

SPECIAL NOTICE

IMPORTANT PUBLIC HEALTH AND SAFETY MESSAGE REGARDING PARTICIPATION AT CITY COUNCIL MEETINGS

CHANGES AND ADDITIONAL OPPORTUNITIES RELATING TO PUBLIC MEETINGS

All Brown Act meetings are subject to COVID-19 infection protocols. As of April 1, 2022, the City Council has determined that meetings will be considered in-person public “Brown Act” meetings for City of Glendora City Council, Board(s) and Commission(s) – for the period of time that the City is allowed to hold remote meetings under the cavalcade of public health orders, an elected or appointed official will have the ability to attend virtually, if needed. Due to the fluidity in which infection protocols are set and changed by Federal, State, and County the City will utilize a more flexible approach, that allows the City to conduct public meetings of the City via teleconferencing, in person and/or hybrid meetings pursuant to AB 361, or as long as the Governors Declaration of Emergency is extended.

Ways to participate?

- In-Person;
- Virtually via Zoom Video Communications;
To participate in the meeting from the comfort of your own home or office download zoom on any phone or computer device and use the following meeting ID# cityofglendora.org/zoom or <https://zoom.us/j/9329247224>

Want to watch?

All our City Council meetings can be watched live through Internet Streaming at www.cityofglendora.org, and/or through Spectrum cable television Channel 3 and Verizon Channel 31.

Ways to provide public comment?

You may give public comment at the commencement of the meeting when the presiding officer calls for public comment. Speakers are limited to three (3) minutes, speaking once, on both on- and off-agenda items. If there are public hearings scheduled, individuals will be given an additional opportunity to comment under said items. Please follow along with the meeting via www.cityofglendora.org/meeting, GlendoraTV cable channels, or City social media live feeds to ensure you call in at the appropriate time for your item(s). To ensure that the public is able to participate, the city is providing several methods in which the public can submit their comments:

OPTION 1: IN PERSON

Public Comments can be submitted via the Public Comment Card located in the back of the room and/or by the City Clerk desk at the front of the dais. Public Comment Cards should be submitted to the Clerk upon completion and before the closing of Public Comment or Public Hearing. When your name is called, please step to the podium and state your name before beginning your presentation.

OPTION 2: LIVE COMMENTS

Public is invited to participate via Zoom Video Communications by enter meeting ID# cityofglendora.org/zoom or <https://zoom.us/j/9329247224>. If you wish to address the governing board on any matter posted on the agenda or within subject matter jurisdiction should utilize one of the following protocols:

Utilizing “Raise Your Hand” Feature

- Step 1. Virtually “raise your hand” using zoom,
- Step 2. Wait to be called on by the City Clerk,
- Step 3. Unmute your audio,
- Step 4. Verbalize your comments (less than 3 minutes)

Utilizing “Chat” Feature

- Step 1. Utilizing Chat function (Send a message to City Clerk and let them know which item(s) you wish to comment on (aka: Public Comment, Item #?)),
- Step 2. Wait to be called on by the City Clerk,
- Step 3. Unmute your audio,
- Step 4. Verbalize your comments (less than 3 minutes)

OPTION 3: E-MAIL

Public Comments can be submitted via email to publiccomment@cityofglendora.org with the subject “Public Comment – *Insert Governing Body and Meeting Date*”. Public Comments received will be added to the associated Agenda Packet before 5:00 p.m. each day leading up to meeting (weekends and holidays excluded). Emails received in real time and prior to the commencement of Public Comment Period or Public Hearing and not already incorporated in the agenda will be read out loud (up to 3 minutes).

OPTION 4: MAIL

Public comments may be mailed to 116 E. Foothill Boulevard, Glendora, ATTN: City Clerk’s Department-Public Comment. The City Clerk will read public comments received out loud (up to 3 minutes) into the public record if received before 5 p.m. on the date of the meeting. Otherwise, public comments will be considered late correspondence and incorporated into the meeting minute record.

The City of Glendora thanks you in advance for your cooperation and support as we work to provide city services in new and creative ways. If you have any questions, feel free to contact the City Clerk’s Department at (626) 914-8210.

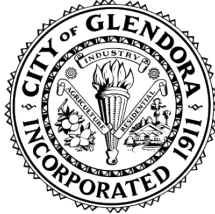
**CITY OF GLENDORA
CITY COUNCIL, SUCCESSOR AGENCY AND HOUSING AUTHORITY**

AGENDA

TUESDAY, APRIL 12, 2022

COUNCIL CHAMBER, 116 E. FOOTHILL BOULEVARD

To participate virtually, download zoom on any phone or computer device and use the following meeting ID:
cityofglendora.org/zoom or <https://zoom.us/j/9329247224>



MAYOR/CHAIR

Karen K. Davis

MAYOR PRO TEM/VICE-CHAIR

Gary Boyer, District 3

COUNCIL/COMMISSIONERS

Michael Allawos

David Fredendall, District 2

Mendell Thompson, District 5

MEETING SCHEDULE

The regular meetings of the city council shall be held on the second and fourth Tuesday of each month, closed session business will commence at 6:00 p.m., when scheduled, and general business session will commence at 7:00 p.m.

BROWN ACT

Agendas are drafted to accurately state what the legislative body is being asked to consider. The legislative body can take action on "all items" listed on the agenda and be in compliance with the open meeting laws.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The governing body may direct staff to investigate and/or schedule certain matters for consideration at a future meeting.

COMMUNICATION AND ELECTRONIC DEVICES

To minimize distractions, please be sure all personal communication and electronic devices are turned off or on silent mode.

LIVE BROADCASTING AND REBROADCASTING

Regular City Council meetings are broadcast live every 2nd and 4th Tuesday of the month on City Website www.cityofglendora.org, Channel 3 (Cable) & Channel 31 (Verizon) and are replayed Thursday - Sunday the week following the meeting on Channel 3 (Cable) & Channel 31 (Verizon). All broadcasts can be viewed on Cox Communications Local Access Channel 3 and Verizon/Fios Channel 31. City Council meetings are also available via live webcast and at any time for replaying through the City's webpage at cityofglendora.org/citymeetings.

**CITY OF GLENDORA
CITY COUNCIL, SUCCESSOR AGENCY AND HOUSING AUTHORITY**

AGENDA

TUESDAY, APRIL 12, 2022

COUNCIL CHAMBER, 116 E. FOOTHILL BOULEVARD

**6:00 PM
7:00 PM**

**CLOSED SESSION (*WILL NOT BE HELD*)
GENERAL BUSINESS SESSION**

NOTICE IS HEREBY GIVEN that Closed Session business will commence at 6:00 p.m., when scheduled, and General Business Session will commence at 7:00 p.m.

NOTICE IS FURTHER GIVEN that to participate virtually, download zoom on any phone or computer device and use the following meeting ID: cityofglendora.org/zoom or <https://zoom.us/j/9329247224>

CALL TO ORDER

ROLL CALL

CLOSED SESSION - NONE

INVOCATION AND PLEDGE OF ALLEGIANCE

In permitting a nonsectarian invocation, the City does not intend to proselytize, advance, or disparage any faith or belief. Neither the City nor the City Council endorses any particular belief or form of invocation.

- Invocation
- Pledge of Allegiance

STUDENT REPORTS - NONE

REORDERING OF AND ADDITIONS TO THE AGENDA

PUBLIC COMMENT

Three (3) Minute speaking time limit, speaking once, unless upon motion, such time is extended by the legislative body.

Any person may request to address a legislative body during a public meeting. Speakers are limited to three (3) minutes, speaking once, on both on- and off- agenda items, unless, upon motion, such time is extended by the legislative body. Such statements shall only be allowed during the Public Comment portion of the agenda. If there are any public hearings scheduled, individuals will be given an additional opportunity to comment under said items. Speakers are not permitted to yield their time to another speaker. Public comment is limited to 30 minutes at each meeting, with the ability to extend if the legislative body so chooses by majority vote.

To ensure that the public is able to participate, the City may provide a variety of ways in which the public can submit their comment: in person, virtually, email, phone call, mail and any other method which may become available. Methods of participation may be subject to change during other such times when a State of Emergency, Health Order or State Executive Order limits in-person participation.

1. Public Comments

MEMBER STATEMENTS/REPORTS

CITY MANAGER AND CITY ATTORNEY STATEMENTS

SPECIAL ITEMS

2. Proclamation recognizing April 10 - 16, 2022 as "National Public Safety Telecommunications Week."
3. Presentation of a Proclamation declaring April 3 - 9, 2022 as "National Library Week."
4. Presentation on Water Supply Outlook and Drought Mitigation Actions.

PUBLIC HEARINGS - NONE

CONSENT CALENDAR

Items on the Consent Calendar will be enacted by one motion without individual discussion. There will be no separate discussion of these items unless a member of the governing body requests specific item(s) be removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be considered after the Consent Calendar is approved. Anyone wishing to address a Consent Calendar item should do so during the Public Comment Period.

5. Affirm minutes from March 22, 2022 City Council, Successor Agency for the former Community Redevelopment Agency, and Housing Authority Meeting.

CITY/AGENCY/AUTHORITY RECOMMENDATION: Affirm the minutes as presented.

6. Review and affirm disbursements for March 2022 in the amount of \$4,377,760.51.

CITY/AUTHORITY RECOMMENDATION: Review and affirm disbursements for March 2022 in the amount of \$4,377,760.51.

7. City of Glendora and Glendora Successor Agency Investment Report for February and March 2022

CITY/AGENCY RECOMMENDATION: 1. Receive and file the Monthly Investment Activity Report for February and March 2022.

8. Accept The Notice Of Completion Of The Community Development Block Grant Program Funded Dawson Avenue, Pennsylvania Avenue, Washington Avenue and Mountain View Avenue Street Improvements, Plan Nos. 1334 And 1335, By Sequel Contractors, Inc. Of Santa Fe Springs, Ca (Strategic Plan Item 46 - IMCIF)

CITY RECOMMENDATION: 1. Accept the Notice of Completion of the Community Development Block Grant Program Funded Dawson Avenue, Pennsylvania Avenue, Washington Avenue and Mountain View Avenue Street Improvements Project Plan Nos. 1334 and 1335, by Sequel Contractors, Inc., of Santa Fe Springs, CA; and 2. Authorize the Mayor to sign the Notice of Completion for recordation.

9. Renewal of the General Services Agreement with Los Angeles County to provide certain county services on an as-needed basis for a five-year period, commencing on July 1, 2022 through June 30, 2027

CITY RECOMMENDATION: 1. Adopt a Resolution entitled "A Resolution of the City Council Approving the Renewal of A General Services Agreement between the City of Glendora and the County of Los Angeles for a five-year period, commencing on July 1, 2022 through June 30, 2027;" and 2. Authorize the Mayor to execute said Agreement.

MEMBER AGENDA ITEMS - NONE

UNFINISHED BUSINESS - NONE

NEW BUSINESS

10. Comprehensive update on the services to individuals experiencing homelessness, and award of contracts to L.A. CADA AND Union Station Homeless Services (STRATEGIC PLAN 55-ISHS AND 57-ISHS)

CITY RECOMMENDATION: 1. Receive a comprehensive update on the services provided and efforts undertaken to assist individuals experiencing homelessness in the City; 2. Receive an update on the Sub-Regional Homeless Housing Program (Strategic Plan Item 55-ISHS) and provide direction on future housing opportunities; 3. Award a Professional Services Agreement to the Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) in the amount of \$250,000 a year for a two-year term for homeless services and temporary housing, for a not to exceed amount of \$500,000; 4. Authorize the City Manager, or his designee, to execute the two-year Professional Services Agreement with L.A. CADA, with one one-year extension, including making minor non-substantive changes; 5. Authorize the Administrative Services Director to appropriate a total of \$500,000 for the Professional Services Agreement with L.A. CADA from the approved American Rescue Plan Act Expenditure Plan allocation to homeless services for the two-year term; 6. Award a Professional Services Agreement to Union Station Homeless Outreach Services (Union Station) in the amount of \$100,000 for a one-year contract for case management services; 7. Authorize the City Manager, or his designee, to execute a one-year Professional Services Agreement with Union Station, including making minor non-substantive changes; and 8. Authorize the Administrative Services Director to appropriate \$100,000 for the Professional Services Agreement with Union Station from the approved American Rescue Plan Act Expenditure Plan allocation to homeless services.

11. Consider introducing for first reading an ordinance adding new sections 9.20.120 through 9.120.130 to Chapter 9.20 "Parks and Public Places," of Title 9 "Public Peace Morals and Safety," of the Glendora Municipal Code, to regulate homeless encampments on, near, or upon critical infrastructure, sensitive use property, or in areas of high fire risk.

CITY RECOMMENDATION: 1. Waive further reading and introduce an Ordinance entitled, "AN ORDINANCE OF THE CITY COUNCIL ADDING NEW SECTIONS 9.20.120 THROUGH 9.20.130 TO CHAPTER 9.20, "PARKS AND PUBLIC PLACES," OF TITLE 9 "PUBLIC PEACE MORALS AND SAFETY," OF THE GLENDORA MUNICIPAL CODE, TO REGULATE HOMELESS ENCAMPMENTS ON, NEAR, OR UPON CRITICAL INFRASTRUCTURE, SENSITIVE USE PROPERTY, OR IN AREAS OF HIGH FIRE RISK."

MEMBER/STAFF CLOSING COMMENTS

ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the Glendora City Hall bulletin board at 116 E. Foothill Boulevard and on the City of Glendora website at www.cityofglendora.org not less than 72 hours prior to the meeting in accordance with Government Code Section 54954.2.

Dated: April 7, 2022

Kathleen R. Sessman, MMC
City Clerk/Communications Director

NOTICE TO THE PUBLIC

The City Council adopted new rules relating to the conduct of public meetings, proceedings, and business in the City of Glendora on February 9, 2021 (Resolution CC 2021-02) and go into effect on April 1, 2021.

LIVE BROADCASTING AND REBROADCASTING

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MEETING SCHEDULE

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- City Clerk's Office
- Glendora Public Library Government Kiosk and Bulletin Board
- Crowther Teen and Family Center Bulletin Board
- City's web page at cityofglendora.org/citymeetings

PUBLIC COMMENT/PARTICIPATION

Any person may request to address a legislative body during a public meeting by submitting to the City Clerk a Speakers Request form and stating the topic to be addressed. Speakers Request forms shall be available at the Council Chambers throughout the council meeting.

Speakers are limited to three (3) minutes, speaking once, on both on- and off- agenda items, unless, upon motion, such time is extended by the legislative body. Such statements shall only be allowed during the Public Comment portion of the agenda. If there are any public hearings scheduled, individuals will be given an additional opportunity to comment under said items. Speakers are not permitted to yield their time to another speaker. Public comment is limited to 30 minutes at each meeting, with the ability to extend if the legislative body so chooses by majority vote.

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CURFEW

In the absence of a motion duly adopted by majority vote of the City Council, the Presiding Officer may adjourn City Council meetings at 10:30 p.m. or as soon thereafter as is reasonably practicable. This means that under normal circumstance, the City Council will complete action on whatever agenda item is being discussed/debated at 10:30 p.m. after which the Presiding Officer shall adjourn the regularly scheduled meeting to a time certain at which time the meeting shall be reconvened as an Adjourned Regular Meeting of the City Council and action upon the published agenda continue.

STAFF REPORTS

As a general rule, staff reports, or other written documentation are prepared/organized with respect to each item of business listed on the agenda. Meeting agendas and staff reports are available at least 72 hours prior to the scheduled City Council meeting for public inspection at Glendora City Hall, via public kiosks located in the City Clerk's office and at the Glendora Public Library during regular business hours, and on the City's website at cityofglendora.org/citymeetings. In addition, meetings can be viewed live at the time posted on the agenda and related staff reports can be opened and viewed simultaneously along with the streaming of the meeting at cityofglendora.org/citymeetings.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this agenda after the posting of the agenda will be available for public review in the City Clerk's Office, 116 E. Foothill Boulevard, Glendora, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting and via the City's website at cityofglendora.org/citymeetings.

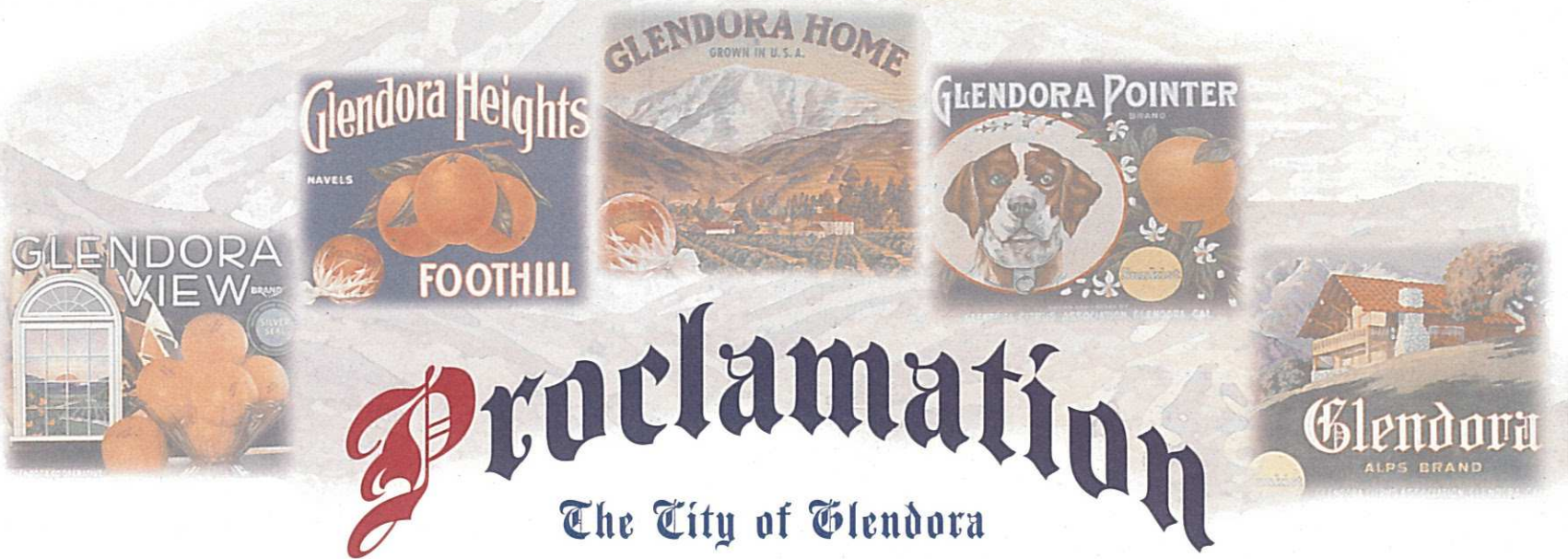
SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION MEETINGS

Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting by emailing their comments and/or information to public_comment@cityofglendora.org. This information will be disseminated.

CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS

It is the intention of the City of Glendora to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (626) 914-8210 no later than 72 hours prior to the meeting. (28 CFR 34.102.104 ADA TITLE II).

Assisted listening devices are available at the meeting for individuals with hearing impairments. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II) For further information, please contact the office of the City Clerk at (626) 914-8210, or via e-mail at city_clerk@cityofglendora.org.



- WHEREAS,** Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services—they are the vital link between the citizen or victim and the public safety provider who may apprehend a criminal; save their possessions from fire; or save their life or the life of someone else; and
- WHEREAS,** each day Public Safety Telecommunicators answer desperate calls for help, responding with services that save the lives and property of citizens in need of assistance; and
- WHEREAS,** the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who call the Glendora 9-1-1 communications center; and
- WHEREAS,** Public Safety Telecommunicators of the Glendora Police Department have contributed substantially to the apprehension of criminals and treatment of patients; and
- WHEREAS,** during 2021 Glendora dispatchers handled a total of 37,162 calls for service, with 3,502 being 9-1-1 emergency calls. The phones in our Dispatch center rang a total of 162,211 times during 2021; and
- WHEREAS,** Glendora's dispatchers exhibit compassion, understanding and professionalism while performing their job every day of the year.

NOW, THEREFORE, we, the City Council of the City of Glendora, do hereby declare the week of April 10 through 16, 2022 as "**National Public Safety Telecommunications Week**" in the City of Glendora in honor of the men and women whose diligence and professionalism keep our city and residents safe.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Glendora to be affixed this 12th day of April 2022.



CITY OF GLENDORA

Karen K. Davis

Karen K. Davis, Mayor

Gary Boyer, Mayor Pro Tem

Michael Allawos, Councilmember

David Fredendall, Councilmember

Mendell Thompson, Councilmember





WHEREAS, Glendora Public Library is an accessible and inclusive place that fosters a sense of connection and builds community; and

WHEREAS, Glendora Public Library offers opportunities for everyone to connect with new ideas and become their best selves; and

WHEREAS, Glendora Public Library and its services extend far beyond the walls of a building and everyone is welcome to use its resources; and

WHEREAS, in times of crisis, libraries and library professionals play an invaluable role in supporting their communities both in person and virtually; and

WHEREAS, libraries have long served as trusted and treasured institutions for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status; and

WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all; and

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week

NOW, THEREFORE, we, the Glendora City Council, do hereby proclaim the week of April 3 - 9, 2022 as "NATIONAL LIBRARY WEEK" in the City of Glendora, and encourage all residents to connect with the world of ideas through the Library's services.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Glendora to be affixed this 22nd day of March 2022.



CITY OF GLENDORA

Karen L. Davis

Karen Davis, MAYOR

Gary Boyer, Mayor Pro Tem

Michael Allawos, Councilmember

David Fredendall, Councilmember

Mendell L. Thompson, Councilmember



Water Supply Outlook and Drought Mitigation Actions

Public Works – Water Division

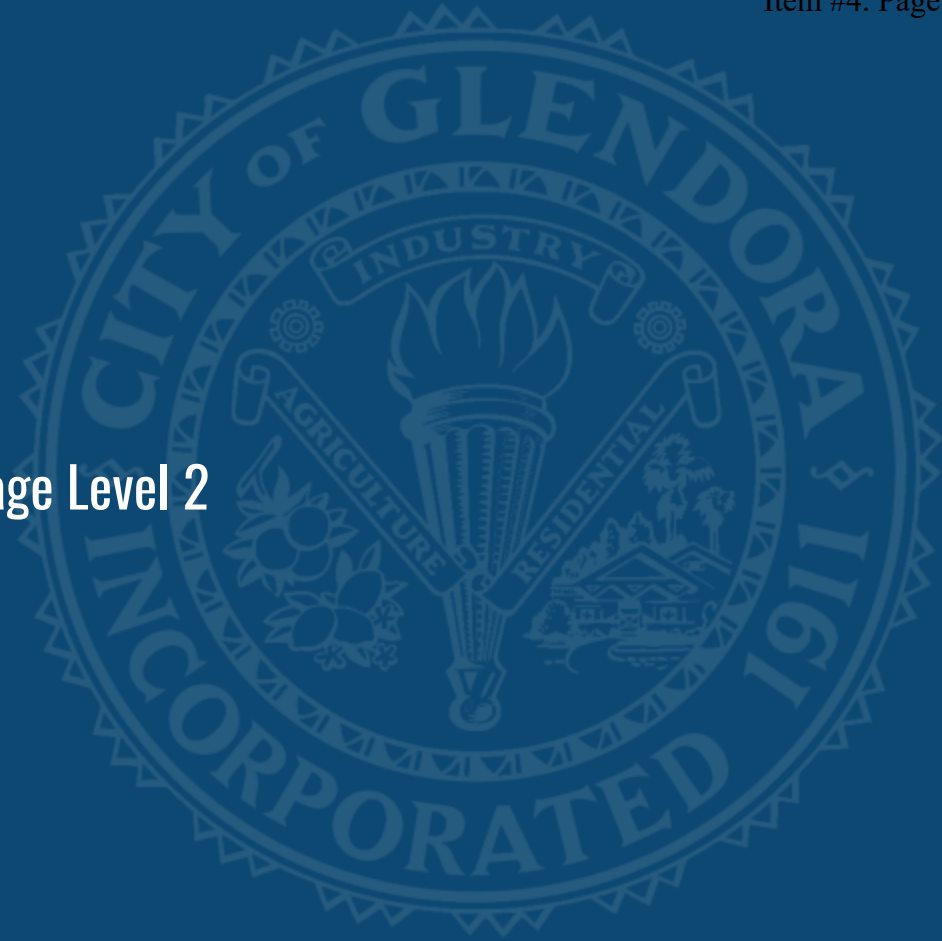
Council Meeting

Item # X

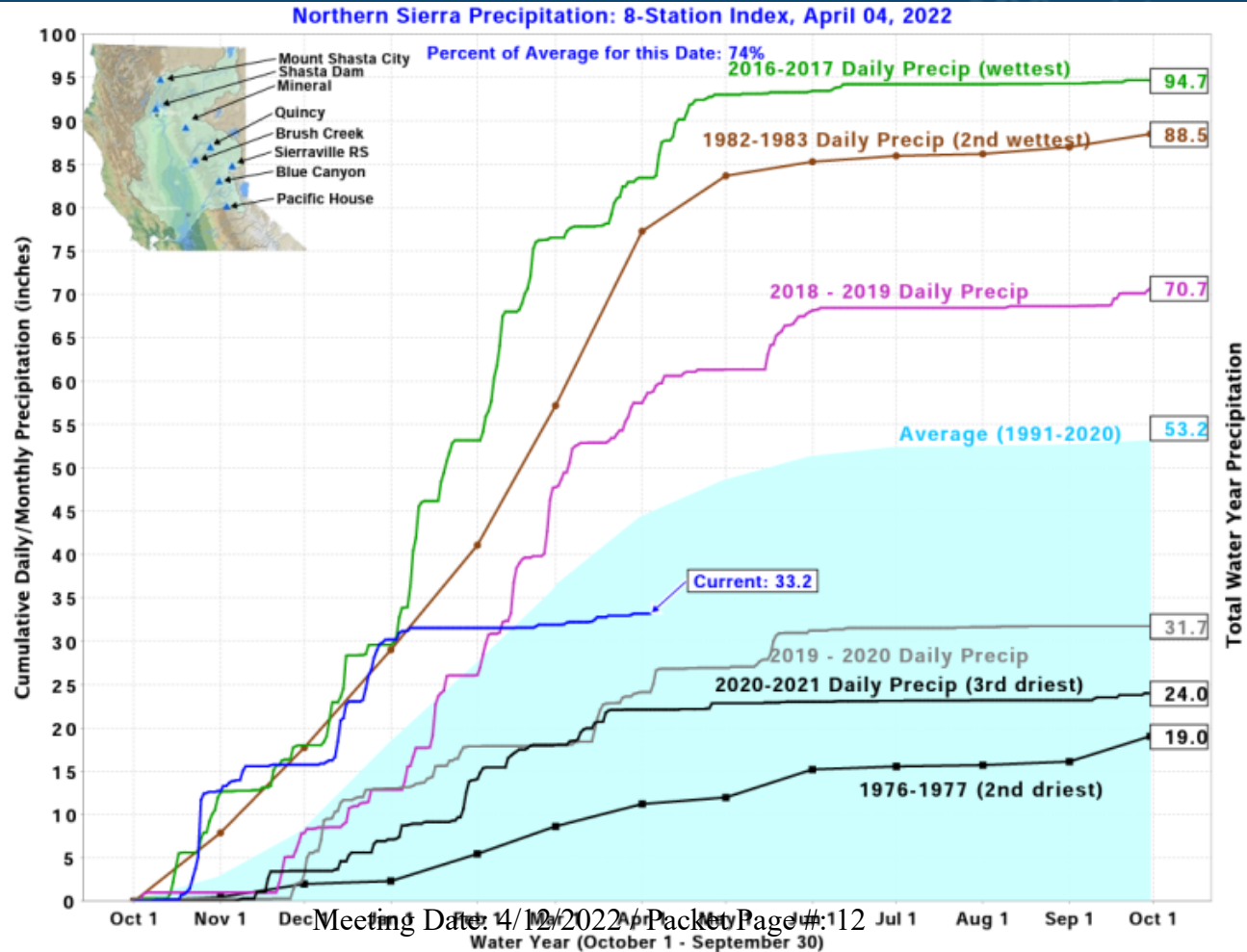
April 12, 2022

Outline

- Drought Conditions
- State Water Project System
- Local Water Supply & Demand
- Executive Order N-7-22 & Water Shortage Level 2
- Public Outreach

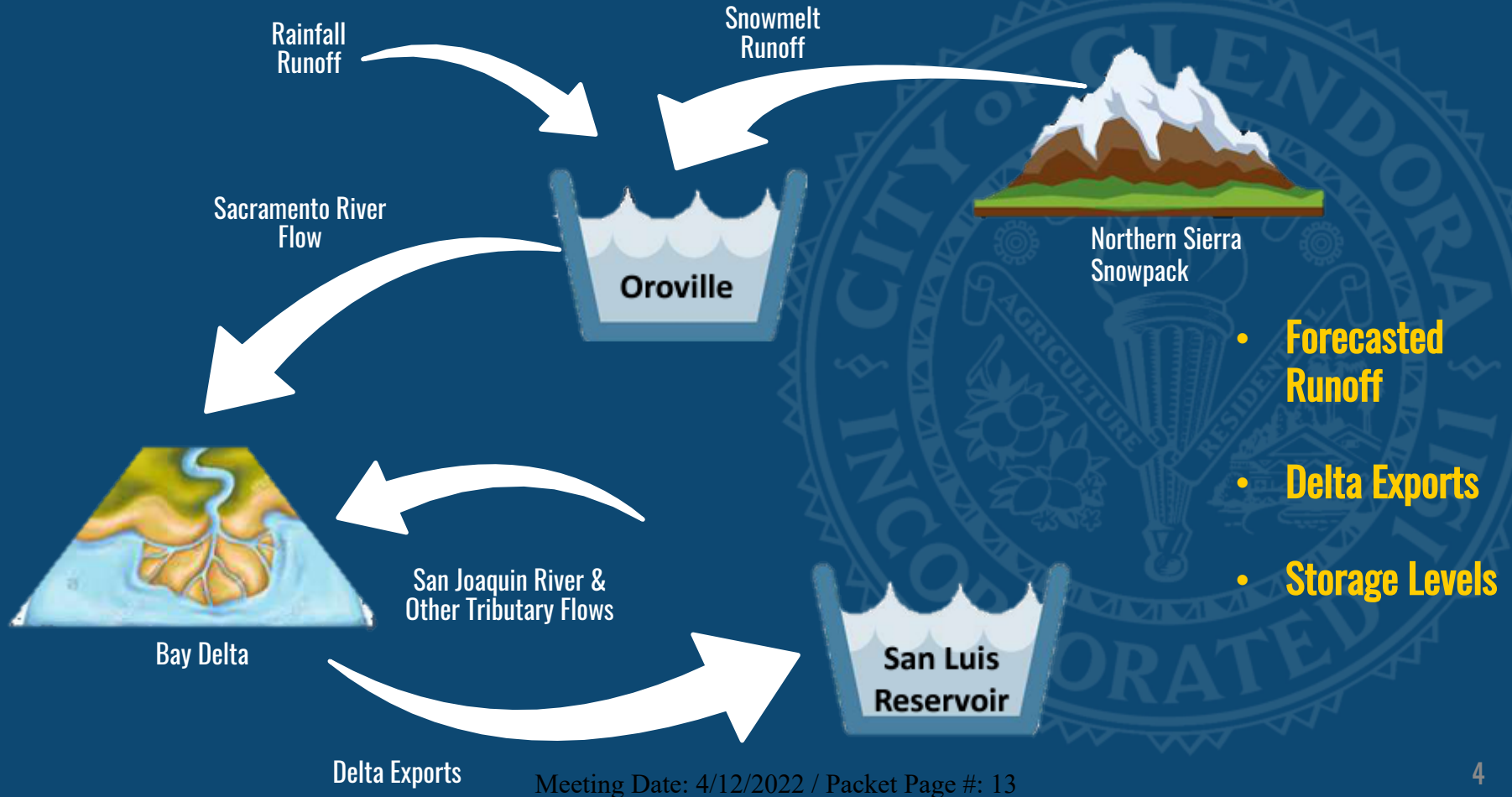


Northern Sierra Precipitation: 8-Station Index



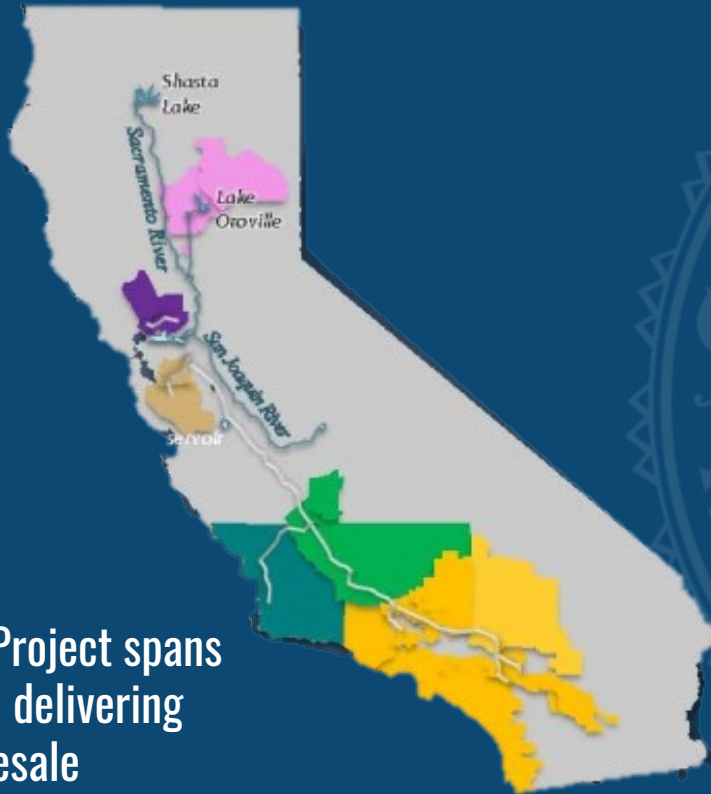
Components Contributing Towards a SWP Allocation

Item #4. Page 4



State Water Project (SWP) Contractors

Item #4. Page 5



The State Water Project spans much of the state delivering water to 29 wholesale contractors

Region	Contractors
Feather River	County of Butte
	Plumas County FC & WCD
	City of Yuba City
North Bay	Napa County FC & WCD
	Solano County WA
South Bay	Alameda County FC & WCD
	Alameda County WD
	Santa Clara Valley WD
San Joaquin Valley	Oak Flat WD
	County of Kings
	Dudley Ridge WD
	Empire West Side ID
	Kern County WA
Central Coastal	Tulane Lake Basin WSD
	San Luis Obispo County FC & WCD
	Santa Barbara County FC & WCD
Southern California	Antelope Valley-East Kern WA
	Castaic Lake WA
	Coachella Valley WD
	Crestline Lake Arrowhead WA
	Desert Water Agency
	Little Rock Creek ID
	Metropolitan WD
	Mojave Water Agency
	Palmdale Water District
	San Bernardino Valley MWD
	San Gabriel Valley MWD
	San Geronimo Pass WA
	Ventura County WPD

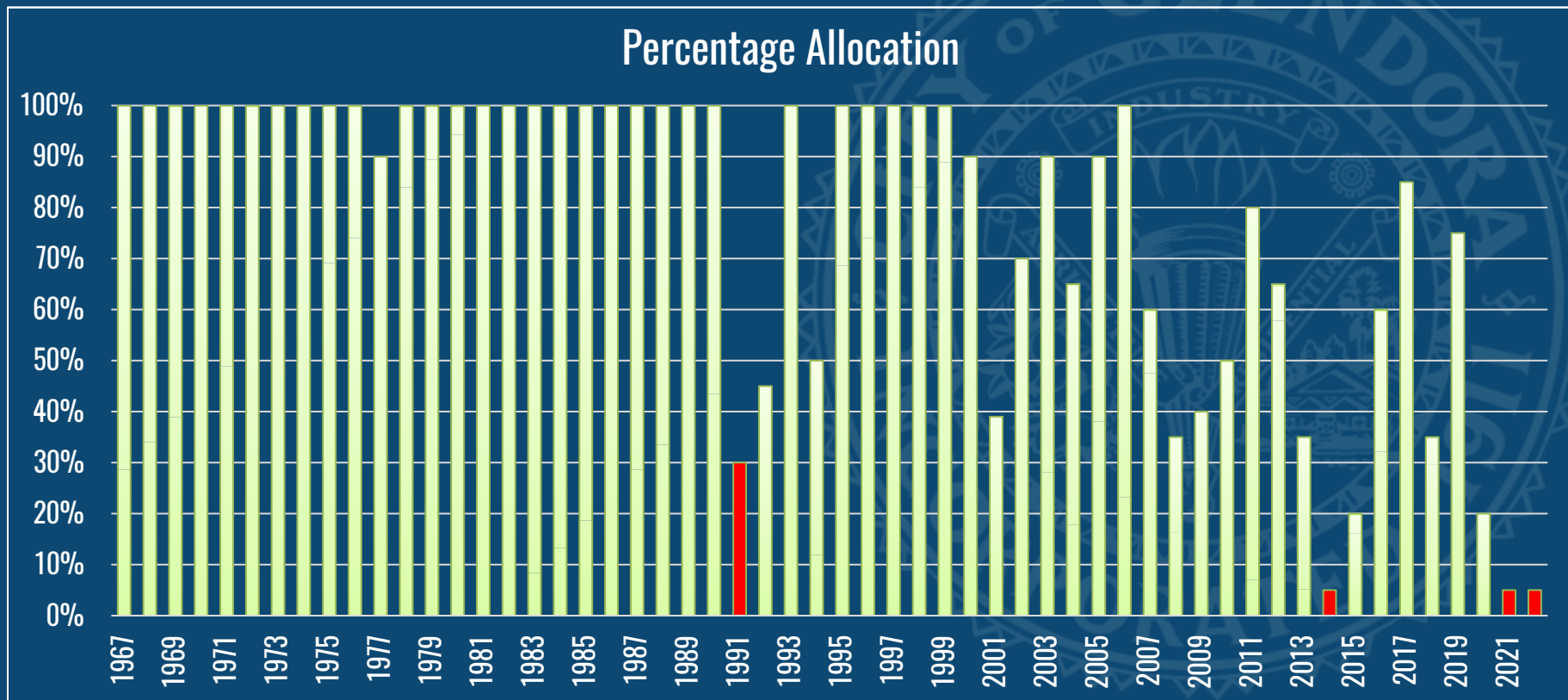
SWP Contractors Maximum Contract Delivery Amount

- Initial allocation estimates sent Oct – Nov (0% for 2022 WY)
 - First time in History
- Second allocation estimates sent Dec – Feb (15% for 2022 WY)
- Final allocation estimates sent Mar – May (5% for 2022 WY)
- 2006 was the last 100% allocation year

SWP Contractor	Max Table A Delivery Amounts (acre-feet) (2020)	% Of Total Max Table A
Feather River		
Butte	27,500	0.7%
Yuba City	9,600	0.2%
Plumas	2,700	0.1%
North Bay		
Napa	29,025	0.7%
Solano	47,756	1.1%
South Bay		
Alameda Zone-7	80,619	1.9%
Alameda County	42,000	1.0%
Santa Clara	100,000	2.4%
San Joaquin Valley		
Dudley Ridge	41,350	1.0%
Empire	3,000	0.1%
Kern	982,730	23.6%
Kings	9,305	0.2%
Oak Flat	5,700	0.1%
Tulare Lake	87,471	2.1%
Central Coastal		
San Luis Obispo	25,000	0.6%
Santa Barbara	45,486	1.1%
Southern California		
Antelope Valley-East Kern	144,844	3.5%
Castaic Lake	95,200	2.3%
Coachella Valley	138,350	3.3%
Crestline-Lake Arrowhead	5,800	0.1%
Desert	55,750	1.3%
Littlerock Creek	2,300	0.1%
Metropolitan	1,911,500	45.8%
Mojave	89,800	2.2%
Palmdale	21,300	0.5%
San Bernardino Valley	102,600	2.5%
San Gabriel Valley	28,800	0.7%
San Geronio Pass	17,300	0.4%
Ventura	20,000	0.5%
TOTAL TABLE A	4,172,786	100%

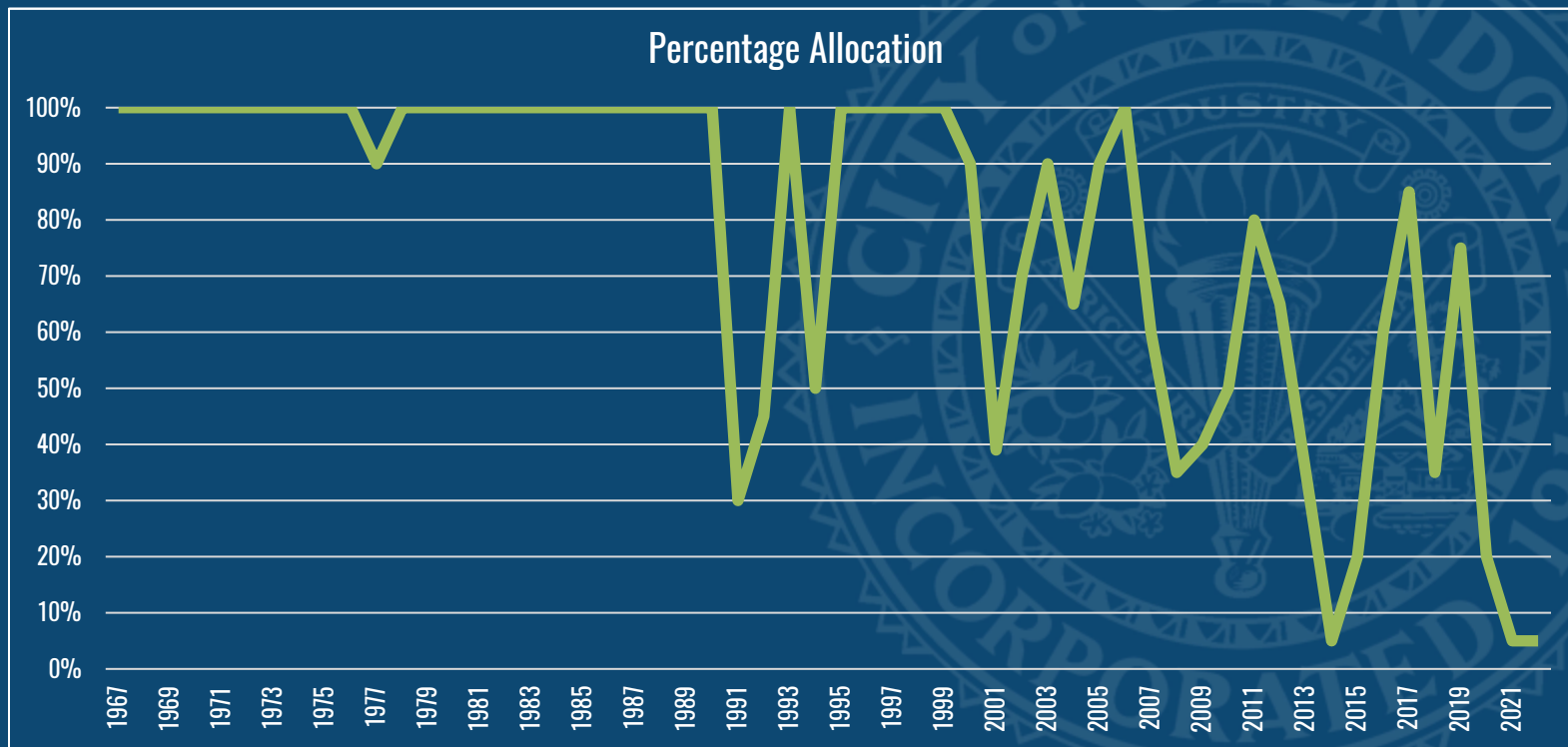
SWP Historical Allocations (1967-2022)

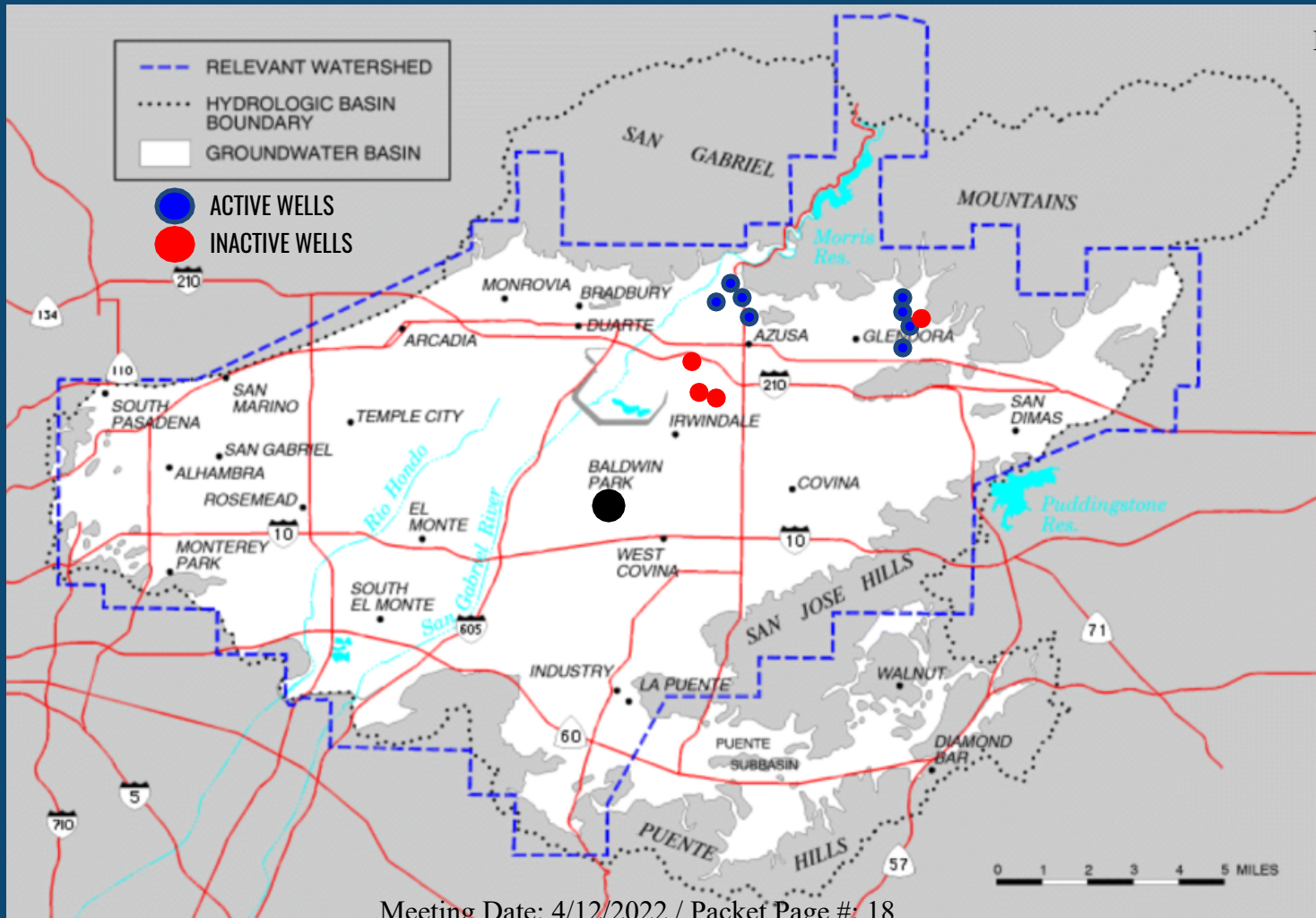
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SWP Historical Allocations cont'd

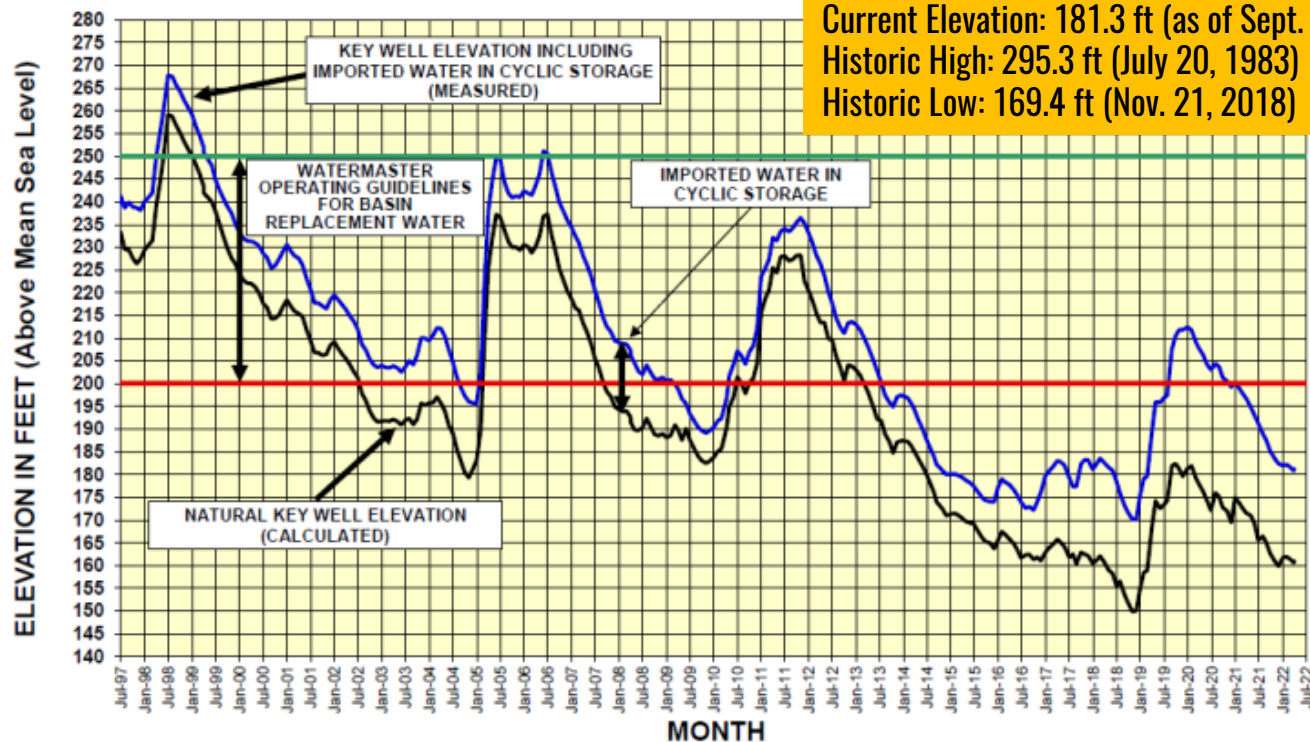
Item #4. Page 8





Baldwin Park Key Well

Item #4. Page 10



MAIN SAN GABRIEL BASIN WATERMASTER

BALDWIN PARK KEY WELL
GROUNDWATER ELEVATION

Meeting Date: 4/12/2022 / Packet Page #: 19

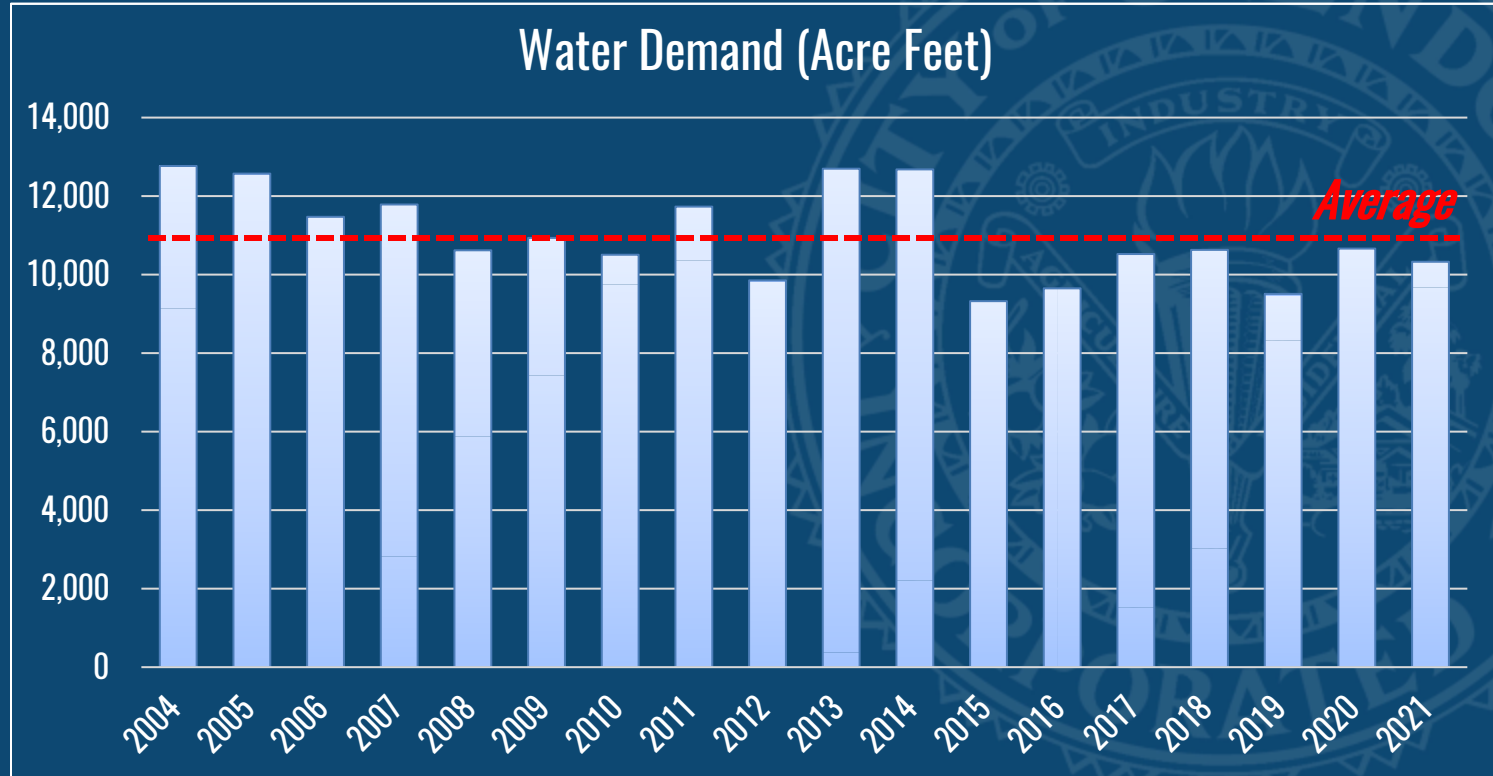
Executive Order N-7-22: Bolster Water Conservation at the Local Level

“Following the driest first three months of a year in the state’s recorded history, Governor Gavin Newsom today took steps to drive water conservation at the local level, calling on local water suppliers to move to Level 2 of their Water Shortage Contingency Plans, which require locally-appropriate actions that will conserve water across all sectors”

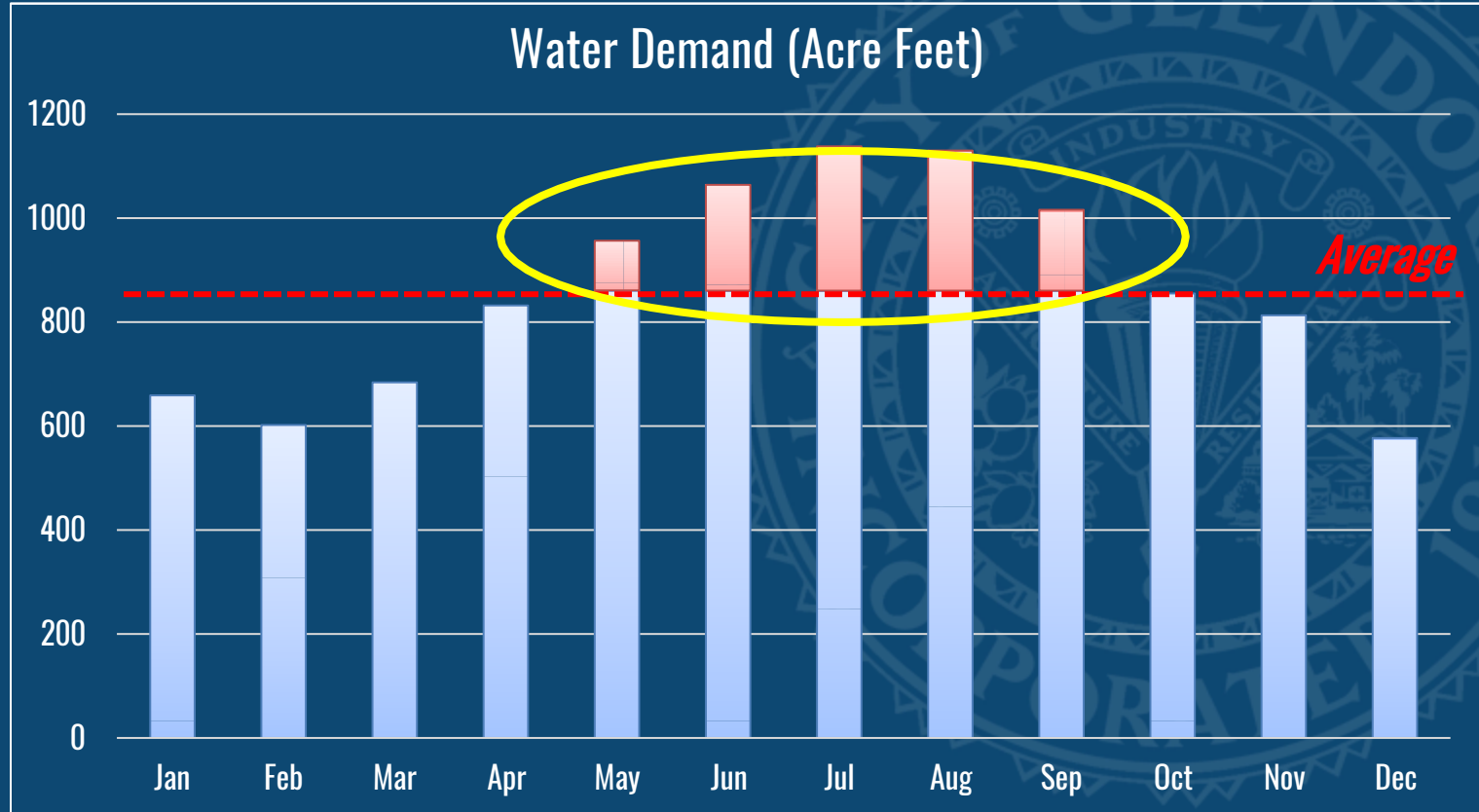
-Office of the Governor, Mar 28, 2022



Glendora Annual Water Demand (2004 -2021)



Glendora Monthly Water Demand (2021)



Water Shortage Plan Level 2 Criteria

1. The City's well production for the current fiscal year is reduced by 25 percent below the production level for the same period of the preceding year.
 - Water levels have dropped an average of 44 feet.
 - Well 8 taken out of service due to low production.
 - A total of 37% loss in groundwater production.
2. Imported water is needed to meet 40 percent of the City's water system demand
3. Upon recommendation by the Water Commission that a water shortage exists.

Community Impact of Water Shortage Level 2

- 10% reduction for all consumers (Based on the average consumption for the same period of the previous year).
- Prohibit use of potable water for washing hard surfaces, (i.e. driveways, sidewalks, etc.)
- Watering shall be prohibited from 8:00 am- 5:00 pm (Monday-Sunday)
- Restrict or prohibit runoff from landscape irrigation
- Irrigating turf or landscapes during and 48 hours following measurable rain is prohibited.
- Restaurants can only offer water upon request
- Hotel establishments shall institute daily washing of linens and towels only upon request.

Violation Procedures and Fees

- 1st Violation: Courtesy notice with corrective action plan
 - No penalty fees assessed
- 2nd Violation: Required corrective action
 - If no response or failure to comply, a fine not exceeding \$150 shall be assessed
- 3rd Violation: Required corrective action plan
 - If no response or failure to comply, a fine not exceeding \$250 shall be assessed
- 4th Violation: Required corrective action plan
 - If no response or failure to comply, a fine not exceeding \$1,000 shall be assessed

- Expand public education activities
 - Implement a citywide drought communications plan
 - Meet with local establishments
 - Community events
 - Partner with GUSD
- Residential Programs
 - Indoor Device Rebates
 - Rain barrel giveaway
 - FREE Water Audit
- Bewaterwise.com



Summary

- Intense drought conditions persist
 - Driest January, February & March in California history
 - SWP allocations continue to dwindle
 - Low storage in key reservoirs
 - Below average storage in local ground water basins
- Drought actions
 - State calls for increased conservation at the local level
 - Water shortage level 2 (Up to 20%)
- Public Outreach

RECOMMENDATIONS

1. Staff to discuss and receive input at the April 28, 2022 Water Commission meeting including moving to a Stage 2 Water Shortage Contingency Plan; and that
2. Staff return to City Council with a final recommendation in May 2022.

Questions?

City of Glendora Minutes
City Council, Successor Agency
and Housing Authority



Tuesday, March 22, 2022
via Zoom Video Communications,
meeting ID#
cityofglendora.org/zoom or
<https://zoom.us/j/9329247224>

In response to Emergency Declaration issued in 2020 by Governor Newsom brought on by the COVID-19 pandemic, the City began conducting its public meetings utilizing Zoom Video Communications. The teleconferenced meeting allowed the City to continue to conduct essential business and comply with Public Health Administration recommendations to protect the public and City employees, practice social distancing and limit exposure.

CALL TO ORDER

Mayor/Chair Davis called the REGULAR JOINT MEETING of the City Council, Successor Agency to the former Community Redevelopment Agency (CRA), and Housing Authority of the City of Glendora to order at 7:00 p.m. via Zoom Video Communications, meeting ID# cityofglendora.org/zoom.

ROLL CALL

Council Members/Commissioners present: Michael Allawos, David Fredendall, Mendell Thompson, Mayor Pro Tem Gary Boyer, Mayor Karen Davis

Council Members/Commissioners absent: None

Staff present: City Manager/Executive Director Adam Raymond, City/Agency Attorney William Wynder, Assistant City Manager Moises Lopez, Administrative Services Director/City Treasurer Marie Ricci, Public Works Director Alison Sweet, City Clerk/Communications Director Kathleen Sessman, Assistant Public Works Director Chisom Obegolu, Economic Development and Housing Manager Valerie Velasquez, Transportation Manager Steven Mateer, Management Analyst Vanessa Mikhail, Administrative Assistant Lorena Cordova, Digital Media Specialist Craig Gill, Senior Digital Media Specialist Greg Morton, Deputy City Clerk/Records Manager Elvia Harvey

CLOSED SESSION

Closed Session Item #1 was removed from the agenda and was not discussed, general business session began at 7:00 p.m.

Regular Meeting**Tuesday, March 22, 2022****Page 2 of 9**

City Council, Successor Agency and Housing Authority

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

A closed session will be held, pursuant to Government Code § 54956.9(d)(1), to confer with legal counsel regarding pending litigation to which the City is a party. The title of such litigation is as follows: Richard Bernal vs. City of Glendora; United States District Court for the Central District of California, Case No. 2:21-cv-02459.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was led by Edie Young of the First Church of Christ Scientist.

The Pledge of Allegiance was led by Mayor Pro Tem/Vice-Chair Boyer.

STUDENT REPORTS**2. High School Student Representative Report**

Student reports were conducted by Glendora High School Student Representative Nadia Bashier, and St. Lucy Priory High School Student Representative Olivia Rizk.

REORDERING OF AND ADDITIONS TO THE AGENDA

There were no requests to reorder or add to the agenda.

PUBLIC COMMENT**3. Public Comments**

Mayor/Chair Davis OPENED the Public Comment period and inquired if any requests had been received to provide public comment. Deputy City Clerk/Records Manager Harvey announced that no written correspondence and/or requests to provide comment were received, therefore, Mayor/Chair Davis CLOSED the Public Comment period.

MEMBER STATEMENTS/REPORTS

Council Members/Commissioners Thompson provided an updated on the Goldline project.

Council Members/Commissioners Allawos reported on the Council of Governments Legislative Committee meeting, and recognized Tri-Community Adult School for serving the community.

Council Members/Commissioners Fredendall commented on a recent press release from the Glendora Police Department regarding distracted driving.

Mayor Pro Tem/Vice-Chair Boyer provided an update on Foothill Transit and congratulated Council Members/Commissioners Thompson's grandson on his grand slam during a recent Little League.

Mayor/Chair Davis requested to close tonight's City Council meeting in memory of Glendora resident Stan West.

CITY MANAGER AND CITY ATTORNEY STATEMENTS

There were no statements given.

SPECIAL ITEMS

4. San Gabriel Valley Regional Housing Trust Updates and Accomplishments Presentation

Report and PowerPoint was presented by Executive Director San Gabriel Valley Council of Governments (SGVCOG) Marisa Creter.

PUBLIC HEARINGS

5. Consideration of Activity Proposed for the Annual Action Plan FY 2022-2023 for the Community Development Block Grant (CDBG) Program

Mayor Davis read the title into the record and **OPENED** the Public Hearing.

Staff report and PowerPoint was presented by Economic Development and Housing Manager Velasquez.

Mayor Davis invited public testimony and inquired if any requests had been received to provide testimony. Deputy City Clerk/Records Manager announced that there were no written communications and/or requests received to provide public testimony.

City Council discussion included support of the proposed Action Plan; clarification that projects listed on the plan are ongoing with various start and end dates; what the 20% administrative fee was used for; and location of the Housing Rights resources and the funds they receive.

There were no additional questions or comments; therefore, Mayor Davis **CLOSED** the Public Hearing.

A motion was made by Michael Allawos, seconded by Mendell Thompson to 1. Accept the activity and projects to be included in the CDBG One-Year Action Plan for FY 2022-2023; and 2. Commence the required 30-day public comment period.

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

CONSENT CALENDAR

A motion was made by Michael Allawos, seconded by David J. Fredendall to approve Consent Calendar Items #6 thru #7 as presented.

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

6. Affirm minutes from March 8, 2022 City Council, Successor Agency for the former Community Redevelopment Agency, and Housing Authority Regular Meeting, and March 14, 2022 City Council and Housing Authority Special Meeting.

The City Council, Successor Agency for the former Community Redevelopment Agency and Housing Authority affirmed the minutes as presented.

7. Rain Bird 4G Upgrade for Central Control Irrigation System in the amount of \$30,265 (Strategic Plan Items 49-IMCIF)

The City Council approved the purchase of 4G IQ cellular cartridge upgrade for City irrigation controllers in the amount of \$30,265.

MEMBER AGENDA ITEMS

8. Policy Development for Council Proclamations and Similar Recognitions (Requested by Allawos and Davis) (Strategic Plan 41 - EMO)

RECOMMENDATION: 1. Review, discuss, and provide direction to staff on the development of an administrative policy for proclamations and other City Council Recognitions.

Staff report and PowerPoint was presented by City Manager Raymond.

City Council discussion included clarification on the proclamation process, and the pros and cons of the proposed proclamation policy.

A motion was made by Michael Allawos, seconded by Mendell Thompson to adopt City Council **Resolution CC 2022-10 entitled, "A RESOLUTION OF THE CITY COUNCIL ADOPTING A CITY COUNCIL PROCLAMATION POLICY."**

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

UNFINISHED BUSINESS

9. Policy changes required due to change of City of Glendora City Council Election Date from March 2022 to November 2022 relating to City Council Policies regulating the reorganization of City Council and selection of Mayor and Mayor Pro Tem (Strategic Plan Item 26 - EMO)

RECOMMENDATION: 1. Adopt a City Council Resolution entitled, "A RESOLUTION OF THE CITY COUNCIL AMENDING CITY COUNCIL POLICY RELATING TO THE CITY COUNCIL REORGANIZATION AND SELECTION OF MAYOR AND MAYOR PRO TEM AND RESCIND RESOLUTION CC 2019-03."

Staff report was presented by City Clerk/Communications Director Sessman.

City Council discussion included clarification of reorganization of council during election years and non-election years; and a request was received from Mayor Pro Tem Boyer to amend the proposed policy and resolution to set the City Council reorganization during non-election years, to occur at the first regularly scheduled meeting in the month of December instead of the November, there were no objections.

A motion was made by Gary Boyer, seconded by Mendell Thompson to 1. Adopt a City Council **Resolution CC 2022-11** entitled, "A RESOLUTION OF THE CITY COUNCIL AMENDING CITY COUNCIL POLICY RELATING TO THE CITY COUNCIL REORGANIZATION AND SELECTION OF MAYOR AND MAYOR PRO TEM AND RESCIND RESOLUTION CC 2019-03," noting the amendment to the resolution and policy to set the City Council reorganization during non-election years, to occur at the first regularly scheduled meeting in the month of December.

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

10. Conduct a Discussion on City of Glendora Teleconferenced Public Meetings and Returning to in-person meetings

RECOMMENDATION: Adopt the proposed Resolution and direct staff to return to in-person City Council meetings beginning April 1, 2022.

Staff report was presented by City Clerk/Communications Director Sessman.

City Council discussion included the current seating capacity in Council Chambers; options for accommodating in-person meetings; pros and cons of hybrid approach; the desire of return to in-person meetings and have a contingency plan that allows for telecommunication in the event a elected and/or appointed official is unable to participate in-person; and options for handling overflow attendance.

A motion was made by Michael Allawos to return all Council/Commission/Board meetings to in-person meetings beginning April 1, 2022 without exception. The motion failed due to lack of a second.

A motion was then made by Gary Boyer, seconded by David J. Fredendall to approve staff's recommendation and adopt City Council **Resolution CC 2022-13** entitled, "A RESOLUTION OF THE CITY COUNCIL RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2020, AND WHEN APPLICABLE RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE

BODIES OF THE CITY OF GLENDORA FOR THE 30-DAY PERIOD BEGINNING APRIL 1, 2022 THROUGH APRIL 30, 2022 PURSUANT TO THE RALPH M. BROWN ACT AND ASSEMBLY BILL NO. 361,” and direct staff to return all Council and Commission meetings beginning April 1, 2022 to in-person and allowing the City to conduct public meetings of the City via teleconferencing, in person and/or hybrid meetings.

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

NEW BUSINESS

Council Member/Commissioner Thompson left the meeting at 8:47 p.m. and returned at 8:49 p.m.

11. Award Contract for Gladstone Reservoir Demolition and Parking Lot Improvement Project, Plan No. 1242 in the amount of \$1,305,945.85 (Strategic Plan Item 46 - IMCIF)

RECOMMENDATION: 1. Adopt a Categorical Exemption from the California Environmental Quality Act pursuant to Section 15301(c) of the California Code of Regulations; 2. Award the contract for Gladstone Water Reservoir Demolition and Parking lot Improvement Project, Plan No.1242 to Wreck Age Demolition Inc. of Fontana, CA in the amount of \$1,187,223.50 with a 10% contingency in the amount of \$118,722.35 for a total amount of \$1,305,945.85; 3. Authorize the Public Works Director to execute any necessary change orders in an amount not to exceed 10% of the original contract amount; 4. Approve a supplemental appropriation in the amount of \$416,878.00 from Fund 530 (Water Capital Projects reserves); and 5. Authorize the City Manager to execute the Agreement, including making minor non-substantive changes.

Staff report and PowerPoint was presented by Public Works Director Sweet.

City Council discussion included the City’s water infrastructure assessment efforts.

A motion was made by Michael Allawos, seconded by Mendell Thompson to 1. Adopt a Categorical Exemption from the California Environmental Quality Act pursuant to Section 15301(c) of the California Code of Regulations; 2. Award the contract for Gladstone Water Reservoir Demolition and Parking lot Improvement Project, Plan No.1242 to Wreck Age Demolition Inc. of Fontana, CA in the amount of \$1,187,223.50 with a 10% contingency in the amount of \$118,722.35 for a total amount of \$1,305,945.85; 3. Authorize the Public Works Director to execute any necessary change orders in an amount not to exceed 10% of the original contract amount; 4. Approve a supplemental appropriation in the amount of \$416,878.00 from Fund 530 (Water Capital Projects reserves); and 5. Authorize the City Manager to execute the Agreement, including making minor non-substantive changes.

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

12. Approval of Business Improvement District (BID) FY 2022-2023 Annual Report and Consideration of a Resolution Announcing Intentions to Levy and Collect Assessments for Fiscal Year 2022-2023 for the Glendora Village Business Improvement District

RECOMMENDATION: 1. Approve the FY 2022-2023 Business Improvement District Annual Report; and 2. Adopt a City Council Resolution entitled, “A Resolution of the City Council announcing intentions to levy and collect assessments for the Fiscal Year 2022-2023 for the Glendora Village Business Improvement District as permitted by the Parking and Business Improvement Area Law of 1989 (California Streets and Highways code section 36500 et seq.).”

Staff report and PowerPoint was presented by Economic Development and Housing Manager Velasquez.

City Council discussion included the BID expanding their opportunities for future growth; support of the report and proposed recommendations; and desire to see more business owner involved in BID planning.

A motion was made by David J. Fredendall, seconded by Mendell Thompson to 1. Approve the FY 2022-2023 Business Improvement District Annual Report; and 2. Adopt a City Council **Resolution CC 2022-12** entitled, “A Resolution of the City Council announcing intentions to levy and collect assessments for the Fiscal Year 2022-2023 for the Glendora Village Business Improvement District as permitted by the Parking and Business Improvement Area Law of 1989 (California Streets and Highways code section 36500 et seq.).”

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

13. Glendora People Movement Project Prioritization and Award of Contract Services Agreement to Alta Planning + Design, Inc. for \$463,130.00 for Glendora Urban Trail Phase 2 & 3

RECOMMENDATION: 1. Direct staff to prioritize the design and construction of Scenario 1 as presented in the staff report for the first phase of the Glendora People Movement Project; 2. Amend the Capital Improvement Program to combine the Glendora Urban Trail and First/Last Mile Projects into the People Movement Project; and 3. Authorize the City Manager to execute the Professional Services Agreement with Alta Planning + Design, Inc. for design and right-of-way services for Glendora Urban Trail Phase 2 & 3, Plan No. 1313 in the amount of \$463,130.00.

Staff report and PowerPoint was presented by Transportation Manager Mateer.

City Council discussion included project vision; and support for Scenario 1.

A motion was made by Mendell Thompson, seconded by David J. Fredendall to 1. Direct staff to prioritize the design and construction of Scenario 1 as presented in the staff report for the first phase of the Glendora People Movement Project; 2. Amend the Capital Improvement Program to combine the Glendora Urban Trail and First/Last Mile Projects into the People Movement Project; and 3. Authorize the City Manager to execute the Professional Services Agreement with Alta Planning + Design, Inc. for design and right-of-way services for Glendora Urban Trail Phase 2 & 3, Plan No. 1313 in the amount of \$463,130.00.

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

14. Glendora Outdoor Dining (Strategic Plan Item 4 - ISSED)

RECOMMENDATION: 1. Provide input and comment on proposed update and revision of the Glendora Village outdoor dining program.

Staff report and PowerPoint was presented by Management Analyst Mikhail.

Council discussion included a desire to have outdoor dining regulations and guidelines prepared quickly; encourage uniform look and feel by requiring umbrellas to be of neutral color with no logos or advertisements; sidewalk width is minimum five feet of clearance; allow use of power boxes if feasible provided it does not prohibit tree lighting and applicants use LED; permit fee is acceptable to recoup cost of investment and staff time; need to have consistent approach to regulations and enforcement; limit music/entertainment to non-amplified and must follow CUP process; and no physical modifications to the parklets allowed.

A motion was made by Michael Allawos, seconded by David J. Fredendall to direct staff to quickly move forward with establishing outdoor dining regulations and guidelines, and consider feedback from Council to: encourage uniform look and feel by requiring umbrellas to be of neutral color with no logos or advertisements; sidewalk width is minimum five feet of clearance; allow use of power boxes if feasible provided it does not prohibit tree lighting and applicants use LED; permit fee is acceptable to recoup cost of investment and staff time; need to have consistent approach to regulations and enforcement; limit music/entertainment to non-amplified and must follow CUP process; and no physical modifications to the parklets.

An oral roll call vote was conducted, and the motion carried 5 - 0 as follows: AYES: Michael Allawos, David J. Fredendall, Mendell Thompson, Gary Boyer, and Karen K. Davis; NOES: (None); ABSENT: (None); ABSTAIN: (None).

MEMBER/STAFF CLOSING COMMENTS

No closing comments were given.

Regular Meeting

Tuesday, March 22, 2022

Page 9 of 9

City Council, Successor Agency and Housing Authority

ADJOURNMENT

Mayor/Chair Davis adjourned the meeting at 10:16 p.m. in memory of Glendora resident Stan West.

Kathleen R. Sessman, MMC
City Clerk/Communication Director

Minutes were approved on _____ by the City Council of the City of Glendora, with the City of Glendora acting as the Successor Agency to the Glendora Community Redevelopment Agency per ABx1 26, codified at Health & Safety Code §34173(a).

CITY OF GLENDORA

CITY COUNCIL MEETING

4/12/2022

WARRANT REGISTER FOR

3/4/2022

GENERAL WARRANT REGISTER
PAYROLL EFT

\$ 327,451.73
\$ -

TOTAL

\$ 327,451.73

PREPARED BY:

Desiree Hernandez



REVIEWED BY
Assistant Finance Director

Warrant Register Notes – Understanding the “Key Org”

Key Org = Fund + Dept

XXXXXXXX = XXX + XXXX

First three digits = Fund. The funds are used for this register are listed at the end of each register.

It includes the Fund #, Fund Title and Amount spent for that fund.

Remaining four digits & subaccounts = Department and division. Below is the list of departments.

#	<u>Department description</u>	#	<u>Department description</u>
40xx	LEGISLATIVE	60xx	PLANNING, CRA, HOUSING
41xx	EXECUTIVE	65xx	PUBLIC WOKRS
42xx	FINANCE	70xx	LIBRARY
43xx	NON-DEPARTMENTAL	75xx	COMMUNITY SERVICES
51xx	PUBLIC SAFETY	99xx	CAPITAL PORJECTS

“X” – Provides additional details of the division within the department

SUNGARD PENTAMATION
DATE: 03/04/2022
TIME: 10:17:52

CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1
ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220304 00:00:00.000'
ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	V4240	03/04/22	3700	A & P COMPLIANCE TESTING	5496563	D.O INSPECT/DEC-JAN	0.00	300.00
10001	V4240	03/04/22	3700	A & P COMPLIANCE TESTING	5496563	D.O INSPECT/DEC-JAN	0.00	600.00
TOTAL	CHECK						0.00	900.00
10001	V4241	03/04/22	3779	ALL CITY MANAGEMENT SERV	0015129	CROSSING GUARD/JAN	0.00	10,327.80
10001	V4242	03/04/22	1332	ANIMAL PEST MANAGEMENT S	0016566	PEST CONTROL SVC/FEB	0.00	325.00
10001	V4242	03/04/22	1332	ANIMAL PEST MANAGEMENT S	0016582	PEST CONTROL SVC/FEB	0.00	325.00
10001	V4242	03/04/22	1332	ANIMAL PEST MANAGEMENT S	0017585	PEST CONTROL SVC/FEB	0.00	45.00
TOTAL	CHECK						0.00	695.00
10001	V4243	03/04/22	1190	AQUA-METRIC SALES COMPAN	5316568	AMI METER SYSTEM MAINT	0.00	44,000.00
10001	V4243	03/04/22	1190	AQUA-METRIC SALES COMPAN	5316568	FREIGHT	0.00	137.93
TOTAL	CHECK						0.00	44,137.93
10001	V4244	03/04/22	5820	BLACK AND WHITE EMERGENC	5496563	REPAIR VEHICLE EQUIP	38.44	713.48
10001	V4245	03/04/22	2020	BROWN MOTOR WORKS INC	5496563	VEHICLE REPAIR/MAINT	27.31	367.98
10001	V4245	03/04/22	2020	BROWN MOTOR WORKS INC	5496563	VEHICLE REPAIR/MAINT	1.48	53.43
TOTAL	CHECK						28.79	421.41
10001	V4246	03/04/22	1541	CLEAN SWEEP SUPPLY CO.,	5316570	CLEANING SUPPLIES	7.60	81.75
10001	V4246	03/04/22	1541	CLEAN SWEEP SUPPLY CO.,	0016566	CLEANING SUPPLIES	20.24	217.69
10001	V4246	03/04/22	1541	CLEAN SWEEP SUPPLY CO.,	0016566	CLEANING SUPPLIES	31.70	340.99
10001	V4246	03/04/22	1541	CLEAN SWEEP SUPPLY CO.,	0016566	CLEANING SUPPLIES	26.97	290.08
TOTAL	CHECK						86.51	930.51
10001	V4247	03/04/22	1613	CLINICAL LAB OF SAN BERN	5316571	WTR QLTY ANALYSIS/JAN	0.00	964.50
10001	V4248	03/04/22	3147	COLLEY AUTO CARS INC	5496563	FORD MAVERICK HYBRID F	0.00	23,675.62
10001	V4248	03/04/22	3147	COLLEY AUTO CARS INC	5496563	VEHICLE PARTS/MAINT	1.94	20.90
10001	V4248	03/04/22	3147	COLLEY AUTO CARS INC	5496563	VEHICLE PARTS/MAINT	5.84	62.72
10001	V4248	03/04/22	3147	COLLEY AUTO CARS INC	5496563	VEHICLE PARTS/MAINT	14.14	152.13
10001	V4248	03/04/22	3147	COLLEY AUTO CARS INC	5496563	VEHICLE PARTS/MAINT	0.00	160.00
10001	V4248	03/04/22	3147	COLLEY AUTO CARS INC	5496563	VEHICLE PARTS/MAINT	32.88	353.63
10001	V4248	03/04/22	3147	COLLEY AUTO CARS INC	5496563	VEHICLE PARTS/MAINT	36.63	393.91
TOTAL	CHECK						91.43	24,818.91
10001	V4249	03/04/22	3276	DOCU-TRUST	0016051	OFF-SITE STORAGE	0.00	2.00
10001	V4249	03/04/22	3276	DOCU-TRUST	0017581	OFF-SITE STORAGE	0.00	109.49
10001	V4249	03/04/22	3276	DOCU-TRUST	0014010	OFF-SITE STORAGE	0.00	64.94
TOTAL	CHECK						0.00	176.43
10001	V4250	03/04/22	3992	FASTENAL COMPANY	0016582	FOR AG SUPPLIES	5.93	63.77
10001	V4251	03/04/22	4550	SHEILA JENNINGS GANINO	0017583	COMM SVC EDUCATN CLSS	0.00	2,338.12
10001	V4252	03/04/22	4397	GEORGE E. BOOTH CO., INC	5316571	SCADA SYSTEM MAINT	0.00	172.50
10001	V4253	03/04/22	1171	GEORGE'S GRAPHICS	0014103	BROCHURES	7.07	76.07
10001	V4254	03/04/22	1011	GLENDORA CHAMBER OF COMM	0016008	CITY CONTRACT/MAR	0.00	2,083.34

SUNGARD PENTAMATION
DATE: 03/04/2022
TIME: 10:17:52

CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 2
ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220304 00:00:00.000'
ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	V4255	03/04/22	1212	GLENDORA TROPHY & ENGRAV	0017585	NAME BADGE	11.02	127.02
10001	V4256	03/04/22	1941	GRAINGER	2056562	EQUIPMENT PARTS/SUPP	14.90	160.35
10001	V4256	03/04/22	1941	GRAINGER	0014101	EQUIPMENT PARTS/SUPP	22.37	250.62
10001	V4256	03/04/22	1941	GRAINGER	5314101	EQUIPMENT PARTS/SUPP	22.37	250.62
10001	V4256	03/04/22	1941	GRAINGER	0016566	EQUIPMENT PARTS/SUPP	25.00	268.80
10001	V4256	03/04/22	1941	GRAINGER	5496563	EQUIPMENT PARTS/SUPP	7.06	75.91
10001	V4256	03/04/22	1941	GRAINGER	5496563	EQUIPMENT PARTS/SUPP	1.38	14.89
10001	V4256	03/04/22	1941	GRAINGER	2056562	EQUIPMENT PARTS/SUPP	3.35	36.01
10001	V4256	03/04/22	1941	GRAINGER	2056562	EQUIPMENT PARTS/SUPP	31.94	343.80
TOTAL CHECK							128.37	1,401.00
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/DEC	0.00	140.25
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/SEP	0.00	168.20
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/JAN	0.00	223.64
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/DEC	0.00	407.06
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/DEC	0.00	423.84
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/SEP	0.00	488.17
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/DEC	61.86	598.55
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/JAN	0.00	649.07
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/SEP	90.68	734.31
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/JAN	0.00	855.78
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/DEC	0.00	1,230.13
10001	V4257	03/04/22	7201	INFOSEND, INC.	5314216	UTILITY BILLING/DEC	0.00	1,621.87
TOTAL CHECK							152.54	7,540.87
10001	V4258	03/04/22	1173	INLAND VALLEY HUMANE SOC	0015139	ANIMAL CONTROL/FEB	0.00	17,500.00
10001	V4259	03/04/22	2346	J.G. TUCKER & SON, INC.	2056562	ST REPAIR/MAINT SUPP	11.24	120.87
10001	V4260	03/04/22	5315	JMD	3216565	GOLD LINE ENG/JAN	0.00	30,515.23
10001	V4261	03/04/22	6940	KEENAN & ASSOCIATES	5484019	BENEFIT BRIDGE/FEB	0.00	1,250.00
10001	V4262	03/04/22	3621	LA VERNE POWER EQUIPMENT	2056562	EQUIPMENT PARTS/SUPP	6.05	65.03
10001	V4262	03/04/22	3621	LA VERNE POWER EQUIPMENT	5496563	EQUIPMENT PARTS/SUPP	0.31	14.30
10001	V4262	03/04/22	3621	LA VERNE POWER EQUIPMENT	2056562	EQUIPMENT PARTS/SUPP	4.41	47.40
10001	V4262	03/04/22	3621	LA VERNE POWER EQUIPMENT	2056562	EQUIPMENT PARTS/SUPP	38.43	413.36
TOTAL CHECK							49.20	540.09
10001	V4263	03/04/22	1203	MERCURY FENCE CO., INC.	0016566	FENCE REPAIR	0.00	240.00
10001	V4264	03/04/22	1425	MERRIMAC ENERGY GROUP	5496563	FUEL FOR CITY VEHICLE	0.00	34,265.85
10001	V4265	03/04/22	5912	KIMBALL MIDWEST	5496563	EQUIPMENT PARTS/SUPP	59.27	637.43
10001	V4266	03/04/22	7127	STAR MAINTENANCE SUPPLY	0016582	JANITORIAL SUPPLIES	27.99	322.59
10001	V4267	03/04/22	3178	PLACEWORKS	2096086	PROF SERVICES/JAN	0.00	75.58
10001	V4267	03/04/22	3178	PLACEWORKS	0014101	PROF SERVICES/JAN	0.00	189.62
TOTAL CHECK							0.00	265.20

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FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	V4268	03/04/22	4709	RHOMAR INDUSTRIES INC	2056562	ST REPAIR/MAINT SUPP	0.00	3,532.79
10001	V4269	03/04/22	2027	SECTRAN SECURITY, INC.	5314216	ARMORED SERVICES/FEB	0.00	216.45
10001	V4270	03/04/22	6657	SUPERION LLC	5484019	KRONOS ANNUAL MAINT	0.00	297.82
10001	V4271	03/04/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	53.41	574.51
10001	V4271	03/04/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	53.52	575.52
10001	V4271	03/04/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	1,606.75	17,282.35
TOTAL CHECK							1,713.68	18,432.38
10001	V4272	03/04/22	7498	Y TIRE PERFORMANCE LLC	5496563	VEHICLE PARTS/SUPP	38.31	415.61
10001	106184	03/04/22	1193	AT&T MOBILITY	0015126	TELEPHONE SVC/JAN	0.00	48.23
10001	106185	03/04/22	1125	ATHENS SERVICES	0016566	SWEEPER SERVICES	0.00	100.00
10001	106185	03/04/22	1125	ATHENS SERVICES	5316562	SWEEPER SERVICES	0.00	100.00
10001	106185	03/04/22	1125	ATHENS SERVICES	0016566	SWEEPER SERVICES	0.00	200.00
10001	106185	03/04/22	1125	ATHENS SERVICES	5316562	SWEEPER SERVICES	0.00	200.00
TOTAL CHECK							0.00	600.00
10001	106186	03/04/22	6403	AZTECH ELEVATOR COMPANY	0016566	LIBRY ELEV MAINT/FEB	0.00	145.00
10001	106187	03/04/22	1305	AZUSA LIGHT & WATER	5316571	ELECTRIC SERVICE/JAN	0.00	3,454.07
10001	106188	03/04/22	6343	CENTRALSQUARE TECHNOLOGI	5484019	COMMUNITY DEVELOPMENT	0.00	2,083.68
10001	106189	03/04/22	6434	CHARTER COMMUNICATIONS	5484032	INTERNET SVC/MAR	0.00	380.80
10001	106190	03/04/22	TEMP	CLARA ZAPATA	5316569	TURF REMOVAL REBATE	0.00	1,558.00
10001	106191	03/04/22	4056	COCO'S CREW INC	0017583	COMM SVC EDUCATN CLSS	0.00	330.00
10001	106192	03/04/22	4296	AMOSBUILT INC.	0016566	WATER HEATER REPAIR	0.00	220.00
10001	106193	03/04/22	1123	COUNTY OF LOS ANGELES IN	2096086	RADIO FREQUENCY/JAN	0.00	701.86
10001	106194	03/04/22	1068	DEWEY PEST CONTROL CO.	0016566	PEST CONTROL SVC/FEB	0.00	98.00
10001	106194	03/04/22	1068	DEWEY PEST CONTROL CO.	0016566	PEST CONTROL SVC/FEB	0.00	60.00
10001	106194	03/04/22	1068	DEWEY PEST CONTROL CO.	0016566	PEST CONTROL SVC/FEB	0.00	61.00
10001	106194	03/04/22	1068	DEWEY PEST CONTROL CO.	0016566	PEST CONTROL SVC/FEB	0.00	68.00
TOTAL CHECK							0.00	287.00
10001	106195	03/04/22	1936	ESRI, INC.	5489999	GIS ENTERPRISE - 3 YEA	0.00	21,666.00
10001	106196	03/04/22	2389	FCC FINE ARTS ACADEMY	0017583	COMM SVC EDUCATN CLSS	0.00	4,601.25
10001	106197	03/04/22	4959	FRONTIER	5484032	TELEPHONE SVC/MAR	0.00	78.12
10001	106198	03/04/22	6570	NAPA AUTO PARTS	5496563	VEHICLE PARTS/SUPP	1.35	15.52

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FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106199	03/04/22	3998	GMS ELEVATOR SERVICES, I	0017585	ELEVATOR MAINT/JAN	0.00	115.00
10001	106200	03/04/22	2257	HARLAND CLARKE	0014216	AP CHECKS	29.86	321.21
10001	106200	03/04/22	2257	HARLAND CLARKE	5314216	AP CHECKS	29.87	321.22
TOTAL	CHECK						59.73	642.43
10001	106201	03/04/22	2683	HARRINGTON INDUSTRIAL	5316571	EQUIPMENT PARTS/SUPP	20.49	285.05
10001	106202	03/04/22	4420	HOLIDAYGOO, INC.	0017583	EASTER EGGS	72.65	823.65
10001	106203	03/04/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	19.42	208.92
10001	106203	03/04/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	19.42	208.92
10001	106203	03/04/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	27.11	291.61
10001	106203	03/04/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	50.17	539.67
TOTAL	CHECK						116.12	1,249.12
10001	106204	03/04/22	1784	JAN'S TOWING, INC.	5496563	VEHICLE TOWING SVC	0.00	50.00
10001	106204	03/04/22	1784	JAN'S TOWING, INC.	5496563	VEHICLE TOWING SVC	0.00	107.99
TOTAL	CHECK						0.00	157.99
10001	106205	03/04/22	TEMP	JULIA DAMIANO	0017585	ACTIVITY REFUND	0.00	31.00
10001	106206	03/04/22	3252	REGIONAL TAP SERVICE CEN	2096086	TAP SALES/JAN	0.00	562.12
10001	106206	03/04/22	3252	REGIONAL TAP SERVICE CEN	2096086	TAP SALES/NOV	0.00	612.87
10001	106206	03/04/22	3252	REGIONAL TAP SERVICE CEN	2096086	TAP SALES/DEC	0.00	783.37
TOTAL	CHECK						0.00	1,958.36
10001	106207	03/04/22	4265	LA COUNTY SHERRIF'S DEPA	0015134	INMATE MEAL SVC/JAN	0.00	391.28
10001	106208	03/04/22	7338	THE GROWING PATH, LLC	0017583	COMM SVC EDUCATN CLSS	0.00	2,338.12
10001	106209	03/04/22	TEMP	LORENA CORDOVA	0014010	PRESS ROOM EQUIPMENT	0.00	73.04
10001	106209	03/04/22	TEMP	LORENA CORDOVA	5314010	PRESS ROOM EQUIPMENT	0.00	73.04
TOTAL	CHECK						0.00	146.08
10001	106210	03/04/22	1123	LOS ANGELES COUNTY CLERK	2569999	CEQA EXEMPTION FILING	0.00	75.00
10001	106211	03/04/22	4881	S & S TROPHY AND ENGRAVI	0017588	TROPHIES FOR GLENDORA	185.78	1,998.28
10001	106212	03/04/22	TEMP	MARLEE JO MCWADE	5316569	HE WASHER REBATE	0.00	100.00
10001	106213	03/04/22	5745	MV CHENG & ASSOCIATES IN	0014216	PAYROLL ANALYST	0.00	25.00
10001	106213	03/04/22	5745	MV CHENG & ASSOCIATES IN	5314216	PAYROLL ANALYST	0.00	25.00
TOTAL	CHECK						0.00	50.00
10001	106214	03/04/22	TEMP	NIKOLE PEARCE	0017581	SECURITY DEP REFUND	0.00	225.00
10001	106215	03/04/22	7355	CONCENTRA MEDICAL CENTER	5314103	DOT PHYSICAL	0.00	465.00
10001	106216	03/04/22	1921	OFFICE DEPOT	0017585	OFFICE SUPPLIES	45.82	492.89
10001	106216	03/04/22	1921	OFFICE DEPOT	0016582	OFFICE SUPPLIES	4.68	50.36
10001	106216	03/04/22	1921	OFFICE DEPOT	0016582	OFFICE SUPPLIES	2.22	23.84

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106216	03/04/22	1921	OFFICE DEPOT	0017585	OFFICE SUPPLIES	10.52	113.14
10001	106216	03/04/22	1921	OFFICE DEPOT	0017583	OFFICE SUPPLIES	20.89	224.67
10001	106216	03/04/22	1921	OFFICE DEPOT	0017585	OFFICE SUPPLIES	4.15	44.63
TOTAL	CHECK						88.28	949.53
10001	106217	03/04/22	4076	O'REILLY AUTO PARTS	5496563	VEHICLE PARTS/SUPP	3.19	34.31
10001	106217	03/04/22	4076	O'REILLY AUTO PARTS	5496563	VEHICLE PARTS/SUPP	3.49	37.56
10001	106217	03/04/22	4076	O'REILLY AUTO PARTS	5496563	VEHICLE PARTS/SUPP	17.83	148.78
10001	106217	03/04/22	4076	O'REILLY AUTO PARTS	5496563	VEHICLE PARTS/SUPP	17.83	192.78
TOTAL	CHECK						42.34	413.43
10001	106218	03/04/22	7318	PREMIER FAMILY MEDICINE	5414220	FIRST AID	0.00	140.00
10001	106219	03/04/22	7344	QUALITY AUTO SUPPLY, INC	5496563	EQUIPMENT PARTS/SUPP	63.91	687.40
10001	106220	03/04/22	1319	RAYNE WATER CONDITIONING	5316571	SOFT WATER SVC/MAR	0.00	138.25
10001	106221	03/04/22	1925	REYNOLDS BUICK/PONTIAC/	5496563	EQUIPMENT PARTS/SUPP	42.71	492.31
10001	106222	03/04/22	7526	RICHARD CURTIS ALEXANDER	531	UB REFUND	0.00	75.44
10001	106223	03/04/22	3633	RIGHT OF WAY, INC.	2056562	SAFETY SIGNS/SUPPLIES	87.95	945.95
10001	106224	03/04/22	1454	ROUTE 66 CAR WASH INC.	5496563	VEHICLE WASH/JAN	0.00	153.00
10001	106225	03/04/22	TEMP	RYAN LAYAYE	0015126	GAS REIMB	0.00	189.29
10001	106226	03/04/22	TEMP	SAMUEL PADILLA	0017581	ACTIVITY REFUND	0.00	225.00
10001	106227	03/04/22	1983	SAN GABRIEL VALLEY CARPE	0017583	CARPET CLEANING	0.00	325.00
10001	106228	03/04/22	1264	SHIP FOR LESS INC.	0014103	OVERNIGHT SHIPMENT	0.00	14.14
10001	106229	03/04/22	TEMP	SIMYRNA GONZALEZ	0014216	MILEAGE	0.00	70.79
10001	106229	03/04/22	TEMP	SIMYRNA GONZALEZ	5314216	MILEAGE	0.00	70.79
10001	106229	03/04/22	TEMP	SIMYRNA GONZALEZ	0014216	ANNUAL CSMFO CONF	0.00	280.83
10001	106229	03/04/22	TEMP	SIMYRNA GONZALEZ	5314216	ANNUAL CSMFO CONF	0.00	280.83
TOTAL	CHECK						0.00	703.24
10001	106230	03/04/22	1224	PECK ROAD GRAVEL	2056562	TIPPING 236061 236052	0.00	540.00
10001	106230	03/04/22	1224	PECK ROAD GRAVEL	2056562	TIPPING 236191 236180	0.00	540.00
10001	106230	03/04/22	1224	PECK ROAD GRAVEL	2056562	TIPPING 236125	0.00	180.00
TOTAL	CHECK						0.00	1,260.00
10001	106231	03/04/22	TEMP	SONIA WURTENBERGER	0017581	SECURITY DEP REFUND	0.00	300.00
10001	106232	03/04/22	3029	SOUTHEAST CONSTRUCTION	5496563	ST REPAIR/MAINT SUPP	15.20	175.15
10001	106232	03/04/22	3029	SOUTHEAST CONSTRUCTION	2056562	ST REPAIR/MAINT SUPP	5.53	63.78
10001	106232	03/04/22	3029	SOUTHEAST CONSTRUCTION	5496563	ST REPAIR/MAINT SUPP	3.02	34.77
10001	106232	03/04/22	3029	SOUTHEAST CONSTRUCTION	2056562	ST REPAIR/MAINT SUPP	5.02	57.82
10001	106232	03/04/22	3029	SOUTHEAST CONSTRUCTION	2056562	ST REPAIR/MAINT SUPP	6.03	69.53
TOTAL	CHECK						34.80	401.05

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FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106233	03/04/22	1225	SOUTHERN CALIFORNIA	EDIS 0016582	ELECTRIC UTILITY/FEB	0.00	61.52
10001	106233	03/04/22	1225	SOUTHERN CALIFORNIA	EDIS 5316571	ELECTRIC UTILITY/FEB	0.00	40.83
10001	106233	03/04/22	1225	SOUTHERN CALIFORNIA	EDIS 0016561	ELECTRIC UTILITY/FEB	0.00	172.06
10001	106233	03/04/22	1225	SOUTHERN CALIFORNIA	EDIS 5316571	ELECTRIC UTILITY/FEB	0.00	18.82
TOTAL	CHECK						0.00	293.23
10001	106234	03/04/22	1225	SOUTHERN CALIFORNIA	EDIS 5316571	THREE SVC PACKAGE	0.00	3,300.00
10001	106235	03/04/22	4532	SPOK INC.	5316571	TELEPHONE SVC/FEB	0.00	20.78
10001	106236	03/04/22	2783	SPRAGUES READY MIX	2056562	ST REPAIR/MAINT SUPP	54.84	589.84
10001	106236	03/04/22	2783	SPRAGUES READY MIX	2056562	ST REPAIR/MAINT SUPP	61.63	662.88
10001	106236	03/04/22	2783	SPRAGUES READY MIX	2056562	ST REPAIR/MAINT SUPP	61.63	662.88
TOTAL	CHECK						178.10	1,915.60
10001	106237	03/04/22	4008	STAPLES ADVANTAGE	0016561	OFFICE SUPPLIES	5.89	63.37
10001	106237	03/04/22	4008	STAPLES ADVANTAGE	0016561	OFFICE SUPPLIES	3.66	76.37
10001	106237	03/04/22	4008	STAPLES ADVANTAGE	0016561	OFFICE SUPPLIES	10.00	107.57
TOTAL	CHECK						19.55	247.31
10001	106238	03/04/22	4783	STATE UST FUND ADVISORY	5496563	LA COUNTY PERMIT FEES	0.00	985.00
10001	106238	03/04/22	4783	STATE UST FUND ADVISORY	5496563	LA COUNTY PERMIT FEES	0.00	615.00
TOTAL	CHECK						0.00	1,600.00
10001	106239	03/04/22	7527	STEPHEN COPPENRATH	531	UB REFUND	0.00	85.44
10001	106240	03/04/22	4580	STERICYCLE, INC.	0015134	PICKUP SVC/BIO-HAZARD	0.00	95.10
10001	106240	03/04/22	4580	STERICYCLE, INC.	0016561	PICKUP SVC/BIO-HAZARD	0.00	157.06
TOTAL	CHECK						0.00	252.16
10001	106241	03/04/22	6913	STITCHMANIA INC	2056562	T SHIRTS	15.11	162.51
10001	106241	03/04/22	6913	STITCHMANIA INC	5316570	GLENDORA SEAL	34.18	367.68
TOTAL	CHECK						49.29	530.19
10001	106242	03/04/22	7469	DISCOUNT TIRE/AMERICA'S	5496563	TIRES	60.37	744.37
10001	106242	03/04/22	7469	DISCOUNT TIRE/AMERICA'S	5496563	TIRES	31.43	385.43
TOTAL	CHECK						91.80	1,129.80
10001	106243	03/04/22	3218	TIME WARNER CABLE	5496563	CABLE TV/FEB	0.00	73.14
10001	106244	03/04/22	2620	U.S. BANK CORPORATE PAYM	0014306	CAL CARD PURCH/FEB	0.00	49,210.84
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	0016584	UNIFORM SERVICES	0.00	8.63
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	2556584	UNIFORM SERVICES	0.00	8.63
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	0016584	UNIFORM SERVICES	0.00	9.48
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	2556584	UNIFORM SERVICES	0.00	9.48
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	0016582	UNIFORM SERVICES	0.00	17.24
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	0016582	UNIFORM SERVICES	0.00	18.96
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	5496563	UNIFORM SERVICES	0.93	101.57
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	5496563	UNIFORM SERVICES	0.93	112.17
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	2056562	UNIFORM SERVICES	0.00	115.95

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FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	2056562	UNIFORM SERVICES	0.93	136.99
10001	106245	03/04/22	1924	UNIFIRST CORPORATION	5316570	UNIFORM SERVICES	0.00	237.81
TOTAL CHECK							2.79	776.91
10001	106246	03/04/22	1464	USA BLUEBOOK	5316571	PUMP & WELL SUPPLIES	19.19	221.14
10001	106247	03/04/22	1029	VERIZON	5496563	GPS TRACKING/DEC	0.00	1,979.00
10001	106248	03/04/22	7189	VESTRE, INC	2559999	WIND DAMAGE REPLACEMEN	0.00	4,611.20
10001	106249	03/04/22	1561	TAS	0015126	EMBROIDERED POLOS	12.10	130.10
TOTAL CASH ACCOUNT							3,638.72	327,451.73
TOTAL FUND							3,638.72	327,451.73
TOTAL REPORT							3,638.72	327,451.73

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CITY OF GLENDORA
 CHECK AND VOUCHER REGISTER - FUND TOTALS

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FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	35,507.94
205	STATE GAS TAX FUNDS	4,719.61
209	PROP A TRANSIT FUND	75.58
321	CAPITAL PROJECTS FUND	30,515.23
531	WATER OPERATIONS FUND	71,797.00
548	TECHNOLOGY FUND	1,547.82
549	VEHICLE REPLACEMENT FUND	62,277.79
TOTAL	REPORT	206,440.97

CITY OF GLENDORA

CITY COUNCIL MEETING

4/12/2022

WARRANT REGISTER FOR

3/11/2022

GENERAL WARRANT REGISTER
PAYROLL EFT - P/E 3/06/22

\$ 1,475,055.66
\$ 583,934.05

TOTAL

\$ 2,058,989.71

PREPARED BY:

Desiree Hernandez



REVIEWED BY
Assistant Finance Director

Warrant Register Notes – Understanding the “Key Org”

Key Org = Fund + Dept

XXXXXXXX = XXX + XXXX

First three digits = Fund. The funds are used for this register are listed at the end of each register.

It includes the Fund #, Fund Title and Amount spent for that fund.

Remaining four digits & subaccounts = Department and division. Below is the list of departments.

#	<u>Department description</u>	#	<u>Department description</u>
40xx	LEGISLATIVE	60xx	PLANNING, CRA, HOUSING
41xx	EXECUTIVE	65xx	PUBLIC WOKRS
42xx	FINANCE	70xx	LIBRARY
43xx	NON-DEPARTMENTAL	75xx	COMMUNITY SERVICES
51xx	PUBLIC SAFETY	99xx	CAPITAL PORJECTS

“X” – Provides additional details of the division within the department

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FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	V4273	03/11/22	5085	BRENNAN ELECTRICAL INC	0016582	ARROW HWY AND 1700 S.	0.00	1,980.00
10001	V4274	03/11/22	3590	CWE	2586567	PROF SVC/JAN	0.00	2,662.50
10001	V4274	03/11/22	3590	CWE	2586567	PROF SVC/SEP-OCT	0.00	3,925.00
TOTAL	CHECK						0.00	6,587.50
10001	V4275	03/11/22	4172	EDMARK GRAPHICS INC.	0017076	BUSINESS CARDS	3.58	38.58
10001	V4275	03/11/22	4172	EDMARK GRAPHICS INC.	0014010	BUSINESS CARDS	3.59	38.59
10001	V4275	03/11/22	4172	EDMARK GRAPHICS INC.	0016051	BUSINESS CARDS	3.59	38.59
10001	V4275	03/11/22	4172	EDMARK GRAPHICS INC.	5484019	BUSINESS CARDS	3.59	38.59
10001	V4275	03/11/22	4172	EDMARK GRAPHICS INC.	5484019	BUSINESS CARDS	3.59	38.59
10001	V4275	03/11/22	4172	EDMARK GRAPHICS INC.	0017585	BUSINESS CARDS	3.59	38.59
TOTAL	CHECK						21.53	231.53
10001	V4276	03/11/22	3485	SOUTHLAND SPORTS OFFICIA	0017588	YOUTH SPORTS REFEREE	0.00	837.00
10001	V4276	03/11/22	3485	SOUTHLAND SPORTS OFFICIA	0017588	YOUTH SPORTS REFEREE	0.00	2,958.00
TOTAL	CHECK						0.00	3,795.00
10001	V4277	03/11/22	1171	GEORGE'S GRAPHICS	0017585	RECOGNITION CARDS	5.14	54.14
10001	V4278	03/11/22	1212	GLENDORA TROPHY & ENGRAV	0014101	ENGRAVED NAME PLATE	5.22	56.12
10001	V4278	03/11/22	1212	GLENDORA TROPHY & ENGRAV	0017076	ENGRAVED PLATE	8.25	88.75
TOTAL	CHECK						13.47	144.87
10001	V4279	03/11/22	4703	JOHN GREEN TRUCKING	5316570	MATERIAL & DELIVERY	0.00	564.50
10001	V4280	03/11/22	1525	PUBLIC SAFETY CENTER	0015127	BATTERY STICK	45.50	504.87
10001	V4281	03/11/22	2552	LAW ENFORCEMENT MEDICAL	0015128	BLOOD DRAW SERVICE	0.00	350.00
10001	V4282	03/11/22	7499	MSI CA LLC	0016565	SCANNING & INDEXING	0.00	264.13
10001	V4282	03/11/22	7499	MSI CA LLC	0016565	SCANNING & INDEXING	0.00	821.25
TOTAL	CHECK						0.00	1,085.38
10001	V4283	03/11/22	6692	OCEAN BLUE ENVIRONMENTAL	0016575	WASTE CLEANUP	0.00	19,970.49
10001	V4284	03/11/22	7495	ONWARD ENGINEERING	5309999	BENNETT AVE ET AL WATE	0.00	40,709.40
10001	V4285	03/11/22	2758	QUALITY CODE PUBLISHING	0014010	GMC PRINTING/WEBSITE	0.00	485.75
10001	V4286	03/11/22	2710	UNITED MAINTENANCE SYSTE	0017583	JANITORIAL SVC/FEB	0.00	250.00
10001	V4286	03/11/22	2710	UNITED MAINTENANCE SYSTE	0017585	JANITORIAL SVC/FEB	0.00	125.00
TOTAL	CHECK						0.00	375.00
10001	V4287	03/11/22	1138	UNDERGROUND SERVICE ALER	5316562	U/GRND SVC ALERT	0.00	127.75
10001	V4287	03/11/22	1138	UNDERGROUND SERVICE ALER	5316562	GLE94 TICKET CHARGES	0.00	287.20
TOTAL	CHECK						0.00	414.95
10001	V4288	03/11/22	6158	BOA EXPRESS TAX	970	PAYROLL TAXES	0.00	152,318.73
10001	V4289	03/11/22	1110	CA.PUBLIC EMPLOYEES RETI	970	PERS HEALTH 03/22	0.00	165,422.63
10001	V4289	03/11/22	1110	CA.PUBLIC EMPLOYEES RETI	5314306	PERS HEALTH 03/22	0.00	3,173.56

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10001	V4289	03/11/22	1110	CA.PUBLIC EMPLOYEES RETI	970	PERS HEALTH 03/22	0.00	5,456.24
10001	V4289	03/11/22	1110	CA.PUBLIC EMPLOYEES RETI	0014306	PERS HEALTH 03/22	0.00	8,580.37
10001	V4289	03/11/22	1110	CA.PUBLIC EMPLOYEES RETI	970	PERS RETIREMENT 02/06	0.00	151,232.21
TOTAL	CHECK						0.00	333,865.01
10001	V4290	03/11/22	1115	GLENDORA MANAGEMENT ASSO	970	GMA DUES	0.00	380.00
10001	V4291	03/11/22	7369	MIDAMERICA ADMIN&RETIRE	970	EXEC MGMT - HRA	0.00	450.00
10001	V4292	03/11/22	7369	MIDAMERICA ADMIN&RETIRE	970	PART TIME RETIREMENT	0.00	2,767.56
10001	V4293	03/11/22	5012	NATIONWIDE RETIREMENT SO	970	457 PLAN	0.00	21,016.60
10001	V4294	03/11/22	1116	POLICE ASSOCIATION	970	POA ASSOC DUES	0.00	2,550.00
10001	V4294	03/11/22	1116	POLICE ASSOCIATION	970	POA ASSOC DUES	0.00	88.13
TOTAL	CHECK						0.00	2,638.13
10001	V4295	03/11/22	1119	STATE DISBURSEMENT UNIT	970	WAGE GARNISHMENT	0.00	264.92
10001	V4296	03/11/22	5016	VOYA FINANCIAL	970	457 PLAN	0.00	10,565.34
10001	V4296	03/11/22	5016	VOYA FINANCIAL	970	457 PLAN	0.00	88.60
10001	V4296	03/11/22	5016	VOYA FINANCIAL	970	457 PLAN	0.00	180.00
TOTAL	CHECK						0.00	10,833.94
10001	V4297	03/11/22	4133	WAGWORKS, INC.	970	DEPEND CARE REIMBURSE	0.00	778.25
10001	V4297	03/11/22	4133	WAGWORKS, INC.	970	FSA MEDICAL REIMBURSE	0.00	1,080.98
TOTAL	CHECK						0.00	1,859.23
10001	106250	03/11/22	7412	ACCO ENGINEERED SYSTEMS,	3219999	LIBRARY HVAC EVAL AND	0.00	31,950.00
10001	106251	03/11/22	4530	AM/PM DOOR INC	0015126	GATE REPAIR	0.00	207.50
10001	106252	03/11/22	TEMP	ANDREW PONZI	5316569	HE WASHER REBATE	0.00	100.00
10001	106253	03/11/22	TEMP	ARS AMERICAN RESIDENTIAL	0016064	PERMIT REFUND	0.00	260.90
10001	106254	03/11/22	1855	COPWARE, INC.	5484032	CALIFORNIA PEACE OFFIC	0.00	1,500.00
10001	106255	03/11/22	1311	COVINA IRRIGATING COMPAN	5316571	CAPACITY IMPR CHARGE	0.00	2,349.25
10001	106256	03/11/22	7528	CRAIG MONTGOMERY	531	UB REFUND	0.00	448.32
10001	106257	03/11/22	2199	DEPARTMENT OF JUSTICE	0014103	FINGERPRINTING/JAN	0.00	64.00
10001	106257	03/11/22	2199	DEPARTMENT OF JUSTICE	0015133	FINGERPRINTING/JAN	0.00	32.00
TOTAL	CHECK						0.00	96.00
10001	106258	03/11/22	3434	DOMINGUEZ GENERAL ENGINE	5309999	ST VLADIMIR, COSSACKS	0.00	271,679.00
10001	106259	03/11/22	1936	ESRI, INC.	5489999	GIS ENTERPRISE - 3 YEA	0.00	12,300.00
10001	106259	03/11/22	1936	ESRI, INC.	5489999	GIS ENTERPRISE - 3 YEA	0.00	35,000.00
10001	106259	03/11/22	1936	ESRI, INC.	5489999	GIS ENTERPRISE - 3 YEA	0.00	98,000.00
TOTAL	CHECK						0.00	145,300.00

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0017076	COPY PAPER CUT LIC/MAR	0.00	23.13
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0016561	COPY PAPER CUT LIC/MAR	0.00	14.45
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0016051	COPY PAPER CUT LIC/MAR	0.00	14.45
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0014010	COPY PAPER CUT LIC/MAR	0.00	14.45
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 5314010	COPY PAPER CUT LIC/MAR	0.00	14.45
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0014103	COPY PAPER CUT LIC/MAR	0.00	14.45
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0014101	COPY PAPER CUT LIC/MAR	0.00	14.46
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0016561	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0017581	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0015133	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 5316567	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 5314216	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0015133	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0016565	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0015133	COPY PAPER CUT LIC/MAR	0.00	28.90
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0016582	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0014216	COPY PAPER CUT LIC/MAR	0.00	28.91
10001	106260	03/11/22	5550	EVERBANK COMMERCIAL	FINA 0017080	COPY PAPER CUT LIC/MAR	0.00	5.78
TOTAL	CHECK						0.00	404.71
10001	106261	03/11/22	1149	GLENDORAN MAGAZINE	0016554	ADVERTISING/EARTH DAY	0.00	495.00
10001	106262	03/11/22	4959	FRONTIER	5484032	TELEPHONE SVC/MAR	0.00	498.76
10001	106262	03/11/22	4959	FRONTIER	5484019	TELEPHONE SVC/MAR	0.00	6,950.31
TOTAL	CHECK						0.00	7,449.07
10001	106263	03/11/22	TEMP	G C D INC	0016064	PERMIT REFUND	0.00	473.04
10001	106264	03/11/22	1818	GENTRY BROTHERS INC.	5309999	CULLEN AVENUE WATER AN	0.00	27,114.52
10001	106264	03/11/22	1818	GENTRY BROTHERS INC.	2569999	CULLEN AVENUE WATER AN	0.00	31,000.00
10001	106264	03/11/22	1818	GENTRY BROTHERS INC.	5309999	CULLEN AVENUE WATER AN	0.00	200,000.00
TOTAL	CHECK						0.00	258,114.52
10001	106265	03/11/22	TEMP	GLORIA IBARRA	0017585	ACTIVITY REFUND	0.00	68.00
10001	106266	03/11/22	7532	GREG GARCIA	531	UB REFUND	0.00	62.94
10001	106267	03/11/22	4107	NATIONWIDE SPORTS PHOTOG	0017588	YOUTH BASKETBALL PICS	122.57	1,412.82
10001	106268	03/11/22	2683	HARRINGTON INDUSTRIAL	5316571	EQUIPMENT PARTS/SUPP	117.35	1,302.07
10001	106269	03/11/22	4405	MICHELLE HARRINGTON	0017583	COMM SVC EDUCATN CLSS	0.00	676.20
10001	106270	03/11/22	1423	HINDERLITER, DE LLAMAS &	0010090	TRANSACTIONS TAX	0.00	725.22
10001	106270	03/11/22	1423	HINDERLITER, DE LLAMAS &	0010090	TRANSACTIONS TAX	0.00	4,968.59
TOTAL	CHECK						0.00	5,693.81
10001	106271	03/11/22	6753	HUMBERTO LOPEZ	0016584	PESTICIDE TRAINING	0.00	450.00
10001	106272	03/11/22	3501	EL NATIVO GROWERS	0016582	PLANTS	44.23	475.73
10001	106272	03/11/22	3501	EL NATIVO GROWERS	0016582	PLANTS	2.61	28.11

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CHECK							46.84	503.84
10001	106273	03/11/22	7535	JANETTE BROCKLEHURST	531	UB REFUND	0.00	16.98
10001	106274	03/11/22	7346	BUDGET BLINDS OF GLENDOR	0016566	REPLACEMENT BLINDS FOR	311.79	3,773.82
10001	106275	03/11/22	TEMP	JORGE CORBERA	5316569	HE DISHWASHER REBATE	0.00	100.00
10001	106276	03/11/22	7530	JUSTINE EVERTON	531	UB REFUND	0.00	81.77
10001	106277	03/11/22	1123	LOS ANGELES COUNTY CLERK	5309999	CEQA FILING	0.00	75.00
10001	106278	03/11/22	1123	LOS ANGELES COUNTY CLERK	2569999	CEQA FILING	0.00	75.00
10001	106279	03/11/22	1123	COUNTY OF LOS ANGELES	0016565	LABOR & EQUIP/JAN	0.00	1,132.39
10001	106280	03/11/22	TEMP	MAYRA RIVERA	0017581	PERMIT CHARGE REFUND	0.00	60.00
10001	106280	03/11/22	TEMP	MAYRA RIVERA	0017581	SECURITY DEP REFUND	0.00	400.00
TOTAL CHECK							0.00	460.00
10001	106281	03/11/22	7531	MIGUEL VILLANUEVA	531	UB REFUND	0.00	116.31
10001	106282	03/11/22	3754	OCCU-MED, LTD	0014103	PRE-EMPLOYMENT PHYSCIA	0.00	2,174.75
10001	106283	03/11/22	1921	OFFICE DEPOT	0015133	OFFICE SUPPLIES	2.50	26.89
10001	106283	03/11/22	1921	OFFICE DEPOT	0014101	OFFICE SUPPLIES	4.56	49.03
10001	106283	03/11/22	1921	OFFICE DEPOT	0014103	OFFICE SUPPLIES	4.56	49.03
10001	106283	03/11/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	0.00	64.19
10001	106283	03/11/22	1921	OFFICE DEPOT	0015133	OFFICE SUPPLIES	6.11	65.71
10001	106283	03/11/22	1921	OFFICE DEPOT	0015133	OFFICE SUPPLIES	34.65	372.71
TOTAL CHECK							52.38	627.56
10001	106284	03/11/22	1608	P.F. PETTIBONE & CO.	0014010	LEATHER BOOK COVER	0.00	791.68
10001	106285	03/11/22	7533	PARESH J PATEL	531	UB REFUND	0.00	4.19
10001	106286	03/11/22	2181	PINPOINT INDUSTRIES, INC	0017585	COMMUNITY SVC SHIRTS	44.36	514.85
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0014103	POSTAGE/FEB	0.00	0.53
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0016561	POSTAGE/FEB	0.00	3.18
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0014101	POSTAGE/FEB	0.00	3.35
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	5316569	POSTAGE/FEB	0.00	6.89
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0015126	POSTAGE/FEB	0.00	327.12
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0014015	POSTAGE/FEB	0.00	333.55
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0014216	POSTAGE/FEB	0.00	207.69
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0017076	POSTAGE/FEB	0.00	281.64
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0014010	POSTAGE/FEB	0.00	85.37
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0017581	POSTAGE/FEB	0.00	117.99
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	0016051	POSTAGE/FEB	0.00	118.74
10001	106287	03/11/22	1022	PITNEY BOWES POSTAGE BY	5316568	POSTAGE/FEB	0.00	33.59
TOTAL CHECK							0.00	1,519.64

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CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106288	03/11/22	TEMP	RENATO ANTON	5316569	HE DISHWASHER REBATE	0.00	100.00
10001	106289	03/11/22	7529	RICK BOWDLE	531	UB REFUND	0.00	141.37
10001	106290	03/11/22	7537	RONALD C RICHMOND	531	UB REFUND	0.00	37.88
10001	106291	03/11/22	7534	SALIM UBEYDULLAH	531	UB REFUND	0.00	136.55
10001	106292	03/11/22	1024	SAN GABRIEL VALLEY EXAMI	0016051	JAN 2022 PUB NOTICES	0.00	65.00
10001	106292	03/11/22	1024	SAN GABRIEL VALLEY EXAMI	5309999	JAN 2022 PUB NOTICES	0.00	320.00
TOTAL CHECK							0.00	385.00
10001	106293	03/11/22	TEMP	SCOTT MCCLAIN	5316569	HE WASHER REBATE	0.00	100.00
10001	106294	03/11/22	1027	SOCALGAS	5316571	GAS SERVICE/FEB	0.00	14.79
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016582	ELECTRIC UTILITY/JAN	0.00	17.01
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016584	ELECTRIC UTILITY/FEB	0.00	18.82
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016561	ELECTRIC UTILITY/FEB	0.00	65.95
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	5496563	ELECTRIC UTILITY/JAN	0.00	762.60
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0017080	ELECTRIC UTILITY/JAN	0.00	989.65
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	2056584	ELECTRIC UTILITY/JAN	0.00	1,043.04
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016584	ELECTRIC UTILITY/JAN	0.00	1,043.04
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	5316571	ELECTRIC UTILITY/FEB	0.00	1,079.12
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016566	ELECTRIC UTILITY/JAN	0.00	1,706.63
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0017076	ELECTRIC UTILITY/JAN	0.00	3,958.60
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0015126	ELECTRIC UTILITY/JAN	0.00	6,492.87
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	2056562	ELECTRIC UTILITY/FEB	0.00	7,662.46
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	2026562	ELECTRIC UTILITY/FEB	0.00	29,533.92
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	5316571	ELECTRIC UTILITY/JAN	0.00	31,021.64
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016561	ELECTRIC UTILITY/FEB	0.00	87.50
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016561	ELECTRIC UTILITY/FEB	0.00	75.86
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	0016566	ELECTRIC UTILITY/FEB	0.00	184.07
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	5316570	ELECTRIC UTILITY/JAN	0.00	204.86
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	2056562	ELECTRIC UTILITY/JAN	0.00	135.04
10001	106295	03/11/22	1225	SOUTHERN CALIFORNIA EDIS	5316566	ELECTRIC UTILITY/JAN	0.00	538.57
TOTAL CHECK							0.00	86,621.25
10001	106296	03/11/22	2038	SPARKLETTS	0016561	DRINKING WATER/FEB	0.00	135.54
10001	106296	03/11/22	2038	SPARKLETTS	0015126	DRINKING WATER/FEB	0.00	145.44
10001	106296	03/11/22	2038	SPARKLETTS	0014101	DRINKING WATER/FEB	0.00	85.10
10001	106296	03/11/22	2038	SPARKLETTS	2096086	DRINKING WATER/FEB	0.00	86.09
10001	106296	03/11/22	2038	SPARKLETTS	0017585	DRINKING WATER/FEB	0.00	90.59
10001	106296	03/11/22	2038	SPARKLETTS	0014216	DRINKING WATER/FEB	0.00	68.27
10001	106296	03/11/22	2038	SPARKLETTS	5314216	DRINKING WATER/FEB	0.00	68.27
10001	106296	03/11/22	2038	SPARKLETTS	0017581	DRINKING WATER/FEB	0.00	75.60
10001	106296	03/11/22	2038	SPARKLETTS	0016582	DRINKING WATER/FEB	0.00	36.34
10001	106296	03/11/22	2038	SPARKLETTS	0017583	DRINKING WATER/FEB	0.00	16.16
10001	106296	03/11/22	2038	SPARKLETTS	0017588	DRINKING WATER/FEB	0.00	7.00
TOTAL CHECK							0.00	814.40
10001	106297	03/11/22	4008	STAPLES ADVANTAGE	0016561	OFFICE SUPPLIES	5.43	58.36

SUNGARD PENTAMATION
DATE: 03/15/2022
TIME: 10:05:14

CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 6
ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220311 00:00:00.000'
ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106298	03/11/22	TEMP	STEPHANIE URICH	5316569	HE DISHWASHER REBATE	0.00	100.00
10001	106299	03/11/22	1236	STETSON ENGINEERS INC.	5316567	UCMR4 SAMPLING/REPORT	0.00	700.00
10001	106300	03/11/22	1609	STATE WATER RESOURCES	2586575	ANNUAL PERMIT FEE	0.00	1,738.00
10001	106301	03/11/22	TEMP	TANIA CARRILLO	0017581	SECURITY DEP REFUND	0.00	285.00
10001	106302	03/11/22	3218	TIME WARNER CABLE	2304102	CABLE TV SVC/MAR	0.00	157.47
10001	106302	03/11/22	3218	TIME WARNER CABLE	5484032	CABLE TV SVC/FEB	0.00	230.30
10001	106302	03/11/22	3218	TIME WARNER CABLE	5484019	INTERNET SERVICE/FEB	0.00	1,647.29
TOTAL CHECK							0.00	2,035.06
10001	106303	03/11/22	TEMP	TIMOTHY R PATTON	5316569	IRR CONTROLLER REBATE	0.00	100.00
10001	106304	03/11/22	1924	UNIFIRST CORPORATION	0016584	UNIFORMS AND LINEN LAU	0.00	9.48
10001	106304	03/11/22	1924	UNIFIRST CORPORATION	2556584	UNIFORMS AND LINEN LAU	0.00	9.48
10001	106304	03/11/22	1924	UNIFIRST CORPORATION	0016582	UNIFORMS AND LINEN LAU	0.00	18.96
TOTAL CHECK							0.00	37.92
10001	106305	03/11/22	2863	UNIVAR USA INC	5316571	FY 21-22 BULK SALT FOR	197.01	2,219.04
10001	106306	03/11/22	2254	VERONICA TAM & ASSOCIATE	2076008	6TH CYCLE RHNA - HOUSI	0.00	17,992.00
10001	106307	03/11/22	7536	WAREHOUSE ADHESIVES INC	531	UB REFUND	0.00	167.48
10001	106308	03/11/22	TEMP	YORLLINA AYON	0017581	SECURITY DEP REFUND	0.00	300.00
10001	106309	03/11/22	1113	AFSCME DISTRICT COUNCIL	970	AFSCME DUES	0.00	1,375.29
10001	106310	03/11/22	1835	FRANCHISE TAX BOARD	970	WAGE GARNISHMENT	0.00	50.00
10001	106311	03/11/22	1112	GLENDORA CITY EMPLOYEE A	970	EMPLOYEE SOCIAL GROUP	0.00	380.00
10001	106312	03/11/22	1117	GLENDORA POLICE MANAGEME	970	PMA/CLEA LTD DUES	0.00	365.00
10001	106312	03/11/22	1117	GLENDORA POLICE MANAGEME	970	PMA/CLEA LTD DUES	0.00	122.50
TOTAL CHECK							0.00	487.50
10001	106313	03/11/22	6882	MUNICIPAL DENTAL POOL	970	DELTA DENTAL 01/22	0.00	117.85
10001	106314	03/11/22	6882	MUNICIPAL DENTAL POOL	970	DELTA DENTAL 03/22	0.00	12,452.49
TOTAL CASH ACCOUNT							983.37	1,475,055.66
TOTAL FUND							983.37	1,475,055.66
TOTAL REPORT							983.37	1,475,055.66

SUNGARD PENTAMATION
 DATE: 03/10/2022
 TIME: 09:19:16

CITY OF GLENDORA
 CHECK REGISTER - FUND TOTALS

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	37,660.60
202	STREET LIGHTING ASSESSMT	29,533.92
205	STATE GAS TAX FUNDS	8,840.54
207	GRANTS	17,992.00
209	PROP A TRANSIT FUND	86.09
230	PEG CABLE TV	157.47
255	MEASURE M	9.48
256	ROAD MAINTENANCE REPAIR	31,075.00
258	MEASURE W	1,738.00
321	CAPITAL PROJECTS FUND	31,950.00
530	WATER CAPITAL PROJECTS	499,188.52
531	WATER OPERATIONS FUND	41,424.15
548	TECHNOLOGY FUND	156,126.66
549	VEHICLE REPLACEMENT FUND	762.60
TOTAL REPORT		856,545.03

SUNGARD PENTAMATION
DATE: 03/11/2022
TIME: 15:43:21

CITY OF GLENDORA
CHECK REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
970	PAYROLL DISBURSEMENT FUND	2,292.79
TOTAL	REPORT	2,292.79

SUNGARD PENTAMATION
DATE: 03/11/2022
TIME: 15:47:02

CITY OF GLENDORA
CHECK AND VOUCHER REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	8,580.37
531	WATER OPERATIONS FUND	3,173.56
970	PAYROLL DISBURSEMENT FUND	514,640.19
TOTAL	REPORT	526,394.12

SUNGARD PENTAMATION
DATE: 03/11/2022
TIME: 16:01:56

CITY OF GLENDORA
CHECK REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
970	PAYROLL DISBURSEMENT FUND	12,570.34
TOTAL	REPORT	12,570.34

SUNGARD PENTAMATION
DATE: 03/10/2022
TIME: 09:39:54

CITY OF GLENDORA
CHECK AND VOUCHER REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	28,899.85
258	MEASURE W	6,587.50
530	WATER CAPITAL PROJECTS	40,709.40
531	WATER OPERATIONS FUND	979.45
548	TECHNOLOGY FUND	77.18
TOTAL REPORT		77,253.38

CITY OF GLENDORA

CITY COUNCIL MEETING

4/12/2022

WARRANT REGISTER FOR

3/18/2022

GENERAL WARRANT REGISTER
PAYROLL EFT

\$ 431,174.66
\$ -

TOTAL

\$ 431,174.66

PREPARED BY:

Desiree Hernandez



REVIEWED BY
Assistant Finance Director

Warrant Register Notes – Understanding the “Key Org”

Key Org = Fund + Dept

XXXXXXXX = XXX + XXXX

First three digits = Fund. The funds are used for this register are listed at the end of each register.

It includes the Fund #, Fund Title and Amount spent for that fund.

Remaining four digits & subaccounts = Department and division. Below is the list of departments.

#	<u>Department description</u>	#	<u>Department description</u>
40xx	LEGISLATIVE	60xx	PLANNING, CRA, HOUSING
41xx	EXECUTIVE	65xx	PUBLIC WOKRS
42xx	FINANCE	70xx	LIBRARY
43xx	NON-DEPARTMENTAL	75xx	COMMUNITY SERVICES
51xx	PUBLIC SAFETY	99xx	CAPITAL PORJECTS

“X” – Provides additional details of the division within the department

SUNGARD PENTAMATION
DATE: 03/23/2022
TIME: 16:43:07

CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1
ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220318 00:00:00.000'
ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	V4298	03/18/22	3700	A & P COMPLIANCE TESTING	5496563	D.O INSPECT/FEB	0.00	850.00
10001	V4299	03/18/22	3779	ALL CITY MANAGEMENT SERV	0015129	CROSSING GUARD/FEB	0.00	9,442.56
10001	V4300	03/18/22	2209	AGI ACADEMY	0017583	COMM SVC EDUCATN CLSS	0.00	900.00
10001	V4301	03/18/22	1332	ANIMAL PEST MANAGEMENT S	0016566	PEST CONTROL SVC/FEB	0.00	35.00
10001	V4301	03/18/22	1332	ANIMAL PEST MANAGEMENT S	0016566	PEST CONTROL SVC/FEB	0.00	50.00
TOTAL CHECK							0.00	85.00
10001	V4302	03/18/22	1283	ATE ROJAS WINDOW CLEANIN	2096086	WINDOW CLEANING	0.00	200.00
10001	V4303	03/18/22	5085	BRENNAN ELECTRICAL INC	0016566	ELECTRICAL WORK	0.00	865.00
10001	V4303	03/18/22	5085	BRENNAN ELECTRICAL INC	0016582	ARROW HWY AND 1700 S.	0.00	1,270.00
10001	V4303	03/18/22	5085	BRENNAN ELECTRICAL INC	0016566	ELECTRICAL WORK	0.00	865.00
TOTAL CHECK							0.00	3,000.00
10001	V4304	03/18/22	1121	BRODART COMPANY	0017079	BOOKS	17.07	186.90
10001	V4305	03/18/22	1155	BUSINESS TELECOMMUNICATI	5484019	1 YEAR GOLD + SUPPORT	0.00	11,531.76
10001	V4306	03/18/22	4547	CSG CONSULTANTS INC	0016064	BLDG PLAN REVIEW/JAN	0.00	13,222.44
10001	V4307	03/18/22	4172	EDMARK GRAPHICS INC.	0015126	BUSINESS CARDS	12.81	137.81
10001	V4308	03/18/22	1171	GEORGE'S GRAPHICS	0017583	EASTER FLYER	15.22	160.22
10001	V4309	03/18/22	1941	GRAINGER	5316571	EQUIPMENT PARTS/SUPP	14.85	171.94
10001	V4309	03/18/22	1941	GRAINGER	0016566	EQUIPMENT PARTS/SUPP	38.37	432.77
10001	V4309	03/18/22	1941	GRAINGER	0016566	EQUIPMENT PARTS/SUPP	4.95	53.25
10001	V4309	03/18/22	1941	GRAINGER	0016566	EQUIPMENT PARTS/SUPP	1.48	15.90
10001	V4309	03/18/22	1941	GRAINGER	0016566	EQUIPMENT PARTS/SUPP	19.76	212.46
TOTAL CHECK							79.41	886.32
10001	V4310	03/18/22	4703	JOHN GREEN TRUCKING	5316570	MATERIAL & DELIVERY	0.00	1,030.54
10001	V4311	03/18/22	2944	JOE A. GONSALVES & SON	0016052	PROF LEGISLTV SVC/APR	0.00	1,750.00
10001	V4311	03/18/22	2944	JOE A. GONSALVES & SON	5316567	PROF LEGISLTV SVC/APR	0.00	1,750.00
TOTAL CHECK							0.00	3,500.00
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	18.34	492.34
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	16.29	600.29
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	10.24	721.73
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	43.16	763.32
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	57.19	995.19
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	66.93	997.43
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	14.09	209.08
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	11.99	398.98
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	3.99	405.49
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	20.29	435.77
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	25.36	447.86
10001	V4312	03/18/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	24.34	454.34

SUNGARD PENTAMATION
DATE: 03/23/2022
TIME: 16:43:07

CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 2
ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220318 00:00:00.000'
ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
TOTAL CHECK							312.21	6,921.82
10001	V4313	03/18/22	6962	MIDWEST TAPE LLC	0017078	BOOKS	10.46	112.43
10001	V4313	03/18/22	6962	MIDWEST TAPE LLC	2297079	HOOPLA DIGITAL SUBSCRI	0.00	898.26
10001	V4313	03/18/22	6962	MIDWEST TAPE LLC	0017078	BOOKS	5.06	54.53
10001	V4313	03/18/22	6962	MIDWEST TAPE LLC	0017079	BOOKS	8.71	93.69
10001	V4313	03/18/22	6962	MIDWEST TAPE LLC	0017079	BOOKS	8.71	93.69
TOTAL CHECK							32.94	1,252.60
10001	V4314	03/18/22	3866	OROZCO LANDSCAPE & TREE	0016582	WIND DAMAGE	0.00	2,800.00
10001	V4314	03/18/22	3866	OROZCO LANDSCAPE & TREE	0016582	WEED ABATEMENT	0.00	7,820.00
10001	V4314	03/18/22	3866	OROZCO LANDSCAPE & TREE	0016582	WEED ABATEMENT	0.00	10,880.00
10001	V4314	03/18/22	3866	OROZCO LANDSCAPE & TREE	0016582	WEED ABATEMENT	0.00	10,880.00
10001	V4314	03/18/22	3866	OROZCO LANDSCAPE & TREE	0016582	WEED ABATEMENT	0.00	13,600.00
TOTAL CHECK							0.00	45,980.00
10001	V4315	03/18/22	4553	PETE'S ROAD SERVICE INC	5496563	VEHICLE PARTS/SUPP	47.52	953.91
10001	V4315	03/18/22	4553	PETE'S ROAD SERVICE INC	5496563	VEHICLE PARTS/SUPP	0.00	186.50
TOTAL CHECK							47.52	1,140.41
10001	V4316	03/18/22	6098	PRIORITY LANDSCAPE SERVI	0016582	CONTRACT SERVICES	0.00	1,120.00
10001	V4316	03/18/22	6098	PRIORITY LANDSCAPE SERVI	0016582	CONTRACT SERVICES	0.00	2,080.00
10001	V4316	03/18/22	6098	PRIORITY LANDSCAPE SERVI	0016582	CONTRACT SERVICES	0.00	4,190.00
TOTAL CHECK							0.00	7,390.00
10001	V4317	03/18/22	3750	RANCHO JANITORIAL SUPPLI	0017588	CLEANING SUPPLIES	11.76	126.50
10001	V4318	03/18/22	3296	SAN DIEGO POLICE EQUIPME	2075126.20	BULLETPROOF VEST	105.37	1,133.37
10001	V4319	03/18/22	1362	THREE VALLEYS MUNICIPAL	5316571	PURCHASED WATER/FEB	0.00	11,902.41
10001	V4320	03/18/22	1244	WEST COAST ARBORISTS, IN	0016584	CREW RENTAL	0.00	1,068.00
10001	V4320	03/18/22	1244	WEST COAST ARBORISTS, IN	0016584	EMERGENCY RESPONSE	0.00	2,496.00
10001	V4320	03/18/22	1244	WEST COAST ARBORISTS, IN	0016584	PLANT BOX TREE	0.00	3,600.00
10001	V4320	03/18/22	1244	WEST COAST ARBORISTS, IN	0016584	TREE & STUMP REMOVAL	0.00	4,285.00
10001	V4320	03/18/22	1244	WEST COAST ARBORISTS, IN	0016584	GRID PRUNE	0.00	8,910.00
10001	V4320	03/18/22	1244	WEST COAST ARBORISTS, IN	0016584	TREE & STUMP REMOVAL	0.00	13,480.00
TOTAL CHECK							0.00	33,839.00
10001	V4321	03/18/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	17.46	187.76
10001	V4321	03/18/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	77.08	829.08
10001	V4321	03/18/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	88.87	955.87
10001	V4321	03/18/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	334.73	3,600.37
10001	V4321	03/18/22	1132	WESTERN WATER WORKS SUPP	5316570	WATERLINE PARTS/SUPP	922.92	9,927.02
TOTAL CHECK							1,441.06	15,500.10
10001	106315	03/18/22	7412	ACCO ENGINEERED SYSTEMS,	3219999	HVAC REPAIR	0.00	1,170.00
10001	106315	03/18/22	7412	ACCO ENGINEERED SYSTEMS,	3219999	HVAC REPAIR	19.17	2,016.17
10001	106315	03/18/22	7412	ACCO ENGINEERED SYSTEMS,	0016566	HVAC REPAIR	14.00	620.00
TOTAL CHECK							33.17	3,806.17
10001	106316	03/18/22	5938	ALESHIRE & WYNDER, LLP	0014012	LEGAL SVC/FEB	0.00	2,420.20

SUNGARD PENTAMATION
DATE: 03/23/2022
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CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 3
ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220318 00:00:00.000'
ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106316	03/18/22	5938	ALESHIRE & WYNDER, LLP	0014012	LEGAL SVC/FEB	0.00	2,990.01
10001	106316	03/18/22	5938	ALESHIRE & WYNDER, LLP	5424012	LEGAL SVC/FEB	0.00	3,908.09
10001	106316	03/18/22	5938	ALESHIRE & WYNDER, LLP	0014012	LEGAL SVC/FEB	0.00	249.00
10001	106316	03/18/22	5938	ALESHIRE & WYNDER, LLP	0014012	LEGAL SVC/FEB	0.00	323.70
10001	106316	03/18/22	5938	ALESHIRE & WYNDER, LLP	0014012	LEGAL SVC/FEB	0.00	364.00
10001	106316	03/18/22	5938	ALESHIRE & WYNDER, LLP	0014012	LEGAL SVC/FEB	0.00	18,702.00
TOTAL CHECK							0.00	28,957.00
10001	106317	03/18/22	TEMP	ALVARO ANCHETA	5496563	FUEL REIMB	0.00	84.37
10001	106318	03/18/22	7540	ARTHUR PALOMAREZ	531	UB REFUND	0.00	87.02
10001	106319	03/18/22	1193	AT&T	5484032	TELEPHONE SVC/MAR	0.00	72.95
10001	106319	03/18/22	1193	AT&T	5484032	TELEPHONE SVC/MAR	0.00	625.19
TOTAL CHECK							0.00	698.14
10001	106320	03/18/22	1125	ATHENS SERVICES	0016566	SWEEPER SERVICES	0.00	800.00
10001	106320	03/18/22	1125	ATHENS SERVICES	0016566	SWEEPER SERVICES	0.00	200.00
10001	106320	03/18/22	1125	ATHENS SERVICES	5316562	SWEEPER SERVICES	0.00	200.00
TOTAL CHECK							0.00	1,200.00
10001	106321	03/18/22	1305	AZUSA LIGHT & WATER	5316571	ELECTRIC SERVICE/FEB	0.00	57,449.86
10001	106322	03/18/22	1273	BAKER & TAYLOR, INC.	0017079	BOOKS	1.23	13.32
10001	106322	03/18/22	1273	BAKER & TAYLOR, INC.	0017079	BOOKS	10.22	110.82
10001	106322	03/18/22	1273	BAKER & TAYLOR, INC.	0017079	BOOKS	10.34	112.21
10001	106322	03/18/22	1273	BAKER & TAYLOR, INC.	0017078	BOOKS	21.08	228.81
TOTAL CHECK							42.87	465.16
10001	106323	03/18/22	7546	BAY ALARM COMPANY	0017588	ALARM SERVICE	0.00	230.00
10001	106324	03/18/22	3641	BURRO CANYON SHOOTING PA	0015127	RANGE FEES 2/3 2/17	0.00	30.00
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-635	2,417.67	26,004.66
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP MNT-MP10-	32.85	353.34
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-MNT-B TYP	4.01	43.12
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-575 WIREL	193.89	2,085.51
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	ARUBA OUTDOOR POLE/WAL	12.82	137.88
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-577 ACCES	193.89	2,085.51
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE AP-270-MNT-H3 SERI	13.06	140.46
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA CENTRAL FOUN	736.53	7,701.43
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA USER EXPERIE	16.68	179.44
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE FOUNDATION CARE NE	3.12	33.55
10001	106325	03/18/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA USER EXPERIE	0.00	220.81
TOTAL CHECK							3,624.52	38,985.71
10001	106326	03/18/22	TEMP	CHELSEA YATES	0017581	PERMIT CHARGE REFUND	0.00	35.00
10001	106327	03/18/22	TEMP	CHRIS FARINO	0015126	FUEL REIMB	0.00	50.74
10001	106328	03/18/22	3900	CONTINUING EDUCATION OF	0016051	PLANNING SUBSCRIPTION	33.65	394.15

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CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

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ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106329	03/18/22	7544	CYNTHIA ESTRADA HAEBE	0015128	ONSITE MEETING/JAN	0.00	357.50
10001	106330	03/18/22	TEMP	DAVID HESTER	0017581	SECURITY DEP REFUND	0.00	300.00
10001	106331	03/18/22	7539	EDUARDO RODRIGUEZ	531	UB REFUND	0.00	11.24
10001	106332	03/18/22	1149	GLENDORAN MAGAZINE	2096086	ADVERTISING/MAR-APR	0.00	250.00
10001	106333	03/18/22	1213	GLENDORA PLUMBING & HEAT	0016566	PLUMBING SERVICES	0.00	9,800.00
10001	106334	03/18/22	4009	GLOBAL INDUSTRIAL EQUIPM	2589999	WATER REFILL STATION F	199.96	2,150.82
10001	106335	03/18/22	3998	GMS ELEVATOR SERVICES, I	0017585	ELEVATOR MAINT/FEB	0.00	115.00
10001	106336	03/18/22	1423	HDL COREN & CONE	0014216	PROPERTY TAX/OCT-DEC	0.00	1,084.37
10001	106336	03/18/22	1423	HDL COREN & CONE	0014216	PROPERTY TAX/JAN-MAR	0.00	1,084.37
10001	106336	03/18/22	1423	HDL COREN & CONE	0016052	PROPERTY TAX/JAN-MAR	0.00	3,253.13
10001	106336	03/18/22	1423	HDL COREN & CONE	0016052	PROPERTY TAX/OCT-DEC	0.00	3,253.13
TOTAL CHECK							0.00	8,675.00
10001	106337	03/18/22	TEMP	HELEN CHOW	5316569	IRR CONTROLLER REBATE	0.00	110.00
10001	106338	03/18/22	1316	HILLYARD/LOS ANGELES	0017588	CLEANING SUPPLIES	44.58	479.46
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	15.58	167.58
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	15.58	167.58
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	19.42	208.92
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	23.27	250.27
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	34.80	374.30
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	42.49	456.99
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	52.43	563.93
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	56.84	611.34
10001	106339	03/18/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	57.05	613.55
TOTAL CHECK							317.46	3,414.46
10001	106340	03/18/22	TEMP	JENNY PETERSEN	0017077	LOST BOOK REFUND	0.00	35.98
10001	106341	03/18/22	TEMP	JOUDY ZERBE	0017588	ACTIVITY REFUND	0.00	110.00
10001	106342	03/18/22	3141	KEYSER MARSTON ASSOCIATE	2906059	PROF SVC/FEB	0.00	1,662.50
10001	106343	03/18/22	TEMP	LORETTA SCHELIN	5316569	TURF REMOVAL REBATE	0.00	4,000.00
10001	106344	03/18/22	5418	LOS ANGELES UNIFIED SCHO	0014103	BILINGUAL TEST	0.00	180.00
10001	106345	03/18/22	6473	LOUISE ERNESTINE CRISS B	2314390	MARKETING SVC/FEB	0.00	1,000.00
10001	106346	03/18/22	TEMP	MARIA HERRERA	5316569	HE WASHER REBATE	0.00	100.00
10001	106346	03/18/22	TEMP	MARIA HERRERA	5316569	HE DISHWASER REBATE	0.00	100.00
TOTAL CHECK							0.00	200.00
10001	106347	03/18/22	TEMP	MARTIN CHICO-HURTADO	0017581	PERMIT CHARGE REFUND	0.00	25.00

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CITY OF GLENDORA
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FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106348	03/18/22	TEMP	MONROVIA SEVENTH DAY ADV	0017581	SECURITY DEP REFUND	0.00	100.00
10001	106349	03/18/22	4854	MOST DEPENDABLE FOUNTAIN	2589999	2 WATER REFILL STATION	910.20	10,780.20
10001	106350	03/18/22	3754	OCCU-MED, LTD	0014103	PRE-EMPLOYMENT PHYS	0.00	390.25
10001	106351	03/18/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	0.00	20.22
10001	106352	03/18/22	TEMP	PAUL MC CRUMMEN	5316569	TURF REMOVAL REBATE	0.00	2,678.00
10001	106353	03/18/22	7407	KARA'S KORNER DELI	0017076	LIBRARY BREAKFAST	0.00	225.00
10001	106354	03/18/22	6998	SAFE AND SOUND SECURITY	0016566	SECURITY CAM WARRANTY	0.00	825.00
10001	106355	03/18/22	7251	SAM SCHWARTZ ENGINEERING	2096086	GLENDORA ZEB ROLLOUT P	0.00	550.00
10001	106356	03/18/22	2870	SO CAL BEE COMPANY	5316568	BEE HIVE REMOVAL	0.00	140.00
10001	106356	03/18/22	2870	SO CAL BEE COMPANY	5316568	BEE HIVE REMOVAL	0.00	70.00
TOTAL CHECK							0.00	210.00
10001	106357	03/18/22	TEMP	SEAN WARD	5496563	FUEL REIMB	0.00	65.00
10001	106358	03/18/22	4276	SECURITY PUBLIC STORAGE-	2314390	STORAGE 3/22-4/21	0.00	216.00
10001	106359	03/18/22	1224	PECK ROAD GRAVEL	2056562	TIPPING 236415	0.00	180.00
10001	106360	03/18/22	1027	SOCALGAS	0017076	GAS SERVICE/FEB	0.00	1,843.80
10001	106360	03/18/22	1027	SOCALGAS	5316566	GAS SERVICE/FEB	0.00	80.41
10001	106360	03/18/22	1027	SOCALGAS	2096086	GAS SERVICE/FEB	0.00	226.84
10001	106360	03/18/22	1027	SOCALGAS	0016566	GAS SERVICE/FEB	0.00	254.61
10001	106360	03/18/22	1027	SOCALGAS	5316568	GAS SERVICE/FEB	0.00	267.63
10001	106360	03/18/22	1027	SOCALGAS	0017583	GAS SERVICE/FEB	0.00	271.18
10001	106360	03/18/22	1027	SOCALGAS	0017583	GAS SERVICE/FEB	0.00	429.02
10001	106360	03/18/22	1027	SOCALGAS	0017080	GAS SERVICE/FEB	0.00	614.60
10001	106360	03/18/22	1027	SOCALGAS	0015126	GAS SERVICE/FEB	0.00	614.61
10001	106360	03/18/22	1027	SOCALGAS	0016582	GAS SERVICE/FEB	0.00	24.65
10001	106360	03/18/22	1027	SOCALGAS	0017583	GAS SERVICE/FEB	0.00	38.84
10001	106360	03/18/22	1027	SOCALGAS	5496563	GAS SERVICE/FEB	0.00	63.71
TOTAL CHECK							0.00	4,729.90
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	0016561	ELECTRIC UTILITY/FEB	0.00	63.72
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	0016561	ELECTRIC UTILITY/FEB	0.00	68.87
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	202B6584	ELECTRIC UTILITY/FEB	0.00	16.45
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	202B6584	ELECTRIC UTILITY/FEB	0.00	16.56
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	202B6584	ELECTRIC UTILITY/FEB	0.00	16.87
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	5316571	ELECTRIC UTILITY/FEB	0.00	17.95
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	0016584	ELECTRIC UTILITY/FEB	0.00	17.95
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	2056562	ELECTRIC UTILITY/FEB	0.00	18.32
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	5316570	ELECTRIC UTILITY/FEB	0.00	19.11
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	5316571	ELECTRIC UTILITY/FEB	0.00	24.28
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA EDIS	0016561	ELECTRIC UTILITY/FEB	0.00	70.65

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FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA	EDIS 0016561	ELECTRIC UTILITY/FEB	0.00	72.83
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA	EDIS 2096086	ELECTRIC UTILITY/FEB	0.00	74.56
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA	EDIS 0016582	ELECTRIC UTILITY/FEB	0.00	2,656.03
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA	EDIS 0016582	ELECTRIC UTILITY/FEB	0.00	3,895.39
10001	106361	03/18/22	1225	SOUTHERN CALIFORNIA	EDIS 2096086	ELECTRIC UTILITY/FEB	0.00	1,067.10
TOTAL CHECK							0.00	8,116.64
10001	106362	03/18/22	1225	SOUTHERN CALIFORNIA	EDIS 5309999	TRANSFORMER DESIGN	0.00	1,543.56
10001	106363	03/18/22	1321	STAMP OUT INC.	0016561	CUSTOM STAMP	11.01	126.91
10001	106364	03/18/22	7469	DISCOUNT TIRE/AMERICA'S	5496563	TIRES	60.07	741.07
10001	106364	03/18/22	7469	DISCOUNT TIRE/AMERICA'S	5496563	TIRES	62.92	771.72
10001	106364	03/18/22	7469	DISCOUNT TIRE/AMERICA'S	5496563	TIRES	34.54	419.04
TOTAL CHECK							157.53	1,931.83
10001	106365	03/18/22	3229	TRANSPORTATION CONCEPTS	2096086	OP AND MAINT/FEB	0.00	51,969.86
10001	106365	03/18/22	3229	TRANSPORTATION CONCEPTS	2096086	CNG FUEL TRANSIT/FEB	0.00	1,503.72
TOTAL CHECK							0.00	53,473.58
10001	106366	03/18/22	4961	TRANSUNION RISK & ALTERN	0015128	PERSON SERACH/FEB	0.00	75.00
10001	106367	03/18/22	2254	VERONICA TAM & ASSOCIATE	2126056	CDBG CONSULTANT - PROF	0.00	3,337.50
10001	106368	03/18/22	7189	VESTRE, INC	2559999	PARKLET MATERIALS	294.18	2,044.18
10001	106369	03/18/22	6553	WATERSIDE INDUSTRIAL INC	0016566	CHEMICAL SVC/FEB	0.00	500.00
10001	106370	03/18/22	TEMP	WILLIAM VANDEUSEN	5316569	HE WASHER REBATE	0.00	100.00
10001	106371	03/18/22	TEMP	WILLIAM & EDNA SOLANA	655	WMP DEPOSIT REFUND	0.00	3,285.85
TOTAL CASH ACCOUNT							7,744.50	431,174.66
TOTAL FUND							7,744.50	431,174.66
TOTAL REPORT							7,744.50	431,174.66

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CITY OF GLENDORA
 CHECK REGISTER - FUND TOTALS

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	61,151.03
202B	LANDSCAPE ASSESSMENT	49.88
205	STATE GAS TAX FUNDS	198.32
209	PROP A TRANSIT FUND	55,642.08
212	COMMUNITY DEV BLOCK GRANT	3,337.50
231	GLENDORA VILLAGE BUS DIST	1,216.00
255	MEASURE M	2,044.18
258	MEASURE W	12,931.02
290	GLENDORA HSG. AUTHORITY	1,662.50
321	CAPITAL PROJECTS FUND	3,186.17
530	WATER CAPITAL PROJECTS	1,543.56
531	WATER OPERATIONS FUND	68,869.96
542	LIABILITY INSURANCE FUND	3,908.09
548	TECHNOLOGY FUND	39,683.85
549	VEHICLE REPLACEMENT FUND	2,144.91
655	TRUST FUND	3,285.85
TOTAL	REPORT	260,854.90

SUNGARD PENTAMATION
 DATE: 03/18/2022
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CITY OF GLENDORA
 CHECK AND VOUCHER REGISTER - FUND TOTALS

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	117,289.15
207	GRANTS	1,133.37
209	PROP A TRANSIT FUND	200.00
229	LIBRARY FOUNDATION	898.26
531	WATER OPERATIONS FUND	30,354.99
548	TECHNOLOGY FUND	11,531.76
549	VEHICLE REPLACEMENT FUND	8,912.23
TOTAL	REPORT	170,319.76

CITY OF GLENDORA

CITY COUNCIL MEETING

4/12/2022

WARRANT REGISTER FOR

3/25/2022

GENERAL WARRANT REGISTER
PAYROLL EFT - P/E 3/20/22

\$ 996,655.05
\$ 563,489.36

TOTAL

\$ 1,560,144.41

PREPARED BY:

Desiree Hernandez



REVIEWED BY
Assistant Finance Director

Warrant Register Notes – Understanding the “Key Org”

Key Org = Fund + Dept

XXXXXXXX = XXX + XXXX

First three digits = Fund. The funds are used for this register are listed at the end of each register.

It includes the Fund #, Fund Title and Amount spent for that fund.

Remaining four digits & subaccounts = Department and division. Below is the list of departments.

#	<u>Department description</u>	#	<u>Department description</u>
40xx	LEGISLATIVE	60xx	PLANNING, CRA, HOUSING
41xx	EXECUTIVE	65xx	PUBLIC WOKRS
42xx	FINANCE	70xx	LIBRARY
43xx	NON-DEPARTMENTAL	75xx	COMMUNITY SERVICES
51xx	PUBLIC SAFETY	99xx	CAPITAL PORJECTS

“X” – Provides additional details of the division within the department

SUNGARD PENTAMATION
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CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

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ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220325 00:00:00.000'
ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	V4322	03/25/22	4818	INFRASTRUCTURE ENGINEERS	5316567	WATER CONSULT SVC/FEB	0.00	4,320.00
10001	V4323	03/25/22	1007	ALTA-FOODCRAFT INC.	0014101	FOOD SUPPLIES	15.08	391.31
10001	V4324	03/25/22	3480	TRIFYTT SPORTS LLC	0017583	COMM SVC EDUCATN CLSS	0.00	3,915.86
10001	V4325	03/25/22	5219	BEAR ELECTRICAL SOLUTION	2056562	ROUTINE & EXTRAORDINAR	0.00	2,120.00
10001	V4325	03/25/22	5219	BEAR ELECTRICAL SOLUTION	2056562	TRAF SIGN MAINT/FEB	0.00	2,550.00
10001	V4325	03/25/22	5219	BEAR ELECTRICAL SOLUTION	2056562	TRAF SIG MAINT/JAN	0.00	2,550.00
10001	V4325	03/25/22	5219	BEAR ELECTRICAL SOLUTION	2056562	TRAF SIG MAINT/FEB	0.00	4,264.50
10001	V4325	03/25/22	5219	BEAR ELECTRICAL SOLUTION	2056562	TRAF SIG MAINT/JAN	0.00	5,455.15
10001	V4325	03/25/22	5219	BEAR ELECTRICAL SOLUTION	2056562	ROUTINE & EXTRAORDINAR	0.00	5,865.85
10001	V4325	03/25/22	5219	BEAR ELECTRICAL SOLUTION	2056562	PAYMENT OF WIND DAMAGE	0.00	4,018.38
TOTAL CHECK							0.00	26,823.88
10001	V4326	03/25/22	3419	CAL BLEND SOILS INC	0016582	MULCH	49.88	578.82
10001	V4327	03/25/22	5614	CLIENTFIRST CONSULTING G	3219999	LAND MGMT TECH/FEB	0.00	2,412.50
10001	V4328	03/25/22	1613	CLINICAL LAB OF SAN BERN	5316571	WTR QLTY ANALYSIS/FEB	0.00	1,120.50
10001	V4329	03/25/22	1133	GENERAL PUMP CO. INC.	5316571	FY 21-22 ANNUAL MAINT.	124.17	1,755.57
10001	V4330	03/25/22	1212	GLENDORA TROPHY & ENGRAV	0017585	ENGRAVED NAME BADGE	1.38	15.88
10001	V4330	03/25/22	1212	GLENDORA TROPHY & ENGRAV	0014000	ENGRAVED MEDALS	4.69	50.49
TOTAL CHECK							6.07	66.37
10001	V4331	03/25/22	1941	GRAINGER	5496563	EQUIPMENT PARTS/SUPP	1.74	18.68
10001	V4332	03/25/22	2950	INTER-CON SECURITY SYSTE	0015127	PARKING ENFORCMNT/FEB	0.00	15,465.47
10001	V4333	03/25/22	5315	JMD	3216565	GOLD LINE ENG/FEB	0.00	31,481.69
10001	V4334	03/25/22	2241	JOHNNY ALLEN TENNIS ACAD	0017583	COMM SVC EDUCATN CLSS	0.00	2,751.00
10001	V4335	03/25/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	10.94	412.69
10001	V4335	03/25/22	6449	MICHAELS AUTO REPAIR	5496563	VEHICLE MAINT/REPAIR	55.86	995.86
TOTAL CHECK							66.80	1,408.55
10001	V4336	03/25/22	6737	KRONOS SAASHR INC	5484019	UKG READY TIME	0.00	15.72
10001	V4337	03/25/22	3621	LA VERNE POWER EQUIPMENT	5496563	EQUIPMENT PARTS/SUPP	8.20	88.23
10001	V4338	03/25/22	6962	MIDWEST TAPE LLC	0017078	BOOKS	10.36	111.33
10001	V4339	03/25/22	3866	OROZCO LANDSCAPE & TREE	0016582	WEED ABATEMENT	0.00	13,600.00
10001	V4340	03/25/22	7127	STAR MAINTENANCE SUPPLY	0016582	JANITORIAL SUPPLIES	31.12	358.72
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	0016582	CONTRACT SERVICES	0.00	840.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	0016584	FOR CITY WIDE LANDSCAP	0.00	4,472.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	0016584	FOR CITY WIDE LANDSCAP	0.00	4,472.00

SUNGARD PENTAMATION
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CITY OF GLENDORA
CHECK REGISTER - DISBURSEMENT FUND

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ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	0016582	CONTRACT SERVICES PARK	0.00	28,163.42
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	0016582	CONTRACT SERVICES PARK	0.00	30,413.42
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	5316582	CONTRACT SERVICES PARK	0.00	1,525.58
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	5316582	CONTRACT SERVICES PARK	0.00	1,525.58
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	5316584	CONTRACT SERVICES TREE	0.00	2,800.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	5316584	CONTRACT SERVICES TREE	0.00	2,800.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	5316571	CONTRACT SERVICES RESE	0.00	4,280.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	5316571	CONTRACT SERVICES RESE	0.00	4,280.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	2056584	MEDIAN MAITENANCE (GAS	0.00	6,025.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	2056584	MEDIAN MAITENANCE (GAS	0.00	6,025.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	2556584	TRASPOTATION FUND (B	0.00	1,647.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	2556584	TRASPOTATION FUND (B	0.00	1,647.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	HIGHLAND / OAK KNOLL	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	HIGHLAND / OAK KNOLL	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	GMR/ PALM DR.	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	GMR/ PALM DR.	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	GMR/ BOULDER SPRINGS	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	GMR/ BOULDER SPRINGS	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	GMR/SIERRA MADRE (HIDD	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	202B6584	GMR/SIERRA MADRE (HIDD	0.00	154.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	2314390	BID MAINTENANCE	0.00	725.00
10001	V4341	03/25/22	6098	PRIORITY LANDSCAPE SERVI	2314390	BID MAINTENANCE	0.00	725.00
TOTAL	CHECK						0.00	103,598.00
10001	V4342	03/25/22	1573	SOUTHERN CALIFORNIA MUNI	0017583	GROUP MEMBER	0.00	110.00
10001	V4342	03/25/22	1573	SOUTHERN CALIFORNIA MUNI	0017581	GROUP MEMBER	0.00	55.00
10001	V4342	03/25/22	1573	SOUTHERN CALIFORNIA MUNI	0017588	GROUP MEMBER	0.00	55.00
TOTAL	CHECK						0.00	220.00
10001	V4343	03/25/22	1531	U.S. BANK	5314216	SERIES 2016A	0.00	-0.02
10001	V4343	03/25/22	1531	U.S. BANK	5314306	SERIES 2016A	0.00	148,500.00
TOTAL	CHECK						0.00	148,499.98
10001	V4344	03/25/22	2710	UNITED MAINTENANCE SYSTE	0016566	FACILITIES	0.00	8,350.00
10001	V4344	03/25/22	2710	UNITED MAINTENANCE SYSTE	0016582	PARKS	0.00	15,306.00
10001	V4344	03/25/22	2710	UNITED MAINTENANCE SYSTE	0017583	RECREATION	0.00	2,600.00
10001	V4344	03/25/22	2710	UNITED MAINTENANCE SYSTE	0017585	HUMAN SERVICES	0.00	1,550.00
10001	V4344	03/25/22	2710	UNITED MAINTENANCE SYSTE	5316567	WATER	0.00	550.00
TOTAL	CHECK						0.00	28,356.00
10001	V4345	03/25/22	1244	WEST COAST ARBORISTS, IN	0016584	FULL PRUNE	0.00	4,734.00
10001	V4345	03/25/22	1244	WEST COAST ARBORISTS, IN	0016584	GRID PRUNE	0.00	21,252.00
TOTAL	CHECK						0.00	25,986.00
10001	V4346	03/25/22	4308	WILMINGTON TRUST	5314306	WTR BND SERIES 2012A	0.00	154,881.25
10001	V4346	03/25/22	4308	WILMINGTON TRUST	5314216	WTR BND SERIES 2012A	0.00	-2.10
TOTAL	CHECK						0.00	154,879.15
10001	V4347	03/25/22	7541	ZOOM VIDEO COMMUNICATION	5484019	YEARLY LICENSE	0.00	5,997.00
10001	V4348	03/25/22	6158	BOA EXPRESS TAX	970	PAYROLL TAXES 03/20	0.00	147,412.88

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10001	V4349	03/25/22	1110	CA.PUBLIC EMPLOYEES RETI	970	PERS RETIREMENT 02/20	0.00	151,567.07
10001	V4350	03/25/22	1115	GLENDORA MANAGEMENT ASSO	970	GMA DUES	0.00	350.00
10001	V4351	03/25/22	7369	MIDAMERICA ADMIN&RETIRE	970	EXEC MGMT - HRA	0.00	450.00
10001	V4352	03/25/22	7369	MIDAMERICA ADMIN&RETIRE	970	PART TIME RETIREMENT	0.00	2,846.50
10001	V4353	03/25/22	5012	NATIONWIDE RETIREMENT SO	970	457 PLAN	0.00	20,941.91
10001	V4354	03/25/22	1116	POLICE ASSOCIATION	970	POA ASSOC DUES	0.00	2,625.00
10001	V4354	03/25/22	1116	POLICE ASSOCIATION	970	POA ASSOC DUES	0.00	88.13
TOTAL CHECK							0.00	2,713.13
10001	V4355	03/25/22	1119	STATE DISBURSEMENT UNIT	970	WAGE GARNISHMENT	0.00	264.92
10001	V4356	03/25/22	5016	VOYA FINANCIAL	970	457 PLAN	0.00	180.00
10001	V4356	03/25/22	5016	VOYA FINANCIAL	970	457 PLAN	0.00	88.60
10001	V4356	03/25/22	5016	VOYA FINANCIAL	970	457 PLAN	0.00	10,295.34
TOTAL CHECK							0.00	10,563.94
10001	V4357	03/25/22	4133	WAGeworks, INC.	970	DEPEND CARE REIMBURSE	0.00	590.75
10001	V4357	03/25/22	4133	WAGeworks, INC.	970	FSA MEDICAL REIMBURSE	0.00	1,080.98
TOTAL CHECK							0.00	1,671.73
10001	106372	03/25/22	1451	AKM CONSULTING ENGINEERS	5309999	CONSULTING SVC/FEB	0.00	10,374.50
10001	106373	03/25/22	TEMP	ALISON RIVAS	5316569	HE DISHWASHER REBATE	0.00	100.00
10001	106374	03/25/22	3496	AM CONSERVATION GROUP, I	5316569	PROMOTIONAL ITEMS FOR	436.24	4,692.24
10001	106375	03/25/22	TEMP	ANTON PLASIL	0017583	COMM SVC EDUCATN CLSS	0.00	514.80
10001	106376	03/25/22	5857	AUTOZONE STORES INC	5496563	CREDIT MEMO	0.00	-360.83
10001	106376	03/25/22	5857	AUTOZONE STORES INC	5496563	VEHICLE PARTS/SUPP	70.56	759.92
TOTAL CHECK							70.56	399.09
10001	106377	03/25/22	6403	AZTECH ELEVATOR COMPANY	0016566	LIBRY ELEV MAINT/MAR	0.00	145.00
10001	106378	03/25/22	1273	BAKER & TAYLOR, INC.	0017079	BOOKS	12.50	135.67
10001	106379	03/25/22	4598	BIG BEN CONSTRUCTION	5316570	FY 21-22 EMERGENCY MAI	0.00	14,984.34
10001	106380	03/25/22	TEMP	BRENDA REYNOSO	0017581	SECURITY DEP REFUND	0.00	300.00
10001	106381	03/25/22	7547	CARLOS G LOPEZ MELENDEZ	531	UB REFUND	0.00	97.00
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-635	39.61	335.86
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP MNT-MP10-	0.41	4.43
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-MNT-B TYP	0.05	0.54
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-575 WIREL	2.44	26.20
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	ARUBA OUTDOOR POLE/WAL	0.16	1.73

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10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA AP-577 ACCES	2.44	26.20
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE AP-270-MNT-H3 SERI	0.16	1.76
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA CENTRAL FOUN	0.00	87.48
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA USER EXPERIE	0.21	2.25
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE FOUNDATION CARE NE	0.04	0.42
10001	106382	03/25/22	1591	CDW GOVERNMENT, INC.	5489999	HPE ARUBA USER EXPERIE	0.00	2.77
TOTAL	CHECK						45.52	489.64
10001	106383	03/25/22	TEMP	CLAUDIA LANGER	5316569	TURF REMOVAL REBATE	0.00	3,080.00
10001	106384	03/25/22	4296	AMOSBUILT INC.	0016566	CONCRETE PAD	0.00	585.00
10001	106384	03/25/22	4296	AMOSBUILT INC.	0016582	PARK BENCH	0.00	675.00
10001	106384	03/25/22	4296	AMOSBUILT INC.	0016582	PARK BENCH	0.00	3,775.00
TOTAL	CHECK						0.00	5,035.00
10001	106385	03/25/22	1123	COUNTY OF LOS ANGELES	0016562	SEWER SERVICE	0.00	580.75
10001	106386	03/25/22	1123	COUNTY OF LOS ANGELES IN	2096086	RADIO FREQUENCY/FEB	0.00	701.86
10001	106387	03/25/22	4860	DONNA COUPLAND	0017583	COMM SVC EDUCATN CLSS	0.00	703.80
10001	106388	03/25/22	TEMP	CYNTHIA MC CRUMMEN	5316569	TURF REMOVAL REBATE	0.00	2,678.00
10001	106389	03/25/22	TEMP	DAN J WATKINS	0017585	ACTIVITY REFUND	0.00	82.00
10001	106390	03/25/22	TEMP	DANIELA COLOTLA	0017581	ACTIVITY REFUND	0.00	35.00
10001	106391	03/25/22	TEMP	DARLENE LOGIURATO	0017585	ACTIVITY REFUND	0.00	31.00
10001	106392	03/25/22	2820	DAVE BANG ASSOCIATES, IN	0016566	PLAYGROUND PARTS	50.91	593.47
10001	106393	03/25/22	TEMP	DAVID CATHEL	2297078	VOLUNTEER SCHOLARSHIP	0.00	300.00
10001	106394	03/25/22	TEMP	DAVID SWANSON	0017581	ACTIVITY REFUND	0.00	69.00
10001	106395	03/25/22	2199	DEPARTMENT OF JUSTICE	0015133	FINGERPRINTING/FEB	0.00	47.00
10001	106395	03/25/22	2199	DEPARTMENT OF JUSTICE	0014103	FINGERPRINTING/FEB	0.00	260.00
TOTAL	CHECK						0.00	307.00
10001	106396	03/25/22	TEMP	DORA CHAVIRA	0017581	SECURITY DEP REFUND	0.00	300.00
10001	106397	03/25/22	TEMP	ERICH HAMILTON	2606064	PERMIT REFUND	0.00	4.20
10001	106397	03/25/22	TEMP	ERICH HAMILTON	655	PERMIT REFUND	0.00	5.04
10001	106397	03/25/22	TEMP	ERICH HAMILTON	0016064	PERMIT REFUND	0.00	70.25
TOTAL	CHECK						0.00	79.49
10001	106398	03/25/22	4959	FRONTIER	5484019	TELEPHONE SVC/MAR	0.00	112.02
10001	106399	03/25/22	1213	GLENDORA PLUMBING & HEAT	0016584	BACKFLOW REPAIR FOR ME	0.00	1,975.00
10001	106400	03/25/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	17.63	189.63
10001	106400	03/25/22	3626	HOLLIDAY ROCK CO., INC.	5316562	ST REPAIR/MAINT SUPP	43.77	470.77

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TOTAL CHECK							61.40	660.40
10001	106401	03/25/22	6981	JAVIER DJEU TENNIS	0017583	COMM SVC EDUCATN CLSS	0.00	975.00
10001	106402	03/25/22	TEMP	JOEL CLOUD	0015127	K9 SUPPLIES	0.00	211.15
10001	106403	03/25/22	TEMP	KIM M. PRIEST	5316569	TURF REMOVAL REBATE	0.00	2,776.00
10001	106404	03/25/22	TEMP	KIMBERLY SILVA	655	WMP DEPOSIT REFUND	0.00	4,021.11
10001	106405	03/25/22	4265	LA COUNTY SHERRIF'S DEPA	0015134	INMATE MEAL SVC/FEB	0.00	385.44
10001	106406	03/25/22	TEMP	LIQIONG JI	0017583	ACTIVITY REFUND	0.00	100.00
10001	106407	03/25/22	TEMP	LUKE ENRIQUEZ	2297078	VOLUNTEER SCHOLARSHIP	0.00	300.00
10001	106408	03/25/22	3718	MRC	0017076	COPIER SUPPLIES	0.61	6.57
10001	106409	03/25/22	1921	OFFICE DEPOT	0017585	OFFICE SUPPLIES	4.01	43.14
10001	106409	03/25/22	1921	OFFICE DEPOT	0017585	OFFICE SUPPLIES	1.23	13.23
10001	106409	03/25/22	1921	OFFICE DEPOT	0016582	OFFICE SUPPLIES	11.83	131.98
10001	106409	03/25/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	0.50	5.38
10001	106409	03/25/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	1.43	15.38
10001	106409	03/25/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	15.57	167.47
10001	106409	03/25/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	15.57	167.47
10001	106409	03/25/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	22.97	247.10
10001	106409	03/25/22	1921	OFFICE DEPOT	0017581	OFFICE SUPPLIES	31.14	334.94
10001	106409	03/25/22	1921	OFFICE DEPOT	2096086	OFFICE SUPPLIES	34.93	375.74
TOTAL CHECK							139.18	1,501.83
10001	106410	03/25/22	4076	O'REILLY AUTO PARTS	5496563	VEHICLE PARTS/SUPP	11.47	123.39
10001	106411	03/25/22	TEMP	RAKESH ALLAHABADI	5316569	HE DISHWASHER REBATE	0.00	100.00
10001	106412	03/25/22	3633	RIGHT OF WAY, INC.	2056562	SAFETY SIGNS/SUPPLIES	46.13	496.13
10001	106413	03/25/22	TEMP	ROSA ARRETCHÉ	5316569	HE DISHWASHER REBATE	0.00	100.00
10001	106414	03/25/22	1454	ROUTE 66 CAR WASH INC.	5496563	VEHICLE WASH/FEB	0.00	366.00
10001	106415	03/25/22	TEMP	SHANTELLE REDE	0017581	SECURITY DEP REFUND	0.00	300.00
10001	106416	03/25/22	1027	SOCALGAS	0015126	GAS SERVICE/FEB	0.00	3,232.66
10001	106416	03/25/22	1027	SOCALGAS	0017588	GAS SERVICE/FEB	0.00	159.66
10001	106416	03/25/22	1027	SOCALGAS	0016582	GAS SERVICE/FEB	0.00	57.83
TOTAL CHECK							0.00	3,450.15
10001	106417	03/25/22	3029	SOUTHEAST CONSTRUCTION	2056562	ST REPAIR/MAINT SUPP	6.94	79.94
10001	106417	03/25/22	3029	SOUTHEAST CONSTRUCTION	2056562	ST REPAIR/MAINT SUPP	6.94	79.94
10001	106417	03/25/22	3029	SOUTHEAST CONSTRUCTION	2056562	ST REPAIR/MAINT SUPP	10.40	119.90
10001	106417	03/25/22	3029	SOUTHEAST CONSTRUCTION	2056562	ST REPAIR/MAINT SUPP	10.40	119.90
TOTAL CHECK							34.68	399.68

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10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0017588	ELECTRIC UTILITY/MAR	0.00	1,266.00
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0016561	ELECTRIC UTILITY/FEB	0.00	2,935.10
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0015126	ELECTRIC UTILITY/MAR	0.00	569.39
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0016561	ELECTRIC UTILITY/MAR	0.00	68.74
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0016584	ELECTRIC UTILITY/MAR	0.00	19.23
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0016582	ELECTRIC UTILITY/FEB	0.00	19.37
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0016582	ELECTRIC UTILITY/FEB	0.00	26.08
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0016561	ELECTRIC UTILITY/MAR	0.00	42.57
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 0016561	ELECTRIC UTILITY/MAR	0.00	110.40
10001	106418	03/25/22	1225	SOUTHERN CALIFORNIA	EDIS 2056562	ELECTRIC UTILITY/FEB	0.00	111.74
TOTAL CHECK							0.00	5,168.62
10001	106419	03/25/22	2038	SPARKLETT'S	2056562	DRINKING WATER/FEB	0.00	277.67
10001	106420	03/25/22	6913	STITCHMANIA INC	2056562	HATS W/ GLENDORA SEAL	54.74	588.74
10001	106421	03/25/22	3218	TIME WARNER CABLE	0015126	INTERNET SVC/MAR	0.00	168.99
10001	106422	03/25/22	TEMP	TRAVIS GRAY	2297078	VOLUNTEER SCHOLARSHIP	0.00	300.00
10001	106423	03/25/22	1924	UNIFIRST CORPORATION	5496563	UNIFORM SERVICES	0.93	115.95
10001	106423	03/25/22	1924	UNIFIRST CORPORATION	5496563	UNIFORM SERVICES	0.93	115.95
10001	106423	03/25/22	1924	UNIFIRST CORPORATION	5316571	UNIFORM SERVICES	0.00	237.10
10001	106423	03/25/22	1924	UNIFIRST CORPORATION	0016584	UNIFORM SERVICES	0.00	9.48
10001	106423	03/25/22	1924	UNIFIRST CORPORATION	2556584	UNIFORM SERVICES	0.00	9.48
10001	106423	03/25/22	1924	UNIFIRST CORPORATION	0016582	UNIFORM SERVICES	0.00	18.96
TOTAL CHECK							1.86	506.92
10001	106424	03/25/22	1067	UNITED SITE SERVICES OF	0016582	PORTABLE RENTAL	11.26	274.25
10001	106425	03/25/22	4734	NADENE VALDEZ	0017583	COMM SVC EDUCATN CLSS	0.00	1,719.90
10001	106426	03/25/22	2074	VANGUARD IDENTIFICATION	0017077	5000 LIBRARY CARDS	0.00	2,109.52
10001	106427	03/25/22	1029	VERIZON BUSINESS	5484019	VOICE SVC/FEB	0.00	40.00
10001	106428	03/25/22	2580	XEROX CORPORATION	0017080	COPIER SVC/FEB	0.00	85.98
10001	106428	03/25/22	2580	XEROX CORPORATION	0014101	COPIER SVC/FEB	0.00	90.62
10001	106428	03/25/22	2580	XEROX CORPORATION	0014103	COPIER SVC/FEB	0.00	90.62
10001	106428	03/25/22	2580	XEROX CORPORATION	0014010	COPIER SVC/FEB	0.00	399.58
10001	106428	03/25/22	2580	XEROX CORPORATION	5314010	COPIER SVC/FEB	0.00	399.58
10001	106428	03/25/22	2580	XEROX CORPORATION	0017076	COPIER SVC/FEB	0.00	343.89
10001	106428	03/25/22	2580	XEROX CORPORATION	0014216	COPIER SVC/FEB	0.00	179.10
10001	106428	03/25/22	2580	XEROX CORPORATION	0016561	COPIER SVC/FEB	0.00	185.59
10001	106428	03/25/22	2580	XEROX CORPORATION	0016051	COPIER SVC/FEB	0.00	185.59
10001	106428	03/25/22	2580	XEROX CORPORATION	5316567	COPIER SVC/FEB	0.00	204.02
10001	106428	03/25/22	2580	XEROX CORPORATION	0015133	COPIER SVC/FEB	0.00	253.62
10001	106428	03/25/22	2580	XEROX CORPORATION	0015133	COPIER SVC/FEB	0.00	253.62
10001	106428	03/25/22	2580	XEROX CORPORATION	0017581	COPIER SVC/FEB	0.00	258.27
10001	106428	03/25/22	2580	XEROX CORPORATION	0014010	COPIER SVC/FEB	0.00	143.14
10001	106428	03/25/22	2580	XEROX CORPORATION	5314010	COPIER SVC/FEB	0.00	143.14

SUNGARD PENTAMATION
 DATE: 03/28/2022
 TIME: 08:24:25

CITY OF GLENDORA
 CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 7
 ACCTPA21

SELECTION CRITERIA: transact.ck_date='20220325 00:00:00.000'
 ACCOUNTING PERIOD: 9/22

FUND - 972 - AP DISBURSEMENT FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	KEY ORG	-----DESCRIPTION-----	SALES TAX	AMOUNT
10001	106428	03/25/22	2580	XEROX CORPORATION	0016561	COPIER SVC/FEB	0.00	146.32
10001	106428	03/25/22	2580	XEROX CORPORATION	0016582	COPIER SVC/FEB	0.00	153.15
10001	106428	03/25/22	2580	XEROX CORPORATION	5314216	COPIER SVC/FEB	0.00	318.37
10001	106428	03/25/22	2580	XEROX CORPORATION	0016565	COPIER SVC/FEB	0.00	340.30
10001	106428	03/25/22	2580	XEROX CORPORATION	0015133	COPIER SVC/FEB	0.00	340.30
TOTAL CHECK							0.00	4,514.80
10001	106429	03/25/22	1169	YWCA	0017585	SR NUTRITION PROG/FEB	0.00	500.00
10001	106430	03/25/22	1113	AFSCME DISTRICT COUNCIL	970	AFSCME DUES	0.00	1,353.46
10001	106431	03/25/22	1835	FRANCHISE TAX BOARD	970	WAGE GARNISHMENT	0.00	50.00
10001	106432	03/25/22	1112	GLENDORA CITY EMPLOYEE A	970	EMPLOYEE SOCIAL GROUP	0.00	375.00
10001	106433	03/25/22	1117	GLENDORA POLICE MANAGEME	970	PMA/CLEA LTD DUES	0.00	134.75
10001	106433	03/25/22	1117	GLENDORA POLICE MANAGEME	970	PMA/CLEA LTD DUES	0.00	401.50
TOTAL CHECK							0.00	536.25
TOTAL CASH ACCOUNT							1,290.48	996,655.05
TOTAL FUND							1,290.48	996,655.05
TOTAL REPORT							1,290.48	996,655.05

SUNGARD PENTAMATION
 DATE: 03/24/2022
 TIME: 11:54:11

CITY OF GLENDORA
 CHECK REGISTER - FUND TOTALS

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	30,739.81
205	STATE GAS TAX FUNDS	1,873.96
209	PROP A TRANSIT FUND	1,077.60
229	LIBRARY FOUNDATION	900.00
255	MEASURE M	9.48
260	PLAN MAINT FEES	4.20
530	WATER CAPITAL PROJECTS	10,374.50
531	WATER OPERATIONS FUND	30,570.19
548	TECHNOLOGY FUND	641.66
549	VEHICLE REPLACEMENT FUND	1,120.38
655	TRUST FUND	4,026.15
TOTAL	REPORT	81,337.93

SUNGARD PENTAMATION
DATE: 03/25/2022
TIME: 14:44:10

CITY OF GLENDORA
CHECK AND VOUCHER REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
970	PAYROLL DISBURSEMENT FUND	338,782.08
TOTAL	REPORT	338,782.08

SUNGARD PENTAMATION
DATE: 03/25/2022
TIME: 14:37:48

CITY OF GLENDORA
CHECK REGISTER - FUND TOTALS

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
970	PAYROLL DISBURSEMENT FUND	2,314.71
TOTAL	REPORT	2,314.71

SUNGARD PENTAMATION
 DATE: 03/24/2022
 TIME: 11:57:10

CITY OF GLENDORA
 CHECK AND VOUCHER REGISTER - FUND TOTALS

PAGE NUMBER: 1
 VENCHK11
 ACCOUNTING PERIOD: 9/22

FUND	FUND TITLE	AMOUNT
001	GENERAL FUND	159,611.72
202B	LANDSCAPE ASSESSMENT	1,232.00
205	STATE GAS TAX FUNDS	38,873.88
231	GLENDORA VILLAGE BUS DIST	1,450.00
255	MEASURE M	3,294.00
321	CAPITAL PROJECTS FUND	33,894.19
531	WATER OPERATIONS FUND	328,336.36
548	TECHNOLOGY FUND	6,012.72
549	VEHICLE REPLACEMENT FUND	1,515.46
TOTAL	REPORT	574,220.33



STAFF REPORT

TO: MAYOR AND COUNCIL MEMBERS DATE: APRIL 12, 2022
 FROM: ADMINISTRATIVE SERVICES DISTRICT(S): CITYWIDE
 SUBJECT: CITY OF GLENDORA AND GLENDORA SUCCESSOR AGENCY INVESTMENT REPORT FOR FEBRUARY AND MARCH 2022

RECOMMENDATION

That the City/Agency Council:

1. Receive and file the Monthly Investment Activity Report for February and March 2022.

EXECUTIVE SUMMARY

The City's book value of cash and investments for March 2022 totaled \$117,601,985.73. This is an increase of \$1,904,309.38 (+1.6%) compared to the previous month. The increase is due to an increase in monthly sales tax receipts.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

Pursuant to Section 19 of the City's FY 2021-22 Investment Policy, a monthly investment report must be provided to the City Council to provide a clear picture of the status of the current portfolio.

DISCUSSION

On February 23, 2022, the City transitioned custodial services to UBS Financial Services. Due to this transition, the February and March investment reports have been combined. The combining of February and March is necessary to addressing the delay of the financial information transferred over from US Bank (previous custodian) to UBS Financial Services (new custodian). The Finance Division pursued this transition for a few reasons including significantly reduced fees (savings of approximately \$14,000), assistance with report writing and to expand the City's broker/dealer portfolio.

The new report from UBS Financial Services will be presented from the date of inception (February 23, 2022) with UBS Financial Services to the date (April 4, 2022) when all of the financial information was transitioned from US Bank to UBS Financial Services.

As prescribed in the Investment Policy for FY 2022, the attached investment report provides a listing of individual securities held at the end of the reporting period by authorized investment category, the average life and final maturity of all investments listed, coupon rate, discount or earnings rate, Par Value, Market Value and Book Value of each investment in the portfolio, including funds managed for the City by third parties.

In the month of February four securities matured and in the month of March three securities matured. No other securities were called or matured. Investment purchases for the month of March included one Federal Agency Security in the amount of \$1,000,000, one US Government Treasury Security in the amount of \$1,000,000, and three CD's in the amount of \$245,000 each.

FISCAL IMPACT

There is no fiscal impact associated with the recommended action.

ENVIRONMENTAL DETERMINATION

Not applicable

Prepared By	Alycia Suniga, Senior Accounting Technician
Concurs With	Not Applicable
Reviewed By	Kyle Johnson, Assistant Finance Director
Certified to Availability of Funds	Marie Ricci, Administrative Services Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	William W. Wynder, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

- A. February and March 2022 Investment Report

**CITY OF GLENDORA
INVESTMENT REPORT SUMMARY
March 31, 2022**

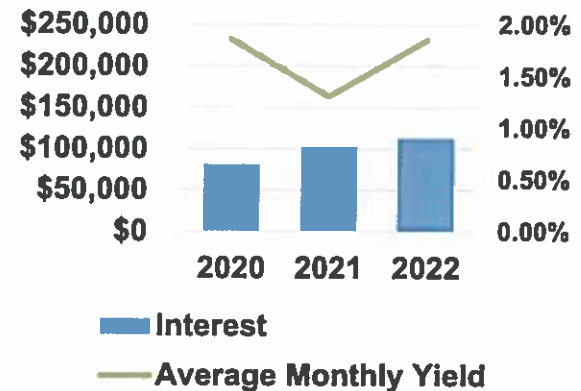
Pursuant to California Government Code Section 53600 et seq. and Section 16 of the City of Glendora's Investment Policy, a monthly investment report must be provided to the City Council providing a clear picture of the status of the current investment portfolio. Included in the report are several specific items relating to portfolio holdings including, but not limited to, investment type, par value, market value, book value, coupon rate and yield to maturity.

The report is in conformity with the City's Investment Policy and California Government Code 53601. Per the policy, the report reflects pooled cash from all city funds. It does not reflect any restrictions associated with how each individual fund can be utilized. This information is provided through other financial reports that include the budget, Annual Comprehensive Financial Report and other financial reports available through the website.

The objective of the City investments is to provide safety of principal and liquidity, while then providing a return on investments. (Section 4 of the policy). All brokered transactions are held by a third-party custodian designated by the Treasurer. (Section 14 of the policy). There is currently one custodial account, which is UBS Financial Services.

Presented is a comparison of the average monthly yield and interest received from prior years for the same month, along with a visual graph.

March	2020	2021	2022
Interest	\$80,585	\$101,892	\$112,852
Average Monthly Yield	1.87%	1.32%	1.86%



I hereby certify the investments are in compliance with the investment policy adopted by the City Council. The investment portfolio provides sufficient funds to meet the budgeted expenditures over the next six months.

Approved By:

Kyle Johnson, Asst. Director – Finance



Branch office:
515 S. Flower Street
Suite 50
Los Angeles, CA 900719596

Financial Advisor:
GIORDANO/CRAWFORD/CHEN
213-972-1457

UBS Client Review

as of April 4, 2022

Prepared for

City of Glendora

Accounts included in this review

* excluded from performance exhibits

Account	Name	Type
SX XX180	• City of Glendora	• Business Service Account
@SX XXX283*	• CITY OF GL	• Non UBS Investment Bank of America
@SX XXX279*	• CITY OF GL	• Non UBS Investment LAIF

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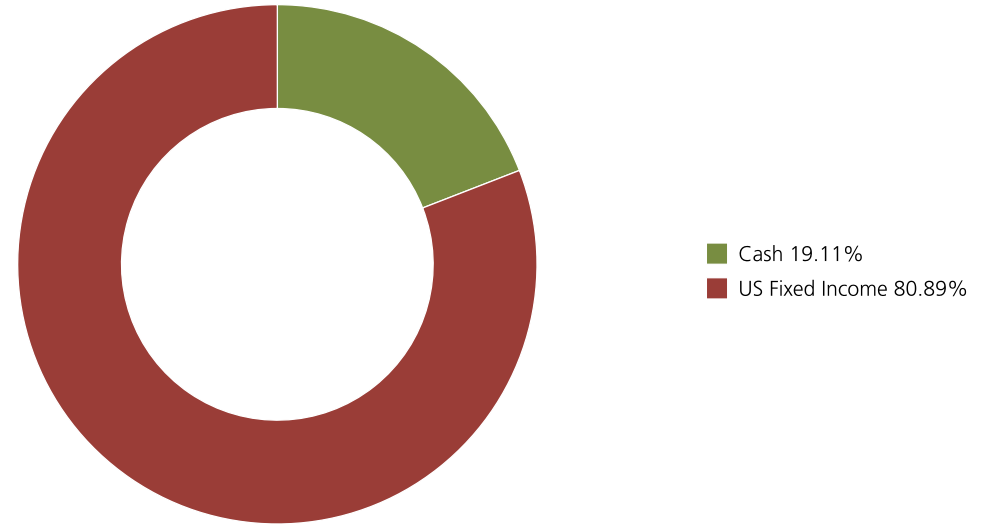
Asset allocation review

as of April 04, 2022

Summary of asset allocation

	Market value (\$)	% of Portfolio
Cash	21,555,061.60	19.11
Cash	21,555,061.60	19.11
US	21,555,061.60	19.11
Fixed Income	91,250,065.97	80.89
US	91,250,065.97	80.89
US Fixed Income	19,195,958.38	17.02
Government	43,391,710.04	38.46
Corporate IG Credit	28,662,397.55	25.41
Equity	0.00	0.00
Commodities	0.00	0.00
Non-Traditional	0.00	0.00
Other	0.00	0.00
Total Portfolio	\$112,805,127.57	100%

Balanced mutual funds are allocated in the 'Other' category

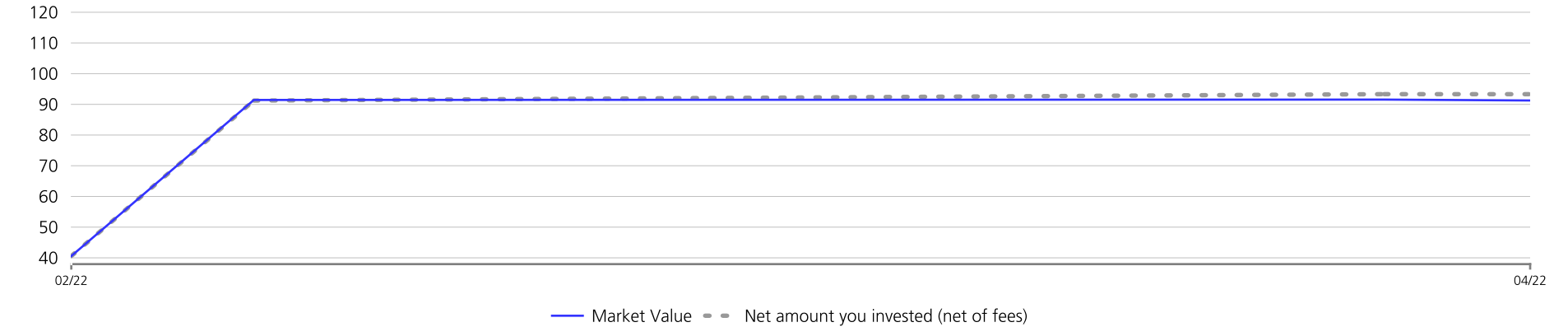


Assets held at other financial institutions are included in this report. We have not verified, and are not responsible for, the accuracy or completeness of this information.

Sources of portfolio value

as of April 04, 2022

\$ Millions



	MTD 03/31/2022 to 04/04/2022	QTD 03/31/2022 to 04/04/2022	YTD 02/23/2022 to 04/04/2022	ITD 02/23/2022 to 04/04/2022
Opening value	91,548,555.11	91,548,555.11	40,588,997.50	40,589,214.16
Net deposits/withdrawals	-2,268.11	-2,268.11	52,724,164.97	52,724,164.97
Div./interest income	2,736.29	2,736.29	112,851.80	112,851.80
Change in accr. interest	8,988.61	8,988.61	164,597.46	164,597.46
Change in value	-302,477.74	-302,477.74	-2,335,077.58	-2,335,294.25
Closing value	91,255,534.15	91,255,534.15	91,255,534.15	91,255,534.15
Net Time-weighted ROR	-0.32	-0.32	-2.22	-2.22

Performance returns are annualized after 1 year. Net deposits and withdrawals include program and account fees.

Benchmarks - Annualized time-weighted returns

US Treasury Bill - 3 Mos	0.00	0.00	0.02	0.02
BofA Corp/Gov 1-5Y	-0.32	-0.32	-1.94	-1.94
BBG Agg Bond	-0.21	-0.21	-2.04	-2.04

Past performance does not guarantee future results and current performance may be lower/higher than past data presented.

Bond summary

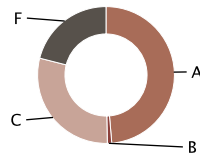
as of April 04, 2022

Bond overview

Total quantity	95,379,000
Total market value	\$91,018,201.01
Total accrued interest	\$231,864.96
Total market value plus accrued interest	\$91,250,065.97
Total estimated annual bond interest	\$1,184,619.25
Average coupon	1.26%
Average current yield	1.30%
Average yield to maturity	2.60%
Average yield to worst	2.60%
Average modified duration	3.01
Average effective maturity	3.23

Credit quality of bond holdings

Effective credit rating	Issues	Value on 04/04/2022 (\$)	% of port.
A Aaa/AAA/AAA	26	44,397,260.04	48.68
B Aa/AA/AA	1	946,268.89	1.04
C A/A/A	17	26,710,578.66	29.22
D Baa/BBB/BBB	0	0.00	0.00
E Non-investment grade	0	0.00	0.00
F Certificate of deposit	81	19,195,958.38	21.05
G Not rated	0	0.00	0.00
Total	125	\$91,250,065.97	100%

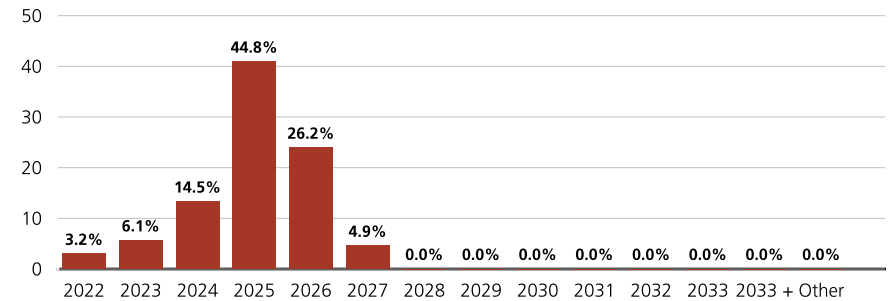


Investment type allocation

Investment type	Taxable (\$)	Tax-exempt / deferred (\$)	Total (\$)	% of bond port.
Certificates of deposit	19,195,958.38	0.00	19,195,958.38	21.04
U.S. corporates	28,662,397.55	0.00	28,662,397.55	31.41
U.S. federal agencies	42,450,913.06	0.00	42,450,913.06	46.52
U.S. treasuries	940,796.99	0.00	940,796.99	1.03
Total	\$91,250,065.98	\$0.00	\$91,250,065.98	100%

Bond maturity schedule

\$ Millions



Effective maturity schedule

Cash, mutual funds and some preferred securities are not included.

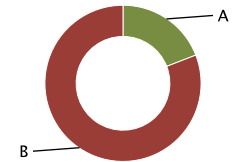
Portfolio holdings

as of April 04, 2022

Summary of Portfolio Holdings

	Cost basis (\$)	Value on 04/04/2022 (\$)	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Portfolio
A Cash	21,555,061.60	21,555,061.60	0.00	0.00%	0.00	0.00%	19.11%
Cash	21,555,061.60	21,555,061.60	0.00	0.00%	0.00	0.00%	19.11%
US	21,555,061.60	21,555,061.60	0.00	0.00%	0.00	0.00%	19.11%
B Fixed Income	96,046,924.13	91,250,065.97	-4,796,858.16	-4.99%	1,184,619.25	1.30%	80.89%
US	96,046,924.13	91,250,065.97	-4,796,858.16	-4.99%	1,184,619.25	1.30%	80.89%
US Fixed Income	19,665,787.16	19,195,958.38	-469,828.78	-2.39%	323,161.00	1.68%	17.02%
Government	45,948,887.38	43,391,710.04	-2,557,177.34	-5.57%	347,650.00	0.80%	38.46%
Corporate IG Credit	30,432,249.59	28,662,397.55	-1,769,852.04	-5.82%	513,808.25	1.79%	25.41%
C Equity	0.00	0.00	0.00	0.00%	0.00	0.00%	0.00%
D Commodities	0.00	0.00	0.00	0.00%	0.00	0.00%	0.00%
E Non-Traditional	0.00	0.00	0.00	0.00%	0.00	0.00%	0.00%
F Other	0.00	0.00	0.00	0.00%	0.00	0.00%	0.00%
Total Portfolio	\$117,601,985.73	\$112,805,127.57	\$-4,796,858.16	-4.08%	\$1,184,619.25	1.05%	100%

Balanced mutual funds are allocated in the 'Other' category





Portfolio holdings - as of April 04, 2022 (continued)

Details of portfolio holdings

	Cost basis (\$)	Market value (\$)	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of asset class	% of Portfolio
Total Portfolio	\$117,601,985.73	\$112,805,127.57	\$-4,796,858.16	-4.08%	\$1,184,619.25	1.05%	100%	100%

Cash	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Cash	% of Portfolio
Cash											
US											
Outside ASSET ⁽¹⁾ [Outside Account @SX XXX279]	1.00	1.00	19,149,167.54	19,149,167.54		0.00	0.00%	0.00	0.00%	88.84%	16.97%
Outside ASSET ⁽¹⁾ [Outside Account @SX XXX283]	1.00	1.00	2,400,425.88	2,400,425.88		0.00	0.00%	0.00	0.00%	11.14%	2.13%
UBS BANK USA BUSINESS ACCOUNT	7,268.11	1.00	1.00	7,268.11	7,268.11	0.00	0.00%	0.00	0.00%	0.03%	0.01%
USD CASH	-1,799.93	2.00	1.00	-1,799.93	-1,799.93	0.00	0.00%	0.00	0.00%	-0.01%	0.00%
Total US				\$21,555,061.60	\$21,555,061.60	\$0.00	0.00%	\$0.00	0.00%	100.00	19.11%
Total Cash				\$21,555,061.60	\$21,555,061.60	\$0.00	0.00%	\$0.00	0.00%	100.00	19.11%
Total Cash				\$21,555,061.60	\$21,555,061.60	\$0.00	0.00%	\$0.00	0.00%	100.00	19.11%

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr.(\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
US Fixed Income												
ALLEGIANCE BANK TX US RT 02.1500% MAT 09/29/22 FIXED RATE CD	245,000.00	100.00	100.61	245,000.00	246,583.54	0.00	1,583.54	0.65%	5,267.50	2.14%	0.27%	0.22%
AMERICAN COMM BK GA US RT 00.4000% MAT 09/22/25 FIXED RATE CD	245,000.00	100.00	92.87	245,000.00	227,576.20	0.00	-17,423.80	-7.11%	980.00	0.43%	0.25%	0.20%
AMERICAN EXP CENT UT US RT 02.3500% MAT 08/08/22 FIXED RATE CD	245,000.00	100.00	100.60	245,000.00	247,337.57	0.00	2,337.57	0.95%	5,757.50	2.34%	0.27%	0.22%

⁽¹⁾ Assets held at other financial institutions are included in this report. We have not verified, and are not responsible for, the accuracy or completeness of this information.

Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income US	Quantity	Purchase price (\$) / Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr.(\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
ANN ARBOR ST BK MI US RT 02.7500% MAT 04/20/23 FIXED RATE CD	245,000.00	100.00	101.43	245,000.00	248,780.38	0.00	3,780.38	1.54%	6,737.50	2.71%	0.27%	0.22%
BANK OF NEW ENGLAN NH US RT 02.8500% MAT 02/15/24 FIXED RATE CD	245,000.00	100.00	101.42	245,000.00	248,868.95	0.00	3,868.95	1.58%	6,982.50	2.81%	0.27%	0.22%
BANK3 TENNESSEE TN US RT 00.4000% MAT 08/28/25 FIXED RATE CD	245,000.00	100.00	93.01	245,000.00	227,881.04	0.00	-17,118.96	-6.99%	980.00	0.43%	0.25%	0.20%
BANKUNITED NA FLOR FL US RT 00.9500% MAT 03/31/26 FIXED RATE CD	245,000.00	100.00	93.94	245,000.00	230,180.96	0.00	-14,819.04	-6.05%	2,327.50	1.01%	0.25%	0.20%
BARCLAYS BK DE US RT 02.2500% MAT 07/26/22 FIXED RATE CD	245,000.00	100.00	100.53	245,000.00	247,318.14	0.00	2,318.14	0.95%	5,512.50	2.24%	0.27%	0.22%
BAY ST SVGS BK MA US RT 01.7000% MAT 11/29/23 FIXED RATE CD	245,000.00	100.00	99.69	245,000.00	245,683.18	0.00	683.18	0.28%	4,165.00	1.71%	0.27%	0.22%
BELL ST B&T ND US RT 01.6000% MAT 02/27/25 FIXED RATE CD	245,000.00	100.00	97.45	245,000.00	238,843.32	0.00	-6,156.68	-2.51%	3,920.00	1.64%	0.26%	0.21%
BK HAPOALIM BM NY US RT 00.5000% MAT 12/15/25 FIXED RATE CD	245,000.00	100.00	92.81	245,000.00	227,744.78	0.00	-17,255.22	-7.04%	1,225.00	0.54%	0.25%	0.20%
BMO HARRIS BK NA IL US RT 00.8000% MAT 03/18/26 FIXED RATE CD	245,000.00	100.00	93.43	245,000.00	229,002.14	0.00	-15,997.86	-6.53%	1,960.00	0.86%	0.25%	0.20%
BMW BANK NORTH AME UT US RT 01.8000% MAT 03/04/25 FIXED RATE CD	245,000.00	100.13	97.98	245,306.29	240,435.35	-7.59	-4,870.94	-1.99%	4,410.00	1.84%	0.26%	0.21%
CAPITAL ONE BK USA VA US RT 01.1500% MAT 11/24/26 FIXED RATE CD	245,000.00	100.00	93.64	245,000.00	230,434.11	0.00	-14,565.89	-5.95%	2,817.50	1.23%	0.25%	0.20%
CAPITAL ONE NA VA US RT 01.1500% MAT 11/24/26 FIXED RATE CD	245,000.00	100.00	93.64	245,000.00	230,434.11	0.00	-14,565.89	-5.95%	2,817.50	1.23%	0.25%	0.20%
CELTIC BK UT US RT 03.0000% MAT 05/18/23 FIXED RATE CD	245,000.00	100.00	101.74	245,000.00	249,607.78	0.00	4,607.78	1.88%	7,350.00	2.95%	0.27%	0.22%
CENTERSTATE BK NA FL US RT 01.0000% MAT 04/30/25 FIXED RATE CD	245,000.00	100.00	95.45	245,000.00	234,892.27	0.00	-10,107.73	-4.13%	2,450.00	1.05%	0.26%	0.21%
CHAMBERS BANK AK US RT 00.3500% MAT 09/22/25 FIXED RATE CD	108,000.00	100.00	92.89	108,000.00	100,337.94	0.00	-7,662.10	-7.09%	378.00	0.38%	0.11%	0.11%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr. (\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
CITADEL FED CREDIT PA US RT 01.6500% MAT 02/27/25 CREDIT UNION SHARE CERT	245,000.00	100.00	97.59	245,000.00	239,186.55	0.00	-5,813.45	-2.37%	4,042.50	1.69%	0.26%	0.21%
CITIBANK NA SD US RT 02.8500% MAT 03/29/23 FIXED RATE CD	245,000.00	100.00	101.51	245,000.00	248,824.08	0.00	3,824.08	1.56%	6,982.50	2.81%	0.27%	0.22%
CITIZENS ST BK CLA WI US RT 01.7000% MAT 10/31/24 FIXED RATE CD	219,000.00	100.00	98.27	219,000.00	215,254.29	0.00	-3,745.71	-1.71%	3,723.00	1.73%	0.24%	0.19%
CITY NATL BK IL US RT 02.1000% MAT 05/31/22 FIXED RATE CD	245,000.00	100.00	100.26	245,000.00	245,686.03	0.00	686.03	0.28%	5,145.00	2.09%	0.27%	0.22%
COMMERCIAL BK TN US RT 03.1000% MAT 05/25/23 FIXED RATE CD	245,000.00	100.00	101.87	245,000.00	249,777.33	0.00	4,777.33	1.95%	7,595.00	3.04%	0.27%	0.22%
COMMUNITY BK TN US RT 00.4000% MAT 08/26/25 FIXED RATE CD	245,000.00	100.00	93.02	245,000.00	227,913.36	0.00	-17,086.64	-6.97%	980.00	0.43%	0.25%	0.20%
COMMUNITYWIDE FED IN US RT 02.2500% MAT 06/28/24 FIXED RATE CD	245,000.00	100.00	99.96	245,000.00	245,838.37	0.00	838.37	0.34%	5,512.50	2.25%	0.27%	0.22%
CONNEXUS CREDIT UN WI US RT 00.3000% MAT 05/28/24 CREDIT UNION SHARE CERT	245,000.00	100.00	95.94	245,000.00	235,053.70	0.00	-9,946.30	-4.06%	735.00	0.31%	0.26%	0.21%
EAGLEMARK SVGS BK NV US RT 02.0000% MAT 03/02/27 FIXED RATE CD	245,000.00	100.44	97.06	246,083.98	238,240.01	-19.10	-7,843.97	-3.19%	4,900.00	2.06%	0.26%	0.21%
ENCORE BANK AR US RT 00.8000% MAT 05/15/25 FIXED RATE CD	245,000.00	100.00	94.77	245,000.00	232,286.55	0.00	-12,713.45	-5.19%	1,960.00	0.84%	0.25%	0.21%
ENERBANK UT US RT 00.6500% MAT 06/19/25 FIXED RATE CD	245,000.00	100.00	94.47	245,000.00	231,513.96	0.00	-13,486.04	-5.50%	1,592.50	0.69%	0.25%	0.21%
ENTERPRISE BK NE US RT 02.1500% MAT 11/28/22 FIXED RATE CD	245,000.00	100.00	100.76	245,000.00	246,972.82	0.00	1,972.82	0.81%	5,267.50	2.13%	0.27%	0.22%
FIRST BK HIGHLAND IL US RT 02.1000% MAT 06/21/22 FIXED RATE CD	245,000.00	100.00	100.36	245,000.00	247,340.62	0.00	2,340.62	0.96%	5,145.00	2.09%	0.27%	0.22%
FIRST CAROLINA BK NC US RT 00.6000% MAT 06/26/25 FIXED RATE CD	245,000.00	100.00	94.43	245,000.00	231,389.75	0.00	-13,610.25	-5.56%	1,470.00	0.64%	0.25%	0.21%
FIRST N/B MCGREG TX US RT 02.8500% MAT 02/21/24 FIXED RATE CD	245,000.00	100.00	101.41	245,000.00	248,739.00	0.00	3,739.00	1.53%	6,982.50	2.81%	0.27%	0.22%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$) / Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr. (\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
FIRST NATL BK KS US RT 01.8500% MAT 08/30/24 FIXED RATE CD	245,000.00	100.00	98.88	245,000.00	242,293.42	0.00	-2,706.58	-1.10%	4,532.50	1.87%	0.27%	0.21%
FIRST ST BK AR US RT 01.8000% MAT 08/30/24 FIXED RATE CD	245,000.00	100.00	98.76	245,000.00	242,005.43	0.00	-2,994.57	-1.22%	4,410.00	1.82%	0.27%	0.21%
FIRST TECHNOLOGY F CA US RT 02.4000% MAT 12/15/22 FIXED RATE CD	245,000.00	100.00	100.98	245,000.00	247,718.29	0.00	2,718.29	1.11%	5,880.00	2.38%	0.27%	0.22%
FLAGSTAR BANK, FSB MI US RT 01.0500% MAT 04/30/25 FIXED RATE CD	245,000.00	100.00	95.59	245,000.00	235,304.78	0.00	-9,695.22	-3.96%	2,572.50	1.10%	0.26%	0.21%
GOLD COAST BANK IL US RT 02.6000% MAT 02/28/23 FIXED RATE CD	245,000.00	100.00	101.24	245,000.00	248,160.16	0.00	3,160.16	1.29%	6,370.00	2.57%	0.27%	0.22%
GOLDMAN SACHS BANK NY US RT 02.9500% MAT 04/18/23 FIXED RATE CD	245,000.00	100.00	101.63	245,000.00	252,317.68	0.00	7,317.68	2.99%	7,227.50	2.90%	0.28%	0.22%
GREENSTATE CREDIT IA US RT 00.9500% MAT 04/16/26 FIXED RATE CD	245,000.00	100.00	93.86	245,000.00	229,978.58	0.00	-15,021.42	-6.13%	2,327.50	1.01%	0.25%	0.20%
HOME LN INVT BK RI US RT 00.4000% MAT 08/29/25 FIXED RATE CD	245,000.00	100.00	93.00	245,000.00	227,858.05	0.00	-17,141.95	-7.00%	980.00	0.43%	0.25%	0.20%
HOME SAVINGS BANK UT US RT 02.8500% MAT 02/12/24 FIXED RATE CD	245,000.00	100.00	101.43	245,000.00	249,469.34	0.00	4,469.34	1.82%	6,982.50	2.81%	0.27%	0.22%
HORIZON BK NE US RT 01.3000% MAT 04/15/25 FIXED RATE CD	245,000.00	100.00	96.36	245,000.00	236,251.62	0.00	-8,748.38	-3.57%	3,185.00	1.35%	0.26%	0.21%
INDUSTRIAL & COML NY US RT 02.1500% MAT 04/12/22 FIXED RATE CD	245,000.00	100.00	100.04	245,000.00	245,425.02	0.00	425.02	0.17%	5,267.50	2.15%	0.27%	0.22%
JPMORGAN CHASE BK OH US RT 00.7000% MAT 09/30/25 FIXED RATE CD	245,000.00	100.00	93.85	245,000.00	229,948.84	0.00	-15,051.16	-6.14%	1,715.00	0.75%	0.25%	0.20%
KNOXVILLE TVA EMPL TN US RT 02.4000% MAT 12/29/22 FIXED RATE CD	245,000.00	100.00	101.02	245,000.00	247,547.33	0.00	2,547.33	1.04%	5,880.00	2.38%	0.27%	0.22%
LIVE OAK BKG CO NC US RT 00.8000% MAT 08/13/26 FIXED RATE CD	245,000.00	100.00	92.65	245,000.00	227,001.26	0.00	-17,998.74	-7.35%	1,960.00	0.86%	0.25%	0.20%
MCHENRY SVGS BK IL US RT 01.7500% MAT 11/29/24 FIXED RATE CD	245,000.00	100.00	98.27	245,000.00	240,839.33	0.00	-4,160.67	-1.70%	4,287.50	1.78%	0.26%	0.21%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr. (\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
MECHANICS COOPERAT MA US RT 02.5500% MAT 02/06/23 FIXED RATE CD	245,000.00	100.00	101.18	245,000.00	248,397.14	0.00	3,397.14	1.39%	6,247.50	2.52%	0.27%	0.22%
MEDALLION BK UT US RT 00.5500% MAT 07/30/25 FIXED RATE CD	245,000.00	100.00	93.64	245,000.00	229,426.66	0.00	-15,573.34	-6.36%	1,347.50	0.59%	0.25%	0.20%
MERCANTILE BANK MI US RT 02.1000% MAT 06/07/22 FIXED RATE CD	245,000.00	100.00	100.29	245,000.00	247,381.17	0.00	2,381.17	0.97%	5,145.00	2.09%	0.27%	0.22%
MERRICK BK UT US RT 01.6500% MAT 10/31/23 FIXED RATE CD	245,000.00	100.00	99.73	245,000.00	244,392.60	0.00	-607.40	-0.25%	4,042.50	1.65%	0.27%	0.22%
METRO CREDIT UNION MA US RT 01.7000% MAT 02/18/27 LICU SHARE CERTIFICATE	245,000.00	100.00	95.72	245,000.00	234,540.88	0.00	-10,459.12	-4.27%	4,165.00	1.78%	0.26%	0.21%
MONEY ONE FED CRED MD US RT 02.0000% MAT 09/23/24 FIXED RATE CD	248,000.00	103.67	99.15	257,109.58	246,052.59	-5,155.50	-11,056.99	-4.30%	4,960.00	2.02%	0.27%	0.22%
MORGAN STANLEY BK UT US RT 02.6500% MAT 01/11/23 FIXED RATE CD	245,000.00	100.00	101.23	245,000.00	249,480.08	0.00	4,480.08	1.83%	6,492.50	2.62%	0.27%	0.22%
MORGAN STANLEY PRV NY US RT 02.0000% MAT 08/22/24 FIXED RATE CD	245,000.00	100.00	99.25	245,000.00	243,717.81	0.00	-1,282.19	-0.52%	4,900.00	2.02%	0.27%	0.22%
MORTON CMNTY BK IL US RT 00.6000% MAT 06/19/25 FIXED RATE CD	245,000.00	100.00	94.47	245,000.00	231,503.69	0.00	-13,496.31	-5.51%	1,470.00	0.64%	0.25%	0.21%
MOUNTAIN AMERICA C UT US RT 02.4000% MAT 11/30/22 FIXED RATE CD	245,000.00	100.00	100.93	245,000.00	247,605.59	0.00	2,605.59	1.06%	5,880.00	2.38%	0.27%	0.22%
NEIGHBORS FED CRED LA US RT 03.3000% MAT 09/28/23 FIXED RATE CD	245,000.00	100.00	102.28	245,000.00	250,738.60	0.00	5,738.60	2.34%	8,085.00	3.23%	0.27%	0.22%
NEW YORK CMNTY BK NY US RT 00.7000% MAT 07/01/26 FIXED RATE CD	245,000.00	100.00	92.51	245,000.00	227,095.87	0.00	-17,904.13	-7.31%	1,715.00	0.76%	0.25%	0.20%
PACIFIC CREST SVGS WA US RT 01.2000% MAT 04/30/25 FIXED RATE CD	245,000.00	100.00	96.02	245,000.00	235,277.02	0.00	-9,722.98	-3.97%	2,940.00	1.25%	0.26%	0.21%
PACIFIC WSTN BK CA US RT 01.3500% MAT 04/16/25 FIXED RATE CD	245,000.00	100.00	96.52	245,000.00	238,009.58	0.00	-6,990.42	-2.85%	3,307.50	1.40%	0.26%	0.21%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr.(\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
PENTAGON FED CREDI VA US RT 01.7000% MAT 02/18/27 CREDIT UNION SHARE CERT	245,000.00	100.00	95.72	245,000.00	234,700.64	0.00	-10,299.36	-4.20%	4,165.00	1.78%	0.26%	0.21%
PRIME ALLIANCE BK UT US RT 03.2000% MAT 06/29/23 FIXED RATE CD	245,000.00	100.00	102.04	245,000.00	250,126.88	0.00	5,126.88	2.09%	7,840.00	3.14%	0.27%	0.22%
RAYMOND JAMES BK N FL US RT 01.8000% MAT 11/08/24 FIXED RATE CD	245,000.00	100.00	98.50	245,000.00	243,088.83	0.00	-1,911.17	-0.78%	4,410.00	1.83%	0.27%	0.22%
SAN FRANCISCO FED CA US RT 01.1000% MAT 03/27/25 LICU SHARE CERTIFICATE	245,000.00	100.00	95.87	245,000.00	234,928.32	0.00	-10,071.68	-4.11%	2,695.00	1.15%	0.26%	0.21%
SAVOY BK NY US RT 00.8000% MAT 05/13/25 FIXED RATE CD	245,000.00	100.00	94.78	245,000.00	232,319.34	0.00	-12,680.66	-5.18%	1,960.00	0.84%	0.25%	0.21%
SOMERSET TRUST CO PA US RT 01.0000% MAT 03/19/25 FIXED RATE CD	245,000.00	100.00	95.63	245,000.00	234,408.25	0.00	-10,591.75	-4.32%	2,450.00	1.05%	0.26%	0.21%
SPRING BK NY US RT 02.7500% MAT 04/27/23 FIXED RATE CD	245,000.00	100.00	101.44	245,000.00	248,673.22	0.00	3,673.22	1.50%	6,737.50	2.71%	0.27%	0.22%
STATE BANK OF INDI NY US RT 00.9000% MAT 03/25/26 FIXED RATE CD	245,000.00	100.00	93.79	245,000.00	229,841.01	0.00	-15,158.99	-6.19%	2,205.00	0.96%	0.25%	0.20%
STOCKMAN BK MT US RT 00.6000% MAT 06/10/25 FIXED RATE CD	245,000.00	100.00	95.34	245,000.00	234,048.60	0.00	-10,951.40	-4.47%	1,470.00	0.63%	0.26%	0.21%
SYNCHRONY BANK UT US RT 02.0000% MAT 03/25/25 FIXED RATE CD	245,000.00	100.00	98.46	245,000.00	241,356.35	0.00	-3,643.65	-1.49%	4,900.00	2.03%	0.26%	0.21%
TEXAS EXCHANGE BK TX US RT 00.6000% MAT 10/23/25 FIXED RATE CD	245,000.00	100.00	92.80	245,000.00	227,398.53	0.00	-17,601.47	-7.18%	1,470.00	0.65%	0.25%	0.20%
THIRD FED S&L ASSN OH US RT 01.9500% MAT 11/25/24 FIXED RATE CD	245,000.00	100.00	98.81	245,000.00	243,778.73	0.00	-1,221.27	-0.50%	4,777.50	1.97%	0.27%	0.22%
TOYOTA FINL SVG BK NV US RT 00.9000% MAT 04/22/26 FIXED RATE CD	245,000.00	100.00	93.67	245,000.00	230,484.69	0.00	-14,515.31	-5.92%	2,205.00	0.96%	0.25%	0.20%
UBS BANK UT US RT 00.8500% MAT 06/16/26 FIXED RATE CD	245,000.00	100.00	93.16	245,000.00	228,350.40	0.00	-16,649.60	-6.80%	2,082.50	0.91%	0.25%	0.20%
UNIVERSITY OF IOWA IA US RT 03.0000% MAT 04/28/23 FIXED RATE CD	245,000.00	100.00	101.71	245,000.00	249,237.66	0.00	4,237.66	1.73%	7,350.00	2.95%	0.27%	0.22%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr. (\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
USALLIANCE FED CRE NY US RT 00.5000% MAT 09/29/25 FIXED RATE CD	245,000.00	100.00	93.18	245,000.00	228,308.69	0.00	-16,691.31	-6.81%	1,225.00	0.54%	0.25%	0.20%
VYSTAR CREDIT UNIO FL US RT 03.6500% MAT 12/11/23 LICU SHARE CERTIFICATE	205,000.00	105.02	102.87	215,287.31	210,990.10	-8,529.85	-4,297.21	-2.00%	7,482.50	3.55%	0.23%	0.19%
WEBBANK UT US RT 00.3500% MAT 05/28/24 FIXED RATE CD	245,000.00	100.00	96.06	245,000.00	235,645.36	0.00	-9,354.64	-3.82%	857.50	0.36%	0.26%	0.21%
WELLS FARGO NATL B NV US RT 01.8500% MAT 12/30/22 FIXED RATE CD	245,000.00	100.00	100.62	245,000.00	246,576.19	0.00	1,576.19	0.64%	4,532.50	1.84%	0.27%	0.22%
Total US Fixed Income				\$19,665,787.16	\$19,195,958.38	\$-13,712.04	\$-469,828.78	-2.39%	\$323,161.00	1.68%	21.04%	17.02%
Government												
FEDERAL FARM CREDIT BANK 00.970 % DUE 120924 DTD 120921 FC 06092022	2,000,000.00	100.00	95.56	2,000,000.00	1,917,457.22	0.00	-82,542.78	-4.13%	19,400.00	1.02%	2.10%	1.70%
FFCB BOND 00.210 % DUE 122123 DTD 122120 FC 06212021	2,000,000.00	100.00	96.47	2,000,000.00	1,930,521.67	0.00	-69,478.33	-3.47%	4,200.00	0.22%	2.12%	1.71%
FFCB BOND 00.440 % DUE 092324 DTD 092321 FC 03232022	2,000,000.00	100.00	95.44	2,000,000.00	1,908,968.89	0.00	-91,031.11	-4.55%	8,800.00	0.46%	2.09%	1.69%
FFCB BOND 00.600 % DUE 061625 DTD 061621 FC 12162021	2,000,000.00	100.00	93.70	2,000,000.00	1,877,620.00	0.00	-122,380.00	-6.12%	12,000.00	0.64%	2.06%	1.66%
FFCB BOND 00.600 % DUE 112425 DTD 112420 FC 05242021	2,000,000.00	100.00	92.79	2,000,000.00	1,860,113.33	0.00	-139,886.67	-6.99%	12,000.00	0.65%	2.04%	1.65%
FFCB BOND 00.610 % DUE 052325 DTD 082321 FC 11232021	2,000,000.00	100.00	93.58	2,000,000.00	1,876,119.44	0.00	-123,880.56	-6.19%	12,200.00	0.65%	2.06%	1.66%
FFCB BOND 00.660 % DUE 091525 DTD 091521 FC 03152022	2,000,000.00	100.00	93.26	2,000,000.00	1,865,796.67	0.00	-134,203.33	-6.71%	13,200.00	0.71%	2.04%	1.65%
FFCB BOND 00.680 % DUE 051925 DTD 051921 FC 11192021	2,000,000.00	100.00	93.97	2,000,000.00	1,884,400.00	0.00	-115,600.00	-5.78%	13,600.00	0.72%	2.07%	1.67%
FFCB BOND 00.710 % DUE 042125 DTD 042121 FC 10212021	2,000,000.00	100.00	94.53	2,000,000.00	1,897,069.44	0.00	-102,930.56	-5.15%	14,200.00	0.75%	2.08%	1.68%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr.(\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
FFCB BOND 01.840 % DUE 012627 DTD 012622 FC 07262022	2,000,000.00	100.00	95.81	2,000,000.00	1,923,231.11	0.00	-76,768.89	-3.84%	36,800.00	1.92%	2.11%	1.70%
FFCB NTS 00.940 % DUE 092826 DTD 092821 FC 03282022	2,000,000.00	100.00	92.76	2,000,000.00	1,855,593.33	0.00	-144,406.67	-7.22%	18,800.00	1.01%	2.03%	1.64%
FHLB BOND 00.625 % DUE 063025 DTD 063021 FC 12302021	2,000,000.00	100.00	93.69	2,000,000.00	1,877,003.89	0.00	-122,996.11	-6.15%	12,500.00	0.67%	2.06%	1.66%
FHLB BOND 01.050 % DUE 081326 DTD 081321 FC 02132022	1,000,000.00	96.84	93.08	968,385.25	932,307.50	0.00	-36,077.75	-3.73%	10,500.00	1.13%	1.02%	0.83%
FHLB BOND 01.780 % DUE 021027 DTD 021022 FC 08102022	2,000,000.00	100.00	96.08	2,000,000.00	1,927,000.00	0.00	-73,000.00	-3.65%	35,600.00	1.85%	2.11%	1.71%
FHLB BOND STEP-UP 00.750 % DUE 063026 DTD 063021 FC 12302021	2,000,000.00	100.00	94.15	2,000,000.00	1,886,876.67	0.00	-113,123.33	-5.66%	15,000.00	0.80%	2.07%	1.67%
FHLB NTS 1.0500% DUE 033026 DTD 033021 FC 09302021	2,000,000.00	100.00	94.71	2,000,000.00	1,894,493.33	0.00	-105,506.67	-5.28%	21,000.00	1.11%	2.08%	1.68%
FHLB NTS 00.500 % DUE 063026 DTD 063021 FC 12302021	2,000,000.00	100.00	95.01	2,000,000.00	1,902,731.11	0.00	-97,268.89	-4.86%	10,000.00	0.53%	2.09%	1.69%
FHLB NTS 00.500 % DUE 082626 DTD 082621 FC 02262022	2,000,000.00	100.00	92.43	2,000,000.00	1,849,615.56	0.00	-150,384.44	-7.52%	10,000.00	0.54%	2.03%	1.64%
FHLMC MED TERM NTS 00.500 % DUE 072325 DTD 072320 FC 01232021	1,000,000.00	99.85	93.40	998,500.00	934,946.11	0.00	-63,553.89	-6.36%	5,000.00	0.54%	1.02%	0.83%
FHLMC MED TERM NTS 00.730 % DUE 052825 DTD 052820 FC 11282020	2,000,000.00	100.00	94.77	2,000,000.00	1,900,430.00	0.00	-99,570.00	-4.98%	14,600.00	0.77%	2.08%	1.68%
FNMA NTS 00.500 % DUE 081425 DTD 081420 FC 02142021	1,000,000.00	100.00	92.90	999,950.00	929,644.45	0.00	-70,305.56	-7.03%	5,000.00	0.54%	1.02%	0.84%
FNMA NTS 00.540 % DUE 102725 DTD 102720 FC 04272021	2,000,000.00	100.00	92.62	2,000,000.00	1,857,130.00	0.00	-142,870.00	-7.14%	10,800.00	0.58%	2.04%	1.65%
FNMA NTS 00.560 % DUE 111725 DTD 111720 FC 05172021	2,000,000.00	100.00	92.67	2,000,000.00	1,857,742.22	0.00	-142,257.78	-7.11%	11,200.00	0.60%	2.04%	1.65%
INTL FIN CORP NTS 00.500 % DUE 051526 DTD 052821 FC 11152021	2,000,000.00	100.00	95.01	2,000,000.00	1,904,101.11	0.00	-95,898.89	-4.79%	10,000.00	0.53%	2.09%	1.69%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr. (\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
US TSY NOTE 01.125 % DUE 10/31/26 DTD 10/31/21 FC 04/30/22	1,000,000.00	98.21	93.60	982,052.13	940,796.99	0.00	-41,255.14	-4.20%	11,250.00	1.20%	1.03%	0.83%
Total Government				\$45,948,887.38	\$43,391,710.04	\$0.00	\$-2,557,177.34	-5.57%	\$347,650.00	0.80%	47.55%	38.46%
Corporate IG Credit												
AMAZON COM INC NTS B/E 00.800% 060325 DTD060320 CALL@MW+10BP	1,000,000.00	100.31	94.36	1,003,069.39	946,268.89	-1,753.28	-56,800.50	-5.66%	8,000.00	0.85%	1.04%	0.84%
CATERPILLAR FINL SERVICE 01.450% 051525 DTD051520 FC111520 CALL@MW+20BP	2,026,000.00	102.30	95.81	2,072,654.32	1,952,412.87	-23,790.31	-120,241.45	-5.80%	29,377.00	1.51%	2.14%	1.73%
CHARLES SCHWAB CORP NTS 00.900% 031126 DTD121120 FC031121 CALL@MW+10BP	2,000,000.00	99.49	92.20	1,989,860.00	1,845,210.00	0.00	-144,650.00	-7.27%	18,000.00	0.98%	2.02%	1.64%
COMCAST CORP NEW B/E 03.375% 081525 DTD052715 FC081515 CALL@MW+20BP	1,000,000.00	108.64	101.23	1,086,350.25	1,016,873.75	-32,790.20	-69,476.50	-6.40%	33,750.00	3.33%	1.11%	0.90%
E I DU PONT DE NEMOURS 01.700% 071525 DTD051520 FC011521 CALL@MW+25BP	2,141,000.00	102.43	95.47	2,192,941.42	2,051,914.18	-13,852.01	-141,027.24	-6.43%	36,397.00	1.78%	2.25%	1.81%
HONEYWELL INTL NTS B/E 02.300% 081524 DTD080819 CALL@MW+10BP	1,122,000.00	102.92	99.46	1,154,780.03	1,119,442.46	-26,264.05	-35,337.57	-3.06%	25,806.00	2.31%	1.23%	0.99%
IBM CORP NTS B/E 03.000% 051524 DTD051519 FC111519 CALL@MW+15BP	1,664,000.00	104.57	100.35	1,739,996.88	1,689,082.03	-62,829.71	-50,914.85	-2.93%	49,920.00	2.99%	1.85%	1.50%
INTEL CORP NTS B/E 03.400% 032525 DTD032520 CALL@MW+45BP	1,054,000.00	108.36	101.23	1,142,113.02	1,067,828.48	-45,573.71	-74,284.54	-6.50%	35,836.00	3.36%	1.17%	0.95%
JOHN DEERE CAPITAL CORP 02.050% 010925 DTD010920 FC070920 NTS B/E	1,124,000.00	104.19	97.80	1,171,061.41	1,104,746.19	-21,954.19	-66,315.22	-5.66%	23,042.00	2.10%	1.21%	0.98%
JOHN DEERE CPTL CORP 00.700% 011526 DTD010721 FC071521 MED TERM NTS	2,000,000.00	100.15	91.93	2,002,976.73	1,841,712.22	-925.43	-161,264.51	-8.05%	14,000.00	0.76%	2.02%	1.63%
JPMORGAN CHASE & CO 00.800% 022626 DTD022621 FC082621 MED TERM NTS	1,200,000.00	100.00	89.74	1,200,000.00	1,077,833.33	0.00	-122,166.67	-10.18%	9,600.00	0.89%	1.18%	0.96%
JPMORGAN CHASE & CO B/E 03.125% 012325 DTD012315 FC072315	1,017,000.00	105.64	100.39	1,074,347.61	1,027,244.44	-35,560.51	-47,103.17	-4.38%	31,781.25	3.11%	1.13%	0.91%

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Portfolio holdings - as of April 04, 2022 (continued)

Fixed Income	Quantity	Purchase price (\$)/ Avg Price	Price on 04/04/2022 (\$)	Cost basis (\$)	Market value (\$)	Amort/Accr.(\$) as of 04/04/2022	Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of Fixed Income	% of Portfolio
US												
MASTERCARD INC NTS B/E 02.000% 030325 DTD120319 FC030320 CALL@MW+10BP	2,000,000.00	102.50	98.21	2,049,987.67	1,967,544.44	-32,699.30	-82,443.23	-4.02%	40,000.00	2.04%	2.16%	1.74%
MICROSOFT CORP B/E 02.700% 021225 DTD021215 FC081215 CALL@MW+12.5BP	1,000,000.00	106.07	100.17	1,060,707.86	1,005,550.00	-33,720.77	-55,157.86	-5.20%	27,000.00	2.70%	1.10%	0.89%
MORGAN STANLEY FIN LLC 01.050% 082726 DTD082721 FC022722 MED TERM NTS	2,000,000.00	100.00	91.11	2,000,000.00	1,824,258.33	0.00	-175,741.67	-8.79%	21,000.00	1.15%	2.00%	1.62%
TARGET CORP NTS B/E 02.250% 041525 DTD033120 FC101520 CALL@MW+30BP	2,000,000.00	104.14	98.33	2,082,708.39	1,987,785.00	-49,666.30	-94,923.39	-4.56%	45,000.00	2.29%	2.18%	1.76%
TOYOTA MOTOR CRDT CORP 00.625% 091324 DTD091321 FC031322 NTS B/E	2,000,000.00	99.45	94.85	1,988,920.00	1,897,769.17	0.00	-91,150.83	-4.58%	12,500.00	0.66%	2.08%	1.68%
TRUIST BANK NTS B/E 02.150% 120624 DTD120619 FC060620	1,386,000.00	102.15	98.22	1,415,830.97	1,371,041.21	-22,548.68	-44,789.76	-3.16%	29,799.00	2.19%	1.50%	1.22%
UNITED HEALTH GROUP INC 01.150% 051526 DTD051921 FC111521 CALL@MW+07.50BP	2,000,000.00	100.20	92.95	2,003,943.64	1,867,880.56	-818.96	-136,063.08	-6.79%	23,000.00	1.24%	2.05%	1.66%
Total Corporate IG Credit				\$30,432,249.59	\$28,662,397.55	\$-404,747.41	\$-1,769,852.04	-5.82%	\$513,808.25	1.79%	31.41%	25.41%
Total US					\$96,046,924.13	\$91,250,065.97	\$-418,459.45	\$-4,796,858.16	-4.99%	\$1,184,619.25	1.30%	100.00 80.89%
Total Fixed Income					\$96,046,924.13	\$91,250,065.97	\$-418,459.45	\$-4,796,858.16	-4.99%	\$1,184,619.25	1.30%	100.00 80.89%
				Cost basis (\$)	Market value (\$)		Unrealized gain/loss (\$)	Unrealized gain/loss (%)	Est. annual income (\$)	Current yield (%)	% of asset class	% of Portfolio
Total Portfolio				\$117,601,985.73	\$112,805,127.57		\$-4,796,858.16	-4.08%	\$1,184,619.25	1.05%	100%	100%
Total accrued interest (included in market values): \$231,864.96												

(1) Assets held at other financial institutions are included in this report. We have not verified, and are not responsible for, the accuracy or completeness of this information.



Bond holdings

as of April 04, 2022

Summary of bond holdings

Maturity Year	Issues	Quantity	Est. annual income (\$)	Current yield (%)	Yield to maturity (%)	Yield to worst (%)	Modified duration	Adjusted cost basis (\$)	Unrealized gain/loss (\$)	Mkt. value (\$)	% of bond portfolio maturing
2022	12	2,940,000	64,680.00	2.19%	0.75 %	0.75 %	0.46	2,940,000	17,137.75	2,963,492.31	3.25%
2023	16	5,635,000	104,905.00	1.87%	1.76 %	1.76 %	1.32	5,645,287.31	-29,237.76	5,625,708.55	6.17%
2024	20	13,579,000	210,278.00	1.59%	2.58 %	2.58 %	2.35	13,715,637.46	-478,269.60	13,284,406.13	14.54%
2025	49	42,840,000	504,558.75	1.24%	2.72 %	2.71 %	3.09	43,412,697.63	-2,627,664.83	40,902,533.15	44.81%
2026	23	25,650,000	214,567.50	0.90%	2.93 %	2.93 %	4.04	25,597,217.75	-1,719,355.00	23,916,213.18	26.23%
2027	5	4,735,000	85,630.00	1.88%	2.70 %	2.70 %	4.58	4,736,083.98	-191,333.68	4,557,712.64	4.99%
2028	0	0			NA	NA	NA				
2029	0	0			NA	NA	NA				
2030	0	0			NA	NA	NA				
2031	0	0			NA	NA	NA				
2032	0	0			NA	NA	NA				
2033	0	0			NA	NA	NA				
2034	0	0			NA	NA	NA				
2035	0	0			NA	NA	NA				
2036	0	0			NA	NA	NA				
2037	0	0			NA	NA	NA				
2038	0	0			NA	NA	NA				
2039	0	0			NA	NA	NA				
2040	0	0			NA	NA	NA				
2041	0	0			NA	NA	NA				
2042	0	0			NA	NA	NA				
2043	0	0			NA	NA	NA				
2044	0	0			NA	NA	NA				
2045	0	0			NA	NA	NA				
2046	0	0			NA	NA	NA				
2047	0	0			NA	NA	NA				
2048	0	0			NA	NA	NA				
2049	0	0			NA	NA	NA				
2050	0	0			NA	NA	NA				
2051	0	0			NA	NA	NA				
2051 +	0	0			NA	NA	NA				
Other	0	0			NA	NA	NA				
Total	125	95,379,000	\$1,184,619.25	1.30%	2.60 %	2.60 %	3.01	\$96,046,924.13	\$-5,028,723.12	\$91,250,065.97	

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.

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Bond holdings - as of April 04, 2022 (continued)

Details of bond holdings

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%)/ YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Total Bond Portfolio		95,379,000	1.26%	06/25/2025	NA	\$1,184,619.25 1.30%	2.60% 2.60%	3.01	\$96,046,924.1 \$-5,028,723.12	NA	\$91,018,201.01 \$231,864.96 \$91,250,065.97	100%

Maturing 2022

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%)/ YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
INDUSTRIAL & COML NY US RT 02.1500% MAT 04/12/22 FIXED RATE CD /NY	CD	245,000	2.15%	04/12/2022		5,267.50 2.15%	0.42% 0.42%	0.02	245,000.00 93.10	100.038	245,093.10 331.92	0.27%
CITY NATL BK IL US RT 02.1000% MAT 05/31/22 FIXED RATE CD /IL	CD	245,000	2.10%	05/31/2022		5,145.00 2.09%	NA NA	NA	245,000.00 629.65	100.257	245,629.65 56.38	0.27%
MERCANTILE BANK MI US RT 02.1000% MAT 06/07/22 FIXED RATE CD /MI	CD	245,000	2.10%	06/07/2022		5,145.00 2.09%	0.42% 0.42%	0.18	245,000.00 717.85	100.293	245,717.85 1,663.32	0.27%
FIRST BK HIGHLAND IL US RT 02.1000% MAT 06/21/22 FIXED RATE CD /IL	CD	245,000	2.10%	06/21/2022		5,145.00 2.09%	0.43% 0.43%	0.21	245,000.00 874.65	100.357	245,874.65 1,465.97	0.27%
BARCLAYS BK DE US RT 02.2500% MAT 07/26/22 FIXED RATE CD /DE	CD	245,000	2.25%	07/26/2022		5,512.50 2.24%	0.54% 0.54%	0.31	245,000.00 1,291.15	100.527	246,291.15 1,026.99	0.27%
AMERICAN EXP CENT UT US RT 02.3500% MAT 08/08/22 FIXED RATE CD /UT	CD	245,000	2.35%	08/08/2022		5,757.50 2.34%	0.61% 0.61%	0.34	245,000.00 1,470.00	100.600	246,470.00 867.57	0.27%
ALLEGIANCE BANK TX US RT 02.1500% MAT 09/29/22 FIXED RATE CD /TX	CD	245,000	2.15%	09/29/2022		5,267.50 2.14%	0.89% 0.89%	0.49	245,000.00 1,496.95	100.611	246,496.95 86.59	0.27%
ENTERPRISE BK NE US RT 02.1500% MAT 11/28/22 FIXED RATE CD /NE	CD	245,000	2.15%	11/28/2022		5,267.50 2.13%	0.97% 0.97%	0.65	245,000.00 1,871.80	100.764	246,871.80 101.02	0.27%
MOUNTAIN AMERICA C UT US RT 02.4000% MAT 11/30/22 FIXED RATE CD /UT	CD	245,000	2.40%	11/30/2022		5,880.00 2.38%	0.98% 0.98%	0.65	245,000.00 2,283.40	100.932	247,283.40 322.19	0.27%
FIRST TECHNOLOGY F CA US RT 02.4000% MAT 12/15/22 FIXED RATE CD /CA	CD	245,000	2.40%	12/15/2022		5,880.00 2.38%	0.99% 0.99%	0.69	245,000.00 2,396.10	100.978	247,396.10 322.19	0.27%
KNOXVILLE TVA EMPL TN US RT 02.4000% MAT 12/29/22 FIXED RATE CD /TN	CD	245,000	2.40%	12/29/2022		5,880.00 2.38%	1.01% 1.01%	0.73	245,000.00 2,499.00	101.020	247,499.00 48.33	0.27%
WELLS FARGO NATL B NV US RT 01.8500% MAT 12/30/22 FIXED RATE CD /NV	CD	245,000	1.85%	12/30/2022		4,532.50 1.84%	1.01% 1.01%	0.73	245,000.00 1,514.10	100.618	246,514.10 62.09	0.27%
Total 2022		2,940,000	2.20%	09/10/2022		\$64,680.00 2.19%	0.75% 0.75%	0.46	\$2,940,000.00 \$17,137.75		\$2,957,137.75 \$6,354.56	3.25%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.

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Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%) YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2023												
MORGAN STANLEY BK UT US RT 02.6500% MAT 01/11/23 FIXED RATE CD /UT	CD	245,000	2.65%	01/11/2023		6,492.50 2.62%	1.05% 1.05%	0.76	245,000.00 3,003.70	101.226	248,003.70 1,476.38	0.27%
MECHANICS COOPERAT MA US RT 02.5500% MAT 02/06/23 FIXED RATE CD /MA	CD	245,000	2.55%	02/06/2023		6,247.50 2.52%	1.15% 1.15%	0.83	245,000.00 2,883.65	101.177	247,883.65 513.49	0.27%
GOLD COAST BANK IL US RT 02.6000% MAT 02/28/23 FIXED RATE CD /IL	CD	245,000	2.60%	02/28/2023		6,370.00 2.57%	1.22% 1.22%	0.89	245,000.00 3,038.00	101.240	248,038.00 122.16	0.27%
CITIBANK NA SD US RT 02.8500% MAT 03/29/23 FIXED RATE CD /SD	CD	245,000	2.85%	03/29/2023		6,982.50 2.81%	1.30% 1.30%	0.97	245,000.00 3,709.30	101.514	248,709.30 114.78	0.27%
GOLDMAN SACHS BANK NY US RT 02.9500% MAT 04/18/23 FIXED RATE CD /NY	CD	245,000	2.95%	04/18/2023		7,227.50 2.90%	1.36% 1.36%	1.01	245,000.00 3,991.05	101.629	248,991.05 3,326.63	0.27%
ANN ARBOR ST BK MI US RT 02.7500% MAT 04/20/23 FIXED RATE CD /MI	CD	245,000	2.75%	04/20/2023		6,737.50 2.71%	1.37% 1.37%	1.03	245,000.00 3,503.50	101.430	248,503.50 276.88	0.27%
SPRING BK NY US RT 02.7500% MAT 04/27/23 FIXED RATE CD /NY	CD	245,000	2.75%	04/27/2023		6,737.50 2.71%	1.39% 1.39%	1.05	245,000.00 3,525.55	101.439	248,525.55 147.67	0.27%
UNIVERSITY OF IOWA IA US RT 03.0000% MAT 04/28/23 FIXED RATE CD /IA	CD	245,000	3.00%	04/28/2023		7,350.00 2.95%	1.39% 1.39%	1.05	245,000.00 4,177.25	101.705	249,177.25 60.41	0.27%
CELTIC BK UT US RT 03.0000% MAT 05/18/23 FIXED RATE CD /UT	CD	245,000	3.00%	05/18/2023		7,350.00 2.95%	1.43% 1.43%	1.10	245,000.00 4,265.45	101.741	249,265.45 342.33	0.27%
COMMERCIAL BK TN US RT 03.1000% MAT 05/25/23 FIXED RATE CD /TN	CD	245,000	3.10%	05/25/2023		7,595.00 3.04%	1.45% 1.45%	1.12	245,000.00 4,569.25	101.865	249,569.25 208.08	0.27%
PRIME ALLIANCE BK UT US RT 03.2000% MAT 06/29/23 FIXED RATE CD /UT	CD	245,000	3.20%	06/29/2023		7,840.00 3.14%	1.53% 1.53%	1.21	245,000.00 4,998.00	102.040	249,998.00 128.88	0.27%
NEIGHBORS FED CRED LA US RT 03.3000% MAT 09/28/23 FIXED RATE CD /LA	CD	245,000	3.30%	09/28/2023		8,085.00 3.23%	1.74% 1.74%	1.45	245,000.00 5,583.55	102.279	250,583.55 155.05	0.28%
MERRICK BK UT US RT 01.6500% MAT 10/31/23 FIXED RATE CD /UT	CD	245,000	1.65%	10/31/2023		4,042.50 1.65%	NA NA	NA	245,000.00 -651.70	99.734	244,348.30 44.30	0.27%
BAY ST SVGS BK MA US RT 01.7000% MAT 11/29/23 FIXED RATE CD /MA	CD	245,000	1.70%	11/29/2023		4,165.00 1.71%	1.89% 1.89%	1.61	245,000.00 -754.60	99.692	244,245.40 1,437.78	0.27%
VYSTAR CREDIT UNIO FL US RT 03.6500% MAT 12/11/23 LICU SHARE CERTIFICATE /FL	CD	205,000	3.65%	12/11/2023		7,482.50 3.55%	1.92% 1.92%	1.63	215,287.31 -4,399.71	102.872	210,887.60 102.50	0.23%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.



Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%) / YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2023												
FFCB BOND 00.210 % DUE 12/21/23	Aaa/AAA/AA+	2,000,000	0.21%	12/21/2023		4,200.00	2.33%	1.69	2,000,000.00	96.466	1,929,320.00	2.12%
DTD 122120 FC 06212021	NR/NR/NR					0.22%	2.33%		-70,680.00		1,201.67	
Total 2023		5,635,000	1.89%	08/12/2023		\$104,905.00	1.76%	1.32	\$5,645,287.31		\$5,616,049.55	6.17%
						1.87%	1.76%		\$-29,237.76		\$9,659.00	
Maturing 2024												
HOME SAVINGS BANK UT US RT	CD	245,000	2.85%	02/12/2024		6,982.50	2.06%	1.80	245,000.00	101.426	248,493.70	0.27%
02.8500% MAT 02/12/24 FIXED						2.81%	2.06%		3,493.70		975.64	
RATE CD /UT												
BANK OF NEW ENGLAN NH US RT	CD	245,000	2.85%	02/15/2024		6,982.50	2.07%	1.81	245,000.00	101.423	248,486.35	0.27%
02.8500% MAT 02/15/24 FIXED						2.81%	2.07%		3,486.35		382.60	
RATE CD /NH												
FIRST N/B MCGREG TX US RT	CD	245,000	2.85%	02/21/2024		6,982.50	2.09%	1.83	245,000.00	101.409	248,452.05	0.27%
02.8500% MAT 02/21/24 FIXED						2.81%	2.09%		3,452.05		286.95	
RATE CD /TX												
IBM CORP NTS B/E 03.000%	A3/WD/A-	1,664,000	3.00%	05/15/2024		49,920.00	2.83%	2.01	1,739,996.88	100.349	1,669,807.36	1.83%
051524 DTD051519 FC111519	NR/NR/NR					2.99%	2.83%		-70,189.52		19,274.67	
CALL@MW+15BP												
CONNEXUS CREDIT UN WI US RT	CD	245,000	0.30%	05/28/2024		735.00	2.24%	2.14	245,000.00	95.937	235,045.65	0.26%
00.3000% MAT 05/28/24 CREDIT						0.31%	2.24%		-9,954.35		8.05	
UNION SHARE CERT /WI												
WEBBANK UT US RT 00.3500%	CD	245,000	0.35%	05/28/2024	04/28/2022	857.50	2.24%	2.12	245,000.00	96.060	235,347.00	0.26%
MAT 05/28/24 FIXED RATE CD /UT					100.00	0.36%	2.24%		-9,653.00		298.36	
COMMUNITYWIDE FED IN US RT	CD	245,000	2.25%	06/28/2024		5,512.50	2.27%	2.15	245,000.00	99.960	244,902.00	0.27%
02.2500% MAT 06/28/24 FIXED						2.25%	2.27%		-98.00		936.37	
RATE CD /IN												
HONEYWELL INTL NTS B/E 02.300%	A2/A/A	1,122,000	2.30%	08/15/2024	07/15/2024	25,806.00	2.54%	2.28	1,154,780.03	99.459	1,115,929.98	1.23%
081524 DTD080819	NR/NR/NR				100.00	2.31%	2.54%		-38,850.05		3,512.48	
CALL@MW+10BP												
MORGAN STANLEY PRV NY US RT	CD	245,000	2.00%	08/22/2024		4,900.00	2.32%	2.31	245,000.00	99.252	243,167.40	0.27%
02.0000% MAT 08/22/24 FIXED						2.02%	2.32%		-1,832.60		550.41	
RATE CD /NY												
FIRST NATL BK KS US RT 01.8500%	CD	245,000	1.85%	08/30/2024		4,532.50	2.33%	2.35	245,000.00	98.875	242,243.75	0.27%
MAT 08/30/24 FIXED RATE CD /KS						1.87%	2.33%		-2,756.25		49.67	
FIRST ST BK AR US RT 01.8000%	CD	245,000	1.80%	08/30/2024		4,410.00	2.33%	2.35	245,000.00	98.758	241,957.10	0.27%
MAT 08/30/24 FIXED RATE CD /AR						1.82%	2.33%		-3,042.90		48.33	
TOYOTA MOTOR CRDT CORP	A1/A+/A+	2,000,000	0.63%	09/13/2024		12,500.00	2.82%	2.39	1,988,920.00	94.852	1,897,040.00	2.08%
00.625% 091324 DTD091321	NR/NR/NR					0.66%	2.82%		-91,880.00		729.17	
FC031322 NTS B/E												

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.



Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%)/ YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2024												
FFCB BOND 00.440 % DUE 092324 DTD 092321 FC 03232022	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.44%	09/23/2024	09/23/2022 100.00	8,800.00 0.46%	2.35% 2.35%	2.43	2,000,000.00 -91,300.00	95.435	1,908,700.00 268.89	2.10%
MONEY ONE FED CRED MD US RT 02.0000% MAT 09/23/24 FIXED RATE CD /MD	CD	248,000	2.00%	09/23/2024		4,960.00 2.02%	2.36% 2.36%	2.39	257,109.58 -11,220.06	99.149	245,889.52 163.07	0.27%
CITIZENS ST BK CLA WI US RT 01.7000% MAT 10/31/24 FIXED RATE CD /WI	CD	219,000	1.70%	10/31/2024		3,723.00 1.73%	NA NA	NA	219,000.00 -3,786.51	98.271	215,213.49 40.80	0.24%
RAYMOND JAMES BK N FL US RT 01.8000% MAT 11/08/24 FIXED RATE CD /FL	CD	245,000	1.80%	11/08/2024		4,410.00 1.83%	2.40% 2.40%	2.50	245,000.00 -3,687.25	98.495	241,312.75 1,776.08	0.27%
THIRD FED S&L ASSN OH US RT 01.9500% MAT 11/25/24 FIXED RATE CD /OH	CD	245,000	1.95%	11/25/2024		4,777.50 1.97%	2.42% 2.42%	2.54	245,000.00 -2,922.85	98.807	242,077.15 1,701.58	0.27%
MCHENRY SVGS BK IL US RT 01.7500% MAT 11/29/24 FIXED RATE CD /IL	CD	245,000	1.75%	11/29/2024		4,287.50 1.78%	2.42% 2.42%	2.59	245,000.00 -4,231.15	98.273	240,768.85 70.48	0.26%
TRUIST BANK NTS B/E 02.150% 120624 DTD120619 FC060620	A2/A+/A NR/NR/NR	1,386,000	2.15%	12/06/2024	11/06/2024 100.00	29,799.00 2.19%	2.85% 2.85%	2.56	1,415,830.97 -54,557.21	98.216	1,361,273.76 9,767.45	1.50%
FEDERAL FARM CREDIT BANK 00.970 % DUE 120924 DTD 120921 FC 06092022	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.97%	12/09/2024	12/09/2022 100.00	19,400.00 1.02%	2.70% 2.70%	2.61	2,000,000.00 -88,740.00	95.563	1,911,260.00 6,197.22	2.10%
Total 2024		13,579,000	1.57%	09/05/2024		\$210,278.00 1.59%	2.58% 2.58%	2.35	\$13,715,637.4 \$-478,269.60		\$13,237,367.86 \$47,038.27	14.54%
Maturing 2025												
JOHN DEERE CAPITAL CORP 02.050% 010925 DTD010920 FC070920 NTS B/E	A2/A/A NR/NR/NR	1,124,000	2.05%	01/09/2025		23,042.00 2.10%	2.88% 2.88%	2.65	1,171,061.41 -71,755.69	97.803	1,099,305.72 5,440.47	1.21%
JPMORGAN CHASE & CO B/E 03.125% 012325 DTD012315 FC072315	A2/AA-/A- NR/NR/NR	1,017,000	3.13%	01/23/2025	10/23/2024 100.00	31,781.25 3.11%	2.98% 2.96%	2.40	1,074,347.61 -53,371.14	100.391	1,020,976.47 6,267.97	1.12%
MICROSOFT CORP B/E 02.700% 021225 DTD021215 FC081215 CALL@MW+12.5BP	Aaa/AAA/AAA NR/NR/NR	1,000,000	2.70%	02/12/2025	11/12/2024 100.00	27,000.00 2.70%	2.64% 2.63%	2.47	1,060,707.86 -59,057.86	100.165	1,001,650.00 3,900.00	1.10%
BELL ST B&T ND US RT 01.6000% MAT 02/27/25 FIXED RATE CD /ND	CD	245,000	1.60%	02/27/2025		3,920.00 1.64%	2.51% 2.51%	2.83	245,000.00 -6,242.60	97.452	238,757.40 85.92	0.26%
CITADEL FED CREDIT PA US RT 01.6500% MAT 02/27/25 CREDIT UNION SHARE CERT /PA	CD	245,000	1.65%	02/27/2025		4,042.50 1.69%	2.51% 2.51%	2.83	245,000.00 -5,902.05	97.591	239,097.95 88.60	0.26%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.



Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%)/ YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2025												
MASTERCARD INC NTS B/E 02.000% 030325 DTD120319 FC030320 CALL@MW+10BP	A1/NR/A+ NR/NR/NR	2,000,000	2.00%	03/03/2025	02/03/2025 100.00	40,000.00 2.04%	2.64% 2.64%	2.80	2,049,987.67 -85,887.67	98.205	1,964,100.00 3,444.44	2.16%
BMW BANK NORTH AME UT US RT 01.8000% MAT 03/04/25 FIXED RATE CD /UT	CD	245,000	1.80%	03/04/2025		4,410.00 1.84%	2.52% 2.52%	2.81	245,306.29 -5,245.49	97.984	240,060.80 374.55	0.26%
SOMERSET TRUST CO PA US RT 01.0000% MAT 03/19/25 FIXED RATE CD /PA	CD	245,000	1.00%	03/19/2025		2,450.00 1.05%	2.53% 2.53%	2.91	245,000.00 -10,699.15	95.633	234,300.85 107.40	0.26%
INTEL CORP NTS B/E 03.400% 032525 DTD032520 CALL@MW+45BP	A1/A+/A+ NR/NR/NR	1,054,000	3.40%	03/25/2025	02/25/2025 100.00	35,836.00 3.36%	2.97% 2.95%	2.73	1,142,113.02 -75,180.44	101.227	1,066,932.58 895.90	1.17%
SYNCHRONY BANK UT US RT 02.0000% MAT 03/25/25 FIXED RATE CD /UT	CD	245,000	2.00%	03/25/2025		4,900.00 2.03%	2.54% 2.54%	2.86	245,000.00 -3,777.90	98.458	241,222.10 134.25	0.27%
SAN FRANCISCO FED CA US RT 01.1000% MAT 03/27/25 LICU SHARE CERTIFICATE /CA	CD	245,000	1.10%	03/27/2025		2,695.00 1.15%	2.54% 2.54%	2.92	245,000.00 -10,130.75	95.865	234,869.25 59.07	0.26%
HORIZON BK NE US RT 01.3000% MAT 04/15/25 FIXED RATE CD /NE	CD	245,000	1.30%	04/15/2025		3,185.00 1.35%	2.55% 2.55%	2.96	245,000.00 -8,922.90	96.358	236,077.10 174.52	0.26%
TARGET CORP NTS B/E 02.250% 041525 DTD033120 FC101520 CALL@MW+30BP	A2/A/A NR/NR/NR	2,000,000	2.25%	04/15/2025	03/15/2025 100.00	45,000.00 2.29%	2.83% 2.83%	2.87	2,082,708.39 -116,048.39	98.333	1,966,660.00 21,125.00	2.16%
PACIFIC WSTN BK CA US RT 01.3500% MAT 04/16/25 FIXED RATE CD /CA	CD	245,000	1.35%	04/16/2025		3,307.50 1.40%	2.55% 2.55%	2.92	245,000.00 -8,530.90	96.518	236,469.10 1,540.48	0.26%
FFCB BOND 00.710 % DUE 042125 DTD 042121 FC 10212021	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.71%	04/21/2025	04/21/2022 100.00	14,200.00 0.75%	2.59% 2.59%	2.97	2,000,000.00 -109,360.00	94.532	1,890,640.00 6,429.44	2.08%
CENTERSTATE BK NA FL US RT 01.0000% MAT 04/30/25 FIXED RATE CD /FL	CD	245,000	1.00%	04/30/2025		2,450.00 1.05%	2.55% 2.55%	2.98	245,000.00 -11,154.85	95.447	233,845.15 1,047.12	0.26%
FLAGSTAR BANK, FSB MI US RT 01.0500% MAT 04/30/25 FIXED RATE CD /MI	CD	245,000	1.05%	04/30/2025		2,572.50 1.10%	2.55% 2.55%	2.98	245,000.00 -10,794.70	95.594	234,205.30 1,099.48	0.26%
PACIFIC CREST SVGS WA US RT 01.2000% MAT 04/30/25 FIXED RATE CD /WA	CD	245,000	1.20%	04/30/2025		2,940.00 1.25%	2.55% 2.55%	3.01	245,000.00 -9,763.25	96.015	235,236.75 40.27	0.26%
SAVOY BK NY US RT 00.8000% MAT 05/13/25 FIXED RATE CD /NY	CD	245,000	0.80%	05/13/2025		1,960.00 0.84%	2.55% 2.55%	3.06	245,000.00 -12,798.80	94.776	232,201.20 118.14	0.26%
CATERPILLAR FINL SERVICE 01.450% 051525 DTD051520 FC111520 CALL@MW+20BP	A2/A/A NR/NR/NR	2,026,000	1.45%	05/15/2025		29,377.00 1.51%	2.87% 2.87%	2.99	2,072,654.32 -131,584.24	95.808	1,941,070.08 11,342.79	2.13%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.

Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%) / YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2025												
ENCORE BANK AR US RT 00.8000% MAT 05/15/25 FIXED RATE CD /AR	CD	245,000	0.80%	05/15/2025		1,960.00 0.84%	2.55% 2.55%	3.07	245,000.00 -12,820.85	94.767	232,179.15 107.40	0.26%
FFCB BOND 00.680 % DUE 051925 DTD 051921 FC 11192021	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.68%	05/19/2025	05/19/2022 100.00	13,600.00 0.72%	2.71% 2.71%	3.05	2,000,000.00 -120,700.00	93.965	1,879,300.00 5,100.00	2.06%
FFCB BOND 00.610 % DUE 052325 DTD 082321 FC 11232021	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.61%	05/23/2025		12,200.00 0.65%	2.76% 2.76%	3.06	2,000,000.00 -128,320.00	93.584	1,871,680.00 4,439.44	2.06%
FHLMC MED TERM NTS 00.730 % DUE 052825 DTD 052820 FC 11282020	Aaa/AAA/NR NR/NR/NR	2,000,000	0.73%	05/28/2025	05/28/2022 100.00	14,600.00 0.77%	2.47% 2.47%	3.07	2,000,000.00 -104,680.00	94.766	1,895,320.00 5,110.00	2.08%
AMAZON COM INC NTS B/E 00.800% 060325 DTD060320 CALL@MW+10BP	A1/AA-/AA NR/NR/NR	1,000,000	0.80%	06/03/2025	05/03/2025 100.00	8,000.00 0.85%	2.67% 2.67%	3.08	1,003,069.39 -59,489.39	94.358	943,580.00 2,688.89	1.04%
STOCKMAN BK MT US RT 00.6000% MAT 06/10/25 FIXED RATE CD /MT	CD	245,000	0.60%	06/10/2025		1,470.00 0.63%	2.12% 2.12%	3.12	245,000.00 -11,414.55	95.341	233,585.45 463.15	0.26%
FFCB BOND 00.600 % DUE 061625 DTD 061621 FC 12162021	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.60%	06/16/2025	06/16/2022 100.00	12,000.00 0.64%	2.67% 2.67%	3.13	2,000,000.00 -125,980.00	93.701	1,874,020.00 3,600.00	2.06%
ENERBANK UT US RT 00.6500% MAT 06/19/25 FIXED RATE CD /UT	CD	245,000	0.65%	06/19/2025		1,592.50 0.69%	2.44% 2.44%	3.17	245,000.00 -13,555.85	94.467	231,444.15 69.81	0.25%
MORTON CMNTY BK IL US RT 00.6000% MAT 06/19/25 FIXED RATE CD /IL	CD	245,000	0.60%	06/19/2025		1,470.00 0.64%	2.39% 2.39%	3.17	245,000.00 -13,560.75	94.465	231,439.25 64.44	0.25%
FIRST CAROLINA BK NC US RT 00.6000% MAT 06/26/25 FIXED RATE CD /NC	CD	245,000	0.60%	06/26/2025		1,470.00 0.64%	2.40% 2.40%	3.19	245,000.00 -13,646.50	94.430	231,353.50 36.25	0.25%
FHLB BOND 00.625 % DUE 063025 DTD 063021 FC 12302021	Aaa/NR/AA+ NR/NR/NR	2,000,000	0.63%	06/30/2025	06/30/2022 100.00	12,500.00 0.67%	2.67% 2.67%	3.16	2,000,000.00 -126,260.00	93.687	1,873,740.00 3,263.89	2.06%
E I DU PONT DE NEMOURS 01.700% 071525 DTD051520 FC011521 CALL@MW+25BP	A3/A/A- NR/NR/NR	2,141,000	1.70%	07/15/2025	06/15/2025 100.00	36,397.00 1.78%	3.17% 3.17%	3.14	2,192,941.42 -149,014.36	95.466	2,043,927.06 7,987.12	2.25%
FHLMC MED TERM NTS 00.500 % DUE 072325 DTD 072320 FC 01232021	Aaa/AAA/NR NR/NR/NR	1,000,000	0.50%	07/23/2025		5,000.00 0.54%	2.60% 2.60%	3.23	998,500.00 -64,540.00	93.396	933,960.00 986.11	1.03%
MEDALLION BK UT US RT 00.5500% MAT 07/30/25 FIXED RATE CD /UT	CD	245,000	0.55%	07/30/2025		1,347.50 0.59%	2.55% 2.55%	3.28	245,000.00 -15,591.80	93.636	229,408.20 18.46	0.25%
FNMA NTS 00.500 % DUE 081425 DTD 081420 FC 02142021	Aaa/AAA/AA+ NR/NR/NR	1,000,000	0.50%	08/14/2025	08/14/2023 100.00	5,000.00 0.54%	2.73% 2.73%	3.29	999,950.00 -71,000.00	92.895	928,950.00 694.44	1.02%
COMCAST CORP NEW B/E 03.375% 081525 DTD052715 FC081515 CALL@MW+20BP	A3/A-/A- NR/NR/NR	1,000,000	3.38%	08/15/2025	05/15/2025 100.00	33,750.00 3.33%	2.99% 2.96%	2.90	1,086,350.25 -74,070.25	101.228	1,012,280.00 4,593.75	1.11%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.



Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%)/ YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2025												
COMMUNITY BK TN US RT 00.4000% MAT 08/26/25 FIXED RATE CD /TN	CD	245,000	0.40%	08/26/2025		980.00 0.43%	2.55% 2.55%	3.36	245,000.00 -17,110.80	93.016	227,889.20 24.16	0.25%
BANK3 TENNESSEE TN US RT 00.4000% MAT 08/28/25 FIXED RATE CD /TN	CD	245,000	0.40%	08/28/2025		980.00 0.43%	2.55% 2.55%	3.37	245,000.00 -17,137.75	93.005	227,862.25 18.79	0.25%
HOME LN INVT BK RI US RT 00.4000% MAT 08/29/25 FIXED RATE CD /RI	CD	245,000	0.40%	08/29/2025		980.00 0.43%	2.55% 2.55%	3.37	245,000.00 -17,150.00	93.000	227,850.00 8.05	0.25%
FFCB BOND 00.660 % DUE 091525 DTD 091521 FC 03152022	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.66%	09/15/2025	09/15/2022 100.00	13,200.00 0.71%	2.72% 2.72%	3.37	2,000,000.00 -134,900.00	93.255	1,865,100.00 696.67	2.05%
AMERICAN COMM BK GA US RT 00.4000% MAT 09/22/25 FIXED RATE CD /GA	CD	245,000	0.40%	09/22/2025	06/22/2022 100.00	980.00 0.43%	2.55% 2.55%	3.44	245,000.00 -17,458.70	92.874	227,541.30 34.90	0.25%
CHAMBERS BANK AK US RT 00.3500% MAT 09/22/25 FIXED RATE CD /AK	CD	108,000	0.35%	09/22/2025		378.00 0.38%	2.50% 2.50%	3.41	108,000.00 -7,675.56	92.893	100,324.44 13.46	0.11%
USALLIANCE FED CRE NY US RT 00.5000% MAT 09/29/25 FIXED RATE CD /NY	CD	245,000	0.50%	09/29/2025	06/29/2022 100.00	1,225.00 0.54%	2.55% 2.55%	3.44	245,000.00 -16,711.45	93.179	228,288.55 20.14	0.25%
JPMORGAN CHASE BK OH US RT 00.7000% MAT 09/30/25 FIXED RATE CD /OH	CD	245,000	0.70%	09/30/2025	09/30/2022 100.00	1,715.00 0.75%	2.55% 2.55%	3.41	245,000.00 -15,069.95	93.849	229,930.05 18.79	0.25%
TEXAS EXCHANGE BK TX US RT 00.6000% MAT 10/23/25 FIXED RATE CD /TX	CD	245,000	0.60%	10/23/2025	04/23/2022 100.00	1,470.00 0.65%	2.73% 2.73%	3.51	245,000.00 -17,649.80	92.796	227,350.20 48.33	0.25%
FNMA NTS 00.540 % DUE 102725 DTD 102720 FC 04272021	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.54%	10/27/2025	10/27/2022 100.00	10,800.00 0.58%	2.73% 2.73%	3.48	2,000,000.00 -147,580.00	92.621	1,852,420.00 4,710.00	2.04%
FNMA NTS 00.560 % DUE 111725 DTD 111720 FC 05172021	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.56%	11/17/2025	11/17/2022 100.00	11,200.00 0.60%	2.70% 2.70%	3.53	2,000,000.00 -146,520.00	92.674	1,853,480.00 4,262.22	2.04%
FFCB BOND 00.600 % DUE 112425 DTD 112420 FC 05242021	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.60%	11/24/2025		12,000.00 0.65%	2.69% 2.69%	3.55	2,000,000.00 -144,220.00	92.789	1,855,780.00 4,333.33	2.04%
BK HAPOLIM BM NY US RT 00.5000% MAT 12/15/25 FIXED RATE CD /NY	CD	245,000	0.50%	12/15/2025		1,225.00 0.54%	2.55% 2.55%	3.62	245,000.00 -17,627.75	92.805	227,372.25 372.53	0.25%
Total 2025		42,840,000	1.20%	06/18/2025		\$504,558.75 1.24%	2.72% 2.71%	3.09	\$43,412,697.6 \$-2,627,664.83		\$40,785,032.80 \$117,500.35	44.81%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.



Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2026												
JOHN DEERE CPTL CORP 00.700% 011526 DTD010721 FC071521 MED TERM NTS	A2/A/A NR/NR/NR	2,000,000	0.70%	01/15/2026		14,000.00 0.76%	2.97% 2.97%	3.67	2,002,976.73 -164,336.73	91.932	1,838,640.00 3,072.22	2.02%
JPMORGAN CHASE & CO 00.800% 022626 DTD022621 FC082621 MED TERM NTS	A2/AA-/A- NR/NR/NR	1,200,000	0.80%	02/26/2026	02/26/2024 100.00	9,600.00 0.89%	3.65% 3.65%	3.77	1,200,000.00 -123,180.00	89.735	1,076,820.00 1,013.33	1.18%
CHARLES SCHWAB CORP NTS 00.900% 031126 DTD121120 FC031121 CALL@MW+10BP	A2/A/A NR/NR/NR	2,000,000	0.90%	03/11/2026	02/11/2026 100.00	18,000.00 0.98%	3.02% 3.02%	3.81	1,989,860.00 -145,800.00	92.203	1,844,060.00 1,150.00	2.03%
BMO HARRIS BK NA IL US RT 00.8000% MAT 03/18/26 FIXED RATE CD /IL	CD	245,000	0.80%	03/18/2026	06/18/2022 100.00	1,960.00 0.86%	2.55% 2.55%	3.87	245,000.00 -16,089.15	93.433	228,910.85 91.29	0.25%
STATE BANK OF INDI NY US RT 00.9000% MAT 03/25/26 FIXED RATE CD /NY	CD	245,000	0.90%	03/25/2026		2,205.00 0.96%	2.55% 2.55%	3.86	245,000.00 -15,219.40	93.788	229,780.60 60.41	0.25%
FHLB NTS 1.0500% DUE 033026 DTD 033021 FC 09302021	Aaa/NR/AA+ NR/NR/NR	2,000,000	1.05%	03/30/2026		21,000.00 1.11%	NA NA	NA	2,000,000.00 -105,740.00	94.713	1,894,260.00 233.33	2.08%
BANKUNITED NA FLOR FL US RT 00.9500% MAT 03/31/26 FIXED RATE CD /FL	CD	245,000	0.95%	03/31/2026	04/30/2022 100.00	2,327.50 1.01%	NA NA	NA	245,000.00 -14,844.55	93.941	230,155.45 25.51	0.25%
GREENSTATE CREDIT IA US RT 00.9500% MAT 04/16/26 FIXED RATE CD /IA	CD	245,000	0.95%	04/16/2026		2,327.50 1.01%	2.55% 2.55%	3.94	245,000.00 -15,040.55	93.861	229,959.45 19.13	0.25%
TOYOTA FINL SVG BK NV US RT 00.9000% MAT 04/22/26 FIXED RATE CD /NV	CD	245,000	0.90%	04/22/2026		2,205.00 0.96%	2.55% 2.55%	3.92	245,000.00 -15,506.05	93.671	229,493.95 990.74	0.25%
INTL FIN CORP NTS 00.500 % DUE 051526 DTD 052821 FC 11152021	Aaa/NR/AAA NR/NR/NR	2,000,000	0.50%	05/15/2026	05/15/2023 100.00	10,000.00 0.53%	NA NA	NA	2,000,000.00 -99,760.00	95.012	1,900,240.00 3,861.11	2.09%
UNITED HEALTH GROUP INC 01.150% 051526 DTD051921 FC111521 CALL@MW+07.50BP	A3/A/A+ NR/NR/NR	2,000,000	1.15%	05/15/2026	04/15/2026 100.00	23,000.00 1.24%	2.98% 2.98%	3.95	2,003,943.64 -144,943.64	92.950	1,859,000.00 8,880.56	2.04%
UBS BANK UT US RT 00.8500% MAT 06/16/26 FIXED RATE CD /UT	CD	245,000	0.85%	06/16/2026	06/16/2022 100.00	2,082.50 0.91%	2.57% 2.57%	4.11	245,000.00 -16,758.00	93.160	228,242.00 108.40	0.25%
FHLB BOND STEP-UP 00.750 % DUE 063026 DTD 063021 FC 12302021	Aaa/NR/AA+ NR/NR/NR	2,000,000	0.75%	06/30/2026	06/30/2022 100.00	15,000.00 0.80%	NA NA	NA	2,000,000.00 -117,040.00	94.148	1,882,960.00 3,916.67	2.07%
FHLB NTS 00.500 % DUE 063026 DTD 063021 FC 12302021	Aaa/NR/AA+ NR/NR/NR	2,000,000	0.50%	06/30/2026	06/30/2022 100.00	10,000.00 0.53%	NA NA	NA	2,000,000.00 -99,880.00	95.006	1,900,120.00 2,611.11	2.09%
NEW YORK CMNTY BK NY US RT 00.7000% MAT 07/01/26 FIXED RATE CD /NY	CD	245,000	0.70%	07/01/2026		1,715.00 0.76%	2.57% 2.57%	4.12	245,000.00 -18,350.50	92.510	226,649.50 446.37	0.25%
FHLB BOND 01.050 % DUE 081326 DTD 081321 FC 02132022	Aaa/NR/AA+ NR/NR/NR	1,000,000	1.05%	08/13/2026	04/13/2022 100.00	10,500.00 1.13%	2.74% 2.74%	4.20	968,385.25 -37,565.25	93.082	930,820.00 1,487.50	1.02%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.



Bond holdings - as of April 04, 2022 (continued)

	Effective rating/ Underlying rating (Mdy/Fitch/S&P)	Quantity	Coupon	Effective maturity	Call date/ Call price (\$)	Est. annual income (\$)/ Curr. yield (%)	YTM (%) / YTW (%)	Modified duration	Adjusted cost basis (\$)/ Unreal. g/l (\$)	Market price (\$)	Mkt. value (\$)/ Accr. interest (\$)	% of bond port.
Maturing 2026												
LIVE OAK BKG CO NC US RT 00.8000% MAT 08/13/26 FIXED RATE CD /NC	CD	245,000	0.80%	08/13/2026		1,960.00 0.86%	2.59% 2.59%	4.27	245,000.00 -18,014.85	92.647	226,985.15 16.11	0.25%
FHLB NTS 00.500 % DUE 082626 DTD 082621 FC 02262022	Aaa/NR/AA+ NR/NR/NR	2,000,000	0.50%	08/26/2026	08/26/2022 100.00	10,000.00 0.54%	NA NA	NA	2,000,000.00 -151,440.00	92.428	1,848,560.00 1,055.56	2.03%
MORGAN STANLEY FIN LLC 01.050% 082726 DTD082721 FC022722 MED TERM NTS	A1/A/BBB+ NR/NR/NR	2,000,000	1.05%	08/27/2026	08/27/2023 100.00	21,000.00 1.15%	3.24% 3.24%	4.23	2,000,000.00 -177,900.00	91.105	1,822,100.00 2,158.33	2.00%
FFCB NTS 00.940 % DUE 092826 DTD 092821 FC 03282022	Aaa/AAA/AA+ NR/NR/NR	2,000,000	0.94%	09/28/2026	09/28/2022 100.00	18,800.00 1.01%	2.66% 2.66%	4.34	2,000,000.00 -144,720.00	92.764	1,855,280.00 313.33	2.04%
US TSY NOTE 01.125 % DUE 10/31/26 DTD 10/31/21 FC 04/30/22	NR/AAA/NR NR/NR/NR	1,000,000	1.13%	10/31/2026		11,250.00 1.20%	2.62% 2.62%	4.38	982,052.13 -46,072.13	93.598	935,980.00 4,816.99	1.03%
CAPITAL ONE BK USA VA US RT 01.1500% MAT 11/24/26 FIXED RATE CD /VA	CD	245,000	1.15%	11/24/2026		2,817.50 1.23%	2.61% 2.61%	4.45	245,000.00 -15,577.10	93.642	229,422.90 1,011.21	0.25%
CAPITAL ONE NA VA US RT 01.1500% MAT 11/24/26 FIXED RATE CD /VA	CD	245,000	1.15%	11/24/2026		2,817.50 1.23%	2.61% 2.61%	4.45	245,000.00 -15,577.10	93.642	229,422.90 1,011.21	0.25%
Total 2026		25,650,000	0.84%	06/10/2026		\$214,567.50 0.90%	2.93% 2.93%	4.04	\$25,597,217.7 \$-1,719,355.00		\$23,877,862.75 \$38,350.43	26.23%
Maturing 2027												
FFCB BOND 01.840 % DUE 012627 DTD 012622 FC 07262022	Aaa/AAA/AA+ NR/NR/NR	2,000,000	1.84%	01/26/2027	04/26/2022 100.00	36,800.00 1.92%	2.78% 2.78%	4.54	2,000,000.00 -83,720.00	95.814	1,916,280.00 6,951.11	2.11%
FHLB BOND 01.780 % DUE 021027 DTD 021022 FC 08102022	Aaa/NR/AA+ NR/NR/NR	2,000,000	1.78%	02/10/2027	02/10/2023 100.00	35,600.00 1.85%	2.65% 2.65%	4.59	2,000,000.00 -78,340.00	96.083	1,921,660.00 5,340.00	2.11%
METRO CREDIT UNION MA US RT 01.7000% MAT 02/18/27 LICU SHARE CERTIFICATE /MA	CD	245,000	1.70%	02/18/2027		4,165.00 1.78%	2.64% 2.64%	4.66	245,000.00 -10,493.35	95.717	234,506.65 34.23	0.26%
PENTAGON FED CREDI VA US RT 01.7000% MAT 02/18/27 CREDIT UNION SHARE CERT /VA	CD	245,000	1.70%	02/18/2027		4,165.00 1.78%	2.64% 2.64%	4.66	245,000.00 -10,493.35	95.717	234,506.65 193.99	0.26%
EAGLEMARK SVGS BK NV US RT 02.0000% MAT 03/02/27 FIXED RATE CD /NV	CD	245,000	2.00%	03/02/2027		4,900.00 2.06%	2.64% 2.64%	4.63	246,083.98 -8,286.98	97.060	237,797.00 443.01	0.26%
Total 2027		4,735,000	1.81%	02/06/2027		\$85,630.00 1.88%	2.70% 2.70%	4.58	\$4,736,083.98 \$-191,333.68		\$4,544,750.30 \$12,962.34	4.99%
Total Bond Portfolio												
		95,379,000	1.26%	06/25/2025	NA	\$1,184,619.25 1.30%	2.60% 2.60%	3.01	\$96,046,924.1 \$-5,028,723.12	NA	\$91,018,201.01 \$231,864.96 \$91,250,065.97	100%

Includes all fixed-rate securities in the selected portfolio. Average yields and durations exclude Structured Product, Pass-Through, Perpetual Preferred, and Foreign securities.



Disclosures applicable to accounts at UBS Financial Services Inc.

This section contains important disclosures regarding the information and valuations presented here. All information presented is subject to change at any time and is provided only as of the date indicated. The information in this report is for informational purposes only and should not be relied upon as the basis of an investment or liquidation decision. UBS FS account statements and official tax documents are the only official record of your accounts and are not replaced, amended or superseded by any of the information presented in these reports. You should not rely on this information in making purchase or sell decisions, for tax purposes or otherwise.

UBS FS offers a number of investment advisory programs to clients, acting in our capacity as an investment adviser, including fee-based financial planning, discretionary account management, non-discretionary investment advisory programs, and advice on the selection of investment managers and mutual funds offered through our investment advisory programs. When we act as your investment adviser, we will have a written agreement with you expressly acknowledging our investment advisory relationship with you and describing our obligations to you. At the beginning of our advisory relationship, we will give you our Form ADV brochure(s) for the program(s) you selected that provides detailed information about, among other things, the advisory services we provide, our fees, our personnel, our other business activities and financial industry affiliations and conflicts between our interests and your interests.

In our attempt to provide you with the highest quality information available, we have compiled this report using data obtained from recognized statistical sources and authorities in the financial industry. While we believe this information to be reliable, we cannot make any representations regarding its accuracy or completeness. Please keep this guide as your Advisory Review.

Please keep in mind that most investment objectives are long term. Although it is important to evaluate your portfolio's performance over multiple time periods, we believe the greatest emphasis should be placed on the longer period returns.

Please review the report content carefully and contact your Financial Advisor with any questions.

Client Accounts: This report may include all assets in the accounts listed and may include eligible and ineligible assets in a fee-based program. Since ineligible assets are not considered fee-based program assets, the inclusion of such securities will distort the actual performance of your accounts and does not reflect the performance of your accounts in the fee-based program. As a result, the performance reflected in this report can

vary substantially from the individual account performance reflected in the performance reports provided to you as part of those programs. For fee-based programs, fees are charged on the market value of eligible assets in the accounts and assessed quarterly in advance, prorated according to the number of calendar days in the billing period. When shown on a report, the risk profile and return objectives describe your overall goals for these accounts. For each account you maintain, you choose one return objective and a primary risk profile. If you have questions regarding these objectives or wish to change them, please contact your Financial Advisor to update your account records.

Performance: This report presents account activity and performance depending on which inception type you've chosen. The two options are: (1) All Assets (Since Performance Start): This presents performance for all assets since the earliest possible date; (2) Advisory Assets (Advisory Strategy Start) for individual advisory accounts: This presents Advisory level performance since the Latest Strategy Start date; If an account that has never been managed is included in the consolidated report, the total performance of that unmanaged account will be included since inception.

Time-weighted Returns for accounts / SWP/AAP sleeves (Monthly periods): The report displays a time weighted rate of return (TWR) that is calculated using the Modified Dietz Method. This calculation uses the beginning and ending portfolio values for the month and weights each contribution/withdrawal based upon the day the cash flow occurred. Periods greater than one month are calculated by linking the monthly returns. The TWR gives equal weighting to every return regardless of amount of money invested, so it is an effective measure for returns on a fee based account. All periods shown which are greater than 12 months are annualized. This applies to all performance for all assets before 09/30/2010, Advisory assets before 12/31/2010 and SWP sleeves before 04/30/2018.

Time-weighted Returns for accounts / SWP/AAP sleeves (Daily periods): The report displays a time weighted rate of return (TWR) that is calculated by dividing the portfolio's daily gain/loss by the previous day's closing market value plus the net value of cash flows that occurred during the day, if it was positive. The TWR gives equal weighting to every return regardless of amount of money invested, so it is an effective measure for returns on a fee based account. Periods greater than one day are calculated by linking the daily returns. All periods shown which are greater than 12 months are annualized. For reports generated prior to 01/26/2018, the performance calculations used the account's end of day value on the performance inception (listed in the report under the column "ITD") and all cash flows were posted at end of day. As a result of the change, the overall rate of return (TWR) and beginning market value displayed can vary from prior generated reports. This

applies to all performance for all assets on or after 09/30/2010, Advisory assets on or after 12/31/2010, SWP/AAP sleeves on or after 04/30/2018 as well as all Asset Class and Security level returns.

Money-weighted returns: Money-weighted return (MWR) is a measure of the rate of return for an asset or portfolio of assets. It is calculated by finding the daily Internal Rate of Return (IRR) for the period and then compounding this return by the number of days in the period being measured. The MWR incorporates the size and timing of cash flows, so it is an effective measure of returns on a portfolio.

Annualized Performance: All performance periods greater than one year are calculated (unless otherwise stated) on an annualized basis, which represents the return on an investment multiplied or divided to give a comparable one year return.

Cumulative Performance: A cumulative return is the aggregate amount that an investment has gained or lost over time, independent of the period of time involved.

Net of Fees and Gross of Fees Performance: Performance is presented on a "net of fees" and "gross of fees" basis, where indicated. Net returns do not reflect Program and wrap fees prior to 10/31/10 for accounts that are billed separately via invoice through a separate account billing arrangement. Gross returns do not reflect the deduction of fees, commissions or other charges. The payment of actual fees and expenses will reduce a client's return. The compound effect of such fees and expenses should be considered when reviewing returns. For example, the net effect of the deduction of fees on annualized performance, including the compounded effect over time, is determined by the relative size of the fee and the account's investment performance. It should also be noted that where gross returns are compared to an index, the index performance also does not reflect any transaction costs, which would lower the performance results. Market index data maybe subject to review and revision.

Benchmark/Major Indices: The past performance of an index is not a guarantee of future results. Any benchmark is shown for informational purposes only and relates to historical performance of market indices and not the performance of actual investments. Although most portfolios use indices as benchmarks, portfolios are actively managed and generally are not restricted to investing only in securities in the index. As a result, your portfolio holdings and performance may vary substantially from the index. Each index reflects an unmanaged universe of securities without any deduction for advisory fees or other expenses that would reduce actual returns, as well as the reinvestment of all income and dividends. An actual investment in the securities included in the index would require an investor to incur transaction costs, which would lower the performance

results. Indices are not actively managed and investors cannot invest directly in the indices. Market index data maybe subject to review and revision. Further, there is no guarantee that an investor's account will meet or exceed the stated benchmark. Index performance information has been obtained from third parties deemed to be reliable. We have not independently verified this information, nor do we make any representations or warranties to the accuracy or completeness of this information.

Blended Index - For Advisory accounts, Blended Index is designed to reflect the asset categories in which your account is invested. For Brokerage accounts, you have the option to select any benchmark from the list.

For certain products, the blended index represents the investment style corresponding to your client target allocation. If you change your client target allocation, your blended index will change in step with your change to your client target allocation.

Blended Index 2 - 8 - are optional indices selected by you which may consist of a blend of indexes. For advisory accounts, these indices are for informational purposes only. Depending on the selection, the benchmark selected may not be an appropriate basis for comparison of your portfolio based on it's holdings.

For strategies that are highly customized, such as Concentrated Equity Solutions (CES), benchmarks are broad market indices included for general reference and are not intended to show comparative market performance or potential portfolios with risk or return profiles similar to your account. Benchmark indices are shown for illustrative purposes only.

Custom Time Periods: If represented on this report, the performance start date and the performance end date have been selected by your Financial Advisor in order to provide performance and account activity information for your account for the specified period of time only. As a result, only a portion of your account's activity and performance information is presented in the performance report, and, therefore, presents a distorted representation of your account's activity and performance.

Net Deposits/Withdrawals: When shown on a report, this information represents the net value of all cash and securities contributions and withdrawals, program fees (including wrap fees) and other fees added to or subtracted from your accounts from the first day to the last day of the period. When fees are shown separately, net deposits / withdrawals does not include program fees (including wrap fees). When investment return is displayed net deposits / withdrawals does not include program fees (including wrap fees). For security contributions and withdrawals, securities are calculated using the end of day UBS FS price on the day securities

Disclosures applicable to accounts at UBS Financial Services Inc. (continued)

are delivered in or out of the accounts. Wrap fees will be included in this calculation except when paid via an invoice or through a separate accounts billing arrangement. When shown on Client summary and/or Portfolio review report, program fees (including wrap fees) may not be included in net deposits/withdrawals. PACE Program fees paid from sources other than your PACE account are treated as a contribution. A PACE Program Fee rebate that is not reinvested is treated as a withdrawal.

Deposits: When shown on a report, this information represents the net value of all cash and securities contributions added to your accounts from the first day to the last day of the period. On Client Summary Report and/or Portfolio Review Report, this may exclude the Opening balance. For security contributions, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

Withdrawals: When shown on a report, this information represents the net value of all cash and securities withdrawals subtracted from your accounts from the first day to the last day of the period. On Client summary and/or portfolio review report Withdrawals may not include program fees (including wrap fees). For security withdrawals, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

Dividends/Interest: Dividend and interest earned, when shown on a report, does not reflect your account's tax status or reporting requirements. Use only official tax reporting documents (i.e. 1099) for tax reporting purposes. The classification of private investment distributions can only be determined by referring to the official year-end tax-reporting document provided by the issuer.

Change in Accrued Interest: When shown on a report, this information represents the difference between the accrued interest at the beginning of the period from the accrued interest at the end of the period.

Change in Value: Represents the change in value of the portfolio during the reporting period, excluding additions/withdrawals, dividend and interest income earned and accrued interest. Change in Value may include programs fees (including wrap fees) and other fees.

Fees: Fees represented in this report include program and wrap fees. Program and wrap fees prior to October 1, 2010 for accounts that are billed separately via invoice through a separate account billing arrangement are not included in this report.

Performance Start Date Changes: The Performance Start Date for accounts marked with a '*' have changed. Performance figures of an account with a changed

Performance Start Date may not include the entire history of the account. The new Performance Start Date will generate performance returns and activity information for a shorter period than is available at UBS FS. As a result, the overall performance of these accounts may generate better performance than the period of time that would be included if the report used the inception date of the account. UBS FS recommends reviewing performance reports that use the inception date of the account because reports with longer time frames are usually more helpful when evaluating investment programs and strategies. Performance reports may include accounts with inception dates that precede the new Performance Start Date and will show performance and activity information from the earliest available inception date.

The change in Performance Start Date may be the result of a performance gap due to a zero-balance that prevents the calculation of continuous returns from the inception of the account. The Performance Start Date may also change if an account has failed one of our performance data integrity tests. In such instances, the account will be labeled as 'Review Required' and performance prior to that failure will be restricted. Finally, the Performance Start Date will change if you have explicitly requested a performance restart. Please contact your Financial Advisor for additional details regarding your new Performance Start Date.

Closed Account Performance: Accounts that have been closed may be included in the consolidated performance report. When closed accounts are included in the consolidated report, the performance report will only include information for the time period the account was active during the consolidated performance reporting time period.

Important information on options-based strategies: Options involve risk and are not suitable for everyone. Prior to buying or selling an option investors must read a copy of the Characteristics & Risks of Standardized Options, also known as the options disclosure document (ODD). It explains the characteristics and risks of exchange traded options. The options risk disclosure document can be accessed at the following web address: www.optionsclearing.com/about/publications/character-risks.

Concentrated Equity Solutions (CES) managers are not involved in the selection of the underlying stock positions. The Manager will advise only on the options selection in order to pursue the strategy in connection with the underlying stock position(s) deposited in the account. It is important to keep this in mind when evaluating the manager's performance since the account's performance will include the performance of the underlying equity position that is not being managed. CES use options to seek to achieve your investment objectives regarding your concentration stock position. Options strategies change the potential

return profile of your stock. In certain scenarios, such as call writing, the call position will limit your ability to participate in any potential increase in the underlying equity position upon which the call was written. Therefore, in some market conditions, particularly during periods of significant appreciation of the underlying equity position(s), the CES account will decrease the performance that would have been achieved had the stock been held long without implementing the CES strategy.

Portfolio: For purposes of this report "portfolio" is defined as all of the accounts presented on the cover page or the header of this report and does not necessarily include all of the client's accounts held at UBS FS or elsewhere.

Percentage: Portfolio (in the "% Portfolio / Total" column) includes all holdings held in the account(s) selected when this report was generated. Broad asset class (in the "% broad asset class" column) includes all holdings held in that broad asset class in the account(s) selected when this report was generated.

Tax lots: This report displays security tax lots as either one line item (i.e., lumped tax lots) or as separate tax lot level information. If you choose to display security tax lots as one line item, the total cost equals the total value of all tax lots. The unit cost is an average of the total cost divided by the total number of shares. If the shares were purchased in different lots, the unit price listed does not represent the actual cost paid for each lot. The unrealized gain/loss value is calculated by combining the total value of all tax lots plus or minus the total market value of the security.

If you choose to display tax lot level information as separate line items on the Portfolio Holdings report, the tax lot information may include information from sources other than UBS FS. The Firm does not independently verify or guarantee the accuracy or validity of any information provided by sources other than UBS FS. As a result this information may not be accurate and is provided for informational purposes only. Clients should not rely on this information in making purchase or sell decisions, for tax purposes or otherwise. See your monthly statement for additional information.

Pricing: All securities are priced using the closing price reported on the last business day preceding the date of this report. Every reasonable attempt has been made to accurately price securities; however, we make no warranty with respect to any security's price. Please refer to the back of the first page of your UBS FS account statement for important information regarding the pricing used for certain types of securities, the sources of pricing data and other qualifications concerning the pricing of securities. To determine the value of securities in your account, we generally rely on third party

quotation services. If a price is unavailable or believed to be unreliable, we may determine the price in good faith and may use other sources such as the last recorded transaction. When securities are held at another custodian or if you hold illiquid or restricted securities for which there is no published price, we will generally rely on the value provided by the custodian or issuer of that security.

Cash: Cash on deposit at UBS Bank USA is protected by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 in principal and accrued interest per depositor for each ownership type. Deposits made in an individual's own name, joint name, or individual retirement account are each held in a separate type of ownership. Such deposits are not guaranteed by UBS FS. More information is available upon request.

Margin: The quantity value may indicate that all or part of this position is held on margin or held in the short account. When an account holds a debit balance, this debit balance is incorporated into the account's total market value and deducted from the total value. When calculating the percent of portfolio on each security, the percentage will be impacted by the total market value of the account. Therefore, if the account's market value is reduced by a debit value of a holding the percent of portfolio will be greater and if the account's market value is increased by a holding then the percent of portfolio will be less.

Asset Allocation: Your allocation analysis is based on your current portfolio. The Asset Allocation portion of this report shows the mix of various investment classes in your account. An asset allocation that shows a significantly higher percentage of equity investments may be more appropriate for an investor with a more aggressive investment strategy and higher tolerance for risk. Similarly, the asset allocation of a more conservative investor may show a higher percentage of fixed income investments.

Separately Managed Accounts and Pooled Investment Vehicles (such as mutual funds, closed end funds and exchanged traded funds): The asset classification displayed is based on firm's proprietary methodology for classifying assets. Please note that the asset classification assigned to rolled up strategies may include individual investments that provide exposure to other asset classes. For example, an International Developed Markets strategy may include exposure to Emerging Markets, and a US Large Cap strategy may include exposure to Mid Cap and Small Cap, etc.

Mutual Fund Asset Allocation: If the option to unbundle balanced mutual funds is selected and if a fund's holdings data is available, mutual funds will be classified by the asset class, subclass, and style breakdown of their underlying holdings. Where a mutual fund or ETF contains equity holdings from

Disclosures applicable to accounts at UBS Financial Services Inc. (continued)

multiple equity sectors, this report will proportionately allocate the underlying holdings of the fund to those sectors measured as a percentage of the total fund's asset value as of the date shown.

This information is supplied by Morningstar, Inc. on a daily basis to UBS FS based on data supplied by the fund which may not be current. Mutual funds change their portfolio holdings on a regular (often daily) basis. Accordingly, any analysis that includes mutual funds may not accurately reflect the current composition of these funds. If a fund's underlying holding data is not available, it will be classified based on its corresponding overall Morningstar classification. All data is as of the date indicated in the report.

All pooled investment vehicles (such as mutual funds, closed end mutual funds, and exchange traded funds) incorporate internal management and operation expenses, which are reflected in the performance returns. Please see relevant fund prospectus for more information. Please note, performance for mutual funds is inclusive of multiple share classes.

Ineligible Assets: We require that you hold and purchase only eligible managed assets in your advisory accounts. Please contact your Financial Advisor for a list of the eligible assets in your program. These reports may provide performance information for eligible and ineligible assets in a fee-based program. Since ineligible assets are not considered fee-based program assets, the inclusion of such securities will distort the actual performance of your advisory assets. As a result, the performance reflected in this report can vary substantially from the individual account performance reflected in the performance reports provided to you as part of those programs. For fee-based programs, fees are charged on the market value of eligible assets in the accounts and assessed quarterly in advance, prorated according to the number of calendar days in the billing period. Neither UBS nor your Financial Advisor will act as your investment adviser with respect to Ineligible Assets.

Variable Annuity Asset Allocation: If the option to unbundle a variable annuity is selected and if a variable annuity's holdings data is available, variable annuities will be classified by the asset class, subclass, and style breakdown for their underlying holdings. Where a variable annuity contains equity holdings from multiple equity sectors, this report will proportionately allocate the underlying holdings of the variable annuity to those sectors measured as a percentage of the total variable annuity's asset value as of the date shown.

This information is supplied by Morningstar, Inc. on a weekly basis to UBS FS based on data supplied by the variable annuity which may not be current. Portfolio holdings of variable annuities change on a regular (often daily) basis. Accordingly, any analysis that includes variable annuities may not accurately reflect the current

composition of these variable annuities. If a variable annuity's underlying holding data is not available, it will remain classified as an annuity. All data is as of the date indicated in the report.

Equity Style: The Growth, Value and Core labels are determined by Morningstar. If an Equity Style is unclassified, it is due to non-availability of data required by Morningstar to assign it a particular style.

Equity Capitalization: Market Capitalization is determined by Morningstar. Equity securities are classified as Large Cap, Mid Cap or Small Cap by Morningstar. Unclassified securities are those for which no capitalization is available on Morningstar.

Equity Sectors: The Equity sector analysis may include a variety of accounts, each with different investment and risk parameters. As a result, the overweighting or underweighting in a particular sector or asset class should not be viewed as an isolated factor in making investment/liquidation decisions; but should be assessed on an account by account basis to determine the overall impact on the account's portfolio.

Classified Equity: Classified equities are defined as those equities for which the firm can confirm the specific industry and sector of the underlying equity instrument.

Estimated Annual Income: The Estimated Annual Income is the annualized yearly per share Dividends/Interest paid and multiplied by the quantity of shares held in the selected account(s). For savings product & sweep funds this value is not calculated and is displayed as 0.

Current Yield: Current yield is defined as the estimated annual income divided by the total market value.

Bond Rating: These ratings are obtained from independent industry sources and are not verified by UBS FS. Securities without rating information are left blank. Rating agencies may discontinue ratings on high yield securities.

NR: When NR is displayed under bond rating column, no ratings are currently available from that rating agency.

High Yield: This report may designate a security as a high yield fixed income security even though one or more rating agencies rate the security as an investment grade security. Further, this report may incorporate a rating that is no longer current with the rating agency. For more information about the rating for any high yield fixed income security, or to consider whether to hold or sell a high yield fixed income security, please contact your financial advisor or representative and do not make any investment decision based on this report.

Credit/Event Risk: Investments are subject to event risk

and changes in credit quality of the issuer. Issuers can experience economic situations that may have adverse effects on the market value of their securities.

Interest Rate Risk: Bonds are subject to market value fluctuations as interest rates rise and fall. If sold prior to maturity, the price received for an issue may be less than the original purchase price.

Reinvestment Risk: Since most corporate issues pay interest semiannually, the coupon payments over the life of the bond can have a major impact on the bond's total return.

Call Provisions: When evaluating the purchase of a corporate bond, one should be aware of any features that may allow the issuer to call the security. This is particularly important when considering an issue that is trading at a premium to its call price, since the return may be negatively impacted if the issue is redeemed. Should an issue be called, investors may be faced with an earlier than anticipated reinvestment decision, and may be unable to reinvest their principal at equally favorable rates.

Effective Maturity: Effective maturity is the expected redemption due to pre-refunding, puts, or maturity and does not reflect any sinking fund activity, optional or extraordinary calls. Securities without a maturity date are left blank and typically include Preferred Securities, Mutual Funds and Fixed Income UITs.

Yields: Yield to Maturity and Yield to Worst are calculated to the worst call.

Accrued Interest: Interest that has accumulated between the most recent payment and the report date may be reflected in market values for interest bearing securities.

Bond Averages: All averages are weighted averages calculated based on market value of the holding, not including accrued interest.

Tax Status: "Taxable" includes all securities held in a taxable account that are subject to federal and/or state or local taxation. "Tax-exempt" includes all securities held in a taxable account that are exempt from federal, state and local taxation. "Tax-deferred" includes all securities held in a tax-deferred account, regardless of the status of the security.

Bond sensitivity analysis: This analysis uses Modified Duration which approximates the percentage price change of a security for a given change in yield. The higher the modified duration of a security, the higher its risk. For callable securities, modified duration does not address the impact of changing interest rates on a bond's expected cash flow as a result of a call or prepayment.

Amortization and Accretion: Prior to March 2008, amortization was calculated using the straight line method for tax exempt securities and was not calculated for taxable securities. Post March 2008, amortization is calculated using the constant yield method. Prior to October 2008, accretion due to original issue discount was not calculated. Post October 2008, accretion due to original issue discount is calculated using the constant yield method. A Prior to January 2015, accretion due to market discount was calculated using the straight line method. Post January 2015, accretion due to market discount is calculated using the constant yield method. A We assume the securities are held to par and premiums are calculated to call date. Amortization and accretion values may be incorrect due to adjustments related to cost basis. You may hold additional fixed income securities that may not appear on this report. Please refer to your account statements for information regarding all of your holdings.

Gain/Loss: The gain/loss information may include calculations based upon non-UBS FS cost basis information. The Firm does not independently verify or guarantee the accuracy or validity of any information provided by sources other than UBS FS. In addition, if this report contains positions with unavailable cost basis, the gain/(loss) for these positions are excluded in the calculation for the Gain/(Loss). As a result these figures may not be accurate and are provided for informational purposes only. Clients should not rely on this information in making purchase or sell decisions, for tax purposes or otherwise. Rely only on year-end tax forms when preparing your tax return. See your monthly statement for additional information.

Accounts Included in this Report: The account listing may or may not include all of your accounts with UBS FS. The accounts included in this report are listed under the "Accounts included in this review" shown on the first page or listed at the top of each page. If an account number begins with "@" this denotes assets or liabilities held at other financial institutions. Information about these assets, including valuation, account type and cost basis, is based on the information you provided to us, or provided to us by third party data aggregators or custodians at your direction. We have not verified, and are not responsible for, the accuracy or completeness of this information.

Account name(s) displayed in this report and labels used for groupings of accounts can be customizable "nicknames" chosen by you to assist you with your recordkeeping or may have been included by your financial advisor for reference purposes only. The names used have no legal effect, are not intended to reflect any strategy, product, recommendation, investment objective or risk profile associated with your accounts or any group of accounts, and are not a promise or

Disclosures applicable to accounts at UBS Financial Services Inc. (continued)

guarantee that wealth, or any financial results, can or will be achieved. All investments involve the risk of loss, including the risk of loss of the entire investment.

For more information about account or group names, or to make changes, contact your Financial Advisor.

Account changes: At UBS, we are committed to helping you work toward your financial goals. So that we may continue providing you with financial advice that is consistent with your investment objectives, please consider the following two questions:

- 1) Have there been any changes to your financial situation or investment objectives?
 - 2) Would you like to implement or modify any restrictions regarding the management of your account?
- If the answer to either question is "yes," it is important that you contact your Financial Advisor as soon as possible to discuss these changes. For MAC advisory accounts, please contact your investment manager directly if you would like to impose or change any investment restrictions on your account.

ADV disclosure: A complimentary copy of our current Form ADV Disclosure Brochure that describes the advisory program and related fees is available through your Financial Advisor. Please contact your Financial Advisor if you have any questions.

Important information for former Piper Jaffray and McDonald Investments clients: As an accommodation to former Piper Jaffray and McDonald Investments clients, these reports include performance history for their Piper Jaffray accounts prior to August 12, 2006 and McDonald Investments accounts prior to February 9, 2007, the date the respective accounts were converted to UBS FS. UBS FS has not independently verified this information nor do we make any representations or warranties as to the accuracy or completeness of that information and will not be liable to you if any such information is unavailable, delayed or inaccurate.

For insurance, annuities, and 529 Plans, UBS FS relies on information obtained from third party services it believes to be reliable. UBS FS does not independently verify or guarantee the accuracy or validity of any information provided by third parties. Information for insurance, annuities, and 529 Plans that has been provided by a third party service may not reflect the quantity and market value as of the previous business day. When available, an "as of" date is included in the description.

Investors outside the U.S. are subject to securities and tax regulations within their applicable jurisdiction that are not addressed in this report. Nothing in this report shall be construed to be a solicitation to buy or offer to sell any security, product or service to any non-U.S. investor, nor shall any such security, product or service be solicited, offered or sold in any jurisdiction where such activity would be contrary to the securities laws or

other local laws and regulations or would subject UBS to any registration requirement within such jurisdiction.

Performance History prior to the account's inception at UBS Financial Services, Inc. may have been included in this report and is based on data provided by third party sources. UBS Financial Services Inc. has not independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

Important information about brokerage and advisory services. As a firm providing wealth management services to clients, UBS Financial Services Inc. offers investment advisory services in its capacity as an SEC-registered investment adviser and brokerage services in its capacity as an SEC-registered broker-dealer. Investment advisory services and brokerage services are separate and distinct, differ in material ways and are governed by different laws and separate arrangements. It is important that clients understand the ways in which we conduct business, that they carefully read the agreements and disclosures that we provide to them about the products or services we offer. For more information, please review client relationship summary provided at ubs.com/relationshipsummary.

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Non-UBS Assets and Liabilities: This report is not intended to provide you with consolidated information or reporting regarding your holdings at other firms. However, at your request, this report may include information regarding assets that you hold at other financial institutions so that you may review your asset allocation and/or investment strategy in the context of your overall holdings. You should review and maintain the original documents for these assets, such as the statements for individual accounts held away from UBS. Those documents may contain notices, disclosures and other information important to you, and may also serve as a reference should questions arise regarding the accuracy of that information as presented in this report.

The information presented for accounts held at other financial institutions has been provided to UBS at your direction through your agreement with an Outside Asset Data Aggregation Service. These accounts have been added to this report at your request and are automatically updated to reflect the most recent data received from the custodian. Information may have also been provided based on documents and valuation you provided to your Financial Advisor. These accounts have been added to this report at your request and may not reflect the current valuation.

If an account number begins with "@" this denotes assets or liabilities held at other financial institutions. Information about these assets, including valuation,

account type and cost basis, is based on the information you provided to us, or provided to us by third party data aggregators or custodians at your direction. We have not verified, and are not responsible for, the accuracy or completeness of this information.

If the information you or your custodians provided to us is not current, inclusion of these assets will impact the accuracy of the current asset allocation and other analysis presented. We do not provide purchase, sale or hold recommendations or advice with respect to your assets at other firms and do not assume responsibility for activity you conduct at other financial institutions.

UBS's SIPC coverage applies to assets held at UBS. If you maintain assets at other firms that may be SIPC members, you should contact their financial representative or the other entity or refer to the other entity's statement regarding SIPC membership. Your UBS Financial Services Inc. account statements are the only official record of your UBS holdings and account and are not replaced, amended or superseded by any of the information presented in this report.

Assets that you hold at other financial institutions are priced using the closing price reported on the last business day preceding the date of this report. Every reasonable attempt has been made to accurately price securities; however, we make no warranty with respect to any security's price. To determine the value of securities in your account, we generally rely on third party quotation services. If a price is unavailable or believed to be unreliable, we may determine the price in good faith and may use other sources such as the last recorded transaction. When securities are held at another custodian or if you hold illiquid or restricted securities for which there is no published price, we will generally rely on the value provided by the custodian or issuer of that security.

The value of assets held at other financial institutions is based on the "Last Refresh Date" displayed. Up to date valuation and information can be obtained directly from the custodian of your assets. The account statements you receive from your third party custodian regarding the assets you hold with them are the official record of your holdings and accounts and are not impacted or superseded by the information in this report.

Account balances and security pricing will always display in U.S. Dollars even if assets in your Outside Accounts are denominated in other currencies. UBS will convert any values received in the Outside Account Information to U.S. Dollars using foreign exchange rates from UBS as of the previous business.



STAFF REPORT

TO: MAYOR AND COUNCIL MEMBERS **DATE:** APRIL 12, 2022
FROM: PUBLIC WORKS **DISTRICT(S):** 2
SUBJECT: ACCEPT THE NOTICE OF COMPLETION OF THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDED DAWSON AVENUE, PENNSYLVANIA AVENUE, WASHINGTON AVENUE AND MOUNTAIN VIEW AVENUE STREET IMPROVEMENTS, PLAN NOS. 1334 AND 1335, BY SEQUEL CONTRACTORS, INC. OF SANTA FE SPRINGS, CA (STRATEGIC PLAN ITEM 46 - IMCIF)

RECOMMENDATION

That the City Council:

1. Accept the Notice of Completion of the Community Development Block Grant Program Funded Dawson Avenue, Pennsylvania Avenue, Washington Avenue and Mountain View Avenue Street Improvements Project Plan Nos. 1334 and 1335, by Sequel Contractors, Inc., of Santa Fe Springs, CA; and
2. Authorize the Mayor to sign the Notice of Completion for recordation.

EXECUTIVE SUMMARY

Notice of Completion of the Community Development Block Grant Program Funded Dawson Avenue, Pennsylvania Avenue, Washington Avenue and Mountain View Avenue Street Improvements Project Plan Nos. 1334 and 1335.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

The CDBG Program is authorized under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended 42 U.S.C. 5301 et seq.

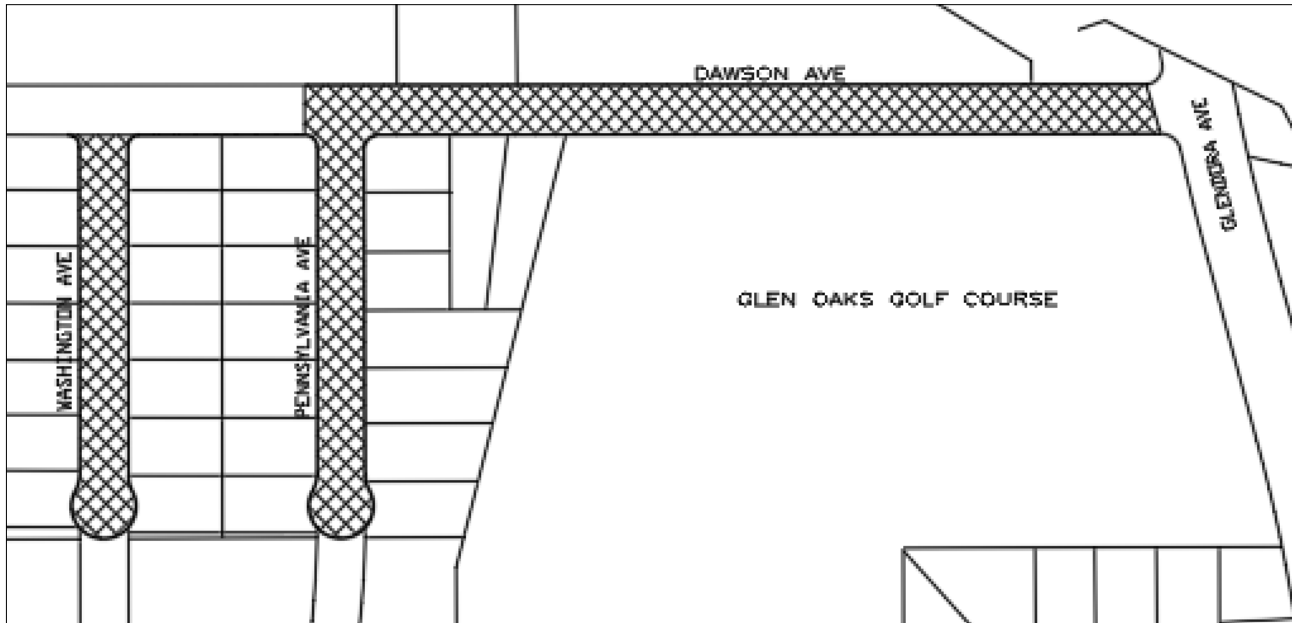
On July 13, 2021, City Council awarded the original construction contract to Sequel Contractors, Inc., of Santa Fe Springs, CA in the amount of \$258,300.00 and on September 14, 2021 City Council ratified a Contract Change Order for additional asphalt, sidewalk, curb and gutter, cross gutter, and extra grading quantities in the amount of \$65,614.20 resulting in a total amended contract amount of \$323,914.20.

DISCUSSION

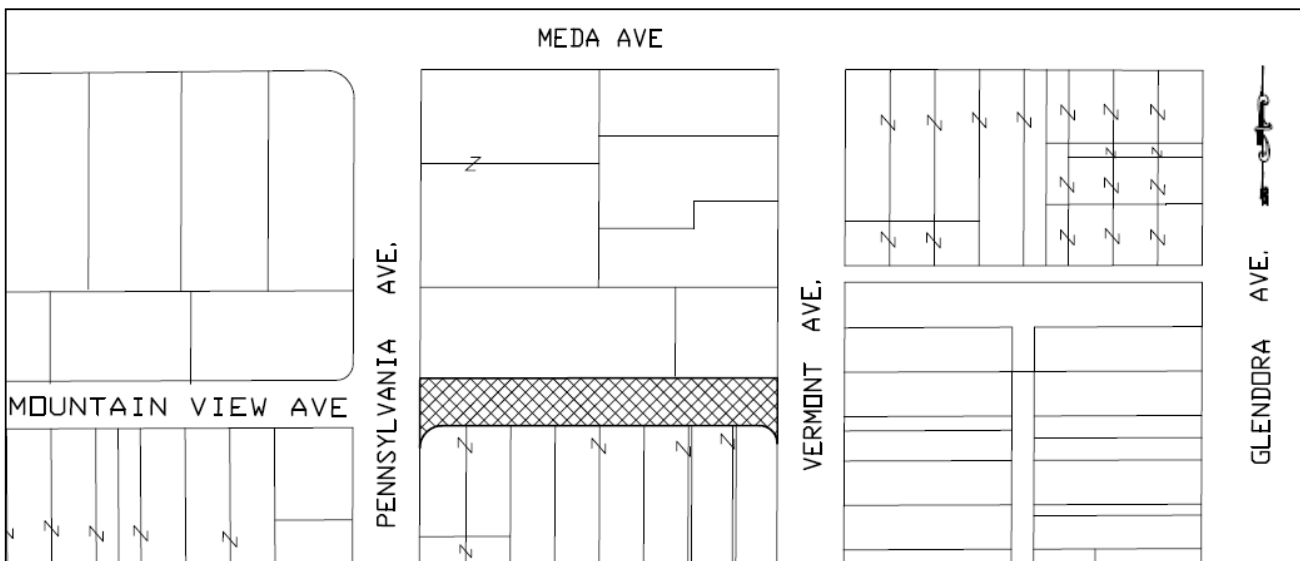
Funding for the project was provided by the CDBG Program, which provides annual grants on a formula-basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. Pursuant to HUD requirements, City Council adopted a Five-Year Consolidated Plan on April 24, 2018, and each year the City adopts an Annual Action Plan to fund specific projects. Projects are selected based upon how well they meet the formula criteria, and the type, urgency and extent of work needed relative to the amount of CDBG funding available.

This Project involved grinding the existing street, overlaying with rubberized asphalt, removal and replacement of portions of curbs and gutters, and installation of ADA compliant curb ramps, cross gutters and sidewalks, manhole adjustments, and striping. Project locations are shown below.

W. Dawson Avenue between S. Glendora Avenue and S. Pennsylvania Avenue
S. Pennsylvania Avenue between W. Dawson Avenue and south cul-de-sac
S. Washington Avenue between W. Dawson Avenue and south cul-de-sac



W. Mountain View Avenue between N. Pennsylvania Avenue and N. Vermont Avenue.



FISCAL IMPACT

The original construction contract for \$258,300.00 was awarded to Sequel Contractors, Inc., of Santa Fe Springs, CA, by City Council on July 13, 2021. The project kickoff meeting was held on July 28, 2021. City Council approved a change order in the amount of \$65,614.20 for additional work on September 14, 2021. Approval of the change order ratified underestimated asphalt, sidewalk, curb and gutter, cross gutter, and grading quantities. All construction was completed on August 25, 2021.

This project was funded completely by CDBG funds. A summary of project budget and expenditures is provided below.

Project Component		Budget
Dawson Avenue, Pennsylvania Avenue and Washington Avenue Street Rehabilitation, Project # 21605601 – Fund 212 (CDBG)		\$220,000.00
Mountain View Avenue Street Rehabilitation, Project # 21605602 – Fund 212 (CDBG)		\$105,000.00
Total		\$325,000.00
Items		Costs
Notice of Bid Publication		\$350.00
Notice of Exemption		\$75.00
Tree Pruning		\$80.00
Original Construction Contract		\$258,300.00
Contract Change Order		\$65,614.20
Total		\$324,419.20
Under/(Over) Budget		\$581.80

ENVIRONMENTAL DETERMINATION

Notice of Categorical Exemption was adopted by City Council on July 13, 2021.

Prepared By	Maliha Ansari, Principal Civil Engineer
Concurs With	Not Applicable

Reviewed By	Alison Sweet, Public Works Director
Certified to Availability of Funds	Kyle Johnson, Assistant Director-Finance
Approved By	Adam Raymond, City Manager
Legal Review	William W. Wynder, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

- A. Notice of Completion for 1334 and 1335.

RECORDING REQUESTED BY:

CITY OF GLENDORA

WHEN RECORDED MAIL TO THIS ADDRESS:

**CITY CLERK
CITY OF GLENDORA
116 E. Foothill Boulevard
Glendora, CA 91741**

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or AGENT of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The full name of the OWNER is: **CITY OF GLENDORA**
3. The full address of the OWNER is: **116 E. Foothill Boulevard, Glendora, CA 91786**
4. The nature of the interest or estate of the undersigned is: (i.e., In Fee.) **Fee Interest.**
5. A work of improvement on the property hereinafter described was COMPLETED on **Wednesday, August 25, 2021.**
6. The work of improvement completed is described as follows: **CDBG Funded Dawson Avenue Pennsylvania Avenue, Washington Avenue and Mountain View Avenue Street Improvements, Plan No. 1334 & 1335.**
7. The name of the original contractor, if any, for such work of improvement is: **Sequel Contractors Inc.**
8. The street address of said property is: **Dawson Avenue from Glendora Avenue to Pennsylvania Avenue; Pennsylvania Avenue and Washington Avenue from Dawson Avenue to Cul-De-Sac; and Mountain View from Pennsylvania Avenue to Vernon Avenue.**
9. The property on which said work of improvement was completed is in the City of **GLENDORA**, County of LOS ANGELES, State of CALIFORNIA, and is described as follows:

The scope of this project consisted of removal of existing asphalt concrete, providing overlay with rubberize asphalt, replacing existing curb ramps with ADA compliant curb ramps, stripping and other concrete improvements.

CITY OF GLENDORA

April 12, 2022

(Date)

Signature of Owner or agent:

KAREN K. DAVIS, Mayor

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California, that I am the **Mayor of the City of Glendora** of the aforesaid interest or estate in the property described in the above Notice, that I have read the said Notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

April 12, 2022 at Glendora, California
(Date)

KAREN K. DAVIS



STAFF REPORT

TO: MAYOR AND COUNCIL MEMBERS DATE: APRIL 12, 2022
 FROM: CITY MANAGER DISTRICT(S): CITYWIDE
 SUBJECT: RENEWAL OF THE GENERAL SERVICES AGREEMENT WITH LOS ANGELES COUNTY TO PROVIDE CERTAIN COUNTY SERVICES ON AN AS-NEEDED BASIS FOR A FIVE-YEAR PERIOD, COMMENCING ON JULY 1, 2022 THROUGH JUNE 30, 2027

RECOMMENDATION

That the City Council:

1. Adopt a Resolution entitled "A Resolution of the City Council Approving the Renewal of A General Services Agreement between the City of Glendora and the County of Los Angeles for a five-year period, commencing on July 1, 2022 through June 30, 2027;" and
2. Authorize the Mayor to execute said Agreement.

EXECUTIVE SUMMARY

The General Services Agreement (GSA) between the City of Glendora and the County of Los Angeles will expire on June, 30, 2022. To ensure the continuation of County services the City is currently receiving and for the ability to add or augment services in the future, renewal of the agreement for another five-year period, covering July 1, 2022 through June 30, 2027, is necessary.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

The existing agreement between the City and the County of Los Angeles is set to expire on June 30, 2022. The renewal would authorize the agreement to be extended for another five-year time period in which the County can provide certain services like health code enforcement, public works assistance, and certain other ancillary services on an as-needed basis.

DISCUSSION

The General Services Agreement (GSA) between the City of Glendora and the County of Los Angeles will expire on June, 30, 2022. To ensure the continuation of County services the City is currently receiving and for the ability to add or augment services in the future, renewal of the agreement for a five-year period, covering July 1, 2022 through June 30, 2027, is necessary.

The County GSA has been executed with most of the cities and a number of public entities within the County. It is general in nature and provides the legal authority for the County to provide services requested, specifies the method by which Glendora or any other entity will make requests and pay for service, and it provides for recognition that rates may be adjusted annually should the services be requested during the five-year period.

Services provided under the GSA primarily consist of miscellaneous services which cities and other public entities request from the County on an "as-needed" basis. They include such functions as predatory animal control, prosecution of city ordinances, direct assessment collections, coroner's reports, helicopter services, health code enforcement and a variety of public works activities. The agreement itself does not engage the services but merely allows the County to respond to a request for service should cities request services during the five-year period.

FISCAL IMPACT

There are no direct costs for renewal of the agreement. Any services called upon by the City are billed to the City on a monthly basis and are an existing component of maintenance and operations budgets maintained by various City departments.

ENVIRONMENTAL DETERMINATION

There is no environmental impact associated with this project.

Prepared By	Kathleen Sessman, City Clerk/Communications Director
Concurs With	Not Applicable
Reviewed By	Moises Lopez, Assistant City Manager Alison Sweet, Public Works Director Marie Ricci, Administrative Services Director Jeff Kugel, Community Development Director
Certified to Availability of Funds	Marie Ricci, Administrative Services Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	William W. Wynder, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

- A. Resolution
- B. General Services Agreement

RESOLUTION CC 2022-____

**A RESOLUTION OF THE CITY COUNCIL APPROVING THE
RENEWAL OF A GENERAL SERVICES AGREEMENT BETWEEN THE
CITY OF GLENDORA AND THE COUNTY OF LOS ANGELES FOR 2022
- 2027**

**THE CITY COUNCIL
City of Glendora, California**

WHEREAS, the County of Los Angeles offers to provide the City of Glendora certain miscellaneous services on an as-needed; and

WHEREAS, the City Council of the City of Glendora may, from time to time, wish to avail itself of such services; and

WHEREAS, the County of Los Angeles and the City of Glendora are authorized to enter into such an Agreement pursuant to Section 56 ½ of the Charter of the County of Los Angeles and Section 51300, California Government Code respectively; and

WHEREAS, the Agreement adopted by this Resolution is a renewal of a substantially similar Agreement adopted by the City Council on March 14, 2017, renewed for a five-year term commencing on July 1, 2022 through June 30, 2027.

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

SECTION 1. The City Council of the City of Glendora does hereby adopt the attached General Service Agreement, a copy of which is attached hereto as Exhibit A and is hereby incorporated into this Resolution by this reference and authorizes the Mayor and City Clerk of the City of Glendora to execute the said Agreement on behalf of the City of Glendora.

SECTION 2. The City Clerk shall certify to the passage and adoption of this resolution and shall enter the same in the Book of Original Resolutions.

SECTION 3. The City Clerk is hereby directed to forward a copy of this resolution along with three original Agreements to the Chief Executive Office, Legislative Affairs and Intergovernmental Relations, 723 Kenneth Hahn Hall of Administration, 500 W Temple Street, Los Angeles, CA 90012, Attention: Patricia Carbajal.

APPROVED and PASSED this ____ day of _____, 2022.

City Council of Glendora, California

BY: _____
KAREN K. DAVIS
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

WILLIAM W. WYNDER
City Attorney

CERTIFICATION

I, Kathleen R. Sessman, City Clerk of the City of Glendora, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the ____ day of _____, 2022, by the following vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Dated:

KATHLEEN R. SESSMAN
City Clerk/Communications Director

GENERAL SERVICES AGREEMENT

THIS GENERAL SERVICES AGREEMENT ("Agreement"), dated for purposes of reference only, July 1, 2022, is made by and between the County of Los Angeles, hereinafter referred to as the "County", and the City of Glendora, hereinafter referred to as the "City."

RECITALS:

(a) The City is desirous of contracting with the County for the performance by its appropriate officers and employees of City functions.

(b) The County is agreeable to performing such services on the terms and conditions hereinafter set forth.

(c) Such contracts are authorized and provided for by the provisions of Section 56½ of the Charter of the County of Los Angeles and Section 51300, *et seq.*, of the Government Code.

THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The County agrees, through its officers, agents and employees, to perform those City functions, which are hereinafter provided for.

2. The City shall pay for such services as are provided under this Agreement at rates to be determined by the County Auditor-Controller in accordance with the policies and procedures established by the Board of Supervisors.

These rates shall be readjusted by the County Auditor-Controller annually effective the first day of July of each year to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the Board of Supervisors of County.

3. No County agent, officer or department shall perform for said City any

function not coming within the scope of the duties of such agent, officer or department in performing services for the County.

4. No service shall be performed hereunder unless the City shall have available funds previously appropriated to cover the cost thereof.

5. No function or service shall be performed hereunder by any County agent, officer or department unless such function or service shall have been requested in writing by the City on order of the City Council thereof or such officer as it may designate and approved by the Board of Supervisors of the County, or such officer as it may designate, and each such service or function shall be performed at the times and under circumstances which do not interfere with the performance of regular County operations.

6. Whenever the County and City mutually agree as to the necessity for any such County agent, officer or department to maintain administrative headquarters in the City, the City shall furnish at its own cost and expense all necessary office space, furniture, and furnishings, office supplies, janitorial service, telephone, light, water, and other utilities. In all instances where special supplies, stationery, notices, forms and the like must be issued in the name of the City, the same shall be supplied by the City at its expense.

It is expressly understood that in the event a local administrative office is maintained in the City for any such County agent, officer or department, such quarters may be used by the County agent, officer or department in connection with the performance of its duties in territory outside the City and adjacent thereto provided, however, that the performance of such outside duties shall not be at any additional cost to the City.

7. All persons employed in the performance of such services and functions for

the City shall be County agents, officers or employees, and no City employee as such shall be taken over by the County, and no person employed hereunder shall have any City pension, civil service, or other status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance hereof, every County agent, officer and employee engaged in performing any such service or function shall be deemed to be an agent, officer or employee of said City while performing service for the City within the scope of this agreement.

8. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his or her employment.

9. The parties hereto have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977 and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this agreement as set out in full herein. In the event that the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

10. Each County agent, officer or department performing any service for the

City provided for herein shall keep reasonably itemized and in detail work or job records covering the cost of all services performed, including salary, wages and other compensation for labor, supervision and planning, plus overhead, the reasonable rental value of all County-owned machinery and equipment, rental paid for all rented machinery or equipment, together with the cost of an operator thereof when furnished with said machinery or equipment, the cost of all machinery and supplies furnished by the County, reasonable handling charges, and all additional items of expense incidental to the performance of such function or service.

11. All work done hereunder is subject to the limitations of the provisions of Section 23008 of the Government Code, and in accordance therewith, before any work is done or services rendered pursuant hereto, an amount equal to the cost or an amount 10% in excess of the estimated cost must be reserved by the City from its funds to ensure payment for work, services or materials provided hereunder.

12. The County shall render to the City at the close of each calendar month an itemized invoice which covers all services performed during said month, and the City shall pay County therefore within thirty (30) days after date of said invoice.

If such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County is entitled to recover interest thereon. Said interest shall be at the rate of seven (7) percent per annum or any portion thereof calculated from the last day of the month in which the services were performed.

13. Notwithstanding the provisions of Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County may satisfy such indebtedness,

including interest thereon, from any funds of any such City on deposit with the County without giving further notice to said City of County's intention to do so.

14. This Agreement shall become effective on the date herein-above first mentioned and shall run for a period ending June 30, 2027, and at the option of the City Council of the City, with the consent of the Board of Supervisors of County, shall be renewable thereafter for an additional period of not to exceed five (5) years.

15. In the event the City desires to renew this Agreement for said five-year period, the City Council shall not later than the last day of May 2027, notify the Board of Supervisors of County that it wishes to renew the same, whereupon the Board of Supervisors, not later than the last day of June 2027, shall notify the City Council in writing of its willingness to accept such renewal. Otherwise, such Agreement shall finally terminate at the end of the aforescribed period.

Notwithstanding the provisions of this paragraph herein-above set forth, the County may terminate this Agreement at any time by giving thirty (30) days' prior written notice to the City. The City may terminate this Agreement as of the first day of July of any year upon thirty (30) days' prior written notice to the County.

16. This Agreement is designed to cover miscellaneous and sundry services which may be supplied by the County of Los Angeles and the various departments thereof. In the event there now exists or there is hereafter adopted a specific contract between the City and the County with respect to specific services, such contract with respect to specific services shall be controlling as to the duties and obligations of the parties anything herein to the contrary notwithstanding, unless such special contract adopts the provisions hereof by reference.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Executed this _____ day of _____ 2022.

The City of Glendora,

By _____
Mayor

ATTEST:

City Clerk

THE COUNTY OF LOS ANGELES

By _____

By _____
Chair, Board of Supervisors

ATTEST:

CELIA ZAVALA
Executive Officer/Clerk
of the Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:

RODRIGO A. CASTRO-SILVA
County Counsel

By _____
Senior Deputy



STAFF REPORT

TO: MAYOR AND COUNCIL MEMBERS **DATE: APRIL 12, 2022**
FROM: CITY MANAGER'S OFFICE **DISTRICT(S): CITYWIDE**
SUBJECT: COMPREHENSIVE UPDATE ON THE SERVICES PROVIDED TO INDIVIDUALS EXPERIENCING HOMELESSNESS, AND AWARD OF CONTRACTS TO L.A. CADA AND UNION STATION HOMELESS SERVICES (STRATEGIC PLAN 55-ISHS AND 57-ISHS)

RECOMMENDATION

That the Glendora City Council:

1. Receive a comprehensive update on the services provided and efforts undertaken to assist individuals experiencing homelessness in the City;
2. Receive an update on the Sub-Regional Homeless Housing Program (Strategic Plan Item 55-ISHS) and provide direction on future housing opportunities;
3. Award a Professional Services Agreement to the Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) in the amount of \$250,000 a year for a two-year term for homeless services and temporary housing, for a not to exceed amount of \$500,000;
4. Authorize the City Manager, or his designee, to execute the two-year Professional Services Agreement with L.A. CADA, with one one-year extension, including making minor non-substantive changes;
5. Authorize the Administrative Services Director to appropriate a total of \$500,000 for the Professional Services Agreement with L.A. CADA from the approved American Rescue Plan Act Expenditure Plan allocation to homeless services for the two-year term;
6. Award a Professional Services Agreement to Union Station Homeless Outreach Services (Union Station) in the amount of \$100,000 for a one-year contract for case management services;
7. Authorize the City Manager, or his designee, to execute a one-year Professional Services Agreement with Union Station, including making minor non-substantive changes; and
8. Authorize the Administrative Services Director to appropriate \$100,000 for the Professional Services Agreement with Union Station from the approved American Rescue Plan Act Expenditure Plan allocation to homeless services.

EXECUTIVE SUMMARY

City staff has worked diligently to implement a variety of initiatives to address the challenge of homelessness locally. Working in partnership with public agency and non-profit partners, this report provides the City Council with an update on the efforts undertaken to assist individuals experiencing homelessness through the COVID-19 pandemic, the programs and services delivered through receipt of several grants, efforts to address quality of life concerns, the recently completed Point-in-Time Count, and a separate homeless census completed by the City. City staff is also recommending entering into contract with two non-profit providers to continue the provision programs and services and address a critical interim housing need for the City.

As part of the City's Strategic Plan, the City has been pursuing a Sub-Regional Homeless Housing Plan with the Cities of San Dimas, La Verne and Claremont, the County of Los Angeles, and LAHSA. Since progress on the sub-regional homeless housing plan has stalled, City Council direction is needed to determine whether to pursue an alternative approach to develop an interim housing opportunity in the City.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

On December 12, 2017, the City Council approved acceptance of grant funds from the County of Los Angeles for a City Planning Grant to develop a City plan to prevent and reduce homelessness (Homeless Plan). The Homeless Plan was presented and adopted by the City Council in June 2018.

On September 17, 2019, the City held a homelessness workshop that covered topics including the current legal environment, homeless encampments, housing, homeless resources, and community/staff involvement. The workshop identified several items that staff would report back on, including shopping carts, bulky items, environment design strategies, high fire hazard severity zones, and housing.

On April 14, 2020, the City Council authorized the appropriation of \$150,000 in one-time funds to allow staff to execute agreements with local hotels, motels and similar business to house and provide services to homeless individuals for the duration of the local emergency declared for COVID-19.

On May 26, 2020, the City Council discussed housing options for homeless individuals and directed a subcommittee of two councilmembers and City staff to return with recommendations by June 9, 2020.

On June 9, 2020, the City Council discussed the future development of housing for Glendora's homeless, authorized budget adjustment of \$150,000 for additional homeless housing in the City's hotels/motels, and authorized a sub-committee of City Council members and City staff to work with local agencies to seek sub-regional housing options with local agencies, the County of Los Angeles, and LAHSA.

On September 8, 2020, the City Council authorized budget adjustment of \$150,000 for additional homeless housing in the City's hotels/motels, including amending agreement with local hotels and motels to provide these services.

On March 9, 2021, the City Council received an update on the City's homelessness efforts and authorized the City Manager to extend agreements with local hotels, motels and similar

businesses to house and provide services to individuals experiencing homelessness during and after the declared COVID-19 emergency. The City Council also discussed and provided direction on the identification of a location for an interim housing opportunity as part of a sub-regional housing effort considered alongside the Cities of San Dimas, La Verne, and Claremont.

DISCUSSION

Assistance During the COVID-19 Pandemic

To help stop the spread of COVID-19 amongst individuals experiencing homelessness (an at-risk group), the City temporarily housed individuals in local motels and hotels. The City negotiated room rental rates of up to \$85 per night. The decision to move in this direction was based on recommendations from the Centers for Disease Control and Prevention, existing case law, the availability of homeless housing and shelter space, and relationships with the City's community partners that provide services to the homeless community.

Between April 2020 and March 2022, the City directly provided temporary housing to 68 individuals, which comprised 6,624 total room nights. City and Union Station staff worked collaboratively to help place other unhoused individuals into motels operated under the Project RoomKey Program administered by LAHSA and the State, in addition to placements at facilities with substance abuse or mental health treatment, permanent supportive housing, or family reunifications. An additional 42 individuals were placed within Project RoomKey and five were moved into permanent supportive housing.

San Gabriel Valley Council of Governments Grant (SGVCOG) and Measure H Grants

The SGVCOG entered a contract with the County of Los Angeles to administer a Measure H funding allocation to support of the County's Homeless Initiative (HI) strategies to combat homelessness in the San Gabriel Valley. The funding is from the State of California via the 2019 Budget Trailer bill.

A portion of the funding was allocated to assist member agencies with the implementation of homeless plans, the development of programs to prevent homelessness, the implementation of pilot programs, and the implementation of a landlord education and incentive program. As part of this funding set aside, the City received \$240,000 that could be used for motel vouchers, encampment cleanup activities, and prevention and diversion programs. This funding enabled the city to continue to house homeless individuals in local motels and hotels, conduct a census of homeless individuals (undertaken by City Net), and reimburse the City for some costs related to encampment cleanups. This grant will end in May 2022.

The City applied for and received two Measure H Grants – the Five Cities Grant and the Three Cities Grant.

Working alongside the Cities of Azusa, Covina, Duarte, and West Covina, the Five Cities Grant provided each city with access to a housing navigator that conducted direct street-level outreach and would assist the City navigate programs and resources to connect individuals experiencing homelessness to needed services, including housing. The funding enabled each city to have a full-time housing navigator. The City of West Covina administered the \$343,000 grant (which required a \$33,000 per city cash grant match) and contracted with Union Station for this service. This grant ended on December 31, 2021. City staff built an effective working relationship with the housing navigator that has yielded positive results, which recently included securing 11

emergency housing vouchers.

Three and Five Cities Grant Outcomes for Glendora (March 2020 – December 2021)	
Category	Number of Individuals
Initiated Contact/Outreach	154
Engaged (Housing Services Plan Completed)	30
Enrolled in Rapid Rehousing	22
Motel Vouchers	19
Referral to Resources	36
Permanent Housing	11
Landlords Engaged	15

The Three Cities Grant was operated alongside the Cities of La Verne and San Dimas. The Three Cities Grant provided each city shared access to a housing navigator, an outreach worker, and provided funding for hotel vouchers and rapid rehousing. Following an assessment, and depending on each person's need, the assistance typically provided included securing important documents (i.e. identification, Social Security cards), referrals to specified services and housing opportunities, and transportation to appointments, among other supportive services. Glendora administered the \$359,200 grant (this includes an additional \$53,500 Measure H funds from the county to fund the grant extension), contracting the service with Union Station. This grant ended on December 31, 2021.

Addressing Quality of Life Concerns

City staff has undertaken a more proactive role to address the concerns expressed in relation to homelessness and its impact on quality of life. Generally, concerns have related to the real and perceived disorder in the public realm, due in some part, to homeless encampments in parks and other public spaces. City efforts – that include the Human Services Division, Glendora Police Department, and non-profit partners – have employed a balanced approach that both help address these concerns and provide individuals experiencing homelessness access to needed services. To this end, the notes below provide a summary of activities.

Between April 2020 and March 2022, the Glendora Police Department has made 3,617 contacts (engagements) with individuals experiencing homelessness, conducted 562 arrests, and taken 158 reports related to activities involving homeless individuals.

Between March 2020 and February 2022, the City has undertaken 27 large-scale cleanups throughout the City. These cleanups have resulted in the removal of 74.05 tons of trash and debris (the equivalent of 148,100 pounds), 1,235 pounds of human waste, 90 pounds of needles or other sharp objects, 19 propane tanks, and 30 pounds of hazardous waste. The total cost of these cleanup activities equates to \$160,524.87.

Los Angeles Homeless Services Authority (LAHSA) Point in Time Count and Census by City Net

Following a one-year hiatus as a result of the COVID-19 pandemic, thousands of community members across the Los Angeles County region participated in annual the Point-in-Time (PIT) Count to help identify and better address the needs of individuals experiencing homelessness. The PIT Count helps inform the efforts of Los Angeles County and all participating jurisdictions on how best to distribute much needed services and allocate local, state, and federal funding. The PIT Count is intended to fulfill the mandate of the United States Department of Housing and

Urban Development (HUD) to paint a picture of the progress, trends, and shifts in the fight to end homelessness. Taking place over three days – Tuesday, February 22 to Thursday February 24 – in different parts of the County, the San Gabriel Valley was the focus of efforts on February 22.

LAHSA assigned 37 census tracts to Glendora as part of this year's effort. A total of 13 volunteers and 11 City staff participated locally, completing the survey of each assessment by 11:30 p.m. During the daytime, a Glendora PD officer and Union Station Homeless Navigator assisted by conducting the outreach effort in the hard-to-reach areas of the City. For the first time in Los Angeles County, the PIT Count was conducted electronically via a mobile application made available to each volunteer to download on their phone (previous PIT Counts utilized paper sheets that would be manually tabulated). The application helped improve data gathering and quality assurance processes according to LAHSA. The results of the PIT Count will be evaluated by team comprised of representatives from the University of Southern California, LAHSA and HUD, and will not be available until May or June 2022.

The last PIT Count, conducted in 2020, identified 66,436 individuals experiencing homelessness throughout the County, a 13% increase from the previous year; 145 individuals were identified in the City of Glendora at that time. This year's effort will provide us all with a better idea of how the pandemic has impacted homelessness.

As a result of the postponement of the PIT Count in 2021, the City contracted with City Net to conduct a census of individuals experiencing homelessness over a two-day period – the early morning of November 16 and late evening of November 18. City Net is a well-established non-profit operator that provides an array of supportive services and housing opportunities. This census is a distinct but complementary project from the HUD-mandated, county-wide PIT Count undertaken by LAHSA. The census allows for a city-specific focus with more time, staff resources, and local questions than is generally possible within the framework of the LAHSA PIT Count.

Through the census, 113 unsheltered individuals were identified in the City, including two accompanied minors. Of the 111 unsheltered adults, 91 individuals agreed to participate in the survey. The data collected from these surveys allows the City to identify a baseline number of individuals to better assess the City's efforts to address homelessness and determine the needs of this population through demographic data. A few key Glendora specific results include the following:

- Viewed as a composite of the highest-frequency responses, the typical unsheltered individual in Glendora is a white male, between the ages of 35 and 44, who sleeps in the City.
- 41% of the surveyed individuals are chronically homeless, or have been homeless for more than one year and have a permanent disability, substance abuse or mental health concern.
- 25.3% of individuals reported being homeless for less than one year. The largest percentage of respondents (36.3%) indicated they had been homeless for three to five years.
- 45.1% of individuals reported receiving some form of income, with more than a third of respondents earning more than \$1,000 per month. 26.2% of respondents shared that income was obtained through employment or another source of earned income.

- 82.4% of respondents reported that they primarily sleep in Glendora, and 23.1% of respondents reported that their last permanent residence was in Glendora.
- 30.8% of respondents are survivors of domestic violence.

Sub-Regional Homeless Housing Program

On March 9, 2021, the City Council received an update on the City's efforts to address homelessness which included discussion of a potential sub-regional homeless housing program. The sub-regional homeless housing program was developed following consultations with Supervisor Barger's Office and the Los Angeles Homeless Services Authority (LAHSA) to help address homelessness related challenges in the City as well as concerns with the inequitable distribution of housing and Measure H resources. In response, LAHSA submitted a proposal to implement a sub-regional homeless housing approach in which an interim housing site in Glendora was contemplated, that would be accessible to other local agencies that would also commit additional resources.

City staff subsequently met with staff from the Cities of San Dimas, La Verne and Claremont to assess their respective interest in participating in such a sub-regional approach to housing. After receiving confirmation of interest, each jurisdiction worked on an informal basis to develop recommendations for potential projects that could be integrated into a sub-regional approach, with each jurisdiction identifying what components it was willing to consider:

- Glendora: Identified the opportunity to establish an interim housing site for up to 50 beds.
- San Dimas: Evaluated the opportunity to provide emergency shelter.
- La Verne: Identified the opportunity for locating an access center providing case management and housing navigation services to assist individuals with obtaining housing, as well as accessing problem solving/prevention funds, mental health and substance abuse resources and other basic needs assistance.
- Claremont: Identified the opportunity to continue to expand regional efforts in permanent supportive housing.

Since then, progress on the sub-regional homeless housing plan has stalled as there is uncertainty related with two components of the plan and the funding support identified previously by LAHSA. Should the City wish to proceed with an interim housing opportunity, an alternative approach needs to be considered and direction provided by the City Council.

Three sites in the City were previously identified where interim housing could be built without zoning changes. The three locations identified are adjacent to Grand Avenue and currently have existing structures on them. Two of the three zoned locations are just north of the Big Dalton Wash, on either side of Grand Avenue. The third location is on the northeast corner of Grand Avenue and Arrow Highway.



If the City were to proceed with any of these locations, the properties would need to be acquired and improvements would need to be made to facilitate the development of an interim housing project; operations would also need to be considered. Staff could work with other public agencies, community-based organizations, and non-profit partners to pursue the grant funding opportunities needed to establish and operate such a facility.

Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) – Services and Beds

The mission of the Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) is committed to saving lives, empowering individuals, and families, and strengthening communities through innovative, client-centered, culturally sensitive substance use and behavioral health services.

L.A. CADA is a certified substance use and behavioral treatment provider licensed by the State of California Department of Health Care Services and the County of Los Angeles Department of Public Health – Substance Abuse Prevention and Control. L.A. CADA treats persons with addiction and behavioral problems by providing client-centered, trauma-informed, recovery-orientated services, offered by a committed, caring and qualified staff of licensed, certified and registered professionals. It offers critical services across a wide continuum of care and treatment, including outpatient, intensive outpatient and residential programs. This full continuum of care is available for adults, ages 18 and over; services to adolescents (ages 12 – 17) in an outpatient setting are also provided. With more than 300 residential and recovery-bridge housing beds, L.A. CADA currently serves more than 9,000 adults, youth and children annually.

City staff identified L.A. CADA as a potential non-profit partner as a result of the work it has undertaken throughout the Southern California region (Altadena, Bellflower, Hollywood, Long Beach, Los Angeles, Paramount, Pasadena, Pico Rivera, Santa Fe Springs, South Gate, and Whittier). More locally, L.A. CADA has established a productive working relationship with the City of Alhambra, augmenting the work of its Home Team, which combines the provision of street outreach, emergency housing, and case management, to address the needs of individuals experiencing homelessness. Working with the Alhambra Police Department, L.A. CADA offers individuals access to a comprehensive range of local community services through engagement. Following completion of a vulnerability screening (assessment), individuals are then linked to L.A. CADA's continuum of care or with other partner providers.

L.A. CADA's focus on whole person care and wrap-around services would positively complement

the efforts already underway in Glendora, and augment Glendora's service delivery by providing a direct linkage to a more complete continuum of services that includes dedicated housing opportunities. As proposed, L.A. CADA would provide the following services for the City:

- Two full-time outreach navigators dedicated to homeless outreach and housing navigation services. This staff will work in concert with the City's homeless services team, including the Glendora Police Department, to regularly engage with individuals experiencing homelessness throughout the City and participate in coordinated engagement activities. This service will be provided on a full-time basis (five days per week, eight hours per day) with the outreach navigators based in Glendora.
- Eight temporary emergency shelter beds, designated exclusively to the City, will provide critically needed transitional housing opportunities that are currently not available to the City. L.A. CADA will provide individuals that accept services with transportation to the facility that best serves their individual need (based on the outcome of an assessment).
- A case management process encompassing the entire spectrum of support services with follow up protocols. The City will receive regular updates through an on-going confidential database to ensure all client engagements are documented and tracked over time.

Entering into contract with L.A. CADA will help Glendora address an immediate need in terms of housing and services, and provide the City with additionally flexibility to explore the development of an interim housing opportunity in the City.

Union Station Homeless Services (Union Station) – Housing Navigation Support

Union Station is a well-established nonprofit organization that currently serves as the coordinating entity for homeless services in the San Gabriel Valley through its partnership with LAHSA. Union Station is the lead agency for the Coordinated Entry System (CES) and the Homeless Family Solutions System in Service Planning Area 3 (which includes Glendora). Operating under the Housing First Model, the approach prioritizes the provision of housing and then offering supportive wrap-around services to help individuals experiencing homelessness stabilize and improve their quality of life.

Over the last two years, Glendora and Union Station have partnered on two grants funded through Measure H for the provision of outreach/case management and housing navigation services that have been shared with other nearby jurisdictions. The housing navigator has access to the CES and the Homeless Management Information System (HMIS), effectively helping the City navigate programs and resources, and regularly rides with City staff to engage the homeless population by conducting direct street-level outreach to try and connect individuals to services, distribute hygiene kits (hand sanitizer, clean socks) and meals, and even transportation when necessary. Case management services are currently provided to 22 individuals residing in the City, and the partnership most recently resulted in securing 11 emergency housing vouchers.

The proposed agreement would continue the provision of these services exclusively to the City for one additional year and require monthly and quarterly update reports to track the progress of these activities.

FISCAL IMPACT

The approved Expenditure Plan for American Rescue Plan Act Funds allocated \$1 million for programs or services, including temporary housing opportunities, for individuals experiencing homelessness. The financial impact associated with the proposed agreement with L.A. CADA totals \$500,000 and the financial impact associated with the proposed agreement with Union Station totals \$100,000. Sufficient funding is currently available to cover the costs of these agreements.

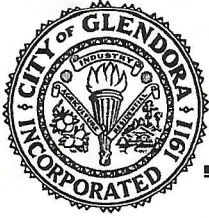
ENVIRONMENTAL DETERMINATION

There is no environmental impact associated with the recommendations in this report.

Prepared By	Moises A. Lopez, Assistant City Manager
Concurs With	Debbie Lopez, Human Services Superintendent
Reviewed By	Adam Raymond, City Manager
Certified to Availability of Funds	Marie Ricci, Administrative Services Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	William W. Wynder, City Attorney
CEQA Review	Not Applicable

ATTACHMENTS:

- A. Staff Report March 19, 2021
- B. City Net Homeless Census
- C. Agreement with L.A. CADA
- D. Agreement with Union Station
- E. PowerPoint Presentation



STAFF REPORT

TO: MAYOR AND COUNCIL MEMBERS **DATE: MARCH 9, 2021**
FROM: CITY MANAGER'S OFFICE **DISTRICT(S): CITYWIDE**
SUBJECT: DEVELOPMENT OF A SUB-REGIONAL HOMELESS HOUSING PROGRAM
(STRATEGIC PLAN ITEM 55 - ISHS)

RECOMMENDATION

That the City Council:

1. Receive an update on the City's homelessness efforts;
2. Authorize the City Manager to execute and extend agreements with local hotels, motels and similar businesses to house and provide services to homeless individuals for the duration of the local emergency declared for COVID-19 and after the emergency is over (voucher program); and
3. Provide direction to City staff on identification of a location for an interim housing site of up to 50 beds.

EXECUTIVE SUMMARY

As part of the City's Homelessness Action Plan, the City Council has appropriated more than \$500,000 in one-time funding to house Glendora's homeless in local hotels/motels. This effort during COVID allowed the City to adhere to CDC guidelines regarding its homelessness challenges, enforce its ordinance, and enhance quality of life for the entire community. To date, the project has been successful in temporarily housing 65 individuals with ties to Glendora in local hotels/motels, while working with our community partners to place 41 individuals into longer-term housing with services to address their needs.

As part of the City's Strategic Plan, the City has been pursuing a sub-regional homelessness approach with the cities of San Dimas, La Verne and Claremont, the County of Los Angeles, and LAHSA (55-ISHS). Each City has established a sub-committee of two councilmembers to assist staff in investigating a potential partnership on shared resources; the City of Glendora has received a proposal from LAHSA and the County that identifies funding for the capital and operations needs of an interim housing site. City staff requires the action by the City Council to receive an update on the current progress made on addressing homelessness and site identification for a potential 50 bed interim housing site.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

On December 12, 2017, the City Council approved acceptance of grant funds from the County of Los Angeles for a City Planning Grant to develop a City plan to prevent and reduce homelessness (Homeless Plan). The Homeless Plan was presented and adopted by the City Council in June 2018.

On September 17, 2019, the City held a homelessness workshop that covered topics including the current legal environment, homeless encampments, housing, homeless resources, and community/staff involvement. The workshop identified several items that staff would report back on, including shopping carts, bulky items, environment design strategies, high fire hazard severity zones, and housing.

Meeting Date: 3/9/2021 / Packet Page #: 1403

Meeting Date: 4/12/2022 / Packet Page #: 136

On April 14, 2020, the City Council authorized the appropriation of \$150,000 in one-time funds to allow staff to execute agreements with local hotels, motels and similar business to house and provide services to homeless individuals for the duration of the local emergency declared for COVID-19.

On May 26, 2020, the City Council discussed housing options for homeless individuals and directed a sub-committee of two councilmembers and City staff to return with recommendations by June 9, 2020.

On June 9, 2020, the City Council discussed the future development of housing for Glendora's homeless, authorized budget adjustment of \$150,000 for additional homeless housing in the City's hotels/motels, and authorized a sub-committee of City Council members and City staff to work with local agencies to seek sub-regional housing options with local agencies, the County of Los Angeles, and LAHSA.

On September 8, 2020, the City Council authorized budget adjustment of \$150,000 for additional homeless housing in the City's hotels/motels, including amending agreement with local hotels and motels to provide these services.

DISCUSSION

Recent City of Glendora Homeless Efforts

The City has previously negotiated room rental rates from several local hotel/motels to house homeless individuals to help stop the spread of COVID-19 amongst this at-risk group. The decision to move in this direction was based on recommendations from the Centers for Disease Control and Prevention, existing case law, current availability of homeless housing, and relationships with the City's community partners that provide services to the homeless community.

Centers for Disease Control and Prevention (CDC)

The CDC has provided guidance for governmental and other agencies responsible for responding to and providing services for homeless individuals during the current COVID-19 pandemic. The complete overview of guidance can be found at <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/unsheltered-homelessness.html>.

The recommended prevention measures from the CDC to stop the spread among homeless in encampments includes:

- Unless individual housing units are available, do not clear encampments during community spread of COVID-19. Clearing encampments can cause people to disperse throughout the community and break connections with service providers. This increases the potential for infectious disease spread.
- Encourage people staying in encampments to set up their tents/sleeping quarters with at least 12 feet x 12 feet of space per individual.
- Ensure nearby restroom facilities have functional water taps, are stocked with hand hygiene materials (soap, drying materials) and bath tissue, and remain open to people experiencing homelessness 24 hours per day.
- If toilets or handwashing facilities are not available nearby, provide access to portable latrines with handwashing facilities for encampments of more than 10 people.

Supporting Local Business

The COVID-19 pandemic has caused wide-spread economic harm to many industries, including tourism. Hotels and motels have been hit especially hard with the various Health Officer Orders that were implemented in Los Angeles County.

In working to mitigate risks related to COVID-19 and homelessness, the City saw an opportunity to provide shelter for at-risk homeless individuals and support local businesses by housing them in Glendora hotels for up to \$85/night. The City worked with the Chamber of Commerce and local businesses to identify rooms. Given that the City is funding this service, the City will only house that individuals that are currently homeless in Glendora with ties to the community.

Activity to Date

In July 2020, LAHSA issued its updated Point-In-Time Count numbers for most agencies in Los Angeles County. In Glendora, LASHA projected 144 homeless individuals, which is more than a 100% increase from the 2019 count of 65. The 2021 Point-In-Time County has been canceled due to COVID related challenges, which staff anticipates would show a reduction in the total of homeless individuals currently residing in Glendora.

Between April 2020 and January 2021, staff has made outreach contact with 181 unique individuals. This process includes staff working with Union Station on street outreach, obtaining vital documents, Coordinated Entry System surveys, COVID vulnerability Assessments, and referrals or linkage to services.

The City has provided temporary housing to 65 homeless individuals, comprising 6,308 total room nights. Currently, the City is housing four individual; two (2) utilizing Affordable Housing Funds, two (2) utilizing Measure H Grant funds. Total spent on this initiative through January 2021, is approximately \$530,000. During their stay in the City funded housing program, staff worked with community partners to transition homeless individuals to facilities that could better address their needs:

- Two (2) individuals and family members have been permanently housed.
- Ten (10) individuals have been enrolled in Rapid Rehousing.
- Six (6) individuals have accepted assistance and housing for dependency issues.
- City has referred 43 individuals to Project Room Key hotels in the local area, with 23 individuals accepting longer term housing and care. Common reasons for those that rejected Project Room/Home Key rooms had to do with proximity of available housing to Glendora.

Of the total number of homeless contacts made since April 2020, 125 individuals have engaged with street outreach teams who connected them to services.

Public Engagement

Throughout the City's recent homeless endeavors, public engagement efforts have been increased. In addition to providing homeless updates to the public at Council meetings, staff also includes a reoccurring article in the Glendora Report, which is mailed to all addresses in the City on a quarterly basis.

Further, in January 2020, the City released a community survey on homeless conducted by True North (Attachment A). When asked in an open-ended manner what change the City could make to improve the quality of life in Glendora, addressing homeless issues/poverty was by far the most common response in 2019 (27%), followed by improving streets, roads, and infrastructure (14%), limiting growth/ development and preserving Glendora's small-town feel (12%), and improving public safety and police services (9%). When the same question was asked of residents just one year earlier (2018) and in 2016, the corresponding percentage of respondents who mentioned addressing homelessness/poverty was 8% and 2%, respectively.

Homeless people also topped the list of perceived 'big problems' in the City of Glendora when respondents were asked to rate various specific problems including speeding vehicles, traffic congestion, and code enforcement issues. Overall, Glendora responses to the surveys on the issue of homelessness can be segmented into three subgroups with 36% being generally negative in their views of homeless people, 33% being generally positive, and 29% being generally neutral due to mixed responses.

After informing respondents of the legal issues regarding homelessness, namely *Martin v. City of Boise*, the survey sought to gauge the level of support for various strategies that could be employed to address homelessness in the City. By far, the most widespread support was found for three strategies: Providing counseling and rehabilitation for drug and alcohol addiction (88% support), providing funding for mental health facilities (83%), and joining with other cities and the County to create more regional homeless shelters (82%). A majority of Glendorans also supported providing housing for homeless people who lived in Glendora prior to being homeless (66%), incentivizing under-performing hotels and motels to accept temporary housing vouchers (56%), and creating a temporary homeless shelter in Glendora (50%).

Sub-Regional Approach

In response to the Community Survey and direction from the City Council, staff began to work with County of Los Angeles staff from Supervisor Barger's Office and LAHSA to address homelessness issues in early 2020. After expressing and working through the City of Glendora's concerns about equity in available County funded housing resources and Measure H funding, the City received a proposal from the County and LAHSA to implement a sub-regional homeless approach in the Eastern San Gabriel Valley (Attachment B) in September 2020.

The attached proposal from LAHSA and Los Angeles County, contemplates the development of an interim housing site in Glendora, which would be accessible to other local agencies, who would also bring resources to the table in a sub-regional approach:

Interim housing is an intervention that provides people experiencing homelessness with temporary housing intended to resolve their immediate experience of unsheltered homelessness, to connect participants to permanent housing opportunities in their communities, and to provide various other services.

The development and operation of interim housing is supported by many different streams of funding. A significant portion of capital funds for an interim housing site in Glendora could be made available through the Fifth District's Interim Housing Capital Fund Pool. The ongoing operation of the site and the provision of wraparound services could be supported through Measure H-funded strategy E8 -- Enhance the Emergency Shelter System.

Employing a sub-regional interim housing strategy across an identified cohort of cities will allow for a higher degree of local prioritization to meet the sub-regional needs. This unique approach will ensure that individuals experiencing homelessness within the jurisdictions of partnering cities will be prioritized for connection to this resource.

The proposal received by the City of Glendora addresses a key issue raised by cities as it relates to Measure H Funding – cities that take Measure H funding typically are required to make housing assets available to a larger area (e.g. entire San Gabriel Valley) instead of a more localized approach. The sub-regional approach recommended, allows for the City of Glendora or partner with other agencies to leverage shared resources and therefore provides more comprehensive solutions to address localized needs.

Subsequent to meetings with the County of Los Angeles and LASHA, City staff met with staff from San Dimas, La Verne and Claremont about their interest in a sub-regional approach to housing. After receiving a confirmation of interest, each jurisdiction worked on an informal basis to develop recommendations for potential projects that could be integrated into a subregional approach.

In order for each agency to determine what services they could provide to the sub-region, the County of

Los Angeles provided a summary of Housing Needs and Homeless Services that each agency should consider. The items noted with a * are those the County is most focused on.

- Housing Strategies
 - Safe Sleep
 - Safe Parking
 - Pallet Shelters
 - Crisis Beds*
 - DV Shelters
 - Bridge/Interim Housing (enhanced supportive services on-site)*
 - Affordable Housing
 - Permanent Supportive Housing*
- Homelessness Services
 - Access Centers*
 - Hygiene Resources

A comprehensive list of County of Los Angeles approved housing strategies from 2016 is attached to this report (Attachment C).

Sub-Committee Guiding Principals

Through periodic meetings of the Sub-Regional Homelessness Group, a series of informal guiding principals have been established:

- Over a period of time, the sub-region can provide a comprehensive set of shared housing assets to address homelessness.
- Sub-regional partnerships, may allow cities to be more competitive for housing grants and identify future joint projects.
- Ability to coordinate efforts and enforcement will help to alleviate one city from passing their homelessness issues to another city.
- Acknowledgement that each City has established partnerships to address homelessness and the sub-regional relationship is another tool for the cities to utilize.

City Sub-Committee Discussions to Date:

Staff from Glendora, San Dimas, La Verne, Claremont and the County, met in February 2021 for a status update. Each agency provided a summary of what initiatives their agency may consider moving forward with to be part of the sub-regional approach. Each of the identified approach represents the first step in a longer public process, which requires various approvals at the City Council level.

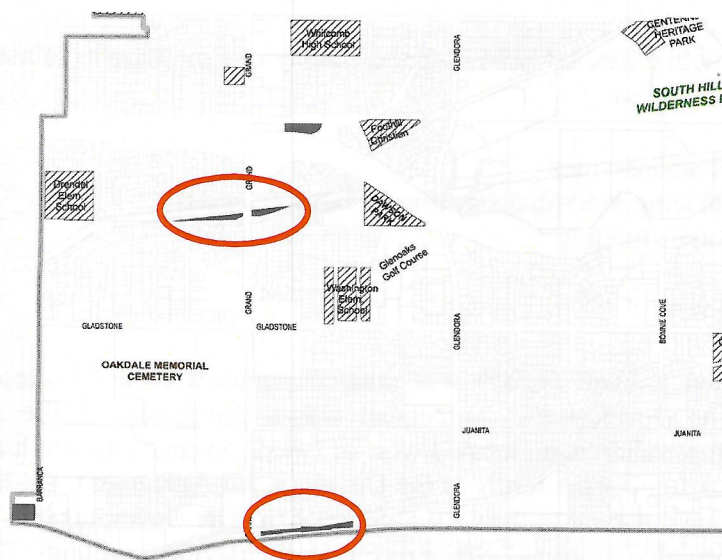
- Glendora: Identified the opportunity to establish an interim housing site for up to 50 beds.
- San Dimas: Evaluating the opportunity to support emergency sheltering .
- La Verne: Identified the opportunity for locating an access center providing case management and housing navigation services to assist individuals with obtaining housing, as well as accessing problem solving/prevention funds, mental health and substance abuse resources and other basic needs assistance.
- Claremont: Identified the opportunity to continue to expand regional efforts in permanent supportive housing.

Emergency Shelters / Interim Housing Facilities in Glendora

Currently, the City of Glendora has three environmentally cleared locations where emergency shelters can be built without zoning changes. These locations would be the starting point for discussion on an interim housing site. The City selected these locations in 2011 as part of Ordinance 1949 to implement SB 2

The three locations identified on the map are adjacent to Grand Avenue and currently have existing structures on them. Two of the three zoned locations are just north of Big Dalton Wash, on either side of Grand Avenue. The final location is on the northeast corner of Grand Avenue and Arrow Highway.

If the City were to partner with other entities to build an interim housing site at these locations, the buildings would need to be acquired and significant work would be needed to facilitate homeless services.



When considering Interim housing in the City of Glendora, there are four major considerations:

- Location: Review the current locations for accessibility to services, availability of buildings/land, and environmental impacts.
- Funding: Review the short-term (land/capital improvements) and long-term (programmatic and capital).
- Number of Beds: Review the number of beds currently zoned (20) and compare that to anticipated amounts needed (50).
- Length of Stay: Interim housing locations are aimed to serve individuals for three (3) to nine (9) months as they transition to permanent supportive housing or receive the assistance necessary to continue their journey out of homelessness.
- Joint Effort: Review partnerships with local agencies to see if a jointly run facility is beneficial and more cost effective than several smaller shelters.

Through the sub-regional approach, the City will address all of these issues. Specifically, City staff require City Council direction to direct staff to return to the City Council within three (3) months with potential site. The proposed funding for an interim housing project is included in the City's sub-regional proposal from LAHSA and the County of Los Angeles, which generally outlines County of Los Angeles Funding for the one-time capital needs, and Measure H for the ongoing operation of the facility. Currently, based on a sub-regional need, the total number of beds would be 50, and would be leveraged by projects in other cities to allow for a more comprehensive approach to addressing homelessness.

Next Steps

A general list of next steps is included below. The list is not comprehensive, but aimed to provide a general overview of what is required to solidify the sub-regional approach to addressing homelessness in the cities of Glendora, San Dimas, La Verne, and Claremont.

1. Reaffirm sub-regional approach is preferred by each member agency
 - a. Finalize area of focus by each agency
 - b. Develop timelines and project scope for each area of focus
2. Direct staff to locate and identify site(s) for a 50 bed interim housing facility in Glendora
 - a. Finalize location and size
 - b. Solidify funding – capital improvement and ongoing operations
 - c. Identify partners – capital improvement and operations
 - d. Develop a timeline
3. Develop an MOU with cities, LASHA, and the County of Los Angeles to memorialize relationship, including but not limited to
 - a. Term
 - b. Roles and Responsibilities
 - c. Process of placing individuals in various housing assets
 - d. Identification of funding

FISCAL IMPACT

The City Affordable Housing Fund (F285) was created pursuant to a Development Agreement with William Lyon Homes. The Development Agreement was a component of the Arboreta Specific Plan project, which is a residential subdivision located west of Grand Avenue and south of Bennett Avenue. As part of the Specific Plan, and under the terms of the Development Agreement, William Lyon Homes made an affordable housing in-lieu payment to the City of \$2 million. The Development Agreement requires that the funds be spent on “affordable housing.” Since receiving the payment around 2007, the funds have been used to defray administrative costs associated with long-term affordable housing obligations. To date, the City has utilized over \$500,000 from the Affordable Housing Fund (F285), which has an estimated balance of \$1.2 million.

In addition to the City Affordable Housing Fund, staff is currently utilizing Measure H grant funds to pay for emergency housing needs. To date, the City has spent approximately \$50,000 of Measure H funds.

Staff is currently seeking reimbursement through FEMA for the funds expended to house homeless individuals during the COVID-19 pandemic.

ENVIRONMENTAL DETERMINATION

There are no applicable impacts related to CEQA based on the recommendations provided in this report. Upon site identification, staff will provide an update on environmental impacts, where applicable.



Respectfully submitted,
Adam Raymond
 City Manager's Office

Concurs with,
Not Applicable
 Not Applicable

Director <i>Adam Raymond</i>	Certified as to Available Funds <i>June Overholt</i>	CEQA <i>Not Applicable</i>
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Legal Review <i>Not Applicable</i>	City Manager <i>Adam Raymond</i>
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ATTACHMENTS:

- A. Homelessness Community Survey
- B. Sub-Regional and Interim Housing Proposal
- C. County of Los Angeles Housing Strategies

GLENDORA 2021 HOMELESS CENSUS REPORT

PRESENTED BY CITY NET



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SPECIAL THANKS

City Net thanks the city of Glendora and the Glendora Police Department for their help conducting this census and for their tireless efforts to support and empower homeless neighbors in the city. Additionally, we thank the dozens of homeless individuals who voluntarily agreed to participate in the census. Our hope is that this data will prove to be useful in connecting these homeless neighbors to resources including shelter and housing.

ABOUT THE CENSUS



PURPOSE

City Net was contracted by the city of Glendora to organize and implement a homeless census to:

1. Identify a baseline number of individuals living without housing against which to measure all homelessness prevention and intervention efforts.
2. Determine the demographic, asset, and other special characteristics of individuals without housing to better inform resource allocation.

OVERVIEW

The Glendora Homeless Census was conducted by City Net over two occasions: in the early morning of November 16, 2021, and the late evening of November 18, 2021.

The Glendora Homeless Census is a distinct but complementary project from the HUD-mandated, county-wide Point In Time Count. The census allows for a city-specific focus with more time, staff resources, and local questions than is generally possible within the framework of the Point in Time Count.



METHODOLOGY

During the census, multiple teams were deployed with a Glendora Police Officer. Each Officer was paired with at least one City Net surveyor. Each surveyor's area was indicated on assigned maps and mapped ahead of time. Specific locations where homeless individuals were known to gather or sleep were highlighted so that these areas could be prioritized during the census. Because the goal of this project was a comprehensive census, even those areas on the teams' maps where no homeless individuals were known to gather or sleep were visited, including residential areas where homeless individuals are rarely seen.

Teams were deployed from the Glendora Police Department twice during the census week. Homeless individuals who did not wish to answer the survey questions were simply counted. Responses from participants, including timestamps and geolocations, were captured electronically through a secure GIS survey application. Duplicates were removed after the completion of the census by comparing names and age ranges.

LIMITATIONS

The terms "disability" and "addiction" were not defined in the survey, so the data in these categories do not necessarily represent diagnosable conditions, but only respondents' self-perceptions of the condition. Also, the only way to identify duplicates in the census was to compare the names and ages of those who chose to complete the survey. Because the census occurred over multiple days, unsheltered individuals who chose not to complete the survey may have been counted more than once, and artificial inflation of the count, therefore, cannot be ruled out. The margin of error for the 2021 unsheltered data points ranges between 0.00% and 3.51%. Some percentage totals in this report may appear to be above or below 100.0% due to rounding.

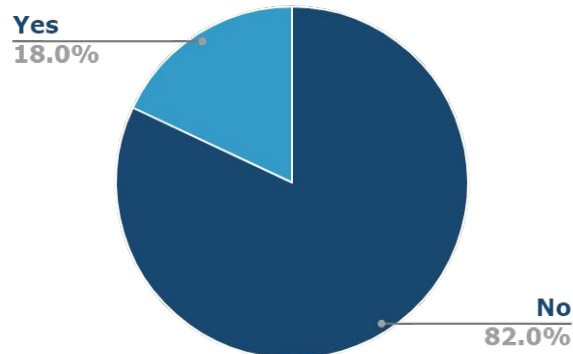
KEY RESULTS

TOTAL UNSHELTERED COUNT

113

The Census identified 113 unsheltered individuals in the city of Glendora, including two accompanied minors.

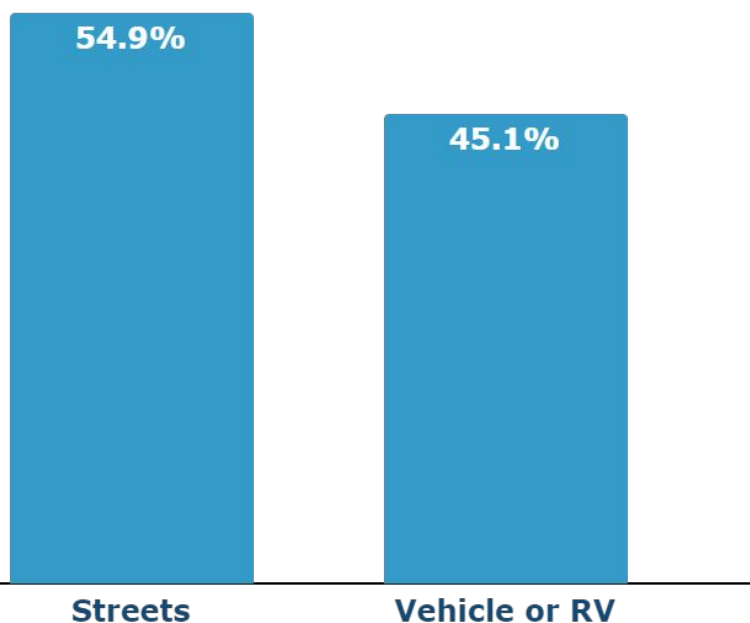
DECLINED TO ANSWER SURVEY



n = 111

82.0% of the 111 unsheltered adults who were identified during the Census agreed to participate in a survey.

CURRENT SLEEPING SITUATION

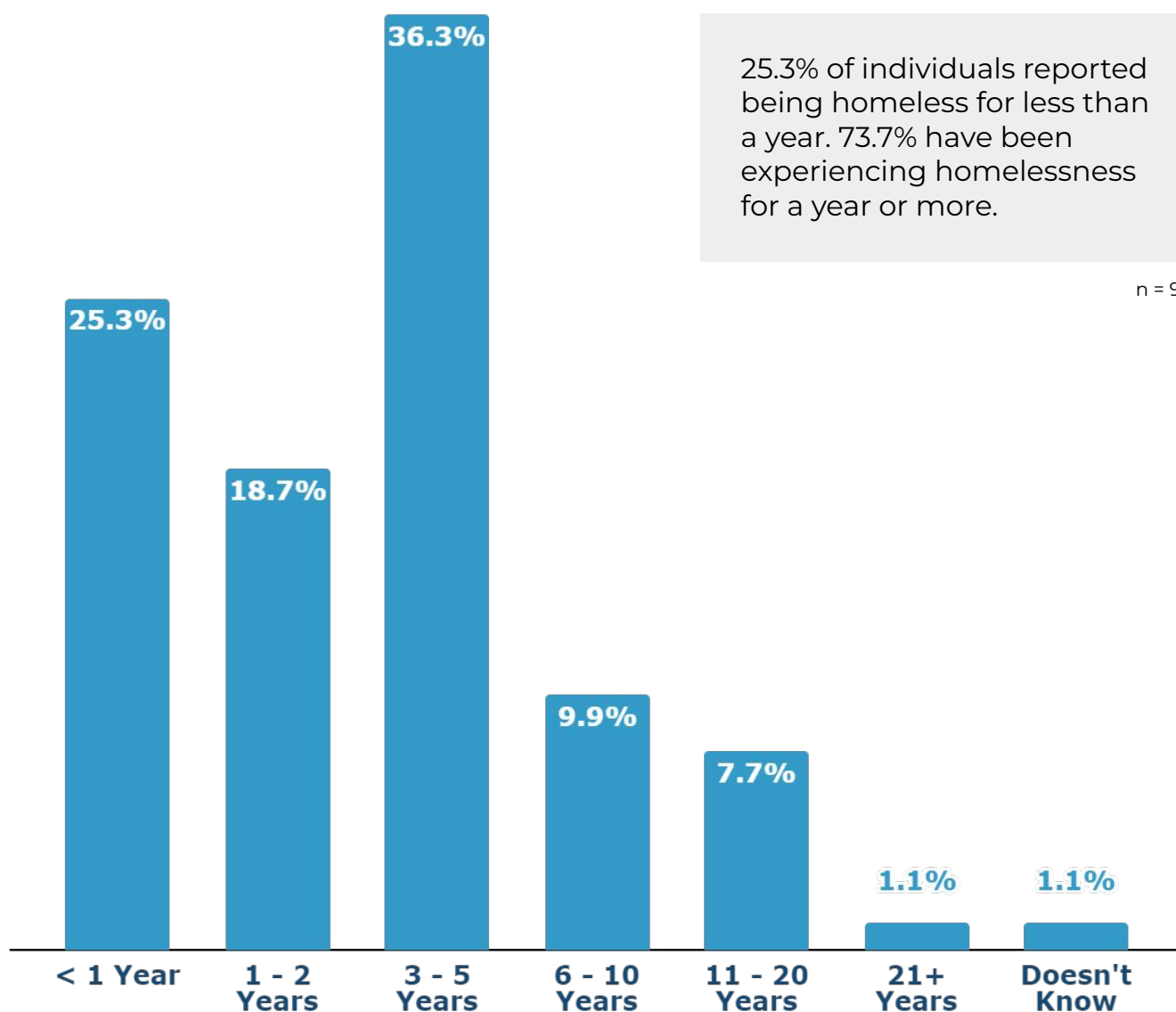


54.9% of respondents reported that they were currently living on the streets, while 45.1% of respondents reported that they were currently living in a vehicle or RV.

n = 91

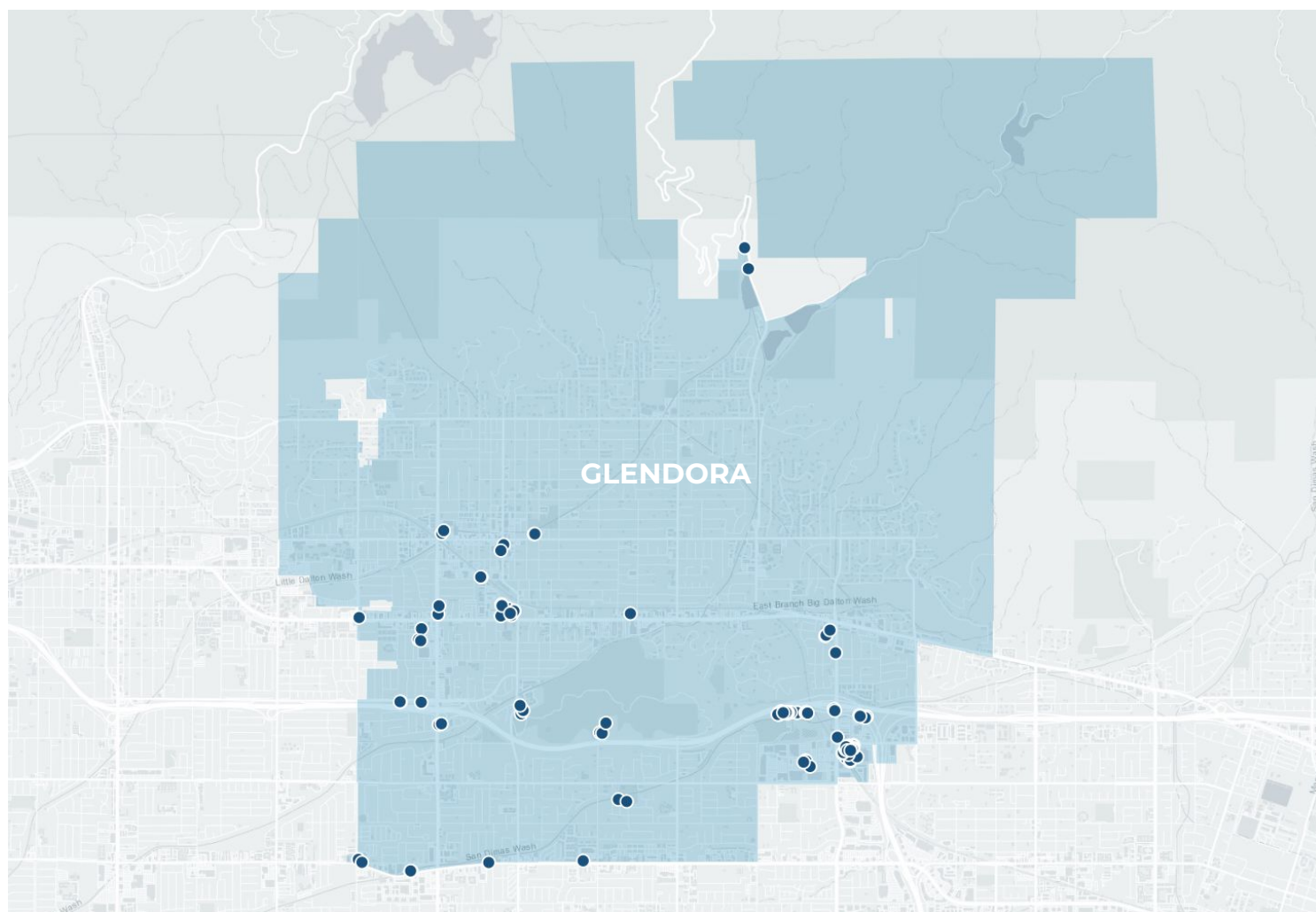
KEY RESULTS

DURATION OF HOMELESSNESS



GEOGRAPHY

2021 LOCATION MAP



LEGEND

● Homeless Individuals

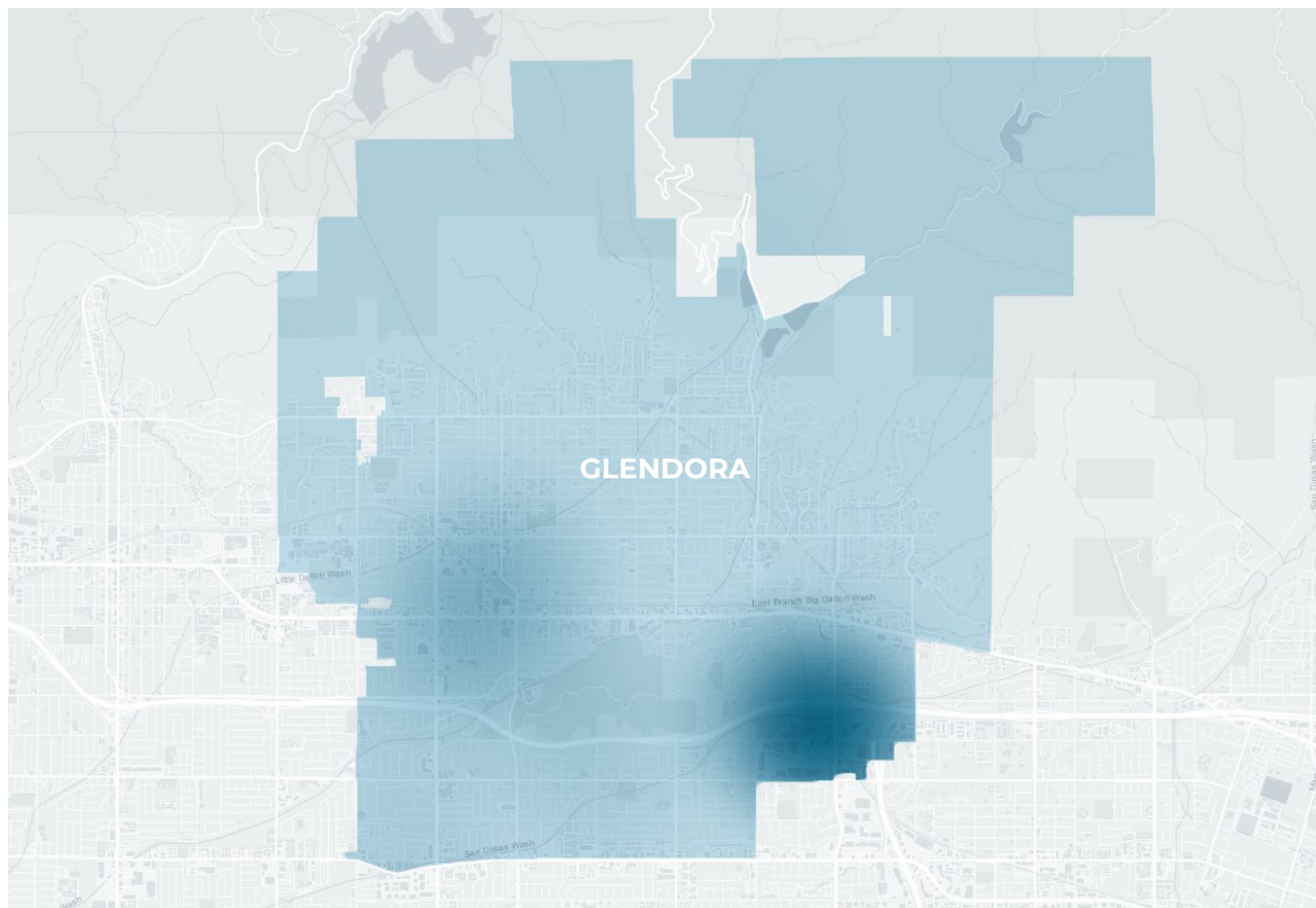
■ Glendora

DESCRIPTION

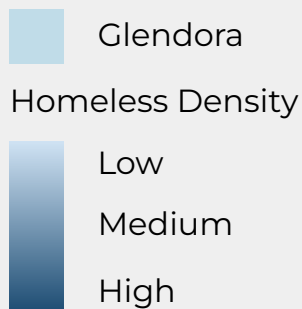
The dots on this map represent the locations of the 113 homeless individuals that were identified during the census. In high density areas, some dots overlap and represent multiple individuals.

GEOGRAPHY

2021 HEAT MAP



LEGEND

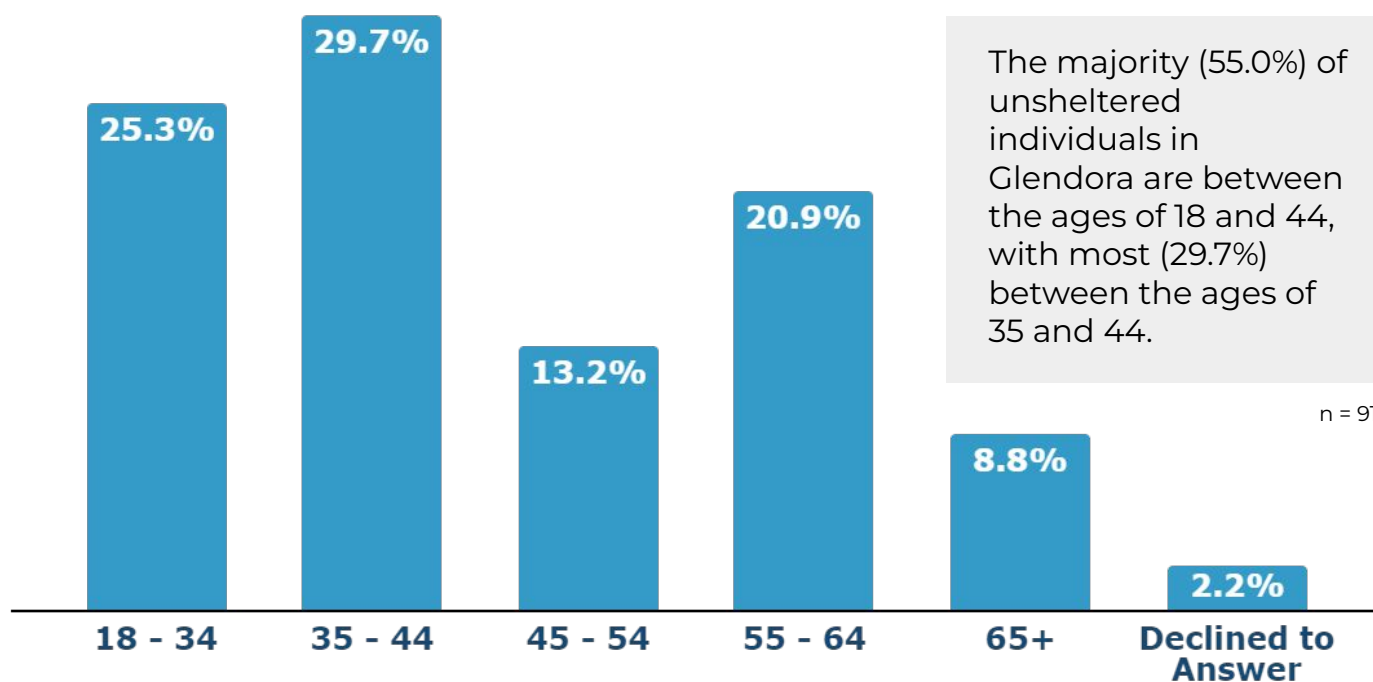


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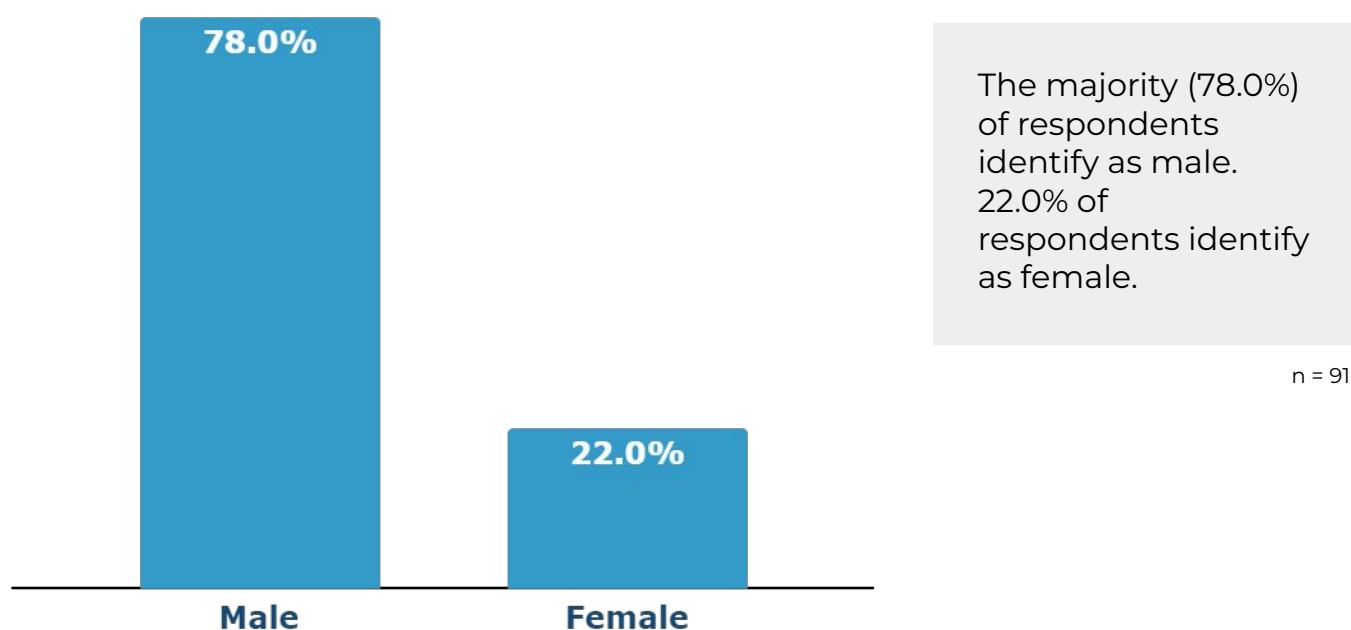
This heat map shows the relative density of homeless individuals in Glendora. The darker the color, the higher the density. The greatest densities of homeless individuals were engaged near the retail locations on W. Historic Rte. 66 and Glendora Ave., the retail locations on Auto Centre Dr. and S. Lone Hill Ave., and the encampment between the 210 Freeway and the San Dimas Wash near the intersection of the 210 Freeway and S. Lone Hill Ave.

DEMOGRAPHICS

AGE

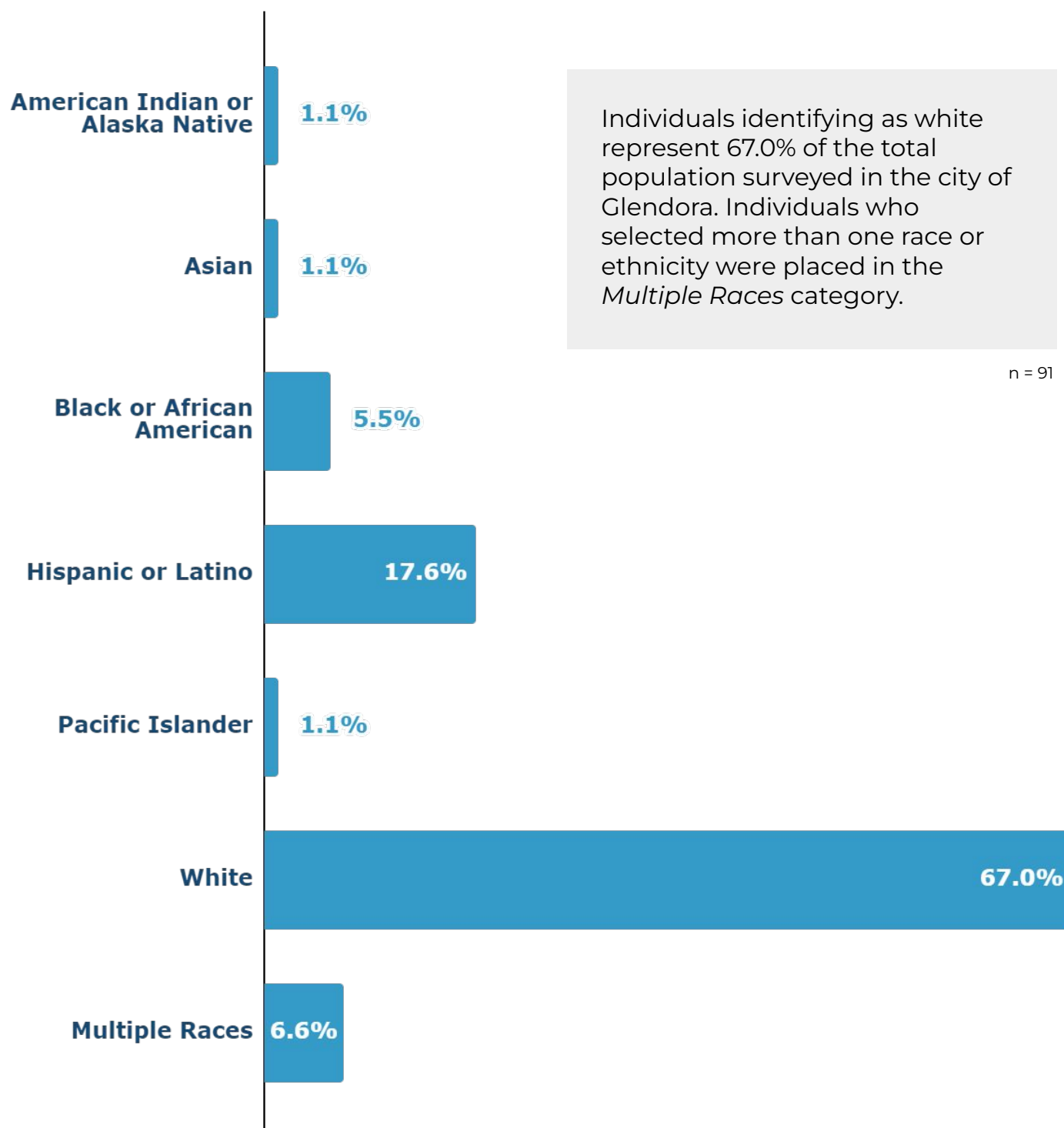


GENDER



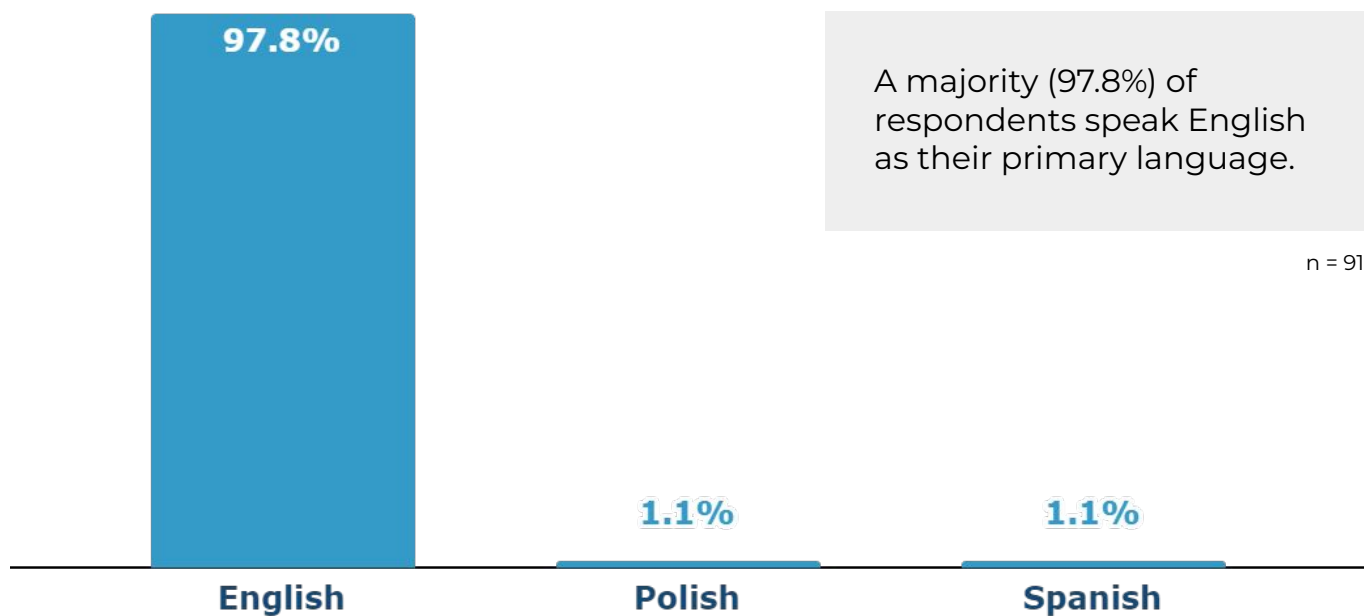
DEMOGRAPHICS

RACE & ETHNICITY

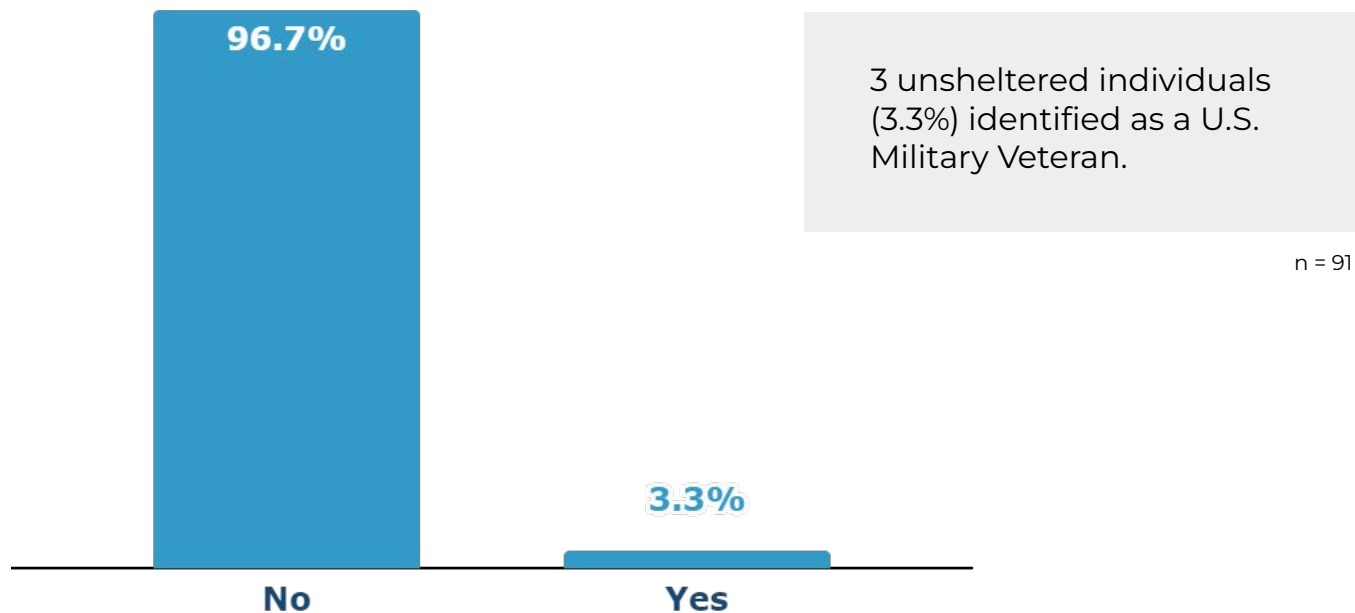


DEMOGRAPHICS

PRIMARY LANGUAGE



U.S. MILITARY VETERAN

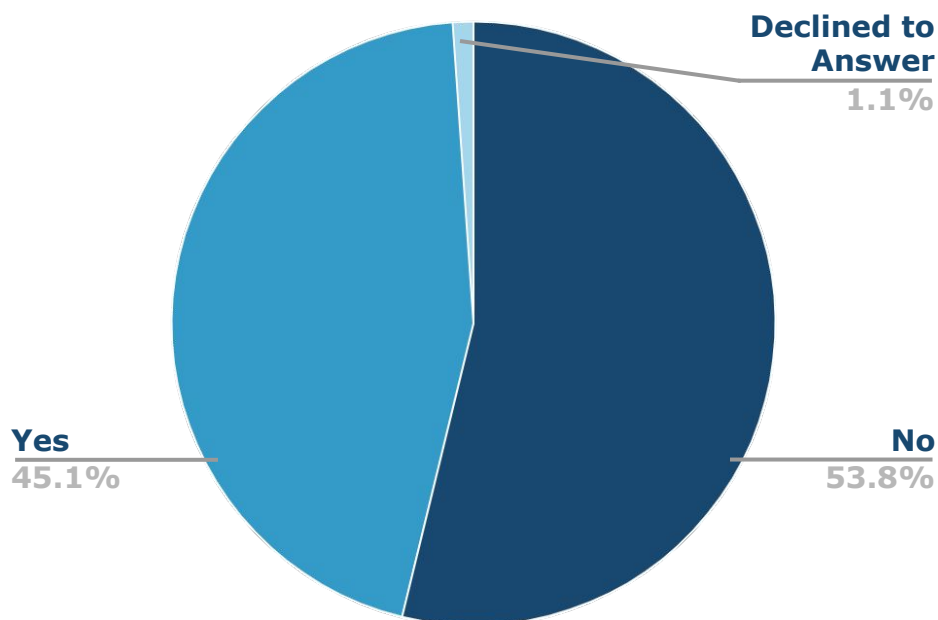


INCOME

RECEIVING INCOME

45.1% of the surveyed unsheltered individuals reported receiving a form of income.

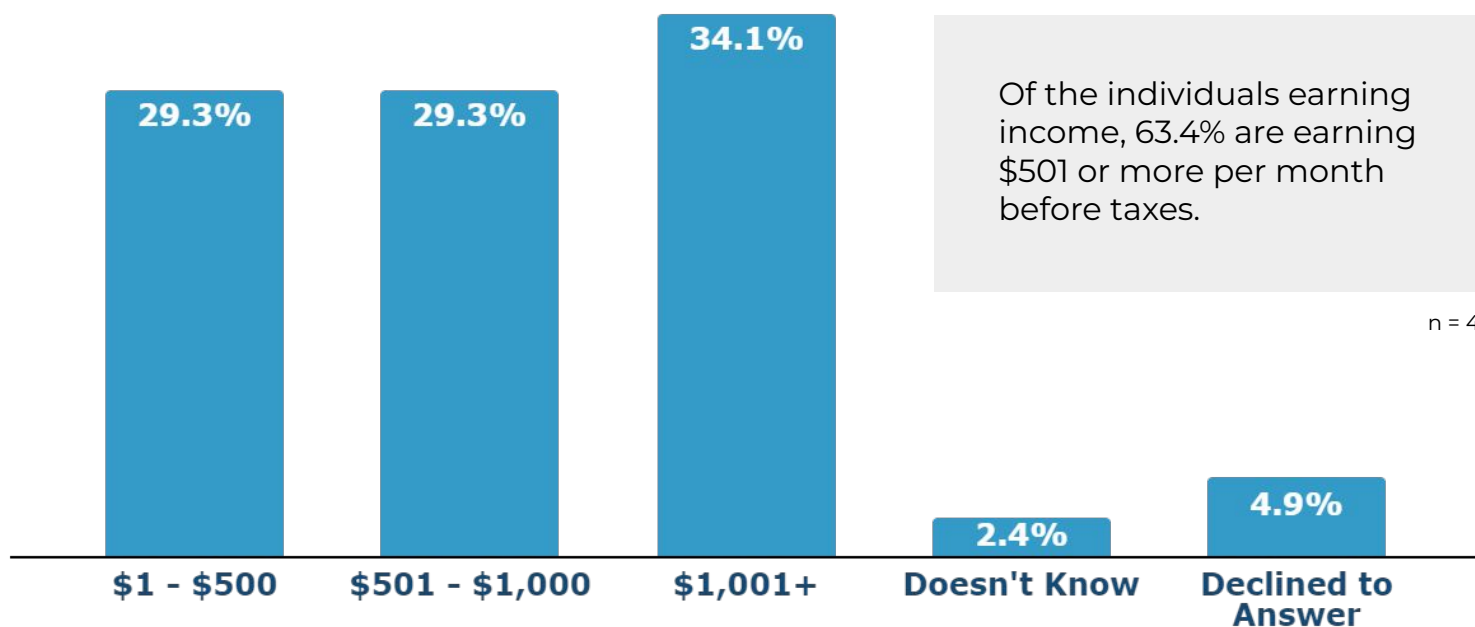
n = 91



GROSS MONTHLY INCOME BEFORE TAXES

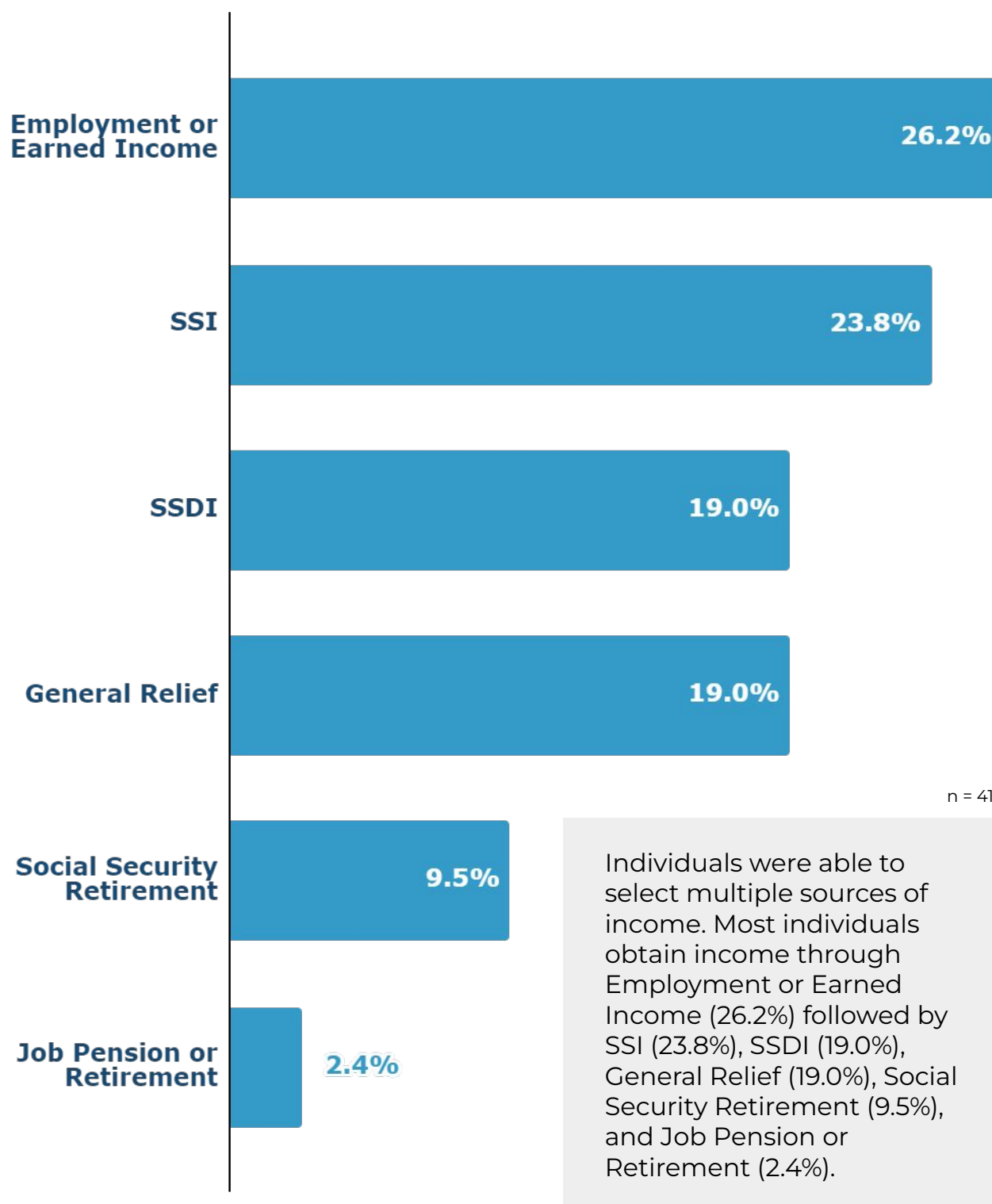
Of the individuals earning income, 63.4% are earning \$501 or more per month before taxes.

n = 41



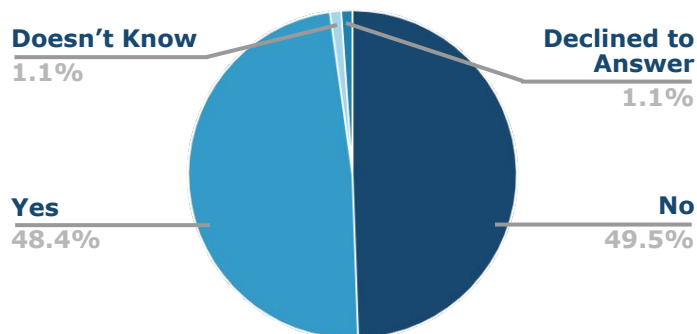
INCOME

SOURCE OF INCOME



BENEFITS

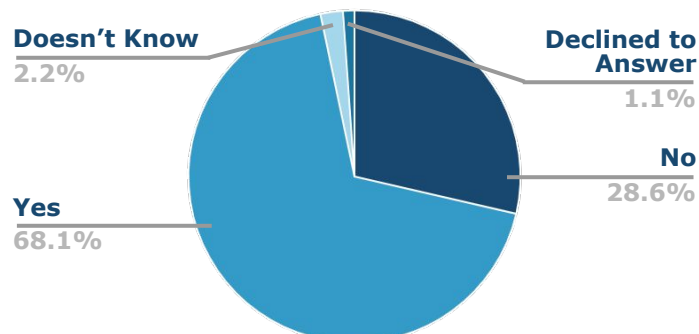
CALFRESH



n = 91

48.4% of surveyed individuals are receiving CalFresh, while 49.5% are not receiving CalFresh.

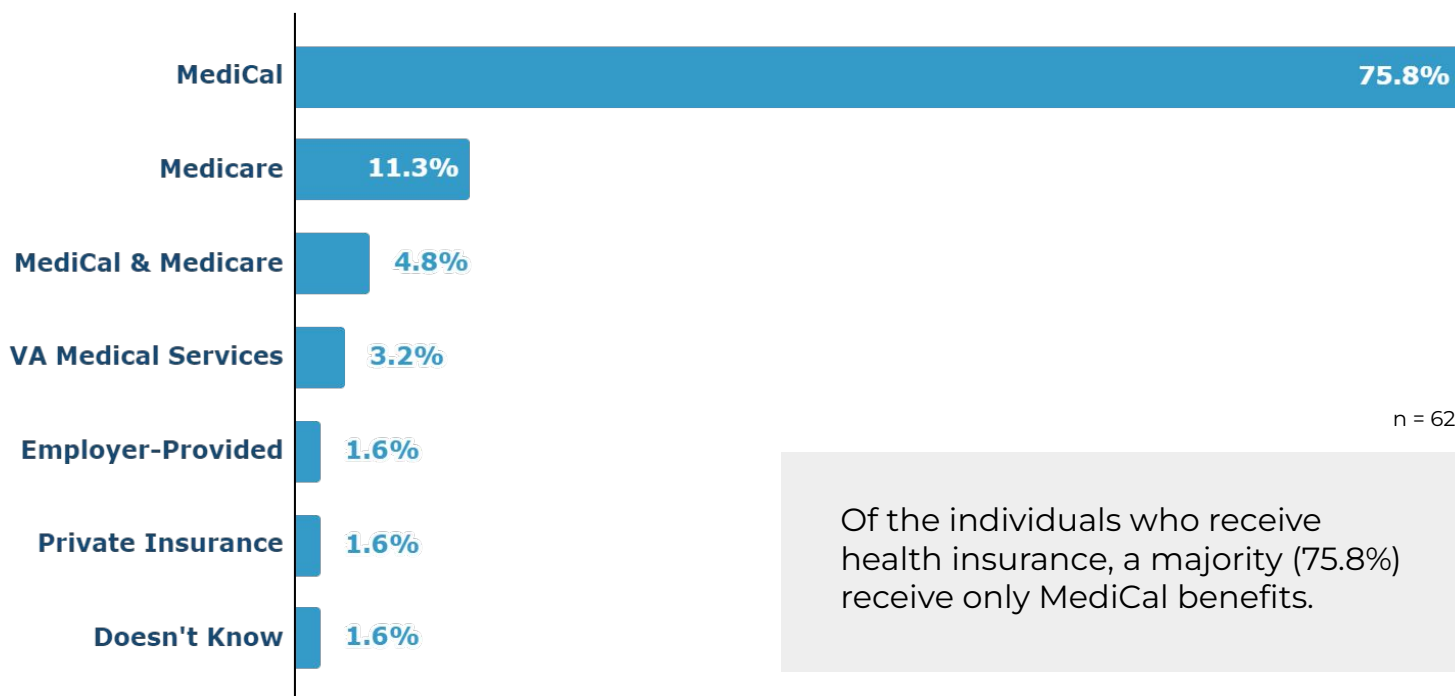
HEALTH INSURANCE



n = 91

Most (68.1%) respondents reported that they are receiving health insurance.

TYPE OF HEALTH INSURANCE

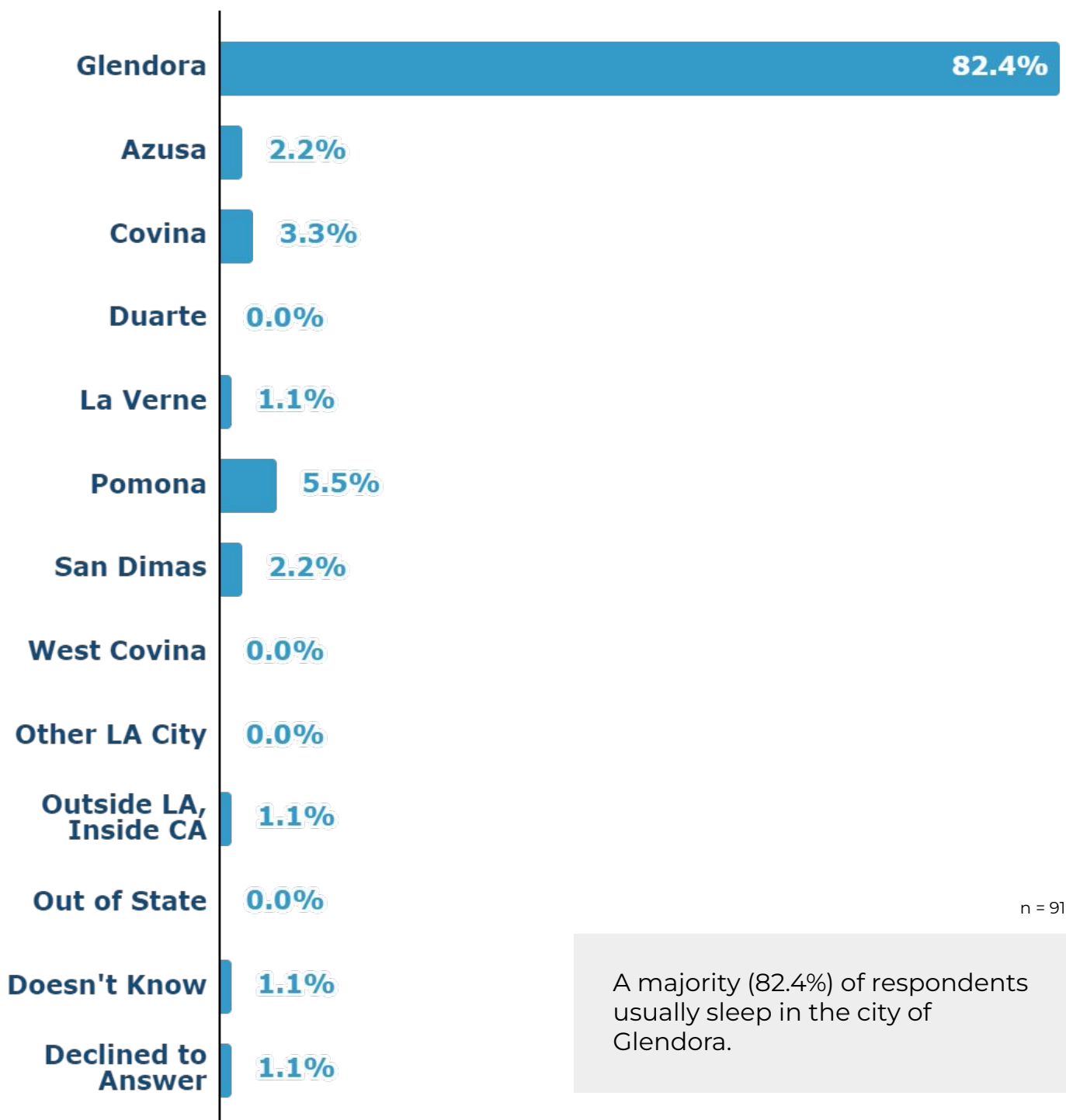


n = 62

Of the individuals who receive health insurance, a majority (75.8%) receive only MediCal benefits.

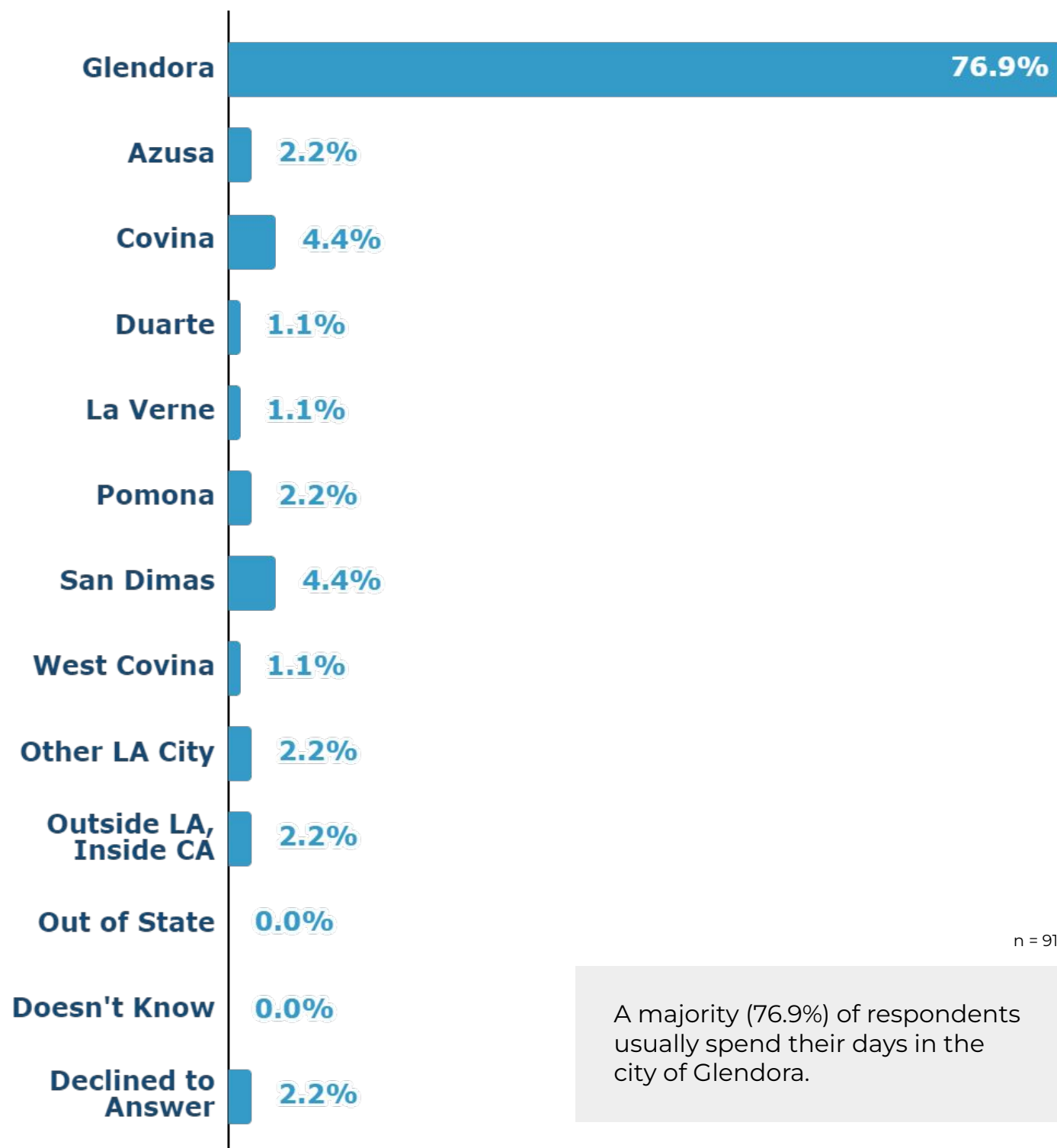
COMMUNITY TIES

CITY WHERE RESPONDENT USUALLY SLEEPS



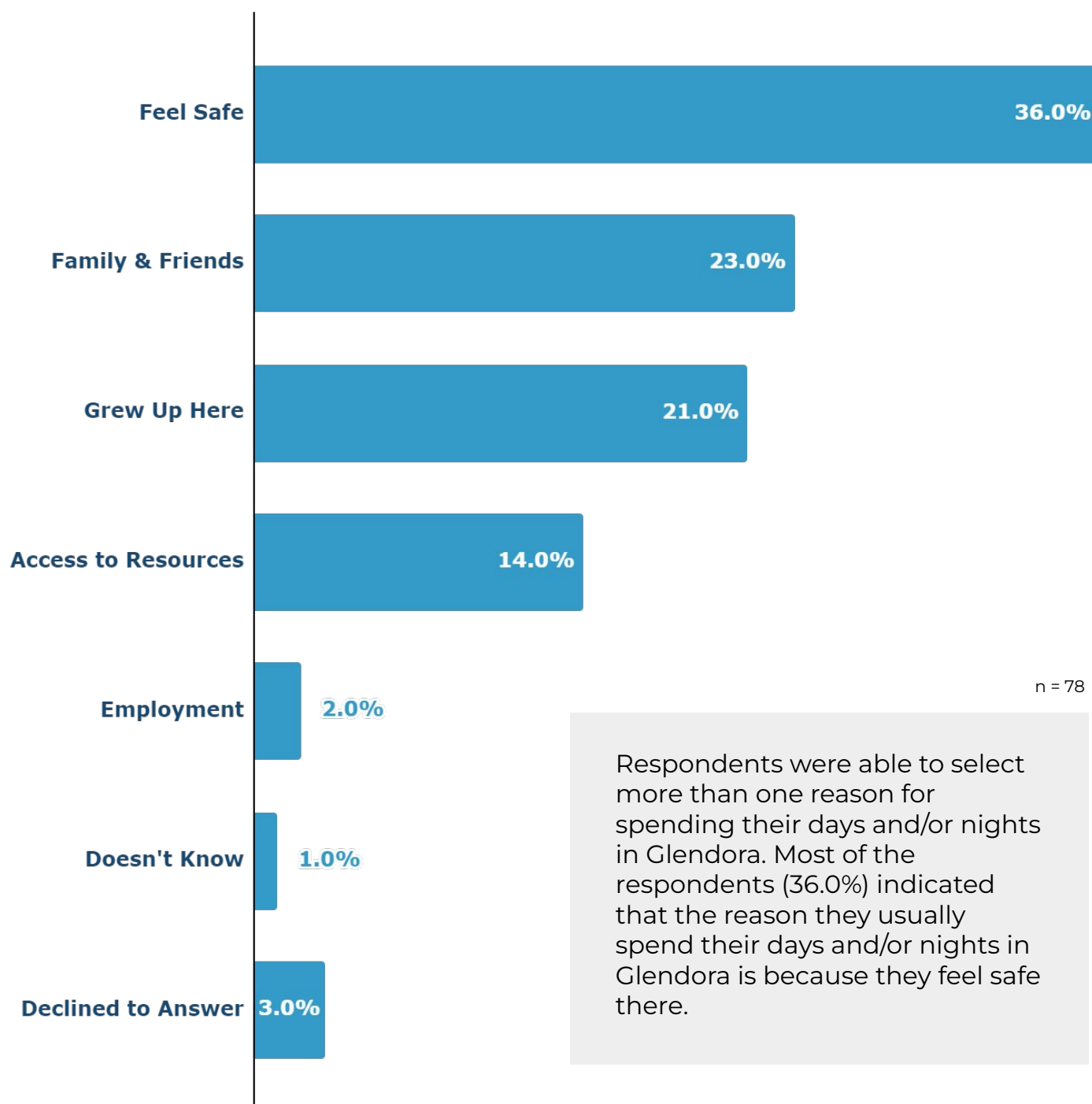
COMMUNITY TIES

CITY WHERE RESPONDENT USUALLY SPENDS THEIR DAYS



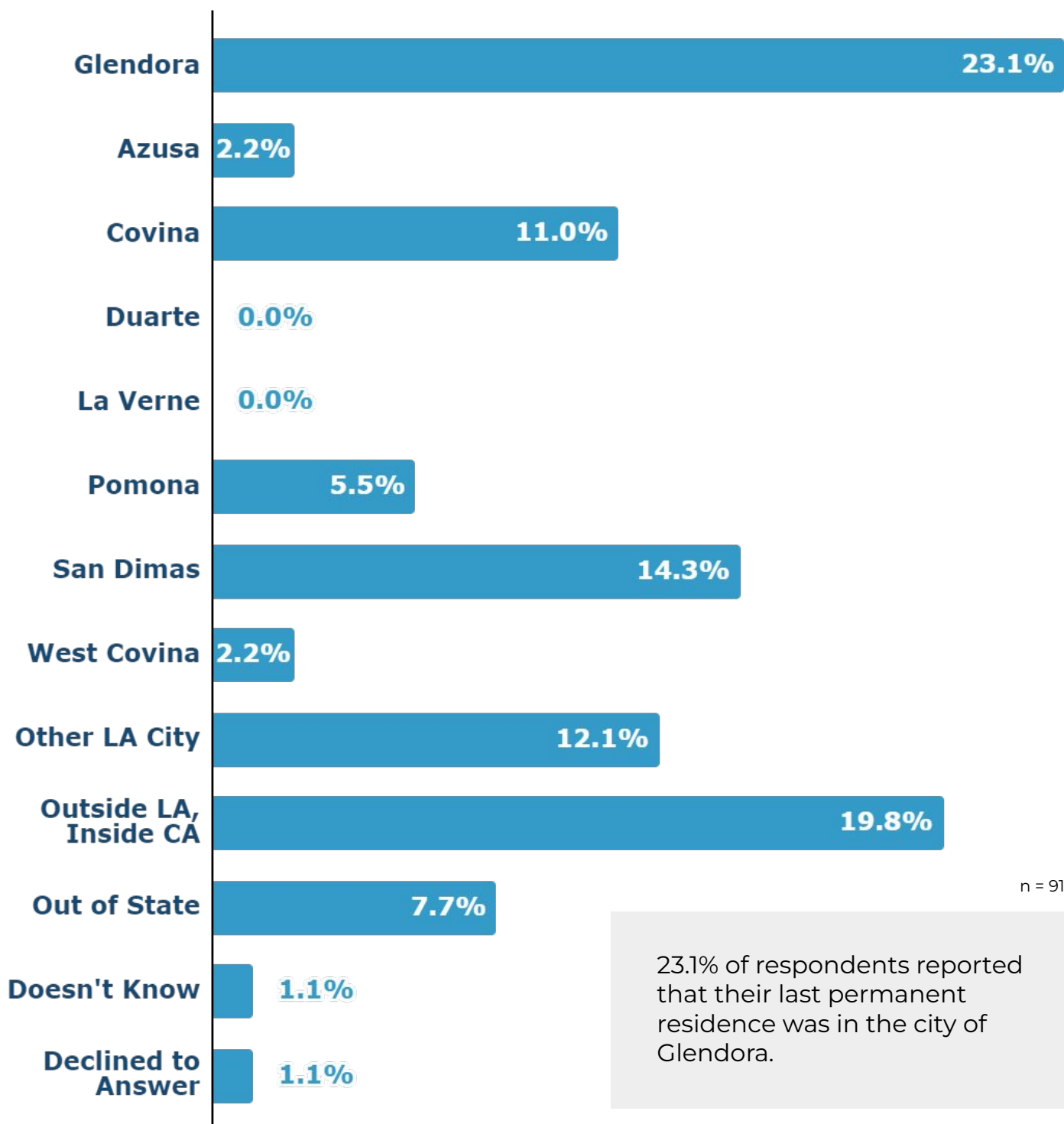
COMMUNITY TIES

WHY RESPONDENT USUALLY SPENDS DAYS AND/OR NIGHTS IN GLENDORA



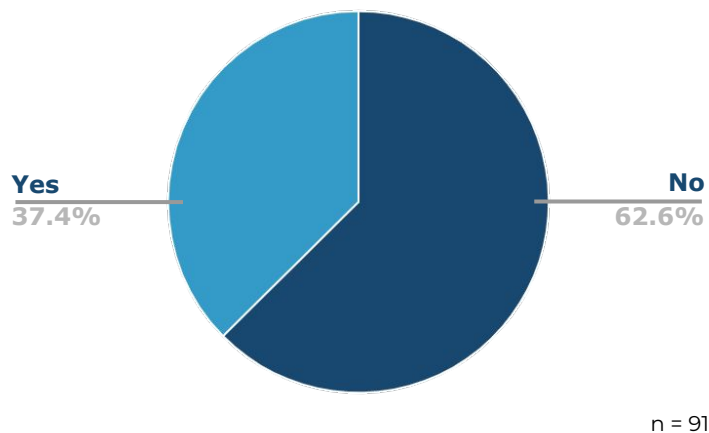
COMMUNITY TIES

LAST PERMANENT RESIDENCE



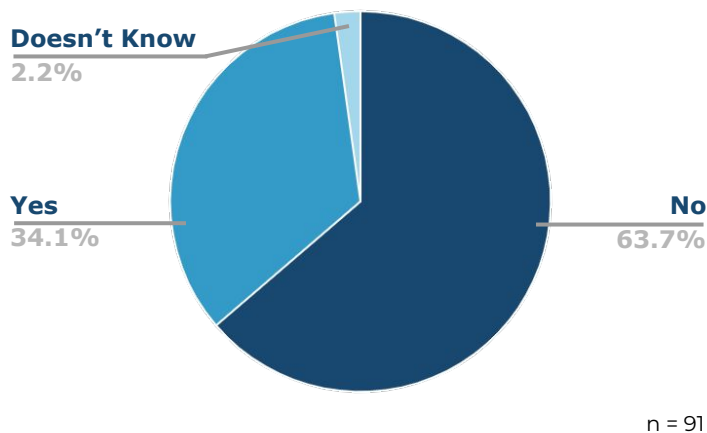
DISABILITIES

PERMANENT DISABILITY OR HEALTH CONDITION



37.4% of surveyed individuals reported a permanent disability or health condition.

MENTAL HEALTH CONCERNS

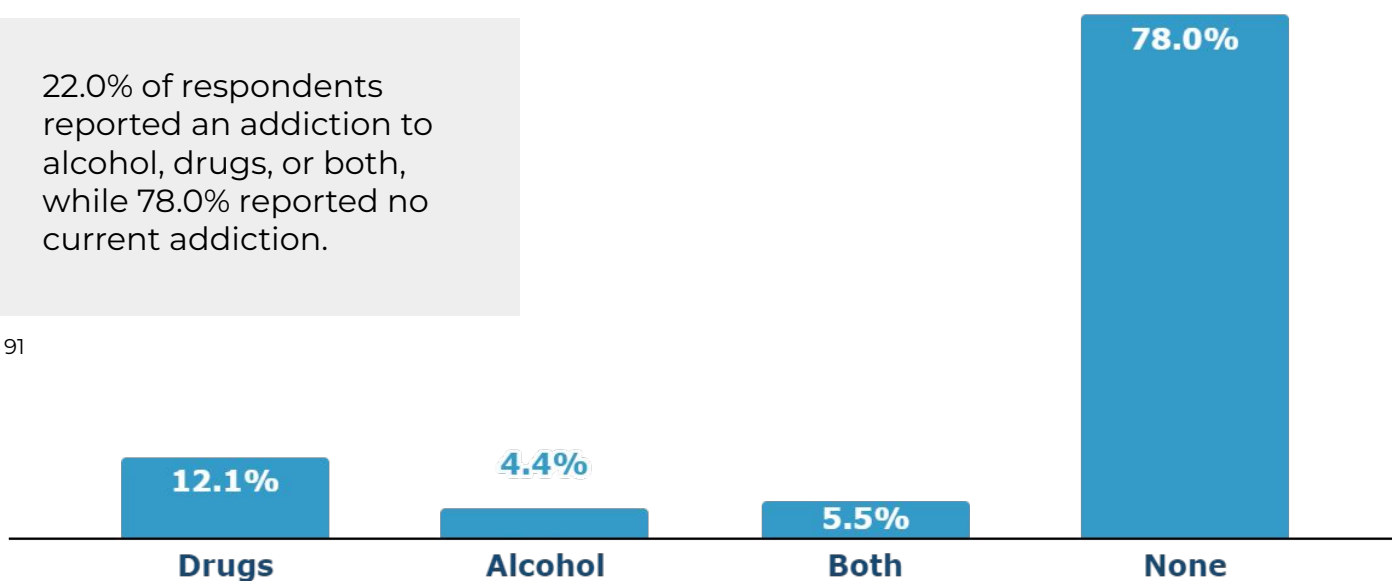


34.1% of respondents reported mental health concerns.

DRUG OR ALCOHOL ADDICTION

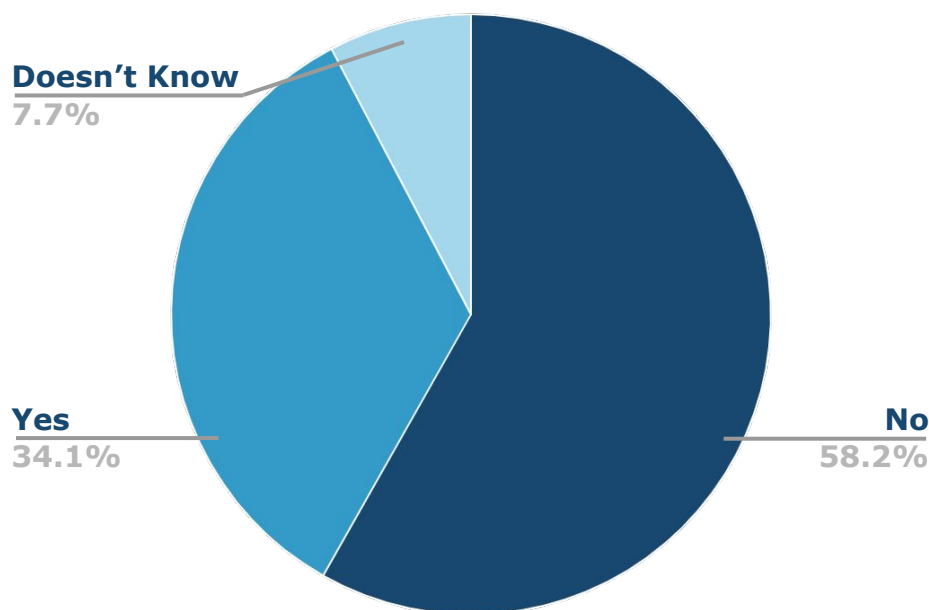
22.0% of respondents reported an addiction to alcohol, drugs, or both, while 78.0% reported no current addiction.

n = 91



SERVICES

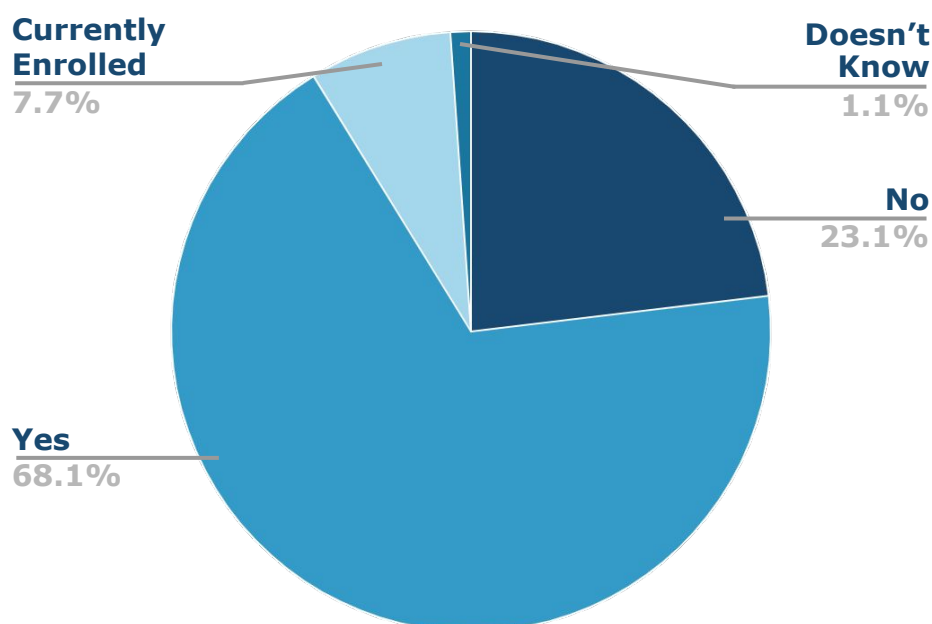
INTEREST IN SHELTER



34.1% of respondents expressed interest in going to a shelter.

n = 91

INTEREST IN CASE MANAGEMENT

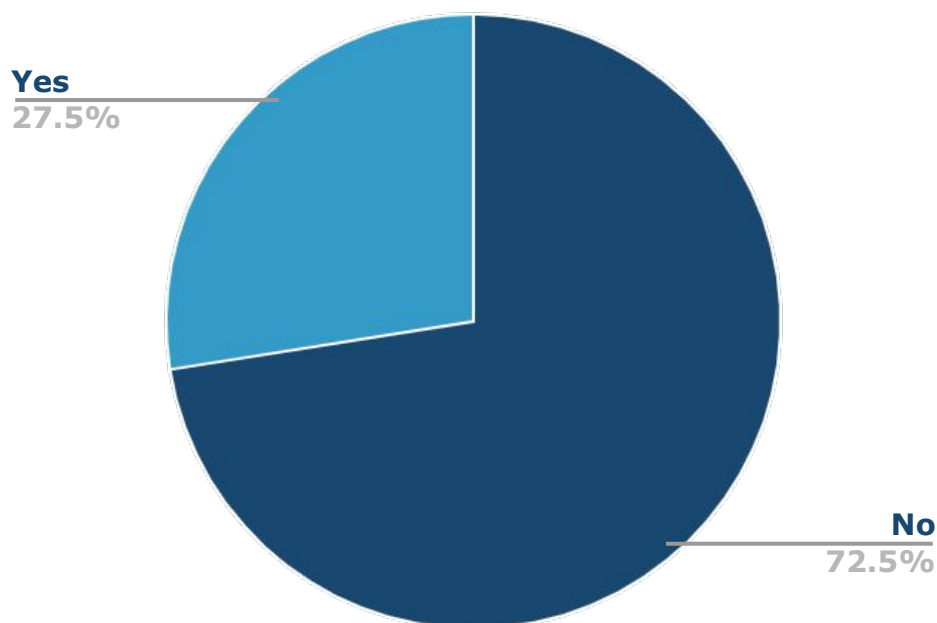


68.1% of respondents expressed interest in Case Management services.

n = 91

OTHER

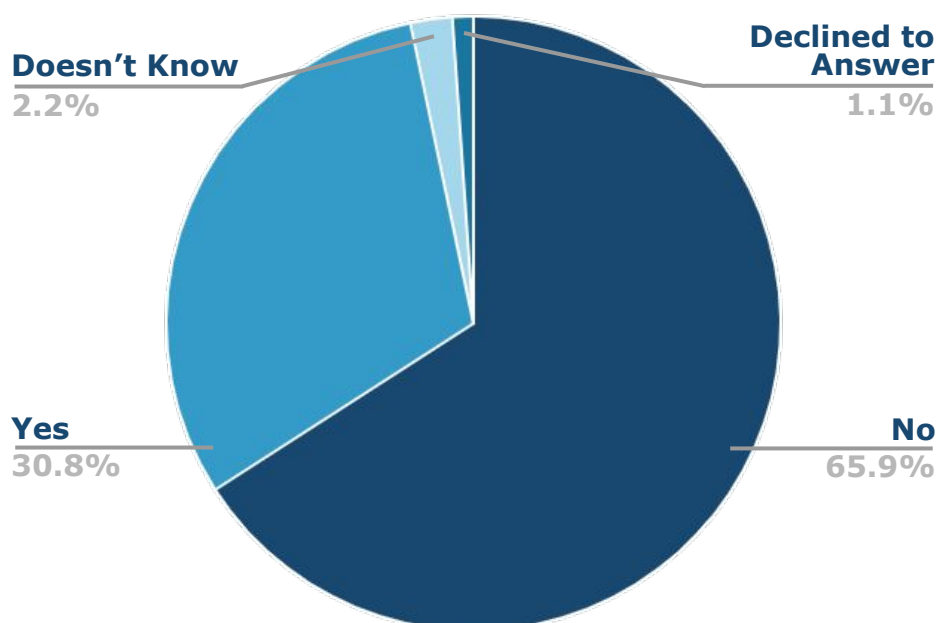
PET OWNERSHIP



27.5% of respondents reported having pets with them.

n = 91

VICTIM OF DOMESTIC VIOLENCE



30.8% of respondents have survived domestic violence.

n = 91

OTHER

UNSHELTERED WITH CHILDREN



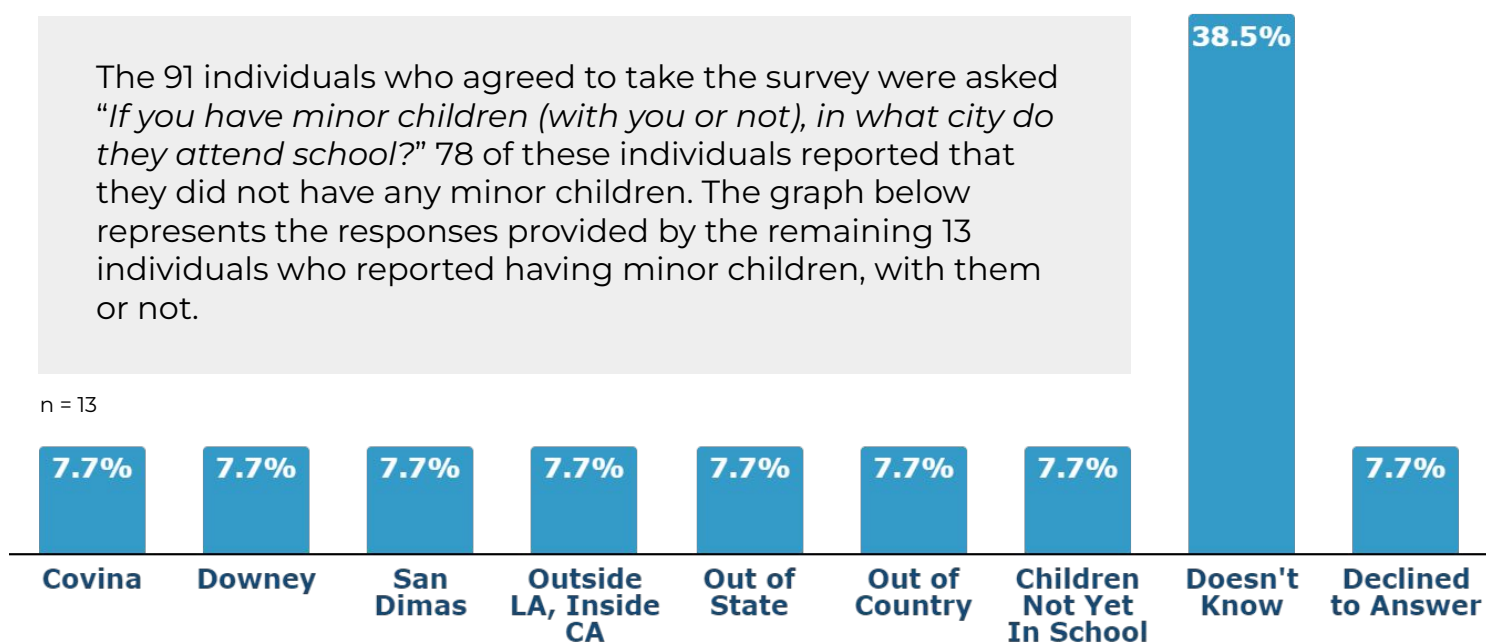
Two minor children were reported to be staying with the surveyed homeless individuals.

n = 91

CITY WHERE MINOR CHILDREN ATTEND SCHOOL

The 91 individuals who agreed to take the survey were asked "If you have minor children (with you or not), in what city do they attend school?" 78 of these individuals reported that they did not have any minor children. The graph below represents the responses provided by the remaining 13 individuals who reported having minor children, with them or not.

n = 13



SUMMARY

113

The census identified 113 unsheltered homeless individuals in the city of Glendora, including two accompanied minors.



Viewed as a composite of the highest-frequency responses, the typical unsheltered homeless individual in Glendora is a white male between the ages of 35 and 44 who sleeps in Glendora.



41.4% of the surveyed individuals are chronically homeless, or have been homeless for more than a year and have a permanent disability, substance abuse, or mental health concern.



53.8% of respondents have no income. Of the 45.1% of respondents who do receive income, 63.4% of them earn \$501 or more per month before taxes.



49.5% of respondents are not receiving CalFresh.



82.4% of respondents reported that they primarily sleep in Glendora, and 23.1% reported that their last permanent residence was in Glendora.



Two children were reported to be staying with the surveyed homeless individuals.



68.1% of respondents are interested in Case Management services, with another 7.7% currently enrolled.

RECOMMENDATIONS

The results of the Glendora census suggest that an increase in low-threshold services connected to shelter and housing may be needed, including those within the city that may accommodate the demographic most represented among the Glendora homeless population—white males between the ages of 35 and 44 who sleep in Glendora.

We recommend a coordinated city response to densely populated areas, such as the retail locations on W. Historic Rte. 66 and Glendora Ave., the retail locations on Auto Centre Dr. and S. Lone Hill Ave., and the encampment between the 210 Freeway and the San Dimas Wash near the intersection of the 210 Freeway and S. Lone Hill Ave. As a significant portion of the surveyed population expressed interest in services, such as Case Management (68%*) and shelter (34%), we also recommend focused street outreach and engagement efforts for the homeless neighbors in Glendora.

As 45% of unsheltered homeless neighbors in the city are living in vehicles or RVs, we recommend further study into this particular subpopulation to explore strategies to connect them to long-term housing options.

Additionally, we recommend continued efforts to connect homeless neighbors to substance abuse resources, mental health services, and agencies that work with those in need of resources. Because 74% of respondents reported living in homeless conditions for one year or more, providing services that target those with significantly deteriorated physical health, mental health, and social skills—from years spent living in homeless conditions—may help Glendora's homeless neighbors reintegrate into society.

**Percentages were rounded to the nearest whole number on this page only.*

APPENDIX I

2021 DATA TABLES

<i>Declined to Answer Survey</i>	Count	Percent
No	91	82.0%
Yes	20	18.0%
Total	111	

<i>Current Sleeping Situation</i>	Count	Percent
Streets	50	54.9%
Vehicle or RV	41	45.1%
Total	91	

<i>Duration of Homelessness</i>	Count	Percent
< 1 Year	23	25.3%
1 - 2 Years	17	18.7%
3 - 5 Years	33	36.3%
6 - 10 Years	9	9.9%
11 - 20 Years	7	7.7%
21+ Years	1	1.1%
Doesn't Know	1	1.1%
Total	91	

<i>Age</i>	Count	Percent
18 - 34	23	25.3%
35 - 44	27	29.7%
45 - 54	12	13.2%
55 - 64	19	20.9%
65+	8	8.8%
Declined to Answer	2	2.2%
Total	91	

<i>Gender</i>	Count	Percent
Male	71	78.0%
Female	20	22.0%
Total	91	

<i>Race & Ethnicity</i>	Count	Percent
American Indian or Alaska Native	1	1.1%
Asian	1	1.1%
Black or African American	5	5.5%
Hispanic or Latino	16	17.6%
Pacific Islander	1	1.1%
White	61	67.0%
Multiple Races	6	6.6%
Total	91	

<i>Primary Language</i>	Count	Percent
English	89	97.8%
Polish	1	1.1%
Spanish	1	1.1%
Total	91	

<i>U.S. Military Veteran</i>	Count	Percent
No	88	96.7%
Yes	3	3.3%
Total	91	

<i>Receiving Income</i>	Count	Percent
No	49	53.8%
Yes	41	45.1%
Declined to Answer	1	1.1%
Total	91	

<i>Gross Monthly Income Before Taxes</i>	Count	Percent
\$1 - \$500	12	29.3%
\$501 - \$1,000	12	29.3%
\$1,001+	14	34.1%
Doesn't Know	1	2.4%
Declined to Answer	2	4.9%
Total	41	

<i>Source of Income</i>	Count	Percent
Employment or Earned Income	11	26.2%
SSI	10	23.8%
SSDI	8	19.0%
General Relief	8	19.0%
Social Security Retirement	4	9.5%
Job Pension or Retirement	1	2.4%
Total	42	

<i>CalFresh</i>	Count	Percent
No	45	49.5%
Yes	44	48.4%
Doesn't Know	1	1.1%
Declined to Answer	1	1.1%
Total	91	

<i>Health Insurance</i>	Count	Percent
No	26	28.6%
Yes	62	68.1%
Doesn't Know	2	2.2%
Declined to Answer	1	1.1%
Total	91	

<i>Type of Health Insurance</i>	Count	Percent
MediCal	47	75.8%
Medicare	7	11.3%
MediCal & Medicare	3	4.8%
VA Medical Services	2	3.2%
Employer-Provided	1	1.6%
Private Insurance	1	1.6%
Doesn't Know	1	1.6%
Total	62	

<i>City Where Respondent Usually Sleeps</i>	Count	Percent
Glendora	75	82.4%
Azusa	2	2.2%
Covina	3	3.3%
Duarte	0	0.0%
La Verne	1	1.1%
Pomona	5	5.5%
San Dimas	2	2.2%
West Covina	0	0.0%
Other LA City	0	0.0%
Outside LA, Inside CA	1	1.1%
Out of State	0	0.0%
Doesn't Know	1	1.1%
Declined to Answer	1	1.1%
Total	91	

<i>City Where Respondent Usually Spends Their Days</i>	Count	Percent
Glendora	70	76.9%
Azusa	2	2.2%
Covina	4	4.4%
Duarte	1	1.1%
La Verne	1	1.1%
Pomona	2	2.2%
San Dimas	4	4.4%
West Covina	1	1.1%
Other LA City	2	2.2%
Outside LA, Inside CA	2	2.2%
Out of State	0	0.0%
Doesn't Know	0	0.0%
Declined to Answer	2	2.2%
Total	91	

<i>Why Respondent Usually Spends Days and/or Nights in Glendora</i>	Count	Percent
Feel Safe	36	36.0%
Family & Friends	23	23.0%
Grew Up Here	21	21.0%
Access to Resources	14	14.0%
Employment	2	2.0%
Doesn't Know	1	1.0%
Declined to Answer	3	3.0%
Total	100	

<i>Last Permanent Residence</i>	Count	Percent
Glendora	21	23.1%
Azusa	2	2.2%
Covina	10	11.0%
Duarte	0	0.0%
La Verne	0	0.0%
Pomona	5	5.5%
San Dimas	13	14.3%
West Covina	2	2.2%
Other LA City	11	12.1%
Outside LA, Inside CA	18	19.8%
Out of State	7	7.7%
Doesn't Know	1	1.1%
Declined to Answer	1	1.1%
Total	91	

<i>Permanent Disability or Health Condition</i>	Count	Percent
No	57	62.6%
Yes	34	37.4%
Total	91	

<i>Mental Health Concerns</i>	Count	Percent
No	58	63.7%
Yes	31	34.1%
Doesn't Know	2	2.2%
Total	91	

<i>Drug or Alcohol Addiction</i>	Count	Percent
Drugs	11	12.1%
Alcohol	4	4.4%
Both	5	5.5%
None	71	78.0%
Total	91	

Interest in Shelter	Count	Percent
No	53	58.2%
Yes	31	34.1%
Doesn't Know	7	7.7%
Total	91	

Interest in Case Management	Count	Percent
No	21	23.1%
Yes	62	68.1%
Currently Enrolled	7	7.7%
Doesn't Know	1	1.1%
Total	91	

Pet Ownership	Count	Percent
No	66	72.5%
Yes	25	27.5%
Total	91	

Victim of Domestic Violence	Count	Percent
No	60	65.9%
Yes	28	30.8%
Doesn't Know	2	2.2%
Declined to Answer	1	1.1%
Total	91	

Unsheltered with Children*	Count	Percent
No	90	98.9%
Yes	1	1.1%
Total	91	

*Two accompanied minors were accounted for during the census. Both minors were reported to be staying with an individual who agreed to take the survey.

City Where Minor Children Attend School (1)**	Count	Percent
Covina	1	1.1%
Downey	1	1.1%
San Dimas	1	1.1%
Outside LA, Inside CA	1	1.1%
Out of State	1	1.1%
Out of Country	1	1.1%
Children Not Yet In School	1	1.1%
Does Not Have Children	78	85.7%
Doesn't Know	5	5.5%
Declined to Answer	1	1.1%
Total	91	

**This table includes the "Does Not Have Children" response to *City Where Minor Children Attend School*.

City Where Minor Children Attend School (2)***	Count	Percent
Covina	1	7.7%
Downey	1	7.7%
San Dimas	1	7.7%
Outside LA, Inside CA	1	7.7%
Out of State	1	7.7%
Out of Country	1	7.7%
Children Not Yet In School	1	7.7%
Doesn't Know	5	38.5%
Declined to Answer	1	7.7%
Total	13	

***This table does not include the "Does Not Have Children" response to *City Where Minor Children Attend School*.

APPENDIX II

2021 QUESTIONNAIRE

City Net Staff Initials (First, Middle, Last): _____

1a. First Name (If applicable, type "Refused" or "Doesn't know"): _____

1b. Last Name (If applicable, type "Refused" or "Doesn't know"): _____

2. Refused Survey? (If refused, survey ends)

☐ No ☐ Yes

3. Are you experiencing any of the following symptoms? (Check all that apply) If client has active symptoms, refer them to health care services.

☐ Fever ☐ Runny nose ☐ Prolonged sore throat ☐ Cough ☐ Shortness of breath ☐ Diarrhea
☐ No symptoms currently ☐ Doesn't know ☐ Declined to answer

4. Are you currently homeless?

☐ Yes ☐ No ☐ Stopped survey due to symptoms. Please provide them guidance to medical care / testing resources: DPH - SPA 3 Testing: 626-245-1600 and refer to closest medical facility.

5. What is your current primary sleeping situation?

☐ Vehicle/RV ☐ Outdoors (e.g. in a tent) ☐ Abandoned Building ☐ Shelter ☐ Which Shelter? (If applicable, type "Refused" or "Doesn't know") : _____ ☐ Motel paid for by 3rd party (e.g. homeless service agency) ☐ Other (If the person's situation does not fall into one of these categories, they may not be homeless, clarify status - write explanation and data-team will clean on backend) : _____ ☐ Doesn't Know ☐ Declined to answer

6. What is your gender?

☐ Male ☐ Female ☐ Transgender ☐ Other/Non-Conforming: _____ ☐ Doesn't know
☐ Declined to answer

7. What is your date of birth? (Ex. 01/01/1970; If applicable, type "Refused" or "Doesn't know"): _____

8. What race/ethnicity do you identify with? (Select all that apply)

☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American ☐ Hispanic/Latino
☐ Pacific Islander ☐ White ☐ Doesn't know ☐ Declined to answer ☐ Other: _____

9. What language do you feel the most comfortable speaking?

☐ English ☐ Spanish ☐ Vietnamese ☐ Doesn't know ☐ Declined to answer ☐ Other: _____

10. Have you ever served in any branch of the U.S. Military?

☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer

11. Are you currently receiving any income?

☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer

12. What are your sources of income? (Select all that apply)

☐ Employment/earned income ☐ Unemployment ☐ Supplemental Security Income (SSI)
☐ Social Security Disability Income (SSDI) ☐ VA Compensation ☐ VA Pension ☐ Workers' Compensation ☐ General Relief ☐ Social Security Retirement ☐ Job pension/retirement ☐ Child support ☐ Alimony or spousal support ☐ Doesn't know ☐ Declined to answer ☐ Other: _____

13. What is your total gross monthly income? (before taxes)

☐ \$1-\$500 ☐ \$501-\$1000 ☐ \$1001+ ☐ Doesn't know ☐ Declined to answer

14. Are you currently receiving CalFresh (food stamps)?

☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer

15. Do you have health insurance?

☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer

16. Where do you get your health insurance? (Select all that apply)
☐ MediCal (Medicaid/LA Care) ☐ Medicare ☐ VA Medical Services ☐ Employer-Provided Health Insurance ☐ Private Pay Health Insurance ☐ Indian Health Services Program ☐ Doesn't know
☐ Declined to answer ☐ Other: _____
17. How long have you been homeless?
☐ Less than 1 year ☐ 1-2 years ☐ 3-5 years ☐ 6-10 years ☐ 11-20 years ☐ 21+ years ☐ Doesn't know
☐ Declined to answer
18. What city do you usually sleep in?
☐ Glendora ☐ Azusa ☐ Irwindale ☐ Covina ☐ San Dimas ☐ La Verne ☐ Duarte ☐ West Covina
☐ Doesn't know ☐ Declined to answer ☐ Other: _____
19. In what city do you usually spend your days?
☐ Glendora ☐ Azusa ☐ Irwindale ☐ Covina ☐ San Dimas ☐ La Verne ☐ Duarte ☐ West Covina
☐ Doesn't know ☐ Declined to answer ☐ Other: _____
20. If you usually sleep and/or spend your days in Glendora, why this city? (select all that apply)
☐ I grew up here ☐ I have family/friends here ☐ I feel safe here ☐ I know how to access resources (food, clothing, place to sleep, tc. here) ☐ Doesn't know ☐ Declined to answer
☐ Other: _____
21. What city was your last permanent residence in?
☐ Glendora ☐ Azusa ☐ Irwindale ☐ Covina ☐ San Dimas ☐ La Verne ☐ Duarte ☐ West Covina
☐ Doesn't know ☐ Declined to answer ☐ Other: _____
22. Do you have any minor children staying here with you? [Note: if they have adult child(ren) with them, conduct a separate survey(s) with the adult child(ren). Also be sure to only account for minor children in one parent survey]
☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer
23. How many children?
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ Other (If applicable, type "Refused" or "Doesn't know"): _____
24. What are their ages? (List all ages separated by a comma. If applicable, type "Refused" or "Doesn't know"):

25. If you have minor children (with you or not), in what city do they attend school?
☐ Glendora ☐ Azusa ☐ Irwindale ☐ Covina ☐ San Dimas ☐ La Verne ☐ Duarte ☐ West Covina
☐ I do not have children ☐ Doesn't know ☐ Declined to answer ☐ Other: _____
26. Do you have any pets staying with you?
☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer
27. Do you have a permanent disability or health condition? (For example: long-term physical or health concerns that significantly limit your ability to take care of yourself)
☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer
28. Do you have any mental health concerns? (Including, for example, anxiety or depression that lasts longer than a few days)
☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer
29. Do you struggle with alcohol or drug addiction?
☐ No ☐ Yes, just alcohol ☐ Yes, just drugs ☐ Yes, alcohol and drugs ☐ Doesn't know
☐ Declined to answer
30. Have you ever been a victim of domestic violence?
☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer
31. Are you interested in going to a shelter?
☐ No ☐ Yes ☐ Doesn't know ☐ Declined to answer
32. Are you interested in Case Management Services?
☐ No ☐ Yes ☐ Already enrolled with an agency (Receiving Case Management from which agency?: _____) ☐ Doesn't know ☐ Declined to answer

Notes: _____



INFORMATION OR QUESTIONS

Email: Info@Citynet.org

PO BOX: 4508 Atlantic Ave., Suite 292

Long Beach, CA 90807

CONTRACT SERVICES AGREEMENT

By and Between

CITY OF GLENDORA

and

**LOS ANGELES CENTERS FOR ALCOHOL
AND DRUG ABUSE (L.A. CADA)**

**AGREEMENT FOR CONTRACT SERVICES
BETWEEN THE CITY OF GLENDORA AND
LOS ANGELES CENTERS FOR ALCOHOL AND DRUG ABUSE (L.A. CADA)**

THIS AGREEMENT FOR CONTRACT SERVICES (herein “Agreement”) is made and entered into this 1st day of May 2022 by and between the City of Glendora, a California municipal corporation (“City”) and Los Angeles Centers for Alcohol and Drug Abuse Corporation (L.A. CADA), (“Consultant”). City and Consultant may be referred to, individually or collectively, as “Party” or “Parties.”

RECITALS

A. City has sought a sole source proposal for the performance of the services defined and described particularly in Article 1 of this Agreement.

B. Consultant, following submission of a proposal for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by the City to perform those services.

C. Pursuant to the City of Glendora’s Municipal Code, City has authority to enter into and execute this Agreement.

D. The Parties desire to formalize the selection of Consultant for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1. SERVICES OF CONSULTANT

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services specified in the “Scope of Services” attached hereto as Exhibit “A” and incorporated herein by this reference, which may be referred to herein as the “services” or “work” hereunder. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase “highest professional standards” shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Consultant’s Proposal.

The Scope of Service shall include the Consultant's scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Consultant shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 California Labor Law.

If the Scope of Services includes any "public work" or "maintenance work," as those terms are defined in California Labor Code section 1720 *et seq.* and California Code of Regulations, Title 8, Section 16000 *et seq.*, and if the total compensation is \$1,000 or more, Consultant shall pay prevailing wages for such work and comply with the requirements in California Labor Code section 1770 *et seq.* and 1810 *et seq.*, and all other applicable laws, including the following requirements:

(a) Public Work. The Parties acknowledge that some or all of the work to be performed under this Agreement is a "public work" as defined in Labor Code Section 1720 and that this Agreement is therefore subject to the requirements of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works contracts and the rules and regulations established by the Department of Industrial Relations ("DIR") implementing such statutes. The work performed under this Agreement is subject to compliance monitoring and enforcement by the DIR. Consultant shall post job site notices, as prescribed by regulation.

(b) Prevailing Wages. Consultant shall pay prevailing wages to the extent required by Labor Code Section 1771. Pursuant to Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at City Hall and will be made available to any interested party on request. By initiating any work under this Agreement, Consultant acknowledges receipt of a copy of the Department of Industrial Relations (DIR) determination of the prevailing rate of per diem wages, and Consultant shall post a copy of the same at each job site where work is performed under this Agreement.

(c) Penalty for Failure to Pay Prevailing Wages. Consultant shall comply with and be bound by the provisions of Labor Code Sections 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The Consultant shall, as a penalty to the City, forfeit two hundred dollars (\$200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the DIR for the work or craft in which the worker is employed for any public work done pursuant to this Agreement by Consultant or by any subcontractor.

(d) Payroll Records. Consultant shall comply with and be bound by the provisions of Labor Code Section 1776, which requires Consultant and each subconsultant to: keep accurate payroll records and verify such records in writing under penalty of perjury, as specified in Section 1776; certify and make such payroll records available for inspection as provided by Section 1776; and inform the City of the location of the records.

(e) Apprentices. Consultant shall comply with and be bound by the provisions of Labor Code Sections 1777.5, 1777.6, and 1777.7 and California Code of Regulations Title 8, Section 200 *et seq.* concerning the employment of apprentices on public works projects. Consultant shall be responsible for compliance with these aforementioned Sections for all apprenticeable occupations. Prior to commencing work under this L.A.CADA Homeless outreach and bed agreement

Agreement, Consultant shall provide City with a copy of the information submitted to any applicable apprenticeship program. Within sixty (60) days after concluding work pursuant to this Agreement, Consultant and each of its subconsultants shall submit to the City a verified statement of the journeyman and apprentice hours performed under this Agreement.

(f) Eight-Hour Work Day. Consultant acknowledges that eight (8) hours labor constitutes a legal day's work. Consultant shall comply with and be bound by Labor Code Section 1810.

(g) Penalties for Excess Hours. Consultant shall comply with and be bound by the provisions of Labor Code Section 1813 concerning penalties for workers who work excess hours. The Consultant shall, as a penalty to the City, forfeit twenty-five dollars (\$25) for each worker employed in the performance of this Agreement by the Consultant or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the Labor Code. Pursuant to Labor Code section 1815, work performed by employees of Consultant in excess of eight (8) hours per day, and forty (40) hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of 8 hours per day at not less than one and one-half (1½) times the basic rate of pay.

(h) Workers' Compensation. California Labor Code Sections 1860 and 3700 provide that every employer will be required to secure the payment of compensation to its employees if it has employees. In accordance with the provisions of California Labor Code Section 1861, Consultant certifies as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

Consultant's Authorized Initials _____
Juan Navarro, Executive Director

(i) Consultant's Responsibility for Subcontractors. For every subcontractor who will perform work under this Agreement, Consultant shall be responsible for such subcontractor's compliance with Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code, and shall make such compliance a requirement in any contract with any subcontractor for work under this Agreement. Consultant shall be required to take all actions necessary to enforce such contractual provisions and ensure subcontractor's compliance, including without limitation, conducting a review of the certified payroll records of the subcontractor on a periodic basis or upon becoming aware of the failure of the subcontractor to pay his or her workers the specified prevailing rate of wages. Consultant shall diligently take corrective action to halt or rectify any such failure by any subcontractor.

1.5 Licenses, Permits, Fees and Assessments.

Consultant shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City,

against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.6 Familiarity with Work.

By executing this Agreement, Consultant warrants that Consultant (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Consultant warrants that Consultant has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Consultant discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Consultant shall immediately inform the City of such fact and shall not proceed except at Consultant's risk until written instructions are received from the Contract Officer.

1.7 Care of Work.

The Consultant shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence.

1.8 Further Responsibilities of Parties.

Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.9 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum or \$25,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other Consultants. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.10 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the “Special Requirements” attached hereto as Exhibit “B” and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit “B” and any other provisions of this Agreement, the provisions of Exhibit “B” shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in the “Schedule of Compensation” attached hereto as Exhibit “C” and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed \$250,000 (Two Hundred Fifty Thousand Dollars) (the “Contract Sum”), unless additional compensation is approved pursuant to Section 1.9.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon the Consultant’s rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the City. Coordination of the performance of the work with City is a critical component of the services. If Consultant is required to attend additional meetings to facilitate such coordination, Consultant shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City’s Director of Finance. By submitting an invoice for payment under this Agreement, Consultant is certifying compliance with all provisions of the Agreement. The invoice shall contain all information specified in Exhibit “C”, and shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Consultant shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant’s correct and undisputed invoice; however, Consultant acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event

any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. Review and payment by City for any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding one year(s) from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D"). The City Manager may, at his/her sole discretion, extend the Term for two additional one-year terms.

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Consultant.

The following principals of Consultant (“Principals”) are hereby designated as being the principals and representatives of Consultant authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Juan Navarro, Executive Director

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. All personnel of Consultant, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced, nor may their responsibilities be substantially reduced by Consultant without the express written approval of City. Additionally, Consultant shall utilize only competent personnel to perform services pursuant to this Agreement. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Consultant.

Consultant shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant’s officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Consultant, nor any of Consultant’s officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City’s employees. Consultant expressly waives any claim Consultant may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be the City Manager, or such person as may be designated by the City Manager. It shall be the Consultant’s responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Consultant.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Consultant’s employees, servants, representatives, or agents, or in fixing their number, compensation or hours of service. Consultant shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Consultant

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shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

Without limiting Consultant's indemnification of City, and prior to commencement of any services under this Agreement, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

(b) Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Services to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

(c) Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

(d) Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

(e) Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

5.2 General Insurance Requirements.

(a) Proof of insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this Agreement. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

(b) Duration of coverage. Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, its agents, representatives, employees or subconsultants.

(c) Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(e) Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

(f) Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

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

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(h) Requirements not limiting. Requirements of specific coverage features or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(i) Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(j) Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

(k) Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

(l) Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(m) Pass through clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

(n) Agency's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

(o) Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.

(p) Timely notice of claims. Consultant shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(q) Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

5.3 Indemnification.

To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, employees and agents (“Indemnified Parties”) against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein “claims or liabilities”) that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Consultant, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Consultant is legally liable (“indemnitors”), or arising from Consultant’s or indemnitors’ reckless or willful misconduct, or arising from Consultant’s or indemnitors’ negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Consultant will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys’ fees incurred in connection therewith;

(b) Consultant will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Consultant hereunder; and Consultant agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

(c) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Consultant for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Consultant hereunder, Consultant agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys’ fees.

Consultant shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Consultant shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Consultant in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City’s sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City’s negligence, except that design professionals’ indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination of this Agreement.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Consultant shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the “books and records”), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all

times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Consultant's business, custody of the books and records may be given to City, and access shall be provided by Consultant's successor in interest. Notwithstanding the above, the Consultant shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Consultant hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant, and Consultant's guarantee and warranties shall not extend to such use, reuse or assignment. Consultant may retain copies of such documents for its own use. Consultant shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom. Moreover, Consultant with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

6.4 Confidentiality and Release of Information.

(a) All information gained, or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

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(c) If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Consultant's conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default.

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the City may give notice to Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant. During the period of time that Consultant is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Consultant does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Consultant's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right

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to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.6 Legal Action.

In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant shall file a statutory claim pursuant to Government Code Sections 905 et seq. and 910 et seq., in order to pursue a legal action under this Agreement.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Consultant.

L.A.CADA Homeless outreach and bed agreement

If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.9 Attorneys' Fees.

If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects her/his financial interest or the financial interest of any corporation, partnership or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race,

color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101 *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of Glendora, 116 E. Foothill Blvd., Glendora, California 91741-3380, and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the parties. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterests" pursuant to Government Code Sections 1091 or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Consultant is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant's Authorized Initials _____
 Juan Navarro, Executive Director

The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:

City of Glendora, a municipal corporation

Adam Raymond
City Manager

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

CERTIFY AVAILABILITY OF FUNDS:

William W. Wynder
City Attorney

Marie Ricci
Administrative Services Director/City Treasurer

ATTEST:

Kathleen R. Sessman
City Clerk/Communications Director

CONTRACTOR:

Los Angeles Centers for Alcohol and Drug Abuse Corp.

Name: Juan Navarro
Title: Executive Director
Email Address : jnavarro@lacada.com
Address: 12070 Telegraph Road, Suite 207
Santa Fe Springs, CA 90670

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONTRACTOR'S SIGNATURES SHALL BE DULY NOTARIZED UNLESS EXECUTED UTILIZING DOCUSIGN. IN ADDITION, THE APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONTRACTOR'S BUSINESS ENTITY.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2022 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

CAPACITY CLAIMED BY SIGNER		DESCRIPTION OF ATTACHED DOCUMENT
<input type="checkbox"/>	INDIVIDUAL	_____
<input type="checkbox"/>	CORPORATE OFFICER	TITLE OR TYPE OF DOCUMENT

TITLE(S)		
<input type="checkbox"/>	PARTNER(S)	<input type="checkbox"/> LIMITED
<input type="checkbox"/>	GENERAL	_____
<input type="checkbox"/>	ATTORNEY-IN-FACT	NUMBER OF PAGES
<input type="checkbox"/>	TRUSTEE(S)	_____
<input type="checkbox"/>	GUARDIAN/CONSERVATOR	DATE OF DOCUMENT
<input type="checkbox"/>	OTHER _____	_____

SIGNER IS REPRESENTING:		
(NAME OF PERSON(S) OR ENTITY(IES))		SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2022 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER	DESCRIPTION OF ATTACHED DOCUMENT
<input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> CORPORATE OFFICER <div style="text-align: center;">_____ TITLE(S)</div>	<div style="text-align: center;">_____ TITLE OR TYPE OF DOCUMENT</div>
<input type="checkbox"/> PARTNER(S) <input type="checkbox"/> LIMITED <input type="checkbox"/> GENERAL <input type="checkbox"/> ATTORNEY-IN-FACT <input type="checkbox"/> TRUSTEE(S) <input type="checkbox"/> GUARDIAN/CONSERVATOR <input type="checkbox"/> OTHER _____ <div style="text-align: center;">_____ SIGNER IS REPRESENTING: (NAME OF PERSON(S) OR ENTITY(IES))</div>	<div style="text-align: center;">_____ NUMBER OF PAGES</div> <div style="text-align: center;">_____ DATE OF DOCUMENT</div> <div style="text-align: center;">_____ SIGNER(S) OTHER THAN NAMED ABOVE</div>

EXHIBIT “A”**SCOPE OF SERVICES**

- A. LACADA shall furnish to the City of Glendora, two full-time Outreach Navigators who will visit five days a week the established encampments throughout the City. Services will include Housing Navigation and Engagement throughout the City of Glendora. Specifically providing substance use assessment, hygiene assistance, including clothing, water, and snacks.
- B. Outreach Team will conduct an ASAM assessment and, if necessary, clients will be transported to either detox or residential treatment based upon outcome of assessment. A total of **eight** beds will be reserved for the City of Glendora for both residential treatment and/or emergency/transitional housing.
- C. Outreach Team will provide intensive case management, which will focus primarily on documentation and homelessness evaluation. Clients will be entered into both CES and HMIS and provided the necessary and appropriate follow-up. Family will be contacted where and when possible keeping reunification possible and hopeful.
- D. Outreach Team will maintain an on-going confidential database ensuring ALL client engagements are documented and tracked. Reports will be distributed weekly to City Management and Police Department
- E. Outreach Team will remain flexible and adaptable to meet the specific needs of Glendora. Resources from within the Agency as well as outside the Agency will be utilized.
- F. A passenger van will be dedicated to the City of Glendora to provide adequate transportation and navigation for the homeless.

EXHIBIT “B”**SPECIAL REQUIREMENTS****(Superseding Contract Boilerplate)****I. Not Applicable**

EXHIBIT "C"**SCHEDULE OF COMPENSATION**

- I.** CONSULTANT shall send invoices to the City on a monthly basis, based upon the services already rendered at the time of the submission. City shall pay all proper costs within thirty (30) days of receipt of such invoice(s).
- II.** The City will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:
 - A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.
 - B. Line items for all materials and equipment properly charged to the Services.
 - C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.
 - D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.
- V.** **The total compensation for the Services shall not exceed the Contract Sum as provided in Section 2.1 of this Agreement.**

EXHIBIT “D”

SCHEDULE OF PERFORMANCE

I. Not Applicable

CONTRACT SERVICES AGREEMENT

By and Between

CITY OF GLENDORA

and

UNION STATION HOMELESS SERVICES

**AGREEMENT FOR CONTRACT SERVICES
BETWEEN THE CITY OF GLENDORA AND
UNION STATION HOMELESS SERVICES**

THIS AGREEMENT FOR CONTRACT SERVICES (herein “Agreement”) is made and entered into this 8th day of March 2022 by and between the CITY OF GLENDORA, a general law city & municipal corporation (“City”) and UNION STATION HOMELESS SERVICES (“Consultant”). City and Consultant may be referred to, individually or collectively, as “Party” or “Parties.”

RECITALS

- A. In response to the growing crisis of homelessness in the City of Glendora, the City Council launched the Homeless Initiative (“HI”) in 2015 to prevent and address homelessness in its communities. The City has sought, by issuance of a Sole Source for Union Station Homeless Services, the performance of the services defined and described particularly in Article 1 of this Agreement.
- B. Pursuant to Glendora Municipal Code § 2.40.050(8) the City has sought a “sole source” proposal from Union Station Homeless Services, for the performance of the serviced defined and described particularly in Article 1 of this Agreement.
- C. The City requires professional services for homeless outreach, case management, and interim housing services for individuals and families who are homeless or would be homeless. Consultant, following submission of a proposal, has agreed to the performance of the services defined and described particularly in Article 1 of this Agreement.
- D. Pursuant to the City of Glendora’s Municipal Code, City has authority to enter into and execute this Agreement.
- E. The Parties desire to formalize the selection of Consultant for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1. SERVICES OF CONSULTANT

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services specified in the “Scope of Services” attached hereto as Exhibit “A” and incorporated herein by this reference, which may be referred to herein as the “services” or “work” hereunder. As a material inducement to the City entering into this Agreement, Consultant

represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase “highest professional standards” shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Consultant’s Proposal.

The Scope of Service shall include the Consultant’s scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Consultant shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 California Labor Law.

If the Scope of Services includes any “public work” or “maintenance work,” as those terms are defined in California Labor Code section 1720 *et seq.* and California Code of Regulations, Title 8, Section 16000 *et seq.*, and if the total compensation is \$1,000 or more, Consultant shall pay prevailing wages for such work and comply with the requirements in California Labor Code section 1770 *et seq.* and 1810 *et seq.*, and all other applicable laws, including the following requirements:

(a) Public Work. The Parties acknowledge that some or all of the work to be performed under this Agreement is a “public work” as defined in Labor Code Section 1720 and that this Agreement is therefore subject to the requirements of Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code relating to public works contracts and the rules and regulations established by the Department of Industrial Relations (“DIR”) implementing such statutes. The work performed under this Agreement is subject to compliance monitoring and enforcement by the DIR. Consultant shall post job site notices, as prescribed by regulation.

(b) Prevailing Wages. Consultant shall pay prevailing wages to the extent required by Labor Code Section 1771. Pursuant to Labor Code Section 1773.2, copies of the prevailing rate of per diem wages are on file at City Hall and will be made available to any interested party on request. By initiating any work under this Agreement, Consultant acknowledges receipt of a copy of the Department of Industrial Relations (DIR) determination of

the prevailing rate of per diem wages, and Consultant shall post a copy of the same at each job site where work is performed under this Agreement.

(c) Penalty for Failure to Pay Prevailing Wages. Consultant shall comply with and be bound by the provisions of Labor Code Sections 1774 and 1775 concerning the payment of prevailing rates of wages to workers and the penalties for failure to pay prevailing wages. The Consultant shall, as a penalty to the City, forfeit two hundred dollars (\$200) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the DIR for the work or craft in which the worker is employed for any public work done pursuant to this Agreement by Consultant or by any subcontractor.

(d) Payroll Records. Consultant shall comply with and be bound by the provisions of Labor Code Section 1776, which requires Consultant and each subconsultant to: keep accurate payroll records and verify such records in writing under penalty of perjury, as specified in Section 1776; certify and make such payroll records available for inspection as provided by Section 1776; and inform the City of the location of the records.

(e) Apprentices. Consultant shall comply with and be bound by the provisions of Labor Code Sections 1777.5, 1777.6, and 1777.7 and California Code of Regulations Title 8, Section 200 *et seq.* concerning the employment of apprentices on public works projects. Consultant shall be responsible for compliance with these aforementioned Sections for all apprenticeable occupations. Prior to commencing work under this Agreement, Consultant shall provide City with a copy of the information submitted to any applicable apprenticeship program. Within sixty (60) days after concluding work pursuant to this Agreement, Consultant and each of its subconsultants shall submit to the City a verified statement of the journeyman and apprentice hours performed under this Agreement.

(f) Eight-Hour Workday. Consultant acknowledges that eight (8) hours labor constitutes a legal day's work. Consultant shall comply with and be bound by Labor Code Section 1810.

(g) Penalties for Excess Hours. Consultant shall comply with and be bound by the provisions of Labor Code Section 1813 concerning penalties for workers who work excess hours. The Consultant shall, as a penalty to the City, forfeit twenty-five dollars (\$25) for each worker employed in the performance of this Agreement by the Consultant or by any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of Division 2, Part 7, Chapter 1, Article 3 of the Labor Code. Pursuant to Labor Code section 1815, work performed by employees of consultant in excess of eight (8) hours per day, and forty (40) hours during any one week shall be permitted upon public work upon compensation for all hours worked in excess of 8 hours per day at not less than one and one-half (1½) times the basic rate of pay.

(h) Workers' Compensation. California Labor Code Sections 1860 and 3700 provide that every employer will be required to secure the payment of compensation to its employees if it has employees. In accordance with the provisions of California Labor Code Section 1861, Consultant certifies as follows:

“I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.”

Consultant's Authorized Initials

DS
AM

Anne Miskey
Chief Executive Officer

(i) Consultant's Responsibility for Subcontractors. For every subcontractor who will perform work under this Agreement, Consultant shall be responsible for such subcontractor's compliance with Division 2, Part 7, Chapter 1 (commencing with Section 1720) of the California Labor Code and shall make such compliance a requirement in any contract with any subcontractor for work under this Agreement. Consultant shall be required to take all actions necessary to enforce such contractual provisions and ensure subcontractor's compliance, including without limitation, conducting a review of the certified payroll records of the subcontractor on a periodic basis or upon becoming aware of the failure of the subcontractor to pay his or her workers the specified prevailing rate of wages. Consultant shall diligently take corrective action to halt or rectify any such failure by any subcontractor.

1.5 Licenses, Permits, Fees and Assessments.

Consultant shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.6 Familiarity with Work.

By executing this Agreement, Consultant warrants that Consultant (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Consultant warrants that Consultant has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Consultant discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Consultant shall immediately inform the City of such fact and shall not proceed except at Consultant's risk until written instructions are received from the Contract Officer.

1.7 Care of Work.

The Consultant shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence.

1.8 Further Responsibilities of Parties.

Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.9 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum or \$25,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other Consultants. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.10 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Consultant the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed \$100,000.00 (**ONE HUNDRED THOUSAND**

DOLLARS AND ZERO CENTS) (the “Contract Sum”), unless additional compensation is approved pursuant to Section 1.9.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon the Consultant’s rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of consultant at all project meetings reasonably deemed necessary by the City. Coordination of the performance of the work with City is a critical component of the services. If Consultant is required to attend additional meetings to facilitate such coordination, Consultant shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City’s Director of Finance. By submitting an invoice for payment under this Agreement, Consultant is certifying compliance with all provisions of the Agreement. The invoice shall contain all information specified in Exhibit “C” and shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Consultant shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Consultant to determine whether the work performed, and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by consultant which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Consultant to be paid within forty-five (45) days of receipt of Consultant’s correct and undisputed invoice; however, Consultant acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Consultant for correction and resubmission. Review and payment by City for any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by consultant.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding 1 year from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D"). The City Manager may, at his/her sole discretion, extend the Term for one additional one-year term by giving advance written notice of the same to Consultant not later than sixty (60) calendar days in advance of the expiration of the term.

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Consultant.

The following principals of Consultant (“Principals”) are hereby designated as being the principals and representatives of Consultant authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

It is expressly understood that the experience, knowledge, capability, and reputation of the foregoing principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. All personnel of Consultant, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced, nor may their responsibilities be substantially reduced by Consultant without the express written approval of City. Additionally, Consultant shall utilize only competent personnel to perform services pursuant to this Agreement. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement. Consultant shall notify City of any changes in Consultant’s staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Consultant.

Consultant shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant’s officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Consultant, nor any of Consultant’s officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City’s employees. Consultant expressly waives any claim Consultant may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be Debbie Lopez: Human Services Superintendent or such person as may be designated by the City Manager. It shall be the Consultant’s responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Consultant.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Consultant’s employees, servants, representatives or agents, or in fixing their number,

compensation or hours of service. Consultant shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

Without limiting Consultant's indemnification of City, and prior to commencement of any services under this Agreement, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

(a) General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

(b) Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Services to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

(c) Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any

policy inception date, continuity date, or retroactive date must be before the effective date of this Agreement and Consultant agrees to maintain continuous coverage through a period no less than three (3) years after completion of the services required by this Agreement.

(d) Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000).

(e) Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

5.2 General Insurance Requirements.

(a) Proof of insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this Agreement. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

(b) Duration of coverage. Consultant shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, its agents, representatives, employees or subconsultants.

(c) Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

(d) City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary, and any premium paid by City will be promptly reimbursed by Consultant or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

(e) Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or that is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger)

in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

(f) Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City and shall require similar written express waivers and insurance clauses from each of its subconsultants.

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

(h) Requirements not limiting. Requirements of specific coverage features, or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

(i) Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

(j) Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies.

(k) Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

(l) Separation of insureds. A severability of interests' provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

(m) Pass through clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes

all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

(n) Agency's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

(o) Self-insured retentions. Any self-insured retentions must be declared to and approved by City. City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by City.

(p) Timely notice of claims. Consultant shall give City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

(q) Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.

5.3 Indemnification.

To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Consultant, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Consultant is legally liable ("indemnitors"), or arising from Consultant's or indemnitors' reckless or willful misconduct, or arising from Consultant's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Consultant will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

(b) Consultant will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Consultant hereunder; and Consultant agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

(c) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Consultant for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Consultant hereunder, Consultant agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

Consultant shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Consultant shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Consultant in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination of this Agreement.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Consultant shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Consultant's business, custody of the books and records may be given to City, and access shall be provided by Consultant's successor in interest. Notwithstanding the above, the Consultant shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Consultant hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Consultant agrees

that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the “documents and materials”) prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Consultant will be at the City’s sole risk and without liability to Consultant, and Consultant’s guarantee and warranties shall not extend to such use, reuse or assignment. Consultant may retain copies of such documents for its own use. Consultant shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom. Moreover, Consultant with respect to any documents and materials that may qualify as “works made for hire” as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed “works made for hire” for the City.

6.4 Confidentiality and Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered “voluntary” provided Consultant gives City notice of such court order or subpoena.

(c) If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney’s fees, caused by or incurred as a result of Consultant’s conduct.

(d) Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice

of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default.

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the City may give notice to Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant. During the period of time that Consultant is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Consultant does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Consultant's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Consultant hereby authorizes City to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.6 Legal Action.

In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant shall file a statutory claim pursuant to Government Code Sections 905 et seq. and 910 et seq., in order to pursue a legal action under this Agreement.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to City, except that where termination is due to the fault of the City, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Consultant.

If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.9 Attorneys' Fees.

If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

No officer or employee of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest.

Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

No officer or employee of the City shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects her/his financial interest or the financial interest of any corporation, partnership or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination.

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C. § 1101 *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of Glendora, 116 E. Foothill Blvd., Glendora, California 91741-3380, and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the parties. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterests" pursuant to Government Code Sections 1091 or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Consultant is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant's Authorized Initials _____

DS
AM

Anne Miskey
Chief Executive Officer

The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally

bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:

City of Glendora, a municipal corporation

Adam Raymond
City Manager

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

CERTIFY AVAILABILITY OF FUNDS:

William W. Wynder
City Attorney

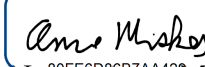
Marie Ricci
Administrative Services Director

ATTEST:

Kathleen R. Sessman
City Clerk/Communications Director

CONTRACTOR:
Union Station Homeless Services

DocuSigned by:



Name: Anne Miskey, Union Station Homeless Services

Title: Chief Executive Officer

Email Address: amiskey@unionstationhs.org

Name: Raji Shivshanker, Union Station Homeless Services
Title: Chief Programs Officer
Email Address: rshivshanker@unionstationhs.org

Address: 825 E. Orange Grove Blvd., Pasadena, CA, 91104

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONTRACTOR'S SIGNATURES SHALL BE DULY NOTARIZED UNLESS EXECUTED UTILIZING DOCUSIGN. IN ADDITION, THE APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONTRACTOR'S BUSINESS ENTITY.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2020 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

CAPACITY CLAIMED BY SIGNER**DESCRIPTION OF ATTACHED DOCUMENT**
☐
☐

INDIVIDUAL
CORPORATE OFFICER

TITLE OR TYPE OF DOCUMENT

TITLE(S)

☐
☐
☐
☐
☐
☐

PARTNER(S) ☐ LIMITED
GENERAL
ATTORNEY-IN-FACT
TRUSTEE(S)
GUARDIAN/CONSERVATOR
OTHER _____

NUMBER OF PAGES

DATE OF DOCUMENT

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

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CAPACITY CLAIMED BY SIGNER**DESCRIPTION OF ATTACHED DOCUMENT**

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☐ CORPORATE OFFICER

 TITLE OR TYPE OF DOCUMENT

 TITLE(S)

- ☐ PARTNER(S) ☐ LIMITED
☐ GENERAL
☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER _____

 NUMBER OF PAGES

 DATE OF DOCUMENT

SIGNER IS REPRESENTING:
 (NAME OF PERSON(S) OR ENTITY(IES))

 SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT “A”**SCOPE OF SERVICES****I. Consultant will perform the following Services:**

A. Service Area: The service areas shall extend throughout the municipality of Glendora

B. Provide outreach and services to unique persons and persons experiencing homelessness within the city

C. Outreach Housing Navigator or Union Station Homeless representative shall be working in the City three (3) days per week. Staff can be onsite at the La Fetra Center or in the field conducting outreach or providing services.

E. Provide City with monthly reports with information listed here in Exhibit “A” Section VI.

II. As part of the Services, Consultant will prepare and deliver the following tangible work products to the City:

A. Monthly reports with the information listed in Exhibit “A” Section IV; that includes statistics on DMV Vouchers, lunches, hygiene kits provided.

III. In addition to the requirements of Section 6.2, during performance of the Services, Consultant will keep the City appraised of the status of performance by delivering the following status reports:

A. Monthly outreach status reports

B. Supplemental quarterly reports as needed

IV. All work product is subject to review and acceptance by the City and must be revised by the Consultant without additional charge to the City until found satisfactory and accepted by City.**V. Consultant will utilize the following personnel to accomplish the Services:**

A. Outreach Housing Navigator

VI. Status reports shall include the following information from monthly outreach efforts:

A. Outreach Numbers:

a. Number of unique persons enrolled in a service/program

b. Number of unique persons encountered/outreached

- c. Number of unique persons who accepted services
- d. Number of unique persons actively engaged in services

EXHIBIT “B”

SPECIAL REQUIREMENTS

(Superseding Contract Boilerplate)

Added text is indicated in ***bold italics***, deleted text is indicated in ~~striketrough~~.

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EXHIBIT "C"**SCHEDULE OF COMPENSATION****I. Consultant shall perform the following tasks at the following rates:**

1	4	5	6	7	8			
Personnel Costs	Hourly Rate	Salary Total	% FTE	Total Salary	Benefit Ratio	Total Benefits	Salary + Benefits	
1 FTE Housing Navigator	\$24.00	\$49,920.00	1.00	\$ 49,920.00	0.28	\$ 13,977.60	\$ 63,897.60	
Program Manager		\$67,500.00	0.10	\$ 6,750.00	0.28	\$ 1,890.00	\$ 8,640.00	
Data/QA Specialist	\$25.00	\$52,000.00	0.10	\$ 5,200.00	0.28	\$ 1,456.00	\$ 6,656.00	
Associate Director of Outreach & Access		\$78,000.00	0.10	\$ 7,800.00	0.28	\$ 2,184.00	\$ 9,984.00	
Total Salary + Benefits							\$ 89,177.60	
Non-Personnel Costs								
Clients General Assistance(Aid)								\$ -
Rental Assistance - Other								\$ -
Motel Voucher								\$ -
TOTAL Non-Salary								\$ -
TOTAL Direct							\$ 89,177.60	
Indirect Rate							10%	
TOTAL Indirect							\$ 8,917.76	
GRAND TOTAL							\$ 98,095.36	

II. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task subbudget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 1.9.

III. The City will compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:

- A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.
- B. Line items for all materials and equipment properly charged to the Services.
- C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.
- D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

IV. The total compensation for the Services shall not exceed the Contract Sum as provided in Section 2.1 of this Agreement.

V. The Consultant's billing rates for all personnel are attached as Exhibit C-1.

EXHIBIT “D”**SCHEDULE OF PERFORMANCE**

- I. Consultant shall perform all services timely in accordance with the following schedule:**

	<u>Description</u>	<u>Days to Perform</u>	<u>Deadline Date</u>
A.	Monthly Reports	Monthly	End of Each Month
B.	Homeless Outreach	Weekly	Weekly

- II. Consultant shall deliver the following tangible work products to the City by the following dates.**

A. Monthly reports with data listed in Exhibit “A”

- III. The Contract Officer may approve extensions for performance of the services in accordance with Section 3.2.**

Comprehensive Update on the Services Provided to Individuals Experiencing Homelessness, and Award of Contracts to L.A. CADA and Union Station Homeless Services

Moises A. Lopez
Assistant City Manager

City Council Meeting

April 12, 2022

Legislative History/Previous Actions

- The City Council has taken several actions over the last five years to address the homelessness throughout the community
 - December 2017: Accepted grant funding to develop a formal plan to address homelessness
 - September 2019: Held a workshop to discuss the various issues related to homelessness, from services and housing to the impact on quality of life
 - April 2020: Authorized program to contract with local motels and hotels to temporarily house homeless individuals for the duration of the COVID-19 pandemic
 - May 2020: Discussed housing options for homeless individuals

Legislative History/Previous Actions

- June 2020: Discussed housing options for homeless individuals, authorized a sub-committee of Councilmembers and directed staff to work with local agencies to develop a sub-regional housing opportunity; increased financial support and extended agreements with local motels and hotels to temporary house homeless individuals as a result of the COVID-19 pandemic
- September 2020: Increased financial support and extended agreements with local motels and hotels to temporary house homeless individuals as a result of the COVID-19 pandemic
- March 2021: Received an update on the City's homelessness efforts, extended agreements with local motels and hotels to temporary house homeless individuals as a result of the COVID-19 pandemic, and provided direction on the location for an interim housing opportunity as part of a sub-regional housing effort considered alongside the Cities of San Dimas, La Verne, and Claremont

Assistance During the COVID-19 Pandemic

- Between April 2020 and March 2022
 - Temporary Housing Program with Local Motels and Hotels
 - 68 individuals housed
 - 6,624 total room nights
 - Project RoomKey Placements: 42 individuals (in partnership with Union Station)
 - Moved into Permanent Housing: 5 individuals

Grants

- **San Gabriel Valley Council of Governments – \$240,000**
 - Motel vouchers, encampment cleanup activities, reunification, and prevention and diversion programs
- **Measure H**
 - Three Cities Grant – \$359,200 (partnership with La Verne and San Dimas)
 - Housing navigator, outreach worker, and funding (hotel vouchers/rapid rehousing)
 - Five Cities Grant – \$343,000 (partnership with Azusa, Duarte, Covina, and West Covina)
 - Housing navigator: street level outreach, coordination, housing

Addressing Quality of Life Concerns

- Homeless Encampments
 - Parks
 - Public Spaces
- Balanced Engagement
- 27 Encampment Cleanups (March 2020 – February 2022)
 - 74.05 tons of trash and debris
 - 1,235 pounds of human waste
 - 90 pounds of needles
 - 30 pounds of hazardous materials and 19 propane tanks

Addressing Quality of Life Concerns



Addressing Quality of Life Concerns

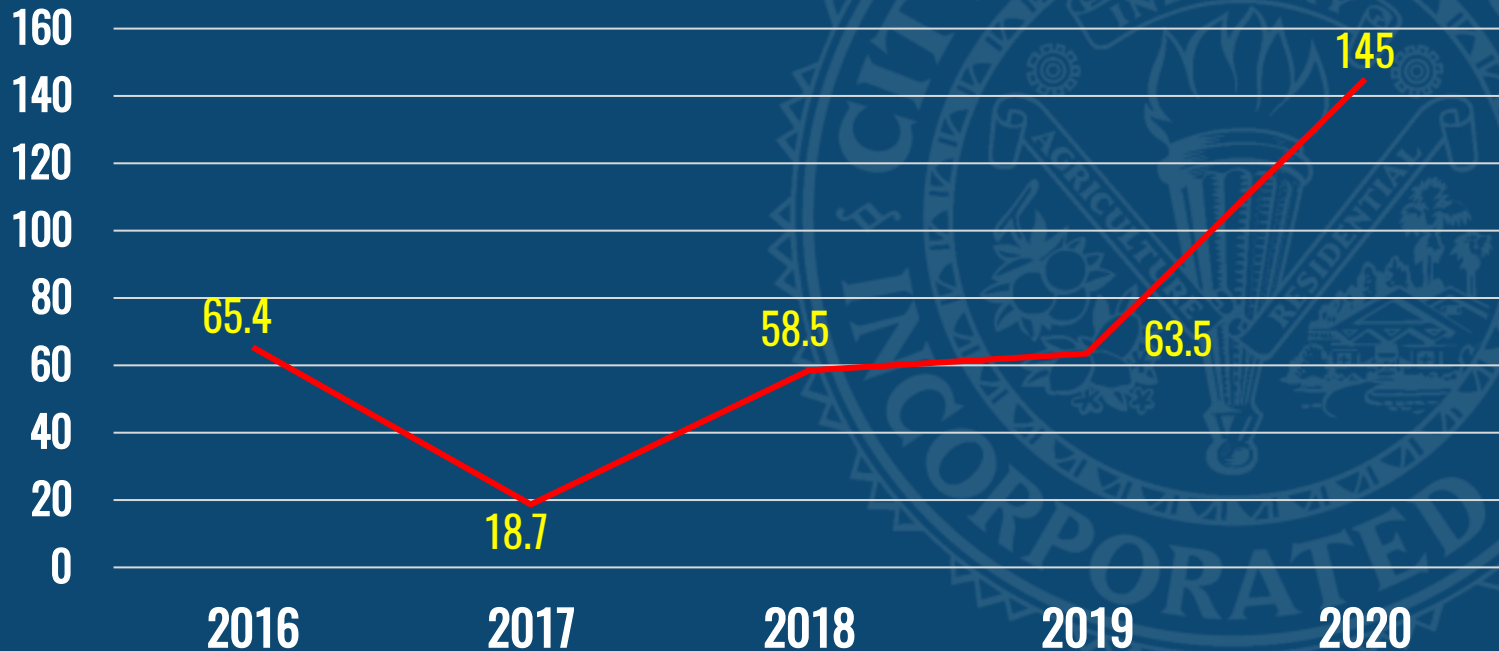


LAHSA Point-in-Time Count

- Tuesday, February 22 to Thursday, February 24
 - San Gabriel Valley was the focus of efforts on February 22
- Point-in-Time Count conducted electronically for the first time
 - Mobile application
 - Helps improve data gathering and quality assurance
- Glendora
 - 37 census tracts assigned to the City
 - 13 volunteers and 11 City staff members participated
- Results available in May or June of 2022

Homelessness in Glendora

Unsheltered Individuals (Point In Time Counts)



Homeless Census by City Net

- Census took place over two days – November 16 and November 18
 - City-specific focus
 - Baseline number of individuals
 - Demographic data
- 113 unsheltered individuals identified in the City; 91 individuals agreed to participate in the survey
- Composite of the highest frequency responses – the typical unsheltered individual in Glendora is a white male, between the age of 35 and 44, who sleeps in the City

Homeless Census by City Net

- A few results:
 - 41% of the surveyed individuals are chronically homeless, or have been homeless for more than one year and have a permanent disability, substance abuse or mental health concern
 - 25.3% of individuals reported being homeless for less than one year. The largest percentage of respondents (36.3%) indicated they had been homeless for three to five years
 - 45.1% of individuals reported receiving some form of income, with more than a third of respondents earning more than \$1,000 per month
 - 26.2% of respondents shared that income was obtained through employment or another source of earned income
 - 82.4% of respondents reported that they primarily sleep in Glendora, and 23.1% of respondents reported that their last permanent residence was in Glendora
 - 30.8% of respondents are survivors of domestic violence.

Sub-Regional Homeless Housing Program

- Program developed following consultations with Supervisor Barger's Office and LAHSA
- LAHSA proposal to implement a sub-regional homeless housing
 - Explored partnership with the Cities of San Dimas, La Verne, and Claremont
 - Shared responsibility model, with each City working towards a component of the sub-regional program
 - Glendora: interim housing (up to 50 beds)
 - San Dimas: emergency shelter
 - La Verne: access center
 - Claremont: permanent supportive housing

Sub-Regional Homeless Housing Program

- Sub-Regional Homeless Housing Program
 - Developed in consultation with Supervisor Barger's Office and LAHSA
 - Partnership with the Cities of San Dimas, La Verne, and Claremont
 - Each jurisdiction identified what component it was willing to consider
- Status Update
 - Uncertainty with two components of the plan
 - Uncertainty with funding support
- City Council direction needed on future housing opportunities

L.A. CADA

- Well established non-profit provider operating throughout Southern California
- Augments Glendora's current service delivery
 - Direct linkage to continuum of services and dedicated housing opportunities
- Proposal
 - Term: two years, with one year extension
 - Cost: \$250,000 per year
 - Two full time outreach navigators
 - Eight temporary emergency shelter beds, designated for Glendora
 - Active case management

Union Station Homeless Services

- Existing non-profit partner on the Five- and Three Cities Grants
 - Continue the provision of services for one year
- Proposal
 - Term: One year
 - Cost: \$100,000
 - One full time housing navigator
 - Direct access to the CES and HMIS
 - Program and service navigation
 - Direct street-level outreach

Recommendations

That the City Council:

1. Receive a comprehensive update on the services provided and efforts undertaken to assist individuals experiencing homelessness in the City;
2. Receive an update on the Sub-Regional Homeless Housing Program and provide direction on future housing opportunities;
3. Award a Professional Services Agreement to the Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA) in the amount of \$250,000 a year for a two-year term for homeless services and temporary housing;
4. Authorize the City Manager, or his designee, to enter into the two-year Professional Services Agreement with L.A. CADA, with one one-year extension, including making minor non-substantive changes;

Recommendations

That the City Council:

5. Authorize the Administrative Services Director to appropriate a total of \$500,000 for the Professional Services Agreement with L.A. CADA from the approved American Rescue Plan Act Expenditure Plan allocation to homeless services for the two-year term;
6. Award a Professional Services Agreement to Union Station Homeless Outreach Services (Union Station) in the amount of \$100,000 for a one-year contract for case management services;
7. Authorize the City Manager, or his designee, to enter into a one-year Professional Services Agreement with Union Station, including making minor non-substantive changes; and
8. Authorize the Administrative Services Director to appropriate \$100,000 for the Professional Services Agreement with Union Station from the approved American Rescue Plan Act Expenditure Plan allocation to homeless services.



STAFF REPORT

TO: MAYOR AND COUNCIL MEMBERS **DATE:** APRIL 12, 2022

FROM: CITY ATTORNEY'S OFFICE **DISTRICT(S):** CITYWIDE
CITY MANAGER'S OFFICE

SUBJECT: CONSIDER INTRODUCING FOR FIRST READING AN ORDINANCE ADDING NEW SECTIONS 9.20.120 THROUGH 9.120.130 TO CHAPTER 9.20 "PARKS AND PUBLIC PLACES," OF TITLE 9 "PUBLIC PEACE MORALS AND SAFETY," OF THE GLENDORA MUNICIPAL CODE, TO REGULATE HOMELESS ENCAMPMENTS ON, NEAR, OR UPON CRITICAL INFRASTRUCTURE, SENSITIVE USE PROPERTY, OR IN AREAS OF HIGH FIRE RISK.

RECOMMENDATION

That the City Council:

1. Waive further reading and introduce an Ordinance entitled, "AN ORDINANCE OF THE CITY COUNCIL ADDING NEW SECTIONS 9.20.120 THROUGH 9.20.130 TO CHAPTER 9.20, "PARKS AND PUBLIC PLACES," OF TITLE 9 "PUBLIC PEACE MORALS AND SAFETY," OF THE GLENDORA MUNICIPAL CODE, TO REGULATE HOMELESS ENCAMPMENTS ON, NEAR, OR UPON CRITICAL INFRASTRUCTURE, SENSITIVE USE PROPERTY, OR IN AREAS OF HIGH FIRE RISK."

EXECUTIVE SUMMARY

Reducing homelessness and the impacts of encampments on public and private property pose challenges for California cities. This ordinance addresses important cases and innovative municipal practices that have shaped issues related to homelessness and cities' responses to the same through legislation and program implementation.

LEGISLATIVE HISTORY / PREVIOUS ACTIONS

The City has previously considered and amended the municipal code through the addition of Section 9.20.100 (Bulky items, tents, and storage of personal property in City pathways, sidewalks, passageways, parks, and other City property). This ordinance reflects legislative and legal developments in the law governing unsheltered individuals and is consistent with recent court rulings addressing the implementation of the *Boise* opinion.

On June 12, 2018, the City Council approved the Plan to Prevent and Combat Homelessness in the City of Glendora (Plan) following acceptance of a grant from the County of Los Angeles on December 12, 2017 to develop the Plan. The Plan was developed following extensive outreach to members of the community and various other stakeholders.

DISCUSSION

Legal Framework – Martin v. City of Boise

In *Martin v. City of Boise* (9th Cir. 2018) 902 F.3d 1031, 1046, *superseded*, *Martin v. City of Boise* (9th Cir. 2019) 920 F.3d 584, the Ninth Circuit held "the Eighth Amendment prohibits the imposition of criminal penalties for sitting, sleeping, or lying outside on public property for homeless individuals who cannot

obtain shelter.” (*Ibid.*) The *Boise* court qualified its holding, expressly stating that it was not suggesting “that a jurisdiction with insufficient shelter can *never* criminalize the act of sleeping outside.

Even where shelter is unavailable, an ordinance prohibiting sitting, lying, or sleeping outside at particular times or in particular locations might well be constitutionally permissible.” (*Boise, supra*, at 1048, n. 8.) “[T]he opinion holds only that municipal ordinances that criminalize sleeping, sitting or lying in *all* public spaces, when *no* alternative sleeping space is available, violate the Eighth Amendment.” (*Ibid*, citing *Boise, supra*, 902 F.3d at 1035 [emphasis in original].)

Since the *Boise* decision, three cases have helped to define the parameters of that opinion, and which guide the drafting of the ordinance presented for the City Council’s consideration. In *Shipp v. Schaff*, two unhoused residents of Oakland, California, filed suit against the city after receiving notice that its Department of Public Works would “temporarily close the encampment” they occupied on one of two days, for approximately eight hours, “to clean the site thoroughly.” (*Shipp v. Schaff* (N.D. Cal. Apr. 16, 2019) 379 F. Supp. 3d 1033, 1035.) The notice they received advised that property left behind would be removed and stored, except for unsafe or hazardous property, which would be discarded immediately. (*Ibid.*)

The District Court found that “[*Boise’s*] holding does not extend to the situation here.” (*Id.* at 1046.) First, the Court observed that “the City’s decision to require Plaintiffs to temporarily vacate their encampment does not, by itself, implicate any criminal sanctions that would trigger Eighth Amendment protections.” (*Ibid.*) More importantly, quoting *Boise’s* eighth footnote, the Court found that, “even assuming (as Plaintiffs do) that [the City enforces the temporary closure via citations or arrests], remaining at a particular encampment on public property is not conduct protected by [*Boise*], especially where the closure is temporary in nature.” (*Ibid.*) Indeed, “[t]his is not a case where the ‘homeless plaintiffs do not have a single place where they can lawfully be within the City.’” (*Ibid*, quoting *Pottinger v. City of Miami* (S.D. Fla. Nov. 16, 1992) 810 F. Supp. 1551, 1565.) Consequently, the Court denied Plaintiff’s motion for preliminary injunction under the Eighth Amendment. (*Shipp, supra*, at 1039.)

In *Aitken v. City of Aberdeen*, unhoused occupants of an unimproved parcel owned by the City of Aberdeen, Washington, known as River Camp, filed suit against the city after it proposed an “Eviction Ordinance” that would effectuate their removal from River Camp, and expanded its “Anti-Camping Ordinance” in a manner that would punish camping on public property with a civil infraction, except when shelter is unavailable, in which case camping would be allowed on portions of any public right-of-way not expressly reserved for vehicular or pedestrian travel. (*Aitken v. City of Aberdeen* (W.D. Wash. July 2, 2019) 393 F. Supp. 3d 1075, 1078-79.)

The District Court first observed that other “courts have been reluctant to stretch [*Boise*] beyond its context . . . ,” citing *Miralle v. City of Oakland* for the proposition that a city may “clear out a specific homeless encampment because ‘[*Boise*] does not establish a constitutional right to occupy public property indefinitely at Plaintiffs’ option.’” (*Id.* at 1081-82, quoting *Miralle v. City of Oakland* (N.D. Cal. Nov. 28, 2018, No. 18-cv- 06823-HSG) 2018 WL 6199929, at *2; also citing *Le Van Hung v. Schaff* (N.D. Cal Apr. 23, 2019, No. 19-cv-01436-CRB) 2019 WL 1779584, at *5.) Here, too, the Court held that “[*Boise*] does not limit the City’s ability to evict homeless individuals from particular public places ” (*Aitken, supra*, at 1082.) Consequently, the Court denied Plaintiff’s motion for a temporary restraining order enjoining enforcement of the “Eviction Ordinance.” (*Id.* at 1086.)

Next, the Court observed that other “[c]ourts have also limited [*Boise*] to situations involving criminal sanctions,” citing *Butcher v. City of Marysville* for the proposition that a city may evict homeless occupants without implicating the Eighth Amendment because it “does not extend beyond the criminal process.” (*Aitken, supra*, at 1082, quoting *Butcher v. City of Marysville* (E.D. Cal Feb. 25, 2019, No. 2:18-cv-02765-KAM-CKD) 2019 WL 918203, at *1-2; also citing *Shipp, supra*, at 1033.) In *Aitken*, however, the Court granted “a brief stay of enforcement” of Aberdeen’s “Anti-Camping Ordinance,” in large part “to determine whether [*Boise’s*] rationale concerning criminal sanctions extends to the civil penalties imposed by the Anti-Camping Ordinance.” (*Aitken, supra*, at 1082.) Consequently, the Court granted Plaintiff’s motion for a temporary restraining order enjoining enforcement of the “Anti-Camping Ordinance.” (*Id.* at 1086.)

Approximately two months later, in a minute order and without further analysis, the Court vacated its order enjoining enforcement of the Anti-Camping Ordinance. The parties settled and the case was dismissed six weeks later.

Finally, in *Gomes v. County of Kauai*, unhoused occupants of a county park, Salt Pond Beach Park, filed suit against the county after they were cited under the Kauai County Code on multiple occasions for illegal camping and constructing an illegal structure, even though the County of Kauai has only one homeless shelter with a maximum capacity of 19 occupants, and more than 500 persons were experiencing homelessness countywide. (*Gomes v. County of Kauai* (D. Hawaii Aug. 26, 2020) 481 F. Supp. 3d 1104, 1106.)

Quoting *Aitken, supra*, the District Court observed that “[*Boise*] does not limit the [c]ity’s ability to evict homeless individuals from particular public places.” [Citation omitted] [internal quotation marks omitted.] Nor does it ‘establish a constitutional right to occupy public property indefinitely at Plaintiffs’ option.’” (*Id.* at 1109, quoting *Miralle, supra*, 2018 WL 6199929, at *2.) Here, the Court found that, even if “the County of Kauai ordinance criminalized sleeping at Salt Pond Beach Park, with or without a permit, such a restriction would not by itself violate the Eighth Amendment.” (*Gomes, supra*, at 1109.) That is because, “[u]nlike the ordinance considered by [*Boise*], which criminalized sleeping outside on public property *anywhere* in Boise [citation omitted], [the County of Kauai ordinance] is limited to public parks, not public land.” (*Ibid.*) Consequently, the Court granted the County’s motion to dismiss, albeit with leave to amend. (*Ibid.*)

The Proposed Ordinance

The proposed ordinance is intended to provide the City with another tool to help mitigate threats to the public health, safety, and welfare of residents and individuals experiencing homelessness. This proposal would effectively empower City staff to facilitate removal of individuals camping in areas of high fire risk, where critical infrastructure exists, or near sensitive receptors as would be defined. The proposed ordinance would be consistent with the *Boise* standard for permissible regulation and is similar to ordinances that have been adopted by other jurisdictions throughout the state to help address this challenge.

The attached ordinance includes three important definitions.

“*Critical Infrastructure*” is defined as real property or a facility, whether privately or publicly owned, as approved by resolution of the city council, that the city manager designates as being so vital and integral to the operation or functioning of the city that its damage, incapacity, disruption, or destruction would have a debilitating impact on the public health, safety, or welfare, and specifically including government buildings, such as fire stations, police stations, jails, or courthouses; hospitals; structures, such as antennas, bridges, roads, train tracks, drainage systems; or systems, such as computer networks, public utilities, electrical wires, natural gas pipes, telecommunication centers, or water sources.

“*High Fire Areas*” is defined as in California Code of Regulations, title 24, part 9, section 202, and specifically includes real property or a facility, whether privately or publicly owned, as approved by resolution of the city council, that the city manager designates as being of such high fire danger that damage, habitat disruption, or destruction would have a debilitating impact on the public health, safety, or welfare.

Finally, “*Sensitive Area*” is defined to mean and include any school, day care facility, and public property as defined in section 9.60.010 and .020 of the municipal code.

In general terms the attached ordinance makes it unlawful to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property, at the following locations:

1. Critical infrastructure;
2. Within 25 feet of critical infrastructure;

3. Within 25 feet of a vehicular or pedestrian entrance or exit of critical infrastructure;
4. On those portions of a right-of-way that are required by local, state, or federal law to be free of obstruction to first responders, including but not limited to members of law-enforcement, fire-prevention, or emergency-medical-services agencies; or
5. Within a high fire danger area.
6. Within a distance of three hundred (300) feet of a property designated as a sensitive use.
7. Impede passage, as provided by the Americans with Disabilities Act of 1990, Pub. L. No. 101-336, 104 Stat. 328 (1990), as amended from time to time.
8. Within ten feet of any operational or utilizable driveway or loading dock.
9. Within two feet of any fire hydrant, fire plug, or other fire connection.
10. Within five feet of any operational or utilizable building entrance or exit.

Notwithstanding implementation of this proposed ordinance, the City will continue to undertake its programs and work alongside the Los Angeles Homeless Services Agency, the County of Los Angeles, and all other non-profit and partner organizations, to support programs and efforts to end homelessness by connecting individuals experiencing homelessness to supportive services and housing opportunities.

FISCAL IMPACT

There is no immediate fiscal impact associated with the recommendations in this report, other than the staff time required to conduct research and prepare it.

ENVIRONMENTAL DETERMINATION

Pursuant to the provisions of the California Environmental Quality Act, Public Resources Code §§ 2100 *et seq.* ("CEQA"), the State's CEQA Guidelines, California Code of Regulations, Title 14, Sections 150000 *et seq.*, the City's Local CEQA Guidelines, and Government Code § 65962.5(f) (Hazardous Waste and Substances Statement), it has been determined that the proposed ordinance is exempt from CEQA, pursuant to Section 15061(b)(3) and Section 15321. Section 15061 states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

Prepared By	William W. Wynder, City Attorney
Concurs With	Moises A. Lopez, Assistant City Manager

Reviewed By	Adam Raymond, City Manager
Certified to Availability of Funds	Marie Ricci, Administrative Services Director/City Treasurer
Approved By	Adam Raymond, City Manager
Legal Review	William W. Wynder, City Attorney
CEQA Review	William W. Wynder, City Attorney

ATTACHMENTS:

- A. Ordinance
- B. Glendora Municipal Code Section 9.20.100
- C. Fire Maps CalFire
- D. Fire Map Very High Fire Hazard Severity Zones in LRA
- E. Presentation

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL ADDING NEW SECTIONS 9.20.120 THROUGH 9.20.130 TO CHAPTER 9.20, “PARKS AND PUBLIC PLACES,” OF TITLE 9 “PUBLIC PEACE MORALS AND SAFETY,” OF THE GLENDORA MUNICIPAL CODE, TO REGULATE HOMELESS ENCAMPMENTS ON, NEAR, OR UPON CRITICAL INFRASTRUCTURE, SENSITIVE USE PROPERTY, OR IN AREAS OF HIGH FIRE RISK

**THE CITY COUNCIL
City of Glendora, California**

WHEREAS, reducing homelessness and the impacts of encampments on public property pose challenges for California cities. In *Martin v. City of Boise* (9th Cir. 2018) 902 F.3d 1031, 1046, *superseded*, *Martin v. City of Boise* (9th Cir. 2019) 920 F.3d 584, the Ninth Circuit held “the Eighth Amendment prohibits the imposition of criminal penalties for sitting, sleeping, or lying outside on public property for homeless individuals who cannot obtain shelter.” (*Ibid.*); and

WHEREAS, the *Boise* decision applies only to the issuance of criminal penalties for sitting, sleeping, or lying outside to persons experiencing homelessness who cannot obtain shelter; and it does not apply to the issuance of penalties—criminal or otherwise—for unlawfully sitting, sleeping, or lying on private property. (*Ibid.*); and

WHEREAS, the *Boise* court qualified its holding, expressly stating that it was not suggesting “that a jurisdiction with insufficient shelter can *never* criminalize the act of sleeping outside. Even where shelter is unavailable, an ordinance prohibiting sitting, lying, or sleeping outside at particular times or in particular locations might well be constitutionally permissible.” (*Boise, supra*, at 1048, n. 8.) “[T]he opinion holds only that municipal ordinances that criminalize sleeping, sitting or lying in *all* public spaces, when *no* alternative sleeping space is available, violate the Eighth Amendment.” (*Ibid*, citing *Boise, supra*, 902 F.3d at 1035 [emphasis in original].); and

WHEREAS, wildfires are a frequent natural disaster in California, causing significant harm and loss to individuals, communities, wildlife and great swaths of natural landscape and the frequency, duration and size of wildfires have increased over the last several decades; and

WHEREAS, researchers at UC Irvine reported that the State’s burn season has grown longer and longer over the last 20 years, now beginning in May, rather than June, with the peak shifting from August to July. Los Angeles County’s (County) unusually extreme heat, coupled with bone-dry terrain, has created ideal conditions for more rapid spread when fires occur; and

WHEREAS, while most of California is subject to some degree of fire risk, specific features make some areas particularly hazardous. State law requires the California Department of Forestry and Fire Protection (CAL FIRE) to identify areas based on the severity of fire hazard that is expected to prevail there. These areas, or “zones,” are based on factors such as fuel, slope, and fire weather. There are three zones based on increasing fire hazard: medium, high, and very high.

WHEREAS, Los Angeles County, including the City of Glendora, currently has the largest unsheltered homeless population in the nation. The 2020 Point-in-Time Homeless Count identified

66,000 County residents experiencing homelessness, 72% of whom are unsheltered. The 2020 Point-in-Time Homeless Count identified 145 City residents experiencing homelessness, 100% of whom are unsheltered; and

WHEREAS, while many of these unsheltered individuals live in urban centers, a growing number have taken refuge in more remote, mountainous regions especially in the City of Glendora. As more people, both housed and unsheltered, live within areas of high fire risk, the risk of fires starting and causing harm and loss of life has also increased; and

WHEREAS, unsheltered individuals are often reliant on fires for everyday survival activities, including cooking food and keeping warm, but these activities also increase the risk of nearby brush catching fire and rapidly spreading. Such individuals living in high-fire zones may miss emergency notifications and may experience challenges in safely evacuating; and

WHEREAS, efforts to notify or evacuate such unsheltered individuals in remote locations can cause undue harm to outreach workers and emergency responders. For these reasons, unsheltered individuals living in the City's areas of high fire risk pose a clear and imminent danger demanding immediate action to prevent or mitigate loss of, or damage to life, health, property and/or essential services; and

WHEREAS, the City of Glendora, working alongside the Los Angeles Homeless Services Agency, Los Angeles County, and non-profit organizations, supports programs and efforts to end homelessness by connecting residents experiencing homelessness to supportive services and housing opportunities; and

WHEREAS, as climate change extends and exacerbates the Glendora fire season – considering multiple years of drought being experienced currently – particular areas of the City pose too great a risk of harm or loss of life for residents; and

WHEREAS, in 2014 the Colby Fire, which started in the foothills of the San Gabriel Mountains, significantly impacted Glendora and resulted in the burning of more than 1,900 acres of land, destroyed and damaged several homes and structures, and caused injury to residents and fire personnel; and

WHEREAS, it is the obligation of the City to keep its public areas and rights of way clean and available for public use, and to protect the public health, safety, and access by City residents and guests; and

WHEREAS, to mitigate the foregoing risks, the City Council has determined to prohibit outdoor camping in these areas of high fire risk as well as in areas in, upon, under, or adjacent to certain critical infrastructure.

NOW THEREFORE, the City Council of the **CITY OF GLENDORA DOES ORDAIN AS FOLLOWS:**

SECTION 1. The City Council finds foregoing recitals are true and correct and are incorporate the same herein by this reference.

SECTION 2. The City Council further finds that: (1) a principal threat to the public

health, safety, and welfare is the potential destruction of, damage to, or interference with, infrastructure that is critical to the provision of public services such as law enforcement, fire prevention, transportation, and utilities including communication, water, and waste disposal; (2) a further principal threat to the public health, safety, and welfare is the is the potential destruction of, damage to, or interference with the flora, fauna, hillside habit, and wildlife, as well as interference with public services such as law enforcement, fire prevention, transportation, and utilities including communication, water, and waste disposal, within areas of high fire risk of the City; (3) the destruction of, damage to, or interference with, critical infrastructure and high fire areas, caused by fire, contamination, restricting access, or other causes; and (3) the disruption to or interference with the use of property designated by resolution to be a sensitive use property.

SECTION 3. The City Council declares the purpose of this ordinance is to mitigate the threat of fire and other potential causes of destruction and damage to, and interference with, critical infrastructure or in City high fire areas, in order to protect the health, safety, and welfare of the public, by authorizing the removal of persons and their personal property in, upon, under, or adjacent to certain critical infrastructure or within those areas of the City determined to constitute high fire danger, and to prohibit sitting, lying, sleeping, the placement of bulky items or personal property withing a distance of three hundred (300) feet of a property designated by resolution to be a sensitive use property.

SECTION 4. Sections 9.20.110 through and including 9.20.130 are hereby added to the Glendora Municipal Code to read, in their entirety, as follows (new text in ***bold italics***):

9.20.110. Definitions.

When used in this chapter, the following words and phrases have the following meanings:

“Camp” has the same meaning as in section 9.20.055(a)(1).

“Camp fires” has the same meaning as in section 9.20.055(a)(2).

“Bulky Item” has the same meaning as in section 9.20.100(b)(2).

“Personal Property” has the same meaning as in section 9.20.100(b)(3).

“Critical infrastructure” shall mean and include each of the following:

- 1. Real property or a facility, whether privately or publicly owned, as approved by resolution of the city council, that the city manager designates as being so vital and integral to the operation or functioning of the city that its damage, incapacity, disruption, or destruction would have a debilitating impact on the public health, safety, or welfare.***

Critical infrastructure shall mean and include, but is not limited to, government buildings, such as fire stations, police stations, jails, or courthouses; hospitals; structures, such as antennas, bridges, roads, train tracks, drainage systems, or levees; or systems, such as computer networks, public utilities, electrical wires, natural gas pipes, telecommunication centers, or water sources.

“High Fire Danger Area” has the same meaning as in California Code of Regulations, title 24, part 9, section 202. and includes each of the following:

- 1. Real property or a facility, whether privately or publicly owned, as approved by resolution of the city council, that the city manager designates as being of such high fire danger that damage, habitat disruption, or destruction would have a debilitating impact on the public health, safety, or welfare.***

“Facility” shall mean and include a building, structure, equipment, system, or asset.

“Hazardous waste” has the same meaning as in California Public Resources Code § 40141.

“Infectious waste” has the same meaning as in California Code of Regulations, title 14, section 17225.36

“Sensitive Use Property” shall mean and include school, day care facility, and public property as defined in section 9.60.010 and .020.

9.20.115 Prohibited activities.

A. *It is unlawful and a public nuisance for any person to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property, at the following locations:*

- 1. Critical infrastructure;*
- 2. Within 25 feet of critical infrastructure;*
- 3. Within 25 feet of a vehicular or pedestrian entrance or exit of critical infrastructure;*
- 4. On those portions of a right-of-way that are required by local, state, or federal law to be free of obstruction to first responders, including but not limited to members of law-enforcement, fire-prevention, or emergency-medical-services agencies; or*
- 5. High fire danger area.*

B. *It is unlawful and a public nuisance for any person to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property, without the written consent of the owner, except as otherwise provided by resolution of the city council:*

- 1. Critical infrastructure;*
- 2. Within 25 feet of critical infrastructure;*
- 3. Within 25 feet of a vehicular or pedestrian entrance or exit of critical infrastructure;*
- 4. On those portions of a right-of-way that are required by local, state, or federal law to be free of obstruction to first responders, including but not limited to members of law-enforcement, fire-prevention, or emergency-medical-services agencies; or*
- 5. High fire danger area.*

C. *It is not intended by this section to prohibit overnight camping on private residential property by friends or family of the property owner, so long as the owner consents and the overnight camping is limited to not more than one consecutive night.*

D. *Nothing in this chapter is intended to prohibit or make unlawful the activities of an owner of private property or other lawful user of private property that are normally associated with and incidental to the lawful and authorized use of private property for residential or other purposes; and nothing is intended to prohibit or make unlawful the activities of a property owner or other lawful user if such activities are expressly authorized by this code or other laws, ordinances, and regulations.*

E. *It is unlawful and a public nuisance for any person to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property, in or upon any street, sidewalk, or other public right-of-way within the distance three hundred (300) feet of a property designated as a sensitive use.*

F. It is unlawful and a public nuisance for any person to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property in a manner that impedes passage, as provided by the Americans with Disabilities Act of 1990, Pub. L. No. 101-336, 104 Stat. 328 (1990), as amended from time to time.

G. It is unlawful and a public nuisance for any person to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property within ten feet of any operational or utilizable driveway or loading dock.

H. It is unlawful and a public nuisance for any person to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property within two feet of any fire hydrant, fire plug, or other fire connection.

I. It is unlawful and a public nuisance for any person to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property within five feet of any operational or utilizable building entrance or exit.

9.20.120. Summary abatement.

A. Any violation of section 9.20.115 may be abated in accordance with procedures in section 9.20.100(i); but a violation of section 9.20.115 may be abated immediately by the city without prior notice, if the violation poses an imminent threat to public health or safety.

B. Abatement pursuant to subsection A may include, but is not limited to, removal of bulky items, personal property, hazardous waste, infectious waste, junk, or debris; and securing the perimeter of the property with fencing, gates, or barricades to prevent further occurrences of the nuisance activity.

C. Regardless of the city's authority to conduct abatement pursuant to this section, every owner, occupant, or lessee of real property, and every holder of any interest in real property, is required to maintain the property in compliance with local, state, and federal law; and is liable for violations thereof.

D. The cost of abatement, including all administrative costs of any action taken hereunder, may be assessed against the subject premises as a lien, made a personal obligation of the owner, or both, in accordance with procedures in section 9.20.100(i).

9.20.125. Interference with summary abatement.

No person shall willfully prevent, delay, resist, obstruct, or otherwise interfere with a city official, employee, contractor, or volunteer in their execution of an abatement pursuant to this section.

9.20.130. Violation—Penalty.

A. In addition to any other remedy allowed by law, any person who violates a provision of this chapter is subject to civil actions and administrative penalties pursuant to this code.

B. Violations of this section are hereby declared to be a public nuisance.

C. Any person who violates a provision of this section is liable for civil penalties of not less than \$250 or more than \$25,000 for each day the violation continues.

D. All remedies prescribed under this section are cumulative and the election of one or more remedies does not bar the city from the pursuit of any other remedy to enforce this chapter.

SECTION 5. Adoption of this ordinance is exempt from the California Environmental Quality Act (“CEQA”) under Section 15061(b)(3) of the CEQA Guidelines, which provides that CEQA only applies to projects that have the potential for causing a significant effect on the environment. It can be seen with certainty that there is no possibility that adoption of this ordinance, amending existing sections to the City’s municipal Code to clarify the intent, will have a significant effect on the environment. Therefore, adoption of this ordinance is not subject to CEQA.

SECTION 6. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each and every section, subsection, sentence, clause and phrase thereof not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 7. The City Clerk shall certify to the passage and adoption of this ordinance, and shall make a minute of the passage and adoption thereof in the records of and the proceedings of the City Council at which the same is passed and adopted. This ordinance shall be in full force and effect thirty (30) days after its final passage and adoption, and within fifteen (15) days after its final passage, the City Clerk shall cause it to be posted and published in a newspaper of general circulation in the manner required by law.

PASSED, APPROVED and ADOPTED this ____ day of _____ 2022.

City Council of Glendora, California

BY: _____
KAREN DAVIS
Mayor

APPROVED AS TO FORM:
Aleshire & Wynder, LLP

WILLIAM W. WYNDER
City Attorney

CERTIFICATION

I, Kathleen R. Sessman, City Clerk of the City of Glendora, do hereby certify that the foregoing Ordinance was introduced for first reading on the _____ day of _____, 2021. Thereafter, said Ordinance was duly approved and adopted at a regular meeting of the City Council on the _____ day of _____, 2021, by the following roll call vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAIN:	COUNCIL MEMBERS:

I further certify that said Ordinance was published as required by law in a newspaper of general circulation in the City of Glendora, California on the _____ day of _____, 2021.

Dated:

KATHLEEN R. SESSMAN
City Clerk/Communications Director

Glendora, California Municipal Code

Title 9 PUBLIC PEACE, MORALS AND SAFETY

Chapter 9.20 PARKS AND PUBLIC PLACES

9.20.100 Bulky items, tents and storage of personal property in city pathways, sidewalks, passageways, parks, and other city property.

(a) Purpose. City pathways, sidewalks, passageways, parks, and other city property should be accessible and available to residents and the public at large for their intended uses. Bringing bulky items, personal property, or tents in or onto such pathways, sidewalks, passageways, parks, and other city property, together with the use of such city pathways, sidewalks, passageways, parks, and other city property for the storage of personal property interferes with the rights of other members of the public to use the same for their intended purposes and can create a public health or safety hazards that adversely affects the users of such city facilities. The purpose of this section is to maintain such city pathways, sidewalks, passageways, parks, and other city property in a clean, sanitary, and accessible condition, to prevent harm to the health or safety of the public, and to promote the public health and safety by ensuring that such pathways, sidewalks, passageways, city parks, and other city property remain readily accessible for their intended uses.

(b) Definitions. The definitions contained in this subsection shall govern the construction, meaning and application of words and phrases used in this section.

(1) "Administrative procedure" means the city's procedures as set forth in this section and in Sections 1.18.020, 1.18.040, 1.18.050(a), 1.18.060, 1.18.070(a) through (c), 1.18.080(a), and 1.18.100, of Chapter 1.18 of Title 1 of this code, entitled "Administrative Citations."

(2) "Bulky item" means any item that is too large or a group of items that cumulatively are too large to fit in one sixty-gallon trash container with the lid closed, including, but not limited to, a mattress, couch, chair or other furniture or appliance. The following items shall not constitute a bulky item: a portable, collapsible picnic chair or table, bicycle or any item approved for a city-authorized special event.

(3) "Personal property" means any and all tangible property, and includes, but is not limited to, goods, materials, merchandise, tents, bedding, sleeping bags, hammocks, and personal items such as luggage, backpacks, clothing, documents, medication and household items.

(4) "Store," "stored" or "storing" means to put aside or accumulate for use when needed, to put for safekeeping, to place or leave in a location.

(5) "Tent" means any tarpaulin, cover, structure or shelter, made of any material which is not open on all sides and which hinders an unobstructed view behind or into the area surrounded by the tarpaulins, cover, structure or shelter.

(c) Prohibition on bulky items in or upon city pathways, sidewalks, passageways, parks, and other city property. No person shall bring in or upon city pathways, sidewalks, passageways, parks, and other city property any bulky item unless the city manager or city manager's designee approves in writing the bulky item for a city-authorized special event.

(d) Prohibition on Erecting a Tent In or Upon City Pathways, Sidewalks, Passageways, Parks, and Other City Property. Except for areas expressly designated for camping, no person shall erect, configure or construct a tent in or upon city pathways, sidewalks, passageways, parks, and other city property.

(e) Prohibition on Attachments. No person shall erect any barrier against or lay string, thread, or filament or join any wires, ropes, chains or otherwise attach any personal property to any of the city's real or personal property or trees or plants in a park, including, but not limited to, a building or portion or protrusion thereof, playground equipment, sports equipment, exercise equipment, fencing, netting, trash can, gazebo, pagoda, pole, post, bike rack, drinking fountain, sign, table, bench, tree, bush, shrub or plant, unless the city manager or city manager's designee approves in writing the bulky item for a city-authorized special event.

(f) Prohibition on Storage of Personal Property—Removal of the Same from City Pathways, Sidewalks, Passageways, Parks, and Other City Property. No person shall store personal property in or upon city pathways, sidewalks, passageways, parks, and other city property.

(g) Citation, Seizure and Storage. Following the issuance of an administrative citation as provided for in Section 1.18.040 or 1.18.050(a), the city may remove bulky items, personal property, or tents from any city pathways, sidewalks, passageways, city, and other city property in violation of this section. This section shall not apply to bulky items or personal property that remains in or upon city pathways, sidewalks, passageways, parks, and other city property pursuant to statute, ordinance, regulation, permit, contract or other authorization by the city manager or city manager's designee.

(h) Summary Seizure and Destruction. In the event that bulky items, personal property, or tents placed in or upon city pathways, sidewalks, passageways, parks, and other city property in violation of this section that poses an immediate threat to the health or safety of the public, the city may remove and destroyed the same without prior compliance with Section 1.18.040 or 1.18.050(a).

(i) Adoption of Administrative Procedures. Adoption of Sections 1.18.020, 1.18.040, 1.18.050(a), 1.18.060, 1.18.070(a) through (c), 1.18.080(a), and 1.18.100, of Chapter 1.18 of Title 1 of this code, entitled "Administrative Citations," are hereby adopted as the administrative procedure for enforcing the provisions of this section.

(1) Pre-Removal Notice. In the event that it is determined that any bulky items, personal property, or tents are being stored in or upon city pathways, sidewalks, passageways, parks, and other city property in violation of this section, an administrative citation shall be issued pursuant to Sections 1.18.040, 1.18.050(2), and 1.18.060 of Title 1 of this code which shall include, among other items noted in Section 1.18.060, a demand to remove the same from city pathways, sidewalks, passageways, parks, and other city property within the time specified in such citation. Service of such administrative citation shall be as provided in Section 1.18.070(a), (b), or (c) of Title 1 of this code.

(2) **Failure to Remove Stored Personal Property.** Failure of any person to remove any bulky items, personal property, or tents are being placed or stored in violation of or upon city pathways, sidewalks, passageways, parks in violation of this section within the time specified in the notice provided in subsection (i)(1) shall result in the seizure and storage of the same by the city as provided hereinafter.

(3) **Repossession.** The owner or other person entitled to possession, custody or control of any bulky items, personal property, or tents seized and stored as provided in subsection (i)(2), may repossess the same within sixty calendars of its seizure by providing proof to the reasonable satisfaction of the city manager or city manager's designee of ownership of the same.

(4) **Abandonment.** Bulky items, personal property, or tents seized and stored as provided in subsection (i)(2) not repossessed within the time specified in subsection (i)(3), or following the expiration of any appeal as provided in Section 1.18.100 of Title 1 of this code shall be deemed to have been abandoned.

(j) **Prohibition on Illegal Dumping.** Nothing herein precludes the enforcement of any law prohibiting illegal dumping, including, but not limited to, California [Penal Code](#) Section 374.3, or any successor statutes proscribing illegal dumping.

(k) **Limitation on Applicability.** This chapter is not intended to violate and shall not be applied or enforced in a manner that violates the United States or California Constitutions and applicable state or federal statutes.

(l) **Violations.** Any person who violates this section shall be subject to administrative fines as set for in Section 1.18.080(a) of this code except that such administrative fines shall always be treated as an infraction and shall not be subject to citation or penalty as a misdemeanor. As an additional remedy, a violation of this section is hereby deemed to constitute a public nuisance, and may be subject to abatement summarily by a restraining order or injunction issued by a court of competent jurisdiction. (Ord. 2052 § 3, 2020)

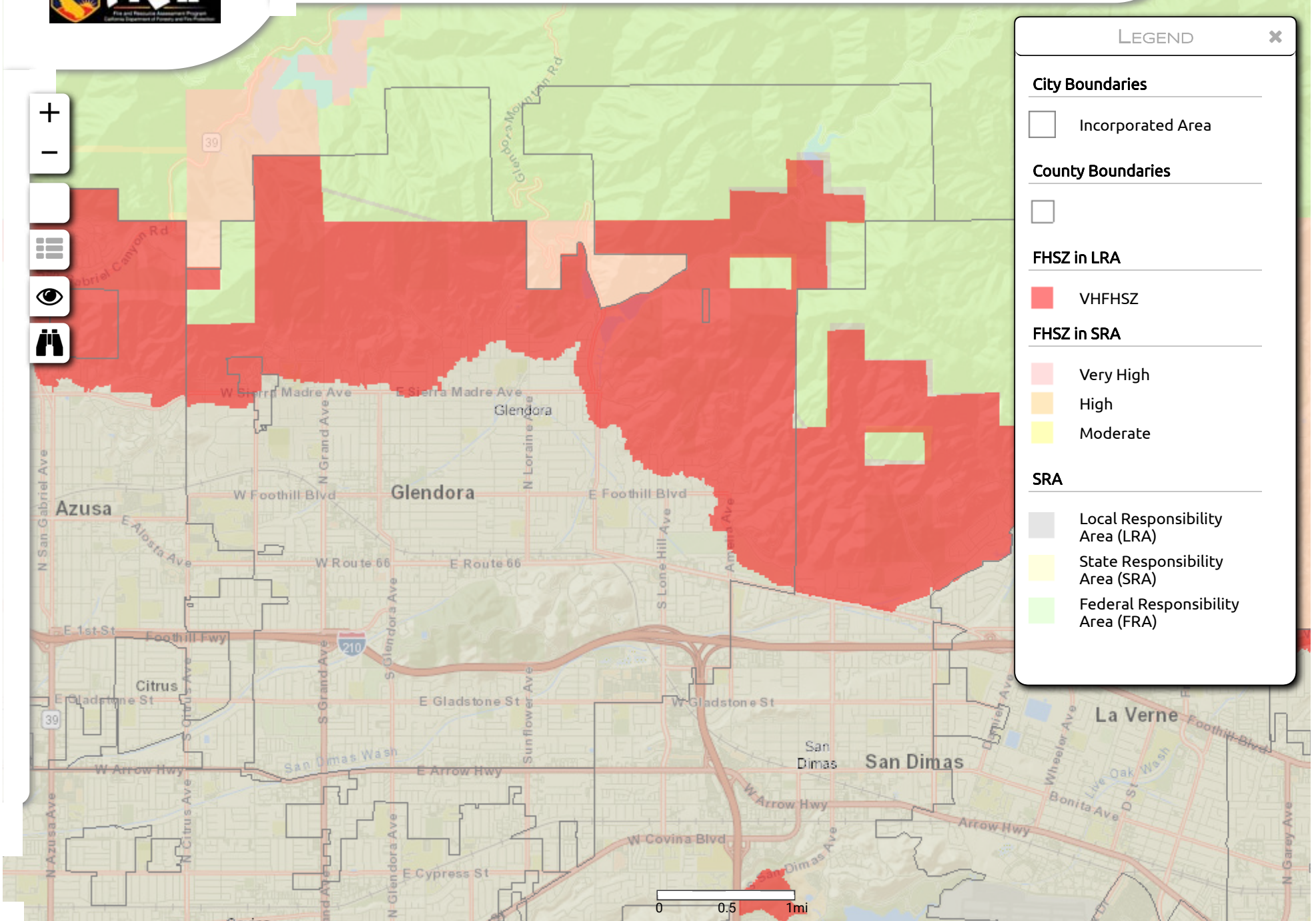
Contact:

City Clerk: 626-914-8210

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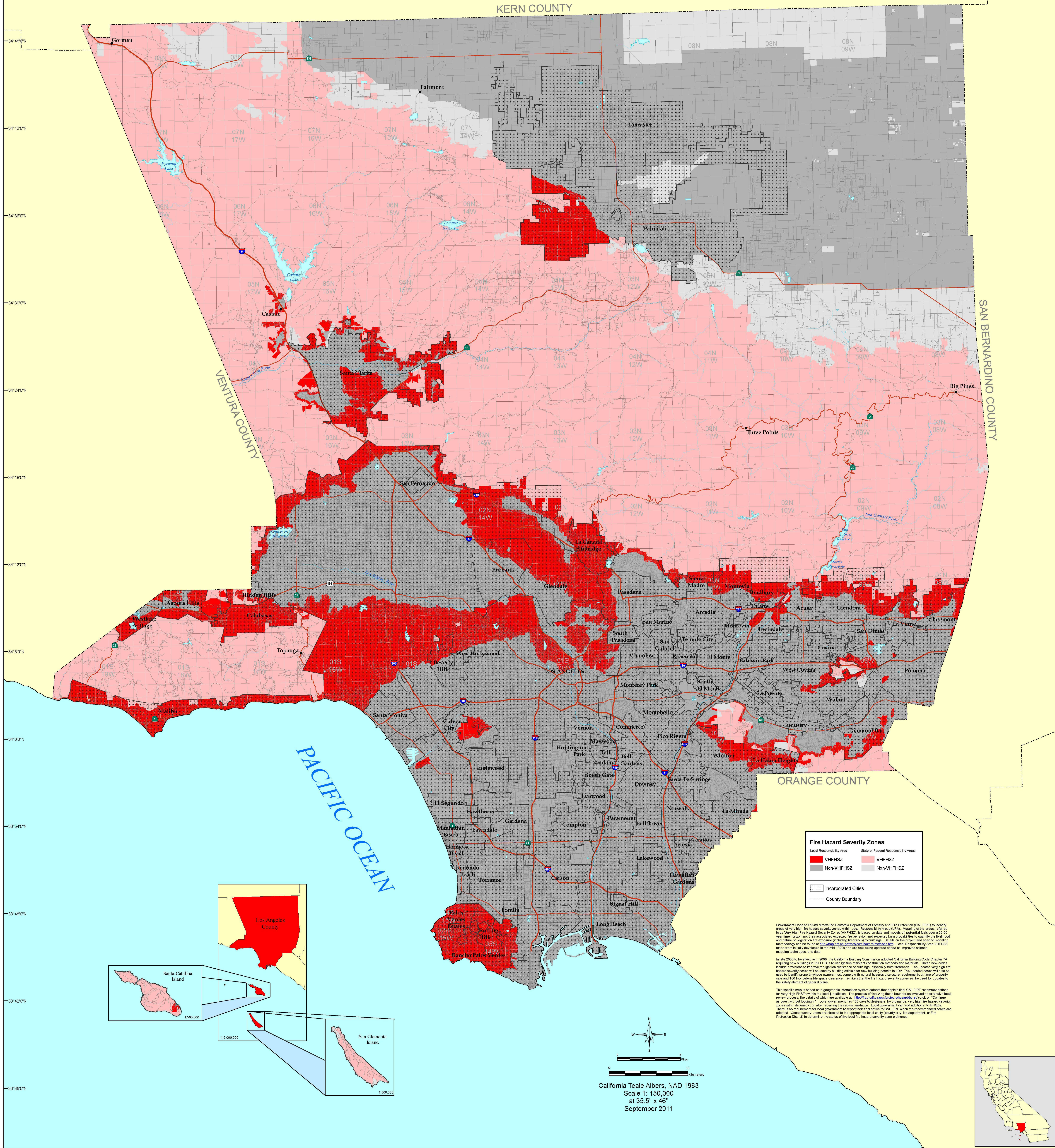


FHSZ Viewer



VERY HIGH FIRE HAZARD SEVERITY ZONES IN LRA

As Recommended By CAL FIRE



Proposed Ordinance to Regulate Homeless Encampments On, Near, or Upon Critical Infrastructure, Sensitive Use Property, or in Areas of High Fire Risk

William W. Wynder
City Attorney

City Council Meeting

April 12, 2022

Legislative History/Previous Actions

- Previously amended GMC Section 9.20.100 (Bulky items, tents, and storage of personal property in City pathways, sidewalks, passageways, parks, and Other City property)
- June 12, 2018 – City Council approved the Plan to Prevent and Combat Homelessness in the City of Glendora
- Proposed Ordinance reflects legislative and legal developments in the law governing unsheltered individuals and is consistent with recent court rulings addressing the implementation of the Boise opinion.

Legal Framework

- *Martin v. City of Boise* (9th Cir. 2018)
 - Ninth Circuit held “the Eighth Amendment prohibits the imposition of criminal penalties for sitting, sleeping, or lying outside on public property for homeless individuals who cannot obtain shelter.” (Ibid.)
 - “[T]he opinion holds only that municipal ordinances that criminalize sleeping, sitting or lying in all public spaces, when no alternative sleeping space is available, violate the Eighth Amendment.”

Legal Framework

- Three subsequent court cases have further helped define the parameters of the *Martin v. City of Boise* case
 - *Shipp v. Schaff* (N.D. Cal. Apr. 16, 2019)
 - *Aitken v. City of Aberdeen* (W.D. Wash. July 2, 2019)
 - *Gomes v. County of Kauai* (D. Hawaii Aug. 26, 2020)

Proposed Ordinance

- Would provide the City with another tool to help mitigate threats to the public health, safety, and welfare of residents and individuals experiencing homelessness, in three areas:
 - Critical infrastructure
 - Sensitive Area
 - Areas of High Fire Risk

Proposed Ordinance

- In general terms the attached ordinance makes it unlawful to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property, at the following locations:
 - Critical infrastructure;
 - Within 25 feet of critical infrastructure;
 - Within 25 feet of a vehicular or pedestrian entrance or exit of critical infrastructure;
 - On those portions of a right-of-way that are required by local, state, or federal law to be free of obstruction to first responders, including but not limited to members of law-enforcement, fire-prevention, or emergency-medical-services agencies;
 - Within a high fire danger area;

Proposed Ordinance

- In general terms the attached ordinance makes it unlawful to sit, lie, sleep, or store, use, maintain, or place any bulky item or personal property, at the following locations:
 - Within a distance of three hundred (300) feet of a property designated as a sensitive use.
 - Impede passage, as provided by the Americans with Disabilities Act of 1990, Pub. L. No. 101-336, 104 Stat. 328 (1990), as amended from time to time.
 - Within ten feet of any operational or utilizable driveway or loading dock.
 - Within two feet of any fire hydrant, fire plug, or other fire connection.
 - Within five feet of any operational or utilizable building entrance or exit.

Proposed Ordinance

- City will continue to undertake its programs and work alongside the Los Angeles Homeless Services Agency, the County of Los Angeles, and all other non-profit and partner organizations, to support programs and efforts to end homelessness by connecting individuals experiencing homelessness to supportive services and housing opportunities

Recommendation

That the City Council:

1. Waive further reading and introduce an Ordinance entitled, “AN ORDINANCE OF THE CITY COUNCIL ADDING NEW SECTIONS 9.20.120 THROUGH 9.20.130 TO CHAPTER 9.20, “PARKS AND PUBLIC PLACES,” OF TITLE 9 “PUBLIC PEACE MORALS AND SAFETY,” OF THE GLENDORA MUNICIPAL CODE, TO REGULATE HOMELESS ENCAMPMENTS ON, NEAR, OR UPON CRITICAL INFRASTRUCTURE, SENSITIVE USE PROPERTY, OR IN AREAS OF HIGH FIRE RISK.”