARIES. 1.5' MAX HEIGHT. 1' MIN HEIGHT.
  - 31 SLAB TO RCP. SEE DETAIL D, SHEET 10.
  - 34 SPLIT FACE WALL PER CALTRANS STANDARD DRAWING B15-1, CASE 1
  - 35 EXISTING 6" C900 PVC SEWER FM
  - 36 16" C900 DR-25 PVC-INFLUENT
  - 39 6" SCHEDULE 40, 316 STAINLESS STEEL FLANGED END SPOOL, LENGTH AS REQUIRED
  - 40 6" SCHEDULE 40, 316 STAINLESS STEEL FLANGED END SPOOL, LENGTH AS REQUIRED. SHIP ONE FLANGE LOOSE FOR FIELD WELDING AFTER INSTALLATION IN WET WELL.
  - 42 FOR SLAB DIMENSIONS, SEE SHEETS 33 AND 34
  - 47 4" AC OVER 6" CRUSHED AB
  - 49 MODIFIED GUIDE RAILS. SEE DETAIL A, SHEET 12.
  - 50 COMPACT BACKFILL TO 90% RELATIVE COMPACTION (MIN.).
  - 51 6" X 4" SCHEDULE 40, 316 STAINLESS STEEL REDUCER
  - 54 4" PVC WYE
  - 55 2 FLYGT NON-CLOG SUBMERSIBLE PUMPS Q=300 GPM AT 280' EACH PUMP, NP 3301 HT 3~460
  - 56 BELL-AND-SPIGOT JOINT (TYP.) PROVIDE MIN. 1' CLEARANCE BETWEEN WET WELL JOINTS AND PIPE PENETRATIONS.
  - 57 INSTALL DI TO SS INSULATING FLANGE KIT PER DETAIL E, SHEET 11.
  - 58 6" SCHEDULE 40, 316 STAINLESS STEEL 90° BEND
  - 60 TWO PIECE ALUMINUM SAFETY GRATING BENEATH HATCH DOOR LEAFS. RATED FOR 200 LB/SF LIVE LOAD.
  - 64 PUMP STAND PER PUMP VENDOR
  - 65 4" X 4" X 1/2" SS PLATE WITH 2" X 3" SS CHANNEL, WELDED. PROVIDE SS HOOK FOR TRANSDUCER CABLE.
- ### MECHANICAL NOTES
- 1 8" APCO SWING CHECK VALVE & OIL CONTROLLED BOTTOM MOUNTED BUFFER OR EQUAL
  - 2 6" PLUG VALVE FLANGED WITH HAND WHEEL ACTUATOR. PRATT OR APPROVED EQUAL.
  - 3 6" DI 90° BEND
  - 4 6" DI TEE, FLANGED
  - 5 6" DI SPOOL, FLANGED
  - 6 PIPE SUPPORT WITH STRAP PER DETAIL A, SHEET 10.
  - 9 6" ELECTROMAGNETIC FLOW METER, FLANGED. FURNISH SPARE 6" FLANGED SPOOL (LENGTH TO MATCH LENGTH OF FLOW METER) TO BE INSTALLED WHEN METER IS REMOVED FOR SERVICE. CONTRACTOR TO SET PIPE SPOOL IN PLACE TO VERIFY FIT, THEN REPLACE WITH FLOW METER.
  - 10 INSTALL 2" COMBINATION SEWAGE AIR AND VACUUM VALVE WITH 2" ISOLATION GATE VALVE AND 2" AIR DISCHARGE PIPING TO WET WELL.
  - 13 6" DI TO PVC TRANSITION COUPLING. SEE DETAIL C, SHEET 10.
  - 14 6" DI 45° BEND
  - 16 6" C900, CLASS 235, DR 18 PVC
  - 25 6" DI CROSS, FLANGED
  - 26 6" PVC 45° BEND
  - 27 6" BLIND FLANGE. TAPPED FOR 1" FLUSHING LINE.
  - 28 6" DI SPOOL, FLANGE X GROOVED END
  - 29 VICTAULIC COUPLING
  - 30 PRESSURE GAUGE
  - 31 1" STAINLESS STEEL BALL VALVE, UNION, AND FITTINGS FOR RAW SEWAGE BACKFLUSH (RSB) TO WET WELL FOR MANUAL BREAK DOWN OF SCUM BLANKET. PIPING SHALL BE 1" SCH 40, 316 STAINLESS STEEL.
  - 32 6" BLIND FLANGE. TAPPED FOR 2" AIR VALVE.
  - 33 LIFT STATION TEMPORARY BYPASS CONNECTION. DI CROSS WITH BLIND FLANGE.
  - 35 2" AIR VALVE DRAIN (AVD) PIPING, SLOPE AT 2% TO WET WELL. PIPING AND FITTINGS SHALL BE SCHEDULE 40, 316 STAINLESS STEEL.
  - 36 8" X 6" DI REDUCER
  - 44 8" X 6" DI REDUCING 90° BEND
  - 49 6" DI VENT PIPING
- ### NOTES
1. DASHED PIPING AND FITTINGS INDICATE IT IS OUT OF SECTION BUT SHOWN FOR CLARITY.



**BENCHMARK:**  
NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POWERED BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM D3474 WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
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*Sam McWhorter*  
SAM L. MCWHORTER  
R.C.E. 61788  
8/23/2021

DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE:  
DATE:  
JOB NUMBER: 195284001

SEAL  
REGISTERED PROFESSIONAL ENGINEER  
SAM L. MCWHORTER  
No. 61788  
CIVIL  
STATE OF CALIFORNIA



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION  
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Beaumont, CA 92223  
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CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**  
LIFT STATION SECTION A

SHEET  
7  
OF 38 SHEETS  
FILE NO: 3387  
77

SEWER LIFT STATION NOTES

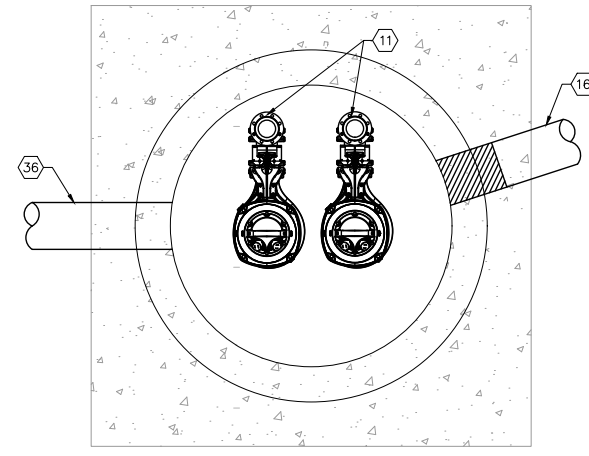
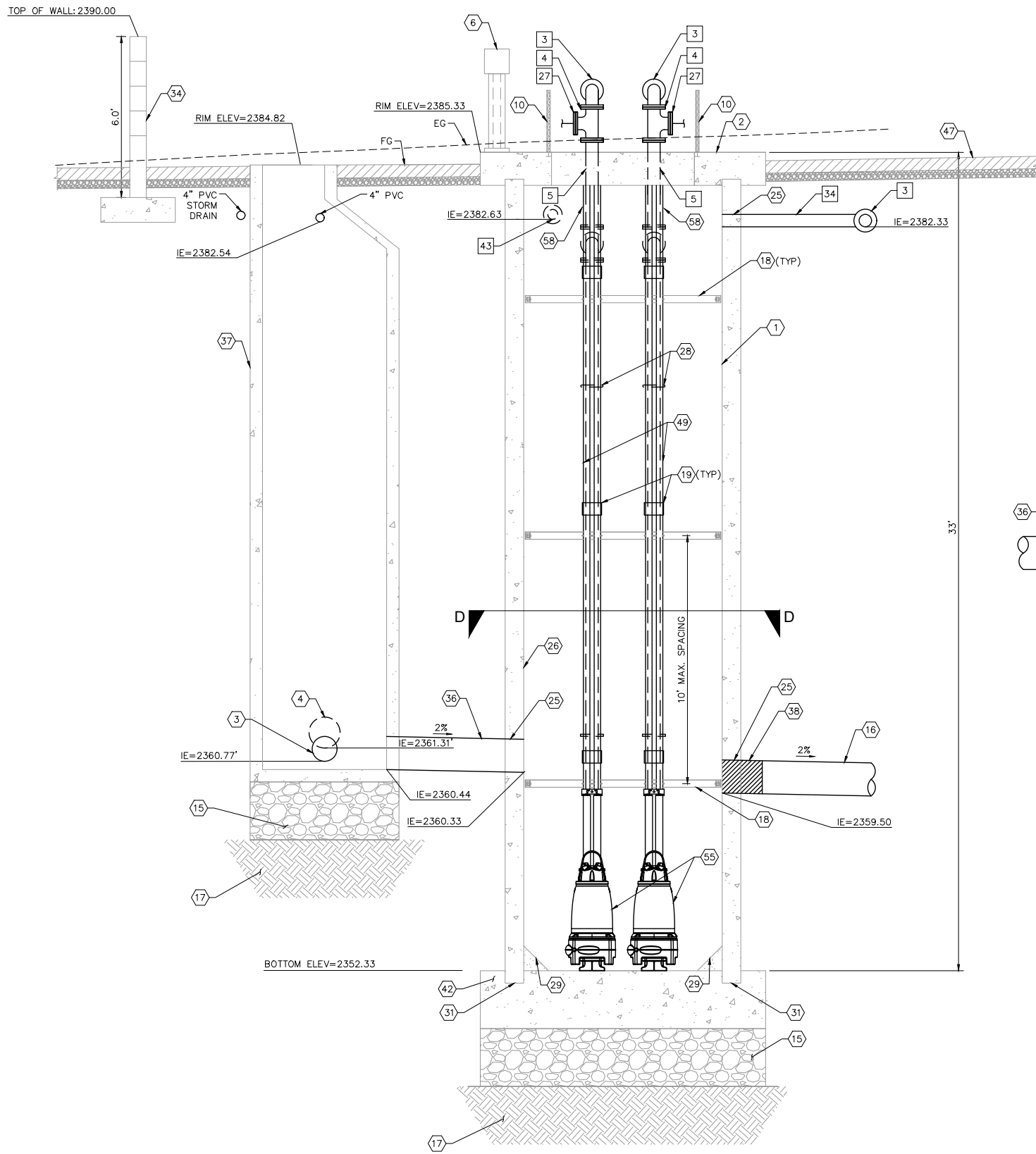
- 1 8" DIAMETER CLASS IV RCP PER ASTM C78 W/ TWO CIRCULAR REINFORCEMENT CAGES AND FLUSH BELL AND SPIGOT JOINTS. BELL AND SPIGOT JOINTS SHALL BE PROVIDED W/ RUBBER GASKETS AND SHALL BE SUITABLE FOR A HYDROSTATIC HEAD OF 50' PER ASTM C361. INTERIOR CONCRETE SURFACES INCLUDING WALL AND ROOF SHALL BE COATED PER SPECIFICATIONS.
- 2 11.5' X 11.5' CONCRETE WET WELL TOP SLAB
- 3 12" SDR-26 PVC INFLUENT
- 4 15" SDR-26 PVC INFLUENT
- 6 ELECTRIC JUNCTION BOX AND STANCHION FOR PUMP POWER/CONTROL CABLES, FLOATS, AND TRANSDUCERS.
- 10 72" X 48" STAINLESS STEEL DOUBLE LEAF HATCH WITH FALL PROTECTION GRATE
- 11 DISCHARGE CONNECTION, 6" SCH 40, 316 STAINLESS STEEL
- 15 MIN 2' CRUSHED AGGREGATE BASE
- 16 16" C900 DR-25 PVC-EFFLUENT FOR FUTURE PHASE 2 WET WELL
- 17 COMPACTED SUBGRADE @ 95% R.C. PER GEOTECHNICAL RECOMMENDATIONS
- 18 STAINLESS STEEL SUPPORT FOR FORCE MAIN. SEE DETAIL B, SHEET 11. 10' SPACING BETWEEN SUPPORTS.
- 19 6" INTERMEDIATE GUIDE RAIL SUPPORT BRACKET PER FLYGT. 10' SPACING BETWEEN BRACKETS.
- 25 PIPE PENETRATION. SEE DETAIL B, SHEET 10.
- 26 FIELD APPLY 125 ML OF SANCON 100 ON CONCRETE INTERIOR SURFACE
- 28 6" VICTAULIC COUPLING
- 29 GROUT FILLET - SLOPE VARIES. 1.5' MAX HEIGHT. 1' MIN HEIGHT.
- 31 SLAB TO RCP. SEE DETAIL D, SHEET 10.
- 34 SPLIT FACE WALL PER CALTRANS STANDARD DRAWING B15-1, CASE 1
- 36 16" C900 DR-25 PVC-INFLUENT
- 37 5' DIA SEWER MANHOLE, RING AND COVER PER EMWD SA-87 AND SB-53.
- 38 TEMPORARY INFLATED NYLON PLUG TO BE REMOVED AFTER FUTURE PHASE II LIFT STATION CONSTRUCTION.
- 42 FOR SLAB DIMENSIONS, SEE SHEETS 33 AND 34
- 47 4" AC OVER 6" CRUSHED AB
- 49 MODIFIED GUIDE RAILS. SEE DETAIL A, SHEET 12.
- 55 2 FLYGT NON-CLOG SUBMERSIBLE PUMPS Q=300 GPM AT 280' EACH PUMP, NP 3301 HT 3~460
- 58 6" SCHEDULE 40, 316 STAINLESS STEEL 90° BEND

MECHANICAL NOTES

- 3 6" DI 90° BEND
- 4 6" DI TEE, FLANGED
- 5 6" DI SPOOL, FLANGED
- 27 6" BLIND FLANGE. TAPPED FOR 1" FLUSHING LINE.
- 34 6" DI VENT PER DETAIL D, SHEET 12.
- 43 4" DI SPOOL, FLANGED

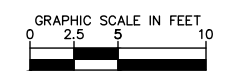
NOTES

- 1. DASHED PIPING AND FITTINGS INDICATE IT IS OUT OF SECTION BUT SHOWN FOR CLARITY.



SECTION D-D  
N.T.S.

SECTION B-B  
SCALE: 1" = 2.5'



Plotted By: Vuolteen, Sam Sheet: Sewer/Beaumont Lift Station/Design/Plan Sheets - 2020 DELTA SET/195284001 - SECTIONS.dwg  
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 October 20, 2021 10:51:15am

**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHENEVER THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
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*Sam McWhorter*  
 SAM L. MCWHORTER  
 R.C.E. 61788  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

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CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

LIFT STATION SECTION B

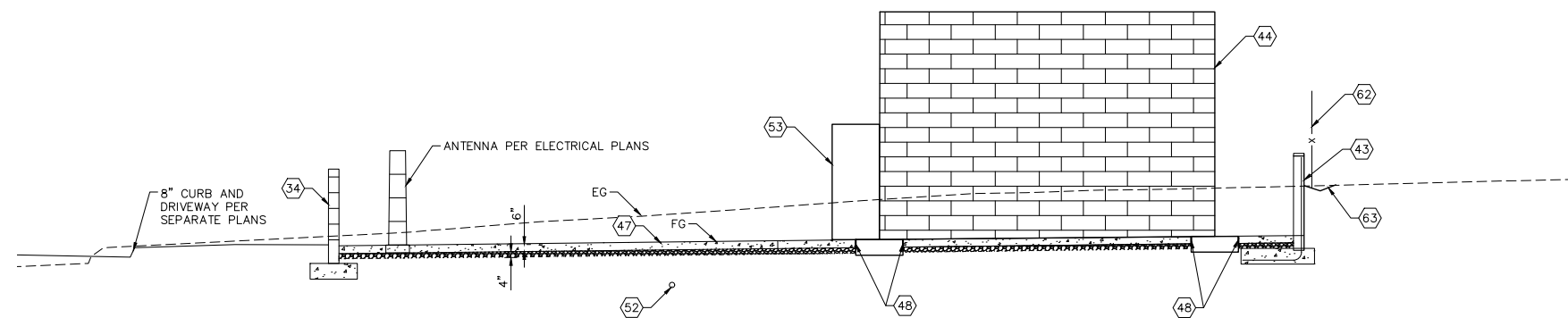
SHEET  
 8  
 OF 38 SHEETS  
 FILE NO: 3387  
**78**

SEWER LIFT STATION NOTES

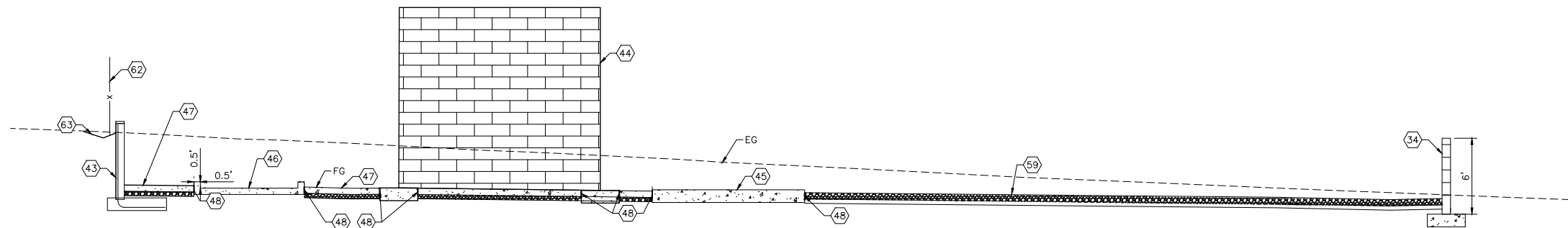
- 2 11.5' X 11.5' CONCRETE WET WELL TOP SLAB
- 10 INSTALL 72" X 48" STAINLESS STEEL DOUBLE LEAF HATCH WITH FALL PROTECTION GRATE
- 20 12" SQUARE OPENING IN CONCRETE TOP WITH CAST IRON RING AND BROOKS CB1212 FRAME AND SOLID COVER FOR FLOAT SWITCH AND LEVEL TRANSDUCER. SEE DETAIL E, SHEET 10.
- 25 PIPE PENETRATION. SEE DETAIL B, SHEET 10.
- 34 SPLIT FACE WALL PER CALTRANS STANDARD DRAWING B15-1, CASE 1
- 43 CONSTRUCT 6' HIGH TYPE-6A RETAINING WALL PER CALTRANS STD B3-7A.
- 44 MCC BUILDING.
- 45 ODOR CONTROL PAD. SEE DETAIL B SHEET 12.
- 46 ELECTRIC GENERATOR PAD. SEE DETAIL C SHEET 12.
- 47 4" AC OVER 6" CRUSHED AB
- 48 EXPANSION JOINT
- 52 INSTALL 4" PVC STORM DRAIN WITH TRENCHING AND BACKFILL PER EMWD SB-157 AND SB-158. INVERT PER GRADING PLAN
- 53 INSTALL 6' WIDE BY 7.33' HIGH STEEL DOUBLE SWING DOOR
- 59 INSTALL 3/4" ROCK OVER MIRAFI LINER
- 60 TWO PIECE ALUMINUM SAFETY GRATING BENEATH HATCH DOOR LEAFS. RATED FOR 200 LB/SF LIVE LOAD.
- 62 INSTALL FENCE PER APWA STANDARD 600-3
- 63 DRAINAGE DITCH PER SEPARATE PLANS. SEE ON-SITE GRADING PLANS (PERMIT NUMBER PW2019-0339).

MECHANICAL NOTES

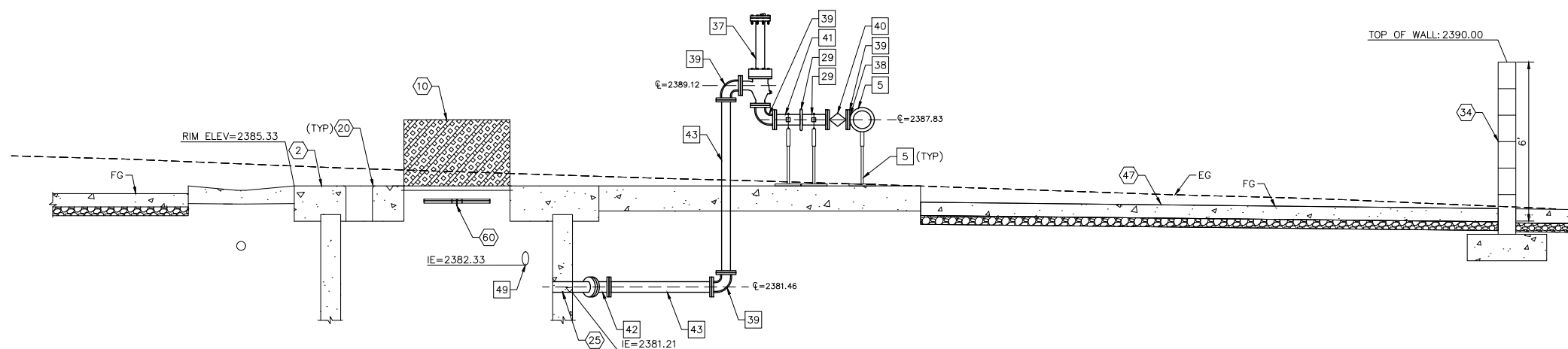
- 5 6" DI SPOOL, FLANGED
- 29 VICTAULIC COUPLING
- 37 INSTALL 4" APCO SURGE RELIEF ANGLE VALVE PRESSURE RANGE 100-200 PSI. SET TO 120 PSI.
- 38 6" X 4" DI REDUCER
- 39 4" DI 90° BEND
- 40 4" PLUG VALVE FLANGED WITH HAND WHEEL ACTUATOR. PRATT OR APPROVED EQUAL.
- 41 4" DI SPOOL, FLANGE X GROOVED END
- 42 4" DI 45° BEND
- 43 4" DI SPOOL, FLANGED
- 49 6" DI VENT PIPING



SECTION E-E  
SCALE: 1" = 5'



SECTION F-F  
SCALE: 1" = 5'



SECTION G-G  
SCALE: 1" = 2.5'



Call 2 Working Days Before You Dig! 811

**BENCHMARK:**  
NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.11 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POWERED BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHENEVER THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

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*Sam McWhorter*  
SAM L. MCWHORTER  
R.C.E. 61788  
8/23/2021



DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE: \_\_\_\_\_  
DATE: \_\_\_\_\_  
JOB NUMBER: 195284001

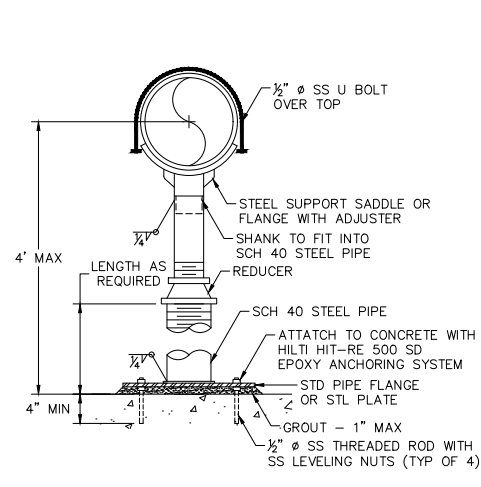


Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

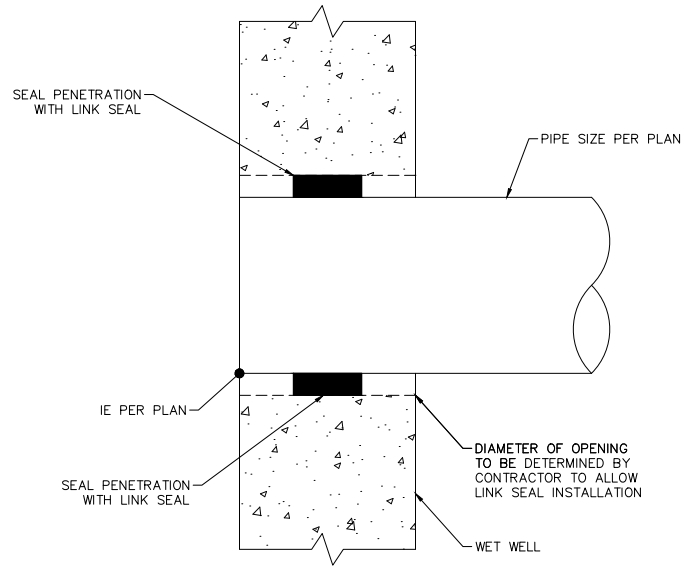
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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5506 6th St  
Beaumont, CA 92223  
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CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**  
LIFT STATION SECTION C

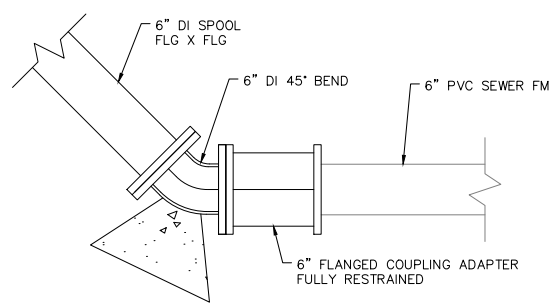
SHEET  
9  
OF 38 SHEETS  
FILE NO: 3387  
79



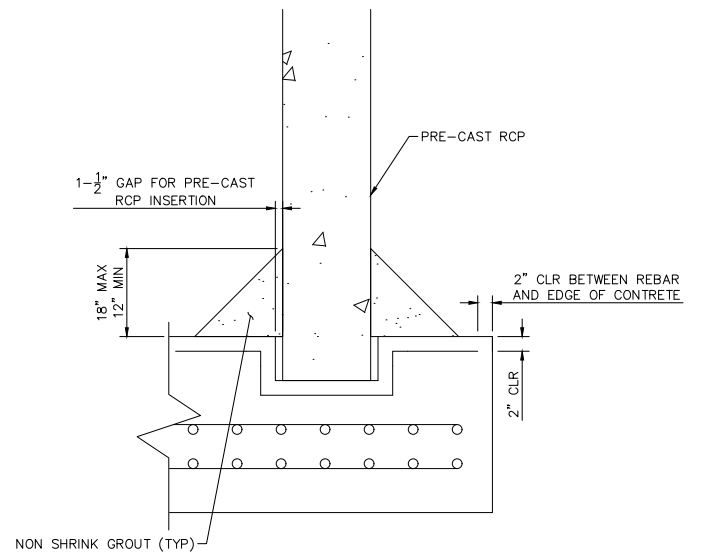
**A** PIPE SUPPORT  
NOT TO SCALE



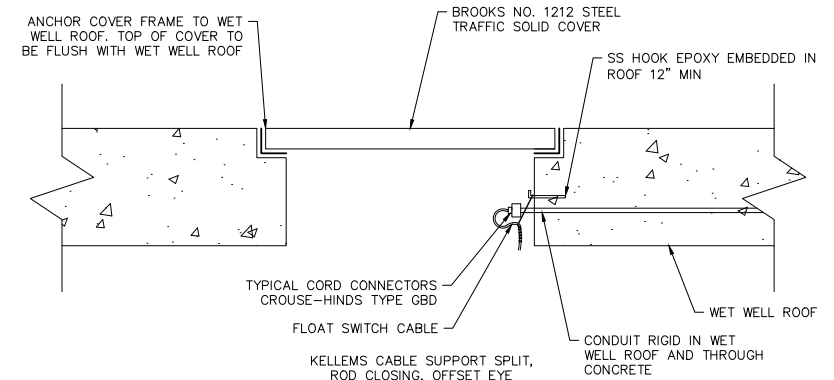
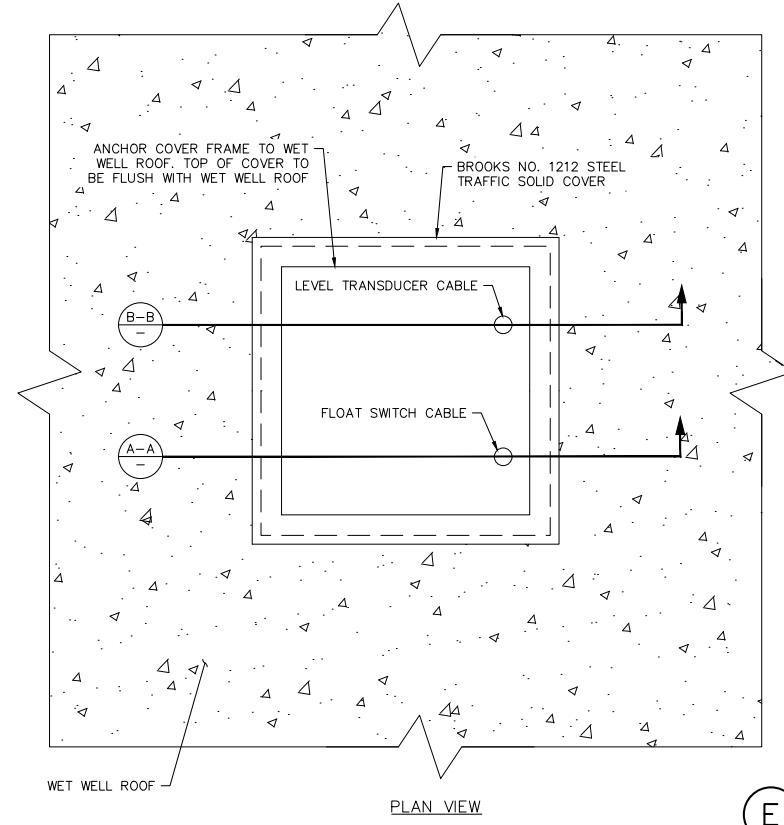
**B** PIPE PENETRATION  
NOT TO SCALE



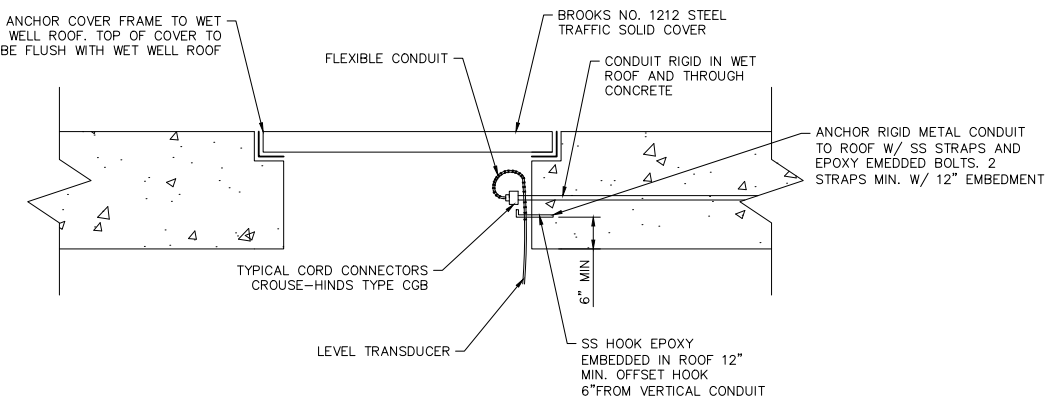
**C** DI TO PVC FORCE MAIN COUPLING DETAIL  
NOT TO SCALE



**D** SLAB TO RCP CONNECTION DETAIL  
NOT TO SCALE



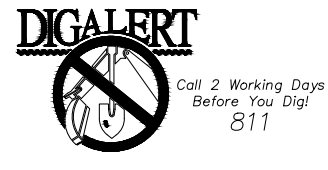
SECTION A-A



SECTION B-B

**E** FLOAT SWITCH AND LEVEL TRANSDUCER ACCESS OPENING DETAIL  
NOT TO SCALE

Plotted By: yvulhuur, Sam Sheet: S:\B\BEAUMONT LIFT STATION Layout: DT-01 October 20, 2021 10:52:54am K:\SND\_WA\TEER\19294001 Beaumont Lift Station Design\Plan Sheets - 2020\_DELT\A SET\19294001 - .dwt.dwg

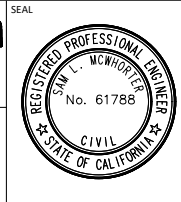


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DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE: \_\_\_\_\_  
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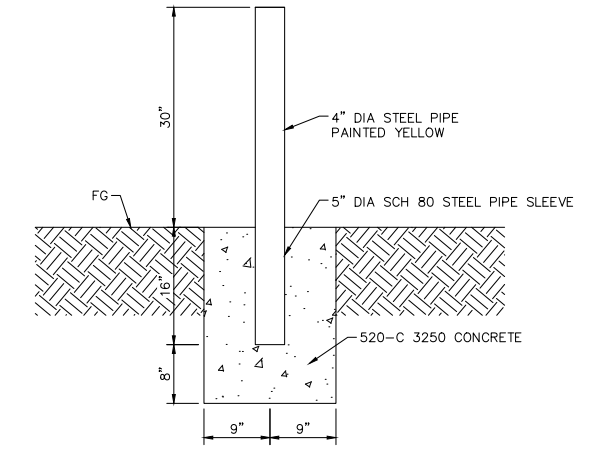
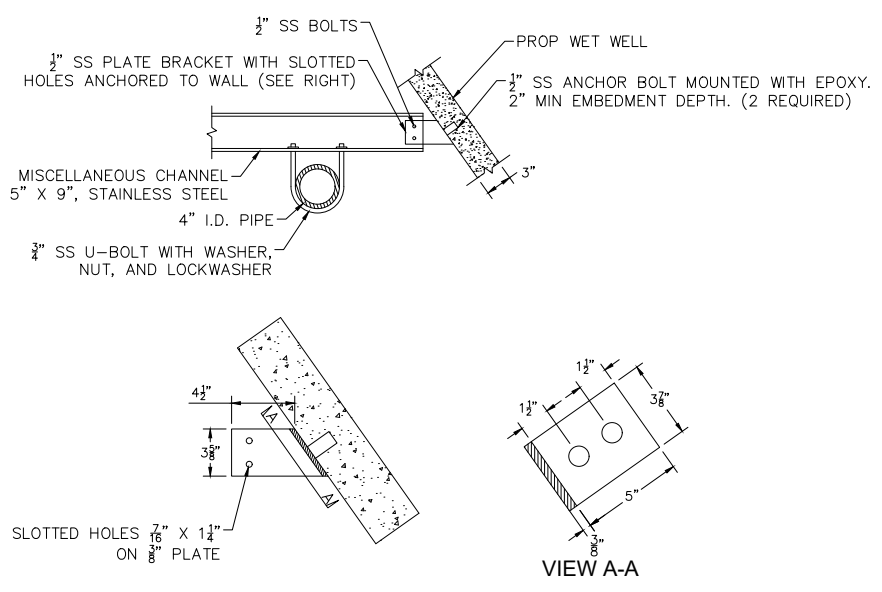
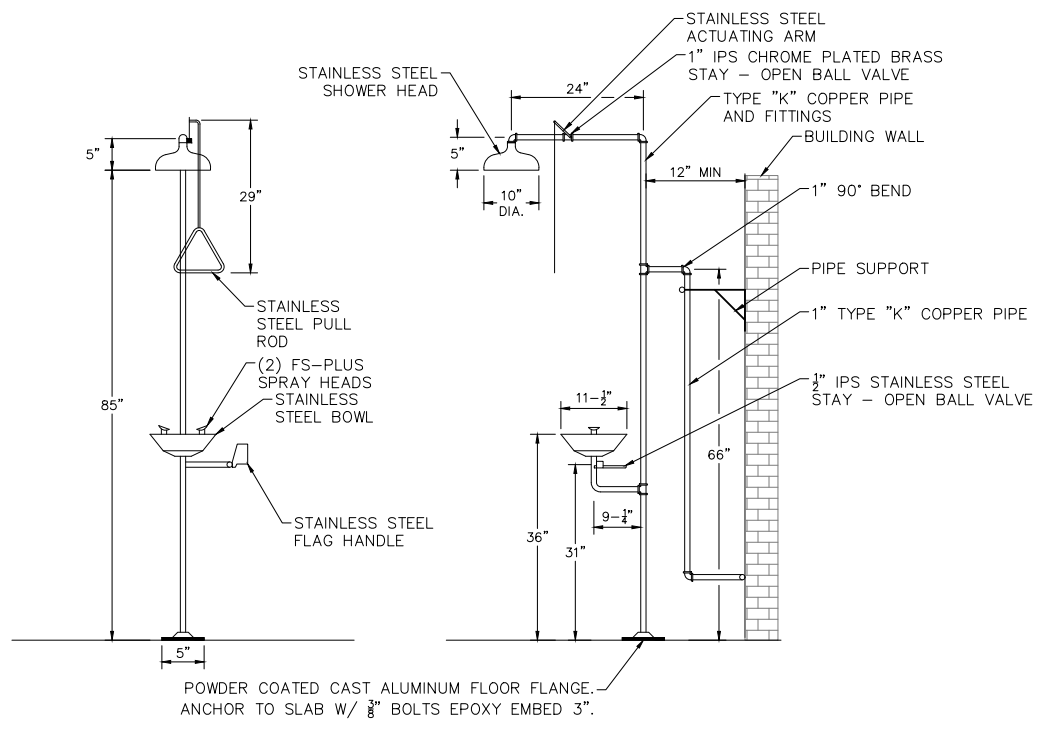
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION

CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**

DETAILS

SHEET  
**10**  
 OF 38 SHEETS  
 FILE NO: 3387  
**80**

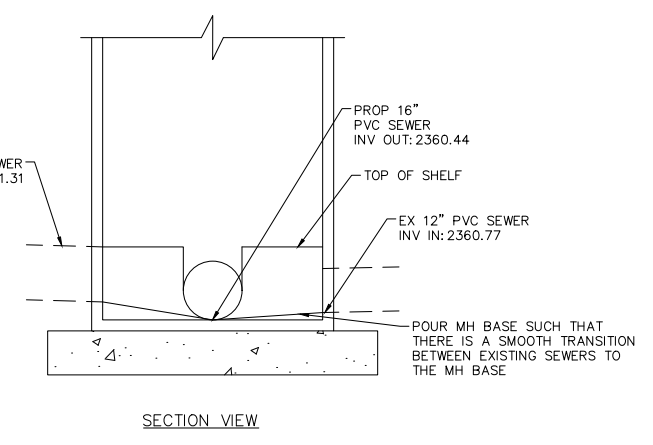
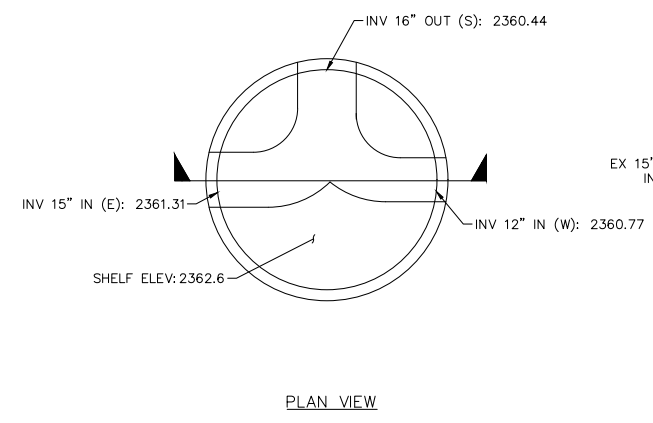




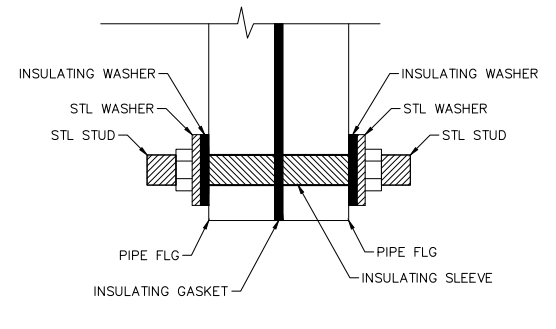
**A COMBINATION EMERGENCY EYE WASH AND SHOWER STATION**  
NOT TO SCALE

**B STAINLESS STEEL SUPPORT**  
NOT TO SCALE

**C BOLLARD SECTION DETAIL**  
NOT TO SCALE

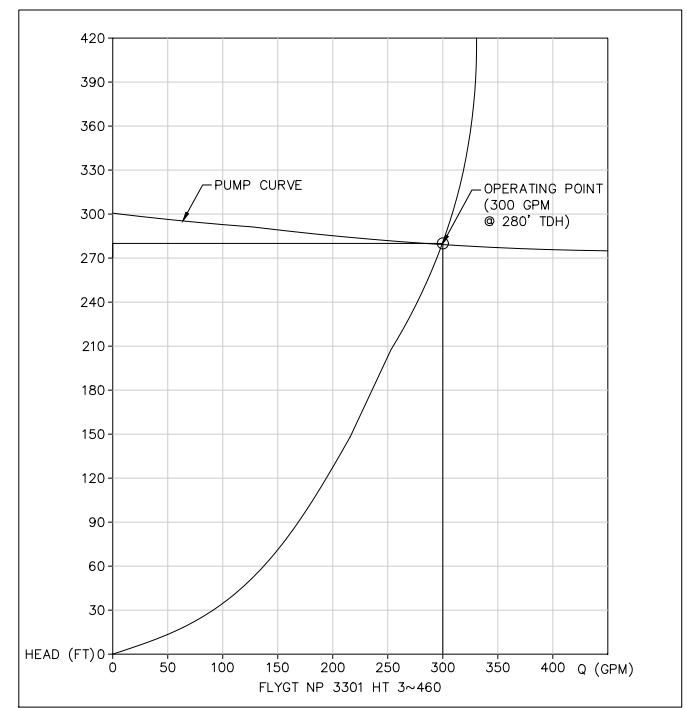


**D PROPOSED MANHOLE SHELF**  
SCALE: 1" = 2'



**NOTES:**  
1. FULL LENGTH INSULATING SLEEVES REQUIRED AT ALL THRU-FLANGE BOLTS OR STUDS. INSULATING SLEEVES MUST EXTEND THROUGH THE RESTRAINING FLANGE, BOTH PIPE FLANGES, THE INSULATING GASKET, AND TWO INSULATING WASHERS.

**E INSULATING FLANGE KIT**  
NOT TO SCALE



**F PUMP CURVE**  
NOT TO SCALE

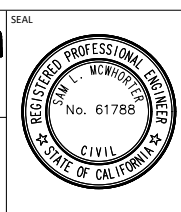


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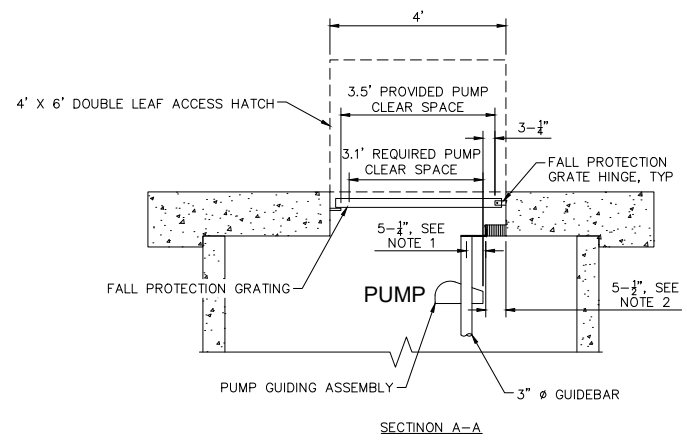
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Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

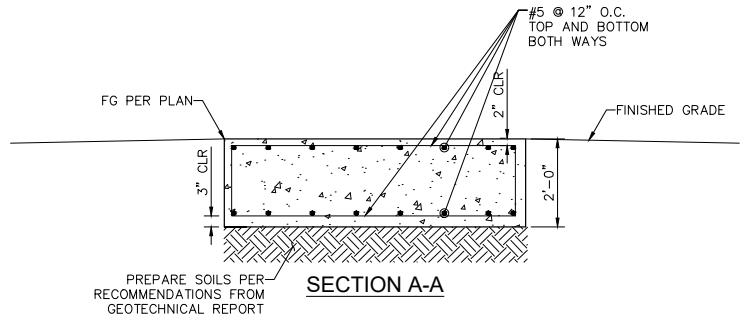
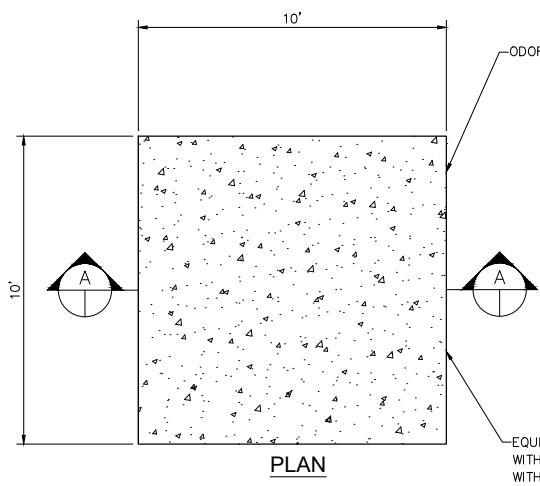
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION  
550E 6th St  
Beaumont, CA 92223  
TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**  
DETAILS

Plotted By: Yvonne, Sam Sheet Set: BEAUMONT LIFT STATION Layout: DT-02, October 20, 2021, 10:52:57am K:\SND\_WATER\195284001 Beaumont Lift Station Design\Plan Sheets - 2020\_DELT\A SET\195284001 - .d01.dwg

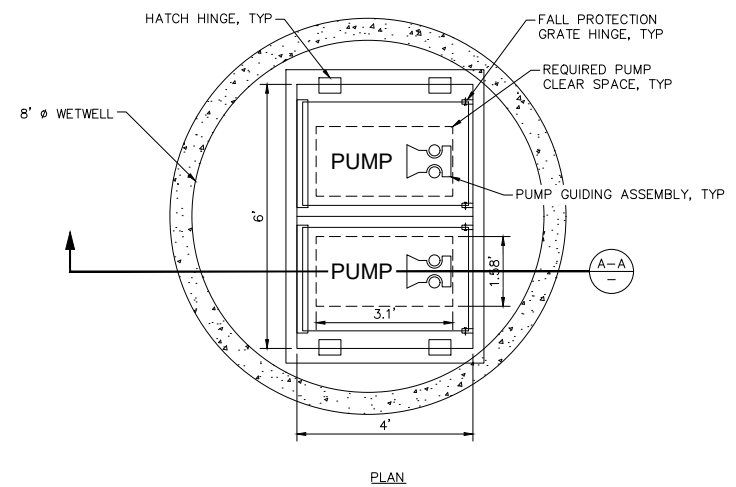


- NOTES:
1. REFERENCE LINE TO CENTER OF GUIDE BAR PER FLYGT NP 3202 SH 3~273 DIMENSIONAL DRAWING.
  2. PROVIDE 11 1/2" 316 STAINLESS STEEL SPACERS TO ACHIEVE A 3-1/2" CLEARANCE BETWEEN THE EDGE OF THE PUMP GUIDING ASSEMBLY AND THE EDGE OF THE FALL PROTECTION GRATE HINGE. CONTRACTOR SHALL VERIFY ALL DIMENSIONS PRIOR TO INSTALLATION.

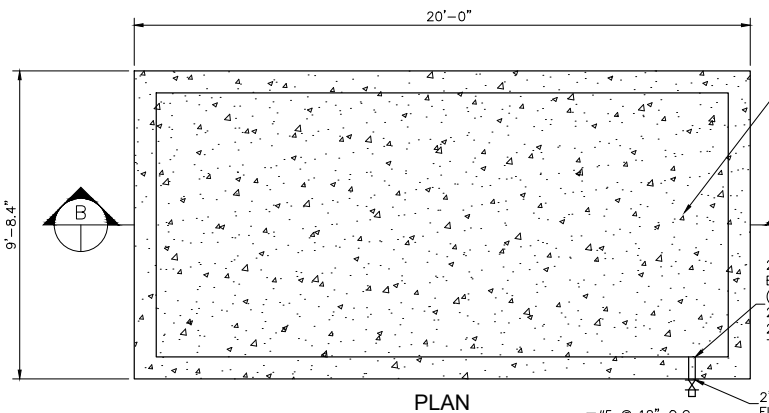


- NOTE
1. FOR ODOR CONTROL PAD ANCHORAGE TO FOUNDATION USE 3/8" HILTI BOLT TZ EXPANSION ANCHORS WITH 4-3/8" MINIMUM EMBEDMENT IN 5-3/8" DEEP HOLES.
  2. FOLLOW MANUFACTURER'S RECOMMENDATION FOR INSTALLATION.
  3. CONTRACTOR TO VERIFY GENERATOR WILL FIT WITHIN DIMENSIONS INDICATED WITH 12" MINIMUM CLEARANCE ON ALL SIDES. NOTIFY ENGINEER OF ANY CONFLICTS.
  4. DESIGN SPECIFICATIONS:  
 REINFORCED CONCRETE  
 F'c = 3,000 psi  
 Fy = 60,000 psi

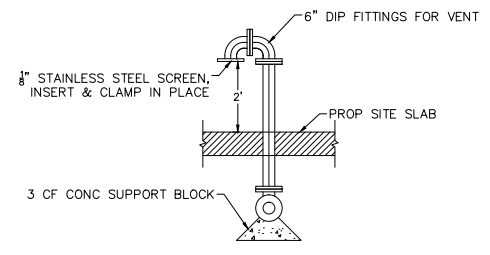
**(B) ODOR CONTROL PAD**  
NOT TO SCALE



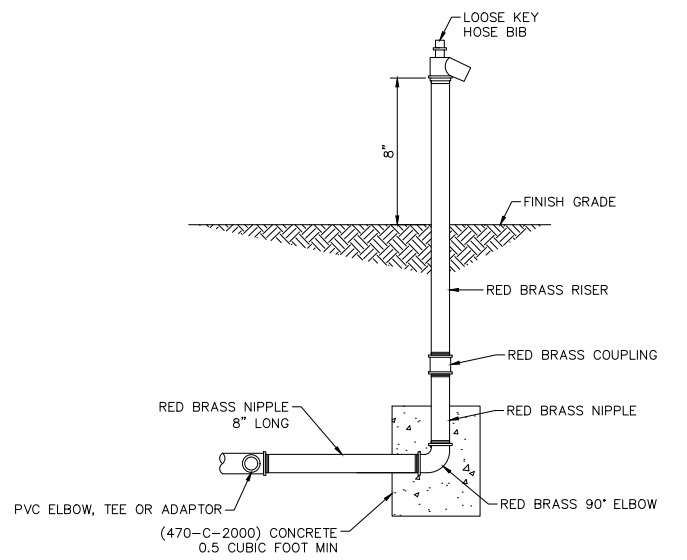
**(A) MODIFIED PUMP GUIDERAIL**  
NOT TO SCALE



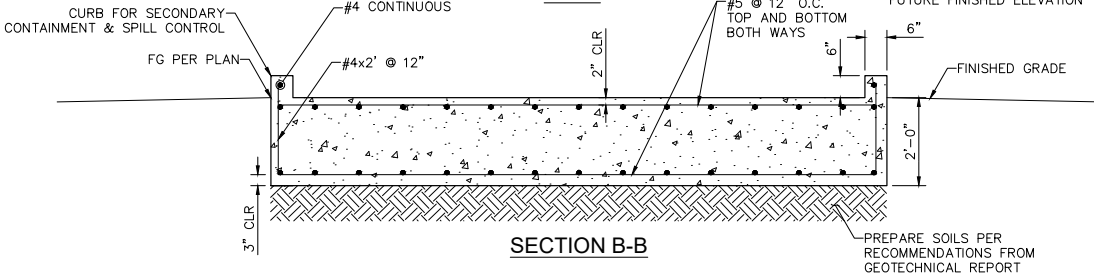
- NOTE
1. FOR GENERATOR ANCHORAGE TO FOUNDATION USE 3/8" HILTI BOLT TZ EXPANSION ANCHORS WITH 4-3/8" MINIMUM EMBEDMENT IN 5-3/8" DEEP HOLES.
  2. FOLLOW MANUFACTURER'S RECOMMENDATION FOR INSTALLATION.
  3. CONTRACTOR TO VERIFY GENERATOR WILL FIT WITHIN DIMENSIONS INDICATED WITHIN 12" MINIMUM CLEARANCE ON ALL SIDES. NOTIFY ENGINEER OF ANY CONFLICTS.
  4. DESIGN SPECIFICATIONS:  
 REINFORCED CONCRETE  
 F'c = 3,000 psi  
 Fy = 60,000 psi



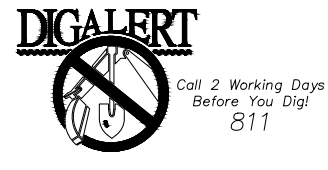
**(D) WET WELL VENT**  
NOT TO SCALE



**(E) HOSE BIB**  
NOT TO SCALE



**(C) ELECTRIC GENERATOR PAD**  
NOT TO SCALE

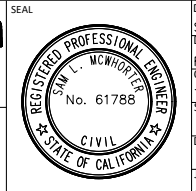


**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON HIGHWAY 60 / POWERED BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM AND IDENTIFIED THEREON AS 3509 BM D3474 WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
 Phone: (619) 234-9411  
 WWW.KIMLEY-HORN.COM

*Sam McWhorter*  
 SAM L. MCWHORTER  
 R.C.E. 61788  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001

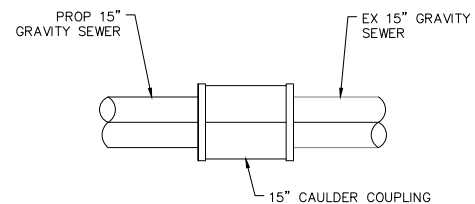


Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

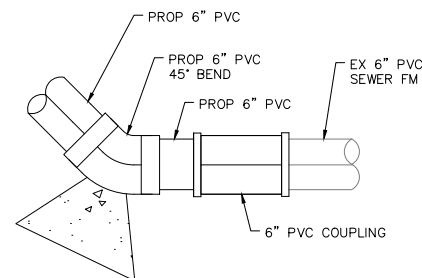
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**  
 DETAILS

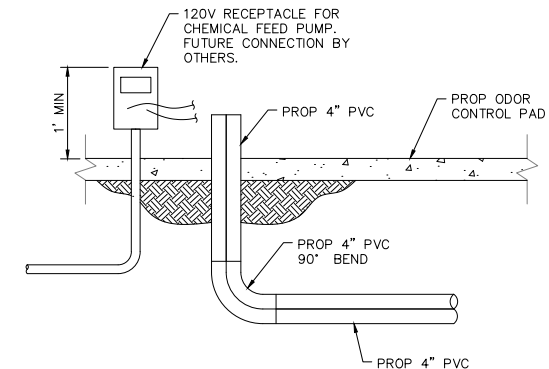
SHEET  
**12**  
 OF 38 SHEETS  
 FILE NO: 3387



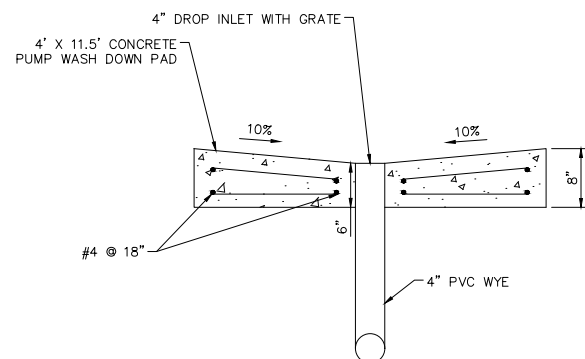
**A CAULDER COUPLING**  
SCALE: 1" = 1'



**B PVC COUPLING**  
SCALE: 1" = 1'

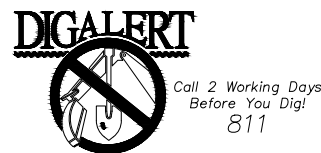


**C CHEMICAL FEED PORT**  
SCALE: 1" = 1'



**D PUMP WASH DOWN PAD**  
SCALE: 1" = 1'

Plotted By: Vuolteen, Sam - Sheet Set: BEAUMONT LIFT STATION - Layout: DT 04 - October 20, 2021 10:55:01 am K:\SND\_WATER\195284001 Beaumont Lift Station Design\Plan Sheets - 2020\_DELT\A SET\195284001 - .d01.dwg



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*Sam McWhorter*  
 SAM L. MCWHORTER  
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DESIGN BY: SLM  
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 ENGINEERING DIVISION

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SHEET  
**13**  
 OF 38 SHEETS  
 FILE NO: 3387

ABBREVIATIONS

Table of abbreviations including AMP AMPERE, AL ALUMINUM, AT AMP TIP, ATS AUTOMATIC TRANSFER SWITCH, B.C. BARE COPPER, BRK BREAKER, CAT CATALOG, CIRC.MIL CIRCULAR MILS (AWG), CLR CLEARANCE, C.O. CONDUIT ONLY, CKT CIRCUIT, CP CONTROL PANEL, CU CONDENSER UNIT, DIA DIAMETER, DWG DRAWING, EA EACH, ELECT ELECTRICAL, ELEV ELEVATION, EXIST EXISTING, FLA FULL LOAD AMPS, FUT FUTURE, GFCI GROUND FAULT CIRCUIT INTERRUPTER, GND GROUND, HOA HANDS-OFF-AUTO, HP HORSEPOWER, HPS HIGH PRESSURE SODIUM, HZ HERTZ (CYCLES PER SECOND), IC INTERRUPTING CAPACITY, JB JUNCTION BOX, KV KILOVOLTS, LB ELBOW, LCL LONG CONTINUOUS LOAD, LSH LEVEL SWITCH HIGH, LSHH LEVEL SWITCH HIGH HIGH, LSL LEVEL SWITCH LOW, LSLLL LEVEL SWITCH LOW LOW, LTG LIGHTING, MA MILLIAMPERE, MAX MAXIMUM, MCC MOTOR CONTROL CENTER, MCP MAIN CONTROL PANEL, MCM THOUSAND CIRCULAR MIL (AWG), MFR MANUFACTURER, MIN MINIMUM, MIS MISCELLANEOUS, MPZ MINI POWER ZONE, MTG MOUNTING, MV MERCURY VAPOR, N.C. NORMALLY CLOSED, NEC NATIONAL ELECTRICAL CODE, N.O. NORMALLY OPEN, NO. NUMBER, O.C. ON CENTER, O & M OPERATIONS AND MAINTENANCE, P POLE, PG&E PACIFIC GAS AND ELECTRIC, PLC PROGRAMMABLE LOGIC CONTROLLER, PNL PANEL, PR PAIR, PVC POLYVINYL CHLORIDE, R RADIUS, REC RECEPTACLE, RGS RIGID GALVANIZED STEEL, RMS ROOT MEAN SQUARE, R/W RIGHT OF WAY, SCHED SCHEDULE, SES SERVICE ENTRANCE SECTION, SPECS SPECIFICATIONS, SQ SQUARE, SSS SOLID STATE STARTER, STD STANDARD, T THICK, TB TERMINAL BLOCK, TEL TELEPHONE, TDR TIME DELAY RELAY, TTB TELEPHONE TERMINAL BACKBOARD, TYP TYPICAL, UG UNDERGROUND, U.L. UNDERWRITERS LABORATORY, V VOLTS, VAC VOLT ALTERNATING CURRENT, VFD VARIABLE FREQUENCY DRIVE, WP WEATHERPROOF, XFMR TRANSFORMER.

GENERAL ELECTRICAL REQUIREMENTS

- 1. THE COMPLETED INSTALLATION SHALL CONFORM TO ALL APPLICABLE FEDERAL, STATE AND LOCAL CODE ORDINANCES AND REGULATIONS. CONTRACTOR SHALL OBTAIN NECESSARY PERMITS AND INSPECTIONS REQUIRED BY THE AUTHORITIES HAVING JURISDICTION. ALL WORK SHALL BE DONE IN A NEAT, WORKMANLIKE, FINISHED AND SAFE MANNER, ACCORDING TO THE LATEST PUBLISHED N.E.C.A. STANDARDS OF INSTALLATION, UNDER COMPETENT SUPERVISION. INSTALL GROUNDING AS REQUIRED BY THE CODE(S).
2. VISIT THE SITE PRIOR TO BIDDING TO BECOME FAMILIAR WITH EXISTING CONDITIONS AND ALL OTHER FACTORS WHICH MAY AFFECT THE EXECUTION OF THIS WORK. INCLUDE ALL RELATED COSTS IN THE INITIAL BID PROPOSAL.
3. ALL MATERIALS SHALL BE NEW AND OF THE BEST QUALITY, MANUFACTURED IN ACCORDANCE WITH NEMA, ANSI, U.L. OR OTHER APPLICABLE STANDARDS. THE USE OF MANUFACTURER'S NAMES, MODELS, AND NUMBERS IS INTENDED TO ESTABLISH STYLE, QUALITY, APPEARANCE, USEFULNESS AND BID PRICE. PROPOSED SUBSTITUTIONS SHALL BE SUBMITTED IN WRITING AND REVIEWED BY THE ENGINEER BEFORE ORDERING.
4. PROTECT ALL ELECTRICAL MATERIAL AND EQUIPMENT INSTALLED UNDER DIVISION 6 AGAINST DAMAGE BY OTHER TRADES, WEATHER CONDITIONS OR ANY OTHER CAUSES. EQUIPMENT FOUND DAMAGED OR IN OTHER THAN NEW CONDITION WILL BE REJECTED AS DEFECTIVE.
5. LEAVE THE SITE CLEAN, REMOVE ALL DEBRIS, EMPTY CARTONS, TOOLS, CONDUIT, WIRE SCRAPS AND ALL MISCELLANEOUS SPARE EQUIPMENT AND MATERIALS USED IN THE WORK DURING CONSTRUCTION. ALL COMPONENTS SHALL BE FREE OF DUST, GRIT AND FOREIGN MATERIALS, LEFT AS NEW BEFORE FINAL ACCEPTANCE OF WORK.
6. CIRCUIT CONDUCTORS #2 AWG OR SMALLER TO BE COPPER TYPE "XHHW" FOR BELOW GRADE INSTALLATION OR COPPER TYPE THHN/THWN FOR ABOVE GRADE INSTALLATIONS. #1 AWG OR LARGER SHALL BE COPPER TYPE "XHHW-2" STRANDED COPPER. MINIMUM CONDUCTOR SIZE TO BE #12 AWG WITH #12 GND.
7. UNDERGROUND CONDUITS TO BE SCHEDULE 40 PVC. MINIMUM DEPTH 30", MINIMUM SIZE 1", UNLESS OTHERWISE SHOWN ON THE PLANS. CONDUITS AS SHOWN ARE FOR INFORMATION ONLY. EXACT CONDUIT ROUTING SHALL BE DETERMINED IN THE FIELD BY THE CONTRACTOR.
8. OUTDOOR CONDUITS EXPOSED TO BE GALVANIZED RIGID STEEL, MINIMUM SIZE 3/4", UNLESS OTHERWISE NOTED ON THE PLANS. GRS CONDUIT SHALL EXTEND BELOW GRADE TO THE FIRST ELBOW. ALL RGS CONDUIT EXPOSED TO EARTH SHALL BE HALF LAPPED WRAPPED IN SCOTCHRAP 50 10 MIL TAPE OR EQUAL. EXTEND WRAP TO A HEIGHT OF 12" ABOVE GRADE. INDOOR CONDUITS SHALL BE IMC OR EMT UNLESS OTHERWISE SHOWN ON PLAN.
9. ALL SAFETY SWITCHES AND OTHER DISTRIBUTION AND CONTROL ELECTRICAL EQUIPMENT SHALL BE U.L. LISTED AND RATED FOR HEAVY DUTY SERVICE.
10. ALL WIRING DEVICES SHALL BE SPECIFICATION GRADE.
11. ALL ELECTRICAL EQUIPMENT, CONDUIT, WIRING, BOXES, ETC. SHALL BE SUBMITTED TO THE ENGINEER FOR REVIEW PRIOR TO ORDERING. THE SUBMITTALS SHALL BE NEATLY GROUPED AND ORGANIZED. PERTINENT INFORMATION SHALL BE HIGHLIGHTED, AND THE SPECIFIC PRODUCT SHALL BE IDENTIFIED. ALL SUBMITTALS SHALL BE COMPLETE, AND PRESENTED IN ONE PACKAGE. THE SUBMITTAL SHALL INCLUDE A COMPLETE LIST OF THE EQUIPMENT AND MATERIALS, INCLUDING THE MANUFACTURER'S NAME, PRODUCT SPECIFICATION, DESCRIPTIVE DATA, TECHNICAL LITERATURE, PERFORMANCE CHARTS, CATALOG CUTS, INSTALLATION INSTRUCTIONS, AND SPARE PART RECOMMENDATIONS FOR EACH DIFFERENT ITEM OF THE EQUIPMENT SPECIFIED.
12. IT IS THE OBLIGATION OF THE CONTRACTOR TO ORGANIZE HIS WORK, SO THAT A COMPLETE ELECTRICAL, INSTRUMENTATION, AND CONTROL SYSTEM FOR THE FACILITY WILL BE PROVIDED, AND WILL BE SUPPORTED BY ACCURATE SHOP AND RECORD DRAWINGS, AND O & M MANUALS.

PLANS

- CONDUIT RUN CONCEALED UNDER SLAB OR BELOW GRADE. (CONCEALED IN SLAB WHERE SO NOTED OR WHERE ALLOWED PER SPECIFICATIONS).
--- CONDUIT RUN EXPOSED UNLESS OTHERWISE NOTED
--- EXISTING CONDUIT RUN
- - - - - GROUND WIRE
- - - - - CONDUIT UP (OUT TOP OF EQUIPMENT)
- - - - - CONDUIT DOWN (OUT BOTTOM OF EQUIPMENT)
- - - - - CONDUIT STUBBED OUT AND CAPPED
[Symbol] LIGHTING FIXTURE MOUNTED ON POLE OR POST OR ABOVE PLATFORM
[Symbol] CEILING MOUNTED LIGHTING FIXTURE
[Symbol] BRACKET MOUNTED LIGHTING FIXTURE
[Symbol] FLOODLIGHT
[Symbol] LED STRIP 4' LIGHTING FIXTURE
[Symbol] POLE MOUNTED LIGHT FIXTURE
[Symbol] EXIT LIGHT
[Symbol] RECESSED INCANDESCENT OR MERCURY VAPOR LIGHTING FIXTURE
[Symbol] LIGHTING FIXTURES CONNECTED TO EMERGENCY CIRCUITS
[Symbol] LIGHTING FIXTURE TYPE A, 100 WATTS, WITH 1 LAMP. SEE LIGHTING FIXTURE SCHEDULE
\$ SINGLE POLE, SINGLE THROW TOGGLE SWITCH
\$2 DOUBLE POLE, SINGLE THROW TOGGLE SWITCH
\$3 THREE-WAY TOGGLE SWITCH
\$4 FOUR-WAY TOGGLE SWITCH
\$M MANUAL MOTOR STARTER
OUTLETS SHOWN WITH SUBSCRIPT "a" ADJACENT TO THEM SHALL BE CONTROLLED BY S a
[Symbol] DUPLEX CONVENIENCE RECEPTACLE AT +12" OR AS NOTED
[Symbol] SINGLE CONVENIENCE RECEPTACLE AT +12" OR AS NOTED
[Symbol] SPECIAL PURPOSE RECEPTACLE AT +12" OR AS NOTED, RATING AS INDICATED
[Symbol] JUNCTION BOX, SIZE AS REQUIRED BY CODE
[Symbol] THERMOSTAT OUTLET AT +54"
[Symbol] CLOCK OUTLET AT +7"-6" OR AS NOTED
[Symbol] TELEPHONE OUTLET AT +12" OR AS NOTED
[Symbol] TELEPHONE FLOOR OUTLET
[Symbol] HORN
[Symbol] CONTROL DEVICE
P = PRESSURE SWITCH
ZS = LIMIT SWITCH
L = LEVEL SWITCH
V = CONTROL VALVE
[Symbol] CONTROL STATION: PUSH-BUTTON STATION OR SELECTOR SWITCH. SEE CONTROL WIRING DIAGRAMS FOR REQUIREMENTS.
[Symbol] EXISTING MOTOR
[Symbol] NEW MOTOR
[Symbol] FUTURE MOTOR
[Symbol] GROUND WELL
[Symbol] GROUND ROD
[Symbol] DISCONNECT SWITCH. SEE SINGLE LINE DIAGRAM FOR SIZE.
[Symbol] LIGHTING PANEL. SURFACE MOUNTED.
[Symbol] SWITCHBOARD, DISTRIBUTION PANEL OR MOTOR CONTROL CENTER
[Symbol] EQUIPMENT BY OTHERS
[Symbol] CONDUIT NUMBER 12. SEE CONDUIT AND WIRING SCHEDULE FOR SIZES AND QUANTITIES OF CONDUIT AND WIRES.
+12" INDICATES HEIGHT FROM FINISHED FLOOR OR GRADE TO CENTERLINE OF DEVICE.
(1) INDICATES TO REFER TO NOTE (1) ON DRAWING
W.P. WEATHERPROOF. PROVIDE GASKETS AS REQUIRED
C.O. CONDUIT ONLY
[Symbol] INSTRUMENTATION DEVICE. SEE PROCESS AND INSTRUMENTATION DRAWINGS FOR DESCRIPTIONS.
[Symbol] PULL BOX (SIZE AS REQUIRED)
● OUTPUT TERMINAL
● INPUT TERMINAL

ELECTRICAL SYMBOLS

CONTROL WIRING DIAGRAMS

- NORMALLY NORMALLY DEVICES
OPEN CLOSED
[Symbol] CONTACT
[Symbol] LIMIT SWITCH
[Symbol] LIMIT SWITCH HELD CLOSED
[Symbol] LIMIT SWITCH HELD OPEN
[Symbol] PRESSURE OR VACUUM SWITCH
[Symbol] LIQUID LEVEL SWITCH
[Symbol] TEMPERATURE ACTUATED SWITCH
[Symbol] FLOW SWITCH (AIR, WATER, ETC.)
[Symbol] PUSH BUTTON SINGLE CIRCUIT MOMENTARY CONTACT.
[Symbol] PUSH BUTTON SINGLE CIRCUIT LOCK-OUT(LOCATED AT MOTOR UNLESS OTHERWISE NOTED)
[Symbol] TIMED CONTACT- CONTACT ACTION RELAY ON ENERGIZATION.
[Symbol] TIMED CONTACT- CONTACT ACTION RELAY ON DE-ENERGIZATION.
[Symbol] ON-OFF SWITCH.
[Symbol] EMERGENCY STOP PUSH BUTTON (MAINTAINED CONTACT)
[Symbol] STOP -START PUSH-BUTTON STATION (MAINTAINED CONTACTS).
[Symbol] HAND-OFF-AUTO SELECTOR SWITCH SEE NOTE 3. (THREE POSITION).
[Symbol] TWO POSITION SELECTOR SWITCH SEE NOTE 3.
[Symbol] PILOT LIGHT, Y=YELLOW, R=RED, A=AMBER, SEE NOTE 3. B=BLUE, W=WHITE, G=GREEN.
[Symbol] BELL
[Symbol] HORN OR SIREN
[Symbol] CONTROL RELAY
[Symbol] STARTER COIL.
[Symbol] TIME DELAY RELAY. (0-30 SECONDS UNLESS OTHERWISE NOTED).
[Symbol] OL'S MOTOR STARTER OVERLOAD RELAY CONTACTS
[Symbol] CONTROL TRANSFORMER. SEE NOTES 2
[Symbol] MANUAL MOTOR STARTER
[Symbol] SOLENOID OPERATED CONTROL VALVE
[Symbol] 120 VOLT, 1 PHASE, MOTOR (UNLESS OTHERWISE NOTED)
[Symbol] RUNNING TIME METER. (ELAPSED TIME METER)
[Symbol] SPACE HEATERS. (LOCATED AT MOTOR UNLESS OTHERWISE NOTED).
[Symbol] TERMINALS IN MOTOR CONTROL CENTER/MCP
[Symbol] CONTACT OR DEVICE REMOTE FROM MOTOR CONTROL CENTER/MCP
[Symbol] TERMINALS IN MOTOR CONTROL CENTER/MCP
[Symbol] CONTACT IN MOTOR CONTROL CENTER FOR CONNECTION TO REMOTE DEVICE/MCP
[Symbol] DEVICE SIGNAL OUTPUT
[Symbol] DEVICE SIGNAL INPUT

SINGLE LINE DIAGRAMS

- (A) AMMETER
(V) VOLTMETER
(M) METER
(KWH) KILOWATT HOUR METER
(AS) AMMETER SWITCH
(VS) VOLTMETER SWITCH
[Symbol] GROUND FAULT PROTECTION
[Symbol] CURRENT TRANSFORMER
[Symbol] POTENTIAL TRANSFORMER
[Symbol] POWER TRANSFORMER SEE NOTE 1.
[Symbol] CONTROL TRANSFORMER SEE NOTE 2.
● DRAW OUT TYPE EQUIPMENT
[Symbol] DRAW OUT TYPE HIGH VOLTAGE MOTOR STARTER
[Symbol] PLUG-IN TYPE EQUIPMENT
A-24 CIRCUIT BREAKER, 3 POLE UNLESS OTHERWISE INDICATED
[Symbol] DISCONNECT SWITCH, 3 POLE UNLESS OTHERWISE INDICATED
[Symbol] OIL FUSE CUTOUTS
[Symbol] FUSE SEE NOTE 3.
[Symbol] TRANSFER SWITCH, AUTOMATIC
[Symbol] MAGNETIC MOTOR STARTER."1" INDICATES SIZE 1. RV INDICATES REDUCED VOLTAGE. 2S INDICATES 2 SPEED. R INDICATES REVERSING.
[Symbol] MAGNETIC CONTACTOR
[Symbol] CONDUIT NUMBER 12. SEE CONDUIT AND WIRING SCHEDULE FOR SIZES AND QUANTITIES OF CONDUIT AND WIRES.
[Symbol] GROUND
[Symbol] KIRK KEY INTERLOCKING OF EQUIPMENT
[Symbol] EQUIPMENT FURNISHED, INSTALLED AND CONNECTED UNDER ANOTHER SECTION OF THE CONTRACT.
[Symbol] PHASE FAILURE RELAY
[Symbol] SURGE ARRESTER
[Symbol] EXISTING MOTOR (HP SHOWN)
[Symbol] NEW MOTOR (ESTIMATED HP SHOWN)
[Symbol] FUTURE MOTOR (ESTIMATED HP SHOWN)
[Symbol] EYS SEAL

NOTES: (ELECTRICAL SYMBOLS)

- 1. POWER TRANSFORMERS SHALL BE DRY TYPE 480-208Y/120 VOLTS, 3 PHASE 4 WIRE UNLESS OTHERWISE INDICATED.
2. CONTROL TRANSFORMER SHALL BE DRY TYPE 480-120 VOLTS 1 PHASE UNLESS OTHERWISE INDICATED. SEE CONTROL WIRING DIAGRAMS FOR USE OF 120 VOLT CONTROL CIRCUITS CONTROL TRANSFORMERS SHALL BE SIZED TO HANDLE THE LOADS OF ALL RELAYS, PILOT LIGHTS, ETC. CONNECTED THERE TO PLUS 50 VA EXTRA CAPACITY.
3. LOCATED IN OR ON MOTOR CONTROL CENTER UNLESS OTHERWISE INDICATED.

BENCHMARK: NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM AND IDENTIFIED THEREON AS 3509 BM (X32474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01', USED HEREON.

Kimley Horn logo and contact information: 401 B Street, Suite 600, San Diego, CA 92101. Phone: (619) 234-9411. WWW.KIMLEY-HORN.COM. Signature of Michael A. Colombo, R.C.E. 19280, dated 8/23/2021.

Professional Engineer Seal for Michael A. Colombo, No. 19280, State of California, Electrical Engineering.

City of Beaumont logo and seal: BEAUMONT CALIFORNIA INC. NOV. 18, 1912.

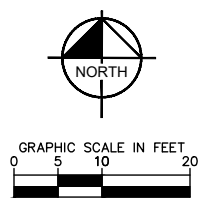
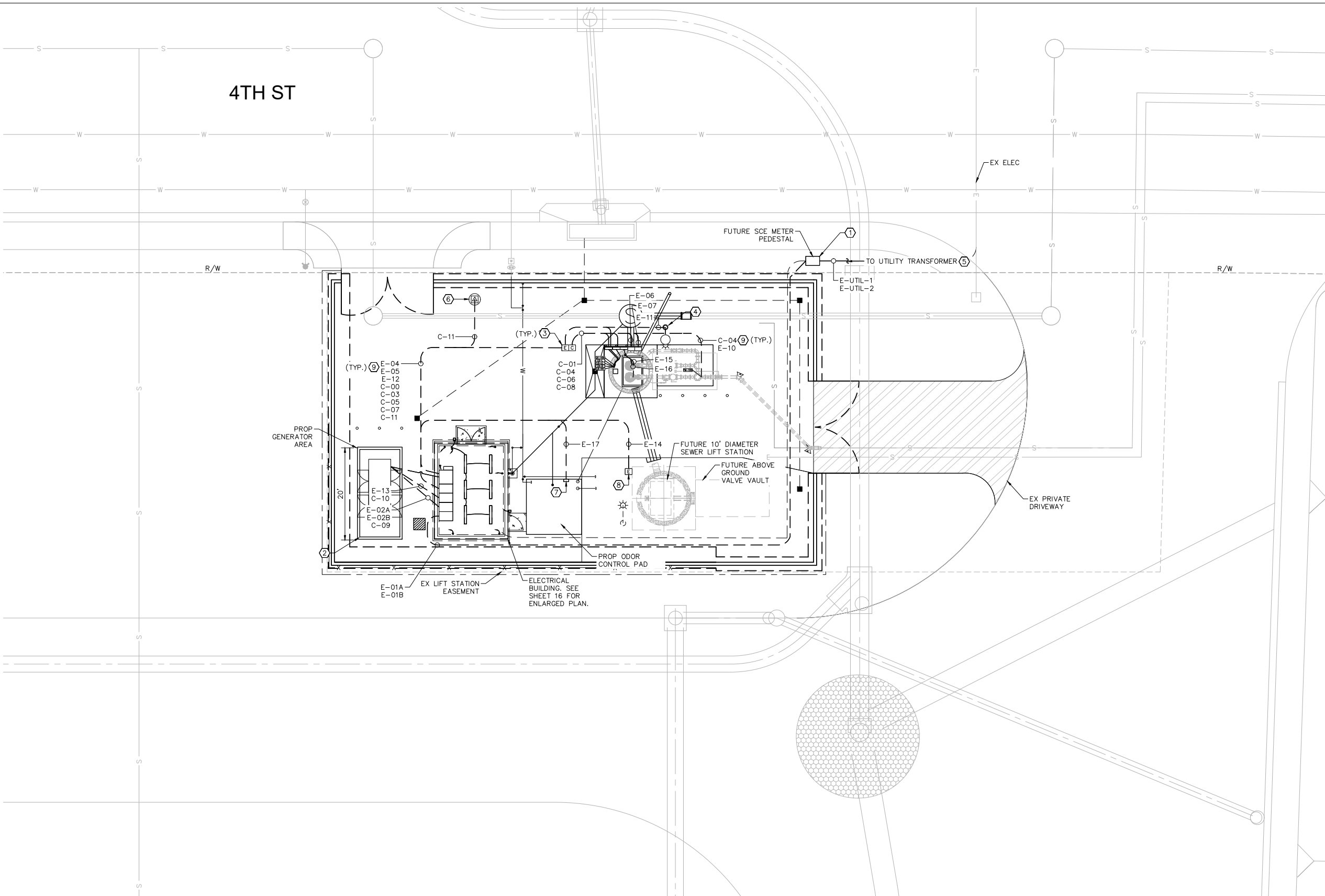
Review and approval fields: Reviewed By: Staff Engineer, Date: ; Recommended for Approval By: Administrative Engineer, Date: ; Approved By: City Engineer/Director of Public Works, Date: ; CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION.

CITY OF BEAUMONT, CALIFORNIA IMPROVEMENT PLANS FOR: BEAUMONT CROSSROADS LIFT STATION. GENERAL ELECTRICAL NOTES. SHEET 14 OF 38 SHEETS. FILE NO: 3387. 84.

Item 5.

**CONSTRUCTION NOTES**

- ① FURNISH AND INSTALL PROPOSED 400KW/500 KVA, 480/277 V, 3PHASE, 4 WIRE METER SERVICE. SEE SINGLE-LINE DIAGRAM ON SHEET 17.
- ② PROPOSED 400KW/500 KVA, 480/277 V, 3PHASE, 4W, NEMA 3R DIESEL GENERATOR WITH 693 GALLON BELLY TANK AND LEVEL 2 ACOUSTIC ENCLOSURE. SEE DETAIL 4 ON SHEET 18.
- ③ FURNISH AND INSTALL PULL BOX PER DETAIL 3 ON SHEET 18.
- ④ FURNISH AND INSTALL LIGHT FIXTURE, POLE AND FOUNDATION PER DETAIL 5 ON SHEET 18.
- ⑤ CONTRACTOR TO COORDINATE CONDUIT TO UTILITY TRANSFORMER PER UTILITY COMPANY STANDARDS.
- ⑥ SITE ANTENNA POLE. CONTRACTOR TO PERFORM PATHWAY STUDY PRIOR TO POLE AND ANTENNA SELECTION. SUBMIT POLE TO ENGINEER FOR APPROVAL.
- ⑦ PROVIDE GFCI STANCHION MOUNTED RECEPTACLE FOR ODOR CONTROL.
- ⑧ CONTRACTOR TO PROVIDE SPARE CONDUIT PER SCHEDULE AND LEAVE IN PULLBOX FOR FUTURE LIFT STATION.
- ⑨ SEE CONDUIT SCHEDULE PER DETAIL A, SHEET 21 FOR CONDUIT/CONDUCTOR INFORMATION AND ROUTING



**1** ELECTRICAL SITE PLAN  
15 SCALE: 1" = 10'

Plotted By: Vuylthuis, Sim Sheet Set: BEAUMONT LIFT STATION Layout: Electrical Site Plan, October 20, 2021 10:50:32am K:\SNDG\_WATER\185294001\_Beaumont Lift Station\Design\Plan Sheets - 2020\DELTA SET\185294001 - EL DELTA.dwg

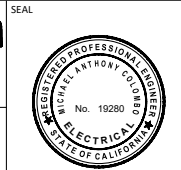


**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.11 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTrero BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
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*Michael A. Colombo*  
 MICHAEL A. COLOMBO  
 R.C.E. 19280  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

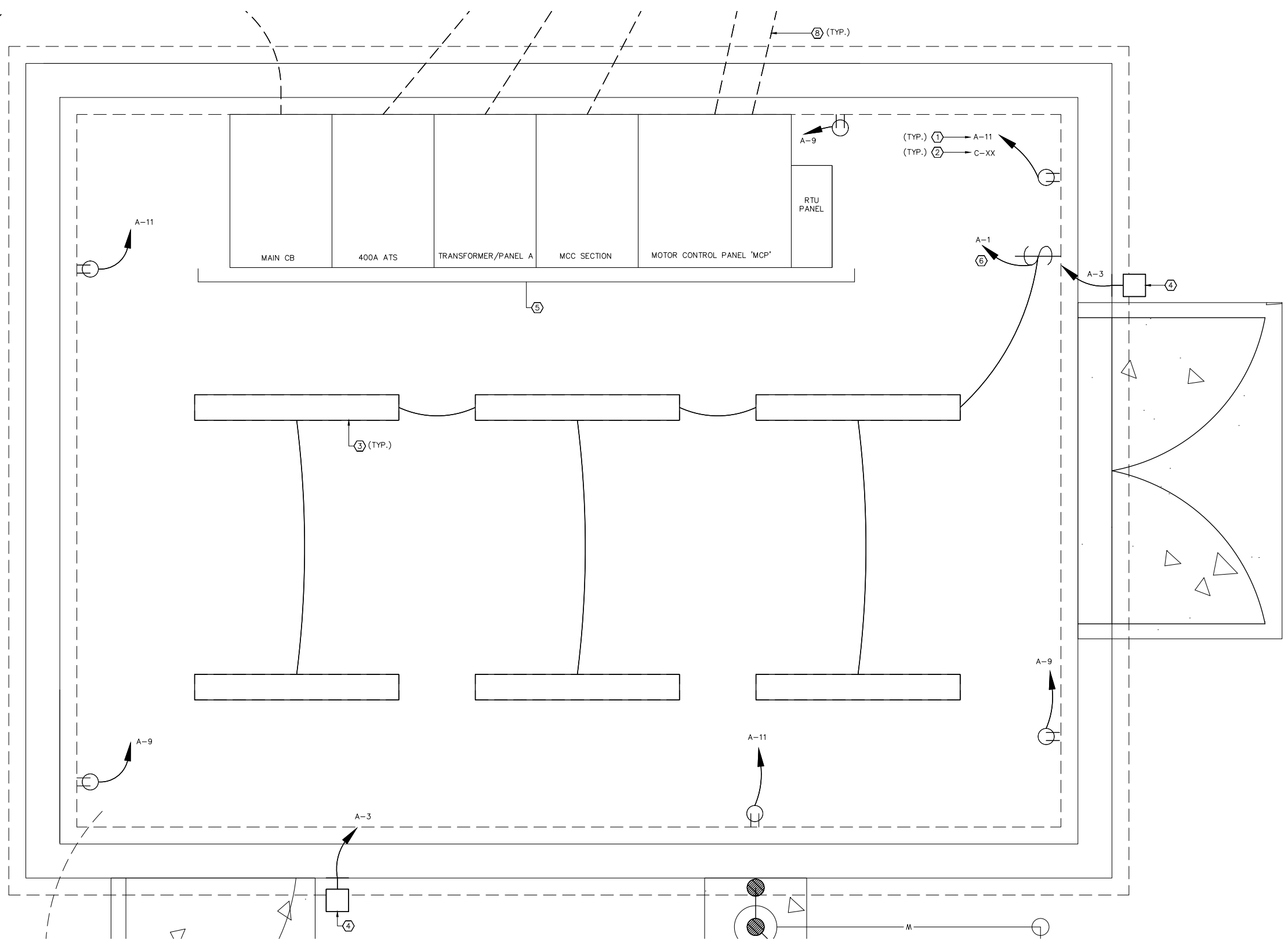
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION  
 5506 6th St  
 Beaumont, CA 92223  
 TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**  
 ELECTRICAL SITE PLAN

SHEET  
**15**  
 OF 38 SHEETS  
 FILE NO: 3387  
**85**

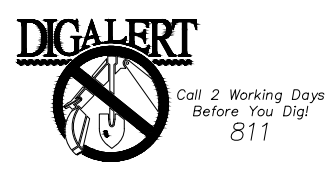
CONSTRUCTION NOTES

- ① ELECTRICAL POWER HOMERUN LEADER SHOWS CIRCUIT TO PANEL CONNECTION. SEE PANELBOARD SCHEDULE FOR CIRCUIT AMPACITY DETAILS. PROVIDE RGS CONDUIT INSIDE BUILDING TO 30% MAXIMUM FILL VOLUME. PROVIDE STAINLESS STEEL JUNCTION BOX FOR CONDUIT TRANSITIONS CONSISTING OF MORE THAN 3 90 DEGREE TURNS.
- ② COMMUNICATIONS CONDUIT SHOWN AS 'C-XXX'. SEE CONDUIT SCHEDULE ON SHEET 21 FOR DETAILS.
- ③ PROVIDE 4' STRIP LED LIGHT FIXTURE. SUBMIT FIXTURE TO ENGINEER FOR APPROVAL.
- ④ OUTSIDE OF BUILDING FLUSH MOUNTED EXTERIOR LIGHT FIXTURE. PROVIDE 60W MINIMUM LED FIXTURE RATED FOR OUTDOOR USE. SUBMIT FIXTURE TO ENGINEER FOR APPROVAL.
- ⑤ ELECTRICAL EQUIPMENT SHOWN ON SHEET 17 DETAILS 2, 3, 4
- ⑥ LIGHTING CONTROL SHOWN ON SHEET 20, DETAIL 6.
- ⑧ SEE SITE PLAN SHEET 15 FOR CONTINUATION OF CONDUITS OUTSIDE OF BUILDING. SEE CONDUIT SCHEDULE PER DETAIL A, SHEET 21 FOR CONDUIT/CONDUCTOR INFORMATION AND ROUTING.



1/16 MCC BUILDING – ELECTRICAL FLOOR PLAN  
SCALE: 1" = 1'

Plotted By: Vuolteen, Sim. Sheet Set: BEAUMONT LIFT STATION. Layout: Building Floorplan. October 20, 2021 10:50:37am. K:\SND\_WATER\195284001\_Beaumont Lift Station Design\Plan Sheets - 2020\DELTA SET\195284001 - EL DELTA.dwg

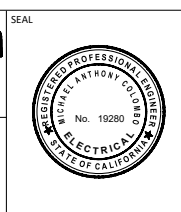


**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.01). ALSO SHOWN ON "HIGHWAY 40 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHENEVER THE PUBLISHED ELEVATION = 2468.01 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
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BY	MARK	DESCRIPTION	APPR.	DATE
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*Michael A. Colombo*  
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 8/23/2021



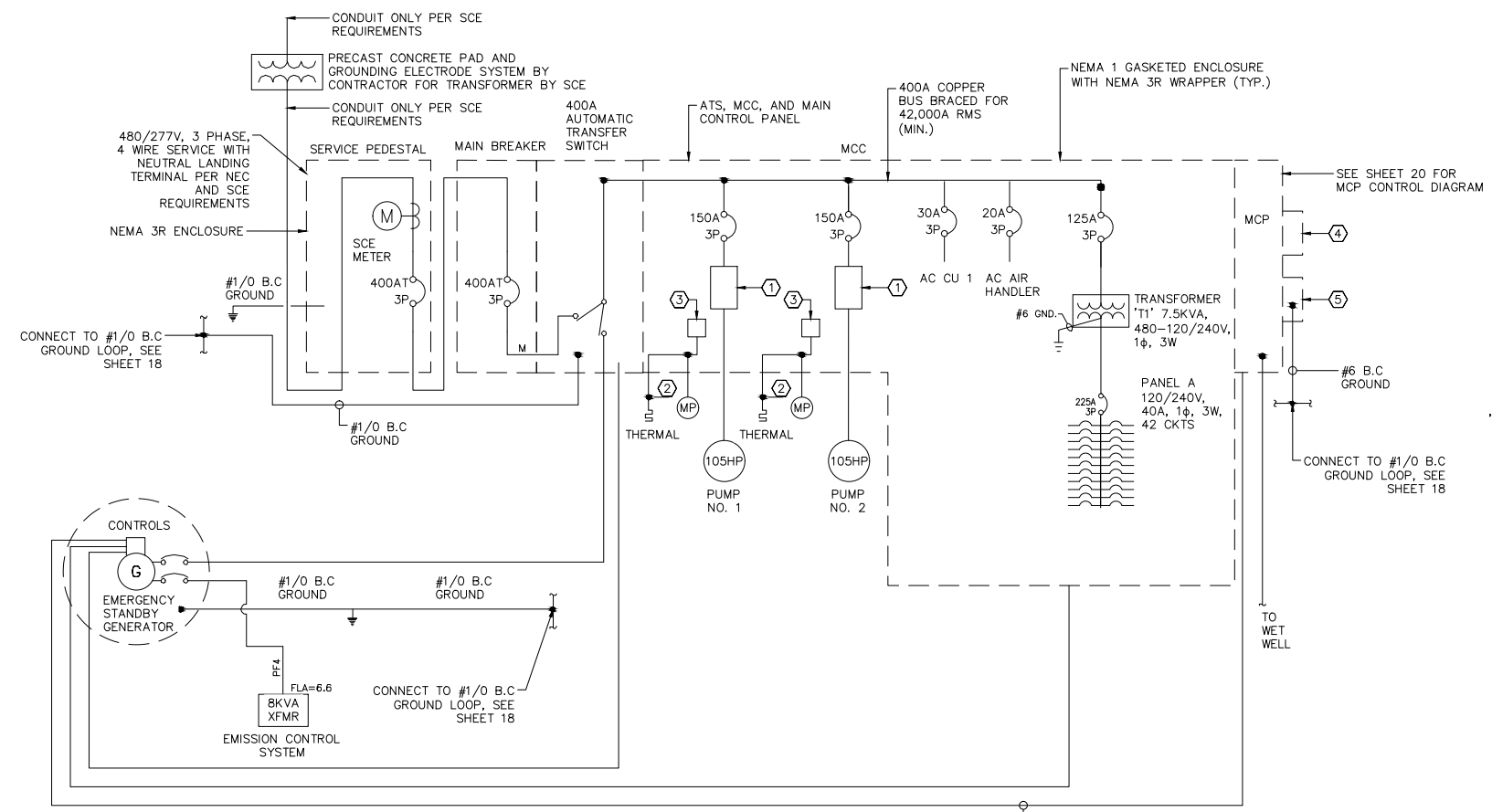
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 SCALE: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 JOB NUMBER: 195284001



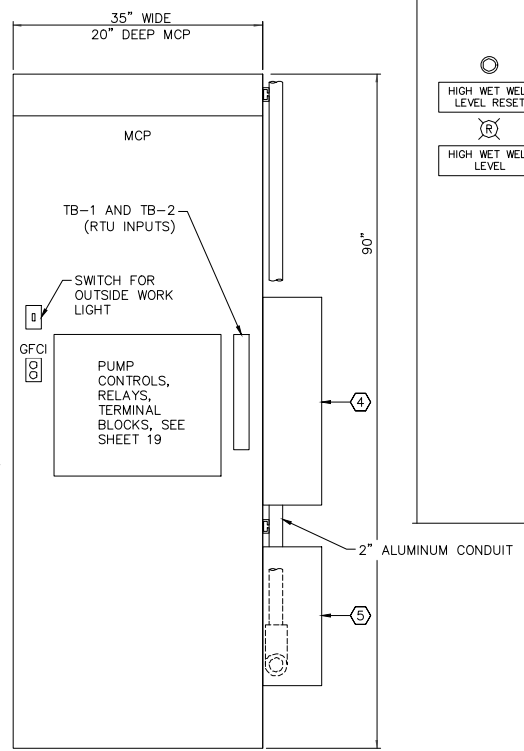
Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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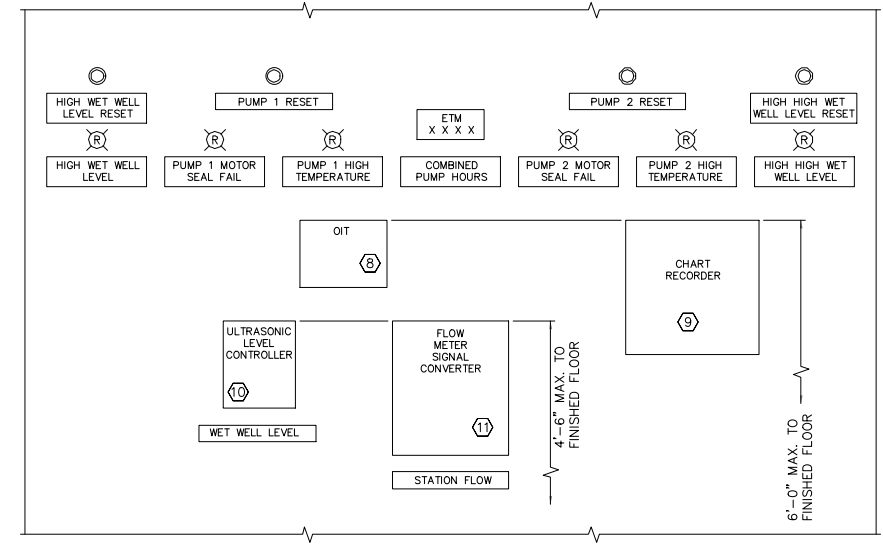
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**  
 ELECTRICAL BUILDING FLOORPLAN



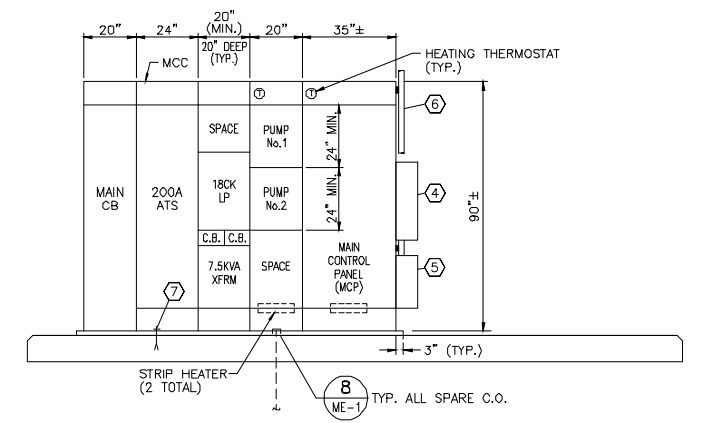
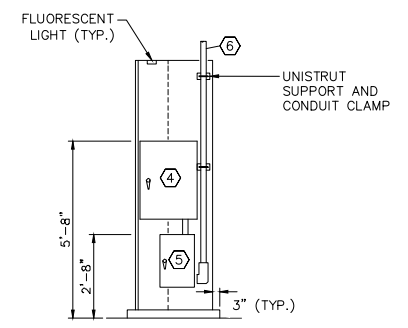
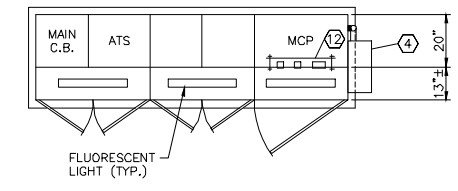
**1** SINGLE LINE DIAGRAM  
17 SCALE: NOT TO SCALE



**2** MCP LAYOUT  
17 SCALE: NOT TO SCALE



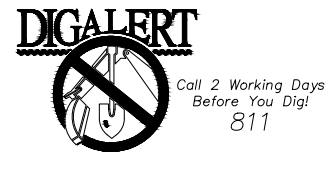
**3** MCP DOOR LAYOUT  
17 SCALE: NOT TO SCALE



**4** MCC PLAN AND SECTION VIEW  
17 SCALE: NOT TO SCALE

**SINGLE-LINE DIAGRAM AND MCC NOTES**

- 1 PROVIDE 125HP RATED VFD IN MCC, SIZE OCPD AS SHOWN ON ONE-LINE DIAGRAM.
- 2 THERMAL SENSOR AND MOISTURE PROBES IN PUMPING UNIT.
- 3 MOTOR THERMAL AND MOISTURE PROTECTION CONTROL MODULE(S). IF REQUIRED, TO BE FURNISHED BY PUMP MANUFACTURER. MOUNT MODULE(S) IN MAIN CONTROL PANEL "MCP".
- 4 RTU PANEL. CONTRACTOR SHALL FURNISH AND INSTALL HOFFMAN PANEL, C-SD30248 WITH LOCKING HANDLE C-WHP TO, AND DATA POCKET A-DP2, DISTRICT WILL FURNISH BACK PANEL WITH RTU FOR CONTRACTOR TO INSTALL AND TERMINATE CONDUCTORS.
- 5 RADIO LIGHTNING ARRESTOR PANEL. CONTRACTOR SHALL FURNISH AND INSTALL HOFFMAN PANEL, C-SD20208 WITH CP2020 BACK PANEL AND LOCKING HANDLE C-WHP TO. RADIO LIGHTNING ARRESTOR WILL BE FURNISHED AND INSTALLED BY DISTRICT.
- 6 2" LB and 2" RIGID ALUMINUM CONDUIT WITH WEATHER HEAD. ATTACH TO SIDE OF MCP WITH UNISTRUT SUPPORTS.
- 7 PANEL ANCHOR BOLTS SHALL BE 316 S.S. DEFERRED BOLTING DEVICES PER SPECIFICATION REQUIREMENTS. CONTRACTOR SHALL SUBMIT ANCHORAGE CALCULATIONS IN ACCORDANCE WITH SPECIFICATION REQUIREMENTS.
- 8 OPERATOR INTERFACE TERMINAL (OIT) C-MORE TOUCH PANEL PART NO. EA7-T6CL-R (NO SUBSTITUTES). PROVIDE 2-#14, 1-#14 GRD., 24VDC POWER CONDUCTORS, AND 8-CONDUCTOR FLAT COMMUNICATIONS CABLE FROM OIT TO RTU CABINET (DISTRICT WILL CONNECT TO RTU).
- 9 PAPERLESS CHART RECORDER. EZTREND QXE, AS MANUFACTURED BY HONEYWELL MODEL TVEZQX-60-000-22 (NO SUBSTITUTES) CHART RECORDER SHALL BE FLUSH MOUNTED TO FACE OF MCP DOOR. CHART RECORDER SHALL ACCEPT A MINIMUM OF FOUR 4-20MA INPUTS AND OPERATE ON 120VAC POWER. CHART RECORDER SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S PRINTED INSTRUCTIONS. SUPPLIER OR CONTACT TRENDVIEW RECORDERS 1-800-843-6307
- 10 FLUSH MOUNT ULTRASONIC CONTROLLER ON MCP DOOR.
- 11 FLUSH MOUNT REMOTE FLOW METER SIGNAL CONVERTER ON MCP DOOR. CONTRACTOR SHALL PROVIDE DOOR CUT-OUT, SUPPORT BRACKETS, AND BEZEL AS REQUIRED FOR FLUSH DOOR MOUNTING.
- 12 PLEXIGLASS SHIELD TO COVER BACK OF DOOR MOUNTED DEVICES (LIGHTS, SWITCHES, OIT, ETC.). 1/8" THICK PLEXIGLASS SHIELD WITH 1/4" DIA. S.S. BOLTS AT EACH CORNER OF SHIELD AND SPACERS BETWEEN MCP DOOR AND PLEXIGLASS SHIELD.

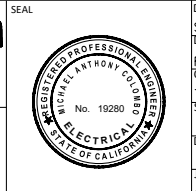


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NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POWERED BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
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BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

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*Michael A. Colombo*  
MICHAEL A. COLOMBO  
R.C.E. 19280  
8/23/2021



DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE:  
DATE:  
JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
Staff Engineer

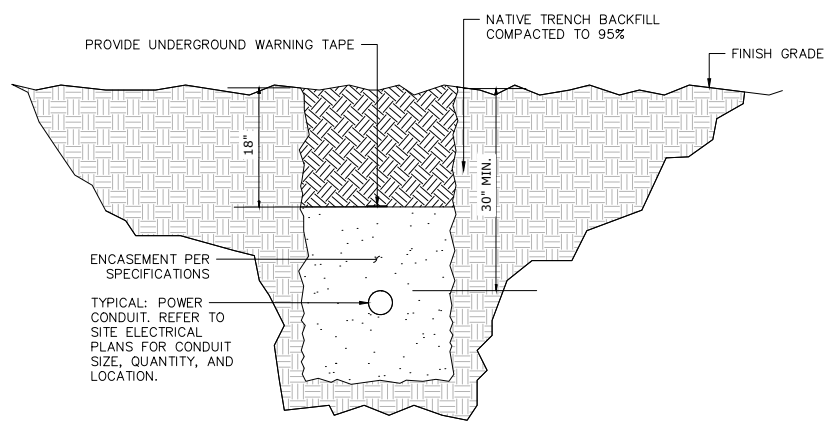
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Administrative Engineer

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer/Director of Public Works

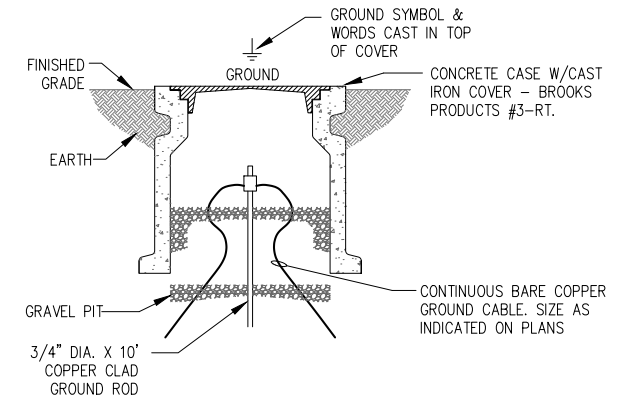
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**  
ELECTRICAL SINGLE LINE AND SCHEDULES

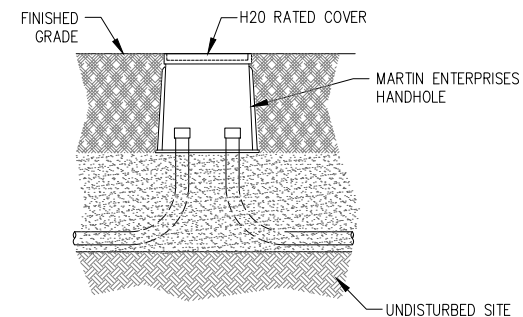
SHEET  
**17**  
OF 38 SHEETS  
FILE NO: 3387



**1**  
**18**  
TRENCH  
DETAIL  
NOT TO SCALE

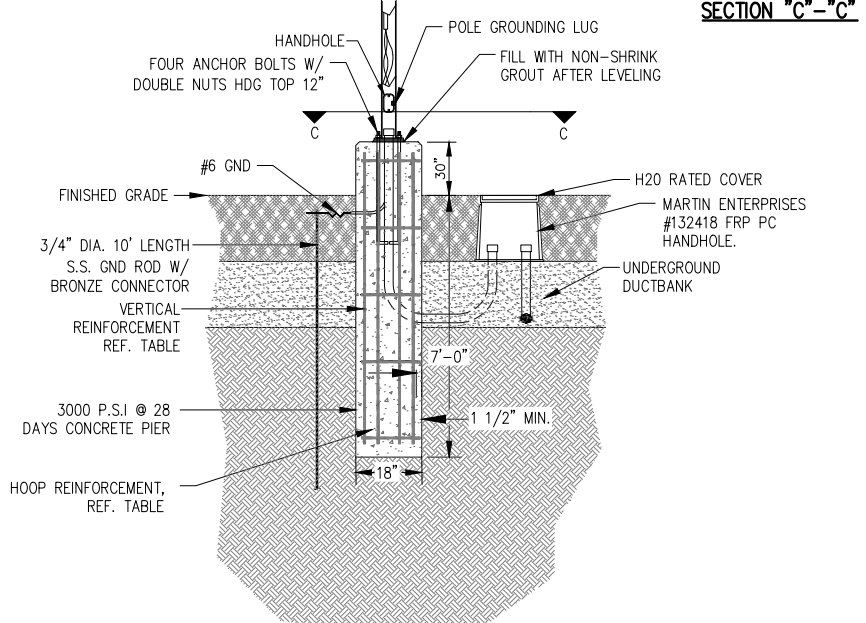
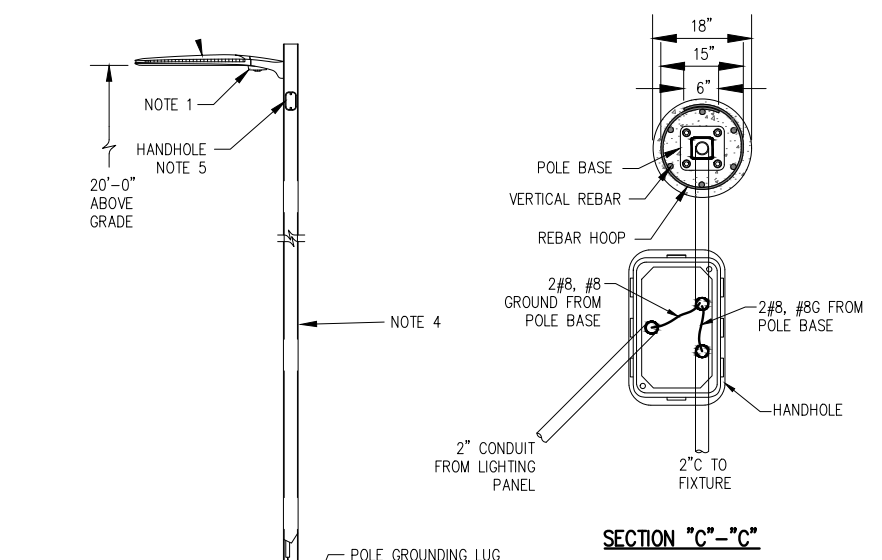


**2**  
**18**  
GROUND ROD & WELL  
DETAIL  
NOT TO SCALE



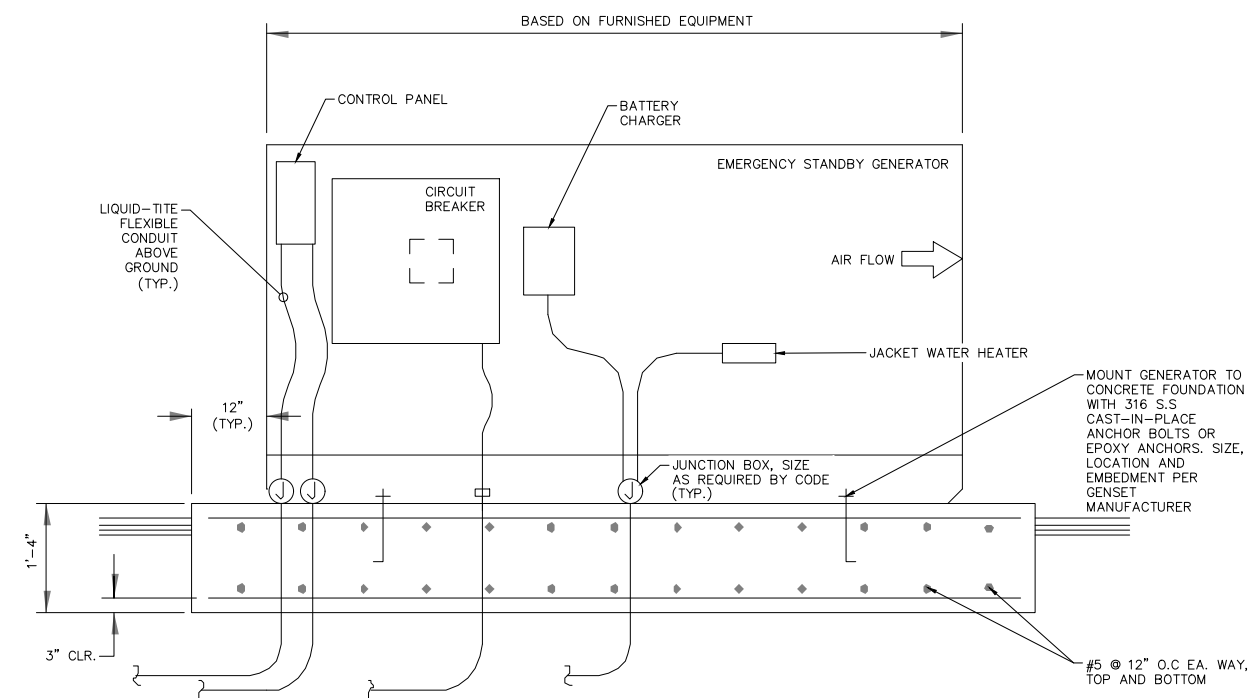
NOTES:  
1. COVER SHALL BE RATED FOR H2O LOADING AND SHALL BE MARKED "DANGER - HIGH VOLTAGE - KEEP OUT". LETTERS SHALL BE BLOCK TYPE AND AT LEAST 1/2" IN HEIGHT. COVER SHALL HAVE BOLT DOWN PROVISIONS. BOLT DOWN HARDWARE SHALL BE STAINLESS STEEL.

**3**  
**18**  
ELECTRICAL HANDHOLE  
DETAIL  
SCALE: NOT TO SCALE



NOTES:  
1. LITHONIA "P1RH" BI-LEVEL MOTION/AMBIENT SENSOR ON EACH POLE.  
2. MOTION/AMBIENT SENSOR SHALL UTILIZE 100% DIGITAL PASSIVE INFRARED TECHNOLOGY THAT IS TUNED FOR WALKING-SIZED MOTION WHILE PREVENTING FALSE TRIPPING FROM THE ENVIRONMENT.  
3. MOTION/AMBIENT SENSOR SHALL BE PROGRAMMED TO BE FULL-ON AT DUSK AND SHALL RAMP DOWN TO 30% AT 10:00 PM. IF MOTION IS DETECTED, SENSOR SHALL RAMP UP TO FULL POWER IN 3 SECONDS. AFTER MOTION IS NO LONGER DETECTED A 5 MINUTE TIME DELAY BEGINS. WHEN TIME DELAY EXPIRES, LIGHTS RAMP DOWN TO 30% POWER AND WILL REMAIN AT LOW LEVEL SETTING UNTIL NEW MOTION IS DETECTED, AT WHICH POINT THE LUMINARIE RAMP BACK UP TO 100% POWER. THIS CYCLE REPEATS ONCE THERE IS NO MOTION IN THE SPACE AGAIN. TEST & VERIFY OPERATION AFTER INSTALLATION.  
4. POLE SHALL BE 4" SQUARE STRAIGHT STEEL RATED @ 100 MPH + 30% GUST FACTOR. POLE AND FIXTURE INSTALLATION SHALL UTILIZE THE SPECIFIED PRODUCTS. SHOULD A CONTRACTOR DESIRE TO SUBSTITUTE AN ALTERNATE LIGHT FIXTURE AND/OR POLE FOR THAT SPECIFIED, PRE-APPROVAL MUST BE GRANTED BY THE CITY AND THE ENGINEER AND A POINT-TO-POINT LIGHTING CALCULATION SHALL BE SUBMITTED FOR REVIEW. THIS DECISION TO ALLOW AN ALTERNATE WILL BE DETERMINED AFTER THE CONTRACT IS AWARDED.  
5. PROVIDE HANDHOLE NEAR TOP OF POLE. MOUNT FUSE BLOCK NEAR UPPER HANDHOLE.

**5**  
**18**  
LIGHT FIXTURE & POLE INSTALLATION  
DETAIL  
SCALE: NOT TO SCALE



**4**  
**18**  
EMERGENCY STANDBY GENERATOR  
DETAIL  
SCALE: NOT TO SCALE

Plotted By: Vuolteen, Sam. Sheet Set: BEAUMONT LIFT STATION. Layout: Electrical details 1. October 20, 2021 10:50:41am. K:\SND\_WATER\195284001\_Beaumont Lift Station\Design\Plan Sheets - 2020\DELTA.SET\195284001 - EL.DELTA.dwg



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SEAL: MICHAEL A. COLOMBO, R.C.E. 19280, 8/23/2021

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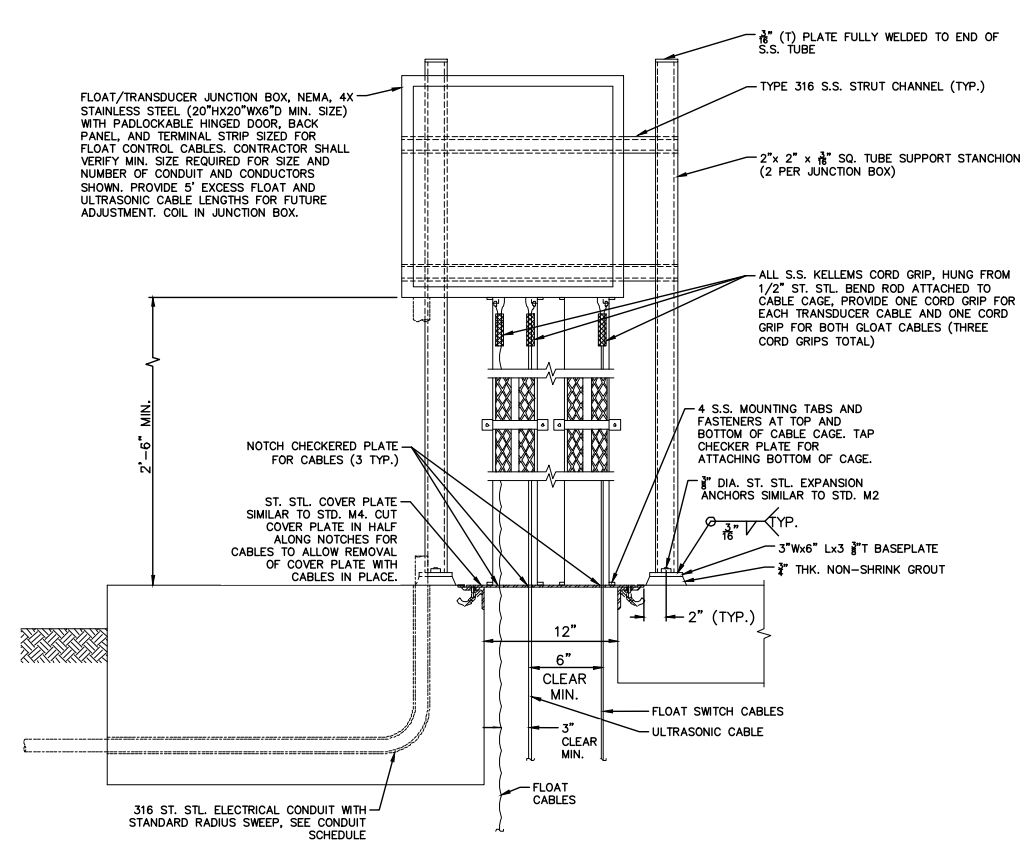


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CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

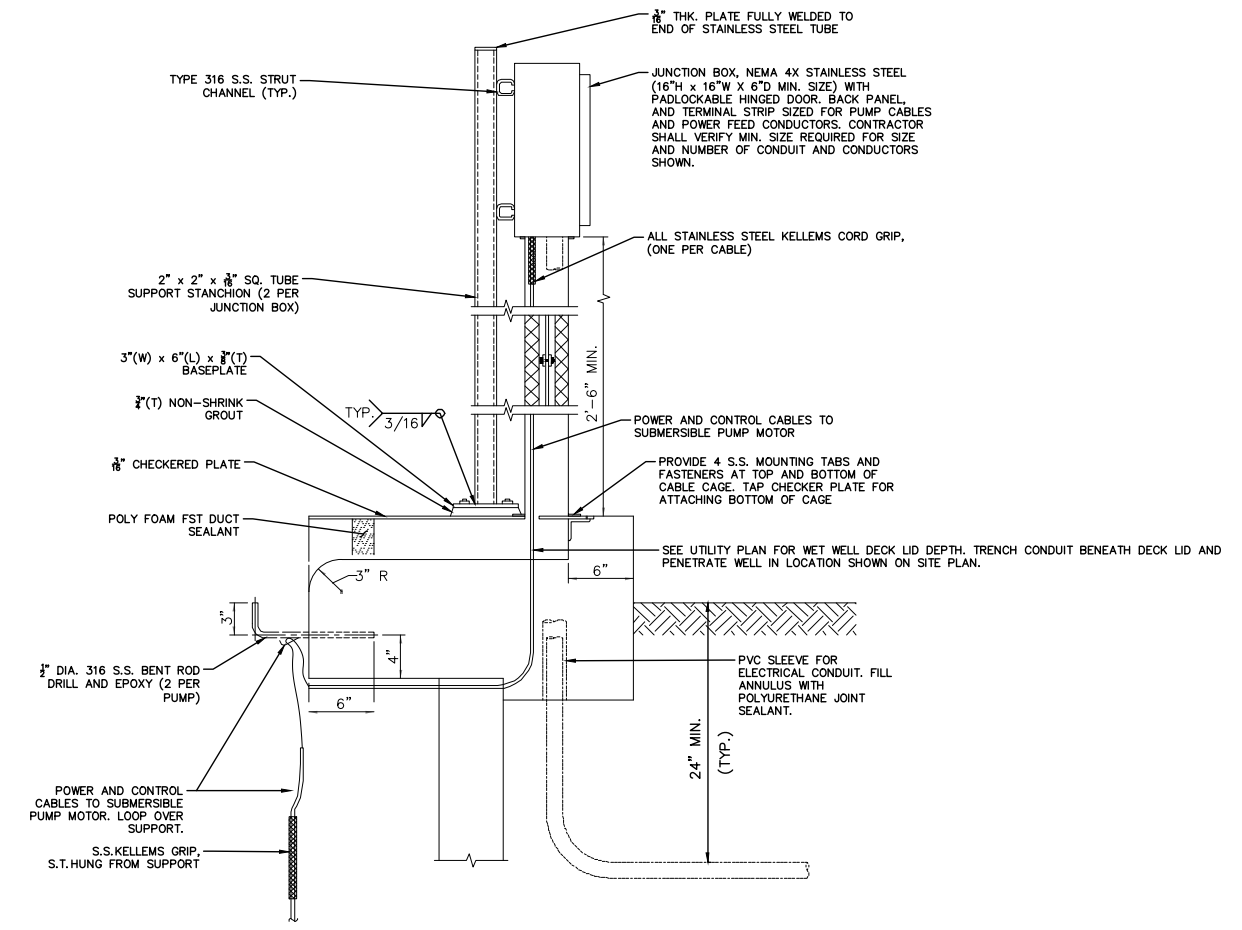
CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**  
ELECTRICAL DETAILS 1





- NOTES:
1. JUNCTION BOX SUPPORT STANCHIONS SHALL BE CONSTRUCTED OF 316 STAINLESS STEEL.
  2. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR CABLE CAGE TO THE CITY FOR APPROVAL PRIOR TO FABRICATION.
  3. WET WELL SHAFT NOT SHOWN FOR CLARITY.
  4. LEVEL TRANSDUCER CABLE CONTINUOUS TO LEVEL CONTROLLER IN MCP.
  5. ELECTRICAL PULL BOX NOT SHOWN FOR CLARITY.

1  
19  
FLOAT SWITCH/LEVEL TRANSDUCER JUNCTION BOX  
DETAIL  
NOT TO SCALE



- NOTES:
1. JUNCTION BOX SUPPORT STANCHIONS SHALL BE CONSTRUCTED OF 316 STAINLESS STEEL.
  2. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR PUMP CABLE CAGE TO THE CITY FOR APPROVAL PRIOR TO FABRICATION.

2  
19  
PUMP POWER JUNCTION BOX  
DETAIL  
NOT TO SCALE

Plotted By: Vuolteen, Sim Sheet Set: BEAUMONT LIFT STATION, Layout: Electrical details 2, October 20, 2021 10:50:43am K:\SNDG\_WATER\195284001\_Beaumont Lift Station\Design\Plan Sheets - 2020\02\DELTA SET\195284001 - EL DELTA.dwg

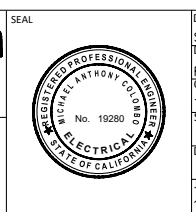


**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. Q 1311  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON HIGHWAY 80 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM\* AND IDENTIFIED THEREON AS 3509 BM D\X3474 WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

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*Michael A. Colombo*  
 MICHAEL A. COLOMBO  
 R.C.E. 19280  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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 5506 6th St  
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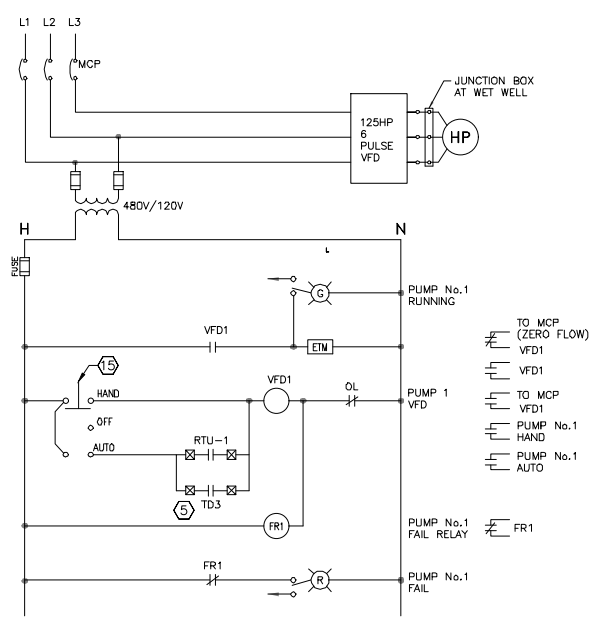
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

ELECTRICAL DETAILS 2

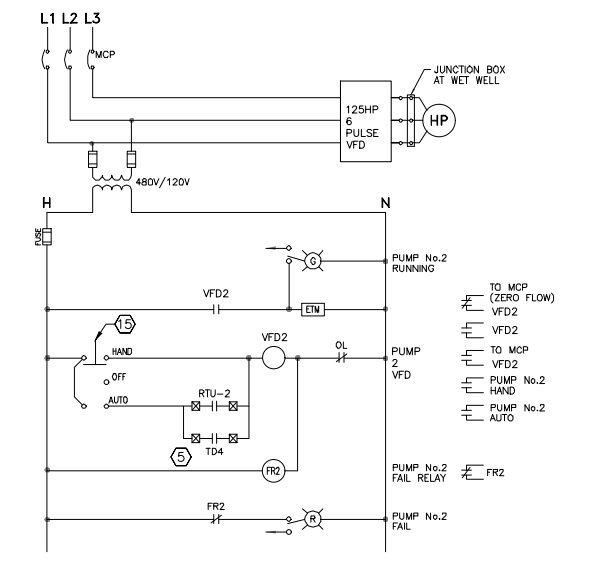
SHEET  
**19**  
 OF 38 SHEETS  
 FILE NO: 3387  
**89**

**ELECTRICAL NOTES**

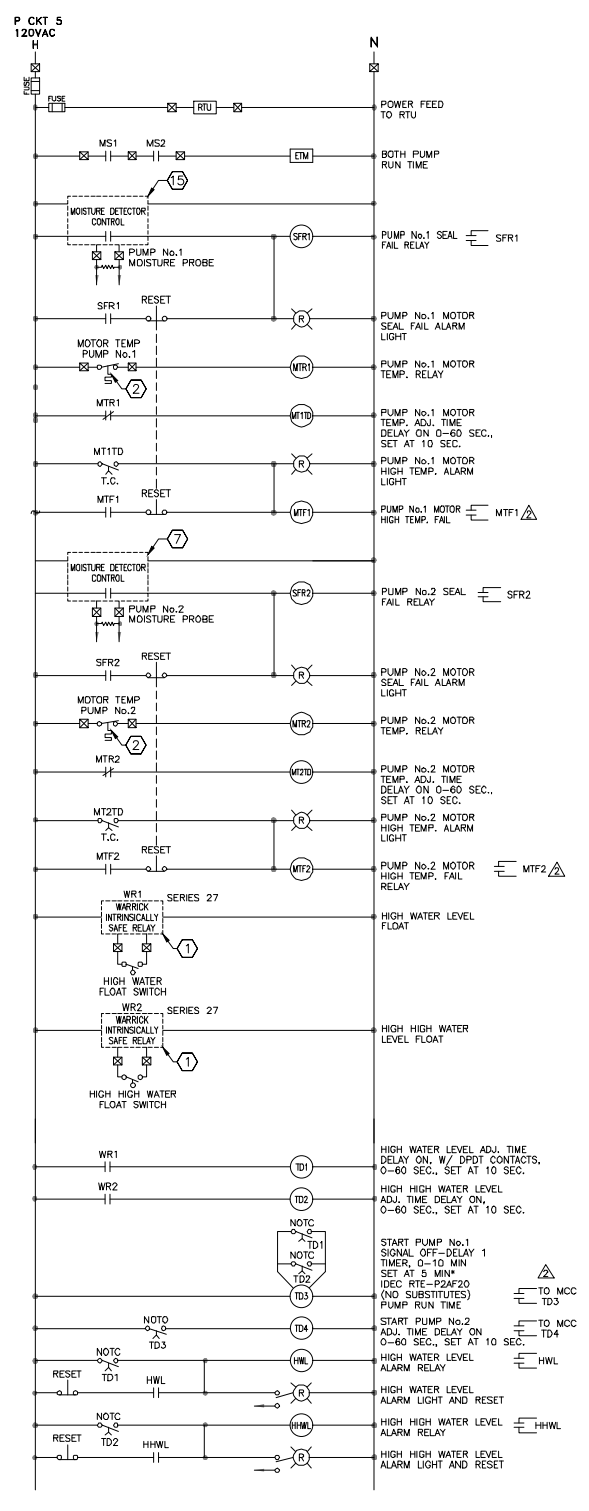
- ① WARRICK INTRINSICALLY SAFE RELAY (NO SUBSTITUTES)
- ② NORMALLY CLOSED, OPENS ON HIGH TEMPERATURE
- ③ LIGHTS, STARTERS, ETM'S, OVERLOAD RELAYS, AND HOA SWITCHES SHALL BE LOCATED WITHIN MCC BUCKETS AS SHOWN HEREON
- ④ RELAYS, LIGHTS, SELECTOR SWITCHES, AND ETM SHALL BE LOCATED IN THE MAIN CONTROL PANEL AS SHOWN HEREON
- ⑤ USE CONTACT FROM TD3 FOR PUMP NO.1 AND TD4 FOR PUMP NO.2
- ⑥ CONTRACTOR TO PROVIDE TERMINAL BLOCKS TB-1 AND TB-2 IN MCP WIRE TO STATUS/ALARM SIGNALS AS SHOWN. CONTRACTOR SHALL CONNECT FROM MCP TERMINAL BLOCKS TO RTU TERMINAL BLOCK. CONTRACTOR SHALL TERMINATE CONDUCTORS ON RTU TERMINAL BLOCK AND LABEL CONDUCTORS USING WIRING NUMBER DESIGNATION SHOWN HEREON. (IE. 4-1, 4-4, ETC.)
- ⑦ MOISTURE DETECTION MODULE TO BE FURNISHED BY PUMP MANUFACTURER
- ⑧ ALL SELECTOR SWITCHES, PUSH BUTTONS, AND LIGHTS SHALL BE HEAVY DUTY NEMA 4/13. LIGHTS SHALL BE PUSH-TO-TEST TYPE.
- ⑨ CONTRACTOR SHALL SUBMIT A CONTROL PANEL LAYOUT DRAWING SHOWING ALL ALARM LIGHTS, SWITCHES, AND NAME PLATES FOR THE CITY'S REVIEW AND APPROVAL.
- ⑩ RTU, INCLUDING RTU TERMINAL BLOCK SHALL BE CITY FURNISHED, CONTRACTOR INSTALLED.
- ⑪ AREA LIGHT SHALL MEET THE REQUIREMENT OF THE COUNTY OF RIVERSIDE ORDINANCE NO.655.
- ⑫ DOOR SWITCH LOCATED ON RTU PANEL, TO BE CONNECTED TO RTU INPUT BY THE CITY.
- ⑬ GENERATOR HOA SWITCH, CLOSED WHEN HOA SWITCH IS IN AUTO POSITION
- ⑭ NORMALLY CLOSED CONTACT FROM GENERATOR EMERGENCY STOP PUSHBUTTON. OPEN CONTACT WHEN EMERGENCY STOP PUSHBUTTON IS DEPRESSED.
- ⑮ MULTIPLE CONTACT HOA SWITCH FOR "AUTO" AND "HAND" POSITION SIGNAL TO RTU.
- ⑯ NORMALLY CLOSED CONTACT FROM GENERATOR CIRCUIT BREAKER. OPEN CONTACT WHEN GENERATOR CIRCUIT BREAKER IS OPEN.



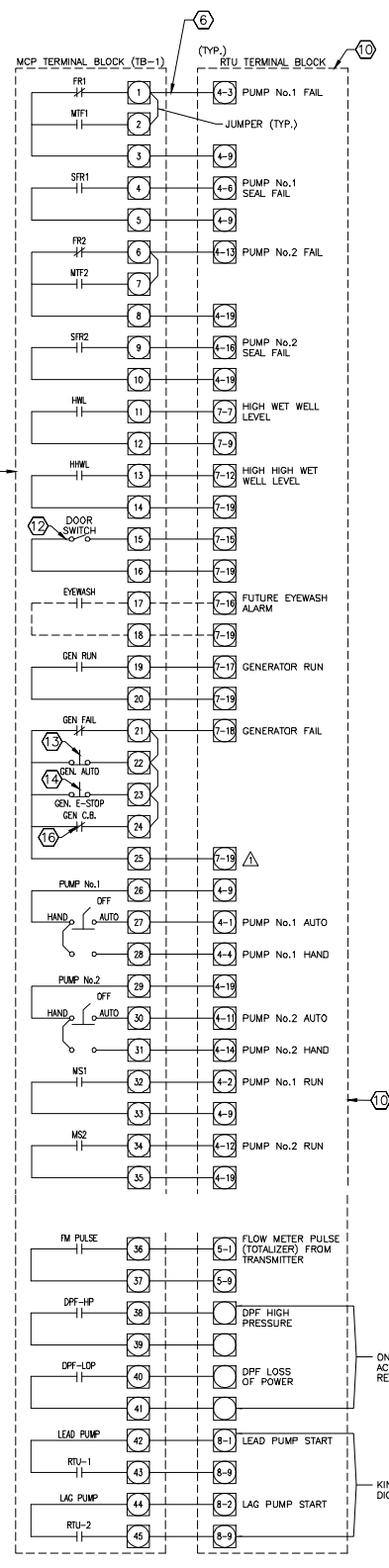
**1**  
**20**  
**PUMP 1 CONTROL**  
LOCATED IN THE MCC BUCKET  
③⑧⑨



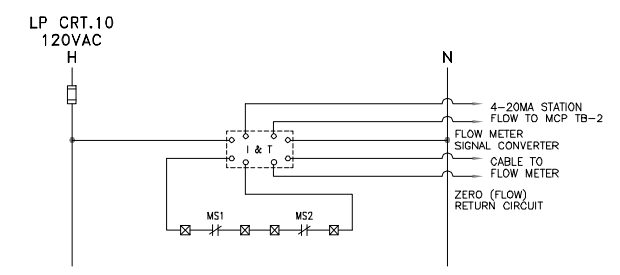
**2**  
**20**  
**PUMP 2 CONTROL**  
LOCATED IN THE MCC BUCKET  
③⑧⑨



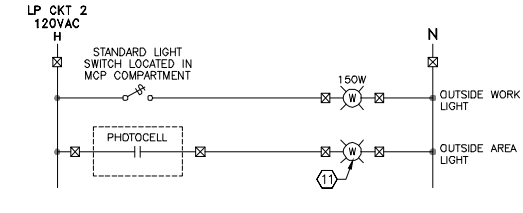
**3**  
**20**  
**MCP CONTROL DIAGRAM**  
LOCATED IN THE MCP PANEL  
④⑧⑨



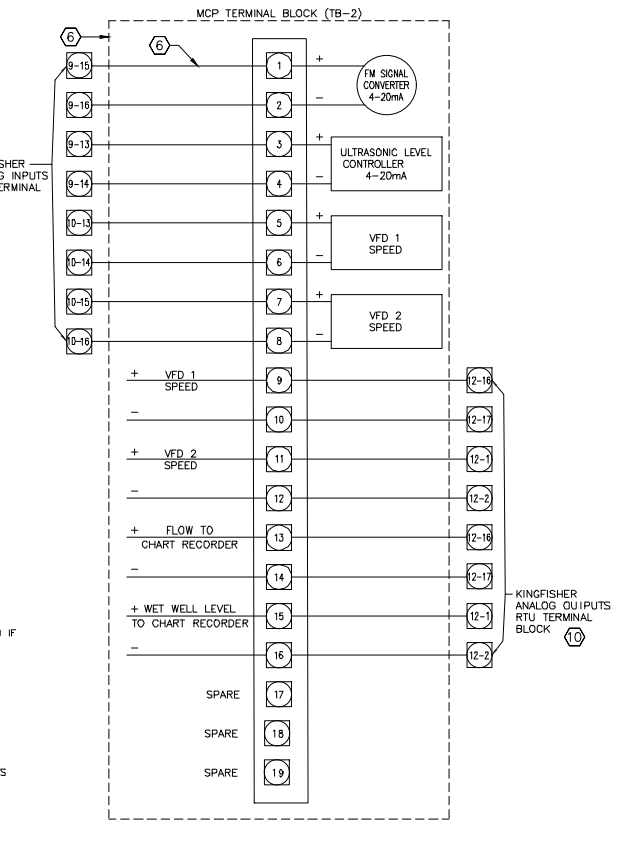
**4**  
**20**  
**RTU DIGITAL I/O**  
LOCATED IN THE MCP PANEL  
④⑧⑨



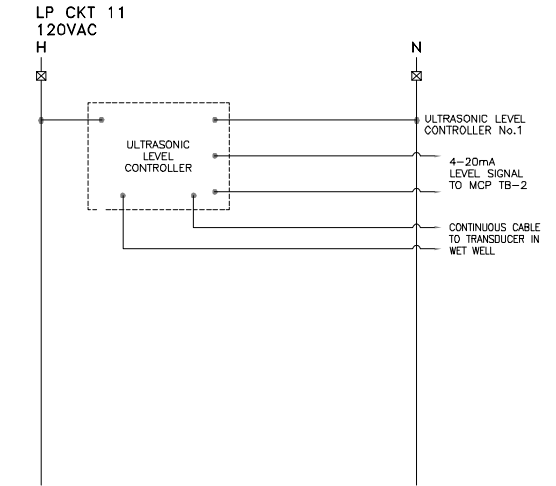
**7**  
**20**  
**FLOWMETER CONTROL**  
LOCATED IN THE MCP PANEL



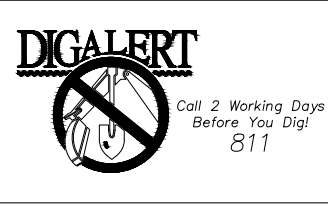
**6**  
**20**  
**LIGHT CONTROL DIAGRAM**  
LOCATED IN THE MCP PANEL



**5**  
**20**  
**RTU ANALOG I/O**  
LOCATED IN THE MCP PANEL  
④⑧⑨



**8**  
**20**  
**ULTRASONIC LEVEL CONTROL**  
LOCATED IN THE MCP PANEL



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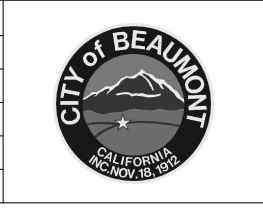
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Michael A. Colombo  
R.C.E. 19280  
8/23/2021

DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE:

DATE: \_\_\_\_\_  
JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**

MOTOR CONTROL

CONDUIT SCHEDULE							
NO.	CONDUIT		WIRE		FROM	TO	REMARKS
	SIZE	TYPE	POWER	GROUND			
E-UTIL-1	3"	SCHED 40 PVC UG			UTILITY METER	UTILITY TRANSFORMER	CONTRACTOR TO COORDINATE UTILITY TRANSFORMER LOCATION
E-UTIL-2	3"	SCHED 40 PVC UG			UTILITY METER	UTILITY TRANSFORMER	CONTRACTOR TO COORDINATE UTILITY TRANSFORMER LOCATION
E-01A	2"	SCHED 40 PVC UG	4-#3/0 AWG	1-#4 GND	UTILITY METER	MCC MAIN BREKAER	PARALLEL SET TO ATS
E-01B	2"	SCHED 40 PVC UG	4-#3/0 AWG	1-#4 GND	UTILITY METER	MCC MAIN BREKAER	PARALLEL SET TO ATS
E-02A	2"	SCHED 40 PVC UG	4-#3/0 AWG	1-#4 GND	GENERATOR	ATS	PARALLEL SET TO ATS
E-02B	2"	SCHED 40 PVC UG	4-#3/0 AWG	1-#4 GND	GENERATOR	ATS	PARALLEL SET TO ATS
E-03A		RUN IN WIREWAY	4-#3/0 AWG	1-#4 GND	MCC MAIN BREKAER	ATS	RUN IN WIREWAY
E-03B		RUN IN WIREWAY	4-#3/0 AWG	1-#4 GND	MCC MAIN BREKAER	ATS	RUN IN WIREWAY
E-04	2.5"	SCHED 40 PVC UG	4-#3/0 AWG	1-#6 GND	MCC DISTRIBUTION BOARD	SITE ELECTRICAL PULL BOX	PUMP #1 POWER
E-05	2.5"	SCHED 40 PVC UG	4-#3/0 AWG	1-#6 GND	MCC DISTRIBUTION BOARD	SITE ELECTRICAL PULL BOX	PUMP #2 POWER
E-06	2.5"	SCHED 40 PVC UG	4-#3/0 AWG	1-#6 GND	SITE ELECTRICAL PULL BOX	PUMP #1 200A DISCONNECT	
E-07	2.5"	SCHED 40 PVC UG	4-#3/0 AWG	1-#6 GND	SITE ELECTRICAL PULL BOX	PUMP #2 200A DISCONNECT	
E-08	-	-	-	-	-	-	NOT USED
E-09	-	-	-	-	-	-	NOT USED
E-10	1"	SCHED 40 PVC UG	2-#12 AWG	1-#12 GND	SITE ELECTRICAL PULL BOX	FLOW METER	FLOW METER POWER
E-11	1"	SCHED 40 PVC UG	2-#12 AWG	1-#12 GND	SITE ELECTRICAL PULL BOX	SITE LIGHT	SITE LIGHTING
E-12	1"	RGS AG/SCHED 40 PVC UG	2-#10 AWG	1-#10 GND	PANEL A	SITE ELECTRICAL PULL BOX	FLOW METER POWER
E-13	1"	RGS AG/SCHED 40 PVC UG	2-#10 AWG	1-#10 GND	PANEL A	GENERATOR	SITE LIGHTING
E-14	2"	RGS AG/SCHED 40 PVC UG	-	-	MCC DISTRIBUTION BOARD	FUTURE LIFT STATION PULL BOX	GENERATOR BATTERY CHARGER
E-15	3"	PVC COATED RGS	MFR CABLE	-	NEMA 4X POWER JB	PUMP #1	GENERATOR BLOCK HEATER
E-16	3"	PVC COATED RGS	MFR CABLE	-	NEMA 4X POWER JB	PUMP #2	SPARE FOR FUTURE USE
E-17	1"	SCHED 40 PVC UG	2-#12 AWG	1-#12 GND	PANEL A	ODOR CONTROL PAD GFI RECEPTACLE	PENETRATE WET WELL PER DETAIL 2, SHEET 16.
C-00	1"	SCHED 40 PVC UG	4-PR #16 AWG		MCP	SITE COMMUNICATIONS PULL BOX	PENETRATE WET WELL PER DETAIL 2, SHEET 16.
C-01	1"	SCHED 40 PVC UG	4-PR #16 AWG		SITE COMMUNICATIONS PULL BOX	NEMA 4X FLOAT SWITCH JB	PUMP #1, PUMP #2 LEAK/OVERTEMP
C-02	1"	PVC COATED RGS	4-PR #16 AWG		NEMA 4X FLOAT SWITCH JB	NEMA 4X POWER JB	PUMP #1, PUMP #2 LEAK/OVERTEMP
C-03	1"	RGS AG/SCHED 40 PVC UG	MFR CABLE		MCP	SITE COMMUNICATIONS PULL BOX	SPICE MFR PUMP POWER CABLE
C-04	1"	SCHED 40 PVC UG/ PVC COATED RGS	MFR CABLE		SITE COMMUNICATIONS PULL BOX	FLOW METER FM-100	FLOW METER 4-20Ma INSTANTANEOUS FLOW, TOTAL FLOW PULSE
C-05	1"	SCHED 40 PVC UG	MFR CABLE		MCP	SITE COMMUNICATIONS PULL BOX	FLOW METER 4-20Ma INSTANTANEOUS FLOW, TOTAL FLOW PULSE
C-06	1"	SCHED 40 PVC UG	MFR CABLE		MCP	SITE COMMUNICATIONS PULL BOX	US LEVEL SENSOR LE-100
C-07	1"	SCHED 40 PVC UG	8-PR #16 AWG		MCP	SITE COMMUNICATIONS PULL BOX	US LEVEL SENSOR LE-100
C-08	1"	SCHED 40 PVC UG	8-PR #16 AWG		SITE COMMUNICATIONS PULL BOX	NEMA 4X US SENSOR JB	FLOAT SWITCHES LSL, LSL, LSH, LSHH
C-09	1"	SCHED 40 PVC UG	2-PR #16 AWG		ATS	GENERATOR	FLOAT SWITCHES LSL, LSL, LSH, LSHH
C-10	1"	SCHED 40 PVC UG	4-PR #16 AWG		MCP	GENERATOR	2-WIRE GENERATOR START/STOP SIGNAL

**1**  
21 CONDUIT SCHEDULE  
SCALE: NOT TO SCALE

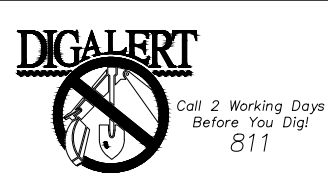
PANEL: PANEL A												
VOLTAGE: 120/240 PHASE, WIRES: 1Ø, 3W SCCR (AMPS): 10,000 SOURCE: T-1						PANEL BUS: 40 AMPS MAIN: 40A BREAKER						
DESCRIPTION	VA	CB	CKT	A	B	CKT	CB	VA	DESCRIPTION			
BUILDING INTERIOR LIGHTING	240	20/1	1	3.0		2	20/1	120	FLOW METER			
BUILDING EXTERIOR LIGHTING	180	20/1	3		13.2	4	20/1	1400	RTU CABINET			
LIGHTING CONTROL CABINET	180	20/1	5	3.5		6	20/1	240	GENERATOR BATTERY CHARGER			
SITE LIGHTING	240	20/1	7		7.0	8	20/1	600	GENERATOR BLOCK HEATER			
BUILDING RECEPTACLES	720	20/1	9	6.0				10	SPACE			
BUILDING RECEPTACLES	720	20/1	11		6.0	12						
SITE RECEPTACLES	720	20/1	13	6.0				14				
BIOXIDE/ODOR CONTROL PUMP	600	20/1	15		5.0	16						
SPARE					20/1	17	0.0	18				
						19	0.0	20				
						21	0.0	22				
						23	0.0	24				
TOTALS									18.5	31.2	AMPS	
LOAD CALCULATIONS:						SUBTOTAL (VA): 5960 +25% PER NEC (VA): 1490 TOTAL (VA): 7450 @ 240V, 1Ø = 31.1 AMPS						

**2**  
21 PANEL SCHEDULE  
SCALE: NOT TO SCALE

MANUFACTURER: SCHNEIDER		VOLTS/PHASE/WIRE 480V/3 PHASE/4W						
EQUIPMENT LOCATION: ELECTRICAL ROOM		MAIN BUS RATING: 400A						
FED FROM: UTILITY		MAIN BREAKER (AMPS): 400A						
		AIC RATING (AMPS): 45,000						
SECTION NO.	BREAKER SIZE	STARTER SIZE	FEEDER CABLE SIZE	EQUIPMENT NAME	KVA	HP	FLA	BREAKER TRIP RATING
1	150A	VFD		PUMP 1		105	125.0	
2	150A	VFD		PUMP 2		105	125.0	
3				7.5KVA TRANSFORMER	6		7.2	
4				AC CU 1	15		18.0	
5				AC AIR HANDLER	2		2.4	
FLA FOR NON-MOTOR LOAD (AMPS):							27.6	
FLA FOR MOTOR LOAD (AMPS):							250.0	
PLUS 25% OF LARGEST MOTOR:							31.3	
TOTAL AMPS							308.9	
SERVICE SIZE							400.0	
% LOADED (NO LARGER THAN 80% OF SELECTED LOAD SERVICE SIZE):							77%	

**3**  
21 LOAD SUMMARY  
SCALE: NOT TO SCALE

Plotted By: M. V. ...  
 Sheet: BEAUMONT LIFT STATION Layout: Electrical Schedules October 20, 2021 10:50:48am K:\USD\_WATER\195284001\_Beaumont Lift Station\Design\Plan Sheets - 2020\DELTA\SET\195284001 - EL DELTA.dwg



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SEAL: MICHAEL A. COLOMBO, R.C.E. 19280, 8/23/2021

DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:

DATE: \_\_\_\_\_  
 JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION  
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CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**  
 ELECTRICAL SCHEDULES



STRUCTURAL GENERAL NOTES

10.00 REINFORCED CONCRETE (CAST-IN-PLACE)

- 10.01 THE GENERAL CONTRACTOR SHALL ASSIST AND COOPERATE WITH AN INDEPENDENT TESTING LABORATORY (TO BE RETAINED BY THE OWNER) WHICH SHALL CONDUCT ALL OF THE SPECIFIED TESTS REQUIRED FOR THE CONCRETE WORK AND REPORT THE RESULTS OF THESE TESTS DIRECTLY AND PROMPTLY TO THE ENGINEER FOR HIS REVIEW.
10.02 DETAILING OF REBAR SHALL BE IN ACCORDANCE WITH THE LATEST REVISION OF THE ACI DETAILING MANUAL, AND CONCRETE REINFORCING INSTITUTE'S LATEST EDITION OF "MANUAL OF STANDARD PRACTICE". ALL SHOP DRAWINGS PERTAINING TO REBAR DETAILS SHALL BE SUBMITTED TO THE ENGINEER FOR HIS REVIEW.
10.03 CONCRETE MIX DESIGN FOR ALL CONCRETE WORK IS REQUIRED TO BE SUBMITTED TO THE ENGINEER FOR HIS REVIEW. IT IS TO BE NOTED THAT THE CONCRETE SUPPLIER SHALL HAVE A QUALITY CONTROL PROCEDURE FOR THE PRODUCTION OF ALL CONCRETE, WHICH MUST BE ACCEPTABLE TO THE ENGINEER AND MEETS CURRENT ACI STANDARDS.
10.04 CONSTRUCTION JOINTS SHALL BE AS APPROVED BY THE ENGINEER. ENGINEER SHALL BE INFORMED AT LEAST 48 HOURS PRIOR TO THE COMMENCEMENT OF ANY CONCRETE WORK.
10.05 COPY OF ACI 301 "SPECIFICATIONS FOR STRUCTURAL CONCRETE FOR BUILDINGS" AND ACI SP 15 "FIELD REFERENCE MANUAL" SHALL BE KEPT IN THE PROJECT FIELD OFFICE AT ALL TIMES.
10.06 CONCRETE COMPRESSIVE DESIGN STRENGTH IN 28 DAYS: CONCRETE EXPOSURE CLASS F1 FOR SPREAD FOOTINGS, WALL FOOTINGS, AND SLAB-ON-GRADE, SEE ACI 318-14 TABLE 19.3.1.1 AND TABLE 19.3.2.1.

Table with 2 columns: Description and W/C RATIO. Values include SPREAD FOOTINGS: 4,000 PSI MAX (W/C RATIO: 0.45), WALL FOOTINGS: 4,000 PSI (W/C RATIO: 0.45), SLAB-ON-GRADE: 4,000 PSI (W/C RATIO: 0.45).

- 10.07 CLEAR DISTANCE FROM FACE OF CONCRETE TO MAIN STEEL SHALL BE AS SHOWN ON THE STRUCTURAL DRAWINGS. WHERE CLEAR DISTANCE IS NOT SHOWN, ACI 301 SHALL CONTROL.
10.08 PROVIDE 3/4 INCH CHAMFERS AT ALL EXPOSED EDGES UNO.
10.09 EMBEDDED ITEMS THAT WILL SUPPORT STRUCTURAL STEEL CONSTRUCTION SHALL BE PLACED WITHIN THE TOLERANCES PRESCRIBED IN THE LATEST EDITION OF THE AISC "CODE OF STANDARD PRACTICE". GENERAL CONTRACTOR SHALL FIELD VERIFY LOCATION OF EMBEDDED ITEMS PRIOR TO FABRICATION AND DELIVERY OF STRUCTURAL STEEL TO THE PROJECT SITE.
10.10 BAR SUPPORTS, DESIGN, DETAILING, FABRICATION, AND PLACING OF REINFORCING BARS SHALL BE IN ACCORDANCE WITH ACI 318-14 (BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE) AND THE LATEST EDITION OF THE ACI DETAILING MANUAL.
10.11 WHERE SHOWN OR SPECIFIED ON PLANS, PROVIDE STANDARD ACI 90-DEGREE OR 180-DEGREE HOOK, AS APPLICABLE.
10.12 REINFORCING: ASTM A615, GRADE 60, FOR SLABS, RETAINING / STAIR WALLS, AND FOUNDATIONS IS ACCEPTABLE. ALL REINFORCING TO BE A706 GRADE WHERE WELDING IS REQUIRED.
10.13 BAR DETAILS AND SUPPORTS: ACI DETAILING MANUAL AND BUILDING CODE. LAP ALL SPLICES AS SHOWN ON THE STRUCTURAL DRAWINGS.
10.14 CLEAR DISTANCE FROM FACE OF CONCRETE TO REINFORCING STEEL SHALL BE AS SHOWN ON THE STRUCTURAL DRAWINGS. WHERE CLEAR DISTANCE IS NOT ILLUSTRATED, ACI 301 REQUIREMENTS SHALL CONTROL.
10.15 ALL REINFORCEMENT SHALL BE INTENDED TO BE CONTINUOUS UNLESS NOTED OTHERWISE. LAP SPLICES SHALL BE 40 BAR DIAMETERS FOR #5 AND SMALLER, 48 BAR DIAMETERS FOR #6 AND LARGER.
10.16 CORE DRILLING SHALL NOT BE ALLOWED THROUGH IN-PLACE CONCRETE ELEMENTS UNLESS SPECIFICALLY APPROVED BY THE ENGINEER. PENETRATIONS THROUGH CONCRETE ELEMENTS SHALL BE ILLUSTRATED ON SHOP DRAWINGS AND SHALL UTILIZE SCHEDULE 40 STEEL PIPE. CLEARANCE REQUIRED WITHIN PIPE SLEEVE SHALL BE CONFIRMED BY SUBCONTRACTOR RESPONSIBLE FOR THE MATERIAL PASSING THROUGH THE SLEEVE. REINFORCEMENT CLEAR COVER SHALL BE MAINTAINED AROUND THE SLEEVE PENETRATION.
10.17 FOLLOWING FOUNDATION PLACEMENT AND PRIOR TO STEEL ERECTION, THE CONCRETE CONTRACTOR SHALL PROVIDE THE STEEL ERECTOR WITH WRITTEN DOCUMENTATION STATING THAT COLUMN FOUNDATION ELEMENTS HAVE REACHED A MINIMUM OF 75% OF DESIGN COMPRESSIVE STRENGTH AND THAT ALL ANCHOR BOLT PLACEMENT IS IN CONFORMANCE WITH CONTRACT DOCUMENTS OR THAT REPAIRS WERE COMPLETED PER EOR DIRECTION. REFER TO 1926 OSHA REGULATIONS SUBPART R FOR ADDITIONAL DETAILS.

11.00 ELEVATED METAL DECK

- 11.01 ALL NOTES APPLY TO NONCOMPOSITE AND COMPOSITE METAL DECKING WITH CONCRETE TOPPING AND UNTOPPED ROOF DECKING, UNLESS NOTED OTHERWISE.
11.02 REFER TO CONTRACT DRAWINGS FOR CONNECTION DETAILS AND DEFINITION OF PERIMETER AND CORNER AREAS.
11.03 METAL DECK SHALL BE PROVIDED IN LONGEST LENGTHS POSSIBLE, PROVIDED A MINIMUM OF 3-SPAN CONDITIONS IN ALL LOCATIONS.
11.04 STEEL DECK SHALL CONFORM TO ASTM A653 AND SDI DESIGN MANUAL FOR COMPOSITE DECKS, FORM DECKS AND ROOF DECKS. STEEL DECK SHALL BE RECOGNIZED UNDER THE LATEST VERSION OF ICC-ES AC43 ACCEPTANCE CRITERIA FOR STEEL DECK, ROOF AND FLOOR SYSTEMS.
11.05 SHOP DRAWINGS INDICATING STEEL DECK LAYOUT, FASTENING METHOD AND PATTERN SHALL BE SUBMITTED TO THE ENGINEER OF RECORD PRIOR TO STEEL DECK INSTALLATION.
11.06 CONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS TO ENSURE STEEL DECK IS NOT DAMAGED PRIOR TO INSTALLATION DURING STORAGE, HANDLING AND ERECTION. DAMAGED STEEL DECK SHALL BE REPLACED.
11.07 STEEL DECK SHALL BE STORED OFF THE GROUND WITH ONE END ELEVATED TO PROVIDE DRAINAGE AND SHOULD BE PROTECTED FROM THE ELEMENTS WITH A WATERPROOF COVERING VENTILATED TO PREVENT CONDENSATION.

- 11.08 STEEL DECK PANELS SHALL BE PLACED STRAIGHT AND TRUE WITH A MAXIMUM 1/4-INCH HORIZONTAL MISALIGNMENT IN 100 FEET LENGTH. STEEL DECK SHALL BE MARKED OVER JOIST CHORDS PRIOR TO FASTENING TO PREVENT WELD BURN THROUGH OR MECHANICAL FASTENER PUNCH THROUGH.
11.09 ENDLAPS OF STEEL DECK SHALL OVERLAP ADJACENT SHEETS A MINIMUM OF 2 INCHES UNLESS NOTED OTHERWISE.
11.10 FRAMING AROUND TYPICAL OPENINGS SHALL BE IN ACCORDANCE WITH STANDARD PRACTICE DETAILS PROVIDED IN SDI "MANUAL OF CONSTRUCTION WITH STEEL DECK."
11.11 NO MECHANICAL, ELECTRICAL, PLUMBING, ARCHITECTURAL OR MISCELLANEOUS ELEMENTS SHALL BE SUPPORTED FROM THE UNDERSIDE OF THE METAL DECK.
11.12 REFER TO ARCHITECTURAL AND MECHANICAL DRAWINGS FOR SIZE AND LOCATION OF ALL ROOF OPENINGS, ROOF DRAIN DETAILS, SKYLIGHT AND ROOF HATCH DETAILS.
11.13 MECHANICAL FASTENERS:
A. INSTALL POWDER-ACTUATED FASTENERS ACCORDING TO THE MANUFACTURER'S RECOMMENDATIONS.
B. POWDER-ACTUATED FASTENERS SHALL BE MANUFACTURED FROM AISI 1070 MODIFIED STEEL, AUSTEMPERED TO A ROCKWELL C HARDNESS OF 52-58. FASTENERS SHALL HAVE MINIMUM TENSILE AND SHEAR STRENGTHS OF 285 KSI AND 182 KSI RESPECTIVELY.
C. POWDER-ACTUATED FASTENERS SHALL HAVE BALLISTIC POINTS AND KNURLED SHANKS AND MINIMUM 12-MILLIMETER DIAMETER STEEL WASHERS.

ABBREVIATIONS AND DEFINITIONS:

Table listing abbreviations and their definitions: A AREA, ACI AMERICAN CONCRETE INSTITUTE, AISC AMERICAN INSTITUTE OF STEEL CONSTRUCTION, AISI AMERICAN IRON AND STEEL INSTITUTE, ASTM AMERICAN SOCIETY FOR TESTING AND MATERIALS, AWS AMERICAN WELDING SOCIETY, BW BOTTOM OF WALL, C/L CENTERLINE, CBC CALIFORNIA BUILDING CODE, CHP CHAPTER, CIP CAST-IN-PLACE, CL CENTERLINE, CLR CLEAR, CONC CONCRETE, CONT CONTINUOUS, CY CUBIC YARD, DIA DIAMETER, DTL DETAIL, EA EACH, EF EACH FACE, EG EXISTING GROUND, EL, ELEV ELEVATION, EW EACH WAY, EX EXISTING, FG FINISHED GROUND, FT FEET, FOOT, H HEIGHT, HIGH, IN INCHES, KH, KHA KIMLEY-HORN AND ASSOCIATES, INC., KSI KIPS PER SQUARE INCH, L LENGTH, LONG, LF LINEAR FEET, LT LEFT, MAX MAXIMUM, MIN MINIMUM, NO NUMBER, NTS NOT TO SCALE, OC ON CENTER, OSHA OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION, PCC PORTLAND CEMENT CONCRETE, PE PROFESSIONAL ENGINEER, PL PLATE, PROP PROPOSED, PSF POUNDS PER SQUARE FOOT, REINF REINFORCEMENT, RT RIGHT, SDI STEEL DECK INSTITUTE, SE STRUCTURAL ENGINEER, SEC SECTION, SF SQUARE FEET, SI SPECIAL INSPECTION/INSPECTOR, SQ SQUARE, SQUARED, STD STANDARD, T THICK, TW TOP OF WALL, TYP TYPICAL, T&B TOP AND BOTTOM UNLESS OTHERWISE NOTED, UON UNLESS OTHERWISE NOTED, W WIDE, W/C WATER TO CEMENT, & AND, Ø DIAMETER, ' FEET, " INCHES.

STEEL SPECIAL INSPECTION TABLE

Table with 5 columns: TYPE, CONTINUOUS SPECIAL INSPECTION, PERIODIC SPECIAL INSPECTION, REFERENCE, QUALIF. Includes rows for REVIEW SHOP FABRICATION AND QUALITY CONTROL PROCEDURES, PRE-WELD INSPECTION, DURING WELDING INSPECTION, POST WELDING INSPECTION, BOLTING INSPECTION, MISC. STEEL INSPECTIONS.

SOIL SPECIAL INSPECTION TABLE

Table with 3 columns: TYPE, CONTINUOUS SPECIAL INSPECTION, PERIODIC SPECIAL INSPECTION. Includes rows for VERIFY MATERIALS BELOW SHALLOW FOUNDATIONS ARE ADEQUATE TO ACHIEVE THE DESIGN BEARING CAPACITY, VERIFY EXCAVATIONS ARE EXTENDED TO PROPER DEPTH AND HAVE REACHED PROPER MATERIAL, PERFORM CLASSIFICATION AND TESTING OF COMPACTED FILL MATERIALS, VERIFY USE OF PROPER MATERIALS, DENSITIES AND LIFT THICKNESSES DURING PLACEMENT AND COMPACTION OF COMPACTED FILL, PRIOR TO PLACEMENT OF COMPACTED FILL, INSPECT SUBGRADE AND VERIFY THAT SITE HAS BEEN PREPARED PROPERLY.

CONCRETE SPECIAL INSPECTION TABLE

Table with 5 columns: TYPE, CONTINUOUS SPECIAL INSPECTION, PERIODIC SPECIAL INSPECTION, REFERENCED STANDARD, CBC REFERENCE. Includes rows for INSPECT REINFORCEMENT AND VERIFY PLACEMENT, INSPECT ANCHORS CAST IN CONCRETE, INSPECT AND TEST ANCHOR POST INSTALLED IN HARDENED CONCRETE MEMBERS, VERIFY USE OF REQUIRED DESIGN MIX, VERIFY MAINTENANCE OF SPECIFIED CURING TEMPERATURE AND TECHNIQUES, VERIFY IN-SITU CONCRETE STRENGTH, PRIOR TO REMOVAL OF FORMS FROM STRUCTURAL SLABS, INSPECT FORMWORK FOR SHAPE, LOCATION AND DIMENSIONS OF THE CONCRETE MEMBER BEING FORMED.

MASONRY SPECIAL INSPECTION TABLE

Table with 5 columns: TYPE, CONTINUOUS SPECIAL INSPECTION, PERIODIC SPECIAL INSPECTION, TMS 402/ACI 530/ASCE 5, TMS 602/ACI 530.1/ASCE 6. Includes rows for VERIFY COMPLIANCE WITH THE APPROVED SUBMITTAL, CONSTRUCTION MORTAR JOINTS, LOCATION OF REINFORCEMENT AND EMBEDS, GROUT SPACE, GRADE, TYPE, AND SIZE OF REINFORCEMENT, PLACEMENT OF REINFORCEMENT AND EMBEDS, PROPORTIONS OF SITE-PREPARED GROUT, CONSTRUCTION OF MORTAR JOINTS, SIZE AND LOCATION OF STRUCTURAL ELEMENTS, PREPARATION, CONSTRUCTION, AND PROTECTION OF MASONRY DURING COLD WEATHER, PLACEMENT OF GROUT, OBSERVE PREPARATION OF GROUT SPECIMENS, MORTAR SPECIMENS, AND/OR PRISMS.

Item 5.

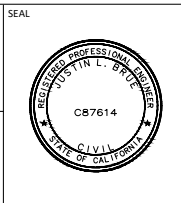
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BENCHMARK: NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON HIGHWAY 60 / POWERED BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM AND IDENTIFIED THEREON AS 3008 BM D34274. WHENEVER THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON. ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

Table with 4 columns: BY, MARK, DESCRIPTION, APPR., DATE. Includes row for ENGINEER, REVISIONS, CITY.

Kimley-Horn logo and contact information: 401 B Street, Suite 600, San Diego, CA 92101. Phone: (619) 234-9411. WWW.KIMLEY-HORN.COM. Includes signature of Justin L. Bruce and date 8/23/2021.



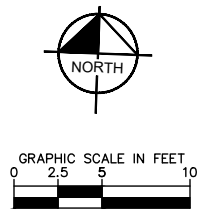
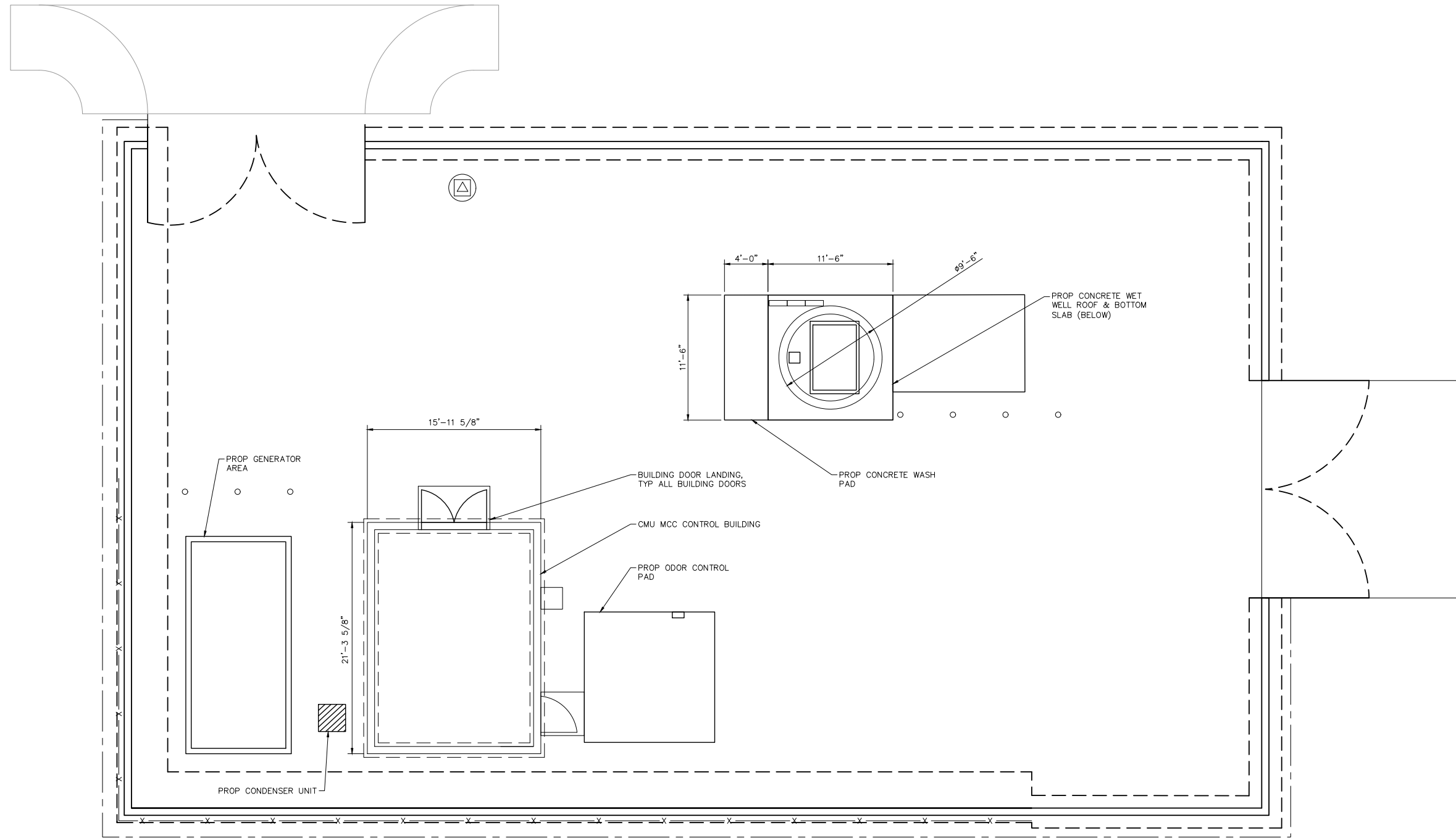
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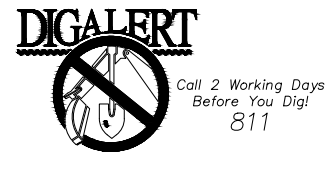
Reviewed By: Staff Engineer Date: Recommended for Approval By: Administrative Engineer Date: Approved By: City Engineer/Director of Public Works Date: CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION 5506 6th St Beaumont, CA 92223 TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA IMPROVEMENT PLANS FOR: BEAUMONT CROSSROADS LIFT STATION GENERAL STRUCTURAL NOTES II

SHEET 23 OF 38 SHEETS FILE NO: 3387 93



**1** STRUCTURAL SITE PLAN  
**24** SCALE: 1" = 5'-0"

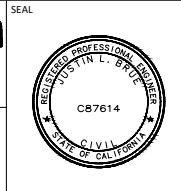


**BENCHMARK:**  
NATIONAL GEODETIC SURVEY BENCHMARK NO. Q 1311  
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 80 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

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*Justin L. Brue*  
JUSTIN L. BRUE  
R.C.E. 87614  
8/23/2021



DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE:  
DATE:  
JOB NUMBER: 195284001

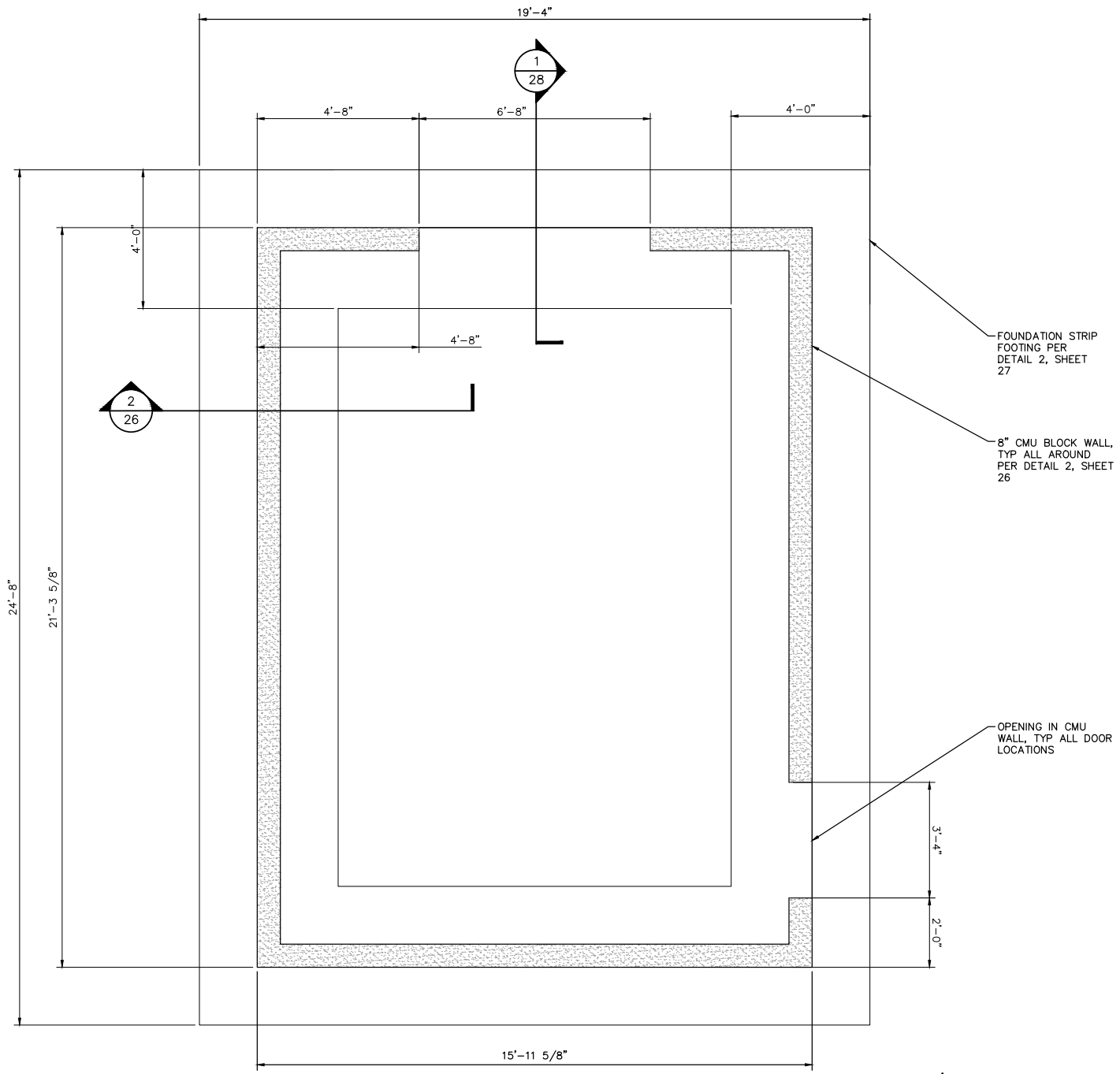


Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

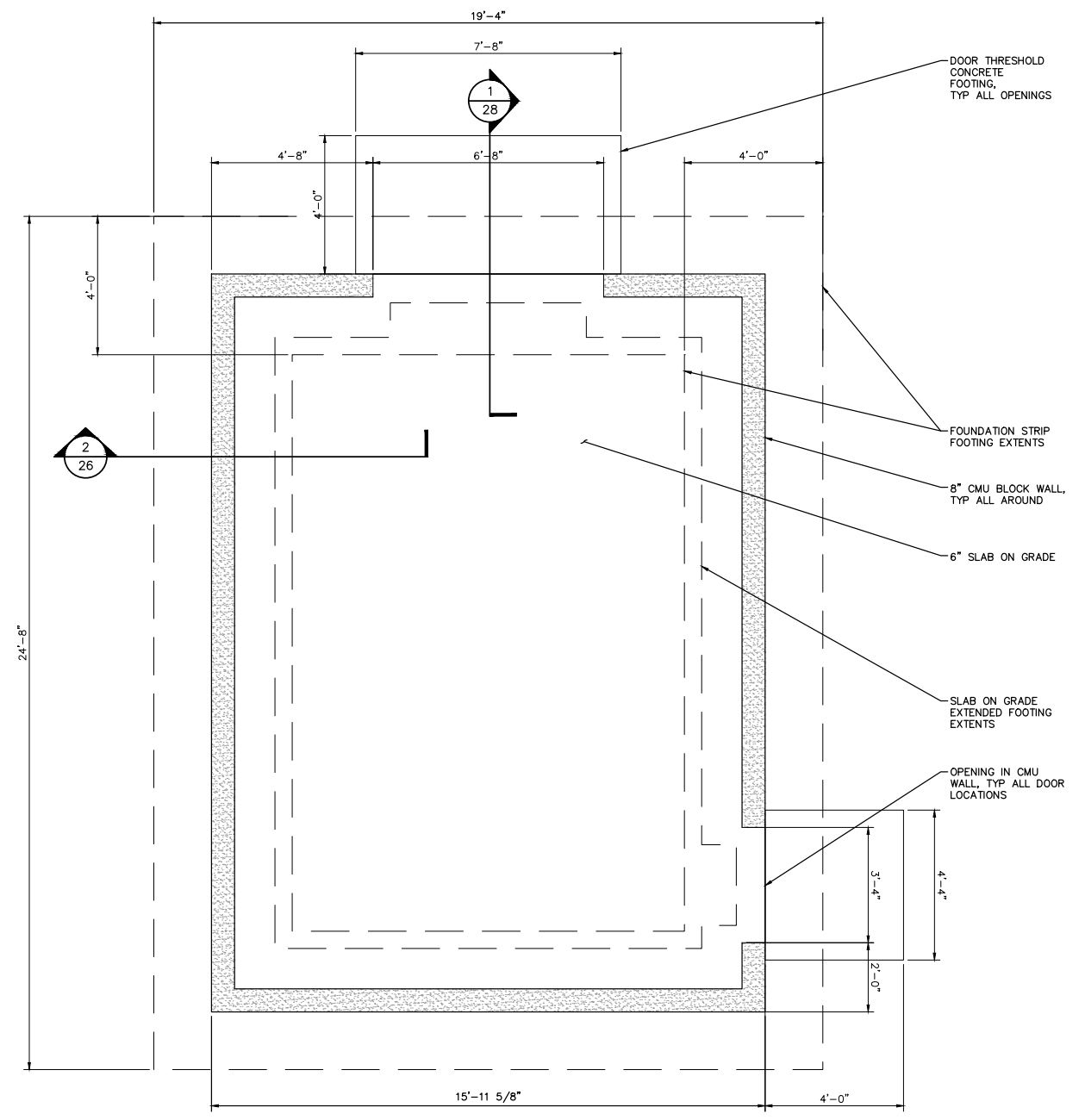
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION  
5506 6th St  
Beaumont, CA 92223  
TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**  
STRUCTURAL SITE PLAN

SHEET  
**24**  
OF 38 SHEETS  
FILE NO: 3387  
**94**



**1** BUILDING FOUNDATION PLAN  
SCALE: 1/2" = 1'-0"



**2** BUILDING SLAB ON GRADE PLAN  
SCALE: 1/2" = 1'-0"

Plotted By: Vuolteen, Sim - Sheet Set: BEAUMONT LIFT STATION - BUILDING FOUNDATION PLAN - October 20, 2021 10:48:56am K:\SND\_WATER\195284001 Beaumont Lift Station\Design\Plan Sheets - 2020\01\DETA SET\195284001 - x5.rvt.dwg



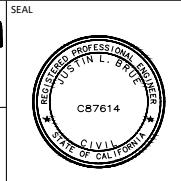
**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.11 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 40 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM D\3474 WHEN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE

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*Justin L. Bruce*  
 JUSTIN L. BRUCE  
 P.C.E. 87614

8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:                      

DATE:                      

JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_

Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_

Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

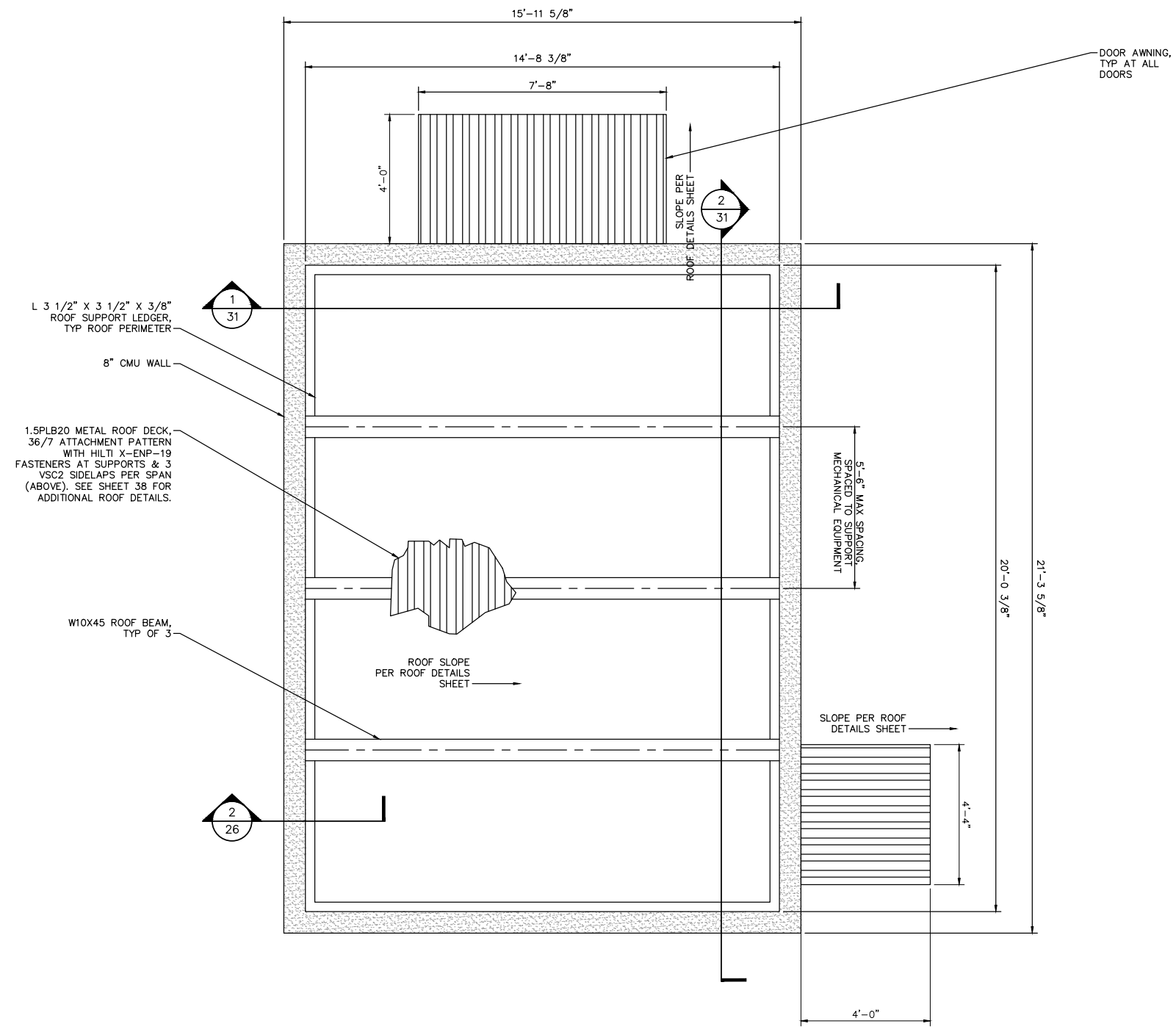
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION

5506 6th St  
 Beaumont, CA 92223  
 TEL: (951) 769-8520 FAX: (951) 769-8526

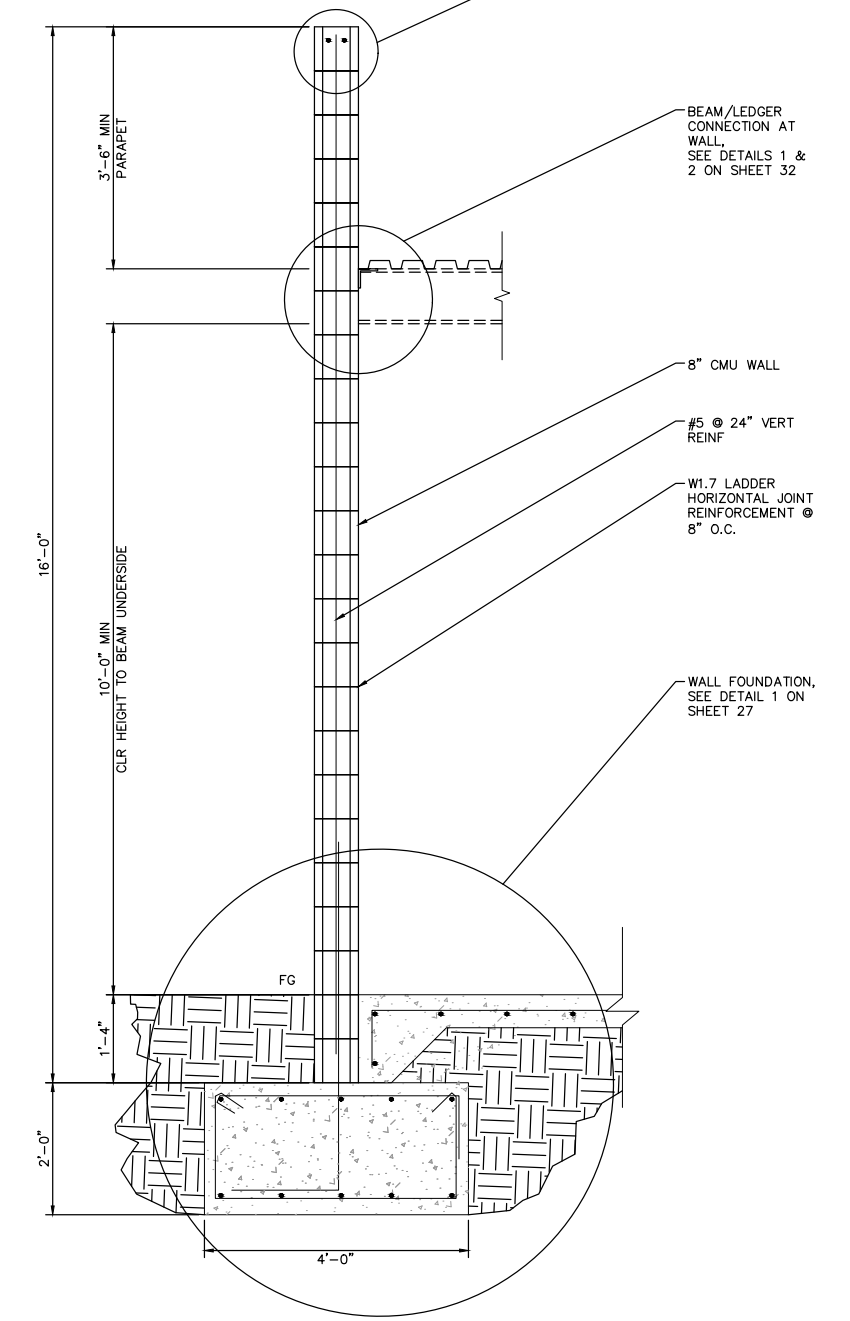
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

MCC BUILDING FOUNDATION PLAN

SHEET  
**25**  
 OF 38 SHEETS  
 FILE NO: 3387



1 BUILDING ROOF PLAN  
SCALE: 1/2" = 1'-0"



2 TYPICAL BUILDING WALL SECTION  
SCALE: 3/4" = 1'-0"



Plotted By: Y. Wu/Heur, Ssm - Sheet Set: BEAUMONT LIFT STATION - LAYOUT - BUILDING ROOF PLAN - October 20, 2021, 10:48:58am - K:\SMD\_WAY\ERI\195284001 - Beaumont Lift Station\Design\Plan Sheets - 2020\_DELTA\_BET\195284001 - .xst.dwg



**BENCHMARK:**  
NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.11 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 80 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
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*Justin L. Brué*  
JUSTIN L. BRUE  
P.C.E. 87614  
8/23/2021



DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE:  
DATE:  
JOB NUMBER: 195284001



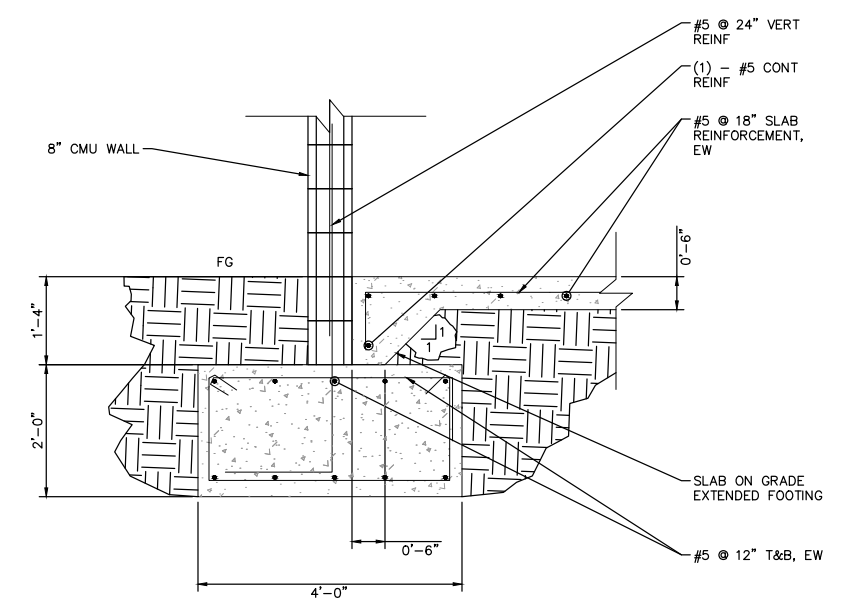
Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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TEL: (951) 769-8520 FAX: (951) 769-8526

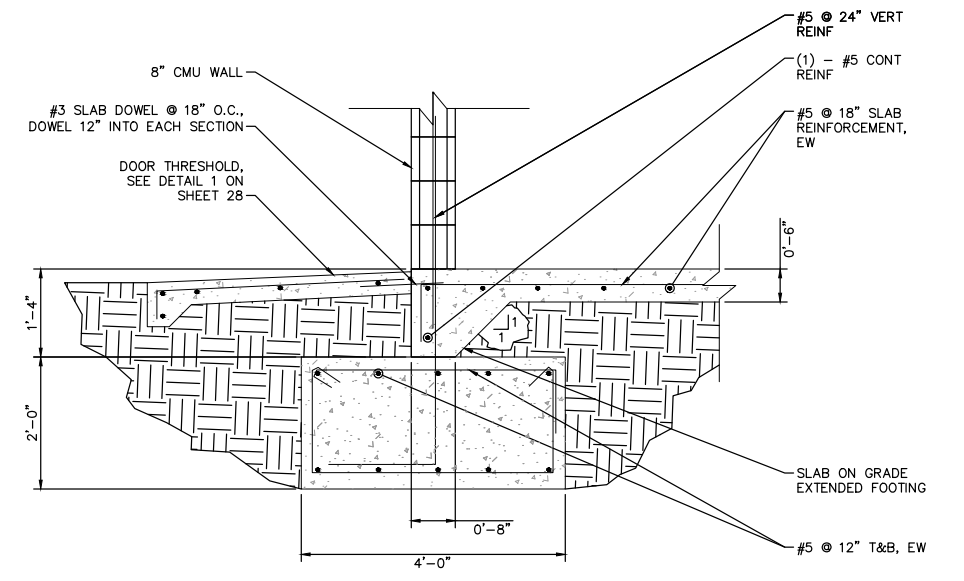
CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**  
MCC BUILDING ROOF PLAN

SHEET  
**26**  
OF 38 SHEETS  
FILE NO: 3387  
**96**

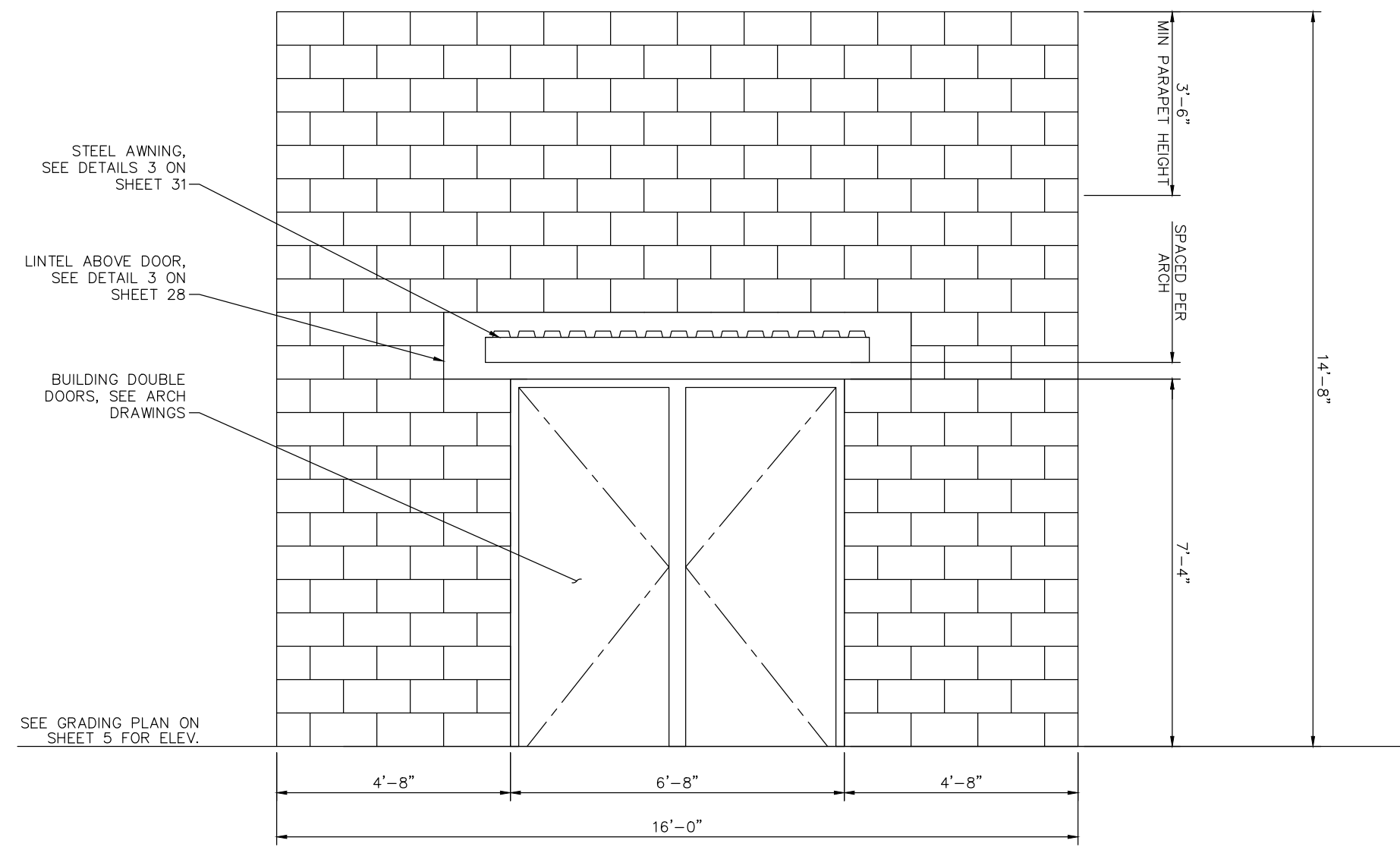




**1**  
**27** WALL FOUNDATION  
SCALE: 3/4" = 1'-0"



**2**  
**27** WALL FOUNDATION AT DOORWAY  
SCALE: 3/4" = 1'-0"



**NORTH ELEVATION**  
SCALE: 3/4" = 1'-0"

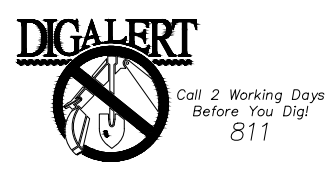
STEEL AWNING,  
SEE DETAILS 3 ON  
SHEET 31

LINTEL ABOVE DOOR,  
SEE DETAIL 3 ON  
SHEET 28

BUILDING DOUBLE  
DOORS, SEE ARCH  
DRAWINGS

SEE GRADING PLAN ON  
SHEET 5 FOR ELEV.

Plotted By: Vuolteen, Sam. Sheet Set: BEAUMONT LIFT STATION. Layout: MCC BUILDING ELEVATION I. October 20, 2021. 10:49:03am. K:\SND\_WATER\195284001\_Beaumont Lift Station\Design\Plan Sheets - 2020\_DELT\TA SET\195284001 - v37.dwg

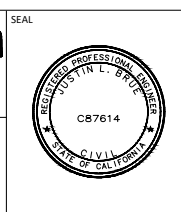


**BENCHMARK:**  
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OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH  
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BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

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*J. Bruce*  
JUSTIN L. BRUCE  
P.C.E. 87614  
8/23/2021



DESIGN BY:  
SLM  
DRAWN BY:  
RC/SW  
CHECKED BY:  
TW/SS  
SCALE:  
DATE:  
JOB NUMBER:  
195284001



Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
Staff Engineer

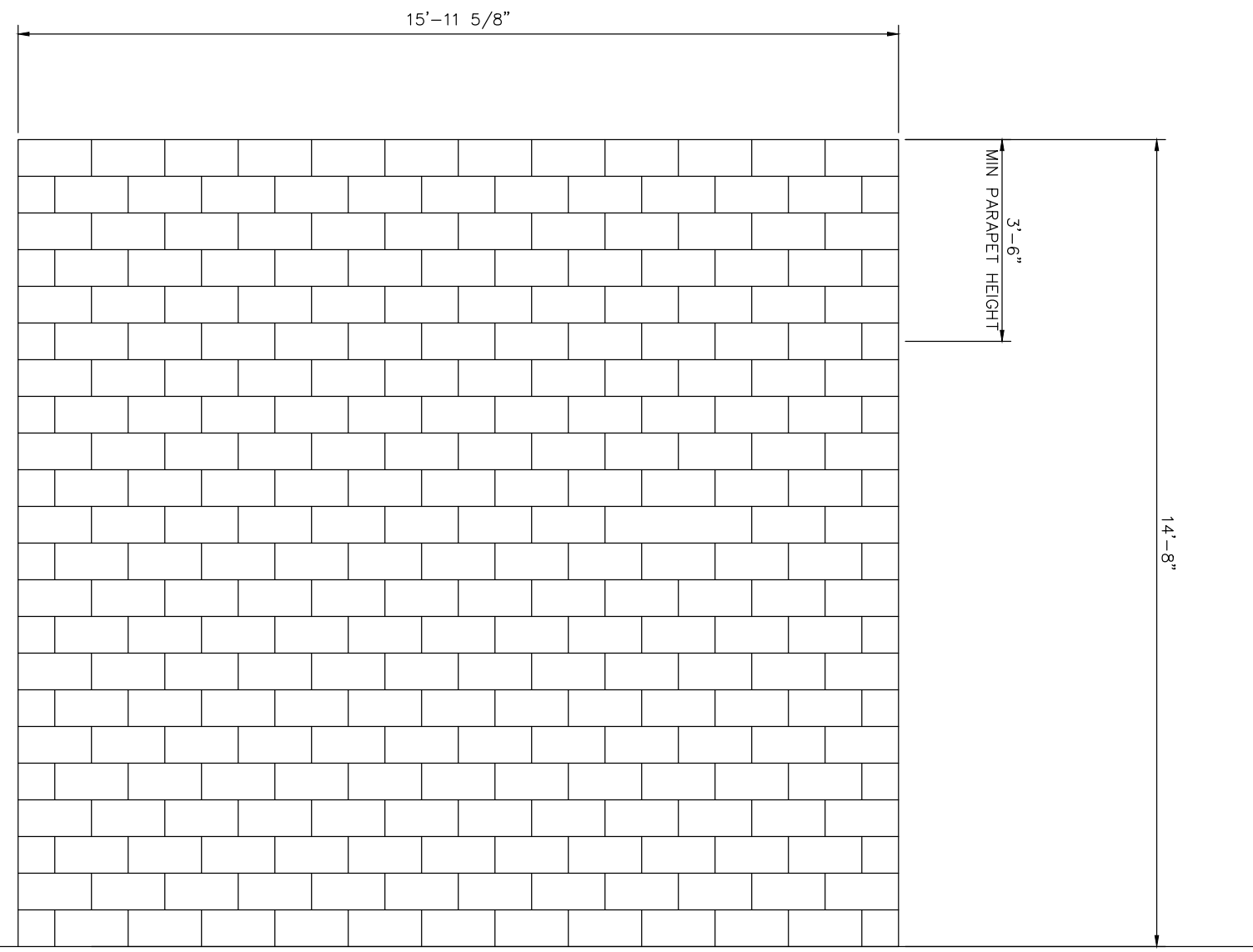
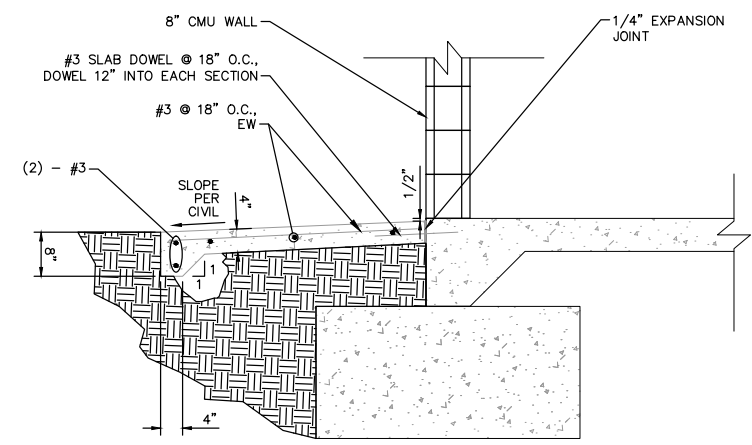
Recommended for Approval By: \_\_\_\_\_ Date: \_\_\_\_\_  
Administrative Engineer

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer/Director of Public Works

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION  
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CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**  
MCC BUILDING ELEVATION I

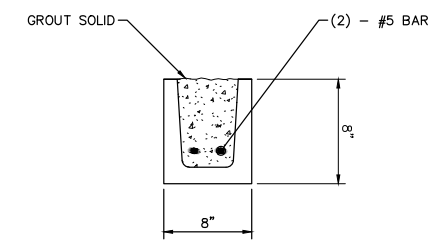
SHEET  
**27**  
OF 38 SHEETS  
FILE NO:  
3387



SEE GRADING PLAN ON SHEET 5 FOR ELEV.

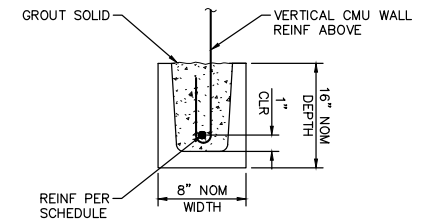
**SOUTH ELEVATION**  
SCALE: 3/4" = 1'-0"

**1**  
**28** **DOOR THRESHOLD FOOTING**  
SCALE: 3/4" = 1'-0"



NOTES:  
1. PROVIDE BOND BEAM AT THE TOP OF ALL WALLS.

**2**  
**28** **MASONRY BOND BEAM**  
SCALE: 1" = 1'-0"



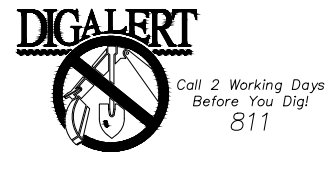
16 IN NOMINAL DEPTH LINTEL

CMU MASONRY LINTEL SCHEDULE (EXTERIOR WALLS)			
CLEAR OPENING WIDTH, W	BOND BEAM / LINTEL DEPTH	REINFORCING	MIN BEARING
W ≥ 6'-0"	16"	2 - #5	16"
W ≤ 6'-0"	16"	1 - #5	16"

NOTES:  
1. EXTEND REINFORCING TO END OF BEARING AT EACH SIDE OF OPENING.  
2. FILL ALL CELLS UNDER BEARING WITH GROUT AND (1) #5 VERT BARS CONT TO FOUNDATION, LOCATED DIRECTLY BELOW BEARING AT EACH SIDE OF LINTEL.  
3. LINTELS SHALL BE SHORED UNTIL GROUT REACHES DESIGN COMPRESSIVE STRENGTH.  
4. LINTEL SPANS BEYOND THE MAXIMUM INDICATED IN THE SCHEDULE REQUIRES SPECIAL DESIGN.

**3**  
**28** **MASONRY LINTEL**  
SCALE: 1" = 1'-0"

Plotted By: Y. Wu/Heur, Ssm - Sheet Set: Beaumont Lift Station - 2021 10:49:05am K:\SND\_WATER\195284001 - Beaumont Lift Station Design\Plan Sheets - 2020\_DELTA SET\195284001 - xST.dwg

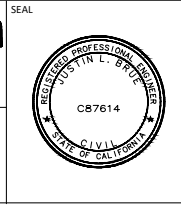


**BENCHMARK:**  
NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 40 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
REVISIONS				
ENGINEER				CITY

**Kimley»Horn**  
401 B Street, Suite 600, San Diego, CA 92101  
Phone: (619) 234-9411  
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*Justin L. Brué*  
JUSTIN L. BRUE  
P.C.E. 87614  
8/23/2021



DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE:  
DATE:  
JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
Staff Engineer

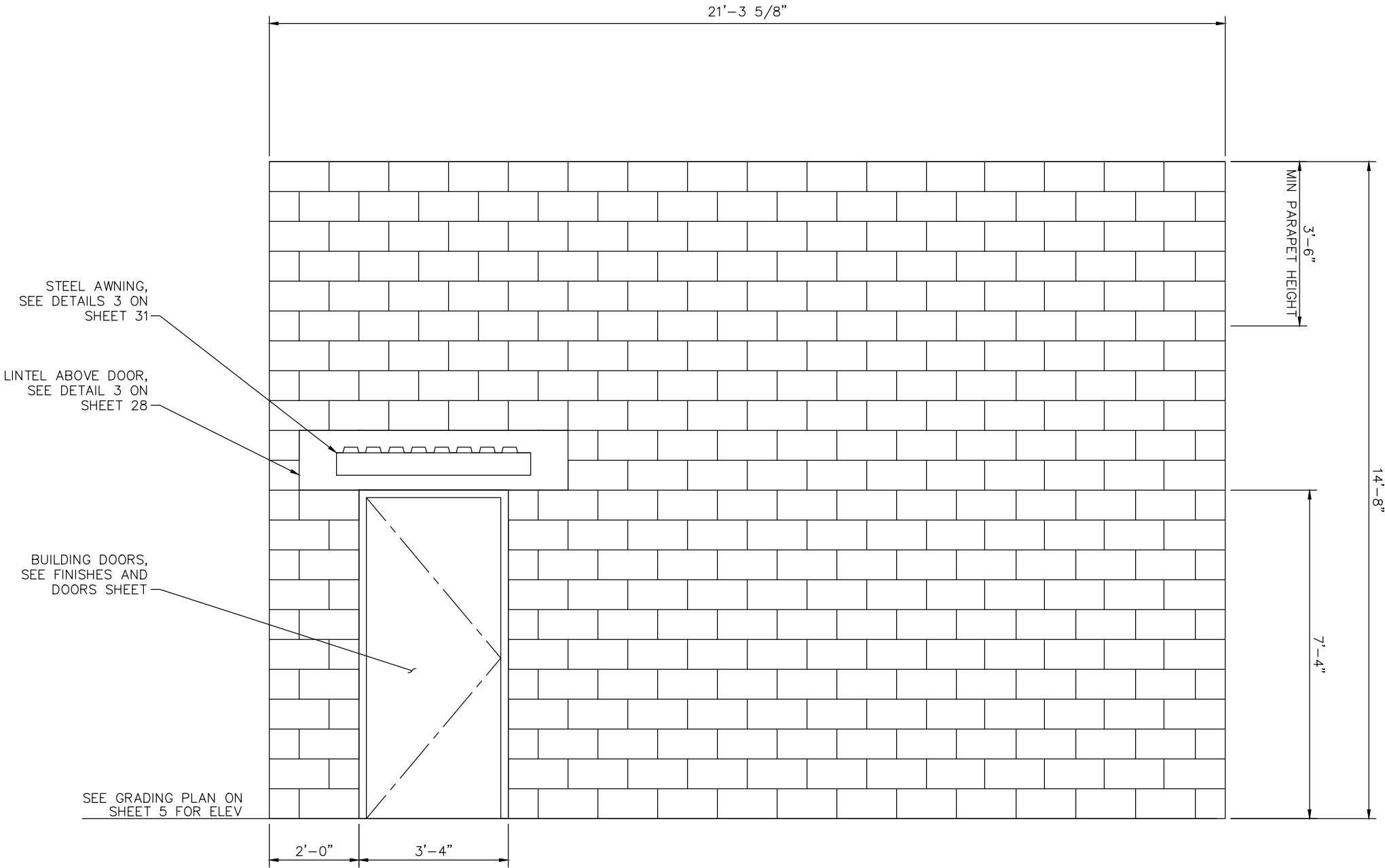
Recommended for Approval By: \_\_\_\_\_ Date: \_\_\_\_\_  
Administrative Engineer

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer/Director of Public Works

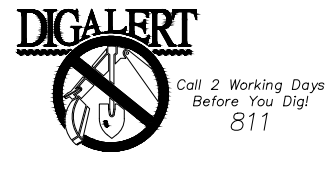
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION  
550E 6th St  
Beaumont, CA 92223  
TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**  
MCC BUILDING ELEVATION II

Plotted By: Vuolteen, Simi Sheet Set: BEAUMONT LIFT STATION. Layout: MCC BUILDING ELEVATION III. October 20, 2021 10:48:06am K:\SNDG\_WATER\195284001\_Beaumont Lift Station\Design\Plan Sheets - 2020\DELTA SET\195284001 - x8.rdw



**EAST ELEVATION**  
SCALE: 3/4" = 1'-0"

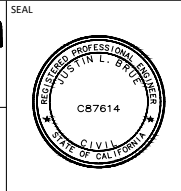


**BENCHMARK:**  
NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.11 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.01). ALSO SHOWN ON HIGHWAY 40 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEN THE PUBLISHED ELEVATION = 2468.01 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

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Phone: (619) 234-9411  
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*J. Bruce*  
JUSTIN L. BRUCE  
P.E. 87614  
8/23/2021



DESIGN BY: SLM  
DRAWN BY: RC/SW  
CHECKED BY: TW/SS  
SCALE:  
DATE:  
JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_  
Staff Engineer

Recommended for Approval By: \_\_\_\_\_ Date: \_\_\_\_\_  
Administrative Engineer

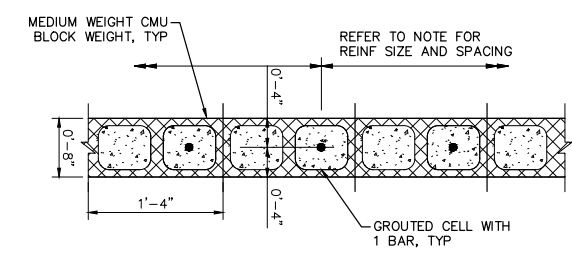
Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer/Director of Public Works

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

CITY OF BEAUMONT, CALIFORNIA  
IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
LIFT STATION**

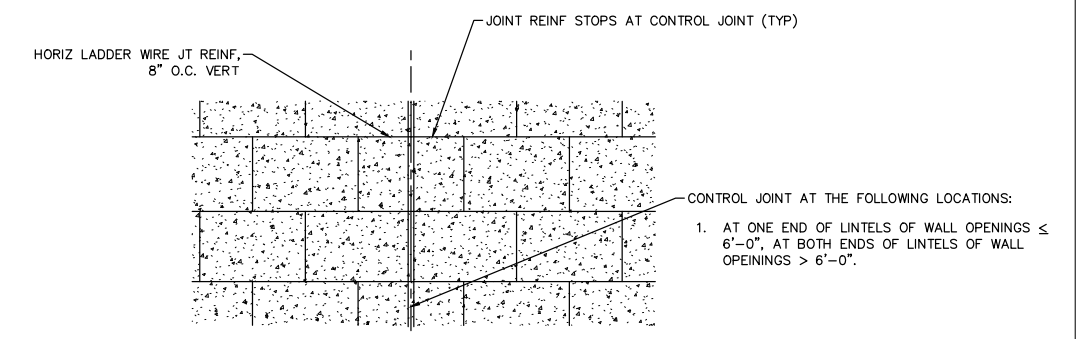
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION

SHEET  
**29**  
OF 38 SHEETS  
FILE NO: 3387



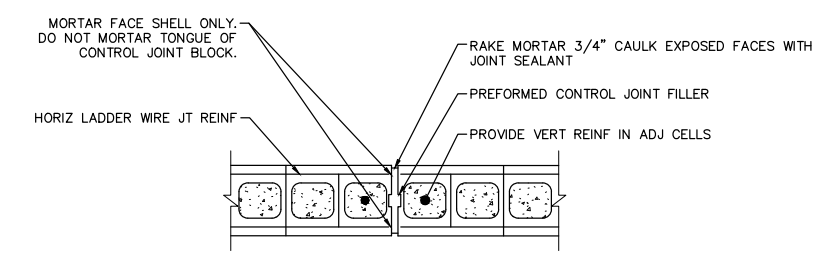
- NOTES:**
- UNLESS NOTED OTHERWISE ON THE DRAWINGS, REINFORCE ALL CMU WALL WITH (1) #5 BAR @ 24" O.C.
  - PROVIDE VERT REINF AND GROUT PER NOTE 1 IN THE ADJACENT 2 CELLS ON BOTH SIDES OF ALL OPENINGS & ENDINGS.
  - VERTICAL BARS ARE TO EXTEND A MIN OF 6" INTO THE BOND BEAM AT THE TOP OF WALL. BOND BEAMS SHALL BE REINFORCED WITH CONTINUOUS BARS ALONG BEAM PER TYPICAL DETAIL.
  - ALL CMU SHALL BE FULLY GROUTED.
  - PROVIDE AN OPEN BOTTOM BOND BEAM REINF WITH (1) #5 CONT BARS AT THE FOLLOWING LOCATIONS:
    - AT THE TOP OF ALL WALL ELEVATIONS.

**1**  
30  
**TYPICAL CMU WALL REINF**  
SCALE: 1" = 1'-0"



- NOTES:**
- CONTROL JOINTS MAY BE OFFSET A MAXIMUM DISTANCE OF 8" CROSS WIRES WITHIN THIS OFFSET SHALL BE CUT.

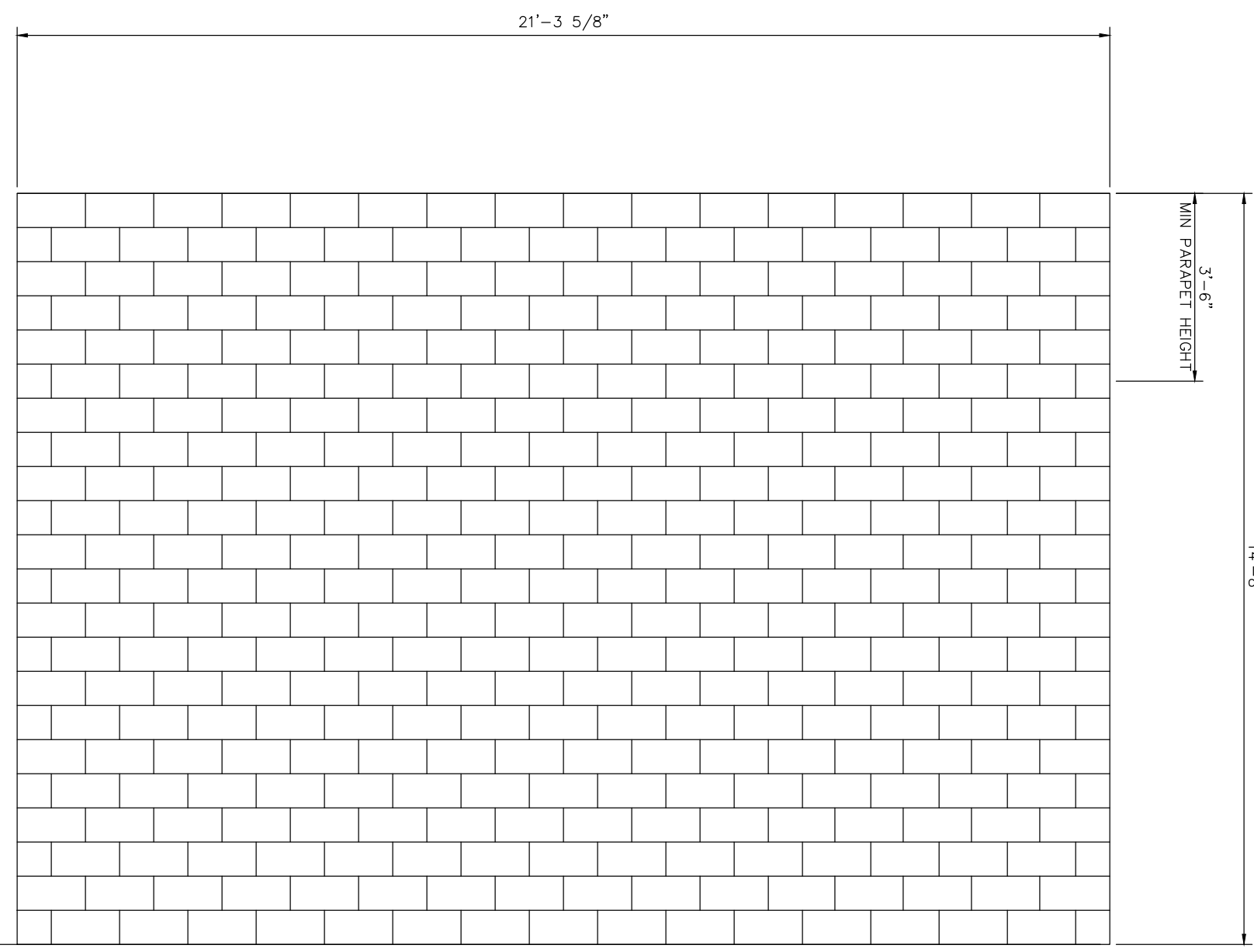
**ELEVATION**



- NOTES:**
- WIDE FLANGED PREFORMED CONTROL JOINT FILLER MAY BE USED IN LIEU OF DETAIL SHOWN.

**PLAN**

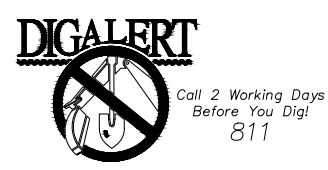
**2**  
30  
**CMU WALL CONTROL JOINT**  
SCALE: 1" = 1'-0"



SEE GRADING PLAN ON SHEET 5 FOR ELEV

**WEST ELEVATION**  
SCALE: 3/4" = 1'-0"

Plotted By: Vuolteen, Sam. Sheet Set: BEAUMONT LIFT STATION. Layout: MCC BUILDING ELEVATION IV. October 20, 2021 10:48:11am. K:\SND\_WATER\195284001\_Beaumont Lift Station\Design\Plan Sheets - 2020\DELTA SET\195284001 - xST.dwg

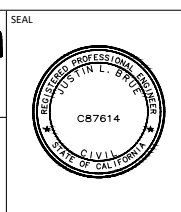


**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM D33474. WHENEVER THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
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*Justin L. Brue*  
 JUSTIN L. BRUE  
 R.C.E. 87614  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001



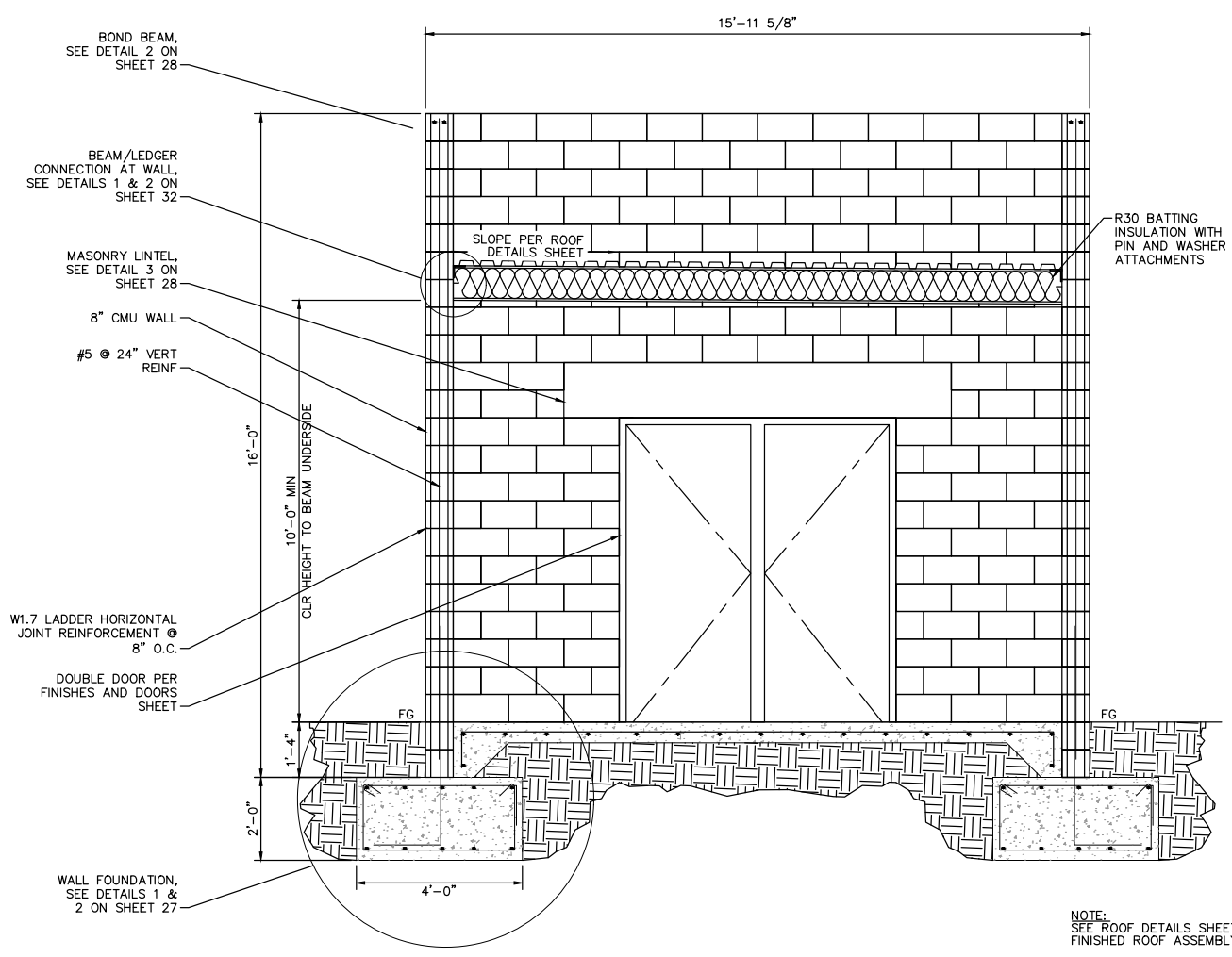
Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION  
 5506 6th St  
 Beaumont, CA 92223  
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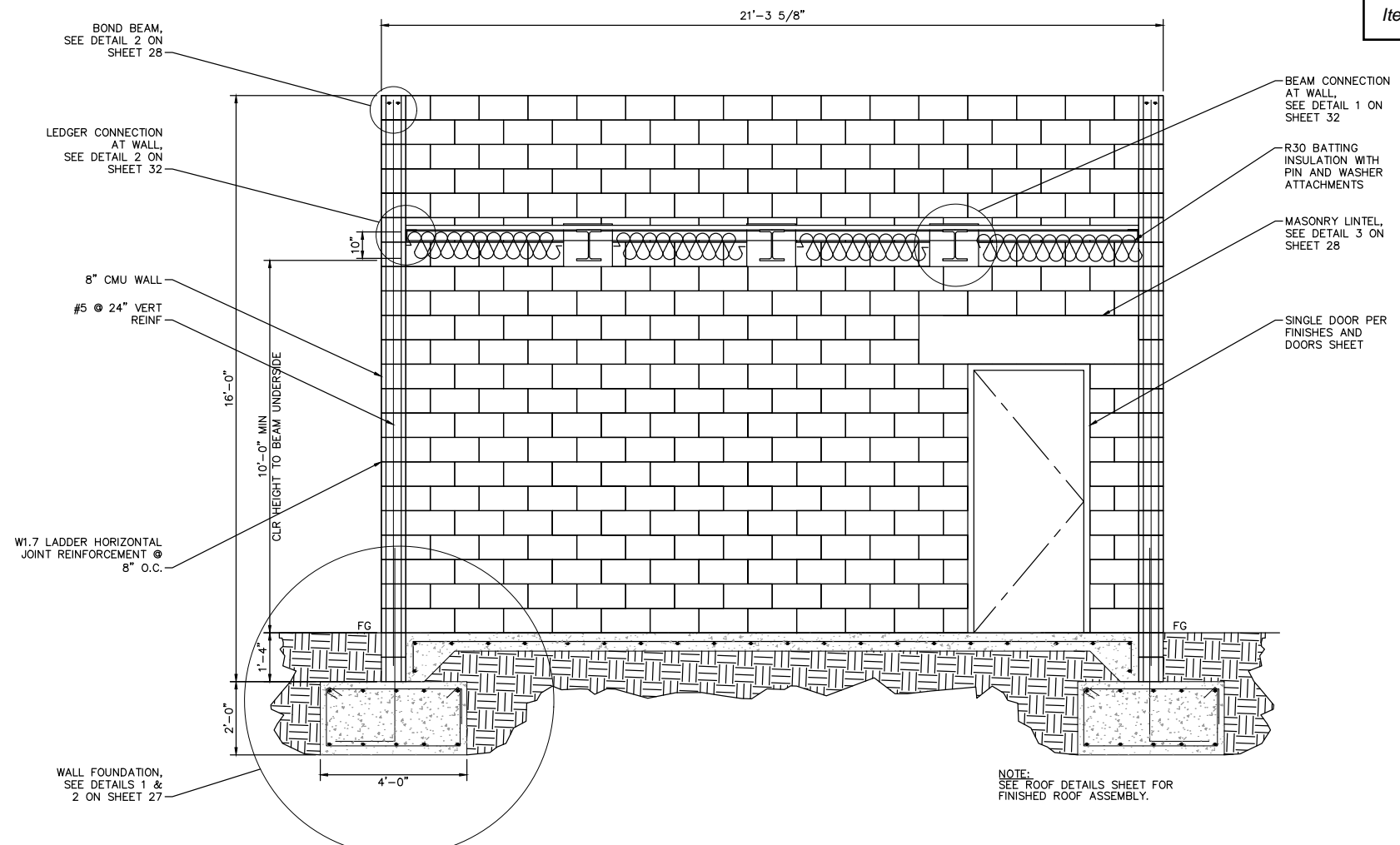
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

MCC BUILDING ELEVATION IV

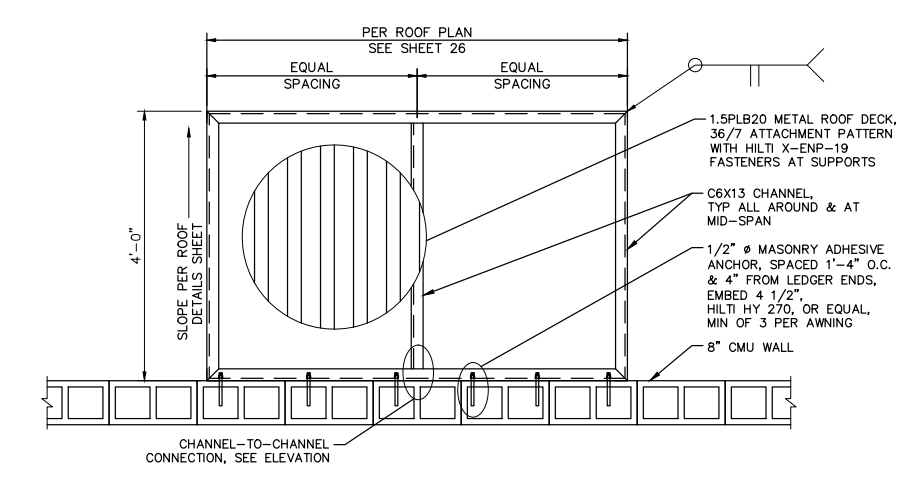
SHEET  
**30**  
 OF 38 SHEETS  
 FILE NO: 3387  
**100**



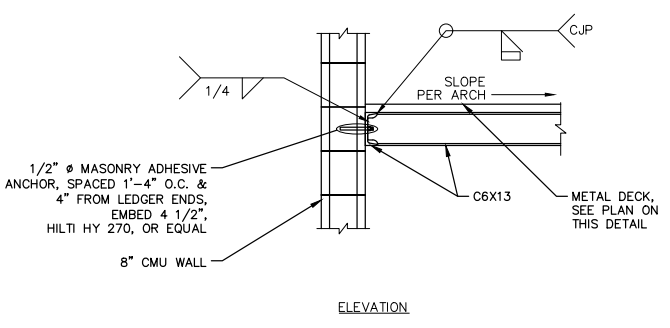
**1**  
**31** BUILDING WIDTH SECTION  
SCALE: 1/2" = 1'-0"



**2**  
**31** BUILDING LENGTH SECTION  
SCALE: 1/2" = 1'-0"



**3**  
**31** STEEL AWNING AT DOORS  
SCALE: 3/4" = 1'-0"



Plotted By: Vuolteen, Simi Sheet Set: BEAUMONT LIFT STATION, LAYOUT: STRUCTURAL DETAILS 1, October 20, 2021 10:49:13am K:\SND\_WATER\192624001\_Beaumont Lift Station\Design\Plan Sheets - 2020 - DELTA SET\192624001 - SST.dwg

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 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 29.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01 (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
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 JUSTIN L. BRUER  
 P.C.E. 87614

8/23/2021

SEAL

DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001

CITY OF BEAUMONT  
 CALIFORNIA  
 INC. NOV. 18, 1912

Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

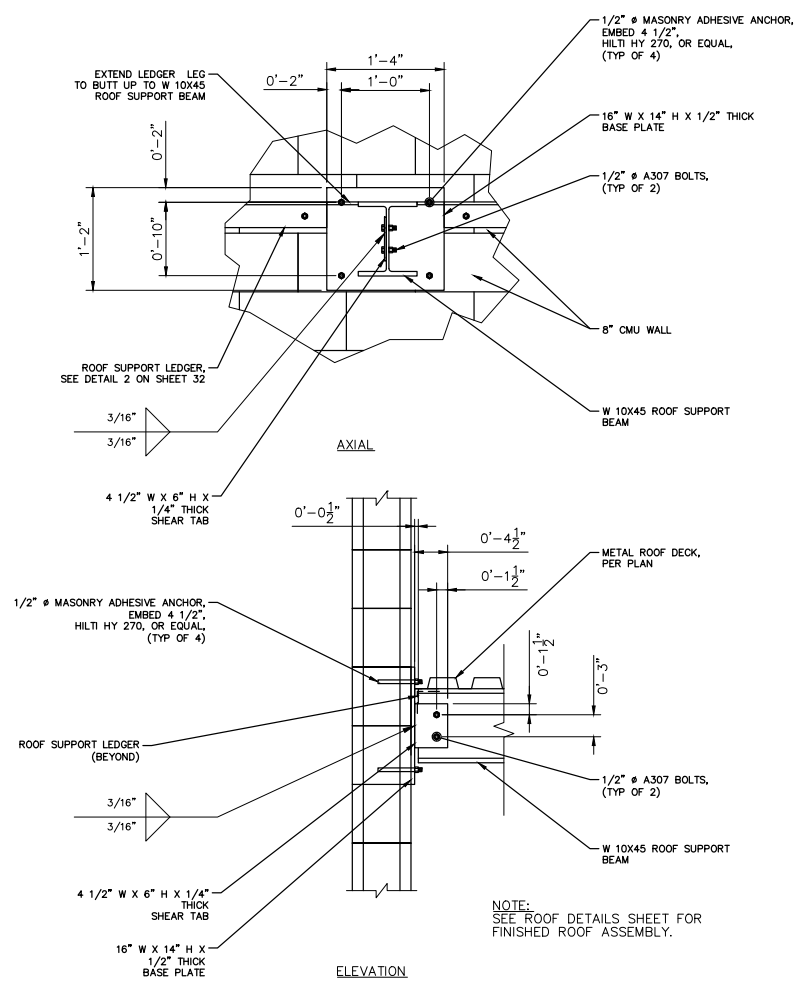
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION

550E 6th St  
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 TEL: (951) 769-8520 FAX: (951) 769-8526

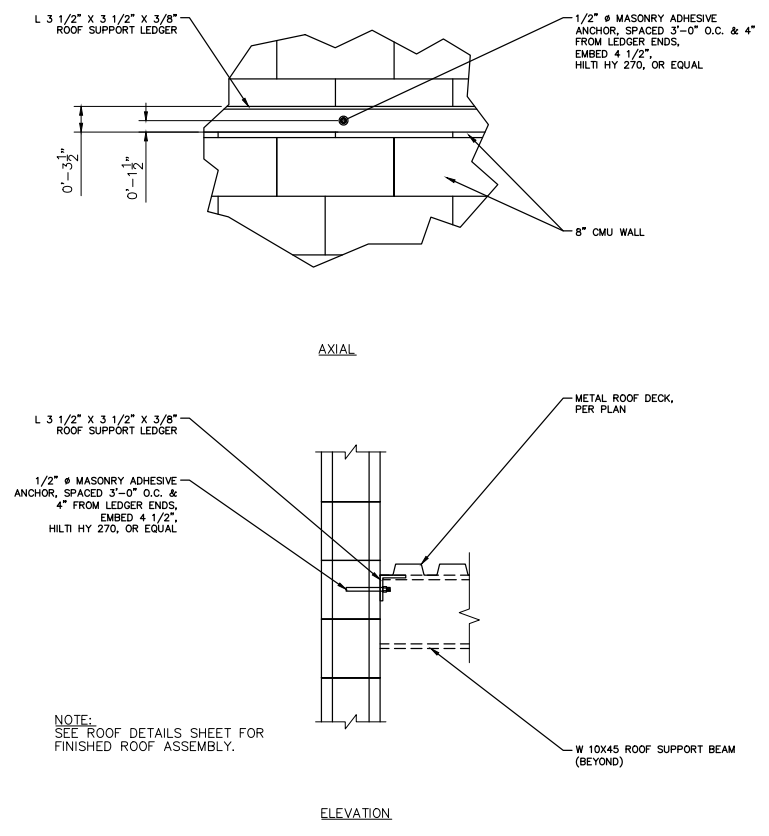
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

STRUCTURAL DETAILS I

SHEET  
**31**  
 OF 38 SHEETS  
 FILE NO: 3387  
**101**



**1**  
32 **BEAM CONNECTION DETAIL**  
SCALE: 3/4" = 1'-0"



**2**  
32 **LEDGER CONNECTION DETAIL**  
SCALE: 3/4" = 1'-0"

Plotted By: Vuolteen, Simi Sheet Set: BEAUMONT LIFT STATION - STRUCTURAL DETAILS - October 20, 2021 10:48:17am K:\SND\_WATER\195284001\_Beaumont Lift Station\Design\Plan Sheets - 2020 - DELTA SET\195284001 - vst.dwg

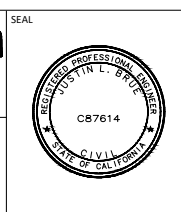


**BENCHMARK:**  
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 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

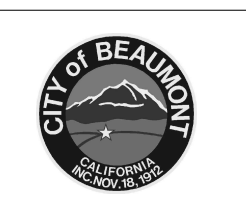
BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
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*J. Brue*  
 JUSTIN L. BRUE  
 R.C.E. 87614  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001



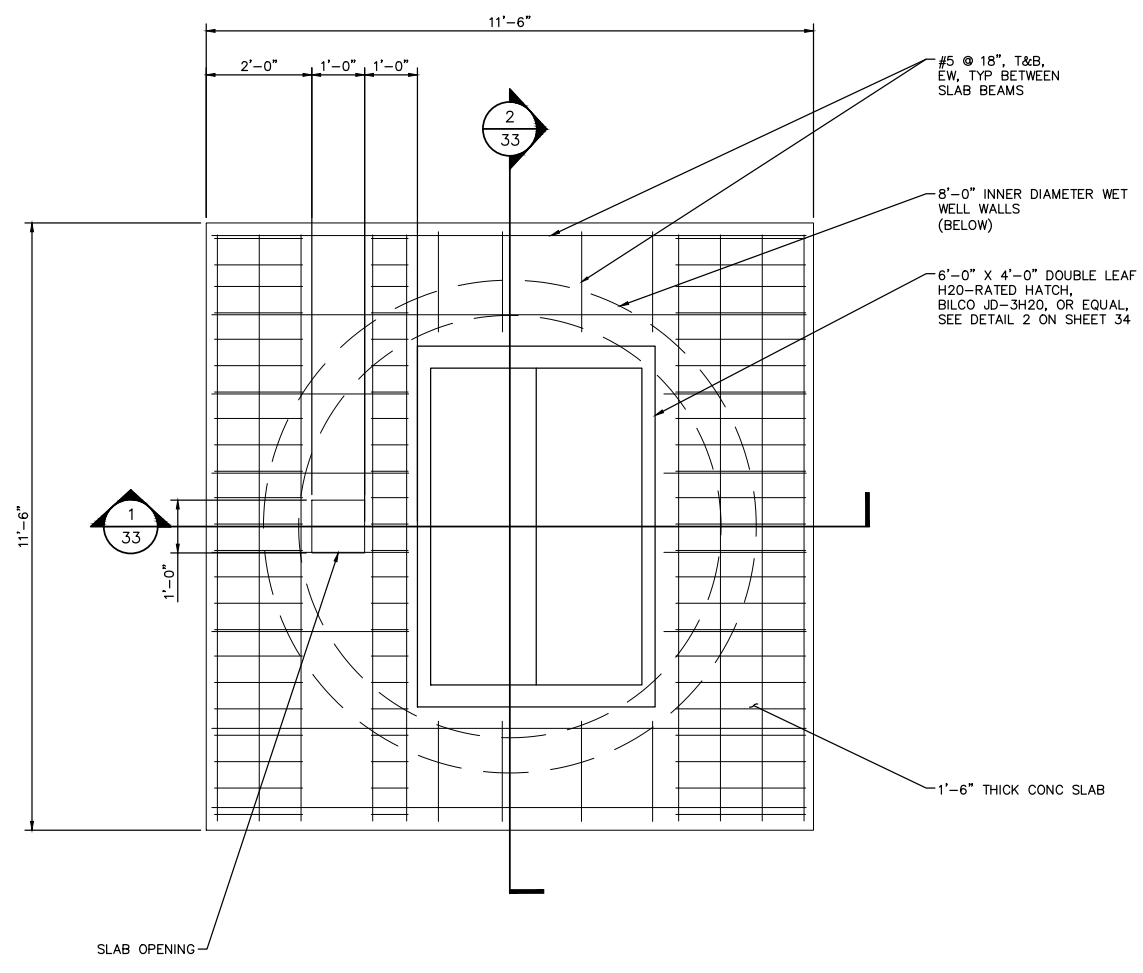
Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

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 Beaumont, CA 92223  
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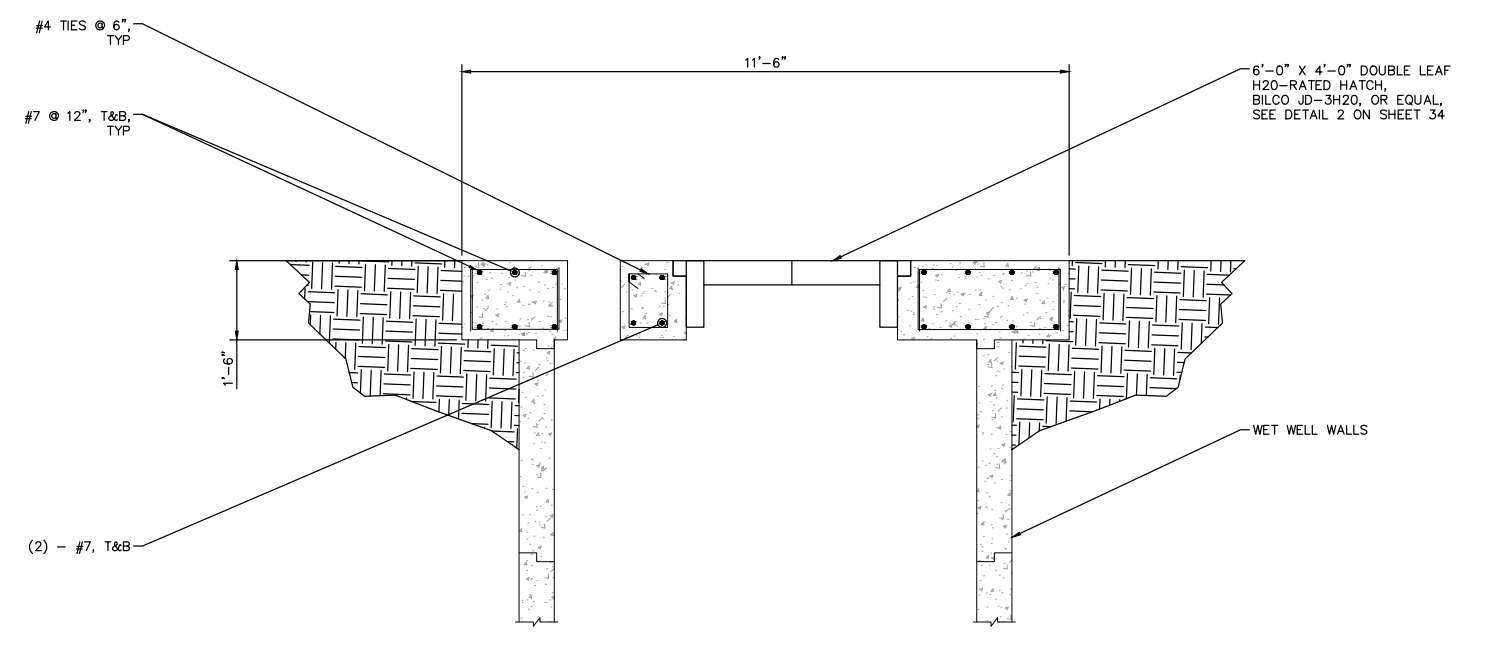
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

STRUCTURAL DETAILS II

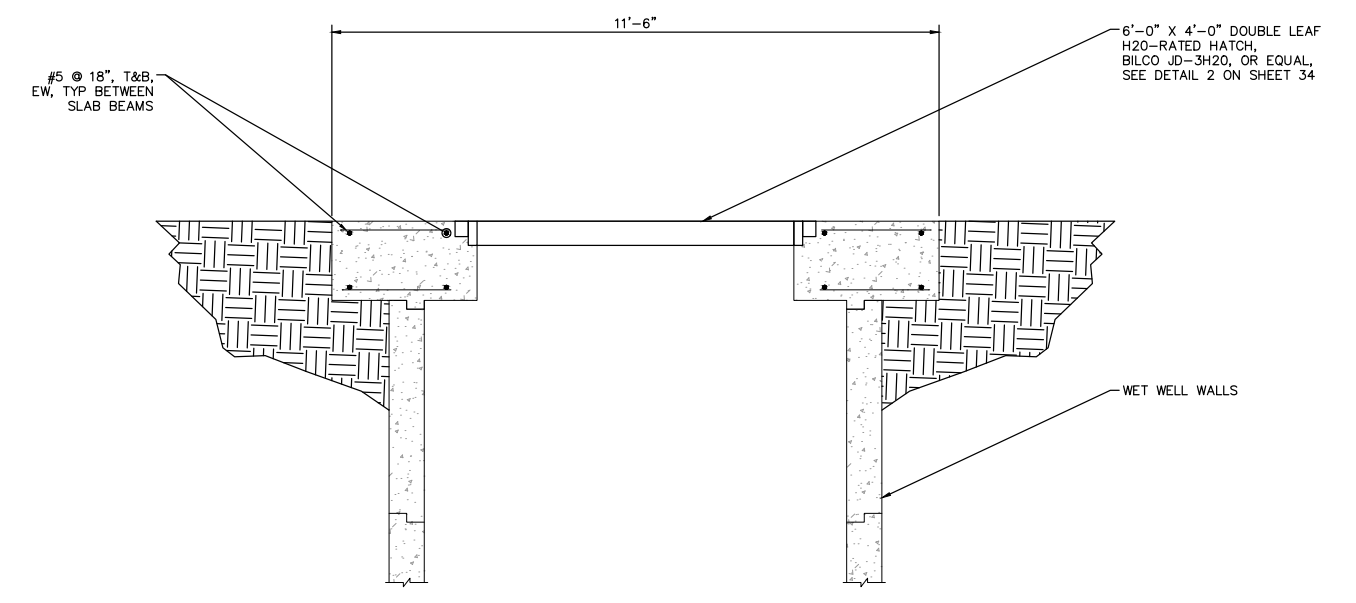
SHEET  
**32**  
 OF 38 SHEETS  
 FILE NO: 3387  
**102**



**WET WELL ROOF SLAB**  
SCALE: 1" = 20'



**1 WET WELL ROOF SLAB SECTION**  
SCALE: 1" = 20'



**2 WET WELL ROOF SLAB SECTION**  
SCALE: 1" = 20'

Plotted By: \muhair.Sim - Sheet Set: BEAUMONT LIFT STATION - Layout: WET WELL SLAB - October 20, 2021 10:49:21am K:\SND\_WATERS\WATER\195284001 - Beaumont Lift Station Design\Plan Sheets - 2020\ DELTA SET\195284001 - xST.dwg



**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 40 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHENEVER THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

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 401 B Street, Suite 600, San Diego, CA 92101  
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 WWW.KIMLEY-HORN.COM

*J. Bruce*  
 JUSTIN L. BRUCE  
 R.C.E. 87614  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE:  
 DATE:  
 JOB NUMBER: 195284001

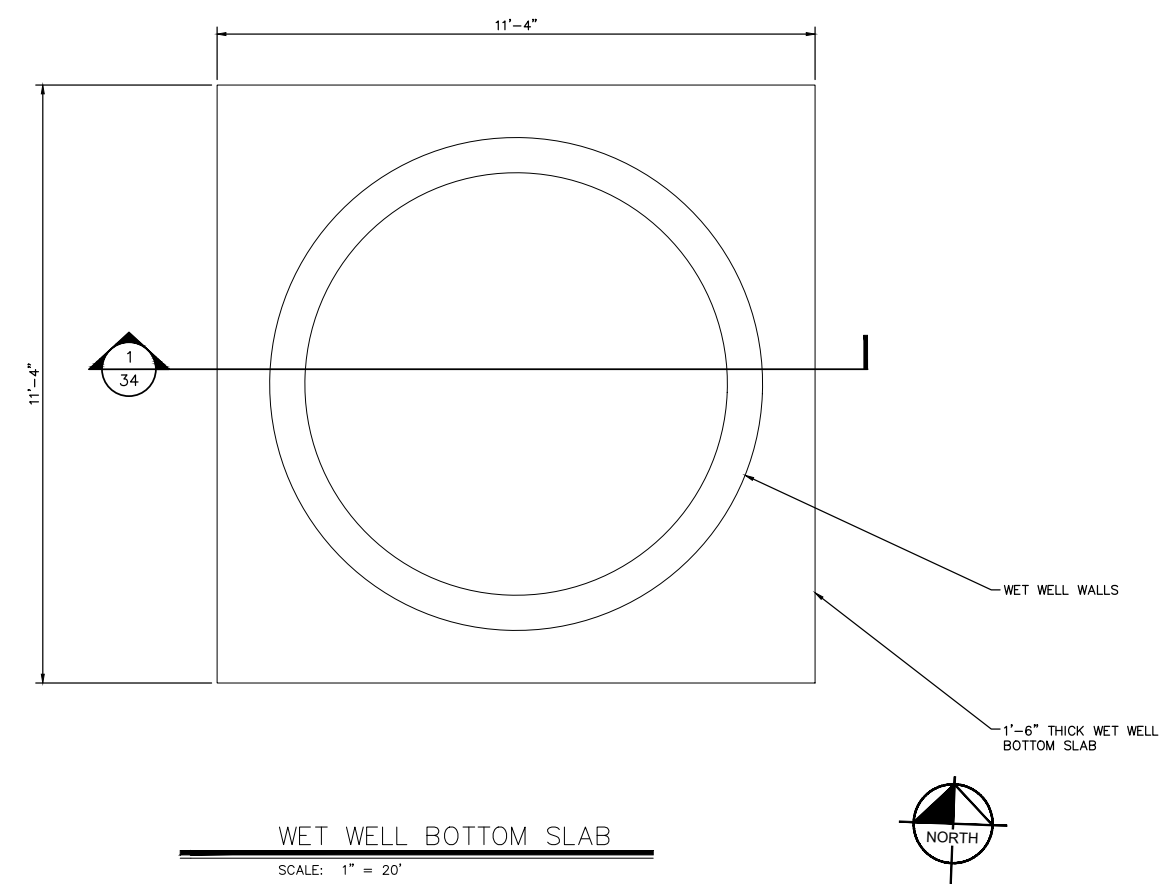


Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
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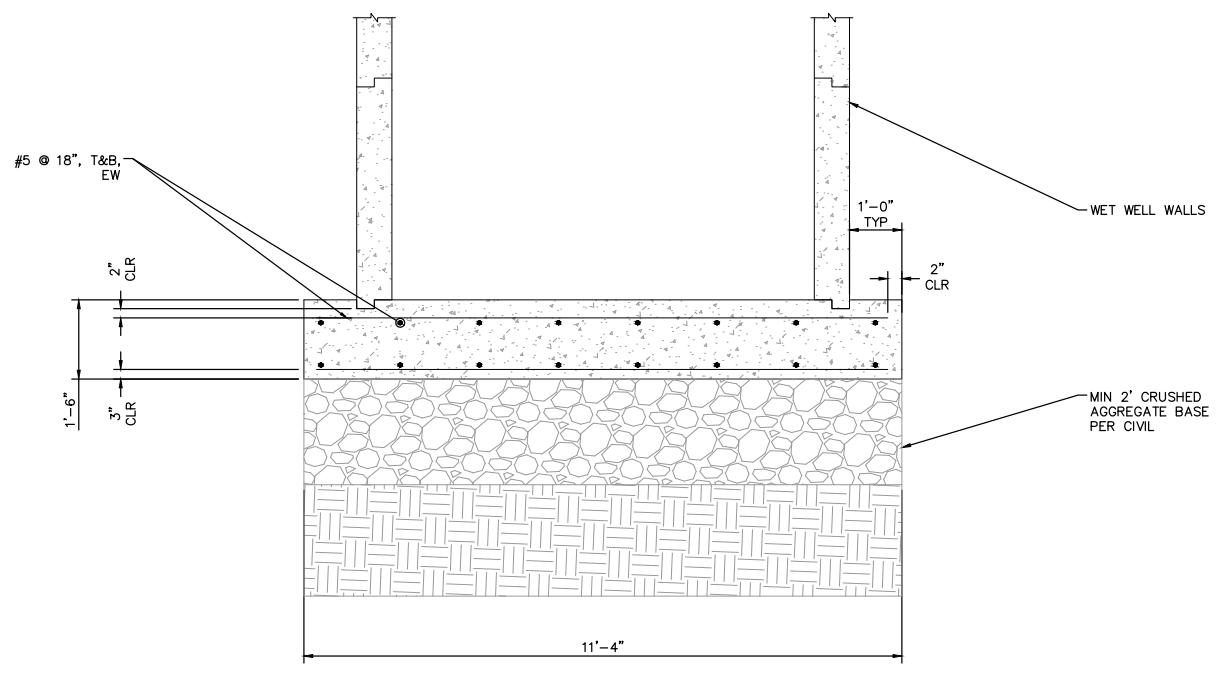
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

WET WELL SLAB



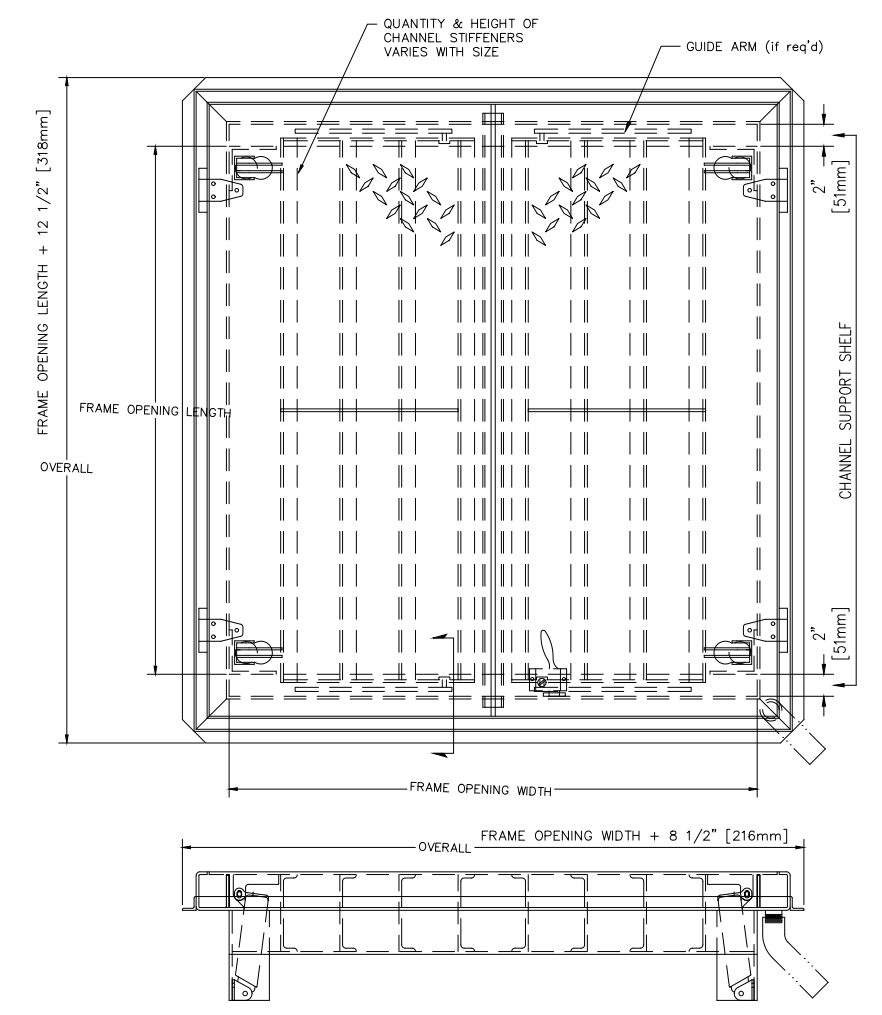
WET WELL BOTTOM SLAB

SCALE: 1" = 20'



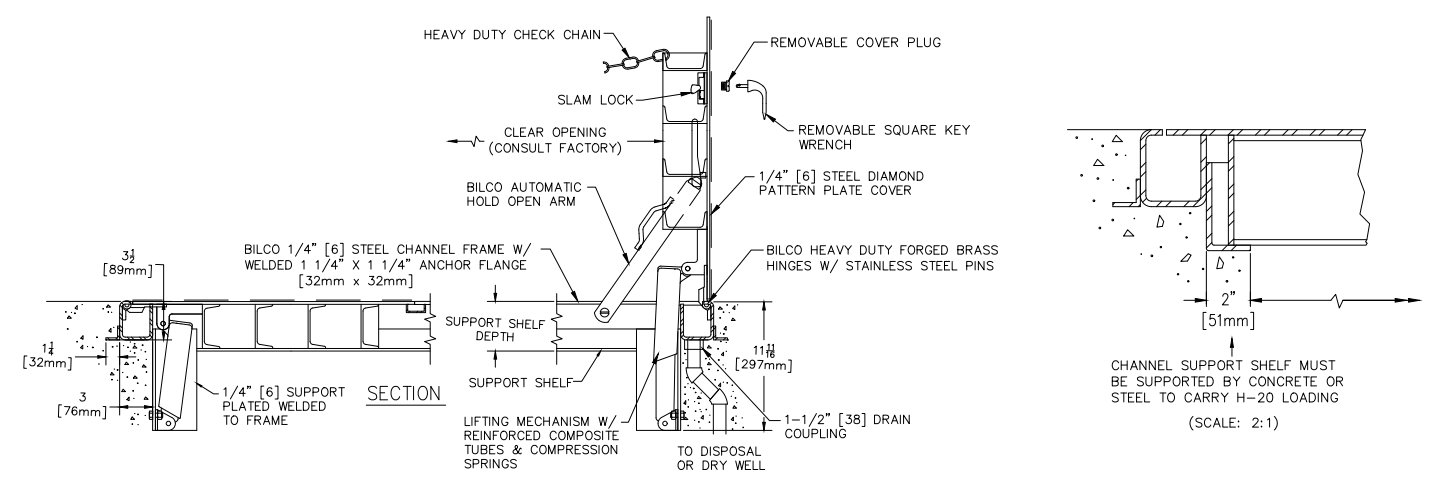
1 WET WELL BOTTOM SLAB SECTION

34 SCALE: 1" = 20'



2 WET WELL HATCH DETAILS

34 SCALE: 1-1/2" = 1'-0"



Plotted By: Y. Wu/Heur, Ssm - Sheet Set: BEAUMONT LIFT STATION - LAYOUT: WET WELL SLAB - October 20, 2021 10:49:23am K:\SND\_WATER\19284001 Beaumont Lift Station\Design\Plan Sheets - 2020 - DELTA SET\19284001 - vst.dwg



**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13 1311  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.1 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 80 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEREIN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
 Phone: (619) 234-9411  
 WWW.KIMLEY-HORN.COM

*J. Bruce*  
 JUSTIN L. BRUCE  
 P.C.E. 87614  
 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE: DATE: JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

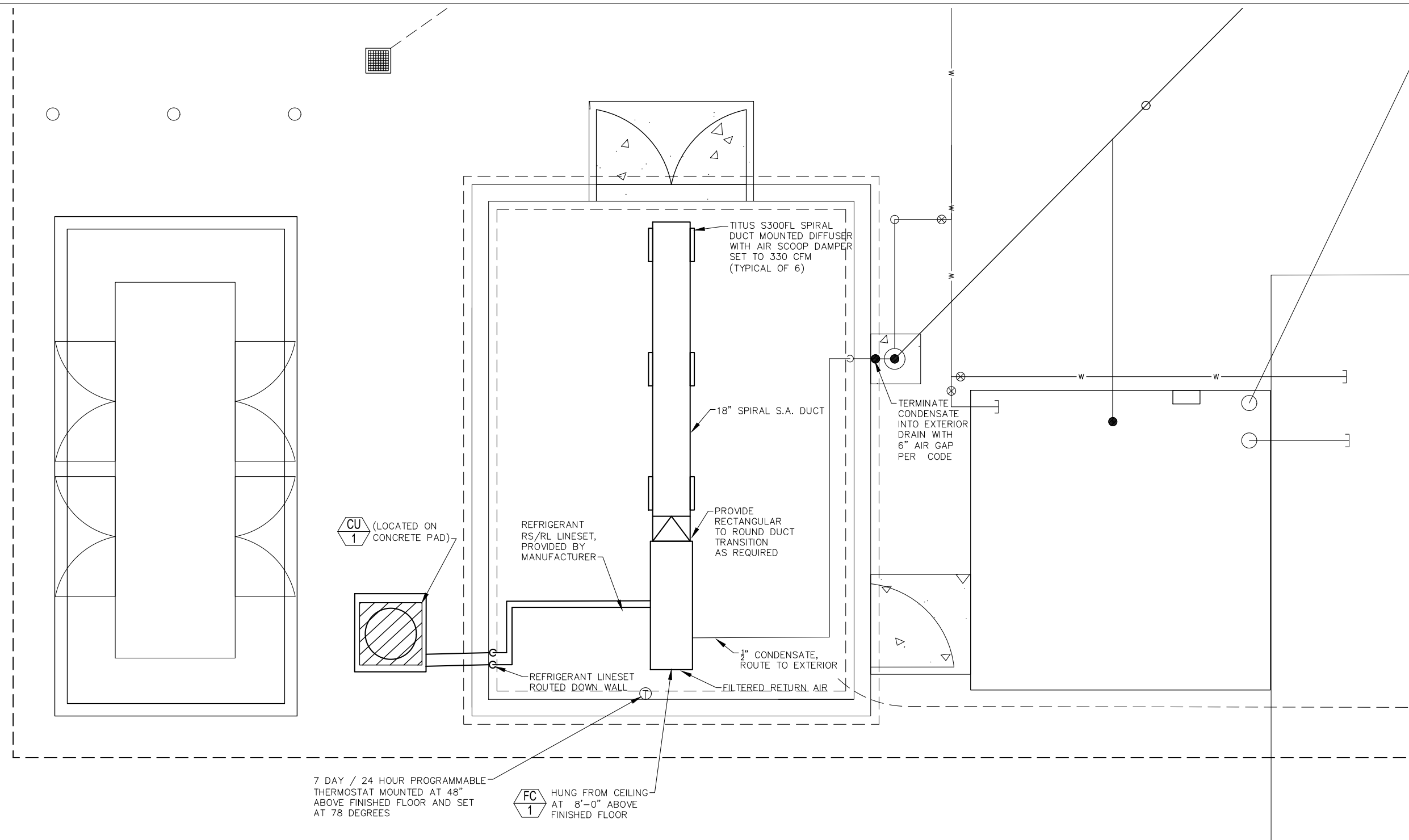
CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION  
 5506 6th St. Beaumont, CA 92223  
 TEL: (951) 769-8520 FAX: (951) 769-8526

CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS LIFT STATION**  
 WET WELL SLAB II

SHEET  
**34**  
 OF 38 SHEETS  
 FILE NO: 3387  
**104**

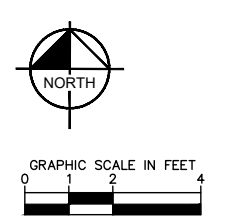






7 DAY / 24 HOUR PROGRAMMABLE THERMOSTAT MOUNTED AT 48" ABOVE FINISHED FLOOR AND SET AT 78 DEGREES

FC 1 HUNG FROM CEILING AT 8'-0" ABOVE FINISHED FLOOR



**1** MCC BUILDING – MECHANICAL FLOOR PLAN  
**36** SCALE: 1/2" = 1'

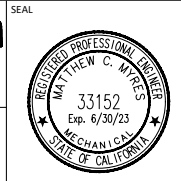


**BENCHMARK:**  
 NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111  
 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.11 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUG 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 80 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3509 BM (X3474) WHEN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01, USED HEREON.  
 ELEV. 2468.01, (NVD '88), (STAMPED Q 1311 1978)

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS	CITY	

**Kimley»Horn**  
 401 B Street, Suite 600, San Diego, CA 92101  
 Phone: (619) 234-9411  
 WWW.KIMLEY-HORN.COM

*Matthew C. Myres*  
 MATTHEW C. MYRES  
 R.C.E. 33152 8/23/2021



DESIGN BY: SLM  
 DRAWN BY: RC/SW  
 CHECKED BY: TW/SS  
 SCALE: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 JOB NUMBER: 195284001



Reviewed By: \_\_\_\_\_ Staff Engineer Date: \_\_\_\_\_  
 Recommended for Approval By: \_\_\_\_\_ Administrative Engineer Date: \_\_\_\_\_  
 Approved By: \_\_\_\_\_ City Engineer/Director of Public Works Date: \_\_\_\_\_

CITY OF BEAUMONT, PUBLIC WORKS DEPARTMENT  
 ENGINEERING DIVISION

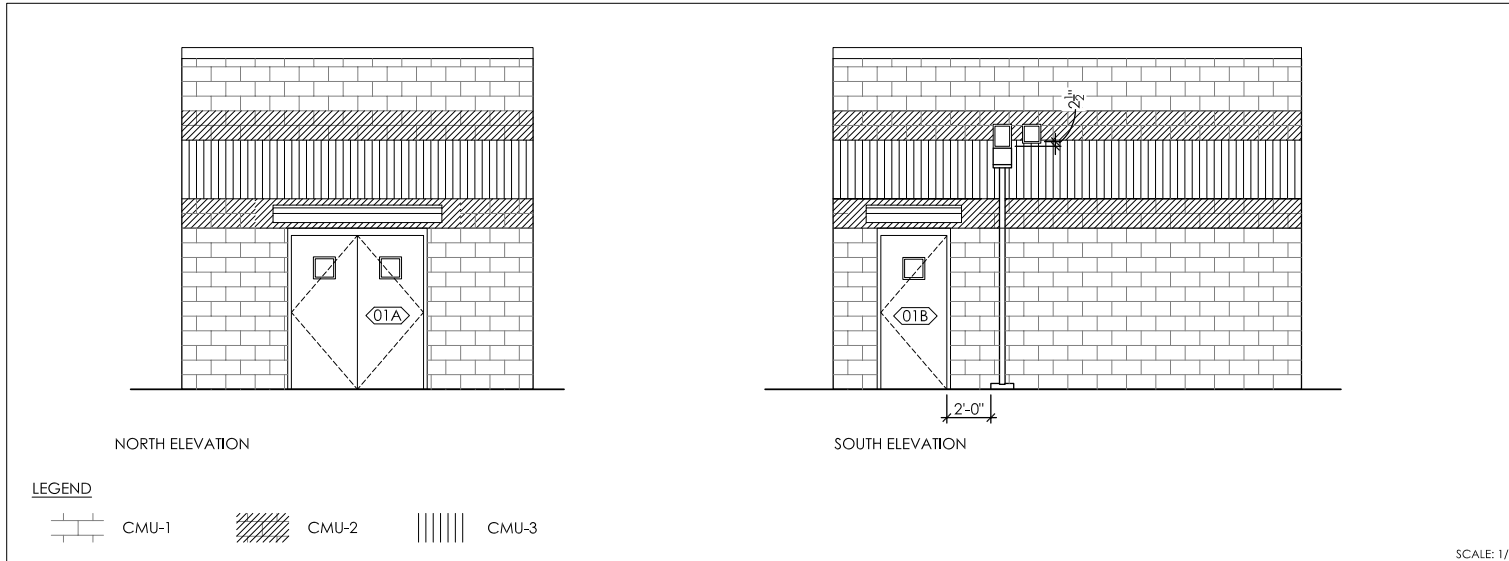
CITY OF BEAUMONT, CALIFORNIA  
 IMPROVEMENT PLANS FOR:  
**BEAUMONT CROSSROADS  
 LIFT STATION**

MECHANICAL FLOORPLAN

SHEET  
**36**  
 OF 38 SHEETS  
 FILE NO: 3387  
**106**

Plotted By: Vuolteen, Sim. Sheet Set: BEAUMONT LIFT STATION. Layout: Building Floorplan. October 20, 2021 10:31:18am. K:\SND\_WATER\195284001\_Beaumont Lift Station Design\Plan Sheets - 2020\DELTA SET\195284001 - MP.dwg

Plotted By: kvelkov, Sheet Set: BEAUMONT LIFT STATION, Layout: A1 Finishes and Doors, August 12, 2021, 12:29:59pm, J:\00611 Beaumont Lift Station\03-Drawings\Beaumont Lift Station\Sheets\A1 Finishes and Doors.dwg



**EXTERIOR FINISH ELEVATIONS**

**1 DOOR TYPES**

CODE	MATERIAL NAME	MANUFACTURER	PRODUCT	COLOR	SIZE	NOTES
CMU-1	SPLIT FACE CMU	ANGELUS BLOCK CO, INC.	-	SANDSTONE	8X8X16	PROVIDE ANTI-GRAFFITI COATING
CMU-2	PRECISION CMU	ANGELUS BLOCK CO, INC.	-	SANDSTONE	8X8X16	PROVIDE ANTI-GRAFFITI COATING
CMU-3	SPLIT RIBBED CMU - 4 RIB	ANGELUS BLOCK CO, INC.	-	SANDSTONE	8X8X16	PROVIDE ANTI-GRAFFITI COATING
PT-1	PAINT	SHERWIN WILLIAMS	-	SW 7548 PORTICO	-	DOORS, FRAMES, FLASHING, OVERHANG FRAME

**COLOR/MATERIAL LEGEND**

DOOR		FRAME						FIRE RATING LABEL	HARDWARE SET #	COMMENTS				
MARK	TYPE	SIZE (FT-IN)	MAT.	FIN.	MAT.	FIN.	DETAIL							
		WIDTH	HEIGHT	THICKNESS			HEAD	JAMB	SILL					
01A	1	6'-0" PR	7'-0"	1-3/4"	HM	PT-1	HM	PT-1	3/THIS SHEET	5/THIS SHEET	4/THIS SHEET			
01B	2	3'-0"	7'-0"	1-3/4"	HM	PT-1	HM	PT-1	3/THIS SHEET	5/THIS SHEET	4/THIS SHEET			

**MANUFACTURER'S ABBREVIATIONS**

BE BEST ACCESS SYSTEMS/LOCKS, CYLINDERS  
 NA NATIONAL GUARD GASKETS, THRESHOLDS  
 ST STANLEY HINGES  
 TR TRIMCO FLUSH BOLTS, FLAT GOODS

**FINISH LIST**

626/652 SATIN CHROME  
 630 SATIN STAINLESS STEEL  
 689 PAINTED ALUMINUM

**OPTION LIST**

B4E BEVELED FOUR EDGES - KICK PLATES (TRIMCO)  
 CS COUNTER SINKING - KICK PLATES (TRIMCO)  
 SSMS/EA STAINLESS MACHINE SCREWS/EXPANSION ANCHORS (NGP)  
 SMS-TEKSEL-DRILLING MACHINE SCREWS (NGP)

- DOOR HARDWARE NOTES:**
- Provide hardware for all openings, whether specified or not, in compliance with NFPA Standard No. 80, proper operation and local building code requirements. Where required, provide only hardware which has been tested and listed by UL or FM for types and sizes of doors required and complies with requirements of door and door frame labels. Label hardware, as required, for compliance with pressure testing criteria as dictated in IBC.
  - Provide hardware which meets or exceeds handicap accessibility per local building code requirements. Conform to the Americans with Disabilities Act (ADA) of 1990 as amended by the D.O.J. September 15, 2010, as adopted by the Authority Having Jurisdiction (AHJ).
  - Base Metals: Produce hardware units of basic metal and forming method indicated, using manufacturer's standard metal alloy, composition, temper and hardness, but in no case of lesser (commercially recognized) quality than specified for applicable hardware units by applicable ANSI A156 series standard for each type hardware item and with ANSI A156.18 for finish designations indicated. Do not furnish "optional" materials or forming methods for those indicated, except as otherwise specified.
  - Fasteners: Provide hardware manufactured to conform to published templates, generally prepared for machine screw installation. Do not provide hardware which has been prepared for self tapping sheet metal screws, except as specifically indicated.
    - Screws: Furnish screws for installation, with each hardware item. Provide Phillips flat head screws except as otherwise indicated. Finish exposed (exposed under any condition) screws to match hardware finish or, if exposed in surfaces of other work, to match finishes of such other work as closely as possible, including "prepared for paint" in surfaces to receive painted finish.
    - Concealed Fasteners: Provide concealed fasteners for hardware units which are exposed when door is closed, except to extent no standard units of type specified are available with concealed fasteners. Do not use thru-bolts for installation where bolt head or nut on opposite face is used in other work, except where it is not feasible to adequately reinforce the work. In such cases, provide sleeves for each thru-bolt or use sex screw fasteners.
  - Hinges: Manufacturer - Stanley; Substitutions - Hager, McKinney. Provide only template produced units. Furnish Phillips flat head or machine screws for installation of units. Finish screw heads to match surface of hinges.
  - Lock cylinders: Manufacturer - Best Cormax Patented; Approved Substitutions - Match existing system - coordinate with the City of Beaumont. All lock cylinders shall be equipped with 7-pin tumbler small format interchangeable core lock cylinders. The interchangeable core shall be removable by a special control key. The control key shall have no cuts in common with grandmaster keys which operate with a shear line completely independent from the shear line of the grandmaster, master, and operating keys. All cores shall have a special limited keyway and shall be removable without removing the cylinder, knob, or core housing of any type lock or lockset. The removable core shall be instantly interchangeable without modification for use in any lock throughout the system. Provide brass construction cores for the construction period. Plastic construction cores are not acceptable. Construction cores shall remain the property of the hardware supplier and will be returned upon installation of the permanent key system. Cylinders shall utilize the manufacturer's patented Cormax keyway. Construct lock cylinder parts from brass/bronze, stainless steel, or nickel silver.
  - Keys, keying, and key control: Provide keys of nickel silver only. Deliver keys to the Owner's representative: Send masterkeys to Owner via U.S. registered mail direct from hardware supplier. Comply with Owner's written instructions for masterkeying and, except as otherwise indicated, provide individual change keys for each lock which is not designated to be keyed alike with a group of related locks. Grandmaster key all cylinder items to coordinate with the Owner's new patented masterkey system. Permanently inscribe each key with the notation "DO NOT DUPLICATE". Provide cylinder units with concealed key control and keys with visual key control.

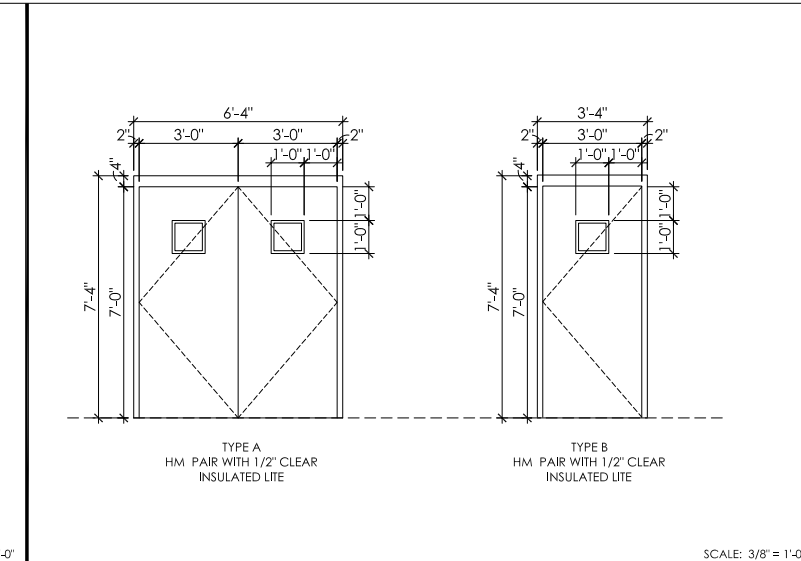
Call 2 Working Days Before You Dig! 811

**BENCHMARK:**  
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**Platt/Whitelaw Architects, Inc.**  
 4034 30TH STREET  
 SAN DIEGO, CALIFORNIA 92104

SEAL

BY	MARK	DESCRIPTION	APPR.	DATE
ENGINEER		REVISIONS		CITY



**2 DOOR HEAD**

**DOOR HARDWARE SET 1 - EXTERIOR PAIR**

6 HINGES	FB199 4 1/2 X 4 1/2 NRP	630	ST
2 FLUSH BOLTS	3917-12	626	TR
1 LOCKSET	45H-7D15H PATD	626	BE
2 CLOSER/STOP	HD7016 SDS	689	BE
2 KICK PLATE	K0050 10" X 2" LDW B4E CS	630	TR
1 DRIP CAP	16 A FHW SMS-TEKS		NA
1 GASKETING	700 NA SMS-TEKS		NA
1 ASTRAGAL GASKET		5040 B	NA
2 DOOR SWEEP	200 NA SMS-TEKS		NA
1 SADDLE THRESHOLD		426 SSMS/EA	NA

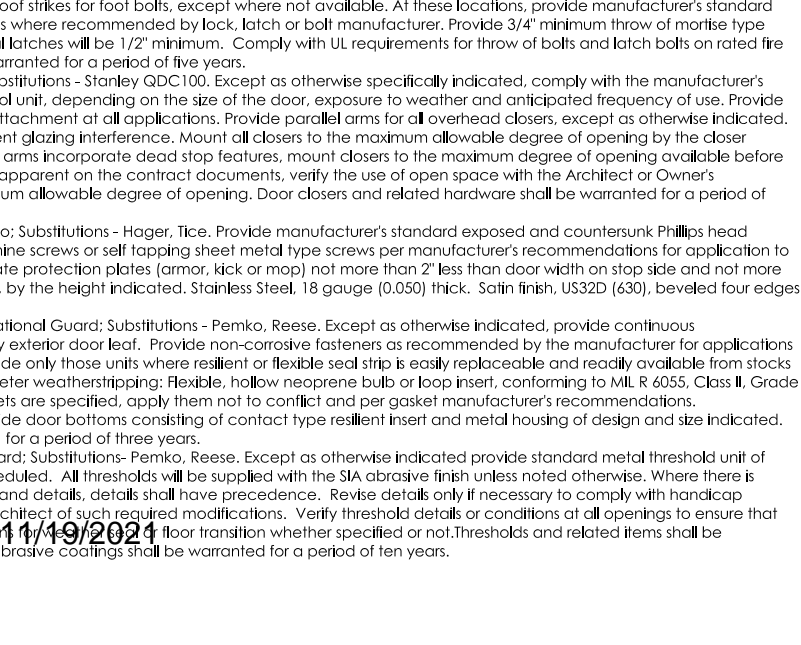
DO NOT CUT WEATHERSTRIP - TEMPLATE HARDWARE ACCORDINGLY. ASTRAGAL ON INACTIVE LEAF BY DOOR MANUFACTURER. VERIFY THRESHOLD APPLICATION.

**DOOR HARDWARE SET 2 - EXTERIOR SINGLE**

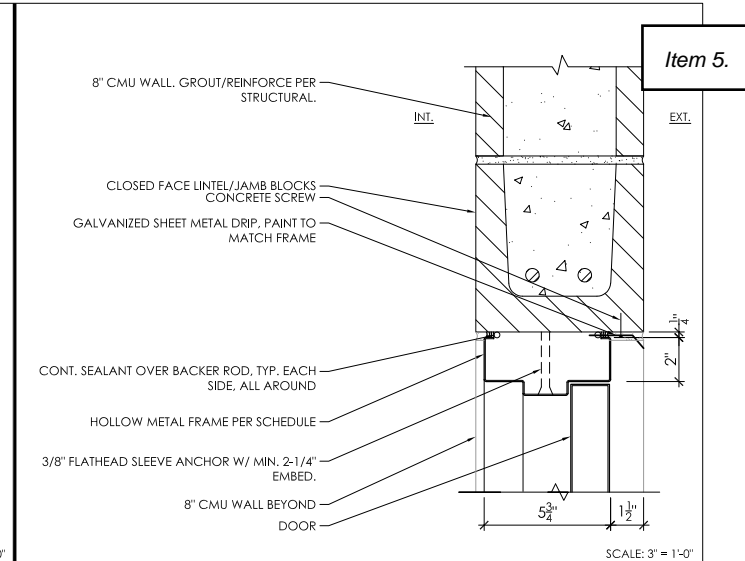
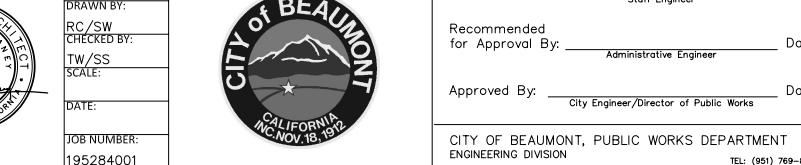
3 HINGES	FB199 4 1/2 X 4 1/2 NRP	630	ST
1 LOCKSET	45H-7D15H PATD	626	BE
1 CLOSER/STOP	HD7016 SDS	689	BE
1 KICK PLATE	K0050 10" X 2" LDW B4E CS	630	TR
1 DRIP CAP	16 A FHW SMS-TEKS		NA
1 GASKETING	700 NA SMS-TEKS		NA
1 DOOR SWEEP	200 NA SMS-TEKS		NA
1 SADDLE THRESHOLD		426 SSMS/EA	NA

DO NOT CUT WEATHERSTRIP - TEMPLATE HARDWARE ACCORDINGLY. VERIFY THRESHOLD APPLICATION.

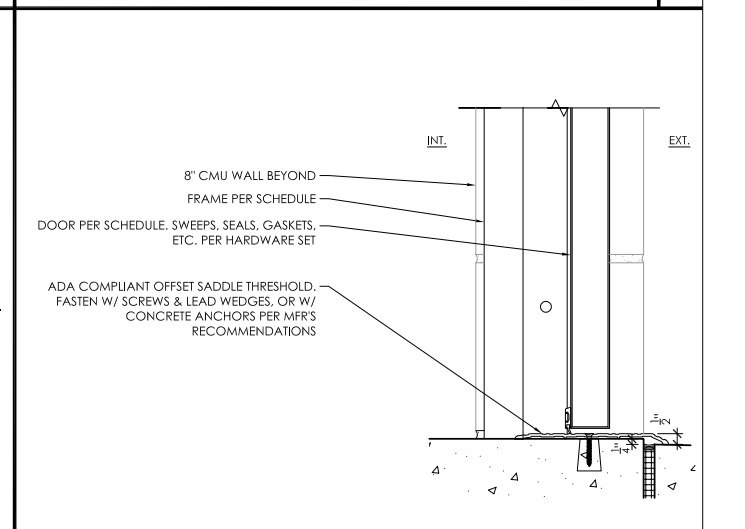
**3 DOOR THRESHOLD**



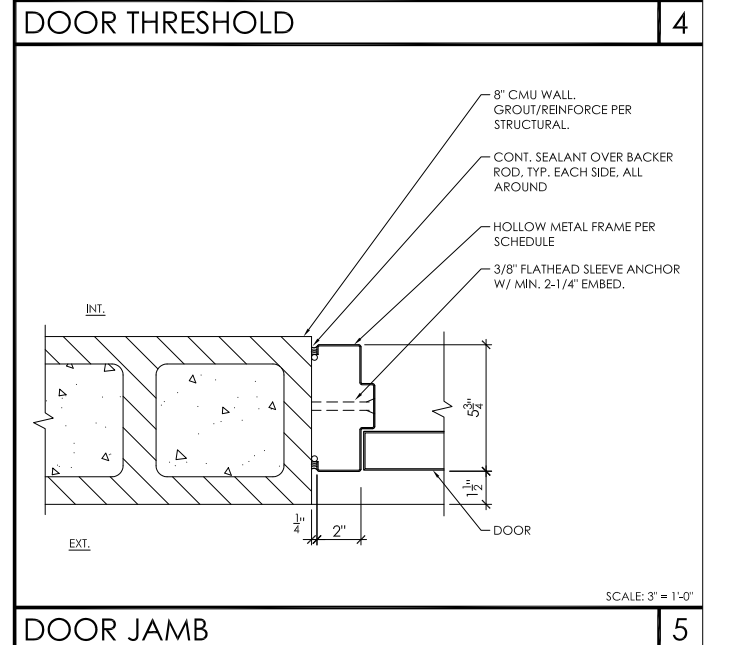
**4 DOOR JAMB**



**5 DOOR JAMB**



**5 DOOR JAMB**



**CITY OF BEAUMONT, CALIFORNIA**

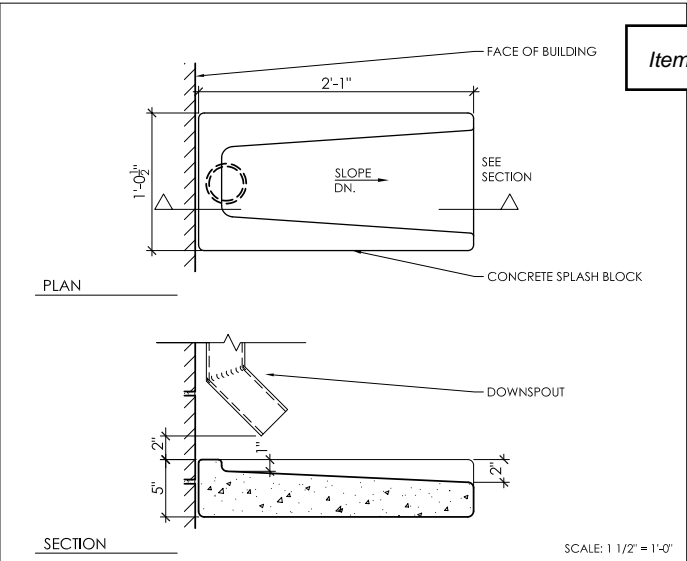
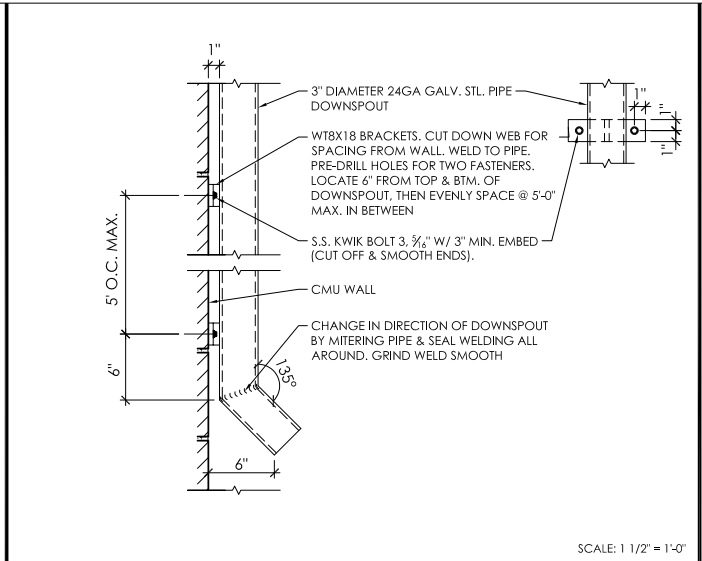
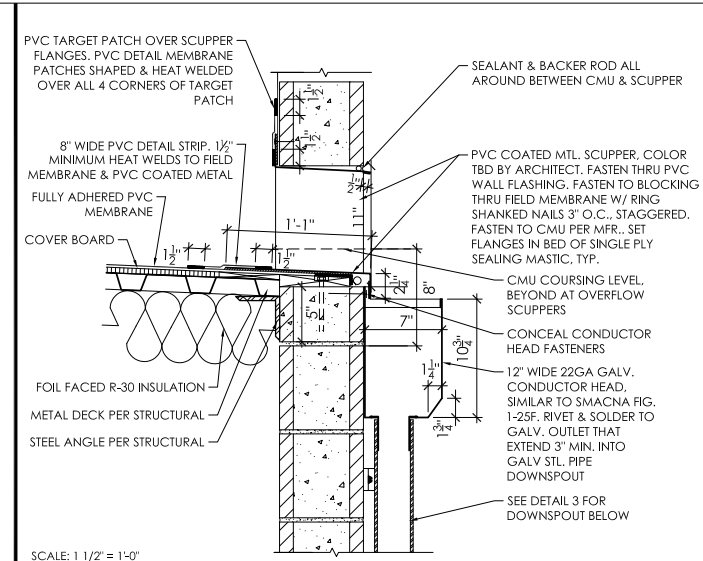
IMPROVEMENT PLANS FOR **3387**

**BEAUMONT CROSSROADS LIFT STATION**

FINISHES AND DOORS

SHEET **107**  
OF 38 SHEETS  
FILE NO:

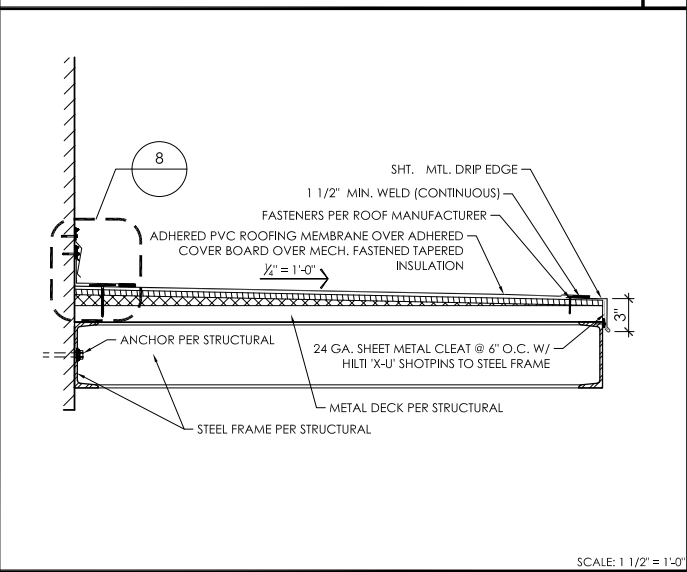
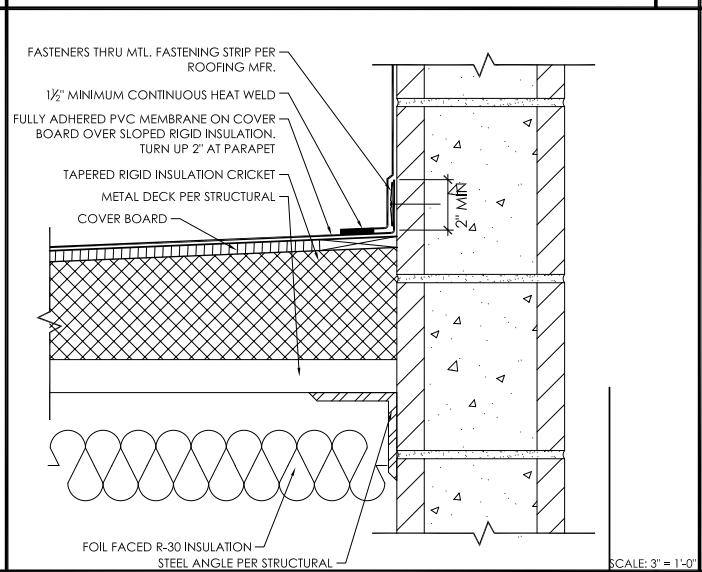
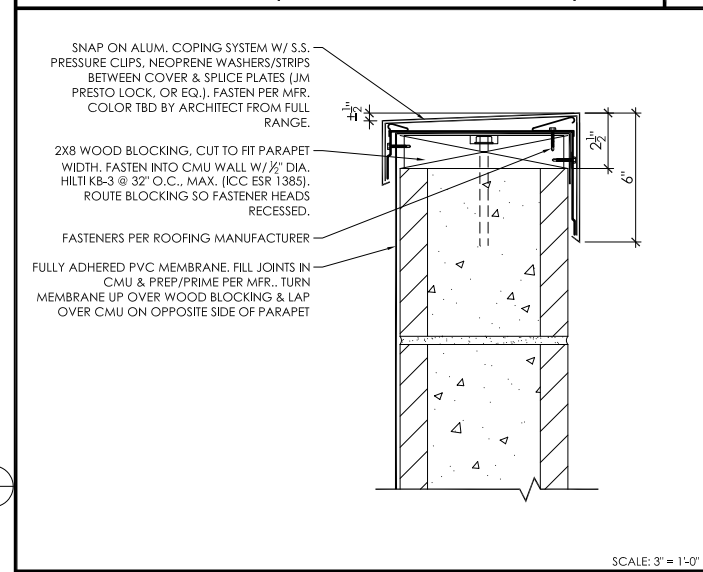
City of Beaumont, Public Works Department  
 Engineering Division  
 550E, 6th St  
 Beaumont, CA 92223  
 TEL: (951) 769-8520 FAX: (951) 769-8526



SCUPPER DETAIL (OVERFLOW SIMILAR) 2

DOWNSPOUT DETAIL 3

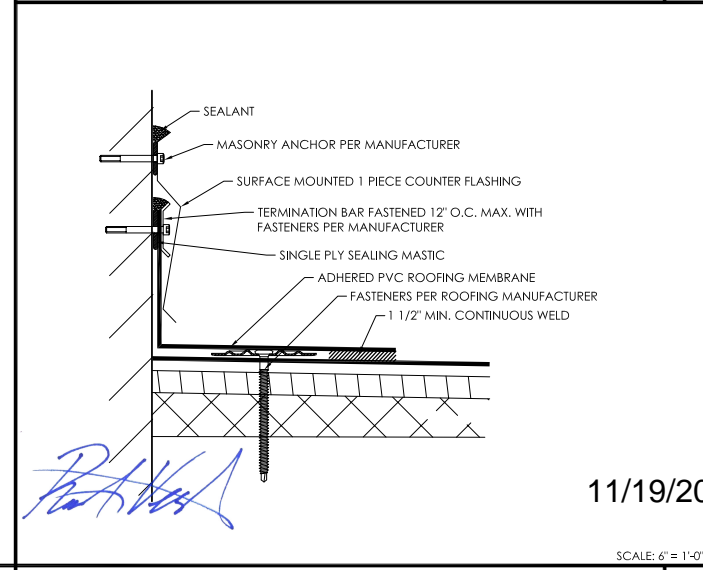
SPLASH BLOCK DETAIL 4



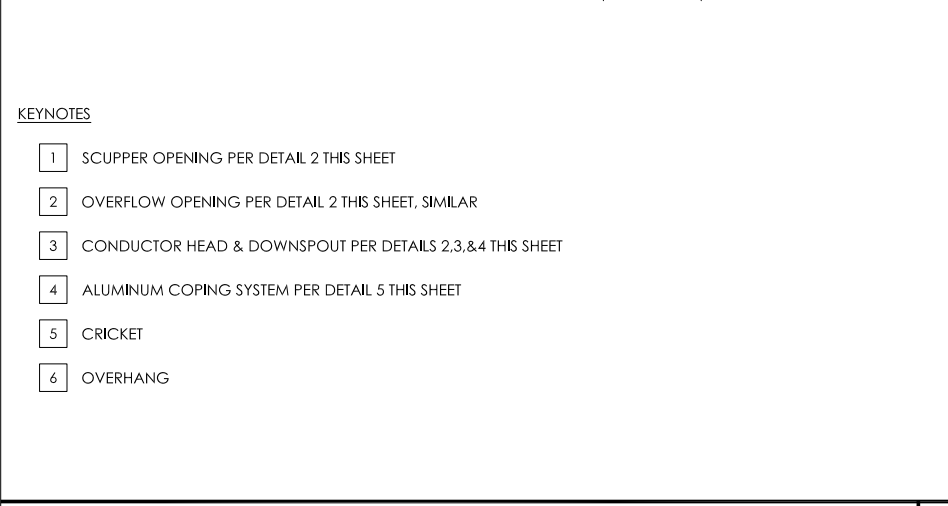
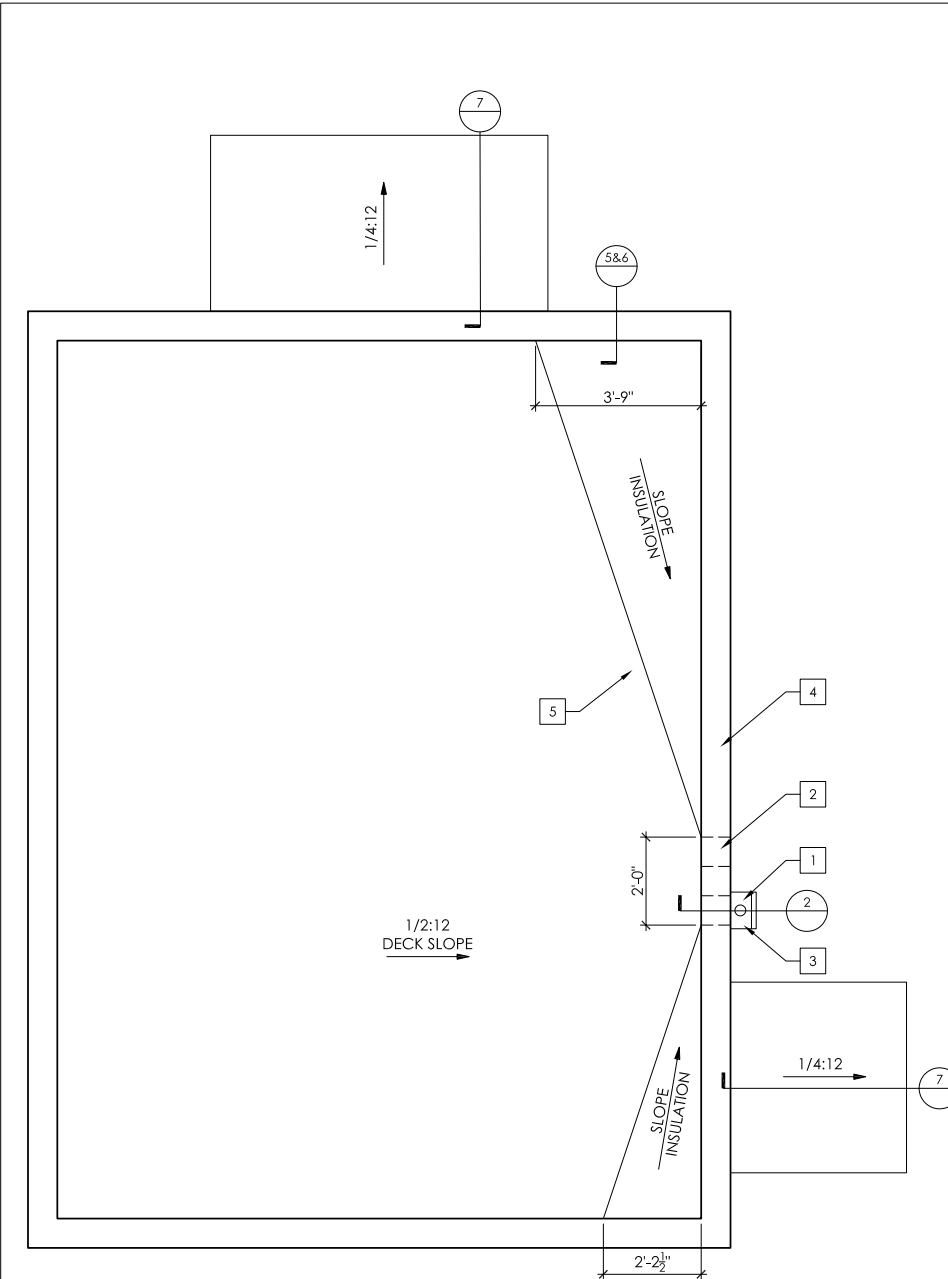
PARAPET COPING 5

PARAPET BASE DETAIL 6

OVERHANG DETAIL 7



OVERHANG @ WALL 8



ROOF PLAN 1

<p>Call 2 Working Days Before You Dig! 811</p>	<p><b>BENCHMARK:</b> NATIONAL GEODETIC SURVEY BENCHMARK NO. 13111 1.4 MILES WEST OF BEAUMONT ON INTERSTATE 10 TO SAN TIMOTEO CANYON NEAR FRONTAGE ROAD ON SOUTH(WEST) SIDE OF INTERSTATE 10, 0.11 MILES SOUTHEAST ALONG FRONTAGE ROAD, SOUTH ACROSS THE ROAD FROM A GUY POLE 25.9 FEET SOUTH OF THE CENTERLINE OF FRONTAGE ROAD, 1.8 FEET WEST OF POWERPOLE AND 1.5 FEET EAST OF A WITNESS POST, INSIDE A 4 INCH PVC PIPE WITH SCREW PLUS 1 INCH ABOVE GROUND (ELEVATION = 2468.07). ALSO SHOWN ON "HIGHWAY 60 / POTRERO BLVD. INTERCHANGE STATIC GPS PROJECT CONTROL DIAGRAM" AND IDENTIFIED THEREON AS 3508 00M DIA2474. WHEN THE PUBLISHED ELEVATION = 2468.07 IS CORRECTED WITH A MEASURED ELEVATION = 2468.01", USED HEREON. ELEV. 2468.01, (NVD '98), (STAMPED Q 1311 1978)</p>	<p><b>Platt/Whitelaw Architects, Inc.</b> 4034 30TH STREET SAN DIEGO, CALIFORNIA 92104</p> <p>NAVEEN WAHNEY AIA</p>		DESIGN BY:	Reviewed By: _____ Date: _____	<p>CITY OF BEAUMONT, CALIFORNIA IMPROVEMENT PLANS FOR <b>3387</b></p> <p>BEAUMONT CROSSROADS LIFT STATION</p> <p>ROOF DETAILS</p>	<p>SHEET <b>38</b> OF 38 SHEETS FILE NO:</p>
				DRAWN BY:	Recommended for Approval By: _____ Date: _____		
<p>BY MARK DESCRIPTION APPR. DATE</p> <p>ENGINEER REVISIONS CITY</p>		<p>DATE: _____</p> <p>JOB NUMBER: 195284001</p>		<p>Approved By: _____ Date: _____</p> <p>City Engineer/Director of Public Works</p>	<p>108</p>		



## Staff Report

**TO:** City Council

**FROM:** Jeff Hart, Public Works Director

**DATE:** December 7, 2021

**SUBJECT:** **A Resolution of the City of Beaumont Authorizing the Mayor to Accept the Offer of Dedication for an Easement for Sewer Lift Station and Public Utilities; Approve the Certificate of Acceptance for an Easement for Sewer Lift Station and Public Utilities; and Record the Offer of Dedication Documents with the Riverside County Clerk Recorder's Office**

---

### Background and Analysis:

On March 20, 2012, City Council approved Tentative Parcel Map No. 36429 (Project). The Project is conditioned to dedicate sufficient land for the construction and operation of a sewer lift station.

The project is located south of Fourth Street near Potrero Boulevard (see Figure 1- Sewer Lift Station Location).

Kimley-Horn and Associates, Inc., prepared a preliminary Engineering Design Report (Report), dated December 4, 2020. The Report identified the site location, layout, and design criteria for the sewer lift station in addition to supporting analysis and calculations.

The sewer lift station plans, gravity and force main sewer plans, and sewer lift station easement documents were found to be consistent with the Report, City standards, and Eastern Municipal Water District design criteria. The sewer lift station will be built in two phases. The Phase I lift station, addressed in the Report, will serve the Amazon and Wolverine warehouse buildings that are on 66 acres and the Project development. Phase II will increase the lift station capacity to serve the existing developments as well as specific future developments. The force main for Phase I was constructed in Fourth Street from the lift station site to a gravity manhole at Nicholas Road that discharges to the nearby sewer treatment plant.

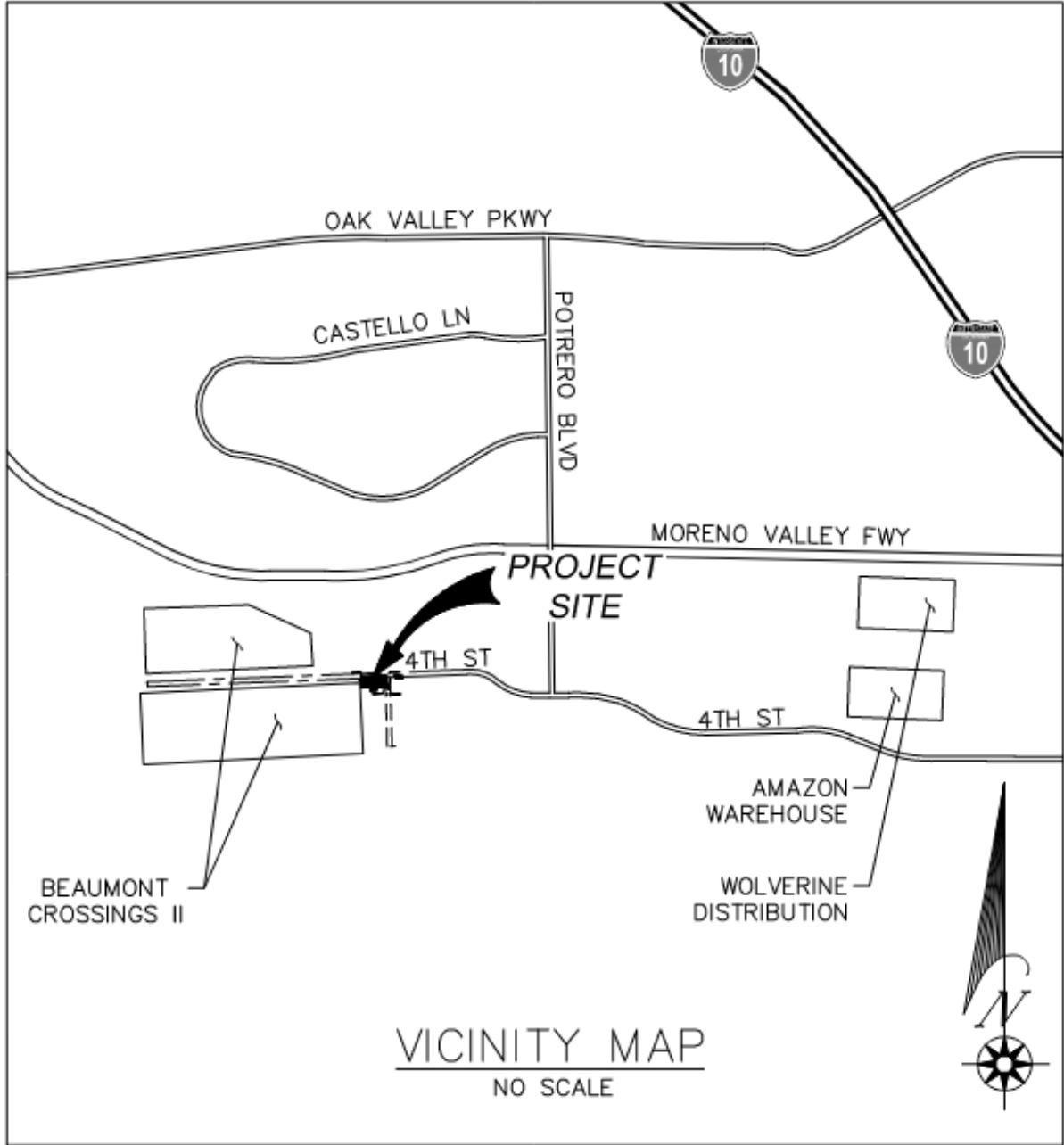


Figure 1- Sewer Lift Station Location

**Fiscal Impact:**

The cost to prepare the staff report and City Attorney review of the offer of dedication documents equates to approximately \$1,500. The applicant has paid the plan checking fees associated with plan checking the offer of dedication documents.

**Recommended Action:**

Waive the full reading and adopt by title only, "A Resolution of The City of Beaumont Authorizing the Mayor to Accept the Offer of Dedication for an Easement for Sewer Lift Station and Public Utilities" and approve the Certificate of Acceptance for an Easement for Sewer Lift Station and Public Utilities and record the Offer of Dedication documents with the Riverside County Clerk Recorder's Office.

**Attachments:**

- A. Offer of Dedication Resolution w/ Exhibit A (Plat & Legal)
- B. Certificate of Acceptance

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY OF BEAUMONT AUTHORIZING  
THE MAYOR TO ACCEPT THE OFFERS OF DEDICATION FOR  
AN EASEMENT FOR SEWER LIFT STATION AND PUBLIC  
UTILITIES**

WHEREAS, MPLD II INLAND EMPIRE LLC, a Delaware Limited Liability Company has executed a Formal Offer of Dedication to the City of Beaumont for an easement for sewer lift station and public utilities; and

WHEREAS, all of the sewer lift station and infrastructure improvements will be completed by developer; and

WHEREAS, City staff has determined that the sewer lift station and infrastructure improvement plans are approved and ready for construction; and

WHEREAS, Government Code Section 27281 provides that instruments conveying an interest in real property to the City may not be recorded without a Certificate of Acceptance from the City Council; and

WHEREAS, Government Code Section 27281 also provides that the City Council may, by a resolution, authorize one or more officers to accept instruments conveying an interest in real property by executing a Certificate of Acceptance; and

WHEREAS, the City Council desires to delegate to the Mayor the authority to accept the within described real property interests on behalf of the City.

WHEREAS, a certificate of acceptance for accepting the aforementioned easements will be recorded with the Riverside County Clerk Recorder’s Office once the resolution is adopted by City Council; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Beaumont does authorize accepting an Easement for Sewer Lift Station and Public Utilities identified in **Exhibit “A”** attached hereto and made a part hereof by this reference:

**Provision 1.** Recordation of the aforementioned certificate of acceptance shall be executed by the Mayor and recorded with the Riverside County Clerk Recorder’s Office



**MOVED, PASSED AND ADOPTED** this 7<sup>th</sup> day of December 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

By: \_\_\_\_\_  
Mike Lara, Mayor, City of Beaumont

ATTEST:

Steven Mehlman  
CITY CLERK

By: \_\_\_\_\_

**Recording Requested By:**

**When Recorded Mail To:**  
City of Beaumont Planning Dept.  
550 E. Sixth Street  
Beaumont, CA 92223

**OFFER OF EASEMENT DEDICATION NO. 2019-EA-004**

MPLD II INLAND EMPIRE LLC, A DELAWARE LIMITED LIABILITY COMPANY  
(Property Owner(s))

hereby irrevocably offer(s) to DEDICATE to the CITY OF BEAUMONT, an easement on, over, and under the real property in the City of Beaumont, County of Riverside, State of California, described as follows:

SEE ATTACHED EXHIBIT "A" AND EXHIBIT "B" ATTACHED HERETO AND MADE A PART THEREOF.

**SIGNATURE OF RECORD OWNER(S) (MUST BE NOTARIZED)**

**DEPARTMENT USE ONLY**

Signature SEE ATTACHED SIGNATURE PAGE  
Title/company (if applicable)

Signature \_\_\_\_\_  
See Attached Notary

This Offer of Dedication No. 2019-EA-004 is approved

By: Erik J. Howard

Title: CITY SURVEYOR

Date: 21 - Oct. 2021

**SURVEY DEPARTMENT APPROVAL**



MAIL TAX STATEMENTS TO:

**OFFER OF EASEMENT DEDICATION NO. 2019-EA-004**

**MPLD II INLAND EMPIRE, LLC,**  
a Delaware limited liability company

By: MPLD II REIT A,  
a Texas real estate investment trust,  
its sole member

By:   
Name: LANGE ALLEN  
Title: Managing Director

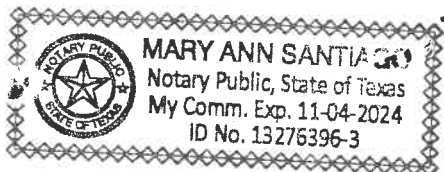
**NOTARY ACKNOWLEDGMENT:**

STATE OF TEXAS           §  
  §  
COUNTY OF BEXAR       §

Personally appeared before me, Mary Ann Santiago, Notary Public, Lange Allen, with whom I am personally acquainted, and who acknowledged that he executed the within instrument for the purposes therein contained, and who further acknowledged that he is the Managing Director of MPLD II REIT A, a Texas real estate investment trust, sole member of MPLD II INLAND EMPIRE, LLC, a Delaware limited liability company, and is authorized to execute this instrument.

WITNESS my hand, at office, this 24 day of August, 2021.

Mary Ann Santiago  
Notary Public  
My Commission Expires: 11-4-2024



**EXHIBIT "A"**  
**SEWER LIFT STATION SITE**

**LEGAL DESCRIPTION OF EASEMENT**

THAT PORTION OF PARCEL 1 OF PARCEL MAP NO. 36426, IN THE CITY OF BEAUMONT, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS PER MAP FILED IN BOOK 242, PAGES 24 THROUGH 29, INCLUSIVE, OF PARCEL MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

**BEGINNING** AT THE NORTHEAST CORNER OF SAID PARCEL 1;

THENCE WESTERLY ALONG THE NORTHERLY LINE OF SAID PARCEL 1, SOUTH 87° 44' 33" WEST 182.70 FEET TO A LINE PARALLEL WITH AND DISTANT WESTERLY 182.62 FEET MEASURED AT RIGHT ANGLES FROM THE EASTERLY LINE OF SAID PARCEL 1;

THENCE SOUTHERLY ALONG SAID PARALLEL LINE, SOUTH 00° 37' 01" EAST 65.03 FEET TO A LINE PARALLEL LINE WITH AND DISTANT SOUTHERLY 65.00 FEET MEASURED AT RIGHT ANGLES FROM SAID NORTHERLY LINE;

THENCE EASTERLY ALONG LAST MENTIONED PARALLEL LINE, NORTH 87° 44' 33" EAST 182.70 FEET TO SAID EASTERLY LINE;

THENCE NORTHERLY ALONG SAID EASTERLY LINE, NORTH 00° 37' 01" WEST 65.03 FEET TO THE **POINT OF BEGINNING**.

**CONTAINING:** 11,875 SQUARE FEET OR 0.273 ACRES MORE OR LESS.

**EXHIBIT "B"** ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

**SUBJECT TO:** COVENANTS, CONDITIONS, RESTRICTIONS, RESERVATIONS, EASEMENTS AND RIGHTS-OF-WAY, IF ANY.

PREPARED UNDER THE DIRECTION OF:



BRIAN L. THIENES  
P.L.S. No. 5750  
REG. EXP. 12/31/21

8/31/21  
DATE



SCALE: 1" = 50'

# EXHIBIT "B"

SEWER LIFT STATION SITE

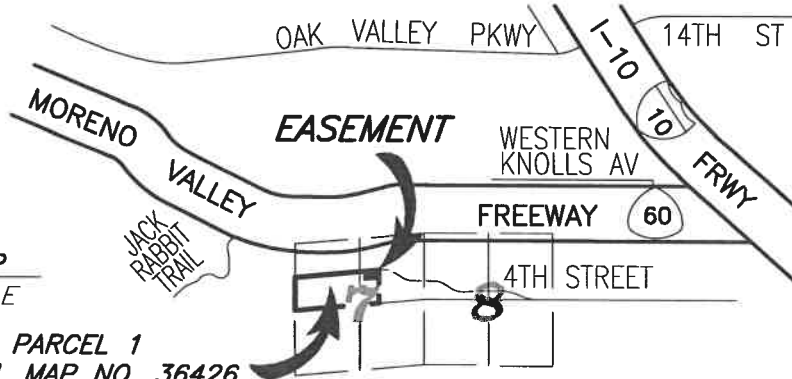
SHEET

Item 6.



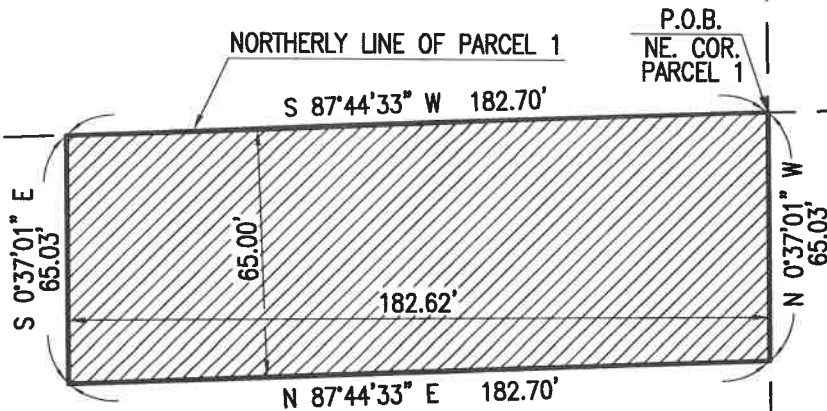
VICINITY MAP  
NOT TO SCALE

PARCEL 1  
PARCEL MAP NO. 36426



FOURTH

STREET



APN: 424-010-011  
PARCEL 1  
PARCEL MAP NO. 36426  
P.M.B. 242/24-29


**LEGEND:**



INDICATES AN EASEMENT FOR  
SEWER LIFT STATION PURPOSES.  
CONTAINS: 11,875 SQ. FT.  
= 0.273± ACRES

**SURVEYOR:**

PREPARED UNDER THE DIRECTION OF:

  
BRIAN L. THIENES  
P.L.S. NO. 5750  
REG. EXP. DEC. 31, 2021

0/31/21  
DATE



**Thienes Engineering, Inc.**  
CIVIL ENGINEERING • LAND SURVEYING  
14349 FIRESTONE BOULEVARD  
LA MIRADA, CALIFORNIA 90638  
PH.(714)521-4811 FAX(714)521-4173



REDLANDS | TEMECULA | PALM DESERT

16009003 / 182

October 21, 2021

**Sue Foxworth**  
**Public Works Department**  
**City of Beaumont**  
550 East 6<sup>th</sup> Street  
Beaumont, CA 92223

**SUBJECT: PW 2019-0406 – 4<sup>th</sup> STREET**  
**SEWER LIFT STATION EASEMENT - APPROVAL**

Dear Sue:

Based on our original review dated September 23, 2021, the Easement documents for Subject project had been examined by me, or under my supervision, and I was satisfied that they were technically correct. Based on City's subsequent direction, I have now signed and sealed the Offer of Easement Dedication conveyance on behalf of the City.

If we can be of further assistance, please contact me at (909) 890-1255.

Respectfully yours,

A handwritten signature in blue ink that reads 'E. Howard'.

**Erik T. Howard, PE, PLS**  
Sr. Principal Engineer / City Surveyor



When Recorded Return  
Original To:

City of Beaumont  
550 East 6<sup>th</sup> Street  
Beaumont, CA 92223

---

NO RECORDING FEE REQUIRED PER GOVERNMENT  
CODE SECTION 27383

**CERTIFICATE OF ACCEPTANCE**

This is to certify that the interest in real property conveyed by the Offer of Dedication dated December 7, 2021 from MPLD II INLAND EMPIRE, LLC, a Delaware Limited Liability Company, to the City of Beaumont, a municipal corporation, was accepted by the City Council of the City of Beaumont pursuant to resolution #\_\_\_\_\_ and the City of Beaumont consents to the recordation thereof by its duly authorized officer.

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Mayor, City of Beaumont

ATTEST:

Steven Mehlman  
CITY CLERK

By: \_\_\_\_\_



## Staff Report

**TO:** City Council

**FROM:** Christina Taylor, Community Development Director

**DATE:** December 7, 2021

**SUBJECT:** **Adopt Resolution Acknowledging Receipt of the FY2020/2021 Health and Safety Code (HSC) 13146.4 Annual Inspection Report of Certain Occupancies Pursuant to Sections HSC 13146.2 and 13146.3**

### Background and Analysis:

In 2018, California Health and Safety Code Section 13146.4 was added by Senate Bill 1205 (SB1205) and became effective January 1, 2019. Section 13146.4 requires all fire departments that provide fire protection services, to report annually to their administering authority on their compliance with Health and Safety Code Sections 13146.2 and 13146.3. Sections 13146.2 and 13146.3 require annual inspections of every building used as a public or private school (used by more than 6 persons for educational purpose through the grade 12), hotel, motel, lodging house, apartment house (3 units or more) and certain residential care facilities for compliance with building standards.

During the time period of July 1, 2020, to June 30, 2021, the Fire Department identified 12 Group E and 69 Group R occupancies, buildings, structures and/or facilities within the City of Beaumont and completed 100% of the annual inspections at the identified occupancies, buildings, structures and/or facilities. The fire department will continue to assess, with the assistance of City staff, the existing building stock and new development within the City in an effort to ensure that all applicable Group E and R buildings, structures and/or facilities receive an annual inspection in accordance with SB1205.

### Fiscal Impact:

City staff estimates the cost to prepare this staff report to be \$146.

### Recommended Action:

Receive and file the FY2020/2021 HSC 13146.4 Annual Inspection Report.



**Attachments:**

- A. SB1205
- B. Annual Inspection Report
- C. Resolution

**Senate Bill No. 1205**

CHAPTER 854

An act to add Section 13146.4 to the Health and Safety Code, relating to fire protection.

[Approved by Governor September 27, 2018. Filed with Secretary of State September 27, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1205, Hill. Fire protection services: inspections: compliance reporting.

Existing law requires the chief of any city or county fire department or district providing fire protection services and his or her authorized representatives to inspect every building used as a public or private school within his or her jurisdiction, for the purpose of enforcing specified building standards, not less than once each year, as provided. Existing law requires every city or county fire department or district providing fire protection services that is required to enforce specified building standards to annually inspect certain structures, including hotels, motels, lodging houses, and apartment houses, for compliance with building standards, as provided.

This bill would require every city or county fire department, city and county fire department, or district required to perform the above-described inspections to report annually to its administering authority, as defined, on the department's or district's compliance with the above-described inspection requirements, as provided. The bill would require the administering authority to acknowledge receipt of the report in a resolution or a similar formal document. To the extent this bill would expand the responsibility of a local agency, the bill would create a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

*The people of the State of California do enact as follows:*

SECTION 1. Section 13146.4 is added to the Health and Safety Code, to read:

13146.4. (a) Every city or county fire department, city and county fire department, or district required to perform an annual inspection pursuant

to Sections 13146.2 and 13146.3 shall report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3.

(b) The report made pursuant to subdivision (a) shall occur when the administering authority discusses its annual budget, or at another time determined by the administering authority.

(c) The administering authority shall acknowledge receipt of the report made pursuant to subdivision (a) in a resolution or a similar formal document.

(d) For purposes of this section, “administering authority” means a city council, county board of supervisors, or district board, as the case may be.

SEC. 2. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

O

**FY 2020/2021 HSC 13146.4 ANNUAL INSPECTION LIST  
CITY OF BEAUMONT**

**R-1 OCCUPANCIES**

NAME	HOUSE_NO	DIR	STREET	SUFFIX	CITY	ZIP
MOUNTAIN VIEW MOTEL	1430	E	6TH	ST	BEAUMONT	92223
RODEWAY INN	1265	E	6TH	ST	BEAUMONT	92223
AMERICA'S BEST VALUE INN	625	E	5TH	ST	BEAUMONT	92223
MOTEL 6	480	E	5TH	ST	BEAUMONT	92223
HOLIDAY INN EXPRESS & SUITES	1864		OAK VALLEY VILLAGE	CIR	BEAUMONT	92223

**R-2 OCCUPANCIES**

NAME	HOUSE_NO	DIR	STREET	SUFFIX	CITY	ZIP
MULTIPLEX	582	E	5TH	ST	BEAUMONT	92223
MULTIPLEX	600	E	5TH	ST	BEAUMONT	92223
MULTIPLEX	845	E	6TH	ST	BEAUMONT	92223
MULTIPLEX	1498	E	6TH	ST	BEAUMONT	92223
MULTIPLEX	800-804	E	6TH	ST	BEAUMONT	92223
MULTIPLEX	231	E	7TH	ST	BEAUMONT	92223
MULTIPLEX	885	E	7TH	ST	BEAUMONT	92223
MULTIPLEX	1315	E	7TH	ST	BEAUMONT	92223
MULTIPLEX	1321	E	7TH	ST	BEAUMONT	92223
MULTIPLEX	552-582	E	7TH	ST	BEAUMONT	92223
MULTIPLEX	1198	E	8TH	ST	BEAUMONT	92223
MULTIPLEX	1215	E	8TH	ST	BEAUMONT	92223
MULTIPLEX	1377	E	8TH	ST	BEAUMONT	92223
MULTIPLEX	452	E	9TH	ST	BEAUMONT	92223
MULTIPLEX	952	E	10TH	ST	BEAUMONT	92223
MT VIEW APTS	488	E	15TH	ST	BEAUMONT	92223
MULTIPLEX	703		ALLEGHENY		BEAUMONT	92223
SYCAMORE SQUARE APTS	799		ALLEGHENY	ST	BEAUMONT	92223
MULTIPLEX	645		AMERICAN	AVE	BEAUMONT	92223
MULTIPLEX	655		AMERICAN	AVE	BEAUMONT	92223
MULTIPLEX	695		BEAUMONT	AVE	BEAUMONT	92223
MULTIPLEX	714-720		BEAUMONT	AVE	BEAUMONT	92223
MULTIPLEX	753-763		CALIFORNIA	AVE	BEAUMONT	92223
MULTIPLEX	905		CHERRY	AVE	BEAUMONT	92223
CHERRYWOOD APTS	951		CHERRY	AVE	BEAUMONT	92223
MULTIPLEX	825-829		CHERRY	AVE	BEAUMONT	92223
MULTIPLEX	841-845		CHERRY	AVE	BEAUMONT	92223
MULTIPLEX	847-851		CHERRY	AVE	BEAUMONT	92223
MULTIPLEX	726		CHESTNUT	AVE	BEAUMONT	92223
MULTIPLEX	738		CHESTNUT	AVE	BEAUMONT	92223
MULTIPLEX	747		CHESTNUT	AVE	BEAUMONT	92223
ORCHARD PARK APTS	423	E	COUGAR	WAY	BEAUMONT	92223
MULTIPLEX	520		EDGAR	AVE	BEAUMONT	92223
MULTIPLEX	1026		EDGAR	AVE	BEAUMONT	92223
MULTIPLEX	1038		EDGAR	ST	BEAUMONT	92223
EDGAR AVE APTS	681-699		EDGAR	AVE	BEAUMONT	92223
MULTIPLEX	870		EUCLID	AVE	BEAUMONT	92223
MULTIPLEX	629-635,641-647		EUCLID	AVE	BEAUMONT	92223
MULTIPLEX	671		ILLINOIS	AVE	BEAUMONT	92223
MULTIPLEX	683		ILLINOIS		BEAUMONT	92223
LIBERTY VILLAGE APTS	735		ILLINOIS	AVE	BEAUMONT	92223
MULTIPLEX	677		MAGNOLIA	AVE	BEAUMONT	92223
MULTIPLEX	838		MAGNOLIA	AVE	BEAUMONT	92223
MULTIPLEX	851-857		MAGNOLIA	AVE	BEAUMONT	92223

MULTIPLEX	826	MAPLE	AVE	BEAUMONT	92223
MULTIPLEX	1086	MAPLE	AVE	BEAUMONT	92223
MULTIPLEX	630	MASSACHUSETTS	AVE	BEAUMONT	92223
MULTIPLEX	695	MASSACHUSETTS	AVE	BEAUMONT	92223
MULTIPLEX	490	MICHIGAN	AVE	BEAUMONT	92223
MULTIPLEX	725	MICHIGAN	AVE	BEAUMONT	92223
PINE TREE APTS	798	MICHIGAN	AVE	BEAUMONT	92223
MULTIPLEX	1451	MICHIGAN	AVE	BEAUMONT	92223
MULTIPLEX	638,640,642,644,646,650	MICHIGAN	AVE	BEAUMONT	92223
MULTIPLEX	885	ORANGE	AVE	BEAUMONT	92223
MULTIPLEX	673	PALM	AVE	BEAUMONT	92223
MULTIPLEX	651	PENNSYLVANIA	AVE	BEAUMONT	92223
MULTIPLEX	690	PENNSYLVANIA	AVE	BEAUMONT	92223
BEAUMONT TERRACE APTS	752	PENNSYLVANIA	AVE	BEAUMONT	92223
CAPE VILLA APTS	800	PENNSYLVANIA	AVE	BEAUMONT	92223
MULTIPLEX	878	PENNSYLVANIA	AVE	BEAUMONT	92223
MULTIPLEX	864	WELLWOOD	AVE	BEAUMONT	92223
MULTIPLEX	876	WELLWOOD	AVE	BEAUMONT	92223
MULTIPLEX	884	WELLWOOD	AVE	BEAUMONT	92223
NOBLE CREEK APTS	755	XENIA	ST	BEAUMONT	92223

**E OCCUPANCIES**

NAME	HOUSE_NO	DIR	STREET	SUFFIX	CITY	ZIP
GLEN VIEW HIGH SCHOOL	939	E	10TH	ST	BEAUMONT	92223
SUNDANCE ELEMENTARY SCHOOL	1520	E	8TH	ST	BEAUMONT	92223
BROOKSIDE ELEMENTARY SCHOOL	38755		BROOKSIDE	AVE	BEAUMONT	92223
ANNA M. HAUSE ELEMENTARY SCHOOL	1015		CARNATION	LN	BEAUMONT	92223
TOURNAMENT HILLS ELEMENTARY SCHOOL	36611		CHAMPIONS	DR	BEAUMONT	92223
SAN GORGONIO MIDDLE SCHOOL	1591		CHERRY	AVE	BEAUMONT	92223
BEAUMONT HIGH SCHOOL	39139		CHERRY VALLEY	BLVD	BEAUMONT	92223
THREE RINGS RANCH ELEMENTARY SCHOOL	1040		CLAIBORNE	AVE	BEAUMONT	92223
MOUNTAIN VIEW MIDDLE SCHOOL	200		COUGAR	WAY	BEAUMONT	92223
STARLIGHT ELEMENTARY SCHOOL	1510		COUGAR	WAY	BEAUMONT	92223
PALM ELEMENTARY SCHOOL	751		PALM	AVE	BEAUMONT	92223
HIGHLAND ACADEMY CHARTER SCHOOL	715		WELLWOOD	AVE	BEAUMONT	92223

**RESOLUTION NO. 2021-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BEAUMONT, CALIFORNIA, ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE RIVERSIDE COUNTY FIRE DEPARTMENT REGARDING COMPLIANCE WITH THE ANNUAL INSPECTION OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE**

**WHEREAS**, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on January 1, 2019; and

**WHEREAS**, California Health & Safety Code Section 13146.4 requires all fire departments, including the Riverside County Fire Department, that provide fire protection services to report annually to its administering authority on its compliance with Health & Safety Code sections 13146.2 and 13146.3; and

**WHEREAS**, California Health & Safety Code Section 13146.2 and 13146.3 requires all fire departments, including the Riverside County Fire Department, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided; and

**WHEREAS**, the Council of the City of Beaumont intends this Resolution to fulfill the requirements of the California Health & Safety Code 13146.4 regarding acknowledgment of the Riverside County Fire Department's compliance with California Health and Safety Code Sections 13146.2 and 13146.3.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Beaumont, California: expressly acknowledges the measure of compliance of the Riverside County Fire Department with Health and Safety Code sections 13146.2 and 13146.3 in the City of Beaumont for the time period of July 1, 2020 to June 30, 2021, as follows:

**Section 1.** Educational Group E occupancies, for the purposes of this Resolution, are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. The Riverside County Fire Department completed 100% of the annual inspections of the identified Group E occupancies, buildings, structures and/or facilities in the City of Beaumont.

**Section 2.** Residential Group R occupancies, for the purposes of this Resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. The Riverside County Fire Department completed 100% of the annual inspections of the identified Group R occupancies, buildings, structures and/or facilities in the City of Beaumont.

PASSED, APPROVED AND ADOPTED this 7<sup>th</sup> day of December, 2021

---

Mayor

Attest:

---

Nicole Wheelwright, Deputy City Clerk



## Staff Report

**TO:** City Council

**FROM:** Kyle Warsinski, Economic Development Manager

**DATE:** December 7, 2021

**SUBJECT:** Resolution of the City Council of the City of Beaumont Declaring Certain Land as Surplus under Govt. Code Section 54220 et. Seq.

---

### Background and Analysis:

California Government Code Section 54221 provides that land owned by a city must be declared either surplus land or exempt surplus land before a local agency may take any action to dispose of it.

The City owns approximately 2.316 acres of community commercial land located on the north and south side of East Fourth Street (Luis Estrada Road), east of Beaumont Avenue, in the City of Beaumont, California 92223. The property is also known by Riverside County Assessor Parcel Numbers 418-140-028 and 029; and 418-190-004, 005, 006 and 007.

The City has analyzed the property multiple times for various municipal projects and uses, with no study resulting in the beneficial use of the property by the City. As a result, the City wishes to declare the property as surplus land under Government Code Section 54220 et. Seq.

### Fiscal Impact:

Staff estimates the cost to prepare this report to be \$425.

### Recommended Action:

Waive the full reading and adopt by title only, "A Resolution of the City Council of the City of Beaumont Declaring Certain Land as Surplus under Govt. Code Section 54220 et. Seq."

### Attachments:

A. Resolution



**RESOLUTION NO. 2021-\_\_\_\_\_**  
**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BEAUMONT**  
**DECLARING CERTAIN LAND AS SURPLUS UNDER GOVERNMENT**  
**CODE SECTION 54220 ET. SEQ.**

WHEREAS, Government Code Section 54221 provides that land shall be declared either “surplus land” or “exempt surplus land,” as supported by written findings, before a local agency may take any action to dispose of it consistent with an agency’s policies or procedures;”

WHEREAS, “Surplus land” means land owned in fee simple by any local agency for which the local agency’s governing body takes formal action in a regular public meeting declaring that the land is surplus and is not necessary for the agency’s use.

WHEREAS, exempt surplus land is as defined in Section 54221(f), and is not subject to the requirements provided for in this Resolution and Government Code Section 54220, et seq.

WHEREAS, the City is required to send a written notice of availability to remain open for sixty (60) days for surplus land by email or certified mail to:

Local public entities as defined in Health & Safety Code Section 50079 having jurisdiction over the area of the surplus land.

Housing sponsors listed at “<https://www.hcd.ca.gov/community-development/public-lands-for-affordable-housing-development.shtml>”.

The Department of Housing and Community Development  
**(PublicLands@hcd.ca.gov).**

WHEREAS, the City is required to send a written notice of availability to remain open for sixty (60) days for surplus land for open space purposes by email or certified mail to:

(1) To any park or recreation department of any city within which the land may be situated.

(2) To any park or recreation department of the county within which the land is situated.

(3) To any regional park authority having jurisdiction within the area in which the land is situated.

(4) To the State Resources Agency or any agency that may succeed to its powers.

WHEREAS, the City is required to send a written notice of availability to remain open for sixty (60) days for surplus land suitable for school facilities construction or use by a school district for open-space purposes to any school district in whose jurisdiction the land is located.

WHEREAS, the City is required to provide a written notice of availability of surplus land for the purpose of developing property located within an infill opportunity zone designated pursuant to Government Code Section 65088.4 or within an area covered by a transit village plan adopted pursuant to the Transit Village Development Planning Act of 1994 (Article 8.5 (commencing with Section 65460) of Chapter 3 of Division 1 of Title 7) to any county, city, city and county, successor agency to a former redevelopment agency, public transportation agency, or housing authority within whose jurisdiction the surplus land is located.

WHEREAS, the entity or agency desiring to purchase or lease the surplus land for any of the purposes authorized above shall notify in writing the City of its interest in purchasing or leasing the land within 60 days after the City's notice of availability of the land is sent via certified mail or provided via electronic mail.

WHEREAS, prior to disposing of surplus land or participating in negotiations to dispose of that property with a prospective transferee the foregoing notices identified in these Recitals shall have been provided.

WHEREAS, Prior to agreeing to terms for the disposition of surplus land, the City shall provide to the Department of Housing and Community Development a description of the notices of availability sent, and negotiations conducted with any responding entities, in regard to the disposal of the parcel of surplus land and a copy of any restrictions to be recorded against the property pursuant to Government Code Section 54233 or 54233.5, whichever is applicable, in a form prescribed by the Department of Housing and Community Development.

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

Section 1. The Recitals set forth above are true and correct.

Section 2. The City Council does hereby designate the real property attached hereto as **Exhibit "A"** as surplus land as it is not exempt surplus land and is not required for the agency's use under Government Code Section 54220 et. seq.

Section 3. Staff is authorized and directed to send the notice of availability referred to in the Recitals to this Resolution, prior to commencing any negotiations for

sale of the surplus land.

Section 4. In the event that a designated entity or agency notifies in writing the City of its interest in purchasing or leasing the land within 60 days after the City's notice of availability of the land is sent via certified mail or provided via electronic mail, the staff shall engage in shall enter into good faith negotiations to determine a mutually satisfactory sales price and terms or lease terms as provided in Government Code Section 54223, provided that nothing shall restrict the City's authority or discretion to approve land use, zoning, or entitlement decisions in connection with the surplus land and provided further that the City shall not be required to sell or lease surplus land at less than fair market value.

Section 5. This resolution shall become effective on its adoption.

Section 6. All portions of this resolution are severable. Should any individual provision or portion of a provision of this resolution be adjudged to be invalid and unenforceable, the remaining provisions and portions of provisions shall be and continue to be fully effective, except as to the provision(s) and/or portion(s) of provisions that have been judged to be invalid.

**PASSED, APPROVED and ADOPTED** at a regular meeting of the City Council of the City of Beaumont, California, held on the \_\_\_\_ day of December, 2021.

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
John O. Pinkney, City Attorney

EXHIBIT "A"

Approximately 2.316 acres of community commercial land located on the north and south side of E. 4<sup>th</sup> Street (Luis Estrada Road), east of Beaumont Avenue, in the city of Beaumont, California 92223. The property is also known by Riverside County Assessor Parcel Numbers 418-140-028 and 029; and 418-190-004, 005, 006 and 007.



## Staff Report

**TO:** City Council  
**FROM:** Nicole Wheelwright, Deputy City Clerk  
**DATE:** December 7, 2021  
**SUBJECT:** **Resolution Regarding the Use of Teleconferencing to Conduct Public Meetings as Provided with Approval of Assembly Bill 361 and Its Amendments to Government Code Section 54953**

### Background and Analysis:

Assembly Bill 361 (AB361) was signed by Governor Newsom with an effective date of October 1, 2021, which provides exemptions to the procedures of conducting public meetings with the use of teleconferencing. Prior to AB361, the City of Beaumont conducted teleconferenced and hybrid public meetings in accordance with Executive Order N-08-21. That order held an expiration date of September 30, 2021.

AB361 amends Government Code Section 54953 to provide provisions to facilitate teleconferenced meetings during a declared state of emergency. These provisions can only be used in an active gubernatorial state of emergency. The provisions from this amendment are listed in the table below:

Brown Act Requirements	Provisions in AB361 Amendment
If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations and conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.	Agendas not required to be posted at all teleconference locations.  Meeting must still be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.
If the legislative body of a local agency elects to use teleconferencing, each teleconference location shall be identified in the notice and agenda of the meeting	Agendas are not required to identify each teleconference location in the meeting notice/agenda.

<p>or proceeding, and each teleconference location shall be accessible to the public.</p>	<p>Local agencies are not required to make each teleconference location accessible to the public.</p>
<p>If the legislative body of a local agency elects to use teleconferencing, during the teleconferenced meeting, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction.</p>	<p>No requirement to have a quorum of board members participate from within the territorial bounds of the local agency's jurisdiction.</p>
<p>If the legislative body of a local agency elects to use teleconferencing, the agenda shall provide an opportunity for members of the public to address the legislative body directly at each teleconference location.</p>	<p>In each instance in which notice of the time of the teleconferenced meeting is given or the agenda for the meeting is posted, the legislative body shall also give notice of the manner by which members of the public may access the meeting and offer public comment.</p> <p>The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.</p> <p>The legislative body shall allow members of the public to access the meeting, and the agenda shall include an opportunity for members of the public to address the legislative body directly.</p> <p>In the event of a disruption which prevents the local agency from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the</p>

	<p>legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored.</p> <p>Written/remote public comment must be accepted until the point at which the public comment period is formally closed; registration/sign-up to provide/be recognized to provide public comment can only be closed when the public comment period is formally closed.</p>
<p>A member of the public shall not be required, as a condition to attendance at a meeting of a legislative body of a local agency, to register his or her name, to provide other information, to complete a questionnaire, or otherwise to fulfill any condition precedent to his or her attendance. If an attendance list, register, questionnaire, or other similar document is posted at or near the entrance to the room where the meeting is to be held or is circulated to the persons present during the meeting, it shall state clearly that the signing, registering, or completion of the document is voluntary, and that all persons may attend the meeting regardless of whether a person signs, registers, or completes the document.</p>	<p>An individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body that requires registration to log in to a teleconference, may be required to register as required by the third-party internet website or online platform to participate.</p>

In order for a local agency to use the provisions provided by AB361, the agency must determine by majority vote that meeting in-person would present imminent risks to health or safety of attendees and adopt a resolution stating such with a maximum period of thirty days. Thereafter, on a thirty-day basis, the City Council could then consider the continuance of teleconferenced public meetings by way of resolution after a re-evaluation of the state of emergency circumstances with the following findings:

- (A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

- (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.
- (ii) State or local officials continue to impose or recommend measures to promote social distancing.

**Fiscal Impact:**

City staff estimates the cost to prepare this staff report to be \$150.

**Recommended Action:**

Waive the full reading and adopt by title only, "A Resolution of the City Council of the City of Beaumont Proclaiming a Local Emergency Ratifying the Proclamation of a State of Emergency by Executive Order N-09-21, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the City of Beaumont for the Period of December 7, 2021, through January 6, 2022 Pursuant to Provisions of the Ralph M. Brown Act."

**Attachments:**

- A. Resolution



**RESOLUTION 2021-\_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BEAUMONT,  
CALIFORNIA, PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE  
PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21,  
AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF  
THE LEGISLATIVE BODIES OF THE  
CITY OF BEAUMONT FOR THE PERIOD DECEMBER 7, 2021 – JANUARY 6, 2022,  
PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

**WHEREAS**, the City of Beaumont (the “City”) is committed to preserving and nurturing public access and participation in meetings of the City Council; and

**WHEREAS**, all meetings of the City’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963) (the “Brown Act”), so that any member of the public may attend, participate, and watch the City’s legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the City’s boundaries, caused by natural, technological, or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, such conditions now exist in the City, specifically, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; despite sustained efforts the virus continues to spread and is impacting nearly all sectors of California; and

**WHEREAS**, on June 9, 2021, the California Department of Public Health issued updated public health directives related to physical distancing and face coverings effective June 15, 2021, based on guidelines issued by the Centers for Disease Control and Prevention; and

**WHEREAS**, on or about July 28, 2021, Riverside County Public Health stated that “in light of the recent increase in local COVID-19 cases, Riverside County Public Health recommends

residents follow the new state and federal guidance for face coverings. The current state and federal masking guidance recommend that vaccinated individuals wear face masks in public indoor settings. The state still requires unvaccinated individuals to wear masks indoors;” and

**WHEREAS**, the City Council does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus will continue to cause conditions of peril to the safety of persons within the City which are likely to be beyond the control of services, personnel, equipment, and facilities of the City, and the City Council desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency, the City Council does hereby find that the legislative bodies of the City shall conduct the City’s meetings without compliance with of Government Code section 54953(b)(3), as authorized by Government Code section 54953(e), and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(e)(2); and

**WHEREAS**, all meeting agendas stating meeting dates, times and the manner in which the public may attend and offer public comment by call-in option or internet-based service option shall be posted, at a minimum, on the City’s website and at the City’s main office.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BEAUMONT DOES HEREBY RESOLVE, DECLARE AND DETERMINE AS FOLLOWS:**

**Section 1. Recitals.**

The recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**Section 2. Proclamation of Local Emergency.**

The City Council hereby proclaims that a local emergency now exists throughout the City, and the ongoing risk posed by the highly transmissible COVID-19 virus has caused, and will continue to cause, conditions of peril to the safety of persons within the City; furthermore, the guidance of Riverside County Public Health recommends physical distancing and face coverings.

**Section 3. Ratification of Governor’s Proclamation of a State of Emergency.**

The City Council hereby ratifies the Governor of the State of California’s Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

**Section 4. Remote Teleconference Meetings.**

The Mayor, the City Manager, and legislative bodies of the City are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**Section 5. Effective Date.**

This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 7, 2021, or such time the City Council adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the City may continue to teleconference without compliance with Government Code section 54953(b)(3).

**Section 6. Certification.**

The City Clerk shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED, this 7th day of December 2021, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Nicole Wheelwright, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
John O. Pinkney, City Attorney



## Staff Report

**TO:** City Council

**FROM:** Carole Kendrick, Planning Manager

**DATE:** December 7, 2021

**SUBJECT:** **Hold a Public Hearing Tentative Parcel Map No. 38090 (PM2021-0008) for Consideration of a Finance and Conveyance Map to Subdivide 223 Acres into Seven (7) Parcels, One (1) Remainder Parcel, and Two (2) Lettered Lots Consisting of Phase 4B of Tentative Tract Map 31462 within the Oak Valley and SCPGA Golf Course Specific Plan APN: Portion of 413-790-010, -012 and -042**

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### Background and Analysis:

The applicant is requesting approval of Tentative Parcel Map No. 38090 (PM2021-0008) for a finance and conveyance map for the subdivision of 223 acres into seven (7) parcels, one (1) remainder parcel, and two (2) lettered lots consisting of Phase 4B of Tentative Tract Map 31462 within the Oak Valley and SCPGA Golf Course Specific Plan. The proposed application is consistent with the final environmental impact report (FEIR) that was adopted for the underlying project Oak Valley and SCPGA Golf Course Specific Plan (SP318/EIR418).

The Oak Valley SCPGA Specific Plan No. 318 encompassing 1,747.9 acres allowing 4,355 dwelling units was adopted by the County of Riverside on August 14, 2001. The property was annexed into the City of Beaumont on April 9, 2003, by the Local Agency Formation Commission (LAFCO) by LAFCO 2002-43-5. The Oak Valley SCPGA Specific includes the developments of Fairway Canyon and Tournament Hills. The subject property is located within the Fairway Canyon portion of the specific plan.

Fairway Canyon has constructed Phase 1 and 2 of the development, is nearing completion of Phase 3, and has two merchant builders actively building in Phase 4A. The subject property is located within Phase 4B and 4C of the development and more specifically in Planning Areas 18A, 18B, 20A1, 20A2, 20B1, 20B2, 20C1, 20C2, 21B, 22A, 22B, 22C, and 22D, as shown in Exhibit F.

The proposed finance and conveyance map does not allow development of the parcels but does provide larger lots to be sold or transferred. Future development of the lots will

require the recordation of final tract maps, in which tentative tract maps are already approved for the subject property. The project has been conditioned to preclude development until such time that the final tract maps are recorded.

### **Development Review Committee (DRC):**

The Development Review Committee reviewed for the project for design on March 18, 2021, August 19, 2021, and October 7, 2021. Staff from the various City departments provided written comments that have been incorporated into the proposed conditions of approval.

### **CEQA Review:**

From the standpoint of the California Environmental Quality Act (CEQA), an Environmental Impact Report (EIR) was prepared and certified in 2001 for the Oak Valley SCPGA Specific Plan (Specific Plan No. 318) (SCH No. 2000051126), with latest addendum of the EIR was approved by City Council in 2014 (13-EIR-03), assessing the environmental impacts of the overall project and subsequent implementation steps, including subdivision of the site. The EIR and the findings made by the City Council remain pertinent and adequate for use for current application. Execution of this subdivision will require adherence to the mitigation monitoring program established for the project.

### **Public Communications:**

On October 29, 2021, property owners located within a 300-foot radius of the project site were notified of the public hearing. In addition, a notice was published in the Press Enterprise newspaper exceeding the minimum 10-day advanced notice of the hearing. At the time of report preparation, the Planning Department has not received any letters of comment from the public in favor or opposition to the project. Any comments received prior to the time of the scheduled City Council meeting will be provided at the time of the public hearing.

### **Approval Authority:**

The Beaumont Municipal Code, Section 16.04.020 designates the Planning Commission as the “advisory agency” charged with reviewing and making recommendations on all proposed parcel map land divisions and tentative subdivision maps in the City. Section 16.24.050.A authorizes the Planning Commission to conditionally approval or disapprove all tentative parcel maps and tentative subdivision maps and land divisions and submit to the City Council for final approval.

The proposed subdivision was presented as public hearing to the Planning Commission at their November 9, 2021, meeting. No members of the public spoke in favor, opposition or in a neutral position, and the Planning Commission approved forwarding a recommendation of approval to the City Council.

When a tentative map is required under the Subdivision Map Act (66463.5(a)), an approved or conditionally approved tentative map shall expire 24 months after its approval or conditional approval. The Subdivision Map Act does allow for up to four (4) years of extensions subject to approval by the original approving body, however the proposed subdivision is subject to the Development Agreement (City of Beaumont Resolution No. 1987-34) dated November 18, 2003, which has a term of 25 years (Item 7 of the DA) and tentative tract maps shall be granted an extension of time for the term of the Development Agreement (Item 33 of the DA). Therefore, the expiration date for the proposed subdivision is November 18, 2028.

The project setting can also be seen in the following materials attached to this staff report:

- General Plan Land Use Map (Attachment C),
- Zoning Map (Attachment D), and
- Aerial Photograph (Attachment E).

The 223-acre site is currently vacant. The property is located in an area which contains single family residences to the north and east, and vacant land to the south and west. The land uses, zoning, and General Plan land use designations of the project site and surrounding area are shown in the following table.

	<b>LAND USE</b>	<b>GENERAL PLAN</b>	<b>ZONING</b>
<b>PROJECT SITE</b>	Vacant Land	Single Family Residential	Oak Valley Specific Plan (SPA)
<b>NORTH</b>	Single Family Residential	Open Space	Oak Valley Specific Plan (SPA)
<b>SOUTH</b>	Vacant Land	Open Space	Oak Valley Specific Plan (SPA)
<b>EAST</b>	Single Family Residential	Open Space and Single Family Residential	Oak Valley Specific Plan (SPA)
<b>WEST</b>	Vacant Land	Single Family Residential (SFR)	Oak Valley Specific Plan (SPA)

**Fiscal Impact:**

The cost for City staff review and staff report preparation is covered by the \$1,723 deposit required by the City of Beaumont Development Related Fee Schedule.

**Recommended Action:**

Hold a public hearing,  
 Approve Tentative Tract Map No. 38090 (PM2021-0008) subject to the Development Agreement and the attached conditions of approval, and  
 Direct City staff to prepare a Notice of Determination for the applicant to file with the Riverside County Clerk Recorder.

**Attachments:**

- A. Tentative Parcel Map No. 38090
- B. Conditions of Approval
- C. General Plan Land Use Designation Map
- D. Zoning Map
- E. Aerial Photograph
- F. Fairway Canyon - Phase 4 Phasing Map
- G. Proof of Publication

**Incorporated herein by Reference:**

City of Beaumont General Plan  
 City of Beaumont Zoning Ordinance  
 Project Site's Riverside Conservation Authority Multi-Species Habitat Conservation Plan Informational Map  
 Contents of City of Beaumont Planning Department Project File Tentative Parcel Map No. 38090 (PM2021-0008), Tentative Tract Map No. 31426, Tentative Parcel Map No. 37366 (PW2019-0387), LAFCO 2002-43-5, 02-ANX-02, Development Agreement dated November 18, 2003, PLAN2021-0625 (Partial Assignment & Assumption of Development Agreement), Oak Valley SCPGA Specific Plan 318 and Environmental Impact Report 418.

# TENTATIVE PARCEL MAP NO. 38090

## "FOR FINANCE AND CONVEYANCE PURPOSES"

MARCH 2021

**LEGAL DESCRIPTION:**  
 BEING A SUBDIVISION OF PARCEL 4, AND LOT 17 OF PARCEL MAP 37775, AS PER MAP RECORDED IN BOOK 237, PAGES 78-84, OF PARCEL MAPS, RECORDS OF RIVERSIDE COUNTY, AND LOT 176 OF TRACT NO. 31482-21, AS PER MAP RECORDED IN BOOK 473, PAGES 24-30, OF MAPS, LINDS WITHIN SECTIONS 35 AND 36, TOWNSHIP 3 SOUTH, RANGE 2 WEST, S.B.S.L.A.

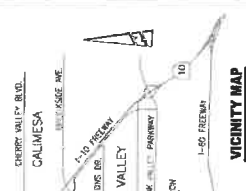
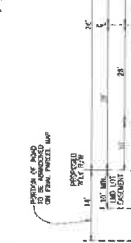
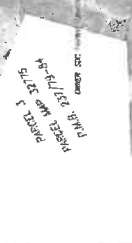
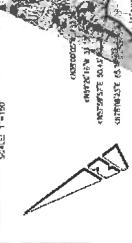
**CHUTE DATA**

C1	[1042432]	33.52'
C2	[1042432]	33.52'
C3	[1042432]	33.52'
C4	[1042432]	33.52'

**LINE DATA**

L1	[1042432]	33.52'
L2	[1042432]	33.52'
L3	[1042432]	33.52'
L4	[1042432]	33.52'
L5	[1042432]	33.52'
L6	[1042432]	33.52'
L7	[1042432]	33.52'
L8	[1042432]	33.52'
L9	[1042432]	33.52'
L10	[1042432]	33.52'

**BENCHMARK:**  
 DESCRIPTION: MONUMENT MARK  
 LOCATION: 70' N. 10' E. 100' FROM CORNER OF PARCEL 4, PARCEL MAP 37775, AS PER MAP RECORDED IN BOOK 237, PAGES 78-84, OF PARCEL MAPS, RECORDS OF RIVERSIDE COUNTY, AND LOT 176 OF TRACT NO. 31482-21, AS PER MAP RECORDED IN BOOK 473, PAGES 24-30, OF MAPS, LINDS WITHIN SECTIONS 35 AND 36, TOWNSHIP 3 SOUTH, RANGE 2 WEST, S.B.S.L.A.



**VICINITY MAP**  
 N.T.S.

**SURVEY NOTES:**  
 1. TRACT MAP NO. 31482-21, AS PER MAP RECORDED IN BOOK 473, PAGES 24-30, OF MAPS, LINDS WITHIN SECTIONS 35 AND 36, TOWNSHIP 3 SOUTH, RANGE 2 WEST, S.B.S.L.A.  
 2. PARCEL MAP 37775, AS PER MAP RECORDED IN BOOK 237, PAGES 78-84, OF PARCEL MAPS, RECORDS OF RIVERSIDE COUNTY.

**TOPOGRAPHY SOURCE:**  
 1. 1:25,000 SCALE  
 2. 1:50,000 SCALE  
 3. 1:100,000 SCALE

**UTILITY UTILITIES:**  
 1. 1:25,000 SCALE  
 2. 1:50,000 SCALE  
 3. 1:100,000 SCALE

**ZONING AND USE:**  
 1. 1:25,000 SCALE  
 2. 1:50,000 SCALE  
 3. 1:100,000 SCALE

**SCHOOL DISTRICT:**  
 1. 1:25,000 SCALE  
 2. 1:50,000 SCALE  
 3. 1:100,000 SCALE

**EXISTING EASEMENT NOTES:**  
 1. THE EASEMENT IS SHOWN AS PER PARCEL MAP 37775, AS PER MAP RECORDED IN BOOK 237, PAGES 78-84, OF PARCEL MAPS, RECORDS OF RIVERSIDE COUNTY, AND LOT 176 OF TRACT NO. 31482-21, AS PER MAP RECORDED IN BOOK 473, PAGES 24-30, OF MAPS, LINDS WITHIN SECTIONS 35 AND 36, TOWNSHIP 3 SOUTH, RANGE 2 WEST, S.B.S.L.A.

**GENERAL NOTES:**  
 1. THIS TENTATIVE PARCEL MAP IS DRAWN WITHIN THE OAK VALLEY ZONING DISTRICT.  
 2. THE OAK VALLEY ZONING DISTRICT IS SHOWN AS PER PARCEL MAP 37775, AS PER MAP RECORDED IN BOOK 237, PAGES 78-84, OF PARCEL MAPS, RECORDS OF RIVERSIDE COUNTY, AND LOT 176 OF TRACT NO. 31482-21, AS PER MAP RECORDED IN BOOK 473, PAGES 24-30, OF MAPS, LINDS WITHIN SECTIONS 35 AND 36, TOWNSHIP 3 SOUTH, RANGE 2 WEST, S.B.S.L.A.

**CONVEYANCE NOTES:**  
 1. THIS TENTATIVE PARCEL MAP IS DRAWN WITHIN THE OAK VALLEY ZONING DISTRICT.  
 2. THE OAK VALLEY ZONING DISTRICT IS SHOWN AS PER PARCEL MAP 37775, AS PER MAP RECORDED IN BOOK 237, PAGES 78-84, OF PARCEL MAPS, RECORDS OF RIVERSIDE COUNTY, AND LOT 176 OF TRACT NO. 31482-21, AS PER MAP RECORDED IN BOOK 473, PAGES 24-30, OF MAPS, LINDS WITHIN SECTIONS 35 AND 36, TOWNSHIP 3 SOUTH, RANGE 2 WEST, S.B.S.L.A.

**LOT/PARCEL AREA TABLE**

PARCEL	AREA (AC)
1	19.23 AC (83)
2	24.61 AC (107)
3	11.08 AC (48)
4	11.08 AC (48)
5	11.08 AC (48)
6	11.08 AC (48)
7	11.08 AC (48)
8	11.08 AC (48)
9	11.08 AC (48)
10	11.08 AC (48)
11	11.08 AC (48)
12	11.08 AC (48)
13	11.08 AC (48)
14	11.08 AC (48)
15	11.08 AC (48)
16	11.08 AC (48)
17	11.08 AC (48)
18	11.08 AC (48)
19	11.08 AC (48)
20	11.08 AC (48)
21	11.08 AC (48)
22	11.08 AC (48)
23	11.08 AC (48)
24	11.08 AC (48)
25	11.08 AC (48)
26	11.08 AC (48)
27	11.08 AC (48)
28	11.08 AC (48)
29	11.08 AC (48)
30	11.08 AC (48)
31	11.08 AC (48)
32	11.08 AC (48)
33	11.08 AC (48)
34	11.08 AC (48)
35	11.08 AC (48)
36	11.08 AC (48)
37	11.08 AC (48)
38	11.08 AC (48)
39	11.08 AC (48)
40	11.08 AC (48)
41	11.08 AC (48)
42	11.08 AC (48)
43	11.08 AC (48)
44	11.08 AC (48)
45	11.08 AC (48)
46	11.08 AC (48)
47	11.08 AC (48)
48	11.08 AC (48)
49	11.08 AC (48)
50	11.08 AC (48)
51	11.08 AC (48)
52	11.08 AC (48)
53	11.08 AC (48)
54	11.08 AC (48)
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56	11.08 AC (48)
57	11.08 AC (48)
58	11.08 AC (48)
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65	11.08 AC (48)
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68	11.08 AC (48)
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71	11.08 AC (48)
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73	11.08 AC (48)
74	11.08 AC (48)
75	11.08 AC (48)
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78	11.08 AC (48)
79	11.08 AC (48)
80	11.08 AC (48)
81	11.08 AC (48)
82	11.08 AC (48)
83	11.08 AC (48)
84	11.08 AC (48)
85	11.08 AC (48)
86	11.08 AC (48)
87	11.08 AC (48)
88	11.08 AC (48)
89	11.08 AC (48)
90	11.08 AC (48)
91	11.08 AC (48)
92	11.08 AC (48)
93	11.08 AC (48)
94	11.08 AC (48)
95	11.08 AC (48)
96	11.08 AC (48)
97	11.08 AC (48)
98	11.08 AC (48)
99	11.08 AC (48)
100	11.08 AC (48)

TOTAL MAP AREA: 2233.00 AC (98.02 SQ. MI.)

**PROPOSED EASEMENT NOTES:**  
 1. THE EASEMENT IS SHOWN AS PER PARCEL MAP 37775, AS PER MAP RECORDED IN BOOK 237, PAGES 78-84, OF PARCEL MAPS, RECORDS OF RIVERSIDE COUNTY, AND LOT 176 OF TRACT NO. 31482-21, AS PER MAP RECORDED IN BOOK 473, PAGES 24-30, OF MAPS, LINDS WITHIN SECTIONS 35 AND 36, TOWNSHIP 3 SOUTH, RANGE 2 WEST, S.B.S.L.A.







**CITY OF BEAUMONT  
PLANNING DEPARTMENT  
CONDITIONS OF APPROVAL**

**PLANNING COMMISSION DATE:** November 9, 2021

**CITY COUNCIL DATE:** December 7, 2021

**PROJECT NAME:** Tentative Parcel Map No. 38090

**PROJECT NO.:** PM2021-0008

**DESCRIPTION:** A request for a finance and conveyance map to subdivide 223 acres into seven (7) parcels, one (1) remainder parcel, and two (2) lettered lots consisting of Phase 4B of Tentative Tract Map 31462 within the Oak Valley & SCPGA Golf Course Specific Plan.

**APPLICANT:** Meritage Homes of California, a California Corporation

**LOCATION:** West of Tukwet Canyon Parkway and north of San Timoteo Canyon Road

**APN:** Portion of 413-790-010, -012 & -042

## **PROJECT**

Note: Any conditions revised at a hearing will be noted by ~~strikeout~~ (for deletions) and/or underline (for additions), and any newly added conditions will be added at the end of all conditions regardless of the Department originating the condition.

## **STANDARD CONDITIONS**

The following conditions of approval are for Tentative Parcel Map No. 38090 and consist of all subsequent conditions and all conditions of approval for the Oak Valley Specific Plan (SP No. 318) and the Mitigation Monitoring and Reporting Plan.

1. The subdivider shall defend, indemnify, and hold harmless the City of Beaumont, its agents, officers, and employees from any claim, action, or proceeding against the City of Beaumont, its agents, officers, or employees to attack, set aside, void, or annul an approval of the City of Beaumont, its advisory agencies, appeal boards, or legislative body concerning TENTATIVE PARCEL MAP NO. 38090 and the Environmental Impact Report certified by the Beaumont City Council in conjunction with the SCGPA Golf Course at Oak Valley Specific Plan, which action is brought within the time period provided for in California Government Code, Section 66499.37. The City of Beaumont will promptly notify the subdivider of any such claim, action, or proceeding against the City of Beaumont and will cooperate fully in the defense. If the City fails to promptly notify the subdivider of any such claim, action, or proceeding or fails to cooperate fully in the defense, the subdivider shall not, thereafter, be responsible to defend, indemnify, or hold harmless the City of Beaumont.
2. The subdivision shall comply with the State of California Subdivision Map Act and to all the pertinent requirements of The Beaumont Municipal Code, unless modified by the conditions listed below.

3. This conditionally approved tentative map will expire on November 18, 2028, per 7 of the Development Agreement between the City of Beaumont and SDC Fairway Canyon LLC, a Delaware limited liability company, that has been partially assigned and assumed by Meritage Homes of California, Inc., a California corporation. Action on a minor change and/or revised map request will not extend the time limits of the tentative map. Approval of the final map by the City Council is required.
4. The conveyance/financing purposes map is located within the SCGPA Golf Course at Oak Valley Specific Plan. The project is limited to the overall density and intensity, allowed uses, design guidelines, including entry monumentation and landscaping, setbacks shall comply with SCGPA Golf Course at Oak Valley Specific Plan.
5. This map is approved for financing and land conveyance purposes only. No applications for building permits or grading permits shall be submitted for the parcels/lots created by this map until approval of subsequent tentative maps for development purposes.
6. If required by the Planning Department, within ten (10) days of approval by the City Council ten (10) copies of an Amended Per Final Conditions map shall be submitted to and approved by the Planning Department prior to release of the final conditions of approval.
7. Any subsequent review/approvals required by the conditions of approval, including but not limited to grading, landscaping, plot plan and/or building plan review, shall be reviewed on an hourly basis based on, or such fee as may be in effect at the time of submittal.
8. The subdivider shall be fully responsible for maintenance and upkeep of any and all slopes, landscaped areas, open space areas, future development areas and irrigation systems until such time as maintenance responsibilities are assumed by other as approved by the Planning Department.
9. The properties contained within Tentative Parcel Map 38090 are part of the SCPGA Golf Course at Oak Valley Specific Plan Specific Plan, approved originally by the Beaumont City Council on November 5, 2002, and later amended in 2004, 2005, and 2014. The provisions and criteria of the SCPAGA Golf Course at Oak Valley Specific Plan shall control and guide the development.

10. An Environmental Impact Report EIR was prepared and certified for the SCPGA Golf Course at Oak Valley Specific Plan Specific Plan, Addendum(s) were prepared for the subsequent amendment and a series of mitigation measures were adopted by the City Council to mitigate the potential impacts of the project. All of the mitigation measures set forth in the subject environmental document are herewith established as conditions of approval for Tentative Parcel No. 38090.
11. The approval of this map shall not result in any vesting provisions relative to City of Beaumont fees and exactions. The provisions of the Development Agreement shall prevail in all cases.
12. The proposed parcels shall have legal access from a public road, or access shall be feasible and required by conditions of approval of the approved Tentative Tract Map No. 31462.

### **FIRE DEPARTMENT CONDITIONS**

**With respect to the conditions of approval for the referenced project, the Fire Department requires the following fire protection measures be provided in accordance with Riverside County Ordinances and/or recognized fire protection standards:**

13. PRIOR TO FINAL MAP RECORDATION: The applicant shall dedicate, as a separate instrument, the right-of-way for Sorenstam Drive as shown on Tentative Map No. 38090.
14. PRIOR TO FINAL MAP RECORDATION: The applicant shall show all easement dedications necessary for legal access to each parcel, on the Final Map. Said easements may be dedicated prior to the recordation of the map via separate instrument but must be referenced on final map.

### **PUBLIC WORKS**

#### **MAPPING**

15. PRIOR TO FINAL MAP RECORDATION: The applicant shall prepare the final map in accordance with the City of Beaumont Municipal Code, General Plan, Specific Plan, and standards; Riverside County Transportation Department (RCTD) Road Improvement Standards & Specification; Riverside County Ordinance 460; and RCTD Map Preparation Manual.

16. PRIOR TO FINAL MAP RECORDATION: When changes to an approved Tentative Map are proposed, a Substantial Compliance Exhibit, in the same scale as the Tentative Map, shall be submitted for review and approval by the City Engineer.
17. PRIOR TO FINAL MAP RECORDATION: Monuments shall be provided in accordance with Section 8771 of the Business and Professions Code. Street centerline monuments shall be deferred to subsequent entitlements. External monuments and Internal monuments shall be set prior to final map recordation.
18. PRIOR TO FINAL MAP RECORDATION: The applicant shall dedicate, as a separate instrument, the right-of-way for Sorenstam Drive as shown on Tentative Map No. 38090.
19. PRIOR TO FINAL MAP RECORDATION: The applicant shall show all easement dedications necessary for legal access to each parcel, on the Final Map. Said easements may be dedicated prior to the recordation of the map via separate instrument but must be referenced on final map.

End of Conditions

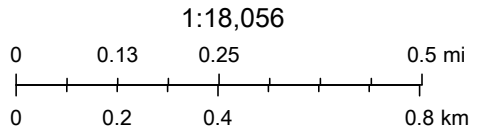
# TPM38090 General Plan Land Use Designation Map



11/3/2021, 11:45:34 AM

Single Family Residential
  Open Space
  City Boundary
  Street Labels

Rural Residential 1



San Bernardino County, Maxar

# TPM38090 Zoning Map

Item 10.

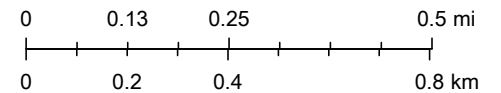


11/3/2021, 11:43:42 AM

Zoning

- Recreation/Conservation
- City Boundary
- Union Pacific Rail Roadway
- Specific Plan
- Street Labels

1:18,056



San Bernardino County, Maxar

# TPM38090 Aerial Photograph

Item 10.



## Legend

- County Centerline Names
- County Centerlines
- Blueline Streams
- City Areas
- World Street Map



**\*IMPORTANT\*** Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

## Notes

0 1, 3,079 Feet  
539

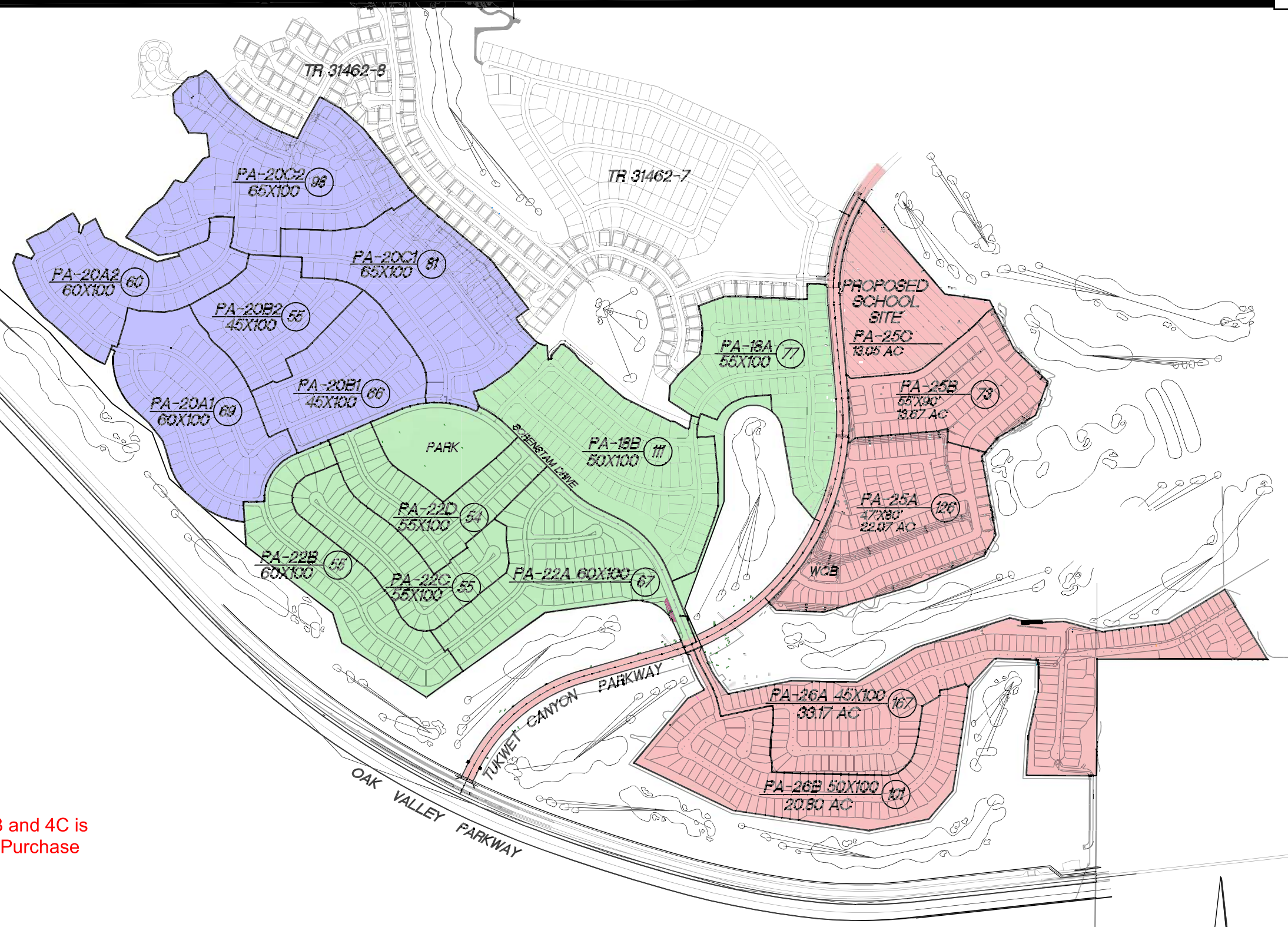
REPORT PRINTED ON... 11/3/2021 11:52:29 AM

© Riverside County GIS

- # NUMBER OF DWELLING UNITS
- PHASE 4A - ±111.6 AC
- PHASE 4B - ±107.9 AC
- PHASE 4C - ±105.0 AC

PROPOSED DESIGN			
P.A.	LOT/PAD SIZE	# OF LOTS	ACREAGE
25A	47'X80'	126	22.07 AC GROSS
26A	45'X100'	167	33.17 AC GROSS
26B	50'X100'	101	20.80 AC GROSS
25B	55'X90'	73	13.67 AC GROSS
25C	N/A	N/A	13.05 AC GROSS
SUBTOTAL		467	
18A	55'X100'	77	
18B	50'X100'	111	
22A	60'X100'	67	
22B	60'X100'	55	
22C	55'X100'	55	
22D	55'X100'	54	
SUBTOTAL		419	
20A1	60'X100'	69	
20A2	60'X100'	60	
20B1	45'X100'	66	
20B2	45'X100'	55	
20C1	65'X100'	81	
20C2	65'X100'	98	
SUBTOTAL		429	
TOTAL		1315	

Phase 4B and 4C is Meritage Purchase



SCALE: 1" = 700'

# FAIRWAY CANYON PHASE 4

**PROACTIVE ENGINEERING WEST, INC.**  
 25109 JEFFERSON AVE. SUITE 200  
 MURRIETA, CA 92562  
 951-200-6840

**PROACTIVE ENGINEERING WEST**  
 DATE: 03/14/2019



# THE PRESS-ENTERPRISE

1825 Chicago Ave, Suite 100  
Riverside, CA 92507  
951-684-1200  
951-368-9018 FAX

## PROOF OF PUBLICATION (2010, 2015.5 C.C.P)

Publication(s): The Press-Enterprise

### PROOF OF PUBLICATION OF

Ad Desc.: /

I am a citizen of the United States. I am over the age of eighteen years and not a party to or interested in the above entitled matter. I am an authorized representative of THE PRESS-ENTERPRISE, a newspaper in general circulation, printed and published daily in the County of Riverside, and which newspaper has been adjudicated a newspaper of general circulation by the Superior Court of the County of Riverside, State of California, under date of April 25, 1952, Case Number 54446, under date of March 29, 1957, Case Number 65673, under date of August 25, 1995, Case Number 267864, and under date of September 16, 2013, Case Number RIC 1309013; that the notice, of which the annexed is a printed copy, has been published in said newspaper in accordance with the instructions of the person(s) requesting publication, and not in any supplement thereof on the following dates, to wit:

**10/30/2021**

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date: October 30, 2021  
At: Riverside, California



Legal Advertising Representative, The Press-Enterprise

BEAUMONT, CITY OF / LEGAL  
550 E SIXTH ST  
BEAUMONT, CA 92223

Ad Number: 0011497808-01

P.O. Number:

Ad Copy:

## LEGAL ADVERTISEMENT

Item 10.

**NOTICE IS HEREBY GIVEN**, that the City of Beaumont will conduct public hearings to consider the matter described below. The Planning Commission's public hearing will be held at 6:00 p.m. on Tuesday, November 9, 2021, and the City Council's public hearing will be held at 6:00 p.m. on Tuesday December 7, 2021, at 550 East Sixth Street, Beaumont, California.

**TENTATIVE PARCEL MAP NO. 38090 (PM2021-0008)**, Conduct a public hearing and consideration of a request for a finance and conveyance map to subdivide 223 acres into seven (7) parcels, one (1) remainder parcel, and two (2) lettered lots consisting of Phase 4B of Tentative Tract Map 31462 within the Oak Valley & SCPGA Golf Course Specific Plan. The proposed application is consistent with the Final Environmental Impact Report (FEIR) that was adopted for the underlying project Oak Valley & SCPGA Golf Course Specific Plan (SP318/ EIR418). APN: Portion of 413-790-010, -012 & -042

The applicant for this project is **MERITAGE HOMES OF CALIFORNIA, A CALIFORNIA CORPORATION**

Public comments can be made in person with adherence to the current COVID-19 safety protocols, using the public comment phone line or by written email. Phone-in comments will be accepted by calling the designated public comment phone line (951) 922-4845 prior to the corresponding item. Public comments shall not exceed three minutes unless otherwise authorized by Planning Commission or City Council. Written comments can be emailed to [NicoleW@BeaumontCa.gov](mailto:NicoleW@BeaumontCa.gov) Public comments accepted via email will be read aloud during the corresponding item of the meeting. Comments can be submitted any time prior to the meeting as well as during the meeting until the end of the corresponding item.

This meeting will be conducted utilizing teleconference communications and will be recorded for live streaming. All City of Beaumont public meetings will be made available via live streaming and made available on the City's official YouTube webpage. Please use the following link during the meeting for live stream access: [BeaumontCa.gov/Livestream](https://BeaumontCa.gov/Livestream)

Carole Kendrick  
Planning Manager

Press-Enterprise: 10/30



## Staff Report

**TO:** City Council  
**FROM:** Nicole Wheelwright, Deputy City Clerk  
**DATE:** December 7, 2021  
**SUBJECT:** **Appointments to Finance and Audit Committee, Economic Development Committee, and Administrative Appeals Board**

---

### Background and Analysis:

The following commission and committees and board have members with term ending dates in which City Council shall appoint new or returning members to. Attached are the applications for consideration of appointment.

#### Finance and Audit Committee

One (1) member with ending term and three (3) vacancies.

- *Expiring Term* – Resident Member (David Vanderpool requesting re-appointment)
- *Vacant* – Resident Member
- *Vacant* – Resident/Business Owner Member
- *Vacant* – Alternate Member

#### Economic Development Committee

One (1) member with ending term.

- *Expiring Term* – Post Secondary Education Representative (Von Lawson requesting re-appointment)

#### Administrative Appeals Board

Four (4) vacant positions.

- *Vacant* – Board Member
- *Vacant* – Board Member
- *Vacant* – Board Member
- *Vacant* – Board Member

A spreadsheet of applicant names will be provided during this item to provide a voting tally process.

**Fiscal Impact:**

City staff estimates the cost of preparing this staff report to be \$390.

**Recommended Action:**

City Council appointment of members to the Finance and Audit Committee, Economic Development Committee and the Board of Administrative Appeals.

**Attachments:**

- A. FAC Applications
- B. EDC Application
- C. BOAA Applications – *no applicants*

## **Finance and Audit Committee Applicants**

**Caroline Hopkins**

**Christina Sanchez**

**Dennis Garcia**

**David Vanderpool**

## Nicole Wheelwright

---

**From:** noreply@civicplus.com  
**Sent:** Tuesday, November 16, 2021 10:53 AM  
**To:** Nicole Wheelwright  
**Subject:** Online Form Submittal: Finance & Audit Committee Appointment 2021

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

### Finance & Audit Committee Appointment 2021

Applications to fill the vacant seats of the City of Beaumont Finance & Audit Committee will be accepted through Tuesday, November 30, 2021, at 5:00 p.m.

Selection process will be held during the City Council Meeting of December 7, 2021, at 6:00 p.m.

First Name	Caroline
Last Name	Hopkins
Primary Phone	
Alternate Phone	<i>Field not completed.</i>
Home Address	945 Palm Ave
Address 2	<i>Field not completed.</i>
Email	
Occupation/Profession	IT Systems Administrator
Employer Name	Mountain View Surgery Center
Are you 18 year of age or older?	Yes
Do you reside in the City of Beaumont?	Yes
Questions	
Are you aware of any conflicts, financial or otherwise, which could affect your appointment as	No

a Finance & Audit  
Committee member?

If you answer "Yes", please  
explain

N/A

Qualifications - Briefly state  
your qualifications,  
including any education,  
skill, or background related  
to finance & audit functions

I worked at Prospect Financial Solutions in Yucaipa as a bookkeeper, payroll clerk, and general staff accountant from 2012 to 2017. After completing my Bachelor's Degree in Computer Science at CSUSB in 2017, I changed careers for a position that was more aligned with my field of study, however, I still enjoy accounting and am fairly familiar with accounting practices and principles. Previously, I was elected Treasurer of my former church's (Hope PRC in Redlands) Young People's Society around 2009, a charge that involved collecting dues from the other members, counting and depositing money from our fundraisers, and making sure we paid our fees to our governing body.

#### Additional Information

Resume

[Caroline Hopkins.pdf](#)

Additional Information

*Field not completed.*

Email not displaying correctly? [View it in your browser.](#)

# Caroline Hopkins

## Contact

Beaumont, CA 92223

## Education

**California State University,  
San Bernardino**

**GPA: 3.7**

B.S., Computer Science, 2017

**Crafton Hills College**

Yucaipa, CA

**GPA: 3.7**

A.S., Multiple Sciences, 2015

## Key Skills

- + PHP application development
- + Microsoft Visual Basic for Applications programming
- +SQL programming/database administration
- + Microsoft Access, Excel, PowerPoint, and Word
- +Payroll and bookkeeping

## Objective

Diligent professional with 5+ years of experience and a proven knowledge of application development, troubleshooting, and database administration. Aiming to leverage my skills to successfully fill the role at your company.

## Experience

*Dec 2017 - present*

### **System Administrator • Mt. View Surgery Center**

Maintain, update, and query MySQL database.

Write, test, and deploy changes to custom EHR software.

Maintain, upgrade, and repair computer systems in procedure rooms and medical office.

Monitor network, recommend infrastructure upgrades to facility administrator, schedule network repairs and upgrades as needed.

Oversee data backups and disaster recovery operations.

*May 2012 – April 2017*

### **Staff Accountant • Prospect Financial Solutions**

Maintained clients' monthly bookkeeping in Quickbooks.

Processed clients' payroll and quarterly/annual payroll tax forms.

Assisted tax preparers by completing and sending various forms.

Performed office administration and receptionist duties when necessary.

## References

Available upon request

## Nicole Wheelwright

---

**From:** noreply@civicplus.com  
**Sent:** Sunday, November 21, 2021 11:29 PM  
**To:** Nicole Wheelwright  
**Subject:** Online Form Submittal: Finance & Audit Committee Appointment 2021

### Finance & Audit Committee Appointment 2021

Applications to fill the vacant seats of the City of Beaumont Finance & Audit Committee will be accepted through Tuesday, November 30, 2021, at 5:00 p.m.

Selection process will be held during the City Council Meeting of December 7, 2021, at 6:00 p.m.

First Name	Christina
Last Name	Sanchez
Primary Phone	
Alternate Phone	<i>Field not completed.</i>
Home Address	
Address 2	<i>Field not completed.</i>
Email	
Occupation/Profession	Financial Analyst
Employer Name	The Wildlands Conservancy
Are you 18 year of age or older?	Yes
Do you reside in the City of Beaumont?	Yes
<b>Questions</b>	
Are you aware of any conflicts, financial or otherwise, which could affect your appointment as a Finance & Audit Committee member?	No



# CHRISTINA SANCHEZ

Beaumont, CA 92223

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Growth-focused professional, with strong history of achieving both financial and non-financial business goals that support operations. Strong leader with calm presence, excellent attention to detail and builds relationships across all organizational levels.

## WORK EXPERIENCE

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### Chief Financial Officer

07/2017 to 11/2021

The Wildlands Conservancy

Oak Glen, CA 92399

- Prepared year end financials and meeting all critical deadlines
- Worked directly with external auditor to complete 990 and audited financials
- Prepared clear and concise reports such as lobbying reports and statements of information
- Prepared and present company financials at board meetings
- Created annual operations and capital budgets
- Tracked budget to actual performance
- Prepared financial forecasts
- Oversaw grants and projects
- Recorded, maintained and disposed fixed assets
- Performed depreciation calculation for all fixed assets
- 401K Administrator
- Supervised and mentored Senior Accounting Assistant
- Worked closely with financial advisor to invest funds i.e. U.S. Treasury bills

### Administrative Analyst

02/2017 to 07/2017

The Wildlands Conservancy

Oak Glen, CA 92399

- Allocated expenses to grants and projects
- Maintained W-9 process
- Maintained certificate of liability insurance process
- Processed approved invoices in Intaact
- Prepared payroll journal entry biweekly
- Reviewed expense receipts ensuring proper allocation
- Prepared monthly journal entry for expenditures and completed monthly bank reconciliations
- Fostered and maintained positive working relationship with vendors

## Accounts Payable Supervisor

11/2012 to 08/2016

RealD Inc.

Beverly Hills, CA 90210

- Oversaw a team of 5 employees including payroll admin
- Performed yearly reviews
- Involved in decision making/implementation of new processes
- Prepared, uploaded and reviewed accruals and journal entries
- Prepared bi-weekly cash flow analysis
- Managed daily cash disbursements to include checks and wires
- Reviewed and posted invoice batches (averaging 150 invoices per week)
- Prepared 1099 Misc. at year end
- Supported various departments on a daily basis
- Ensured team is operating within SOX compliance
- Completed monthly reconciliations for several accounts including international entities
- Performed monthly period close within MAS 500 accounting system
- Led implementation of invoice processing software (Basware)
- Reviewed and approved vendor authorization forms for new vendor setup  
Monitored aging and purchases clearing reports to address any outstanding issues
- Completed required ACA reporting for 2015

## Financial Analyst

06/2010 to 05/2012

Nestle Waters N.A.

Cabazon, CA 92230

- Appropriately allocated AMEX charges of 15+ employees to correct Cost Centers and Accounts
- Researched and resolved discrepancies in Profit & Loss statement
- Monitored and reported spending of various departments monthly
- Processed payroll for 150 non-exempt employees
- Monitored holiday pay, absences, sick pay and vacation in Kronos payroll system
- Traveled throughout country several times a year to attend yearly budget meetings and conferences
- Assisted Controller in developing the yearly budget
- Prepared accruals and journal entries at month end
- Acted as liaison with vendors regarding billing and payment issues
- Supervised Accounts payable clerk
- Provided support to various departments regarding cost center coding
- Conducted audits of material counts and provided official documents to corporate at year-end inventory
- Reviewed company financials (Actual and Plan variances) using SAP and Globe software
- Participated and presented at factory wide meetings
- Worked with Planning and Quality Assurance departments by coordinating payments of damaged materials
- Participated in the implementation of Globe software
- Performed a variety of administrative functions
- Greeted executives and vendors from various companies in a friendly and professional manner

## SKILLS

---

Financial Administration

Risk management

Executive leadership

Operations oversight

Proficient in Intacct, Quickbooks, Etapestry and Paychex

## EDUCATION

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### **Hawaii Pacific University**

Bachelor's

Accounting

Honolulu, HI

07/2003 to 08/2005

## Nicole Wheelwright

---

**From:** noreply@civicplus.com  
**Sent:** Wednesday, November 24, 2021 9:39 AM  
**To:** Nicole Wheelwright  
**Subject:** Online Form Submittal: Finance & Audit Committee Appointment 2021

### Finance & Audit Committee Appointment 2021

Applications to fill the vacant seats of the City of Beaumont Finance & Audit Committee will be accepted through Tuesday, November 30, 2021, at 5:00 p.m.

Selection process will be held during the City Council Meeting of December 7, 2021, at 6:00 p.m.

First Name Dennis

Last Name Garcia

Primary Phone

Alternate Phone *Field not completed.*

Home Address

Address 2 *Field not completed.*

Email

Occupation/Profession Business Owner

Employer Name GB Technology Systems Inc

Are you 18 year of age or older? Yes

Do you reside in the City of Beaumont? Yes

Questions

Are you aware of any conflicts, financial or otherwise, which could affect your appointment as a Finance & Audit Committee member? No

If you answer "Yes", please explain      NA

---

Qualifications - Briefly state your qualifications, including any education, skill, or background related to finance & audit functions      As a business owner, I always do research on products I use for our company and have to make sure prices are compatible with multiple vendors. I always look for irregularities in price or in the way projects are handled.

---

**Additional Information**

---

Resume      *Field not completed.*

---

Additional Information      *Field not completed.*

---

Email not displaying correctly? [View it in your browser.](#)

## Nicole Wheelwright

---

**From:** noreply@civicplus.com  
**Sent:** Sunday, November 28, 2021 12:13 PM  
**To:** Nicole Wheelwright  
**Subject:** Online Form Submittal: Finance & Audit Committee Appointment 2021

### Finance & Audit Committee Appointment 2021

Applications to fill the vacant seats of the City of Beaumont Finance & Audit Committee will be accepted through Tuesday, November 30, 2021, at 5:00 p.m.

Selection process will be held during the City Council Meeting of December 7, 2021, at 6:00 p.m.

First Name David

Last Name Vanderpool

Primary Phone

Alternate Phone

Home Address

Address 2 Beaumont, CA 92223

Email

Occupation/Profession Teacher

Employer Name Beaumont Unified

Are you 18 year of age or older? Yes

Do you reside in the City of Beaumont? Yes

#### Questions

Are you aware of any conflicts, financial or otherwise, which could affect your appointment as a Finance & Audit Committee member? No

If you answer "Yes", please explain I am not aware of any conflicts of interest.

---

Qualifications - Briefly state your qualifications, including any education, skill, or background related to finance & audit functions See attached document.

---

Additional Information

---

Resume *Field not completed.*

---

Additional Information [David Vanderpools Strengths and Qualifications 2021.docx](#)

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Email not displaying correctly? [View it in your browser.](#)

Qualifications- David Vanderpool:

My strengths and qualifications include:

1. Over the past couple years, I have gained valuable experience in local government through being a member of the Beaumont Finance and Audit Committee. During this time I helped develop an Introduction to Local Government Finance presentation and contributed to discussions as well as cast votes regarding matters pertinent to the city's finances.
2. I have a bachelor's degree in Public Administration with a minor in Economics from Cal State Polytechnic University Pomona. My degree included several classes that pertained to audit and finance, including Financial Accounting, Public Finance, Planning and Policy analysis, Managerial Finance, and Government and Not for Profit Accounting. I also hold a teaching credential in both Mathematics and Social Science from Cal Poly Pomona and a Master's degree in Education from Concordia University Irvine.
3. I have taught AP Macroeconomics, AP U.S. Government and Government/Economics at Beaumont High School since 2008. Therefore, have a keen understanding of how to effectively communicate advanced economic, mathematical, and political concepts.
4. I have a strong desire to create a stronger link between my government and economics classroom and the City of Beaumont. I am optimistic that service on this committee will allow me to more effectively communicate to the students of Beaumont High School how they can better serve their city.
5. As an educator, I have a natural desire to empower the people of Beaumont regarding how they can participate in public service in order to enhance the well-being of the city of Beaumont.
6. I have experience in California State politics, having worked for California State Assembly members Robert Pacheco and Carol Liu several years ago.
7. I have an acute ability to research in order to learn what is necessary to solve problems. For example, I have educated myself regarding the financial challenges the city faces from watching past videos of Finance and Audit Committee meetings.
8. I have excellent questioning skills and am not afraid to ask whatever is necessary to get the job done right.
9. I have a strong desire to participate in public service in order to better the standard of living of the people of Beaumont.



10. I have a passion for public policy. I regularly read periodicals such as The Economist and the Wall Street Journal as well as local periodicals such as the Record Gazette. In addition, I stay informed of the latest events pertaining to economics, law, and finance through following a variety of professionals in these fields via social media.
11. My wife, Kristen Vanderpool, is the founder of the Bowmom Baker, a licensed cookie baker that operates out of the City of Beaumont. This gives me insight into the business climate that exists in our city.
12. I am a man of integrity. I live my life by Coach John Wooden's definition of success, which states that success is the peace of mind that comes from doing one's best. It is this desire to constantly do my best that drives me to be the person I am today.
13. As a tenured teacher at Beaumont High School and a father of two young boys, I have a personal stake in the City of Beaumont's future. I care about my children as well as my students and I want to do whatever I can to make the City of Beaumont a place where they want to be.

Thank you for your time. I am excited to participate in this committee. If you would like to contact me, my phone number is \_\_\_\_\_ and my email is \_\_\_\_\_

## **Economic Development Committee Applicants**

**Von Lawson**

# Von Lawson, Ed.D.

---

Beaumont, California 92223 |

12-02-2021

City of Beaumont  
ATTN: Kyle Warsinski, Economic Development Manager  
Economic Development Committee  
550 E. 6<sup>th</sup> Street  
Beaumont, CA 92223

RE: Economic Development Committee Membership Application

Dear Mr. Warsinski:

This letter of application is being submitted to your office for consideration. Please find attached a copy of my current resume and completed application, as I wish to be considered for membership on the City of Beaumont's Economic Development Committee. I received my undergraduate degrees from Langston University in Sociology and Gerontology. I am also a graduate of the University of Central Oklahoma receiving the Master of Arts in Political Science. Finally, I received my Doctor of Education in Leadership from the American College of Education.

Presently, I serve as the *Dean of Career Education* for Mt. San Jacinto College in San Jacinto, California, where I supervise a team of 255 full and part time professors, adjuncts, support staff, career education (credit and non-credit), adult education, ESL, contract and community education, the child development center, UMOJA and CalWorks. My responsibilities include providing day-to-day supervision and leadership to the career education programs' instructional personnel, expenditures, and facilities at the San Jacinto campus with program oversight districtwide. I exercise administrative responsibility for degree programs and the general education curriculum for assigned areas. I provide leadership and vision for the assigned campus and programs. I assist in planning, developing applications for categorical funding, coordinating, and reviewing campus and college-wide academic programs. I am responsible for planning and developing academic programs that respond to student needs, workforce demand, and emerging fields in collaboration with faculty, staff, and other educational institutions and agencies. I have served on the City of Beaumont's Economic Development Committee for the past two years and was honored to be elected chair over the last year.

Previous to my current assignment and for four years, I served as the *Dean of Business and Career Technical Education* for Santiago Canyon College in Orange, California, where I supervised a team of 69 full and part time professors, adjuncts and support staff. As such, my major job duties included responsibility for the timely and accurate preparation, submission, and administration of the college instructional and division budgets, and payroll accounting for adjunct faculty. In the area of planning, I was responsible for evaluating proposed offerings, recruitment strategies, enrollment history, budget, demand, and program requirements to determine the number and nature of offerings, scheduling of classes, staffing, identifying available facilities, supplies, equipment, and materials. This included monitoring enrollment, canceling, and changing classes in response to utilization. Additionally, I was responsible for resolving student incidents of discipline, complaints, and academic performance.

To provide the broadest sense of my experience in senior executive level administration and the skill sets I've developed, in March 2000 I joined Metro Tech Technology Centers as the *Chief Student Services Officer* (at the level of Vice President). I served as the chief executive over the Student Services Division reporting directly to the Superintendent/CEO and serving on his executive council. My responsibilities included the general administration, planning, coordination, direction, and supervision of the division for the entire district of six CTE campuses, to include enrollment, recruitment, counseling, testing/assessment, financial aid, transition services, college services, tech prep, community outreach and GEAR UP. Further, I was responsible for long-range planning of career and technology programs to include the development and implementation of district, division goals and objectives. I supervised and evaluated instructional, administrative and support staff assigned to the division. Additionally, I developed and implemented new programs; prepared and administered annual budgets; and represented the district on numerous community and government boards.

To address my qualifications quantitatively, this section provides specific experiences related to my time in higher education, career and technical education and public service.

1. Experience with public higher education and/or community colleges.

- I have over 6 years of student services administration experience at the level of Vice President, 10 years of academic administration experience at the level of Dean or higher and over 26 years of experience at the level of Director or higher.
- I have over 20 years of progressively responsible experience in developing, implementing, and managing student, academic, CTE programs, workforce development and/or new programs in a college, university, or district postsecondary educational setting.

2. Experience with institutional strategic planning, academic planning and program development, assessment, and accreditation.

- I have over 27 years of experience in strategic planning and decision making, staffing, evaluation, and supervision; and developing and managing budgets.
- I have over 20 years of successful experience using research, data, surveys, and student/community input to develop new and revising existing programs.
- I have over 10 years of serving on accreditation teams in higher education, and career and technical education.

3. Experience with enrollment management strategies.

- I have over 27 years of extensive student services experience working directly with students and student organizations. This includes experience in recruitment (outreach), enrollment, retention, support services, and Greek letter organizations, including financial aid, counseling, testing and assessment, and TRIO programs.

4. Participation in institutional management, budgeting, planning, and evaluation at the cabinet or other senior level.

- I have over 27 years of experience in strategic planning and decision making, staffing, evaluation, and supervision; and developing and managing budgets.
- As the *Chief Student Services Officer* (Vice President) at Metro Tech Technology Centers I served on the CEO/Superintendent's Executive Council as a senior executive.

- As the Dean of Career Education at MSJC, I serve on the Dean's Council and Management Leadership Team responsible for institutional management, budgeting, planning, and evaluation.

#### 5. Experience with inclusion and diversity initiatives.

- I am a Charter Member of the Council of Black Leaders Achieving Community Change (C.B.L.A.C.C.), which serves as a special advisory body to the MSJC President/Superintendent on equity and social justice.
- I was charged with and coordinated SCC's first Office of Civil Rights Audit for Accessibility compliance.
- I serve as the Dean of Career Education for Mt. San Jacinto College, a Hispanic Serving Institution (HSI) with a minority population of approximately 40% and have made it a priority to recruit non-traditional and underrepresented populations, including women and minorities.
- I am a trained and certified Safe Space Ally to the LBGTQ+ community.
- I successfully led the restructuring of the MSJC Umoja program as part of the "Call to Action" plan adopted by the Board of Trustees in June 2020, producing local strategies including the *First-Thirty* initiative guaranteeing success in the first 30 units, an *Umoja Adjunct Pool*, the *Together We Rise* initiative, and the *Umoja Village*.
- I bring 26 years of experience of not only understanding but addressing the needs of students from diverse academic, socioeconomic, cultural, special needs and ethnic backgrounds. I have practiced meeting students at their place or point of need long before the concept of "equity" was popular.

#### 6. Experience with or knowledge of union environments.

- I have over four years of serving on workgroups, and taskforces addressing and designing initiatives related to faculty and classified union roles and responsibilities, and at the negotiation table working with union leaders.

#### 7. Creating and sustaining partnerships between an institution and businesses, other colleges and universities, units of government, foundations, community, and other entities.

- A successful partnership with California Water Services.
- A successful partnership between the International Code Council (ICC) and SCC leading to the first ever degree program for Code Enforcement in the state of California.
- Successfully negotiated partnerships with four-year universities across several disciplines with Grand Canyon University, Bellevue University and California State University – San Marcos.
- Serving on the City of Beaumont, Economic Development Committee as a Voting Member, and currently elected Chair.

#### 8. Fundraising experience.

- While I have not directly supervised a foundation or advancement office, I have worked closely with these entities, serving on committees in developing and deploying fundraising activities, and as a former board member to Vital Link, responsible for participating in and planning fundraising initiatives for the organization.
- I have over 30 years of grant writing experience having written grants ranging from \$1.5 million to \$52 million.

9. Teaching experience

- I have over 22 years of teaching experience at the college level in the areas of Political and Social Sciences, and Career and Technical Education classes.

Humbly, I bring to the position of Economic Development Committee Member, experience spanning 35+ years in state government, higher and career technical education. I have gathered extensive training, through my education and work experience, which would be of great benefit to your organization's goals. I welcome the opportunity to interview, answer questions, share ideas/visions and provide you a greater sense of how I might serve our great city.

Thank you for your attention and consideration in this matter.

Respectfully,  
*Von Lawson*  
Von Lawson, Ed.D.

Attachments

# Von Lawson, Ed.D.

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Beaumont, California 92223

## OBJECTIVES

To achieve a position that allows me to utilize my twenty (plus) years of experience in executive administration, program development and evaluation, team building, fundraising, and communication skills.

## EDUCATION

Doctor of Education (Ed.D.) degree received June 2021, American College of Education, Indianapolis, Indiana.

Major: Higher Education Leadership

Master of Arts (M.A.) degree received May 1990, Central State University; Edmond, Oklahoma.

Major: Political Science.

Bachelor of Arts (B.A.) degrees received May 1982, Langston University; Langston, Oklahoma.

Major: Gerontology and Sociology.

Graduate of Northeast High School, Oklahoma City, Oklahoma; May 1978.

## LEADERSHIP TRAINING

Graduate – CCCAOE Leadership Academy Program, March 2013

Graduate – Educator's Leadership Academy, The Higher Education Academy, 2002-2003, University of Central Oklahoma, Edmond, Oklahoma.

Graduate – Leadership CareerTech, Class of 2001-2002. Oklahoma Department of Career and Technology Education, Stillwater, Oklahoma.

## PROFESSIONAL EXCELLENCE SUMMARY

Widespread knowledge and practice in state government, higher education, career and technology education and non-profit organizations including the following:

- I was charged with and coordinated SCC's first Office of Civil Rights Audit for Accessibility compliance. Each year, CTE programs around the country are chosen at random for a visit from the OCR. The purpose is to assure that the institution meets all requirements of the ADA, 504, Rehabilitative Act and Civil Rights Act in serving students with special needs or circumstances. I was assigned to coordinate and prepare our institution for a three-day audit.
- I successfully negotiated a partnership between the International Code Council (ICC) and SCC as part of our Code Enforcement Program.
- I successfully negotiated a partnership with California Water Services to utilize our Water

Utility Sciences program, rather than their own in-house training. It increased the size of our program by 14%, generating and surpassing FTES expectations.

- I represented the SCC International Student's program in South Korea (October 2016).
- We were successful in developing and deploying our **CTE Career Coaches' Program**. The CTE Career Coaches serve as an outreach strategy for the *Strong Workforce Initiative* and our dual enrollment program. This year will see the opportunity for OUSD students in two schools to graduate with a high school diploma and certificate of proficiency in three program areas.
- Development of the **OCC Start Right! Academy** as part of the colleges outreach efforts to expose students ages 8 to 17 with exposure to "Doing What Matters for Jobs and the Economy" in California.
- Successfully streamlined outreach activities by transitioning from the use of paper brochures to customized e-Brochures.
- Successfully negotiated the acquisition of the **Kaleidoscope Leadership Institute (KLI)** as a permanent training academy at OCC. KLI has a 22 year history of training minority women aspiring to the level of college presidents and executive leadership.
- Successfully negotiated a partnership with **AmeriSkills** in developing collaborative short-term training leading from the classroom to the workforce.
- Development of the **My Life/My Choice, Sooner Seniors Waiver** and **Medically Fragile Waiver Programs** as part of the divisions' home and community based services initiative. These waiver initiatives during the first year saved the citizens of the state of Oklahoma \$22 million in long-term care savings
- Successfully wrote and secured a **Money Follows the Person** grant from the Centers for Medicare and Medicaid Services (CMS) in the amount of \$52 million.
- Successfully wrote and secured a **Long Term Care Partnership** grant from CHCS to develop long term care insurance policies with the Oklahoma Insurance Dept.
- Development of the **Focus on Excellence Program**, the first pay-for-performance long-term care quality initiative in the nation.
- Development of the **Certified Nurse Aide/Personal Care Attendant Program** as part of a statewide workforce initiative to address shortages in healthcare staff.
- Development of a **Program of All-inclusive Care for the Elderly (PACE)** in cooperation with the Cherokee Tribe of Oklahoma. The first tribal PACE program in the nation.
- Developed and deployed Metro Technology Centers' **One-Stop Enrollment System**; established June 1, 2002. The One-Stop created a seamless system for enrollment, advisement, financial aid and test/assessment; cutting enrollment time from 17 days to 4 hours.
- Increased enrollment numbers from **1,327 (FY01) to 2,072 (2005)**, or over **60%**. Pre-enrollment numbers for 08/04/05 were 2,794, or 130% capacity.
- Increased civic responsibility for Metro Tech staff from **\$14,007 (FY99) to \$21,000 (FY05)**. The largest per capita educational contributor to United Way in OK County.
- Restructured and streamlined the Financial Aid Department using 1) new personnel, 2) specialized training, and 3) new software decreasing process time from six months to three weeks, and increasing awards from **\$575,000 (FY00) to \$1,996,388 (FY05)**. A **242%** increase over 5 years.



- Increased the number of available college credit hours earned through articulation agreements from **1,185 (FY00) to 5,881 (FY04)** and the number of students participating in the program from **85 (FY00) to 449 (FY04)**.
- Successfully wrote and secured a **GEAR UP** (Gaining Early Awareness and Readiness for Undergraduate Programs) grant from the U.S. Dept. of Ed. in the amount of \$25 million dollars assisting at-risk youth in preparing for college.

#### PROFESSIONAL COMMENDATION SUMMARY

The following highlights recognition for outstanding programs in the state of Oklahoma that promote teamwork, monetary savings to the state and creativity.

- **Governor's Commendation – *Money Follows the Person*** grant, April 27, 2007.
- **Governor's Commendation – *Certified Nurse Aide/Personal Care Attendant Program***, April 29, 2008.
- **Governor's Commendation – *Focus on Excellence Program***, April 29, 2008.
- **Governor's Commendation – *Long Term Care Partnership***, April 20, 2009.
- **Governor's Commendation – *Oklahoma Long Term Living Choice Project***, April 17, 2009.
- **Governor's Commendation – *Program for All-Inclusive Care for the Elderly (PACE)*** received on May 6, 2010.

#### PROFESSIONAL EXPERIENCE

05-19 – **Mt. San Jacinto College**, 1499 N. State Street, San Jacinto, CA 92583

**Title: Dean of Career Education**

**Description/Duties:** Overall responsibility for providing day-to-day supervision and leadership to the career education programs' instructional personnel, expenditures, and facilities at the San Jacinto campus with program oversight district-wide. Administrative responsibility for degree programs and the general education curriculum for assigned areas. Responsible for providing leadership and vision for the assigned campus and programs. Assist in planning, developing applications for categorical funding, coordinating and reviewing campus and college-wide academic programs. Responsible for planning and developing academic programs that respond to student needs, workforce demand, and emerging fields in collaboration with faculty, staff, and other educational institutions and agencies. In the absence of the Vice President of Instruction for the District, I assume the duties and responsibilities of the Vice President as assigned.

03-15 – **Santiago Canyon College** (Rancho Santiago Community College District), 8045 E. Chapman Ave., Orange, CA 92869

**Title: Dean – Business and Career Technical Education Division**

**Descriptions/Duties:** Overall responsibility to the Vice President of Academic Affairs for the leadership and administration of all aspects of the Division of Business and Career Technical Education. Responsible for the design, delivery, staffing, administrative support, supervision, and evaluation of Division academic programs and academic support staff as well as student enrollment, progress and discipline and all related records and reports. Oversight for specially

funded career education programs such as Perkins (VATEA) and Apprenticeship. Performs other duties and special projects as assigned.

07-13 – **Orange Coast College** (Coast Community College District), 2701 Fairview Rd., Costa Mesa, California 92626

**Title: Director – Career and Technical Education, Community and Contract Education, Career Services (Administrator)**

**Description/Duties:** Responsible for the activities of Career Services (including the Job Center, Career Resource Center and Career Lab), Career Education (including Advisory Committee Support, campus VTEA coordination, the Internship Academy, career related curriculum development, coordination of the Two-Year Review of all Voc Ed programs [50% each year], and the development of career education related grants), Community Education and Contract Education; and, Career and Technical Education.

06-13 – **Ashford University, 400 N Bluff Blvd, Clinton, IA 52732**

**Title: Adjunct Professor, Political Science**

**Description/Duties:** Responsible on a part-time basis for instructing students, using an online modality, in Political Science classes including American Government, Comparative Politics and Latin American Political Systems.

02-06 - **Oklahoma Health Care Authority**, Opportunities for Living Life, NW 23<sup>rd</sup> and Villa, Oklahoma City, Oklahoma 73107

**Title: Director of Opportunities for Living Life (Executive)**

**Description/Duties:** As director, provided oversight for the Opportunities for Living Life Division. Developed infrastructure within OHCA in order to oversee and coordinate with other interagency functions which provide services and support to the citizens of Oklahoma. Built collaborative working relationships among groups including CMS, the Oklahoma Legislature, Department of Human Services, Department of Rehabilitation Services, Department of Health, Department of Mental health and Substance Abuse Services, University of Oklahoma, Oklahoma State University, and advocacy groups to develop, build and deliver health and social support for individuals in the community setting on a continuum. Developed and implemented long term goals, programs and initiatives that had state and nationwide impact. Initiated, planned, developed, and directed the overall goals of the Division. Prepared annual budget requests for the division.

03-00 – **Metro Tech Technology Center**, College and Career Services, 1600 Springlake Drive, Oklahoma City, Oklahoma 73111-5200

**Title: Chief Student Services Officer (Vice President)**

**Description/Duties:** Served as the chief executive over the Student Services Division. Responsibilities included the general administration, planning, coordination, direction, and supervision of the Student Services Division for the entire district, to include enrollment, recruitment, counseling, testing/assessment, financial aid, transition services, college services, tech prep, community outreach and GEAR UP. Responsible for long-range planning to include the development and implementation of district, division goals and objectives. Supervised and evaluated instructional, administrative and support staff assigned to the division. Developed and

implemented new programs. Prepared and administered annual budget for the division. Represented the district on numerous community and government boards.

03-99 - **Oklahoma State Regents for Higher Education**, Oklahoma Statewide Early Intervention Program, P.O. Box 3000, Oklahoma City, Oklahoma 73118

**Title: Director of Grants/Program Development Specialist**

**Description/Duties:** Responsibility included program development within the newly created OSEIP Division. Prepared and submitted grant proposals, implemented and evaluated grant program funding, and insured program compliance with federal and state regulations. Developed new projects, publications and training materials. Represented the project through public speaking and presentations at schools, professional conferences, businesses, and civic/community organizations.

09-92 - **Langston University, Upward Bound Program**, Langston, Oklahoma 73050

**Title: Director, Upward Bound**

**Description/Duties:** As director, was in charge of directing, implementing program objectives and activities, and for evaluation/assessment of program goals and objectives to measure success of the program's activities. Responsibilities included the supervision and evaluation of staff. Developed and implemented a yearly budget to be approved by the university and U.S. Department of Education. Taught college classes and guest lectured on topics related to higher education issues to numerous community and civic organizations throughout the state and nation.

09-92 - **Langston University, Student Support Services**, Langston, Oklahoma 73050

**Title: Counselor, Student Support Services**

**Description/Duties:** Responsibilities included counseling college students and implementing program objectives and activities as given in the Student Support Services proposal. Developed and implemented retention strategies.

08-91 - **Starting Right!, Community Council of Central Oklahoma**, 125 N.W. 5th st., P.O. Box 675, Oklahoma City, Oklahoma 73101

**Title: Task Force Manager/Youth Director**

**Description/Duties:** Starting Right! was a partnership to Prevent Alcohol Abuse and Illicit Drug Use funded by D.H.H.S. Responsible for development of an effective youth planning organizational structure and mobilization of youth in the coalition. Designed and implemented youth needs assessments and inventories, utilized existing secondary data, as well as a variety of assessment tools for primary data, including: surveys, focus groups, interviews and forums.

06-90 - **Oklahoma Appellate Public Defender System**, 1660 Cross Center Drive, Norman, Oklahoma 73019-0639

**Title: Criminal Defense Investigator**

**Description/Duties:** Responsibilities included conducting background investigations on clients represented by the OAPDS.

08-87 - **Department of Human Services, Oklahoma County Juvenile Shelter**, 5909 N. Classen, Oklahoma City, Oklahoma 73118

**Title: Social Worker II/Supervisor**

**Description/Duties:** Responsible for the care and safety of juveniles described as abused, neglected or exploited.

02-85 - **Department of Human Services, Adult Protective Services Division**, 4550 S. May, Oklahoma City, Oklahoma 73119

**Title: Adult Protective Services Investigator**

**Description/Duties:** Responsible for the investigation of abuse, neglect or exploitation, of those persons over the age of 18.

10-82 - **Department of Human Services**, 219 S. Broad, Guthrie, Oklahoma 73050

**Title: Social Worker I**

**Description/Duties:** Long Term Medical Cert/Reviews, Short Term Medical Cert., CCU.

#### **APPOINTMENTS, MEMBERSHIPS, HONORS (PRESENT AND PAST)**

Charter Member – Council of Black Leaders Achieving Community Change (C.B.L.A.C.C.), special advisory body to the MSJC President/Superintendent on equity and social justice

City of Beaumont, Economic Development Committee – Voting Member

Member – MSJC Curriculum Committee

Member – MSJC Management Leadership Group

Member – Inland Empire Desert Region Consortium

Member – MSJC Guided Pathways Committee

Member – Ujima, professional development organization

Board Member (Voting) – Vital Link

Safe Space Ally – Santiago Canyon College

Member – SCC Midterm Accreditation Team

- (Facilities Maintenance and Student Success/Retention)

Member – SCC Management Council

Member – SCC Curriculum and Instruction Council

Member – SCC Joint Chairs Council

Co-Chair – SCC Enrollment Management Council

Member – SCC Facilities Council

Member – SCC Dean's Council

Member – RSCCD District Management Council

Member – SCC Distance Education Committee

Member – SCC Planning and Institutional Effectiveness (PIE)

Apprenticeship Committees

- Acoustical
- Maintenance Mechanic
- Carpentry
- Power Lineman
- Operating Engineers

- Electricity
- Surveying

Voting Member – Los Angeles/Orange County Regional Consortium

- Vice Chairman – Dean Resource Associates (DRA)
- Vice Chairman – College Resource Leadership Council (CRLC)

Member – Association for Career and Technical Education (ACTE)

Member – California Community College Association of Occupational Education (CCCAOE)

Member – Association of California Community College Administrators (ACCCA)

Member – Orange County Business Council's Community College Working Group

Member – Orange County Workforce Partnership

Representative – District Vocational/Career Education Coordination Committee

Representative – Instructional Planning Council (IPC)

Representative – Enrollment Management Committee (Student Affairs)

Voting Member – Newport Mesa Unified School District Career and Technical Education Task Force

Partner – SB1070 Pathways Trust Partnership (OCDE/Saddleback College)

Member – Olmstead Strategic Planning Committee, Oklahoma Legislature

Member – Long Term Care Facility Advisory Board, Oklahoma Department of Health

Member – Developmentally Disabilities Council, Oklahoma Dept of Human Services

Member – Superintendent's Executive Council

Member – Superintendent's Administrative Council

Former Board Member (Voting) – Workforce Investment Board of Central Oklahoma

Member – Systems Partners, COWIB

Member – Financial Aid Progress Review Committee, Metro Tech

Coordinator – School-To-Work Project

Coordinator – Tech Prep Project

Chairman – Student Welfare Committee for Langston University

Planning Committee – Project coordinator in charge of revising the Policy and Procedures

Manual for the Division of Student Affairs for Langston University

Chairman – Assembly and Cultural Relations Committee for Langston University

Chairman – Admissions and Retention Committee for Langston University

Member – Budget Committee for Langston University

Member – Affirmative Action Committee for Langston University

Advisor – Pan Hellenic (Greek) Council of Langston University

Advisor – Circle K Club of Cimarron Valley; Kiwanis International

Advisor – Gamma Phi Delta Christian Fraternity Incorporated

Advisor – Alpha Chi Christian Society

Advisor – Nation of Islam (N.O.I.) Study Group

Grant Writer – Money Follows the Person, Oklahoma Health Care Authority

Grant Writer – Long Term Care Partnership, Oklahoma Health Care Authority and Oklahoma Insurance Department

Grant Writer – GEAR UP for Success Program in partnership between OSRHE, OCPS. Worked with Dr. LeRoy Walser, Director of Grants Management - 1999)

Grant Writer – Upward Bound Project, Langston University

Grant Writer/Consultant – Simply Me Foundation  
 Grant Writer/Manager – St. John Missionary Baptist Church Men's Conference

#### **SPECIALIZED TRAINING (PRESENT AND PAST)**

Safe Space Training  
 Clergy Training  
 EEO Training  
 Title IX Training  
 DPP Training  
 Training – Prometheus  
 Training – ISO 9000-9001  
 Training – Malcolm Baldrige  
 Training – Value Streaming/Mapping

#### **PAST PROFESSIONAL MEMBERSHIPS**

Oklahoma Association for Career and Technical Education (OkACTE)  
 American Society for Public Administration (ASPA)  
 American Evaluation Association (A.E.A.)  
 Oklahoma Academic Advising Association

#### **SIGNIFICANT ACCOMPLISHMENTS AND HONORS**

Friendship Baptist Church, Yorba Linda, California

- Teacher – Children's Church

Saint John Missionary Baptist Church, Oklahoma City, Oklahoma

- Teacher – Sunday School, Pre-K
- Teacher – Children's Church
- Teacher – Teen Church
- Worker – Church Nursery
- Coordinator – Men's Ministry

Kappa Alpha Psi Fraternity Incorporated (Life Member)

- Vice Polemarch, Langston Alumni Chapter
- Polemarch, Alpha Pi Chapter

Kappa Delta Pi – International Honor Society in Education  
 Den Leader - Boy Scouts of America, Troop 864  
 Alpha Phi Omega National Service Fraternity Inc.  
 Kiwanis International, Charter Member, Cimarron Valley Club  
 Past President - Cimarron Valley Club, Kiwanis International  
 Past Secretary - Cimarron Valley Club, Kiwanis international  
 National Pan Hellenic Council  
 Who's Who Among Colleges and Universities - 1982  
 Outstanding Young Men of America - 1982  
 Nominated, Outstanding Young Men of America – 1996

**REFERENCES****Supervisors (Current and Past)**

Dr. Roger W. Schultz, President / Superintendent  
Mt. San Jacinto College  
1499 N. State Street  
San Jacinto, CA 92583

Mrs. Joyce Johnson, Provost and Executive Dean  
Mt. San Jacinto College  
1499 N. State Street  
San Jacinto, CA 92583

Douglas R. Benoit, EdD  
Dean; Applied Sciences and Business  
College of the Desert  
43-500 Monterey Ave.  
Palm Desert, CA 92260

Dr. John Weispenning, Chancellor  
Coast Community College District  
1370 Adams Ave.  
Costa Mesa, CA 92626

Dr. Aracely Mora, Vice President for Academic Affairs (Retired / July 30, 2016)  
Santiago Canyon College  
8045 E Chapman Ave  
Orange, CA 92869

**Professoriate, Directors and Direct Reports (Current and Past)**

Mrs. Amy Campbell, Director – Adult Education, Non-Credit, ESL  
Mt. San Jacinto College  
1499 N. State Street  
San Jacinto, CA 92583

Ms. Dawn Bridge, Administrative Associate III, Career Education Division  
Mt. San Jacinto College  
1499 N. State Street  
San Jacinto, CA 92583

Dr. Regina Lamourelle, Chair and Professor of Childhood Development Department  
Santiago Canyon College  
8045 E Chapman Ave  
Orange, CA 92869

Mr. Jeffry P. Dennis, Professor, Water Sciences  
Santiago Canyon College  
8045 E Chapman Ave  
Orange, CA 92869

Dr. John Aust, Adjunct Professor, Real Estate  
Santiago Canyon College  
219 E Chapman Avenue  
Orange, CA 92866

Sergio Verino, Facilitator and Adjunct Professor, Code Enforcement Program  
Santiago Canyon College  
8045 E Chapman Ave  
Orange, CA 92869



Carlos Castellanos, Facilitator and Adjunct Professor, Public Works Program  
Santiago Canyon College  
8045 E. Chapman Ave

Mark Counts, Facilitator and Adjunct Professor, Survey Mapping Sciences  
Santiago Canyon College  
8045 E. Chapman Ave  
Orange, CA 92869

**Professional Colleagues**

Dr. Loretta Jordan  
Interim Dean of Student Affairs  
Santiago Canyon College  
8045 E Chapman Ave  
Orange, CA 92869

Dr. Nargis Rabii-Rakin, Chief Advisor for Academic and Diversity Programs, RSCCD  
Former Professor of History & Political Science, MUN Coach, SCC  
Former President, Faculty Union, SCC  
Rancho Santiago Community College District  
2323 N. Broadway  
Santa Ana, California 92706-1640

Adriene "Alex" Davis, Ed.D.  
Executive Director, LA/OC Regional Consortium (LAOCRC)  
Assistant Vice Chancellor, Economic and Workforce Development  
Rancho Santiago Community College District  
2323 N. Broadway, Suite 328  
Santa Ana, CA 92706

Kari Irwin  
Associate Dean of Economic and Workforce Development  
Saddleback College  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

### **Community and Regional Stakeholders**

Mrs. Anne C. Younglove (Community Colleague)  
Program Analyst, Office of College and Career Education  
Newport-Mesa Unified School District  
2985 Bear Street  
Costa Mesa, CA 92626

Dr. LaSeanda Wesson (Community Member)  
Director – Youth Ministry  
Friendship Baptist Church  
17145 Bastanchury Rd  
Yorba Linda, CA 92886

### **Former Supervisors / Colleagues**

Teresa Francisco, Director - Articulation and College Relations  
Metro Technology Center  
1600 Springlake Drive  
Oklahoma City, OK 73111

Mr. Craig Carter, Senior Academic Counselor (Former Supervisor)  
OKLAHOMA STATE UNIVERSITY  
College of Engineering, Architecture and Technology Division of Engineering Technology  
294 Cordell South  
Stillwater, Oklahoma 74078

Applications to fill the vacant seats of the City of Beaumont Finance & Audit Committee will be accepted through Tuesday, November 30, 2021, at 5:00 p.m.

Selection process will be held during the City Council Meeting of December 7, 2021, at 6:00 p.m.

First Name \*

Van

Last Name \*

Lawson

Primary Phone \*

Alternate Phone

Home Address \*

, Beaumont, CA 92223

Address 2

Email \*

Occupation/Profession

Dean - Career Education

Employer Name

Mt. San Jacinto College

Are you 18 year of age or older? \*

Yes  
 No

Do you reside in the City of Beaumont? \*

Yes  
 No

**Questions**

Are you aware of any conflicts, financial or otherwise, which could affect your appointment as a Finance & Audit Committee member?

Yes

No

If you answer "Yes", please explain

Qualifications - Briefly state your qualifications, including any education, skill, or background related to finance & audit functions

Please refer to attached Letter of Application and Resume.

**Additional Information**

Resume

Attached

BROWSE

Additional Information

BROWSE

Vm

12/2/2021

## **Board of Administrative Appeals Applicants**

*No applicants*



## Staff Report

**TO:** City Council

**FROM:** Doug Story, Assistant Director of Community Services

**DATE:** December 7, 2021

**SUBJECT:** **Approve a Non-Exclusive License Agreement with the Cherry Festival Association to Operate and Maintain an Office and Meeting Room Space in the Albert A. Chatigny, Sr. Community Recreation Center Located at 1310 East Oak Valley Parkway and Request to Waive Fees Associated with Facility Usage**

### Background and Analysis:

The City of Beaumont owns and operates the Albert A. Chatigny, Sr. Community Recreation Center (CRC), located at 1310 East Oak Valley Parkway. The CRC sits on a 2.62-acre parcel and includes a 24,857 sq. ft. two-story building with a gymnasium, full-service commercial kitchen, multiple meeting rooms, childcare rooms, offices, and a playground.

The Cherry Festival Association is a non-profit organization that organizes one of the City's premier events, the annual Cherry Festival. The Cherry Festival is a four-day event, traditionally held in downtown at Stewart Park, and draws thousands of people from around Southern California. The festival includes a parade, popular music bands, food and vendor booths, and a carnival. City Council has reinforced their support of this annual event with a line item in Fiscal Year 2022's budget with a sponsorship in the amount of \$100,000 for the 2022 festival.

City staff received a request from the Cherry Festival Association to operate and maintain an office for their day-to-day operations and have access to a room within the CRC for periodic meetings. This office space allows members of the public interested in Cherry Festival activities to have a centralized location to inquire about Cherry Festival information. This office space and periodic meeting area will give the Cherry Festival Association an opportunity to conduct vital planning and meetings leading up to the Cherry Festival each year. In addition, a request to waive staff fees and facility usage fees associated with the use of the CRC has been received and is included as an attachment to this report.

The City Attorney has prepared the attached non-exclusive license agreement (Attachment A). The term of this contract will remain in effect until December 31, 2022, and after that date a month-to-month agreement will be in place until December 31, 2024.

**Fiscal Impact:**

City staff estimates the facility waiver to be approximately \$3,000 annually through the term of the agreement.

**Recommended Action:**

Staff recommends City Council approve the non-exclusive license agreement with the Cherry Festival Association and authorize the City Manager to execute the agreement on behalf of the City of Beaumont.

**Attachments:**

- A. Non-Exclusive License Agreement
- B. Waiver Request



**NON-EXCLUSIVE LICENSE AGREEMENT**

THIS NON-EXCLUSIVE LICENSE AGREEMENT (“License”) effective as of the date executed by both parties below is entered into by the CITY OF BEAUMONT, a municipal corporation (“Licensor”), and the Cherry Festival Association, a California non-profit public benefit corporation (“Licensee”).

**RECITALS:**

A. Licensee seeks to operate and maintain an office (“Facility”) on property (“Property”) owned by Licensor located at 1310 East Oak Valley Parkway, Beaumont, CA, Assessor’s Parcel Number 408-100-022, in the City of BEAUMONT.

B. The Property Licensed for use by the Licensee is described in further detail in “**Exhibit A,**” and the location of the Facility on the Property is as depicted in the diagram attached as “**Exhibit B.**”

C. Licensor desires to utilize the office space for day-to-day operations of the Cherry Festival Association and provide public contact for members of the public interested in Cherry Festival activities, including board meetings, subject to the terms and conditions hereinafter set forth, and believes there is a public benefit to the use of the City’s property in this location and for this particular temporary use.

**THE PARTIES AGREE AS FOLLOWS:**

1. THE PARTIES AND REQUIRED NOTICES

A. The parties to this License, and their designated representatives, are as follows:

Licensor:

CITY OF BEAUMONT  
Beaumont Civic Center  
550 E. Sixth St.  
Beaumont, CA 92223  
Designated Representative: City Manager  
Phone: 951 769 8520

Licensee:

CHERRY FESTIVAL ASSOCIATION

\_\_\_\_\_  
Beaumont, CA 92223

B. Any notice required to be given under the provisions of this License must be in writing and may be delivered personally, by overnight delivery service, or by certified or registered mail with postage prepaid and return receipt requested, addressed to the other party as set forth above in paragraph A.

C. Should either Party change any element of the contact information in this agreement, that Party shall notify the other Party of such change in writing within seven (7) calendar days following such change.

2. PROPERTY AND FACILITIES

A. The interests in Licensor’s property, both real and personal, that are subject to this License consist only of the non-exclusive, temporary, and revocable right to occupy and use Licensor’s real property in the City of Beaumont, California. No further lease, tenancy or right of any kind to use, possess, occupy, expand, or construct on Licensor’s real or personal property is conveyed or implied.

B. Licensee’s use is strictly limited to the size as outlined in **Exhibit “B”**. The Facility must be maintained, and operated in compliance with all applicable licenses, permits, ordinances, laws, and regulations, including but not limited to the BEAUMONT Municipal Code provisions relating to encroachment permits, and all building and health codes.

C. Licensor makes no warranty or representation of any kind whatsoever regarding the condition of the Property or its fitness for Licensee’s use, or any use. Licensee accepts this License of the Property in an “as is, where is” condition and has been advised to inspect the Property.

D. Licensee expressly acknowledges that the License conveyed herein is non-exclusive and temporary, subject to revocation for the reasons specified herein, or no reason, that Licensee has acquired no recognizable property interest in Licensor’s Property, that Licensee’s use of the Property is entirely at Licensee’s own risk.

3. LICENSEE’S USE OF THE PROPERTY

A. Licensee is authorized to use the Property only for office operations and board meetings in the area as described and depicted herein. Licensee’s use of the Property must comply with all conditions imposed by Licensor’s City Manager, or his designee, or City Council, and with all ordinances, laws, and regulations of any governmental entity having jurisdiction to regulate the use.

B. As required by applicable law, Licensee shall apply for, obtain, and maintain continuously in effect all licenses, permits, and approvals required by all governmental agencies for Licensee’s intended use of the Property. Licensor shall, at no expense to Licensor, cooperate with Licensee in providing such information concerning this License as may reasonably be requested in Licensee’s efforts to obtain the required licenses, permits, and approvals.

C. Licensee shall not in any way impede or interfere with the use of the Property by Licensor or Licensor’s employees, agents, or contractors. Licensee shall not allow the use of any portion of the Property which, in Licensor’s sole but reasonable opinion, will result in interference with Licensor’s operations of, or which may cause a nuisance or interfere with, other uses upon adjacent property of Licensor.

D. All of Licensee’s employees and volunteers shall have the training, education and licensure required and customarily required for office operations. Licensee shall require that all employees, volunteers, and others be subject to background checks. All allegations or complaints of inappropriate conduct shall be rigorously investigated and acted on accordance with legal standards and best practices. Any employee or volunteer who acts or who has acted inappropriately will be

immediately dismissed. Licensor may, but has no duty to, require that any employee or volunteer be no longer granted access to the Property for any reason or no reason. Failure to comply with any request to remove an employee or volunteer shall be grounds for immediate termination of this License.

E. Except as otherwise provided herein Licensee’s use of the Property shall not be subject to any rent or the payment of any fee by the Licensee.

4. TERM

A. This License shall commence upon approval by the City Council and execution by both parties (“Commencement Date”) and remain in effect until December 31, 2022, thereafter it may be extended in writing by the City Manager for additional terms of one calendar month each not to extend past December 31, 2024. Any extension past December 31, 2024 shall require approval by the City Council at a duly held meeting.

5. MAINTENANCE OF LICENSEE’S FACILITIES

A. During the term of this License, Licensee shall, at its sole cost and expense, maintain the Property and the Facility in clean, good condition and repair, ordinary wear and tear excepted, and in compliance with all applicable laws, rules, ordinances, orders, and regulations of (i) federal, state, county and municipal governmental agencies having jurisdiction, and their respective departments, bureaus, and officials; and (ii) all insurance companies or risk pools insuring all or part of the Property, or the improvements thereon, or both. In particular Licensee shall strictly adhere to all laws, executive orders and other policies and regulations of any kind imposed in connection with the COVID-19 crisis. Failure to strictly and continuously comply with COVID-19 requirements shall be grounds for immediate termination of this License.

B. Licensee shall keep the Property free from all liens and stop notices or obligations incurred by or at the request of Licensee. If any lien or stop notice is filed against the Property as a result of the acts or omissions of Licensee, or Licensee’s employees, agents, or contractors, Licensee shall discharge, bond, or otherwise secure the same to Licensor’s reasonable satisfaction within 30 days after Licensee has notice that the lien or stop notice has been filed. If Licensee fails to commence steps to discharge, bond or secure any lien or stop notice within such 30 day period, then, in addition to any other right or remedy, Licensor may, at its election, upon 30 days’ prior written notice to Licensee, discharge the lien or stop notice by either paying the amount claimed to be due, or obtaining the discharge by deposit with a court or a title company, or by bonding. Licensee shall pay on demand any amount so paid by Licensor to discharge or satisfy any lien or stop notice, and all reasonable attorneys’ fees and other legal expenses of Licensor incurred in defending any action or in obtaining the discharge of such lien, together with all reasonable disbursements.

6. INTERFERENCE

A. Licensee shall not use the Property in any manner that materially interferes with the Licensor’s use of the Property and/or nearby real property, or with lessees, invitees, and licensees of Licensor use of nearby properties.

B. Licensor shall in no way bear any liability or responsibility, financially or otherwise, for any damage, interruption, disruption, discontinuance, or other interference with Licensee’s use of the

Licensee’s Facility, or for any damage to or discontinuance of the use of the Facility, whatever the cause, or for any incidental or consequential monetary damages whatsoever.

7. REVOCATION OF LICENSE

A. Licensee acknowledges and agrees that this License is temporary and may be revoked by Licensor at any time for any reason or no reason. In the case of any revocation by Licensor, termination as provided herein, Licensee shall vacate the Property and remove all personal property within five (5) days of any such revocation, termination, or expiration.

B. If all or any portion of the Property occupied by Licensee’s Facility is temporarily required for Licensor’s public purposes in Licensor’s sole discretion, Licensee shall immediately vacate the Property.

1. C. This License is personal to Licensee and does not run with the land. If Licensee closes, terminates, or otherwise transfers control of the entity with this License as of the Commencement Date to any other person or entity, this License shall terminate unless Licensor, in its sole discretion, first approves a written amendment of this License or a new License for the Property. Licensor is under no obligation whatsoever to transfer the License to any other Licensee.

D. Any violation of any term or condition of this License by Licensee or its agents, employees, contractors, or invitees shall be deemed an event of default by Licensee and Licensor may terminate this License. If any such default is not completely cured by Licensee within three calendar days following the sending of written notice to Licensee from Licensor, this License shall terminate.

E. In the event of a termination, expiration, failure to renew, revocation or removal of the Facility for any reason, Licensee shall not be entitled to any relocation assistance payments under California Government Code Sections 7260 et seq. or under federal law (42 U.S.C.A. 4601 et seq.), or any severance or “good-will” damages, or damages or compensation of any nature or amount. Licensee agrees Licensee shall not file or pursue any claim for relocation assistance payments under these or similar statutes, or damages, or reimbursement of expenses of any kind.

8. INDEMNIFICATION

To the fullest extent permitted by law, Licensee shall indemnify, defend, and hold Licensor, its officers, agents, employees and attorneys, harmless from and against any and all claims, actions, damages, liability and expense (including reasonable attorney’s fees, costs and disbursements) in connection with this License including without limitation, loss of life, personal injury, or damage to property, attributable to or arising out of: (i) the Facility or equipment that Licensee maintains on the Property and Licensee’s business; (ii) the acts or omissions of Licensee’s employees, volunteers, customers, agents, guests, program participants or invitees; (iii) any occurrence in, upon or at the Property, to the extent caused by the unlawful, negligent, reckless or willful misconduct of Licensee, or its employees, volunteers, customers, program participants, invitees, agents, guests or contractors; (iv) any occurrence occasioned by the violation of any law, regulation or ordinance by Licensee or its employees, volunteers, customers, program participants, invitees, agents, guests, or contractors; or (v) Licensee’s default under this License. If any claim or action is filed that names Licensor, its agents, officers, employees, contractors, consultants, or any of Licensor’s indemnified parties as specified herein, Licensor shall, at its sole discretion, be entitled to choose counsel. The provisions of this Section 8 will survive the expiration or termination of this License with respect to any claim, damage, personal injury, or death that occurs before such expiration or termination.

## 9. INSURANCE REQUIREMENTS FOR LICENSEE

A. Licensee shall procure and maintain continuously throughout the duration of the License insurance against claims for injuries to persons or damages to property which may arise from or in connection with the Licensee's operation and use of the Property. The cost of such insurance shall be borne by the Licensee.

### B. Minimum Scope of Insurance.

1. Coverage shall be at least as broad as:

- a. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
- b. Workers' Compensation insurance as required by the State of California and Employer's Liability insurance (for Licensees with employees).

### C. Minimum Limits of Insurance

1. Licensee shall maintain limits no less than:

- a. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be at least twice the required occurrence limit.
- b. Employer's Liability: At least \$1,000,000 per accident for bodily injury or disease.
- c. Property Insurance: Full replacement cost with no coinsurance penalty provision.

### D. Deductibles

1. Any deductibles or self-insured retentions must be declared to and approved by the Licensor. At the option of the Licensor, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Licensor, its trustees, officers, employees, and volunteers.

### E. Other Insurance Provisions

1. The general liability policy is to contain, or be endorsed to contain, the following provisions:
  - a. The City of BEAUMONT, its officers, employees, agents, attorneys, and volunteers are to be named as additional insureds with respect to liability arising out of ownership, maintenance or use of that part of the Property subject to this License. Additional Insured status shall be evidenced by a Certificate of Insurance and appropriate endorsements of requested by City, copies of which are attached hereto as **Exhibit "C"**. Under no circumstance will Licensee enter the Property prior to the acceptance of the Certificate of Insurance attached hereto as **Exhibit "C"** by City.
  - b. The Licensee's insurance coverage shall be primary insurance as respects the Licensor, its officers, employees, agents, attorneys, and volunteers. Any insurance or self-insurance maintained by the Licensor shall be excess of the Licensee's insurance and shall not contribute with it.

c. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled, except thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the Licensor. Prior to any such cancellation, Licensee shall procure new insurance at its sole expense, to prohibit any gap in coverage.

#### F. Acceptability of Insurers

1. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

#### G. Verification of Coverage

1. Licensee shall furnish the Licensor with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the Licensor or on other than the Licensor's forms, provided those endorsements or policies conform to the requirements. All certificates and endorsements are to be received and approved by the Licensor before the Commencement Date. The Licensor reserves the right to require complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications at any time.

### 10. DEFAULT BY LICENSEE

The occurrence of any one or more of the following events constitutes an event of default and breach of this License by Licensee: (i) The abandonment (as defined by the BEAUMONT Municipal Code) of the use of the Property by Licensee; (ii) The failure by Licensee to make any payment required to be made by Licensee hereunder, as and when due, where that failure continues for a period of three (3) business days after written notice is sent by Licensor to Licensee; (iii) The failure by Licensee to observe or perform any of the covenants, conditions or provisions of this License to be observed or performed by the Licensee; (iv) the making by Licensee of any general assignment or general arrangement for the benefit of creditors; or unless prohibited by Bankruptcy Law or other paramount law, the filing by or against Licensee of a petition to have Licensee adjudged a bankrupt, or a petition or reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against Licensee, the same is dismissed within sixty (60) days); or the appointment of a trustee or a receiver to take possession of substantially all of Licensee's assets located at the Property or of Licensee's interest in this License, where possession is not restored to Licensee within 30 days; or the attachment, execution or other judicial seizure of substantially all of Licensee's assets located at the Property or of Licensee's interest in this License, where that seizure is not discharged within thirty (30) days.

### 11. PROHIBITED USES

A. This License is granted only for the purpose of operating an office and holding board meetings. Without affecting the foregoing sentence, the following activities are expressly prohibited on the Property:

1. Unlawful use or storage of any hazardous substance or hazardous chemical, as those terms are used in CERCLA [42 U.S.C. 9601 (14)] or SARA [42 U.S.C. 110211 (e)] or any similar federal or state law, or any pesticide, petroleum product, or fuel; except materials that are packaged and purchased for consumer use in containers not exceeding one gallon, or fuel in a vehicle fuel tank.

Use of pesticides must be minimized and may be applied only by authorized personnel and in accordance with all applicable laws, regulations, and label instructions. All aerial applications are prohibited. Back-up generators, and the storage of fuel for those generators, shall only be allowed if specifically authorized in this License.

12. WAIVER

Failure on the part of either party to enforce any provision of this License may not be construed as a waiver of the right to compel enforcement of that provision, or any other provision.

13. LICENSOR’S CONSENT OR APPROVAL

Neither Licensor’s execution of this License nor any consent or approval given by Licensor under this License in its capacity as Licensor will waive, abridge, impair, or otherwise affect Licensor’s powers and duties as a governmental entity. Any requirements under this License that Licensee obtain consents or approvals of Licensor are in addition to and not in lieu of any requirements of law that Lessee obtain approvals or permits. However, Licensor will use its best efforts to coordinate its procedures for giving contractual and governmental approvals so that Licensee’s requests and applications are not unreasonably denied or delayed.

14. PARTIAL INVALIDITY

Any provision of this License that may be determined to be invalid, void, or illegal will in no way affect, impair or invalidate any other provisions of the License, and those other provisions will remain in full force and effect.

15. ENTIRE AGREEMENT

This License constitutes the entire agreement between the parties relating to its subject matter. There are no representations, agreements, or understandings, whether oral or written, between the parties relating to the subject matter of this License that are not fully expressed in this License. This License is deemed to be equally drafted by both parties.

16. MODIFICATION

A. Except as provided in paragraph B below, this License may be modified only by writing signed by both parties.

B. This License is subject to such changes or modifications as may be required by any state or federal regulatory agency in the exercise of its lawful jurisdiction.

17. GOVERNING LAW AND ATTORNEYS’ FEES

A. Any disputes regarding this License will be resolved according to the laws of the State of California. This License is entered into and to be performed in Riverside County, California and legal proceedings will be initiated in the courts of the County of Riverside, State of California, irrespective of any other possible jurisdictional venues.

B. The prevailing party in any action brought to enforce the terms of this License, or in any action arising out of this License, may recover from the other party the costs and attorney's fees incurred in that action.

18. NO ASSIGNMENT WITHOUT CONSENT

This Agreement is personal to Licensee. Except as provided herein, Licensee may not, without Licensor's prior written consent, which consent may be withheld in Licensor's sole and absolute discretion, assign, or otherwise transfer this License or Licensee's interest in the Property or any part thereof. Licensor is under no obligation to approve any transfer or assignment of this License.

19. FURTHER DOCUMENTS

From and after the effective date of this License, each of the parties will promptly execute, acknowledge, and deliver, or cause to be executed, acknowledged, and delivered, all instruments or documents that may reasonably be requested by the other party to carry out the purpose and intent of this License.

20. AUTHORITY

Licensor and Licensee each represent that the persons executing this License on their behalf have full power and authority to execute this License, and that each entity executing this License is duly authorized to enter into this License.

21. EFFECTIVE DATE OF THE LICENSE

This License is effective as of November 17, 2021. Two (2) fully executed counterparts will be transmitted by the Licensor to the Licensee.

TO EFFECTUATE THIS LICENSE, the parties have caused this License Agreement to be executed by their duly authorized representatives as of the dates set forth below their respective signatures.

**CITY:**

CITY OF BEAUMONT

By:

\_\_\_\_\_  
Todd Parton, City Manager

**LICENSEE:**

CHERRY FESTIVAL ASSOCIATION

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_



**EXHIBIT "A"**

Legal Description  
APN No. 408-100-022

LOT 44 OF TRACT MAP NUMBER 34862, AS SHOWN ON FILE INI BOOK 423, PAGES 94 THROUGH 107, INCLUSIVE OF MAPS, RECORDS OF RIVERSIDE COUNTY, CALIFORNIA, CONTAINING 2.62 ACRES, MORE OR LESS.

**EXHIBIT “B”**





## Beaumont Cherry Festival

951-572-3197 [www.beaumontcherryfestival.org](http://www.beaumontcherryfestival.org)

1310 Oak Valley Pkwy. Beaumont, Ca. 92223

[info@beaumontcherryfestival.org](mailto:info@beaumontcherryfestival.org)

November 18, 2021

To Whom It May Concern:

I am writing you today regarding the Cherry Festival Associations (CFA) recent request to utilize office space and phone/internet services at the Chatigny Community Center. The CFA is a non-profit organization made up solely of community volunteers. As our community has grown it has become necessary to have office space as opposed to performing the duties out of members homes. We were fortunate in that our city government recognized this issue and offered us a vacant office at the Chatigny Community Center. We had utilized an office upstairs for the past 10-12 years until the closure of the center 2 years ago due to COVID 19.

The purpose of this letter is to respectfully request the city waive all fees related to the use of this office. We look forward to working once again with our city to provide the success of the 102<sup>nd</sup> Cherry Festival.

We recognize things will look a little different this year as the city moves ahead with the plans to renovate our parks but we are excited to be back and look forward to working with the city to provide the quality entertainment our families have come to appreciate.

Thank you for considering our request and please feel free to contact me should you have questions or concerns regarding this issue.

Respectfully,

Walter (Buzz) Dopf

President, Cherry Festival Association



## Staff Report

**TO:** City Council

**FROM:** Doug Story, Assistant Director of Community Services

**DATE:** December 7, 2021

**SUBJECT:** **First Amendment to the Public Works Agreement with Mariscal Painting, Inc., for the Repaint and Stucco Project at City Hall (CIP F-01) to Include Repainting of Building B and Building D in the Amount Not to Exceed \$35,200 and Authorize the City Manager to Approve Additional Change Orders up to \$3,520**

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### Background and Analysis:

On March 16, 2021, City Council approved a budget adjustment and allocation of unassigned general fund reserves as a one-time allocation to include \$250,000 for City Hall Repaint and Landscape Capital Improvement Project. On September 7, 2021, City Council awarded a Public Works Agreement to Mariscal Painting, Inc., for the Repaint and Stucco Project at City Hall (CIP F-01) for an amount not to exceed \$67,133 and authorized the City Manager to approve change orders up to \$6,713.

Project work began on October 27, 2021, and was completed on November 24, 2021. At the final walk through City staff requested a quote for additional services to repaint Building B and Building D to match the new color pallet of City Hall. The submitted proposals from Mariscal Painting, Inc., include:

Building B	\$ 20,900, and
Building D	\$ 14,300
<b>Total</b>	<b>\$35,200</b>

### Fiscal Impact:

The City Hall Repaint and Stucco Project is Capital Improvement Project F-01 and \$250,000 was allocated for this project which also includes updating the landscaping in front of City Hall. Funding source is from the General Fund.

<b>City Hall Paint &amp; Stucco F-01 Project Summary</b>			
<b>Project Components</b>	<b>Budget Amount</b>	<b>Paid to Date</b>	<b>Remaining</b>
Project Management			
Project Contingency			
Preliminary Services			
Preliminary Services Contingency			
Environmental			
Environmental Contingency			
Design			
Design Contingency			
Construction	\$67,169.95	\$36.95	\$67,133.00
Construction Contingency	\$6,713.00		\$6,713.00
Construction Management			
Construction Management Contingency			
Permits			
Equipment			
Misc.			
<b>Project Summary Totals</b>	<b>\$73,882.95</b>	<b>\$36.95</b>	<b>\$73,846.00</b>

**Recommended Action:**

Approve the First Amendment to the Public Works Agreement with Mariscal Painting, Inc., in the amount of \$35,200 for the repainting of Buildings B and D for a total revised contract amount of \$112,566; and  
 Authorize the City Manager to approve change orders up to \$3,520.

**Attachments:**

- A. Proposal for Building B and Building D
- B. Amendment No. 1 for Public Works Agreement
- C. Original Public Works Agreement

**Mariscal Painting, Inc.**

9220 Klingerman St.  
S El Monte, CA 91733

State License # 899391  
ISO9001:2015 Certified  
Cell: (626) 890-9132  
PH: (626) 454-4761  
F: (626) 454- 4291

**Proposal #4845****Submitted To: Doug Story****Date: 11/24/21****Via: Email****Time: 9:00 AM****PROJECT: City of Beaumont D Building Exterior Paint**

550 E 6th St,  
Beaumont, CA 92223

**Base Bid: \$12,800****Addenda Noted:****Spec Sections:**

09900 PAINT AND COATING	
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**Inclusions: Prep, Prime, Paint Exterior Walls, Conduit, Doors and Frames.****Supply Labor, Material and Equipment.**

**Exclusions: Striping, Railing, Fence, Windows, Awnings, Ducts, Abatement, Anti-Graffiti, Pre-Finished, Factory Finish, Any Item Not Specifically Listed Above Shall Be Considered Excluded from this Proposal.**

**Alternates: Alternates are Not Included in Base Bid**

1. Prep, Prime and Paint Concrete Ramp Walls and Front Steps Planters.	<b>\$1,500</b>
--	----------------

**Mariscal Painting, Inc.**

9220 Klingerman St.  
S El Monte, CA 91733

State License # 899391  
ISO9001:2015 Certified  
Cell: (626) 890-9132  
PH: (626) 454-4761  
F: (626) 454- 4291

**Proposal #4844**

**Submitted To: Doug Story**

**Date: 11/24/21**

**Via: Email**

**Time: 9:00 AM**

**PROJECT: City of Beaumont B Building Exterior Paint**

**550 E 6th St,  
Beaumont, CA 92223**

**Base Bid: \$20,900**

**Addenda Noted:**

**Spec Sections:**

<b>09900 PAINT AND COATING</b>	
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**Inclusions: Prep, Remove Loose and Flaky Paint, Apply Encapsulating coating, Prime & Paint Exterior Walls, Conduit, Windows, Walkway Underside, Poles, Trims, Doors and Frames.**

**Supply Labor, Material and Equipment.**

**Exclusions: Striping, Abatement, Anti-Graffiti, Pre-Finished, Factory Finish, Any Item Not Specifically Listed Above Shall Be Considered Excluded from this Proposal.**

**Alternates: Alternates are Not Included in Base Bid**



**FIRST AMENDMENT  
TO  
TO PUBLIC WORKS AGREEMENT**

THIS FIRST AMENDMENT TO PUBLIC WORKS AGREEMENT (“Amendment”) is made and effective as of the \_\_\_\_, day of December, 2021 by and between the CITY OF BEAUMONT (“CITY”), a general law city, and Mariscal Painting, Inc., (“CONTRACTOR”) in consideration of the mutual promises and purpose contained herein, the parties agree as follow:

**RECITALS**

This Amendment is made with respect to the following facts and purpose that the parties agree are true and correct:

A. On September 7, 2021 the City and Contractor, entered into that certain agreement entitled Public Works Agreement (“Agreement”) for City Hall Repaint and Stucco Project which remains in effect.

B. Contractor has provided two proposals dated 11/24/2021 (“Proposal”), copies of which is attached hereto as Exhibit “A” and incorporated herein by this reference, to extend the term of the Agreement and to change the scope of the Services.

**AMENDMENT**

1. The Agreement is hereby amended as follows:

Section I. Services to be Performed. CONTRACTOR agrees to provide the services ("Services") as provided in the Proposal. All Services shall be performed in the manner and according to the time frame set forth in the Proposal as needed by City.

Section II Term of Agreement. The Agreement shall continue in effect until the Services identified in Section 2 are completed.

Section III. Compensation. CITY agrees to pay CONTRACTOR the amounts and rates provided in the Proposal.

The recitals to this Amendment are deemed incorporated herein by this reference. All other terms of the Agreement not expressly amended by this Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereby have made and executed this Amendment to be effective as of the day and year first above-written.

*[signatures on following page]*

CITY:

CONTRACTOR:

CITY OF BEAUMONT

Mariscal Painting, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

Todd Parton, City Manager

Print Name: \_\_\_\_\_

ATTEST

\_\_\_\_\_

Nicole Wheelwright, Deputy City Clerk

Title: \_\_\_\_\_

APPROVED AS TO FORM

\_\_\_\_\_

John Pinkney, City Attorney

**EXHIBIT "A"**  
**ATTACH PROPOSAL**

**CITY OF BEAUMONT**

**PUBLIC WORKS AGREEMENT**

Mariscal Painting, Inc.

This PUBLIC WORKS AGREEMENT (“Agreement”) is made and effective August 17, 2021, by and between the City of Beaumont, a municipal corporation (“CITY”), and Mariscal Painting Inc., a California corporation, 9220 Klingerman St., South El Monte, CA 91733 (“CONTRACTOR”). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

**I. SCOPE OF WORK**

The CONTRACTOR shall perform within the time set forth in Article 2 of this Agreement and shall furnish all labor, materials, equipment, tools, utility services, and transportation and perform and complete all work required in connection with the **City Hall Repaint and Stucco Project** (hereinafter “Project”). CITY’s Invitation for Bids (“Invitation”) for the Project, released June 2, 2021, and CONTRACTOR’s Bid in response to the Invitation, dated July 6, 2021, are attached hereto as Exhibits “A” and “B”, respectively and incorporated herein by this reference. The Scope of Work for the Project is set forth in the Invitation.

By entering into this Agreement, CONTRACTOR acknowledges that there may be other contractors on the site whose work will be coordinated with that of its own. CONTRACTOR expressly warrants and agrees that it will cooperate with other contractors and will do nothing to delay, hinder, or interfere with the work of other separate contractors, the CITY, the Construction Manager, the Engineer, or utilities. CONTRACTOR also expressly agrees that, in the event its work is hindered, delayed, interfered with, or otherwise affected by a separate contractor, its sole remedy will be a direct action against the separate contractor. To the extent allowed by law, the CONTRACTOR will have no remedy, and hereby expressly waives any remedy against the CITY, the Construction Manager (if any), and the Engineer on account of delay, hindrance, interference or other events.

**II. TIME FOR PROJECT COMPLETION**

This Agreement is effective as of the date first above written and shall continue until completion of the services (“Services”) provided for in the Proposal. All work shall commence ten (10) calendar days after receiving a written Notice of Award from the CITY or Construction Manager, if a Construction Manager is employed by CITY on the Project. CONTRACTOR shall refer to the invitations for bids, and Project Plans and Specifications,

**PUBLIC WORKS AGREEMENT**

all of which, as set forth below, are incorporated herein by reference, for contractual obligations regarding individual activity durations.

Contractor shall complete the Services no later than 60 days after Notice of Award is issued from the City.

### **III. THE CONTRACT SUM**

The CITY shall pay to the CONTRACTOR for the performance of this Agreement, subject to any additions and deductions provided in the Project documents, the sum of \$67,133.

### **IV. PROGRESS PAYMENTS**

Based upon Applications for Payment submitted to the Engineer by the CONTRACTOR and Certificates for Payment issued by the Engineer, the CITY shall make progress payments on account of the Contract Sum to the CONTRACTOR as provided in the General Conditions, which are fully incorporated into this Agreement by this reference.

This Agreement is subject to the provisions of Article 1.7 (commencing at Section 20104.50) of Division 2, Part 3 of the Public Contract Code regarding prompt payment of contractors by local governments. Article 1.7 mandates certain procedures for the payment of undisputed and properly submitted payment requests within 30 days after receipt, for the review of payment requests, for notice to Contractor of improper payment requests, and provides for the payment of interest on progress payment requests which are not timely made in accordance with that Article. This Agreement hereby incorporates the provisions of Article 1.7 as though fully set forth herein.

### **V. INDEMNITY, DEFENSE AND HOLD HARMLESS AGREEMENT**

A. CONTRACTOR shall indemnify, defend with legal counsel approved by CITY, and hold harmless CITY, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with CONTRACTOR's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of the CITY. Should conflict of interest principles preclude a single legal counsel from representing both CITY and CONTRACTOR, or should CITY otherwise find CONTRACTOR's legal counsel unacceptable, then CONTRACTOR shall reimburse the CITY its costs of defense, including without limitation reasonable legal counsels fees, expert fees and all other costs and fees of litigation. The CONTRACTOR shall promptly pay any final judgment rendered against the CITY (and its officers, officials, employees and volunteers) with respect to claims determined by a trier of fact to have been the result of the CONTRACTOR's negligent, reckless or wrongful performance. It is expressly

## **PUBLIC WORKS AGREEMENT**

understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

CONTRACTOR obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnitee. However, without affecting the rights of CITY under any provision of this agreement, CONTRACTOR shall not be required to indemnify and hold harmless CITY for liability attributable to the active negligence of CITY, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where CITY is shown to have been actively negligent and where CITY active negligence accounts for only a percentage of the liability involved, the obligation of CONTRACTOR will be for that entire portion or percentage of liability not attributable to the active negligence of CITY.

- B. CONTRACTOR shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees) from any liability whatsoever, based or asserted upon any services of CONTRACTOR, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever arising from the performance of CONTRACTOR, its officers, employees, subcontractors, agents or representatives Indemnitors from this Agreement. CONTRACTOR shall defend, at its sole expense, all costs and fees including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards, the Indemnitees in any claim or action based upon such alleged acts or omissions.

With respect to any action or claim subject to indemnification herein by CONTRACTOR, CONTRACTOR shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of COUNTY; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONTRACTOR'S indemnification to Indemnitees as set forth herein.

CONTRACTOR'S obligation hereunder shall be satisfied when CONTRACTOR has provided to COUNTY the appropriate form of dismissal relieving COUNTY from any liability for the action or claim involved. The specified insurance limits

**PUBLIC WORKS AGREEMENT**

required in this Agreement shall in no way limit or circumscribe CONTRACTOR'S obligations to indemnify and hold harmless the Indemnitees herein from third party claims. In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the CONTRACTOR from indemnifying the Indemnitees to the fullest extent allowed by law.

## **VI. PREVAILING WAGES**

- A. Contractor shall comply with all applicable laws and regulations relating to prevailing wages. Wage rates for this Project shall be in accordance with the "General Wage Determination Made By the Director of Industrial Relations Pursuant To California Labor Code, Part 7, Chapter 1, Article 2, Sections 1770, 1773 and 1773.1", for Riverside County. Wage rates shall conform with those posted at Beaumont City Hall and the Project site.
- B. The following Labor Code sections are hereby referenced and made a part of this Agreement:
1. Section 1775 - Penalty for Failure to Comply with Prevailing Wage Rates.
  2. Section 1777.4 - Apprenticeship Requirements.
  3. Section 1777.5 - Apprenticeship Requirements.
  4. Section 1813 - Penalty for Failure to Pay Overtime.
  5. Sections 1810 and 1811 - Working Hour Restrictions.
  6. Section 1775 - Payroll Records.
  7. Section 1773.8 - Travel and Subsistence Pay.

## **VII. RECORD AUDIT**

In accordance with Government Code, Section 8546.7, records of both the CITY and the CONTRACTOR shall be subject to examination and audit by the Auditor General for a period of three (3) years after final payment.

## **VIII. FINAL PAYMENT**

Final payment, constituting the entire unpaid balance of the Agreement Sum, shall be paid by the CITY to the CONTRACTOR no sooner than thirty-five (35) days after a Notice of Completion has been recorded, unless otherwise stipulated in the Notice of Completion, provided the work has then been completed, the Agreement fully performed, and a final Certificate for Payment has been issued by the Engineer.

## **IX. CONTRACTOR'S FAILURE TO PROCURE COMPLETION OF PROJECT**

In the event CONTRACTOR fails to furnish tools, equipment, or labor in the necessary quantity or quality, or fails to prosecute the work or any part thereof contemplated by this Agreement in a diligent and workmanlike manner, and if the CONTRACTOR for a period of three (3) calendar days after receipt of written demand from CITY or its designated representative to do so, fails to furnish tools, equipment, or labor in the necessary quantity or quality, and to prosecute its work and all parts thereof in a diligent and workmanlike manner, or after commencing to do so within said three (3) calendar days, fails to continue to do so; then the CITY may exclude the CONTRACTOR from the premises, or any portion thereof, and take possession of said premises or any portion thereof, together with all material and equipment thereon, and may complete the work contemplated by this Agreement or any portion of said work, either by furnishing the tools, equipment, labor or material necessary, or by letting the unfinished portion of said work, or the portion taken over by the CITY to another contractor or by a combination of such methods. In any event, the procuring of the completion of said work, or the portion thereof taken over by the CITY, shall be a charge against the CONTRACTOR, and may be deducted from any money due or becoming due to CONTRACTOR from the CITY, or the CONTRACTOR shall pay the CITY the amount of said charge, or the portion thereof unsatisfied. The sureties, provided for under this Agreement shall become liable for payment should CONTRACTOR fail to pay in full any said cost incurred by the CITY.

## **X. INSURANCE**

Prior to the beginning of and throughout the duration of the Project, CONTRACTOR and its subcontractors shall maintain insurance in conformance with the requirements set forth below. CONTRACTOR will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth herein, CONTRACTOR agrees to amend, supplement or endorse the existing coverage to do so.

CONTRACTOR acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to CONTRACTOR or its subcontractors in excess of the limits and coverage identified in this Agreement and which is applicable to a given loss, claim or demand, will be equally available to CITY.

### **A. Types of Insurance**

Without limiting CONTRACTOR's indemnification of CITY, and prior to commencement of Work, CONTRACTOR shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to CITY:

- 1. General liability insurance.** CONTRACTOR shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services



Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage, and a \$2,000,000 completed operations aggregate. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO “insured contract” language will not be accepted.

2. **Automobile liability insurance.** CONTRACTOR shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the CONTRACTOR arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.
  
3. **Umbrella or excess liability insurance.** If CONTRACTOR is using umbrella coverage to meet part of its liability insurance requirements under Paragraph 1 of this Section, CONTRACTOR shall obtain and maintain an umbrella or excess liability insurance that will provide bodily injury, personal injury, completed operations and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability and employer’s liability. Such policy or policies shall include the following terms and conditions:
  - A drop down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;
  - Pay on behalf of wording as opposed to reimbursement;
  - Concurrency of effective dates with primary policies;
  - Policies shall “follow form” to the underlying primary policies; and
  - Insureds under primary policies shall also be insureds under the umbrella or excess policies.
  
4. **Workers’ compensation insurance.** CONTRACTOR shall maintain Workers’ Compensation Insurance (Statutory Limits) and Employer’s Liability Insurance (with limits of at least \$1,000,000) for CONTRACTOR’s employees in accordance with the laws of the State of California, Section 3700 of the Labor Code. In addition, CONTRACTOR shall require each subcontractor to similarly maintain Workers’ Compensation Insurance and Employer’s Liability Insurance in accordance with the laws of the State of California, Section 3700 for all of the subcontractor’s employees.

CONTRACTOR shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees and volunteers.

## PUBLIC WORKS AGREEMENT

- 5. Pollution liability insurance.** Environmental Impairment Liability Insurance shall be written on a CONTRACTOR's Pollution Liability form or other form acceptable to CITY providing coverage for liability arising out of sudden, accidental and gradual pollution and remediation. The policy limit shall be no less than \$1,000,000 dollars per claim and in the aggregate. All activities contemplated in this Agreement shall be specifically scheduled on the policy as "covered operations." The policy shall provide coverage for the hauling of waste from the project site to the final disposal location, including non-owned disposal sites.

Products/completed operations coverage shall extend a minimum of three (3) years after project completion. Coverage shall be included on behalf of the insured for covered claims arising out of the actions of independent contractors. If the insured is using subcontractors, the Policy must include work performed "by or on behalf" of the insured. Policy shall contain no language that would invalidate or remove the insurer's duty to defend or indemnify for claims or suits expressly excluded from coverage. Policy shall specifically provide for a duty to defend on the part of the insurer. The CITY, its officials, officers, agents, and employees, shall be included as insureds under the policy.

- 6. Builder's risk insurance.** Upon commencement of construction and with approval of CITY, CONTRACTOR shall obtain and maintain builder's risk insurance for the entire duration of the Project until only the CITY has an insurable interest. The Builder's Risk coverage shall include the coverages as specified below.

The named insureds shall be CONTRACTOR and CITY, including its officers, officials, employees, and agents. All Subcontractors (excluding those solely responsible for design Work) of any tier and suppliers shall be included as additional insureds as their interests may appear. CONTRACTOR shall not be required to maintain property insurance for any portion of the Project following transfer of control thereof to CITY. The policy shall contain a provision that all proceeds from the builder's risk policy shall be made payable to the CITY. The CITY will act as a fiduciary for all other interests in the Project.

Policy shall be provided for replacement value on an "all risk" basis for the completed value of the project. There shall be no coinsurance penalty or provisional limit provision in any such policy. Policy must include: (1) coverage for any ensuing loss from faulty workmanship, Nonconforming Work, omission or deficiency in design or specifications; (2) coverage against machinery accidents and operational testing; (3) coverage for removal of debris, and insuring the buildings, structures, machinery, equipment, materials, facilities, fixtures and all other properties constituting a part of the Project; (4) Ordinance or law coverage for contingent rebuilding, demolition, and increased costs of construction; (5) transit coverage (unless insured by the supplier or receiving contractor), with sub-limits sufficient to insure the full replacement value of any key equipment item; (6) Ocean marine cargo coverage insuring

## PUBLIC WORKS AGREEMENT

any Project materials or supplies, if applicable; (7) coverage with sub-limits sufficient to insure the full replacement value of any property or equipment stored either on or off the Site or any staging area. Such insurance shall be on a form acceptable to CITY to ensure adequacy of terms and sub-limits and shall be submitted to the CITY prior to commencement of construction.

**B. Other provisions or requirements**

1. **Proof of insurance.** CONTRACTOR shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by CITY's risk manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, at any time.
2. **Duration of coverage.** CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by CONTRACTOR, his agents, representatives, employees or subcontractors. CONTRACTOR must maintain general liability and umbrella or excess liability insurance for as long as there is a statutory exposure to completed operations claims. CITY and its officers, officials, employees, and agents shall continue as additional insureds under such policies.
3. **Primary/noncontributing.** Coverage provided by CONTRACTOR shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before the CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.
4. **CITY's rights of enforcement.** In the event any policy of insurance required under this Agreement does not comply with these requirements or is canceled and not replaced, 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 Agreement.
5. **Acceptable insurers.** All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact

**PUBLIC WORKS AGREEMENT**

business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the CITY's risk manager.

6. **Waiver of subrogation.** All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against CITY, its elected or appointed officers, agents, officials, employees 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 subconsultants.
7. **Enforcement of contract provisions (non estoppel).** CONTRACTOR acknowledges and agrees that any actual or alleged failure on the part of the CITY to inform CONTRACTOR of non-compliance with any requirement imposes no additional obligations on the CITY nor does it waive any rights hereunder.
8. **Requirements not limiting.** Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the CONTRACTOR maintains higher limits than the minimums shown above, the CITY requires and shall be entitled to coverage for the higher limits maintained by the CONTRACTOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the CITY.
9. **Notice of cancellation.** CONTRACTOR agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.
10. **Additional insured status.** General liability policies shall provide or be endorsed to provide that CITY, and the County of Riverside, and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.
11. **Prohibition of undisclosed coverage limitations.** None of the coverages required herein will be in compliance with these requirements if they include

## PUBLIC WORKS AGREEMENT

any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing.

- 12. Separation of insureds.** A severability of interests provision must apply for all additional insureds ensuring that CONTRACTOR's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.
- 13. Pass through clause.** CONTRACTOR agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by CONTRACTOR, provide the same minimum insurance coverage and endorsements required of CONTRACTOR. CONTRACTOR agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. CONTRACTOR agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to CITY for review.
- 14. CITY's right to revise requirements.** The CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the CONTRACTOR a ninety (90) day advance written notice of such change. If such change results in substantial additional cost to the CONTRACTOR, the CITY and CONTRACTOR may renegotiate CONTRACTOR's compensation.
- 15. Self-insured retentions.** Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.
- 16. Timely notice of claims.** CONTRACTOR shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from CONTRACTOR's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.
- 17. Additional insurance.** CONTRACTOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Work.

## **XI. CONTRACTOR'S LICENSE**

CONTRACTOR must possess at the time of commencing work and throughout the Project duration, a Contractor's License, issued by the State of California, which is current and in good standing. CONTRACTOR shall ensure that any subcontractor working on the Project possesses at the time of commencing work and throughout the Project duration, a Contractor's License, issued by the State of California, which is current and in good standing.

## **XII. REGISTRATION REQUIREMENTS**

A. Pursuant to Section 1771.1(a) of the Labor Code:

“A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.”

B. CONTRACTOR must be registered with the Department of Industrial Relations (DIR) of the State of California in order to be eligible to work on public works projects. CONTRACTOR must ensure registration with the DIR that is active and in good standing.

C. No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

C. The CONTRACTOR is not subject to public works requirements (including registration with the DIR) if the public works project is under \$1,000, unless the CITY knows that the same CONTRACTOR will be awarded total project costs in excess of \$1,000 for a given year.

### **XIII. CORPORATION IN GOOD STANDING**

If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that Zoran Djuric whose title is President is authorized to act for and bind the corporation.

### **XIV. PROVISIONS REQUIRED BY LAW**

Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

### **XV. SUBSURFACE HAZARDOUS MATERIALS**

- A. In the event trenches or other excavations extend deeper than four (4) feet below the surface, the CONTRACTOR shall promptly, and before the following conditions are disturbed, notify the CITY in writing of any:
1. Material that the CONTRACTOR believes may be material that is hazardous waste, as defined in Section 25117 of the Health and Safety Code that is required to be removed to a Class I, Class II or Class III disposal site in accordance with the provisions of existing law.
  2. Subsurface or latent physical conditions at the site differing from those indicated.
  3. Unknown physical conditions at the site of any unusual nature, different materially from those ordinarily encountered and generally recognized as inherent in the Work or the character provided for in the CONTRACT.
- B. Upon receipt of said notification the CITY will investigate the conditions, and if it finds that the conditions do materially so differ, or do involve hazardous waste, and cause a decrease or increase in the CONTRACTOR's cost of or the time required for performance of any part of the work, the CITY will issue a change order under the procedures described in the General Conditions.
- C. In the event that a dispute arises between the CITY and the CONTRACTOR whether the conditions materially differ, or involve hazardous waste or cause a decrease or increase in the CONTRACTOR's cost of or time required for performance of any part of the work, the CONTRACTOR shall not be excused from any scheduled completion date provided for by the Agreement, but shall proceed with all work to be performed under the Agreement. The CONTRACTOR shall retain any and all rights provided either by Agreement or by law which pertain to the resolution of disputes and protests between the contracting parties.

**XVI. COMPONENT PARTS OF THE CONTRACT**

This Agreement entered into consists of the following CONTRACT DOCUMENTS, all of which are component parts of the Agreement as if herein set out in full or attached hereto:

- |  |   |
|--|---|
| <input type="checkbox"/> Notice Inviting Bids                | <input type="checkbox"/> Information Required of Bidder     |
| <input type="checkbox"/> Scope of Work Summary               | <input type="checkbox"/> Construction Services Agreement    |
| <input type="checkbox"/> Information for Bidders             | <input type="checkbox"/> Certificate Regarding Worker's     |
| <input type="checkbox"/> Bid Form                            | <input type="checkbox"/> Compensation                       |
| <input type="checkbox"/> Non-Collusion Affidavit             | <input type="checkbox"/> Drug-free Workplace Certification  |
| <input type="checkbox"/> Site Visit Certification            | <input type="checkbox"/> Plans and Specifications           |
| <input type="checkbox"/> Faithful Performance Bond           | <input type="checkbox"/> Addenda                            |
| <input type="checkbox"/> Labor and Materials Payment Bond    | <input type="checkbox"/> Drawings                           |
| <input type="checkbox"/> General and Supplemental Conditions | <input type="checkbox"/> Change Orders                      |
| <input type="checkbox"/> Special Conditions                  | <input type="checkbox"/> Shop Drawing Transmittals          |
| <input type="checkbox"/> Project Construction Schedule       | <input type="checkbox"/> Contractor's Certificate Regarding |
| <input type="checkbox"/> Proposed Subcontractors             | <input type="checkbox"/> Non-Asbestos Containing Materials  |
| <input type="checkbox"/> Bid Bond                            |   |

All of the above named CONTRACT DOCUMENTS are intended to be complementary. Work required by one of the above named CONTRACT DOCUMENTS and not by others shall be done as if required by all.

**XVII. ENTIRE CONTRACT**

This Agreement constitutes the entire contract of the parties. No other agreements or contracts, whether oral or written, pertaining to the work to be performed, exists between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties.

[Signatures on following page.]



**SIGNATURE PAGE TO**

**CITY OF BEAUMONT  
PUBLIC WORKS AGREEMENT**

Mariscal Painting, Inc.

**CITY:**

CITY OF BEAUMONT

By: \_\_\_\_\_  
Mike Lara, Mayor

**CONTRACTOR:**

Mariscal Painting, Inc.

By: \_\_\_\_\_  
Print Name: Jesus Mariscal  
Title: President

**ATTEST:**

By: \_\_\_\_\_  
Steven Mehlman, City Clerk

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
John O. Pinkney, City Attorney

**CITY OF BEAUMONT  
PUBLIC WORKS AGREEMENT**

Mariscal Painting, Inc.

**EXHIBIT "A"**

CITY'S REQUEST FOR BIDS

Published June 2, 2021

(Insert behind this page.)

**CITY OF BEAUMONT  
NOTICE INVITING BIDS**

The City of Beaumont, Community Services Department (“City”) will receive bids for the **CITY HALL REPAINT AND STUCCO PROJECT** at CITY HALL (located at 550 E. 6<sup>th</sup> Street, Beaumont, California, 92223), no later than **4:00 P.M., on Wednesday, June 23, 2021**, at which time or thereafter said bids will be opened and read aloud. Bids received after this time will be returned unopened. Bids shall be valid for 60 calendar days after the bid opening date.

**Mandatory Job Walk**

A **mandatory pre-bid meeting** will be held on **Monday, June 14, 2021**, at 9:00 AM at City Hall, Room 4, at 550 E. 6<sup>th</sup> Street, Beaumont, California, 92223. Bids will not be accepted from any bidder who does not attend or remain for the duration of the mandatory pre-bid meeting.

**Bid Submittal**

Bids must be submitted on the City’s Bid Forms. Bids must be prepared on the approved Bid forms and in the manner prescribed in the Instructions to Bidders. Bids must be submitted in a sealed envelope which is plainly marked on the outside with the following:

**CITY HALL REPAINT AND STUCCO PROJECT**

Bidders will receive sample contract documents and bid documents listed below at the mandatory Pre-Bid meeting on Monday, June 14, 2021. The documents will also be uploaded to PublicPurchase.com after the meeting.

Each bid shall be accompanied by the Non-Collusion Affidavit, the List of Proposed Subcontractors, and all additional documentation required by the Instructions to Bidders.

**SCOPE: Apply new stucco coat to all existing exterior walls at City Hall. Re paint entire building of City Hall to include all doorways, door frames, windowsills, trim, and walls. Paint to be used will be commercial grade exterior paint. This is a prevailing wage project.**

**Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246)**

The City of Beaumont hereby affirmatively ensures that minority business enterprises will be afforded full opportunity to submit Bids in response to this Notice, and that minorities nor minority business enterprises will not be discriminated against on the basis of race, color, national origin, ancestry, sex, or religion in any consideration leading to the award of contract.

**NOTICE INVITING BIDS**

### **Contractor License**

Each bidder shall be a licensed contractor pursuant to the Business and Professions Code and shall be licensed in the following appropriate classification(s) of contractor's license(s), for the work bid upon, and must maintain the license(s) throughout the duration of the Contract:

Bidders shall possess the following California Contractor's license in order to perform the Work of this Project:

**Class "B" OR a Class C-33 OR a letter from Contractor's Licensing Board** outlining the combination of various licenses necessary to perform all the work at the time the bid is submitted to the City.

Pursuant to Public Contract Code Section 3400(b), if the City has made any findings designating certain materials, products, things, or services by specific brand or trade name, such findings and the materials, products, things, or services and their specific brand or trade names will be set forth in the Special Conditions.

### **Award of Contract**

The City shall award the Contract for the Project to the lowest responsive, responsible bidder as determined from the base bid alone by the City. **The anticipated award date is Tuesday, July 20, 2021.** The City reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding process.

**The awarded bidder will be required to begin work by August 1, 2021.**

For further information, please contact:

Doug Story, Community Services Department

E-mail: [dstory@beaumontca.gov](mailto:dstory@beaumontca.gov)

**CITY OF BEAUMONT**

**ADDENDUM NO. 1**

TO THE BIDDING DOCUMENTS & CONTRACT,

**CITY HALL REPAINT AND STUCCO PROJECT**

Bidders are advised that the BID SCHEDULE for the above referenced project are hereby amended in the following manner and the following manner only:

1. The Bid Opening date has been extended to July 9, 2021 at 11:00 a.m.
2. The Following Bid Documents have been uploaded and are required upon submittal:
  - a. Bid Form/Bid Schedule
  - b. Non-Collusion Affidavit
  - c. List of Proposed Subcontractors
  - d. Acknowledgement of Addendum No. 1
3. Elastomeric Exterior Repaint Specification Sheet (53 pages)
4. Color Samples as related to color diagram distributed at Pre-Bid meeting

Dated: June 21, 2021

By: \_\_\_\_\_  
Doug Story, Assistant Director of Community Services

By: \_\_\_\_\_  
(Bidder's Company Name)

Date Received by Bidder: \_\_\_\_\_  
(Bidder's Signature)

\_\_\_\_\_  
(Type or Print Name)

*Bidder shall include a signed copy of this Addendum No. 1 with the bid proposal.*

## BID FORM

**NAME OF BIDDER:** \_\_\_\_\_

The undersigned, hereby declare that we have carefully examined the location of the proposed Work, and have read and examined the Contract Documents, including all plans, specifications, and all addenda, if any, for the following Project:

### City Hall Paint and Stucco Project BID SCHEDULE

Item No.	Item Description	Unit	Quantity	Unit Price	
1	Mobilization	LS	1		
2	Demobilization	LS	1		
3	Stucco	LS	1		
4	Paint	LS	1		
				<b>Total</b>	

In case of discrepancy between the unit price and the item cost set forth for a unit basis item, the unit price shall prevail and, shall be utilized as the basis for determining the lowest responsive, responsible bidder. However, if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any cause, or is omitted, or is the same amount as the entry in the "Item Cost" column, then the amount set forth in the "Item Cost" column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price. Final payment shall be determined by the Engineer from measured quantities of work performed based upon the unit price.

**TOTAL BID PRICE (BASED ON BID SCHEDULE TOTAL OF UNIT PRICES):**

\$ \_\_\_\_\_

\_\_\_\_\_

Total Bid Price in Written Form

In case of discrepancy between the written price and the numerical price, the written price shall prevail. The undersigned agrees that this Bid Form constitutes a firm offer to City of Beaumont which cannot be withdrawn for the number of calendar days indicated in the Notice Inviting Bids from and after the bid opening, or until a Contract for the Work is fully executed by City of Beaumont and a third party, whichever is earlier. The Contract duration shall commence on the date stated in City of Beaumont's Notice to Proceed, and shall be completed by the Contractor in the time specified in the Contract Documents. In no case shall the Contractor commence construction prior to the date stated in City of Beaumont's Notice to Proceed.

\_\_\_\_\_  
Name/Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

### Non-Collusion Affidavit

*State of California Compliance Form §7106.  
Any public works contract of a public entity shall  
sign the following declaration with submitted bid.*

State of ( California )

County of \_\_\_\_\_ ) ss.

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid. The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose. Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [state]."

Project Name: \_\_\_\_\_  
\_\_\_\_\_

Project Number:

Company: \_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## LIST OF SUBCONTRACTORS

SUBCONTRACTOR	CSLB #	AMOUNT	ADDRESS/PHONE NO.





## EXTERIOR REPAINT SPECIFICATION

### PROJECT:

**BEAUMONT CIVIC CENTER**

550 E. 6<sup>TH</sup>. Street, Beaumont, CA 92223

### PAINT MANUFACTURER:

BEHR Paint Company

1801 E. St. Andrew Place, Santa Ana, CA 92705

### PREPARED BY:

Jonathan A. Juárez, CSI, CDT

Architectural & Design Manager

BEHR Paint Company

213-312-7516

June 21, 2021



PART 1 – GENERAL

1.01 SCOPE OF WORK

- A. Furnish all materials, labor and equipment required to complete all cleaning surface preparation and field application of the specified paint systems.
- B. Thoroughly examine these specifications, site of work and conditions under which all work will be performed before submitting a proposal.
  - 1. Surfaces that cannot be prepared or painted as specified shall be brought to the attention of the Owner/Owner's Representative. Notification of any such concern must be presented in writing.

1.02 AREAS TO BE PAINTED

- A. Previously painted exterior masonry, metal, and wood.

1.03 AREAS EXCLUDED FROM PAINT APPLICATION

- A. To be announced at job walk/bid conference.

1.04 QUALITY ASSURANCE/WORKMANSHIP

- A. All work to be performed by experienced skillful craftsmen to assure finished work of first-class quality and durability.
  - 1. Minimum of 5 years' experience in the successful preparation and application of paint and/or coatings.
- B. Field Samples: Prepare Field Samples for Owner or Owner's Representative's review to establish requirements for surface preparation techniques, application workmanship, color, sheen, and finish texture.
- C. Field Samples shall consist of the following:
  - 1. Provide a minimum of 25 square foot sample of each paint system, color, and texture on provided wall surface, determined by the Owner or Owner's Representative.
- D. Maintain field sample accessible to serve as a standard of quality for this Section.
- E. All paints and coatings shall be mixed and applied in strict accordance with manufacturers printed instructions.
- F. All work shall be done under favorable weather conditions. Do not apply coatings under environmental conditions outside manufacturer's absolute limits.
- G. Maintain on-site, one copy of specification/installation related reference documents.

- H. Comply with all applicable laws, codes, and regulations.
- I. Provide continuous dust control as required to protect all surrounding areas.
- J. Surfaces subject to moisture exposure are to be tested with a moisture meter by the Paint Contractor prior to paint system applications.
- K. Coordinated with the Owner/Owner's Representative before using noisy equipment such as water pressure washer, compressor, generators, etc.

#### 1.05 DELIVERY, STORAGE AND HANDLING

- A. Comply with Manufacturer's ordering instructions and lead-time requirements to avoid construction delays.
- B. Deliver products in original, unopened containers, labeled with product identification, manufacturer, and batch number.
- C. Store materials in an area that is within the acceptable temperature range, per manufacturer's instructions. Protect from freezing.
- D. Store and dispose materials in accordance with requirements of local authorities having jurisdiction.
- E. Handle products in accordance with Manufacturer's printed instructions. Maintain a clean, dry storage area, to prevent contamination or damage to the coatings.

#### 1.06 WARRANTY

- A. Approval of warranty period and confirmation of system compatibility with substrate is required prior to system application. Application of coating without prior notice will not constitute acceptance by manufacturer of inspection and guarantee procedure.
- B. Schedule a minimum of 3 job site inspections by manufacturer's authorized representative, first scheduled before application of product.

#### 1.07 MAINTENANCE

- A. Extra Materials: At completion of project provide Owner/Owner's representative 1 gallon of unopened finish material of each color used. Packaging shall bear the following legible information: color name, color number and color placement.

### PART 2 – PRODUCTS

#### 1.01 MATERIALS

- A. Basis-of-Design Product: Provide products manufactured or distributed by The BEHR Paint Company, 1801 E. Saint Andrew, Santa Ana, CA 92705; Website: [www.Behr.com](http://www.Behr.com)

## 2.02 COLORS

- A. The Owner/Owner's Representative will provide color selections for all areas to be painted.
- B. Dark Coats and Deep Clear Colors: Regardless of number of coats specified, apply as many coats as necessary for complete hide.

## 2.03 MIXING AND TINTING

- A. Unless otherwise instructed, provide factory-mixed coatings. When required, mix coatings to correct consistency in accordance with manufacturer's instructions before application. Do not reduce, thin or dilute coatings or add materials to coatings unless such procedure is specifically described in manufacturer's product instructions.

## PART 3 – EXECUTION

### 3.01 EXAMINATION

- A. Examine substrates and conditions under which painting will be performed for compliance with requirements for application of paint.
  - 1. Do not begin application until unsatisfactory conditions have been corrected.
  - 2. Start of painting will be construed as the Applicator's acceptance of surfaces and conditions within a particular area.

### 3.02 SURFACE PREPARATION

- A. Masonry – Pressure wash clean (Per NACE Standard RP-01-72) all areas to be painted to remove all dirt, dust loose particles, foreign material, mildew, fungus, chalk, defective coatings, and all surface contaminants that will interfere with adhesion of subsequent coats, without damaging the substrate or adjacent areas. Allow to dry thoroughly before painting. Repair any holes, spalled and damaged stucco with appropriate repair materials.
- B. Non-Ferrous Metal – Minimum surface preparation is Hand Tool Cleaning per SSPC-SP2. Begin by removing all oil and grease from surface by Solvent Cleaning per SSPC-SP1. Do not use hydrocarbon solvents for cleaning. Spot prime all exposed or bare metal the same day.
- C. Ferrous Metal – Minimum surface preparation is Hand Tool Cleaning per SSPC-SP2. Remove all oil and grease from the surface by Solvent Cleaning per SSPC-SP1.
  - 1. Spot prime all exposed or bare metal within 1 hour.
  - 2. All glossy or slick surfaces to be de-glossed by sanding to create sufficient profile or chemical de-glosser per manufacturer's label.
- D. Wood - Pressure Wash to remove dirt contaminants, dust and loose or peeling paint. Remove peeling paint with wire brush, scraper or sanding as necessary to provide a smooth surface for paint application. Abrade glossy slick surfaces to provide good adhesion of subsequent coats.

### 3.03 INSTALLATION

- A. Apply all coatings and materials using methods recommended by Manufacturer.
- B. Uniformly apply coatings without runs, drips, or sags, and with consistent sheen.
- C. Apply coatings at spread rate required to achieve the Manufacturer's recommended dry film thickness.

### 3.04 EXTERIOR FINISH SCHEDULE

#### A. Masonry – Stucco

Spot Prime: BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer, #436  
Applied @ 4.0-6.4 Mils Wet; 1.7-2.7 Mils Dry Film Thickness.

2 Coats: BEHR Exterior Elastomeric Coating, #68 Series  
Applied @ 12.8-21.3 Mils Wet; 6.1-10.2 Mils Dry Film Thickness per coat.

#### B. Non-Ferrous Metal – Gutters, Down Spouts, Flashing, Vents

Spot Prime: BEHR Premium Interior/Exterior Metal Primer, #435  
Applied @ 3.6-4.5 Mils Wet; 1.5-1.9 Mils Dry Film Thickness.  
Finish: To Match Attachment

#### C. Ferrous Metal – Handrails, Doors

Spot Prime: BEHR Premium Interior/Exterior Metal Primer, #435  
Applied @ 3.6-4.5 Mils Wet; 1.5-1.9 Mils Dry Film Thickness.

2 Coats: BEHR Interior/Exterior Direct-To-Metal Semi-Gloss, #3200  
Applied @ 4.0-4.6 Mils Wet; 1.3-1.5 Mils Dry Film Thickness per coat.

#### D. Wood

1 Coat: BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer, #436  
Applied @ 4.0-6.4 Mils Wet; 1.7-2.7 Mils Dry Film Thickness.

2 Coats: BEHR Pro e600 Exterior Satin, #PR640  
Applied @ 4.0-6.4 Mils Wet; 1.36-2.17 Mils Dry Film Thickness per coat.

END OF SECTION



## EXTERIOR ELASTOMERIC MASONRY, STUCCO & BRICK PAINT

### NO. 68 WHITE

#### PRODUCT INFORMATION

BEHR PREMIUM® Elastomeric Masonry, Stucco & Brick Paint is a high-build 100% acrylic coating designed to expand and contract, bridging hairline cracks in exterior, vertical masonry surfaces. This waterproofing coating is extremely durable and is mildew resistant. It withstands 98 mph wind-driven rain. It has superior elasticity and elongation properties, stretching up to 600%, while providing excellent color retention and a breathable film. It is recommended for use on stucco, masonry, concrete, concrete block or brick as well as adjacent wood and metal surfaces.

#### RECOMMENDED USES:

Ideal for properly prepared coated and uncoated substrates such as:

• Concrete • Concrete Block/CMU • Fiber Cement • Stucco • EIFS • Brick

#### PRODUCT SPECIFICATIONS:

##### Tint Bases/Max Tint Load:

No. 68 White 124 fl oz / 6 fl oz  
No. 67 Deep Base 116 fl oz / 14 fl oz

Sheen: 0 – 5 @ 85°

Resin Type: 100% Acrylic

Weight per Gallon: 11.3 lb

% Solids by Volume: 48% ± 2%

% Solids by Weight: 61% ± 2%

VOC: < 50 g/L

Flash Point: N/A

Viscosity: 120 – 135 KU

##### Recommended Film Thickness:

Wet: 21.3 mils / Dry: 10.2 mils @ 75 sq ft/gal  
Wet: 12.8 mils / Dry: 6.1 mils @ 125 sq ft/gal

Coverage: 75 – 125 sq ft/gal depending on application method and substrate porosity. Does not include the loss of material from spraying.

#### APPLICATION:

Brush: Nylon/polyester

Roller: 3/4" – 1 1/4" nap roller cover, depending on surface texture

##### Airless Spray:

Tip: .025" – .029"  
Filter: 60 mesh

Thinning: DO NOT THIN. Product is formulated for use at package consistency.

Dry Time: @ 77° & 50% RH

To Touch: 4 – 6 hours

To Recoat: 24 hours

Full Cure: 2 weeks

Longer dry time may be required in cooler temperatures and higher humidity.

#### SURFACE PREPARATION:

All surfaces must be clean, free of dust, chalk, oil, grease, wax, polish, mold and mildew stains, loose and peeling paint, rust, and all other foreign substances.

**Masonry:** All masonry surfaces must be cured at least 30 days before painting. The pH must be 10 or lower prior to coating. Smooth masonry may require an adequate profile for adhesion. Use a cleaner to remove loose aggregate and debris.

**Wood:** Remove mill glaze with sandpaper or use a product such as BEHR PREMIUM® All-In-One Wood Cleaner No. 63 to open the pores of the wood and follow all label instructions. For severe stains caused by mold, mildew, algae and fungus, apply a mildew stain removing product. Set nails and fill holes, scratches, and gouges with the appropriate wood filler and let dry completely. Remove all dust with a wiping cloth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking and allow to dry completely. Patched and filled surfaces should be sanded smooth and dusted clean prior to coating.

**Steel:** Minimum surface preparation is Hand Tool Cleaning in accordance with SSPC-SP2. Remove all oil and grease from the surface with a solvent in accordance with SSPC-S1. For optimal performance, use Commercial Blast Cleaning in accordance with SSPC-SP6. Prime the area with a rust-inhibitive primer such as BEHR Interior/Exterior Metal Primer No. 435 the same day as cleaned.

**Galvanized Steel:** Solvent clean new galvanized metal in accordance with SSPC-S1 to remove oil and grease from the surface. Pre-treat with a phosphoric acid solution or a commercially-available etching solution. Galvanized metal that has been passivated with chromates or silicates may require brush blasting in accordance with SSPC-SP16 to remove these treatments. Rusty galvanizing requires a minimum of Hand Tool Cleaning in accordance with SSPC-SP2. Prime the area with BEHR Interior/Exterior Metal Primer No. 435 or BEHR Interior/Exterior Multi-Surface StainBlocking Primer/Sealer No. 436 the same day as cleaned.

#### COMPLIES WITH THE BELOW AS OF 7/1/2020

SCAQMD	YES	LADCO	YES
CARB SCM 2007	YES	AIM	YES
OTC PHASE II	YES	MPI	40, 113
OTC	YES		

**Shop-Primed Steel:** As there is potential for many forms of contamination during storage and transport, a thorough cleaning is always recommended for shop-primed surfaces. Paint exposed areas, i.e., where shop primer is abraded, with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces. Note: Assess the integrity of the shop primer prior to application of subsequent coatings. Review all coatings intended for the project and confirm the compatibility between shop and field-applied coatings.

**Aluminum:** Remove all oil and grease from the surface with a solvent in accordance with SSPC-S1. Prime the area with BEHR Interior/Exterior Metal Primer No. 435 or BEHR Interior/Exterior Multi-Surface Stain-Blocking Primer/Sealer No. 436 the same day as cleaned.

**Stain-Blocking:** After priming, test for stain bleed-through by applying the topcoat to a small section. If the stain bleeds through the topcoat, apply a second coat of primer and test again before top-coating the entire area. If bleeding continues, a longer dry time of the primer may be needed before top-coating.

**Previously Painted Surfaces:** Remove all loose and peeling paint and all other foreign substances. Clean any dirt and grease by scrubbing the surface with a detergent and water solution, followed by a thorough rinsing with clean water. Set nails and fill holes, scratches, and gouges with the appropriate wood filler and let dry completely. Remove all dust with a tack or wiping cloth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking, and allow to completely dry prior to coating.

**Glossy Surfaces:** For maximum adhesion, sand the surface thoroughly to provide a rough surface before coating.

**WARNING!** If you scrape, sand or remove old paint, you may release lead dust. LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE. Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and a wet mop. Before you start, find out how to protect yourself and your family by contacting the National Lead Information Center at 1-800-424-LEAD or log on to [www.epa.gov/lead](http://www.epa.gov/lead).





## EXTERIOR ELASTOMERIC MASONRY, STUCCO &amp; BRICK PAINT

NO. 68 WHITE

## SYSTEM RECOMMENDATIONS:

**Masonry: Concrete, Brick, Stucco, EIFS**

- 1 coat BEHR® Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PREMIUM® Elastomeric Masonry, Stucco & Brick Paint

**Concrete Masonry Units: Concrete Block, Cinder Block, Split-Face Block**

- 2 coats BEHR PREMIUM Elastomeric Masonry, Stucco & Brick Paint

**Fiber Cement**

- 1 coat BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PREMIUM Elastomeric Masonry, Stucco & Brick Paint

**Wood**

- 1 coat BEHR® Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PREMIUM Elastomeric Masonry, Stucco & Brick Paint

**Ferrous Metal**

- 1 coat BEHR Interior/Exterior Metal Primer No. 435 (recommended for optimal corrosion resistance or when priming over sound rusty metal surfaces) or BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PREMIUM Elastomeric Masonry, Stucco & Brick Paint

**Non-Ferrous Metal**

- 1 coat BEHR Interior/Exterior Metal Primer No. 435 or BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PREMIUM Elastomeric Masonry, Stucco & Brick Paint

NOTE: Certain substrate and exposure conditions, as well as project requirements, may necessitate the use of other substrate-specific or solution-driven primers.

## PERFORMANCE DATA:

**Accelerated Weathering (ASTM D4587; 1,000 hrs)**

Result: Pass

**Flexibility (ASTM D522; method B)**

Result: Pass

**Biological Growth (ASTM D3273; 4 weeks)**

Result: Pass

**Tensile Strength & Elongation (ASTM D412)**

Result: Elongation &gt; 600%

Tensile Strength &gt; 200 psi

**Low Temperature Flexibility (ASTM D1737)**

Result: Pass

**Resistance Wind Driven Rain (ASTM D6904 / TT-C-555B)**

Result: Pass @ 12.2 mils total system DFT (2 coats at 6.1 mils minimum DFT per coat)

**ASTM D1653 (Test Method B, Condition A)**

Result: 20 US Perms

## CLEAN-UP/DISPOSAL:

Clean all tools and equipment with warm, soapy water. Do not dispose of this product down a drain. If spilled, contain material and remove with an inert absorbent. Dispose of contaminated absorbent, container and unused product in accordance with all current federal, state and local regulations. For recycling or disposal of empty containers, unused product and soiled rags, contact your household refuse collection service.

## CAUTIONS/LIMITATIONS:

- Protect from freezing.
- Do not use on horizontal surfaces subject to foot traffic.
- For best results, apply when air, material and surface temperatures are between 50°F and 90°F. Temperatures above 90°F can cause the paint to dry too fast, whereas temperatures below 50°F can inhibit proper film formation. Avoid applying in direct sun.
- Allow two weeks before washing or cleaning for full cure.
- Shelf life under normal conditions is two years unopened.
- Product is not recommended for use on large expanses of wood and metal, e.g. siding, fascia board.

## GENERAL INFORMATION:

**CAUTION IRRITANT MAY CAUSE EYE, NOSE AND THROAT IRRITATION. AVOID CONTACT WITH SKIN AND EYES AND AVOID BREATHING OF VAPORS AND SPRAY MIST. WEAR EYE PROTECTION AND PROTECTIVE CLOTHING. USE ONLY WITH ADEQUATE VENTILATION.** To avoid breathing vapors and spray mist, open windows and doors or use other means to ensure fresh air entry during application and drying. If you experience eye watering, headaches or dizziness, increase fresh air. If properly used, a respirator (NIOSH approved for organic vapor with P series particulate pre-filter) may offer additional protection; obtain professional advice before using. A dust mask does not provide protection against vapors. Avoid contact with eyes and skin. Wash thoroughly after handling. Close container after each use.

**FIRST AID:** If you experience difficulty in breathing, leave the area to obtain fresh air. If continued difficulty is experienced, get medical assistance immediately. In case of eye contact, flush immediately with plenty of water for at least 20 minutes and get medical attention; for skin, wash thoroughly with soap and water. If swallowed, get medical attention immediately.

**KEEP OUT OF REACH OF CHILDREN – DO NOT TAKE INTERNALLY.**



# SAFETY DATA SHEET

## 1. Identification

<b>Product identifier</b>	<b>BEHR® PREMIUM Exterior Elastomeric Masonry, Stucco &amp; Brick Paint - White</b>	
<b>Other means of identification</b>		
<b>Product code</b>	068	
<b>Recommended use</b>	Architectural Coating	
<b>Recommended restrictions</b>	None known.	
<b>Manufacturer/Importer/Supplier/Distributor information</b>		
<b>Supplier</b>	Behr Process Corp. 1801 E. St. Andrew Place Santa Ana, CA 92705	
<b>Telephone</b>	714-545-7101	
<b>Emergency telephone</b>	+1 760 476 3962 +1 866 519 4752	
<b>Access code</b>	335213	

## 2. Hazard(s) identification

<b>Physical hazards</b>	Not classified.	
<b>Health hazards</b>	Carcinogenicity	Category 2
<b>OSHA defined hazards</b>	Not classified.	

### Label elements



<b>Signal word</b>	Warning	
<b>Hazard statement</b>	Suspected of causing cancer.	
<b>Precautionary statement</b>		
<b>Prevention</b>	Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Wear protective gloves/protective clothing/eye protection/face protection.	
<b>Response</b>	If exposed or concerned: Get medical advice/attention.	
<b>Storage</b>	Store locked up.	
<b>Disposal</b>	Dispose of contents/container in accordance with local/regional/national/international regulations.	
<b>Hazard(s) not otherwise classified (HNOC)</b>	None known.	
<b>Supplemental information</b>	None.	

## 3. Composition/information on ingredients

### Mixtures

Chemical name	CAS number	%
Limestone	1317-65-3	10 - 30
Titanium dioxide	13463-67-7	10 - 30
Cristobalite	14464-46-1	1 - 5
Diuron	330-54-1	0.1 - 1
Flux Calcined Diatomaceous Earth (DE)	68855-54-9	0.1 - 1



**Composition comments** All concentrations are in percent by weight unless ingredient is a gas. Gas concentrations are in percent by volume. The manufacturer has claimed the exact percentage as trade secret under the OSHA Hazard Communication Standard.

**4. First-aid measures**

**Inhalation** Move to fresh air. Call a physician if symptoms develop or persist.  
**Skin contact** Wash off with soap and water. Get medical attention if irritation develops and persists.  
**Eye contact** Rinse with water. Get medical attention if irritation develops and persists.  
**Ingestion** Rinse mouth. Get medical attention if symptoms occur.  
**Most important symptoms/effects, acute and delayed** Direct contact with eyes may cause temporary irritation.  
**Indication of immediate medical attention and special treatment needed** Provide general supportive measures and treat symptomatically. Keep victim under observation. Symptoms may be delayed.  
**General information** IF exposed or concerned: Get medical advice/attention. Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

**5. Fire-fighting measures**

**Suitable extinguishing media** Water fog. Foam. Dry chemical powder. Carbon dioxide (CO2).  
**Unsuitable extinguishing media** Do not use water jet as an extinguisher, as this will spread the fire.  
**Specific hazards arising from the chemical** During fire, gases hazardous to health may be formed.  
**Special protective equipment and precautions for firefighters** Self-contained breathing apparatus and full protective clothing must be worn in case of fire.  
**Fire fighting equipment/instructions** Move containers from fire area if you can do so without risk.  
**Specific methods** Use standard firefighting procedures and consider the hazards of other involved materials.  
**General fire hazards** No unusual fire or explosion hazards noted.

**6. Accidental release measures**

**Personal precautions, protective equipment and emergency procedures** Keep unnecessary personnel away. Keep people away from and upwind of spill/leak. Wear appropriate protective equipment and clothing during clean-up. Ensure adequate ventilation. Local authorities should be advised if significant spillages cannot be contained. For personal protection, see section 8 of the SDS.  
**Methods and materials for containment and cleaning up** This product is miscible in water.  
Large Spills: Stop the flow of material, if this is without risk. Dike the spilled material, where this is possible. Absorb in vermiculite, dry sand or earth and place into containers. Following product recovery, flush area with water.  
Small Spills: Wipe up with absorbent material (e.g. cloth, fleece). Clean surface thoroughly to remove residual contamination.  
Never return spills to original containers for re-use. Put material in suitable, covered, labeled containers. For waste disposal, see section 13 of the SDS.  
**Environmental precautions** Avoid discharge into drains, water courses or onto the ground.

**7. Handling and storage**

**Precautions for safe handling** Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Avoid prolonged exposure. Should be handled in closed systems, if possible. Provide adequate ventilation. Wear appropriate personal protective equipment. Observe good industrial hygiene practices.  
**Conditions for safe storage, including any incompatibilities** Store locked up. Store in tightly closed container. Store away from incompatible materials (see Section 10 of the SDS).

## 8. Exposure controls/personal protection

### Occupational exposure limits

#### US. OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)

Components	Type	Value
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)	TWA	0.05 mg/m <sup>3</sup>
Quartz (Crystalline silica) (CAS 14808-60-7)	TWA	0.05 mg/m <sup>3</sup>

#### US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	PEL	0.05 mg/m <sup>3</sup>	Respirable dust.
Limestone (CAS 1317-65-3)	PEL	5 mg/m <sup>3</sup> 15 mg/m <sup>3</sup>	Respirable fraction. Total dust.
Titanium dioxide (CAS 13463-67-7)	PEL	15 mg/m <sup>3</sup>	Total dust.

#### US. OSHA Table Z-3 (29 CFR 1910.1000)

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	TWA	0.05 mg/m <sup>3</sup>	Respirable.
Quartz (Crystalline silica) (CAS 14808-60-7)	TWA	1.2 mppcf	Respirable.
		0.1 mg/m <sup>3</sup>	Respirable.
Titanium dioxide (CAS 13463-67-7)	TWA	2.4 mppcf	Respirable.
		5 mg/m <sup>3</sup>	Respirable fraction.
		15 mg/m <sup>3</sup>	Total dust.
		50 mppcf	Total dust.
		15 mppcf	Respirable fraction.

#### US. ACGIH Threshold Limit Values

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	TWA	0.025 mg/m <sup>3</sup>	Respirable fraction.
Diuron (CAS 330-54-1)	TWA	10 mg/m <sup>3</sup>	
Quartz (Crystalline silica) (CAS 14808-60-7)	TWA	0.025 mg/m <sup>3</sup>	Respirable fraction.
Titanium dioxide (CAS 13463-67-7)	TWA	10 mg/m <sup>3</sup>	

#### US. NIOSH: Pocket Guide to Chemical Hazards

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	TWA	0.05 mg/m <sup>3</sup>	Respirable dust.
Diuron (CAS 330-54-1)	TWA	10 mg/m <sup>3</sup>	
Limestone (CAS 1317-65-3)	TWA	5 mg/m <sup>3</sup>	Respirable.
		10 mg/m <sup>3</sup>	Total
Quartz (Crystalline silica) (CAS 14808-60-7)	TWA	0.05 mg/m <sup>3</sup>	Respirable dust.

#### Biological limit values

No biological exposure limits noted for the ingredient(s).

#### Appropriate engineering controls

Good general ventilation should be used. Ventilation rates should be matched to conditions. If applicable, use process enclosures, local exhaust ventilation, or other engineering controls to maintain airborne levels below recommended exposure limits. If exposure limits have not been established, maintain airborne levels to an acceptable level.

**Individual protection measures, such as personal protective equipment**

<b>Eye/face protection</b>	Wear safety glasses with side shields (or goggles).
<b>Skin protection</b>	
<b>Hand protection</b>	Wear appropriate chemical resistant gloves.
<b>Skin protection</b>	
<b>Other</b>	Wear appropriate chemical resistant clothing.
<b>Respiratory protection</b>	If airborne concentrations are above the applicable exposure limits, use NIOSH approved respiratory protection. Use a positive-pressure air-supplied respirator if there is any potential for an uncontrolled release, exposure levels are not known, or any other circumstances where air-purifying respirators may not provide adequate protection.
<b>Thermal hazards</b>	Wear appropriate thermal protective clothing, when necessary.
<b>General hygiene considerations</b>	Observe any medical surveillance requirements. Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants.

**9. Physical and chemical properties****Appearance**

<b>Physical state</b>	Liquid.
<b>Form</b>	Liquid.
<b>Color</b>	White.
<b>Odor</b>	Slight.
<b>Odor threshold</b>	Not available.
<b>pH</b>	7 - 10
<b>Melting point/freezing point</b>	Not available.
<b>Initial boiling point and boiling range</b>	> 99 °F (> 37.2 °C)
<b>Flash point</b>	Not available.
<b>Evaporation rate</b>	Not available.
<b>Flammability (solid, gas)</b>	Not applicable.
<b>Upper/lower flammability or explosive limits</b>	
<b>Flammability limit - lower (%)</b>	Not available.
<b>Flammability limit - upper (%)</b>	Not available.
<b>Vapor pressure</b>	Not available.
<b>Vapor density</b>	Not available.
<b>Relative density</b>	1.35
<b>Solubility(ies)</b>	
<b>Solubility (water)</b>	Soluble.
<b>Partition coefficient (n-octanol/water)</b>	Not available.
<b>Auto-ignition temperature</b>	Not available.
<b>Decomposition temperature</b>	Not available.
<b>Viscosity</b>	50 - 140 KU (25 °C)
<b>Other information</b>	
<b>Density</b>	11.26 lbs/gal
<b>Explosive properties</b>	Not explosive.
<b>Oxidizing properties</b>	Not oxidizing.
<b>VOC</b>	12 g/l (including water) (Material) 24 g/l (excluding water) (Coating)

**10. Stability and reactivity**

<b>Reactivity</b>	The product is stable and non-reactive under normal conditions of use, storage and transport.
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<b>Chemical stability</b>	Material is stable under normal conditions.
<b>Possibility of hazardous reactions</b>	No dangerous reaction known under conditions of normal use.
<b>Conditions to avoid</b>	Contact with incompatible materials.
<b>Incompatible materials</b>	Fluorine.
<b>Hazardous decomposition products</b>	No hazardous decomposition products are known.

## 11. Toxicological information

### Information on likely routes of exposure

<b>Inhalation</b>	Prolonged inhalation may be harmful.
<b>Skin contact</b>	Prolonged skin contact may cause temporary irritation.
<b>Eye contact</b>	Direct contact with eyes may cause temporary irritation.
<b>Ingestion</b>	Expected to be a low ingestion hazard.

**Symptoms related to the physical, chemical and toxicological characteristics** Direct contact with eyes may cause temporary irritation.

### Information on toxicological effects

#### Acute toxicity

Components	Species	Test Results
Quartz (Crystalline silica) (CAS 14808-60-7)		
<b>Chronic</b>		
<b>Inhalation</b>		
LOEC	Human	0.0563 mg/m <sup>3</sup>
Titanium dioxide (CAS 13463-67-7)		
<b>Acute</b>		
<b>Oral</b>		
LD50	Rat	> 5000 mg/kg

**Skin corrosion/irritation** Prolonged skin contact may cause temporary irritation.

**Serious eye damage/eye irritation** Direct contact with eyes may cause temporary irritation.

#### Respiratory or skin sensitization

<b>Respiratory sensitization</b>	Not a respiratory sensitizer.
<b>Skin sensitization</b>	This product is not expected to cause skin sensitization.

**Germ cell mutagenicity** No data available to indicate product or any components present at greater than 0.1% are mutagenic or genotoxic.

**Carcinogenicity** Suspected of causing cancer.

#### IARC Monographs. Overall Evaluation of Carcinogenicity

Cristobalite (CAS 14464-46-1)	1 Carcinogenic to humans.
Quartz (Crystalline silica) (CAS 14808-60-7)	1 Carcinogenic to humans.
Titanium dioxide (CAS 13463-67-7)	2B Possibly carcinogenic to humans.

#### NTP Report on Carcinogens

Cristobalite (CAS 14464-46-1)	Known To Be Human Carcinogen. Reasonably Anticipated to be a Human Carcinogen.
Quartz (Crystalline silica) (CAS 14808-60-7)	Known To Be Human Carcinogen.

#### OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)

Cristobalite (CAS 14464-46-1)	Cancer
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)	Cancer
Quartz (Crystalline silica) (CAS 14808-60-7)	Cancer

**Reproductive toxicity** This product is not expected to cause reproductive or developmental effects.

**Specific target organ toxicity - single exposure** Not classified.

<b>Specific target organ toxicity - repeated exposure</b>	Not classified.
<b>Aspiration hazard</b>	Not an aspiration hazard.
<b>Chronic effects</b>	Prolonged inhalation may be harmful.

## 12. Ecological information

<b>Ecotoxicity</b>	Harmful to aquatic life with long lasting effects.
<b>Persistence and degradability</b>	No data is available on the degradability of any ingredients in the mixture.
<b>Bioaccumulative potential</b>	No data available.
<b>Mobility in soil</b>	This product is water soluble and may disperse in soil.
<b>Other adverse effects</b>	The product contains volatile organic compounds which have a photochemical ozone creation potential.

## 13. Disposal considerations

<b>Disposal instructions</b>	Collect and reclaim or dispose in sealed containers at licensed waste disposal site. Incinerate the material under controlled conditions in an approved incinerator. Dispose of contents/container in accordance with local/regional/national/international regulations.
<b>Local disposal regulations</b>	Dispose in accordance with all applicable regulations.
<b>Hazardous waste code</b>	The waste code should be assigned in discussion between the user, the producer and the waste disposal company.
<b>Waste from residues / unused products</b>	Dispose of in accordance with local regulations. Empty containers or liners may retain some product residues. This material and its container must be disposed of in a safe manner (see: Disposal instructions).
<b>Contaminated packaging</b>	Since emptied containers may retain product residue, follow label warnings even after container is emptied. Empty containers should be taken to an approved waste handling site for recycling or disposal.

## 14. Transport information

<b>DOT</b>	Not regulated as dangerous goods.
<b>IATA</b>	Not regulated as dangerous goods.
<b>IMDG</b>	Not regulated as dangerous goods.
<b>Transport in bulk according to Annex II of MARPOL 73/78 and the IBC Code</b>	Not applicable.

## 15. Regulatory information

<b>US federal regulations</b>	This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.	
<b>TSCA Section 12(b) Export Notification (40 CFR 707, Subpt. D)</b>	Not regulated.	
<b>CERCLA Hazardous Substance List (40 CFR 302.4)</b>	Diuron (CAS 330-54-1)	Listed.
<b>SARA 304 Emergency release notification</b>	Not regulated.	
<b>OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)</b>		
	Cristobalite (CAS 14464-46-1)	Cancer
	Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)	Cancer
	Quartz (Crystalline silica) (CAS 14808-60-7)	Cancer
	Cristobalite (CAS 14464-46-1)	lung effects
	Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)	lung effects
	Quartz (Crystalline silica) (CAS 14808-60-7)	lung effects
	Cristobalite (CAS 14464-46-1)	immune system effects
	Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)	immune system effects
	Quartz (Crystalline silica) (CAS 14808-60-7)	immune system effects

Cristobalite (CAS 14464-46-1) kidney effects  
 Flux Calcined Diatomaceous Earth (DE) kidney effects  
 (CAS 68855-54-9)  
 Quartz (Crystalline silica) (CAS 14808-60-7) kidney effects

**Toxic Substances Control Act (TSCA)**

All components are listed on or exempt from the U.S. EPA TSCA Inventory List.

**Superfund Amendments and Reauthorization Act of 1986 (SARA)****SARA 302 Extremely hazardous substance**

Not listed.

**SARA 311/312 Hazardous chemical** Yes

**Classified hazard categories** Carcinogenicity

**SARA 313 (TRI reporting)**

Not regulated.

**Other federal regulations****Clean Air Act (CAA) Section 112 Hazardous Air Pollutants (HAPs) List**

Not regulated.

**Clean Air Act (CAA) Section 112(r) Accidental Release Prevention (40 CFR 68.130)**

Not regulated.

**Safe Drinking Water Act (SDWA)** Not regulated.

**US state regulations****US. Massachusetts RTK - Substance List**

Cristobalite (CAS 14464-46-1)  
 Diuron (CAS 330-54-1)  
 Limestone (CAS 1317-65-3)  
 Quartz (Crystalline silica) (CAS 14808-60-7)  
 Titanium dioxide (CAS 13463-67-7)

**US. New Jersey Worker and Community Right-to-Know Act**

Cristobalite (CAS 14464-46-1)  
 Diuron (CAS 330-54-1)  
 Limestone (CAS 1317-65-3)  
 Quartz (Crystalline silica) (CAS 14808-60-7)  
 Titanium dioxide (CAS 13463-67-7)

**US. Pennsylvania Worker and Community Right-to-Know Law**

Cristobalite (CAS 14464-46-1)  
 Diuron (CAS 330-54-1)  
 Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)  
 Limestone (CAS 1317-65-3)  
 Quartz (Crystalline silica) (CAS 14808-60-7)  
 Titanium dioxide (CAS 13463-67-7)

**US. Rhode Island RTK**

Cristobalite (CAS 14464-46-1)  
 Diuron (CAS 330-54-1)  
 Limestone (CAS 1317-65-3)  
 Quartz (Crystalline silica) (CAS 14808-60-7)  
 Titanium dioxide (CAS 13463-67-7)

**16. Other information, including date of preparation or last revision**

**Issue date** 16-January-2020  
**Revision date** 30-August-2020  
**Version #** 02  
**HMIS® ratings** Health: 0\*  
 Flammability: 0  
 Physical hazard: 0

**List of abbreviations**

DOT: Department of Transportation (49 CFR 172.101).  
IATA: International Air Transport Association.  
IBC Code: International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk.  
IMDG Code: International Maritime Dangerous Goods Code.  
LC50: Lethal Concentration, 50%.  
LD50: Lethal Dose, 50%.  
LOEC: Lowest observable effect concentration.  
MARPOL: International Convention for the Prevention of Pollution from Ships.  
PEL: Permissible Exposure Limit.  
TWA: Time Weighted Average Value.

**References**

HSDB® - Hazardous Substances Data Bank  
IARC Monographs. Overall Evaluation of Carcinogenicity

**Disclaimer**

Behr Process Corp cannot anticipate all conditions under which this information and its product, or the products of other manufacturers in combination with its product, may be used. It is the user's responsibility to ensure safe conditions for handling, storage and disposal of the product, and to assume liability for loss, injury, damage or expense due to improper use. The information in the sheet was written based on the best knowledge and experience currently available.

## TECHNICAL DATA SHEET



## e600 EXTERIOR SATIN PAINT

### NO. PR640 WHITE BASE



### PRODUCT INFORMATION

BEHR PRO® e600 Exterior Satin Paint is specifically designed to meet the demanding expectations of professional painters. Developed for optimal sprayability, this 100% acrylic formula provides excellent hiding power and a highly uniform finish. BEHR PRO e600 Exterior Satin Paint is a durable, washable finish for exterior walls and trim. Dried film is mold and mildew resistant.

### RECOMMENDED USES:

Ideal for properly prepared coated and uncoated exterior substrates such as:

- Stucco
- Concrete
- Masonry
- Concrete Masonry Units
- Brick
- Fiber Cement
- Wood
- Engineered Wood
- Steel
- Galvanized Steel
- Aluminum
- Other Ferrous Metals
- Other Non-Ferrous Metals
- Architectural Plastics

### PRODUCT SPECIFICATIONS:

#### Tint Bases/Max Tint Load:

- No. PR640 White Base 124 fl oz / 6 fl oz
- No. PR643 Deep Base 116 fl oz / 14 fl oz

Gloss: 5-11 @ 60°

Resin Type: 100% Acrylic

Weight per Gallon: 10.2 lb

% Solids by Volume: 33% ± 2%

% Solids by Weight: 44% ± 2%

VOC: <50 g/L

Flash Point: N/A

Viscosity: 95-105 KU

#### Recommended Film Thickness:

- Wet: 6.4 mils / Dry: 2.1 mils @ 250 sq ft/gal
- Wet: 4.0 mils / Dry: 1.3 mils @ 400 sq ft/gal

Coverage: 250-400 sq ft/gal, depending on the surface texture, porosity and application method. Does not include the loss of material from spraying. Film thickness depends on porosity and various substrate irregularities.

### APPLICATION:

Brush: Nylon/polyester

Roller: 3/8" - 3/4" nap roller cover, depending on surface texture

#### Airless Spray:

- Tip: .015"-.021"
- Filter: 60 mesh
- Fluid Pressure: 1,800 - 2,800 psi

Thinning: DO NOT THIN. Product is formulated for use at package consistency only.

Dry Time: @77°F (25°C) & 50% RH

- To Touch: 2 hours
- To Recoat: 4 hours
- Full Cure: 14 days

Dry times are temperature, humidity, and film thickness dependent.

### SURFACE PREPARATION:

All surfaces must be clean, free of dust, chalk, oil, grease, wax, polish, mold and mildew stains, loose and peeling paint, rust and all other foreign substances.

**New Wood:** Remove mill glaze with sandpaper or use a product such as BEHR PREMIUM® All-In-One Wood Cleaner No. 63 to open the pores of the wood and follow all label instructions. For severe stains caused by mold, mildew, algae and fungus, apply a mildew stain removing product. Set nails and fill holes, scratches, and gouges with the appropriate wood filler and let dry completely. Remove all dust with a wiping cloth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking and allow to dry completely. Patched and filled surfaces should be sanded smooth and dusted clean prior to coating. **WARNING!** Sanding or scraping pressure treated lumber may be hazardous; wear appropriate protection.

**New Masonry:** The pH must be 10 or lower prior to coating. Smooth masonry may require an adequate profile for adhesion. For all other smooth trowel concrete, create an adequate profile for adhesion using a product such as muriatic acid etcher or with mechanical means. Remove all loose aggregate and debris. Prime the area with an alkali-resistant primer.

**Steel:** Minimum surface preparation is Hand Tool Cleaning in accordance with SSPC-SP2. Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. For optimal performance, use Commercial Blast Cleaning in accordance with SSPC-SP6. Prime the area with a rust-inhibitive primer the same day as cleaned.

**Galvanized Steel:** Solvent clean new galvanized metal in accordance with SSPC-SP1 to remove oil and grease from the surface. Pre-treat with a phosphoric acid solution or a commercially-available etching solution. Galvanized metal that has been passivated with chromates or silicates may require brush blasting in accordance with SSPC-SP16 to remove these treatments. Rusty galvanizing requires a minimum of Hand Tool Cleaning in accordance with SSPC-SP2. Prime the area the same day as cleaned.

#### COMPLIES WITH THE BELOW AS OF 12/1/2019

SCAQMD	YES	OTC	YES
CARB SCM 2007	YES	LADCO	YES
CARB	YES	AIM	YES
OTC Phase II	YES	MPI#	15,315

<sup>1</sup>Please visit [www.usgbc.org/LEED](http://www.usgbc.org/LEED) for additional details.

**Shop-Primed Steel:** As there is potential for many forms of contamination during storage and transport, a thorough cleaning is always recommended for shop-primed surfaces. Paint exposed areas, i.e., where shop primer is abraded, with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces. Note: Assess the integrity of the shop primer prior to application of subsequent coatings. Review all coatings intended for the project and confirm the compatibility between shop and field-applied coatings.

**Aluminum:** Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. Prime the area the same day as cleaned.

**Stain-Blocking:** After priming, test for stain bleed-through by applying the topcoat to a small section. If the stain bleeds through the topcoat, apply a second coat of primer and test again before topcoating the entire area. If bleeding continues, primer may need a longer dry time before applying topcoat.

**Previously Painted Surfaces:** Remove all loose and peeling paint and all other foreign substances. Clean any dirt and grease by scrubbing the surface with a detergent and water solution, followed by a thorough rinsing with clean water. Set nails and fill holes, scratches, and gouges with the appropriate wood filler and let dry completely. Remove all dust with a tack or wiping cloth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking, and allow to completely dry prior to coating.

**Glossy Surfaces:** For maximum adhesion, sand the surface thoroughly to provide a rough surface before coating.

**WARNING!** If you scrape, sand or remove old paint, you may release lead dust. LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE. Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and a wet mop. Before you start, find out how to protect yourself and your family by contacting the National Lead Information Center at 1-800-424-LEAD or log on to [www.epa.gov/lead](http://www.epa.gov/lead).





## e600 EXTERIOR SATIN PAINT

### NO. PR640 WHITE BASE

#### SYSTEM RECOMMENDATIONS:

##### Wood:

- 1 coat BEHR® Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PRO® e600 Exterior Paint

##### Masonry: Concrete, Cement, Brick, Stucco, EIFS

- 1 coat BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436 (recommended for masonry with pH levels up to 13)
- 2 coats BEHR PRO e600 Exterior Paint

##### Concrete Masonry Units: Concrete Block, Cinder Block, Split-Face Block

- 1 coat BEHR DRYPLUS® Masonry Waterproofer No. 875
- 2 coats BEHR PRO e600 Exterior Paint

##### Fiber-Cement

- 1 coat BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PRO e600 Exterior Paint

##### Ferrous and Non-Ferrous Metals:

- 1 coat BEHR Interior/Exterior Metal Primer No. 435 (recommended for optimal corrosion resistance or when priming over sound rusty metal surfaces) or BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PRO e600 Exterior Paint

##### Vinyl, PVC, Fiberglass, Architectural Plastics

- 1 coat BEHR Interior/Exterior Bonding Primer No. 432 or BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR PRO e600 Exterior Paint

**NOTE:** Certain substrate and exposure conditions, as well as project requirements, may necessitate the use of other substrate-specific or solution-driven primers. Please consult with a BEHR PRO® Rep for specific primer recommendations.

#### CLEAN-UP/DISPOSAL:

Clean all tools and equipment with warm, soapy water. Do not dispose of this product down a drain. If spilled, contain material and remove with an inert absorbent. Dispose of contaminated absorbent, container and unused product in accordance with all current federal, state and local regulations. For recycling or disposal of empty containers, unused product and soiled rags, contact your household refuse collection service.

#### CAUTIONS/LIMITATIONS:

- Protect from freezing.
- Do not use on floors.
- For best results, apply when air, material and surface temperatures are between 35°F and 90°F. When the air temperature is at 35°F, substrates may be colder; prior to painting, check to be sure the air, surface, and material temperatures are above 35°F and at least 5°F above the dew point. Avoid using if rain or snow is expected within 2-3 hours. Do not apply at air or surface temperatures below 35°F or when air or surface temperatures may drop below 35°F within 48 hours. Do not apply in direct sunlight. Temperatures above 90°F can cause the paint to dry too fast.
- Allow 2 weeks for full cure before washing or cleaning.
- Shelf life under normal conditions is 2 years unopened.

#### GENERAL INFORMATION:

**CAUTION IRRITANT MAY CAUSE EYE, NOSE AND THROAT IRRITATION. AVOID CONTACT WITH SKIN AND EYES AND AVOID BREATHING OF VAPORS AND SPRAY MIST. WEAR EYE PROTECTION AND PROTECTIVE CLOTHING. USE ONLY WITH ADEQUATE VENTILATION.** To avoid breathing vapors and spray mist, open windows and doors or use other means to ensure fresh air entry during application and drying. If you experience eye watering, headaches or dizziness, increase fresh air. If properly used, a respirator (NIOSH approved for organic vapor with P series particulate pre-filter) may offer additional protection; obtain professional advice before using. A dust mask does not provide protection against vapors. Avoid contact with eyes and skin. Wash thoroughly after handling. Close container after each use.

**FIRST AID:** If you experience difficulty in breathing, leave the area to obtain fresh air. If continued difficulty is experienced, get medical assistance immediately. In case of eye contact, flush immediately with plenty of water for at least 20 minutes and get medical attention; for skin, wash thoroughly with soap and water. If swallowed, get medical attention immediately.

**CAUTION: KEEP OUT OF REACH OF CHILDREN – DO NOT TAKE INTERNALLY.**



# SAFETY DATA SHEET

## 1. Identification

**Product identifier** BEHR® PRO e600 Exterior Satin - White Base

**Other means of identification**

**Product code** PR640

**Recommended use** Architectural Coating

**Recommended restrictions** None known.

**Manufacturer/Importer/Supplier/Distributor information**

**Supplier** Behr Process Corp.  
1801 E. St. Andrew Place  
Santa Ana, CA 92705

**Telephone** 714-545-7101

**Emergency telephone** +1 760 476 3962  
+1 866 519 4752

**Access code** 335213

## 2. Hazard(s) identification

**Physical hazards** Not classified.

**Health hazards** Carcinogenicity Category 2

**OSHA defined hazards** Not classified.

### Label elements



**Signal word** Warning

**Hazard statement** Suspected of causing cancer.

**Precautionary statement**

**Prevention** Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Wear protective gloves/protective clothing/eye protection/face protection.

**Response** If exposed or concerned: Get medical advice/attention.

**Storage** Store locked up.

**Disposal** Dispose of contents/container in accordance with local/regional/national/international regulations.

**Hazard(s) not otherwise classified (HNOC)** None known.

**Supplemental information** None.

## 3. Composition/information on ingredients

### Mixtures

Chemical name	CAS number	%
Titanium dioxide	13463-67-7	10 - 30
Mica	12001-26-2	1 - 5
Diuron	330-54-1	0.1 - 1

**Composition comments** All concentrations are in percent by weight unless ingredient is a gas. Gas concentrations are in percent by volume.

The manufacturer has claimed the exact percentage as trade secret under the OSHA Hazard Communication Standard.

#### 4. First-aid measures

<b>Inhalation</b>	Move to fresh air. Call a physician if symptoms develop or persist.
<b>Skin contact</b>	Wash off with soap and water. Get medical attention if irritation develops and persists.
<b>Eye contact</b>	Rinse with water. Get medical attention if irritation develops and persists.
<b>Ingestion</b>	Rinse mouth. Get medical attention if symptoms occur.
<b>Most important symptoms/effects, acute and delayed</b>	Direct contact with eyes may cause temporary irritation.
<b>Indication of immediate medical attention and special treatment needed</b>	Provide general supportive measures and treat symptomatically. Keep victim under observation. Symptoms may be delayed.
<b>General information</b>	IF exposed or concerned: Get medical advice/attention. Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

#### 5. Fire-fighting measures

<b>Suitable extinguishing media</b>	Water fog. Foam. Dry chemical powder. Carbon dioxide (CO <sub>2</sub> ).
<b>Unsuitable extinguishing media</b>	Do not use water jet as an extinguisher, as this will spread the fire.
<b>Specific hazards arising from the chemical</b>	During fire, gases hazardous to health may be formed.
<b>Special protective equipment and precautions for firefighters</b>	Self-contained breathing apparatus and full protective clothing must be worn in case of fire.
<b>Fire fighting equipment/instructions</b>	Move containers from fire area if you can do so without risk.
<b>Specific methods</b>	Use standard firefighting procedures and consider the hazards of other involved materials.
<b>General fire hazards</b>	No unusual fire or explosion hazards noted.

#### 6. Accidental release measures

<b>Personal precautions, protective equipment and emergency procedures</b>	Keep unnecessary personnel away. Keep people away from and upwind of spill/leak. Wear appropriate protective equipment and clothing during clean-up. Ensure adequate ventilation. Local authorities should be advised if significant spillages cannot be contained. For personal protection, see section 8 of the SDS.
<b>Methods and materials for containment and cleaning up</b>	This product is miscible in water.  Large Spills: Stop the flow of material, if this is without risk. Dike the spilled material, where this is possible. Absorb in vermiculite, dry sand or earth and place into containers. Following product recovery, flush area with water.  Small Spills: Wipe up with absorbent material (e.g. cloth, fleece). Clean surface thoroughly to remove residual contamination.  Never return spills to original containers for re-use. Put material in suitable, covered, labeled containers. For waste disposal, see section 13 of the SDS.
<b>Environmental precautions</b>	Avoid discharge into drains, water courses or onto the ground.

#### 7. Handling and storage

<b>Precautions for safe handling</b>	Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Avoid prolonged exposure. Should be handled in closed systems, if possible. Provide adequate ventilation. Wear appropriate personal protective equipment. Observe good industrial hygiene practices.
<b>Conditions for safe storage, including any incompatibilities</b>	Store locked up. Store in tightly closed container. Store away from incompatible materials (see Section 10 of the SDS).

#### 8. Exposure controls/personal protection

##### Occupational exposure limits

##### US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)

Components	Type	Value	Form
Titanium dioxide (CAS 13463-67-7)	PEL	15 mg/m <sup>3</sup>	Total dust.

**US. OSHA Table Z-3 (29 CFR 1910.1000)**

Components	Type	Value	Form
Mica (CAS 12001-26-2)	TWA	20 mppcf	
Titanium dioxide (CAS 13463-67-7)	TWA	5 mg/m3	Respirable fraction.
		15 mg/m3	Total dust.
		50 mppcf	Total dust.
		15 mppcf	Respirable fraction.

**US. ACGIH Threshold Limit Values**

Components	Type	Value	Form
Diuron (CAS 330-54-1)	TWA	10 mg/m3	
Mica (CAS 12001-26-2)	TWA	3 mg/m3	Respirable fraction.
Titanium dioxide (CAS 13463-67-7)	TWA	10 mg/m3	

**US. NIOSH: Pocket Guide to Chemical Hazards**

Components	Type	Value	Form
Diuron (CAS 330-54-1)	TWA	10 mg/m3	
Mica (CAS 12001-26-2)	TWA	3 mg/m3	Respirable.

**Biological limit values**

No biological exposure limits noted for the ingredient(s).

**Appropriate engineering controls**

Good general ventilation should be used. Ventilation rates should be matched to conditions. If applicable, use process enclosures, local exhaust ventilation, or other engineering controls to maintain airborne levels below recommended exposure limits. If exposure limits have not been established, maintain airborne levels to an acceptable level.

**Individual protection measures, such as personal protective equipment****Eye/face protection**

Wear safety glasses with side shields (or goggles).

**Skin protection****Hand protection**

Wear appropriate chemical resistant gloves.

**Skin protection****Other**

Use of an impervious apron is recommended. Wear appropriate chemical resistant clothing.

**Respiratory protection**

If airborne concentrations are above the applicable exposure limits, use NIOSH approved respiratory protection. Use a positive-pressure air-supplied respirator if there is any potential for an uncontrolled release, exposure levels are not known, or any other circumstances where air-purifying respirators may not provide adequate protection.

**Thermal hazards**

Wear appropriate thermal protective clothing, when necessary.

**General hygiene considerations**

Observe any medical surveillance requirements. Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants.

**9. Physical and chemical properties****Appearance****Physical state**

Liquid.

**Form**

Liquid.

**Color**

White.

**Odor**

Slight.

**Odor threshold**

Not available.

**pH**

7 - 10

**Melting point/freezing point**

Not available.

**Initial boiling point and boiling range**

> 99 °F (> 37.2 °C)

**Flash point**

Not available.

Evaporation rate	Not available.
Flammability (solid, gas)	Not applicable.
<b>Upper/lower flammability or explosive limits</b>	
Flammability limit - lower (%)	Not available.
Flammability limit - upper (%)	Not available.
Vapor pressure	Not available.
Vapor density	Not available.
Relative density	1.23
<b>Solubility(ies)</b>	
Solubility (water)	Soluble.
Partition coefficient (n-octanol/water)	Not available.
Auto-ignition temperature	Not available.
Decomposition temperature	Not available.
Viscosity	50 - 140 KU (25 °C)
<b>Other information</b>	
Density	10.25 lbs/gal
Explosive properties	Not explosive.
Oxidizing properties	Not oxidizing.
VOC	16 g/l (excluding water) (Coating) 45 g/l (including water) (Material)

## 10. Stability and reactivity

Reactivity	The product is stable and non-reactive under normal conditions of use, storage and transport.
Chemical stability	Material is stable under normal conditions.
Possibility of hazardous reactions	No dangerous reaction known under conditions of normal use.
Conditions to avoid	Contact with incompatible materials.
Incompatible materials	Strong oxidizing agents.
Hazardous decomposition products	No hazardous decomposition products are known.

## 11. Toxicological information

### Information on likely routes of exposure

Inhalation	Prolonged inhalation may be harmful.
Skin contact	Prolonged skin contact may cause temporary irritation.
Eye contact	Direct contact with eyes may cause temporary irritation.
Ingestion	Expected to be a low ingestion hazard.

**Symptoms related to the physical, chemical and toxicological characteristics** Direct contact with eyes may cause temporary irritation.

### Information on toxicological effects

#### Acute toxicity

Components	Species	Test Results
Titanium dioxide (CAS 13463-67-7)		
<u>Acute</u>		
Oral		
LD50	Rat	> 5000 mg/kg

<b>Skin corrosion/irritation</b>	Prolonged skin contact may cause temporary irritation.
<b>Serious eye damage/eye irritation</b>	Direct contact with eyes may cause temporary irritation.

**Respiratory or skin sensitization**

<b>Respiratory sensitization</b>	Not a respiratory sensitizer.
<b>Skin sensitization</b>	This product is not expected to cause skin sensitization.
<b>Germ cell mutagenicity</b>	No data available to indicate product or any components present at greater than 0.1% are mutagenic or genotoxic.
<b>Carcinogenicity</b>	Suspected of causing cancer.

**IARC Monographs. Overall Evaluation of Carcinogenicity**

Titanium dioxide (CAS 13463-67-7) 2B Possibly carcinogenic to humans.

**NTP Report on Carcinogens**

Not listed.

**OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)**

Not listed.

<b>Reproductive toxicity</b>	This product is not expected to cause reproductive or developmental effects.
<b>Specific target organ toxicity - single exposure</b>	Not classified.
<b>Specific target organ toxicity - repeated exposure</b>	Not classified.
<b>Aspiration hazard</b>	Not an aspiration hazard.
<b>Chronic effects</b>	Prolonged inhalation may be harmful.

**12. Ecological information**

<b>Ecotoxicity</b>	Harmful to aquatic life.
<b>Persistence and degradability</b>	No data is available on the degradability of any ingredients in the mixture.
<b>Bioaccumulative potential</b>	No data available.
<b>Mobility in soil</b>	This product is water soluble and may disperse in soil.
<b>Other adverse effects</b>	The product contains volatile organic compounds which have a photochemical ozone creation potential.

**13. Disposal considerations**

<b>Disposal instructions</b>	Collect and reclaim or dispose in sealed containers at licensed waste disposal site. Incinerate the material under controlled conditions in an approved incinerator. Dispose of contents/container in accordance with local/regional/national/international regulations.
<b>Local disposal regulations</b>	Dispose in accordance with all applicable regulations.
<b>Hazardous waste code</b>	The waste code should be assigned in discussion between the user, the producer and the waste disposal company.
<b>Waste from residues / unused products</b>	Dispose of in accordance with local regulations. Empty containers or liners may retain some product residues. This material and its container must be disposed of in a safe manner (see: Disposal instructions).
<b>Contaminated packaging</b>	Since emptied containers may retain product residue, follow label warnings even after container is emptied. Empty containers should be taken to an approved waste handling site for recycling or disposal.

**14. Transport information**

<b>DOT</b>	Not regulated as dangerous goods.
<b>IATA</b>	Not regulated as dangerous goods.
<b>IMDG</b>	Not regulated as dangerous goods.
<b>Transport in bulk according to Annex II of MARPOL 73/78 and the IBC Code</b>	Not applicable.

**15. Regulatory information**

<b>US federal regulations</b>	This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.
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**TSCA Section 12(b) Export Notification (40 CFR 707, Subpt. D)**

Not regulated.

**CERCLA Hazardous Substance List (40 CFR 302.4)**

Ammonium hydroxide (CAS 1336-21-6) Listed.

Diuron (CAS 330-54-1) Listed.

**SARA 304 Emergency release notification**

Not regulated.

**OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)**

Not listed.

**Toxic Substances Control Act (TSCA)**

All components are listed on or exempt from the U.S. EPA TSCA Inventory List.

**Superfund Amendments and Reauthorization Act of 1986 (SARA)****SARA 302 Extremely hazardous substance**

Not listed.

**SARA 311/312 Hazardous chemical** Yes**Classified hazard categories** Carcinogenicity**SARA 313 (TRI reporting)**

Not regulated.

**Other federal regulations****Clean Air Act (CAA) Section 112 Hazardous Air Pollutants (HAPs) List**

Not regulated.

**Clean Air Act (CAA) Section 112(r) Accidental Release Prevention (40 CFR 68.130)**

Not regulated.

**Safe Drinking Water Act (SDWA)** Not regulated.**US state regulations****US. Massachusetts RTK - Substance List**

Ammonium hydroxide (CAS 1336-21-6)

Diuron (CAS 330-54-1)

Mica (CAS 12001-26-2)

Titanium dioxide (CAS 13463-67-7)

**US. New Jersey Worker and Community Right-to-Know Act**

Ammonium hydroxide (CAS 1336-21-6)

Diuron (CAS 330-54-1)

Mica (CAS 12001-26-2)

Mildewcide (CAS 55406-53-6)

Titanium dioxide (CAS 13463-67-7)

**US. Pennsylvania Worker and Community Right-to-Know Law**

Ammonium hydroxide (CAS 1336-21-6)

Diuron (CAS 330-54-1)

Mica (CAS 12001-26-2)

Titanium dioxide (CAS 13463-67-7)

**US. Rhode Island RTK**

Diuron (CAS 330-54-1)

Mica (CAS 12001-26-2)

Titanium dioxide (CAS 13463-67-7)

**16. Other information, including date of preparation or last revision**

<b>Issue date</b>	26-December-2019
<b>Revision date</b>	29-August-2020
<b>Version #</b>	02
<b>HMIS® ratings</b>	Health: 0*
	Flammability: 0
	Physical hazard: 0

**List of abbreviations**

DOT: Department of Transportation (49 CFR 172.101).  
IATA: International Air Transport Association.  
IBC Code: International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk.  
IMDG Code: International Maritime Dangerous Goods Code.  
LC50: Lethal Concentration, 50%.  
LD50: Lethal Dose, 50%.  
MARPOL: International Convention for the Prevention of Pollution from Ships.  
PEL: Permissible Exposure Limit.  
TWA: Time Weighted Average Value.

**References**

HSDB® - Hazardous Substances Data Bank  
IARC Monographs. Overall Evaluation of Carcinogenicity

**Disclaimer**

Behr Process Corp cannot anticipate all conditions under which this information and its product, or the products of other manufacturers in combination with its product, may be used. It is the user's responsibility to ensure safe conditions for handling, storage and disposal of the product, and to assume liability for loss, injury, damage or expense due to improper use. The information in the sheet was written based on the best knowledge and experience currently available.



## TECHNICAL DATA SHEET



## INTERIOR/EXTERIOR DIRECT-TO-METAL SEMI-GLOSS PAINT

### NO. 3200 WHITE

#### PRODUCT INFORMATION

BEHR PREMIUM® Interior/Exterior Direct-To-Metal Semi-Gloss Paint is engineered for excellent adhesion to a variety of properly prepared or primed residential and light commercial metal surfaces. It provides a durable finish that withstands tough elements on both interior and exterior surfaces. It has excellent corrosion and flash rust resistance and is intended for use in conditions of repeated heavy abrasion, including mechanical wear and repeated scrubbing with industrial solvents, cleaners and scouring agents. This product can also be used on other properly prepared and primed substrates, such as drywall, wood and masonry.

#### RECOMMENDED USES:

Ideal for properly prepared coated and uncoated interior & exterior substrates such as:

- Steel
- Galvanized Steel
- Aluminum
- Other Ferrous Metal
- Other Non-Ferrous Metal
- Drywall/Gypsum Board
- Plaster
- Stucco
- Concrete
- Masonry
- Brick
- Concrete Masonry Units
- Wood
- Engineered Wood
- Architectural Plastics

#### PRODUCT SPECIFICATIONS:

##### Tint Bases/Max Tint Load:

No. 3200 White 124 fl oz / 6 fl oz  
No. 3230 Deep Base 116 fl oz / 10 fl oz

##### Pre-Mixed colors:

No. 3210 Red  
No. 3220 Black

Gloss: 45 – 55 @ 60°

Resin Type: Styrene Acrylic

Weight per Gallon: 10.1 lb

% Solids by Volume: 33% ± 2%

% Solids by Weight: 45% ± 2%

VOC: < 50 g/L

Flash Point: N/A

Viscosity: 95 – 105 KU

##### Recommended Film Thickness:

1st Coat Wet: 4.6 mils / Dry: 1.5 mils @ 350 sq ft / gal  
2nd Coat Wet: 4.0 mils / Dry: 1.3 mils @ 400 sq ft/gal

Two (2) coats are required for optimum protection and for applications where this product is used as a self-priming system

Coverage: 350 – 400 sq ft/gal depending on application method and substrate porosity. Does not include the loss of material from spraying.

#### APPLICATION:

Brush: High Quality Synthetic

Roller: 1/4" – 3/8" nap roller cover, depending on surface texture

##### Airless Spray:

Tip: .013" – .017"  
Filter: 60 mesh  
Fluid Pressure: 1,400 – 2,400 psi

Thinning: Not recommended. Product is formulated for use at package consistency only.

Dry Time: @ 77°F & 50% RH

To Touch: 1 hour

To Recoat: 3 hours

Full Cure: 4 weeks

Dry times are temperature, humidity and film thickness dependent. Darker colors may require additional dry time between coats.

#### SURFACE PREPARATION:

All surfaces must be clean, free of dust, chalk, oil, grease, wax, polish, mold and mildew stains, loose and peeling paint, rust and all other foreign substances.

**Steel:** Minimum surface preparation is Hand Tool Cleaning in accordance with SSPC-SP2. Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. For optimal performance, use Commercial Blast Cleaning in accordance with SSPC-SP6. Prime the area with a rust-inhibitive primer the same day as cleaned.

**Galvanized Steel:** Solvent clean new galvanized metal in accordance with SSPC-SP1 to remove oil and grease from the surface. Pre-treat with a phosphoric acid solution or a commercially-available etching solution. Galvanized metal that has been passivated with chromates or silicates may require brush blasting in accordance with SSPC-SP16 to remove these treatments. Rusty galvanizing requires a minimum of Hand Tool Cleaning in accordance with SSPC-SP2. Prime the area the same day as cleaned.

**Shop-Primed Steel:** As there is potential for many forms of contamination during storage and transport, a thorough cleaning is always recommended for shop-primed surfaces. Paint exposed areas, i.e., where shop primer is abraded, with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces. Note: Assess the integrity of the shop primer prior to application of subsequent coatings. Review all coatings intended for the project and confirm the compatibility between shop and field-applied coatings.

#### COMPLIES WITH THE BELOW AS OF 6/1/2020

SCAQMD	YES	GREENGUARD**	YES
CARB SCM 2007	YES	LEED® v.4 <sup>1</sup>	YES
OTC Phase II	YES	CHPS	YES
LADCO	YES	NAHB/ICC NGBS	YES
AIM	YES	MPI	153,163

\*GREENGUARD is a registered trademark of UL Company. Please visit [www.usgbc.org/LEED](http://www.usgbc.org/LEED) for additional details.

This coating conforms to the United States Department of Agriculture (USDA) regulatory requirements for incidental food-contact materials intended for use on surfaces not in direct contact with food, such as walls, floors and ceilings.

**Aluminum:** Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. Prime the area the same day as cleaned.

**Drywall:** All drywall surfaces should be sufficiently sanded smooth. Remove any remaining drywall dust prior to priming. Allow all drywall compounds to be completely dry prior to coating.

**Wood:** Remove mill glaze with sandpaper or use a product such as BEHR PREMIUM® All-In-One Wood Cleaner No. 63 (exterior only) to open the pores of the wood and follow all label instructions. For severe stains caused by mold, mildew, algae and fungus, apply a mildew stain removing product. Set nails and fill holes, scratches, and gouges with the appropriate wood filler and let dry completely. Remove all dust with a wiping cloth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking and allow to dry completely. Patched and filled surfaces should be sanded smooth and dusted clean prior to coating. **WARNING!** Sanding or scraping pressure treated lumber may be hazardous; wear appropriate protection.

**Masonry:** Allow to cure for 30 days. The pH must be 10 or lower prior to coating. Remove bond breakers and all form release and curing agents. Smooth masonry may require an adequate profile for adhesion. Remove all loose aggregate and debris. If painting cannot wait 30 days or pH level is above 10, allow the surface to cure 7 days and prime the surface with an alkali-resistant primer.

**Plaster:** New plaster should be thoroughly dried out and cured for a minimum of 30 days before painting. When cured, clean using a mixed solution of one part vinegar and one part water to remove efflorescence and neutralize. Prime the area with an alkali-resistant primer.



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**Stain-Blocking:** After priming, test for stain bleed-through by applying the topcoat to a small section. If the stain bleeds through the topcoat, apply a second coat of primer and test again before topcoating the entire area. If bleeding continues, primer may need a longer dry time before applying topcoat.

**Previously Painted Surfaces:** Remove all loose and peeling paint and all other foreign substances. Clean any dirt and grease by scrubbing the surface with a detergent and water solution, followed by a thorough rinsing with clean water. Set nails and fill holes, scratches, and gouges with the appropriate wood filler and let dry completely. Remove all dust with a tack or wiping cloth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking, and allow to completely dry prior to coating.

**Glossy Surfaces:** For maximum adhesion, sand the surface thoroughly to provide a rough surface before coating

**WARNING!** If you scrape, sand or remove old paint, you may release lead dust. LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE. Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and a wet mop. Before you start, find out how to protect yourself and your family by contacting Health Canada at 1-866-225-0709 or log on to [www.canada.ca/en/health-canada/services/home-safety/lead-based-paint](http://www.canada.ca/en/health-canada/services/home-safety/lead-based-paint).

### SYSTEM RECOMMENDATIONS:

#### Ferrous Metal

- Self-prime using 2 coats of BEHR® Direct-To-Metal Interior/Exterior Paint
- or
- 1 coat BEHR Interior/Exterior Metal Primer No. 435 (recommended for optimal corrosion resistance or when priming over sound rusty metal surfaces) or BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR Direct-To-Metal Interior/Exterior Paint

#### Non-Ferrous Metal

- 1 coat BEHR Interior/Exterior Metal Primer No. 435 or BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR Direct-To-Metal Interior/Exterior Paint

#### Drywall/Gypsum Wallboard

- 1 coat BEHR Drywall Plus Interior Primer & Sealer No. 73 or BEHR Kitchen, Bath & Trim Interior Stain-Blocking Primer & Sealer No. 75 (recommended for optimal enamel hold out)
- 2 coats BEHR Direct-To-Metal Interior/Exterior Paint

#### Wood

- 1 coat BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR Direct-To-Metal Interior/Exterior Paint

#### Masonry: Concrete, Cement, Brick, Stucco, EIFS

- 1 coat BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR Direct-To-Metal Interior/Exterior Paint

#### Concrete Masonry Units: Concrete Block, Cinder Block, Split-Face Block

- 1 coat BEHR DRYPLUS® Masonry Waterproofer No. 875
- 2 coats BEHR Direct-To-Metal Interior/Exterior Paint

#### Fiber-Cement

- 1 coat BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR Direct-To-Metal Interior/Exterior

#### Paint Vinyl, PVC, Fiberglass, Architectural Plastics

- 1 coat BEHR Interior/Exterior Bonding Primer No. 432 or BEHR Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer No. 436
- 2 coats BEHR Direct-To-Metal Interior/Exterior Paint

NOTE: Certain substrate and exposure conditions, as well as project requirements, may necessitate the use of other substrate-specific or solution-driven primers.

### PERFORMANCE DATA:

#### Accelerated Weathering (ASTM D4587 QUV-A)

Result: Pass - 1,000 hrs

#### Direct Impact Resistance (ASTM D2794)

Result: >160 in-lb

#### Adhesion (ASTM D4541; substrate - CRS)

Result: > 300 psi

#### Adhesion (ASTM D3359; substrate – aluminum)

Result: 5B

#### Abrasion Resistance (ASTM D4060; CS17 wheel, 1,000 cycles, 1 kg load)

Result: < 50 mg loss

#### Corrosion Resistance (ASTM G85; Annex #5, 1,000 hrs)

Result: Rating 10 per ASTM D714 for blistering  
Rating 9 per ASTM D610 for rusting, less than 2 mm rust creep from scribe

#### Flexibility (ASTM D522; 180° bend, 1/8" mandrel)

Result: Pass

#### Moisture Condensation Resistance (ASTM D4585; 100°F, 1,000 hrs)

Result: Pass

#### Pencil Hardness (ASTM D3363)

Result: HB

#### Block Resistance (ASTM D2793; aluminum, class III)

Result: B0

#### Mar Resistance (ASTM D5178; CRS)

Result: 4 kg

#### Chemical Resistance (ASTM D1308; 1 hr unless otherwise noted)

Result: No film defects when tested with the following chemicals

- 50% Sulfuric Acid
- 25% Sodium Hydroxide
- 10% Hydrochloric Acid
- 5% Phosphoric Acid
- Methanol
- Aliphatic Hydrocarbon Solvent – 2 hrs
- Motor Oil (10W30) – 2hrs
- Vegetable Oil – 2 hrs

#### Salt Spray Resistance (ASTM B117; 200 hrs, with primer)

Result: Rating 10 for blistering  
Rating 5% for rust on the scribe

### CLEAN-UP/DISPOSAL:

Clean all tools and equipment with warm, soapy water. Do not dispose of this product down a drain. If spilled, contain material and remove with an inert absorbent. Dispose of contaminated absorbent, container and unused product in accordance with all current federal, state and local regulations. For recycling or disposal of empty containers, unused product and soiled rags, contact your household refuse collection service.



## INTERIOR/EXTERIOR DIRECT-TO-METAL SEMI-GLOSS PAINT NO. 3200 WHITE

### CAUTIONS/LIMITATIONS:

- Protect from freezing.
- Do not use on floors.
- For best results, apply when air, material and surface temperatures are between 40°F and 90°F, the relative humidity is no greater than 85%, and surface is at least 5°F above dew point. Do not apply in direct sunlight. Temperatures above 90°F can cause the paint to dry too fast, whereas temperatures below 40°F can inhibit proper film formation.
- Allow 4 weeks before washing or cleaning for full cure.
- High tint load colors, such as safety and deep base colors, may impact final film properties. A primer such as BEHR Interior/Exterior Metal Primer No. 435 is recommended for best results.
- Not for direct application to surfaces finished with baked-on enamels and powder coatings.
- Certain colors may require additional coats for complete hide.
- Shelf life under normal conditions is 2 years unopened.

### GENERAL INFORMATION:

**CAUTION IRRITANT MAY CAUSE EYE, NOSE AND THROAT IRRITATION. AVOID CONTACT WITH SKIN AND EYES AND AVOID BREATHING OF VAPORS AND SPRAY MIST. WEAR EYE PROTECTION AND PROTECTIVE CLOTHING. USE ONLY WITH ADEQUATE VENTILATION.** To avoid breathing vapors and spray mist, open windows and doors or use other means to ensure fresh air entry during application and drying. If you experience eye watering, headaches or dizziness, increase fresh air. If properly used, a respirator (NIOSH approved for organic vapor with P series particulate pre-filter) may offer additional protection; obtain professional advice before using. A dust mask does not provide protection against vapors. Avoid contact with eyes and skin. Wash thoroughly after handling. Close container after each use.

**FIRST AID:** If you experience difficulty in breathing, leave the area to obtain fresh air. If continued difficulty is experienced, get medical assistance immediately. In case of eye contact, flush immediately with plenty of water for at least 20 minutes and get medical attention; for skin, wash thoroughly with soap and water. If swallowed, get medical attention immediately.

**CAUTION: KEEP OUT OF REACH OF CHILDREN – DO NOT TAKE INTERNALLY.**



# SAFETY DATA SHEET

## 1. Identification

<b>Product identifier</b>	<b>BEHR® PREMIUM Interior/Exterior Direct-to-Metal Semi-Gloss Paint - White</b>	
<b>Other means of identification</b>		
<b>Product number</b>	3200	
<b>Recommended use</b>	Architectural Coating	
<b>Recommended restrictions</b>	None known.	
<b>Manufacturer/Importer/Supplier/Distributor information</b>		
<b>Supplier</b>	Behr Process Corp. 1801 E. St. Andrew Place Santa Ana, CA 92705	
<b>Telephone</b>	714-545-7101	
<b>Emergency telephone</b>	+1 760 476 3962 +1 866 519 4752	
<b>Access code</b>	335213	

## 2. Hazard(s) identification

<b>Physical hazards</b>	Not classified.	
<b>Health hazards</b>	Carcinogenicity	Category 2
<b>OSHA defined hazards</b>	Not classified.	
<b>Label elements</b>		



<b>Signal word</b>	Warning	
<b>Hazard statement</b>	Suspected of causing cancer.	
<b>Precautionary statement</b>		
<b>Prevention</b>	Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Wear protective gloves/protective clothing/eye protection/face protection.	
<b>Response</b>	If exposed or concerned: Get medical advice/attention.	
<b>Storage</b>	Store locked up.	
<b>Disposal</b>	Dispose of contents/container in accordance with local/regional/national/international regulations.	
<b>Hazard(s) not otherwise classified (HNOC)</b>	None known.	
<b>Supplemental information</b>	None.	

## 3. Composition/information on ingredients

### Mixtures

Chemical name	CAS number	%
Titanium dioxide	13463-67-7	10 - 30
Diphenyl ketone	119-61-9	0.5 - 1.5
Kaolin	1332-58-7	0.5 - 1.5

<b>Composition comments</b>	All concentrations are in percent by weight unless ingredient is a gas. Gas concentrations are in percent by volume.  The manufacturer has claimed the exact percentage as trade secret under the OSHA Hazard Communication Standard.
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#### 4. First-aid measures

<b>Inhalation</b>	Move to fresh air. Call a physician if symptoms develop or persist.
<b>Skin contact</b>	Wash off with soap and water. Get medical attention if irritation develops and persists.
<b>Eye contact</b>	Rinse with water. Get medical attention if irritation develops and persists.
<b>Ingestion</b>	Rinse mouth. Get medical attention if symptoms occur.
<b>Most important symptoms/effects, acute and delayed</b>	Direct contact with eyes may cause temporary irritation.
<b>Indication of immediate medical attention and special treatment needed</b>	Provide general supportive measures and treat symptomatically. Keep victim under observation. Symptoms may be delayed.
<b>General information</b>	IF exposed or concerned: Get medical advice/attention. Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

#### 5. Fire-fighting measures

<b>Suitable extinguishing media</b>	Water fog. Foam. Dry chemical powder. Carbon dioxide (CO <sub>2</sub> ).
<b>Unsuitable extinguishing media</b>	Do not use water jet as an extinguisher, as this will spread the fire.
<b>Specific hazards arising from the chemical</b>	During fire, gases hazardous to health may be formed.
<b>Special protective equipment and precautions for firefighters</b>	Self-contained breathing apparatus and full protective clothing must be worn in case of fire.
<b>Fire fighting equipment/instructions</b>	Move containers from fire area if you can do so without risk.
<b>Specific methods</b>	Use standard firefighting procedures and consider the hazards of other involved materials.
<b>General fire hazards</b>	No unusual fire or explosion hazards noted.

#### 6. Accidental release measures

<b>Personal precautions, protective equipment and emergency procedures</b>	Keep unnecessary personnel away. Keep people away from and upwind of spill/leak. Wear appropriate protective equipment and clothing during clean-up. Ensure adequate ventilation. Local authorities should be advised if significant spillages cannot be contained. For personal protection, see section 8 of the SDS.
<b>Methods and materials for containment and cleaning up</b>	This product is miscible in water.  Large Spills: Stop the flow of material, if this is without risk. Dike the spilled material, where this is possible. Absorb in vermiculite, dry sand or earth and place into containers. Following product recovery, flush area with water.  Small Spills: Wipe up with absorbent material (e.g. cloth, fleece). Clean surface thoroughly to remove residual contamination.  Never return spills to original containers for re-use. Put material in suitable, covered, labeled containers. For waste disposal, see section 13 of the SDS.
<b>Environmental precautions</b>	Avoid discharge into drains, water courses or onto the ground.

#### 7. Handling and storage

<b>Precautions for safe handling</b>	Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Avoid prolonged exposure. Should be handled in closed systems, if possible. Provide adequate ventilation. Wear appropriate personal protective equipment. Observe good industrial hygiene practices.
<b>Conditions for safe storage, including any incompatibilities</b>	Store locked up. Store in tightly closed container. Store away from incompatible materials (see Section 10 of the SDS).

#### 8. Exposure controls/personal protection

##### Occupational exposure limits

##### US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)

Components	Type	Value	Form
Kaolin (CAS 1332-58-7)	PEL	5 mg/m <sup>3</sup>	Respirable fraction.
		15 mg/m <sup>3</sup>	Total dust.

**US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)**

Components	Type	Value	Form
Titanium dioxide (CAS 13463-67-7)	PEL	15 mg/m <sup>3</sup>	Total dust.

**US. OSHA Table Z-3 (29 CFR 1910.1000)**

Components	Type	Value	Form
Kaolin (CAS 1332-58-7)	TWA	5 mg/m <sup>3</sup>	Respirable fraction.
		15 mg/m <sup>3</sup>	Total dust.
		50 mppcf	Total dust.
		15 mppcf	Respirable fraction.
Titanium dioxide (CAS 13463-67-7)	TWA	5 mg/m <sup>3</sup>	Respirable fraction.
		15 mg/m <sup>3</sup>	Total dust.
		50 mppcf	Total dust.
		15 mppcf	Respirable fraction.

**US. ACGIH Threshold Limit Values**

Components	Type	Value	Form
Diuron (CAS 330-54-1)	TWA	10 mg/m <sup>3</sup>	
Kaolin (CAS 1332-58-7)	TWA	2 mg/m <sup>3</sup>	Respirable fraction.
		10 mg/m <sup>3</sup>	
Titanium dioxide (CAS 13463-67-7)	TWA	10 mg/m <sup>3</sup>	

**US. NIOSH: Pocket Guide to Chemical Hazards**

Components	Type	Value	Form
Diuron (CAS 330-54-1)	TWA	10 mg/m <sup>3</sup>	
Kaolin (CAS 1332-58-7)	TWA	5 mg/m <sup>3</sup>	Respirable.
		10 mg/m <sup>3</sup>	Total

**US. Workplace Environmental Exposure Level (WEEL) Guides**

Components	Type	Value
Diphenyl ketone (CAS 119-61-9)	TWA	0.5 mg/m <sup>3</sup>

<b>Biological limit values</b>	No biological exposure limits noted for the ingredient(s).
<b>Appropriate engineering controls</b>	Good general ventilation should be used. Ventilation rates should be matched to conditions. If applicable, use process enclosures, local exhaust ventilation, or other engineering controls to maintain airborne levels below recommended exposure limits. If exposure limits have not been established, maintain airborne levels to an acceptable level.
<b>Individual protection measures, such as personal protective equipment</b>	
<b>Eye/face protection</b>	Wear safety glasses with side shields (or goggles).
<b>Skin protection</b>	
<b>Hand protection</b>	Wear appropriate chemical resistant gloves.
<b>Skin protection</b>	
<b>Other</b>	Use of an impervious apron is recommended.
<b>Respiratory protection</b>	If airborne concentrations are above the applicable exposure limits, use NIOSH approved respiratory protection. Use a positive-pressure air-supplied respirator if there is any potential for an uncontrolled release, exposure levels are not known, or any other circumstances where air-purifying respirators may not provide adequate protection.
<b>Thermal hazards</b>	Wear appropriate thermal protective clothing, when necessary.
<b>General hygiene considerations</b>	Observe any medical surveillance requirements. Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants.

## 9. Physical and chemical properties

### Appearance

Physical state	Liquid.
Form	Liquid.
Color	White.
Odor	Slight.
Odor threshold	Not available.
pH	7 - 10
Melting point/freezing point	Not available.
Initial boiling point and boiling range	> 99 °F (> 37.2 °C)
Flash point	Not available.
Evaporation rate	Not available.
Flammability (solid, gas)	Not applicable.

### Upper/lower flammability or explosive limits

Flammability limit - lower (%)	Not available.
Flammability limit - upper (%)	Not available.
Vapor pressure	Not available.
Vapor density	Not available.
Relative density	1.22
Solubility(ies)	
Solubility (water)	Soluble.
Partition coefficient (n-octanol/water)	Not available.
Auto-ignition temperature	Not available.
Decomposition temperature	Not available.
Viscosity	50 - 140 KU at 25°C
Other information	
Density	10.13 lbs/gal
Explosive properties	Not explosive.
Oxidizing properties	Not oxidizing.
VOC	16 g/l (including water) (Material) 46 g/l (excluding water) (Coating)

## 10. Stability and reactivity

Reactivity	The product is stable and non-reactive under normal conditions of use, storage and transport.
Chemical stability	Material is stable under normal conditions.
Possibility of hazardous reactions	No dangerous reaction known under conditions of normal use.
Conditions to avoid	Contact with incompatible materials.
Incompatible materials	Strong oxidizing agents.
Hazardous decomposition products	No hazardous decomposition products are known.

## 11. Toxicological information

### Information on likely routes of exposure

Inhalation	Prolonged inhalation may be harmful.
Skin contact	Prolonged skin contact may cause temporary irritation.
Eye contact	Direct contact with eyes may cause temporary irritation.
Ingestion	Expected to be a low ingestion hazard.

**Symptoms related to the physical, chemical and toxicological characteristics** Direct contact with eyes may cause temporary irritation.

#### Information on toxicological effects

##### Acute toxicity

Components	Species	Test Results
Diphenyl ketone (CAS 119-61-9)		
<b>Acute</b>		
<b>Dermal</b>		
LD50	Rabbit	3535 mg/kg
Titanium dioxide (CAS 13463-67-7)		
<b>Acute</b>		
<b>Oral</b>		
LD50	Rat	> 5000 mg/kg

**Skin corrosion/irritation** Prolonged skin contact may cause temporary irritation.

**Serious eye damage/eye irritation** Direct contact with eyes may cause temporary irritation.

##### Respiratory or skin sensitization

**Respiratory sensitization** Not a respiratory sensitizer.

**Skin sensitization** This product is not expected to cause skin sensitization.

**Germ cell mutagenicity** No data available to indicate product or any components present at greater than 0.1% are mutagenic or genotoxic.

**Carcinogenicity** Suspected of causing cancer.

##### IARC Monographs. Overall Evaluation of Carcinogenicity

Diphenyl ketone (CAS 119-61-9)	2B Possibly carcinogenic to humans.
Sodium nitrite (CAS 7632-00-0)	2A Probably carcinogenic to humans.
Titanium dioxide (CAS 13463-67-7)	2B Possibly carcinogenic to humans.

##### NTP Report on Carcinogens

Not listed.

##### OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)

Not listed.

**Reproductive toxicity** This product is not expected to cause reproductive or developmental effects.

**Specific target organ toxicity - single exposure** Not classified.

**Specific target organ toxicity - repeated exposure** Not classified.

**Aspiration hazard** Not an aspiration hazard.

**Chronic effects** Prolonged inhalation may be harmful.

## 12. Ecological information

**Ecotoxicity** Harmful to aquatic life with long lasting effects.

**Persistence and degradability** No data is available on the degradability of any ingredients in the mixture.

**Bioaccumulative potential** No data available.

**Mobility in soil** No data available.

**Other adverse effects** The product contains volatile organic compounds which have a photochemical ozone creation potential.

## 13. Disposal considerations

**Disposal instructions** Collect and reclaim or dispose in sealed containers at licensed waste disposal site. Incinerate the material under controlled conditions in an approved incinerator. Dispose of contents/container in accordance with local/regional/national/international regulations.

**Local disposal regulations** Dispose in accordance with all applicable regulations.

**Hazardous waste code** The waste code should be assigned in discussion between the user, the producer and the waste disposal company.



**Waste from residues / unused products** Dispose of in accordance with local regulations. Empty containers or liners may retain some product residues. This material and its container must be disposed of in a safe manner (see: Disposal instructions).

**Contaminated packaging** Since emptied containers may retain product residue, follow label warnings even after container is emptied. Empty containers should be taken to an approved waste handling site for recycling or disposal.

## 14. Transport information

### DOT

Not regulated as dangerous goods.

### IATA

Not regulated as dangerous goods.

### IMDG

Not regulated as dangerous goods.

**Transport in bulk according to Annex II of MARPOL 73/78 and the IBC Code** Not applicable.

## 15. Regulatory information

**US federal regulations** This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.

### TSCA Section 12(b) Export Notification (40 CFR 707, Subpt. D)

Diphenyl ketone (CAS 119-61-9) 0.1 % One-Time Export Notification only.

### CERCLA Hazardous Substance List (40 CFR 302.4)

Ammonium hydroxide (CAS 1336-21-6) Listed.

Diuron (CAS 330-54-1) Listed.

Sodium nitrite (CAS 7632-00-0) Listed.

### SARA 304 Emergency release notification

Not regulated.

### OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)

Not listed.

**Toxic Substances Control Act (TSCA)** All components are listed on or exempt from the U.S. EPA TSCA Inventory List.

### Superfund Amendments and Reauthorization Act of 1986 (SARA)

#### SARA 302 Extremely hazardous substance

Not listed.

**SARA 311/312 Hazardous chemical** Yes

**Classified hazard categories** Carcinogenicity

#### SARA 313 (TRI reporting)

Not regulated.

### Other federal regulations

#### Clean Air Act (CAA) Section 112 Hazardous Air Pollutants (HAPs) List

Not regulated.

#### Clean Air Act (CAA) Section 112(r) Accidental Release Prevention (40 CFR 68.130)

Not regulated.

**Safe Drinking Water Act (SDWA)** Contains component(s) regulated under the Safe Drinking Water Act.

### US state regulations

#### US. Massachusetts RTK - Substance List

Ammonium hydroxide (CAS 1336-21-6)

Diuron (CAS 330-54-1)

Kaolin (CAS 1332-58-7)

Sodium nitrite (CAS 7632-00-0)

Titanium dioxide (CAS 13463-67-7)

#### US. New Jersey Worker and Community Right-to-Know Act

Ammonium hydroxide (CAS 1336-21-6)

Diuron (CAS 330-54-1)  
 Kaolin (CAS 1332-58-7)  
 Mildewcide (CAS 55406-53-6)  
 Sodium nitrite (CAS 7632-00-0)  
 Titanium dioxide (CAS 13463-67-7)

#### US. Pennsylvania Worker and Community Right-to-Know Law

Ammonium hydroxide (CAS 1336-21-6)  
 Diuron (CAS 330-54-1)  
 Kaolin (CAS 1332-58-7)  
 Sodium nitrite (CAS 7632-00-0)  
 Titanium dioxide (CAS 13463-67-7)

#### US. Rhode Island RTK

Diuron (CAS 330-54-1)  
 Kaolin (CAS 1332-58-7)  
 Titanium dioxide (CAS 13463-67-7)

### 16. Other information, including date of preparation or last revision

<b>Issue date</b>	05-December-2019
<b>Revision date</b>	14-August-2020
<b>Version #</b>	02
<b>HMIS® ratings</b>	Health: 0* Flammability: 0 Physical hazard: 0
<b>List of abbreviations</b>	DOT: Department of Transportation (49 CFR 172.101). IATA: International Air Transport Association. IBC Code: International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk. IMDG Code: International Maritime Dangerous Goods Code. LC50: Lethal Concentration, 50%. LD50: Lethal Dose, 50%. MARPOL: International Convention for the Prevention of Pollution from Ships. PEL: Permissible Exposure Limit. TWA: Time Weighted Average Value.
<b>References</b>	HSDB® - Hazardous Substances Data Bank IARC Monographs. Overall Evaluation of Carcinogenicity
<b>Disclaimer</b>	Behr Process Corp cannot anticipate all conditions under which this information and its product, or the products of other manufacturers in combination with its product, may be used. It is the user's responsibility to ensure safe conditions for handling, storage and disposal of the product, and to assume liability for loss, injury, damage or expense due to improper use. The information in the sheet was written based on the best knowledge and experience currently available.



## MULTI-SURFACE INTERIOR/EXTERIOR STAIN-BLOCKING PRIMER & SEALER

NO. 436

### PRODUCT INFORMATION

BEHR® Multi-Surface Interior/Exterior Stain-Blocking Primer & Sealer blocks medium to heavy stains and has excellent adhesion to multiple substrates. It offers corrosion and rust resistant properties to ferrous and non-ferrous metals. This product also provides a high-hide, mildew-resistant primer film with quick recoat time and can be applied to masonry surfaces with a pH level up to 13.

### RECOMMENDED USES:

This all-in-one, primer and sealer, is recommended for use with all BEHR interior and exterior paints. Use over properly prepared uncoated and previously painted interior and exterior surfaces such as:

- Masonry
- Concrete/Tilt-Up
- Drywall/Gypsum Board
- Non-Ferrous Metals
- Wood
- Aluminum
- Stucco
- Concrete Block/CMU
- Architectural Plastics
- Ferrous Metals
- Fiberglass
- Galvanized Metal
- Plaster
- Fiber Cement
- Vinyl/PVC
- Engineered Wood
- Brick

### PRODUCT SPECIFICATIONS:

#### Tint Bases/Max Tint Load:

No. 436 126 fl oz / 4 fl oz

#### Resin Type: Acrylic

Weight per Gallon: 10.9 lb

% Solids by Volume: 45% ± 2%

% Solids by Weight: 58% ± 2%

VOC: &lt;50 g/L

Flash Point: N/A

Viscosity: 98 – 108 KU

#### Recommended Film Thickness:

Wet: 6.4 mils / Dry: 2.9 mils @ 250 sq ft/gal

Wet: 4.0 mils / Dry: 1.8 mils @ 400 sq ft/gal

**Coverage:** 250 – 400 sq ft/gal depending on application method and substrate porosity. Does not include the loss of material from spraying.

### APPLICATION:

**Brush:** Nylon/polyester

**Roller:** 3/8" – 1/2" nap roller cover, depending on surface texture

#### Airless Spray:

Tip: .015" – .021"

Filter: 60 mesh

Fluid pressure: 1,800 – 2,500 psi

**Thinning:** Do not thin if using a roller or brush; if using a sprayer and thinning is required, thin with water at a rate of no more than 1/2 pint per gallon.

**Dry Time:** @ 77°F & 50% RH

Longer dry time may be required in cooler temperatures and higher humidity.

To Touch: 30 minutes

To Recoat: 1 hour

### SURFACE PREPARATION:

**All surfaces** must be clean, free of dust, chalk, oil, grease, wax, polish, mold and mildew stains, loose and peeling paint, rust and all other foreign substances.

**Drywall:** All drywall surfaces should be sufficiently sanded smooth. Remove any remaining drywall dust prior to priming. Allow all drywall compounds to be completely dry prior to coating.

**Wood:** Remove mill glaze with sandpaper or use a product such as BEHR PREMIUM® All-In-One Wood Cleaner No. 63 (exterior only) to open the pores of the wood and follow all label instructions. For severe stains caused by mold, mildew, algae and fungus, apply a mildew stain removing product. Set nails and fill holes, scratches, and gouges with the appropriate wood filler and let dry completely. Remove all dust with a wiping cloth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking and allow to dry completely. Patched and filled surfaces should be sanded smooth and dusted clean prior to coating. **WARNING!** Sanding or scraping pressure treated lumber may be hazardous; wear appropriate protection.

**Weathered-Wood Surfaces:** To remove loose wood fibers, latex, oil-based and 100% acrylic coatings on new or weathered wood decks, siding, fences, shakes and shingles, use a product such as BEHR PREMIUM Wood Stain & Finish Stripper No. 64 and follow all label instructions. Use a product such as BEHR PREMIUM All-In-One Wood Cleaner No. 63 and follow all label instructions to clean and brighten the wood surface and to remove light to medium stains caused by mold, mildew, algae and fungus.

**Masonry:** Allow to cure for 30 days. Remove bond breakers and all form release and curing agents. Smooth masonry may require an adequate profile for adhesion. Remove all loose aggregate and debris. If painting cannot wait 30 days, allow the surface to cure 7 days before priming.

COMPLIES WITH THE BELOW AS OF 9/1/2020			
SCAQMD	YES	GREENGUARD® <sup>1</sup>	YES
CARB SCM 2007	YES	LEED® v.4 <sup>1</sup>	YES
OTC Phase II	YES	MPI	3, 6, 17, 39, 50, 107, 134, 137
OTC	YES	MPI X-GREEN	3, 17, 107, 137
LADCO	YES	CHPS	YES
AIM	YES	NAHB/ICC NGBS	YES

This coating conforms to USDA regulatory requirements for incidental food-contact materials intended for use on surfaces not in direct contact with food, such as walls, floors and ceilings.

<sup>1</sup>GREENGUARD is a registered trademark of UL Company.

<sup>1</sup>Please visit [www.usgbc.org/LEED](http://www.usgbc.org/LEED) for additional details.

**Plaster:** New plaster should be thoroughly dried out and cured for a minimum of 30 days before painting. When cured, clean using a mixed solution of one part vinegar and one part water to remove efflorescence and neutralize.

**Steel:** Minimum surface preparation is Hand Tool Cleaning in accordance with SSPC-SP2. Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. For optimal performance, use Commercial Blast Cleaning in accordance with SSPC-SP6. Prime the area the same day as cleaned.

**Galvanized Steel:** Solvent clean new galvanized metal in accordance with SSPC-SP1 to remove oil and grease from the surface. Pre-treat with a phosphoric acid solution or a commercially-available etching solution. Galvanized metal that has been passivated with chromates or silicates may require brush blasting in accordance with SSPC-SP16 to remove these treatments. Rusty galvanizing requires a minimum of Hand Tool Cleaning in accordance with SSPC-SP2. Prime the area the same day as cleaned.

**Shop-Primed Steel:** As there is potential for many forms of contamination during storage and transport, a thorough cleaning is always recommended for shop-primed surfaces. Paint exposed areas, i.e., where shop primer is abraded, with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces. Note: Assess the integrity of the shop primer prior to application of subsequent coatings. Review all coatings intended for the project and confirm the compatibility between shop and field-applied coatings.

**Aluminum:** Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. Prime the area the same day as cleaned.



## MULTI-SURFACE INTERIOR/EXTERIOR STAIN-BLOCKING PRIMER & SEALER

NO. 436

**Stain-Blocking:** After priming, test for stain bleed-through by applying the topcoat to a small section. If the stain bleeds through the topcoat, apply a second coat of primer and test again before topcoating the entire area. If bleeding continues, primer may need a longer dry time before applying topcoat. On stained surfaces, topcoat in 4 hours; for heavy stains, topcoat in 16 hours. Two coats may be needed over heavy stains and tannin-rich wood.

**Previously Painted Surfaces:** Remove all loose and peeling paint and all other foreign substances. Clean any dirt and grease by scrubbing the surface with a detergent and water solution, followed by a thorough rinsing with clean water. Set nails and fill holes, scratches, and gouges with the appropriate patching material. Let dry completely and sand smooth. Fill all gaps with a 100% acrylic, siliconized, paintable caulking, and allow to completely dry prior to coating.

**Glossy Surfaces:** For maximum adhesion, sand the surface thoroughly to provide a rough surface before coating.

**WARNING!** If you scrape, sand or remove old paint, you may release lead dust. LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE. Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and a wet mop. Before you start, find out how to protect yourself and your family by contacting the National Lead Information Center at 1-800-424-LEAD or log on to [www.epa.gov/lead](http://www.epa.gov/lead).

### CLEAN-UP/DISPOSAL:

Clean all tools and equipment with warm, soapy water. Do not dispose of this product down a drain. If spilled, contain material and remove with an inert absorbent. Dispose of contaminated absorbent, container and unused product in accordance with all current federal, state and local regulations. For recycling or disposal of empty containers, unused product and soiled rags, contact your household refuse collection service.

### CAUTIONS/LIMITATIONS:

- Protect from freezing.
- For use on properly prepared exterior wood floors when applying BEHR® Porch and Patio Floor paint. Not for use on concrete and masonry floors.
- For best results, apply when air, material and surface temperatures are between 35°F and 90°F. Do not apply in direct sunlight. Temperatures above 90°F can cause the paint to dry too fast, whereas temperatures below 35°F can inhibit proper film formation.
- Surface temperature during application should be at least 5°F above dew point.
- Application of coating when the relative humidity is above 85% will adversely affect coating performance.
- Topcoat within 30 days.
- Shelf life under normal conditions is two years unopened.

### GENERAL INFORMATION:

**WARNING!** CAUSES EYE AND SKIN IRRITATION. MAY CAUSE RESPIRATORY TRACT IRRITATION. CONTAINS: ETHYLENE GLYCOL, CRYSTALLINE SILICA AND TITANIUM DIOXIDE. Avoid contact with skin and eyes and avoid breathing vapors, spray mist and sanding dust.

Sanding, grinding or abrading may release sanding dust, which may be harmful if inhaled and has been shown to cause lung damage or cancer with long term exposure. Do not breathe dusts, vapor, or spray mist. To avoid breathing in dust, vapors, and spray mist, open windows and doors or use other means to ensure fresh air entry during application, drying, sanding, and/or abrading. If properly used, a respirator (NIOSH approved with particulate pre-filter) may offer additional protection and should be used if adequate ventilation cannot be provided; obtain professional advice before using. If you experience eye watering, headaches, or dizziness during application or drying, increase fresh air or leave the area. Avoid contact with eyes and skin. Wash thoroughly after handling. Close container after each use.

**FIRST AID:** If you experience difficulty in breathing, leave the area to obtain fresh air. If continued difficulty is experienced, get medical assistance immediately. In case of eye contact, flush immediately with plenty of water for at least 20 minutes and get medical attention; for skin, wash thoroughly with soap and water. If swallowed, get medical attention immediately.

**KEEP OUT OF REACH OF CHILDREN – DO NOT TAKE INTERNALLY.**



# SAFETY DATA SHEET

## 1. Identification

<b>Product identifier</b>	<b>BEHR® PREMIUM PLUS Interior/Exterior Multi-Surface Primer &amp; Sealer</b>	
<b>Other means of identification</b>		
<b>Product number</b>	436	
<b>Recommended use</b>	Architectural Coating	
<b>Recommended restrictions</b>	None known.	
<b>Manufacturer/Importer/Supplier/Distributor information</b>		
<b>Supplier</b>	Behr Process Corp. 1801 E. St. Andrew Place Santa Ana, CA 92705	
<b>Telephone</b>	714-545-7101	
<b>Emergency telephone</b>	+1 760 476 3962 +1 866 519 4752	
<b>Access code</b>	335213	

## 2. Hazard(s) identification

<b>Physical hazards</b>	Not classified.	
<b>Health hazards</b>	Carcinogenicity	Category 2
	Specific target organ toxicity, repeated exposure	Category 2 (kidney)
<b>OSHA defined hazards</b>	Not classified.	

### Label elements



<b>Signal word</b>	Warning	
<b>Hazard statement</b>	Suspected of causing cancer. May cause damage to organs (kidney) through prolonged or repeated exposure.	
<b>Precautionary statement</b>		
<b>Prevention</b>	Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Do not breathe mist/vapors. Wear protective gloves/protective clothing/eye protection/face protection.	
<b>Response</b>	If exposed or concerned: Get medical advice/attention.	
<b>Storage</b>	Store locked up.	
<b>Disposal</b>	Dispose of contents/container in accordance with local/regional/national/international regulations.	
<b>Hazard(s) not otherwise classified (HNOC)</b>	None known.	
<b>Supplemental information</b>	None.	

## 3. Composition/information on ingredients

### Mixtures

Chemical name	CAS number	%
Titanium dioxide	13463-67-7	7 - 13
Ethylene glycol	107-21-1	0.5 - 1.5
Zinc oxide	1314-13-2	0.5 - 1.5

Cristobalite	14464-46-1	0.1 - 1
Diphenyl ketone	119-61-9	0.1 - < 1
Flux Calcined Diatomaceous Earth (DE)	68855-54-9	0.1 - < 1

**Composition comments** All concentrations are in percent by weight unless ingredient is a gas. Gas concentrations are in percent by volume.

The manufacturer has claimed the exact percentage as trade secret under the OSHA Hazard Communication Standard.

**4. First-aid measures**

**Inhalation** Move to fresh air. Call a physician if symptoms develop or persist.

**Skin contact** Wash off with soap and water. Get medical attention if irritation develops and persists.

**Eye contact** Rinse with water. Get medical attention if irritation develops and persists.

**Ingestion** Rinse mouth. Get medical attention if symptoms occur.

**Most important symptoms/effects, acute and delayed** Edema. Prolonged exposure may cause chronic effects.

**Indication of immediate medical attention and special treatment needed** Provide general supportive measures and treat symptomatically. Keep victim under observation. Symptoms may be delayed.

**General information** IF exposed or concerned: Get medical advice/attention. If you feel unwell, seek medical advice (show the label where possible). Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

**5. Fire-fighting measures**

**Suitable extinguishing media** Water fog. Foam. Dry chemical powder. Carbon dioxide (CO2).

**Unsuitable extinguishing media** Do not use water jet as an extinguisher, as this will spread the fire.

**Specific hazards arising from the chemical** During fire, gases hazardous to health may be formed.

**Special protective equipment and precautions for firefighters** Self-contained breathing apparatus and full protective clothing must be worn in case of fire.

**Fire fighting equipment/instructions** Move containers from fire area if you can do so without risk.

**Specific methods** Use standard firefighting procedures and consider the hazards of other involved materials.

**General fire hazards** No unusual fire or explosion hazards noted.

**6. Accidental release measures**

**Personal precautions, protective equipment and emergency procedures** Keep unnecessary personnel away. Keep people away from and upwind of spill/leak. Wear appropriate protective equipment and clothing during clean-up. Do not breathe mist/vapors. Ensure adequate ventilation. Local authorities should be advised if significant spillages cannot be contained. For personal protection, see section 8 of the SDS.

**Methods and materials for containment and cleaning up** Large Spills: Stop the flow of material, if this is without risk. Dike the spilled material, where this is possible. Absorb in vermiculite, dry sand or earth and place into containers. Following product recovery, flush area with water.

Small Spills: Wipe up with absorbent material (e.g. cloth, fleece). Clean surface thoroughly to remove residual contamination.

Never return spills to original containers for re-use. Put material in suitable, covered, labeled containers. For waste disposal, see section 13 of the SDS.

**Environmental precautions** Avoid discharge into drains, water courses or onto the ground.

**7. Handling and storage**

**Precautions for safe handling** Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Do not breathe mist/vapors. Avoid prolonged exposure. Should be handled in closed systems, if possible. Provide adequate ventilation. Wear appropriate personal protective equipment. Observe good industrial hygiene practices.

**Conditions for safe storage, including any incompatibilities**

Store locked up. Store in tightly closed container. Store away from incompatible materials (see Section 10 of the SDS).

**8. Exposure controls/personal protection****Occupational exposure limits****US. OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)**

Components	Type	Value
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)	TWA	0.05 mg/m <sup>3</sup>

**US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)**

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	PEL	0.05 mg/m <sup>3</sup>	Respirable dust.
Titanium dioxide (CAS 13463-67-7)	PEL	15 mg/m <sup>3</sup>	Total dust.
Zinc oxide (CAS 1314-13-2)	PEL	5 mg/m <sup>3</sup>	Respirable fraction.
		5 mg/m <sup>3</sup>	Fume.
		15 mg/m <sup>3</sup>	Total dust.

**US. OSHA Table Z-3 (29 CFR 1910.1000)**

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	TWA	0.05 mg/m <sup>3</sup>	Respirable.
		1.2 mppcf	Respirable.
Titanium dioxide (CAS 13463-67-7)	TWA	5 mg/m <sup>3</sup>	Respirable fraction.
		15 mg/m <sup>3</sup>	Total dust.
		50 mppcf	Total dust.
		15 mppcf	Respirable fraction.

**US. ACGIH Threshold Limit Values**

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	TWA	0.025 mg/m <sup>3</sup>	Respirable fraction.
Ethylene glycol (CAS 107-21-1)	STEL	10 mg/m <sup>3</sup>	Aerosol, inhalable.
		50 ppm	Vapor fraction
	TWA	25 ppm	Vapor fraction
Titanium dioxide (CAS 13463-67-7)	TWA	10 mg/m <sup>3</sup>	
Zinc oxide (CAS 1314-13-2)	STEL	10 mg/m <sup>3</sup>	Respirable fraction.
	TWA	2 mg/m <sup>3</sup>	Respirable fraction.

**US. NIOSH: Pocket Guide to Chemical Hazards**

Components	Type	Value	Form
Cristobalite (CAS 14464-46-1)	TWA	0.05 mg/m <sup>3</sup>	Respirable dust.
Zinc oxide (CAS 1314-13-2)	Ceiling	15 mg/m <sup>3</sup>	Dust.
	STEL	10 mg/m <sup>3</sup>	Fume.
	TWA	5 mg/m <sup>3</sup>	Dust.
		5 mg/m <sup>3</sup>	Fume.

**US. Workplace Environmental Exposure Level (WEEL) Guides**

Components	Type	Value
Diphenyl ketone (CAS 119-61-9)	TWA	0.5 mg/m <sup>3</sup>

<b>Biological limit values</b>	No biological exposure limits noted for the ingredient(s).
<b>Appropriate engineering controls</b>	Good general ventilation should be used. Ventilation rates should be matched to conditions. If applicable, use process enclosures, local exhaust ventilation, or other engineering controls to maintain airborne levels below recommended exposure limits. If exposure limits have not been established, maintain airborne levels to an acceptable level.
<b>Individual protection measures, such as personal protective equipment</b>	
<b>Eye/face protection</b>	Wear safety glasses with side shields (or goggles).
<b>Skin protection</b>	
<b>Hand protection</b>	Wear appropriate chemical resistant gloves.
<b>Skin protection</b>	
<b>Other</b>	Wear appropriate chemical resistant clothing. Use of an impervious apron is recommended.
<b>Respiratory protection</b>	If airborne concentrations are above the applicable exposure limits, use NIOSH approved respiratory protection. Use a positive-pressure air-supplied respirator if there is any potential for an uncontrolled release, exposure levels are not known, or any other circumstances where air-purifying respirators may not provide adequate protection.
<b>Thermal hazards</b>	Wear appropriate thermal protective clothing, when necessary.
<b>General hygiene considerations</b>	Observe any medical surveillance requirements. Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants.

### 9. Physical and chemical properties

#### Appearance

<b>Physical state</b>	Liquid.
<b>Form</b>	Liquid.
<b>Color</b>	White.
<b>Odor</b>	Slight.
<b>Odor threshold</b>	Not available.
<b>pH</b>	7 - 10
<b>Melting point/freezing point</b>	Not available.
<b>Initial boiling point and boiling range</b>	> 99 °F (> 37.2 °C)
<b>Flash point</b>	Not applicable.
<b>Evaporation rate</b>	Not available.
<b>Flammability (solid, gas)</b>	Not applicable.
<b>Upper/lower flammability or explosive limits</b>	
<b>Flammability limit - lower (%)</b>	Not available.
<b>Flammability limit - upper (%)</b>	Not available.
<b>Vapor pressure</b>	Not available.
<b>Vapor density</b>	Not available.
<b>Relative density</b>	1.31
<b>Solubility(ies)</b>	
<b>Solubility (water)</b>	Soluble
<b>Partition coefficient (n-octanol/water)</b>	Not available.
<b>Auto-ignition temperature</b>	Not available.
<b>Decomposition temperature</b>	Not available.
<b>Viscosity</b>	50 - 140 KU at 25°C
<b>Other information</b>	
<b>Density</b>	10.87 lbs/gal
<b>Explosive properties</b>	Not explosive.
<b>Oxidizing properties</b>	Not oxidizing.



VOC 22 g/l (including water) (Material)  
45 g/l (excluding water) (Coating)

## 10. Stability and reactivity

<b>Reactivity</b>	The product is stable and non-reactive under normal conditions of use, storage and transport.
<b>Chemical stability</b>	Material is stable under normal conditions.
<b>Possibility of hazardous reactions</b>	No dangerous reaction known under conditions of normal use.
<b>Conditions to avoid</b>	Contact with incompatible materials.
<b>Incompatible materials</b>	Strong oxidizing agents.
<b>Hazardous decomposition products</b>	No hazardous decomposition products are known.

## 11. Toxicological information

### Information on likely routes of exposure

<b>Inhalation</b>	Prolonged inhalation may be harmful.
<b>Skin contact</b>	Prolonged skin contact may cause temporary irritation.
<b>Eye contact</b>	Direct contact with eyes may cause temporary irritation.
<b>Ingestion</b>	Expected to be a low ingestion hazard.
<b>Symptoms related to the physical, chemical and toxicological characteristics</b>	Edema. Prolonged exposure may cause chronic effects.

### Information on toxicological effects

#### Acute toxicity

Components	Species	Test Results
Diphenyl ketone (CAS 119-61-9)		
<b>Acute</b>		
<b>Dermal</b>		
LD50	Rabbit	3535 mg/kg
Ethylene glycol (CAS 107-21-1)		
<b>Acute</b>		
<b>Dermal</b>		
LD50	Rabbit	9530 mg/kg
Titanium dioxide (CAS 13463-67-7)		
<b>Acute</b>		
<b>Inhalation</b>		
LC50	Rat	3.43 mg/l, 4 Hours
<b>Oral</b>		
LD50	Rat	> 5000 mg/kg
Zinc oxide (CAS 1314-13-2)		
<b>Acute</b>		
<b>Oral</b>		
LD50	Rat	> 5 g/kg

<b>Skin corrosion/irritation</b>	Prolonged skin contact may cause temporary irritation.
<b>Serious eye damage/eye irritation</b>	Direct contact with eyes may cause temporary irritation.
<b>Respiratory or skin sensitization</b>	
<b>Respiratory sensitization</b>	Not a respiratory sensitizer.
<b>Skin sensitization</b>	This product is not expected to cause skin sensitization.
<b>Germ cell mutagenicity</b>	No data available to indicate product or any components present at greater than 0.1% are mutagenic or genotoxic.
<b>Carcinogenicity</b>	Suspected of causing cancer.

**IARC Monographs. Overall Evaluation of Carcinogenicity**

Cristobalite (CAS 14464-46-1)	1 Carcinogenic to humans.
Diphenyl ketone (CAS 119-61-9)	2B Possibly carcinogenic to humans.
Titanium dioxide (CAS 13463-67-7)	2B Possibly carcinogenic to humans.

**NTP Report on Carcinogens**

Cristobalite (CAS 14464-46-1)	Known To Be Human Carcinogen. Reasonably Anticipated to be a Human Carcinogen.
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**OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)**

Cristobalite (CAS 14464-46-1)	Cancer
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)	Cancer

<b>Reproductive toxicity</b>	This product is not expected to cause reproductive or developmental effects.
<b>Specific target organ toxicity - single exposure</b>	Not classified.
<b>Specific target organ toxicity - repeated exposure</b>	May cause damage to organs (kidney) through prolonged or repeated exposure.
<b>Aspiration hazard</b>	Not an aspiration hazard.
<b>Chronic effects</b>	Prolonged exposure may cause chronic effects.

**12. Ecological information**

<b>Ecotoxicity</b>	Harmful to aquatic life with long lasting effects.
<b>Persistence and degradability</b>	No data is available on the degradability of any ingredients in the mixture.
<b>Bioaccumulative potential</b>	No data available.
<b>Mobility in soil</b>	No data available.
<b>Other adverse effects</b>	The product contains volatile organic compounds which have a photochemical ozone creation potential.

**13. Disposal considerations**

<b>Disposal instructions</b>	Collect and reclaim or dispose in sealed containers at licensed waste disposal site. Incinerate the material under controlled conditions in an approved incinerator. Dispose of contents/container in accordance with local/regional/national/international regulations.
<b>Local disposal regulations</b>	Dispose in accordance with all applicable regulations.
<b>Hazardous waste code</b>	The waste code should be assigned in discussion between the user, the producer and the waste disposal company.
<b>Waste from residues / unused products</b>	Dispose of in accordance with local regulations. Empty containers or liners may retain some product residues. This material and its container must be disposed of in a safe manner (see: Disposal instructions).
<b>Contaminated packaging</b>	Since emptied containers may retain product residue, follow label warnings even after container is emptied. Empty containers should be taken to an approved waste handling site for recycling or disposal.

**14. Transport information**

<b>DOT</b>	Not regulated as dangerous goods.
<b>IATA</b>	Not regulated as dangerous goods.
<b>IMDG</b>	Not regulated as dangerous goods.
<b>Transport in bulk according to Annex II of MARPOL 73/78 and the IBC Code</b>	Not applicable.

**15. Regulatory information**

<b>US federal regulations</b>	This product is a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200. All components are listed on or exempt from the U.S. EPA TSCA Inventory List.
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**TSCA Section 12(b) Export Notification (40 CFR 707, Subpt. D)**

Diphenyl ketone (CAS 119-61-9)	0.1 % One-Time Export Notification only.
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**CERCLA Hazardous Substance List (40 CFR 302.4)**

Ethylene glycol (CAS 107-21-1) Listed.  
Zinc oxide (CAS 1314-13-2) Listed.

**SARA 304 Emergency release notification**

Not regulated.

**OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)**

Cristobalite (CAS 14464-46-1) Cancer  
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9) Cancer  
Cristobalite (CAS 14464-46-1) lung effects  
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9) lung effects  
Cristobalite (CAS 14464-46-1) immune system effects  
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9) immune system effects  
Cristobalite (CAS 14464-46-1) kidney effects  
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9) kidney effects

**Toxic Substances Control Act (TSCA)****Superfund Amendments and Reauthorization Act of 1986 (SARA)****SARA 302 Extremely hazardous substance**

Not listed.

**SARA 311/312 Hazardous chemical** Yes

**Classified hazard categories** Carcinogenicity  
Specific target organ toxicity (single or repeated exposure)

**SARA 313 (TRI reporting)**

Chemical name	CAS number	% by wt.
Ethylene glycol	107-21-1	0.5 - 1.5
Zinc oxide	1314-13-2	0.5 - 1.5

**Other federal regulations****Clean Air Act (CAA) Section 112 Hazardous Air Pollutants (HAPs) List**

Ethylene glycol (CAS 107-21-1)

**Clean Air Act (CAA) Section 112(r) Accidental Release Prevention (40 CFR 68.130)**

Not regulated.

**Safe Drinking Water Act (SDWA)** Contains component(s) regulated under the Safe Drinking Water Act.

**US state regulations****US. Massachusetts RTK - Substance List**

Cristobalite (CAS 14464-46-1)  
Ethylene glycol (CAS 107-21-1)  
Titanium dioxide (CAS 13463-67-7)  
Zinc oxide (CAS 1314-13-2)

**US. New Jersey Worker and Community Right-to-Know Act**

Cristobalite (CAS 14464-46-1)  
Ethylene glycol (CAS 107-21-1)  
Titanium dioxide (CAS 13463-67-7)  
Zinc oxide (CAS 1314-13-2)

**US. Pennsylvania Worker and Community Right-to-Know Law**

Cristobalite (CAS 14464-46-1)  
Ethylene glycol (CAS 107-21-1)  
Flux Calcined Diatomaceous Earth (DE) (CAS 68855-54-9)  
Titanium dioxide (CAS 13463-67-7)  
Zinc oxide (CAS 1314-13-2)

**US. Rhode Island RTK**

Cristobalite (CAS 14464-46-1)  
Ethylene glycol (CAS 107-21-1)  
Titanium dioxide (CAS 13463-67-7)  
Zinc oxide (CAS 1314-13-2)

**16. Other information, including date of preparation or last revision**

<b>Issue date</b>	16-January-2020
<b>Revision date</b>	-
<b>Version #</b>	01
<b>HMIS® ratings</b>	Health: 2* Flammability: 0 Physical hazard: 0
<b>List of abbreviations</b>	DOT: Department of Transportation (49 CFR 172.101). IATA: International Air Transport Association. IBC Code: International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk. IMDG Code: International Maritime Dangerous Goods Code. LC50: Lethal Concentration, 50%. LD50: Lethal Dose, 50%. MARPOL: International Convention for the Prevention of Pollution from Ships. PEL: Permissible Exposure Limit. STEL: Short-Term Exposure Limit. TWA: Time Weighted Average Value.
<b>References</b>	HSDB® - Hazardous Substances Data Bank
<b>Disclaimer</b>	Behr Process Corp cannot anticipate all conditions under which this information and its product, or the products of other manufacturers in combination with its product, may be used. It is the user's responsibility to ensure safe conditions for handling, storage and disposal of the product, and to assume liability for loss, injury, damage or expense due to improper use. The information in the sheet was written based on the best knowledge and experience currently available.



## INTERIOR/EXTERIOR METAL PRIMER

### NO. 435

### PRODUCT INFORMATION

BEHR® INTERIOR/EXTERIOR METAL PRIMER is a rust-inhibitive primer that can be applied over clean and sound rusty metal surfaces while preventing corrosion with minimal surface preparation. This innovative water-based primer features fast dry time, low odor and easy clean up. For use on properly prepared coated/uncoated ferrous and non-ferrous metal surfaces in residential and commercial settings such as: Doors, Windows, Trim, Flashing, Shutters, Fences, Garage/Roll Up Doors, Outdoor Furniture, Railing and Wrought Iron, Beams, Girders, Trusses and Rafters.

### RECOMMENDED USES:

Ideal for metal surfaces, such as: Steel, Carbon Steel, Stainless Steel, Cast Iron, Wrought Iron, Galvanized Steel; and non-ferrous metal surfaces, such as: Brass, Aluminum, Copper, Lead, Nickel, Tin, Titanium, Zinc and Metal Alloys.

### PRODUCT SPECIFICATIONS:

**Tint Bases/Max Tint Load:**  
No. 435 126 fl oz / 4 fl oz

**Resin Type:** Acrylic-Modified Epoxy

**Weight per Gallon:** 10.5 lb

**% Solids by Volume:** 41% ± 2%

**% Solids by Weight:** 53% ± 2%

**VOC:** < 100 g/L

**Flash Point:** N/A

**Viscosity:** 100-110 KU

#### Recommended Film Thickness:

Wet: 4.5 mils / Dry: 1.9 mils @ 350 sq ft/gal  
Wet: 3.6 mils / Dry: 1.5 mils @ 450 sq ft/gal

**Note:** A minimum dry film thickness of 1.5 mils is required on sound ferrous metal surfaces for adequate corrosion resistance. Additional film build may be necessary depending on surface and/or exposure conditions. For severe exposure conditions, such as marine environment, apply two coats (1.5 mils per coat) of BEHR INTERIOR/EXTERIOR METAL PRIMER for optimal corrosion protection.

**Coverage:** 350-450 sq ft/gal depending on the surface texture, porosity and application method. Does not include the loss of material from spraying.

### APPLICATION:

**Brush:** High quality nylon/polyester brush

**Roller:** 1/4" - 3/8" nap roller cover, depending on surface texture

#### Airless Spray:

**Tip:** .011" - .017"

**Filter:** 60 mesh

**Fluid Pressure:** 2,000 - 2,800 psi

**Thinning:** This primer is designed to be applied at package consistency under normal environmental and application conditions. If necessary to maintain good workability, add up to 1/2 pint (8 fl oz) of clean water per gallon.

**NOTE:** Overthinning may result in insufficient film thickness and subsequent pinpoint rusting.

**Dry Time:** @ 77°F, 50% RH

Longer dry time may be required in cooler temperatures and higher humidity.

**To Touch:** 30 minutes

**To Recoat:** 1 hour

### SURFACE PREPARATION:

It is recommended to start priming on the same day the surface is cleaned and prepared. All surfaces must be sound, clean, dry, free of dust, chalk, oil, grease, wax, polish, mold and mildew, loose peeling paint, loose rust and dust particles and all other foreign substances. In some cases, scraping or sanding may be needed to allow the primer to adhere. Do not use if surface is structurally unsound or severely deteriorated. If washing is necessary, use a non-soapy detergent or a TSP substitute, rinse well and allow to dry.

**STEEL:** Minimum surface preparation is Hand Tool Cleaning in accordance with SSPC-SP2. Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. For optimal performance, use Commercial Blast Cleaning in accordance with SSPC-SP6. Prime the area with a rust-inhibitive primer the same day as cleaned.

**GALVANIZED STEEL:** Solvent clean new galvanized metal in accordance with SSPC-SP1 to remove oil and grease from the surface. Pre-treat with a phosphoric acid solution or a commercially-available etching solution. Galvanized metal that has been passivated with chromates or silicates may require brush blasting in accordance with SSPC-SP16 to remove these treatments. Rusty galvanizing requires a minimum of Hand Tool Cleaning in accordance with SSPC-SP2. Prime the area the same day as cleaned.

#### COMPLIES WITH THE BELOW AS OF 4/1/2020

SCAQMD	YES	OTC	YES
CARB SCM 2007	YES	LADCO	YES
CARB	YES	AIM	YES
OTC PHASE II	YES	MPI	107, 134

This coating conforms to USDA regulatory requirements for incidental food-contact materials intended for use on surfaces not in direct contact with food, such as walls, floors, and ceilings.

**STAINLESS STEEL:** Mechanically abrade the entire surface using a scouring pad or wet and dry sandpaper (do not use steel wool). Clean the surface to remove all residue. Prime the areas the same day as cleaned.

**SHOP-PRIMED STEEL:** As there is potential for many forms of contamination during storage and transport, a thorough cleaning is always recommended for shop-primed surfaces. Paint exposed areas, i.e., where shop primer is abraded, with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces.

**Note:** Assess the integrity of the shop primer prior to application of subsequent coatings. Review all coatings intended for the project and confirm the compatibility between shop and field-applied coatings.

**ALUMINUM:** Remove all oil and grease from the surface with a solvent in accordance with SSPC-SP1. Prime the area the same day as cleaned.

**COPPER AND BRASS:** Remove oil, grease, dirt and other surface contaminants by Hand Tool Cleaning in accordance with SSPC-SP2. Prime the areas the same day as cleaned.

**GLOSSY SURFACES:** For maximum adhesion, sand the surface thoroughly before coating.

**FIRE RESTORATION:** Not recommended. Primer recommendations: KILZ® RESTORATION, KILZ ORIGINAL Interior, KILZ ORIGINAL Interior/Exterior or KILZ ORIGINAL INTERIOR Low Odor primers.

**WARNING!** If you scrape, sand or remove old paint, you may release lead dust. LEAD IS TOXIC. EXPOSURE TO LEAD DUST CAN CAUSE SERIOUS ILLNESS, SUCH AS BRAIN DAMAGE, ESPECIALLY IN CHILDREN. PREGNANT WOMEN SHOULD ALSO AVOID EXPOSURE. Wear a NIOSH-approved respirator to control lead exposure. Clean up carefully with a HEPA vacuum and a wet mop. Before you start, find out how to protect yourself and your family by contacting the National Lead Information Center at 1-800-424-LEAD or log on to [www.epa.gov/lead](http://www.epa.gov/lead).



## INTERIOR/EXTERIOR METAL PRIMER

NO. 435

### CLEAN-UP/DISPOSAL:

Clean all tools and equipment with clean water. For disposal of empty containers and unused product, contact your household refuse collection service.

### CAUTIONS/LIMITATIONS:

- Protect from freezing.
- A rusted metal surface is considered sound when only adherent material remains. Rust, mill scale, and paint are considered adherent if they cannot be removed by lifting with a dull putty knife using moderate pressure.
- For best results, apply at temperatures between 40°F - 90°F (material, air and surface). Temperatures above 90°F may affect the application such as drying too fast. Avoid painting under direct sun.
- Surface temperature during application should be at least 5°F above dew point.
- Application of coating when the relative humidity is above 85% will adversely affect coating performance.
- Shelf life under normal conditions is two years unopened.

### GENERAL INFORMATION:

**WARNING! IRRITANT! HARMFUL OR FATAL IF SWALLOWED. MAY CAUSE EYE, NOSE AND THROAT IRRITATION.** Avoid breathing of dust, vapors, or spray mist. Use only with adequate ventilation. Open windows and doors or use other means to ensure fresh air entry during application and drying. If you experience eye watering, headache, or dizziness, or if air monitoring demonstrates vapor / mist levels are above applicable limits, wear an appropriate, properly fitted respirator (NIOSH / MSHA TC 23C or equivalent) during and after application. Follow respirator manufacturer's direction for respirator use. Close container after each use. Wash thoroughly after handling and before smoking and eating.

**FIRST AID:** If swallowed, do not induce vomiting. Get medical attention immediately. If you experience difficulty in breathing, leave the area to obtain fresh air. If continued difficulty is experienced, get medical assistance immediately. In case of eye contact, flush immediately with plenty of water for at least 20 minutes and get medical attention immediately.

**CAUTION: KEEP OUT OF REACH OF CHILDREN – DO NOT TAKE INTERNALLY.**



# SAFETY DATA SHEET

## 1. Identification

**Product identifier** BEHR Metal Primer

**Other means of identification**

**Product number** 435

**Recommended use** Architectural Coating

**Recommended restrictions** For metal substrates only.

**Manufacturer/Importer/Supplier/Distributor information**

**Supplier** Behr Process Corp.  
1801 E. St. Andrew Place  
Santa Ana, CA 92705

**Telephone** 714-545-7101

**Emergency telephone** +1 760 476 3962  
+1 866 519 4752

**Access code** 335213

## 2. Hazard(s) identification

**Physical hazards** Not classified.

**Health hazards** Not classified.

**OSHA defined hazards** Not classified.

**Label elements**

**Hazard symbol** None.

**Signal word** None.

**Hazard statement** The mixture does not meet the criteria for classification.

**Precautionary statement**

**Prevention** None.

**Response** None.

**Storage** None.

**Disposal** None.

**Hazard(s) not otherwise classified (HNOC)** None known.

**Supplemental information** None.

## 3. Composition/information on ingredients

### Mixtures

Chemical name	CAS number	%
Titanium dioxide	13463-67-7	5 - 10
Magnesium potassium silicate	12001-26-2	1 - 3
Zinc oxide	1314-13-2	1 - 3

**Composition comments** All concentrations are in percent by weight unless ingredient is a gas. Gas concentrations are in percent by volume.

## 4. First-aid measures

**Inhalation** Move to fresh air. Call a physician if symptoms develop or persist.

**Skin contact** Wash off with soap and water. Get medical attention if irritation develops and persists.

**Eye contact** Rinse with water. Get medical attention if irritation develops and persists.

**Ingestion** Rinse mouth. Get medical attention if symptoms occur.

**Most important symptoms/effects, acute and delayed**

Direct contact with eyes may cause temporary irritation.

**Indication of immediate medical attention and special treatment needed**

Provide general supportive measures and treat symptomatically. Keep victim under observation. Symptoms may be delayed.

**General information**

IF exposed or concerned: Get medical advice/attention. Ensure that medical personnel are aware of the material(s) involved, and take precautions to protect themselves.

**5. Fire-fighting measures****Suitable extinguishing media**

Water fog. Foam. Dry chemical powder. Carbon dioxide (CO<sub>2</sub>).

**Unsuitable extinguishing media**

Do not use water jet as an extinguisher, as this will spread the fire.

**Specific hazards arising from the chemical**

During fire, gases hazardous to health may be formed.

**Special protective equipment and precautions for firefighters**

Self-contained breathing apparatus and full protective clothing must be worn in case of fire.

**Fire fighting equipment/instructions**

Move containers from fire area if you can do so without risk.

**Specific methods**

Use standard firefighting procedures and consider the hazards of other involved materials.

**General fire hazards**

No unusual fire or explosion hazards noted.

**6. Accidental release measures****Personal precautions, protective equipment and emergency procedures**

Keep unnecessary personnel away. Keep people away from and upwind of spill/leak. Wear appropriate protective equipment and clothing during clean-up. Ensure adequate ventilation. Local authorities should be advised if significant spillages cannot be contained. For personal protection, see section 8 of the SDS.

**Methods and materials for containment and cleaning up**

This product is miscible in water.

Large Spills: Stop the flow of material, if this is without risk. Dike the spilled material, where this is possible. Absorb in vermiculite, dry sand or earth and place into containers. Following product recovery, flush area with water.

Small Spills: Clean surface thoroughly to remove residual contamination.

Never return spills to original containers for re-use. Put material in suitable, covered, labeled containers. For waste disposal, see section 13 of the SDS.

**Environmental precautions**

Avoid discharge into drains, water courses or onto the ground.

**7. Handling and storage****Precautions for safe handling**

Obtain special instructions before use. Do not handle until all safety precautions have been read and understood. Avoid prolonged exposure. Should be handled in closed systems, if possible. Provide adequate ventilation. Wear appropriate personal protective equipment. Observe good industrial hygiene practices.

**Conditions for safe storage, including any incompatibilities**

Store locked up. Store in tightly closed container. Store away from incompatible materials (see Section 10 of the SDS).

**8. Exposure controls/personal protection****Occupational exposure limits****US. OSHA Table Z-1 Limits for Air Contaminants (29 CFR 1910.1000)**

Components	Type	Value	Form
Titanium dioxide (CAS 13463-67-7)	PEL	15 mg/m <sup>3</sup>	Total dust.
Zinc oxide (CAS 1314-13-2)	PEL	5 mg/m <sup>3</sup>	Respirable fraction.
		5 mg/m <sup>3</sup>	Fume.
		15 mg/m <sup>3</sup>	Total dust.

**US. OSHA Table Z-3 (29 CFR 1910.1000)**

Components	Type	Value	Form
Magnesium potassium silicate (CAS 12001-26-2)	TWA	20 mppcf	



**US. OSHA Table Z-3 (29 CFR 1910.1000)**

Components	Type	Value	Form
Titanium dioxide (CAS 13463-67-7)	TWA	5 mg/m <sup>3</sup>	Respirable fraction.
		15 mg/m <sup>3</sup>	Total dust.
		50 mppcf	Total dust.
		15 mppcf	Respirable fraction.

**US. ACGIH Threshold Limit Values**

Components	Type	Value	Form
Magnesium potassium silicate (CAS 12001-26-2)	TWA	3 mg/m <sup>3</sup>	Respirable fraction.
Titanium dioxide (CAS 13463-67-7)	TWA	10 mg/m <sup>3</sup>	
Zinc oxide (CAS 1314-13-2)	STEL	10 mg/m <sup>3</sup>	Respirable fraction.
	TWA	2 mg/m <sup>3</sup>	Respirable fraction.

**US. NIOSH: Pocket Guide to Chemical Hazards**

Components	Type	Value	Form
Magnesium potassium silicate (CAS 12001-26-2)	TWA	3 mg/m <sup>3</sup>	Respirable.
Zinc oxide (CAS 1314-13-2)	Ceiling	15 mg/m <sup>3</sup>	Dust.
		10 mg/m <sup>3</sup>	Fume.
	TWA	5 mg/m <sup>3</sup>	Fume.
		5 mg/m <sup>3</sup>	Dust.

**Biological limit values**

No biological exposure limits noted for the ingredient(s).

**Appropriate engineering controls**

Good general ventilation should be used. Ventilation rates should be matched to conditions. If applicable, use process enclosures, local exhaust ventilation, or other engineering controls to maintain airborne levels below recommended exposure limits. If exposure limits have not been established, maintain airborne levels to an acceptable level.

**Individual protection measures, such as personal protective equipment****Eye/face protection**

Wear safety glasses with side shields (or goggles).

**Skin protection****Hand protection**

Wear appropriate chemical resistant gloves.

**Skin protection****Other**

Wear appropriate chemical resistant clothing. Use of an impervious apron is recommended.

**Respiratory protection**

If airborne concentrations are above the applicable exposure limits, use NIOSH approved respiratory protection. Use a positive-pressure air-supplied respirator if there is any potential for an uncontrolled release, exposure levels are not known, or any other circumstances where air-purifying respirators may not provide adequate protection. In the United States of America, if respirators are used, a program should be instituted to assure compliance with OSHA Standard 1910.134.

**Thermal hazards**

Wear appropriate thermal protective clothing, when necessary.

**General hygiene considerations**

Observe any medical surveillance requirements. Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants.

**9. Physical and chemical properties****Appearance**

**Physical state** Liquid.

**Form** Liquid.

**Color** White.

**Odor** Slight.

<b>Odor threshold</b>	Not available.
<b>pH</b>	5 - 7
<b>Melting point/freezing point</b>	Not applicable.
<b>Initial boiling point and boiling range</b>	> 99 °F (> 37.2 °C)
<b>Flash point</b>	Not applicable.
<b>Evaporation rate</b>	Not applicable.
<b>Flammability (solid, gas)</b>	Not applicable.
<b>Upper/lower flammability or explosive limits</b>	
<b>Flammability limit - lower (%)</b>	Not applicable.
<b>Flammability limit - upper (%)</b>	Not applicable.
<b>Vapor pressure</b>	Not applicable.
<b>Vapor density</b>	Not applicable.
<b>Relative density</b>	Not available.
<b>Solubility(ies)</b>	
<b>Solubility (water)</b>	Completely Soluble (100%)
<b>Solubility (other)</b>	Not applicable.
<b>Partition coefficient (n-octanol/water)</b>	Not applicable.
<b>Auto-ignition temperature</b>	Not applicable.
<b>Decomposition temperature</b>	Not applicable.
<b>Viscosity</b>	50 - 140 KU (Krebs Units) (25 °C)
<b>Other information</b>	
<b>Density</b>	10.54 lbs/gal
<b>Explosive properties</b>	Not explosive.
<b>Oxidizing properties</b>	Not oxidizing.
<b>VOC</b>	38 g/l (including water) (Material) 85 g/l (excluding water) (Coating)

## 10. Stability and reactivity

<b>Reactivity</b>	The product is stable and non-reactive under normal conditions of use, storage and transport.
<b>Chemical stability</b>	Material is stable under normal conditions.
<b>Possibility of hazardous reactions</b>	No dangerous reaction known under conditions of normal use.
<b>Conditions to avoid</b>	Keep away from heat, hot surfaces, sparks, open flames and other ignition sources. Contact with incompatible materials.
<b>Incompatible materials</b>	Strong oxidizing agents.
<b>Hazardous decomposition products</b>	No hazardous decomposition products are known.

## 11. Toxicological information

### Information on likely routes of exposure

<b>Inhalation</b>	Prolonged inhalation may be harmful.
<b>Skin contact</b>	No adverse effects due to skin contact are expected.
<b>Eye contact</b>	Direct contact with eyes may cause temporary irritation.
<b>Ingestion</b>	Expected to be a low ingestion hazard.
<b>Symptoms related to the physical, chemical and toxicological characteristics</b>	Direct contact with eyes may cause temporary irritation.

### Information on toxicological effects

<b>Acute toxicity</b>	Not expected to be acutely toxic.
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Components	Species	Test Results
Titanium dioxide (CAS 13463-67-7)		
<b>Acute</b>		
<b>Inhalation</b>		
LC50	Rat	3.43 mg/l, 4 Hours
<b>Oral</b>		
LD50	Rat	> 5000 mg/kg
Zinc oxide (CAS 1314-13-2)		
<b>Acute</b>		
<b>Oral</b>		
LD50	Rat	> 5 g/kg
<b>Skin corrosion/irritation</b>	Prolonged skin contact may cause temporary irritation.	
<b>Serious eye damage/eye irritation</b>	Direct contact with eyes may cause temporary irritation.	
<b>Respiratory or skin sensitization</b>		
<b>Respiratory sensitization</b>	Not a respiratory sensitizer.	
<b>Skin sensitization</b>	This product is not expected to cause skin sensitization.	
<b>Germ cell mutagenicity</b>	No data available to indicate product or any components present at greater than 0.1% are mutagenic or genotoxic.	
<b>Carcinogenicity</b>	Inhalation of titanium dioxide dust may cause cancer, however due to the physical form of the product, inhalation of dust is not likely.	
<b>IARC Monographs. Overall Evaluation of Carcinogenicity</b>		
Titanium dioxide (CAS 13463-67-7)	2B Possibly carcinogenic to humans.	
<b>NTP Report on Carcinogens</b>		
Not listed.		
<b>OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)</b>		
Not listed.		
<b>Reproductive toxicity</b>	This product is not expected to cause reproductive or developmental effects.	
<b>Specific target organ toxicity - single exposure</b>	Not classified.	
<b>Specific target organ toxicity - repeated exposure</b>	Not classified.	
<b>Aspiration hazard</b>	Not an aspiration hazard.	
<b>Chronic effects</b>	Prolonged exposure may cause chronic effects.	
<b>12. Ecological information</b>		
<b>Ecotoxicity</b>	Toxic to aquatic life with long lasting effects.	
<b>Persistence and degradability</b>	No data is available on the degradability of any ingredients in the mixture.	
<b>Bioaccumulative potential</b>	No data available.	
<b>Mobility in soil</b>	No data available.	
<b>Other adverse effects</b>	The product contains volatile organic compounds which have a photochemical ozone creation potential.	
<b>13. Disposal considerations</b>		
<b>Disposal instructions</b>	Collect and reclaim or dispose in sealed containers at licensed waste disposal site. Dispose of contents/container in accordance with local/regional/national/international regulations.	
<b>Local disposal regulations</b>	Dispose in accordance with all applicable regulations.	
<b>Hazardous waste code</b>	D005: Waste Barium The waste code should be assigned in discussion between the user, the producer and the waste disposal company.	
<b>Waste from residues / unused products</b>	Dispose of in accordance with local regulations. Empty containers or liners may retain some product residues. This material and its container must be disposed of in a safe manner (see: Disposal instructions).	
<b>Contaminated packaging</b>	Since emptied containers may retain product residue, follow label warnings even after container is emptied. Empty containers should be taken to an approved waste handling site for recycling or disposal.	

## 14. Transport information

### DOT

Not regulated as dangerous goods.

### IATA

**UN number** UN3082  
**UN proper shipping name** Environmentally hazardous substance, liquid, n.o.s. (Zinc oxide)  
**Transport hazard class(es)**  
**Class** 9  
**Subsidiary risk** -  
**Packing group** III  
**Environmental hazards** Yes  
**ERG Code** 9L  
**Special precautions for user** Read safety instructions, SDS and emergency procedures before handling.

### IMDG

**UN number** UN3082  
**UN proper shipping name** ENVIRONMENTALLY HAZARDOUS SUBSTANCE, LIQUID, N.O.S. (Zinc oxide)  
**Transport hazard class(es)**  
**Class** 9  
**Subsidiary risk** -  
**Packing group** III  
**Environmental hazards**  
**Marine pollutant** Yes  
**EmS** F-A, S-F  
**Special precautions for user** Read safety instructions, SDS and emergency procedures before handling.  
**Transport in bulk according to Annex II of MARPOL 73/78 and the IBC Code** Not established.  
**General information** IMDG Regulated Marine Pollutant.

## 15. Regulatory information

**US federal regulations** This product is not known to be a "Hazardous Chemical" as defined by the OSHA Hazard Communication Standard, 29 CFR 1910.1200.

### TSCA Section 12(b) Export Notification (40 CFR 707, Subpt. D)

Not regulated.

### CERCLA Hazardous Substance List (40 CFR 302.4)

Zinc oxide (CAS 1314-13-2) Listed.

### SARA 304 Emergency release notification

Not regulated.

### OSHA Specifically Regulated Substances (29 CFR 1910.1001-1053)

Not listed.

**Toxic Substances Control Act (TSCA)** One or more components of the mixture are not on the TSCA 8(b) inventory or are designated "inactive".

### Superfund Amendments and Reauthorization Act of 1986 (SARA)

#### SARA 302 Extremely hazardous substance

Not listed.

**SARA 311/312 Hazardous chemical** No

#### SARA 313 (TRI reporting)

Chemical name	CAS number	% by wt.
Zinc oxide	1314-13-2	1 - 3

### Other federal regulations

#### Clean Air Act (CAA) Section 112 Hazardous Air Pollutants (HAPs) List

Not regulated.

#### Clean Air Act (CAA) Section 112(r) Accidental Release Prevention (40 CFR 68.130)

Not regulated.

**Safe Drinking Water Act (SDWA)** Contains component(s) regulated under the Safe Drinking Water Act.

**US state regulations****US. Massachusetts RTK - Substance List**

Magnesium potassium silicate (CAS 12001-26-2)  
 Titanium dioxide (CAS 13463-67-7)  
 Zinc oxide (CAS 1314-13-2)

**US. New Jersey Worker and Community Right-to-Know Act**

Magnesium potassium silicate (CAS 12001-26-2)  
 Titanium dioxide (CAS 13463-67-7)  
 Zinc oxide (CAS 1314-13-2)

**US. Pennsylvania Worker and Community Right-to-Know Law**

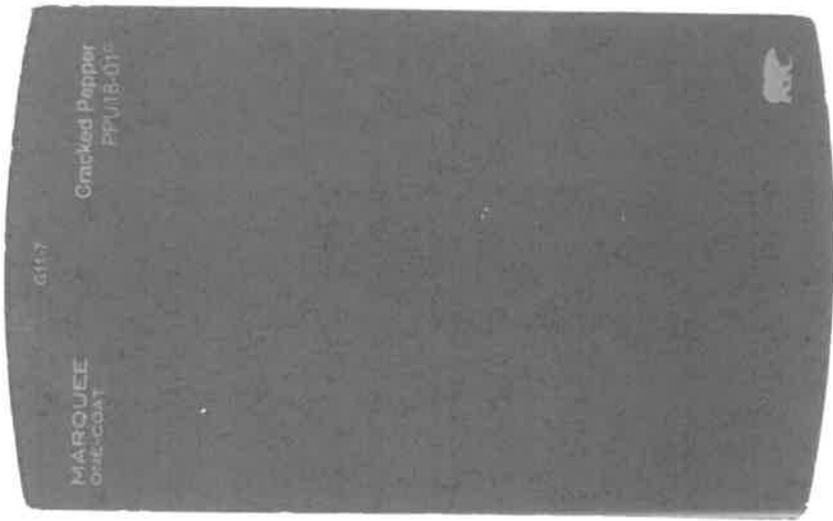
Magnesium potassium silicate (CAS 12001-26-2)  
 Titanium dioxide (CAS 13463-67-7)  
 Zinc oxide (CAS 1314-13-2)

**US. Rhode Island RTK**

Magnesium potassium silicate (CAS 12001-26-2)  
 Titanium dioxide (CAS 13463-67-7)  
 Zinc oxide (CAS 1314-13-2)

**16. Other information, including date of preparation or last revision**

<b>Issue date</b>	27-June-2019
<b>Revision date</b>	18-June-2020
<b>Version #</b>	03
<b>Further information</b>	HMIS® is a registered trade and service mark of the ACA. B - Safety Glasses, Gloves
<b>HMIS® ratings</b>	Health: 0 Flammability: 0 Physical hazard: 0 Personal protection: B
<b>Disclaimer</b>	Behr Process Corp cannot anticipate all conditions under which this information and its product, or the products of other manufacturers in combination with its product, may be used. It is the user's responsibility to ensure safe conditions for handling, storage and disposal of the product, and to assume liability for loss, injury, damage or expense due to improper use. The information in the sheet was written based on the best knowledge and experience currently available.



B10-2

Cotton Grey  
HDC-NT-20<sup>u</sup>

W2-1

Nano White  
HDC-MD-06<sup>u</sup>

**CITY OF BEAUMONT**

**ADDENDUM NO. 2**

TO THE BIDDING DOCUMENTS & CONTRACT,

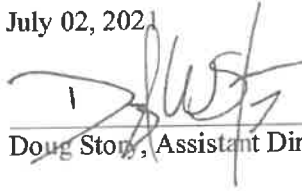
**CITY HALL REPAINT AND STUCCO PROJECT**

Bidders are advised that a BID BOND is required for the above referenced project are hereby amended in the following manner and the following manner only.:

1. Please see attached BID BOND which is required for this project.

Dated: July 02, 2021

By:

 7/2/21  
 Doug Stone, Assistant Director of Community Services

By: \_\_\_\_\_

(Bidder's Company Name)

Date Received by Bidder: \_\_\_\_\_

(Bidder's Signature)

(Type or Print Name)

*Bidder shall include a signed copy of this Addendum No. 2 with the bid proposal.*

### BID BOND

The makers of this bond are, \_\_\_\_\_, as Principal, and \_\_\_\_\_, as Surety and are held and firmly bound unto the City of Beaumont, hereinafter called the City, in the penal sum of TEN PERCENT (10%) OF THE TOTAL BID PRICE of the Principal submitted to CITY for the work described below, for the payment of which sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal has submitted the accompanying bid dated \_\_\_\_\_, 20 \_\_\_\_, for **CITY HALL REPAINT AND STUCCO PROJECT**

If the Principal does not withdraw its bid within the time specified in the Contract Documents; and if the Principal is awarded the Contract and provides all documents to the City as required by the Contract Documents; then this obligation shall be null and void. Otherwise, this bond will remain in full force and effect.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents shall in affect its obligation under this bond, and Surety does hereby waive notice of any such changes.

In the event a lawsuit is brought upon this bond by the City and judgment is recovered, the Surety shall pay all litigation expenses incurred by the City in such suit, including reasonable attorneys' fees, court costs, expert witness fees and expenses.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, the name and corporate seal of each corporation.

(Corporate Seal)

\_\_\_\_\_  
Principal  
By \_\_\_\_\_  
Title \_\_\_\_\_  
\_\_\_\_\_

(Corporate Seal)

\_\_\_\_\_  
Surety  
By \_\_\_\_\_  
Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title \_\_\_\_\_



**CITY OF BEAUMONT**  
**PUBLIC WORKS AGREEMENT**

Mariscal Painting, Inc.

**EXHIBIT "B"**

CONTRACTOR'S Bid

Dated July 6, 2021

(Insert behind this page.)

**BID FORM**NAME OF BIDDER: Mariscal Painting

The undersigned, hereby declare that we have carefully examined the location of the proposed Work, and have read and examined the Contract Documents, including all plans, specifications, and all addenda, if any, for the following Project:

**City Hall Paint and Stucco Project  
BID SCHEDULE**

Item No.	Item Description	Unit	Quantity	Unit Price	
1	Mobilization	LS	1	3,108	3108
2	Demobilization	LS	1	1,865	1865
3	Stucco	LS	1	N/A	N/A
4	Paint	LS	1	62,160	62,160
				<b>Total</b>	<b>67,133</b>

In case of discrepancy between the unit price and the item cost set forth for a unit basis item, the unit price shall prevail and, shall be utilized as the basis for determining the lowest responsive, responsible bidder. However, if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any cause, or is omitted, or is the same amount as the entry in the "Item Cost" column, then the amount set forth in the "Item Cost" column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price. Final payment shall be determined by the Engineer from measured quantities of work performed based upon the unit price.

**TOTAL BID PRICE (BASED ON BID SCHEDULE TOTAL OF UNIT PRICES):**\$ 67,133Sixty Seven Thousand One Hundred Thirty Three Dollars

Total Bid Price in Written Form

In case of discrepancy between the written price and the numerical price, the written price shall prevail. The undersigned agrees that this Bid Form constitutes a firm offer to City of Beaumont which cannot be withdrawn for the number of calendar days indicated in the Notice Inviting Bids from and after the bid opening, or until a Contract for the Work is fully executed by City of Beaumont and a third party, whichever is earlier. The Contract duration shall commence on the date stated in City of Beaumont's Notice to Proceed, and shall be completed by the Contractor in the time specified in the Contract Documents. In no case shall the Contractor commence construction prior to the date stated in City of Beaumont's Notice to Proceed.



\_\_\_\_\_  
Name/Signature

President  
\_\_\_\_\_  
Title

7/6/2021  
\_\_\_\_\_  
Date

**LIST OF SUBCONTRACTORS**

SUBCONTRACTOR	CSLB #	AMOUNT	ADDRESS/PHONE NO.
---------------	--------	--------	-------------------

N/A			

**Non-Collusion Affidavit**

*State of California Compliance Form §7106.  
Any public works contract of a public entity shall  
sign the following declaration with submitted bid.*

State of ( California )  
County of  Los Angeles  ) ss.

The undersigned declares:

I am the  President  of  Mariscal Painting ,  
the party making the foregoing bid. The bid is not made in the interest of, or on behalf of, any  
undisclosed person, partnership, company, association, organization, or corporation. The bid is  
genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited  
any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded,  
conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain  
from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement,  
communication, or conference with anyone to fix the bid price of the bidder or any other bidder,  
or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All  
statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his  
or her bid price or any breakdown thereof, or the contents thereof, or divulged information or  
data relative thereto, to any corporation, partnership, company, association, organization, bid  
depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has  
not paid, and will not pay, any person or entity for such purpose. Any person executing this  
declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability  
company, limited liability partnership, or any other entity, hereby represents that he or she has  
full power to execute, and does execute, this declaration on behalf of the bidder. I declare  
under penalty of perjury under the laws of the State of California that the foregoing is true and  
correct and that this declaration is executed on  July 6, 2021  [date], at  
 South el Monte  [city],  CA  [state]."

Project Name:  CITY HALL REPAINT AND STUCCO PROJECT  Project Number:  
 PR 21-03

Company:  Mariscal Painting

Address:  9220 Klingerman St. South el Monte, CA 91733

Signature:  

Title:  President

Date:  7/6/2021

**CITY OF BEAUMONT**

**ADDENDUM NO. 1**

TO THE BIDDING DOCUMENTS & CONTRACT,

**CITY HALL REPAINT AND STUCCO PROJECT**


Bidders are advised that the BID SCHEDULE for the above referenced project are hereby amended in the following manner and the following manner only:

1. The Bid Opening date has been extended to July 9, 2021 at 11:00 a.m.
2. The Following Bid Documents have been uploaded and are required upon submittal:
  - a. Bid Form/Bid Schedule
  - b. Non-Collusion Affidavit
  - c. List of Proposed Subcontractors
  - d. Acknowledgement of Addendum No. 1
3. Elastomeric Exterior Repaint Specification Sheet (53 pages)
4. Color Samples as related to color diagram distributed at Pre-Bid meeting

Dated: June 21, 2021

By: \_\_\_\_\_  
Doug Story, Assistant Director of Community Services

By: **Mariscal Painting** \_\_\_\_\_  
(Bidder's Company Name)

 \_\_\_\_\_  
(Bidder's Signature)

Date Received by Bidder:

6/23/2021

**Jesus Mariscal** \_\_\_\_\_  
(Type or Print Name)

*Bidder shall include a signed copy of this Addendum No. 1 with the bid proposal.*

**CITY OF BEAUMONT**

**ADDENDUM NO. 2**

TO THE BIDDING DOCUMENTS & CONTRACT,

**CITY HALL REPAINT AND STUCCO PROJECT**

Bidders are advised that a BID BOND is required for the above referenced project are hereby amended in the following manner and the following manner only.:

- 1. Please see attached BID BOND which is required for this project.

Dated: July 02, 2021

By:

 7/2/21  
 Doug Stone, Assistant Director of Community Services

By:

**Mariscal Painting**

(Bidder's Company Name)

Date Received by Bidder:

7/3/2021

  
 (Bidder's Signature)  
**Jesus Mariscal**

(Type or Print Name)

*Bidder shall include a signed copy of this Addendum No. 2 with the bid proposal.*

**CITY OF BEAUMONT**  
**PUBLIC WORKS AGREEMENT**

Mariscal Painting, Inc.

**EXHIBIT "C"**

Insurances

(Insert behind this page.)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (08)	Item 13.
-----------	----------

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Brown & Brown Insurance Brokers of Sacramento, Inc. 5750 West Oaks Blvd, Suite 140  Rocklin CA 95765	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> (800) 228-3380 <b>FAX (A/C, No):</b> (800) 783-0083 <b>E-MAIL ADDRESS:</b>  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td><b>INSURER A:</b> James River Insurance Company</td> <td></td> </tr> <tr> <td><b>INSURER B:</b> Travelers Casualty Insurance Company of America</td> <td>19046</td> </tr> <tr> <td><b>INSURER C:</b> National Union Fire Insurance Company of Pittsburgh PA</td> <td></td> </tr> <tr> <td><b>INSURER D:</b> State Compensation Insurance Fund of CA</td> <td>231751</td> </tr> <tr> <td><b>INSURER E:</b> Tokio Marine Specialty Insurance Company</td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	<b>INSURER A:</b> James River Insurance Company		<b>INSURER B:</b> Travelers Casualty Insurance Company of America	19046	<b>INSURER C:</b> National Union Fire Insurance Company of Pittsburgh PA		<b>INSURER D:</b> State Compensation Insurance Fund of CA	231751	<b>INSURER E:</b> Tokio Marine Specialty Insurance Company		<b>INSURER F:</b>	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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<b>INSURER E:</b> Tokio Marine Specialty Insurance Company															
<b>INSURER F:</b>															
<b>INSURED</b>  Mariscal Painting Inc 9220 Klingerman Street  South El Monte CA 91733															

**COVERAGES      CERTIFICATE NUMBER:** CL2171906570      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	00066359-6	04/16/2021	04/16/2022	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td style="text-align: right;">\$ 50,000</td></tr> <tr><td>MED EXP (Any one person)</td><td style="text-align: right;">\$ 1,000</td></tr> <tr><td>PERSONAL &amp; ADV INJURY</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td style="text-align: right;">\$ 2,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td style="text-align: right;">\$ 2,000,000</td></tr> <tr><td></td><td style="text-align: right;">\$</td></tr> </table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000	MED EXP (Any one person)	\$ 1,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$
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B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY	Y	Y	BA-0P247018-21-42-G	01/09/2021	01/09/2022	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>BODILY INJURY (Per person)</td><td style="text-align: right;">\$</td></tr> <tr><td>BODILY INJURY (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td></td><td style="text-align: right;">\$</td></tr> </table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
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D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	9062034-2021	07/01/2021	07/01/2022	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><input checked="" type="checkbox"/> PER STATUTE</td> <td><input type="checkbox"/> OTHER</td> <td></td> </tr> <tr><td>E.L. EACH ACCIDENT</td><td></td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td></td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td></td><td style="text-align: right;">\$ 1,000,000</td></tr> </table>	<input checked="" type="checkbox"/> PER STATUTE	<input type="checkbox"/> OTHER		E.L. EACH ACCIDENT		\$ 1,000,000	E.L. DISEASE - EA EMPLOYEE		\$ 1,000,000	E.L. DISEASE - POLICY LIMIT		\$ 1,000,000		
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E.L. EACH ACCIDENT		\$ 1,000,000																			
E.L. DISEASE - EA EMPLOYEE		\$ 1,000,000																			
E.L. DISEASE - POLICY LIMIT		\$ 1,000,000																			
E	Pollution Liability - Occurrence			T21CE10122-02	02/13/2021	02/13/2022	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Per Occurrence</td><td style="text-align: right;">1,000,000</td></tr> <tr><td>Aggregate Limit</td><td style="text-align: right;">2,000,000</td></tr> </table>	Per Occurrence	1,000,000	Aggregate Limit	2,000,000										
Per Occurrence	1,000,000																				
Aggregate Limit	2,000,000																				

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Certificate holder(s) is/are included as Additional Insured under Commercial General Liability policy per endorsements CG 20 10 07 04 and CG 20 37 07 04 & under Commercial Auto policy per endorsement CA T4 20 02 15 as required by written contract. Primary and Non-Contributory wording applies per endorsement(s) AP5031US 04-10. Waiver of Subrogation applies per endorsement(s) CG 24 04 05 09 and CA T4 20 02 15. Excess policy follows form per the terms and conditions of the Excess Policy. Excess policy only applies to the General Liability and Commercial Auto policy per attached Schedule of Underlying Insurance form UNDSCH (5/99). All other terms, conditions & exclusions of the policy(ies) apply.  
 RE: City Hall Repaint and Stucco Project 550 E. 6th Street, Beaumont, CA 92223

**CERTIFICATE HOLDER**

**CANCELLATION**

City of Beaumont 550 E 6th Street  Beaumont CA 92223	<p><b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b></p> <p><b>AUTHORIZED REPRESENTATIVE</b></p>
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**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Where required by written contract or written agreement	All operations of the Named Insureds
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Where required by written contract or written agreement	All operations of the Named Insureds
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **POLICY LIMITATION – AMENDED AGGREGATE LIMITS OF INSURANCE PER PROJECT**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
CONTRACTORS COMBINED LIABILITY POLICY

SECTION III – LIMITS OF INSURANCE - The General Aggregate Limit applies separately to each "Project" of the Named Insured.

Notwithstanding the application of the General Aggregate Limit to each "Project" of the Named Insured, under no circumstances will we pay more than **\$5,000,000** for all claims under this policy that are subject to the General Aggregate limit.

For the purpose of this endorsement, the following definition is added:

"Project" means all work done by you or on your behalf, away from premises owned or rented to you, to complete an individual bid or negotiated contract to provide services for a specified period of time. Multiple jobs, work orders, purchase orders, or work done at multiple "locations" under one contract are not separate "projects" within the meaning of this coverage.

**ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NON CONTRIBUTORY ENDORSEMENT**

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS

<b>Name Of Additional Insured Person(s) Or Organization(s):</b>
Where required by written contract or written agreement
If no entry appears above, this endorsement applies to all Additional Insureds covered under this policy.

Any coverage provided to an Additional Insured under this policy shall be excess over any other valid and collectible insurance available to such Additional Insured whether primary, excess, contingent or on any other basis unless a written contract or written agreement specifically requires that this insurance apply on a primary and noncontributory basis.

**ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.**

# WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

**Name Of Person Or Organization:**

Where required by written contract or written agreement

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **AUTO COVERAGE PLUS ENDORSEMENT**

This endorsement modifies insurance provided under the following:

**BUSINESS AUTO COVERAGE FORM**

**GENERAL DESCRIPTION OF COVERAGE** – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- A. BLANKET ADDITIONAL INSURED**
- B. EMPLOYEE HIRED AUTO**
- C. EMPLOYEES AS INSURED**
- D. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS**
- E. TRAILERS – INCREASED LOAD CAPACITY**
- F. HIRED AUTO PHYSICAL DAMAGE**
- G. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT**
- H. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT – INCREASED LIMIT**
- I. WAIVER OF DEDUCTIBLE – GLASS**
- J. PERSONAL PROPERTY**
- K. AIRBAGS**
- L. AUTO LOAN LEASE GAP**
- M. BLANKET WAIVER OF SUBROGATION**

**A. BLANKET ADDITIONAL INSURED**

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

**B. EMPLOYEE HIRED AUTO**

1. The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

An "employee" of yours is an "insured" while operating a covered "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while

performing duties related to the conduct of your business.

2. The following replaces Paragraph **b.** in **B.5., Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

**b.** For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1)** Any covered "auto" you lease, hire, rent or borrow; and
- (2)** Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

**C. EMPLOYEES AS INSURED**

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

#### **D. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS**

1. The following replaces Paragraph **A.2.a.(2)** of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)** of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

#### **E. TRAILERS – INCREASED LOAD CAPACITY**

The following replaces Paragraph **C.1.** of **SECTION I – COVERED AUTOS**:

1. "Trailers" with a load capacity of 3,000 pounds or less designed primarily for travel on public roads.

#### **F. HIRED AUTO PHYSICAL DAMAGE**

The following is added to Paragraph **A.4.**, **Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

##### **Hired Auto Physical Damage Coverage**

If hired "autos" are covered "autos" for Covered Autos Liability Coverage but not covered "autos" for Physical Damage Coverage, and this policy also provides Physical Damage Coverage for an owned "auto", then the Physical Damage Coverage is extended to "autos" that you hire, rent or borrow subject to the following:

(1) The most we will pay for "loss" to any one "auto" that you hire, rent or borrow is the lesser of:

- (a) \$50,000;
- (b) The actual cash value of the damaged or stolen property as of the time of the "loss"; or
- (c) The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.

(2) An adjustment for depreciation and physical condition will be made in determining actual cash value in the event of a total "loss".

(3) If a repair or replacement results in better than like kind or quality, we will not pay for the amount of betterment.

(4) A deductible equal to the highest Physical Damage deductible applicable to any owned covered "auto".

(5) This Coverage Extension does not apply to:

- (a) Any "auto" that is hired, rented or borrowed with a driver; or
- (b) Any "auto" that is hired, rented or borrowed from your "employee".

#### **G. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT**

The following replaces the first sentence in Paragraph **A.4.a.**, **Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

#### **H. AUDIO, VISUAL AND DATA ELECTRONIC EQUIPMENT – INCREASED LIMIT**

Paragraph **C.1.b.** of **SECTION III – PHYSICAL DAMAGE COVERAGE** is deleted.

#### **I. WAIVER OF DEDUCTIBLE – GLASS**

The following is added to Paragraph **D.**, **Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

#### **J. PERSONAL PROPERTY**

The following is added to Paragraph **A.4.**, **Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

##### **Personal Property Coverage**

We will pay up to \$400 for "loss" to wearing apparel and other personal property which is:

- (1) Owned by an "insured"; and
- (2) In or on your covered "auto".

This coverage only applies in the event of a total theft of your covered "auto".

No deductibles apply to Personal Property coverage.

**K. AIRBAGS**

The following is added to Paragraph **B.3., Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

- a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
- b. The airbags are not covered under any warranty; and
- c. The airbags were not intentionally inflated.

We will pay up to a maximum of \$1,000 for any one "loss".

**L. AUTO LOAN LEASE GAP**

The following is added to Paragraph **A.4., Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

**Auto Loan Lease Gap Coverage for Private Passenger Type Vehicles**

In the event of a total "loss" to a covered "auto" of the private passenger type shown in the Schedule or Declarations for which Physical Damage Coverage is provided, we will pay any unpaid amount due on the lease or loan for such covered "auto" less the following:

- (1) The amount paid under the Physical Damage Coverage Section of the policy for that "auto"; and

**(2) Any:**

- (a) Overdue lease or loan payments at the time of the "loss";
- (b) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
- (c) Security deposits not returned by the lessor;
- (d) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
- (e) Carry-over balances from previous loans or leases.

**M. BLANKET WAIVER OF SUBROGATION**

The following replaces Paragraph **A.5., Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

**5. Transfer Of Rights Of Recovery Against Others To Us**

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.



**SCHEDULE OF UNDERLYING INSURANCE**

Item 13.

Issued to: MARISCAL PAINTING

Policy Number: EBU 093744603

By: NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA.

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<u>TYPE OF POLICY OR COVERAGE</u>	<u>INSURER, POLICY NO. AND POLICY PERIOD</u>	<u>LIMITS</u>
GENERAL LIABILITY	James River Insurance Company 00066359-5 04/16/21 04/16/22	\$1,000,000 PER OCCURRENCE \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS & COMPLETED OPS. AGGREGATE Defense Expenses are in addition to the limit
AUTO LIABILITY	Travelers Casualty Insurance Co of America 01/09/21 01/09/22	\$1,000,000 COMBINED SINGLE LIMIT  Defense Expenses are in addition to the limit



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**AUTHORIZED REPRESENTATIVE**



## Staff Report

**TO:** City Council

**FROM:** Thaxton Van Belle, General Manager of Utilities

**DATE:** December 7, 2021

**SUBJECT:** **Approve Second Amendment to Agreement for an Extension of a Contract with Clinical Laboratory Services of San Bernardino, Inc. to Provide Laboratory Testing Services at the City of Beaumont Wastewater Treatment Plant in an Amount Not to Exceed \$126,800**

### Background and Analysis:

The City of Beaumont contracts with Clinical Laboratory Services of San Bernardino, Inc., to perform wastewater sampling and testing services at the City's Wastewater Treatment Plant (WWTP). The WWTP is permitted by the U.S. Environmental Protection Agency (USEPA) and the State Water Quality Control Board under Order No. R8-2015-006 and NPDES No. CA0105376 to collect wastewater, treat wastewater, and discharge treated wastewater. The permits require that wastewater from the WWTP be sampled and tested by certified laboratories that document the laboratory analysis and provide the results to the City. The City then files the laboratory results to the State Water Quality Control Board per the requirements within the monitoring and reporting program section of the NPDES permit.

The City issued a request for proposals (RFP) on November 27, 2018, to provide laboratory testing services at the WWTP. The RFP specified the scope of services needed for the WWTP, including the specific analysis of wastewater required and the number of tests needed on an annual basis.

On January 2nd, 2019, City Council awarded a contract to Clinical Laboratory of San Bernardino, Inc., to provide Wastewater Laboratory Testing services for the WWTP. The agreement of services included a three-year term within the contract.

On August 18, 2020, the first amendment was granted to extend the services to be performed as well as increase compensation.

City staff is recommending an extension of the current contract through January 2, 2023, with Clinical Laboratory Services of San Bernardino to include the 2021-2022 testing services. Extension of a contract beyond the initial period is permissible with a four-fifth vote of the City Council per City Municipal Code 3.02.070. The cost to continue services with Clinical Laboratory Services of San Bernardino, Inc., is an amount not to exceed \$126,800.00

**Fiscal Impact:**

The fiscal impact for WWTP laboratory services will be in the amount not to exceed \$126,800.00. Account line item 700-4050-7068-0000.

**Recommended Action:**

Approval of a Second Amendment to Agreement for an extension to January 2, 2023, with Clinical Laboratory Services of San Bernardino, Inc., to provide laboratory testing services at the City of Beaumont Wastewater Treatment Plant in the amount not to exceed \$126,800.00 per year.

**Attachments:**

- A. Second Amendment to Agreement with Clinical Laboratory Services, of San Bernardino, Inc.
- B. First Amendment
- C. Original Contract



## **SECOND AMENDMENT TO AGREEMENT FOR INDEPENDENT CONTRACTOR**

THIS SECOND AMENDMENT TO AGREEMENT OF SERVICES BY INDEPENDENT CONTRACTOR (“Amendment”) is made and effective as of the 7<sup>th</sup> day of December, 2021 by and between the CITY OF BEAUMONT (“CITY”), a general law city, and Clinical Lab of San Bernardino, INC., a California Corporation (“CONTRACTOR”) in consideration of the mutual promises and purpose contained herein, the parties agree as follow:

### **RECITALS**

This Second Amendment is made with respect to the following facts and purpose that the parties agree are true and correct:

- A. On January 2, 2019, the CITY and CONTRACTOR entered into that certain agreement entitled “Agreement of Services by Independent Contractor” (“Agreement”).
- B. On August 18<sup>th</sup>, 2020, the first Amendment was granted to extend the “Services to be Performed” as well as increase the “Compensation”.

### **AMENDMENT**

Section 1 of the Agreement is hereby amended to extend the “Term of Agreement “effective as of the date first above written and shall continue until terminated as provided for herein. Notwithstanding anything in this Agreement to the contrary, this Agreement shall automatically terminate after January 2, 2023 unless extended by the parties with the approval of the City Council of the CITY.

The recitals to this Amendment are deemed incorporated herein by this reference. All other terms of the Agreement not expressly amended by this Amendment shall remain in full force and effect. In the event of a conflict between the Agreement and this Amendment, this Amendment shall control.

[Signatures on following page]

SIGNATURE PAGE TO

CITY OF BEAUMONT  
SECOND AMENDMENT

CITY:

CITY OF BEAUMONT

By: \_\_\_\_\_  
Mike Lara, Mayor

CONTRACTOR:

CLINICAL LAB OF SAN BERNARDINO,  
INC., a California corporation

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Steven Mehlman, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
John O. Pinkney, City Attorney

**FIRST AMENDMENT TO AGREEMENT FOR INDEPENDENT CONTRACTOR**

THIS FIRST AMENDMENT TO AGREEMENT OF SERVICES BY INDEPENDENT CONTRACTOR (“Amendment”) is made and effective as of the 18<sup>th</sup> day of August, 2020 by and between the CITY OF BEAUMONT (“CITY”), a general law city, and Clinical Lab of San Bernardino, INC., a California Corporation (“CONTRACTOR”) in consideration of the mutual promises and purpose contained herein, the parties agree as follow:

**RECITALS**

This First Amendment is made with respect to the following facts and purpose that the parties agree are true and correct:

A. On January 2, 2019 the CITY and CONTRACTOR entered into that certain agreement entitled “Agreement of Services by Independent Contractor” (“Agreement”).

**AMENDMENT**

Section 2 of the Agreement is hereby amended to extend the ‘Services to be Performed’ Agreement to provide the services as follows: additional analyses as required by the Brine Line Permit, operation of the new wastewater treatment plant, and Title 22 compliance as provided in the proposal.

Section 4 of the Agreement is hereby amended to increase the ‘Compensation’ Agreement an additional Fifty Thousand dollars (\$50,000.00). Notwithstanding anything in the Agreement shall not exceed a total contract amount of One Hundred Twenty Six Thousand Eight Hundred dollars (\$126,800.00).

The recitals to this Amendment are deemed incorporated herein by this reference. All other terms of the Agreement not expressly amended by this Amendment shall remain in full force and effect. In the event of a conflict between the Agreement and this Amendment, this Amendment shall control.


[Signatures on following page]

SIGNATURE PAGE TO

CITY OF BEAUMONT  
FIRST AMENDMENT

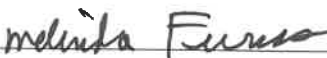
CITY:

CITY OF BEAUMONT

By:   
Rey Santos, Mayor

CONTRACTOR:

CLINICAL LAB OF SAN BERNARDINO,  
INC., a California corporation

By:   
Print Name: Melinda Furnas  
Title: Pres.

ATTEST:

By:   
Nicole Wheelwright, Deputy City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
John O. Pinkney, City Attorney



SIGNATURE PAGE TO

CITY OF BEAUMONT  
FIRST AMENDMENT


CITY:

CITY OF BEAUMONT

By:   
Rey Santos, Mayor

CONTRACTOR:

CLINICAL LAB OF SAN BERNARDINO,  
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By:   
Print Name: Melinda Furnas  
Title: Pres.

ATTEST:

By:   
Nicole Wheatwright, Deputy City Clerk

APPROVED AS TO FORM:

By:   
John O. Pinkney, City Attorney

**AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR**

THIS AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR is made and effective as of the 2<sup>nd</sup> day of January, 2019 (“Effective Date”), by and between the CITY OF BEAUMONT (“CITY”) whose address is 550 E. 6<sup>th</sup> Street, Beaumont, California 92223 and CLINICAL LAB of SAN BERNARDINO, INC., a California corporation whose address is 21881 Barton Road, Grand Terrace, CA 92313 (“CONTRACTOR”).

**RECITALS**

This Agreement is entered into on the basis of the following facts, understandings and intentions of the parties to this Agreement:

A. CITY published a Request for Proposals for Laboratory Testing Services for the Wastewater Treatment Plant (“RFP”) with proposals due by December 11, 2018, a copy of which is attached hereto as Exhibit “A” and incorporated herein by this reference.

B. CONTRACTOR has made a proposal (“Proposal”) to the CITY dated \_\_\_\_\_, 2018 to provide such professional services, which Proposal is attached hereto as Exhibit “B” and made a part hereof by this reference; and

C. Pursuant to CITY’s RFP selection process, CITY desires to engage CONTRACTOR to provide Wastewater Laboratory Testing Services for the City of Beaumont Wastewater Treatment Plant; and

C. CONTRACTOR agrees to provide such services pursuant to, and in accordance with, the terms and conditions of this Agreement, and represents and warrants to CITY that CONTRACTOR possesses the necessary skills, licenses, certifications, qualifications, personnel and equipment to provide such services.

**AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing Recitals and mutual covenants contained herein, CITY and CONTRACTOR agree as follows:

1. Term of Agreement. This Agreement is effective as of the date first above written and shall continue until terminated as provided for herein. The term of this Agreement shall be for a term of one (1) year measured from the Effective Date (“First Term”). On the first anniversary of the Effective Date this Agreement shall automatically renew for an additional term of one (1) year (“Second Term”). Thereafter, on the second anniversary of the Effective Date this Agreement shall automatically renew for one (1) final additional term of one (1) year (“Third Term”) resulting in a maximum term of three (3) years. Notwithstanding anything in this Agreement to the contrary, this Agreement shall automatically terminate after three (3) years unless extended by the parties with the approval of the City Council of the CITY.

2. Services to be Performed. CONTRACTOR agrees to provide the services (“Services”) as follows: Wastewater Laboratory Testing Services for the City of Beaumont Wastewater Treatment Plant as provided in the RFP and Proposal. All Services shall be performed in the manner and according to the timeframe set forth in the Proposal. CONTRACTOR designates Melinda Furnas as CONTRACTOR’S professional responsible for overseeing the Services provided by CONTRACTOR.

3. Associates and Subcontractors. CONTRACTOR may, at CONTRACTOR’s sole cost and expense, employ such competent and qualified independent associates, subcontractors and consultants as CONTRACTOR deems necessary to perform the Services; provided, however, that CONTRACTOR shall not subcontract any of the Services without the written consent of CITY.

4. Compensation.

4.01 CONTRACTOR shall be paid at the rates set forth in the Proposal and shall not increase any rate without the prior written consent of the CITY. Notwithstanding anything in this Agreement to the contrary, total fees and charges paid by CITY to CONTRACTOR under this Agreement shall not exceed Seventy Six Thousand Eight Hundred dollars (\$ 76,800.00) for the First Term. Likewise, fees and charges for the Second Term shall not exceed Seventy Six Thousand Eight Hundred dollars (\$ 76,800.00), and fees and charges for the Third Term shall not exceed Seventy Six Thousand Eight Hundred dollars (\$ 76,800.00).

4.02 CONTRACTOR shall not be compensated for any Services rendered nor reimbursed for any expenses incurred in excess of those authorized unless approved in advance by the CITY, in writing.

4.03 CONTRACTOR shall submit to CITY, on or before the fifteenth (15<sup>th</sup>) of each month, itemized invoices for the Services rendered in the previous month. The CITY shall not be obligated to pay any invoice that is submitted more than sixty (60) days after the due date of such invoice. CITY shall have the right to review and audit all invoices prior to or after payment to CONTRACTOR. This review and audit may include, but not be limited to CITY’s:

- a. Determination that any hourly fee charged is consistent with this Agreement's approved hourly rate schedule;
- b. Determination that the multiplication of the hours billed times the approved rate schedule dollars is correct;
- c. Determination that each item charged is the usual, customary, and reasonable charge for the particular item. If CITY determines an item charged is greater than usual, customary, or reasonable, or is duplicative, ambiguous, excessive, or inappropriate, CITY shall either return the bill to CONTRACTOR with a request for explanation or adjust the payment accordingly, and give notice to CONTRACTOR of the adjustment.

4.04 If the work is satisfactorily completed, CITY shall pay such invoice within thirty (30) days of its receipt. Should CITY dispute any portion of any invoice, CITY shall pay the undisputed portion within the time stated above, and at the same time advise CONTRACTOR in writing of the disputed portion.

5. Obligations of CONTRACTOR.

5.01 CONTRACTOR agrees to perform all Services in accordance with the terms and conditions of this Agreement, the RFP and the Proposal. In the event that the terms of the Proposal shall conflict with the terms of this Agreement, or contain additional terms other than the Services to be rendered and the price for the Services, the terms of this Agreement shall govern and said additional or conflicting terms shall be of no force or effect.

5.02 Except as otherwise agreed by the parties, CONTRACTOR will supply all personnel, materials and equipment required to perform the Services. CONTRACTOR shall provide its own offices, telephones, vehicles and computers and set its own work hours. CONTRACTOR will determine the method, details, and means of performing the Services under this Agreement.

5.03 CONTRACTOR shall keep CITY informed as to the progress of the Services by means of regular and frequent consultations. Additionally, when requested by CITY, CONTRACTOR shall prepare written status reports.

5.04 CONTRACTOR is responsible for paying, when due, all income and other taxes, fees and withholding, including withholding state and federal taxes, social security, unemployment and worker's compensation, incurred as a result of the compensation paid under this Agreement. CONTRACTOR agrees to indemnify, defend and hold harmless CITY for any claims, costs, losses, fees, penalties, interest, or damages suffered by CITY resulting from CONTRACTOR's failure to comply with this provision.

5.05 In the event CONTRACTOR is required to prepare plans, drawings, specifications and/or estimates, the same shall be furnished in conformance with local, state and federal laws, rules and regulations.

5.06 CONTRACTOR represents that it possesses all required licenses necessary or applicable to the performance of Services under this Agreement and the Proposal and shall obtain and keep in full force and effect all permits and approvals required to perform the Services herein. In the event CITY is required to obtain an approval or permit from another governmental entity, CONTRACTOR shall provide all necessary supporting documents to be filed with such entity.

5.07 CONTRACTOR shall be solely responsible for obtaining Employment Eligibility Verification information from CONTRACTOR's employees, in compliance with the Immigration Reform and Control Act of 1986, Pub. L. 99-603 (8 U.S.C. 1324a), and shall ensure that CONTRACTOR's employees are eligible to work in the United States.

5.08 In the event that CONTRACTOR employs, contracts with, or otherwise utilizes any CalPers retirees in completing any of the Services performed hereunder, such instances shall be disclosed in advance to the CITY and shall be subject to the CITY's advance written approval.

5.09 Drug-free Workplace Certification. By signing this Agreement, the CONTRACTOR hereby certifies under penalty of perjury under the laws of the State of California that the CONTRACTOR will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Section 8350 et seq.) and will provide a drug-free workplace.

5.10 CONTRACTOR shall comply with all applicable local, state and federal laws, rules, regulations, entitlements and/or permits applicable to, or governing the Services authorized hereunder.

6. Insurance. CONTRACTOR hereby agrees to be solely responsible for the health and safety of its employees and agents in performing the Services under this Agreement and shall comply with all laws applicable to worker safety including but not limited to Cal-OSHA. Therefore, throughout the duration of this Agreement, CONTRACTOR hereby covenants and agrees to maintain insurance in conformance with the requirements set forth below. If existing coverage does not meet the requirements set forth herein, CONTRACTOR agrees to amend, supplement or endorse the existing coverage to do so. CONTRACTOR shall provide the following types and amounts of insurance:

6.01 Commercial general liability insurance in an amount of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate; CONTRACTOR agrees to have its insurer endorse the general liability coverage required herein to include as additional insured's CITY, its officials, employees and agents. CONTRACTOR also agrees to require all contractors and subcontractors to provide the same coverage required under this Section 6.

6.02 Business Auto Coverage in an amount no less than \$1 million per accident. If CONTRACTOR or CONTRACTOR's employees will use personal autos in performance of the Services hereunder, CONTRACTOR shall provide evidence of personal auto liability coverage for each such person.

6.03 Workers' Compensation coverage for any of CONTRACTOR's employees that will be providing any Services hereunder. CONTRACTOR will have a state-approved policy form providing statutory benefits as required by California law. The provisions of any workers' compensation will not limit the obligations of CONTRACTOR under this Agreement. CONTRACTOR expressly agrees not to use any statutory immunity defenses under such laws with respect to CITY, its employees, officials and agents.

6.04 Optional Insurance Coverage. Choose and check one: Required X /Not Required   ; Errors and omissions insurance in a minimum amount of \$2 million per occurrence to cover any negligent acts or omissions committed by CONTRACTOR, its

employees and/or agents in the performance of any Services for CITY.

7. General Conditions pertaining to Insurance Coverage

7.01 No liability insurance coverage provided shall prohibit CONTRACTOR from waiving the right of subrogation prior to a loss. CONTRACTOR waives all rights of subrogation against CITY regardless of the applicability of insurance proceeds and shall require all contractors and subcontractors to do likewise.

7.02. Prior to beginning the Services under this Agreement, CONTRACTOR shall furnish CITY with certificates of insurance, endorsements, and upon request, complete copies of all policies, including complete copies of all endorsements. All copies of policies and endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf.

7.03. All required policies shall be issued by a highly rated insurer with a minimum A.M. Best rating of "A:VIP". The insurer(s) shall be admitted and licensed to do business in California. The certificates of insurance hereunder shall state that coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits, except after thirty (30) days' prior written notice has been given to CITY.

7.04 Self-insurance does not comply with these insurance specifications. CONTRACTOR acknowledges and agrees that that all insurance coverage required to be provided by CONTRACTOR or any subcontractor, shall apply first and on a primary, non-contributing basis in relation to any other insurance, indemnity or self-insurance available to CITY.

7.05 All coverage types and limits required are subject to approval, modification and additional requirements by CITY, as the need arises. CONTRACTOR shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect CITY's protection without CITY's prior written consent.

7.06 CONTRACTOR agrees to provide immediate notice to CITY of any claim or loss against CONTRACTOR or arising out of the Services performed under this Agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.

8. Indemnification.

8.01 CONTRACTOR and CITY agree that CITY, its employees, agents and officials should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation costs, defense costs, court costs or any other costs arising out of or in any way related to the performance of this Agreement by CONTRACTOR or any subcontractor or agent of either. Accordingly, the provisions of this indemnity are intended by the parties to be interpreted and construed to provide the fullest protection possible under the law to CITY.

CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of the commitment of CONTRACTOR to indemnify and protect CITY as set forth herein.

a. To the fullest extent permitted by law, CONTRACTOR shall defend, indemnify and hold harmless CITY, its employees, agents and officials, from any liability, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses, damages or costs of any kind, whether actual, alleged or threatened, actual attorneys' fees incurred by CITY, court costs, interest, defense costs, including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in relation to, as a consequence of or arising out of or in any way attributable actually, allegedly or impliedly, in whole or in part to the performance of this Agreement. CONTRACTOR's obligation to defend, indemnify and hold harmless shall include any and all claims, suits and proceedings in which CONTRACTOR (and/or CONTRACTOR's agents and/or employees) is alleged to be an employee of CITY. All obligations under this provision are to be paid by CONTRACTOR as they are incurred by CITY.

b. Without affecting the rights of CITY under any provision of this Agreement or this Section, CONTRACTOR shall not be required to indemnify and hold harmless CITY as set forth above for liability attributable solely to the fault of CITY, provided such fault is determined by agreement between the parties or the findings of a court of competent jurisdiction.

#### 9. Additional Services, Changes and Deletions.

9.01 In the event CONTRACTOR performs additional or different services than those described herein without the prior written approval of the City Manager and/or City Council of CITY, CONTRACTOR shall not be compensated for such services. CONTRACTOR expressly waives any right to be compensated for services and materials not covered by the scope of this Agreement or authorized by the CITY in writing.

9.02 CONTRACTOR shall promptly advise the City Manager and Finance Director of CITY as soon as reasonably practicable upon gaining knowledge of a condition, event or accumulation of events which may affect the scope and/or cost of Services. All proposed changes, modifications, deletions and/or requests for additional services shall be reduced to writing for review and approval by the CITY and/or City Council.

#### 10. Termination of Agreement.

10.01 Notwithstanding any other provision of this Agreement, CITY, at its sole option, may terminate this Agreement with or without cause, or for no cause, at any time by giving twenty (20) days' written notice to CONTRACTOR.

10.02 In the event of termination, the payment of monies due CONTRACTOR for undisputed Services performed prior to the effective date of such termination shall be

paid within thirty (30) business days after receipt of an invoice as provided in this Agreement. Immediately upon termination, CONTRACTOR agrees to promptly provide and deliver to CITY all original documents, reports, studies, plans, specifications and the like which are in the possession or control of CONTRACTOR and pertain to CITY.

11. Status of CONTRACTOR.

11.01 CONTRACTOR shall perform the Services in CONTRACTOR's own way as an independent contractor, and in pursuit of CONTRACTOR's independent calling, and not as an employee of CITY. However, CONTRACTOR shall regularly confer with CITY's City Manager as provided for in this Agreement.

11.02 CONTRACTOR agrees that it is not entitled to the rights and benefits afforded to CITY's employees, including disability or unemployment insurance, workers' compensation, retirement, CalPers, medical insurance, sick leave, or any other employment benefit. CONTRACTOR is responsible for providing, at its own expense, disability, unemployment, workers' compensation and other insurance, training, permits, and licenses for itself and its employees and subcontractors.

11.03 CONTRACTOR hereby specifically represents and warrants to CITY that it possesses the qualifications and skills necessary to perform the Services under this Agreement in a competent, professional manner, without the advice or direction of CITY and that the Services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily applicable to an experienced and competent professional rendering the same or similar services in the same geographic area where the CITY is located. Further, CONTRACTOR represents and warrants that the individual signing this Agreement on behalf of CONTRACTOR has the full authority to bind CONTRACTOR to this Agreement.

12. Ownership of Documents: Audit.

12.01 All draft and final reports, plans, drawings, studies, maps, photographs, specifications, data, notes, manuals, warranties and all other documents of any kind or nature prepared, developed or obtained by CONTRACTOR in connection with the performance of Services performed for the CITY shall become the sole property of CITY, and CONTRACTOR shall promptly deliver all such materials to CITY upon request. At the CITY's sole discretion, CONTRACTOR may be permitted to retain original documents, and furnish reproductions to CITY upon request, at no cost to CITY.

12.02 Subject to applicable federal and state laws, rules and regulations, CITY shall hold all intellectual property rights to any materials developed pursuant to this Agreement. CONTRACTOR shall not such use data or documents for purposes other than the performance of this Agreement, nor shall CONTRACTOR release, reproduce, distribute, publish, adapt for future use or any other purposes, or otherwise use, any data or other materials first produced in the performance of this Agreement, nor authorize others to do so, without the prior written consent of CITY.

12.03 CONTRACTOR shall retain and maintain, for a period not less than four



years following termination of this Agreement, all time records, accounting records and vouchers and all other records with respect to all matters concerning Services performed, compensation paid and expenses reimbursed. At any time during normal business hours and as often as CITY may deem necessary, CONTRACTOR shall make available to CITY's agents for examination all of such records and shall permit CITY's agents to audit, examine and reproduce such records.

13. Miscellaneous Provisions.

13.01 This Agreement, which includes all attached exhibits, supersedes any and all previous agreements, either oral or written, between the parties hereto with respect to the rendering of Services by CONTRACTOR for CITY and contains all of the covenants and agreements between the parties with respect to the rendering of such Services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in writing signed by both parties.

13.02 CONTRACTOR shall not assign or otherwise transfer any rights or interest in this Agreement without the prior written consent of CITY. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

13.03 CONTRACTOR shall timely file FPPC Form 700 Conflict of Interest Statements with CITY if required by California law and/or the CITY's conflict of interest policy.

13.04 If any legal action or proceeding, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs, in addition to any other relief to which that party may be entitled.

13.05 This Agreement is made, entered into and shall be performed in the County of Riverside in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California.

13.06 CONTRACTOR covenants that neither it nor any officer or principal of its firm has any interest, nor shall they acquire any interest, either directly or indirectly, which will conflict in any manner or degree with the performance of their Services hereunder. CONTRACTOR further covenants that in the performance of this Agreement, no person having such interest shall be employed by it as an officer, employee, agent, or subcontractor.

13.07 CONTRACTOR has read and is aware of the provisions of Section 1090 et seq. and Section 87100 et seq. of the Government Code relating to conflicts of interest of public officers and employees. CONTRACTOR agrees that they are unaware of any financial or economic interest of any public officer or employee of the CITY relating to this Agreement. It is further understood and agreed that if such a financial interest does

exist at the inception of this Agreement, the CITY may immediately terminate this Agreement by giving notice thereof. CONTRACTOR shall comply with the requirements of Government Code section 87100 et seq. and section 1090 in the performance of and during the term of this Agreement.

13.08 Improper Consideration. CONTRACTOR shall not offer (either directly or through an intermediary) any improper consideration such as, but not limited to, cash, discounts, services, the provision of travel or entertainment, or any items of value to any officer, employee or agent of the CITY in an attempt to secure favorable treatment regarding this Agreement or any contract awarded by CITY. The CITY, by notice, may immediately terminate this Agreement if it determines that any improper consideration as described in the preceding sentence was offered to any officer, employee or agent of the CITY with respect to the proposal and award process of this Agreement or any CITY contract. This prohibition shall apply to any amendment, extension or evaluation process once this Agreement or any CITY contract has been awarded. CONTRACTOR shall immediately report any attempt by any CITY officer, employee or agent to solicit (either directly or through an intermediary) improper consideration from CONTRACTOR.

13.09 Authority. The party signing this agreement on behalf of CONTRACTOR represents and warrants that she has been duly authorized by Contractor to execute this Agreement and has the power and authority to execute this Agreement.

IN WITNESS WHEREOF, the parties hereby have made and executed this Agreement to be effective as of the day and year first above-written.

**CITY:**

**CONTRACTOR:**

CITY OF BEAUMONT

CLINICAL LAB of SAN BERNARDINO, INC., a California corporation

By: \_\_\_\_\_

  
Julio Martinez, Mayor

By: Melinda Furnas  
Melinda Furnas, CEO



## Staff Report

**TO:** City Council  
**FROM:** Jennifer Ustation, Finance Director  
**DATE:** December 7, 2021  
**SUBJECT:** **Contract for Full Cost Allocation Plan and Comprehensive User Fee Study Services**

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### Background and Analysis:

The City of Beaumont conducted an independent audit for FY2020. Contained in the audit's report was a finding in regard to the need of an updated formal cost allocation plan used to charge costs of federally funded projects. The most recent plan update was conducted in April 2016.

The audit recommendation is to perform a full cost allocation study of administrative costs to ensure the detailed methodology for the allocation of administrative costs is reasonable and appropriate, based on the current circumstance, and that the methodology is clearly defined and documented. A plan should be prepared in accordance with the uniform guidance in the event the City wishes to allocate and claim the indirect costs against federal (and state) grant programs.

In an effort to maintain periodic fee studies, the City also conducted a study to update its comprehensive user fee schedule, which was also last updated in April 2016. This simultaneous fee study will provide a basis to the City to ensure there is adequate cost recovery within its fees.

A committee was created for the evaluation of the proposals and each department affected by the services was represented. The City issued a request for proposals (RFP) on September 28, 2021, for a full cost allocation plan and comprehensive user fee study services. The following four firms responded and met the qualifications of the RFP.

- Wildan Financial Services                      \$33,930,
- Revenue and Costs Specialists              \$34,980,
- Matric Consulting Group                      \$45,000, and

- MGT Consulting \$49,860.

The selection committee reviewed the proposals based on the weighted criteria contained within the RFP. Wildan Financial Services and Revenue Costs Specialists (RCS) were invited for oral presentations and interviews and the committee unanimously agreed that RCS would provide the best services related to the City's needs based on their proposal and presentation.

All RCS principals have had prior city experience, serving as analysts, managers or directors. RCS is knowledgeable in fund accounting, department structures and municipal services. RCS principals perform all studies in a professional and expedient manner and do not rely on junior staff to perform vital tasks with their clients.

The proposal also includes Windows-based costing software that was developed by RCS which will allow the City to continuously update the cost allocation and user fee studies, as well as input hypothetical services to calculate the estimated costs of providing new services. Once the project is completed, RCS will ensure that the system and data files are properly installed with no licensing limitations. RCS will provide training and lifetime support and offers annual fee updates as a service.

A contract has been negotiated with RCS for services as outlined in the Professional Services Agreement (Attachment A).

**Fiscal Impact:**

The fiscal impact of this contract is \$34,980 and is within budget for account 100-1225-7068-0000. City staff estimates the cost to prepare this report was \$340.

**Recommended Action:**

Approve a professional services agreement with Revenue and Costs Specialists for full cost allocation plan and comprehensive user fee study services.

**Attachments:**

- A. Contract Services Agreement

**AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR**

THIS AGREEMENT FOR PROFESSIONAL SERVICES BY INDEPENDENT CONTRACTOR is made and effective as of the 7th day of December, 2021, by and between the CITY OF BEAUMONT (“CITY”) whose address is 550 E. 6<sup>th</sup> Street, Beaumont, California 92223 and Revenue And Cost Specialists, LLC, a California Limited Liability Company whose address is 1519 E Chapman Ave, Ste C Fullerton, CA 92831 (“CONTRACTOR”).

**RECITALS**

This Agreement is entered into on the basis of the following facts, understandings and intentions of the parties to this Agreement:

A. CITY issued a Request for Proposals on September 28, 2021, the terms of which are incorporated herein by this reference. CITY desires to engage CONTRACTOR to provide Full Cost Allocation Plan and Comprehensive User Fee Study in accordance with the Request for Proposal; and

B. CONTRACTOR has made a proposal (“Proposal”) to the CITY to provide such professional services, which Proposal is attached hereto as Exhibit “A”, which is incorporated herein by this reference; and

C. CONTRACTOR agrees to provide such services pursuant to, and in accordance with, the terms and conditions of this Agreement, and represents and warrants to CITY that CONTRACTOR possesses the necessary skills, licenses, certifications, qualifications, personnel and equipment to provide such services.

**AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing Recitals, which are incorporated herein and made a part of this Agreement, and mutual covenants contained herein, CITY and CONTRACTOR agree as follows:

1. Term of Agreement. This Agreement is effective as of the date first above written and shall continue until terminated as provided for herein. Notwithstanding anything in this Agreement to the contrary, this Agreement shall automatically terminate after one (1) year unless extended by the parties with the approval of the City Council of the CITY.

2. Services to be Performed. CONTRACTOR agrees to provide the services (“Services”) as follows: as detailed per Exhibit “A” and any other services which the City may request in writing. All Services shall be performed in the manner and according to the timeframe set forth in the Proposal. CONTRACTOR designates Eric Johnson and Chu Thai as CONTRACTOR’S professional responsible for overseeing the Services provided by CONTRACTOR.

3. Associates and Subcontractors. CONTRACTOR may, at CONTRACTOR’S sole cost and expense, employ such competent and qualified independent associates, subcontractors

and consultants as CONTRACTOR deems necessary to perform the Services; provided, however, that CONTRACTOR shall not subcontract any of the Services without the written consent of CITY.

4. Compensation.

4.01 CONTRACTOR shall be paid at the rates set forth in the Proposal and shall not increase any rate without the prior written consent of the CITY. Notwithstanding anything in this Agreement to the contrary, total fees and charges paid by CITY to CONTRACTOR under this Agreement shall not exceed \$34,980.

4.02 CONTRACTOR shall not be compensated for any Services rendered nor reimbursed for any expenses incurred in excess of those authorized unless approved in advance by the CITY, in writing.

4.03 CONTRACTOR shall submit to CITY, on or before the fifteenth (15<sup>th</sup>) of each month, itemized invoices for the Services rendered in the previous month. The CITY shall not be obligated to pay any invoice that is submitted more than sixty (60) days after the due date of such invoice. CITY shall have the right to review and audit all invoices prior to or after payment to CONTRACTOR. This review and audit may include, but not be limited to CITY's:

- a. Determination that any hourly fee charged is consistent with this Agreement's approved hourly rate schedule;
- b. Determination that the multiplication of the hours billed times the approved rate schedule dollars is correct;
- c. Determination that each item charged is the usual, customary, and reasonable charge for the particular item. If CITY determines an item charged is greater than usual, customary, or reasonable, or is duplicative, ambiguous, excessive, or inappropriate, CITY shall either return the bill to CONTRACTOR with a request for explanation or adjust the payment accordingly, and give notice to CONTRACTOR of the adjustment.

4.04 If the work is satisfactorily completed, CITY shall pay such invoice within thirty (30) days of its receipt. Should CITY dispute any portion of any invoice, CITY shall pay the undisputed portion within the time stated above, and at the same time advise CONTRACTOR in writing of the disputed portion.

5. Obligations of CONTRACTOR.

5.01 CONTRACTOR agrees to perform all Services in accordance with the terms and conditions of this Agreement, the Request for Proposal and the Proposal. In the event that the terms of the Proposal shall conflict with the terms of this Agreement or the Request for Proposal, or contain additional terms other than the price for the Services, the terms of this Agreement and the Request for Proposal shall govern and said additional or conflicting terms in the Proposal shall be of no force or effect.

5.02 Except as otherwise agreed by the parties, CONTRACTOR will supply all personnel, materials and equipment required to perform the Services. CONTRACTOR shall provide its own offices, telephones, vehicles and computers and set its own work hours. CONTRACTOR will determine the method, details, and means of performing the Services under this Agreement.

5.03 CONTRACTOR shall keep CITY informed as to the progress of the Services by means of regular and frequent consultations. Additionally, when requested by CITY, CONTRACTOR shall prepare written status reports.

5.04 CONTRACTOR is responsible for paying, when due, all income and other taxes, fees and withholding, including withholding state and federal taxes, social security, unemployment and worker's compensation, incurred as a result of the compensation paid under this Agreement. CONTRACTOR agrees to indemnify, defend and hold harmless CITY for any claims, costs, losses, fees, penalties, interest, or damages suffered by CITY resulting from CONTRACTOR's failure to comply with this provision.

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5.06 CONTRACTOR represents that it possesses all required licenses necessary or applicable to the performance of Services under this Agreement and the Proposal and shall obtain and keep in full force and effect all permits and approvals required to perform the Services herein. In the event CITY is required to obtain an approval or permit from another governmental entity, CONTRACTOR shall provide all necessary supporting documents to be filed with such entity.

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5.08 In the event that CONTRACTOR employs, contracts with, or otherwise utilizes any CalPers retirees in completing any of the Services performed hereunder, such instances shall be disclosed in advance to the CITY and shall be subject to the CITY's advance written approval.

5.09 Drug-free Workplace Certification. By signing this Agreement, the CONTRACTOR hereby certifies under penalty of perjury under the laws of the State of California that the CONTRACTOR will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Section 8350 et seq.) and will provide a drug-free workplace.

5.10 CONTRACTOR shall comply with all applicable local, state and federal

laws, rules, regulations, entitlements and/or permits applicable to, or governing the Services authorized hereunder.

6. Insurance. CONTRACTOR hereby agrees to be solely responsible for the health and safety of its employees and agents in performing the Services under this Agreement and shall comply with all laws applicable to worker safety including but not limited to Cal-OSHA. Therefore, throughout the duration of this Agreement, CONTRACTOR hereby covenants and agrees to maintain insurance in conformance with the requirements set forth below. Attached hereto as **Exhibit "B"** are copies of Certificates of Insurance and endorsements as required by Section 7.02. If existing coverage does not meet the requirements set forth herein, CONTRACTOR agrees to amend, supplement or endorse the existing coverage to do so. CONTRACTOR shall provide the following types and amounts of insurance:

6.01 Commercial general liability insurance in an amount of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate; CONTRACTOR agrees to have its insurer endorse the general liability coverage required herein to include as additional insured's CITY, its officials, employees and agents. CONTRACTOR also agrees to require all contractors and subcontractors to provide the same coverage required under this Section 6.

6.02 Business Auto Coverage in an amount no less than \$1 million per accident. If CONTRACTOR or CONTRACTOR's employees will use personal autos in performance of the Services hereunder, CONTRACTOR shall provide evidence of personal auto liability coverage for each such person.

6.03 Workers' Compensation coverage for any of CONTRACTOR's employees that will be providing any Services hereunder. CONTRACTOR will have a state-approved policy form providing statutory benefits as required by California law. The provisions of any workers' compensation will not limit the obligations of CONTRACTOR under this Agreement. CONTRACTOR expressly agrees not to use any statutory immunity defenses under such laws with respect to CITY, its employees, officials and agents.

6.04 Optional Insurance Coverage. Choose and check one: Required  X  /Not Required  \_\_\_ ; Errors and omissions insurance in a minimum amount of \$2 million per occurrence to cover any negligent acts or omissions committed by CONTRACTOR, its employees and/or agents in the performance of any Services for CITY.

7. General Conditions pertaining to Insurance Coverage

7.01 No liability insurance coverage provided shall prohibit CONTRACTOR from waiving the right of subrogation prior to a loss. CONTRACTOR waives all rights of subrogation against CITY regardless of the applicability of insurance proceeds and shall require all contractors and subcontractors to do likewise.

7.02. Prior to beginning the Services under this Agreement, CONTRACTOR shall furnish CITY with certificates of insurance, endorsements, and upon request, complete copies of all policies, including complete copies of all endorsements. All copies of policies



and endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf.

7.03. All required policies shall be issued by a highly rated insurer with a minimum A.M. Best rating of “A:VII”). The insurer(s) shall be admitted and licensed to do business in California. The certificates of insurance hereunder shall state that coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits, except after thirty (30) days' prior written notice has been given to CITY.

7.04 Self-insurance does not comply with these insurance specifications. CONTRACTOR acknowledges and agrees that that all insurance coverage required to be provided by CONTRACTOR or any subcontractor, shall apply first and on a primary, non-contributing basis in relation to any other insurance, indemnity or self-insurance available to CITY.

7.05 All coverage types and limits required are subject to approval, modification and additional requirements by CITY, as the need arises. CONTRACTOR shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect CITY’s protection without CITY’s prior written consent.

7.06 CONTRACTOR agrees to provide immediate notice to CITY of any claim or loss against CONTRACTOR or arising out of the Services performed under this Agreement. CITY assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve CITY.

## 8. Indemnification.

8.01 CONTRACTOR and CITY agree that CITY, its employees, agents and officials should, to the extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, cost, expense, attorneys’ fees, litigation costs, defense costs, court costs or any other costs arising out of or in any way related to the performance of this Agreement by CONTRACTOR or any subcontractor or agent of either as set forth herein. Accordingly, the provisions of this indemnity are intended by the parties to be interpreted and construed to provide the fullest protection possible under the law to CITY. CONTRACTOR acknowledges that CITY would not enter into this Agreement in the absence of the commitment of CONTRACTOR to indemnify and protect CITY as set forth herein.

a. To the fullest extent permitted by law, CONTRACTOR shall defend, indemnify and hold harmless CITY, its employees, agents and officials, from any liability, claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses, damages or costs of any kind, and actual attorneys’ fees incurred by CITY, court costs, interest, defense costs, including expert witness fees and any other costs or expenses of any kind whatsoever without restriction or limitation incurred in relation to, as a consequence of or arising out of an error, a negligent act, or omission of the Consultant,

or the willful misconduct of the Consultant in performing the services described in, or normally associated with, this type of contracted work. CONTRACTOR's obligation to defend, indemnify and hold harmless shall include any and all claims, suits and proceedings in which CONTRACTOR (and/or CONTRACTOR's agents and/or employees) is alleged to be an employee of CITY.

b. Without affecting the rights of CITY under any provision of this Agreement or this Section, CONTRACTOR shall not be required to indemnify and hold harmless CITY as set forth above for liability attributable solely to the fault of CITY, provided such fault is determined by agreement between the parties or the findings of a court of competent jurisdiction.

9. Additional Services, Changes and Deletions.

9.01 In the event CONTRACTOR performs additional or different services than those described herein without the prior written approval of the City Manager and/or City Council of CITY, CONTRACTOR shall not be compensated for such services. CONTRACTOR expressly waives any right to be compensated for services and materials not covered by the scope of this Agreement or authorized by the CITY in writing.

9.02 CONTRACTOR shall promptly advise the City Manager and Finance Director of CITY as soon as reasonably practicable upon gaining knowledge of a condition, event or accumulation of events which may affect the scope and/or cost of Services. All proposed changes, modifications, deletions and/or requests for additional services shall be reduced to writing for review and approval by the CITY and/or City Council.

10. Termination of Agreement.

10.01 Notwithstanding any other provision of this Agreement, CITY, at its sole option, may terminate this Agreement with or without cause, or for no cause, at any time by giving twenty (20) days' written notice to CONTRACTOR.

10.02 In the event of termination, the payment of monies due CONTRACTOR for undisputed Services performed prior to the effective date of such termination shall be paid within thirty (30) business days after receipt of an invoice as provided in this Agreement. Immediately upon termination, CONTRACTOR agrees to promptly provide and deliver to CITY all original documents, reports, studies, plans, specifications and the like which are in the possession or control of CONTRACTOR and pertain to CITY.

11. Status of CONTRACTOR.

11.01 CONTRACTOR shall perform the Services in CONTRACTOR's own way as an independent contractor, and in pursuit of CONTRACTOR's independent calling, and not as an employee of CITY. However, CONTRACTOR shall regularly confer with CITY's City Manager as provided for in this Agreement.

11.02 CONTRACTOR agrees that it is not entitled to the rights and benefits afforded to CITY's employees, including disability or unemployment insurance, workers'

compensation, retirement, CalPers, medical insurance, sick leave, or any other employment benefit. CONTRACTOR is responsible for providing, at its own expense, disability, unemployment, workers' compensation and other insurance, training, permits, and licenses for itself and its employees and subcontractors.

11.03 CONTRACTOR hereby specifically represents and warrants to CITY that it possesses the qualifications and skills necessary to perform the Services under this Agreement in a competent, professional manner, without the advice or direction of CITY and that the Services to be rendered pursuant to this Agreement shall be performed in accordance with the standards customarily applicable to an experienced and competent professional rendering the same or similar services in the same geographic area where the CITY is located. Further, CONTRACTOR represents and warrants that the individual signing this Agreement on behalf of CONTRACTOR has the full authority to bind CONTRACTOR to this Agreement.

12. Ownership of Documents; Audit.

12.01 All draft and final reports, plans, drawings, studies, maps, photographs, specifications, data, notes, manuals, warranties and all other documents of any kind or nature prepared, developed or obtained by CONTRACTOR in connection with the performance of Services performed for the CITY shall become the sole property of CITY, and CONTRACTOR shall promptly deliver all such materials to CITY upon request. At the CITY's sole discretion, CONTRACTOR may be permitted to retain original documents, and furnish reproductions to CITY upon request, at no cost to CITY.

12.02 Subject to applicable federal and state laws, rules and regulations, CITY shall hold all intellectual property rights to any materials developed pursuant to this Agreement. CONTRACTOR shall not such use data or documents for purposes other than the performance of this Agreement, nor shall CONTRACTOR release, reproduce, distribute, publish, adapt for future use or any other purposes, or otherwise use, any data or other materials first produced in the performance of this Agreement, nor authorize others to do so, without the prior written consent of CITY.

12.03 CONTRACTOR shall retain and maintain, for a period not less than four years following termination of this Agreement, all time records, accounting records and vouchers and all other records with respect to all matters concerning Services performed, compensation paid and expenses reimbursed. At any time during normal business hours and as often as CITY may deem necessary, CONTRACTOR shall make available to CITY's agents for examination all of such records and shall permit CITY's agents to audit, examine and reproduce such records.

13. Miscellaneous Provisions.

13.01 This Agreement supersedes any and all previous agreements, either oral or written, between the parties hereto with respect to the rendering of Services by CONTRACTOR for CITY and contains all of the covenants and agreements between the parties with respect to the rendering of such Services in any manner whatsoever. Any modification of this Agreement will be effective only if it is in writing signed by both

parties.

13.02 CONTRACTOR shall not assign or otherwise transfer any rights or interest in this Agreement without the prior written consent of CITY. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

13.03 CONTRACTOR shall timely file FPPC Form 700 Conflict of Interest Statements with CITY if required by California law and/or the CITY's conflict of interest policy.

13.04 If any legal action or proceeding, including an action for declaratory relief, is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs, in addition to any other relief to which that party may be entitled.

13.05 This Agreement is made, entered into and shall be performed in the County of Riverside in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California. In the event of litigation, the Parties agree that venue for such litigation shall be in Riverside County, California.

13.06 CONTRACTOR covenants that neither it nor any officer or principal of its firm has any interest, nor shall they acquire any interest, either directly or indirectly, which will conflict in any manner or degree with the performance of their Services hereunder. CONTRACTOR further covenants that in the performance of this Agreement, no person having such interest shall be employed by it as an officer, employee, agent, or subcontractor.

13.07 CONTRACTOR has read and is aware of the provisions of Section 1090 et seq. and Section 87100 et seq. of the Government Code relating to conflicts of interest of public officers and employees. CONTRACTOR agrees that they are unaware of any financial or economic interest of any public officer or employee of the CITY relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement, the CITY may immediately terminate this Agreement by giving notice thereof. CONTRACTOR shall comply with the requirements of Government Code section 87100 et seq. and section 1090 in the performance of and during the term of this Agreement.

13.08 Improper Consideration. CONTRACTOR shall not offer (either directly or through an intermediary) any improper consideration such as, but not limited to, cash, discounts, services, the provision of travel or entertainment, or any items of value to any officer, employee or agent of the CITY in an attempt to secure favorable treatment regarding this Agreement or any contract awarded by CITY. The CITY, by notice, may immediately terminate this Agreement if it determines that any improper consideration as described in the preceding sentence was offered to any officer, employee or agent of the CITY with respect to the proposal and award process of this Agreement or any CITY contract. This prohibition shall apply to any amendment, extension or evaluation process once this Agreement or any CITY contract has been awarded. CONTRACTOR shall

immediately report any attempt by any CITY officer, employee or agent to solicit (either directly or through an intermediary) improper consideration from CONTRACTOR.

13.09 Severability. If any portion of this Agreement is declared invalid, illegal or otherwise unenforceable by a court of competent jurisdiction, the entire balance of this Agreement not so affected shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereby have made and executed this Agreement to be effective as of the day and year first above-written.

**CITY:**

**CONTRACTOR:**

CITY OF BEAUMONT

\_\_\_\_\_

By: \_\_\_\_\_  
Mike Lara, Mayor

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**EXHIBIT "A"**  
**PROPOSAL**



Proposal for the City of Beaumont  
**FULL COST ALLOCATION PLAN and  
COMPREHENSIVE USER FEE STUDY**



1519 E Chapman Ave  
Suite C  
Fullerton, CA 92831  
(714) 992-9020  
[www.revenuecost.com](http://www.revenuecost.com)

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October 29, 2021

City of Beaumont  
Jennifer Ustation, Director of Finance  
550 E 6th Street  
Beaumont, Ca 92223

**Transmittal Letter – Full Cost Allocation Plan and Comprehensive User Fee Study**

Revenue & Cost Specialists, LLC (RCS) appreciates the opportunity to respond with this proposal to develop a Full Cost Allocation Plan and Comprehensive User Fee Study. We have been providing fee studies and other costing services since 1980, making us the first and foremost expert in costing services for California. RCS' skill set will generate maximum accountability for the City of Beaumont. We have a history of delivering quality reports with defensible data that can be acted on and adopted.

Our processes are straightforward, and the information provided by RCS will allow staff, City Council and other stakeholders to make rational, informed policy decisions. We strive to ensure that you will be able to confidently stand behind the information and recommendations in the Report. As former city staff ourselves, we understand how Beaumont operates, what you want, and that your time is precious.

With 41 years in business, RCS plans to provide timely support to Beaumont for years to come. The terms of this proposal will be honored for 90 calendar days from the date of submittal. Please contact Eric at (714) 992-9027 or [eric@revenuecost.com](mailto:eric@revenuecost.com) with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Eric S. Johnson', written over a white rectangular area.

ERIC S. JOHNSON  
President

A handwritten signature in black ink, appearing to read 'Chu Thai', written over a white rectangular area.

CHU THAI  
Vice President

## **RCS Contacts**

Revenue & Cost Specialists  
1519 E Chapman Ave, Ste C  
Fullerton, CA 92831  
[www.revenuecost.com](http://www.revenuecost.com)



**Eric Johnson**  
President  
714-992-9027  
[Eric@revenuecost.com](mailto:Eric@revenuecost.com)



**Chu Thai**  
Vice President  
714-992-9024  
[Chu@revenuecost.com](mailto:Chu@revenuecost.com)

## RCS EXPERIENCE AND QUALIFICATIONS

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Answering the following RFP questions:

- a. *Company and General Information*
- b. *Qualifications and Experience of the Firm*
- c. *Qualifications and Experience of Proposed Project Team*

### ABOUT RCS

RCS (Taxpayer ID No. 330787781) was founded in 1980 by two former City Managers and a Finance Director who, after the passage of Propositions 13 and 4, discovered that user fees were a legal option to recover lost municipal revenues. Forty-one years later, Revenue & Cost Specialists continues its focus on cost allocation and user fee calculation services.

After the passage of AB 1600 in 1988, our company added impact fee calculation services to help municipalities finance public facility expansion. In those early years, RCS principals published articles and presented at conferences on how user fees and impact fees worked.



By the mid-1990s, RCS was a company with 25 employees, yet we were not happy with the business model. We strategically downsized, and the remaining four principals focused on service delivery, no longer worrying about revenue growth or competing market shares. Now, RCS principals commit resources to client satisfaction and long-term relationships. To this day, RCS continues to thrive through repeat business, referrals and references. As a small business, RCS takes only a handful of new clients each year, allowing us to spend substantial time with them.

In 2000, RCS created Government Software Systems to develop robust costing software that serves fee calculation needs better than spreadsheets. Our company has provided additional services to municipalities that include long-range financial planning, accounting procedures and utility rate studies.

In 2021, RCS celebrates its 41st year in business and is looking forward to another 41 years of partnering with municipalities.

### COMPANY QUALIFICATIONS AND EXPERIENCE

RCS' four principals make up the Limited Liability Company, which has been financially stable since the company started. Combined, RCS principals have over 100 years of experience in cost allocation plans and fee studies and served over 250 municipalities. We

have provided these services to a wide array of public agencies, from the smallest special district to larger and more complex cities and counties. Though based in Orange County, we engage in projects throughout the State of California.

RCS principals specialize in:

- User Fee Studies
- Cost Allocation Plans
- Development Impact Fee Studies
- Special studies and reports supporting municipal financing management

These specializations allow RCS to focus on every aspect of municipal fees and be the best of what we do. We are confident in our project time estimates and do not respond to RFPs when the project workload would exceed our capacity. We have suggested new fees that are not common practice throughout the state and have challenged and removed municipal fees that were not defensible. We have assisted municipalities in streamlining their fee-based processes.

All RCS principals have prior city experience, serving as analysts, managers or directors. We are all knowledgeable in fund accounting, department structures and municipal services. We stay current on pending financial and legal issues that challenge municipalities. All principals are comfortable speaking with city staff at all levels, drafting reports and resolutions, and presenting to the public, stakeholders and City Council members.

RCS principals perform all studies in a professional and expedient manner and do not rely on junior staff to perform these vital tasks with our clients. We also don't rely on status memos because we will be at City Hall quite often to tell you in person how the project is going.

Eric Johnson, President, has streamlined and perfected the process of CAP and User Fee Study engagements. With over 30 years and hundreds of studies completed, Eric has created a superior process that demands little of city staff time while obtaining maximum results. Eric quickly understands complex city services and how to calculate fees for them. He relates well with elected officials because he responds with candor and brevity. If you speak to any of Eric's prior or current clients, they will tell you how easy the process was.

Chu Thai, Vice President, joined RCS after 22 years of municipal experience. As a budget manager and finance director, Chu has successfully coordinated user fee increases, impact fee increases, utility rate increases and tax ballot measures. His experience helps clients avoid the unseen perils that jeopardize municipal projects. After project completion, Chu leaves behind well-documented reports and spreadsheets for City staff. The focus of his career has been to improve cities' financial stability and implement operational effectiveness and efficiencies in local government.



Scott Thorpe, Senior Vice President, joined RCS in 1985. Before that, he spent 13 years at the cities of Chula Vista, Covina, Anaheim and Brea, serving in various roles within the city manager's offices. Scott performed user fee studies for several years, transitioning to development impact fees when AB 1600 went into effect. He has written articles laying out the fundamentals of impact fees, and his work has generated tens of millions in fee revenues for cities.

Rick Kermer, Partner, was one of the founders of RCS. Rick used his CPA and audit experience to build cost allocation and user fee spreadsheets and software that passes rigorous analysis and reporting accounting standards. Rick's work is the foundation of all the fee study work offered today. He is now semi-retired, taking only a handful of projects each year.

## **BEAUMONT PROJECT TEAM**

While all RCS principals have worked independently on projects, Eric Johnson and Chu Thai would both be primarily involved with the Comprehensive Fee Study and Full Cost Allocation Plan. Prior to the project kick-off, we will designate one principal as the Project Manager and primary contact. The other principal will work behind the scenes, compiling and analyzing the data.

RCS assigns two principals for several reasons. Often, both principals will attend the public hearing because two are better than one at convincing the policy makers. Two principals allow us to discuss high-level issues for each project. Most important to RCS, we want our principals to build long-term relationships with all our clients.

RCS may assign additional specialists to the project to help maintain the proposed schedule and ensure the quality of the product. For the sake of continuity, only RCS principals will interact with City staff, as our specialization and expertise will allow staff to focus on other City functions. We thoroughly understand and will be involved in every phase of the fee study, advising City staff when necessary.

RCS resumes for the project team are included in this proposal on the following pages.

## Eric S. Johnson President

### EDUCATION

Bachelor of Arts in Political  
Science - University of  
Redlands

### AFFILIATIONS

California Society of  
Municipal Finance Officers

Government Finance Officers  
Association

Mr. Johnson serves as President of Revenue & Cost Specialists with over 30 years of professional knowledge in cost recovery model and user fee studies. He focuses on providing a positive experience for RCS clients, which minimizes staff interruptions yet still produces a comprehensive, defensible study that is adopted by the governing board.

### Municipal Experience

City of Redlands – Redevelopment Intern (1987-1989)

### Relevant Project Experience

**City of Long Beach – Comprehensive Fee Study:** Mr. Johnson is performing a three-year comprehensive update of Long Beach’s fees starting in 2019. The first phase of the project was approved by the City Council in 2021.

**City of Santa Clarita – Cost recovery model and Comprehensive Fee Study:** Mr. Johnson developed a Cost Allocation Plan and Comprehensive Fee Study for the City most recently in 2017 and also annually updates the Cost Allocation Plan. RCS has been providing these services for the City since 1995.

**City of Lancaster – Cost recovery model and Comprehensive Fee Study:** Mr. Johnson developed a Cost Allocation Plan and Comprehensive Fee Study for the City most recently in 2019 and also annually updates the Cost Allocation Plan. RCS has been providing these services for the City since 2006.

**City of El Segundo – Cost recovery model and Comprehensive Fee Study:** Mr. Johnson developed a Cost Allocation Plan and Comprehensive Fee Study for the City most recently in 2018 and also annually updates the Cost Allocation Plan. RCS has been providing these services for the City since 2008.

## Chu Thai Vice-President

**EDUCATION**

Claremont Graduate University – Completed coursework towards Masters in Public Policy

Cal State Northridge – MA Public Administration

Cal Poly, Pomona – BS in Urban and Regional Planning

**AFFILIATIONS**

California Society of Municipal Finance Officers (CSMFO – Board Member)

Government Finance Officers Association (GFOA)

International City/County Management Association (ICMA) (Cal-ICMA)

Municipal Information Systems Association of California (MISAC)

Mr. Thai provides multiple aspects to the implementation of user fees, impact fees and utility rates. His experience as a municipal finance officer helps clients reach their goal of fee adoption. Chu keeps current of all legal policies which impact the noticing, calculation and reporting of fees.

**Municipal Experience**

**Impact Fees:** Cities of Morgan Hill and Monterey Park

**Utility Rates:** Cities of Morgan Hill, Beverly Hills, South Pasadena and Monterey Park

**User Fees:** Cities of Claremont, Morgan Hill, Beverly Hills, South Pasadena and Monterey Park

**Director of Management Services, City of Monterey Park, CA**

- Managed department of 15 to provide financial planning and reporting, revenue collections, treasury, information technology, telecommunication and support services
- Improved city's revenues through updated user fees, utility rates, and impact fees
- Conducted long-term financial forecasting and analysis
- Streamlined and enforced purchasing process

**Administrative Services Director, City of Eastvale, CA**

- Managed department providing general accounting, accounts payable, purchasing, payroll, business tax, treasury, IT and communication services
- Updated the City's Investment Policy and strategy
- Developed long-term revenue strategy
- Performed communications audit and reduced expenses by 75%

**Finance Director, City of South Pasadena, CA**

- Outsourced utility billing and customer service
- Completed \$43.4 Million Water Bond Issuance and \$12 Million Refunding
- Coordinated the passage of Utility Users Tax Ballot Measure
- Negotiated lease agreements for city property and cell towers

## **Chu Thai**

Vice-President

### **Municipal Experience (continued)**

#### **Budget and Management Officer, City of Beverly Hills, CA**

- Managed \$400 million citywide budget for 750 full-time employees
- Developed comprehensive capital improvement program
- Developed quarterly performance report presented to the City Council
- Implemented performance-based budget, including goals and objectives
- Updated the city's user fees and utility rates

#### **Budget Manager, City of Morgan Hill, CA**

- Managed utility billing, purchasing, business license and accounts receivable functions
- Coordinated IT overhaul, including finance, utility billing and recreation software conversions, standardization, training, disaster recovery and outsourcing.
- Developed pro-formas for proposed aquatics and community centers
- Updated the city's impact fees, user fees and utility rates

#### **Senior Management Analyst, City of Tustin, CA**

- Coordinated the City's \$80 million operating and CIP budget with all departments
- Managed finance software upgrade, focusing on departmental reports
- Deployed online payment system for utility customers

#### **Management Analyst, City of Claremont, CA**

- Assisted in the development of effective parks and recreation programs
- Assisted in the construction and programming of the Claremont Youth Activity Center, Claremont Skate Park and Hughes Community Center
- Coordinated budget and evaluated cost recovery for the department



## SCOPE OF SERVICES

The City of Beaumont wants to identify the full costs of all operational services that are either currently charged a fee or could be charged a fee. As part of our study RCS will first produce a Cost Allocation Plan (CAP), which is necessary in calculating the fully burdened hourly rates for employees, is an effective way to distribute the overhead costs to funds, departments, and the end-user services, and will make the full costs of services study more defensible.

Based on the full cost information, RCS will review with staff a proposed fee structure that will recover these costs in the most equitable and efficient way possible. This may involve flat fees, deposits, valuation-based fees, step-increase fees, or a combination of these. But the eventual fee recommendations included in the final report and master fee resolution will be defensible, easy to understand, and be supported by City staff.



RCS will construct user fees that represent how operations are conducted in the City. We will review with staff suggested fee structures that recover costs in the most equitable and efficient way possible. This may involve flat fees, deposits, valuation-based fees, step-increase fees or a combination of these. The eventual fee recommendations included in the final report and master fee resolution will be defensible, easy to understand and supported by City staff.

The most important part of our work is performed through a **series of focused meetings with staff**. Face-to-face meetings commit staff to the timeline and ensure that our study draws from the most knowledgeable person on the subject matter. A series of meetings also gives City staff time to digest and reflect on the information generated. RCS uses only company principals with more than 20-plus years of experience to conduct these meetings, which makes the process quicker and the results more accurate. Our process provides the City with well-documented and defensible service costs that will be used to develop fees that comply with Propositions 4, 218 and 26.

We also **identify 100% of the staff time on 100% of the services they provide**. This gives City staff a complete perspective on their time allocations instead of merely looking at time allocations for individual services in a vacuum. These methods will ensure that City staff feels confident about the data and, therefore, confident in supporting the results in public hearings.

The other key result of identifying 100% of City services is that we are identifying not only the cost of fee services, but of community-supported services, such as police, street and park maintenance services. This allows us to have a real discussion with real numbers with the

City Council about tax subsidy policy. Since we are identifying the full costs of fee services, we are also identifying the current subsidy of general tax dollars for these services. Therefore, we can show the City Council how much fee services are subsidized at the expense of community-supported services. Does the City want to continue to use precious tax dollars to support, for instance, a bathroom remodel and permitting inspection that only benefits a particular property owner or use those tax dollars on things that can only be supported by tax dollars, like police patrol and park maintenance? They will now have that information to be able to make that conscious choice.

Changing the discussion from fee increases to tax subsidy policy along with RCS' experience in successfully presenting the results of similar studies to City Councils ensures that the City will be able to meet its policy objectives.

RCS will provide the City of Beaumont with the requested printed and electronic copies of the final versions of the *Cost of Services Study* and *Cost Allocation Plan*, including related schedules and cost documentation in a format that can be edited and updated by City staff to accommodate desired changes.

RCS' process will do more than update the City's current fees. We take a deep dive into each and every fee, discussing its purpose, structure, legal defensibility, payment collection effectiveness, and value to the community. Based on our 41 years of experience, we are comfortable recommending the restructuring, addition and removal of fees to make it better for the City.

**RCS' Comprehensive Fee Study Will Provide the Following**



In addition to user fees, this Study will allow Beaumont to update your rents/permit to use fees and fines/bails.

## PROJECT TASKS

**RCS' Proposal will perform all project tasks listed in the City of Beaumont's Request for Proposal.** The task descriptions below further explain the steps and timeline of RCS' fee study. The project tasks in the City's RFP shall prevail should there be conflicting language with RCS' proposal.

### Project Kick-Off

#### **Task 1: Prepare City Data**

RCS will review and prepare necessary files for the project. This includes obtaining and reviewing prior user fee reports and fee schedules, line-item budget details, salary schedules, MOUs and fringe benefit details.

#### **Task 2: Kick-off Meeting**

RCS will conduct a Citywide meeting, explaining the operational methodology of the study and the role of staff. We will review any possible issues that may arise as well as answer any questions from staff about the process. This meeting is crucial for the process as we want to ensure that everyone understands the various steps in the process and what is expected of them.

### Cost Allocation Plan

#### **Task 1: Identify Central Services and Allocate Staff Time**

RCS will meet with various departments to identify and review central services and allocate staff time and costs for those services. Examples of central services include payroll, risk management, and facility maintenance. City staff time involved in the meetings would be approximately 1-2 hours per central service department.

#### **Task 2: Develop Allocation Factors**

RCS will meet with City staff to develop the allocation factors for each central service identified in the above task. These factors will form the basis for determining fully burdened hourly rates and allocating central service costs. This meeting will be concurrent with the time allocation meeting. Though City staff involvement in data gathering is a function of the availability of the required information, RCS will develop allocation factors that are easily reproducible from year to year but still equitably allocate central service costs. RCS will calculate allocations to the functional centers and review the results with the managers of the various central service departments. City staff time to review the results of the allocations will be less than 1 hour per department.

**Task 3: Prepare and Review Draft with City**

RCS will prepare a Draft Report with allocations to end user departments using our 20-step allocation model. RCS will review this Draft Report with the City's management, making any necessary adjustments to ensure that costs are allocated properly.

**Task 4: Prepare Final Cost Allocation Plan**

RCS will then prepare a Final Report with allocations to end user departments. These results will be used for the general overhead component of the Fee Study and can also be used to determine the amounts for transfers to the General Fund for support provided to other funds. RCS will provide the City's requested number of printed copies, as well as a PDF file of the Overhead Cost Allocation Study. RSC will also provide a computer-based model for adjusting these fees and charges for the City's current and future needs, providing an electronic copy of the final study that can be edited and updated as needed. RCS will consult with City staff as necessary to defend the cost allocation plan in the event of audits or other challenges.

### Fee Study

**Task 1: Review the Service List with Staff**

RCS will review the service list through meetings with City staff. We will also work with Departmental staff to determine any changes to the fee calculation methods. The end result, whichever method is used, will be a fee structure that best fits the City going forward. While this list will change during the course of the Study as it is refined, it will be the initial basis from where we start. City staff time for this review will be approximately 1 hour per department.

**Task 2: Staff Time/Contract Cost Allocations**

RCS will interview personnel providing end-user services to ensure that costs from all functional areas directly involved with a service are included in the cost of that service. This component will form the bulk of the time spent by staff. There will be two to four meetings with supervisory level staff in each functional area to create and verify the amount of time spent by staff on the services identified in the task above. We do not ask City staff to do our job by filling out forms detailing how they spend their time. This interactive process, and the fact that we allocate 100% of all departmental staff, ensures that the information being generated is valid and reliable. A sample Time Detail Report is included in this proposal. Total time commitment per department varies from 2-20 hours, through a series of working meetings.

**Task 3: Develop Fully Allocated Hourly Rates**

RCS will develop a fully allocated hourly rate for each departmental employee, including salaries and benefits, miscellaneous operating services and supply costs, citywide overhead and departmental overhead. A sample Hourly Rate Report is included in this proposal.

**Task 4: Prepare Draft Report**

RCS will prepare a Draft Report that identifies the total costs for each service, along with current fees, and makes fee recommendations for each service presented as well potential new fees for services the City provides but does not charge for. Service costs will be compared with existing recovery levels. RCS will review this report with the departments so that each will have input on the fees presented in the Final Report. City staff time would be approximately 1-2 hours per department for those departments that have fee services. A sample of the Service Summary and Cost Detail Reports that are provided for each service is included in the following pages.

**Task 5: Prepare Final Report**

Based on staff input, RCS will prepare a Final Report, which will have recommendations for new fees, subsidy percentages and revenue projections from those fees. The Report will include text and summary tables that clearly explain the results and the context. All recommended fees will comply with Propositions 4, 218, 26 and any other applicable laws. RCS will consult with staff as needed to defend the fee study in the event of audits or other challenges.

**Task 6: Present Report to the City Council and Committees**

RCS will assist City staff, the City Council and any Committee in the review and adoption of revised service fees and subsidy percentages, at up to three public meetings. RCS will assist City staff in the implementation of the revised service fees.

**CLIENT INPUT**

RCS will make every effort to advise, seek input from and, in general, explain the work as it is being performed. For a project to be completed successfully, we depend on dedicated and engaged staff participation. Most of the staff participation is to attend working meetings with RCS. There will be no “homework” to be completed and returned to us. The total participation time for City staff would vary between 2-20 hours, depending on their department/division/program and number of fees within their area.

The City should also designate a Project Coordinator for the fee study who will:

- 1) Identify key City staff and coordinate the kick-off meeting(s)
- 2) Assist in obtaining requested information
- 3) Coordinate the review of draft reports, and
- 4) Provide project direction if needed

## **THE RIGHT SOFTWARE**

In 2000, RCS developed and began using a Windows-based software that is user-friendly and comprehensive. It includes a logical, easy-to-use interface and produces easy-to-understand reports. This Costing Software, based on an easily downloadable 14mb package, will allow the City to continuously update the Cost Allocation and User Fee Studies, as well as input hypothetical services to calculate the estimated costs of providing new services without the worry of incorrect formulas inherent in Excel-based systems. In addition, we are no longer impacted by Microsoft's upgrades and security patches, which frequently broke Excel formulas and macros, making it challenging for RCS to support our clients, who are all using different versions of office suite software.

Although RCS is willing to provide the reports in these formats, we believe that cost allocation plans and user fee calculations require a more complex level of detail than Microsoft Word and Excel can offer. Our software provides the software stability and data entry efficiency that is needed for comprehensive cost allocation plans and user fee studies.

For annual updates, our software allows for the editing of funding sources, staffing, benefits, services, allocation time and allocation factors. RCS' software also produces easy-to-read reports and the ability to export data to Excel for further analysis.

Once the project is completed, RCS will ensure that the system and data files are properly installed at the City with no licensing limitations. RCS will provide training and lifetime support and offers annual fee updates as a service so that City staff can focus on other things.

## **SAMPLE REPORTS**

Please see the following examples of reports produced within our software. These reports could not be easily created if RCS were to remain with spreadsheets and word processing software. RCS reports are detailed and easily understood. The amount of details presented in RCS reports facilitate future fee updates, and makes the fees easier to defend.

In the examples, we highlighted some data points to show how information can easily be traced through our reports. All the data within our software can be exported to Excel for customized analysis and reporting by the City.



## SAMPLE – FEE SERVICE SUMMARY WORKSHEET

**CITY OF LONG BEACH  
REVENUE AND COST SUMMARY WORKSHEET  
FY 2019-20**

<b>SERVICE</b> <b>TENTATIVE PARCEL MAP</b>		<b>REFERENCE NO.</b> <b>PL-053</b>	
<b>PRIMARY DEPARTMENT</b> CURRENT PLANNING	<b>UNIT OF SERVICE</b> APPLICATION	<b>SERVICE RECIPIENT</b>	
<b>DESCRIPTION OF SERVICE</b>  Review of a tentative map of up to 4 lots for compliance with City codes and standards and the Subdivision Map Act.			
<b>CURRENT FEE STRUCTURE</b>  \$5,753 per application plus \$164 per lot			
<b><u>REVENUE AND COST COMPARISON</u></b>			
UNIT REVENUE:	\$6,327.00	TOTAL REVENUE:	\$12,654
UNIT COST:	\$18,581.00	TOTAL COST:	\$37,162
UNIT PROFIT (SUBSIDY):	<u>\$(12,254.00)</u>	TOTAL PROFIT (SUBSIDY):	<u>\$(24,508)</u>
TOTAL UNITS:	2	PCT. COST RECOVERY:	34.05%
<b>SUGGESTED FEE FOR COST RECOVERY OF: 100%</b>  Zoning Administrator - \$4,420 per application Planning Commission - \$13,655 per application  Vesting Map - additional \$1,010 per application			



## SAMPLE – FEE SERVICE DETAIL WORKSHEET

**CITY OF LONG BEACH  
COST DETAIL WORKSHEET  
FY 2019-20**

<b>SERVICE</b> TENTATIVE PARCEL MAP				<b>REFERENCE NO.</b> PL-053		
<b>NOTE</b> Unit Costs are an Average of Total Units				<b>TOTAL UNITS</b> 2		
DEPARTMENT	POSITION	TYPE	UNIT TIME	UNIT COST	ANN. UNITS	TOTAL COST
PLANNING ADMIN.	CLERK TYPIST III	ZA	4.00	\$358.28	2	\$717
PLANNING ENTITLE.	CURRENT PLANNING OFFICER	ZA	2.00	\$458.60	2	\$917
PLANNING ENTITLE.	PLANNER V	ZA	2.50	\$584.05	2	\$1,168
PLANNING ENTITLE.	PLANNER AIDE/I-IV	ZA	17.00	\$3,018.82	2	\$6,038
<b>TYPE SUBTOTAL</b>			<b>25.50</b>	<b>\$4,419.75</b>		<b>\$8,840</b>
DEV. SVCS ADMIN	DIR-DEVELOPMENT SERVICES	PC	1.00	\$254.36	2	\$509
PLANNING ADMIN.	MGR-PLANNING BUREAU	PC	2.75	\$898.51	2	\$1,797
PLANNING ADMIN.	CLERK TYPIST III	PC	12.00	\$1,074.84	2	\$2,150
PLANNING ENTITLE.	CURRENT PLANNING OFFICER	PC	5.25	\$1,203.83	2	\$2,408
PLANNING ENTITLE.	PLANNER V	PC	5.00	\$1,168.10	2	\$2,336
PLANNING ENTITLE.	PLANNER AIDE/I-IV	PC	50.99	\$9,056.47	2	\$18,113
<b>TYPE SUBTOTAL</b>			<b>76.99</b>	<b>\$13,656.11</b>		<b>\$27,312</b>
PLANNING ADMIN.	MGR-PLANNING BUREAU	Vesting Map	0.25	\$81.68	1	\$82
PLANNING ENTITLE.	CURRENT PLANNING OFFICER	Vesting Map	0.25	\$57.33	1	\$57
PLANNING ENTITLE.	PLANNER V	Vesting Map	0.50	\$116.81	1	\$117
PLANNING ENTITLE.	PLANNER AIDE/I-IV	Vesting Map	4.25	\$754.93	1	\$755
<b>TYPE SUBTOTAL</b>			<b>5.25</b>	<b>\$1,010.75</b>		<b>\$1,011</b>
<b>TOTALS</b>			<b>107.73</b>	<b>\$18,581.00</b>		<b>\$37,162</b>





# SAMPLE – FULLY ALLOCATED HOURLY RATE DETAIL REPORT

**CITY OF LONG BEACH**  
**Fully Allocated Hourly Rate**  
**Position Detail**  
**FY 2019-20**

POSITION TITLE: **PLANNER AIDE/I-IV**  
POSITION CODE: PLCOM  
SUBORG UNIT: PLANNING ENTITLE.  
SUBORG UNIT CODE: 337-DVPL-OP.2  
NO. OF FTE'S: 9.000  
POSITION STATUS: FT  
FRINGE GROUP: C01

	<u>Total Avail-Wk-Hrs</u>	<u>% of Salary</u>	<u>Hourly Rate</u>
DIRECT COSTS:			
Avail. Work Hours/Salary	14,751		\$49.68
Fringe Benefits		59.74%	\$29.68
Maintenance & Operation Costs		8.08%	\$4.01
Building Occupancy Costs		0.00%	\$0.00
Debt Service Costs		0.00%	\$0.00
INDIRECT COSTS:			
Overhead Costs		189.73%	\$94.26
Fixed Asset Replacement Costs		0.00%	\$0.00
TOTAL - All Costs			<b>\$177.63</b>



## FEES

Revenue & Cost Specialists proposes the following project costs, with a **NOT TO EXCEED AMOUNT OF \$34,980** for the Comprehensive User Fee Study and Cost Allocation Plan.

Task	Milestones/Deliverables	Hours	Total Cost
<b>Cost Allocation Plan</b>			
Kick-Off Meeting	Informational Meeting	8	1,320
Build Budget and Positions	Schedule of Positions and Budget	16	2,640
Review Central Services/Times	List of Central Services	10	1,650
Develop Allocation Factors	Index of Allocation Factors	16	2,640
Initial Calculation Review	Draft Cost Allocation Plan	8	1,320
Prepare Final Cost Allocation Plan	Final Cost Allocation Plan	8	1,320
	<b>Total Cost Allocation Plan</b>	<b>66</b>	<b>\$10,890</b>
<b>User Fee Study</b>			
Develop Service List	Preliminary Service List	8	1,320
Develop Staff Time Allocations	Time Detail Reports	50	8,250
Develop Fully Alloc. Hourly Rates	Fully Alloc. Hourly Rate Reports	24	3,960
Prepare Draft Report	Draft Fee Study Report	32	5,280
Prepare Final Report	Final Report	16	2,640
Public Meetings	Presentations	16	2,640
	<b>Total User Fee Study</b>	<b>146</b>	<b>\$24,090</b>
	<b>TOTAL PROJECT COST</b>	<b>212</b>	<b>\$34,980</b>

The above proposal is based on a cost of \$165 per hour. The billing rate for any additional work not covered by this proposal would be \$195 per hour.

Our proposal covers all costs except for the following additional costs that the City may incur:

- Insurance coverage beyond our basic general liability and workers compensation requiring an additional premium. RCS standard coverage includes workers compensation pursuant to state law, comprehensive liability Insurance with a combined single limit coverage of \$2,000,000 and professional liability insurance with a combined coverage of \$2,000,000.
- Report reproduction beyond identified number of copies of the final reports.
- Meeting attendance beyond those identified in this proposal.

RCS will submit four equal invoices plus any miscellaneous costs from the previous paragraph. The first invoice will be submitted ten days after notice to proceed. Each invoice will be due within 30 days of submission.

## REFERENCES

The following are municipal agencies that requested the same components outlined in the City’s RFP. We have also included a comprehensive list of clients throughout the years.

Jurisdiction	Contact	Title
<b>City of Farmersville</b>	Steve Huntley (559) 747-0458	Finance Director <a href="mailto:shuntley@cityoffarmersville-ca.gov">shuntley@cityoffarmersville-ca.gov</a>
RCS was selected in September 2020 to update the City’s Cost Allocation Plan, User Fees and Impact Fees. The User Fees have been adopted by the City Council, and Impact Fees will be presented in November 2021.		
<b>City of Selma</b>	Ralph Jimenez (559) 891-2200	Interim City Manager <a href="mailto:ralphj@cityofselma.com">ralphj@cityofselma.com</a>
RCS was selected in 2020 to update the City’s Full Cost Allocation Plan and User Fees. The suggested fees were presented to the City Council in October 2021, and is planned for adoption in November 2021.		
<b>City of El Segundo</b>	Joseph Lillio (310) 524-2315	Director of Finance <a href="mailto:jlillio@elsegundo.org">jlillio@elsegundo.org</a>
RCS completed a Cost Allocation Plan and Comprehensive Fee Study for the City in 2018. The City Council adopted changes to its fee schedule, including Building fees. RCS is currently contracted to evaluate their Aquatics program and revenue collections procedures.		
<b>City of Long Beach</b>	Geraldine Alejo (562) 570-5478	Revenue Management Officer <a href="mailto:Geraldine.Alejo@longbeach.gov">Geraldine.Alejo@longbeach.gov</a>
RCS was selected in 2019 to perform a three-year comprehensive update of Long Beach’s 2,850 fees, fines and permits.		
<b>City of Santa Clarita</b>	Carmen Magana (661) 255-4997	Admin Services Director <a href="mailto:cmagana@santa-clarita.com">cmagana@santa-clarita.com</a>
RCS developed a Cost Allocation Plan and Comprehensive Fee Study for the City most recently in 2014 and also annually updates the Cost Allocation Plan. RCS has been providing these services for the City since 1995.		

## CLIENTS SERVED

USER FEE STUDY/COST  
ALLOCATION PLAN

Carpentaria-Summerland Fire District  
 Chino Valley Independent Fire District  
 City of Alhambra  
 City of Antioch  
 City of Arcadia  
 City of Atascadero  
 City of Azusa  
 City of Banning  
 City of Barstow  
 City of Bend, OR  
 City of Beverly Hills  
 City of Big Bear Lake  
 City of Brea  
 City of Buena Park  
 City of Carlsbad  
 City of Carmel-by-the-Sea  
 City of Carpentaria  
 City of Carson  
 City of Ceres  
 City of Chino  
 City of Claremont  
 City of Coachella  
 City of Concord  
 City of Corona  
 City of Cotati  
 City of Cudahy  
 City of Desert Hot Springs  
 City of Diamond Bar  
 City of Dinuba  
 City of Dublin, Ohio  
 City of El Cajon  
 City of El Segundo  
 City of Elk Grove  
 City of Eureka  
 City of Folsom  
 City of Fontana  
 City of Foster City  
 City of Fountain Valley  
 City of Fullerton  
 City of Glendale  
 City of Glendora  
 City of Goodyear, Arizona  
 City of Hemet  
 City of Hermosa Beach  
 City of Hesperia  
 City of Highland  
 City of Huntington Beach  
 City of Kennewick, WA  
 City of La Canada-Flintridge  
 City of La Habra Heights  
 City of La Mirada

USER FEE STUDY/COST  
ALLOCATION PLAN (continued)

City of La Palma  
 City of La Puente  
 City of Lake Elsinore  
 City of Lake Forest  
 City of Lakewood  
 City of Lancaster  
 City of Lathrop  
 City of Lawndale  
 City of Lemoore  
 City of Lincoln  
 City of Lindsay  
 City of Loma Linda  
 City of Long Beach  
 City of Los Altos  
 City of Lynwood  
 City of Mammoth Lakes  
 City of Manhattan Beach  
 City of Marina  
 City of Menifee  
 City of Merced  
 City of Milpitas  
 City of Monrovia  
 City of Monterey  
 City of Moreno Valley  
 City of Morgan Hill  
 City of Morro Bay  
 City of Needles  
 City of Norwalk  
 City of Oakdale  
 City of Oceanside  
 City of Ontario  
 City of Oroville  
 City of Oxnard  
 City of Palm Desert  
 City of Palm Springs  
 City of Palmdale  
 City of Pasadena  
 City of Peoria, AZ  
 City of Pico Rivera  
 City of Pismo Beach  
 City of Pittsburg  
 City of Pomona  
 City of Port Hueneme  
 City of Porterville  
 City of Rancho Cucamonga  
 City of Rancho Palos Verdes  
 City of Red Bluff  
 City of Redlands  
 City of Rialto  
 City of Richmond  
 City of Ridgecrest  
 City of Riverside  
 City of Rocklin

USER FEE STUDY/COST  
ALLOCATION PLAN (continued)

City of Salinas  
 City of San Clemente  
 City of San Gabriel  
 City of San Juan Capistrano  
 City of San Marino  
 City of San Rafael  
 City of Sanger  
 City of Santa Clarita  
 City of Santa Monica  
 City of Santa Paula  
 City of Scotts Valley  
 City of Seal Beach  
 City of Seaside  
 City of Selma  
 City of Shafter  
 City of Sierra Madre  
 City of Simi Valley  
 City of Solana Beach  
 City of South Gate  
 City of South Lake Tahoe  
 City of South Pasadena  
 City of Springville, UT  
 City of Stockton  
 City of Suisun City  
 City of Taft  
 City of Thousand Oaks  
 City of Tracy  
 City of Tulare  
 City of Turlock  
 City of Upland  
 City of Villa Park  
 City of Vista  
 City of West Covina  
 City of West Jordan, UT  
 City of Westminster  
 City of Yuba City  
 City of Rancho Mirage  
 Coachella Valley Assoc of Gov't  
 Contra Costa County  
 County of Cobb, GA  
 County of Contra Costa  
 County of San Bernardino  
 County of Tulare  
 Imperial County  
 Oceanside Harbor District  
 Orange County Fire Authority  
 Orange County Vector Control District  
 Placer County Water Agency  
 Riverside County Transport. Comm.  
 San Bernardino Assoc. Gov't  
 South Jordan City, UT



**USER FEE STUDY/COST ALLOCATION PLAN (continued)**

Town of Apple Valley  
Town of Los Gatos  
Town of Mammoth Lakes  
Town of Truckee  
Ventura County Fire District

**IMPACT FEE STUDY**

Antelope Valley Fire District  
Apple Valley Fire District  
Barstow Fire District  
Bridgeport Fire District  
Brigham City Corporation, UT  
Carpentaria-Summerland Fire District  
Chalfant Public Services (Fire) Protection District  
City of Alhambra  
City of Anaheim  
City of Atascadero  
City of Baldwin Park  
City of Barstow  
City of Big Bear Lake  
City of Calimesa  
City of Chino  
City of Coachella  
City of Colton  
City of Corona  
City of Desert Hot Springs  
City of Folsom  
City of Gilroy  
City of Glendale  
City of Gonzales  
City of Grand Terrace  
City of Greenfield  
City of Hemet  
City of Highland  
City of Huntington Beach  
City of Jurupa Valley  
City of King City  
City of Laguna Hills  
City of Lemoore  
City of Loma Linda  
City of Menifee  
City of Monterey Park  
City of Morgan Hill  
City of Murrieta  
City of Needles  
City of Newport Beach  
City of North Ogden, UT  
City of Oceanside  
City of Ontario  
City of Orange  
City of Oroville  
City of Paso Robles  
City of Petaluma  
City of Pismo Beach

**IMPACT FEE STUDY (continued)**

City of Rancho Cordova  
City of Reedley  
City of Rialto  
City of Riverside  
City of San Bernardino  
City of Santa Paula  
City of Scotts Valley  
City of Sedona, AZ  
City of Selma  
City of Sierra Madre  
City of Thousand Oaks  
City of Tracy  
City of Tulare  
City of Wheatland  
City of Whittier  
County of Monterey Sheriff's Department  
County of San Bernardino Feather River Recreation and Park District  
June Lake Fire District  
Lake Havasu City, AZ  
Long Valley Fire District  
North Central Fire District  
SANBAG  
South Jordan City, UT  
South Ogden City, UT  
Town of Apple Valley  
Town of Mammoth Lakes  
Town of Paradise  
Town of Truckee  
Washington Terrace City, UT  
West Jordan City, UT  
Wheeler Crest Fire District

**MISCELLANEOUS PROJECTS**

Brigham City Corporation, UT – Closed Indian School Use Conversion  
City of Azusa – Plan Check/Inspection Process Review  
City of Beverly Hills – Rent Stabilization Fee  
City of Colton – Electric Utilities Collection Procedural Manual  
City of Corona – Communications Repeater Cost Financing  
City of Corona – Interstate 15 Area Public Safety Facility Financing  
City of Fontana – General & Departmental Overhead Plan  
City of Garden Grove - Internal Service Fund Balance Study  
City of Hemet – Supplemental DIF, Public Peril Report

**MISCELLANEOUS PROJECTS (continued)**

City of Los Altos – Existing DIF Review  
City of Milpitas – Business License Ordinance Review  
City of Needles – Development Agreement Assistance  
City of Pico Rivera – Business License Ordinance Review  
City of Port Hueneme – Revenue Search Report  
City of Redlands – Street Sweeping Rate Study  
City of San Bernardino – Verdmont Area Financing Analysis  
City of San Clemente – Business License Review  
City of Santa Paula – General Plan Element  
City of Seaside – Hayes Housing Development Service Demands  
City of South Lake Tahoe – Transfer of Custody Cost Verification  
City of Westminster – Productivity Measurement Module  
Lake Havasu City, AZ – Capital Financing Plan  
Los Angeles Fire/Police Retirement System – Fiscal Review  
San Bernardino County – Special District Office Finance Review  
South Jordan City, UT – Business Regulation Costing  
Town of Windsor – Long Range Capital Financing Plan

## IMPLEMENTATION TIMELINE

RCS is available to begin work immediately, will perform all project tasks within the City’s Request for Proposal, and will present the Final Report to the City Council in April 2022. Our process is typically 4-6 months, however scheduling meetings around the holidays takes more time. RCS can work with the City of Beaumont to have updated user fees adopted and effective on Tuesday, July 5, 2022. State laws requires development related fees to be effective 60 days after Council adoption.

This schedule, of course, will require the cooperative participation of City staff. We will be having meeting with staff every two to three weeks and providing them with updates. RCS will comply with local, county, and state protocols for safely conducting meetings as the COVID-19 pandemic evolves.

Project Timeline	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022
<b>Cost Allocation Plan</b>					
Review of Central Services/Time					
Review Allocation Factors					
Review Draft Cost Allocation Plan					
Prepare Final Cost Allocation Plan					
<b>User Fee Study</b>					
Obtain Budget & Personnel Data					
Review Service List					
Review Staff Time Allocations					
Develop Fully Alloc. Hourly Rates					
Review Draft & Final Report					
<b>Present to City Council</b>					

## ONSITE MEETINGS AND VIDEO CONFERENCING MEETINGS

RCS plans to be onsite at the City for the project kick-off meeting and all working meetings occurring the same day. RCS Partner(s) will also be present at all public meetings involving the City Council.

RCS will utilize our Zoom account, or any video conferencing platform of the City’s choosing, to facilitate all other working meetings. Our experience has determined that the use of video conferencing is more flexible in scheduling meetings, permitting City staff to quickly access reports and files on their computers, and allowing everyone to view and discuss the same documents at the same time. Department meetings will be 30 minutes to two hours each.

## **INSURANCE, BUSINESS LICENSE & STANDARD CONTRACTS**

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If selected, RCS will provide the City with the proper Certificates of Insurance.

If selected, RCS will obtain a Beaumont City business license, and maintain an active license throughout the contracted period.

RCS has noticed that the indemnification language of many standard city contracts can be interpreted as placing all of the risk on RCS. While we have no issue being responsible for and defending our actions, we can't be responsible for unsubstantiated claims. We believe it is best to clarify the burden of litigation with our client cities, and therefore, suggest the following indemnification language:

“Consultant shall indemnify the City, its elected officials, officers and employees from any demands, judgements, and all liability including, but not limited to, monetary or property damage, lost profit, personal injury, wrongful death, general liability, infringement of copyright/patent/trademark, professional errors and omissions, investigative expenses, attorney fees, and court costs arising out of an error, a negligent act, or omission of the Consultant, or the willful misconduct of the Consultant in performing the services described in, or normally associated with, this type of contracted work.”

**EXHIBIT "B"**

**CERTIFICATES OF INSURANCE AND ENDORSEMENTS**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (M/11/11) Item 15.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Kessler Alair Insurance Services, Inc License # OA 91387 12487 N. Mainstreet, Ste. 240 Rancho Cucamonga CA 91739	<b>CONTACT NAME:</b> Mary Strohan	
	<b>PHONE (A/C, No, Ext):</b> (909) 931-1500 <b>FAX (A/C, No):</b> (909) 932-2133 <b>E-MAIL ADDRESS:</b> mstrohan@kessleralair.com	
<b>INSURED</b> Revenue & Cost Specialists, LLC 1519 E. Chapman Ave., Suite C Fullerton CA 92831-3623	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	INSURER A: Philadelphia Insurance	
	INSURER B: Employers Preferred Ins Co (#1709000)	11512
	INSURER C:	
	INSURER D:	
	INSURER E:	

### COVERAGES

CERTIFICATE NUMBER: 2020-21 GL AUTO PROF & WC

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		PHBX20001810	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Hired/borrowed \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS			PHBX20001810	12/31/2020	12/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB750890	12/31/2020	12/31/2021	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	EIG2980142-01	12/31/2020	12/31/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	<b>Professional Liability</b> Retro Date 04/27/1990			PHSD1509358	12/31/2020	12/31/2021	Liability Each Claim Incl Exp \$1,000,000 \$2,500 Ded-Annual Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured is the City of Beaumont, the City, it's officers, officials, employees and volunteers as per attached PI-BOP-003 (01/18) endorsement.

### CERTIFICATE HOLDER

justation@beaumontca.gov

City of Beaumont  
ATTN; Jennifer Ustation Finance Director  
550 E. 6th Street  
Beaumont, CA 92223

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mary Strohan/MARY

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.****BLANKET ADDITIONAL INSURED**

This endorsement modifies insurance provided under the following:

**BUSINESSOWNERS COVERAGE FORM**

- A. SECTION II – LIABILITY, C. Who Is An Insured** is amended to include the following as an additional insured:

Any person(s) or organization(s) for whom you are performing “your work” under a written contract or agreement, that requires such person(s) or organization(s) to be added as an additional insured on your policy. Such person(s) or organization(s) is an additional insured only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” occurring after the effective date of such contract or agreement that is caused, in whole or in part by:

- a. Your acts or omissions; or
- b. The acts or omissions of those acting on your behalf;

in the performance of “your work” for the additional insured.

Coverage for an additional insured under this endorsement ends when “your work” for that additional insured ends or is put to its intended use by any person or organization.

- B.** The following is added to **SECTION II – LIABILITY, B. Exclusions, 3. Applicable To Both Business Liability Coverage And Medical Expenses Coverage – Nuclear Energy Liability Exclusion** with respect to this endorsement only:

There is no coverage under this endorsement for loss or expense, including but not limited to the cost of defense for “bodily injury”, “property damage” or “personal and advertising injury” occurring:

- a. After all of “your work”, including materials, parts or equipment furnished in connection with “your work” and performed under the above referenced written contract(s) or agreement(s) has ended; or
- b. When that portion of “your work” out of which the “bodily injury”, “property damage” or “personal and advertising injury” arises and performed under the above referenced written contract(s) or agreement(s) has been put to its intended use by any person or organization;

whichever occurs first.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.****HIRED AND NON-OWNED AUTO LIABILITY**

This endorsement modifies insurance provided under the following:

**BUSINESSOWNERS COVERAGE FORM**

**A.** Insurance is provided only for those coverages for which a specific limit or premium charge is shown in the Declarations.

**1. Hired Auto Liability**

The insurance provided under **SECTION II – LIABILITY, A. Coverages, 1. Business Liability**; applies to “bodily injury” or “property damage” arising out of the maintenance or use of a “hired auto” by you or your “employees” in the course of your business.

**2. Non-Owned Auto Liability**

The insurance provided under **SECTION II – LIABILITY, A. Coverages, 1. Business Liability**; applies to “bodily injury” or “property damage” arising out of the use of any “non-owned auto” in your business by any person other than you.

**B.** For insurance provided by this endorsement only:

**1.** The exclusions, under **SECTION II – LIABILITY, B. Exclusions, 1. Applicable to Business Liability Coverage**, other than exclusions **a., b., d., f.** and **i.** and the **Nuclear Energy Liability Exclusion**, are deleted and replaced by the following:

**a.** “Bodily injury” to:

**(1)** An “employee” of the insured arising out of and in the course of:

**(a)** Employment by the insured; or

**(b)** Performing duties related to the conduct of the insured’s business; or

**(2)** The spouse, child, parent, brother or sister of that “employee” as a consequence of Paragraph **(1)** above.

This exclusion applies:

**(1)** Whether the insured may be liable as an employer or in any other capacity; and

**(2)** To any obligation to share damages with or repay someone else who must pay damages because of injury.

This exclusion does not apply to:

**(1)** Liability assumed by the insured under an “insured contract”; or

**(2)** “Bodily injury” arising out of and in the course of domestic employment by the insured unless benefits for such injury are in whole or in part either payable or required to be provided under any workers compensation law.

b. "Property damage" to:

- (1) Property owned or being transported by, or rented or loaned to the insured; or
- (2) Property in the care, custody or control of the insured.

2. **SECTION II – LIABILITY, C. Who Is An Insured**, is replaced by the following:

a. Each of the following is an insured under this endorsement to the extent set forth below:

- (1) You;
- (2) Any other person using a "hired auto" with your permission;
- (3) For a "non-owned auto", any partner or "executive officer" of yours, but only while such "non-owned auto" is being used in your business; and
- (4) Any other person or organization, but only for their liability because of acts or omissions of an insured under (1), (2) or (3) above.

b. None of the following is an insured:

- (1) Any person engaged in the business of his or her employer for "bodily injury" to any co-"employee" of such person injured in the course of employment, or to the spouse, child, parent, brother or sister of that co-"employee" as a consequence of such "bodily injury", or for any obligation to share damages with or repay someone else who must pay damages because of the injury;
- (2) Any partner or "executive officer" for any "auto" owned by such partner or officer or a member of his or her household;
- (3) Any person while employed in or otherwise engaged in duties in connection with an "auto business", other than an "auto business" you operate;
- (4) The owner or lessee (of whom you are a sub lessee) of a "hired auto" or the owner of a "non-owned auto" or any agent or "employee" of any such owner or lessee;
- (5) Any person or organization for the conduct of any current or past partnership or joint venture that is not shown as a Named Insured in the Declarations.

3. This insurance does not apply: If you regularly deliver the good or products which you are in the business of selling, "bodily injury" or "property damage" arising out of the delivery of those goods or products.

4. This insurance does not apply: If you deliver any goods or products for a charge, "bodily injury" or "property damage" arising out of the delivery of those goods or products.

C. The following additional definitions apply:

1. **"Auto Business"** means the business or occupation of selling, repairing, servicing, storing or parking "autos".
2. **"Hired Auto"** means any "auto" you lease, hire or borrow. This does not include any "auto" you lease, hire, rent or borrow from any of your "employees" or members of their households, or from any partner or "executive officer" of yours. This DOES NOT include any "Auto" you lease for a period of more than 30 consecutive days.

3. **“Non-Owned Auto”** means any “auto” you do not own, lease, hire, rent or borrow which is used in connection with your business. However, if you are a partnership, a “non-owned auto” does not include any “auto” owned by any partner.



## Staff Report

**TO:** City Council

**FROM:** Jennifer Ustation, Finance Director

**DATE:** December 7, 2021

**SUBJECT:** **Establish Public Agency Retirement Services 115 Trust – Post-Employment Benefits Trust Program Account and Appoint Plan Administrator**

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### Background and Analysis:

On March 3, 2020, the City Council received a presentation from Bartel Associates, LLC regarding the June 30, 2018, valuation preliminary results. This report outlined that pension costs are very likely to increase and outpace revenue growth over the next twelve years. It is also projected that a recession coupled with growing needs is expected to create budget deficits by FY2024.

On March 16, 2021, the City Council approved to commit \$2,500,000 of unassigned fund balance (UAL) in the General Fund toward the City's pension liability and to bring back options at a later date for a use of these funds. Beginning in FY2020, the City also started to pay its annual UAL payment upfront in July rather than paid monthly to save on interest costs. In FY2022, paying the upfront portion of the UAL payment saved the City \$49,594 in interest costs.

On September 21, 2021, the City Council was presented with an update on CalPERS which discussed the current unfunded liability, the recent trigger of CalPERS Funding Risk Mitigation Policy and the status of the current asset liability management process. City Council directed City staff to research pension 115 trust options, model financial scenarios and create a pension funding policy. On November 16, 2021, City Council was presented with those options and agreed on the recommendation of the Public Agency Retirement Services (PARS) administered pension 115 option with HighMark Capital (investment advisor services) and US Bank (trustee services).

CalPERS is in the process of reviewing different portfolio options which could possibly result in a drop of the current discount rate. On November 15, 2021, CalPERS held a three-day Board meeting where it was decided to maintain the discount rate at 6.8 (down from 7.0), that had been established by the Funding Risk Mitigation Policy.

To date, 245 California public agencies have adopted the Pension Rate Stabilization Program (PRSP) through PARS, including 119 cities, such as Riverside, Rialto, Upland, Rancho Cucamonga, Perris, Norco, and Indian Wells.

Expected benefits offered by the PARS PRSP include:

- Contributions placed in an exclusive benefit trust could address the City's Net Pension Liability;
- Investment flexibility with Section 115 Trust compared to restrictions on general fund investments (Govt. Code 53216);
- Increased risk diversification of plan assets through different asset management;
- Investments can be tailored to the City's unique demographics;
- Oversight and control of fund management selection, monitoring of performance and ability to replace fund management based on performance criteria;
- Increased flexibility on use of trust assets (i.e., trust assets can be accessed at any time as long as the assets are used to fund the City's pension obligations and defray reasonable pension plan related expenses); and
- Potential for positive rating agency and investor consideration.

In an effort to help public agencies address and manage the GASB 68 liability, PARS has developed the PARS Post-Employment Benefits Trust Program. PARS has assembled leading professionals to provide the City with the necessary services required under one program to pre-fund pension liabilities through an IRS reviewed program. The program has been established as a multiple employer trust so that public agencies regardless of size can join the program to receive the necessary economies of scale to keep administrative fees low and avoid any setup costs. The trust permits the City, under federal and state law, to invest in a more diversified array of investments to maximize investment returns long term.

### **Fiscal Impact:**

There is no cost associated with adopting the PARS 115 Trust until assets are placed in management with the trust. City staff estimates the cost to prepare this report to be \$490.

**Recommended Action:**

Waive the full reading and adopt by title only, “A Resolution of the City Council of the City of Beaumont Approving the Adoption of the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Services (PARS).”

**Attachments:**

- A. PARS 115 Trust – Pension Rate Stabilization Program (PRSP) Presentation
- B. Agreement for Administrative Services
- C. Resolution



PUBLIC  
AGENCY  
RETIREMENT  
SERVICES

# PARS

TRUSTED SOLUTIONS. LASTING RESULTS.



# CITY OF BEAUMONT

PARS 115 Trust - Pension Rate Stabilization Program (PRSP)

December 7, 2021

# CONTACTS

---



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**Manager, Consulting**  
(800) 540-6369 x141  
jmeza@pars.org

**Rachael Sanders, CEBS**  
**Senior Manager, Consulting**  
(800) 540-6369 x121  
rsanders@pars.org

# PARS 115 TRUST TEAM

## Trust Administrator & Consultant



- Recordkeeping
- Sub-trust accounting
- Monitors plan compliance
- Processes contributions/disbursements
- Hands-on, dedicated support teams
- Coordinates all agency services

<b>37</b> Years of Experience (1984-2021)	<b>2,000+</b> Plans under Administration	<b>1,000+</b> Public Agency Clients	<b>450+</b> 115 Trust Clients	<b>500 K+</b> Plan Participants	<b>\$6.0 B</b> Assets under Administration
---	--	---	-------------------------------------	---------------------------------------	--

## Trustee



- 5th largest commercial bank and one of the nation's largest trustees for Section 115 trusts
- Safeguards plan assets
- Oversight protection as plan fiduciary
- Custodian of assets

<b>158</b> Years of Experience (1863-2021)	<b>\$5.0 T</b> Assets under Administration
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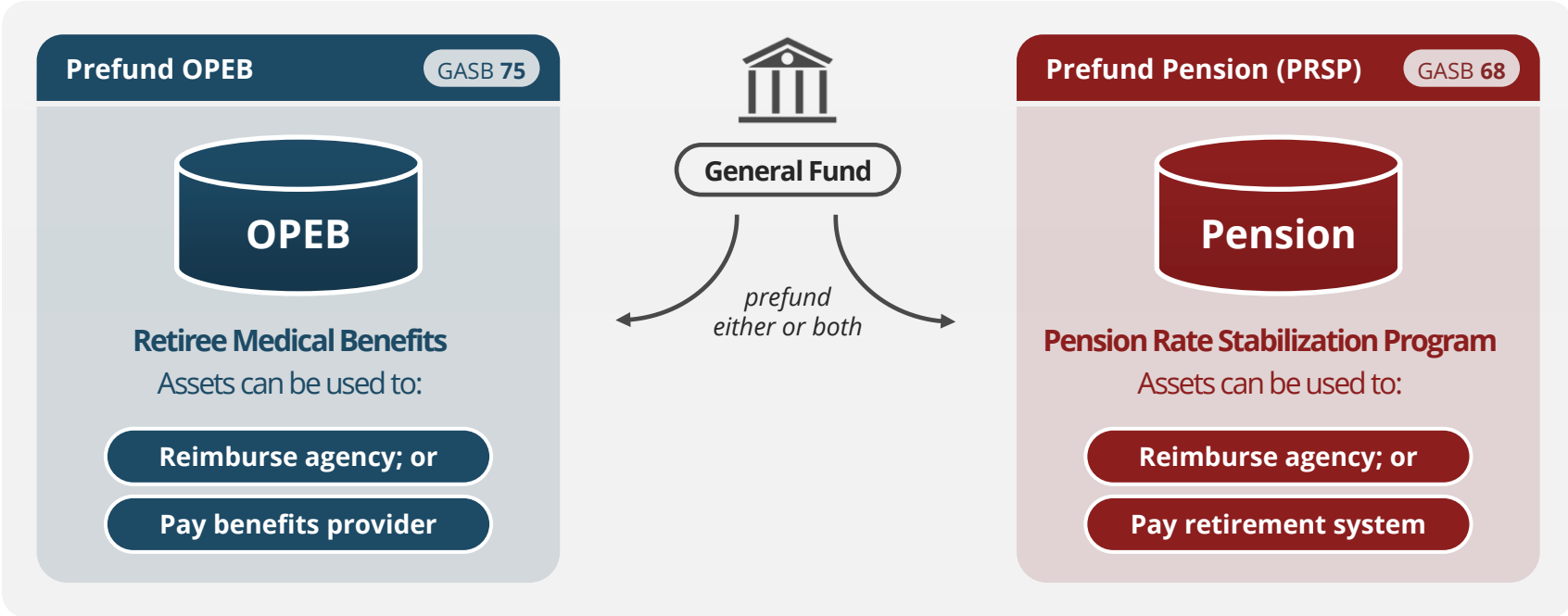
## Investment Manager



- Investment sub-advisor to trustee, U.S. Bank
- Investment policy assistance
- Uses open architecture
- Active and passive platform options
- Customized portfolios (with minimum asset level)

<b>102</b> Years of Experience (1919-2021)	<b>\$18.8 B</b> Assets under Management/Advisement
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# PARS IRS-APPROVED SECTION 115 TRUST



**Subaccounts**  
 OPEB and Pension assets are individually sub-accounted, and can be divided by dept., bargaining group, or cost center

**Financial Stability**  
 Assets in the PARS Section 115 Combination Trust can be used to address unfunded liabilities.

**Flexible Investing**  
 Allows separate investment strategies for OPEB and Pension subaccounts.

**Anytime Access**  
 Trust funds are available anytime; OPEB for OPEB and Pension for Pension.

**Economies-of-Scale**  
 OPEB and Pension assets aggregate and reach lower fees on tiered schedule sooner – saving money!

**No Set Up Cost or Minimums**  
 No set-up costs, no minimum annual contribution amounts, and no fees until assets are added.

# PARS CLIENT LIST – PRSP (245)

Updated November 2021

## CITIES & TOWNS (119)

Alameda	Commerce	Fairfax	La Quinta
Anaheim	Corcoran	Fairfield	La Verne
Atherton	Coronado	Fountain Valley	Laguna Niguel
Atwater	Costa Mesa	Fullerton	Lake Forest
Bell Gardens	Cudahy	Garden Grove	Lemon Grove
Benicia	Cupertino	Gilroy	Lodi
Beverly Hills	Cypress	Glendale	Los Alamitos
Brea	Daly City	Goleta	Los Altos Hills
Brisbane	Del Rey Oaks	Grass Valley	Manhattan Beach
Burlingame	Dinuba	Half Moon Bay	Merced
Camarillo	Duarte	Healdsburg	Monrovia
Capitola	Dublin	Hercules	Morgan Hill
Carmel	El Cajon	Huntington Beach	Napa
Chino Hills	El Centro	Indian Wells	National City
Chula Vista	El Segundo	Indio	Norco
Claremont	Emeryville	La Habra	Norwalk
Colma	Escondido	La Mesa	Novato

## COUNTIES (21)

Thousand Oaks	Calaveras	Sutter
Tiburon	Colusa	Tulare
Tustin	Humboldt	Yolo
Twentynine Palms	Kings	Yuba
Union City	Lake	
Upland	Lassen	
Vallejo	Mariposa	
Villa Park	Merced	
Walnut	Monterey	
West Covina	Napa	
West Sacramento	Nevada	
Westminster	Placer	
Woodland	Plumas	
Woodside	Riverside	
Yountville	San Benito	
Yuba City	Siskiyou	
Yucca Valley	Solano	

## EDUCATION DISTRICTS (43)

Citrus CCD	Rio Hondo CCD	Alisal Union SD	Cotati-Rohnert Park USD	Madera Unified SD	Santa Rita Union SD
Coast CCD	San Bernardino CCD	Alta Loma USD	El Monte Union HSD	Natomas USD	Shasta County OE
Grossmont-Cuyamaca CCD	San Luis Obispo County CCD	Bass Lake Joint Union ESD	Fontana USD	Ocean View SD	Visalia USD
Hartnell CCD	(Cuesta College)	Beverly Hills USD	Hermosa Beach City SD	Ontario-Montclair SD	Whittier City SD
Imperial CCD	Shasta-Trinity-Tehama Joint CCD	Calistoga Joint USD	Hesperia Unified SD	Placer Union HSD	
Marin CCD	Victor Valley CCD	Campbell Union HSD	Lakeside Union SD	Porterville USD	
Pasadena CCD	West Valley-Mission CCD	Corning Union ESD	Lemon Grove SD	River Delta USD	
Rancho Santiago CCD	Yosemite CCD	Coronado USD	Lindsay USD	San Marino USD	

## SPECIAL DISTRICTS (62)

Agoura Hills/Calabasas Community Center JPA	Housing Authority of the County of Butte	Municipal Water District of Orange County	San Elijo Joint Powers Authority
Alameda County Mosquito Abatement District	Housing Authority of the County of San Bernardino	Napa County Mosquito Abatement District	San Mateo Mosquito and Vector Control District
Beach Cities Health District	Housing Authority of the County of Santa Cruz	Nevada County Consolidated Fire Department	Santa Fe Irrigation District
Bighorn-Desert View Water Agency	Humboldt Bay Municipal Water District	North Central Fire District	Shasta Valley Cemetery District
Central Contra Costa Sanitary District	Mesa Water District	Novato Sanitary District	South Coast Water District
Conejo Recreation & Park District	Metropolitan Transportation Commission	Orange County Fire Authority	Southern Marin Fire Protection District
Delta Diablo (Sanitation District)	Midpeninsula Regional Open Space District	Orange County LAFCO	Superior Court of CA, County of Inyo
East Bay Regional Park District	Midpeninsula Water District	Orange County Mosquito & Vector District	Superior Court of CA, County of Kern
East Contra Costa Fire Protection District	Mojave Desert Air Quality Management District	Orchard Dale Water District	Sweetwater Springs Water District
East Orange County Water District	Montecito Fire Protection District	Pebble Beach Community Services District	Three Valleys Municipal Water District
El Dorado Hills County Water District	Monterey Bay Unified Air Pollution Control District	Placer County Air Pollution Control District	Twentynine Palms Water District
Fallbrook Public Utility District	Monterey County Mosquito Abatement District	Public Agency Risk Sharing Authority of CA	West Bay Sanitary District
Goleta West Sanitary District	Moraga-Orinda Fire Protection District	Rancho Cucamonga Fire Protection Department	Western Riverside Council of Governments
Great Basin Unified Air Pollution Control District	Mosquito & Vector Mgmt Dist. of Santa Barbara Co.	Regional Housing Authority	Yorba Linda Water District
Greater Vallejo Recreation District	Mountains Recreation and Conservation Authority	Sacramento Area Flood Control Agency	Zone 7 Water District
Hesperia Fire Protection District	Municipal Pooling Authority		

*The*

# PARS PENSION RATE STABILIZATION PROGRAM

*for prefunding pension obligations*

# BACKGROUND – PENSION

- Since 2015, GASB 68 has required disclosing Net Pension Liability on financial statements as a line item on the balance sheet
- Before the concept of pension prefunding, the only way to reduce retirement system unfunded liabilities was to send additional contributions in excess of annual required employer contributions
- Pension trust prefunding assets can be transferred to the retirement system at the Agency’s direction, which can help offset future rate increases (i.e., pension rate stabilization).

## CalPERS Changes

CalPERS has announced changes directly affecting unfunded liability amounts and employer contributions:

### Lowering of Discount Rate <sup>1</sup>

**7.0%**  
▼  
**6.8%**

CalPERS is lowering the discount rate from 7.0% to 6.8% (at least) per “Funding Risk Mitigation Policy”

<sup>1</sup> CALPERS previously voted to lower discount rate from 7.5% to 7.0% back in December, 2016

### Shortened Amortization Period <sup>2</sup>

**30 years**  
▼  
**20 years**

New actuarial liabilities are amortized over 20 years instead of 30, increasing required annual employer contribution amounts\*

<sup>2</sup> 5-year ramp up in payments began FY 15-16 with full impact in FY 19/20.



# PENSION FUNDING STATUS

As of June 30, 2020, City of Beaumont’s CalPERS pension plan is funded as follows:

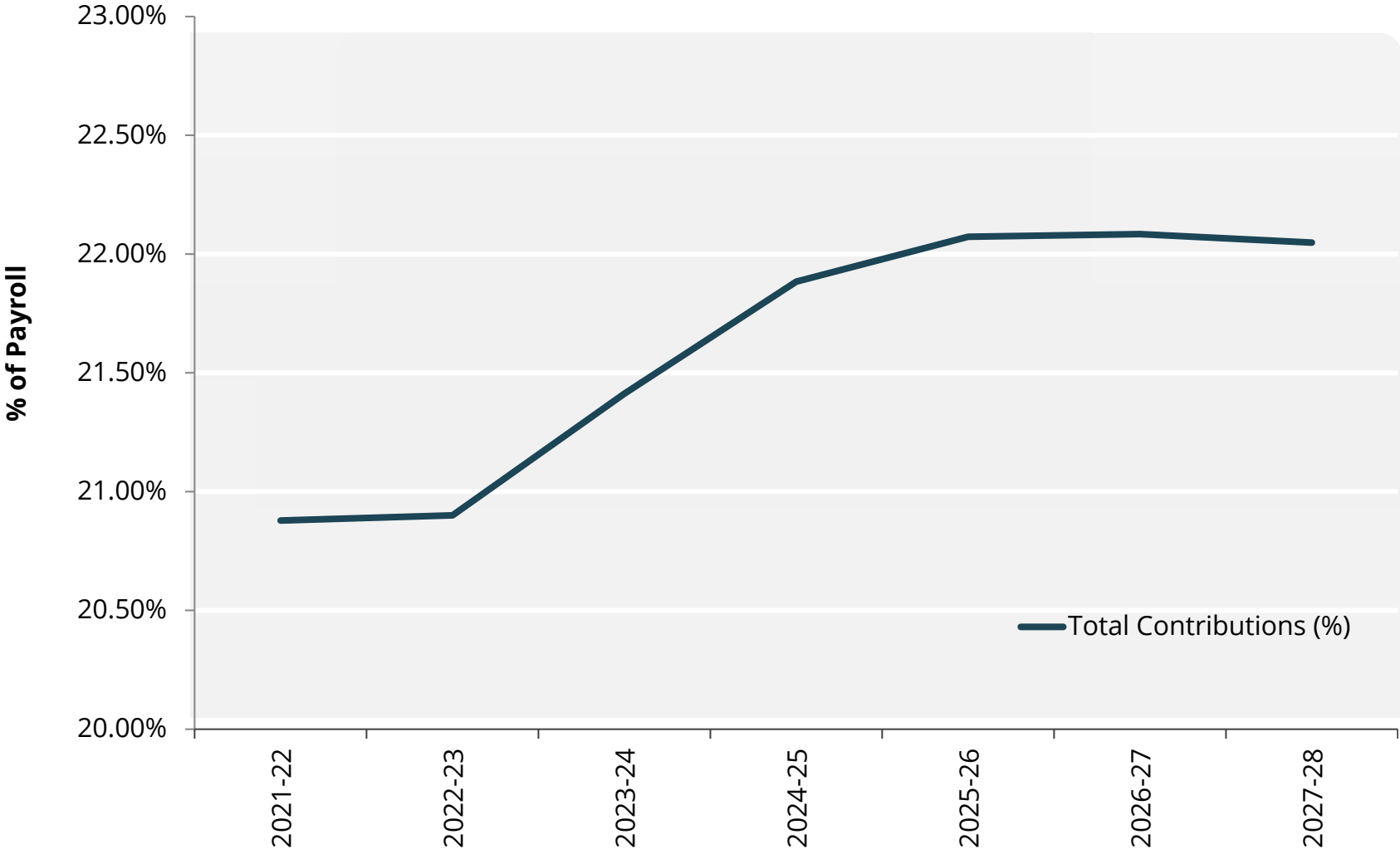
Combined Miscellaneous & Safety Groups*	Valuation as of June 30, 2019	Valuation as of June 30, 2020	Change
Actuarial Liability	\$83.0 M	\$90.4 M	9.0% ↑
Assets	\$63.0 M	\$68.4 M	8.7% ↑
Unfunded Liability	\$20.0 M	\$22.0 M	10.0% ↑
Funded Ratio	75.9%	75.7%	0.3% ↓
Employer Contribution Amount	\$3.2 M (FY 20-21)	\$3.6 M (FY 21-22)	13.4% ↑
Employer Contribution Amount – Projected *	---	\$4.8 M (FY 27-28)	31.7% ↑

\* Data through 2027-28 from Agency’s latest CalPERS actuarial valuation.



# PROJECTED EMPLOYER CONTRIBUTIONS (MISC.)

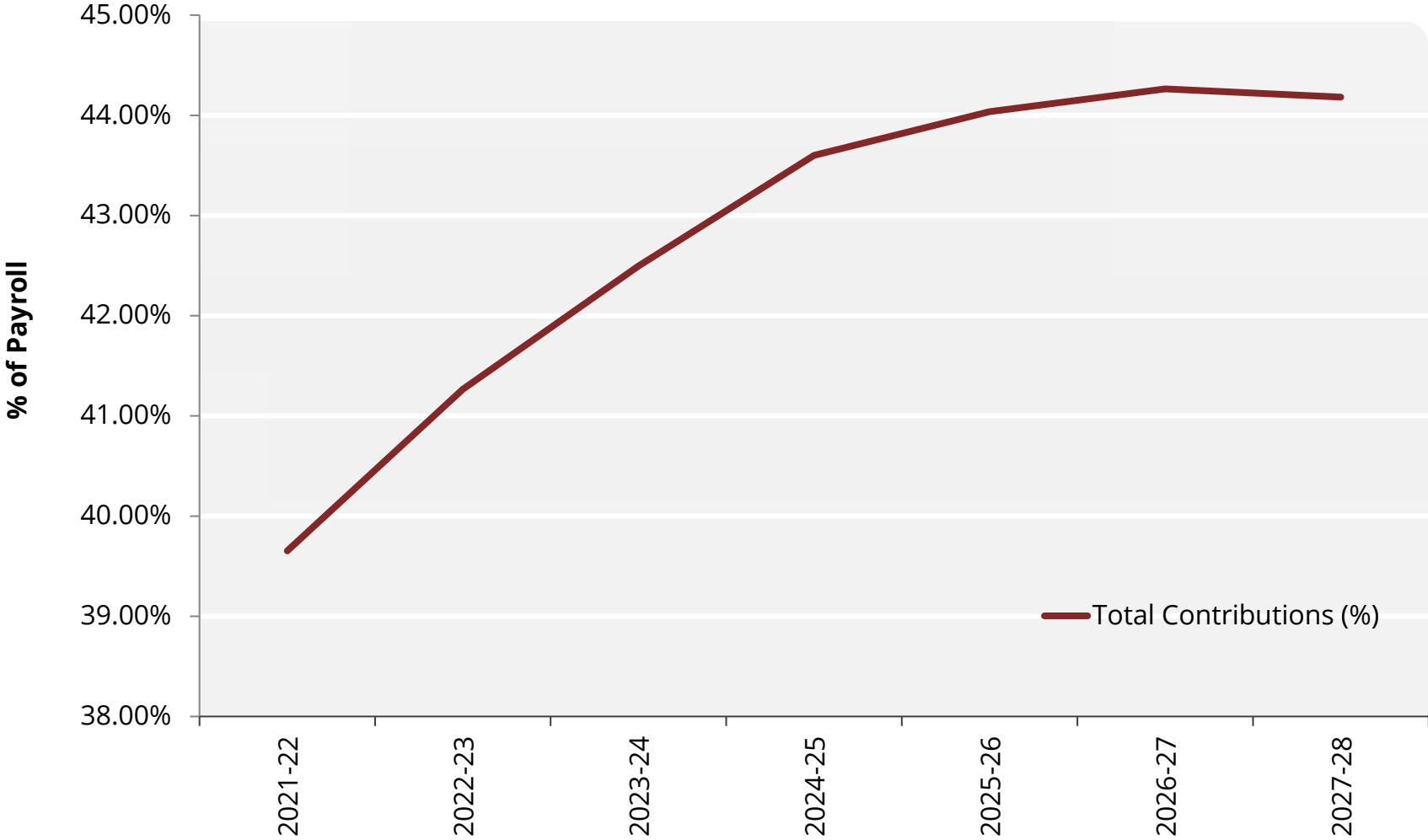
Projected misc. contributions increase from \$1.7M to \$2.2M\* (34.4% ↑)



\* Data through 2027-28 from Agency's latest CalPERS actuarial valuation.

# PROJECTED EMPLOYER CONTRIBUTIONS (SAFETY)

Projected safety contributions increase from \$2.0M to \$2.5M\* (29.5% ↑)



\* Data through 2027-28 from Agency's latest CalPERS actuarial valuation.

# WHY PREFUND PENSION OBLIGATIONS?

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## 1. Complete Local Control over Assets

City has complete control over assets, including contributions, disbursements and the timing, amount, and risk tolerance level of investments

## 2. Pension Rate Stabilization

Assets can be transferred to the retirement system at the City's direction, potentially reducing/eliminating large fluctuations in employer contribution amounts

## 3. Rainy Day Fund

Emergency source of funds when employer revenues are strained in difficult budgetary or economic times

## 4. Diversification

Allows for investment flexibility and offers the potential for assets to earn greater returns than the general fund; spread the risk vs. sending additional money to CalPERS



# SIMPLE INVESTMENT APPROACH

## 1. Input Phase

- Target discount rate
- Risk tolerance
- Investment philosophy
- Asset allocation
- Timing on use of funds

## 2. Model Portfolios

Strategy	Equity
Capital Appreciation	65-85%
Balanced	50-70%
Moderate	40-60%
Moderately Conservative	20-40%
Conservative	5-20%

## 3. Dedicated Portfolio Manager

- Makes recommendation
- Fiduciary responsibility
- Drafts investment policy
- Annual on-site reviews
- Cell phone access

# HIGHMARK INVESTMENT RETURNS

As of September 30, 2021

## ACTIVE PORTFOLIO RETURNS

Strategy	Equity (%)	1 Year	3 Years	5 Years	10 Years
Capital Appreciation	65-85%	23.25%	11.22%	11.42%	11.12%
Balanced	50-70%	19.24%	10.30%	10.11%	9.83%
Moderate	40-60%	15.94%	9.54%	8.93%	8.72%
Moderately Conservative	20-40%	9.83%	7.80%	6.61%	6.64%
Conservative	5-20%	5.40%	6.58%	4.95%	4.97%

*\*Past performance does not guarantee future results.*

# PROGRAM FEES

As of September 30, 2021

## Trust Administration/Consulting Fees\*



### Plan Set-Up Fee:

None

### Ongoing Fees:

0.25%	for assets \$0-10 million
0.20%	for assets \$10-15 million
0.15%	for assets \$15-50 million
0.10%	for assets over \$50 million

## Discretionary Trustee/Investment Management Fees\*\*



### Plan Set-Up Fee:

None

### Ongoing Fees:

0.35%	for assets under \$5 million
0.25%	for assets \$5-10 million
0.20%	for assets \$10-15 million
0.15%	for assets \$15-50 million
0.10%	for assets over \$50 million

\* PARS does not receive any compensation from the investments or any commissions, back-end loads, or any other forms of compensation.  
 \*\* Subject to change due to rebalancing, as fees are waived for plan assets in First American Funds (money market)

# STEPS TO IMPLEMENTATION

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- 1.** City Council authorizes establishment of The PARS Trust and appoints a Plan Administrator
- 2.** PARS provides legal documents for signature by Plan Administrator
- 3.** City develops investment policy and guidelines for Investment Manager
- 4.** City Council approves initial deposit to The PARS Trust
- 5.** City develops policies & procedures for future annual contributions and/or disbursements
- 6.** PARS conducts an annual client services review

## AGREEMENT FOR ADMINISTRATIVE SERVICES

This agreement (“Agreement”) is made this 7th day of December 2021, between Phase II Systems, a corporation organized and existing under the laws of the State of California, doing business as Public Agency Retirement Services and PARS (hereinafter “PARS”) and the City of Beaumont (“Agency”).

WHEREAS, the Agency has adopted the PARS Public Agencies Post-Employment Benefits Trust for the purpose of pre-funding pension obligations and/or Other Post-Employment Benefits (“OPEB”) obligations (“Plan”) and is desirous of retaining PARS as Trust Administrator to the Trust, to provide administrative services.

NOW THEREFORE, the parties agree:

1. **Services.** PARS will provide the services pertaining to the Plan as described in the exhibit attached hereto as “Exhibit 1A” (“Services”) in a timely manner, subject to the further provisions of this Agreement. The Services shall be provided by PARS in accordance with the standard of care applicable to other nationally recognized organizations providing similar Services.
2. **Fees for Services.** PARS will be compensated for performance of the Services as described in the exhibit attached hereto as “Exhibit 1B”.
3. **Payment Terms.** Payment for the Services will not be remitted directly from Plan assets but instead the Agency chooses to make payment directly to PARS. It shall be the responsibility of the Agency to remit payment directly to PARS based upon an invoice prepared by PARS and delivered to the Agency. If payment is not received by PARS within thirty (30) days of the invoice delivery date, the balance due shall bear interest at the rate of ten percent (10%) per annum.
4. **Fees for Services Beyond Scope.** Fees for services beyond those specified in this Agreement will be billed to the Agency at the rates indicated in the PARS’ standard fee schedule in effect at the time the services are provided and shall be payable as described in Section 3 of this Agreement. Before any such services are performed, PARS will provide the Agency with a detailed description of the services, terms, and applicable rates for such services. Such services, terms, and applicable rates shall be agreed upon in writing and executed by both parties as a condition to the Agency’s obligation for payment.
5. **Information Furnished to PARS.** PARS will provide the Services in connection with the Agency providing PARS the information specified in the exhibit attached hereto as “Exhibit 1C” (“Data”). It shall be the responsibility of the Agency to certify the accuracy, content, and completeness of the Data so that PARS may rely on such information without further audit. It shall further be the responsibility of the Agency to deliver the Data to PARS in such a manner that allows for a reasonable amount of time for the Services to be performed. Unless specified in Exhibit 1A, PARS shall be under no duty to question Data received from the Agency, to compute contributions made to the Plan, to determine or inquire whether contributions are adequate to meet and discharge



liabilities under the Plan, or to determine or inquire whether contributions made to the Plan are in compliance with the Plan or applicable law. In addition, PARS shall not be liable for nonperformance of Services to the extent such nonperformance is caused by or results from erroneous and/or late delivery of Data from the Agency. In the event that the Agency fails to provide Data in a complete, accurate and timely manner and pursuant to the specifications in Exhibit 1C, PARS reserves the right, notwithstanding the further provisions of this Agreement, to terminate this Agreement upon no less than ninety (90) days written notice to the Agency.

6. **Records.** Throughout the duration of this Agreement, and for a period of five (5) years after termination of this Agreement, PARS shall provide duly authorized representatives of Agency access to all records and material relating to calculation of PARS' fees under this Agreement. Such access shall include the right to inspect, audit and reproduce such records and material and to verify reports furnished in compliance with the provisions of this Agreement. All information so obtained shall be accorded confidential treatment as provided under applicable law. In the event that such an audit discloses an overpayment of fees, PARS shall be responsible to reimburse Agency for such overpaid fees.
7. **Confidentiality.** Without the Agency's prior written consent, PARS shall not disclose any information relating to the Plan except to duly authorized officials of the Agency, subject to applicable law, and to parties retained by PARS to perform specific services within this Agreement. The Agency shall not disclose any information relating to the Plan to individuals not employed by the Agency without the prior written consent of PARS, except as such disclosures may be required by applicable law including, but not limited to, the California Public Records Act.
8. **Independent Contractor.** PARS is and at all times hereunder shall be an independent contractor. As such, neither the Agency nor any of its officers, employees or agents shall have the power to control the conduct of PARS, its officers, employees, or agents, except as specifically set forth and provided for herein. PARS shall pay all wages, salaries, and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as social security, income tax withholding, unemployment compensation, workers' compensation, and similar matters.
9. **Indemnification.** PARS and Agency hereby indemnify each other and hold the other harmless, including their respective officers, directors, employees and attorneys, from any claim, loss, demand, liability, or expense, including reasonable attorneys' fees and costs, incurred by the other as a consequence of, to the extent, PARS' or Agency's, as the case may be, negligent acts, errors or omissions with respect to the performance of their respective duties hereunder.
10. **Compliance with Applicable Law.** The Agency shall observe and comply with federal, state, and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding the administration of the Plan. PARS shall observe and comply with federal, state, and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding Plan administrative services provided under this Agreement.

11. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event any party institutes legal proceedings to enforce or interpret this Agreement, venue and jurisdiction shall be in any state court of competent jurisdiction located in Riverside County, California.
12. **Force Majeure.** When a party's nonperformance hereunder was caused by an occurrence beyond the control and not due to the fault of the party not performing, said party shall be excused from such nonperformance of obligation(s) under this Agreement during the time and to the extent that its performance is prevented by such cause. The nonperforming party that is claiming a force majeure event shall provide notice thereof to the other party within a reasonable period of time, wherein such notice shall include the cause, the nature of the nonperformance and the estimated term of delay, to the extent such term of delay can be estimated. Such cause(s) that may constitute a force majeure event shall include, but not be limited to: any incidence of fire; flood; acts of God; unanticipated pandemic or spread of communicable disease; acts of terrorism; war-related commandeering of material, products, or facilities by the federal, state or local government; a material act or omission hereunder by the other party; or any law, ordinance, or rule, by the federal, state or local government, or any agency thereof, in each case which becomes effective after the date of this Agreement and that delays or renders impractical either party's performance under the Agreement.
13. **Ownership of Reports and Documents.** The originals of all letters, documents, reports, and data produced for the purposes of this Agreement shall be delivered to and become the property of the Agency. Copies shall be made for PARS and retained during and for five (5) years after the termination of this Agreement but shall not be furnished to others without written authorization from Agency.
14. **Designees.** The Plan Administrator of the Agency, or their designee, shall have the authority to act for and exercise any of the rights of the Agency as set forth in this Agreement, subsequent to and in accordance only with and to the extent of the written authority granted by the Governing Body of the Agency, a copy of which writing shall be delivered to PARS, and which may be modified or withdrawn thereafter at any time. Any officer of PARS, or his or her designees, shall have the authority to act for and exercise any of the rights of PARS as set forth in this Agreement and Agency shall have no obligation to inquire as to the due authority of such individual.
15. **Notices.** All notices hereunder and communications regarding the interpretation of the terms of this Agreement, or changes thereto, shall be effected by delivery of the notices in person or by depositing the notices in the U.S. mail, registered or certified mail, return receipt requested, postage prepaid and addressed as follows:
- (A) To PARS: PARS; 4350 Von Karman Avenue, Suite 100, Newport Beach, CA 92660; Attention: President
  - (B) To Agency: City of Beaumont; 550 E. 6<sup>th</sup> Street, Beaumont, CA 92223; Attention: City Manager

Notices shall be deemed given on the date received by the addressee.

- 16. **Term of Agreement.** This Agreement shall remain in effect for the period beginning December 7, 2021 and ending December 7, 2024 (“Term”). This Agreement may be terminated at any time by Agency or PARS giving thirty (30) days written notice to the other party of the intent to terminate for any reason or no reason. Absent such a thirty (30) day written notice to the other party of the intent to terminate, this Agreement will continue unchanged for successive twelve-month periods following the Term.
- 17. **Amendment.** This Agreement may not be amended orally, but only by a written instrument executed by the parties hereto.
- 18. **Entire Agreement.** This Agreement, including exhibits, contains the entire understanding of the parties with respect to the subject matter set forth in this Agreement. All prior communications between the parties in any form, whether written or oral or electronic shall not be binding between the parties. In the event a court of competent jurisdiction invalidates any term, condition or provision of this Agreement, the remaining terms, conditions, and provisions shall remain in full force and legal effect. No waiver of any term or condition of this Agreement by any party shall be construed by the other as a continuing waiver of such term or condition.
- 19. **Attorneys Fees.** In the event any action is taken by a party hereto to enforce the terms of this Agreement the prevailing party herein shall be entitled to receive its reasonable attorney’s fees, and costs including expert witness fees.
- 20. **Counterparts.** This Agreement may be executed in any number of counterparts, and in that event, each counterpart shall be deemed a complete original and be enforceable without reference to any other counterpart.
- 21. **Headings.** Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.
- 22. **Effective Date.** This Agreement shall be effective on the date first above written, and also shall be the date the Agreement is executed.

**AGENCY:**

BY: \_\_\_\_\_  
Todd Parton

TITLE: City Manager

DATE: \_\_\_\_\_

**PARS:**

BY: \_\_\_\_\_  
Tod Hammeras

TITLE: Chief Financial Officer

DATE: \_\_\_\_\_

EXHIBIT 1A  
SERVICES

PARS will provide the following services for the City of Beaumont Public Agencies Post-Employment Benefits Trust:

1. Plan Installation Services:

- (A) Meeting with appropriate Agency personnel to discuss plan provisions, implementation timelines, actuarial valuation process, funding strategies, benefit communication strategies, data reporting, and submission requirements for contributions/reimbursements/distributions;
- (B) Providing the necessary analysis and advisory services to finalize these elements of the Plan;
- (C) Providing the documentation needed to establish the Plan to be reviewed and approved by Agency legal counsel. Resulting final Plan documentation must be approved by the Agency prior to the commencement of PARS Plan Administration Services outlined in Exhibit 1A, paragraph 2 below.

2. Plan Administration Services:

- (A) Monitoring the receipt of Plan contributions made by the Agency to the trustee of the PARS Public Agencies Post-Employment Benefits Trust (“Trustee”), based upon information received from the Agency and the Trustee;
- (B) Performing periodic accounting of Plan assets, reimbursements/distributions, and investment activity, based upon information received from the Agency and/or Trustee;
- (C) Coordinating the processing of distribution payments pursuant to authorized direction by the Agency, and the provisions of the Plan, and, to the extent possible, based upon Agency-provided Data;
- (D) Coordinating actions with the Trustee as directed by the Plan Administrator within the scope of this Agreement;
- (E) Preparing and submitting a monthly report of Plan activity to the Agency, unless directed by the Agency otherwise;
- (F) Preparing and submitting an annual report of Plan activity to the Agency;
- (G) Facilitating actuarial valuation updates and funding modifications for compliance with the applicable GASB pronouncements and/or statements, if prefunding OPEB obligations;
- (H) Coordinating periodic audits of the Trust no less often than annually which shall be delivered to Agency within thirty (30) days of completion;
- (I) Monitoring Plan and Trust compliance with federal and state laws.

3. PARS is not licensed to provide and does not offer tax, accounting, legal, investment or actuarial advice.

EXHIBIT 1B  
FEES FOR SERVICES

PARS will be compensated for performance of Services, as described in Exhibit 1A based upon the following schedule:

An annual asset fee shall be invoiced to and paid by the Agency based on the following schedule:

<u>For Plan Assets from:</u>			<u>Annual Rate:</u>
\$1	to	\$10,000,000	0.25%
\$10,000,001	to	\$15,000,000	0.20%
\$15,000,001	to	\$50,000,000	0.15%
\$50,000,001	and	above	0.10%

Annual rates are prorated and paid monthly. The annual asset fee shall be calculated by the following formula [Annual rate divided by 12 (months of the year) multiplied by the Plan asset balance at the end of the month]. Trustee and Investment Management Fees are not included.

EXHIBIT 1C  
DATA REQUIREMENTS

PARS will begin providing the Services under this Agreement in connection with receiving the following information. PARS will notify Agency in writing of any required information needed to commence Services which it has not received in writing promptly, if any.:

1. Executed Legal Documents:
  - (A) Certified Resolution
  - (B) Adoption Agreement to the Public Agencies Post-Employment Benefits Trust
  - (C) Trustee Investment Forms
  
2. Contribution – completed Contribution Transmittal Form signed by the Plan Administrator (or authorized Designee) which contains the following information:
  - (A) City of Beaumont
  - (B) Contribution amount
  - (C) Contribution date
  - (D) Contribution method (Check, ACH, Wire)
  
3. Distribution – completed Payment Reimbursement/Distribution Form signed by the Plan Administrator (or authorized Designee) which contains the following information:
  - (A) City of Beaumont
  - (B) Payment reimbursement/distribution amount
  - (C) Applicable statement date
  - (D) Copy of applicable premium, claim, statement, warrant, and/or administrative expense evidencing payment
  - (E) Signed certification of reimbursement/distribution from the Plan Administrator (or authorized Designee)
  
4. Other information pertinent to the Services as reasonably requested by PARS and Actuarial Provider.

**RESOLUTION NO. 2021-**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
BEAUMONT APPROVING THE ADOPTION OF THE PUBLIC  
AGENCIES POST-EMPLOYMENT BENEFITS TRUST  
ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES  
(PARS)**

WHEREAS, PARS has made available the PARS Public Agencies Post-Employment Benefits Trust (the “Program”) for the purpose of pre-funding pension obligations and/or OPEB obligations; and

WHEREAS, the City of Beaumont (“City”) is eligible to participate in the Program, a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code, as amended, and the Regulations issued there under, and is a tax-exempt trust under the relevant statutory provisions of the State of California; and

WHEREAS, the City’s adoption and operation of the Program has no effect on any current or former employee’s entitlement to post-employment benefits; and

WHEREAS, the terms and conditions of post-employment benefit entitlement, if any, are governed by contracts separate from and independent of the Program; and

WHEREAS, the City’s funding of the Program does not, and is not intended to, create any new vested right to any benefit nor strengthen any existing vested right; and

WHEREAS, the City reserves the right to make contributions, if any, to the Program.

**NOW, THEREFORE, BE IT RESOLVED**, THAT THE City Council hereby adopts the PARS Public Agencies Post-Employment Benefits Trust. Effective December 7, 2021, and The City Council hereby appoints the City Manager, or his/her successor or his/her designee as the City’s Plan Administrator for the Program, and The City’s Plan Administrator is hereby authorized to execute the PARS legal and administrative documents on behalf of the City and to take whatever additional actions are necessary to maintain the City’s participation in the Program and to maintain compliance of any relevant regulation issued or as may be issued, therefore, authorizing him/her to take whatever additional actions are required to administer the City’s program.

**MOVED, PASSED AND ADOPTED** this 7<sup>nd</sup> day of December 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

By: \_\_\_\_\_  
Mayor, City of Beaumont

ATTEST:

By: \_\_\_\_\_  
Nicole Wheelwright  
Deputy City Clerk





## Staff Report

**TO:** City Council  
**FROM:** Sean Thuilliez, Chief of Police  
**DATE:** December 7, 2021  
**SUBJECT:** Resolution to Adopt Emergency Operations Plan

---

### Background and Analysis:

The attached resolution provides for the adoption of an updated Emergency Operations Plan (EOP) that recognizes potential natural and man-made hazards and identifies and considers mitigation measures to reduce risks associated with such hazards. The EOP is a tool to guide City officials in planning for and mitigating disasters and is required for participating jurisdictions to remain eligible for federal disaster relief funding from the Federal Emergency Management Agency (FEMA). Unlike the Local Hazard Mitigation Plan, the Emergency Operations Plan details what the facility or agency will do during a disaster (incident command implementation, command center location and activities, specified plans by department, etc.). The EOP must be reviewed every year and final acceptance of the EOP by FEMA is contingent upon the adoption of the local jurisdictions governing body.

In the event of a disaster, City officials would activate the Emergency Operations Center (EOC) which would be used to mitigate hazards by using short-term and long-term policies, programs, and projects to alleviate death, injury, and destruction, and to plan recovery operations that can result from a disaster. Natural and human caused disasters affect the lives of people and community members financially, economically, and psychologically. The EOP provides a roadmap of roles and responsibilities that enable City officials to fill critical positions necessary for the success of the EOC during a disaster.

The EOP represents the City's commitment to reduce the potential risks and impacts of natural and human made disasters. The plan serves to protect the City and community by improving disaster preparedness, mitigation, and recovery operations. This plan complies with federal and state emergency operations planning requirements to establish eligibility for funding under the Federal Emergency Management agency (FEMA) grant programs.

In October 2021, the Beaumont Police Department completed the City's EOP and was reviewed and vetted by the Riverside County Emergency Management Department. In order to finalize the plan in accordance with Federal Emergency Management Agency requirements, the attached resolution must be adopted by City Council.

**Fiscal Impact:**

City staff estimates the cost to prepare this staff report to be \$440.

**Recommended Action:**

Waive the full reading and adopt by title only, "A Resolution of the City Council of the City of Beaumont, California, Adopting the City of Beaumont Emergency Operations Plan."

**Attachments:**

- A. Resolution
- B. Emergency Operations Plan (EOP)

**RESOLUTION NO. 2021-\_\_\_\_\_****A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF BEAUMONT  
FOR ADOPTION OF THE CITY OF BEAUMONT EMERGENCY OPERATION  
PLAN (EOP)**

**WHEREAS**, President Bush, in Homeland Security Directive-5, directed the Secretary of The Department of Homeland Security to develop and administer a National Incident Management System, which would provide a consistent nationwide approach for federal, state, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from disasters, regardless of cause, size, or complexity; and

**WHEREAS**, the State of California pioneered the development of standardized incident management systems to respond to a variety of catastrophic disasters, including fires, earthquakes, floods, and landslides; and

**WHEREAS**, in the early 70s the California fire services, in partnership with the federal government, developed the seminal emergency incident command system that has become the model for incident management nationwide; and

**WHEREAS**, in 1993, California was the first state to adopt a statewide Standardized Emergency Management System for use by every emergency response organization, and implemented a system to ensure the continual improvement of the Standardized Emergency Management System; and

**WHEREAS**, California emergency management professionals have contributed their expertise to the development of the new National Incident Management System; and

**WHEREAS**, it is essential for responding to disasters that federal, state, local, and tribal organizations utilize standardized terminology, standardized organization structures, interoperable communications, consolidated action plans, unified command structures, uniform standards for planning, training, and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

**WHEREAS**, the California Standardized Emergency Management System substantially meets the objective of the National Incident Management System; and

**WHEREAS**, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System nationwide; and

**WHEREAS**, the governor of the State of California has directed his Office of Emergency Services and Office of Homeland Security in cooperation with the Standardized Emergency Management System Advisory Board to develop a program to integrate the National Incident Management System, to the extent appropriate, into the state's emergency management system.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BEAUMONT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS;**

**SECTION 1.** That the City of Beaumont Emergency Operation Plan has been updated in accordance with the requirements of the Emergency Services Act and Standardized Emergency Management System and is consistent with state and federal guidelines.

**SECTION 2.** That the City of Beaumont Emergency Operation Plan has integrated and utilizes the National Incident Management System and the Standardized Emergency Management System in California.

**SECTION 3.** That the Beaumont City Council adopts the City of Beaumont’s Emergency Operation Plan to ensure the most effective allocation of resources for protection of people and property in time of an emergency, and to ensure the coordination of the emergency functions of the City with all other public agencies, corporations, organization and affected private persons.

**SECTION 4.** That a copy of this resolution is forwarded to the Governor’s Office of Emergency Services.

**SECTION 4.** This Resolution shall take effect from and after the date of its passage and adoption.

**PASSED, APPROVED AND ADOPTED** this 7<sup>th</sup> day of December 2021, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

\_\_\_\_\_  
Mike Lara, Mayor  
City of Beaumont

**ATTEST:**

\_\_\_\_\_  
Nicole Wheelwright, City Clerk  
City of Beaumont

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney  
City of Beaumont



## **City of Beaumont**

### **Emergency Operations Plan (EOP)**

Portions of this document may contain sensitive information pertaining to the deployment, mobilization, and tactical operations of City of Beaumont in response to emergencies and disasters. The vast majority of this plan is available for public review. Refer any request for a copy of this document to Sergeant Christopher Ramos at 951-769-8500.

## FORWARD

Date 10/02/2021

Enclosed is the revised City of Beaumont Emergency Operations Plan (EOP). This plan is designed as a reference and guidance document, and is the foundation for response and recovery operations for the City of Beaumont and is meant to coordinate with the Riverside County Operational Area EOP and EOC to facilitate effective response to any emergency.

This plan establishes the emergency organization, assigns tasks, and specifies policies and general procedures during both response and recovery. It also provides for coordination with the County as the OA Lead Agency. This plan includes the critical elements of the Standardized Emergency Management System, the National Incident Management System, the Incident Command System, and the National Response Framework.

This Emergency Operations Plan can be used to coordinate localized emergencies as well as catastrophic disasters. The plan will be reviewed and exercised periodically and revised as necessary to meet changing conditions.

The City of Beaumont gives full support to this plan and urges all officials, employees, and citizens, individually and collectively, to do their share in emergency preparedness, response, and recovery efforts.

This Emergency Operations Plan will become effective upon resolution with concurrence by signatures of the City of Beaumont leadership below.

Official Signatory

## Copy of Resolution

The City of Beaumont will submit plans to Riverside County Emergency Management Department who will forward to California Governor's Office of Emergency Services (CAL OES) for review prior to being submitted to the Federal Emergency Management Agency (FEMA). In addition, we will wait to receive an "Approval Pending Adoption" letter from FEMA before taking the plan to our local governing bodies for adoption. Upon approval, the (Jurisdiction) will insert the signed resolution.

## Plan Concurrence

As a designated official in an emergency management effort, and having reviewed this Emergency Operations Plan, I hereby sign this concurrence page to show my approval of the plan and its contents.

City of Beaumont

Department/TITLE	NAME	SIGNATURE
Administrative Services		
Animal Services		
Building and Safety		
City Manager		
City Attorney		
City Clerk		
Code Enforcement		
Community Development		
Economic Development		
Financial Services		
Fire		
Human Resources		
Library Services		
Media		
Parks & Community Services		
Planning		
Police		
Public Works		

## Plan Development and Maintenance

Sergeant Christopher Ramos (OES Coordinator) is responsible for writing, reviewing, and updating of the EOP.

The updates will include new information such as changing of phone numbers and revisions of relevant standard operational procedures or organizational structure. A record of changes and revisions will be maintained. All changes to the plan will be distributed as shown on the plan distribution list. Revisions to the plan will be approved by the OES Director - Chief of Police, Sean Thuilliez.



## Distribution List

This distribution list names the departments or agencies receiving copies of the City of Beaumont Emergency Operations Plan. The plan will be distributed in a printed version.

Department	#	Department	#
Administrative Services	1	Parks & Community Services	1
Animal Services	1	Planning	1
Building and Safety	1	Police	1
City Manager	1	Public Works	1
City Attorney	1		
City Clerk	1		
Code Enforcement	1		
Community Development	1		
Economic Development	1		
Financial Services	1		
Fire	1		
Human Resources	1		
Library Services	1		
Media / PIO	1		

## Record of Revisions

The City of Beaumont OES Coordinator will maintain the official copy of the EOP and use the record of revisions table below to track changes to the EOP.

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## BASE PLAN

### Section 1.0 Administrative Features

#### 1.1 Plan Format

The EOP consists of the Base Plan, Appendices, and Emergency Support Function Annexes:

- Base Plan includes:
  - Introduction and administrative features; concept of operations including the principles and methods used to carry out emergency operations; hazards and threats ranking; and recovery and mitigation operations
- Appendices may include:
  - Glossary; resources; contact lists; supporting documentation; EOC Operations; Department Emergency Operations
- Emergency Support Function Annexes:
  - Specific protocols complementary to the EOP used during specific emergency situations that require unique planning and coordination beyond the all hazards approach within the Basic Plan (example, floods)

#### 1.2 Purpose and Scope

This Emergency Operations Plan (EOP) applies to the City of Beaumont. The EOP addresses the planned response to extraordinary situations associated with natural disasters and/or human caused incidents. The plan focuses on coordinating mutual aid and also provides an overview of the operational concepts relating to various emergency situations, identifies components of the emergency response, and describes the overall responsibilities of the OA for supporting OA Members in protecting life and property.

#### 1.3 City of Beaumont / OA EOP Implementation

Activation of the City of Beaumont EOP occurs as a result of one of the following conditions:

- Upon the declaration of a Local Emergency by the Director of Emergency Services (City Manager), or by persons herein authorized to act in its stead
- When the Governor has proclaimed a State of Emergency affecting and including Riverside County, City of Beaumont
- Upon the existence of a State of War Emergency as defined in California Emergency Services Act (Chapter 7, Division 1, Title 2, California Government Code)
- When two or more cities within the Operational Area have declared a local emergency
- When the Operational Area is requesting resources from outside its boundaries, except those resources used for day-to-day operations through existing agreements or as provided for under the Master Mutual Aid Agreement
- When the Operational Area has received resource requests from outside its boundaries, except those resources used for day-to-day operations through existing agreements or as provided for under the Master Mutual Aid Agreement

## 1.4 Authorities and References

The following documents provide emergency authorities for conducting and/or supporting emergency operations:

### Federal

- Homeland Security Presidential Directive (HSPD) 5, Management of Domestic Incidents issued February 28, 2003;
- Presidential Policy Directive (PPD) 8, National Preparedness issued March 30, 2011;
- U.S. Department of Homeland Security, National Incident Management System (NIMS)
- U.S. Department of Homeland Security, National Response Framework (NRF)
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. §§ 5121, *et seq.*);
- National Fire Protection Association, Safer Act Grant; National Fire Protection Association Standard No. 1710, 2010
- Americans With Disabilities Act of 1990, 42 U.S.C. § 12101, *et seq.* (ADA)
- Post-Katrina Emergency Management Reform Act of 2006 (6 U.S.C. §§ 701, *et seq.*)
- The Pets Evacuation and Transportation Standards Act of 2006
- Flood Control and Coastal Emergency Act (33 U.S.C. § 701n);
- NRT-1, Hazardous Materials Emergency Planning Guide and NRT-1A Plan Review Guide (Environmental Protection Agency's National Response Team)
- National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321, *et seq.*)

### State

- California Constitution;
- California Emergency Services Act (Government Code §§ 8550, *et seq.*);
- Standardized Emergency Management System (SEMS) Regulations (19 Cal. Code of Regulations §§ 2400, *et seq.* and Government Code § 8607);
- California State Emergency Plan
- California Natural Disaster Assistance Act (Government Code §§ 8680, *et seq.*);
- California State Private Nonprofit (PNP) Organizations Assistance Program, 2011
- California Hazardous Materials Incident Contingency Plan
- California Oil Spill Contingency Plan (Government Code §§ 8670.1, *et seq.*)
- California Health and Safety Code §§ 25115 and 25117; §§ 2550, *et seq.*; and §§ 25600 through 25610, dealing with hazardous materials
- Orders and Regulations selectively promulgated by the Governor during a State of Emergency
- Orders and Regulations promulgated by the Governor to take effect during a State of War
- California Master Mutual Aid Agreement
- Emergency Management Assistance Compact (Government Code §§ 179, *et seq.*)

### County

- Riverside County, California, Code of Ordinances; Title 2 – Administration: Chapter 2.100 – Emergency Services
- Riverside County Emergency Services Ordinance 533.5; item 3.52 of 08/23/2005 (effective

9/22/2005)

- Resolution, adopting the California Master Mutual Aid Agreement, July 1958
- Resolution SLR-28, adopting Workmen's Compensation Benefits for Disaster Service Workers, June 8, 1988
- Resolution SLR-55, adopting the Emergency Operations Plan, November 15, 1988
- Resolution 95-205, adopting the Standardized Emergency Management System (SEMS), August 15, 1995
- Resolution 95-206, adopting the Operational Area Agreement, August 15, 1995
- Resolution 2006-051 adopting the National Incidental Management System (NIMS) within Riverside County on February 28, 2006.
- Resolution adopting the County of Riverside Multi-Jurisdictional Local Hazard Mitigation Plan, 2017
- Resolution 2006-052 adopting the revised Riverside County Emergency Operations Plan on February 28, 2006

## City

- Chapter 2.28 – Beaumont Municipal Code – Ordinance 461 covering emergency services and mutual aid
- Resolution No. 1995-13 re: adopting SEMS, adopted March 13, 1995
- NIMS Resolution No. 2006-36 adopting National Incident Management System on June 6, 2006
- Resolution No. 1995-12 adopting the Operational Area Agreement, adopted March 13, 1995
- Riverside County Emergency Services Ordinance 533.5, adopted August 23, 2005, by the Riverside County Board of Supervisors.

## 1.5 Relationship to Other Plans and References

The City of Beaumont EOP is designed to establish the framework for implementation of the California Standardized Emergency Management System (SEMS) for the City of Beaumont, which is located within the Riverside County Operational Area (OA), and Mutual Aid Region VI as defined by the Governor's Office of Emergency Services (State OES). By extension, the plan will also implement the National Incident Management System (NIMS) which has been integrated into SEMS at the Governor's directive (Executive Order S-2-05). The plan is intended to facilitate multi-agency and multi-jurisdictional coordination, particularly between the City of Beaumont and Riverside County, special districts, and state agencies, in emergency operations. This is operational by design.

## 1.6 Standard Operating Procedures/Guidelines (SOPs/SOGs)

Departments within the City of Beaumont that have roles and responsibilities identified by the plan need to develop and maintain their own department and/or position-specific Standard Operating Procedures (SOPs), Standard Operating Guidelines (SOGs), or plans detailing personnel assignments, policies, notification rosters, resource lists, and specific steps for accomplishing the functions assigned in this EOP. Staff emergency response personnel should be acquainted with these SOPs/SOGs, and receive periodic training on the policies and procedures contained within the SOPs/SOGs in support of this EOP.



## **Section 2.0 Situation and Assumptions**

## 2.1 General Description

The City of Beaumont was incorporated in November 1912. Founded at the turn of the twentieth century, Beaumont is proud of its rich history and rural charm. The town served as a welcome “stopping-off point” for early travelers making their way from the Mohave desert to Los Angeles, and later for Los Angeles residents eager to vacation in Palm Springs. Some, however, set down roots, drawn by the beautiful mountain vistas, clean, crisp air, and the abundance of cherry and apple orchards. Beaumont is proud of these early settlers and their families, many of whom continue to live and thrive in Beaumont.

## 2.2 Geography

The City of Beaumont is located in the westernmost portion of Riverside County and is bounded by Calimesa and unincorporated areas on the east, on the north by the unincorporated County areas (Cherry Valley), on the south by unincorporated County areas and the City of San Jacinto, and on the east by the City of Banning. The City is located in the San Gorgonio Pass, the only easterly link with the greater Los Angeles Metropolitan area. Beaumont is located approximately 70 miles northeast of Los Angeles, 21 miles northeast of Riverside, and 21 miles southeast of San Bernardino. The geographic area governed by the Beaumont General Plan includes the City's corporate boundaries as existed in 2012 and the City's established Sphere of Influence. Because there is considerable variation within the area governed by the General Plan, the larger Beaumont Planning Area has been subdivided into eight smaller planning areas:

- 1 - Town Center Planning Area,
- 2 - Oak Valley Planning Area,
- 3 - North Beaumont Planning Area,
- 4 - East Beaumont Planning Area,
- 5 - 6th Street Corridor Planning Area,
- 6 - Southeast Beaumont Planning Area,
- 7 - Southwest Planning Area,
- 8 - West Beaumont Planning Areas.



Figure 1 – City of Beaumont Boundaries Map

## 2.3 Hazard Analysis

The City of Beaumont has numerous hazard threats, the hazards include as much of Riverside County, including earthquake, flooding, and fires. In addition, there are three major routes (I-10, Hwy 60 and Hwy 79), and the railroad that goes directly through the middle of the City are capable of hauling hazardous materials. Another hazard that exists within the City and outlining areas is severe wind issues.

The City of Beaumont has experienced several different disasters over the last 10 years, including minor earthquakes, severe weather events (wind damage), wildfires and flood conditions.

The specific criteria and methodologies used to evaluate hazards or threats to the City of Beaumont are as follows.

The City of Beaumont in the last five years experienced (1) Federal declared disasters. (1) 2016 Winter Storms again brought tremendous amounts of rain causing major damage

to the City's infrastructure with road damage. Estimated \$13,300.00 + in damage costs. It should be noted that in all of these disasters, the City, at the Direction of the City Manager activated the City's Emergency Operations Center (EOC) in accordance the State's Standard Emergency Management System (SEMS) and FEMA's National Incident Management System (NIMS).

Hazard	2017 Ranking for Potential Impact - City of Beaumont
Earthquake	1
Pandemic Flu	15
Wildland Fire	2
Electrical Failure	13
Emergent Disease/Contamination	19
Cyber Attack	12
Terrorist Event	18
Communications Failure	8
Flood	5
Civil Disorder	11
Drought	6
Nuclear/Radiological Incident	21
Extreme Weather	9
Transportation Failure	3
Dam Failure	23
Aqueduct	16
Tornado	22
Insect Infestation	17
Jail/Prison Event	10
Pipeline Disruption	7
Landslide	14
Hazardous Materials Incident	4
Water Supply Disruption/Contamination	20

\*Severity Rating Table

## 2.4 Hazard Situation and Summaries

The City of Beaumont continues to seek to reduce loss of life, protection of the environment, protection of property, due to crime, fire, earthquake or other disasters or hazards or man-made disaster, promote city citizen awareness, and preparedness for personal response to emergencies or disaster situations. The City's Emergency Services Department manages a highly effective Community Emergency Response Team (CERT) training program and conducts emergency preparedness presentations to local private community organizations, service groups, and participates in the Beaumont Unified School District response program.

The City contracts with the Riverside County Fire Department for Fire services that includes hazardous materials response and has a working relationship with the County of Riverside's Environmental Health Agency.

The City's General Plan provides for a separate Safety Element identifying the City's policies relative to the mitigation of natural and man-made hazards as a means to improve the safety of its citizens. The Safety Element complies with the State of California's directive pertaining to noise and safety issues.

### **2.4.1 Earthquake Hazards**

The City of Beaumont shares many of the hazards associated with earthquakes faults in Southern California that could impact the City. Earthquakes in southern California are most often the sudden slip on a fault resulting in ground shaking. They can also be caused by volcanic activity or sudden stress changes in the earth's crust. The San Andreas Fault and Banning fault zone lies several miles north of the City and the San Jacinto Fault located to the south of the City. The Banning fault zone interacts with or may be considered part of the San Andreas Fault zone and the San Geronimo Pass fault zone. The City has experienced several minor earthquakes and ground movement incidents from various quakes including the Landers quake (7.2) in January 2001; the Chino Hills quake (5.4) in July 2008; the Whittier Narrows quake (5.9) in October 1987; and the Northridge quake in February 2001. (See Riverside County OA MJHMP Section 5.3.3 Pages 196-218).

Earthquakes in southern California are most often the sudden slip on a fault resulting in ground shaking. They can also be caused by volcanic activity or sudden stress changes in the earth's crust. Earthquakes occur less frequently than other hazards but account for the most deaths, injuries, and damage in the county as the greatest catastrophic disaster threat. The earthquake hazard for Riverside County comes primarily from three major faults that traverse the county: the San Andreas Fault, the Elsinore Fault, and the San Jacinto Fault. Proximity of earthquakes to populated areas and the time of day factor in to the number of deaths and property damage.

The San Andreas Fault passes 11 miles from the downtown area of the City of Riverside. The fault stretches from Northern California to the Mexican border, and is over 600 miles long. It has the potential for an 8.3 Moment Magnitude Scale (MMS) earthquake.

The San Jacinto Fault extends 125 miles from near El Centro to near San Bernardino intersecting freeways 10, 215, and 60. This fault has the potential for a 7.0 MMS earthquake.

The Elsinore Fault, though smaller than the San Jacinto Fault runs near the cities of Corona, Eastvale, Norco, Jurupa Valley, and south into Lake Elsinore. This fault has the potential for producing a 6.0 MMS earthquake.

The western portion of the county can expect strong to severe ground shaking generated by movement along these active faults. The cities most at risk for damage from close proximity to faults include Banning, Calimesa, Cathedral City, Coachella, Corona, Desert Hot Springs, Hemet, Indio, Lake Elsinore, Moreno Valley, Murrieta, Palm Springs, San Jacinto, and Temecula.

A moderate earthquake occurring in or near Riverside County could result in deaths, casualties, property damage, environmental damage, and disruption of normal government and community services and activities. The effects could be aggravated by collateral emergencies such as fires, flooding, hazardous material spills, utility disruptions, landslides, transportation emergencies, or dam failure. Aftershocks to major earthquakes could also be large enough to cause damage,

and must be part of planning.

Community needs would likely require emergency management mutual aid from other counties, states, or federal agencies plus coordinating support from volunteer and private agencies. Individuals should also plan to provide for themselves and their families in the aftermath of an earthquake.

The Alquist-Priolo Earthquake Fault Zoning Act (1972) and the Seismic Hazards Mapping Act (1990) create "Zones of Required Investigation" to minimize the loss of life and property posed by earthquake-triggered ground failures. Cities and counties affected by the zones regulate development "projects". Sellers of real property within a mapped hazard zone must disclose at the time of sale that the property lies within such a zone. Alquist-Priolo Earthquake Fault Zones have been designated by the California Division of Mines and Geology for the Elsinore, San Jacinto, and San Andreas fault zones in Riverside County. Fault line map shown below.

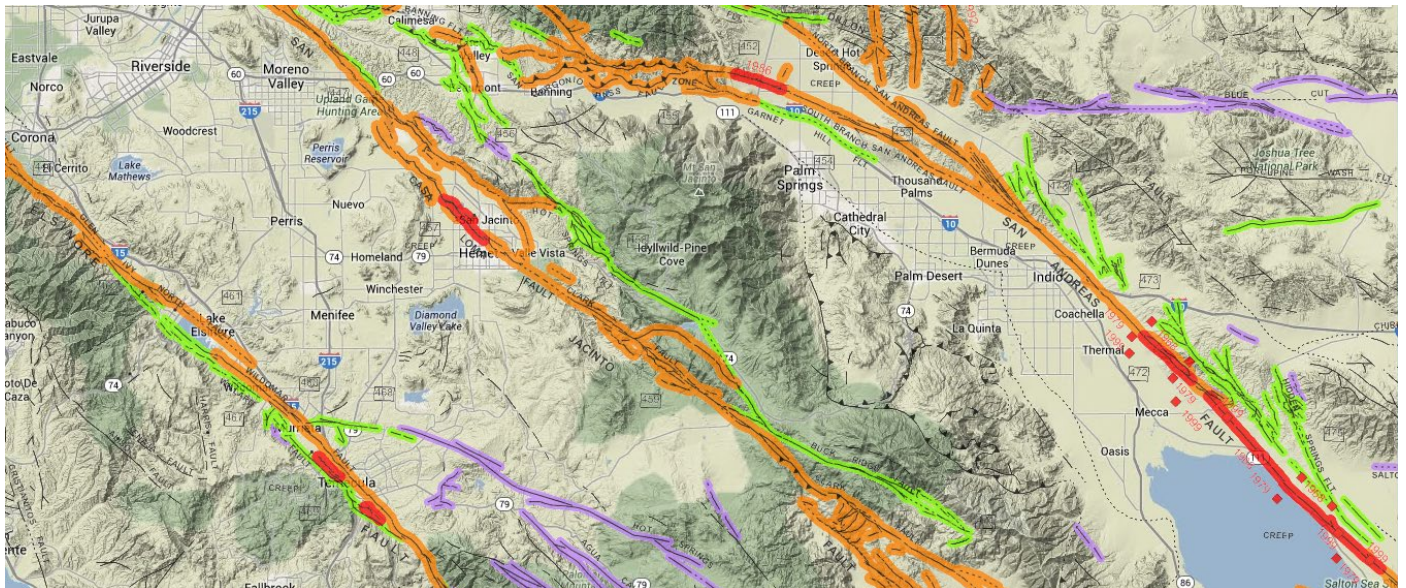


Figure 2 - Riverside County Earthquake Fault Lines Map

September 21, 2012 maps were released under the authority of the Alquist-Priolo Earthquake Fault Zoning (AP) Act state law designed to reduce the hazard from surface fault rupture during an earthquake. These maps include the Mecca, Mortmar, Orocopia Canyon, Salton, and Durmid Quadrangles. Earthquake Fault Zones are regulatory zones that encompass surface traces of active faults that have a potential for future surface fault rupture. There are publications related to geologic seismic hazards located at the following website: <https://www.usgs.gov/centers/geohazards>

### Earthquake Mitigation

Comprehensive hazard mitigation programs include the identification and mapping of hazards, prudent planning, enforcement of building codes, and expedient retrofitting and rehabilitation of weak structures. These can significantly reduce the scope of an earthquake disaster. Senate Bill 547 addresses the identification and seismic upgrade of potentially hazardous buildings, including: unreinforced masonry, pre-1971 concrete tilt-ups, soft-stories, mobile homes, and pre-1940 homes.

## Ground Failure

Ground failure induced by earthquake includes liquefaction, lurching, and differential settlement (sinkholes). Liquefaction occurs during earthquakes when water-saturated soils transform into a liquefied state in areas where the water table is less than 50 feet underground. Portions of Riverside County are susceptible to liquefaction during seismic activity as shown in the figure below.

## Landslides/Debris Flows

Heavy rain can lead to many problems for the City of Beaumont. The City's Flood response procedures have pre-identified areas of concern. There are no dams located in or near the City, however there is a water pond located in northeast part of the city. This storage facility is the property of a local contractor and emergency response procedures have been worked out with them. The City is not located near Flood Plains, Dam's, Lake's, Controlled Flood Channels or uncontrolled Flood Channels or any reservoirs. (See Riverside County OA MJHMP Section 5.3.1 Pages 164-195).

### 2.4.2 Public Health Emergencies

In case of a public health emergency, the City of Beaumont will coordinate with the San Gorgonio Pass Memorial Hospital and the Riverside County Health Officer to mitigate the impact of the emergency on the public's health and safety.

Public health emergencies include communicable disease outbreaks, such as tuberculosis, hepatitis, and meningitis, as well as public health emergencies resulting from terrorism or natural disasters. Public health experts are always concerned about the risk of another pandemic where a disease spreads between species. The County Health Officer has the authority to proclaim a public health emergency and would lead the efforts throughout the Operational Area to eradicate a public health emergency.

The 20th century saw three global pandemic influenza outbreaks, the most notable of which was the 1918 Spanish influenza pandemic that was responsible for 20-40 million deaths throughout the world. The most recent pandemic, the 2009 H1N1 flu, first identified in Imperial and San Diego counties, killed more than 550 Californians, sent thousands more to hospitals, caused widespread fear and anxiety and the declaration of a public health emergency.

Riverside County EMD may establish Point of Dispensing sites in conjunction with the Riverside University Health System - Public Health, as part of the Strategic National Stockpile (SNS) plan. The sites would be established at large gathering facilities such as a community center or public school gymnasium. These sites would allow for the dispensing of medications to a large number of people for prophylaxis of asymptomatic individuals as well as treatment of symptomatic persons. Depending on the nature of such a disease, if 25% to 35% of the population became ill this would disrupt all aspects of society and severely affect the economy. EMD and RUHS-PH will work closely with local jurisdictions to ensure that:

- Planning efforts are consistent throughout the county;
- Official information will be provided to the jurisdictions in a timely manner;

- Pharmaceutical distribution planning, training and exercising is conducted;

In Riverside County, both medical (medications, vaccines) and non-medical (school dismissal, isolation and/or quarantine) countermeasures will be implemented as deemed appropriate to mitigate the impact of the emergency on the public's health and safety.

The County, at the direction of the Public Health Officer for Riverside County, will implement the procedures and protocols as recommended. To ensure consistent planning efforts, federal, state, and county public health agencies use the World Health Organization (WHO) pandemic phases to guide their planning efforts. These phases may be changed depending on the incident.

### 2.4.3 Wildland Fires

The City of Beaumont is located in the San Gorgonio Pass between the San Bernardino Mountains and the San Jacinto Mountains. Both mountain regions are heavily forested and routinely subject to forest fires. The forest fires that occur around the city limits create a significant fire risk to vulnerable areas within the City.

Fires result in death, injury, economic loss, and environmental loss. Woodlands and other natural vegetation can be destroyed resulting in a loss of wildlife habitat, scenic quality and recreational resources. Soil erosion, sedimentation of fisheries and reservoirs, and downstream flooding can also result.

Wildfires often result in power outages. These outages can affect an extensive geographic area. Critical facilities in the line of fire are of particular concern. Wildfires lead to flooding and erosion. If heavy rains follow a major fire, flash floods, erosion, landslides and mudflows can occur.

There are 15 fire stations that are potentially at risk from wildland fires. In the Idyllwild area, the San Jacinto Mountains are heavily forested and a high hazard area. There are fire stations and schools in high danger areas that cannot be relocated.

### 2.4.4 Electrical Failure and Utility Outages

Depending on the situation, the City of Beaumont Police Department (Dispatch Section) will send out an alert or notification to those areas not affected by the electrical failure or outages.

A utility failure of extended duration may become a major emergency. Such might be the case in an extended power outage, a disruption in natural gas delivery, or a loss of water supply. A short duration event involving a widespread loss of telephone service may also rise to the level of a major emergency if it involves the public's ability to access the 9-1-1 system. Depending on the type and extent of disruption and other conditions, such as weather, a utility failure can have a broad range of impacts. Persons with access and functional needs are at highest risk from utility disruptions, the whole community in the county would be significantly impacted by a widespread interruption of government, business, and private services.

It is important to recognize that different types of outages are possible so that plans may be made to handle them effectively. Electric power disruptions can be generally grouped into two categories: intentional and unintentional. Intentional disruptions include planned service for



maintenance or upgrading. Unintentional disruptions can be caused by an accident; malfunction or equipment failure and/or equipment overload or reduced capability; storms or weather related causes; wildfire that damages transmission lines; or intentional damage, including terrorism.

Utility failures of significant proportion typically arise from other hazard events such as floods or earthquakes, but may occur as standalone events. Immediate objectives would focus on repairs necessary to restore power to areas of greatest need. All critical facilities would require standby generating equipment and emergency fuel supplies.

### **2.4.5 Flooding**

Heavy rain can lead to many problems for the City of Beaumont. The City's Flood response procedures have pre-identified areas of concern. There are no dams located in or near the City, however there is a water pond located in northeast part of the city. This storage facility is the property of a local contractor and emergency response procedures have been worked out with them. The City is not located near Flood Plains, Dam's, Lake's, Controlled Flood Channels or uncontrolled Flood Channels or any reservoirs. (See Riverside County OA MJHMP Section 5.3.1 Pages 164-195).

Flooding is a frequent natural hazard impacting Riverside County. Floods are generally classed as either slow-rise or flash floods. Slow-rise floods may be preceded by a warning time lasting from hours to days, or possibly weeks. Evacuation and sandbagging for a slow rise flood may lessen flood-related damage. Flash floods are characterized by extremely short warning times. Regardless of the type of flood, the cause is often the result of excessive rainfall either in the flood area or upstream reach. Floods may also occur from a dam failure. Flash flooding is a common problem in the Coachella Valley and the easterly portions of the county.

Flood effects on agriculture can be devastating, damaging crops, livestock, and dairy stock. In addition to the obvious impacts on animals and crops, flooding can have deleterious effects on soil and the ability to resume the agricultural activities affected once the flood waters recede.

Landslides caused by heavy precipitation send mudslides gushing down rain-sodden slopes. Most mudslides are localized in small gullies, threatening only those buildings in their direct path. They can burst out of the soil on almost any rain-saturated hill when rainfall is heavy enough.

Riverside County has several major river systems, dams, and reservoirs. Excessive rainfall can also stress these systems causing serious damage to property and potential loss of life. Rivers can overflow their banks, destroying bridges and washing out roads and highways during major flood events.

### **Dam Failure**

The term "dam failure" encompasses a wide variety of circumstances. Situations that would constitute a dam failure vary widely, from developing problems to a partial or catastrophic collapse of the entire dam. Potential causes of a dam failure are numerous and can be attributed to deficiencies in the original design of the dam, the quality of construction, the

maintenance of the dam and operation of the appurtenances while the dam is in operation, and acts of nature including precipitation in excess of the design, flood, and damage from earthquakes. Water over-topping the dam crest is a common cause of failure in earth dams.

### **ARkStorm**

The U.S. Geological Survey, Multi Hazards Demonstration Project scientists designed a hypothetical winter storm scenario called ARkStorm (AR for Atmospheric River and k for 1,000 years) that would strike the U.S. West Coast and be similar to the intense California winter storms of 1861 and 1862 that left the central valley of California impassible. The storm would produce precipitation that exceeds levels only experienced once every 500 to 1,000 years.

The scenario predicts extensive flooding, hurricane force winds, landslides, and damage to roads, highways, and homes would occur. Property damage would exceed \$300 billion, mostly from flooding. Agricultural losses and other costs to repair lifelines, and repair damage from landslides, would cost another \$100 billion. Lifelines refers to power, water, sewer, and natural gas infrastructure damage that may take weeks or months to restore. Flooding evacuation causing business interruption could cause \$325 billion in lost revenue in addition to the \$400 billion property repair costs, meaning that an ARkStorm could cost up to \$725 billion.

The scenario determined the worst flooding would occur along the coastal areas of Orange County, Los Angeles County, San Diego, and the San Francisco Bay area. The Central Valley would experience hypothetical flooding 300 miles long and 20 or more miles wide. The scenario showed Riverside County to be in a high-wind region (75 mph and higher) with potential loss of transmission lines. Property losses in Riverside County are projected from flooding and wind, and also agricultural and livestock damages up to \$22 million. The ARkStorm has public policy implications raising serious questions about the ability of existing federal, state, and local disaster planning to handle a disaster of this magnitude.

### **2.4.6 Transportation Hazards**

The City of Beaumont is considered to be a quick stop for many travelers due to its centralized location from major cities like Palm Springs, Los Angeles, and San Diego. Interstate 10 and State Routes (SR) 60 and 79 are used every day by commuters, specially by commercial vehicles hauling/carrying hazardous materials.

A mass casualty transportation incident is defined as an incident of air, highway, or rail passenger travel that results in multiple deaths or injuries that require emergency management organization involvement. Transportation incidents can be caused by transportation of hazardous materials, earthquake, hazardous weather, or other hazardous conditions interrupting the flow of transportation and/or public safety.

Traffic density on Interstate 10, 15, and 215, and State Routes (SR) 91 and 60, freeways in the western part of the County is of particular concern. The population and economic growth in this area has caused increased demand on these networks.

Major rail transport lines through Riverside County include Union Pacific and the Burlington Northern Santa Fe (BNSF) Railway Companies. Rails, cars, supporting bridges, overpasses, and electrically-operated switching mechanisms are susceptible to damage. Union Pacific and

the BNSF Railway Companies lines enter the Coachella Valley from Imperial County along the eastern shore of the Salton Sea.

There are two major airports in Riverside County: March Air Reserve Base and Palm Springs International Airport. There are also numerous smaller municipal and commercial airports, and private air strips throughout the county. There are no airports and/or private air strips within the City of Beaumont.

## **2.4.7 Extreme Weather and Drought**

### **Extreme Heat & Cold**

Extreme heat can cause heat illness and death. Temperatures are regularly 110 degrees and as high as 122 degrees during the summer months in Riverside County / City of Beaumont. Freezing temperatures in the mid-20s' degrees occasionally occur during winter and can cause traffic concerns. City of Beaumont have designated and will activate a warming or cooling center as needed during times of excessive weather conditions.

### **Droughts**

Droughts differ from typical emergency events such as floods or forest fires, in that they occur slowly over a multiyear period. Drought impacts increase with the length of a drought, as carry-over supplies in reservoirs are depleted and water levels in groundwater basins decline. Droughts can have long-term economic repercussions. Riverside County chronically experiences drought cycles. Drought causes stress on the County's ability to provide water to the community. In addition, drought conditions cause extensive weakening of trees in forested areas causing them to become highly vulnerable to disease and insect infestation which kills trees creating a severe fire hazard. Drought impact on the County's agricultural industry and home development can be monumental. This is a chronic problem for Riverside County and accounts for significant indirect costs and loss of property.

### **Windstorms**

Extreme wind, such as the Santa Ana winds, may cause damage and increased fire activity. Riverside County / City of Beaumont is in the direct path of the ocean-bound Santa Ana winds. These winds primarily occur between October and February with December having the highest frequency of events. Wind speeds are typically north to east at 35 knots (40 mph) through and below passes and canyons with gusts to 50 knots (57 mph).

### **Tornadoes & Micro-bursts**

Tornadoes are a rare phenomenon in most of California, with most tornado-like activity coming from micro-bursts. In Riverside County both tornadoes and micro-bursts have occurred in the past 10 years in the desert areas causing flooding and power outages.

## **2.4.8 Hazardous Materials Incident**

Along with the potential for death and injuries from large-scale motor vehicles accidents there is potential for hazardous materials incidents or fires as numerous commercial transportation vehicles travel along the I-10 State Highway a major thoroughfare. The Union Pacific Railroad

that runs directly through the City is a commercial freight transportation system. Large quantities and numerous types of hazardous materials are transported through the City by rail on a daily basis. In the past 10 years there have been 5 major train derailments in close vicinity of the City. Although the City of Beaumont is not known for its agriculture, the railroad poses a threat delivering hazardous materials to the Coachella Valley (Approximately 18 miles east of the City).

A hazardous material is any substance that is flammable, combustible, corrosive, poisonous, toxic, explosive or radioactive. Hazardous materials require special care in handling and storage due to the harm they pose to public health, safety and the environment. Many government agencies inspect facilities that use or store hazardous materials to ensure they are in compliance with State and Federal regulations.

The County's location, with its rail and highway transportation routes, and various industries, has a growing potential for serious hazardous materials incidents. Interstates 10, 15, and 215, and State Routes 60 and 91, are all heavily traveled by trucks. Those trucks carry a wide variety of hazardous materials including, but not limited to, gasoline, rocket fuels, pesticides, and radioactive materials. The railroad lines traveling throughout the County also carry some extremely hazardous cargo. Fortunately, the railroads have a good safety record with regard to the transportation of hazardous materials. Traffic on railroads is not as prevalent as on truck routes in Riverside County, but poses a much greater problem when an accident is involved due to the volumes of hazardous materials being transported.

Besides the immediate effect of hazardous materials incidents on scene, there are also ancillary effects such as the impact on waterways and the evacuation of schools, business districts, and residential areas. All the HazMat response agencies in the county conduct HazMat exercises through the CHOG group (County Hazardous Operations Group).

The Environmental Protection and Oversight Division of the Department of Environmental Health have regulatory control over a number of hazardous materials, land use, and water systems. The County of Riverside, as well as the Cities of Corona and Riverside have been certified by the California Environmental Protection Agency as the Certified Unified Program Agency (CUPA) for implementing a hazardous materials program. The haulers and users of hazardous materials are listed with the County of Riverside Department of Environmental Health and are regulated and monitored under the auspices of the County of Riverside.

#### **2.4.9 Insect Infestation**

In case of insect infestation, the City of Beaumont will coordinate with San Geronio Pass Insect infestation occurs when an undesirable type of insect inhabits an area in a manner that causes serious harm to crops, livestock, poultry, wild land trees, plants, animals, or humans. Example insects include the Africanized Honey Bee, Bark Beetle, Gold-Spotted Oak Bore Beetle, Citrus Leafminer, Glassy-winged Sharpshooter, Gypsy Moth, Japanese Beetle, various Fruit Flies, Red Imported Fire Ant, Nematode, Tropical Palm Scale, Asian Citrus Psyllid and Silverleaf Whitefly.

Riverside County has been a part of State disaster proclamation for an insect infestation in the past 20 years with thousands of trees on hundreds of thousands of acres were dying after being

weakened by drought and attacked by an infestation of insects. Dead trees over large areas of land can threaten human lives by aiding catastrophic wildfires, and may cause injury and property damage from falling trees.

Insect infestation can also cause the quarantine of agricultural stock, such as grapes and citrus to limit the movement of these crops, which requires inspection and certification of these commodities by the local Agricultural Commissioner prior to movement from the infested area. Riverside County climate is favorable to agriculture all year also makes it possible for insects to reproduce with little natural hindrance to their proliferation.

#### **2.4.10 Domestic Security Threats**

The City of Beaumont Police Department often conducts active shooter training with the Riverside County Sheriff Department and the San Bernardino County Sheriff Department. Due to the central location of the City of Beaumont within the county, the response time to render assistance during an active shooter/terrorism act is within minutes.

Domestic security threats encompass terrorism, civil unrest, and correctional facility incidents. Riverside County and its communities are home to business and government agencies, transportation infrastructure, tourist attractions, natural parks/historic sites, and cultural facilities which are vulnerable to terrorist attack. Terrorism is a continuing threat throughout the world. A variety of political, social, religious, cultural, and economic factors underlie terrorist activities. Terrorists typically target civilians to advance their agenda. The media interest generated by terrorist attacks makes this a high visibility threat.

Domestic Security Threats may cause mass casualties, extensive property damage, fires, flooding, and other ensuing hazards. Domestic Security Threats takes many forms, including:

- Active Shooter Event
- Chemical
- Cyber-terrorism
- Biological
- Radiological
- Nuclear
- Explosive

An Active Shooter is an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, active shooters use firearms(s) and there is no pattern or method to their selection of victims. Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm to victims.

A chemical attack would appear far more likely than either the use of nuclear or biological materials, largely due to the availability of many of the necessary precursor substances needed to construct chemical weapons.

Cyber-terrorism is the use of computer network tools to shut down critical government infrastructures such as energy, transportation, and government operations, or to coerce or intimidate a government or civilian population. The premise of cyber terrorism is that as nations

and critical infrastructure became more dependent on computer networks for their operation, new vulnerabilities are created. A form of cyber-terrorism can be carried out by computer viruses and worms.

Biological agents are infectious agent such as a bacteria or virus used to produce illness or death in people, animals, or plants and are extremely difficult to detect.

Radioactive materials could be put in a bomb to spread radiation to cause long lasting health issues and contaminate the target for a long period of time. Although the explosive device is easily recognized, radiation cannot be detected by human senses. There is the possibility that a terrorist organization may acquire the capability to create and detonate a nuclear bomb which would produce fallout affecting an area many times greater than that of the blast itself. This act would cause extreme devastation, long term health effects, and contamination of the blast area, as well as potential radiation in the water and food sources.

Explosive devices account for 86% of Domestic Terrorist incidents and 50% of worldwide terrorist attacks. Most conventional explosives are in the form of package bombs, car or truck bombs, suicide bombers, and backpack type bombs with electronic detonators, which are placed within the public setting to ensure mass casualties. Use of explosive devices remains the weapon of choice for terrorist activity. Incidents generating significant mass casualties make preparedness and the mechanisms for effective response essential.

Related activities include bomb threats which disrupt the normal operations of transit systems, government or corporate facilities. Primary locations likely to be targets include airports, mass transit targets, government facilities, and high population density locations, although so-called soft targets such as schools, local entertainment facilities, sporting events, and concerts are also targets.

### **Civil Unrest**

Civil Unrest disrupts community affairs and threatens the public safety. Civil Unrest includes riots, mob violence, and any unlawful demonstration resulting in police intervention and arrests. Civil Unrest is generally associated with controversial political, judicial, and/or economic issues and events.

During a Civil Unrest incident that affects Riverside County, there are certain critical facilities within the County that may be more at risk than others. These critical facilities include venues for musical concerts and sporting events, facilities where legal and illegal demonstrations are held, and any other facilities with events that attract large numbers of people. All of these situations create significant traffic congestion and the potential for disruptive behavior. The overall risk of civil unrest in Riverside County may lead to fire, destruction of property, disruption of utilities power, injury to persons, and even loss of life.

### **Jails and Prison Incidents**

There are numerous State of California Correctional Institutions and County correctional facilities in Riverside County. Law enforcement is tasked with maintaining order in the facilities and preventing inmates from escaping into the community.

There are numerous jail, detention, incarceration (adult & juvenile), and holding cell facilities in Riverside County. Some of the larger facilities include:

- Bautista Conservation Camp, Hemet
- California Rehabilitation Center, Norco
- Chuckawalla Valley State Prison, Blythe
- East County Detention Center, Indio
- Indio Juvenile Hall
- Ironwood State Prison, Blythe
- Larry D. Smith Correctional Facility, Banning
- Riverside Juvenile Hall
- Robert Presley Detention Center, Riverside
- Southwest Detention Center, Murrieta
- Southwest Juvenile Hall, Murrieta

Even though the following facilities are located in the County of San Bernardino, their proximity to Riverside County may impact the Riverside OA:

- California Institution for Men, Chino
- California Institution for Women, Chino
- Heman J. Stark Youth Correctional Facility, Chino
- Oak Glen Conservation Camp, Yucaipa

Assembly Bill 109 (2011) has shifted state prison populations back into the county jail populations as a way to stop state prison overcrowding.

#### **2.4.11 Nuclear Incidents**

Radioactive materials are routinely transported in California, whether the materials are for medical or industrial use, as well as wastes that have radioactive components. Many of the radioactive waste shipments come from research and cleanup efforts at national laboratories. Due to strict regulation of nuclear power plants in the United States, significant nuclear power incidents that can cause harm to the public have a low probability of occurrence, and none have occurred in California.

Planning includes an incident involving the San Onofre Nuclear Generating Station (SONGS), which has been shut down since January 2012, after a small radiation leak led to the discovery of unusual damage to hundreds of tubes that carry radioactive water. The plant is shutting down permanently due to problems with steam generators that were installed during an overhaul in 2010, after tests found some generator tubes were badly eroded and could possibly fail and release radiation into the air. Even though the plant may not be operating there may still be a threat due to the presence of the nuclear material in the decommissioning process, which will take up to 60 years to complete.

The possibility exists that a terrorist organization could acquire the capability of creating a small nuclear weapon. A single nuclear detonation in the United States would likely produce fallout affecting an area many times greater than that of the blast itself. A more likely scenario is the possibility that a terrorist will construct a dirty bomb to distribute radiological contaminated materials, which would have less of an effect than a nuclear bomb, but create a great terror effect on the population. A nuclear incident could also be initiated by a transportation

emergency, either accidentally or intentionally.

Effects of a nuclear incident could include contaminated water, air, and soil. In the event of a release of radiological materials, whether accidental or intentional, a comprehensive health risk assessment will be conducted and a report of the conclusions for the risk to the general population inside and outside of the affected area. The health risks will be related to an increase in risk for specific cancers for certain subsets of the population and for the people in the most contaminated locations.

Preliminary dose-estimation reports will be developed, typically by the World Health Organization and the United Nations Scientific Committee on the Effects of Atomic Radiation, to indicate whether future health effects due to the radiological exposure may be statistically detectable. Future studies would be conducted to determine if radioactive iodine-131, exceeding safety limits, was detected at key infrastructure providers, such as water plants, to determine the ability to control the spread of radioactive material into the nation's food sources.

The City of Corona has a gamma irradiation facility that uses Cobalt 60 radiation in the sterilization process to kill microorganisms on a variety of different products, but the gamma process does not create residuals or impart radioactivity in processed products.

#### **2.4.12 Toxic Pollution**

Exposure to toxic pollution can occur by breathing contaminated air, eating contaminated food products, drinking water contaminated by toxic pollutants, or touching and ingesting contaminated soil. Young children are especially vulnerable because they often ingest objects they place in their mouths or residue from items they have touched.

The County of Riverside General Plan, Air Quality Element addresses toxic pollution. The South Coast Air Quality Management District (AQMD) is the air pollution control agency for all of Orange County and the urban portions of Los Angeles, Riverside and San Bernardino counties, which is the region in the U.S. with the most smog. AQMD is committed to protecting the health of residents, while remaining sensitive to the needs of businesses within the region.

#### **2.4.13 Pipeline and Aqueduct Incidents**

Pipeline distribution systems transverse Riverside County including water, natural gas, and petroleum products which is common throughout the United States. Pipe failure can result in loss of life, injury, property damage, and environmental impacts. Causes of and contributors to pipeline failures include construction errors, material defects, internal and external corrosion, operational errors, control system malfunctions, outside force damage, subsidence, and seismic activity.

Pipe failure can result in loss of life, injury, property damage, and environmental impacts. Causes of and contributors to pipeline failures include construction errors, material defects, internal and external corrosion, operational errors, control system malfunctions, outside force damage, subsidence, and seismic activity. While the degree of damage county-wide for a given rupture may be minimal, there may be significant loss of life and property in the immediate area of the incident, depending on what kind of pipe ruptures and where the rupture occurs.



A major pipeline carrying natural gas parallels Interstate 10 and Highway 60 throughout the County. This pipeline brings gas into Southern California. Petroleum products are stored and distributed at many major areas throughout the County.

Major water conveyance systems consist of the Colorado River Aqueduct operated by Metropolitan Water District (MWD) of Southern California, the California Aqueduct operated by the State Department of Water Resources (DWR), and water distribution pipelines operated by MWD.

The City of Beaumont will coordinate with the Fire Department and the San Geronio Pass Medical Hospital in the event of a disaster involving the pipelines.

## **2.5 Planning Assumptions**

This plan has been developed on the basis of several general assumptions as follows:

- SEMS requires the County Board of Supervisors to establish an OA to include all political subdivisions in the geographic area of the county which consists of the County, Cities, Special Districts, and School Districts. The OA is an intermediate level of the State emergency organization and provides coordination between and communication with the political subdivisions and the State;
- Riverside County government is an OA Member and a separate entity from the Operational Area. Although Riverside County personnel conduct the operations of the Operational Area, the roles and responsibilities of those individuals may be different whether they are acting under the auspices of the OA or Riverside County. For the sake of emergency planning and coordination at the OA Member-level, OA Members may consider the OA and County/OA EOCs as one in the same;
- All OA agencies have developed their emergency plans and/or operating procedures in accordance with this plan and have trained appropriate staff in their contents and use;
- All OA Members and political subdivisions of Riverside County will utilize SEMS and NIMS, as identified in this plan, during response and recovery operations;
- The resources of OA members within Riverside County will be made available to all OA Members to help mitigate the effects of disasters and emergencies in the area;
- Mutual Aid Agreements and Systems exist to support emergency response agencies of the OA. OA Members must exhaust their capabilities before requesting mutual aid assistance;
- The OA will commit the resources of OA Members to a reasonable degree before requesting mutual aid assistance from the regional or state levels.

## Section 3.0 Concept of Operations

During an emergency in the City of Beaumont, operations are coordinated from the City's Emergency Operations Center (EOC). The EOC is the location that centralizes the collection and dissemination of information about the emergency and makes policy-level decisions about response and the allocation of resources. The following functions are performed in the City of Beaumont EOC:

- Analysis, evaluation, reporting, and assessment of all data pertaining to emergency operations.
- Coordinating emergency response operations.
- Receiving warning information from a variety of Government and private sources and issuing alerts and warnings to the public as required.
- Serving as the central point for providing emergency information and instructions to the public.
- Coordinating the operational and logistical support of City resources committed to the emergency.
- Maintaining contact and coordination with other local government EOC's and Riverside County EOC.
- Collecting information from, and disseminating information to other jurisdictions, State agencies, military, and Federal agencies.

### 3.1 Emergency Operations Center (EOC) Location

The Primary EOC location is at the Albert A. Chatigny Recreation Center (CRC) located at 1310 Oak Valley Parkway. The alternate EOC location is the Beaumont City Hall Facility located at 550 E 6<sup>th</sup> Street. The City's Office of Emergency Services (OES) is responsible for maintaining operations of each emergency facility ensuring it is always in a ready state of operation.

### 3.1 Phases of Emergency Management

Emergency management activities during peacetime and national security emergencies are often associated with the four federal emergency management phases indicated below, however, not every disaster necessarily includes all indicated phases. All departments of the City of Beaumont have responsibilities in all of the emergency phases.



#### 3.1.1 Preparedness Phase

The preparedness phase involves activities that are undertaken in advance of an emergency or disaster to develop operational capabilities and effective responses to a disaster.

The City will place emphasis on the following activities:

- Training - of full-time and auxiliary emergency management personnel
- Conducting exercises - to ensure that all EOC and field personnel are prepared to respond effectively in the event of an incident requiring the activation of the EOC. Critical facilities undergo last minute preparations, additional staff and resources are brought in, and warning systems are utilized both to test and to let staff know what efforts are occurring.
- Emergency planning - to ensure that operating plans and their associated supporting documentation are current and accurate. City Emergency Services, in cooperation with other City departments and outside agencies, is responsible for ensuring that these planning documents are kept up-to-date. Disaster plans are reviewed to guide disaster response and increase available resources.
- Public awareness and education - to inform the public about the City's preparation and mitigation activities. The development and presentation of community disaster awareness programs is a vital part of the Preparedness Phase. Public awareness and education create resiliency from the bottom up so our communities are less likely to need help if they can sustain themselves. Community members can obtain disaster preparedness information at City hall or by linking to the Federal Emergency Management Agency website at: <http://www.fema.gov>, or the Riverside County Chapter of the American Red Cross at: <http://www.riversidecounty.redcross.org/>. Disaster preparedness topics available at these websites include:

Earthquakes

Hurricanes

Wild land Fires

Winter Preparedness Safety Tips

House and Building Fires

Nuclear Power Plant Emergency

Thunderstorms and Lightning

Extreme Heat/Cold Weather

Floods and Flash Floods

Tornadoes

Winter Storms / Winter Driving

Hazardous Materials

Radiological Accidents

Terrorism

Landslides and Mudflows

- Resource management - to ensure the availability of sufficient resources to cope with emergencies. City Emergency Services Coordinator (Liaison Officer) is responsible for the coordination and maintenance of emergency communications systems, warning systems, emergency equipment, and for ensuring that the Emergency Operations Center (EOC) is maintained in an operable condition.
- Identification of City Vital Records such as:
  - Building Permits
  - Business licenses
  - City employee records
  - Payroll and other financial records
  - Historical records
  - Minutes of City Council meetings, resolutions, and ordinances
- Identification of Critical Facilities such as:

- Hospitals
  - Community Health Clinics and DHHS Offices
  - Nursing Homes, Domiciliary Care Facilities
  - Special Care, Mental Health Facilities,
  - Adult and/or Elderly Day Care
  - Group Homes and Group Day Care
  - Private Educational Institution
  - Public Swimming Pools
  - Hotels and/or Motels
  - Shopping Malls
- Updating the identification of hazards in the City. These hazards include natural, man-made, and technological.



Upon receipt of a warning or the observation that an emergency situation is imminent or likely to occur, the City of Beaumont will initiate actions to prepare for the incident. This may involve establishing a Management Watch, alerting appropriate departments and agencies, and in some instances alerting the public.

Events that may trigger Preparedness Phase activities include:

- Issuance of a credible long-term earth-quake prediction by State OES
- Receipt of a flood advisory or other special weather statement
- Receipt of a potential dam failure advisory
- Initiation of rolling blackout or other power failures
- An unusual pattern of disease reporting
- Notification of actual or threatened cyber events
- Conditions conducive to wild land fires, such as the combination of high heat, strong winds, and low humidity
- A potential major hazardous materials incident
- A rapidly deteriorating international situation that could lead to an attack upon the United States
- Information or circumstances indicating the potential for acts of terrorism, violence, or civil disturbance
- A request by the Operational Area EOC for the City to activate their EOC at an appropriate level in support from the City.

If a threatening situation develops, the Director of Emergency Services (City Manager) will be

notified immediately. As necessary, the Emergency Operations Center (EOC) will be activated to the level determined by the Director of Emergency Services (City Manager) based on the recommendation from the City's Emergency Management Team or as suggested in the EOC Activation Guide. The various elements of the EOC will be activated at the direction of the Director of Emergency Services (City Manager), and SEMS/NIMS will be used.

### **Modes of Emergency Management:**

Emergency operations are managed in one of three modes, depending on the magnitude of the incident or event.

- Decentralized Coordination and Direction – this mode of operation is similar to day-to-day operations and is used for emergency activities in which normal management procedures and local resources are adequate. The Emergency Operations Center (EOC) is not activated and inter-unit coordination is accomplished via established telephone and radio communications. The Incident Command System (ICS) will be used for on-scene activities. On-scene managers and responders usually report through established normal reporting systems.
- Centralized Coordination and Decentralized Direction - this mode of operation is used for emergency responses that require several functional units within the Plan to be activated. In these situations, key EOC personnel will meet to provide emergency coordination. The coordinating group meets at the EOC and establishes management organization in accordance with ICS and SEMS/NIMS. Incident commanders and on-site emergency services continue to report through established normal channels. Information is provided to the EOC through those normal channels (usually the dispatch facilities). Their activities can include, but are not necessarily limited to the following:
  - Establishing a City-wide situation assessment function
  - Establishing a City-wide public information function
  - Determining resource requirements and coordinating resource requests
  - Establishing and coordinating the logistical systems necessary to support emergency services.
- Centralized Coordination and Direction – this mode of operation is used when a major emergency or disaster renders the City unable to function effectively in either of the other modes. In this situation, the EOC is activated and all coordination and direction of activities are accomplished from the EOC. If the situation warrants, a “Local Emergency” may be proclaimed. Other Preparedness Phase activities may include the following:
  - Briefing of the Mayor and other key officials and /or associated employees of the City of Beaumont
  - Reviewing and updating of the City EOP, SOP's, and associated supporting documentation
  - Increasing public information efforts and warnings to threatened elements of the population
  - Accelerated training of permanent employees and volunteers
  - Inspecting critical facilities and equipment
  - Recruiting additional staff and Disaster Service Workers

- Conducting precautionary evacuations in the potentially impacted area(s)
- Mobilizing personnel and pre-positioning resources and equipment
- Contacting state and federal agencies that may be involved in field activities
- Testing warning and communications systems
- Identifying the need for mutual aid and requesting such through appropriate channels (Section 3.12.3: Mutual Aid System)

### 3.1.1.1 Management Watch

The City of Beaumont Emergency Services Management Team will maintain surveillance of current events and recommend to the City Manager that Management Watch be initiated whenever:

- Forecast/existing weather or other natural phenomenon is of such intensity to indicate a need for added precaution or extra protective measures; and/or
- An incident in progress is causing distress or damages of a serious nature but not of a magnitude requiring an emergency declaration.
- The County EOC requests activation.

The Director of Emergency Services (City Manager) will direct initiation of Management Watch.

### 3.1.1.2 Management Watch Personnel

Management Watch may consist of responsible individuals from the following departments (as determined by the City Manager), with the authority to collect and display status information related to that agency's area of interest and to assure positive action toward protection of life and property:

- Public Works Department;
- Development Services Department;
- Beaumont Police Department; and
- Other departments as directed by the Director of Emergency Services.

### 3.1.1.3 Management Watch Termination

Termination of Management Watch may occur whenever:

- The situation subsides, and the City Manager directs a return to regular operations, or
- The situation intensifies to the degree that a local emergency is declared. Management Watch will then phase-out as the EOC Staff assumes control responsibility.

## Management Watch Activation Triggers

When intense natural phenomenon exists or is forecasted and

When an incident is causing distress or serious damage but

### 3.1.2 Response Phases

The City of Beaumont's response to an emergency can be divided into three phases: Pre-Emergency, Emergency, Sustained Emergency. The terms imply that these aspects of response are chronological in nature. This is true in some instances; however, depending on the nature of the incident, all three phases can happen simultaneously. The system is intended to be flexible so that emergency personnel can engage in the appropriate actions as dictated by an incident's characteristics.

**Pre-Emergency Response** – When a disaster is inevitable, actions are precautionary and emphasize protection of life. Typical responses might be:

- Evacuation of threatened populations to safe areas
- Alerting populations and apprising them of safety measures to be implemented
- Notifying your organization leadership and partners
- Identifying and requesting mutual aid
- Requesting an emergency proclamation by local authorities

**Emergency Response** – During this phase, emphasis is placed on saving lives and property, controlling the situation, and minimizing the effects of the disaster. Immediate response is accomplished by the Director of Emergency Services through timely and effective deployment. One of the following conditions will apply during this phase:

- Situation can be controlled by our staff
- Actions to minimize threats (evacuation for example)
- Outside help is required
- The City of Beaumont Director of Emergency Services can provide aid locally or throughout the Operational Area

The Emergency Operations Logistics Officer will give priority to the following operations:

- Dissemination of accurate and timely emergency alert and warning to the public
- Situation analysis
- Resource allocation and control
- Evacuation and rescue operations
- Medical care operations
- Mass Care: reception, feeding, and shelter operations

- Access and perimeter control
- Public health operations
- Restoration of vital services and utilities
- Multi-agency coordination (county, state and federal)
- Prioritization of resource allocations
- Documenting expenditures
- Add others if applicable

When local resources are overwhelmed and additional resources are required, requests for mutual aid will be initiated through the County of Riverside Emergency Management Department Duty Officer OR the Riverside OA EOC (if activated). Fire and law enforcement agencies will request mutual aid directly through established mutual aid agreements. If required, the State of California, Governor's Office of Emergency Services (Cal OES) may be requested by Riverside County to coordinate where resources and supplies can be received, stockpiled, allocated, and dispatched to support operations in affected areas.

Depending on the severity of the emergency, the Riverside OA EOC may be activated to coordinate emergency activities for jurisdictions within the Riverside OA. An emergency may be proclaimed at city and/or county levels. Cal OES may request a gubernatorial proclamation of a State of Emergency. Should a State of Emergency be proclaimed, state agencies will, to the extent possible, respond to requests for assistance. These activities will be coordinated with Cal OES, who may also activate the State Operations Center (SOC) in Sacramento to support regions within the state, state agencies, and other entities in the affected areas, and to ensure the effectiveness of the state's emergency response. The State Southern Regional EOC (REOC) in Los Alamitos will support the Riverside OA EOC. If the Governor requests and receives a Presidential Declaration of an Emergency, or a Major Disaster under Public Law 93-288, he will appoint a State Coordinating Officer (SCO). Federal and State coordinating officers use the options in the strategic plan to make decisions regarding priorities and resources for recovery operations and to coordinate with other State and Federal agencies to leverage available resources and funding.

In the event the Southern REOC is overwhelmed or inoperable, the State and Federal governments form a Unified Coordination Group to consolidate incident-related operational elements of the REOC, SOC, and Incident Management Assistance Team (IMAT) at the Joint Field Office (JFO). Forming the Unified Coordination Group is a decisive concept of operations task that is aimed at achieving effective incident management. The Unified Coordination Group does not assume responsibility for field-level Incident Command activities but provides a structure for the command, control, and coordination of State and Federal resources not yet delivered to the Operational Areas, field-level Incident Command, or end users.

**Sustained Emergency** – In addition to continuing life and property protection operations, mass care, relocation, registration of displaced persons, and damage assessment operations will be initiated.



### 3.1.3 Recovery Phase

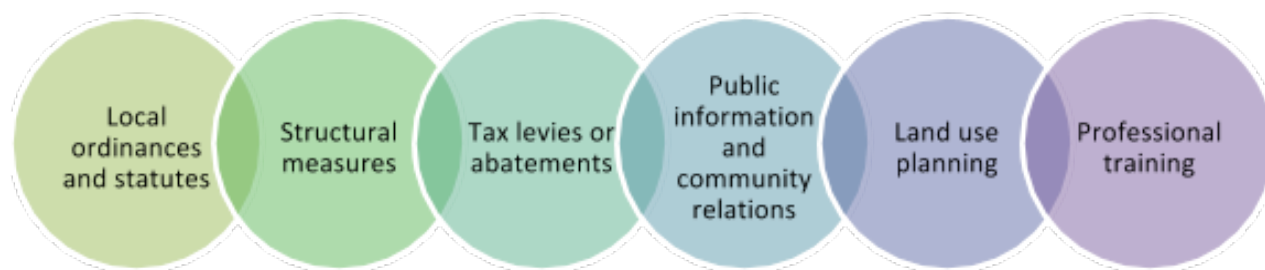
Recovery activities begin when the disaster or event begins and involves the restoration of services to the public and returning the affected area(s) to pre-emergency conditions. Recovery activities may be both short-term and long-term, ranging from restoration of essential utilities, such as water and power, to mitigation measures designed to prevent future occurrences of a given threat.



Recovery operations address the procedures for accessing Federal and state programs available for the City’s damaged infrastructures, individual, business, and public assistance following a disaster. This phase also continues long after the disaster is over with the purpose of getting the community back to normal, recovering disaster response funding, and learning from the response to prepare and mitigate for future responses.

### 3.1.4 Mitigation Phase

Mitigation efforts occur both before and following disaster events. Post-disaster mitigation is part of the recovery process. Eliminating or reducing the impact of hazards which exist within the county and are a threat to life and property are part of the mitigation efforts. Hazard mitigation includes:



## 3.2 Presidential Policy Directive 8- the National Preparedness Goal

The Presidential Policy Directive 8 (September 2011) directed creation of the National Preparedness Goal by stating:

“I hereby direct the development of a national preparedness goal that identifies the core capabilities necessary for preparedness and a national preparedness system to guide

activities that will enable the Nation to achieve the goal. The system will allow the Nation to track the progress of our ability to build and improve the capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the Nation.”

The National Preparedness Goal which was published in 2011 and again in 2015 is:

“A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.”

The National Preparedness Goal is meant to strengthen the security and resilience of the United States preparing for threats with the greatest risk to the Nation such as terrorism, cyber-attacks, pandemics, and catastrophic natural disasters. National preparedness is a shared responsibility between governments, the private and nonprofit sectors, and individual citizens. Key elements of the National Preparedness Goal include:

- 5 Mission Areas (prevention, protection, mitigation, response, recovery)
- 32 Core Capabilities
- Strategic National Risk Assessment Scenarios
- Concept of the “whole community”

### **3.3 National Incident Management System (NIMS)**

Homeland Security Presidential Directive-5 (HSPD-5) established the National Incident Management System (NIMS), integrating best practices into a consistent, flexible and adjustable nationwide approach for emergency management. Using NIMS, Federal, State, local and tribal governments, and private sector and non-governmental organizations work together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity. Federal and State government agencies are required to use NIMS, while local government agencies and special districts must use NIMS in order to be eligible for federal funding for emergency and disaster preparedness activities.

### **3.4 Standardized Emergency Management System (SEMS)**

SEMS is required by the California Emergency Services Act (Government Code Section 8607(a)) for managing multi-agency and multi-jurisdictional responses to emergencies in California. The system unifies all elements of California’s emergency management community into a single integrated system and standardizes key elements. SEMS incorporates the use of the Incident Command System, California Disaster and Civil Defense Master Mutual Aid Agreement, the Operational Area concept and multiagency or inter-agency coordination. State agencies are required to use SEMS and local government entities must use SEMS in order to be eligible for any reimbursement of response-related costs under the state’s disaster assistance programs.

What sets SEMS apart from ICS is that ICS applies to field operations and SEMS originated at the state level where coordinating multi-agency resources and working together in a coordinated effort for sharing of critical resources and the prioritization of incidents. Unified

command is what allows multiple agencies with responsibility for an incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, autonomy, responsibility, or accountability.

### **3.5 Incident Command System (ICS)**

The Incident Command System (ICS) is a standardized, on-scene, all-hazards incident management approach that:

- Allows for the integration of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure
- Enables a coordinated response among various jurisdictions and functional agencies, both public and private
- Establishes common processes for planning and managing resources

ICS is used by all levels of government—Federal, State, tribal, and local—as well as by many nongovernmental organizations and the private sector. ICS is also applicable across disciplines. It is structured to facilitate activities in five major functional areas: Command, Operations, Planning/Intelligence, Logistics, and Finance/Administration. All of the functional areas may or may not be used depending on the needs of the incident.

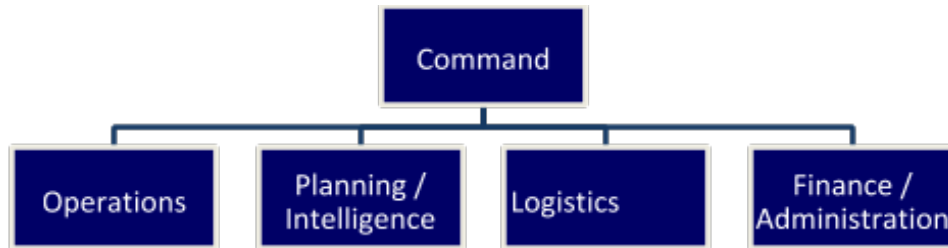
### **3.6 SEMS Organizational Levels**

Fully activated, SEMS consists of five organizational levels: field response, local government, operational areas, Cal OES Mutual Aid Regions, and State government.

#### **3.6.1 Field Response (Level 1)**

The field response level is where emergency response personnel and resources, under the command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. The Incident Command System (ICS) and Unified Command are used to control and coordinate all field-level response activities either involving only a local response (only City of Beaumont resources) or when the response involves local and mutual aid resources. ICS provides a standard organizational structure to facilitate coordination of various response organizations for short-term or extended incidents. Departmental SOP's and operational plans describe the specifics of the implementation of ICS in the various City departments.

During a field response operation, the City EOC may or may not be activated, depending on the severity and type of incident. Generally, if day-to-day response activities can resolve an emergency situation, activation will remain at the field response level. There are five major management functions in ICS:



Requests for any resources or support that cannot be filled at the field level are requested through a Department Operations Center (DOC) or the City EOC and/or the County/OA EOC.

### 3.6.2 Local Government (Level 2)

A local government is one of the five levels of SEMS. The basic role of a local government is to manage and coordinate the overall emergency response and recovery activities within its jurisdiction. A local government under SEMS is defined as a city, county, city and county, school district, or special district.

### 3.6.3 Operational Area (Level 3)

The operational area is defined in the Emergency Services Act as an intermediate level of the state's emergency services organization consisting of a county and all political subdivisions within the county area. Political subdivisions include cities and special districts. There are 58 Operational Areas within the State representing each geographic county. The Riverside Operational Area has an agreement in place that defines roles and responsibilities, as well as jurisdictional authority in an emergency. The Riverside OA is comprised of all local government agencies within the boundaries of Riverside County, which includes all County of Riverside departments and agencies, all incorporated cities, Tribal Governments, and numerous school districts and special districts.

The operational area is responsible for:

- Managing and coordinating information, resources and priorities among local governments within the Riverside OA
- Serving as the coordination and communication link between the local governments within the operational area and the regional level
- Using multi-agency or inter-agency coordination to facilitate decisions for overall operational area level emergency response activities

The County of Riverside Emergency Management Department is the lead agency for the Riverside OA. All local, state and federal governments should cooperate in organizing an effective operational area, but the operational area authority and responsibility is not affected by the nonparticipation of any local government.

Activation of the OA EOC during a State of Emergency or a Local Emergency is required by SEMS regulations under the following conditions:

- A local government within the operational area has activated its EOC and requested activation of the OA EOC to support their emergency operations
- Two or more cities within the operational area have proclaimed a local emergency

- The county and one or more cities have proclaimed a local emergency
- A city, city and county, or county has requested a governor's proclamation of a state of emergency, as defined in the Government Code Section 8558(b)
- A state of emergency is proclaimed by the governor for the county or two or more cities within the operational area
- The OA is requesting resources from outside its boundaries. This does not include resources used in normal day-to-day operations that are obtained through existing mutual aid agreements
- The OA has received resource requests from outside its boundaries. This does not include resources used in normal day-to-day operations which are obtained through existing mutual aid agreements.

Riverside County Operational Area is responsible for coordinating with local governments and the field response level, and for providing mutual aid within their capabilities. Riverside County will comply with SEMS regulations in order to be eligible for state funding of response-related personnel costs and will:

- Use SEMS when a local emergency is declared or proclaimed, or the local government EOC is activated
- Establish coordination and communications with Incident Commander(s) either through DOCs to the EOC or directly to the EOC
- Use existing mutual aid systems for coordinating fire and law enforcement resources;
- Establish coordination and communications between City and Special District EOCs when activated, the Riverside OA EOC, and any state or local emergency response agency having jurisdiction at an incident within the county's boundaries
- Use multi-agency or inter-agency coordination to facilitate decisions for overall local government level emergency response activities

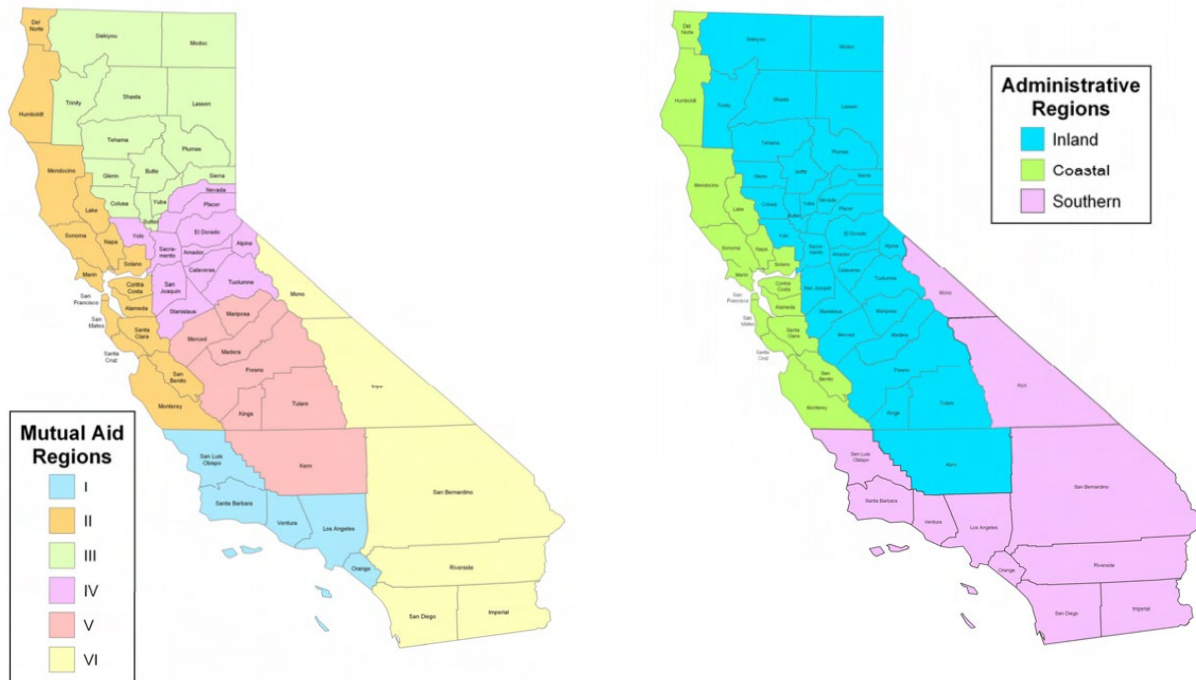
### **Operational Area Planning Committee**

The County of Riverside Emergency Services Ordinance 533, Section 2.1, establishes the Operational Area Planning Committee (OAPC) by the Board of Supervisors. The OAPC has the responsibility to oversee the emergency management activities of the Riverside OA. Membership in the committee consists of representatives from certain designated county departments, all cities within Riverside County, and all special districts who have signed the OA Agreement. The OAPC has a set of by-laws governing membership, voting, and grant review and funding policies.

### **3.6.4 Region (Level 4)**

The regional level manages and coordinates information and resources among operational areas. Cal OES has divided California into three Administrative Regions – Inland, Coastal and Southern – which are further divided into six mutual aid regions. Riverside County is in the Southern Administrative Region, and in Mutual Aid Region VI, which includes the counties of San Diego, Imperial, Riverside, San Bernardino, Inyo and Riverside. Region VI is managed through the Regional Emergency Operations Center (REOC) at the Cal OES Southern Region Office, 4671 Liberty Avenue, Building 283, Los Alamitos, CA. The REOC is managed and staffed by Cal OES personnel.

## Cal OES Mutual Aid and Administrative Regions



### 3.6.5 State (Level 5)

In response to the emergency needs and requests from local governments and operational areas, the state level manages state resources and coordinates mutual aid among the mutual aid regions and between the regional and state levels. The state level also serves as the coordination and communication link between the state and the federal disaster response system. The State Cal OES office is located at 3650 Schriever Avenue, Mather, CA 95655.

### 3.6.6 Federal Level

The Department of Homeland Security has designated the Federal Emergency Management Agency (FEMA) to serve as the main federal government contact during disasters and national security emergencies. In a disaster, different federal agencies may be involved in the response and recovery operations. Federal disaster assistance is organized under the concept of Emergency Support Functions as defined in the National Response Framework. All contact with FEMA and other federal agencies is made through the Operational Areas to the State during the response phase. During the recovery phase, cities, or special district may have direct contact with FEMA and other federal agencies. The FEMA Region IX Office is located at: 1111 Broadway, Suite 1200 Oakland, CA 94607.

## 3.7 SEMS Organization

SEMS regulations require local governments to provide for the five management functions as the basis for structuring the EOC organization. The City of Beaumont integrated the "Command" function with the EOC organizational structure for the purpose of command and control at the field level.

**Command (Field Level):** Responsible for directing, ordering, and /or controlling field resources by virtue of explicit legal, agency or delegated authority.

**Management (EOC Level):** Responsible for overall emergency policy and coordination through the joint efforts of governmental agencies and private organizations.

**Operations (EOC Level):** Responsible for coordinating all jurisdictional operations in support of the emergency response through implementation of the local government's EOC Action Plan.

**Planning/Intelligence (EOC Level):** Responsible for collecting, evaluating, and disseminating information; developing the EOC Action Plan and After-Action Report; and maintaining documentation.

**Logistics (EOC Level):** Responsible for providing facilities, services, personnel, equipment, and materials.

**Finance/Administration (EOC Level):** Responsible for financial activities and other administrative aspects.

### 3.7.1 EOC Activation Levels

The following tables represent example incidents of increasing severity that may lead to an OA EOC activation. There are many other types of incidents that could also require activation of the EOC.

Management Watch	Level 1	Level 2	Level 3
<ul style="list-style-type: none"> <li>• Severe Weather Watches &amp; Warnings</li> <li>• Flood Watches &amp; Warning</li> <li>• Red Flag Events</li> <li>• Unusual Events or Incidents that exhibit the potetial escalate</li> </ul>	<ul style="list-style-type: none"> <li>• Incidents involving two or more County Departments</li> <li>• City request for OA activation</li> <li>• County DOC activations</li> <li>• Planned Event</li> </ul>	<ul style="list-style-type: none"> <li>• Moderate earthquake</li> <li>• Major wildfire affecting developed area</li> <li>• Severe Weather</li> <li>• Two or more incidents requiring two or more County departments</li> </ul>	<ul style="list-style-type: none"> <li>• Major countywide or regional emergency</li> <li>• Multiple departments involved in response with heavy resource requirements</li> <li>• Major earthquake</li> </ul>

### 3.7.2 Generic Responsibilities and Checklist

The following sub-sections contain checklists that maybe used by all positions in the EOC. Position-specific checklists are contained in the following sections describing the responsibilities for the individual positions.

### 3.7.2.1 Activation of EOC

The following activities must be performed by each EOC staff member upon activation of the EOC:

- Receive assignment and briefing from your immediate superior as designated by the attached EOC organization chart.
- Determine your personal operating location and set up as necessary.
- Report to the Director of Emergency Services, EOC Manager, your Section Chief, or your Branch Director as appropriate.
- Review this checklist and your specific position checklists. Put on your position identifier (vest or name tag).
- Open and maintain an Activity Log by documenting all actions and decisions. Turn Activity Log(s) into the Planning and Intelligence Chief when completed and/or at the end of shift.

### 3.7.2.2 Shift Startup

Each EOC staff member at the start of each shift must perform the following activities:

- Sign into the EOC on the EOC logbook.
- Put on your position identified (vest or name tag).
- Report to your Section Chief or Branch Director for any updates or assignments.
- Review relevant reports to get an updated assessment of the situation as it applies to your staff position.
- If applicable, receive a debriefing from the staff member that you are relieving.

### 3.7.2.3 On-going Activities

All EOC members should perform the following activities as part of their normal operations:

- Participate in all applicable Section and Branch meetings. Obtain copies of all EOC Action Plans.
- Document all actions and decisions on an activity log.
- Maintain all required records and documentation to support the After-Action Report and the history of the incident:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
- Refer all contacts with the media to the Public Information Officer.
- Work with your Supervisor and Section Chief if you require additional staffing for your function.
- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through the appropriate Section Unit.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to the appropriate Section Chief or Director of Emergency Services.



- Participate in a Critical Incident Stress Debriefing session when conducted.

#### **3.7.2.4 Shift Completion**

Each EOC staff member upon completion of their shift must perform the following activities:

- Ensure that your personnel and equipment time records and a record of expendable materials used are provided to the Time Keeping and Accounting/ Record-Keeping Branch of the Finance and Administration Section.
- Ensure that all required forms or reports are completed prior to your release and departure.
- Thoroughly brief your relief on the current situation for your position. Ensure that in-progress activities are identified and follow-up requirements are known.
- Leave forwarding phone number where you can be reached.
- Ensure immediate Supervisor is aware of your shift completion.

#### **3.7.2.5 Demobilization**

The following activities must be performed by each EOC staff member upon notice that the EOC or his section of the EOC is being demobilized.

- Ensure that all required forms and reports are completed prior to your release and departure.
- Close out your activity logs and ensure that all relevant status boards are current.
- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Provide input to the After-Action Report as directed by your supervisor. Ensure staff cleans up work areas and returns facility to normal.
- Leave forwarding phone number where you can be reached.
- Determine what follow-up to your assignment might be required before you leave.
- Participate in a Critical Incident Stress Debriefing session and also ensure that all staff and volunteers attend one.

### **3.7.3 Policy Group**

The Policy Group assists the Director of Emergency Services with the overall goals and objectives that would benefit the City during a disaster. Types of assistance include:

- Determining specific policy issues such as:
  - Issues related to extended recovery;
  - Curfew and evacuation orders;
  - Price gouging issues;
  - Preparing orders and directives to be presented to the Mayor and Beaumont City Council for ratification.

### **3.7.4 City Council - Responsibilities and Duties**

#### **Position Overview**

Members of the City Council are policymakers with the authority to proclaim and/or ratify a declaration of a local emergency, approve emergency orders, and provide a point of contact for public input regarding the emergency and response and recovery efforts. Their responsibilities includes as follows:

- Adopt or declare emergency proclamations, resolutions and ordinances.
- Ratify the local emergency within seven days, whenever the DES (city manager) has proclaimed the local emergency.
- Review the need for continuing a local emergency every fourteen days until the local emergency is terminated.
- Obtain a briefing on the situation from the Director of Emergency Services or designee. Ensure that the Director of Emergency Services has clear policy direction.
- Participate in coordinated, periodic press conferences and news media interviews after briefings by Director of Emergency Services or designee.
- Support a multi-agency disaster response.
- Accompany VIPs and government officials on tours of the emergency/disaster area as appropriate.

#### **Initial Actions**

- Obtain a briefing from City Manager (Director of Emergency Services) or designee.
- Review position responsibilities.

#### **Intermediate Actions**

- Advise the Director of Emergency Services on how and where to contact you.
- Convene within 30 minutes, as requested by the Director of Emergency Services, to receive briefings, review and take action on emergency legislation or policy decisions.
- Call emergency meetings of the City Council to proclaim and/or ratify a local emergency and approve emergency orders as needed:
- A quorum of the City Council is needed to ratify a local proclamation. Emergency proclamations should be ratified within seven days.
- Approve extraordinary expenditure requirements as necessary

#### **Extended Actions**

- Review at least every 14 days the need for continuing the local emergency and proclaim the termination of the local emergency as conditions warrant.
- Consult with the Director of Emergency Services and department heads, to develop temporary emergency policies for managing the strategic aspects of the emergency.
- Maintain communications with citizens (by visiting various disaster sites, including public shelters) coordinate your activities with the public information officer.
- Coordinate with the Public Information Officer for Press Briefings.
- Consider developing an emergency planning task force with local business or trade association to discuss concerns and disseminate pre-event planning information and post-event recovery information.
- Consider developing a plan to provide "citizen and business aid" and identify a location which can be utilized for information and assistance to citizens and businesses impacted by the emergency. Encourage post-event discussions in the community to identify

perceived areas of improvements.

## **Demobilization**

- Be prepared to provide input to the After-Action Report.
- Proclaim termination of the emergency and proceed with recovery operations.
- Do not terminate the local emergency proclamation until all recovery issues have been addressed.

### **3.7.5 City Attorney - Responsibilities and Duties**

#### **Position Overview**

The City Attorney provides legal advice to the City Council and Director of Emergency Services during emergencies/disasters on the applicability of pertinent local, State and Federal regulations, emergency ordinances and other issues requiring the support of the City Attorney.

#### **Responsibilities**

- Review the applicable local, county, state and federal statutes, laws, regulations and ordinances pertaining to emergency services and disaster relief.
- Prepare proclamations, emergency ordinances and other legal documents required by the City Council and the Director of Emergency Services.
- Advise the City Council, Section Chiefs and the Director of Emergency Services on the legality and or legal implication of contemplated emergency actions.
- Develop the rules, regulations and laws required for the acquisition and or control of critical resources.
- Keep the Director of Emergency Services abreast of Legal Advisor's activities.
- Ensure Legal's interests are represented in the Policy Group discussions.
- Render assistance to the community as required.

#### **Initial Actions**

- Obtain a briefing from City Manager (Director of Emergency Services) or designee.
- Review position responsibilities.
- Clarify any issues regarding authority and assignment.
- Determine overall staff requirements and request support as required.
- Ensure all required legal documents are available in the EOC.
- Identify and list sources of potential liability and advise appropriate staff as to the means of minimizing the risks to the City, its staff and volunteers.
- Assist in the development of the Management Section's objectives in support of the EOC Action Plan as part of the Policy Group.

#### **Intermediate Actions**

- Maintain a log of actions, decisions and messages.
- Review applicable City ordinances.
- Review the Emergency Services Act provisions on Emergency Proclamations.
- Advise Director of Emergency Services on procedures for enacting emergency proclamations, emergency ordinances and resolutions, and other legal

requirements.

- Render legal opinions on matters of interest to the City as appropriate.
- Ensure that a declaration of local emergency is made within 7 days of the event.

### **Extended Actions**

- Review at least every 14 days the need for continuing the local emergency and proclaim the termination of the local emergency as conditions warrant.
- Consult with the Director of Emergency Services and department heads, to develop temporary emergency policies for managing the strategic aspects of the emergency.
- Coordinate with Director of Emergency Services and City Council for review/extension of emergency proclamation at the next City Council meeting.

### **Demobilization**

- Provide legal justification for mitigation measures.
- Leave contact numbers as to where you can be reached.
- Be prepared to provide input to the After-Action Report.
- Advise the City Council to Proclaim termination of the emergency and proceed with recovery operations.
- Do not terminate the local emergency proclamation until all recovery issues have been addressed.

### **3.7.6 Management Section Overview**

The Management Section is responsible for overall emergency policy and coordination through the joint efforts of governmental agencies and private organizations. Staff positions in the management Section include the following:

#### **Director of Emergency Services**

Responsible for overall management of the Emergency Operation Center's emergency management organization and has the authority for the commitment of personnel and equipment for any emergency in the incorporated area of the City as well as authorizing the commitment of resources to be provided outside of the City as requested by the Operational Area.

#### **Assistant Director of Emergency Services (designated)**

Works with the Director of Emergency Services and is responsible to Ensure the City's EOC is capable of being activated at all times and acts as Director of Emergency Services in their absence.

#### **EOC Liaison Officer**

Serves as the initial point-of-contact for outside agencies and jurisdictions. Responsible for representing the City and its response to the emergency to outside groups and agencies. Mutual Aid personnel report to the Liaison Officer for their assignments.

#### **Safety/Security Officer**

Responsible for controlling personnel access to and from the EOC and other facilities as determined in accordance with policies established by the Director of Emergency Services. Responsible to check-in staff and register personnel assigned to the EOC. Advisor to the Director of Emergency Services. Monitors all aspects of the emergency organization to ensure the safety of all personnel involved with response activities. Responsible for correcting unsafe operations and for working with all sections to protect the safety of all emergency workers in the field and EOC.

**EOC Manager**

Responsible for the City’s EOC (physical set-up) and serves as an aide to the Director of Emergency Services. This position may serve as the City’s Liaison to the Operational Area once it is established. Coordinates functional areas in the City’s EOC in the identification of resources and/or response activities. Provides information on emergency management issues to the Director of Emergency Services.

**Public Information Officer**

Serves as the point of contact for the media and other organizations seeking information on the emergency. Responsible for developing and managing public information and media relations. Assists in developing emergency public information, news releases, and announcements. Plans and conducts news media briefings and assists with public relations and rumor control. Coordinates with the County EOC for the establishment of a Joint Information Center (JIC) as needed.

The Management Section is headed by the Director of Emergency Services or the designee. This Section establishes policies and makes decisions governing response priorities.

**3.7.7 Director of Emergency Services (City Manager)**

Position Title:	Director of Emergency Services
You report to:	The City Council
You supervise:	The EOC Liaison Officer, EOC Manager, Safety/Security Officer, PIO, Operations Chief, Planning and Intelligence Chief, Logistics Chief, and Finance and Administration Chief.

**Position Overview**

The Director of Emergency Services is responsible for overall management of the Emergency Operation Center and the City’s emergency management organization. The City Manager, in his/her capacity of Director of Emergency Services assures that the EOC is staffed and operated at a level commensurate with the emergency. The City Manager or designee generally serves as the Director of Emergency Services as specified in the emergency plan. Within SEMS/NIMS structure, the Director of Emergency Services has overall responsibility for managing the City's emergency response and recovery efforts. This position is responsible for the overall management of the City’s emergency management organization.

**Responsibilities**

- Approves all news releases, action plans, and public information releases.

- Coordinates with the Policy/Management Group and the City Council in the development of emergency policies and keeps them apprised of the situation.
- Ensures that contact has been established with the Operational Area (OA).

### **Initial Actions**

- Upon notification of an emergency event in or near the City, or at the request of the Operational Area, ensures that the City's EOC is activated at the appropriate level.
- Upon arrival in the EOC, receive briefing from the EOC Manager or Emergency Management Program Staff.
- Direct the EOC Manager to activate Management Staff and Section Staff, as needed. These positions may include: Deputy Director of Emergency Services, EOC Liaison Officer, Safety/Security Officer, Public Information Officer (PIO),
- Operations Chief and Staff, Planning and Intelligence Chief and Staff, Logistics Chief and Staff, and the Finance and Administration Chief and Staff.
- Inform the City Council (via the Mayor) of the situation, emergency conditions, and response actions being taken or considered.
- Set objectives with the Section Chiefs and Management Group and provide recommendations to the Policy Group.

### **Intermediate Actions**

- Conduct routine briefings with the Management Staff and Sections Chiefs to discuss status updates and available options. Topics to be considered are:
  - Command and coordination issues
  - Situation reporting problems/accuracy
  - Transportation issues, i.e., closed or dangerous routes, etc.
  - Possible search and rescue - heavy or light
  - Medical issues
  - Rumor control and public information
  - Emergency logistical support/mutual aid
  - Utility disruptions (including communication difficulties)
  - Evacuation possibilities
  - Personnel shortages
  - Liability Issues
- Set objectives and assign the Planning and Intelligence Chief to develop the Action Plan; approve the plan before dissemination to all EOC staff and if appropriate to field command posts.
- Direct the EOC Manager to develop a 24 hour staffing plan with each Section Chief and to work with Logistics to ensure the EOC has food, water, adequate sleeping facilities, trash removal services, etc.
- Consider the need to proclaim a LOCAL EMERGENCY; have the City Attorney, if available, draft the proclamation. If the City Attorney is not available, utilize one of the pre-scripted proclamations.
- Monitor staffing and resource requirements; direct staff to request additional materials/services through the Operational Area.
- Request representatives from appropriate County and State agencies, Special Districts and/or private volunteer organizations to send a representative to the City EOC to assist

in coordination of their efforts and the City's.

- If requested, send a City Liaison to the Operational Area EOC for coordination.
- Approve all news releases; establish parameters in which the PIO may develop information for releases; and arrange for the City Manager to be the City's spokesperson for all news conferences.

### **Extended Actions**

- Discuss recovery/re-entry needs with the Section Chiefs.
- Ensure that the Finance and Administration Chief is tracking all costs associated with the emergency and is beginning the process to request State and Federal reimbursement.
- Develop a demobilization plan with all Section Chiefs.
- Ensure that all City EOC staff and volunteers participate in a Critical Incident Stress Debriefing session prior to leaving. Schedule a follow up Critical Incident Stress Debriefing(s) for all City staff, especially field and EOC responders.
- Coordinate with the Policy Group and Operations Section Chief if there are expected visits from political officials to view the disaster site.
- Direct staff to take actions to restore normal City operations as soon as practicable.

### **Demobilization**

- Authorize demobilization of sections as necessary. Authorize Section Chiefs to demobilize branches, or units when they are no longer required.
- Notify Riverside County Operational Area, adjacent facilities, and other EOCs as necessary of planned time for EOC deactivation.
- Ensure that any open action items not yet completed will be taken care of after EOC deactivation.
- Confirm with Section Chiefs that all required forms or reports are completed prior to EOC deactivation.
- Be prepared to provide input to the After-Action Report.
- Deactivate the EOC and close out logs when the emergency situation no longer requires activation.
- Proclaim termination of the emergency and proceed with recovery operations.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.8 Assistant Director of Emergency Services (if designated)**

Position Title: Assistant Director of Emergency Services  
 You report to: The Director of Emergency Services  
 You supervise: EOC Liaison, EOC Manager, PIO and Safety/Security Officer.

## Position Overview

The Assistant Director of Emergency Services is responsible for overall management of the EOC when delegated by the Director of Emergency Services or in his absence; works with the Policy/Management Group; works with PIO; works with Section Chiefs to develop a demobilization plan when appropriate; works with EOC Manager to ensure a 24-hour staffing is developed.

## Responsibilities

- Functions as Director of Emergency Services when delegated or in the absence of the Director of Emergency Services.
- Coordinates with the Policy/Management Group and the City Council for scheduled visits to local disaster sites as appropriate.
- Maintain open line of communication with PIO.
- Ensure demobilization plan is developed.
- Ensure appropriate 24-hour EOC staffing.

## Initial Actions

- Upon notification of an emergency, order activation of the City's EOC if not already activated.
- Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.
- Review your specific position checklists.
- Report to your work area and put on your position identifier and start activity log. Determine your personal operating location and set up as necessary
- Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning & Intelligence Chief when completed and/or at the end of shift.)
- Make frequent notes to capture information specifically related to major aspects of the event.
- Inform the Mayor/City Council/City Manager of the event, emergency conditions, and response actions taken or considered.

## Intermediate Actions

- Participate in all applicable Section and Branch meetings and EOC briefings. Obtain copies of all APs.
- Maintain all required records and documentation to support the After-Action Report and the history of the event:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
  - APs as disseminated
- Refer all contacts with the media to the PIO.
- Work with your EOC supervisor and/or Section Chief if you require additional staffing for



your function.

- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.
- Function/operate in a safe manner during your shift.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the Director of Emergency Services.
- Ensure coordination with the OA and field command posts and brief Director of Emergency Services on field status.
- Set objectives with the Section Chiefs and recommendations from the Policy/Management Group and keep Director of Emergency Services apprised.
- Coordinate with PIO any planned news releases, on-camera interviews, and need for emergency public broadcasts for the public.
- Ensure EOC Manager has developed sufficient 24-hour EOC staffing.

### **Extended Actions**

- Discuss recovery/re-entry needs with the Director of Emergency Services of Emergency Services and Section Chiefs.
- Document all actions and decisions on activity log.
- Ensure that reporting staff and volunteers participate in a Critical Event Stress Debriefing session prior to leaving EOC.
- Request all reporting staff to provide their activity logs to the Planning & Intelligence Section Chief at the end of each shift/on a routine basis.
- Follow-up with the Policy/Management Group on any scheduled visits or requests from political officials to view the disaster site(s).

### **Shift Completion**

- Ensure that your personnel and equipment time records, and a record of expendable materials used are provided to the Cost Accounting Unit of the Finance & Administration Section.
- Ensure that all required forms or reports are completed prior to your release and departure.
- Thoroughly brief your shift relief on the current status of the event. Ensure that in-progress activities are identified and follow-up requirements are known.
- Leave forwarding phone number where you can be reached if different from the employee contact list.

### **Demobilization**

- Authorize demobilization of reporting staff as directed by Director of Emergency Services of Emergency Services.
- Ensure that any open actions will be completed after EOC deactivation.
- Proclaim termination of the emergency and proceed with recovery operations
- Deactivate the EOC and close out logs when emergency event no longer requires activation.
- Ensure that all required forms and reports are completed prior to your release and departure.
- Close out your activity logs and ensure that all relevant status boards are current.

- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.
- Leave forwarding phone number where you can be reached if different from the employee contact list.
- Provide input to the After-Action Report as directed by your EOC supervisor.
- Provide all activity logs to the Planning and Intelligence Chief upon departure.
- Ensure your EOC work location is in a ready status and return facility to normal.
- Ensure you sign out in EOC logbook.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.9 EOC Liaison Officer

Position Title: EOC Liaison Officer  
 You report to: Director of Emergency Services  
 You supervise: EOC Mutual Aid personnel

#### Position Overview

The Liaison Officer serves as the initial point-of-contact for outside agencies and jurisdictions, responsible for representing the City and its response to the emergency to outside groups and agencies. EOC Mutual Aid personnel report to the EOC Liaison Officer for their assignments.

#### Responsibilities

- Represent the City and its response to the emergency to outside groups and agencies.
- Provide assignments to EOC Mutual Aid personnel.

#### Initial Actions

- Receive assignment and briefing from the Director of Emergency Services.
- Establish a work area with other Support Staff members.
- Develop a telephone list of important numbers of outside agencies and levels of government. Ensure that outside agencies have your phone number.
- Establish communications links with the Operational Area (if needed), appropriate special districts, and the American Red Cross. Become familiar with EOC communications other than the telephone, e.g., radio, fax, and e-mail.
- Inform the Director of Emergency Services of any substantial changes in the situation with adjoining jurisdictions. Provide this information to all Section Chiefs.
- Coordinate with the PIO and rumor control staff to keep current.

### Intermediate Actions

- Participate in all Section Chief and Support Staff briefings.
- Keep the Director of Emergency Services updated on activities and the situation in surrounding communities, as appropriate.
- Obtain a periodic status update from the Operational Area regarding the situation and resources. Provide this information to all Section Chiefs and the Director of Emergency Services.
- Coordinate with the PIO to obtain copies of all news releases.

### Extended Actions

- Obtain copies of all EOC Action Plans.
- Continue communication with other jurisdictions, primarily the Operational Area during the demobilization period.
- Participate in a Critical Incident Stress Debriefing session.

### Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the EOC Liaison Officer position and close out logs when authorized by the Director of Emergency Services.
- Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.10 EOC Manager

Position Title: EOC Manager  
 You report to: Director of Emergency Services  
 You supervise: N/A

#### Position Overview

Responsible for the City's EOC (physical set-up) and serves as an aide to the Director of Emergency Services. This position may serve as the City's Liaison to the Operational Area once it is established.

#### Responsibilities

- Provide guidance, supervision, and management of the EOC working environment and associated systems.

- Ensure information and communication support is in place and functioning.
- Manage the administrative function of operating an EOC and arrange for staffing of the EOC.
- Coordinate functional areas in the EOC in the identification of resources and/or response activities.
- Provide information on emergency management issues to the Director of Emergency Services.
- Working with the Safety/Security Officer, establish a system to credential all media representatives before allowing them into the Media Center.

### **Initial Actions**

- Receive briefing from the Director of Emergency Services.
- Survey the EOC to assure that:
  - Telephones have been properly hooked up.
  - Radio Room is operational and staffed (if needed)
  - Security for the EOC has been established.
  - All persons in the EOC are either wearing their position identification vest or a badge issued upon entering the EOC.
  - All sections have located their operational kits and have proper materials to begin to work.
  - All sections and areas in and around the EOC are identified by appropriate signs.
  - Media Center has an operational TV set and a portable battery operated radio; security has been set up and all reporters have been issued proper press passes and telephones for County and media use.
  - Evaluate the EOC systems for adequacy (water, ventilation, sanitation, electrical, fuel, etc.).
  - Internal lines of communication are understood by all EOC staff.
  - Internal maps and EOC phone lists have been distributed.
- If not already done, begin or continue to notify designated EOC staff to report.

### **Intermediate Actions**

- Keep the Director of Emergency Services informed of all activities and update the situation as it evolves.
- Participate in all briefings conducted by the Director of Emergency Services.
- Assist the Advanced Planning Branch Director in the distribution of the Emergency Action Plan.
- Coordinate with the Logistics Chief to ensure that the EOC has food, water, sleeping facilities, rest areas, and trash removal services.
- Monitor the EOC staff and assist any section or area which may be having difficulty in carrying out their assigned function.
- Develop an EOC staffing plan with each Section Chief and the Director of Emergency Services.
- Assure that those designated to work in the EOC for second shift or day two, etc., are notified.
- Assist the EOC Liaison Officer with coordination with the Operational Area and/or other agencies.

- Ensure that all necessary supplies (fax paper, copier paper, etc.) are available or have been requested through the Logistics Section.

### **Extended Actions**

- Continue to monitor the flow of activity in the EOC, identify any issues in efficiency, and work with the appropriate staff to rectify the situation.
- Assist in coordination of demobilization activities.
- Continue to assist the public information function until no longer necessary.
- Assure that the EOC Liaison Officer has notified all governmental agencies and private volunteer agencies of the demobilization of the City's EOC.
- Assure that any follow-up activity or reports are assigned and being handled by the appropriate department and/or agency.
- Participate in a Critical Incident Stress Debriefing session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Close out logs when authorized by the Director of Emergency Services.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.11 Public Information Officer (PIO)**

Position Title: Public Information Officer (PIO)  
 You report to: Director of Emergency Services  
 You supervise: Emergency public information staff

### **Position Overview**

The PIO is specially trained to serve as the point of contact for the media and other organizations seeking information on the emergency response. The mission of this position is to inform the public, provide briefing materials to government officials, and manage the influx of media personnel.

### **Responsibilities**

- Develop and manage public information and media relations.
- Assist in development of emergency public information, news releases, and announcements.

- Plan and conduct news media briefings and assisting with public relations.
- Ensure that all media information is cleared from one point and that it is as accurate as possible.
- Prevent conflicting reports from reaching the media and help to diffuse rumors.

### Immediate Actions

- Receive assignment and briefing from the EOC staff.
- Activate the Emergency Public Information staff to assist with rumor control, field PIO, administrative support, and media/volunteer control.
- Establish a Media Center in the EOC. Assure that there are enough telephones, a television set, desks, and any other supplies or equipment which may be needed. Maintain Media Center status boards and update as appropriate.
- Prepare to monitor activities with the following topics needed to be covered for the public:
  - What to do (and why).
  - What NOT to do (and why).
  - Information (for parents) on status and actions of schools (if in session).
  - Closed, hazardous, contaminated, congested areas to avoid.
  - Curfews.
  - Road, bridge, freeway overpass, and dam conditions; alternate routes to take.
  - Evacuation – routes, instructions (including what to do if vehicle breaks down), arrangements for persons without transportation.
  - Location of mass care, medical, coroner, public safety facilities, food, and safe water.
  - Information/Instructions for families of missing persons (who to contact, etc.).
  - Status of hospitals.
  - First aid information.
  - Emergency phone numbers (otherwise, people should not use the phone); stress to out of area media that people should **not** telephone into the area. Lines must be kept open for emergency calls.
  - Instructions, precautions about utility use, sanitation, how to turn off utilities.
  - Essential services available – hospitals, medical centers, grocery stores, banks, pharmacies, etc.
  - Weather hazards (if appropriate).
  - Channels, Radio Frequencies to monitor for disaster information updates.
- Determine special needs populations (visual or hearing impaired; non-English speaking; elderly, etc.) and develop appropriate material for dissemination. Contact foreign language newspapers and/or radio/TV stations to broadcast alert and warning information to the special population groups.
- Release general survival/self-help information, as appropriate.
- Establish media and public hotlines (Rumor Control) and publish telephone number(s). Develop scripts for PIO/Rumor Control staff answering phones.
- Respond to media/public calls. Record telephone messages for media and public hot lines and update as the situation changes. Release hotline telephone numbers to the public.
- Request additional Emergency Public Information (EPI) staff from the Operational Area and/or arrange to use temporary hires, if necessary.

- Establish contact with the on-scene PIO to assure that there is a Media Control Point near the incident.
- Coordinate EPI and information releases with the OA PIO and other affected jurisdictions' PIOs as necessary and as time allows.
- Determine the status of local media outlets and telephone service.
- Gather information on the emergency situation and response actions; maintain EPI status boards and maps; monitor EOC status boards and resolve conflicts.
- Monitor commercial television and radio for information and rumor control.
- Review pre-scripted, general information for accuracy and appropriateness to situation.

### **Intermediate Actions**

- Establish contact with Emergency Alert System (EAS) stations and place on stand-by.
- Attend all EOC/Section Chief briefings with the Director of Emergency Services.
- Develop periodic press releases and arrange for press conferences, as appropriate.
- Arrange for official spokesperson, media briefings/press conferences on a regular or as-needed basis.
- Announce briefing times.
- Arrange media tours/filming (one crew at a time) of EOC and interviews with EOC spokesperson, if such action will not hinder response efforts.
- Coordinate additional methods of distributing emergency instructions as required.
- Provide EPI in foreign languages as required.
- Make situation reports to the OA PIO at least three times each day and provide copies of all press releases.
- Develop procedures with the American Red Cross for release of information concerning the status of relatives/friends in the disaster area.
- Keep the Director of Emergency Services informed of all actions taken

### **Extended Actions**

- Continue to release status information on request.
- Conduct situation briefings for visitors. Arrange accommodations and transportation for official visitors and media, as necessary.
- Accommodate state and federal information officers and assist them in releasing information on assistance programs.
- Gather all records kept during all phases of the emergency and prepare a chronological summary of all events, actions taken, inquiries made, and responses given.
- Collect newspaper clippings and TV videotapes, if available.
- Survey EPI staff, EOC staff, and local media for suggestions to improve EPI response procedures.
- Review EPI Plan and update as necessary.
- Participate in a Critical Incident Stress Debriefing session and ensure all PIO staff also attends.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.

- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Emergency Public Information Officer position and close out logs when authorized by the Director of Emergency Services.
- Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.12 Safety Officer and/or Security Officer

Position Title: Safety Officer and/or Security Officer  
 You report to: Director of Emergency Services  
 You supervise: N/A

#### Position Overview

The Safety/Security Officer acts as an advisor to the EOC Director and the EOC Manager relating to safety and security issues in the EOC. As the Security Officer, this position is responsible for controlling personnel access to and from the Emergency Operations Center (EOC) and other facilities.

#### Responsibilities - Safety

- Watch over all aspects of the emergency organization to ensure the safety of all personnel involved, correcting unsafe operations.
- Monitor structural integrity, workspace set-up, activities, and entry authorization.

#### Responsibilities - Security Officer

- In accordance with policies established by the EOC Director, control personnel access to and from the EOC and other facilities.
- Check in staff and register personnel assigned to the EOC.
- Initial Actions
- Receive assignment and briefing from the EOC Director.
- Tour the entire EOC area and determine the scope of on-going operations.

#### Initial Actions - Safety

- Evaluate conditions and advise the EOC Director of any conditions and actions, which might result in liability, e.g., oversights, improper response actions, etc.
- Study the facility to learn the location of all fire extinguishers, fire hoses, and emergency manual pull stations.
- Be familiar with particularly hazardous conditions in the facility (including the parking lot and elevators); if necessary, work with the Public Works Branch Leader in the



Operations Section.

- Ensure safe working conditions for all personnel, both in the EOC and in the field.. Advise the EOC Director regarding safety issues.
- Ensure that all facilities used in support of EOC operations have safe operating conditions.
- Monitor all EOC and related facility activities to Ensure that they are being conducted in as safe a manner as possible under the circumstances that exist.
- Stop or modify all unsafe operations.
- If the event which caused the activation of the EOC is an earthquake, provide guidance regarding actions to be taken in preparation for aftershocks, including safe entry to and exit from buildings.

### **Initial Actions - Security**

- Determine operating location(s) and set-up as necessary.
  - Determine what security requirements currently exist, and establish if additional staffing is needed.
  - Determine needs for special communications (e.g., radios, cell phones, etc.). Make needs known to Information Systems and Communications Branch Directors in the Logistics Section.
  - Provide EOC access control as required.
  - As requested, provide special security for any critical facilities, supplies, or materials.
- Intermediate Actions - Safety**
- Coordinate with Security to obtain assistance for any special safety requirements. Attend all EOC/Section Chief briefings with the EOC Director.
  - Keep the EOC Director informed of all actions taken. Request additional Safety staff as necessary.
  - Coordinate with Finance and Administration Section Chief on any personnel injury claims or records preparation as necessary for proper case evaluation and closure.

### **Intermediate Actions - Security**

- Coordinate with Security to obtain assistance for any special safety requirements. Attend all EOC/Section Chief briefings with the EOC Director.
- Keep the EOC Director informed of all actions taken.
- Request additional Safety staff as necessary.
- Coordinate with Finance and Administration Section Chief on any personnel injury claims or records preparation as necessary for proper case evaluation and closure.

### **Extended Actions - Safety**

- Continue to monitor safety conditions.
- Observe all staff and volunteers for signs of stress and inappropriate behavior. Report concerns to the EOC Director. Ensure staff is being provided rest periods and relief.
- Ensure that any required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow up to your assignment might be required before you leave.
- Leave forwarding phone number where you can be reached.

- Thoroughly brief your relief at shift change.
- Participate in a Critical Incident Stress Debriefing session.

### **Extended Actions - Security**

- Ensure all communications are copied to the Message Center.
- Continue to monitor safety conditions.
- Observe all staff and volunteers for signs of stress and inappropriate behavior. Report concerns to the EOC Director. Ensure staff is being provided rest periods and relief.
- Ensure that any required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow up to your assignment might be required before you leave.
- Leave forwarding phone number where you can be reached.
- Thoroughly brief your relief at shift change.
- Participate in a Critical Incident Stress Debriefing session.

### **Demobilization**

- Ensure immediate EOC supervisor is aware that they are going off shift.
- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Safety/Security Officer position and close out logs when authorized by the EOC Director.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.13 Operations Section Overview**

The Operations Section is responsible for coordination of all response elements applied to the incident. The Operations Section carries out the objectives of the EOC Action Plan and requests additional resources as needed.

The discipline assigned to the position of Operations Section Chief depends on the nature of the incident and the current situation. Examples of this would be during a civil unrest a law enforcement representative could be designated as Section Chief; during a major fire a fire representative could be designated as Section Chief; and during a flooding situation could a Public Works representative could be designated as Section Chief.

During Level III activation, the Operations Section will be organized into the following Branches:

- Fire and Rescue
- Law Enforcement
- Community Services
- Public Works

### 3.7.14 Operations Chief

Position Title: Operations Chief  
 You report to: Director of Emergency Services  
 You supervise: Fire and Rescue Branch Director, Law Enforcement Branch Director, Community Services Branch Director and Public Works Branch Director.

#### Position Overview

The Operations Chief is responsible for the management of all activities directly applicable to emergency response and coordination in support of all tactical operations and safety activities in the field. The Operations Chief participates in the development and execution of the Action Plan.

#### Responsibilities

- Ensure that the Operations Function is carried out, including coordination of activities for all operational functions assigned to the EOC.
- Ensure that operational objectives and assignments identified in the EOC Action Plan are carried out effectively.
- Establish the appropriate level of organization within the Section and continuously monitor the effectiveness of the organization and make adjustments as required.
- Exercise overall responsibility for the coordination of Branch and Unit activities within the Operations Section.
- Conduct periodic Operations briefings for the Director of Emergency Services, as required or requested.
- Conduct period briefings to the Director of Emergency Services and Management Staff

#### Initial Actions

- Receive assignment and briefing from the Director of Emergency Services.
- Determine other positions to be activated. Appoint Fire and Rescue, Law Enforcement, Community Services, Public Works, Utilities, and Schools Directors; distribute their position checklists and position identifiers.
- Establish the Operations Section work area in the EOC.
- Brief all Operations Section Branch Directors on current situation and develop the section's EOC Action Plan with emphasis on immediate projections of needs. Designate time for next briefing.
- Designate times for briefings and updates with the Planning and Intelligence Section Chief and all Operations Section Branch Directors to develop/update section's EOC Action Plan.
- Ensure that Fire and Rescue, Law Enforcement, Care and Shelter, Public Works, Utilities, and Schools Directors branches and units are adequately staffed and supplied.

- Coordinate with the Public Works Director to expedite the repair of critical building functions and inspections of areas/buildings, as appropriate.
- Ensure that Construction and Engineering, Debris Removal/Route Recovery, Flood Control, Heavy Rescue, and HazMat teams working in the field report the following information:
  - Collapsed/hazardous buildings
  - Fires
  - Downed power lines
  - Exposed broken gas mains/gas leaks
  - Street light outages
  - Any potential dangerous situations
  - Impassable streets
- Inform the Director of Emergency Services and the Planning and Intelligence Chief of the above information as it is received.
- Brief the Director of Emergency Services routinely on the status of the Operations Section.

### **Intermediate Actions**

- Obtain regular status reports from Planning and Intelligence Section and/or command posts.
- Conduct Section briefings on a regular basis.
- Ensure that all Section staff receives a copy of any EOC Action Plans and are clear on established incident priorities.
- Routinely update other Section Chiefs and the Director of Emergency Services on all progress made in meeting incident priorities.
- Develop a Section staffing plan for extended activation.
- Develop projected staffing and equipment needs, in conjunction with the Planning and Intelligence Chief; and provide the information to the Logistics Section.

### **Extended Actions**

- Ensure that all Section Branch Directors assist the Finance and Administration Chief by providing accurate personnel time records broken down in the following categories:
  - Department/Agency worker is from
  - Disaster/Incident Related Overtime
  - Contract Labor Hours
  - Location or incident worked on
  - Personnel benefit costs
  - Description of work performed
- Assist Section Branch Directors and Unit Leaders in tracking all incident actions, needs, staffing, and other issues.
- Assure that all communications are copied to the Message Center.
- When appropriate, develop a demobilization plan with the Planning and Intelligence Section.
- Ensure dissemination and implementation of the demobilization plan to all command posts.

- Develop Section debriefing report with Section staff and provide to Planning and Intelligence Section.
- Observe all staff and volunteers for signs of stress and inappropriate behavior. Report concerns to the Director of Emergency Services.
- Provide for staff rest periods and relief.

### Demobilization

- Authorize deactivation of organizational elements within your Section when they are no longer required.
- Ensure that any open actions are handled by your Section or transferred to other EOC elements as appropriate.
- Ensure that any required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Deactivate your Section and close out logs when authorized by the Director of Emergency Services.
- Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.15 Fire and Rescue Branch Director

Position Title: Fire and Rescue Branch Director  
 You report to: Operations Chief  
 You supervise: Heavy Rescue Unit Leader\*, Radiological Unit Leader and Hazardous Materials Unit Leader\*.

\* These positions may not be filled at the local EOC level, depending on the size and location of the incident. If not filled at the local level, these positions will be filled at the OA EOC level or in the field or in the field.

### Position Overview

The Fire and Rescue Branch Director is responsible for ensuring the provision of fire protection and rescue services. The Fire and Rescue Branch Director is further responsible for coordinating fire and rescue mutual aid services when day-to-day mutual aid resources are exhausted.

### Responsibilities

- Coordinate fire, hazardous materials, and urban search and rescue operations.
- Complete and maintain status reports for major incidents requiring or potentially requiring operational area, state and federal response, and maintain status of

unassigned fire and rescue resources.

- Coordinate with the Law Enforcement Branch Director on Search and Rescue activities.
- Coordinate with the EMS lead on EMS and other medical activities.
- Implement the objectives of the EOC Action Plan assigned to the Fire and Rescue Branch.
- Prepare Branch Situation Report as requested.
- Assist and serve as an advisor to the Operations Section Chief as required.

### **Initial Actions**

- Receive briefing with other Branch Directors from the Operations Section Chief.
- Determine the status of all Fire Department assets and operational activities.
- Determine if any of the following positions need to be activated within the Fire and Rescue Branch: Hazardous Materials Unit Leader, Heavy Rescue Unit Leader. If so, appoint needed unit leaders and distribute checklists and position identifiers.
- Identify the location of any field command posts and establish communications with them.
- Obtain necessary protective respiratory devices, clothing, equipment, and antidotes for personnel to perform assigned tasks in hazardous radiological and/or chemical environments.
- Determine Fire Department priorities: suppression, rescue, and/or medical. Work closely with the County of Riverside Health Services Agency.
- Monitor field activities and update the Operations Chief and the Planning and Intelligence Chief as situation changes.
- Develop Fire Department response priorities with the Operations Chief and Operations Section Branch Directors. Communicate priorities to the field command posts.
- Based upon established priorities and objectives, develop appropriate plans for redeployment of Fire Department assets in the field. Obtain approval of the Operations Section Chief and then communicate the plan to all Fire Department Field Incident Commanders.

### **Intermediate Actions**

- Facilitate request(s) for fire mutual aid, as needed, through regular Fire Mutual Aid channels. Make sure the Operational Area is apprised of the requests.
- If there is a need for heavy rescue or hazardous materials spill response, activate those Unit Leaders within the Fire and Rescue Branch, and request appropriate teams (Heavy Rescue and/or HazMat) from the Riverside County Fire Department.
- Ensure that the Heavy Rescue and/or Hazardous Materials team(s) response activities are:
  - coordinated with established City objectives by assigning those technical team(s) to the appropriate field command post and
  - monitored by the appropriate Operations Section Chief and/or Branch Directors.
- Update the Operations Chief frequently.
- Participate in all EOC briefings and assist in setting objectives and priorities with the Advanced Planning Unit Leader.

## Extended Actions

- As strategic objectives are met, prepare a demobilization plan for the area and staff involved. With the Planning and Intelligence Chief, identify other objectives, and discuss them in the next briefing.
- Monitor the field activities and provide information as needed and set by the emergency action plan.
- Monitor staff for signs of stress. Report concerns to the Operations Chief.
- Provide for staff relief and rest areas.
- Participate in development of the demobilization plan.
- Participate in a Critical Incident Stress Debriefing session.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Fire and Rescue Branch and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.15.1 Hazardous Materials (HazMat) Unit Leader\*

Position Title: Hazardous Materials (HazMat) Unit Leader\*  
 You report to: Fire and Rescue Branch Director  
 You supervise: Your Team

\* This positions may not be filled at the local EOC level, depending on the size and location of the incident. If not filled at the local level, these positions will be filled at the OA EOC level or in the field.

## Position Overview

The Hazardous Materials (HazMat) Unit Leader is the point of contact for mutual aid Hazardous Materials Team(s) responding to the City.

## Responsibilities

- Monitor HazMat response activities.
- Communicating the set EOC Action Plan and objectives.
- Ensure that appropriate public information notices are given if there is not a HazMat

Team available due to other situations through the County.

### **Initial Actions**

- Receive briefing from the Fire and Rescue Branch Director.
- Identify City resources available to mitigate some or the entire situation.
- Request a Hazardous Material Team(s) through normal channels. If unable to fill request, contact the Operational Area.
- Obtain protective respiratory devices or clothing for response personnel as dictated by the situation.
- Identify the material involved and health ramifications, if not already done.
- Provide protective action activities to the PIO should a press release need to be made to the general public.
- Begin planning evacuation routes and identifying the staff necessary to evacuate the danger area.
- Coordinate with the American Red Cross for possible mass care and sheltering needs.
- Identify resources and staff necessary to perform any type of decontamination on individuals evacuated from the danger area.
- Notify the County Health Officer of the situation through the Operational Area.

### **Intermediate Actions**

- Monitor the response activities through the appropriate field command post.
- Keep the Fire and Rescue Director updated on all situation changes and field activities.
- Assist the field team(s) in contacting the owner of the causative agent, if not already done.
- Notify all appropriate governmental agencies of the hazardous materials incident(s)

### **Extended Actions**

- Ensure field units are relieved on a regular basis and a rest area is provided.
- Estimate the time the City might be able to release the responding Hazardous Materials Team(s) back to the Operational Area.
- Once the hazardous materials incident has been taken care of, prepare a debriefing report for the Fire and Rescue Branch Director.
- Participate in a Critical Stress Debriefing session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Hazardous Materials Unit and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation



- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.15.2 Radiological Unit Leader\*

Position Title: Radiological Unit Leader\*  
 You report to: Fire and Rescue Branch Director  
 You supervise: Your Team

\* This positions may not be filled at the local EOC level, depending on the size and location of the incident. If not filled at the local level, these positions will be filled at the OA EOC level or in the field.

#### Position Overview

The Radiological Unit Leader is responsible for ensuring that radiological monitoring is being conducted, when needed.

#### Responsibilities

- Inspects monitoring equipment and distributes it as needed.
- Coordinates monitoring results with County of Riverside Health Services, Environmental Health, and appropriate City EOC staff.

#### Initial Actions

- Receive briefing from the Fire and Rescue Branch Director with other branch staff.
- Determine the status (operability and location) of all radiological monitoring equipment in the City.
- Put all trained City radiological monitoring staff on stand-by. If no trained personnel available in the City, request assistance from the Operational Area.
- Determine area(s) for monitoring.
- Ensure that all field-monitoring teams have appropriate protective equipment and clothing.
- Issue appropriate protective equipment and dosimeters to all radiological monitoring staff. Develop a process to check radiation levels of all field monitors on a routine basis.
- Develop a deployment and reporting process for the radiological monitoring process.
- Obtain the approval of the Fire and Rescue Branch Director.
- Have a plan ready for disposition of any radioactive material found.

#### Intermediate Actions

- Receive ongoing reports from all field-monitoring sites. Report this information to the Fire and Rescue Branch Director (for transmittal to the County of Riverside Health Services Agency) or to the designated County of Riverside Radiological Officer.
- Provide the Fire and Rescue Branch Director frequent updates.
- Identify, in conjunction with the County of Riverside Health Services Agency, medical facilities with the capability to decontaminate radiological contaminated casualties.

- Ensure that appropriate field decontamination stations are operational, as needed.
- Coordinate with the County of Riverside Health Services Agency.
- Prepare, as necessary, for in-place sheltering.
- Coordinate with the Law Enforcement Director to establish evacuation routes and erect (with the assistance from Development Services Director), barriers to block passage into danger areas.
- Ensure that all field monitors are using appropriate techniques and receive adequate rest periods.
- Coordinate with other City EOC staff, as needed.
- Request additional radiological monitoring equipment or personnel from the Operational Area EOC.
- Advise of the need to upgrade shelter facilities during increased readiness period to reduce shelter deficits.

### **Extended Actions**

- Maintain and actively review a log of all radiological field monitoring staff to include, but not limited to:
  - Name and regular work assignment or location.
  - Area assigned to monitor.
  - Record of personal dosimeter readings.
  - Record time exposed during monitoring activities.
- Keep the County of Riverside Health Services Agency advised of the status of monitoring activities.
- Provide all radiological monitoring staff with appropriate information about their exposure and follow up dosimeter checks as determined by the County of Riverside Health Officer.
- Ensure that all radiological monitoring staff attends a Critical Incident Stress Debriefing session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Radiological Unit and close out logs when authorized by the Operations Section Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.15.3 Heavy Rescue Unit Leader\***

Position Title: Heavy Rescue Unit Leader\*  
You report to: Fire and Rescue Branch Director  
You supervise: Your Team

\* This positions may not be filled at the local EOC level, depending on the size and location of the incident. If not filled at the local level, these positions will be filled at the OA EOC level or in the field.

### **Position Overview**

The Heavy Rescue Unit Leader provides City coordination with Heavy Rescue Team(s) in the City.

### **Responsibilities**

Ensure that Heavy Rescue Team(s) are assigned according to objectives and priorities set by the City EOC in their emergency action plan.

### **Initial Actions**

- Receive briefing from the Fire and Rescue Branch Director.
- Determine the area(s) requiring Heavy Search and Rescue effort. Prioritize them. Determine special equipment needs. Coordinate with the Fire Branch Director and the Operations Chief to establish a priority of rescues and assist in briefing the Director of Emergency Services.
- Request Heavy Rescue Team(s) and specialized equipment through normal channels or the Operational Area Fire and Rescue Coordinator.
- Assign responding Heavy Rescue Team(s) to appropriate area field command post. Notify the field command post of the Team's ETA and assignment.
- Develop "Rescue" status board identifying areas(s) to be searched, those in progress, results, and ETA to when the working site will be cleared.

### **Intermediate Actions**

- Keep the Fire and Rescue Director updated on all changes in the situation.
- Participate in all Branch briefings.
- Monitor progress and discuss with the Fire and Rescue Branch Director the need to request additional help if there are multiple buildings to be searched. If approved, request additional resources from the Operational Area.
- Communicate frequently with either the assigned field command post or directly with team members, whichever method is the most appropriate.

### **Extended Actions**

- Determine when it is appropriate to demobilize the Heavy Search and Rescue operations and develop an appropriate demobilization plan.
- Coordinate feeding and sleeping arrangements for the Heavy Rescue Team(s), if needed.
- Ensure that Heavy Rescue Team members are given appropriate rest periods and have an established rest area.
- Prepare a debriefing report on the Heavy Search and Rescue operations.

- Participate in a Critical Incident Stress Debriefing session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Heavy Rescue Unit and close out logs when authorized by the Operations Chief
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.16 Law Enforcement Branch Director**

Position Title: Law Enforcement Director  
 You report to: Operations Chief  
 You supervise: Evacuation & Re-entry Unit Leader, Traffic Control, Animal Control and Fatalities Management Unit Leader.

#### **Position Overview**

The Law Enforcement Branch Director coordinates warning information provision, evacuation procedures, traffic control, and public security and order; assists the Coroner's Office in the discharge of their duties; submits requests for mutual aid; and coordinates search and rescue teams.

#### **Responsibilities**

- Coordination of provision of warning information.
- Traffic management.
- Fatalities management.
- Facilities security.
- Coordinate Fatalities Management's activities
- Assist and serve as an advisor to the Operations Section Chief as required.

#### **Initial Actions**

- Receive assignment and briefing from the Operations Chief.
- Determine the status of all Law Enforcement assets and operational activities. Report status to the Operations Chief.
- Determine Law Enforcement objectives and communicate those to the Operations Chief.
- Establish EOC Action Plans to meet the needs of the mutual aid requests to protect life

and property, secure perimeters around risk areas or evacuated areas, and provide security for emergency workers, as needed.

- Determine when and how to alert and warn critical facilities of impending danger (e.g., hospitals, nursing homes, schools, major industries).
- Monitor all Law Enforcement activities.
- Prepare Branch Situation Report as requested.
- Participate in all Operations Section briefings.

### **Intermediate Actions**

- Develop a staffing plan for a 24-hour operation.
- Monitor the situation and, if directed by the Operations Chief, begin development of evacuation plan and routes.
- Notify the Community Services Unit Leader of all evacuation plans. Work with the Community Services Branch Director to determine safe evacuation sites and/or shelter locations.

### **Extended Actions**

- Ensure that all communications are copied to the Message Center.
- Keep the Operations Chief informed of all Law Enforcement activities.
- Coordinate as necessary with the Public Information Officer for the release of public protective actions, evacuations, etc.
- Begin demobilization as soon as practicable.
- Observe all staff and volunteers for signs of stress and inappropriate behavior. Report concerns to the Operations Chief. Ensure all staff participates in a Critical Incident Stress Debriefing session.
- Provide for staff rest periods and relief.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Law Enforcement Branch and close out logs when authorized by the Operations Chief
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.16.1 Evacuation & Re-entry Unit Leader**

Position Title: Evacuation & Re-entry Unit Leader  
 You report to: Law Enforcement Branch Director  
 You supervise: Your Team

### Position Overview

The Evacuation & Re-entry Unit Leader is responsible for an orderly, systematic evacuation of City residents and visitors due to an extreme emergency.

### Responsibilities

- Responsible for an orderly, systematic evacuation of City residents and visitors due to an extreme emergency.
- Ensure that all items under the Americans with Disabilities Act are covered for evacuations/movement operations.
- Ensure public safety for incarcerated evacuees
- Develop an evacuation and or re-entry plan

### Initial Actions

- Receive briefing from the Law Enforcement Director.
- Establish the lead time needed prior to evacuation/re-entry.
- Develop an evacuation/re-entry plan with the following priorities in mind:
  - Public safety
  - Medical and health services
  - Delivery of essential provisions and other necessary resources
- Coordinate with the Public Works Branch, the Utilities Branch, the American Red Cross, Schools Branch, local transit company, and other necessary staff to develop a cohesive evacuation plan.
- Develop evacuation routes and request the Public Information Officer to begin drafting an evacuation notice for the public with specific instructions and routing information as well as information for evacuating special needs populations.
- Arrange with Public Works Director for barricades and inform them of where the barricades are to be placed.
- Ensure that the following occurs:
  - Provide appropriate evacuation/re-entry information to emergency responders.
  - Provide appropriate evacuation/re-entry information to the evacuees.
  - Arrange for transportation, if necessary.
- Provide security for evacuated areas and sheltering of evacuees.
- Arrange for evacuation of the elderly and infirm or others with special needs.
- Coordinate with the American Red Cross and Beaumont Unified School District regarding sheltering needs.
- Identify potential problem areas along evacuation/re-entry routes, i.e., weight restrictions, narrow bridges, road sections susceptible to secondary effects of an incident, etc.
- Estimate the number of people to be evacuated/re-enter and explain transportation policy (i.e., movement, control, use of public and private vehicles, etc).

- Make appropriate arrangements to transport emergency workers.
- Designate areas along movement routes where evacuees can obtain fuel, water, medical aid, vehicle maintenance, information, and comfort facilities.
- Identify areas for parking and vehicle security in reception areas.

### **Intermediate Actions**

- Ensure that the Emergency Alert System (EAS) broadcasts the evacuation/re-entry order, transportation routes, assembly points for those needing transportation, and shelter sites.
- Coordinate with the Community Development Director, the American Red Cross and Logistics Section to ensure adequate supplies at all shelter and mass care sites.
- Ensure that all barricades are up and located as identified in the evacuation/re-entry plan developed for the incident.
- Notify all command posts and the Operational Area of the evacuation/re-entry.
- Deploy additional Law Enforcement Officers and/or Cadets to canvass the evacuation area to provide a verbal notification of evacuation for those who may not have heard the EAS announcements.

### **Extended Actions**

- Keep the Law Enforcement Director updated on the situation and of any changes.
- As soon as practical and safe develop a re-entry plan with the Operations Chief, Community Services Branch Director, Logistics Chief, Law Enforcement Director, and the EOC Manager.
- Request the PIO to publish and arrange EAS broadcast for the re-entry order with route instructions.
- Arrange transportation for those without transportation, the elderly, and infirm.
- Prepare a debriefing report of the evacuation/re-entry and provide it to the Law Enforcement Director.
- Participate in a Critical Incident Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Evacuation & Re-entry Unit and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.16.2 Fatalities Management Unit Leader

Position Title: Fatalities Management Unit Leader  
 You report to: Law Enforcement Branch Director  
 You supervise: Your Team

#### Position Overview

The Fatalities Management Unit Leader serves as the City point of contact for the County of Riverside Sheriff/Coroner's Office and provides assistance with dealing with human remains until such time as the Coroner's Office can take over.

#### Responsibilities

- Point of contact for the County of Riverside Sheriff/Coroner's Office.
- Provides assistance with dealing with human remains until such time as the Coroner's Office can take over.

#### Initial Actions

- Receive briefing from the Law Enforcement Branch Director.
- Establish contact with each operational field command post to determine the number of deceased persons in each area.
- Establish contact with the County of Riverside Sheriff Coroner's Office to provide status reports on the number of fatalities and to coordinate activities until Coroner staff arrives.
- Ensure body bags and other necessary supplies and equipment are on hand for Coroner staff.
- Ensure temporary cold storage facilities or vehicles are procured.
- Establish Fatality Collection Areas (FCAs) to facilitate body recovery operations (Morgue or temporary morgue facilities).
- Coordinate transportation of remains to FCAs.
- Ensure that the Coroner's staff identifies remains and notify next of kin.

#### Intermediate Actions

- Participate in all Branch briefings.
- Keep the Law Enforcement Director updated on the status of Coroner's activities and FCAs.

#### Extended Actions

- Ensure security at each FCA.
- Keep the appropriate field command post informed as to the status and locations of FCAs.
- Prepare a demobilization plan as soon as the Coroner has sufficient staff to take over the function.
- Notify the Law Enforcement Director as to when the Coroner staff takes over the FCAs and what additional or continuing Law Enforcement assistance will be needed.
- Prepare a Coroner Operations debriefing report upon demobilization for the Law Enforcement Director.



- Participate in a Critical Incident Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Fatalities Management Unit and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.16.3 Traffic Control Unit Leader**

Position Title: Traffic Control Unit Leader  
 You report to: Law Enforcement Branch Director  
 You supervise: Your Team

### **Position Overview**

The Traffic Control Unit Leader is the EOC's liaison to the Police Department's Traffic Division.

### **Responsibilities**

- Work with the Police Department's Traffic Division to help ensure the orderly flow of traffic following an emergency.
- Work with the Evacuation & Re-entry Unit Leader to help effect an orderly evacuation if an evacuation is required following an emergency.
- Ensure access control and safe movement of private and public vehicles following an emergency.

### **Initial Actions**

- Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.
- Review your specific position checklists.
- Report to your work area and put on your position identifier and start activity log.
- Determine your personal operating location and set up as necessary
- Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning & Intelligence Chief when completed and/or at the end of shift.)

- Make frequent notes to capture information specifically related to major aspects of the event.
- Coordinate with the Police Department's Traffic Division to help ensure the orderly flow of traffic following an emergency.
- Arrange with Public Works / Utilities Branch Director for barricades and inform them where the barricades are to be placed. Provide appropriate routing to emergency responders.
- Provide appropriate transportation policy (i.e., movement, control, use of public and private vehicles, etc.).
- Make appropriate arrangements to transport emergency workers.

### **Intermediate Actions**

- Participate in all applicable Section and Branch meetings and EOC briefings.
- Obtain copies of all APs.
- Maintain all required records and documentation to support the After-Action Report and the history of the event:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
  - APs as disseminated
- Refer all contacts with the media to the PIO.
- Work with your EOC supervisor and/or Section Chief if you require additional staffing for your function.
- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.
- Function/operate in a safe manner during your shift.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the Director of Emergency Services.
- Ensure that the EAS broadcasts transportation routes, assembly points for those needing transportation, and shelter sites.
- Ensure that all barricades are up and located as required.

### **Extended Actions**

- Keep the Law Enforcement Branch Director updated on the event and of any changes.
- Request the PIO to publish and arrange EAS broadcasts with transportation routes.
- Participate in a Critical Event Stress Debriefing Session.

### **Shift Completion**

- Ensure that your personnel and equipment time records, and a record of expendable materials used are provided to the Cost Accounting Unit of the Finance & Administration Section.
- Ensure that all required forms or reports are completed prior to your release and departure.
- Ensure that all time sheets and any travel expense claims are completed properly and

signed by each employee prior to submitting them.

- Thoroughly brief your shift relief on the current status of the event. Ensure that in-progress activities are identified and follow-up requirements are known.
- Leave forwarding phone number where you can be reached if different from the employee contact list.

### **Demobilization**

- Deactivate the Traffic Control Unit and close out logs when authorized by the Operations Chief or the Director of Emergency Services.
- Ensure that all required forms or reports are completed prior to departure.
- Close out activity logs and ensure that all relevant status boards are current.
- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.
- Leave forwarding phone number where you can be reached if different from the employee contact list.
- Provide input to the After-Action Report as directed by your EOC supervisor.
- Provide all activity logs to the Planning and Intelligence Chief upon departure.
- Ensure your EOC work location is in a ready status and return facility to normal.
- Ensure you sign out in EOC logbook.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.16.4 Animal Control Unit Leader**

Position Title:	Animal Control Unit Leader
You report to:	Law Enforcement Branch Director
You supervise:	Your Team

### **Position Overview**

The Animal Control Unit Leader serves as the City's point of contact for local Animal Control and to ensure that animal control activities are coordinated throughout the City.

### **Responsibilities**

- Coordinate animal control activities throughout the City.
- Control loose animals.
- Identify emergency animal shelters.
- Coordinate with County Animal Control for the use of REARS and additional County approved temporary animal shelters.

### **Initial Actions**

- Receive briefing from the Operations Section Chief.
- Inform all field command posts that all stray animals or questions from the community about animals and pets should be referred to the City EOC.
- Obtain a status on the number and types of loose or homeless animals in the City.
- Identify potential emergency shelters by contacting volunteer animal rights organizations for assistance.
- Identify Veterinarians to be on call for animal emergencies.
- Obtain staff for each emergency animal shelter to be established from volunteer groups and the Logistics Section.

### **Intermediate Actions**

- Monitor and facilitate the situation.
- Keep the Operations Chief and the Law Enforcement Director updated on the situation and any changes.
- Poll each established field command post for status of stray animals or other animal related issues on a periodic basis.
- Request the PIO to put out a news release identifying where individuals may take their animals or any strays that they may encounter.
- Request mutual aid assistance if necessary.

### **Extended Actions**

- Update the Community Services Branch Director of current status of animal shelters and other animal related activities.
- Ensure continued coordination between City and County Animal Services
- Participate in a Critical Incident Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Animal Control Unit and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.17 Community Services Branch Director**

Position Title: Community Services Branch Director  
 You report to: Operations Chief  
 You supervise: Mass Care/Shelter Unit, Schools Unit, Medical/Health Unit

### **Position Overview**

The Community Services Branch is responsible for, and coordinates with, Riverside County Operational Area and volunteer agencies to provide food, potable water, clothing, shelter, animal welfare, emotional support, and other basic necessities of persons impacted by a disaster. The Community Services Branch provides a central registration and inquiry service to reunite families and respond to outside welfare inquiries. The Unit assists the American Red Cross in the setup, operation, and takedown of any emergency shelters or mass care sites established due to the emergency.

### **Responsibilities**

- Coordination with Riverside County Operational Area for shelters, evacuation centers, and animal shelters.
- Coordination with volunteer agencies
- Provision of central registration and inquiry service to reunite families and respond to outside welfare inquiries
- Coordination of the flow of information between the EOC and Care and Shelter facilities.
- Participate in the development of a Situation Report

### **Initial Actions**

- Receive briefing from the Operations Section Chief.
- Determine the number of evacuees with special needs, such as the critically ill, handicapped, elderly, infirm, non-English speaking, and incarcerated persons. To the extent possible coordinate with the American Red Cross to designate space within shelters to house these types of individuals.
- Inventory the operational status of all facilities listed as shelter, including the following information:
  - Structural soundness
  - Utility services
  - Adequate sanitation facilities, including showers
  - Capacity for cooking, serving and dining areas and equipment
  - Housing capacity
  - Handicapped access
- If shelters are being opened, coordinate information with the American Red Cross and local School Districts; assist in providing staff and logistical support. May need to request appropriate representatives from these groups to send a liaison to the EOC.
- Identify and monitor any open shelters, evacuation centers, and animal shelters.
- Acquire from each open shelter on a routine basis an up-to-date list of all registered shelter or mass care occupants.

### **Intermediate Actions**

- Participate in all branch briefings.

- Keep the Operations Section Chief apprised of the situation.
- Work with the PIO to develop appropriate shelter and mass care information to be released through the news media.
- Periodically poll all open shelters or mass care facilities to determine the number of individuals registered, the amount of available space, and any support needed (i.e., special dietary needs, medications, etc.).
- Coordinate with the Communications Director for alternative forms of communications to and from any open shelter or mass care site, as needed or requested from those areas.

### **Extended Actions**

- Monitor all shelter and mass care operations to ensure there is adequate staffing, communications, supplies, etc.
- Assist the American Red Cross in demobilization of shelters, as necessary.
- Request the PIO to inform the press of all shelters or mass care areas being closed.
- Prepare a Community Services debriefing report.
- Participate in a Critical Incident Stress Debriefing Session.
- Demobilization
- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Community Services Branch and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.17.1 Mass Care/Shelter Unit Leader**

Position Title: Mass Care/Shelter Unit Leader  
 You report to: Community Services Branch Director  
 You supervise: Your Team

### **Position Overview**

The Community Services Branch is responsible for, and coordinates with, Riverside County OA and volunteer agencies to provide food, potable water, clothing, shelter, animal welfare, emotional support, and other basic necessities of persons impacted by a disaster. The Community Services Branch provides a central registration and inquiry service to reunite families and respond to outside welfare inquiries. The Unit assists the American Red Cross in the setup, operation, and take-down of any emergency shelters or mass care sites established

due to the emergency.

### **Responsibilities**

- Coordination with Riverside County OA.
- Coordination with volunteer agencies
- Provision of central registration and inquiry service to reunite families and respond to outside welfare inquiries
- Coordinate the flow of information between the EOC and Care & Shelter facilities
- Ensure that each activated shelter meets the requirements as described under the Americans with Disabilities Act
- Ensure sufficient supply of food and water for shelter clients

### **Initial Actions**

- Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.
- Review your specific position checklists.
- Report to your work area and put on your position identifier and start activity log.
- Determine your personal operating location and set up as necessary
- Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning & Intelligence Chief when completed and/or at the end of shift.)
- Make frequent notes to capture information specifically related to major aspects of the event.
- Determine the number of evacuees with special needs, such as the critically ill, handicapped, elderly, infirm, non-English speaking, and incarcerated person. To the extent possible coordinate with the American Red Cross to designate space within shelters to house these individuals.
- Inventory the operational status of all facilities listed as shelter, including the following information:
  - Structural soundness (coordinate with Building & Safety personnel)
  - Utility services
  - Adequate sanitation facilities, including showers
  - Capacity for cooking, serving and dining areas and equipment
  - Housing capacity
  - Handicapped access
  - Assign appropriate City staff to coordinate opening of sites.
  - If shelters are being opened, coordinate information with the American Red Cross and Lake Elsinore Valley Unified School District; assist in providing staff and logistical support. May need to request appropriate representatives from these groups to send a liaison to the EOC.
  - Ensure sufficient food and eatery supply is available for shelter clients.
  - Identify and monitor any open shelters.
  - Acquire from each open shelter on a routine basis an up-to-date list of all registered shelter or mass care occupants.

## Intermediate Actions

- Participate in all applicable Section and Branch meetings and EOC briefings.
- Obtain copies of all APs.
- Maintain all required records and documentation to support the After-Action Report and the history of the event:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
  - APs as disseminated
- Refer all contacts with the media to the PIO.
- Work with your EOC supervisor and/or Section Chief if you require additional staffing for your function.
- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.
- Function/operate in a safe manner during your shift.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the Director of Emergency Services.
- Keep the Community Services Branch Director apprised of the event.
- Work with the PIO to develop appropriate shelter and mass care information to be released through the news media.
- Periodically poll all open shelters or mass care facilities to determine the number of individuals registered and any support needed (i.e., special dietary needs, medications, etc.).
- Coordinate with Technology and Communications Branch for alternative forms of communications to and from any open shelter or mass care site, as needed or requested from those areas.

## Extended Actions

- Document all activities and decisions on an activity log.
- Monitor all shelter and mass care operations to ensure there is adequate staffing, communications, supplies, etc.
- Assist the American Red Cross in demobilization of shelters, as necessary.
- Request the PIO to inform the press of all shelters or mass care areas being closed.
- Prepare a Community Services debriefing report.
- Participate in a Critical Event Stress Debriefing Session.

## Shift Completion

- Ensure that your personnel and equipment time records, and a record of expendable materials used are provided to the Cost Accounting Unit of the Finance & Administration Section.
- Ensure that all required forms or reports are completed prior to your release and departure.
- Ensure that all time sheets and any travel expense claims are completed properly and signed by each employee prior to submitting them.



- Thoroughly brief your shift relief on the current status of the event. Ensure that in-progress activities are identified and follow-up requirements are known.
- Leave forwarding phone number where you can be reached if different from the employee contact list.

### **Demobilization**

- Deactivate the Community Services Branch and close out logs when authorized by the Operations Chief or the Director of Emergency Services.
- Ensure that all required forms or reports are completed prior to departure.
- Close out activity logs and ensure that all relevant status boards are current.
- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.
- Leave forwarding phone number where you can be reached if different from the employee contact list.
- Provide input to the After-Action Report as directed by your EOC supervisor.
- Provide all activity logs to the Planning and Intelligence Chief upon departure.
- Ensure your EOC work location is in a ready status and return facility to normal.
- Ensure you sign out in EOC logbook.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.17.2 Schools Unit Leader**

Position Title: Schools Unit Leader  
 You report to: Community Services Branch Director  
 You supervise: N/A

### **Position Overview**

The Schools Unit Leader assists in the coordination of schools to be used as shelters during an emergency incident.

### **Responsibilities**

- Coordinate the flow of information between the City's EOC and local school districts
- Provide statistical information regarding schools to the EOC.

### **Initial Actions**

- Receive an initial briefing from the Operations Section Chief.
- Inventory schools for the following information:

- Number of schools affected by the incident;
  - Name and address of school(s) affected by the incident;
  - Number of students/employees injured;
  - Number of fatalities;
  - Number of school(s) evacuated and location to which students and staff were evacuated;
  - Structural soundness;
  - Utility services (including communications);
  - When and if schools will be available for shelter facilities;
  - Number of buses available for transporting students (City, County, and/or vendor owned);
  - Adequate sanitation facilities, including showers;
  - Capacity of cooking areas, serving areas, dining areas, and equipment;
  - Housing capacity; and
  - Handicapped access.
- Provide the above information to the American Red Cross and the Situation Assessment Branch Director in the Planning and Intelligence Section.
  - Determine the number of school buses (City, County, and/or vendor owned) available throughout the City. Request the OA to pole the surrounding areas to determine the number of school buses that can be used to assist with evacuations in the City.
  - If shelters are being opened, coordinate information with the American Red Cross.
  - Notify the Operations Chief of any health related issues identified at any school site (i.e., sewage leaks, etc.).
  - Coordinate with the Construction and Engineering Unit Leader to ensure school locations are structurally safe and operational. If the emergency incident is an earthquake, ensure that the Construction and Engineering Unit Leader re- inspects shelter locations following all aftershocks.

### **Intermediate Actions**

- Participate in all Operations Section briefings.
- Establish contact with the PIO to determine the process needed to get information to the general public regarding schools that are closed, schools that are open and informational instructions for families with children who were attending school at the time of the emergency (e.g., evacuation locations).
- Coordinate with the Communications Branch Director for alternative forms of communications to and from any open schools, as needed or requested from the schools.

### **Extended Actions**

- Ensure that all communications are copied to the Message Center.
- Keep the Operations Chief updated and report any changes in the situation as soon as possible.
- Develop a demobilization plan for all active shelters with the American Red Cross.
- Prepare an After-Action Report and turn it in to the Operations Chief.
- Participate in a Critical Incident Stress Debriefing session.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Schools Branch and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.17.3 Medical/Health Unit Leader\*

Position Title: Medical Health Unit Leader\*  
 You report to: Community Services Branch Director  
 You supervise: N/A

\* This position may be filled by a person in the EOC, or may be filled in the field or in the County/OA EOC.

## Position Overview

The Medical/Health Unit Leader is responsible for assisting in the provision of medical, mental, and public health care for the residents and visitors of the City.

## Responsibilities

- Provide accurate information on where individuals may receive appropriate medical care.
- Serve as liaison with the County Health Officer and Director of Mental Health.
- Assist in implementation of public health actions ordered.
- Monitor the EOC staff for cumulative stress.
- Coordinate with the PIO to inform the public of health precautions and to provide instructions for the public.
- Coordinate and prioritize requests from local responders.
- Obtains medical/health personnel, supplies, and equipment through mutual aid.

## Initial Actions

- Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.
- Review your specific position checklists.

- Report to your work area, put on your position identifier, and start activity log.
- Determine your personal operating location and set up as necessary Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning and Intelligence Section Chief when completed and/or at the end of shift.
- As appropriate, assign Unit members the responsibility for coordinating the following activities:
  - Public Health
  - Emergency Medical Services
  - Mental Health
- Obtain an initial status on available medical services, including but not limited to:
  - Status of Hospitals and Medical Centers
  - Available Paramedics, Emergency Medical Technicians, Physicians, Medical Staff, etc.
  - Operational first aid stations or Urgent Care Clinics
  - Number and location of available ambulances

### **Intermediate Actions**

- Participate in all applicable Section and Branch meetings and EOC briefings.
- Maintain all required records and documentation to support the After-Action Report and the history of the event:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
- Refer all contacts with the media to the PIO.
- Work with your EOC supervisor and/or Section Chief if you require additional staffing for your function.
- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.
- Function/operate in a safe manner during your shift.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the EOC Director.
- Monitor and track the following issues and report to the Community Services Branch Director:
  - Water (potable)
  - Number and location of dead animals (coordinate with the Animal Services coordinator)
  - Coroner Operations (coordinate with the Fatalities Management Unit Leader)
  - Sanitation inspections of mass care facilities
- Coordinate with the American Red Cross and Salvation Army for trained volunteers to respond to identified locations to set up first aid stations. Arrange for the Logistics Section to have necessary supplies delivered to those sites.
- Continuously monitor the emergency response for public health issues (e.g., water not

potable, extra sanitary actions to be taken, etc.). Keep the County Health Officer informed of the event.

- Keep the Operations Section Chief updated on a regular basis.
- Provide the Community Services Branch Director with an overall summary of Medical/Health Unit operations periodically during the operations period or as requested.

### **Extended Actions**

- Keep the Community Services Branch Director updated on the event and of any changes.
- Document all activities and decisions made on an activity log.
- Participate in a Critical Event Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Ensure that all required forms or reports are completed prior to departure.
- Close out activity logs and ensure that all relevant status boards are current.
- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.
- Leave forwarding phone number where you can be reached if different from the employee contact list.
- Provide input to the After-Action Report as directed by your EOC supervisor.
- Provide all activity logs to the Planning and Intelligence Section Chief upon departure.
- Ensure your EOC work location is in a ready status and return facility to normal.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.18 Public Works Branch Director**

Position Title: Public Works Branch Director  
 You report to: Operations Chief  
 You supervise: Construction and Engineering Unit Leader, Debris Removal/Route Recovery Unit Leader, Flood Control Unit Leader and Utilities Unit Leader.

### **Position Overview**

The Public Works Branch is responsible for coordinating City assets for public works, road repair, debris clearance, and flood control.

## Responsibilities

- Responsible for coordinating City assets for public works, road repair, debris clearance, and flood control.

## Initial Actions

- Receive briefing from the Operations Chief.
- Determine the extent of damage and the operational capacity of Public Works.
- Ensure undamaged equipment is accessible and clear of potential damage.
- Begin to determine the immediate status of City owned and leased buildings, roads, and department employees on duty for assignment.
- Determine the need to appoint other Branch Unit Leaders: Construction and Engineering, Debris Removal/Route Recovery, and Flood Control; distribute appropriate checklists and position identifiers, if available.
- Ensure that Construction and Engineering, Debris Removal/Route Recovery, and Flood Control Teams working in the field report back the following information:
  - Collapsed/hazardous buildings
  - Fires
  - Downed power lines
  - Exposed broken gas mains/gas leaks
  - Street light outages
  - Any potential dangerous situations
- Inform the Operations Chief of the above information as it is received.
- Determine the status of gas, electric, water, and telephone service.
- Develop immediate objectives and an EOC Action Plan to begin efforts to restore damaged areas.
- Identify current and future resource needs, and requisition material/service requirements through the Logistics Chief.
- Work with the Facility Inspection Director to ensure that buildings are inspected, tagged, and, if necessary, demolished to protect the safety of those in the area.
- Establish contact with the Eastern Municipal Water District for assistance in any coping with any sewage or other removal issues.
- Begin to mobilize personnel, equipment, and vehicles for deployment.

## Intermediate Actions

- Establish contact with established field command posts to obtain a status report of critical facilities, sanitation facilities, and public buildings.
- Ensure branch activities are coordinated with other involved branches or sections and agencies.
- Request assistance from Law Enforcement or Fire and Rescue Branches as necessary.
- Keep the Operations Chief informed of the situation, and immediately report any new or changed information.
- Develop a plan for 24-hour operations. Contact off-shift employees to inform them of their emergency schedule.
- Ensure that the public works status is reported to the Operational Area.

- Request additional structural engineers from the Operational Area, if needed, using mutual aid if necessary.
- Monitor the status of public works field activities from all Branch Directors.

### **Extended Actions**

- Document all activities and decisions on an activity log.
- Obtain debriefing reports from all Branch Directors and compile a complete debriefing report on the Public Works function.
- Participate in a Critical Incident Debriefing session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Public Works Branch and close out logs when authorized by the Operations Chief
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.18.1 Construction and Engineering Unit Leader**

Position Title: Construction and Engineering Unit Leader  
 You report to: Public Works Branch Director  
 You supervise: N/A

### **Position Overview**

The Construction and Engineering Unit Leader is responsible for ensuring all buildings and critical facilities are functional.

### **Responsibilities**

- Coordinate with structural engineers for building assessments.
- Ensure unsafe areas and structures are clearly marked and the public informed.
- Supervise any construction and/or engineering projects to repair damaged buildings, streets, and critical facilities.
- Develop short, mid-, and long-term reconstruction priorities and plans.

### **Initial Actions**

- Receive briefing from the Public Works Branch Director.

- Obtain status of:
  - Roadways
  - Public buildings
  - Critical facilities
- Identify what efforts are in progress to restore and/or repair damaged public buildings, roads, and utilities.
- Coordinate with the Public Works Director regarding any buildings which may require immediate demolition.
- Determine the structural safety of emergency operations facilities, public shelters, and reception and care centers in a post earthquake (or other devastated) environment.
- Determine the safety of evacuation routes (including airstrips and airports) in a post earthquake (or other devastated) environment.
- Develop a status report and provide to the Situation Assessment Director and the Public Works Director.
- Establish contact with Caltrans and County Roads.
- Identify and inventory City construction resources.
- Work with the Finance and Administration Section and Logistics Section to identify vendors to provide support to Beaumont construction and engineering needs.
- Develop an action plan to first identify, and then determine, how to mitigate further damage for the short term, and options for final disposition of damaged areas (i.e. restore, condemn, etc.).
- Coordinate with other Public Works Branch Directors to determine what construction and engineering resources are needed, if any.

### **Intermediate Actions**

- Participate in all Branch briefings.
- Establish need for heavy equipment and request Logistics Section to assist in procurement.
- Keep the Public Works Director informed of status and update frequently.
- Provide cost estimates for any construction work being done or to be done to mitigate or restore damaged facilities and roads.
- Establish teams of construction and engineering staff (City and volunteer) and develop a plan for surveys and reports of on how to respond to their assigned area of damage.
- Develop a plan to assign construction and engineering assets based upon priorities set by the Director of Emergency Services and Section Chiefs in the most recent EOC Action Plan.

### **Extended Actions**

- Keep the Operations Chief updated on the situation and of any changes.
- Determine the length of time extraordinary construction and engineering response and recovery activities will continue and what resources are needed.
- Work with the Public Works Director to develop a plan for long term construction activities. Provide costs to Finance and Administration Chief.
- Provide a summary of all construction and engineering activities and progress, every 24 hours to the Public Works Director.



- As soon as practicable, develop a demobilization plan to release any mutual aid resources, volunteers, and City staff in that order.
- Participate in a Critical Incident Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Construction and Engineering Unit and close out logs when authorized by the Operations Chief
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.18.2 Route Recovery Unit Leader**

Position Title: Route Recovery Unit Leader  
 You report to: Public Works Branch Director  
 You supervise: Route Recovery Teams

### **Position Overview**

The Route Recovery Unit Leader is responsible for the clearing of debris off roads after a major emergency, and coordinating with Law Enforcement regarding route information, clearance, and recovery.

### **Responsibilities**

- Coordinate debris removal from roads with Debris Removal Unit Leader.
- Coordinate with Law Enforcement with respect to route information, clearance, and recovery.

### **Initial Actions**

- Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.
- Review your specific position checklists.
- Report to your work area, put on your position identifier, and start activity log.
- Determine your personal operating location and set up as necessary
- Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning and Intelligence Section Chief when

completed and/or at the end of shift.)

- Obtain a status on all roads and streets within the OA from available sources, i.e., any open field command posts, Fire, Law Enforcement.
- Inventory the number of available staff to begin route recovery.
- Develop a plan of action and assign teams to perform route recovery operations.
- Coordinate closely with the Logistics Section Chief to obtain proper protective clothing (gloves, face masks, hard hats, or utility boots) as needed.

### **Intermediate Actions**

- Participate in all applicable Section and Branch meetings and EOC briefings.
- Maintain all required records and documentation to support the After-Action Report and the history of the event:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
- Refer all contacts with the media to the PIO.
- Work with your EOC supervisor and/or Section Chief if you require additional staffing for your function.
- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.
- Function/operate in a safe manner during your shift.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the EOC Director.
- Provide the PIO with information concerning routes and any recommended information regarding raw sewage (if there are line breaks), as needed.
- Monitor the field activities of debris removal and route recovery teams.
- Develop a staffing plan for 24-hour route recovery activities.

### **Extended Actions**

- Identify the need for any heavy equipment, and coordinate the procurement with the Logistics Section. Ensure that any specialized equipment received has a qualified operator with it.
- Monitor progress of the route recovery on a regular basis.
- Document all activities and decisions made on an activity log.
- Participate in a Critical Event Stress Debriefing Session.

### **Demobilization**

- Deactivate the Route Recovery Unit and close out logs when authorized by the Operations Section Chief or the EOC Director.
- Ensure that all required forms or reports are completed prior to departure.
- Close out activity logs and ensure that all relevant status boards are current.
- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing

session.

- Leave forwarding phone number where you can be reached if different from the employee contact list.
- Provide input to the After-Action Report as directed by your EOC supervisor.
- Provide all activity logs to the Planning and Intelligence Section Chief upon departure.
- Ensure your EOC work location is in a ready status and return facility to normal.

### Supporting EOC Checklists

- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.18.3 Debris Removal Unit Leader

Position Title: Debris Removal Unit Leader  
 You report to: Public Works Branch Director  
 You supervise: Debris Removal Unit

#### Position Overview

The Debris Removal Unit Leader is responsible for the protection of the general public health and welfare through efficient management of the City's solid waste system.

#### Responsibilities

- Determine and coordinate waste removal disposal efforts being conducted throughout the OA.
- Consider all applicable Local, State, and Federal land use regulations when determining emergency disposal polices.
- Make recommendations on issues that need to be considered due to the amount of debris generated by the emergency.
- Determine if it is economically feasible to recover and recycle any debris materials.

#### Initial Actions

- Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.
- Review your specific position checklists.
- Report to your work area, put on your position identifier, and start activity log.
- Determine your personal operating location and set up as necessary
- Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning and Intelligence Section Chief when completed and/or at the end of shift.)
- Develop a plan on collection efforts being initiated throughout the Riverside County OA.
- Coordinate closely with the Logistics Section Chief to obtain proper protective clothing (gloves, face masks, hard hats, or utility boots) as needed.
- Establish contact with private agencies to develop a plan for debris pick-up during

response and recovery activities, obtain status of sewer systems and repair activities in progress, and status of residential and business refuse pick up services during the emergency.

### **Intermediate Actions**

- Participate in all applicable Section and Branch meetings and EOC briefings.
- Maintain all required records and documentation to support the After-Action Report and the history of the event:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
- Refer all contacts with the media to the PIO.
- Work with your EOC supervisor and/or Section Chief if you require additional staffing for your function.
- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.
- Function/operate in a safe manner during your shift.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the EOC Director.
- Provide the PIO with information on waste removal activities or issues concerning raw sewage.
- Monitor the field activities of debris removal teams.
- Request additional staffing to meet debris removal activities.

### **Extended Actions**

- Identify the need for any heavy equipment, and coordinate the procurement with the Logistics Section. Ensure that any specialized equipment received has a qualified operator with it.
- Monitor progress of the debris removal on a regular basis.
- Coordinate waste disposal efforts with State and Federal regulatory agencies.
- Document all activities and decisions made on an activity log.
- Participate in a Critical Event Stress Debriefing Session.

### **Demobilization**

- Deactivate the Debris Removal Unit and close out logs when authorized by the Operations Section Chief or the EOC Director.
- Ensure that all required forms or reports are completed prior to departure.
- Close out activity logs and ensure that all relevant status boards are current.
- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.
- Leave forwarding phone number where you can be reached if different from the employee contact list.

- Provide input to the After-Action Report as directed by your EOC supervisor.
- Provide all activity logs to the Planning and Intelligence Section Chief upon departure.
- Ensure your EOC work location is in a ready status and return facility to normal.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### 3.7.18.4 Flood Control Unit Leader\*

Position Title: Flood Control Unit Leader  
 You report to: Public Works Branch Director  
 You supervise: N/A

\* This position and its duties and responsibilities may be filled by the Riverside County Flood Control Agency. A representative may fill the position at the City's EOC or at the OA EOC.)

### Position Overview

The Flood Control Unit Leader is responsible for conducting flood mitigation and flood fighting operations.

### Responsibilities

- Coordinate with the Law Enforcement Branch Director for notification and evacuation measures.
- Coordinate with the Public Works Branch Director for debris clearance from affected waterways.
- Ensure surveys for potential breakage are conducted of all dams in the affected area.

### Initial Actions

- Receive briefing from the Public Works Branch Director.
- Establish contact with County of Riverside Flood Control Department.
- Identify areas of known potential problems and begin monitoring these areas.
- Work with the Debris Removal Unit Leader to coordinate debris removal from affected waterways.
- Coordinate flood fighting operations with County Flood Control and the Fire Branch.
- Monitor water levels and keep the Operations Section Chief and Director of Emergency Services updated on a regular basis.
- Identify the need for any heavy equipment and coordinate the procurement with the Equipment and Transportation Branch Director in the Logistics Section. Ensure that any specialized equipment received has a qualified operator with it.
- Coordinate with the Evacuation Unit Leader to begin planning evacuation routes and identifying the staff necessary to evacuate the danger area.

- Coordinate with the Law Enforcement Director to establish evacuation routes and erect (with the assistance from Public Works Director), barriers to block passage to danger areas.

### **Intermediate Actions**

- Keep the Public Works Branch Director and the Operations Section Chief informed of the situation, and immediately report any new or changed information.
- Work with the PIO to develop appropriate flood information to be released through the news media.
- Coordinate with the Community Services Branch Director and the American Red Cross for possible mass care and sheltering needs.
- Work with the Purchasing Branch Director to obtain any needed supplies and/or equipment (e.g., sand bags, water pumps, generators, etc.).
- Coordinate with the Operational Area providing information on current situation.
- Keep the Public Works Director updated as to activities and changes in the situation.
- Develop a staffing plan with the Personnel/Volunteer Director for 24-hour flood activities or as directed by the Public Works Branch Director.

### **Extended Actions**

- Participate in a Critical Incident Debriefing session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Flood Control Unit and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.18.5 Utilities Unit Leader**

Position Title: Utilities Unit Leader  
 You report to: Public Works Director Branch  
 You supervise: Your Team

### **Position Overview**

The Utilities Unit Leader acts as the Liaison between private utility companies and the City.

## Responsibilities

- Ensure the maintenance and restoration of:
  - Electric transmission lines, substations, and distribution systems.
  - Water transmission systems, distribution systems, storage units, and supply sources.
- Neutralize secondary threats resulting from the disaster.

## Initial Actions

- Determine the status of gas, electric, water, and telephone service.
- Develop priorities and coordinate with utility companies (i.e., electrical, gas, water, etc.) for restoration of utilities to critical and essential facilities.
- Ensure that utilities teams working in the field report back the following information:
  - Collapsed/hazardous buildings
  - Fires
  - Downed power lines
  - Exposed broken gas mains/gas leaks
  - Street light outages
  - Any potentially dangerous situations
- Inform the Operations Chief of the above information as soon as it is received.
- Establish and maintain communications with the utility providers.

## Intermediate Actions

- Keep the Operations Chief updated on the situation; report any changes as soon as possible.
- Ensure that each utility company is keeping you informed of the status of their utility, special problems, and their availability to respond.
- Advise the PIO of public utility status.
- Work with the utility companies to ensure that problems pertaining to the special needs of the elderly, handicapped, and those whose primary language is not English are being addressed.
- Coordinate supply requirements which cannot be met from assigned resources with the Logistics Chief.
- Coordinate transportation and equipment needs which cannot be met from assigned resources through Logistics Section.

## Extended Actions

- Document all activities and decisions made on an activity log.
- Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.

- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Utilities Branch and close out logs when authorized by the Operations Chief.
- Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.19 Planning and Intelligence Section Overview

The Planning and Intelligence Section's primary responsibility is to collect, evaluate, display and disseminate incident information and status of resources. This Section functions as the primary support for decision-making to the overall emergency organization. This Section also provides anticipatory appraisals and develops plans necessary to cope with changing field events.

During a disaster/emergency, the Planning and Intelligence Chief advises on various courses of action from their departmental level perspective. This Section is responsible for the development of the jurisdiction's Action Plans and Situation Reports. This Section also conducts and is responsible for completing the After- Action Report. This Section also develops the Recovery Plan for recovery and mitigation.

Responsibilities are to:

- Collect initial situation and safety/damage assessment information.
- Display situation and operational information in the Emergency Operations Center (EOC) using maps and visual aids.
- Disseminate intelligence information to the Director of Emergency Services, EOC Manager, Public Information Officer, and the EOC staff.
- Conduct mapping and recording operations.
- Prepare summary safety/damage assessment reports for dissemination to City departments, Riverside County departments and agencies, State OES, FEMA, and the Riverside County Operational Area (OA).
- Prepare required reports identifying the extent of damage and financial losses.
- Determine the City's post-event condition.
- Provide Planning and Intelligence support to other Sections. Ensure accurate recording and documentation of the incident. Prepare the City's EOC Action Plan.
- Prepare the City's After-Action Report.
- Prepare a post-disaster recovery plan.
- Maintain proper and accurate documentation of all actions taken to ensure that all required records are preserved for future use and State OES and FEMA filing requirements.
- Acquire technical experts for special interest topics or special technical knowledge



subjects.

The Planning and Intelligence Section ensures that safety and damage assessment information is compiled, assembled, and reported in an expeditious manner. The Planning and Intelligence Section is also responsible for detailed recording (Communication and Documentation Unit) of the entire response effort and the preservation of these records during and following the disaster.

### 3.7.20 Planning and Intelligence Chief

Position Title: Planning and Intelligence Chief  
 You report to: Director of Emergency Services  
 You supervise: Advanced Planning Branch Director; Communications & Documentation Branch Director; Situation Assessment Branch Director; Recovery Planning Branch Director and Resource Tracking Branch Director.

#### Position Overview

The Planning and Intelligence Chief has the management responsibility for all planning activities relating to response, demobilization, and recovery operations. This position assists the Director of Emergency Services in the development of the EOC Action Plan.

#### Responsibilities

- Manage the Planning and Intelligence Section staff.
- Gather and analyze all situation data.
- Develop reports and recommend actions for the Director of Emergency Services and the EOC Manager for EOC Action Plans.
- Conducts planning meetings and prepare the action plan for each operational period.
- Report directly to the Director of Emergency Services and coordinate closely with other Section Chiefs, in particular the Operations Section Chief.

#### Initial Actions

- Check-in with the Director of Emergency Services to receive initial briefing on:
  - General situation
  - Immediate tasks for the section
  - Organization of EOC staff
  - Communications capabilities between the City and the Operational Area
- Contact the Logistics Section to advise them of your arrival; inquire about estimated times of arrival of requested staff not yet on site.
- Analyze the situation and determine the level of staffing:
  - Request a recorder from the Personnel/Volunteer Director, if position activated.
  - Assign Planning/Intelligence Section Directors as needed (Situation Assessment Director, Documentation Director, Advance Planning Director, Recovery Planning Director, Demobilization Director, and Technical Specialist).
  - Brief Directors after meeting with the Director of Emergency Services.

- Set up Planning/Intelligence Section Center work area in the EOC.
  - Determine communication capabilities and restrictions both for on- site and external communications (phone, fax, OASIS, e-mail, radio, etc.).
  - Check and fill equipment and supplies needs.
- Assist the Director of Emergency Services in conducting planning meetings to evaluate and/or re-evaluate the situation, objectives, priorities, operational period, assignments, and needed logistics. (The outcomes of these meetings are the basis for the emergency action plan).

### **Intermediate Actions**

- Brief Director of Emergency Services and EOC staff on initial intelligence:
  - Nature and scope of incident/disaster.
  - Current and potential threats to life and property.
  - Recommended courses of action to mitigate immediate threats.
  - Meet frequently with the PIO to update status for news releases.
- Obtain briefings and updates as appropriate from Section Chiefs.
- Conduct periodic Planning and Intelligence Section meetings to:
  - Brief/update the emergency action plan
  - Assign tasks to appropriate sections/units
  - Identify critical issues/needs, shortfalls
  - Brief sections on previously assigned tasks
  - Prepare the initial situation report.
- Monitor resource usage to forecast shortfalls.
- Coordinate the EOC emergency action plan, publish and distribute copies to the Director of Emergency Services, all Sections Chiefs, and if necessary all division command posts.
- Develop possible incident objectives and priorities based on:
  - Public health and welfare
  - Emergency information or public instructions
  - Possible shortages of personnel or supplies
  - Identification of danger areas
  - Determination of needs
- Analyze all information to forecast any developments or trends.
- Collect projected activity reports from Section Chiefs and Planning/Intelligence Section Directors at appropriate intervals.
- Ensure that all requests are routed/documented through the Planning/Intelligence Section.
- Continue EOC situation briefings and action planning sessions as needed.
- Instruct Situation Assessment Director and staff to document/update status reports from all Section Chiefs and Directors for use in decision making and reference in post-disaster evaluation and recovery assistance applications.
- Monitor resource usage to forecast shortfalls.
- Ensure that all fiscal and administrative requirements are coordinated through the

Finance/Administration section:

- Notification of any emergency expenditures
- Daily time-sheets

**Extended Actions**

- Keep the Director of Emergency Services updated on the situation and of any changes.
- Review current priorities and policies from Planning/Intelligence Section Chief and Director of Emergency Services.
- Request Director of Emergency Services to authorize the deactivation of Section.
- Meet with agency representatives to determine:
  - Agencies not requiring formal demobilization
  - Personal rest and safety needs
  - Coordination procedures with cooperating/assisting agencies
- When deactivation is approved, contact agencies and/or persons worked with and advise them of:
  - When deactivation will take place
  - Whom they should contact (include phone number) for the completion of ongoing actions or new requirements
- Coordinate with Director of Emergency Services and Section Chiefs to determine the need for an EOC Demobilization Plan. If the plan is deemed necessary, prepare a written demobilization action plan that will at a minimum address the following:
  - Release plan strategies and general information
  - Priorities for release
  - Transfer of authorities/responsibilities/missions
  - Completion and submittal of all required documentation
- Ensure that each Section has completed the following:
  - Final reports
  - Close-out of Section activity log
  - Transfer of ongoing missions and/or actions to appropriate full-time staff for recovery operations
- Direct Section staff to attend the After-Action Review to be held after the EOC deactivation. Staff should be prepared to discuss:
  - General overview of the operation
  - General overview of EOC operation
  - Procedures/concepts that worked well
  - Procedures/concepts that need to be improved
  - Ensure staff cleans up work areas and returns facility to normal.
- Observe all staff and volunteers for signs of stress and inappropriate behavior.
- Report concerns to the Director of Emergency Services.
- Provide for staff rest periods and relief.
- Participate in a Critical Incident Stress Debriefing Session and ensure that all Planning/Intelligence staff and volunteers attend one also.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Planning and Intelligence Chief position and close out logs when authorized by the Director of Emergency Services.
- Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.21 Advanced Planning Branch Director

Position Title: Advanced Planning Branch Director  
 You report to: Planning and Intelligence Chief  
 You supervise: N/A

## Position Overview

The Advanced Planning Branch Director is responsible for the development of the EOC Action Plan, based upon the objectives and priorities determined by the Director of Emergency Services and Section Chiefs.

## Responsibilities

Forecast possible situation developments by focusing on potential response and recovery issues that might exist within the 36-to-72-hours following a current operational period.

## Initial Actions

- Receive briefing from the Planning and Intelligence Chief with other Section staff.
- Gather information from the Situation Assessment Branch Director.
- Monitor the situation with the Planning and Intelligence Section.
- Develop possible incident objectives and priorities:
  - Public Health and Welfare
  - Emergency information or public instructions
  - Possible shortages of personnel or supplies
  - Identification of danger areas
  - Determination of needs
- Develop an EOC Action Plan which includes the following based on the priorities and objectives approved by the Sections Chiefs and Director of Emergency Services:

- Planning period (time frame the EOC Action Plan covers)
  - Clear objective(s)
  - Goals
  - Assets needed to be deployed to achieve objectives
  - Mutual aid requested and when it is expected
  - Length of shifts and/or when relief will be needed
- Obtain approval of the Director of Emergency Services of each EOC Action Plan and Status Report; distribute the EOC Action Plan and Status Report to ALL EOC staff and to any support agencies, off-site special districts involved in the incident, and any field command posts.

### **Intermediate Actions**

- Keep the Planning and Intelligence Chief and Situation Assessment Director advised of changing information.
- Analyze all information to forecast any developments or trends.
- Monitor resource usage to forecast shortfalls.
- Keep in close communication with the Liaison Officer for clear view of information from other agencies and the Operational Area.
- Develop plan with Personnel and Volunteer Branch Director on 24 hour staffing of the EOC and all functions necessary to respond to and recover from the emergency.

### **Extended Actions**

- Attend all section briefings.
- Keep the Planning/Intelligence Chief advised of all activities and decisions.
- Participate in the development of a demobilization plan.
- Ensure that the demobilization plan is communicated and/or distributed to all essential groups or agencies.
- Update information and forecasts as objectives are met and new ones are identified. Keep all others in the EOC advised.
- Participate in a Critical Incident Stress Debriefing Session.
- Assist in compiling the Planning/Intelligence Section post incident report.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Advanced Planning Branch and close out logs when authorized by the Planning and Intelligence Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities

- Shift Completion
- Demobilization

### 3.7.22 Documentation Branch Director

Position Title: Communications & Documentation Branch Director  
 You report to: Planning and Intelligence Chief  
 You supervise: N/A

#### Position Overview

The Documentation Branch Director maintains accurate up-to-date and complete incident files.

#### Responsibilities

- Assisting other Sections in setting up and maintaining documentation during a disaster.
- Maintain display boards of the current situation. Provide duplication services to EOC staff.
- File, maintain and store incident files and vital records for legal, analytical, and historical purposes.

#### Initial Actions

- Check in with the Planning and Intelligence Chief to receive initial briefing on:
  - General situation
  - Immediate tasks for the Section
  - Organization of EOC staff
  - Communication capabilities between the City and the Operational Area
  - Receive position checklist and position identifier, if available.
- Establish situation/incident master file. At a minimum, the file should consist of:
  - Copies of all fax logs
  - Copies of all declarations and requests for declarations (Local, Gubernatorial and Presidential)
  - City Flash Report
  - City Situation Report(s)
  - Copies of all Section and Branch activity logs
  - Copies of all reports either submitted to or generated by the EOC
  - Copies of all staff/organization charts
  - Copies of phone rosters
- Prepare distribution list for EOC Action Plans. Make copies and distribute EOC Action Plans.
- Ensure all telephone, radio, and memo communiqués in the EOC are documented. Keep a copy of all phone messages.
- Use pre-established message forms for documentation of all EOC communiqués.
- Determine with the Planning and Intelligence Chief and Situation Assessment Branch Director appropriate information to be displayed on status boards.
- Receive and log all documentation relating to requests and response for personnel or supplies to the respective Section Chiefs and Directors, and Officers.

- Maintain an on-going activity log of all EOC activities, decisions, communications, and reports. Copies of news releases, public information notices, employee directives, Operational Area status summaries, etc., should be included.

### **Intermediate Actions**

- After the action planning meetings, assist in the preparation of any written EOC Action Plans or procedures.
- Participate in periodic Planning and Intelligence Section meetings.
- Ensure copies of all documentation generated during the operation are submitted to the Planning/Intelligence Section.
- Brief relief at shift change time.

### **Extended Actions**

- Observe all staff and volunteers for signs of stress and inappropriate behavior. Report concerns to Section Chief. Provide staff rest periods and relief.
- Participate in a Critical Incident Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Documentation Branch and close out logs when authorized by the Planning and Intelligence Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.23 Situation Assessment Branch Director**

You report to: Planning and Intelligence Chief

You supervise: The Intelligence Unit Leader, Facilities Inspection Unit Leader

### **Position Overview**

This position is critical to alerting the Director of Emergency Services of potential problems affecting the Operational Area.

### **Responsibilities**

- Collect, process, and organize situation information.
- Prepare situation summaries.

- Develop projections and forecasts for future events related to the incident.
- Prepares maps and intelligence information for use in the emergency action plan.
- Maintain a “reference library” of reports and other documents.

### Initial Actions

- Check-in with the EOC Planning and Intelligence Chief to receive initial briefing on:
  - General situation
  - Immediate tasks for the Section
  - Organization of EOC staff
  - Communication capability between the City and the Operational Area
- Set-up section work area:
  - Post organization/seating chart
  - Post maps (either standard or computerized)
  - Set-up status boards (either on computer or white board)
  - Update phone rosters
  - Check and fill equipment and supply needs
- Determine with Section Chiefs and the Communication Branch Director appropriate information to be displayed on status boards.
- Prepare input to and facilitate in the emergency action planning session. The goal of the meeting is to cover the following topics:
  - Time period the plan covers
  - The mission priorities
  - Listing of objectives to be accomplished (should address the priorities and be measurable in some way)
  - Statement of strategy to achieve the objectives (identify whether there is more than one way to accomplish the objective, and which way is preferred)
  - Assignments necessary to implement strategy
  - Organizational elements to be activated to support the assignments (may also list organizational elements that will be deactivated during or at the end of the period)
  - Logistical or other technical support required
- Collect and forward to the Operational Area: LOCAL EMERGENCY DECLARATIONS, and requests for GOVERNOR'S PROCLAMATION and PRESIDENTIAL DECLARATIONS.
- Track all mutual aid requests and mutual aid received. Coordinate with the Liaison Officer and the Planning/Intelligence Chief.
- Maintain current status on information coming from division command posts and, if activated, the Operational Area:
  - Current information displayed on status boards
  - Current information displayed on maps
- Distribute current information to all Section Chiefs and Director of Emergency Services.



## Intermediate Actions

- Maintain section logs and files.
- Refer all contacts with the media to the EOC Public Information Officer.
- Participate in periodic Planning and Intelligence Section meetings.
- Contact Operational Area Planning and Intelligence Section to establish the best methods for receiving and providing intelligence information. Additionally, set-up a schedule for information to be received in order to be put in the EOC situation report.
- Brief the Planning and Intelligence Chief on major problem areas that need immediate action.
- Contact Section Chiefs on essential elements of information as it becomes available; establish the best methods for receiving and providing intelligence information. Additionally, set-up a schedule for information to be received in order to be put in the EOC situation report.
- Keep the command posts informed of the overall situation.
- Maintain an open file of situation reports and major incident reports for review with other branches or agencies.
- Provide information to EOC Public Information Officer for use in developing media and other briefings.
- Brief relief staff at shift change time.

## Extended Actions

- Keep the Director of Emergency Services and Planning and Intelligence Section Chief updated on the situation and of any changes.
- Coordinate all information received for After-Action Report.
- Assist transition into recovery operations/documentation.
- Maintain disaster operations files, records, and legal documents for proscribed retention period.
- Attend post disaster EOC debriefing.
- Ensure staff cleans up work areas and returns facility to normal.
- Observe all staff and volunteers for signs of stress and inappropriate behavior.
- Report concerns to Planning and Intelligence Section Chief.
- Provide staff rest periods and relief.
- Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Situation Assessment Branch and close out logs when authorized by the Planning and Intelligence Section Chief.
- Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

- EOC Activation

- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.23.1 Intelligence Unit Leader

Position Title: Intelligence Unit Leader  
 You report to: Situation Assessment Branch Director  
 You supervise: N/A

#### Position Overview

The Intelligence Unit Leader gathers information from a variety of sources, analyzes and verifies information, and prepares and updates internal EOC information and map displays.

#### Responsibilities

- Collect, analyze, and display event information.
- Prepare periodic Event Reports.

#### Initial Actions

- Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.
- Review your specific position checklists.
- Report to your work area and put on your position identifier and start activity log.
- Determine your personal operating location and set up as necessary
- Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning & Intelligence Chief when completed and/or at the end of shift.)
- Make frequent notes to capture information specifically related to major aspects of the event.
- Prepare the initial event report. Ensure the report is approved by the Situation Assessment Branch Director and the Director of Emergency Services prior to dissemination.

#### Intermediate Actions

- Participate in all applicable Section and Branch meetings and EOC briefings.
- Obtain copies of all APs.
- Maintain all required records and documentation to support the After-Action Report and the history of the event:
  - Messages received
  - Actions taken
  - Decision justification and documentation
  - Requests filled
  - APs as disseminated

- Refer all contacts with the media to the PIO.
- Work with your EOC supervisor and/or Section Chief if you require additional staffing for your function.
- Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.
- Function/operate in a safe manner during your shift.
- Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the Director of Emergency Services.
- Ensure that the Assessment Branch is maintaining current information for the event analysis report.
- Ensure that major events reports and status reports are completed by the Operations Section and are accessible by Planning & Intelligence.
- Ensure that an event analysis report is produced and distributed to the City's EOC Sections and the OA EOC at least once, prior to the end of the operational period.
- Ensure that all status boards and other displays are kept current and that posted information is organized and legible.
- Ensure that the Public Information Branch has immediate and unlimited access to all status reports and displays.

### **Extended Actions**

- Keep the Assessment Director and the Director of Emergency Services updated on the event and of any changes.
- Coordinate all information received for After-Action Report. Assist transition into recovery operations/documentation.
- Maintain disaster operations files, records, and legal documents for proscribed retention
- Attend post disaster EOC debriefing.
- Participate in a Critical Event Stress Debriefing Session.

### **Shift Completion**

- Ensure that your personnel and equipment time records, and a record of expendable materials used are provided to the Cost Accounting Unit of the Finance & Administration Section.
- Ensure that all required forms or reports are completed prior to your release and departure.
- Ensure that all time sheets and any travel expense claims are completed properly and signed by each employee prior to submitting them.
- Thoroughly brief your shift relief on the current status of the event. Ensure that in-progress activities are identified and follow-up requirements are known.
- Leave forwarding phone number where you can be reached if different from the employee contact list.

### **Demobilization**

- Deactivate the Flood Control Unit and close out logs when authorized by the Operations Chief or the Director of Emergency Services.
- Ensure that all required forms or reports are completed prior to departure.
- Close out activity logs and ensure that all relevant status boards are current.

- Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.
- Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.
- Leave forwarding phone number where you can be reached if different from the employee contact list.
- Provide input to the After-Action Report as directed by your EOC supervisor.
- Provide all activity logs to the Planning and Intelligence Chief upon departure.
- Ensure your EOC work location is in a ready status and return facility to normal.
- Ensure you sign out in EOC logbook.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.23.2 Facility Inspection Unit

Position Title: Facility Inspection Unit  
 You report to: Situation Assessment Branch Director  
 You supervise: Your Team

#### Position Overview

The Facility Inspection unit is responsible for the inspection and occupancy classification of all public buildings, critical facilities, and private homes and businesses following a major emergency.

#### Responsibilities

- Inspect and classify public buildings, critical facilities, and private homes and businesses.
- Function as part of the Recovery Unit to return the impacted area to normal as soon as possible.

#### Initial Actions

- Receive a briefing from the Planning and Intelligence Chief with other Branch Directors.
- Develop a status by priority, of all reported damaged critical facilities, public buildings, and private homes and businesses, using a grid system to identify areas of damage in addition to individual occupancies.
- Inventory City staff qualified to perform building inspections. Organize teams and identify areas of priority inspection.
- Coordinate with the Personnel and Volunteer Director for any volunteer structural engineers they may have registered, if needed.
- Inform all building inspectors and structural engineers to document all damage found either by video tape, still photographs, audio tape, or written report. The optimal is video

tape. Coordinate the acquisition of video equipment, cameras, and associated supplies with the Logistics Section.

- Ensure that Facility Inspection Teams working in the field report back the following information:
  - Collapsed/hazardous buildings
  - Fires
  - Downed power lines
  - Exposed broken gas mains/gas leaks
  - Street light outages
  - Any potential dangerous situations
- Inform the Operations Chief of the above information as it is received.
- Request the Liaison Officer to contact the Operational Area Mutual Aid Coordinator for additional qualified building inspectors and/or structural engineers upon approval of the EOC Director and Planning and Intelligence Chief.

### **Intermediate Actions**

- Keep the Public Works Director updated on the situation; report any changes as soon as possible.
- Ensure that all survey and intelligence data is provided to the EOC immediately upon arrival from the field.
- Develop a staffing plan for field building inspectors for the next few days. If inspectors are limited and the Operational Area is unable to immediately arrange for mutual aid, this plan should be developed using a priority system.
- Ensure that all building inspectors and structural engineers are tagging inspected buildings in a consistent manner.
- Monitor the progress of building inspections and report to the Public Works Director.
- Inform the Construction and Engineering Unit Leader of damaged buildings in need of repair.

### **Extended Actions**

- Gather all damage documentation from field inspectors on a routing basis and provide it to the Planning/Intelligence Chief for permanent documentation.
- Coordinate with the Construction and Engineering Unit Leader and Law Enforcement Branch Director any demolition of damaged structures.
- Identify when volunteers and mutual aid resources may be released. Develop a plan to stage demobilization.
- Prepare a debriefing report on all facility inspections and actions when the situation becomes manageable.
- Participate in a Critical Incident Stress Debriefing Session and ensure that all building inspectors (City staff, volunteers, or mutual aid responders) participate also.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.

- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Facility Inspection Unit and close out logs when authorized by the Planning and Intelligence Chief
- Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.24 Recovery Planning Branch Director

Position Title: Recovery Planning Branch Director  
 You report to: Planning and Intelligence Chief  
 You supervise: Technical Specialist

#### Position Overview

The Recovery Planning Branch Director is responsible for organizing and directing the Recovery Planning in the City. The Facility Inspection Unit Leader reports to the Recovery Planning Branch Director.

#### Responsibilities

- Form a Recovery Planning Team to assist the City in recovering from the incident, utilizing assigned representatives from each City Department affected by the incident.
- Coordinate with the Planning and Intelligence Chief and Director of Emergency Services the process of working with the City Manager and business and civic leaders to establish and implement a long-range plan for recovery for the City.
- Ensure that the OA is updated on the level and types of damage in the City.

#### Initial Actions

- Receive briefing from Planning and Intelligence Chief with other Section staff.
- Monitor situation status activities and determine the extent of damages to City operations.
- Implement recovery plan for City operations.
- Separate and prioritize tasks and assign to the appropriate department.
- Determine how the recovery operations will be financed.

#### Intermediate Actions

- Establish incident files relating to damage in the City.
- Make sure that photographs, videos, and written documentation of the damage has been recorded.
- Formulate a plan with City Departments to facilitate recovery of City Departments.

- Work with the business community to formulate a plan for recovery of business operations.
- Monitor situation status activities and determine the extent of damages to business operations.
- Implement recovery plan for businesses.
- Attend the FEMA Applicants Briefing and develop forms for City Departments to use when reporting expenditures which could be reimbursed by the State and/or FEMA.
- Be prepared to assist State OES and FEMA with a Preliminary Damage Assessment (PDA) of the City.
- Maintain a log of messages sent and received and all significant actions taken.
- Maintain record of all personnel participating and their hours on duty.
- Update Finance/Administration Section Chief and Planning/Intelligence Section Chief with all pertinent information.

### **Extended Actions**

- Document all actions and decisions on an activity log.
- Keep the Planning and Intelligence Chief advised of all activities and decisions.
- Attend all Section briefings.
- Participate in a Critical Incident Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Recovery Planning Branch and close out logs when authorized by the Planning and Intelligence Chief.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

#### **3.7.24.1 Technical Specialists**

Position Title:                      Technical Specialists  
 You report to:                      Recovery Planning Branch Director  
 You supervise:                      N/A

### **Position Overview**

Technical Specialists are advisors with special skills that may be needed to support a specific incident.

## Responsibilities

- Act as a resource to members of the EOC staff in their respective technical specialty.

## Initial Actions

- Receive briefing from Planning and Intelligence Chief with other Section staff.
- Assess the current emergency and provide necessary information to the Planning/Intelligence Chief relative to projected duration and intensity of the emergency.

## Intermediate Actions

- Participate in all EOC briefings and assist in setting objectives and priorities with the Advance Planning Director.
- Provide information to the Logistics Chief relative to special equipment needs.

## Extended Actions

- Keep the Planning and Intelligence Chief advised of all activities and decisions.
- Ensure that all communications are copied to the Message Center.
- Brief your relief at shift change.
- Leave your name, number and place where you can be located if an emergency should occur.
- Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Technical Specialist position and close out logs when authorized by the Planning and Intelligence Chief.
- Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.25 Resource Tracking Branch Director

Position Title: Resource Tracking Branch Director  
 You report to: Planning & Intel Chief  
 You supervise: Demobilization Unit Leader



## Position Overview

The Resource Tracking Branch Director is responsible for receiving records and passing on information relating to resources already in place, resources requested and estimates of future resource needs.

## Responsibilities

- Receives records and passes on information relating to resources already in place, resources requested but not yet on scene, and estimates of future resource needs.
- Coordinates closely with the Operations Section (to determine resources currently in place and resources needed).
- Coordinates closely with the Planning and intelligence Section to give updates on resources allocations and needs.
- Post and keeps current all information on the resource status display boards and maps in the EOC.

## Initial Actions

- Obtains briefing from the Logistics Section Chief.
- Set up the collection, organization, and display status of incident resources to include allocation, deployment and staging areas.
- Working with the Planning and Intelligence Chief and field command posts obtain as list of resources which have been or need to be ordered.
- Obtain necessary equipment and supplies (status boards, marking pens, reporting forms, set up, etc.)
- Establish a check-in procedure of resources at specified incident locations.
- Maintain master list of all resources checked in at the incident and personnel responsible for resources that are received.

## Initial Actions

- Provide for an authentication system in case of conflicting status reports on resources.
- Provide a resources overview and summary information to Situation Assessment Branch as requested and written status reports on resource allocations as directed by the Logistics Section Chief.
- Coordinate and facilitate telecommunications systems (including radio systems and RACES) available to establish communications links between the City, Special Districts, Essential Volunteer agencies, Operational Area, and field command posts.
- Assist in strategy planning based on the evaluation of the resources allocations, resources en route, and projected resources shortfalls.
- Keep the Operations Chief informed as to available resources.
- Make recommendations to Logistics Chief of resources that are not employed or should be deactivated.

## Extended Actions

- Monitor staff for signs of stress.
- Report concerns to the Logistics Chief Provide for staff relief and rest areas.
- Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Resource Tracking Branch and close out logs when authorized by the Logistics Chief.
- Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.25.1 Demobilization Unit Leader

Position Title: Demobilization Unit Leader  
 You report to: Resource Tracking Branch Director  
 You supervise: N/A

## Position Overview

The Demobilization Unit Leader is responsible for preparing the demobilization plan and assisting Section Chiefs in ensuring that an orderly, safe, and cost-effective demobilization of personnel and equipment is accomplished.

## Responsibilities

- Prepare demobilization plan.
- Assist Section Chiefs in ensuring that demobilization is orderly, safe, and cost-effective.

## Initial Actions

- Receive assignment and briefing from the Planning and Intelligence Section Chief.
- Review incident resource records to determine probable size of the demobilization effort.
- Assess and fill needs for additional personnel, work space and supplies.
- Obtain incident command objectives, priorities and constraints on demobilization.
- Meet with Agency Representatives to determine:
  - Agencies not requiring formal demobilization
  - Personnel rest and safety needs
  - Coordination procedures with cooperating/assisting agencies
  - Be aware of ongoing Operations Section resource needs.

## Intermediate Actions

- Obtain identification and description of surplus resources and probable release times.
- Determine finance, supply, and other check-out stops.
- Evaluate incident logistics and transportation capabilities to support the demobilization effort.
- Establish communications link with appropriate off-incident facilities.
- Prepare demobilization plan (Plan to include the following sections):
  - General - discussion of demobilization procedure
  - Responsibilities - specific implementation responsibility and activity
  - Release Priority - according to agency and kind and type of resources
  - Release Procedures - detailed steps and process to be followed
  - Directories - maps, telephone numbers, instructions, etc.
- Obtain approval of demobilization plan from the Section Chiefs and Director of Emergency Services.
- Distribute plan to each processing point.
- Ensure that all sections understand their responsibilities within the demobilization plan.
- Monitor implementation of demobilization plan. Assist in the coordination of demobilization plan.
- Brief the Planning/Intelligence Section Chief on progress of demobilization.

## Extended Actions

- Ensure that all communications are copied to the Message Center.
- Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Demobilization Branch and close out logs when authorized by the Planning and Intelligence Section Chief.
- Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.26 Logistics Section Overview

Logistics is responsible for providing facilities, services, personnel, and equipment, and tracking the status of resources and materials in support of the response to the incident. Logistics also

provides the necessary communications for effective response coordination.

In general, the Logistics Section is responsible for providing resources (personnel and equipment) that are not in current City inventories. During response operations, the Operations Chief will first call upon the Units represented in the Operations Section for resources. Once these resources have been exhausted, the Logistics Section will be called upon to locate the required resources from external sources.

### 3.7.27 Logistics Chief

Position Title: Logistics Chief  
 You report to: Director of Emergency Services  
 You supervise: Communications Branch Director, Information Systems Branch Director, Equipment and Transportation Branch Director, Personnel and Volunteer Branch Director, Procurement and Supply Branch Director

#### Position Overview

The Logistics Section Chief oversees all of the resource and support functions of the Logistics Section (technology, communications, transportation, personnel, facilities, and others) in support of the emergency response.

#### Responsibilities

- Locate, order, and utilize critical resources in the aftermath of a major disaster.
- Ensure the Logistics function is carried out in support of the EOC. This function includes providing communication services, resource tracking; acquiring equipment, supplies, personnel, facilities, and transportation services; and arranging for food, lodging, and other support services as required.
- Establish the appropriate level of Branch staffing within the Logistics Section.
- Monitor the effectiveness of the organization and modify as required.
- Ensure Section objectives as stated in the EOC Action Plan are accomplished within the operational period or within the estimated time frame. Coordinate closely with the Operations Chief to establish priorities for resource allocation to activated Incident Commands within the affected area.
- Keep the Director of Emergency Services informed of all significant issues relating to the Logistics Section.

#### Initial Actions

- Receive situation briefing from the Director of Emergency Services.
- Activate Logistics Section Staff, as needed. These positions may include:

Communications Branch Director  
 Information Systems Branch Director,  
 Equipment and Transportation Branch Director  
 Personnel and Volunteer Branch Director  
 Procurement and Supply Branch Director  
 Resources Tracking Branch

- Brief Logistics Staff on current situation and develop the Section's initial emergency action plan.
- Designate time for next briefing.
- Attend damage assessment meetings.

### **Intermediate Actions**

- Establish a donation center to receive donated goods, if needed. Delegate to the Procurement and Supply Branch Director the responsibility to manage this area and request staff as needed.
- Obtain information, status of areas and updates regularly from Section Staff. Assist when necessary.
- Meet with Logistics Staff on a regular basis.
- Attend routine meetings with the Director of Emergency Services and Section Chiefs.
- Communicate frequently with the Director of Emergency Services.
- Obtain needed supplies with assistance of the Finance and Administration Chief, as needed.
- Inform the Director of Emergency Services and Liaison Officer of the need to coordinate with the Operational Area for mutual aid if unable to obtain requested material, supplies, or personnel through normal channels.

### **Extended Actions**

- Ensure that all communications are copied to the Message Center.
- Observe all staff and volunteers for signs of stress and inappropriate behavior. Report concerns to Director of Emergency Services. Provide staff rest periods and relief.
- Participate in a Critical Incident Stress Debriefing Session and ensure that all Logistics Section staff and volunteers attend one also.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Logistics Section Chief position and close out logs when authorized by the Director of Emergency Services.
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.28 Communications Branch Director**

Position Title: Communications Branch Director  
You report to: Logistics Chief  
You supervise: Message Center Unit Leader and Phones/Radios/Satellite Phone Unit Leader, Computer/Fax Unit Leader

### **Position Overview**

The Communications Branch Director coordinates and facilitates telecommunications systems (including radio systems and RACES) available to establish communications links.

### **Responsibilities**

- Coordinate and facilitate telecommunications systems available to establish communications links between the City, Special Districts, essential volunteer agencies, Operational Area, and field command posts.

### **Initial Actions**

- Receive briefing from the Logistics Chief.
- Assess current status of internal and external telephone systems and radio systems. Report status to the Logistics Chief.
- Meet with Logistic Section to determine external sources of communications equipment should the need arise.
- Advise the Logistics Chief if there is a need for Amateur Radio support. This should be communicated to the Liaison Officer for a request to the Operational Area to provide as mutual aid.

### **Intermediate Actions**

- Establish a mechanism to communicate with field units or command post in the event of a telephone outage or system overload.
- Attend Logistics Section meetings.
- Communicate frequently with the Logistics Chief.
- Develop an Amateur Radio (RACES) staffing plan with the County RACES Officer, as needed.
- Coordinate communications among various volunteer communications agencies (REACT, ARIES, etc.).

### **Extended Actions**

- Monitor staff for signs of stress and fatigue.
- Report concerns to the Logistics Chief.
- Provide for staff rest periods and relief.
- Participate in a Critical Incident Stress Debriefing Session.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.

- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Communications Branch and close out logs when authorized by the Logistics Chief.
- Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### 3.7.28.1 Message Center Unit Leader

Position Title: Message Center Unit Leader  
 You report to: Communications Branch Director  
 You supervise: N/A

#### Position Overview

The Message Center Unit Leader organizes, coordinates and acts as custodian of all logged internal and external communications. The information will be sent or received by the EOC through many different channels: telephone, computer systems, email, WebEOC, faxes, government radio, amateur radio, citizens band radio, commercial broadcasts, electronic mail, runners, etc.

#### Responsibilities

- Organizes, coordinates and acts as custodian of all logged internal and external communications.

#### Initial Actions

- Obtain briefings from the Logistics Section Chief.
- Establish a Message Center in close proximity to the EOC.
- Request personnel to work in the Message Center as runners, to answer phones, to log messages, etc., from the Personnel/Volunteer Director, if position activated, if not request additional personnel from the Logistic Chief.
- Use pre-established message forms for documentation of all EOC communiqués.
- Receive and log all documentation related to requests and response for personnel or supplies to the respective Chiefs, Directors, Unit Leaders, etc.
- Maintain an incoming and outgoing message log.
- Assign messages a sequential number based on order messages received.
- Set up “In and Out” boxes in the EOC and each work area for runners to pick up and deliver messages.
- Message Center runners. Briefing should include but is not limited to:
  - Information about work schedule (i.e. hours, breaks, etc.)
  - Location of copy machines, etc.

- Section names and locations (activated sections currently working in the EOC).
- Message Center flow:
- Collect messages from all message center out boxes throughout the EOC and place in Message Center in box for logging and assignment of number
- Distribute messages that have been logged and numbered

### **Intermediate Actions**

- Once locations of all work areas are known create a chart and/or map showing which section is located where for all Message Center Personnel.
- Develop a staffing plan for a 24-hour operation. Communicate needs to the Personnel/Volunteer Director.
- Ensure all messages are copied to the Planning/Intelligence Section.
- Attend Section meetings.

### **Extended Actions**

- Observe staff and volunteers for signs of stress or fatigue.
- Provide for staff rest periods and relief.
- Participate in a Critical Incident Stress Debriefing session and ensure that all Message Center Staff and volunteers attend one also.

### **Demobilization**

- Ensure that all required forms or reports are completed prior to your release and departure.
- Be prepared to provide input to the After-Action Report.
- Determine what follow-up to your assignment might be required before you leave.
- Deactivate the Message Center Unit and close out logs when authorized by the Logistics Chief
- Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

- EOC Activation
- Shift Start-up
- On-going Activities
- Shift Completion
- Demobilization

### **3.7.28.2 Phones/Radios/Satellite Phones Unit Leader**

Position Title:                      Phones/Radios/Satellite Phones Unit Leader  
 You report to:                      Technology & Communications Branch Director  
 You supervise:                      N/A

### **Position Overview**

The Phones/Radios/Satellite Phones Unit Leader coordinates and facilitates telecommunications systems available to establish links between the City, Special Districts,



essential volunteer agencies, the OA, and field command posts as well as with local government and public safety agencies.

### **Responsibilities**

- Coordinate and facilitate telecommunications systems available to establish links between the City, Special Districts, essential volunteer agencies, the OA, and field command posts as well as with local government and public safety agencies.

### **Initial Actions**

- Obtain briefing from the Technology & Communications Branch Director.
- Assess current status of internal and external telephone systems and radio systems. Report status to the Technology & Communications Branch Director and the Logistics Section Chief.
- Meet with Technology & Communications Branch Director to determine external sources of communications equipment should the need arise.
- Assure distribution of 2-way hand held radios when requested.
- Coordinate with appropriate telephone company to coordinate repairs to telecommunications in the City.
- Advise the Technology & Communications Branch Director if there is a need for Amateur Radio support. This should be communicated to the Liaison Officer for a request to the OA to provide as in mutual aid.

### **Intermediate Actions**

Establish a mechanism to communicate with field units or command post in the event of a telephone outage or system overload.

Attend Logistics Section meetings.

Develop an Amateur Radio (RACES) staffing plan with the County OES RACES Officer, as needed.

Coordinate communications among various volunteer communications agencies (Radio Emergency Associated Communications Teams [REACT], Amateur Radio Emergency Service [ARES], etc.).

### **Extended Actions**

Participate in a Critical Incident Stress Debriefing session.

### **Demobilization**

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Flood Control Unit and close out logs when authorized by the Operations Section Chief or the EOC Director.

Leave forwarding phone number where you can be reached.

Provide all remaining activity logs to the Planning and Intelligence Section Chief upon your departure.

Ensure staff cleans up work areas and returns facility to normal.

Ensure you log out in EOC log book.

### **Supporting EOC Checklists**

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

### **5.2.5 Information Systems Branch Director**

#### **POSITION TITLE: Information Systems Branch Director**

You report to: Logistics Section Chief

You supervise: N/A

### **Position Overview**

The Information Systems Director directs the maintenance and repair of computer support operations to assure the City can function.

### **Responsibilities**

Coordinate computer support for the EOC

### **Initial Actions**

Receive a briefing from the Logistics Section Chief.

Determine status and operability of primary computer systems and applications of City computer support.

Report status to Logistics Section Chief.

Inventory information services staff available in the City to assist in the restoration of essential systems. If none available, contact local vendors for services. If still not available, work through the Logistics Section Chief to request mutual aid from the Operational Area.

Develop an action plan to address the systematic repair/restoration of essential computer systems.

Activate the City's "Hot Site" (an area where all City mainframe computers are

duplicated and ready to run upon notification), if one has been set up. If not, work with the Finance/Administration Section to determine which computer vendors have a “disaster” clause and will supply the needed equipment. Arrange for such equipment.

Establish computer needs of the EOC, and in particular, the Planning and Intelligence Section, to support the response activities (e.g., laptop computers for field use) and documentation requirements. Coordinate with the Section Chiefs and the Director of Emergency Services.

### **Intermediate Actions**

Report status on a routine basis to the Logistics Section Chief.

Coordinate with appropriate vendors for computer support and repair operations. Inform the Logistics Section Chief of actions.

### **Extended Actions**

Develop a plan to transfer computer operations back to City site(s) as soon as feasible and close down any alternative site(s) used during the restoration of the City’s capabilities.

Observe staff for signs of stress and report concerns to the Logistics Chief.

Provide for staff rest periods and relief.

Participate in a Critical Incident Stress Debriefing session.

### **Demobilization**

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Information Systems Branch and close out logs when authorized by the Logistics Chief.

Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

## 5.2.6 Computer/Fax Unit Leader

### POSITION TITLE: Computer/Fax Unit Leader

You report to: Technology & Communications Branch Director

You supervise: N/A

### Position Overview

The Computer/Fax Unit Leader organizes and directs the maintenance and repair of computer support operations to assure that the City's technology infrastructure continues to support the City's business operations.

### Responsibilities

Coordinate computer support for the EOC and/or response operations, including field command posts, as required.

### Initial Actions

Receive a briefing from the Technology & Communications Branch Director.

Determine status and operability of primary computer systems and applications of City computer support, including those of public safety.

Report status to Technology & Communications Branch Director.

Inventory information services staff available in the City to assist in the restoration of essential systems. If none available, contact local vendors for services. If still not available, work through the Technology & Communications Branch Director to request mutual aid from the OA.

Develop a plan to address the systematic repair/restoration of essential computer systems.

Activate the City's "Hot Site" (an area where all City mainframe computers are duplicated and ready to run upon notification), if one has been set up. If not, work with the Finance and Administration Section to determine which computer vendors have a "disaster" clause and will supply the needed equipment. Arrange for such equipment.

Establish computer needs of the EOC, and in particular, the Planning & Intelligence Section, to support the response activities (e.g., laptop computers for field use) and documentation requirements. Coordinate with the Technology & Communications Branch Director and Section Chiefs.

### Intermediate Actions

Report status on a routine basis to the Logistics Section Chief.

Coordinate with appropriate vendors for computer support and repair operations. Inform the Logistics Section Chief of actions.

## Extended Actions

Develop a plan to transfer computer operations back to City site(s) as soon as feasible and close down any alternative site(s) used during the restoration of the City's capabilities.

Participate in a Critical Incident Stress Debriefing session.

## Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Computer/Fax Unit and close out logs when authorized by the Logistics Section Chief or the EOC Director.

Leave forwarding phone number where you can be reached.

Provide all remaining activity logs to the Planning and Intelligence Section Chief upon your departure.

Ensure staff cleans up work areas and returns facility to normal.

Ensure you log out in EOC log book.

## Supporting EOC Checklists

- 1.3.1 EOC Activation
- 1.3.2 Shift Start-up
- 1.3.3 On-going Activities
- 1.3.4 Shift Completion
- 1.3.5 Demobilization

### 5.2.7 Equipment and Transportation Svcs. Branch Director POSITION

**TITLE: Equipment and Transportation Svcs. Branch Director** You report to: Logistics Chief

You supervise: N/A

## Position Overview

The Equipment and Transportation Branch Director is responsible for the maintenance and tracking of City equipment and transportation vehicles used during the emergency or sent to other jurisdictions as part of a mutual aid request from the Operational Area.

## Responsibilities

- Develops a transportation plan to support EOC and field operations (i.e. evacuations, etc.) operations.
- Arrange for the acquisition or use of required transportation resources.
- Coordinate closely with the Operations Section (to determine resources currently in place and resources needed) and with the Planning/Intelligence Section to give updates on resource allocations and needs.
- Responsible to post and keep current all information on the resource status display boards and maps in the EOC relating to transportation resources.

## Initial Actions

- Receive briefing from the Logistics Chief with other Section Directors.
- Inventory all City equipment and transportation vehicles and categorize as “In Use”, “Available”, “Under Repair”, etc.
- Determine what equipment and vehicles are needed and where they need to go.
- Inventory spare parts for equipment and transportation vehicles.
- Identify emergency generators in the City; their size, capability, and locations.
- Coordinate with the Procurement and Supply Director to identify those vendors with contracts to supply the City with needed equipment, transportation vehicles, spare parts, and/or fuel during emergency situations. Put these vendors on notice that resources may be needed.
- Identify where additional emergency generators may be obtained; put the vendor on alert to this possibility.
- Identify available fuel within the City Yard for vehicles and/or transportation vehicles; put outside vendors on notice that their fuel (gasoline, diesel, or propane) may be needed.
- Create a resource status board to indicate the status of all City owned equipment and transportation vehicles, current location, in use, out of service, expected time back in service, and items on loan to others.
- Establish contact with the private transportation services in the City (i.e., taxis, bus companies, etc.) to determine equipment and transportation vehicles available should they be needed.
- Identify staff available to work and develop a 24-hour staffing plan so that equipment malfunctions may be dealt with in a timely manner.

## Intermediate Actions

- Participate in all Section briefings and keep the Logistics Chief informed of the status of City equipment and transportation vehicles.
- Confirm which streets are impassable and what alternate routes are necessary.

Develop a plan for transportation vehicles for those needing such a service in the event of an evacuation. Coordinate this with the Evacuation Unit Leader in the Operations Section.

Develop a plan to repair those pieces of equipment and transportation vehicles out of service.

Arrange for spare parts to be available from private vendors should they be needed for City use. This may also be done through the Operational Area should the vendors be outside of the City limits.

### Extended Actions

Update the Logistics Chief of any changes in status of equipment and/or transportation vehicles.

Develop a plan for servicing all equipment and transportation vehicles once they are released from service.

Monitor staff for signs of stress and fatigue; plan for staff rest periods.

Participate in a Critical Incident Stress Debriefing Session.

### Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Equipment and Transportation Branch and close out logs when authorized by the Logistics Chief.

Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

### Demobilization

#### 5.2.7 Personnel and Volunteer Branch Director

##### **POSITION TITLE: Personnel and Volunteer Branch Director**

You report to: Logistics Chief

You supervise: N/A

## Position Overview

The Personnel and Volunteer Branch Director inventories available staff and establishes a Personnel Pool area to collect and register available staff and volunteers.

## Responsibilities

- Inventory all available staff.
- Establish a Labor Pool area to collect and register all available staff and volunteers.
- Coordinate with appropriate City Department Directors or Supervisors to coordinate re-assignment of staff to disaster related jobs.
- Receive requests and assign available staff as needed.
- Maintain adequate numbers of available personnel.
- Assist in the maintenance of staff morale.
- Provide guidance to the Director of Emergency Services and Management Group regarding any Union issues which may arise in the reassignment of staff to “out-of-class” tasks during the emergency.

## Initial Actions

- Obtain briefing from the Logistics Chief.
- Establish Labor Pool area and communicate operational status to the EOC Sections and Director as well as to the PIO as a location for volunteers to report, if requested.
- Develop a registration process and criteria for acceptable for volunteers not employed or associated with the City.
- Develop or implement the process for registering and swearing in of volunteers as Disaster Service Workers
- Inventory the number and classify staff presently available. Use the following classifications and sub-classifications for personnel:
  - Management (Including Emergency Managers)
  - Administrative/Analyst
  - Clerical
  - Typist/Computer literate
  - Short hand capabilities
  - General Receptionist
  - Specialists
  - Public Works (building engineers, structural engineers, construction skills, road repair, etc.)
  - Law Enforcement
  - Fire Suppression
  - Medical – Physicians, RN, EMT, PM, etc.



- Recreation
- Purchasing/Contracts

Obtain assistance from all Section Chiefs to establish long term staffing needs.

### **Intermediate Actions**

Maintain a log of all assignments.

Develop a staffing plan for all staff increments of time appropriate to the situation, weather conditions, etc. and communicate it to all Section Chiefs and Director of Emergency Services.

Ensure maintenance of staff time sheets; obtain clerical support if necessary. Coordinate this with the Finance Section.

Assist the PIO (Public Affairs) in publishing an informational sheet for employees regarding when and where to report and for volunteers regarding City needs or refer them to the Operational Area.

Maintain a Message Center in the Labor Pool area for re-assigned personnel.

Brief the Logistics Chief as frequently as necessary on the status of labor pool numbers and composition.

### **Extended Actions**

Develop staff rest and nutritional area.

Observe and assist staff who exhibit signs of stress and other fatigue. Report concerns to Logistics Chief. Provide for staff rest periods and relief.

Participate in a Critical Incident Stress Debriefing Session and arrange for all City staff and involved volunteers to also attend a session.

Develop a demobilization plan to begin staffing regular City positions as soon as possible.

### **Demobilization**

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Personnel and Volunteer Branch and close out logs when authorized by the Logistics Chief.

Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

## 5.2.8 Procurement and Supply Branch Director POSITION

**TITLE: Procurement and Supply Branch Director** You report to: Logistics Chief

You supervise: N/A

### Position Overview

The Procurement and Supply Branch Director is responsible for the management of material resources in support of emergency response actions.

### Responsibilities

Responsible for the management of material resources in support of emergency response actions.

Expedites the procurement of resources, including nutritional support for the EOC and field command posts.

Coordinates with the Finance and Administration Section to manage the collection and maintenance of cost data.

### Initial Actions

Receive briefing from the Logistics Chief.

Meet with and brief all City staff responsible for purchasing supplies for the City.

Establish and communicate the operational status to the Logistics Chief.

Collect and coordinate essential supplies. Prepare to assist with equipment leasing and/or purchase upon request of the Equipment and Transportation Director. Consider transportation needs for equipment and supplies when responding to request.

Survey all City facilities to develop a supply inventory, to include but not limited to:

- Water
- Food
- Protective clothing for field units
- Office supplies
- Sanitation services for EOC and Media Center

Coordinate with Departments to inventory the equipment and supplies they may have stored and identify the storage location(s).

Develop procedures for procurement of supplies, personnel, etc.

## Intermediate Actions

Manage the “donation center” as needed. Request additional staff to assist in documenting the receipt and distribution of all donated goods and services.

Track the status of all supplies as “available” location”, not available”, “requested and ETA”, “requested from Operational Area”.

## Extended Actions

Identify additional supply needs. Make request/needs known through the Logistics Chief.

Keep the Logistics Chief updated on activities and decisions made.

Set up procedures for return of unused supplies.

Observe and assist staff who exhibit sign of stress or fatigue. Report concerns to the Logistics Chief.

Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Procurement and Supply Branch and close out logs when authorized by the Logistics Chief.

Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

### 5.2.9 Facility Support Unit Leader

**POSITION TITLE: Facility Support Unit Leader**

You report to: Procurement & Supply Branch Director

You supervise: N/A

## Position Overview

The Facilities Coordination Branch Director is responsible for the location of sleeping and sanitation facilities for the EOC and field units. This position is also responsible for finding locations of alternate buildings for City staff to work in either on a short or long-term basis, depending upon the situation.

## Responsibilities

Ensure that adequate essential facilities are provided for the response effort, including securing access to the facilities and providing staff, furniture, supplies, and materials necessary to configure the facilities in a manner adequate to accomplish the mission.

Ensure acquired buildings, building floors, and or workspaces are returned to their original state when no longer needed.

## Initial Actions

Receive briefing from the Logistics Chief.

Establish a work area in room Logistics Section.

Set up staffing schedule and notify staff when they need to report.

Get an inventory of all City owned or leased facilities.

Prioritize those facilities by City use, and request a damage assessment of each one from the Public Works Director and the Utilities Unit Leader.

For any leased buildings used by the City, contact the building owner or manager to obtain a status report. If unable to contact the building owner, request the Facility Inspection Unit Leader to provide a status report.

Coordinate with Public Works Director and the Utility Unit Leader to repair any damaged City building.

Determine which City facilities are not functional. Develop a plan to identify which City services must be re-located. Arrange for alternative sites. The Logistics and Finance and Administration Chiefs and EOC Director must approve the plan and the leasing of any facility.

## Intermediate Actions

Request additional staff to assist in this function from the Personnel/ Volunteer Coordinator, if needed. If appropriate staff is not available, notify the Logistics Chief of the need for mutual aid for personnel.

Track and document all City functions transferred to alternative sites/facilities due to the emergency, to include but not limited to:

- Address of alternative facility
- City function re-assigned to other facilities
- Building owner or contact person
- Length of lease

Work with the Procurement and Supply Branch Director and the Technology and

Communication Branch Director to obtain necessary supplies needed for City staff to work in alternative sites. All possible attempts should be made to salvage City equipment and supplies prior to purchase or lease.

### Extended Actions

Keep the Logistics Chief updated on activities and decisions made.

Document all activities on an activity log.

Develop a plan to relocate City staff back to regular work sites as soon as possible.

Participate in a Critical Incident Stress Debriefing Session.

### Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Facilities Coordination Branch and close out logs when authorized by the Logistics Chief or the EOC Director.

Leave forwarding phone number where you can be reached.

Provide all remaining activity logs to the Planning and Intelligence Section Chief upon your departure.

Ensure staff cleans up work areas and returns facility to normal.

Ensure you log out in EOC log book.

### Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

### 5.2.10 EOC Support Unit Leader

#### POSITION TITLE: EOC Support Unit Leader

You report to: Procurement & Supply Branch Director

You supervise: NA

### Responsibilities

In coordination with the EOC Manager, responsible for supplying the food, lodging,

sanitation facilities and other comfort needs to the EOC This may include sites away from the EOC (i.e., Department Operations Centers (DOCs), etc.), as well as providing these items to personnel unable to leave tactical field assignments, as directed.

### Initial Actions

Determine food, potable water, lodging, sanitation facilities, and other comfort requirements for EOC Personnel.

Coordinate with the Logistics Section Chief, EOC Manager, and Purchasing Branch to determine what if any prior Memorandums of Understanding (MOU) are in place for obtaining food, lodging, and comfort supplies.

Survey personnel working in the EOC to determine any special needs or diet restrictions.

Coordinate with the Procurement and Supply Director to obtain necessary food, potable water, and comfort items. Determine delivery times.

Coordinate with the Procurement and Supply Director and the Finance and Administration Section Chief in determining the method of payment for items purchased.

Determine based on availability, areas where food and comfort items can be disbursed from.

### Initial Actions

Assist EOC Manager, when requested to do so.

Brief EOC Manager frequently on EOC status.

Participate in all Logistics Section meetings.

Identify break room and lunchroom locations. Ensure locations are away from work areas, if possible. Notify Situation Assessment Director for posting of locations in the EOC.

Inventory and maintain accurate records regarding quantity and types of food, water, lodging, and comfort items available.

If the area where supplies are being stored become a security issue due to theft, pilfering, etc, coordinate with the Security Officer for security coverage.

Maintain food services areas, ensuring that all appropriate health and safety measures are being followed.

Request additional staff (if needed) for food distribution, etc., from the Logistics Section Chief.

Arrange transportation for EOC personnel to and from lodging (hotels, etc).

Assist the Liaison Officer and PIO with VIP lodging and transportation.

Assist in locating needed furniture and/or supplies for the EOC work areas.

## Extended Actions

When demobilization is imminent, coordinate with the Logistics Section Chief regarding storage and/or return of left over food and water supplies and comfort items.

Ensure that all communications are copied to the Message Center.

Monitor staff for signs of stress.

Provide for staff relief and rest areas.

Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the EOC Support Branch and close out logs when authorized by the Logistics Section Chief.

Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

Demobilization

## 6.1 Finance and Administration Section Overview

Finance and Administration is responsible for all financial and cost analysis aspects of the incident and/or any administrative aspects not handled by other functions.

The Finance and Administration Chief is a member of the jurisdiction's Emergency Management Organization. The Chief is responsible for all fiscal activities related to the disaster situation. The Finance and Administration Section may consist of only one person initially who performs all duties. As an incident grows, if staffing allows, it is likely that the Finance and Administration Section personnel will increase.

There are several important aspects of this function. First, in a major disaster, the state and federal governments will provide certain reimbursements to local jurisdictions. Tracking local expenditures and damages is necessary to receive reimbursements. If tracking by systematic means is not done during an emergency, it may take years to retrace and document expenditures.

Second, during every major disaster, people get hurt, or property is damaged during the response phase. These events usually lead to claims against the responding agency or jurisdiction. The Finance and Administration; Risk Management Section is responsible for investigating all known claims as quickly as possible.

## 6.2 Finance and Administration Section Position Checklists

### 6.2.1 Finance and Administration Chief POSITION

**TITLE: Finance and Administration Chief** You report to: Director of

Emergency Services

You supervise: Purchasing Branch Director, Compensation and Claims Branch Director, Risk Management Branch Director, Accounting and Record-Keeping Branch Director, and Time Recording Branch Director.

#### Position Overview

The Finance and Administration Chief is responsible for the monitoring the utilization of all City financial assets, insuring that all necessary time and expense records are maintained, and that any potential claims against the City are identified and tracked.

#### Responsibilities

Oversee the acquisition of supplies and services necessary to meet the demands of the emergency.

Supervise the documentation of expenditures relevant to the emergency incident.

Oversee the tracking of potential claims against the City.

#### Initial Actions

Obtain briefing from the Director of Emergency Services.

Assign, as needed, Purchasing Director, Compensation and Claims Director, Risk Management Director, Accounting and Record-Keeping Director, and Time Recording Director; distribute corresponding checklists and position identifiers, (i.e., vests).

Confer with Finance/Administration Section Directors after meeting with the Director of Emergency Services to develop the Section's priorities.

Establish a Financial/Administration Section area in the EOC. Ensure adequate documentation/recording personnel are requested.

#### Intermediate Actions

Obtain briefings and updates from Director of Emergency Services as appropriate.

Relate pertinent financial status reports to appropriate Chiefs and Directors.

Advise all City department heads as to the coordination of financial accountability for



extraordinary expenditures in response to the emergency.

Participate in routine briefings held by the Director of Emergency Services.

Schedule planning meetings with Section Directors to update/revise the section's priorities.

### Extended Actions

Observe all staff and volunteers for signs of stress and inappropriate behavior. Report concerns to Director of Emergency Services. Provide for staff rest periods and relief.

Participate in a Critical Incident Stress Debriefing Session and ensure that all Finance/Administration staff and volunteers attend.

Assist in implementation of the documentation portion of the incident demobilization plan.

Assist the Recovery Planning Director in the Planning/Intelligence Section with the tracking of all claims for reimbursement and submittal of the proper documentation.

Provide a Finance/Administration Section Debriefing paper to the Planning/Intelligence Section.

### Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Finance and Administration Chief position and close out logs when authorized by the Director of Emergency Services.

Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

### Purchasing Branch Director

**POSITION TITLE: Purchasing Branch Director**

You report to: Finance and Administration Chief You supervise:

N/A

## Position Overview

The Purchasing Branch Director is responsible for the documentation of equipment and personnel usage costs, supplies/material purchase orders/invoices, contract purchase orders/invoices, and journal vouchers relating to the emergency. In addition, this branch is responsible for the provision of cost information for the processing of all financial reimbursement claims.

## Responsibilities

- Document personnel and equipment usage costs.
- Document supplies/material purchase orders/invoices.
- Document contract purchase orders/invoices.
- Document journal vouchers relating to the emergency.
- Provide cost information for the processing of all financial reimbursement claims.

## Initial Actions

- Receive assignment and briefing from the Finance and Administration Section Chief.
- Set up any necessary special account numbers to track expenses for the emergency.
- Provide all sections with appropriate accounting forms and/or information necessary for cost recovery.
- Ensure the separate accounting of all purchases specifically related to the incident.
- Coordinate with the Procurement and Supply Director in the Logistics Section.

## Intermediate Actions

- Provide any required fiscal reports concerning the incident
- Keep the Finance and Administration Chief informed of status.
- Coordinate with the Finance and Administration Chief to identify any special or unusual type of record keeping or necessary documentation.
- Ensure that all purchases are in accordance with set procedures.

## Extended Actions

- Ensure that all communications are copied to the Message Center.
- Provide summary reports as requested on expenditures due to the emergency.
- Assist other Finance and Administration and Logistic Section staff members in final documentation of their activities as they relate to fiscal matters.
- Assist the Finance and Administration staff in development of a Finance debriefing paper for Planning/Intelligence Section.
- Provide any other assistance as requested by the Finance and Administration Chief.
- Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Purchasing Branch and close out logs when authorized by the Finance and Administration Chief.

Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

## 6.2.2 Compensation and Claims Branch Director POSITION

**TITLE: Compensation and Claims Branch Director** You report to: Finance and Administration Chief

You supervise: N/A

### Position Overview

The Compensation and Claims Branch Director is responsible for determining potential City liability as a result of the disaster and recommends risk avoidance measures as appropriate to the disaster conditions.

### Responsibilities

Determine potential City Liability as a result of the disaster.

Recommends risk avoidance measures as appropriate to the disaster conditions.

Participates in the assessment of damages to City owned property for possible reimbursement from insurance companies.

### Initial Actions

Receive assignment and briefing from the Finance and Administration Section Chief.

Analyze the situation and identify any possible areas where City liability may become an issue.

Determine the elements of the liability issue. Coordinate with the appropriate

elements of the City government and insurance company(s).  
Participate in damage assessment of City owned property.

### Intermediate Actions

Keep the Finance and Administration Chief informed of status and submit any necessary reports.

Identify any special or unusual type of record keeping or documentation necessary.

Identify activities that may require detailed investigation after the event is controlled.

### Extended Actions

Provide summary reports as requested.

Assist other Finance and Administration and Logistic Section staff members in final documentation of their activities as they relate to fiscal matters.

Provide any other assistance as requested by the Finance and Administration Chief.

Participate in a Critical Incident Stress Debriefing Session.

### Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Compensation and Claims Branch and close out logs when authorized by the Finance and Administration Chief

Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

### 6.2.3 Risk Management Unit Leader POSITION

**TITLE: Risk Management Unit Leader** You report to: Comp &  
Claims Branch Director

You supervise: N/A

## Position Overview

The Risk Management Unit Leader determines potential City liability as a result of the disaster and recommends risk avoidance measures as appropriate to the disaster conditions.

## Responsibilities

Determines potential City liability as a result of the disaster and recommend risk avoidance measures as appropriate to the disaster conditions.

Participates in the assessment of damages to City owned property for possible reimbursement from insurance companies.

## Initial Actions

Receive briefing from Finance and Administration Section Chief with other Section Directors. Assist in development of a section emergency action plan.

Analyze the situation and identify any possible areas where City liability may become an issue.

Determine the elements of the liability issue. Coordinate with the appropriate elements of the City government.

Document all actions contemplated and/or taken.

Participate in damage assessment of City owned property.

## Intermediate Actions

Keep the Finance and Administration Section Chief informed of status and submit any necessary reports

Establish contact with the Director of Emergency Services and/or the Operational Area Finance Section to identify any special or unusual type of record keeping or documentation necessary.

Identify activities that may require detailed investigation after the event is controlled.

## Extended Actions

Provide summary reports as requested.

Assist other Finance and Administration and Logistics Section staff members in final documentation of their activities as they relate to fiscal matters.

Provide any other assistance as requested by the Finance and Administration Section Chief.

Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Risk Management Branch and close out logs when authorized by the Finance and Administration Chief.

Leave forwarding phone number where you can be reached.

### Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

## 6.2.4 Accounting and Record-Keeping Branch Director POSITION

**TITLE: Accounting and Record-Keeping Branch Director** You report to: Finance and Administration Chief

You supervise: N/A

### Position Overview

The Accounting and Record-Keeping Branch Director is responsible for collecting all cost data.

### Responsibilities

Collects all cost data, performing cost effectiveness analyses, providing cost estimates and cost saving recommendations for the incidents.

Responsible for the provision of cost information for the processing of all financial reimbursement claims.

### Initial Actions

Receive briefing from the Finance and Administration Section Chief.

Provide all sections with appropriate accounting forms and/or information necessary for cost recovery.

Ensure the separate accounting of all purchases specifically related to the incident.

Verify with all Section Chiefs that cost related documents are being sent to you. If no plan has been developed, prepare a plan and share with all Section Chiefs.

Coordinate with the Finance and Administration Section Chief on cost reporting procedures.

Obtain and record all cost data.

Prepare incident cost summaries.

Prepare resources-use cost estimates for planning.

### **Intermediate Actions**

Make recommendations for cost savings to Finance and Administration Section Chief.

Maintain cumulative incident cost records.

Ensure that all cost documents are accurately prepared.

Provide any required fiscal reports concerning the incident.

Coordinate with the Finance and Administration Chief to identify any special or unusual type of record keeping or documentation that is necessary.

Brief the Finance and Administration Chief on current problems, recommendations, outstanding issues, and follow-up requirements.

### **Extended Actions**

Ensure that all communications are copied to the Message Center.

Provide summary reports as requested on expenditures due to the emergency.

Provide for records security which may include keeping copies of records at a remote site.

Provide any other assistance as requested by the Finance and Administration Chief.

Participate in a Critical Incident Stress Debriefing session.

### **Demobilization**

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Accounting and Record-Keeping Branch and close out logs when authorized by the Finance and Administration Chief.

Leave forwarding phone number where you can be reached.

### **Supporting EOC Checklists**

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

Demobilization

## **6.2.6 Time Recording Unit Leader**

**POSITION TITLE: Time Recording Unit Leader**

You report to: Finance and Administration Section Chief

You supervise: N/A

**Position Overview**

The Time Recording Unit Leader maintains records of all personnel time worked at the emergency, which includes all volunteers that may or may not be previously registered as Disaster Service Workers.

**Responsibilities**

Maintain records of all personnel time worked at the emergency, including volunteer time.

**Initial Actions**

Receive assignment and briefing from the Finance and Administration Section Chief.

Ensure the documentation of personnel hours worked and volunteer hours worked in all areas relevant to the City emergency response. Confirm the use of the Emergency Incident Time Sheet by all Section Chiefs.

Set up any necessary special account numbers to track personnel costs for the emergency.

Provide all Sections with appropriate emergency incident time sheets, forms, and/or information necessary for cost recovery.

Ensure the separate accounting of all purchases specifically related to the incident.

Ensure that daily personnel time recording documents are prepared and compliance to time policy is met.

Brief the Finance and Administration Section Chief on current problems, recommendations, outstanding issues and follow-up requirements.

**Intermediate Actions**

Make sure that copies of all records go to the Documentation Director in the Planning/Intelligence Section at end of shift.

Keep the Finance and Administration Chief informed of status.

Provide summary reports as requested on expenditures due to the emergency.

Coordinate with the Finance and Administration Chief to identify any special or unusual type of record keeping or documentation that is necessary.

**Extended Actions**

Ensure all communications are copied to the Message Center.

Time reports from assisting agencies should be released to the respective agency



representatives prior to demobilization.

Provide any other assistance as requested by the Finance and Administration Chief.

Participate in a Critical Incident Stress Debriefing Session.

## Demobilization

Ensure that all required forms or reports are completed prior to your release and departure.

Be prepared to provide input to the After-Action Report.

Determine what follow-up to your assignment might be required before you leave.

Deactivate the Time Recording Branch and close out logs when authorized by the Finance and Administration Chief.

Leave forwarding phone number where you can be reached.

## Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

## 6.2.7 Cost Accounting Unit Leader

### POSITION TITLE: Cost Accounting Unit Leader

You report to: Accounting and Record-Keeping Branch Director

You supervise: N/A

### Position Overview

This position is responsible collecting all cost data, performing cost effectiveness analyses, providing cost estimates, and cost saving recommendations for the event from the onset of the emergency.

### Responsibilities

Collect all cost data, performing cost effectiveness analyses, providing cost estimates, and cost saving recommendations for the event.

Provide cost information for the processing of all financial reimbursement claims.

## Initial Actions

Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.

Review your specific position checklists.

Report to your work area and put on your position identifier and start activity log.

Determine your personal operating location and set up as necessary

Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning & Intelligence Chief when completed and/or at the end of shift.)

Make frequent notes to capture information specifically related to major aspects of the event.

Provide all Sections with appropriate accounting forms and/or information necessary for cost recovery.

Ensure the separate accounting of all purchases specifically related to the event are collected at end of each shift.

Verify with all Section Chiefs that cost related documents are being sent to you. If no plan has been developed, prepare a plan and share with all Section Chiefs.

Coordinate with the Accounting & Record-Keeping Branch Director and Finance and Administration Section Chief on cost reporting procedures.

Obtain and record all cost data.

Prepare event cost summaries.

Prepare resources-use cost estimates for planning.

## Intermediate Actions

Participate in all applicable Section and Branch meetings and EOC briefings.

Obtain copies of all APs.

Maintain all required records and documentation to support the After-Action Report and the history of the event:

- Messages received
- Actions taken
- Decision justification and documentation
- Requests filled
- APs as disseminated

Refer all contacts with the media to the PIO.

Work with your EOC supervisor and/or Section Chief if you require additional staffing for your function.

Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.

Function/operate in a safe manner during your shift.

Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the Director of Emergency Services.

Make recommendations for cost savings to Accounting and Record-Keeping Branch Director and to Finance and Administration Chief.

Maintain cumulative cost records due to the emergency.

Ensure that all cost documents are accurately prepared.

Provide any required fiscal reports concerning the event.

Keep Accounting and Record-Keeping Branch Director and Finance and Administration Chief informed of status.

Coordinate with the Accounting and Record-Keeping Branch Director and Finance and Administration Chief to identify any special or unusual type of record keeping or necessary documentation.

Brief Accounting and Record-Keeping Branch Director and Finance and Administration Chief on current problems, recommendations, outstanding issues, and follow-up requirements.

### **Extended Actions**

Document all actions and decisions made on an activity log.

Ensure that all communications are copied to the Message Center.

Provide summary reports as requested on expenditures due to the emergency.

Assist other Finance & Administration and Logistics Section staff members in final documentation of their activities as they relate to fiscal matters.

Provide for records security which may include keeping copies of records at a remote site.

Assist the Finance & Administration Section staff in development of an After-Action Report for the Planning & Intelligence Section.

Provide any other assistance as requested by the Finance & Administration Chief.

Keep the Finance & Administration Chief updated on the event and of any changes.

Document all activities and decisions made on an activity log.

Participate in a Critical Event Stress Debriefing Session.

### **Shift Completion**

Ensure that your personnel and equipment time records, and a record of expendable materials used are provided to the Cost Accounting Unit of the Finance & Administration Section.

Ensure that all required forms or reports are completed prior to your release and departure.

Ensure that all time sheets and any travel expense claims are completed properly and signed by each employee prior to submitting them.

Thoroughly brief your shift relief on the current status of the event. Ensure that in-progress activities are identified and follow-up requirements are known.

Leave forwarding phone number where you can be reached if different from the employee contact list.

## Demobilization

Deactivate the Cost Accounting Unit and close out logs when authorized by the Finance and Administration Chief or the Director of Emergency Services.

Ensure that all required forms or reports are completed prior to departure.

Close out activity logs and ensure that all relevant status boards are current.

Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.

Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.

Leave forwarding phone number where you can be reached if different from the employee contact list.

Provide input to the After-Action Report as directed by your EOC supervisor.

Provide all activity logs to the Planning and Intelligence Chief upon departure.

Ensure your EOC work location is in a ready status and return facility to normal.

Ensure you sign out in EOC logbook.

## Supporting EOC Checklists

1.3.1 EOC Activation

1.3.2 Shift Start-up

1.3.3 On-going Activities

1.3.4 Shift Completion

1.3.5 Demobilization

## 6.2.8 Damage Survey Reports (DSR) Record-Keeping Unit Leader

### POSITION TITLE: DSR Record-Keeping Unit Leader

You report to: Accounting and Record-Keeping Branch Director

You supervise: N/A

### Position Overview

The DSR Record-Keeping Unit Leader is responsible for maintaining records of all personnel time worked at the emergency, including all volunteers that may or may not be previously registered as Disaster Service Workers (DSWs).

## Responsibilities

Maintain records of all personnel time worked at the emergency, including all volunteers that may or may not be previously registered as DSWs.

## Initial Actions

Receive assignment and briefing from your immediate superior as designated by the EOC organization chart. If applicable, receive a debriefing from the staff member that you are relieving.

Review your specific position checklists.

Report to your work area and put on your position identifier and start activity log.

Determine your personal operating location and set up as necessary

Open and maintain an Activity Log by documenting all actions and decisions. (Ensure that your Activity Log(s) is given to the Planning & Intelligence Chief when completed and/or at the end of shift.)

Make frequent notes to capture information specifically related to major aspects of the event.

Ensure the documentation of personnel hours worked and volunteer hours worked in all areas relevant to the City emergency response.

Set up any necessary special account numbers to track personnel costs for the emergency.

Provide all sections with appropriate emergency event time sheets, forms, and/or information necessary for cost recovery.

Ensure the separate accounting of all purchases specifically related to the event.

Ensure that daily personnel time recording documents are prepared and compliance to time policy is met.

Brief the Accounting & Record-Keeping Branch Director on current problems, recommendations, outstanding issues, and follow-up requirements.

## Intermediate Actions

Participate in all applicable Section and Branch meetings and EOC briefings.

Obtain copies of all APs.

Maintain all required records and documentation to support the After-Action Report and the history of the event:

- Messages received
- Actions taken
- Decision justification and documentation
- Requests filled
- APs as disseminated

Refer all contacts with the media to the PIO.

Work with your EOC supervisor and/or Section Chief if you require additional staffing

for your function.

Request additional resources as needed (computer, phone lines, fax, printer, etc.) through Logistics Section Chief.

Function/operate in a safe manner during your shift.

Observe and assist staff that exhibit signs of stress or fatigue. Report concerns to your Section Chief or the Director of Emergency Services.

Make sure that copies of all records go to the Communications & Documentation Branch Director in the Planning & Intelligence Section at the end of each shift.

Keep the Accounting & Record-Keeping Branch Director informed of status.

Provide summary reports as requested on expenditures due to the emergency.

Coordinate with the Accounting & Record-Keeping Branch Director to identify any special or unusual type of record-keeping or documentation that is necessary.

### **Extended Actions**

Ensure that all communications are copied to the Message Center.

Release time reports for assisting agencies to the respective agency representatives prior to demobilization.

Assist the Finance & Administration Section staff in the development of an After-Action Report for the Planning & Intelligence Section.

Provide any other assistance as requested by the Finance & Administration Section Chief.

Participate in a Critical Event Stress Debriefing session.

### **Shift Completion**

Ensure that your personnel and equipment time records, and a record of expendable materials used are provided to the Cost Accounting Unit of the Finance & Administration Section.

Ensure that all required forms or reports are completed prior to your release and departure.

Ensure that all time sheets and any travel expense claims are completed properly and signed by each employee prior to submitting them.

Thoroughly brief your shift relief on the current status of the event. Ensure that in-progress activities are identified and follow-up requirements are known.

Leave forwarding phone number where you can be reached if different from the employee contact list.

### **Demobilization**

Deactivate the DSR Record-Keeping Unit and close out logs when authorized by the Finance and Administration Chief or the Director of Emergency Services.

Ensure that all required forms or reports are completed prior to departure.

Close out activity logs and ensure that all relevant status boards are current.

Determine what follow-up actions to your assignment might be required and ensure that any open actions not yet completed will be handled after demobilization.

Ensure that all staff and volunteers attend/participate in a Critical Event Stress Debriefing session.

Leave forwarding phone number where you can be reached if different from the employee contact list.

Provide input to the After-Action Report as directed by your EOC supervisor.

Provide all activity logs to the Planning and Intelligence Chief upon departure.

Ensure your EOC work location is in a ready status and return facility to normal.

Ensure you sign out in EOC logbook.

### Supporting EOC Checklists

1.4.1 EOC Activation

1.4.2 Shift Start-up

1.4.3 On-going Activities

1.4.4 Shift Completion

1.4.5 Demobilization

## 3.8 Field Level Interface with the EOC

The concepts, principles and organizational structure of the ICS will be used in managing field operations. The size, complexity, hazard environment, and objectives of the situation will determine the ICS organizational size and the support that will be required to support field activities. The incident will be managed by objectives to be achieved and those objectives are developed through the use of the action planning process.

Typically, an Incident Commander (IC) will communicate with the OA EOC, either via the DOC or directly, as to the situation and resource status. Members of the IC Command and General Staff will communicate with their counterparts in the EOC using the same communications methods. Some members of the EOC Command or General Staff may be asked to attend briefings or planning meetings at an Incident Command Post.

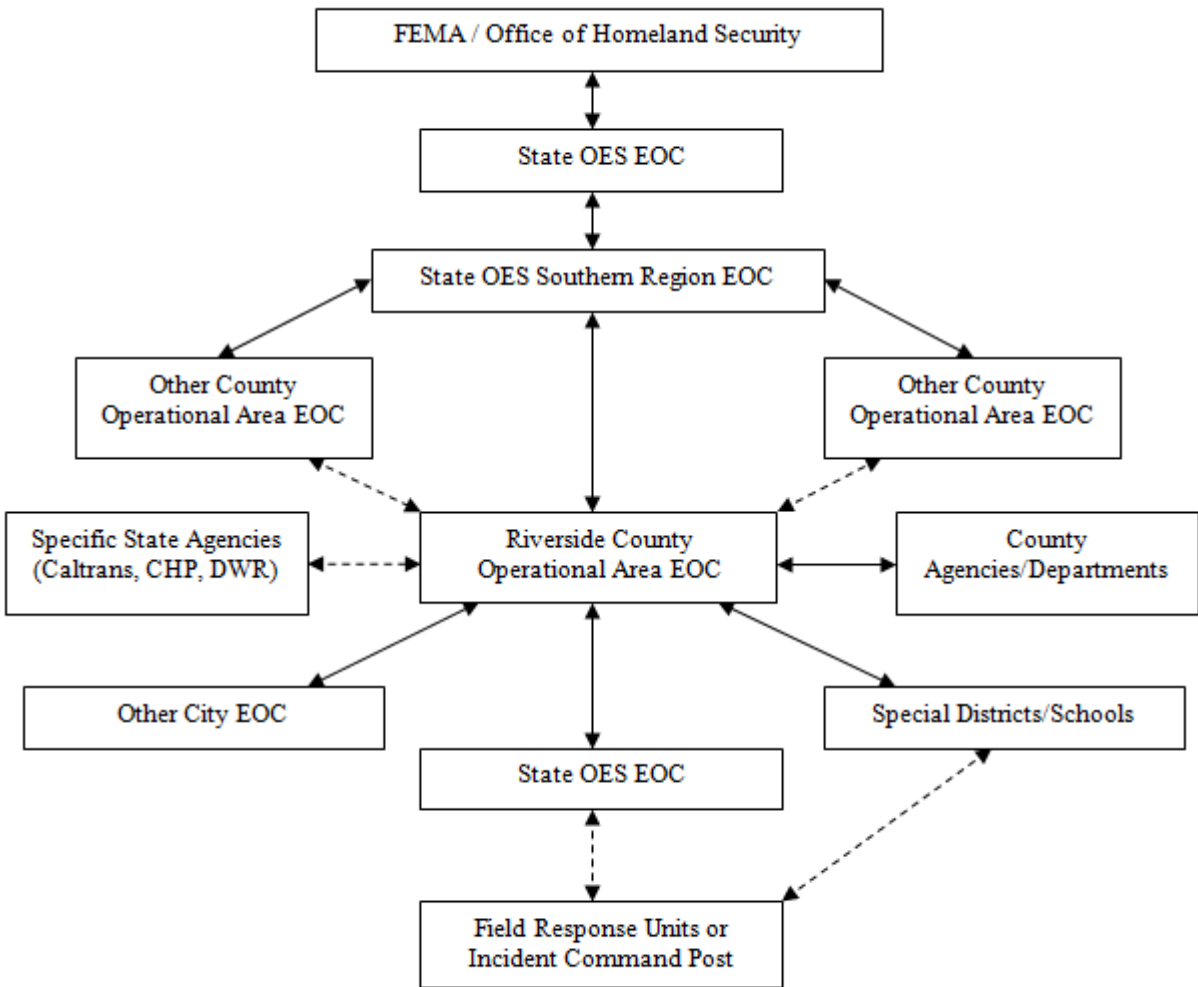


Figure ? - City of Beaumont EOC Interface

### 3.8.1 Field/EOC Communications and Coordination

Typically, field to EOC communications will occur at the Command and General Staff levels or, if they are established, field units will communicate with a Department Operations Center (DOC) who will, in turn, relay the information to the appropriate section/function in the Riverside OA EOC.

The County/OA EOC will communicate situation and resource status information to the Southern REOC via appropriate means.

### 3.8.2 Field/EOC Direction and Control Interface

The Director of Emergency Services, or designee, will establish jurisdictional objectives and priorities and communicate those to everyone in the organization through the EOC Action Plan. The EOC Action Plan does not direct or control field units but supports their activities. Incident Commander(s) will ensure incident objectives and priorities are consistent with those policies



and guidelines established at the county level by the Director of Emergency Services, or designee.

It is the responsibility of Incident Commanders to communicate critical information to the Director of Emergency Services, or designee, in a timely manner.

### **3.8.3 Field/EOC Coordination with Department Operations Centers (DOCs)**

If a department within the County establishes a DOC to coordinate and support their departmental field activities, its location, time of establishment and staffing information will be communicated to the Riverside OA EOC. All communications with the field units of that department will be directed to the DOC who will then relay situation and resource information to the Riverside OA EOC. DOCs act as an intermediate communications and coordination link between field units and the Riverside OA EOC.

## **3.9 EOC Action Plans**

At local, operational area, regional and state levels, the use of EOC action plans provide designated personnel with knowledge of the objectives to be achieved and the steps required for achievement. Action plans not only provide direction, but they also serve to provide a basis for measuring achievement of objectives and overall system performance.

Action planning is an important management tool that involves:

- A process for identifying priorities and objectives for response or recovery efforts
- Documentation of the priorities, objectives, tasks, and personnel assignments

The action planning process should involve the Management Staff and General Staff along with other EOC elements, special district representatives, and other agency representatives as appropriate. The Planning/Intelligence Section is normally responsible for development of the action plan and for facilitation of action planning meetings.

Action plans are developed for a specified operational period that may range from a few hours to 24 hours. The operational period is determined by first establishing a set of priority actions that need to be performed. A reasonable time frame is then established for accomplishing those actions. The action plans need not be complex, but should be sufficiently detailed to guide EOC elements in implementing the priority actions.

## **3.10 After Action/Corrective Action Reports**

SEMS makes it a requirement to complete and transmit an after action report to Cal OES within 90 days of the close of the incident period.

The Emergency Services Act, Section 8607 (f) mandates that the County in cooperation with involved state and local agencies complete an after action report within 120 days after each declared disaster.

An After Action/Corrective Action Report serves the following important functions:

- Provides a source for documenting response and early recovery activities

- Identifies problems and successes during emergency operations
- Analyzes the effectiveness of the different components of SEMS
- Plans corrective action for implementing recommended improvements to existing emergency response efforts

The County of Riverside Emergency Management Department will be responsible for the development of the After Action Report with input from other departments as needed.

## **3.11 Coordination with Emergency Response Levels**

### **3.11.1 Coordination with Field Response Level**

Coordination among SEMS levels is clearly necessary for effective emergency response. In a major emergency, Riverside OA EOC may be activated to coordinate the overall response while the ICS is used by field responders. Incident Commanders may report pertinent information to DOCs, which in turn will report and coordinate with the EOC. When the Riverside OA EOC is directly supporting Incident Command teams, the EOC is operating in a centralized coordination and support mode.

### **3.11.2 Coordination within the Riverside Operational Area**

Coordination and communications should be established between activated local government EOCs and the OA. The communications link may be through the radio system, telephone, fax, email, or amateur radio to ensure notifications, information sharing, and reporting are completed.

### **3.11.3 Coordination with Special Districts**

A special district may serve several communities and county unincorporated areas. Some special districts serve multiple jurisdictions. In an emergency situation, the special district may wish to provide a liaison representative to the Riverside OA EOC to facilitate coordination and communication with the various entities it serves, through appropriate mode of communications.

### **3.11.4 Coordination with Volunteer and Private Sector Agencies**

Riverside OA EOC will establish communication with private and volunteer agencies that assist the county during emergencies, e.g., American Red Cross, Volunteers Active in Disasters (VOAD), faith based organizations, and community-based organizations. These agencies may assign a representative to the Riverside OA EOC as an Agency Representative. Some agencies may have several personnel participating in functional elements in the Riverside OA EOC, e.g., Red Cross personnel may be part of the staffing for the Care and Shelter Unit of the Riverside OA EOC.

Agencies that have countywide response roles and cannot respond to numerous city EOC's should be represented within the Riverside OA EOC. Coordination with volunteer and private agencies that do not have representatives at an EOC may be accomplished through telecommunications, liaison with community councils that represent several agencies, or involvement of agencies in special multi-agency groups on specific issues.

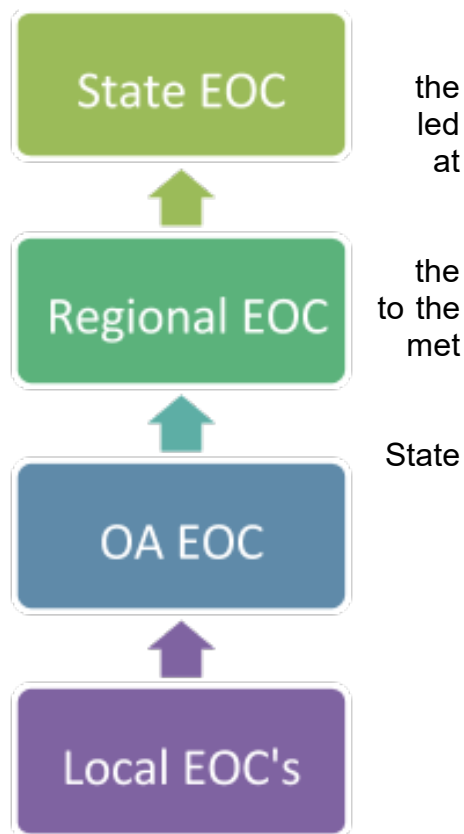
### 3.12 Statewide Emergency Management

Governments at all levels must work together effectively, along with the private sector, business and industry, community based organizations and volunteers, to meet the challenges posed by a disaster.

All resources available within the State that may be applied in disaster response and recovery phases, together with the private sector, are collectively referred to as the California Emergency Organization. During a state of war emergency, a state of emergency, or a local emergency, Cal OES will coordinate the emergency activities of all State agencies (California Emergency Services Act, §8587).

Emergency mutual aid response and recovery activities are generally conducted at the request and under the direction of affected local government. Some emergency responses are by designated State agencies that will be assigned authority those emergencies or disasters.

Resource requests for response and recovery originate at lowest level of government and are progressively forwarded next level until filled. When support requirements cannot be with State resources, the State may request assistance from federal agencies having statutory authority to provide assistance in the absence of presidential declarations. The may also request a Presidential Declaration of an Emergency or Major Disaster under the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93288 as amended.



#### 3.12.1 California Master Mutual Aid Agreement

California's emergency assistance is based on a statewide mutual aid system designed to ensure that additional resources are provided to the state's political subdivisions whenever their own resources are overwhelmed or inadequate. The basis for this system is the *California Disaster and Civil Defense Master Mutual Aid Agreement*, which is entered into by local governments and the State of California. The various departments and agencies within the political subdivisions, municipal corporations, and public agencies agree to assist each other by providing resources during an emergency. The agreement obligates each signatory entity to provide aid to each other during an emergency without expectation of reimbursement. Under specific conditions, federal, and state monies may be appropriated to reimburse public agencies who aid other jurisdictions. If other agreements, memoranda, and contracts are used to provide assistance for consideration, the terms of those documents may affect disaster assistance eligibility and local entities may only be reimbursed if funds are available. This plan promotes the establishment of emergency assistance agreements between public and private sector agencies at all levels.

### 3.12.2 Emergency Management Assistance Compact (EMAC)

California is a signatory to the interstate EMAC; a congressionally ratified organization that provides form, structure, and procedures for rendering emergency assistance between states. Once the governor has declared a state of emergency, Cal OES will assess the needs for the emergency incident. California can then request resources through the EMAC network for assistance provided by other states in the nation. The use of EMAC resolves two of the key issues regarding mutual aid, liability and reimbursement, so that a disaster impacted state can request and receive assistance from other member states quickly and efficiently.

### 3.12.3 Mutual Aid System

The statewide mutual aid system, operating within the framework of the Master Mutual Aid Agreement, allows for the progressive mobilization of resources to and from emergency response agencies, local governments, operational areas, regions, and state with the intent to provide requesting agencies with adequate resources.

The statewide mutual aid system includes several discipline-specific mutual aid systems, such as fire and rescue, law, medical, and public works. The adoption of SEMS and NIMS does not alter these existing systems, but enhances the facilitation of mutual aid through the local government, operational area, regional, and state levels.

Within California, there are several discipline specific mutual aid plans that work in conjunction with the Master Mutual Aid Agreement. These plans derive their authority from the California Emergency Services Act and from the California Disaster and Civil Defense Master Mutual Aid Agreement.

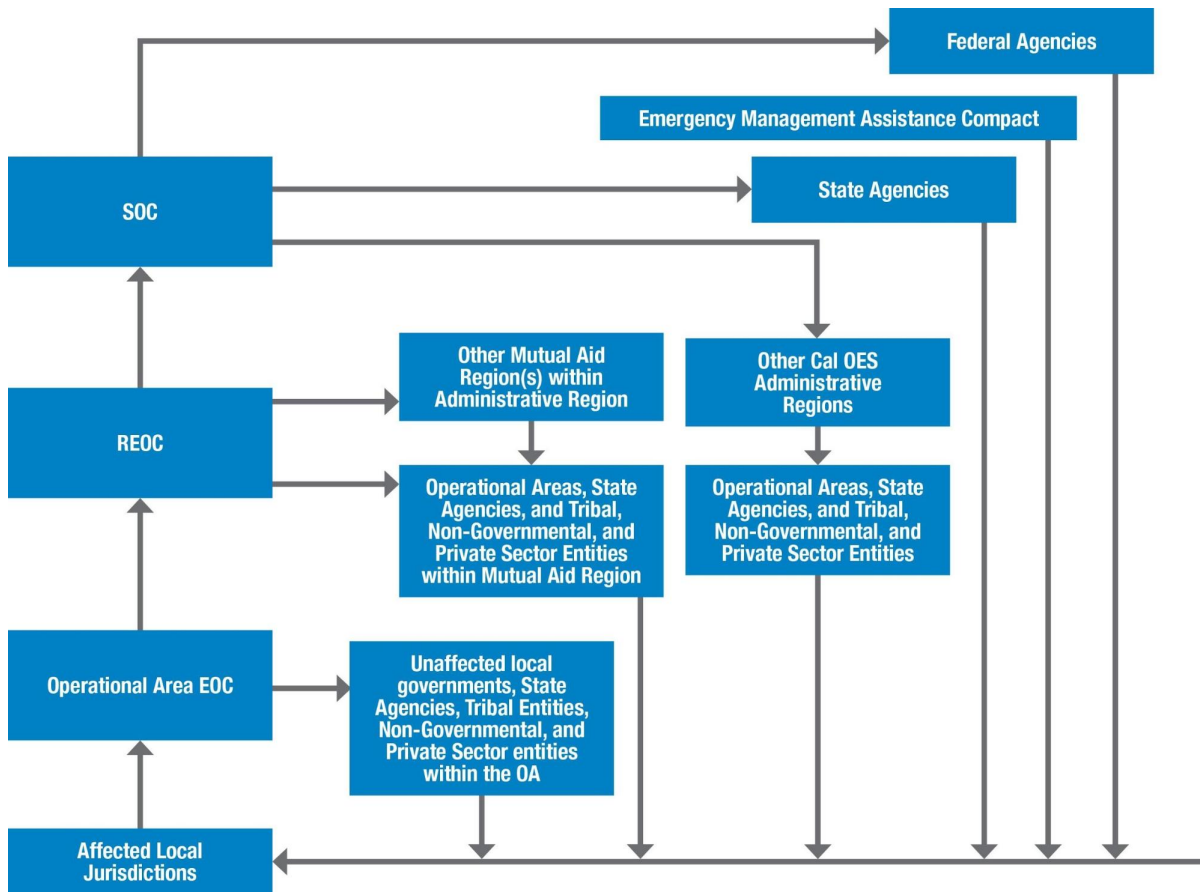
### 3.12.4 Mutual Aid Coordinators

To facilitate mutual aid, discipline-specific mutual aid systems work through designated mutual aid coordinators at the operational area, regional and state levels. The basic role of a mutual aid coordinator is to receive mutual aid requests, coordinate the provision of resources from within the coordinator's geographic area of responsibility and pass on unfilled requests to the next level. Law Enforcement, Fire and Rescue Services, and the Medical Health Operational Coordinator work within existing state mutual aid systems for requests and assignments of mutual aid.

Mutual aid requests that do not fall into one of the discipline-specific mutual aid systems are handled through the emergency services mutual aid system by emergency management staff at the local government, operational area, regional, and state levels. When EOC's are activated, all discipline-specific mutual aid systems should establish coordination and communications within the respective local, operational area, regional, or state EOC's.

Mutual aid system representatives at an EOC may be located in various functional elements (sections, branches, groups, or units) or serve as an agency representative, depending on how the EOC is organized and the extent to which it is activated.

## Figure: Discipline Specific Mutual Aid System



### 3.12.5 Mutual Aid Agreements

Riverside County is a participant in the following mutual aid agreements:

- California Master Mutual Aid Agreement
- California Medical Mutual Aid Agreement
- Region VI Fire and Rescue Operations Plan
- Region VI Law Enforcement Mutual Aid Agreement
- Region VI Public Works Mutual Aid Agreement
- Region VI Medical Services Mutual Aid Agreement
- Emergency Managers Mutual Aid Agreement
- Volunteer and Private Agencies Mutual Aid Agreement
- Riverside Operational Area Agreement

### 3.12.6 Riverside County/OA Mutual Aid Requests

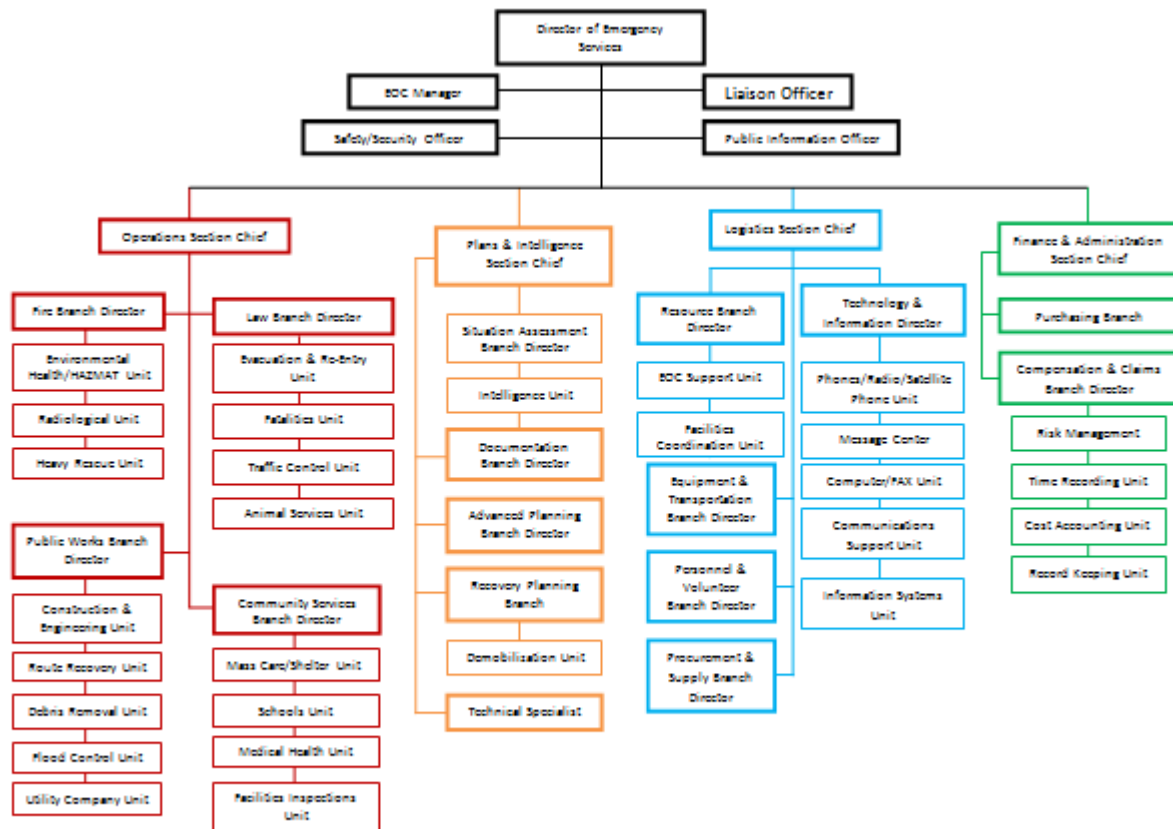
Cities within Riverside County will make mutual aid requests through the Riverside OA EOC. Riverside County will make mutual aid requests through the Cal OES Southern REOC. Requests for Fire and Law Enforcement mutual aid will be made through existing Regional Mutual Aid Coordinators that may be present at the Riverside OA EOC.

### 3.13 City of Beaumont Emergency Organization

The California Emergency Services Act requires the City of Beaumont to manage and

coordinate the overall emergency response and recovery activities within its jurisdiction. The City Director of Emergency Services is responsible to impress into service all officers and employees of City of Beaumont, together with volunteers, groups, and organizations enrolled to aid them during an emergency, to constitute the emergency organization of the city. All departments and agencies will use the ICS for emergency response and provide emergency related information to the Riverside OA EOC. The Emergency Organization chart shows the City departments within the SEMS/NIMS concept.

Figure: City of Beaumont Emergency Organization Chart



EOC Detailed Organization Chart

### 3.13.1 Emergency Proclamations

A Local Emergency may be proclaimed by the City Council or by the City Manager as specified by Ordinance 461 adopted by the City Council. A Local Emergency proclaimed by the Director of Emergency Services (City Manager) must be ratified by the City Council as soon as practicable, but in no case later than the next regularly scheduled City Council meeting. Proclamations will normally be made when there is an actual or threatened existence of a disaster or extreme peril to the safety of persons and property within the territorial limits of a county, city and county, or city, caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy.

The City Council must review, at least every 21 days, the continuing existence of the emergency situation. The City Council must terminate the emergency declaration at the earliest possible date that conditions warrant.

The Declaration of a Local Emergency provides certain legal immunities for emergency actions taken by City of Beaumont employees. This provides protection for the City and the employees.

The proclamation of a Local Emergency provides the governing body with the legal authority to:

- Request that the Governor proclaim a State of Emergency
- Promulgate or suspend orders and regulations necessary to provide for the protection of life and property, including issuing orders or regulations imposing a curfew within designated boundaries
- Exercise full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans, or agreements
- Request state agencies and other jurisdictions to provide mutual aid
- Require the emergency services of any local official or employee
- Requisition necessary personnel and materials from any local department or agency
- Obtain vital supplies and equipment and, if required, immediately commandeer the same for public use
- Impose penalties for violation of lawful orders
- Conduct emergency operations without incurring legal liability for performance or failure of performance (see Article 17 of the Emergency Services Act for privileges/immunities)

### 3.13.2 State of Emergency

A State of Emergency may be proclaimed by the Governor when:

- Conditions of disaster or extreme peril exist which threaten the safety of persons and property within the state caused by natural or man-made incidents
- The Governor is requested to do so by local authorities
- The Governor finds that local authority is inadequate to cope with the emergency
- Mutual aid shall be rendered in accordance with approved emergency plans when the need arises in any county, city and county, or city for outside assistance

When a State of Emergency has been proclaimed:

- The Governor shall, to the extent deemed necessary, have the right to exercise all police power vested in the state by the Constitution and the laws of the State of California within the designated area;
- Jurisdictions may command the aid of citizens as deemed necessary to cope with an emergency
- The Governor may suspend the provisions of orders, rules or regulations of any state agency and any regulatory statute or statute prescribing the procedure for conducting state business
- The Governor may commandeer or make use of any private property or personnel (other than the media) in carrying out the responsibilities of their office
- The Governor may promulgate, issue, and enforce orders and regulations deemed necessary

### **3.13.3 State of War Emergency**

Whenever the Governor proclaims a State of War Emergency, or if a State of War Emergency exists, all provisions associated with a State of Emergency apply, additionally:

- All state agencies and political subdivisions are required to comply with the lawful orders and regulations of the Governor which are made or given within the limits of his authority as provided for in the Emergency Services Act.

## **3.14 Continuity of Government**

Continuity of Government (COG) is the principle of establishing defined procedures that allow a government to continue its essential operations in case of a catastrophic event and ensure an enduring constitutional government. The essential functions are normal operations not disaster response functions. Continuity of Government is operational through the Continuity of Operations Plan which specifies essential functions, alternate facilities, and lines of succession.

### **3.14.1 Alternate Seat of Government**

In general, the seat of City government is where the City Council is sitting and holds meetings. The Council Meetings are held in the Council Chambers at:

Beaumont City Hall  
550 E 6<sup>th</sup> Street  
Beaumont, California 92223

The Mayor or any other member of the City Council may designate alternate or temporary seats of City government should that be necessary. During an extreme emergency, the seat of City government may be moved to the City's EOC, the alternate EOC location, or other location determined to be safe to occupy.

The City's EOC is located at:  
Albert A. Chatigny Senior Center (CRC)  
1310 Oak Valley Parkway  
Beaumont, California 92223



The alternate EOC is located at:  
 Beaumont City Hall  
 550 East 6<sup>th</sup> Street  
 Beaumont, California 92223

The below “Alternate Seat of Government” is strictly for Riverside County.

Section 23600 of the California Government Code provides alternate seats of government:

- The Board of Supervisors shall designate alternative county seats, which may be located outside county boundaries
- Real property cannot be purchased for this purpose
- A resolution designating the alternate county seats must be filed with the Secretary of State
- Additional sites may be designated subsequent to the original site designations if circumstances warrant

In the event the primary location is not usable because of emergency conditions, the city of Indio is designated as the alternate seat of government for the county.

- The alternate seat shall be used at the determination of the Board of Supervisors or the County Director of Emergency Services, or designee, when there is no ability to continue with county business from a location within the general jurisdiction of the city due to war or peacetime emergencies.
- If the alternate seat for the county is activated, all business of the county transacted there shall be legal and binding as if transacted at the county seat.
- Two emergency operating centers shall be maintained to meet emergency contingencies, and shall be maintained in accordance with Board Policy H-14.

### **3.14.2 Lines of Succession**

The first step in assuring continuity of government is to have personnel who are authorized and prepared to carry out emergency actions for government in the event of a natural, technological, or national security disaster. Article 15, Section 8638 of the Emergency Services Act authorizes governing bodies to designate and appoint three standby officers for each member of the governing body and for the chief executive, if not a member of the governing body. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed.

Notification of any successor changes shall be made through the established chain of command. Article 15, Section 8637 of the Emergency Services Act authorizes political subdivisions to provide for the succession of officers (department heads) having duties related to law and order and/or health and safety.

Article 15, Section 8633 of the Emergency Services Act establishes a method for reconstituting the governing body. It authorizes that should all members, including all standbys, be unavailable, temporary officers shall be appointed as follows:

- By the chairman of the board of the county in which the political subdivision is locate;
- By the chairman of the board of any other county within 150 miles (nearest and most populated down to farthest and least populated)
- By the mayor of any city within 150 miles (nearest and most populated down to farthest and least populated)

Article 15, Section 8642 of the Emergency Services Act authorizes local governing bodies to convene as soon as possible whenever a State of War Emergency, State of Emergency, or Local Emergency exists, and at a place not necessarily within the political subdivision. Article 15, Section 8643 of the Emergency Services Act describes the duties of a governing body during emergencies as follows:

- Ascertain the damage to the jurisdiction and its personnel and property
- Reconstitute itself and any subdivisions
- Perform function in preserving law and order and furnishing local services

### 3.14.3 Departmental Lines of Succession

Function / Department	Title / Position

Upon receipt of a warning or the observation that an emergency situation is imminent or likely to occur, the City of Beaumont will initiate actions to prepare for the incident. Beaumont EOC is activated by the City Manager (Pursuant to Ordinance 461). In the event the City Manager is not available to attend or otherwise perform these duties during an emergency , the order of succession shall be:

- 1<sup>st</sup> Alternate: Chief of Police
- 2<sup>nd</sup> Alternate: Fire Chief
- 3<sup>rd</sup> Alternate: Emergency Coordinator
- 4<sup>th</sup> Alternate: Public Works Director

### 3.14.3 Vital Record Retention

Vital records include those records that are essential to the rights and interests of individuals, governments, corporations, and other entities such as vital statistics, land and tax records, license registers, articles of incorporation, and historical information. Vital records also include those records essential for emergency response and recovery operations, including utility system maps, emergency supply and equipment locations, emergency operations plan and procedures, and personnel rosters.

In order to provide normal government operations following a disaster, vital records must be protected. Vital records are both hardcopies and electronic copies of records. It is the responsibility of the City Clerk and Department Heads to ensure that these records are protected. The preservation of vital records is critical to the City's recovery from a catastrophic event. In addition to the information retrieval requirements of response, each response function has a record-keeping component. Although the principal focus of vital records preservation is to support recovery through reimbursement of disaster-related costs, vital records also have a broader and arguably more important function.

### 3.15 Training, Documentation and Exercises

It is the policy of City of Beaumont Emergency Management Team to conduct a Full- Scale Exercise (Multi-jurisdictional) every year and to conduct either a Tabletop or Functional Exercise at least once each year. An actual EOC activation may take the place of a scheduled exercise.

Emergency response exercises allow emergency response personnel to become fully familiar with the procedures, facilities, and systems used during an actual emergency. The EOP and the overall City of Beaumont capability to respond will be tested using a combination of the following exercise types:

- Tabletop Exercise - is an activity in which elected/appointed officials and key staff with emergency management responsibilities are gathered together informally, usually in a conference room, to discuss various simulated emergency situations. An exercise is designed to elicit constructive discussion by the participants without time constraints as they examine and then attempt to resolve problems based on the existing EOP and to test Departmental Plans and procedures. The purpose of the exercise is for participants to evaluate plans and procedures, and to resolve questions of coordination and assignment of responsibilities throughout the exercise in a non-threatening format and under minimum stress. Tabletop Exercises are an effective method of determining if sufficiently robust policies and procedures exist to handle specific situations which may arise during an event.
- Functional Exercise - is an activity designed to test or evaluate the capability of one or multiple functions, or activities within a function. A Functional Exercise is more complex than a Tabletop Exercise in that activities are usually under some type of time constraint with the evaluation/critique coming at the end of the exercise. A Functional Exercise typically takes place in the EOC in conjunction with selected agencies and may include the State OES Southern Region

Federal Government agencies, the Riverside County Operational Area EOC, and/or neighboring Operational Areas' EOCs.

Full-Scale Exercise involves an actual deployment of personnel and equipment throughout a geographic area. It will typically involve the activation of the EOC and multiple agencies, and the establishment of field command posts. This type of exercise includes mobilization of personnel and resources; the actual movement of emergency personnel and resources; and the actual movement of emergency workers, equipment, and resources required to demonstrate coordination and response capability.

In addition to exercises, classroom training is an essential component of preparedness and response. The Emergency Services training program will provide training to employees through the use of classes presented by the Riverside County Operational Area Training Committee, Riverside County OES, CSTI, and FEMA. The objectives of this training program are to:

- Orient City employees (EOC and non-EOC personnel) on the concepts and procedures presented in the EOP;
- Familiarize those assigned to the EOC with the function, equipment, and logistics of the EOC facility; and
- Train all City employees on the organizational concepts associated with SEMS/MINS/ICS according to the recommendations of State OES and the Riverside County Operational Area Training Committee.

The appropriate SEMS/NIMS/ICS training will be provided to all public safety, EOC, and first responder personnel. Each county department is responsible to schedule and document emergency management training for their employees that have been designated with an emergency role.

The core ICS training courses have been revised to reflect lessons learned since their release in 2006. The courses of training will be selected from the following list, commensurate with individual and supervisory responsibilities:

- Introduction to SEMS
- IS-700.a: NIMS An Introduction
- IS-800.b: National Response Framework, An Introduction
- IS-100.b: Introduction to Incident Command System, ICS 100
- IS-200.b: ICS for Single Resources and Initial Action Incidents, ICS 200
- ICS-300: Intermediate ICS for Expanding Incidents
- ICS-400: Advanced ICS Command and General Staff—Complex Incidents

The County of Riverside Emergency Management Department is responsible for coordination and scheduling of regular exercises of this plan to train all necessary County staff in the EOC and proper response to disaster situations.

There are additional courses designed to enhance skills development and are geared towards

fulfilling SEMS/NIMS credentialing tracks. County departments should document the training provided to emergency response personnel. Copies of SEMS/NIMS training records are maintained by the department as follows:

- An individual training record for each person, kept in their personnel file, or in a separate training record file. The name of the course, instructor, location, and date of the course should be included in the training record.
- Maintenance of the individual training record for as long as the person is employed in a position that involves an emergency response role. Records of personnel involved in an actual emergency are archived for five years after the close of a disaster or indefinitely.
- Documentation of the agency's SEMS/NIMS training program including copies of the training materials used, such as instructor syllabus, lesson plans, student notebook, exercises and tests.

Exercises, drills, and actual incidents are a means for improving plans and systems through evaluation of the response activities. Exercises also encourage participation from Operational Area jurisdictions for effective coordination of disaster response capabilities. An After Action Report (AAR) will be developed for exercises and actual incidents. In addition, a Corrective Action Plan process will be completed for implementing improvements outlined in AARs. This system is in accordance with the guidance on SEMS/NIMS implementation.

An exercise is a simulation of a series of emergencies for identified hazards affecting the County. During these exercises, emergency response organizations are required to respond as though a real emergency had occurred. If necessary, the public will be made aware of these exercises through normal media communications. Tabletop, Functional, and Full Scale exercises will be conducted utilizing the concepts and principles of the SEMS/NIMS.

County of Riverside Emergency Management Department will inform County departments and Operational Area partners of training and exercise opportunities associated with emergency management. Those with responsibilities under this plan must ensure their personnel partake in training and exercises in order to effectively carry out their disaster responsibilities. An actual EOC activation may take the place of a scheduled exercise.

### **3.16 Requirements of the Americans with Disabilities Act and California Access and Functional Needs Legislation**

Access to emergency services shall not be denied on the grounds of race, color, national origin, sex, age, or handicap. To ensure that this goal is met, Title II of the ADA requires State and local governments to make their programs and services accessible to persons with disabilities. This requirement extends not only to physical access at government facilities, programs, and events -- but also to policy changes that governmental entities must make to ensure that all people with disabilities and others with access and functional needs can take part in, and benefit from, the programs and services of State and local governments. In addition, governmental entities must ensure effective communication -- including the provision of necessary auxiliary aids and services -- so that people with disabilities and others with access and functional needs can participate in civic life.

The Americans with Disabilities Act of 1990 (ADA) signed into law on July 26, 1990, by

President George H. W. Bush, is a broad civil rights law that prohibits discrimination against people with disabilities and others with access and functional needs, including but not limited to mobility, vision, hearing, cognitive disorders, mental illnesses, and language barriers. In 2008, President George W. Bush signed an updated version of the ADA, which is known as the ADA Amendments Act (ADAAA). The revised law broadens the scope of the definition of what it means to have a disability. These changes went into effect January 1, 2009. These amendments make it easier for individuals who require whole community support services to seek protection under the law.

Riverside County will make every effort to address the needs of individuals who require whole community support services. Initially, priorities are focused on lifesaving operations, evacuations and stabilization of the incident. Riverside County will take into consideration the needs of individuals such as issues with communications, mobility, and accessibility. Included in the County's planning efforts for individuals who require whole community support services are:

- TTD/TTY contact and captioned cable alert for the hearing-impaired
- Spanish/English outreach programs, identified language skills of County employees for interpretation
- ADA compliant access to County facilities and Red Cross shelter facilities
- Identified transportation assistance for those requiring physical assistance
- Reverse 911 telephone system for specific geographic areas
- Notification and warning procedures
- Evacuation considerations
- Emergency transportation issues
- Sheltering requirements
- Accessibility to medications, refrigeration and back-up power
- Accessibility for mobility devices or service animals while in transit or at shelters
- Accessibility to emergency information

### **Access and Functional Needs Planning Guidance**

Riverside County Operational Area received the following guidance from the California Governor's Office of Emergency Services (Cal OES), Office of Access and Functional Needs. Assembly Bill 2311 (Brown, Chapter 520, Statutes of 2016), which added California Government Code section 8593.3, requires each county and city to integrate access and functional needs upon the next update to its emergency response plan. Specifically, jurisdictions must address how it will serve the access and functional needs community in:

- Emergency communications;
- Emergency evacuations; and
- Emergency sheltering.

Part of any successful planning effort is to understand the impacted population(s). The legal requirements are set forth in Government Code section 8593.3, and define access and functional needs as individuals who have:

- Developmental, intellectual or physical disabilities;
- Chronic conditions or injuries;

- Limited English proficiency or non-English speaking;

Or, individuals who are:

- Older adults, children, or pregnant;
- Living in institutional settings;
- Low-income, homeless, and/or transportation disadvantaged; or
- From diverse cultures.

Lessons documented from years of assisting individuals with access and functional needs in disasters show three areas repeatedly identified as needing improvement: communications, evacuation, and sheltering.

### **Emergency communications**

During a disaster, effective communication becomes especially critical. As such, information delivered at press conferences by public officials and broadcasted on television during a disaster needs to be effective, understood, consumable, and actionable by the whole community. Effective communication considerations include:

- Sign Language interpreters for individuals who are deaf or hard of hearing;
- Alternative formats for individuals who are blind/low vision; and
- Translation services for persons with limited English proficiency or for non-English speaking individuals.

### **Emergency evacuation**

When local evacuations become necessary, considerations for the whole community include:

- Accessible transportation options;
- Medical needs; and
- Keeping individuals connected with their families, personal care providers, essential equipment and technologies, and service animals.

Proper planning is essential to a successful evacuation and includes having agreements and partnerships in place with local public and private accessible transportation providers in order to ensure individuals with disabilities and persons with access and functional needs can evacuate safely during emergencies.

Emergency evacuation plans should be viewed as living documents because communities change and integrating the needs of individuals with access and functional needs is a dynamic process. Emergency managers should work and partner with their local disability and whole community stakeholders to regularly practice, review, revise, and update their plans to reflect changes in technology, personnel, and procedures.

### **Sheltering**

Shelters can be stressful environments and may, without proper planning, exacerbate the physical and emotional impacts that survivors with access and functional needs experience during disasters.

Sheltering needs to be inclusive and integrated, not segregated. General population shelters need to be in physically accessible locations and equipped with accessible resources (e.g. bathrooms, cots, showers, etc.) to meet the needs of individuals with access and functional needs in a manner that ensures they can remain with their support systems (e.g. personal care provider, service animal, etc.). Assessing potential sheltering facilities before disasters occur is essential as designated shelters should comply with the requirements of the Americans with Disabilities Act (ADA).

### Additional Resources

The Cal OES Office of Access and Functional Needs has made resources available to assist communities as they integrate access and functional needs within their emergency planning. Two such tools are:

### **The Cal OES Access and Functional Needs Web Map**

To empower emergency managers to identify the access and functional needs-related assets and resources needed to support the health and independence of survivors, the Cal OES Office of Access and Functional Needs partnered with the Cal OES' GIS Division to create the [California AFN Web Map](#) – the first-ever searchable, comprehensive, statewide resource for locating AFN-related assets and resources in California.

Using data from the U.S. Census, the web map contains the following information for every county in the State of California:

- Disability - Total number of individuals in each county with a disability, listed into four categories: hearing difficulty; vision difficulty; cognitive difficulty; and ambulatory difficulty.
- Culture - The ethnicity and primary language(s) spoken at home within each county.
- Age - The age (across the life spectrum) of individuals in every county.

The web map outlines where each of the following resources are located:

- Accessible Hygiene Resources - Showers, toileting, and hand washing stations that meet Americans with Disabilities Act (ADA) standards.
- Accessible Transportation - Organizations providing public transportation services to seniors and individuals with disabilities that meet Americans with Disabilities Act (ADA) standards.
- American Sign Language Interpreting Services - Organizations providing interpretation services for individuals who are deaf or hard of hearing.
- Assistive Technology - Organizations providing devices, equipment or technology systems, and services for individuals with disabilities.
- Community Emergency Response Teams (CERT) Programs - Local programs that educate individuals about disaster preparedness and train them in basic disaster response skills.
- Independent Living Centers - Community-based, non-profit organizations designed and operated by individuals with disabilities.
- Language Translation Services - Organizations providing written text or interpretation services in a language other than English.



- Regional Centers - Non-profit private corporations that contract with the Department of Developmental Services to provide or coordinate services and support for individuals with developmental disabilities.

### **The Cal OES Office of Access and Functional Needs Library**

In order to ensure that community leaders, state agencies, advocacy organizations, emergency managers and others have the best and most current access and functional needs-related planning resources available in an easy to access, one-stop-shop central repository, we created the [OAFN Library](#). The OAFN Library is a comprehensive clearinghouse for access and functional needs-specific best practices, guidance documents, videos, and more. For additional questions regarding access and functional needs contact the Cal OES Office of Access and Functional needs at: [OAFN@caloes.ca.gov](mailto:OAFN@caloes.ca.gov)

The new Government Code reads:

8593.3. (a) A county, including a city and county, shall, upon the next update to its emergency plan, integrate access and functional needs into its emergency plan by addressing, at a minimum, how the access and functional needs population is served by the following:

(1) Emergency communications, including the integration of interpreters, translators, and assistive technology.

(2) Emergency evacuation, including the identification of transportation resources and resources that are compliant with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.) for individuals who are dependent on public transportation.

(3) Emergency sheltering, including ensuring that designated shelters are compliant with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12101 et seq.) or can be made compliant through modification and that showers and bathrooms are fully accessible to all occupants.

(b) For purposes of this section, the “access and functional needs population” consists of individuals who have developmental or intellectual disabilities, physical disabilities, chronic conditions, injuries, limited English proficiency or who are non-English speaking, older adults, children, people living in institutionalized settings, or those who are low income, homeless, or transportation disadvantaged, including, but not limited to, those who are dependent on public transit or those who are pregnant.

#### **3.16.1 Individuals Requiring Whole Community Support Services**

Individuals in need of Whole Community Support Services may include those who have disabilities; who live in institutionalized settings; who are older adults; who are children; who are from diverse cultures; who have limited English proficiency or are non-English speaking; or who are transportation disadvantaged. According to a 2010 study, there are almost 11 million people who require access to Whole Community Support Services in California. The lessons documented from the years of assisting individuals who require whole community support services in disasters show three areas that are repeatedly identified as most important to these

individuals: communications (alert, warning, notification), evacuation (transportation), and sheltering.

### 3.17 Animal Care Considerations

The PETS Act (Pets Evacuation and Transportation Standards Act of 2006) directs that state and local emergency preparedness plans address the needs of people with pets and service animals after a major disaster, including the rescue, care and sheltering of animals. The PETS Act amends the Stafford Act, and requires evacuation plans to take into account the needs of individuals with household pets and service animals, prior to, during, and after a major disaster or emergency. Riverside County has an Animal Control department that will lead the effort to comply with the PETS Act.

In conjunction with the Department of Animal Services, Animal Control officers and shelter attendants will provide for the coordination of evacuation and sheltering of household and service pets in the event of a disaster.

Shelter Name	Areas Served
Animal Friends of the Valleys	Canyon Lake, City of Lake Elsinore, City of Temecula, City of Murrieta
Beaumont Animal Control	City of Beaumont, Banning, Calimesa
Corona Animal Shelter	City of Corona
Moreno Valley Animal Shelter	City of Moreno Valley
Norco Animal Shelter	City of Norco
Palm Springs Animal Shelter	City of Palm Springs
Perris Animal Control	City of Perris (Animals go to Moreno Valley shelter)
Ramona Humane Society	Hemet, Homeland, Nuevo, Romoland, San Jacinto, Sun City, Winchester
Rancho Cucamonga Animal Shelter	City of Rancho Cucamonga
Rancho Mirage Animal Control	City of Rancho Mirage (Animals go to the Coachella Valley Animal Campus)
Riverside County Animal Shelter	Blythe
Riverside County Animal Shelter	Coachella Valley
Riverside County Animal Shelter	Western Riverside
Riverside County Animal Shelter	San Jacinto

These shelters also provide animal control services, shelter and rescue services in the event of animal evacuations. An annex addressing these needs and requirements is attached to this plan.

### 3.18 Communications and Warning

Warning is the process of alerting governmental forces and the general public to the threat of imminent danger. Dependent upon the nature of the threat and the population group at risk, warning can originate at any level of government. Success in saving lives and property is dependent upon timely dissemination of warning and emergency information to persons in threatened areas. Local governments are responsible for warning the populations within their

jurisdiction. Government officials accomplish this using various warning systems and devices that can originate or disseminate information from a central location that is staffed 24 hours a day, typically a communications center.

Riverside County has several systems available for providing disaster information to the public to alert and warn them of impending danger.

### **3.18.1 Emergency Alert System (EAS)**

The Emergency Alert System is designed for the broadcast media to disseminate emergency public information. This system enables the President, as well as federal, state, and local governments to communicate with the general public through commercial broadcast stations.

EAS is operated by the broadcast industry on a volunteer basis according to established and approved EAS plans, standard operating procedures, and within the rules and regulations of the Federal Communications Commission (FCC). EAS can be accessed at federal, state, and local levels to transmit essential information to the public. Message priorities under Part 73.922(a) of the FCC's rules are as follows:

- Priority One - Presidential Messages (carried live)
- Priority Two - EAS Operational (Local) Area Programming
- Priority Three - State Programming
- Priority Four - National Programming and News

State programming originates from the state operations center and is transmitted through the state using the state's CLERS VHF/UHF radio relay stations. California has 30 EAS Operational Areas within radio reception range of EAS stations serving the area. The State message priorities are as follows:

- Priority One - Immediate and positive action without delay is required to save lives
- Priority Two - Actions required for the protection of property and instructions to the public requiring expedient dissemination
- Priority Three - Information to the public and all others

Emergency information is broadcast directly through the transmitters to all broadcasters in Riverside County simultaneously and to special districts and businesses with more than 100 employees, who by law must monitor this frequency. Emergencies that may warrant an alert include an avalanche, child abduction emergency, civil danger or emergencies, evacuations, law enforcement or fire warning, radiological or hazardous materials warnings, flash flooding, and severe weather warnings.

In Riverside County, the EAS is administered under the authority of the Sheriff of Riverside County. Any official requesting an EAS warning or message will request such through the Sheriff's Office Watch Commander or County Fire Department. Messages in Riverside County will be disseminated through the Sheriff's Communications Center. The message must be a voice message that can be prerecorded. All OA partners are authorized to request an EAS activation.

If the Local Programming (LP) 1 EAS station receives an EAS message request, the station

will call-back the requesting communication center using the phone number provided on the separate list to verify authenticity of request. A list of phone numbers for communications centers is provided separately for authentication. It is not for public release, but only for those with a need to know.

**Monitor Assignments**

This FCC Local Area is divided into five (5) Zones comprising two of the largest counties in the United States. No one broadcast station covers one entire county. There are a few locations without adequate California coverage due to terrain and distances. Stations monitor each other for redundancy.

**Station/Facility**

**Monitors:**

**Zone1: INLAND EMPIRE EAS ZONE**

LP1 KFRG 95.1 MHz  
Simulcast KXFG 92.9 MHz

KFI 640, KGGI (FM) 99.1, CLERS 158.790,  
KNWS 162.450 Santa Ana for San Diego NWS

LP2 KGGI 99.1 MHz

KFRG 95.1, NWS 162.45, CLERS 158.790, KFI 640

**Zone 2. COACHELLA VALLEY EAS ZONE**

LP1 KDES 104.7 MHz

KFRG 95.1, NWS 162.400, CLERS 158.790, KCLB  
93.7, KFI 640

LP2 KCLB 93.7 MHz

KDES 104.7, NWS 162.400, CLERS 158.790, KFRG  
95.1

**Zone 3. VICTOR VALLEY EAS ZONE**

LP1 KZXY 102.3 MHz

KGGI 99.1, KFI 640, CLERS 155.910, NWS San  
Diego 162.550 (No LP2)

**Zone 4. MOJAVE DESERT EAS ZONE**

LP1 KHWY 98.9 MHz\*  
KRXV 98.1 MHz\*

KFI 640, KJAT 105.3  
NWS Las Vegas or San Diego to telephone when alert  
imminent \*

KHYZ 99.7 MHz\*  
(\*Trimulcast) (No LP2)

CLERS 155.910 Government Peak

**Zone 5. SOUTH WEST (SW) RIVERSIDE EAS ZONE**

LP1 KATY 101.3 MHz  
(No LP2)

KXFG 92.9 MHz, KFI 640 KHZ  
NWS Las Vegas or San Diego to telephone when alert  
imminent \*

LP2 KXFG 92.9 MHz

KATY 101.3, KFI 640, KWRP

\* Area of incomplete or no NWR coverage, telephone alert arranged with appropriate NWS facility

All stations and CATV control points must monitor two of the following:

- LP1 Station for their area
- LP2 Station for their area
- Out-of-area LP1 (such as KFI, Los Angeles)
- NWR, CLERS or EDIS if capable of being received

Stations unable to reliably receive the LP-1, LP1S, or an LP-1 alternate, must monitor the LP-2 station and one other assignment from paragraph 1.2 above.

In addition, but not in lieu of, any other station listed in 1.1 and 1.2 above are recommended monitoring.

### **3.18.1.1 Integrated Public Alert and Warning System**

Mass media used to alert and warn the American public must now incorporate the use of technologies needed to reach people with disabilities and others with access and functional needs. Executive Order 13407 requires FEMA to “include in the public alert and warning system the capability to alert and warn all Americans, including those with disabilities.” In response, FEMA established the Integrated Public Alert and Warning System (IPAWS).

FEMA’s IPAWS allows authorities to send Wireless Emergency Alerts (WEAs), which are geographically targeted, text-like alerts to the public via their wireless handsets. WEAs use a unique signal and vibration to attract attention, which may be helpful to individuals with hearing or vision loss. Industry partners develop content and/or devices that can be used by individuals with disabilities and others with access and functional needs to receive emergency alerts. The public doesn’t need to sign up to receive WEAs and wireless customers are not charged for the delivery of WEA messages. Wireless carriers sell WEA capable phones with the service already included.

Local alerting authorities must complete the necessary authentication steps to use the Integrated Public Alert and Warning System (IPAWS). Riverside and San Bernardino Counties, as a Local Emergency Communications Committee (LECC), are authorized to use IPAWS.

### **3.18.2 National Warning System (NAWAS)**

NAWAS is a dedicated wire-line system that provides two-way voice communications between the federal warning center, state warning points and local warning points. If the situation ever presents itself, NAWAS is a nationwide system developed to send warnings of impending attack throughout the nation. The system may be activated from two federal facilities that are staffed 24 hours daily: the National Warning Center (North American Air Defense Command, Colorado Springs) and the Alternate National Warning Center (Olney, Maryland).

CALWAS is the State portion of NAWAS that extends to communications and dispatch centers throughout the state. Both state and federal circuits are monitored 24 hours a day at the Warning Center, the alternate point, and each of the local warning points. Circuits then extend

to county warning points. Counties not on this system will receive warning through other means (normally over the California Law Enforcement Telecommunications System (CLETS)).

NAWAS is tested three times daily at unscheduled times. Immediately following the NAWAS test through the Warning Center, the state conducts the CALWAS test through Cal OES. On alternate Wednesdays, the CHP conducts a test at 10:00 a.m. local time.

Backup communications systems for CALWAS alerts include:

- CESFRS - California Emergency Services Fire Radio System
- CESRS - California Emergency Services Radio System
- CLEMARS - California Law Enforcement Mutual Aid Radio System
- CLERS - California Law Enforcement Radio System
- CLETS - California Law Enforcement Telecommunications System

### **3.18.3 California State Warning Center (CSWC)**

The CSWC is a signal and information conduit for Cal OES and a central information hub for statewide emergency communications. The CSWC is under the command and direction of the CHP, and staffed by sworn officers and civilian emergency services communications personnel. The CSWC provides service to all California law enforcement agencies and their officers 24 hours a day, 365 days a year. Additionally, the CSWC will provide the means by which fire service agencies can communicate intelligence information to the FBI.

The following is a list of current functions and responsibilities of the CSWC:

- Facilitates multi-regional and statewide AMBER Alerts
- Carries out critical incident notifications, warnings, and tactical alerts to all involved agencies and organizations
- Conducts computer crime incident notifications
- Conducts homeland security incident notifications
- Conducts hazardous material notifications
- Monitors natural disasters and coordinates emergency response
- Monitors and maintains state and national emergency response communications
- Conducts Governor and executive staff notifications
- Facilitates toxic call-outs (drug labs)

### **3.18.4 Operational Area Satellite Information System (OASIS)**

OASIS is a system that consists of a communications satellite, multiple remote sites, and a hub that allows virtually uninterrupted communication between state, regional, and operational area level EOC's. The system, which uses technology similar to cellular telephones, has 60 channels. When a user picks up the line, the system automatically searches for the best available channel and is capable of conducting six simultaneous voice conversations and one data channel at a rate of 9600 baud.

### **3.18.5 Emergency Digital Information System (EDIS)**

The Emergency Digital Information Service (EDIS) delivers official information about emergencies and disasters to the public and the news media in California. California emergency

bulletins posted to EDIS are available by email and pager from various providers. EDIS has been in operation since 1990, and was upgraded to add image and sound capabilities and to use an advanced satellite datacast technology for reliable statewide service in 1999. People and businesses can receive EDIS messages via their e-mail, wireless cell phone, or pager by registering on the EDIS webpage at <http://edis.oes.ca.gov/> .

### **3.18.6 Public Safety Enterprise Communication (PSEC)**

PSEC is the County's standards-based P25 Phase II system, encrypted, digital radio system that provides communications and greater geographic coverage, reliability, access to data, and enhanced interoperability for Riverside County Fire, Riverside County Sheriff's Department, and non-public safety county departments.

### **3.18.7 County Disaster Net**

The Riverside OA EOC staff uses a low-band radio to communicate countywide with other staff members as well as with City EOCs located in Western Riverside County. The capability exists to link the Western County Disaster Net with the Coachella Valley Disaster Net.

The County Alternate EOC in the Coachella Valley uses a VHF radio system to communicate internally and with City EOCs located in the Coachella Valley.

### **3.18.8 ReddiNet**

ReddiNet is a dedicated emergency medical communications network providing interoperability communications among hospitals, EMS agencies, paramedics, dispatch centers, law enforcement, homeland security, public health officials and other health care system professionals in local and regional communities. ReddiNet is used to multi-casualty incidents, tracking dispatched ambulances and patient locations, verifying hospital Emergency Department status, and communicate bed availability and patient evacuation needs.

### **3.18.9 Satellite Telephones**

The County EOC uses permanent and portable satellite phones to communicate with various cities and agencies that belong to the emergency managers talk group. Satellite phones utilize a high-powered satellite positioned in geostationary orbit, 22,300 miles in the sky, as a repeater. Satellite phones are also an alternate means of communications in the event communications systems are degraded.

### **3.18.10 Radio Amateur Civil Emergency Services (RACES)**

The County utilizes the services of volunteer HAM radio operators to provide an alternate means of communications when primary systems are non-operational for communications where systems do not normally exist. Amateur radio operations are under the leadership of the County of Riverside Emergency Management Department. Riverside County RACES members are registered disaster service workers licensed by the Federal Communications Commission (FCC) for amateur radio service.

### **3.18.11 Riverside County Early Warning Notification System (EWNS)**

The County of Riverside has instituted a system that uses telephones to alert residents and businesses in Riverside County who are affected, threatened, or might be endangered by an emergency event or a disaster. The system uses phone numbers in the region's 9-1-1 database to contact listed and unlisted land-line telephones. It is TTY/TDD capable. If the call is picked up by an answering machine, the system will leave a voice message. Because the 9-1-1 database includes only land-line numbers, other phone numbers must be registered. Voice over Internet protocol (VoIP) or cellular telephones must be registered on the system to be included in the notification system.

### **3.18.12 Social Media**

The County of Riverside utilizes several forms of social media to reach the public including Twitter, Facebook, and YouTube. The county also has a website ([www.countyofriverside.us](http://www.countyofriverside.us) or [www.rivcoready.org](http://www.rivcoready.org)) that can be used to communicate information to the public. In an emergency or disaster, County of Riverside Emergency Management Department or the EOC will post information on these accounts and monitor these accounts for messages and information from the public.

### **3.18.13 Relay Services**

Free relay services are available within the State of California and anywhere in the United States by dialing 711. This service allows individuals with hearing or speech disorders to communicate with all telephone users.



## 4.0 City of Beaumont / Riverside County Recovery Operations

As the Recovery Phase moves from Short Term to Long Term, the City will utilize the County Recovery Plan as a guide for recovery operation. Recovery refers to the measures taken by the County of Riverside following a disaster that will return existence back to normal, or at least as normal as possible. Effective recovery consists of a complex array of interdependent and coordinated actions. Recovery operations are divided into two phases; short term and long term.

### 4.0.1 Short Term Recovery

The first phase of recovery operations is short term. The goal of short-term recovery is to restore local government services to at least minimal capacity operations. Short-term recovery includes:

- Assessment of the extent and severity of damages to homes and other property
- Restoration of services generally available in communities - water, food, and medical assistance
- Repair of damaged homes and property
- Professional counseling when the sudden changes resulting from the emergency have resulted in mental anguish and inability to cope
- Utility and infrastructure restoration
- Expanded social, medical and mental health services
- Re-establishment of County government operations
- Transportation route restoration
- Debris removal and clean-up operation
- Abatement and demolition of hazardous structures

### 4.0.2 Long Term Recovery

Long-term recovery consists of actions that will return the county back to normal pre-disaster levels of service. The County will coordinate with special districts and private utility companies on all efforts to restore utility systems and services during recovery operations. Mental Health services will be coordinated such as Critical Stress Debriefings for emergency response personnel, disaster service workers, and victims of the disaster/event. Oklahoma City Bombing still provides recovery mental health services over 20 years after the incident.

It is critical that the documentation functions during response continue and expand into long term recovery. The major objectives of long-term recovery operations include:

- Coordinated delivery of long-term social and health services
- Improved land use planning
- Re-establishing the local economy to pre-disaster levels
- Recovery of disaster response costs
- Effective integration of hazard mitigation strategies into recovery planning and operations

Failure to strictly account for damage documentation and personnel costs can result in loss of reimbursement.

## **4.1 SEMS Recovery Organization**

The Operational Area plays a different role in recovery than in response. The Operational Area may act as an information and coordination point for its constituent jurisdiction. However, each local jurisdiction, rather than the Operational Area, works directly with state and federal recovery programs.

## **4.2 Damage Assessment**

During the early phase of a disaster, the initial damage from the disaster is estimated due to time constraints related to the response. Plans should include procedures for conducting more detailed surveys to be used in disaster project applications once the recovery process begins.

### **4.2.1 Structural Damage**

Checklists and procedures for survey teams should include the following terms when describing damages, which are limited to the structure and not contents:

- Destroyed - Cost of repair is more than 75% of value
- Major Damage - Cost of repair is greater than 10% of value
- Minor Damage - Cost of repair is less than 10% of value.

## **4.3 Recovery Activities**

Common terms for recovery activities are listed below:

- Category A: Debris Clearance - Clearance of debris, wreckage, demolition, and removal of buildings damaged beyond repair.
- Category B: Protective Measures - Measures to eliminate or lessen immediate threats to life, public health, and safety.
- Category C: Roads & Bridges - All non-emergency work and any that may require more time for decision-making, preparation of detailed design, construction plans, cost estimates, and schedules.
- Category D: Water Control Facilities - Includes flood control, drainage, levees, dams, dikes, irrigation works, and bulkheads.
- Category E: Public Buildings and Equipment - Buildings, vehicles or other equipment, transportation systems, fire stations, supplies or inventory, higher education facilities, libraries, and schools.
- Category F: Utilities - Water supply systems, sanitary sewerage treatment plants, storm drainage, and light/power.
- Category G: Other - Park facilities, public and private non-profit facilities, recreational facilities, and playground equipment.

### 4.3.1 List of Damages

Once a Presidential Disaster Declaration has been made a complete and comprehensive list of all the damage that has occurred needs to be completed by each jurisdiction and transmitted to the Operational Area. The Operational Area will transmit the damage information to the Cal OES Region, who will in turn send it to the State and FEMA. It should include:

- Location of Action/Damage - Geographical location of damaged facility or emergency work
- Description of Action/Damages - Narrative description explaining the nature of the disaster related problem (engineering details are not needed)
- Estimates of Cost - A separate estimate for each facility or system affected

## 4.4 Recovery Reporting and Documentation

Recovery documentation and reporting is the key to recovering eligible emergency response and recovery costs.

### 4.4.1 After-Action Reporting

SEMS regulations require that jurisdictions complete an After Action Report (AAR) within 120 days after each emergency proclamation. Furthermore, the SEMS regulations under Title IX, Division 2, Chapter 1, Section 2450(a) requires any federal, state, or local jurisdiction proclaiming or responding to a Local Emergency for which the governor has declared a *State of Emergency* or *State of War Emergency* shall complete and transmit an AAR to Cal OES within 90 days of the close of the emergency period. Upon completion of the AAR, corrective actions are identified to make recommendations for correcting problems noted in the response/recovery effort, or during exercises and training. Depending on the level of the AAR, corrective action may encompass anything from detailed recommendations for improving individual agency plans and procedures to broader system-wide improvements. Priority corrective actions are assigned to relevant stakeholders and tracked to ensure the identified problem has been addressed.

### 4.4.2 Recovery Documentation

The recovery documentation information should include the location and extent of damage, and estimates of costs for debris removal, emergency work, and repairing or replacing damaged facilities to a non-vulnerable and mitigated condition. The cost of compliance with building codes for new construction, repair, and restoration will also be documented. The cost of improving facilities may be provided under federal hazard mitigation grant programs. Documentation is the key to recovering expenditures related to emergency response and recovery operations. Documentation must begin at the field response level and continue as the disaster unfolds. Included in the Riverside OA EOC Planning/Intelligence Section is a Documentation Branch that will coordinate the collection of all incident documentation for dissemination and filing.

## 4.5 Disaster Assistance

Disaster assistance is divided into two forms: Individual and Public Assistance. Recovery plans should address both types of assistance, methods of acquiring help, restrictions, and other

pertinent information.

#### **4.5.1 Government Assistance to Individuals**

Individual assistance consists of services provided to individuals and private sector businesses.

- Disaster Housing Assistance Program - This is a federal program administered by FEMA that provides temporary housing to disaster victims during presidentially declared disasters.
- Disaster Mortgage and Rental Assistance Program - This program provides grants for home related mortgage or rent payments to disaster victims, who as a result of a disaster have lost their job or business and face foreclosure or eviction from their homes. It is a federal program available under a presidentially declared disaster.
- Housing and Urban Development (HUD) Program - This program is offered to families that meet certain income guidelines and may provide a percentage of the rental cost for a limited period of time to disaster victims. It is also available under a presidentially declared disaster.
- Small Business Administration (SBA) - This program is automatically implemented following a presidential disaster declaration for Individual Assistance, or may be implemented at the request of the governor. It provides low interest loans to businesses and individuals who have suffered disaster losses.
- Individual and Family Grant Program (IFGP) - This is authorized only by a federal disaster declaration. It provides grants to disaster victims who are not eligible for SBA loans.
- Cora Brown Fund - This is authorized only by a federal disaster declaration. The fund provides disaster victims with assistance provided they are not eligible for any other disaster assistance award from the government or other organizations.

#### **4.5.2 Federal Programs**

Under federal disaster assistance programs, documentation must be obtained regarding damage sustained to:

- Roads
- Water control facilities
- Public buildings and related equipment
- Public utilities
- Facilities under construction
- Recreational and parks facilities
- Educational institutions
- Certain private non-profit facilities

The documentation information should include the location and extent of damage and estimates of costs for debris removal, emergency work, and repairing or replacing damaged facilities to pre-disaster conditions. The cost of compliance with building codes for new construction, repair, and restoration will also be documented.

These are only a few federal programs that can be activated under a presidentially declared disaster. Disaster assistance may also be altered by legislation passed at the time of the event.

Other types of assistance may also be made available depending on the disaster.

#### **4.6 Non Profit Volunteer Charitable Organizations**

Volunteer charitable organizations, including VOAD members and other Non-Governmental Organizations, may provide assistance to individuals outside the scope of the Riverside County Recovery Organization.

#### **4.7 Public Assistance**

Public assistance consists of various programs of disaster relief to the public and private non-profit sectors:

- Debris Management
- Individual Assistance (IA)
- Public Assistance (PA)
- Private Nonprofit Program (PNP)
- Safety Assessment Program (SAP)
- Technical Assistance Programs (TAP)
- Laws and Regulations

Public sector includes state and local government (city, county, special district). Private non-profit includes certain eligible Private Nonprofits (PNP) or an Intermediary PNP applicant to receive state assistance for extraordinary costs incurred while providing assistance at the request of local agencies during a state disaster event.

##### **4.7.1 Federal – Robert T Stafford Disaster Relief Act of 1974**

The following is a brief overview of this program:

A Presidential Declaration of Major Disaster or Emergency is required to activate the provisions of this law. Eligible applicants include the following:

- State agencies
- Counties
- Cities
- Special districts
- Schools K-12
- Colleges and institutions of higher education
- Tribal Governments
- Private non-profit organizations organized under § 501(c) 3 of the Internal Revenue Code
- Utilities
- Emergency agencies
- Medical agencies
- Custodial care organizations
- Government services such as: community centers, libraries, homeless shelters, senior citizen centers, and similar facilities open to the general public

### 4.7.2 Joint Field Office

Following a Presidential Declaration of a Major Disaster or Emergency, a Joint Field Office (JFO) will be established in the proximity of the disaster area. The JFO provides the direction and coordination point for federal assistance. Typical functions of the JFO include:

- Management - Coordination of the overall federal assistance programs for Individual and Public Assistance, as well as any existing emergency work
- Public Information - Overall direction of public news releases on the progress of the emergency recovery actions, public notices on obtaining assistance, problems, and other pertinent information
- Liaison - Provides coordination and cooperation with other federal and state agencies
- Operations - Responsible for damage survey teams, outreach activities, and program implementation (i.e., Public Assistance, Individual Assistance, Hazard Mitigation, etc.)
- Planning/Intelligence - Develops action plans, identifies priorities, potential problems, documents the overall recovery actions
- Logistics - Provides materials and resources to perform the tasks associated with recovery
- Finance/Administration - Tracks and monitors costs, approves purchases, audits activities as needed

### 4.7.3 State - California Disaster Assistance Act (CDAA)

The California Disaster Assistance Act provides state financial assistance for recovery efforts to counties, cities, special districts, and certain eligible private non-profit agencies after a Cal OES Director's Concurrence or the Governor's Proclamation. CDAA may be implemented as a "stand alone" funding source following a state disaster.

CDAA is available to counties, cities, and special districts to repair disaster-related damages to public buildings, levees, flood control works, channels, irrigation works, city streets, county roads, bridges, and other public works except those facilities used solely for recreational purposes. This program offers a percentage of the eligible cost to: repair, restore, reconstruct or replace public property or facilities; to cover direct and indirect costs of grant administration with the Cal OES Director's concurrence; and to cover the cost of overtime and supplies used for response. The conditions for implementation of the CDAA are as follows:

- The Cal OES Director must concur with local emergency declaration for permanent restoration assistance;
- The Governor must proclaim a state of emergency for disaster response and permanent restoration assistance; or
- The President must declare a major disaster or emergency for matching fund assistance for cost sharing required under federal public assistance programs

## 4.8 Hazard Mitigation Grant Programs

The Hazard Mitigation Grant Program (HMGP) activities are aimed at reducing or eliminating future damages. Activities include hazard mitigation plans approvable by FEMA and cost-effective hazard mitigation projects. HMGP grants are provided on a cost-share of 75% federal share and 25% non-federal share.

Disaster Mitigation Act of 2000 (DMA2000)(Public Law 106-390) provides the legal basis for FEMA mitigation planning requirements for State, local and Indian Tribal governments as a condition of mitigation grant assistance. DMA 2000 amended the Robert T. Stafford Disaster Relief and Emergency Assistance Act by repealing the previous mitigation planning provisions and replacing them with a new set of requirements that emphasize the need for State, local, and Indian Tribal entities to closely coordinate mitigation planning and implementation efforts. The requirement for a State mitigation plan is continued as a condition of disaster assistance, adding incentives for increased coordination and integration of mitigation activities at the State level through the establishment of requirements for two different levels of state plans.

The Predisaster Hazard Mitigation Act of 2010 (H.R. 1746 111<sup>th</sup>) amended the Robert T. Stafford Relief and Emergency Assistance Act to reauthorize the pre-disaster mitigation program of the Federal Emergency Management System (Disaster Mitigation Act of 2000). This bill was enacted after being signed by the President on January 4, 2011. The Act states that each jurisdiction (counties, cities, towns, and special districts) must have a Local Hazard Mitigation Plan (LHMP) approved by Cal OES in order to be eligible for FEMA pre and post disaster mitigation funds. The objective of the LHMP is to save lives, preserve property, and protect the environment during times of disaster. Riverside County participated in the DMA2000 program and adopted the Riverside County Hazard Mitigation Plan on May 2012.

Federal funding is provided under the Robert T. Stafford Emergency Assistance and Disaster relief Act (The Stafford Act) through FEMA and Cal OES. Cal OES is responsible for identifying program priorities, reviewing applications and forwarding recommendations for funding to FEMA. FEMA has final approval for activity eligibility and funding. The cost of improving facilities may be included. The federal regulations governing the HMGP are found in Title 44 of Code of Federal Regulations (44CFR) Part 206 and Part 13.

Mitigation is critical in reducing or eliminating disaster-related property damage and loss of lives. The immediate post-disaster period presents a rare opportunity for mitigation. During this time officials and citizens are more responsive to mitigation recommendations and unique opportunities to rebuild or redirect development may be available. Recovery plans benefit from addressing mitigation planning as part of the recovery process. The following issues represent some information that would be useful in recovery sections of emergency plans:

- Changes in building codes
- Variances or set-backs in construction
- Zoning, to reduce types of construction in high hazard areas
- Relocation or removal of structures from high hazard zones

## Appendix A – Glossary of Terms

This list contains definitions of terms commonly used in Emergency Management, the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS) and the Incident Command System (ICS)

**Action Plan:** The plan prepared in the EOC containing objectives for the emergency response SEMS level reflecting overall priorities and supporting activities for a designated period. See also Incident Action Plan.

**Activate:** At a minimum, a designated official of the emergency response agency that implements SEMS as appropriate to the scope of the emergency and the agency's role in response to the emergency.

**After Action Report:** A report covering response actions, application of SEMS, modifications to plans and procedures, training needs, and recovery activities. After action reports are required under SEMS after any emergency which requires a declaration of an emergency. Reports are required within 90 days.

**Agency:** An agency is a division of government with a specific function, or a non-governmental organization (e.g., private contractor, business, etc.) that offers a particular kind of assistance. In ICS, agencies are defined as jurisdictional (having statutory responsibility for incident mitigation), or assisting and/or cooperating (providing resources and/or assistance). (See Assisting Agency, Cooperating Agency and Multi-agency.)

**Agency Dispatch:** The agency or jurisdictional facility from which resources are assigned to incidents.

**Agency Executive or Administrator:** Chief executive officer (or designee) of the agency or jurisdiction that has responsibility for the incident.

**Agency Representative:** An individual assigned to an incident or to an EOC from an assisting or cooperating agency that has been delegated authority to make decisions on matters affecting that agency's participation at the incident or at the EOC. Agency Representatives report to the Liaison Officer at the incident, or to the Liaison Coordinator at SEMS EOC levels.

**Air Operations Branch Director:** The person primarily responsible for preparing and implementing the air operations portion of the Incident Action Plan. Also responsible for providing logistical support to helicopters operating on the incident.

**Allocated Resources:** Resources dispatched to an incident.

**Area Command:** An organization established to: 1) oversee the management of multiple incidents that are each being handled by an Incident Command System organization; or 2) to oversee the management of a very large incident that has multiple Incident Management Teams assigned to it. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources based on priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed.

**Assigned Resources:** Resources checked in and assigned work tasks on an incident.

**Assignments:** Tasks given to resources to perform within a given operational period, based upon tactical objectives in the Incident or EOC Action Plan.

**Assistant:** Title for subordinates of the Command Staff positions at the Field SEMS level. The title



indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be used to supervise unit activities at camps.

**Assisting Agency:** An agency directly contributing tactical or service resources to another agency.

**Available Resources:** Incident-based resources which are available for immediate assignment.

**Base:** The location at an incident at which primary logistics functions for an incident are coordinated and administered. There is only one Base per incident. (Incident name or other designator will be added to the term "Base.") The Incident Command Post may be collocated with the Base.

**Branch:** The organizational level at the SEMS Field Level having functional or geographic responsibility for major parts of incident operations. The Branch level is organizationally between Section and Division/Group in the Operations Section, and between Section and Units in the Logistics Section. Branches are identified by the use of Roman Numerals or by functional name (e.g., medical, security, etc.).

**Branch Director:** The ICS title for individuals responsible for supervision of a Branch at the Field Level. At SEMS EOC levels, the title Branch Coordinator is preferred.

**Cache:** A pre-determined complement of tools, equipment and/or supplies stored in a designated location, available for incident use.

**Camp:** A geographical site, within the general incident area, separate from the Incident Base, equipped and staffed to provide sleeping, food, water, and sanitary services to incident personnel.

**Chain of Command:** A series of management positions in order of authority.

**Check-in:** The process whereby resources first report to an incident or into an EOC. Check-in locations at the SEMS Field level include: Incident Command Post (Resources Unit), Incident Base, Camps, Staging Areas, Helibases, Helispots, and Division Supervisors (for direct line assignments).

**Clear Text:** The use of plain English in radio communications transmissions. No Ten Codes or agency specific codes are used when utilizing Clear Text.

**Command:** The act of directing, and/or controlling resources at an incident by virtue of explicit legal, agency, or delegated authority. May also refer to the Incident Commander.

**Command Post:** (See Incident Command Post)

**Command Staff:** The Command Staff at the SEMS Field level consists of the Information Officer, Safety Officer, and Liaison Officer. They report directly to the Incident Commander. They may have an assistant or assistants, as needed. These functions may also be found at the EOC levels in SEMS. At the EOC, they would report to the EOC Director but may be designated as Coordinators. At EOCs, the functions may also be established as Sections, or Branches to accommodate subsequent expansion.

**Communications Unit:** An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to provide the major part of an Incident Communications Center.

**Compacts:** Formal working agreements among agencies to obtain mutual aid.

**Compensation/Claims Unit:** Functional unit within the Finance/Administration Section responsible for financial concerns resulting from property damage, injuries or fatalities at the incident or within an EOC.

**Complex:** Two or more individual incidents located in the same general area that are assigned to a single Incident Commander or to a Unified Command.

**Cooperating Agency:** An agency supplying assistance other than direct tactical or support functions or resources to the incident control effort (e.g., American Red Cross, Telephone Company, etc.).

**Coordination:** The process of systematically analyzing a situation, developing relevant information, and informing appropriate command authority of viable alternatives for selection of the most effective combination of available resources to meet specific objectives. The coordination process (which can be either intra- or inter-agency) does not involve dispatch actions. However, personnel responsible for coordination may perform command or dispatch functions within the limits established by specific agency delegations, procedures, legal authority, etc. Multi-agency or Inter-agency coordination is found at all SEMS levels.

**Coordination Center:** Term used to describe any facility that is used for the coordination of agency or jurisdictional resources in support of one or more incidents.

**Cost Sharing Agreements:** Agreements between agencies or jurisdictions to share designated costs related to incidents. Cost sharing agreements are normally written but may also be verbal between authorized agency or jurisdictional representatives at the incident.

**Cost Unit:** Functional unit within the Finance/Administration Section responsible for tracking costs, analyzing cost data, making cost estimates, and recommending cost-saving measures.

**Delegation of Authority:** A statement provided to the Incident Commander by the Agency Executive delegating authority and assigning responsibility. The Delegation of Authority can include objectives, priorities, expectations, constraints and other considerations or guidelines as needed. Many agencies require written Delegation of Authority to be given to Incident Commanders prior to their assuming command on larger incidents.

**Demobilization Unit:** Functional unit within the Planning Section responsible for assuring orderly, safe and efficient demobilization of incident or EOC assigned resources.

**Department Operations Center (DOC):** A facility used by a distinct discipline, such as flood operations, fire, medical, hazardous material, or a unit, such as Department of Public Works, or Department of Health. Department Operations enters may be used at all SEMS levels above the field response level depending upon the needs of the emergency.

**Deputy Incident Commander:** A fully qualified individual who, in the absence of a superior, could be delegated the authority to manage a functional operation or perform a specific task. In some cases, a Deputy could act as relief for a superior and therefore must be fully qualified in the position. Deputies may also be found as necessary at all SEMS EOC levels.

**Disaster:** A sudden calamitous emergency event bringing great damage loss or destruction.

**Dispatch:** The implementation of a command decision to move a resource or resources from one place to another.

**Dispatch Center:** A facility from which resources are assigned to an incident.

**Division:** Divisions are used to divide an incident into geographical areas of operation. Divisions are identified by alphabetic characters for horizontal applications and, often, by numbers when used in

buildings. Divisions are also used at SEMS EOC levels and are found organizationally between Branches and Units.

**Division or Group Supervisor:** The position title for individuals responsible for command of a Division or Group at an Incident. At the EOC level, the title is Division Coordinator.

**Documentation Unit:** Functional unit within the Planning Section responsible for collecting, recording and safeguarding all documents relevant to an incident or within an EOC.

**Emergency:** A condition of disaster or of extreme peril to the safety of persons and property caused by such conditions as air pollution, fire, flood, hazardous material incident, storm, epidemic, riot, drought, sudden and severe energy shortage, plant or animal infestations or disease, the Governor's warning of an earthquake or volcanic prediction, or an earthquake or other conditions, other than conditions resulting from a labor controversy.

**Emergency Management Coordinator:** The individual within each jurisdiction that is delegated the day to day responsibility for the development and maintenance of all emergency management coordination efforts.

**Emergency Medical Technician (EMT):** A health-care specialist with particular skills and knowledge in pre-hospital emergency medicine.

**Emergency Operations Center (EOC):** A location from which centralized emergency management can be performed. EOC facilities are established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an emergency.

**Emergency Operations Plan:** The plan that each jurisdiction has and maintains for responding to appropriate hazards.

**Emergency Response Agency:** Any organization responding to an emergency, or providing mutual aid support to such an organization, whether in the field, at the scene of an incident, or to an operations center.

**Emergency Response Personnel:** Personnel involved with an agency's response to an emergency.

**Emergency Services Director:** The individual within each political subdivision that has overall responsibility for jurisdiction emergency management. For cities and counties, this responsibility is commonly assigned by local ordinance.

**EOC Action Plan:** The plan developed at SEMS EOC levels which contains objectives, actions to be taken, assignments and supporting information for the next operational period.

**Event:** A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts or sporting events.

**Facilities Unit:** Functional unit within the Support Branch of the Logistics Section at the SEMS Field Response Level that provides fixed facilities for the incident. These facilities may include the Incident Base, feeding areas, sleeping areas, sanitary facilities, etc.

**Field Operations Guide:** A pocket-size manual of instructions on the application of the Incident Command System.

**Finance/Administration Section:** One of the five primary functions found at all SEMS levels which is

responsible for all costs and financial considerations. At the incident the Section can include the Time Unit, Procurement Unit, Compensation/Claims Unit and Cost Unit.

**Food Unit:** Functional unit within the Service Branch of the Logistics Section responsible for providing meals for incident and or EOC personnel.

**Function:** In ICS, function refers to the five major activities in the ICS, i.e., Command, Operations, Planning, Logistics and Finance/Administration. The same five functions also are found at all SEMS EOC levels. At the EOC, the term Management replaces Command. The term function is also used when describing the activity involved, e.g., "the planning function."

**Functional Element:** Refers to a part of the incident, EOC or DOC organization such as section, branch, group or unit.

**General Staff:** The group of management personnel reporting to the Incident Commander or to the EOC Director. They may each have a deputy, as needed. At the Field SEMS level, the General Staff consists of the Operations Section Chief, Planning/Intelligence Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. At the EOC levels, the position titles are Section Coordinators.

**Ground Support Unit:** Functional unit within the Support Branch of the Logistics Section at the SEMS Field Response level that is responsible for the fueling, maintaining and repairing of vehicles, and the transportation of personnel and supplies.

**Group:** Groups are established to divide the incident into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. (See Division.) Groups are located between Branches (when activated) and Resources in the Operations Section.

**Helibase:** The main location for parking, fueling, maintenance, and loading of helicopters operating in support of an incident. It is usually located at or near the incident base.

**Helispot:** Any designated location where a helicopter can safely take off and land. Some helispots may be used for loading of supplies, equipment, or personnel.

**Incident:** An occurrence or event, either human-caused or by natural phenomena, that requires action by emergency response personnel to prevent or minimize loss of life or damage to property and/or natural resources.

**Incident Action Plan:** The plan developed at the field response level which contains objectives reflecting the overall incident strategy and specific tactical actions and supporting information for the next operational period. The plan may be oral or written.

**Incident Base:** Location at the incident where the primary logistics functions are coordinated and administered. The Incident Command Post may be collocated with the Base. There is only one Base per incident.

**Incident Commander:** The individual responsible for the command of all functions at the field response level.

**Incident Command Post (ICP):** The location at which the primary command functions are executed. The ICP may be collocated with the incident base or other incident facilities.

**Incident Command System (ICS):** The nationally used standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, with responsibility for the management of resources to effectively accomplish stated objectives pertinent to an incident.

**Incident Communications Center:** The ICS facility designated for use by the Communications Unit and the Message Center.

**Incident Management Team:** The Incident Commander and appropriate General and Command Staff personnel assigned to an incident.

**Incident Objectives:** Statements of guidance and direction necessary for the selection of appropriate strategy(s), and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow for strategic and tactical alternatives.

**Initial Action or Response:** The actions taken by resources which are the first to arrive at an incident or the resources initially committed to an incident.

**Jurisdiction:** The range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority for incident mitigation. Jurisdictional authority at an incident can be political/geographical (e.g., special district city, county, state or federal boundary lines), or functional (e.g., Sheriff's Office, health department, etc.). (See Multi-jurisdiction.)

**Jurisdictional Agency:** The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function.

**Landing Zone:** (See Helispot.)

**Leader:** The ICS title for an individual responsible for a functional unit, task forces, or teams.

**Liaison Officer:** A member of the Command Staff at the Field SEMS level responsible for coordinating with representatives from cooperating and assisting agencies. At SEMS EOC levels, the function may be done by a Coordinator and/or within a Section or Branch reporting directly to the EOC Director.

**Life-Safety:** Refers to the joint consideration of both the life and physical well-being of individuals.

**Local Government:** Means local agencies per Article 3 of the SEMS regulations. The Government Code 8680.2 defines local agencies as any city, city and county, county, school district or special district.

**Logistics Section:** One of the five primary functions found at all SEMS levels. The Section responsible for providing facilities, services and materials for the incident or at an EOC.

**Management by Objectives:** In SEMS field and EOC levels, this is a top-down management activity which involves a three-step process to achieve the desired goal. The steps are: establishing the objectives, selection of appropriate strategy(s) to achieve the objectives; and the direction or assignments associated with the selected strategy.

**Master Mutual Aid Agreement:** An agreement entered into by and between the State of California, its various departments and agencies, and the various political subdivision, municipal corporations, and other public agencies of the State of California to assist each other by providing resource during an

emergency Mutual aid occurs when two or more parties agree to furnish resources and facilities and to render services to each other to prevent and combat any type of disaster or emergency.

**Medical Unit:** Functional unit within the Service Branch of the Logistics Section at SEMS Field levels responsible for the development of the Medical Emergency Plan, and for providing emergency medical treatment of incident personnel.

**Message Center:** The Message Center is part of the Incident or EOC Communications Center and is collocated or placed adjacent to it. It receives, records, and routes information to appropriate locations at an incident or within an EOC.

**MHOAC:** Medical Health Operational Area Coordinator; a functional position established by Health and Safety Code &1979.153. In the event of a local, State, or federal declaration of emergency, the MHOAC provides a 24 hour, seven day a week capability to staff public health and medical emergency operations.

**Mobilization:** The process and procedures used by all organizations federal, state and local for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

**Multi-Agency or Inter-Agency Coordination:** The participation of agencies and disciplines involved at any level of the SEMS organization working together in a coordinated effort to facilitate decisions for overall emergency response activities, including the sharing of critical resources and the prioritization of incidents.

**Multi-Agency Coordination System (MACS):** The combination of personnel, facilities, equipment, procedures and communications integrated into a common system. When activated, MACS has the responsibility for coordination of assisting agency resources and support in a multi-agency or multijurisdictional environment. A MAC Group functions within the MACS. MACS organizations are used within the California Fire Services.

**Multi-Agency Incident:** An incident where one or more agencies assist a jurisdictional agency or agencies. The incident may be managed under single or unified command.

**Multi-jurisdiction Incident:** An incident requiring action from multiple agencies that have a statutory responsibility for incident mitigation. In ICS these incidents will be managed under Unified Command.

**Mutual Aid Agreement:** Written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request, by furnishing personnel and equipment.

**Mutual Aid Coordinator:** An individual at local government, operational area, region or state level that is responsible to coordinate the process of requesting, obtaining, processing and using mutual aid resources. Mutual Aid Coordinator duties will vary depending upon the mutual aid system.

**Mutual Aid Region:** A mutual aid region is a subdivision of state OES established to assist in the coordination of mutual aid and other emergency operations within a geographical area of the state, consisting of two or more county (operational) areas.

**Operational Area:** An intermediate level of the state emergency organization, consisting of a county and all political subdivisions within the county area.

**Operational Period:** The period of time scheduled for execution of a given set of operation actions as specified in the Incident or EOC Action Plan. Operational Periods can be of various lengths, although usually not over 24 hours.

**Operations Section:** One of the five primary functions found at all SEMS levels. The Section responsible for all tactical operations at the incident, or for the coordination of operational activities at an EOC. The Operations Section at the SEMS Field Response Level can include Branches, Divisions and/or Groups, Task Forces, Teams, Single Resources and Staging Areas. At the EOC levels, the Operations Section would contain Branches or Divisions as necessary because of span of control considerations.

**Out-of-Service Resources:** Resources assigned to an incident but unable to respond for mechanical, rest, or personnel reasons.

**Planning Meeting:** A meeting held as needed throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. On larger incidents, the planning meeting is a major element in the development of the Incident Action Plan. Planning meetings are also an essential activity at all SEMS EOC levels.

**Planning/Intelligence Section:** One of the five primary functions found at all SEMS levels. Responsible for the collection, evaluation, and dissemination of information related to the incident or an emergency, and for the preparation and documentation of Incident or EOC Action Plans. The section also maintains information on the current and forecasted situation, and on the status of resources assigned to the incident. At the SEMS Field Response level, the Section will include the Situation, Resource, Documentation, and Demobilization Units, as well as Technical Specialists.

**Procurement Unit:** Functional unit within the Finance/Administration Section responsible for financial matters involving vendor contracts.

**Public Information Officer (PIO):** A member of the Command Staff responsible for interfacing with the public and media or with other agencies requiring information directly from the incident. There is only one PIO per incident. The PIO may have assistants. At SEMS EOC levels, the information function may be established as a Coordinator or as a section or branch reporting directly to the EOC Director.

**Recorders:** Individuals within ICS or EOC organizational units who are responsible for recording information. Recorders may be found in Planning, Logistics and Finance/Administration Units.

**Regional Emergency Operations Center (REOC):** Facilities found at State OES Administrative Regions. REOCs are used to coordinate information and resources among operational areas and between the operational areas and the state level.

**RDMHS:** Regional Disaster Medical Health Specialist - performs the Medical and Health Branch functions in the REOC, providing support and coordination to the MHOAC

**Reporting Locations:** Specific locations or facilities where incoming resources can check-in at the incident. (See Check-in.)

**Resources:** Personnel and equipment available, or potentially available, for assignment to incidents or to EOCs. Resources are described by kind and type, and may be used in tactical support or supervisory capacities at an incident or at EOCs.

**Resources Unit:** Functional unit within the Planning Section at the SEMS Field Response level responsible for recording the status of resources committed to the incident. The Unit also evaluates resources currently committed to the incident, the impact that additional responding resources will have on the incident, and anticipated resource needs.

**Safety Officer:** A member of the Command Staff at the incident or within an EOC responsible for

monitoring and assessing safety hazards or unsafe situations, and for developing measures for ensuring personnel safety. The Safety Officer may have assistants.

**Section:** That organization level with responsibility for a major functional area of the incident or at an EOC, e.g., Operations, Planning, Logistics, Administration/Finance.

**Section Chief:** The ICS title for individuals responsible for command of functional sections: Operations, Planning/Intelligence, Logistics and Administration/Finance. At the EOC level, the position title will be Section Coordinator.

**Service Branch:** A Branch within the Logistics Section responsible for service activities at the incident. Includes the Communications, Medical and Food Units.

**Single Resource:** An individual, a piece of equipment and its personnel complement, or a crew or team of individuals with an identified work supervisor that can be used on an incident.

**Situation Unit:** Functional unit within the Planning Section responsible for the collection, organization and analysis of incident status information, and for analysis of the situation as it progresses. Reports to the Planning Section Chief.

**Span of control:** The supervisory ratio maintained within an ICS or EOC organization. A span of control of five-positions reporting to one supervisor is considered optimum.

**Special District:** A unit of local government (other than a city, county, or city and county) with authority or responsibility to own, operate or maintain a project (as defined in California Code of Regulations 2900(s) for purposes of natural disaster assistance. This may include a joint powers authority established under section 6500 et seq. of the Code.

**Staging Area:** Staging Areas are locations set up at an incident where resources can be placed while awaiting a tactical assignment. Staging Areas are managed by the Operations Section.

**Staging Area Managers:** Individuals within ICS organizational units that are assigned specific managerial responsibilities at Staging Areas.

**Standardized Emergency Management System (SEMS):** A system required by California Government Code for managing response to multi-agency and multi-jurisdiction emergencies in California. SEMS consists of five organizational levels which are activated as necessary: Field Response, Local Government, Operational Area, Region, and State.

**State Operations Center (SOC):** An EOC facility operated by the California Office of Emergency Services at the state level in SEMS.

**Strategy:** The general plan or direction selected to accomplish incident or EOC objectives.

**Supply Unit:** Functional unit within the Support Branch of the Logistics Section responsible for ordering equipment and supplies required for incident operations.

**Support Branch:** A Branch within the Logistics Section responsible for providing personnel, equipment and supplies to support incident operations. Includes the Supply, Facilities and Ground Support Units.

**Support Resources:** Non-tactical resources under the supervision of the Logistics, Planning, Finance/Administration Sections or the Command Staff.



**Supporting Materials:** Refers to the several attachments that may be included with an Incident Action Plan, e.g., communications plan, map, safety plan, traffic plan, and medical plan.

**Tactical Direction:** Direction given by the Operations Section Chief at the SEMS Field level which includes the tactics appropriate for the selected strategy, the selection and assignment of resources, tactics implementation, and performance monitoring for each operational period.

**Task Force:** A combination of single resources assembled for a particular tactical need, with common communications and a leader.

**Technical Specialists:** Personnel with special skills that can be used anywhere within the ICS or EOC organization.

**Time Unit:** Functional unit within the Finance/Administration Section responsible for recording time for incident or EOC personnel and hired equipment.

**Type:** Refers to resource capability. A Type 1 resource provides a greater overall capability due to power, size, capacity, etc., than would be found in a Type 2 resource. Resource typing provides managers with additional information in selecting the best resource for the task.

**Unified Area Command:** A Unified Area Command is established when incidents under an Area Command are multijurisdictional. (See Area Command and Unified Command.)

**Unified Command:** In ICS, Unified Command is a unified team effort which allows all agencies with responsibility for the incident, either geographical or functional, to manage an incident by establishing a common set of incident objectives and strategies. This is accomplished without losing or abdicating agency authority, responsibility or accountability.

**Unit:** An organizational element having functional responsibility. Units are commonly used in incident Planning, Logistics, or Finance/administration sections and can be used in operations for some applications. Units are also found in EOC organizations.

**Unity of Command:** The concept by which each person within an organization reports to one and only one designated person.

**Appendix B – Resources**

**Appendix C – Contact List**

**Appendix D – Supporting Documentation**



## Staff Report

**TO:** City Council  
**FROM:** Christina Taylor, Community Development Director  
**DATE:** December 7, 2021  
**SUBJECT:** Discussion and Direction on Food Trucks (Motorized, Mobile Food Vendors)

### Background and Analysis:

The City of Beaumont zoning code provides opportunity for restaurants to operate within structures throughout the City. The City also adopted and implemented Chapter 5.66, Sidewalk Vending to comply with SB 946 (street vendor legislation) which allows for non-motorized food vending, among other things, in the public right of way. Since the adoption of SB 946, City staff has received an increase in requests for food truck (motorized mobile food vendors) permits.

The Beaumont Municipal Code does not provide regulations regarding food trucks or other motorized mobile food vendors. Currently, the only manner in which a food truck can obtain a permit in the City is through approval of a temporary use permit application. This permit allows a food truck or other motorized, mobile food vendor to operate on private property, with permission of the property owner, for a maximum of 45 days per calendar year. There is no permit which can be issued allowing operation of a food truck on the public street.

City staff has researched surrounding areas and summarized mobile food vendor information below.

CITY	ORDINANCE	STANDARDS	COMMENTS
County of Riverside	No	No	Mobile Food Guidelines Handbook
County of San Diego	No	No	Guidebook, provides info on Cities within the County

City of Riverside	Yes	Location, lot size, no tables/chairs, no alcohol sales, hours of operation, trash disposal	Ordinance, business license, health dept. permit required Chapter 17.300
Fontana	Yes	Food truck events, insurance or bond required, PD review required, clean up	Food truck events, Sec 15-926
Rialto	No		
Banning	No		
Chino	No		
Chino Hills	Yes	Food truck event, excludes public ROW, review required	Special Events, permit required Chapter 12.36
Duarte	Yes	Allowed on vacant or non-vacant parcels with TUP	Permits required, Chapter 19.124
Eastvale	No		
Grand Terrace	No		
Hemet	Yes	Hours of operation, time limit on operation – 4 hrs., trash, location limitations, location to existing restaurant	Ordinance, business license and Health Dept. permit required Article 18-600
Jurupa Valley	Yes	Hours of operation, no on-site seating, vending in parks prohibited	Ordinance, business license, health dept. permit required Chapter 6.20
Perris	Yes	Hours idling, no alcohol sales, no signage except on truck, on-site seating, parking required, trash disposal	Ordinance, business License, health dept. permit required, public and private standards Chapter 5.17
Montclair	Yes	Event requirements, impervious surface, F.O.G disposal at approved location, alcohol sales only with ABC license,	Ordinance, business license, health dept. permit required Chapter 4.72

**Fiscal Impact:**

Cost to prepare this staff report is approximately \$300.

**Recommended Action:**

Hold discussion and provide direction to City staff on motorized, mobile food vendors.



## Staff Report

**TO:** City Council

**FROM:** John Pinkney, City Attorney

**DATE:** December 7, 2021

**SUBJECT:** Resolution of the City Council of the City of Beaumont Opposing the Federal COVID-19 Vaccine Mandate

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### Background and Analysis:

At the November 16, 2021, City Council Meeting, Mayor Lara requested a future agenda item wherein the City Council would consider rejection of the federal Covid-19 vaccine mandate. This item is submitted to the City Council in furtherance of Mayor Lara's request.

By way of background related to the federal vaccine mandate, on September 9, 2021, President Joe Biden issued an executive order directing the Department of Labor to require all businesses with 100 or more employees ensure their workers are either vaccinated or tested once a week.

On November 4, 2021, the Department of Labor's Occupational Health and Safety Administration (OSHA) adopted emergency temporary standards (ETS) requiring all employers with 100 or more employees to enforce mandatory vaccination requirements by January 4, 2022 or face fines of up to \$13,653 per violation and up to \$136,532 for each willful violation if employers fail to enforce these requirements.<sup>1</sup>

On November 6, 2021, the Fifth Circuit Court of Appeals issued a preliminary injunction restraining OSHA from enforcing its ETS. As of the drafting of this staff report, 32 states

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<sup>1</sup> In states such as California, with OSHA-approved occupational safety and health programs ("State Plans"), state and local government employers with 100 or more employees will be covered by State occupational safety and health requirements, and Cal/OSHA must adopt requirements for state and local employers that are at least as effective as federal OSHA's requirements in this ETS. State Plans may also choose to adopt more protective occupational safety and health requirements (29 USC 667(c)).

have now filed lawsuits to oppose the ETS and on November 17, 2021, these cases were assigned to the Sixth Circuit Court of Appeals.

Due to the current stay on enforcement of the order, qualifying employers are not currently mandated to adopt these requirements pending the outcome of the Sixth Circuit's review.

The City of Beaumont has 180 employees. If the OSHA emergency temporary standards survive these legal challenges and Cal/OSHA adopts a State Plan applicable to the City's employees, it would require the City to enforce mandatory vaccination of its employees.

**Fiscal Impact:**

The estimated cost to prepare this staff report is \$1,000.

**Recommended Action:**

Reject the draft resolution,  
Or adopt the draft resolution by waiving the full reading and adopting by title only,  
"A Resolution of the City Council of the City of Beaumont, California, Supporting the Position Taken by Numerous States that Have Challenged the Emergency Temporary Standards Adopted by the Occupational Health and Safety Administration (OSHA) Imposing Civil Penalties on Certain Employers Who Do Not Enforce Mandatory Vaccination Requirements by January 4, 2022."

**Attachments:**

- A. Resolution

**RESOLUTION NO. \_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BEAUMONT, CALIFORNIA, SUPPORTING THE POSITION TAKEN BY NUMEROUS STATES THAT HAVE CHALLENGED THE EMERGENCY TEMPORARY STANDARDS ADOPTED BY THE OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION (OSHA) IMPOSING CIVIL PENALTIES ON CERTAIN EMPLOYERS WHO DO NOT ENFORCE MANDATORY VACCINATION REQUIREMENTS BY JANUARY 4, 2022**

**WHEREAS**, the United States Constitution protects the rights of states to regulate activity and protect the health, safety and welfare of their residents; and

**WHEREAS**, the 10<sup>th</sup> Amendment to the United States Constitution provides that powers not expressly delegated to the federal government are reserved for the states.

**WHEREAS**, the enumerated powers of Congress do not include the right to regulate public health within the states; and

**WHEREAS**, the President of the United States has issued an executive order directing the Department of Labor (DOL), an administrative agency, to adopt and enforce a requirement that all businesses with 100 or more employees shall ensure that their workers are either vaccinated for the COVID-19 virus or are tested once a week.

**WHEREAS**, the President of the United States did not obtain the approval of Congress to direct the DOL to adopt this requirement; and

**WHEREAS**, the Occupational Health and Safety Administration (OSHA), a division of the DOL, has limited power to issue an emergency mandate; and

**WHEREAS**, the OSHA has now adopted Emergency Temporary Standards (ETS) imposing civil penalties on certain employers who do not enforce mandatory vaccination requirements by January 4, 2022; and

**WHEREAS**, numerous states have initiated litigation challenging OSHA's ETS on constitutional grounds, and the enforcement of the ETS has been stayed pending the resolution of these challenges; and

**WHEREAS**, the members of the City Council of the City of Beaumont have taken an oath to support and defend the Constitution of the United States and believe that the President's vaccine mandate order and subsequent OSHA ETS violate the 10<sup>th</sup> Amendment of the United States Constitution and that OSHA lacked authority to issue the ETS requiring certain employers to mandate that employees be vaccinated or tested weekly; and

**WHEREAS**, the City Council further recognizes that a vaccine mandate imposed on the City of Beaumont is likely to increase turnover rates and cause the City to incur additional recruiting costs.



**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Beaumont supports the position taken by numerous U.S. states that have challenged the ETS and vaccine mandate on constitutional grounds. The Council further resolves that the federal government has overreached its power and constitutional authority by issuing the ETS without congressional approval. The City Council pledges and affirms its sworn duty to preserve, protect and defend the Constitution of the United States.

**PASSED, APPROVED AND ADOPTED** at the regular meeting of the City Council of the City of Beaumont, California, held on the \_\_\_\_ day of \_\_\_\_\_, 2021, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

(Seal)



To: City Council  
From: John O. Pinkney, City Attorney  
Date: November 16, 2021  
Re: List of Pending Litigation Against City of Beaumont

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**Pending Litigation Against the City (does not include litigation initiated by the City)**

1. ***Christian Lee v. City of Beaumont***, Riv. Co. Sup. Case No. RIC 2003005 (Pre-Trial)
2. ***Charles Peters dba Pioneer Mobile Village v. City of Beaumont et. al.***, Riv. Co. Sup. Case No. RIC 1707116 (Appeal)
3. ***Southwest Regional Council of Carpenters v. City of Beaumont***, Riv. Co. Sup. Case no. CVRI2000635 (Pre-Trial)
4. ***Ezekwesili Iloputaife, et. al. v. City of Beaumont et. al.***, EDCV 21-1452-JWH(AGR) (Pleading)