



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers
14050 Olympic Dr, Clearlake, CA

Thursday, February 15, 2024

Regular Meeting 6:00 PM

The City Council meetings are viewable in person in the Council Chambers, via livestreaming on the City's YouTube Channel (https://www.youtube.com/channel/UCTyifT_nKS-3woxEu1ilBXA) or "Lake County PEG TV Live Stream" at <https://www.youtube.com/user/LakeCountyPegTV/featured> and the public may view the meeting via Zoom at the link listed below. The public will not be allowed to provide verbal comment during the meeting if attending via Zoom. The public can submit comments and questions in writing for City Council consideration by commenting via the Q&A function in the Zoom platform or by sending comments to the Administrative Services Director/City Clerk at mswanson@clearlake.ca.us. To give the City Council adequate time to review your questions and comments, you must submit your written emailed comments prior to 4:00 p.m. on the day of the meeting.

AGENDA

MEETING PROCEDURES: *All items on agenda will be open for public comments before final action is taken. Citizens wishing to introduce written material into the record at the public meeting on any item are requested to provide a copy of the written material to the Administrative Services Director/City Clerk prior to the meeting date so that the material may be distributed to the City Council prior to the meeting. Speakers must restrict comments to the item as it appears on the agenda and stay within a three minutes time limit. The Mayor has the discretion of limiting the total discussion time for an item.*

Pursuant to Senate Bill 1100 and the City Council Norms and Procedures, any member of the public making personal, impertinent, and/or slanderous or profane remarks, or who becomes boisterous or belligerent while addressing the City Council, staff or general public, or while attending the City Council meeting and refuses to come to order at the direction of the Mayor/Presiding Officer, shall be removed from the Council Chambers or the Zoom by the sergeant-at-arms or the City Clerk and may be barred from further attendance before the Council during that meeting. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted by the Mayor/Presiding Officer. The Mayor/Presiding Officer may direct the sergeant-at-arms to remove such offenders from the room.

AMERICANS WITH DISABILITY ACT (ADA) REQUESTS

If you need disability related modification, including auxiliary aids or services, to participate in this meeting, please contact Melissa Swanson, Administrative Services Director/City Clerk at the Clearlake City Hall, 14050 Olympic Drive, Clearlake, California 95422, phone (707) 994-8201, ext 106, or via email at mswanson@clearlake.ca.us at least 72 hours prior to the meeting, to allow time to provide for special accommodations.

AGENDA REPORTS

Staff reports for each agenda item are available for review at www.clearlake.ca.us. Any writings or documents pertaining to an open session item provided to a majority of the City Council less than 72 hours prior to the meeting, shall be made available for public inspection on the City's website at www.clearlake.ca.us.

Zoom Link: https://clearlakeca.zoom.us/webinar/register/WN_LjR8L4B5TqOf8CbLuvhAsQ

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. INVOCATION/MOMENT OF SILENCE: *The City Council invites members of the clergy, as well as interested members of the public in the City of Clearlake, to voluntarily offer an invocation before the beginning of its meetings for the benefit and blessing of the City Council. This opportunity is voluntary and invocations are to be less than three minutes, offered in a solemn and respectful tone, and directed at the City Council. Invitational speakers who do not abide by these simple rules of respect and brevity shall be given a warning and/or not invited back to provide a subsequent invocation for a reasonable period of time, as determined appropriate by the City. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the City Council with, nor express the City Council's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the City Council's respect for the diversity of religious denominations and faith represented and practiced among the citizens of Clearlake. If a scheduled invitational speaker does not appear at the scheduled meeting, the Mayor will ask that the City Council observe a moment of silence in lieu of the invocation. More information about the City's invocation policy is available upon request by contacting the Administrative Services Director/City Clerk at (707) 994-8201x106 or via email at mswanson@clearlake.ca.us.*

D. ADOPTION OF THE AGENDA *(This is the time for agenda modifications.)*

E. PRESENTATIONS

1. Presentation of February's Adoptable Dogs
2. Presentation of the North Bay Animal Services Annual Report

F. PUBLIC COMMENT: *This is the time for any member of the public to address the City Council on any matter not on the agenda that is within the subject matter jurisdiction of the City. **The Brown Act, with limited exceptions, does not allow the Council or staff to discuss issues brought forth under Public Comment.** The Council cannot take action on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Please note that comments from the public will also be taken on each agenda item. Comments shall be limited to three (3) minutes per person.*

G. CONSENT AGENDA: *All items listed under the Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items unless a member of the Council requests otherwise, or if staff has requested a change under Adoption of the Agenda, in which case the item will be removed for separate consideration. Any item so removed will be taken up following the motion to approve the Consent Agenda.*

3. Minutes
Recommended Action: Receive and file
4. Warrants
Recommended Action: Receive and file

H. BUSINESS

5. Review and Approve the use and retention of the Development Impact Fees for Fiscal Year 2022-23
Recommended Action: Move to adopt Resolution 2024-05 approving the use and retention of FY 22-23 Development Impact Fees.
6. Adoption of 2nd Amendment to the FY 2023-24 Budget (Resolution 2023-27) for Mid-Year Adjustments; Resolution No. 2024-06
Recommended Action: Adopt Resolution 2024-06 Approving Midyear Budget Adjustments to the FY 23-24 Budget.
7. Consideration of Ratification of Proclamation by the City Manager as the Director of Emergency Services for the City of Clearlake Declaring a Local Emergency for Winter Storms; Resolution No. 2024-07
Recommended Action: Ratify proclamation and adopt resolution
8. Approval of the purchase of shade structures for Austin Park using a Cooperative Purchasing Agreement with Park Planet in the amount of \$147,942.51
Recommended Action: Approve purchase

I. CITY MANAGER AND COUNCILMEMBER REPORTS

J. FUTURE AGENDA ITEMS

K. ADJOURNMENT

POSTED: February 12, 2024

BY:



Melissa Swanson, Administrative Services Director/City Clerk



CITY COUNCIL REGULAR MEETING

Clearlake City Hall Council Chambers
14050 Olympic Dr, Clearlake, CA

Thursday, February 01, 2024

Closed Session 6:00 PM

Regular Meeting 6:00 PM

MINUTES

Zoom Link: <https://clearlakeca.zoom.us/j/82330786605>

A. ROLL CALL

PRESENT

Mayor David Claffey

Vice Mayor Joyce Overton

Council Member Russ Cremer

Council Member Russ Perdock

Council Member Dirk Slooten

B. PLEDGE OF ALLEGIANCE

- C. INVOCATION/MOMENT OF SILENCE:** *The City Council invites members of the clergy, as well as interested members of the public in the City of Clearlake, to voluntarily offer an invocation before the beginning of its meetings for the benefit and blessing of the City Council. This opportunity is voluntary and invocations are to be less than three minutes, offered in a solemn and respectful tone, and directed at the City Council. Invocational speakers who do not abide by these simple rules of respect and brevity shall be given a warning and/or not invited back to provide a subsequent invocation for a reasonable period of time, as determined appropriate by the City. This policy is not intended, and shall not be implemented or construed in any way, to affiliate the City Council with, nor express the City Council's preference for, any faith or religious denomination. Rather, this policy is intended to acknowledge and express the City Council's respect for the diversity of religious denominations and faith represented and practiced among the citizens of Clearlake. If a scheduled invocational speaker does not appear at the scheduled meeting, the Mayor will ask that the City Council observe a moment of silence in lieu of the invocation. More information about the City's invocation policy is available upon request by contacting the Administrative Services Director/City Clerk at (707) 994-8201x106 or via email at mswanson@clearlake.ca.us.*

D. ADOPTION OF THE AGENDA *(This is the time for agenda modifications.)*

There were no changes to the agenda.

Motion made by Council Member Cremer, Seconded by Council Member Slooten.
Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

E. PRESENTATIONS

1. Presentation of a Proclamation Declaring February 2024 as Black History Month
2. Presentation of the Clearlake Police Department's Annual Report

F. PUBLIC COMMENT: *This is the time for any member of the public to address the City Council on any matter not on the agenda that is within the subject matter jurisdiction of the City. **The Brown Act, with limited exceptions, does not allow the Council or staff to discuss issues brought forth under Public Comment.** The Council cannot take action on non-agenda items. Concerns may be referred to staff or placed on the next available agenda. Please note that comments from the public will also be taken on each agenda item. Comments shall be limited to three (3) minutes per person.*

Kristina Tapia suggested a fundraiser for a bigger animal shelter. She stated that there are homeless people with dogs that need help caring for their pets.

Jean Yanich spoke regarding North Bay Animal Services refusal to pick up stray dogs and other service issues she has observed with the organization.

Mariette O'Conner spoke regarding potholes on Huron Street. She feels her street needs to be repaved.

Ellen Valot asked if the algae would be cleared from the lake.

G. CONSENT AGENDA: *All items listed under the Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items unless a member of the Council requests otherwise, or if staff has requested a change under Adoption of the Agenda, in which case the item will be removed for separate consideration. Any item so removed will be taken up following the motion to approve the Consent Agenda.*

Motion made by Council Member Perdock, Seconded by Council Member Cremer.
Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

3. Authorization of an Amendment of Contract with ProEx Construction for the Senior Center Kitchen Remodel Project
Recommended Action: Move to amend the contract with ProEx Construction in the amount of \$20,000.00
4. Adopt Resolution No. 2024-04 Approving Modifications to the Traffic Safety Committee and Mayor Claffey's Appointments to the Committee

Recommended Action: Adopt resolution and approve Mayor Claffey's appointments of Vice Mayor Overton and Councilmember Perdock as Members

5. Warrants

Recommended Action: Receive and file

H. BUSINESS

6. Authorization of an Amendment of Purchase Contract with National Food Equipment for Installation of a Freezer as part of the Senior Center Kitchen Remodel Project
Recommended Action: Move to amend the contract with National Food Equipment in the amount of \$33,000.00

City Manager Flora gave the staff report.

Motion made by Council Member Cremer, Seconded by Council Member Slooten.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member Perdock, Council Member Slooten

7. Consideration of Continuation of Allowing Virtual Public Comment at City Council, Planning Commission, and other Brown Act Meetings
Recommended Action: Discontinue the Use of Virtual Meetings for Public Comment

City Manager Flora and City Clerk Swanson gave the staff report.

It was the consensus of the Council to continue the use of Zoom for meetings and use the chat feature for comments.

I. CITY MANAGER AND COUNCILMEMBER REPORTS

J. FUTURE AGENDA ITEMS

K. CLOSED SESSION

- (8) Conference with Real Property Negotiators: Pursuant to Government Code Section 54956.8. Property Address: 14775 Burns Valley Road, Clearlake; Agency Negotiation: City Manager Alan Flora; Negotiating Parties: August Schmitt; Under Negotiation: Price and terms of payment.
- (9) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION - Initiation of litigation pursuant to Government Code § 54956.9(d)(4): (1 case)

L. ANNOUNCEMENT OF ACTION FROM CLOSED SESSION

City Attorney Jones announced the City Council gave direction to the City Manager to make an offer to purchase 14775 Burns Valley Road, Clearlake.

Motion made by Council Member Cremer, Seconded by Council Member Perdock.

Voting Yea: Mayor Claffey, Vice Mayor Overton, Council Member Cremer, Council Member

Perdock, Council Member Slooten

M. ADJOURNMENT

The meeting adjourned at 7:56 p.m.



Melissa Swanson, Administrative Services Director/City Clerk



Clearlake, CA

Section G, Item 4.

Check Register

Packet: APPKT02682 - 2/1/24 AP CHECK RUN AA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
VEN01085	ACC BUSINESS	02/01/2024	Regular	0.00	608.66	16242
VEN01085	ACC BUSINESS	02/01/2024	Regular	0.00	608.66	16243
000591	ACTION SANITARY	02/01/2024	Regular	0.00	600.00	16244
VEN01168	ADAM J GIORDANO	02/01/2024	Regular	0.00	400.00	16245
VEN01463	ANJELINA PADILLA	02/01/2024	Regular	0.00	100.00	16246
000085	ARAMARK UNIFORM SERVICES	02/01/2024	Regular	0.00	49.31	16247
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	54.15	16248
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	623.79	16249
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	332.55	16250
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	216.26	16251
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	29.87	16252
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	63.36	16253
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	29.36	16254
001397	AT&T CALNET 3	02/01/2024	Regular	0.00	140.54	16255
000068	BOB'S JANITORIAL	02/01/2024	Regular	0.00	875.19	16256
001413	CALIFORNIA BUILDING STANDARDS I	02/01/2024	Regular	0.00	212.40	16257
2404	CALTRONICS	02/01/2024	Regular	0.00	371.18	16258
VEN01312	CAPITOL BARRICADE, INC.	02/01/2024	Regular	0.00	806.33	16259
002133	CHRIS KELLEHER	02/01/2024	Regular	0.00	48.00	16260
VEN01393	CHRISTOPHER WILLIAM INGLIS	02/01/2024	Regular	0.00	75.00	16261
VEN01440	CITIZENS CARING FOR CLEARLAKE	02/01/2024	Regular	0.00	43,165.84	16262
000548	COMPUTER LOGISTICS	02/01/2024	Regular	0.00	1,745.00	16263
000763	COUNTY OF LAKE DEPT. OF INFORM.	02/01/2024	Regular	0.00	311.50	16264
000237	DEPT OF CONSERVATION	02/01/2024	Regular	0.00	857.27	16265
000073	EASTLAKE SANITARY LANDFILL	02/01/2024	Regular	0.00	31.73	16266
VEN01126	ECORP CONSULTING, INC	02/01/2024	Regular	0.00	1,125.00	16267
VEN01108	FAWN CHRISTINE WILLIAMS	02/01/2024	Regular	0.00	75.00	16268
000120	FED EX	02/01/2024	Regular	0.00	135.30	16269
VEN01418	JACK SMALLEY	02/01/2024	Regular	0.00	75.00	16270
001915	LEONARDO FLORES	02/01/2024	Regular	0.00	48.00	16271
2403	LIEBERT CASSIDY WHITMORE	02/01/2024	Regular	0.00	900.00	16272
VEN01123	LOOMIS	02/01/2024	Regular	0.00	607.98	16273
000793	MEDIACOM	02/01/2024	Regular	0.00	1,401.53	16274
VEN01471	MITCHELL SIGNS INC	02/01/2024	Regular	0.00	500.00	16275
002216	MOBILE WIRELESS LLC	02/01/2024	Regular	0.00	2,595.50	16276
001392	OFFICE DEPOT	02/01/2024	Regular	0.00	5.17	16277
000009	OPERATING ENGINEERS LOCAL 3	02/01/2024	Regular	0.00	20.00	16278
001843	PG&E CFM	02/01/2024	Regular	0.00	24.64	16279
001929	QUAN, SMITH & ASSOCIATES	02/01/2024	Regular	0.00	6,208.62	16280
001538	REGIONAL GOVERNMENT SERVICES	02/01/2024	Regular	0.00	1,700.84	16281
002215	ROBERT COKER	02/01/2024	Regular	0.00	75.00	16282
VEN01273	STEVE W. ELLIS - DBA ELLIS RANCH	02/01/2024	Regular	0.00	643.50	16283
VEN01222	TERRY LEE STEWART	02/01/2024	Regular	0.00	75.00	16284
002375	THOMAS DEWALT	02/01/2024	Regular	0.00	1,900.00	16285
000099	U.S. CELLULAR	02/01/2024	Regular	0.00	459.88	16286

Check Register

Vendor Number

VEN01221

Vendor Name

WINE COUNTRY VENTURES, INC

Payment Date

02/01/2024

Payment Type

Regular

Packet: APPKT02682

Section G, Item 4.

A

Discount Amount

0.00

Payment Amount

600.00

Number

16287

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	71	46	0.00	71,531.91
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	0	0	0.00	0.00
	71	46	0.00	71,531.91

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	2/2024	71,531.91
			<u>71,531.91</u>



Clearlake, CA

Packet: APPKT02700 - 2/8/24 AP CHECK RUN AA

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-Accounts Payable						
000591	ACTION SANITARY	02/08/2024	Regular	0.00	317.55	16288
001897	AIRMEDCARE NETWORK	02/08/2024	Regular	0.00	3,845.00	16289
VEN01467	ALLEGION ACCESS TECHNOLOGIES LI	02/08/2024	Regular	0.00	2,172.19	16290
001864	BUSINESS DESIGN SERVICES -ROBER	02/08/2024	Regular	0.00	1,237.50	16291
000024	CLEARLAKE POLICE ASSOCIATION	02/08/2024	Regular	0.00	584.00	16292
002083	COUNTY OF LAKE WATER RESOURCE	02/08/2024	Regular	0.00	1,520.00	16293
000851	ENTERPRISE TOWING	02/08/2024	Regular	0.00	195.00	16294
001199	EUREKA OXYGEN CO	02/08/2024	Regular	0.00	1,032.28	16295
000120	FED EX	02/08/2024	Regular	0.00	128.69	16296
VEN01476	GUARDIAN ALLIANCE TECHNOLOGIE	02/08/2024	Regular	0.00	500.00	16297
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	92.20	16298
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	282.91	16299
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	219.94	16300
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	41.38	16301
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	113.46	16302
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	98.28	16303
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	308.95	16304
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	59.98	16305
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	40.66	16306
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	180.88	16307
000121	HIGHLANDS WATER COMPANY	02/08/2024	Regular	0.00	43.90	16308
002274	JOHN R BENOIT	02/08/2024	Regular	0.00	7,652.63	16309
VEN01472	KAREN ELLEN RAYMER-L&K LOCKSM	02/08/2024	Regular	0.00	163.00	16310
002373	KRISTIANA ANDERSON	02/08/2024	Regular	0.00	24.00	16311
001866	LACO ASSOCIATES	02/08/2024	Regular	0.00	16,792.50	16312
002280	LAW OFFICES OF P SCOTT BROWNE	02/08/2024	Regular	0.00	2,046.43	16313
VEN01329	MCGRATH RENTCORP AND SUBSIDIA	02/08/2024	Regular	0.00	1,124.03	16314
000793	MEDIACOM	02/08/2024	Regular	0.00	650.00	16315
001489	NAPA AUTO PARTS	02/08/2024	Regular	0.00	892.47	16316
002177	NATIONAL BUSINESS FURNITURE	02/08/2024	Regular	0.00	1,737.93	16317
001392	OFFICE DEPOT	02/08/2024	Regular	0.00	334.89	16318
000027	OPERATING ENGINEERS PUBLIC EMF	02/08/2024	Regular	0.00	82,720.00	16319
001513	SAN DIEGO POLICE EQUIPMENT	02/08/2024	Regular	0.00	1,297.21	16320
VEN01336	SSA LANDSCAPE ARCHITECTS, INC.	02/08/2024	Regular	0.00	38,535.00	16321
001952	STEVE FELDER	02/08/2024	Regular	0.00	24.00	16322
002292	TYLER TECHNOLOGIES	02/08/2024	Regular	0.00	33,164.75	16323
000708	VALIC LOCKBOX	02/08/2024	Regular	0.00	470.00	16324

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	47	37	0.00	200,643.59
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	0	0	0.00	0.00
	47	37	0.00	200,643.59

Fund Summary

Fund	Name	Period	Amount
999	Pooled Cash	2/2024	200,643.59
			<u>200,643.59</u>



Clearlake, CA

Payable Detail by Vendor Name

Section G, Item 4.

Packet: APPKT02684 - US BANK JOSE VALENCIA 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	185.50
19932	Invoice	1/17/2024	1/17/2024	1/17/2024	1/17/2024	15.54	0.00	0.00	0.00	15.54
LIGHTER FLINT FOR HOTBOX	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002927
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
LIGHTER FLINT FOR HOTBOX	NA		0.00	0.00	15.54	0.00	0.00	0.00	15.54	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
200-3040-600-230	EQUIPMENT MAINT				15.54	100.00%				
401600135621	Invoice	1/16/2024	1/16/2024	1/16/2024	1/16/2024	61.04	0.00	0.00	0.00	61.04
WATER PACKS FOR THE ROAD CREW	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002928
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WATER PACKS FOR THE ROAD CREW	NA		0.00	0.00	61.04	0.00	0.00	0.00	61.04	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3000-600-235	SUPPLIES				61.04	100.00%				
E68528/3	Invoice	1/16/2024	1/16/2024	1/16/2024	1/16/2024	94.33	0.00	0.00	0.00	94.33
SUPPLIES FOR GRILL AT THE YARD	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002929
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
SUPPLIES FOR GRILL AT THE YARD	NA		0.00	0.00	94.33	0.00	0.00	0.00	94.33	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
220-3065-600-235	SUPPLIES				94.33	100.00%				
U69671/3	Invoice	1/11/2024	1/11/2024	1/11/2024	1/11/2024	14.59	0.00	0.00	0.00	14.59
PROPANE FOR HOTBOX	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002930
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PROPANE FOR HOTBOX	NA		0.00	0.00	14.59	0.00	0.00	0.00	14.59	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
200-3040-600-235	SUPPLIES				14.59	100.00%				

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	4	185.50	0.00	0.00	0.00	185.50	185.50	0.00
Grand Total:		185.50	0.00	0.00	0.00	185.50	185.50	0.00

Account Summary

Account	Name	Amount
100-3000-600-235	SUPPLIES	61.04
Total:		61.04

Account	Name	Amount
200-3040-600-230	EQUIPMENT MAINT	15.54
200-3040-600-235	SUPPLIES	14.59
Total:		30.13

Account	Name	Amount
220-3065-600-235	SUPPLIES	94.33
Total:		94.33



Clearlake, CA

Payable Detail by Vendor Name

Section G, Item 4.

Packet: APPKT02643 - US BANK MICHAEL PERREULT DEC 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					

Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM

Vendor Total: 71.90

3200-436819Invoice12/5/202312/5/202312/5/202312/5/202352.180.000.000.0052.18

WIPE BLADESAP - Accounts PayableNoPayment Date: 2/5/2024Bank Draft: DFT0002891

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
WIPE BLADES	NA	0.00	0.00	52.18	0.00	0.00	0.00	52.18
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
100-2000-600-235	SUPPLIES			52.18	100.00%			

334900860013Invoice12/15/202312/15/202312/15/202312/15/202319.720.000.000.0019.72

RADAR SHIPPING MATERIALSAP - Accounts PayableNoPayment Date: 2/5/2024Bank Draft: DFT0002890

Items								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
RADAR SHIPPING MATERIALS	NA	0.00	0.00	19.72	0.00	0.00	0.00	19.72
Distributions								
Account Number	Account Name	Project Account Key		Amount	Percent			
100-2000-600-235	SUPPLIES			19.72	100.00%			

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	2	71.90	0.00	0.00	0.00	71.90	71.90	0.00
Grand Total:		71.90	0.00	0.00	0.00	71.90	71.90	0.00

Account Summary

Account	Name	Amount
100-2000-600-235	SUPPLIES	71.90
Total:		71.90



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Payable Detail by
Section G, Item 4.

Packet: APPKT02680 - US BANK LEE LAMBERT 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	2,300.00
200027970	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	60.00	0.00	0.00	0.00	60.00
FELDER REGISTRATION CACEO ZOOM TRAIN... AP - Accounts Payable						No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FELDER REGISTRATION CACEO ZOOM T...	NA		0.00	0.00	60.00	0.00	0.00	0.00	60.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-453	TRAVEL & TRAINING				60.00	100.00%				
200027972	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	60.00	0.00	0.00	0.00	60.00
FELDER REGISTRATION CACEO ZOOM TRAIN... AP - Accounts Payable						No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FELDER REGISTRATION CACEO ZOOM T...	NA		0.00	0.00	60.00	0.00	0.00	0.00	60.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-453	TRAVEL & TRAINING				60.00	100.00%				
200027973	Invoice	1/10/2023	1/10/2023	1/10/2023	1/10/2023	60.00	0.00	0.00	0.00	60.00
ANDERSON REGISTRATION CACEO ZOOM T... AP - Accounts Payable						No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ANDERSON REGISTRATION CACEO ZO...	NA		0.00	0.00	60.00	0.00	0.00	0.00	60.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-453	TRAVEL & TRAINING				60.00	100.00%				
200027974	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	60.00	0.00	0.00	0.00	60.00
ANDERSON REGISTRATION CACEO ZOOM T... AP - Accounts Payable						No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
ANDERSON REGISTRATION CACEO ZO...	NA		0.00	0.00	60.00	0.00	0.00	0.00	60.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-453	TRAVEL & TRAINING				60.00	100.00%				
200028073	Invoice	1/16/2024	1/16/2024	1/16/2024	1/16/2024	60.00	0.00	0.00	0.00	60.00
LAMBERT REGISTRATION CACEO ZOMM TRA... AP - Accounts Payable						No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
LAMBERT REGISTRATION CACEO ZOMM...	NA		0.00	0.00	60.00	0.00	0.00	0.00	60.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2010-700-453	TRAVEL & TRAINING				60.00	100.00%				
6S240240KJ760490G	Invoice	1/8/2024	1/8/2024	1/8/2024	1/8/2024	1,000.00	0.00	0.00	0.00	1,000.00
CREDIT FOR POSTAGE AP - Accounts Payable						No				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
CREDIT FOR POSTAGE	NA		0.00	0.00	700.00	0.00	0.00	0.00	700.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-600-236	POSTAGE				700.00	100.00%				

Payable Register

Payable #

Payable Type

Post Date

Payable Date

Due Date

Discount Date

Amount

Tax

Shipping

Section G, Item 4.

Payable Description
Items

Bank Code

On Hold

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
CREDIT FOR POSTAGE Distributions	NA	0.00	0.00	300.00	0.00	0.00	0.00	300.00

Account Number	Account Name	Project Account Key	Amount	Percent
100-2010-600-236	POSTAGE		300.00	100.00%

7HW398373J966892L	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	1,000.00	0.00	0.00	0.00	1,000.00
CREDIT FOR POSTAGE	AP - Accounts Payable			No						

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
CREDIT FOR POSTAGE Distributions	NA	0.00	0.00	700.00	0.00	0.00	0.00	700.00

Account Number	Account Name	Project Account Key	Amount	Percent
371-2045-600-236	POSTAGE		700.00	100.00%

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
CREDIT FOR POSTAGE Distributions	NA	0.00	0.00	300.00	0.00	0.00	0.00	300.00

Account Number	Account Name	Project Account Key	Amount	Percent
100-2010-600-236	POSTAGE		300.00	100.00%

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	7	2,300.00	0.00	0.00	0.00	2,300.00	0.00	2,300.00
Grand Total:		2,300.00	0.00	0.00	0.00	2,300.00	0.00	2,300.00

Account Summary

Account	Name	Amount
100-2010-600-236	POSTAGE	600.00
100-2010-700-453	TRAVEL & TRAINING	60.00
Total:		660.00

Account	Name	Amount
371-2045-600-236	POSTAGE	1,400.00
371-2045-700-453	TRAVEL & TRAINING	240.00
Total:		1,640.00



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Payable Detail by

Section G, Item 4.

Packet: APPKT02644 - US BANK TIM HOBBS DEC 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	2,004.35
026506513	Invoice	12/12/2023	12/12/2023	12/12/2023	12/12/2023	85.35	0.00	0.00	0.00	85.35
UNIFORMS	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002892
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
UNIFORMS	NA		0.00	0.00	85.35	0.00	0.00	0.00		85.35
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-237	UNIFORMS				85.35	100.00%				
111-0172269-3605839										
OFFICE SUPPLIES	Invoice	11/24/2023	11/24/2023	11/24/2023	11/24/2023	27.60	0.00	0.00	0.00	27.60
	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002900
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
OFFICE SUPPLIES	NA		0.00	0.00	27.60	0.00	0.00	0.00		27.60
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2010-600-235	SUPPLIES				27.60	100.00%				
111-2917841-7618625										
VEHCILE STORAGE EQUIPMENT	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	605.68	0.00	0.00	0.00	605.68
	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002899
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
VEHCILE STORAGE EQUIPMENT	NA		0.00	0.00	302.84	0.00	0.00	0.00		302.84
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-235	SUPPLIES				302.84	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
VEHCILE STORAGE EQUIPMENT	NA		0.00	0.00	302.84	0.00	0.00	0.00		302.84
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2010-600-235	SUPPLIES				302.84	100.00%				
112-6624204-1253048										
OFFICE SUPPLIES	Invoice	11/22/2023	11/22/2023	11/22/2023	11/22/2023	31.96	0.00	0.00	0.00	31.96
	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002901
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
OFFICE SUPPLIES	NA		0.00	0.00	31.96	0.00	0.00	0.00		31.96
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2010-600-235	SUPPLIES				31.96	100.00%				
2000046961										
UNIFORMS	Invoice	11/29/2023	11/29/2023	11/29/2023	11/29/2023	611.92	0.00	0.00	0.00	611.92
	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002897
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
UNIFORMS	NA		0.00	0.00	611.92	0.00	0.00	0.00		611.92
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-237	UNIFORMS				611.92	100.00%				
2824780559										
WEB DOMAIN RENEWAL	Invoice	11/29/2023	11/29/2023	11/29/2023	11/29/2023	110.85	0.00	0.00	0.00	110.85
	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002896

Payable Register

Packet: APPKT02644 - US BANK TIM HOBBS DEC 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4. al	
Payable Description	Bank Code									
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WEB DOMAIN RENEWAL Distributions	NA		0.00	0.00	110.85	0.00	0.00	0.00	110.85	
Account Number 100-2000-800-681	Account Name EQUIPMENT & SOFTWARE		Project Account Key		Amount 110.85	Percent 100.00%				
2824783703	Invoice	11/29/2023	11/29/2023	11/29/2023	11/29/2023	115.85	0.00	0.00	0.00	115.85
WEB DOMAIN	AP - Accounts Payable			No	Payment Date: 2/5/2024			Bank Draft:	DFT0002898	
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WEB DOMAIN Distributions	NA		0.00	0.00	115.85	0.00	0.00	0.00	115.85	
Account Number 100-2000-800-681	Account Name EQUIPMENT & SOFTWARE		Project Account Key		Amount 115.85	Percent 100.00%				
333600588174	Invoice	12/2/2023	12/2/2023	12/2/2023	12/2/2023	84.16	0.00	0.00	0.00	84.16
SUPPLIES	AP - Accounts Payable			No	Payment Date: 2/5/2024			Bank Draft:	DFT0002893	
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
SUPPLIES Distributions	NA		0.00	0.00	84.16	0.00	0.00	0.00	84.16	
Account Number 100-2000-600-235	Account Name SUPPLIES		Project Account Key		Amount 84.16	Percent 100.00%				
333600658348	Invoice	12/1/2023	12/1/2023	12/1/2023	12/1/2023	255.98	0.00	0.00	0.00	255.98
SUPPLIES	AP - Accounts Payable			No	Payment Date: 2/5/2024			Bank Draft:	DFT0002894	
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
SUPPLIES Distributions	NA		0.00	0.00	255.98	0.00	0.00	0.00	255.98	
Account Number 100-2000-600-235	Account Name SUPPLIES		Project Account Key		Amount 255.98	Percent 100.00%				
807979-202311-1	Invoice	12/1/2023	12/1/2023	12/1/2023	12/1/2023	75.00	0.00	0.00	0.00	75.00
TRANSUNION FEE	AP - Accounts Payable			No	Payment Date: 2/5/2024			Bank Draft:	DFT0002895	
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
TRANSUNION FEE Distributions	NA		0.00	0.00	75.00	0.00	0.00	0.00	75.00	
Account Number 100-2000-750-561	Account Name CONTRACT SERVICES-MISC		Project Account Key		Amount 75.00	Percent 100.00%				

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	10	2,004.35	0.00	0.00	0.00	2,004.35	2,004.35	0.00
Grand Total:		2,004.35	0.00	0.00	0.00	2,004.35	2,004.35	0.00

Account Summary

Account	Name	Amount
100-2000-600-235	SUPPLIES	642.98
100-2000-600-237	UNIFORMS	697.27
100-2000-750-561	CONTRACT SERVICES-MISC	75.00
100-2000-800-681	EQUIPMENT & SOFTWARE	226.70
100-2010-600-235	SUPPLIES	362.40
Total:		2,004.35



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Payable Detail by
Section G, Item 4.

Packet: APPKT02639 - US BANK NICKI BURRELL DEC 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	2,426.93
#29533965	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	405.95	0.00	0.00	0.00	405.95
STICKERS	AP - Accounts Payable				No	Payment Date: 2/5/2024		Bank Draft:		DFT0002882
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
STICKERS	NA		0.00	0.00	405.95	0.00	0.00	0.00		405.95
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-239	CRIME PREVENTION SUPPLIES				405.95	100.00%				
00096695										
Invoice	12/20/2023	12/20/2023	12/20/2023	12/20/2023	42.97	0.00	0.00	0.00		42.97
CHRISTMAS POTLUCK	AP - Accounts Payable				No	Payment Date: 2/5/2024		Bank Draft:		DFT0002878
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
CHRISTMAS POTLUCK	NA		0.00	0.00	42.97	0.00	0.00	0.00		42.97
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-235	SUPPLIES				42.97	100.00%				
007181										
Invoice	12/20/2023	12/20/2023	12/20/2023	12/20/2023	70.74	0.00	0.00	0.00		70.74
MAILED OFF RADAR EQUIPMENT	AP - Accounts Payable				No	Payment Date: 2/5/2024		Bank Draft:		DFT0002877
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
MAILED OFF RADAR EQUIPMENT	NA		0.00	0.00	70.74	0.00	0.00	0.00		70.74
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-236	POSTAGE				70.74	100.00%				
015928										
Invoice	12/20/2023	12/20/2023	12/20/2023	12/20/2023	12.90	0.00	0.00	0.00		12.90
FURNITURE SLIDERS	AP - Accounts Payable				No	Payment Date: 2/5/2024		Bank Draft:		DFT0002876
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
SLIDERS	NA		0.00	0.00	12.90	0.00	0.00	0.00		12.90
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-235	SUPPLIES				12.90	100.00%				
11451574										
Invoice	12/21/2023	12/21/2023	12/21/2023	12/21/2023	395.21	0.00	0.00	0.00		395.21
SUPPLIES	AP - Accounts Payable				No	Payment Date: 2/5/2024		Bank Draft:		DFT0002874
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
JANITORIAL SUPPLIES	NA		0.00	0.00	395.21	0.00	0.00	0.00		395.21
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2000-600-235	SUPPLIES				395.21	100.00%				
25268185										
Invoice	12/2/2023	12/2/2023	12/2/2023	12/2/2023	481.54	0.00	0.00	0.00		481.54
JACKETS FOR SENG AND SEGOVIANO	AP - Accounts Payable				No	Payment Date: 2/5/2024		Bank Draft:		DFT0002881

Payable Register

Packet: APPKT02639 - US BANK NICKEL RUBBELL DEC 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4.	
Payable Description		Bank Code	On Hold							
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
JACKETS FOR SENG AND SEGOVIANO	NA	0.00	0.00	481.54	0.00	0.00	0.00	481.54		
Distributions										
Account Number	Account Name	Project Account Key		Amount	Percent					
100-2000-600-237	UNIFORMS			481.54	100.00%					
6090779	Invoice	12/21/2023	12/21/2023	12/21/2023	12/21/2023	567.62	0.00	0.00	0.00	567.62
GLOVES	AP - Accounts Payable			No	Payment Date: 2/5/2024		Bank Draft:		DFT0002875	
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
GLOVES	NA	0.00	0.00	567.62	0.00	0.00	0.00	567.62		
Distributions										
Account Number	Account Name	Project Account Key		Amount	Percent					
100-2000-600-235	SUPPLIES			567.62	100.00%					
INVOICE 12927	Invoice	12/11/2023	12/11/2023	12/11/2023	12/11/2023	50.00	0.00	0.00	0.00	50.00
CAPE MEMBERSHIP	AP - Accounts Payable			No	Payment Date: 2/5/2024		Bank Draft:		DFT0002880	
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
CAPE MEMBERSHIP	NA	0.00	0.00	50.00	0.00	0.00	0.00	50.00		
Distributions										
Account Number	Account Name	Project Account Key		Amount	Percent					
100-2000-700-451	MEMBERSHIPS			50.00	100.00%					
INVOICE 12935	Invoice	12/12/2023	12/12/2023	12/12/2023	12/12/2023	400.00	0.00	0.00	0.00	400.00
CAPE TRAINING	AP - Accounts Payable			No	Payment Date: 2/5/2024		Bank Draft:		DFT0002879	
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
CAPE TRAINING	NA	0.00	0.00	400.00	0.00	0.00	0.00	400.00		
Distributions										
Account Number	Account Name	Project Account Key		Amount	Percent					
100-2000-700-453	TRAVEL & TRAINING			400.00	100.00%					

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	9	2,426.93	0.00	0.00	0.00	2,426.93	2,426.93	0.00
Grand Total:		2,426.93	0.00	0.00	0.00	2,426.93	2,426.93	0.00

Account Summary

Account	Name	Amount
100-2000-600-235	SUPPLIES	1,018.70
100-2000-600-236	POSTAGE	70.74
100-2000-600-237	UNIFORMS	481.54
100-2000-600-239	CRIME PREVENTION SUPPLIES	405.95
100-2000-700-451	MEMBERSHIPS	50.00
100-2000-700-453	TRAVEL & TRAINING	400.00
Total:		2,426.93



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Payable Detail by
Section G, Item 4.

Packet: APPKT02685 - US BANK DON WYMER 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	1,623.40
111-0977031-3133063	Invoice	1/16/2024	1/16/2024	1/16/2024	1/16/2024	345.00	0.00	0.00	0.00	345.00
SINK + COUNTER FOR PW OFFICE	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002931
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
SINK + COUNTER FOR PW OFFICE	NA		0.00	0.00	236.76	0.00	0.00	0.00		236.76
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
200-3040-650-341	BUILDING MAINTENANCE				236.76	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
WATRE HEATER FOR PW SINK	NA		0.00	0.00	108.24	0.00	0.00	0.00		108.24
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
200-3040-650-341	BUILDING MAINTENANCE				108.24	100.00%				
11150798	Invoice	1/4/2024	1/4/2024	1/4/2024	1/4/2024	274.89	0.00	0.00	0.00	274.89
VEHICLE LETTERS	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002935
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
VEHICLE LETTERS	NA		0.00	0.00	58.46	0.00	0.00	0.00		58.46
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3000-600-235	SUPPLIES				58.46	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
GLOVES & VEHICLE NUMBERS	NA		0.00	0.00	216.43	0.00	0.00	0.00		216.43
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3000-600-235	SUPPLIES				216.43	100.00%				
111-9304610-6646666	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	43.48	0.00	0.00	0.00	43.48
COIL FOR CHAINSAW	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002933
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
COIL FOR CHAINSAW	NA		0.00	0.00	43.48	0.00	0.00	0.00		43.48
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
200-3040-600-340	VEHICLE FUEL				43.48	100.00%				
120192925040	Invoice	12/27/2023	12/27/2023	12/27/2023	12/27/2023	230.00	0.00	0.00	0.00	230.00
TOOL PROGRAM	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002936
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
TOOL PROGRAM	NA		0.00	0.00	230.00	0.00	0.00	0.00		230.00
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3000-600-235	SUPPLIES				230.00	100.00%				
20032566	Invoice	1/11/2024	1/11/2024	1/11/2024	1/11/2024	16.41	0.00	0.00	0.00	16.41
REPAIR PART FOR CIRRCULAR SAW	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002932

Payable Register

Packet: APPKT02685 - US BANK DOWNTOWN MEMPHIS 1/23/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4.	al
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Payable Description	Bank Code	On Hold
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Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
REPAIR PART FOR CIRRCULAR SAW	NA	0.00	0.00	16.41	0.00	0.00	0.00	16.41

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
200-3040-600-230	EQUIPMENT MAINT		16.41	100.00%

306561	Invoice	12/27/2023	12/27/2023	12/27/2023	12/27/2023	38.62	0.00	0.00	0.00	38.62
LOCKS FOR CONEX BOXES	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002937

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
LOCKS FOR CONEX BOXES	NA	0.00	0.00	38.62	0.00	0.00	0.00	38.62

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
200-3040-600-235	SUPPLIES		38.62	100.00%

SC-C-975842-0N9TW	Invoice	1/9/2024	1/9/2024	1/9/2024	1/9/2024	675.00	0.00	0.00	0.00	675.00
PW CONFERENCE	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:		DFT0002934

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
PW CONFERENCE	NA	0.00	0.00	675.00	0.00	0.00	0.00	675.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
220-3065-700-453	TRAVEL & TRAINING		675.00	100.00%

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	7	1,623.40	0.00	0.00	0.00	1,623.40	1,623.40	0.00
Grand Total:		1,623.40	0.00	0.00	0.00	1,623.40	1,623.40	0.00

Account Summary

Account	Name	Amount
100-3000-600-235	SUPPLIES	504.89
Total:		504.89

Account	Name	Amount
200-3040-600-230	EQUIPMENT MAINT	16.41
200-3040-600-235	SUPPLIES	38.62
200-3040-600-340	VEHICLE FUEL	43.48
200-3040-650-341	BUILDING MAINTENANCE	345.00
Total:		443.51

Account	Name	Amount
220-3065-700-453	TRAVEL & TRAINING	675.00
Total:		675.00



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Payable Detail by
Section G, Item 4.

Packet: APPKT02688 - US BANK TINA VIRAMONTES 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code		On Hold							
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	460.33
112-4124132-7760255	Invoice	1/12/2024	1/12/2024	1/12/2024	1/12/2024	70.11	0.00	0.00	0.00	70.11
SHELF FOR OFFICE	AP - Accounts Payable		No			Payment Date: 2/8/2024		Bank Draft:		DFT0002939
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
SHELF FOR OFFICE	NA		0.00	0.00	70.11	0.00	0.00	0.00	70.11	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-3011-800-681	EQUIPMENT & SOFTWARE				70.11	100.00%				
112-6619910-3293853	Invoice	1/12/2024	1/12/2024	1/12/2024	1/12/2024	106.36	0.00	0.00	0.00	106.36
FOLDING TABLE FOR KITCHEN	AP - Accounts Payable		No			Payment Date: 2/8/2024		Bank Draft:		DFT0002938
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FOLDING TABLE FOR KITCHEN	NA		0.00	0.00	106.36	0.00	0.00	0.00	106.36	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-3011-800-681	EQUIPMENT & SOFTWARE				106.36	100.00%				
112-8421459-0297050	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	166.16	0.00	0.00	0.00	166.16
WAFFLE IRON FOR BUNNY BRUNCH	AP - Accounts Payable		No			Payment Date: 2/8/2024		Bank Draft:		DFT0002941
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
WAFFLE IRON FOR BUNNY BRUNCH	NA		0.00	0.00	166.16	0.00	0.00	0.00	166.16	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-1500-960-238	EVENT/ENTERTAINMENT EXPENSES				166.16	100.00%				
112-8994287-0833052	Invoice	1/11/2024	1/11/2024	1/11/2024	1/11/2024	107.65	0.00	0.00	0.00	107.65
PLASTIC EGGS FOR BUNNY BRUNCH	AP - Accounts Payable		No			Payment Date: 2/8/2024		Bank Draft:		DFT0002940
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
PLASTIC EGGS FOR BUNNY BRUNCH	NA		0.00	0.00	107.65	0.00	0.00	0.00	107.65	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-1500-960-238	EVENT/ENTERTAINMENT EXPENSES				107.65	100.00%				
3SP6GE	Invoice	1/9/2024	1/9/2024	1/9/2024	1/9/2024	402.20	0.00	0.00	0.00	402.20
FLIGHT CPRS CONCFRENCE	AP - Accounts Payable		No			Payment Date: 2/8/2024		Bank Draft:		DFT0002942
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
FLIGHT CPRS CONCFRENCE	NA		0.00	0.00	402.20	0.00	0.00	0.00	402.20	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-1500-700-453	TRAVEL & TRAINING				402.20	100.00%				
CM0000355	Credit Memo	12/23/2023	12/23/2023	12/23/2023	12/23/2023	-392.15	0.00	0.00	0.00	-392.15
BLINDS FOR YOUTH CENTER	AP - Accounts Payable		No			Payment Date: 2/8/2024		Bank Draft:		DFT0002943

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4.	al
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
BLINDS FOR YOUTH CENTER Distributions	NA		0.00	0.00	-392.15	0.00	0.00	0.00	-392.15	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3011-650-341	BUILDING MAINTENANCE				-392.15	100.00%				

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Credit Memo	1	-392.15	0.00	0.00	0.00	-392.15	-392.15	0.00
Invoice	5	852.48	0.00	0.00	0.00	852.48	852.48	0.00
Grand Total:		460.33	0.00	0.00	0.00	460.33	460.33	0.00

Account Summary

Account	Name	Amount
100-1500-700-453	TRAVEL & TRAINING	402.20
100-1500-960-238	EVENT/ENTERTAINMENT EXPENSES	273.81
100-3011-650-341	BUILDING MAINTENANCE	-392.15
100-3011-800-681	EQUIPMENT & SOFTWARE	176.47
Total:		460.33



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Payable Detail by
Section G, Item 4.

Packet: APPKT02642 - US BANK LEE LAMBERT DEC 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	1,538.39
300018913	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	100.00	0.00	0.00	0.00	100.00
CACEO YEARLY MEMBERSHIP LAMBERT	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002885
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
CACEO YEARLY MEMBERSHIP LAMBERT	NA		0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-2010-700-451	MEMBERSHIPS				100.00	100.00%				
300018914	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	100.00	0.00	0.00	0.00	100.00
CACEO YEARLY MEMBERSHIP ANDERSON	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002886
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
CACEO YEARLY MEMBERSHIP ANDERSON	NA		0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-451	MEMBERSHIPS				100.00	100.00%				
300018915	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	100.00	0.00	0.00	0.00	100.00
CACEO YEARLY MEMBERSHIP FELDER	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002887
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
CACEO YEARLY MEMBERSHIP FELDER	NA		0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-451	MEMBERSHIPS				100.00	100.00%				
300018916	Invoice	11/28/2023	11/28/2023	11/28/2023	11/28/2023	100.00	0.00	0.00	0.00	100.00
CACEI YEARLY MEMBERSHIP COPAS	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002888
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
CACEI YEARLY MEMBERSHIP COPAS	NA		0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-451	MEMBERSHIPS				100.00	100.00%				
300019045	Invoice	12/6/2023	12/6/2023	12/6/2023	12/6/2023	100.00	0.00	0.00	0.00	100.00
CACEO YEARLY MEMBERSHIP BREJSKA	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002883
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
CACEO YEARLY MEMBERSHIP BREJSKA	NA		0.00	0.00	100.00	0.00	0.00	0.00	100.00	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
371-2045-700-451	MEMBERSHIPS				100.00	100.00%				
333400738365	Invoice	11/30/2023	11/30/2023	11/30/2023	11/30/2023	38.39	0.00	0.00	0.00	38.39
CHRISTMAS SUPPLIES FOR OFFICE	AP - Accounts Payable				No	Payment Date: 2/5/2024			Bank Draft:	DFT0002884

Payable Register

Packet: APPKT02642 - US BANK LEF LAMBERT DEC 2023

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4.	al
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Payable Description	Bank Code	On Hold
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Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
CHRISTMAS SUPPLIES FOR OFFICE	NA	0.00	0.00	38.39	0.00	0.00	0.00	38.39

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
100-2000-600-235	SUPPLIES		38.39	100.00%

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CREDIT FOR MAILINGS	Invoice	11/27/2023	11/27/2023	11/27/2023	11/27/2023	1,000.00	0.00	0.00	0.00	1,000.00
	AP - Accounts Payable				No	Payment Date: 2/5/2024		Bank Draft:		DFT0002889

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
CREDIT FOR MAILINGS	NA	0.00	0.00	700.00	0.00	0.00	0.00	700.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
371-2045-600-236	POSTAGE		700.00	100.00%

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
CREDIT FOR MAILINGS	NA	0.00	0.00	300.00	0.00	0.00	0.00	300.00

Distributions

Account Number	Account Name	Project Account Key	Amount	Percent
100-2010-600-236	POSTAGE		300.00	100.00%

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	7	1,538.39	0.00	0.00	0.00	1,538.39	1,538.39	0.00
Grand Total:		1,538.39	0.00	0.00	0.00	1,538.39	1,538.39	0.00

Account Summary

Account	Name	Amount
100-2000-600-235	SUPPLIES	38.39
100-2010-600-236	POSTAGE	300.00
100-2010-700-451	MEMBERSHIPS	100.00
Total:		438.39

Account	Name	Amount
371-2045-600-236	POSTAGE	700.00
371-2045-700-451	MEMBERSHIPS	400.00
Total:		1,100.00



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Payable Detail by Section G, Item 4.

Packet: APPKT02679 - US BANK RYAN PETERSON 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	1,067.00
022012	Invoice	1/16/2024	1/16/2024	1/16/2024	1/16/2024	43.14	0.00	0.00	0.00	43.14
RECRUITING/LUNCH		AP - Accounts Payable		No						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
RECRUITING/LUNCH	NA		0.00	0.00	43.14	0.00	0.00	0.00	43.14	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-2000-700-455	RECRUITMENT EXPENSES				43.14	100.00%				
111-208579-7227424	Invoice	1/4/2024	1/4/2024	1/4/2024	1/4/2024	40.74	0.00	0.00	0.00	40.74
UNIFORMS/OUTER BELTS		AP - Accounts Payable		No						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
UNIFORMS/OUTER BELTS	NA		0.00	0.00	40.74	0.00	0.00	0.00	40.74	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-2000-600-237	UNIFORMS				40.74	100.00%				
111-5448534-1097850	Invoice	12/28/2023	12/28/2023	12/28/2023	12/28/2023	25.00	0.00	0.00	0.00	25.00
UNIFORMS/INNER BELTS		AP - Accounts Payable		No						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
UNIFORMS/INNER BELTS	NA		0.00	0.00	25.00	0.00	0.00	0.00	25.00	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-2000-600-237	UNIFORMS				25.00	100.00%				
113-2174008-1240244	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	207.70	0.00	0.00	0.00	207.70
UNIFORMS/DUTY GEAR		AP - Accounts Payable		No						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
UNIFORMS/DUTY GEAR	NA		0.00	0.00	29.35	0.00	0.00	0.00	29.35	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-2000-600-237	UNIFORMS				29.35	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
UNIFORMS/DUTY GEAR	NA		0.00	0.00	178.35	0.00	0.00	0.00	178.35	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-2000-600-237	UNIFORMS				178.35	100.00%				
113-7302896-6683454	Invoice	1/11/2024	1/11/2024	1/11/2024	1/11/2024	9.17	0.00	0.00	0.00	9.17
YANA PHONE CASE		AP - Accounts Payable		No						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
YANA PHONE CASE	NA		0.00	0.00	9.17	0.00	0.00	0.00	9.17	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
100-2000-600-235	SUPPLIES				9.17	100.00%				
2000046757	Invoice	1/11/2024	1/11/2024	1/11/2024	1/11/2024	400.14	0.00	0.00	0.00	400.14
UNIFORMS		AP - Accounts Payable		No						

Payable Register

Packet: APPKT02679 - US BANK RYAN PETERSON 1/12/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4.	al
Payable Description	Bank Code				On Hold					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
UNIFORMS Distributions	NA	0.00	0.00	400.14	0.00	0.00	0.00	400.14

Account Number	Account Name	Project Account Key				Amount	Percent			
100-2000-600-237	UNIFORMS					400.14	100.00%			
2000046772	Invoice	1/12/2024	1/12/2024	1/12/2024	1/12/2024	276.20	0.00	0.00	0.00	276.20
UNIFORMS	AP - Accounts Payable			No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
UNIFORMS Distributions	NA	0.00	0.00	276.20	0.00	0.00	0.00	276.20

Account Number	Account Name	Project Account Key				Amount	Percent			
100-2000-600-237	UNIFORMS					276.20	100.00%			
25511335	Invoice	1/3/2024	1/3/2024	1/3/2024	1/3/2024		64.91	0.00	0.00	0.00
UNIFORMS/NAME PLATES	AP - Accounts Payable				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
UNIFORMS/NAME PLATES Distributions	NA	0.00	0.00	64.91	0.00	0.00	0.00	64.91

Account Number	Account Name	Project	Account Key	Amount	Percent
100-2000-600-237	UNIFORMS			64.91	100.00%

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	8	1,067.00	0.00	0.00	0.00	1,067.00	0.00	1,067.00
Grand Total:		1,067.00	0.00	0.00	0.00	1,067.00	0.00	1,067.00

Account Summary

Account	Name	Amount
100-2000-600-235	SUPPLIES	9.17
100-2000-600-237	UNIFORMS	1,014.69
100-2000-700-455	RECRUITMENT EXPENSES	43.14
Total:		1,067.00



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Payable Detail by Vendor Name

Section G, Item 4.

Packet: APPKT02695 - US BANK KATHY WELLS 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	244.09
1680	Invoice	1/19/2024	1/19/2024	1/19/2024	1/19/2024	49.73	0.00	0.00	0.00	49.73
PLANNING DEPT BOOK FROM CLSA		AP - Accounts Payable		No	Payment Date: 2/8/2024			Bank Draft:	DFT0002955	
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
PLANNING DEPT BOOK FROM CLSA		NA		0.00	0.00	49.73	0.00	0.00	0.00	49.73
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
100-1400-700-450		BOOKS				49.73	100.00%			
2000115-56663552										
	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	85.67	0.00	0.00	0.00	85.67
NON DEPARTMENTAL CLEANING SUPPLIES		AP - Accounts Payable		No	Payment Date: 2/8/2024			Bank Draft:	DFT0002957	
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
NON DEPARTMENTAL CLEANING SUPPLI...		NA		0.00	0.00	24.62	0.00	0.00	0.00	24.62
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
100-1110-600-235		SUPPLIES				24.62	100.00%			
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
NON DEPARTMENTAL CLEANING SUPPLI...		NA		0.00	0.00	61.05	0.00	0.00	0.00	61.05
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
100-1110-600-235		SUPPLIES				61.05	100.00%			
ST3063										
	Invoice	1/18/2024	1/18/2024	1/18/2024	1/18/2024	108.69	0.00	0.00	0.00	108.69
PLANNING DEPT MEMBERSHIP-ASSOC OF E...		AP - Accounts Payable		No	Payment Date: 2/8/2024			Bank Draft:	DFT0002956	
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
PLANNING DEPT MEMBERSHIP-ASSOC ...		NA		0.00	0.00	108.69	0.00	0.00	0.00	108.69
Distributions										
Account Number		Account Name		Project Account Key		Amount	Percent			
100-1400-700-450		BOOKS				108.69	100.00%			

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	3	244.09	0.00	0.00	0.00	244.09	244.09	0.00
Grand Total:		244.09	0.00	0.00	0.00	244.09	244.09	0.00

Account Summary

Account	Name	Amount
100-1110-600-235	SUPPLIES	85.67
100-1400-700-450	BOOKS	158.42
Total:		244.09



Clearlake, CA

Payable Detail by Vendor

Section G, Item 4.

Packet: APPKT02678 - US BANK ADELINE LEYBA 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM										Vendor Total: 2,192.31
011148/4082868	Invoice	1/13/2024	1/13/2024	1/13/2024	1/13/2024	276.48	0.00	0.00	0.00	276.48
AUSTIN BATHROOMS	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
AUSTIN BATHROOMS	NA		0.00	0.00	276.48	0.00	0.00	0.00		276.48
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-650-341	BUILDING MAINTENANCE				276.48	100.00%				
04313-0315	Invoice	1/9/2024	1/9/2024	1/9/2024	1/9/2024	675.00	0.00	0.00	0.00	675.00
CONFRENCE PW	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
CONFRENCE PW	NA		0.00	0.00	675.00	0.00	0.00	0.00		675.00
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
220-3065-700-453	TRAVEL & TRAINING				675.00	100.00%				
045984	Invoice	1/12/2024	1/12/2024	1/12/2024	1/12/2024	80.02	0.00	0.00	0.00	80.02
DIESEL FOR P4	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
DIESEL FOR P4	NA		0.00	0.00	80.02	0.00	0.00	0.00		80.02
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-600-340	VEHICLE FUEL				80.02	100.00%				
068950	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	49.98	0.00	0.00	0.00	49.98
WALMART	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
WALMART	NA		0.00	0.00	49.98	0.00	0.00	0.00		49.98
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-600-235	SUPPLIES				49.98	100.00%				
111-2297669-5240258	Invoice	1/4/2024	1/4/2024	1/4/2024	1/4/2024	23.91	0.00	0.00	0.00	23.91
BESIGN ALUMINUM LAPTOP STAND	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
BESIGN ALUMINUM LAPTOP STAND	NA		0.00	0.00	23.91	0.00	0.00	0.00		23.91
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
220-3065-700-453	TRAVEL & TRAINING				23.91	100.00%				
111-3637926-7597845	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	17.74	0.00	0.00	0.00	17.74
PLANNER	AP - Accounts Payable				No					

Payable Register

Packet: APPKT02678 - US BANK ADELINE LEVBA 1/23/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4.	
Payable Description		Bank Code	On Hold							
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
PLANNER Distributions	NA	0.00	0.00	17.74	0.00	0.00	0.00	17.74		
Account Number	Account Name	Project Account Key			Amount	Percent				
220-3065-600-235	SUPPLIES				17.74	100.00%				
2637706717	Invoice	12/23/2023	12/23/2023	12/23/2023	12/23/2023	239.88	0.00	0.00	0.00	239.88
ADOBE YEARLY SUBSCRIPTION	AP - Accounts Payable	No								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
ADOBE YEARLY SUBSCRIPTION Distributions	NA	0.00	0.00	239.88	0.00	0.00	0.00	239.88		
Account Number	Account Name	Project Account Key			Amount	Percent				
100-1400-800-681	EQUIPMENT & SOFTWARE				239.88	100.00%				
470473/3	Invoice	1/19/2024	1/19/2024	1/19/2024	1/19/2024	41.74	0.00	0.00	0.00	41.74
HINGE COMM	AP - Accounts Payable	No								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
HINGE COMM Distributions	NA	0.00	0.00	41.74	0.00	0.00	0.00	41.74		
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-650-341	BUILDING MAINTENANCE				41.74	100.00%				
E64475/3	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	21.85	0.00	0.00	0.00	21.85
BLANK MASTER KEY	AP - Accounts Payable	No								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
BLANK MASTER KEY Distributions	NA	0.00	0.00	21.85	0.00	0.00	0.00	21.85		
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-650-341	BUILDING MAINTENANCE				21.85	100.00%				
E69532/3	Invoice	1/13/2024	1/13/2024	1/13/2024	1/13/2024	101.56	0.00	0.00	0.00	101.56
MATERIALS	AP - Accounts Payable	No								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
MATERIALS Distributions	NA	0.00	0.00	101.56	0.00	0.00	0.00	101.56		
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-650-341	BUILDING MAINTENANCE				101.56	100.00%				
E69965/3	Invoice	1/10/2024	1/10/2024	1/10/2024	1/10/2024	546.53	0.00	0.00	0.00	546.53
BUILDING MAINT (REDBUD/AUSTIN BATHR...	AP - Accounts Payable	No								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
BUILDING MAINT (REDBUD/AUSTIN BA...	NA	0.00	0.00	546.53	0.00	0.00	0.00	546.53		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-650-341	BUILDING MAINTENANCE				546.53	100.00%				
E69994/3	Invoice	1/18/2024	1/18/2024	1/18/2024	1/18/2024	117.62	0.00	0.00	0.00	117.62
BUILDING MAINT (REDBUD BATHROOMS)	AP - Accounts Payable	No								
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
BUILDING MAINT (REDBUD BATHROOM...	NA	0.00	0.00	117.62	0.00	0.00	0.00	117.62		
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3030-650-341	BUILDING MAINTENANCE				117.62	100.00%				

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Invoice	12	2,192.31	0.00	0.00	0.00	2,192.31	0.00	2,192.31
Grand Total:		2,192.31	0.00	0.00	0.00	2,192.31	0.00	2,192.31

Account Summary

Account	Name	Amount
100-1400-800-681	EQUIPMENT & SOFTWARE	239.88
100-3030-600-235	SUPPLIES	49.98
100-3030-600-340	VEHICLE FUEL	80.02
100-3030-650-341	BUILDING MAINTENANCE	1,105.78
Total:		1,475.66

Account	Name	Amount
220-3065-600-235	SUPPLIES	17.74
220-3065-700-453	TRAVEL & TRAINING	698.91
Total:		716.65



Clearlake, CA

Payable Detail by
Section G, Item 4.

Packet: APPKT02694 - US BANK DON BAZE 1/22/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 001540 - US BANK CORPORATE PMT. SYSTEM									Vendor Total:	198.78
061822	Invoice	1/3/2024	1/3/2024	1/3/2024	1/3/2024	19.48	0.00	0.00	0.00	19.48
SOAP	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
SOAP	NA		0.00	0.00	19.48	0.00	0.00	0.00		19.48
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-340	JANITORIAL SERVICES				19.48	100.00%				
121572	Invoice	1/9/2024	1/9/2024	1/9/2024	1/9/2024	11.19	0.00	0.00	0.00	11.19
RADIATOR CAP FOR CH GENERATOR	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:	DFT0002952	
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
RADIATOR CAP FOR CH GENERATOR	NA		0.00	0.00	11.19	0.00	0.00	0.00		11.19
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-341	BUILDING MAINTENANCE				11.19	100.00%				
3136377	Invoice	12/22/2023	12/22/2023	12/22/2023	12/22/2023	20.37	0.00	0.00	0.00	20.37
MAINT TOOL	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
MAINT TOOL	NA		0.00	0.00	20.37	0.00	0.00	0.00		20.37
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-341	BUILDING MAINTENANCE				20.37	100.00%				
400500769985	Invoice	1/4/2024	1/4/2024	1/4/2024	1/4/2024	6.49	0.00	0.00	0.00	6.49
SOAP	AP - Accounts Payable				No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
SOAP	NA		0.00	0.00	6.49	0.00	0.00	0.00		6.49
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-340	JANITORIAL SERVICES				6.49	100.00%				
CM0000356	Credit Memo	1/17/2024	1/17/2024	1/17/2024	1/17/2024	-41.28	0.00	0.00	0.00	-41.28
WASTE BASKET	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:	DFT0002946	
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount		Total
WASTE BASKET	NA		0.00	0.00	-41.28	0.00	0.00	0.00		-41.28
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-340	JANITORIAL SERVICES				-41.28	100.00%				
CM0000357	Credit Memo	1/17/2024	1/17/2024	1/17/2024	1/17/2024	-31.64	0.00	0.00	0.00	-31.64
AUGER PISTOL RETURN	AP - Accounts Payable				No	Payment Date: 2/8/2024		Bank Draft:	DFT0002947	

Payable Register

Packet: APPKT02694 - US BANK DON PAGE 1/33/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shippin	Section G, Item 4. al	
Payable Description	Bank Code		On Hold							
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
AUGER PISTOL RETURN Distributions	NA		0.00	0.00	-31.64	0.00	0.00	0.00	-31.64	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-341	BUILDING MAINTENANCE				-31.64	100.00%				
E56182/3	Invoice	12/27/2023	12/27/2023	12/27/2023	12/27/2023	22.96	0.00	0.00	0.00	22.96
MAINT TOOL	AP - Accounts Payable			No						
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
MAINT TOOL Distributions	NA		0.00	0.00	22.96	0.00	0.00	0.00	22.96	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-341	BUILDING MAINTENANCE				22.96	100.00%				
E60802/3	Invoice	1/4/2024	1/4/2024	1/4/2024	1/4/2024	41.28	0.00	0.00	0.00	41.28
TOOL	AP - Accounts Payable			No						
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
TOOL Distributions	NA		0.00	0.00	41.28	0.00	0.00	0.00	41.28	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-340	JANITORIAL SERVICES				41.28	100.00%				
E61468/3	Invoice	1/5/2024	1/5/2024	1/5/2024	1/5/2024	49.56	0.00	0.00	0.00	49.56
MAINT TOOL	AP - Accounts Payable			No	Payment Date: 2/8/2024			Bank Draft:		DFT0002953
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
MAINT TOOL Distributions	NA		0.00	0.00	49.56	0.00	0.00	0.00	49.56	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-341	BUILDING MAINTENANCE				49.56	100.00%				
E61545/3	Invoice	1/5/2024	1/5/2024	1/5/2024	1/5/2024	10.10	0.00	0.00	0.00	10.10
MAINT SUPPLY FOR MAIL ROOM FURNITURE	AP - Accounts Payable			No	Payment Date: 2/8/2024			Bank Draft:		DFT0002954
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
MAINT SUPPLY FOR MAIL ROOM FURNI...	NA		0.00	0.00	10.10	0.00	0.00	0.00	10.10	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-341	BUILDING MAINTENANCE				10.10	100.00%				
E65391/3	Invoice	1/11/2024	1/11/2024	1/11/2024	1/11/2024	6.24	0.00	0.00	0.00	6.24
CHAIN FOR GATE	AP - Accounts Payable			No	Payment Date: 2/8/2024			Bank Draft:		DFT0002950
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
CHAIN FOR GATE Distributions	NA		0.00	0.00	6.24	0.00	0.00	0.00	6.24	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3011-650-341	BUILDING MAINTENANCE				6.24	100.00%				
E65581/3	Invoice	1/11/2024	1/11/2024	1/11/2024	1/11/2024	28.41	0.00	0.00	0.00	28.41
MAINT SUPPLY CHEM ABSORBANT	AP - Accounts Payable			No	Payment Date: 2/8/2024			Bank Draft:		DFT0002951
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
MAINT SUPPLY CHEM ABSORBANT Distributions	NA		0.00	0.00	28.41	0.00	0.00	0.00	28.41	
Account Number	Account Name	Project Account Key			Amount	Percent				
100-3015-650-341	BUILDING MAINTENANCE				28.41	100.00%				

Payable Register

Packet: APPKT02694 - US BANK DON PAGE 1/33/24 DL

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Section G, Item 4.	
Payable Description	Bank Code		On Hold							
E69406/3	Invoice	1/17/2024	1/17/2024	1/17/2024	1/17/2024	42.18	0.00	0.00	0.00	42.18
MAINT PART	AP - Accounts Payable		No		Payment Date: 2/8/2024		Bank Draft:		DFT0002949	

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
MAINT PART	NA	0.00	0.00	42.18	0.00	0.00	0.00	42.18
Distributions								

Account Number	Account Name	Project Account Key	Amount	Percent
100-3015-650-341	BUILDING MAINTENANCE		42.18	100.00%

E69831/3	Invoice	1/18/2024	1/18/2024	1/18/2024	1/18/2024	3.12	0.00	0.00	0.00	3.12
YC KEY	AP - Accounts Payable		No		Payment Date: 2/8/2024		Bank Draft:		DFT0002945	

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
YC KEY	NA	0.00	0.00	3.12	0.00	0.00	0.00	3.12
Distributions								

Account Number	Account Name	Project Account Key	Amount	Percent
100-3011-650-341	BUILDING MAINTENANCE		3.12	100.00%

U70293/3	Invoice	1/17/2024	1/17/2024	1/17/2024	1/17/2024	10.32	0.00	0.00	0.00	10.32
TRASH BAGS	AP - Accounts Payable		No		Payment Date: 2/8/2024		Bank Draft:		DFT0002948	

Items

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total
TRASH BAGS	NA	0.00	0.00	10.32	0.00	0.00	0.00	10.32
Distributions								

Account Number	Account Name	Project Account Key	Amount	Percent
100-3015-650-340	JANITORIAL SERVICES		10.32	100.00%

Section G, Item 4.

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Credit Memo	2	-72.92	0.00	0.00	0.00	-72.92	-72.92	0.00
Invoice	13	271.70	0.00	0.00	0.00	271.70	161.12	110.58
Grand Total:		198.78	0.00	0.00	0.00	198.78	88.20	110.58

Account Summary

Account	Name	Amount
100-3011-650-341	BUILDING MAINTENANCE	9.36
100-3015-650-340	JANITORIAL SERVICES	36.29
100-3015-650-341	BUILDING MAINTENANCE	153.13
Total:		198.78



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Review and Approval of the retention and use of the Development Impact Fees for Fiscal Year 2022-23	MEETING DATE: February 15, 2024
SUBMITTED BY: Kathy Wells, Director of Finance	
PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to review and approve the retention and use of the Development Impact Fees for Fiscal Year 2022-23. Additional information is provided in the Development Impact Fee Report, including the proposed plans for the accumulated Traffic Impact fees of \$528,443.16 as of June 30, 2023.

BACKGROUND/DISCUSSION:

The City Council adopted Ordinance 247-2020 Amending Chapter 3 of the Clearlake Municipal Code regarding Development Impact Fees on September 17, 2020.

At that time the City created a development impact fee program that would provide revenue to offset the cost from increased demand for City services and facilities. Under AB 1600 (Government Code Section 66000 et seq.) the City can establish fees to pay for these needs as long as there is a study that legally justifies the cost of these fees. The key requirements that determine the structure, scope, and amount of the proposed Fee Program as required by AB1600 are as follows:

- Fees Collected for Capital Facility and Infrastructure Improvements. Development impact fee revenue can be collected and used to cover the cost of capital facilities and infrastructure required to serve new development and growth in the City. However, impact fee revenue cannot be used to cover the operation and maintenance costs of these or any other facilities and infrastructure.
- Fees Cannot Fund Existing Needs. Impact fee revenue cannot be collected or used to cover deficiencies in existing City capital equipment and facilities. The portion of capital costs required to meet the needs of the City's existing population must be funded through other sources. The costs associated with improvements that serve the needs of both new development and the existing development are split on a "fair share" basis according to the proportion attributable to each. Thus, development impact fee funding will need to be augmented by other revenue sources to meet overall funding requirements.
- Fees Must Be Based on a Rational Nexus. An impact fee must be based on a reasonable nexus, or connection, between new growth and development and the need for a new facility or improvement. As such, an impact fee must be supported by specific findings that explain or demonstrate this nexus. In addition, the impact fee amount must be structured such that the revenue generated does not exceed the cost of providing the facility or improvement for which the fee is imposed.

At this time Staff is recommending using the total balance of the Traffic Impact Fees for the A Extension Project for further continuation of that project. The current project budget is \$4.6 million which means the existing Traffic Impact Fees would cover approx. 11% of the total project cost. The project is expected to start in this current fiscal year 23-24.

FISCAL IMPACT:

☐ None ☒ \$528,443.16 Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☒ Yes ☐ No

Affected fund(s): ☐ General Fund ☐ Measure P Fund ☐ Measure V Fund ☒ Other: 240

Comments: The budget appropriation for FY 22-23 development impact fees is included in the FY 23-24 Midyear Budget Adjustment Resolution 2024-06

STRATEGIC PLAN IMPACT:

- ☐ Goal #1: Make Clearlake a Visibly Cleaner City
- ☐ Goal #2: Make Clearlake a Statistically Safer City
- ☒ Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- ☒ Goal #4: Improve the Image of Clearlake
- ☒ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☒ Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to adopt Resolution 2024-05 approving the use and retention of FY 22-23 Development Impact Fees

- ☒ **Attachments:**
- 1) Resolution No. 2024-05
 - 2) Development Impact Fee Report

RESOLUTION NO. 2024-05

APPROVAL OF THE FY22-23 DEVELOPMENT IMPACT FEE REPORT

WHEREAS, the City Council approved and adopted the Development Impact fees September 17, 2020; and,

WHEREAS, the City of Clearlake is required to report on the development impact fees and determine the best use for these fees in; and,

WHEREAS, the City Council has already developed a list of pre-approved projects to utilize Traffic Impact fees; and,

WHEREAS, the Airport Road Extension Project is a key project to increasing economic development for the City of Clearlake; and,

WHEREAS, the City of Clearlake posted the Development Impact Report publicly on February 6, 2024; and,

WHEREAS, the City Council of the City of Clearlake reviewed and approved the Development Impact Fee Report; and,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Clearlake the FY 2022-23 Development Impact Report included herein as "Exhibit A", is,

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 15th day of February 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
City Clerk

Mayor

February 6, 2024

The Honorable Mayor, Members of the City Council and Residents of the City of Clearlake, CA

Subject: **Annual Report of Development Impact Fees**

Dear Mayor, Members of the City Council and Residents of the City of Clearlake,

Pursuant to the Mitigation Fee Act (the “Act”) (Government Code section 66000 et seq.), and specifically section 66006 of the Act, the following report on the receipt, use and retention of development impact fees for Fiscal Year 2022-23 is hereby presented to the City Council for review and approval.

Development Impact Fees are charged by local governments to defray all or a portion of the cost of public facilities related to new development being constructed within the City. The requirements for enactment of a development impact fee program are set forth in the Act, which was enacted by the State Legislature as Assembly Bill No. 1600 and is commonly referred to as “AB 1600 requirements”.

The imposition of Development Impact Fees is one of the preferred methods of ensuring that development bears a proportionate share of the cost of public facilities and service improvements necessary to accommodate such development. This must be done in order to promote and protect the public health, safety and welfare.

The City of Clearlake further lays out the Development Impact Fees in its Municipal Code, specifically 3-8.1. In the City of Clearlake, Development Impact Fees may be collected for the purpose of mitigating the impacts caused by new development on the City’s infrastructure. Fees are used to finance the acquisition, construction, and improvement of public facilities needed as a result of this new development.

The following report outlines the Traffic Impact Fees which are the Development Impact Fees the City of Clearlake is currently collecting. The annual report includes the fees the City collected in Fiscal Year 2022-23 as well as the financial findings of the current program. These fees are held in Fund 232 and are to be used as funding for the projects outlined in this report.

Respectfully submitted,



Kathy Wells

Director of Finance

CITY OF CLEARLAKE – ANNUAL REPORT OF DEVELOPMENT IMPACT FEES**Traffic Impact Fees:**

The City of Clearlake has obtained the following fees from Traffic impact Fees:

Previous Balance	FY22-23	Total
\$416,393.76	\$112,049,.40	\$528,443.16

Findings: Fees were collected into Fund 232 - Traffic Impact Fees, including the existing excess cash, are based on a detailed breakdown of citywide capital improvement projects needed to mitigate the impacts of new development through the year 2040. These projects have been approved by the City Council for construction under this program, as a part of Ordinance No. 247-2020 and the Transportation Impact Fee Study dated September 1, 2020.

The project list includes capital improvement with a total estimated Impact Fee Share of \$5,655,000.

Below is a list of projects approved in 2020 with the Anticipated Project Costs and Impact Fee Share:

Project	Anticipated Project Cost (2020)	Impact Fee Share (2020)
A. Airport Road Extension	\$1,582,000	\$1,200,000
B. SR 53/18th Avenue Intersection Improvements	\$275,000	\$275,000
C. Roundabout at Dam Road/Dam Road Extension	\$4,861,000	\$2,430,000
D. Lakeshore Drive Sidewalk Improvements	\$1,394,000	\$250,000
E. Dam Road Extension Sidewalk Improvements	\$413,000	\$125,000
F. Roundabout at Olympic Drive/Lakeshore Drive	\$1,375,000	\$1,375,000
Total	\$9,900,000	\$5,655,000

Staff recommends using the entirety of accumulated Traffic Impact fees of \$528,433.16 towards the Airport Road Extension project. This amount is substantially under the Impact Fee Share allowable and will make the most impactful contribution to economic development at the current time. The current budget for this project is \$4.6 million. The current Traffic Impact Fees going to this project would make up approx. 11% of the total project cost. The project is anticipated to start this current fiscal year.

In 2020 the Traffic Impact fee Study determined that at the current cost rate of projects, to adequately fund the future transportation projects through a Transportation Impact Fee program, approximately \$5.94 million in impact fees will need to be collected by the City. While project costs have increased staff is not requesting an increase in Impact Fee Share at this time.



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Consideration of Adoption of the 2nd Amendment to the FY 2023-24 Budget (Resolution 2023-27) for Mid-Year Adjustments; Resolution No. 2024-06

MEETING DATE:
February 15, 2024

SUBMITTED BY: Kathy Wells, Finance Director

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to adopt resolution 2024-06 Amending the FY 2023-24 Budget to include Mid-Year Adjustments.

BACKGROUND/DISCUSSION: Staff has completed a mid-year review of the FY 2023-24 budget.

Overall, revenues are coming in as anticipated or slightly lower. City departments are adjusting budgets, reducing costs and recognizing savings when possible to keep the budget on track. Based on a review of revenue and expenditures to date, and in consultation with department heads, below is a list of mid-year adjustments proposed for consideration by the City Council:

Department	Description	Amount
Admin Svcs	Transferring Fund Balance from Fund 106 - Visitor Center Project to General Fund Building Maintenance for Visitor Center. Funds will be used for water closure and building repairs.	\$3,955
City Manager\Public Works	Development Impact Fees approved by Council will be moved to Capital Projects for the Airport Rd Project and expensed from there.	\$528,443
Finance	The City has transitioned management of Transient Occupancy Tax and Tourism District Assessment, from HDL to the finance department, using our OpenGov reporting platform. A budget has been created for Revenue received and expensed out to the Lake County Tourism Improvement District.	\$30,000
Police Department	Anticipated revenue is an insurance payout with expenditure appropriations for a leased vehicle replacement.	\$52,788
Recreation	Recognizing revenue for department coordinator scholarship and expense to attend training conference.	\$500

OPTIONS:

1. Move to adopt Resolution No. 2024-06
2. Provide direction to staff.

FISCAL IMPACT:

☐ None ☒ See attached Budgeted Item? ☐ Yes ☒ No

Budget Adjustment Needed? ☒ Yes ☐ No If yes, amount of appropriation increase: \$

Affected fund(s): ☒ General Fund ☒ TID Fund ☒ Visitor Center Project Fund ☒ Other: Traffic Impact Fees Fund. and Capital Projects Fund

Comments:

STRATEGIC PLAN IMPACT:

- ☐ Goal #1: Make Clearlake a Visibly Cleaner City
- ☐ Goal #2: Make Clearlake a Statistically Safer City
- ☐ Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- ☐ Goal #4: Improve the Image of Clearlake
- ☒ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☐ Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to Adopt Resolution 2024-06 Amending the Fiscal Year 2023-24 Budget to include various Mid-Year Adjustments.

- ☒ **Attachments:** 1) Resolution 2024-06: Resolution Amending the Fiscal Year 2023-24 Adopted Budget to include various Mid-Year Adjustments.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE ADOPTING THE 2nd AMENDMENT TO THE
FY 2023-24 BUDGET (RESOLUTION NO. 2023-27) MAKING MID-YEAR ADJUSTMENTS**

WHEREAS, the City Council desires to adjust the FY 2023-24 budget based on a mid-year review of actual vs. budgeted expenditures.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clearlake:

Section 1. The FY 2023-24 Budget, adopted via Resolution 2024-06, is amended as follows:

Appropriation Adjustment							
Fund	Fund Name	Department	Account	Description	Approved Budget as of 2/10/24	Adjustment	FY 23-24 Amended Budget
100	General Fund	Admin Svcs	100-3012-650-341	Building Maintenance	10,000	3,955	13,955
100	General Fund	Police Dept	100-2000-800-884	Equipment/Vehicle Lease	154,800	52,788	207,588
100	General Fund	Recreation	100-1500-700-453	Travel & Training	5,600	500	6,100
100	General Fund	Police Dept	100-2010-750-568	Vehicle Abatement AVA	63,900.00	30,000.00	93,900.00
102	Tourism Improvement District	Finance	102-0000-960-875	Tourism District Assessment	-	29,400	29,400
102	Tourism Improvement District	Finance	102-0000-970-999	Transfer Out to Other Funds	-	600	600
106	Visitor Center Project	Admin Svcs	106-3035-970-999	Transfers Out to Other Funds	-	3,955	3,955
232	Traffic Impact Fees	Capital Projects	232-0000-970-999	Transfers Out to Other Funds	-	528,443	528,443
240	Capital Projects	Capital Projects	240-4190-850-887	Capital Projects	5,447,555	528,443	5,975,998
Revenue Adjustment							
Fund	Fund Name	Department	Account	Description	Approved Budget as of 2/10/24	Adjustment	FY 23-24 Amended Budget
100	General Fund	Finance/Admin	100-450-900	Transfer In	985,921	4,555	990,476
100	General Fund	Police Dept	100-405-895	Misc Income	-	52,788	52,788
100	General Fund	Police Dept	100-415-625	Administrative Citations	300,000.00	30,000	330,000
100	General Fund	Recreation	100-410-875	Other Grants	-	500	500
102	Tourism Improvement District	Finance	102-401-126	Tourism District Assessment	-	30,000	30,000
240	Capital Projects	City Manager/PW	240-450-956	Transfers In - Dev Impact Fees	-	528,443	528,443

PASSED AND ADOPTED by the City Council of the City of Clearlake, County of Lake, State of California, on this 15th day of February, 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____

City Clerk

Mayor

RESOLUTION NO. 2024-07**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLEARLAKE RATIFYING THE EXISTENCE OF A LOCAL EMERGENCY AS PROCLAIMED BY THE DIRECTOR OF EMERGENCY SERVICES AND REQUESTING THE GOVERNOR TO PROCLAIM A STATE OF EMERGENCY FOR THE CITY OF CLEARLAKE DUE TO THE 2024 WINTER STORMS**

WHEREAS, City of Clearlake Municipal Code Section 2-11.6 empowers the Director of Emergency Services to proclaim the existence of a local emergency when the City is affected by a public calamity and the City Council is not in session; and

WHEREAS, City of Clearlake Municipal Code Section 2-11.5 denotes that the City Manager is the Director of Emergency Services for the City; and

WHEREAS, starting on February 2, 2024 a winter storm resulted in high winds and heavy rain; and

WHEREAS, these conditions have caused a loss of stability to trees and hillsides, including significant damage to property, infrastructure and public safety within the city limits; and

WHEREAS, on February 9th, the Director of Emergency Services, Alan Flora, proclaimed the existence of a local emergency within the City of Clearlake; and

WHEREAS, at the time of the Director's proclamation, the City Council of the City of Clearlake was not in session; and

WHEREAS, the City Council of the City of Clearlake hereby finds the aforesaid conditions of extreme peril did warrant and necessitate the proclamation of the existence of a local emergency in the City Clearlake; and

WHEREAS, the City Council does hereby find that local resources are unable to cope with the effects of said emergency; and

WHEREAS, the Director of Emergency Services requested the City Council to ratify the existence or threatened existence of a local emergency when the City Council is next in session; and

WHEREAS, the Director of Emergency Services requested the Governor of the State of California to declare a State of Emergency in the City of Clearlake and provide assistance through the California Disaster Assistance Act.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CLEARLAKE DOES HEREBY RESOLVE AS FOLLOWS:

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED that the City Council hereby confirms and proclaims a disaster or local emergency throughout the City of Clearlake due the existence or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within the City of Clearlake; and

IT IS FURTHER RESOLVED AND ORDERED the Director of Emergency Services's Proclamation of the existence of a disaster and request to the Governor of the State of California to declare a State of Emergency in the City of Clearlake and provide assistance through the California Disaster Assistance Act is hereby ratified and confirmed; and

IT IS FURTHER RESOLVED AND ORDERED that the disaster shall be deemed to continue to exist until its termination is proclaimed by the City Council of the City of Clearlake; and

IT IS FURTHER RESOLVED AND ORDERED that a copy of this Resolution be forwarded to the State Director of the Office of Emergency Services; and

IT IS FURTHER RESOLVED AND ORDERED that Alan Flora, City Manager, is the Director of Emergency Services, and is hereby designated the authorized representative of the City of Clearlake for the purpose of receipt, processing, and coordination of all inquiries and requirements necessary to obtain available State and Federal assistance; and

IT IS FURTHER RESOLVED AND ORDERED that during the existence of said disaster, that powers, functions and duties of the disaster and

emergency services of this City shall be those prescribed by state law, by ordinances and resolutions of the City of Clearlake.

Effective Date. This Resolution shall be effective immediately.

Passed and adopted at a regular meeting of the City of the City of Clearlake on the 15th day of February, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David Claffey, Mayor

Attest:

Melissa Swanson, City Clerk



City of Clearlake

14050 Olympic Drive, Clearlake, California 95422
(707) 994-8201 Fax (707) 995-2653

PROCLAMATION BY THE CITY OF CLEARLAKE DIRECTOR OF EMERGENCY SERVICES DECLARING A LOCAL EMERGENCY FOR WINTER STORMS

WHEREAS, City of Clearlake Municipal Code Section 2-11.6 empowers the Director of Emergency Services (City Manager) to proclaim the existence or threatened existence of a local emergency when the city is affected or likely to be affected by a public calamity and the City Council is not in session; and

WHEREAS, Government Code Section 8550 et seq., including Section 8558(c), authorize the City Manager to proclaim a local emergency when the City is threatened by conditions of disaster or extreme peril to the safety of persons and property within the City that are likely to be beyond the control of the services, personnel, equipment, and facilities of the City; and

WHEREAS, starting on February 2, 2024 a winter storm resulted in high winds and heavy rain; and

WHEREAS, these conditions have caused a loss of stability to trees and hillsides, including significant damage to property, infrastructure and public safety within the city limits; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to the impacts of the winter storms; and

WHEREAS, the City Manager, as the City's Director of Emergency Services, has the power to declare a local emergency as authorized by Government Code section 8630 and Clearlake Municipal Code section 2-11.6.

NOW, THEREFORE, IT IS PROCLAIMED AND ORDERED by the City Manager of the City of Clearlake as follows:

- A. A local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property, as detailed in the recitals set forth above.
- B. The area within the City which is endangered and/or imperiled.
- C. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this City shall be those prescribed by state law and by ordinances, resolutions, and orders of this City, including but not limited to the City of Clearlake Emergency Operations Plan.
- D. The City Council shall review and ratify this proclamation within seven (7) days as required by state law, and if ratified, shall continue to exist until the City Council proclaims the termination of this local emergency. The City Council shall review the need for continuing the local emergency as required by state law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.
- E. That a copy of this proclamation be forwarded to the Director of California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with State Law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the City of Clearlake; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

DATED: February 9, 2024



Alan D. Flora
Director of Emergency Services

CITY OF CLEARLAKE

City Council



STAFF REPORT

SUBJECT: Approval of the purchase of shade structures for Austin Park using a Cooperative Purchasing Agreement with Park Planet in the amount of \$147,942.51

MEETING DATE: February 15, 2024

SUBMITTED BY: Crystal Melanson, Management Analyst

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to approve the purchase of shade structures for Austin Park using a Cooperative Purchasing Agreement with Park Planet in the amount of \$147,942.51 and authorize the City Manager to approve change orders up to 10% of the contract amount.

BACKGROUND/DISCUSSION:

In May of 2022, the City was awarded the Clean CA Grant in the amount of \$1,557,158. One of the projects outlined under the grant is the installation of shade structures over the playground equipment in Austin Park to reduce the temperatures by 25% and increase usability, particularly in the summer months.

The City is working with Park Planet to obtain the shade structures using their CMAS (California Multiple Award Schedule) agreement. The CMAS serves to streamline the procurement option for State and Local government agencies, offering competitively assessed and pre-negotiated products and services and waiving the competitive bidding process in accordance with City Ordinance No. 227-2019.

FISCAL IMPACT:

☒ None ☐ Amount Budgeted Item? ☒ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☒ No

Affected fund(s): ☐ General Fund ☐ Measure P Fund ☐ Measure V Fund ☒ Other: 356

Comments:

STRATEGIC PLAN IMPACT:

☐ Goal #1: Make Clearlake a Visibly Cleaner City

☐ Goal #2: Make Clearlake a Statistically Safer City

- ☒ Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- ☒ Goal #4: Improve the Image of Clearlake
- ☐ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☐ Goal #7: Support Economic Development

- ☒ **Attachments:** 1. Austin Park Shade Structure Project Renderings





