

**CITY OF GREENFIELD
CITY COUNCIL REGULAR MEETING
JANUARY 25, 2022 @ 6:00 P.M.**

Virtual Attendance Only and Remote Viewing Options

The City Council for the City of Greenfield will be conducting its regular meeting on January 25, 2022. Consistent with Assembly Bill (AB) 361, the City Council will hold this meeting virtually only, without in-person attendance by the public and without a physical location for public participation. Further, and consistent with AB 361, the meeting is accessible for public participation through video conferencing and livestreaming.

The City Council meeting to be held on January 25, 2022, at 6:00 p.m. will only be accessible online and may be viewed through the following options:

- Facebook Live: <https://www.facebook.com/GreenfieldCA/>
- Join Zoom Meeting
Please click the link below to join the Zoom webinar:
<http://meeting.ci.greenfield.ca.us>

Meeting ID: 869 7306 7482

The City will provide links to these streaming options on the City's website and on its Facebook page.

Public Comment

Public comments will be permitted in the following formats: (1) through Zoom, and (2) through e-mail. If you wish to make a public comment through Zoom, please use the "raise your hand" feature during the public comment section of the agenda that you wish to comment on. You will be selected by the meeting host and will be allowed to say your comment aloud. If you wish to make a public comment through email, please submit your public comment to cityclerk@ci.greenfield.ca.us. In the subject line of the email, please state your name and the item you are commenting on. If you wish to submit a public comment on more than one agenda item, please send a separate e-mail for each item you are commenting.

Please be advised that public comments submitted through email must be received no later than Monday, January 24, 2022, at 12:00 p.m. (noon). Comments submitted through email on time will be incorporated into the City Council Agenda but will not be read aloud during the meeting. Comments submitted by email that are not received on time will not be accepted. Please be aware that written public comments, including your name, may become public information.



City of Greenfield

599 El Camino Real
Greenfield, CA 93927

City Council Meeting Agenda January 25, 2022 6:00 P.M.

Mayor Lance Walker
Mayor Pro-Tem, Angela M. Untalon
Councilmembers
Yanely Martinez
Andrew Tipton
Robert White

PLEASE TURN OFF CELL PHONES.

- A. **CALL TO ORDER**
- B. **ROLL CALL – CITY COUNCIL**
- C. **MOMENT OF SILENCE**
- D. **PLEDGE OF ALLEGIANCE**
- E. **AGENDA REVIEW**
- F. **PUBLIC COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA**
This portion of the Agenda allows an individual the opportunity to address the Council on any items not on closed session, consent calendar, public hearings, and city council business. Under state regulation, **no action can be taken on non-agenda items, including issues raised under this agenda item.** Members of the public should be aware of this when addressing the Council regarding items not specifically referenced on the Agenda.

PLEASE NOTE: Public comments may be made in the following formats: in person, through Zoom, or through email. If you wish to make a public comment through Zoom, please use the “raise your hand” feature during the public comment section of the agenda that you wish to comment on. You will be selected by the meeting host and will be allowed to say your comment aloud. If you wish to make a public comment through email, please submit your public comment to cityclerk@ci.greenfield.ca.us. Public comments submitted by email will not be read aloud during the meeting. Please review the City’s Attendance and Public Comment Policy for additional information.

G. COMMENTS FROM CITY COUNCIL

H. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and may be approved by one action of the City Council, unless a request for removal for discussion or explanation is received prior to the time Council votes on the motion to adopt.

a. Public Comments

- H-1. APPROVE** Warrants #314103 through #314179 and Bank Drafts #4674 through #4687 in the amount of \$389,227.35 – **Page 1**
- H-2. APPROVE** Minutes of the January 11, 2022 City Council Meeting – **Page 14**
- H-3. ADOPT RESOLUTION #2022-04**, A Resolution of the City Council of the City of Greenfield Acknowledging the Receipt of a Report Made by the Fire Chief of the Greenfield Fire Department Regarding the Inspection of Certain Occupancies Required to Perform Annual Inspections in Such Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code – **Page 18**

I. MAYOR’S PRESENTATIONS, PROCLAMATIONS, COMMUNICATIONS, RESOLUTIONS

- I-1. RECOGNITION AND SWEARING IN**– Fire Engineer Ben Rianda, Firefighter Jason Schmuckle and Administrative Assistant Crystal Ortega
- I-2. PRESENTATION** – Cash & Investments Report – December 2021 – **Page 22**
- I-3. PRESENTATION**- Housing Update in Preparation of Annual Performance Report Submittal to the State Housing and Community Development Department – **Page 23**

J. CITY COUNCIL BUSINESS

- J-1. ADOPTION** of A Resolution of the City Council of the City of Greenfield Amending the Salary Schedule and Approval of the Creation of the Fire Administrative Assistant as a Full-Time Position – **Page 26**
 - a. Staff Report
 - b. Public Comments
 - c. City Council – Review / Comments / Action
Staff Recommendation – Adopt Resolution #2022-05

- J-2. **ADOPTION** of A Resolution of the City Council of the City of Greenfield Approving the Contract Between Transportation Agency of Monterey County (TAMC) and the Greenfield Community Science Workshop, A Program of the City of Greenfield, for the Creation and Implementation of the Greenfield Bike Garage & Mobile Repair Workshops – **Page 30**
 - a. Staff Report
 - b. Public Comments
 - c. City Council – Review / Comments / Action**Staff Recommendation – Adopt Resolution #2022-06**

K. BRIEF REPORTS ON CONFERENCES, SEMINARS, AND MEETINGS ATTENDED BY MAYOR AND CITY COUNCIL

- a. League of California Cities Monterey Bay Division
- b. Transportation Agency for Monterey County
- c. Association of Monterey Bay Area Governments
- d. Salinas Valley Solid Waste Authority
- e. Monterey Salinas Transit
- f. Monterey County Mayors' Association
- g. Salinas Valley Mayors/Managers Group
- h. Planning Commission

L. CITY ATTORNEY REPORT

M. CITY MANAGER REPORT

N. ADJOURNMENT

In compliance with the American With Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (831) 674-5591. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (CFR 35.102-35.104 ADA Title II).

This agenda is duly posted outside City Hall and on the City of Greenfield web site.



Greenfield, CA

Check Report

By Check Number

Date Range: 01/07/2022 - 01/20/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
04889	1002 WALNUT AVE L.P.	01/20/2022	Regular	0.00	-1,215.00	312396
04889	1002 WALNUT AVE L.P.	01/20/2022	Regular	0.00	-577.50	312397
00749	CITY OF GREENFIELD	01/07/2022	Regular	0.00	166.08	314103
00713	G P O A	01/07/2022	Regular	0.00	1,200.00	314104
00795	GREENFIELD POLICE SERGEANTS ASSOCIATION	01/07/2022	Regular	0.00	250.00	314105
04521	Greenfield Professional Firefighters	01/07/2022	Regular	0.00	280.00	314106
01911	SEIU Local 521	01/07/2022	Regular	0.00	488.79	314107
04715	4LEAF, INC	01/07/2022	Regular	0.00	6,898.00	314108
00106	A&B FIRE PROTECTION & SAFETY, INC.	01/07/2022	Regular	0.00	431.25	314109
00174	A&G PUMPING	01/07/2022	Regular	0.00	984.50	314110
04752	AIRGAS USA, LLC	01/07/2022	Regular	0.00	275.06	314111
00180	ALL SAFE INTEGRATED SYSTEMS	01/07/2022	Regular	0.00	75.00	314112
01814	ANN RATHBUN	01/07/2022	Regular	0.00	235.00	314113
04998	ANTONIO CARRILLO	01/07/2022	Regular	0.00	7,620.00	314114
04379	ARMANDO LERMA	01/07/2022	Regular	0.00	370.00	314115
00101	AT&T	01/07/2022	Regular	0.00	80.75	314116
00130	AT&T	01/07/2022	Regular	0.00	465.08	314117
04750	BOUND TREE MEDICAL, LLC	01/07/2022	Regular	0.00	262.68	314118
04571	CENTRAL VALLEY BUSINESS FORMS, INC.	01/07/2022	Regular	0.00	560.50	314119
04407	CINTAS CORPORATION #630	01/07/2022	Regular	0.00	426.90	314120
00752	CITY OF GREENFIELD	01/07/2022	Regular	0.00	10,441.72	314121
04601	CITY OF KING	01/07/2022	Regular	0.00	1,062.49	314124
03950	CSC of King City	01/07/2022	Regular	0.00	77.19	314125
00348	CSG CONSULTANTS, INC.	01/07/2022	Regular	0.00	850.00	314126
04584	CURTIS GABRIELSON	01/07/2022	Regular	0.00	277.94	314127
00444	DAN'S TIRE & AUTO SERV	01/07/2022	Regular	0.00	35.01	314128
05008	EAST BAY TIRE CO.	01/07/2022	Regular	0.00	815.18	314129
04495	FAST RESPONSE ON-SITE TESTING, INC.	01/07/2022	Regular	0.00	2,350.20	314130
00651	FASTENAL COMPANY	01/07/2022	Regular	0.00	49.71	314131
04908	FLORES INVESTMENTS, LLC	01/07/2022	Regular	0.00	2,780.00	314132
00720	GRAINGER	01/07/2022	Regular	0.00	272.31	314133
00725	GREEN RUBBER-KENNEDY AG	01/07/2022	Regular	0.00	23.00	314134
00721	GREENFIELD TRUE VALUE	01/07/2022	Regular	0.00	376.36	314135
04569	HELPING HAND HEALTH EDUCATION	01/07/2022	Regular	0.00	1,450.00	314136
01011	JOHNSON ELECTRONICS	01/07/2022	Regular	0.00	1,760.00	314137
01925	JOSE SANCHEZ	01/07/2022	Regular	0.00	2,830.00	314138
04888	JOSH SAVINON	01/07/2022	Regular	0.00	855.00	314139
03107	L.N. CURTIS & SONS	01/07/2022	Regular	0.00	1,508.70	314140
03923	Liebert Cassidy Whitmore	01/07/2022	Regular	0.00	1,351.50	314141
05014	LINDE GAS & EQUIPMENT INC.	01/07/2022	Regular	0.00	158.66	314142
05034	LIZETH VEGA	01/07/2022	Regular	0.00	44.90	314143
01258	LOZANO SMITH, LLP	01/07/2022	Regular	0.00	30,819.85	314144
03880	MBS BUSINESS SYSTEMS	01/07/2022	Regular	0.00	592.51	314146
04478	MCKESSON MEDICAL-SURGICAL GOVERNMENT SC	01/07/2022	Regular	0.00	112.63	314147
04311	MIGUEL SAAVEDRA	01/07/2022	Regular	0.00	60.00	314148
13015	MNS ENGINEERS, INC.	01/07/2022	Regular	0.00	2,262.50	314149
03896	NICK'S GARAGE	01/07/2022	Regular	0.00	554.11	314151
01506	OFFICE DEPOT	01/07/2022	Regular	0.00	65.22	314152
01532	O'REILLY AUTO PARTS	01/07/2022	Regular	0.00	842.04	314153
01601	PACIFIC GAS & ELECTRIC	01/07/2022	Regular	0.00	148.59	314154
01601	PACIFIC GAS & ELECTRIC	01/07/2022	Regular	0.00	187.27	314155
01630	PINNACLE MEDICAL GROUP, INC	01/07/2022	Regular	0.00	1,280.00	314156
04299	PURE WATER	01/07/2022	Regular	0.00	70.00	314157
04661	QUALITY WATER ENTERPRISES INC	01/07/2022	Regular	0.00	72.00	314158

Check Report

Date Range: 01/07/2022 - 01/20/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01837	R G FABRICATION	01/07/2022	Regular	0.00	128.33	314159
01820	RAIN FOR RENT SALINAS	01/07/2022	Regular	0.00	3,221.80	314160
05035	RENNE PUBLIC LAW GROUP, LLP	01/07/2022	Regular	0.00	4,750.00	314161
04656	SHARPS SOLUTIONS, LLC	01/07/2022	Regular	0.00	400.00	314162
01988	SIRCHIE ACQUISITION COMPANY, LLC	01/07/2022	Regular	0.00	638.48	314163
01945	SOUTH COUNTY TIRE	01/07/2022	Regular	0.00	295.82	314164
04835	SOUTHERN COUNTIES LUBRICANTS, LLC	01/07/2022	Regular	0.00	9,597.81	314165
04315	STAPLES ADVANTAGE	01/07/2022	Regular	0.00	52.30	314166
04524	TARGETSOLUTIONS, LLC	01/07/2022	Regular	0.00	3,494.79	314167
02037	TRI-CITIES DISPOSAL	01/07/2022	Regular	0.00	3,512.61	314168
00634	TYLER TECHNOLOGIES	01/07/2022	Regular	0.00	75.00	314169
02208	VALLEY SAW & GARDEN EQUIPMENT	01/07/2022	Regular	0.00	261.11	314170
02201	VEGETABLE GROWERS SUPPLY	01/07/2022	Regular	0.00	207.78	314171
02210	VERIZON WIRELESS	01/07/2022	Regular	0.00	1,594.31	314172
01944	SWRCB	01/14/2022	Regular	0.00	172,115.00	314173
00749	CITY OF GREENFIELD	01/20/2022	Regular	0.00	166.08	314174
00713	G P O A	01/20/2022	Regular	0.00	1,120.00	314175
00795	GREENFIELD POLICE SERGEANTS ASSOCIATION	01/20/2022	Regular	0.00	250.00	314176
04521	Greenfield Professional Firefighters	01/20/2022	Regular	0.00	350.00	314177
01911	SEIU Local 521	01/20/2022	Regular	0.00	485.71	314178
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	445.72	DFT0004674
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	338.76	DFT0004675
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	590.00	DFT0004676
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	2,250.00	DFT0004677
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	2,093.94	DFT0004678
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	475.00	DFT0004679
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	1,280.00	DFT0004680
00431	DEPT OF CHILD SUPPORT SERVICES	01/07/2022	Bank Draft	0.00	1,777.84	DFT0004681
01916	STATE STREET BANK & TRUST CO.	01/07/2022	Bank Draft	0.00	992.50	DFT0004682
00384	STATE OF CALIFORNIA EDD	01/07/2022	Bank Draft	0.00	3,413.93	DFT0004683
03103	Internal Revenue Service	01/07/2022	Bank Draft	0.00	8,276.20	DFT0004684
03103	Internal Revenue Service	01/07/2022	Bank Draft	0.00	35,387.46	DFT0004685
00384	STATE OF CALIFORNIA EDD	01/07/2022	Bank Draft	0.00	11,838.65	DFT0004686
03103	Internal Revenue Service	01/07/2022	Bank Draft	0.00	31,636.74	DFT0004687

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	125	72	0.00	290,223.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-1,792.50
Bank Drafts	14	14	0.00	100,796.74
EFT's	0	0	0.00	0.00
	139	88	0.00	389,227.35

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	125	72	0.00	290,223.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-1,792.50
Bank Drafts	14	14	0.00	100,796.74
EFT's	0	0	0.00	0.00
	139	88	0.00	389,227.35

Fund Summary

Fund	Name	Period	Amount
999	CASH CONTROL	1/2022	389,227.35
			389,227.35



Greenfield, CA

Expense Approval Report

By Fund

Payment Dates 1/7/2022 - 1/20/2022

Vendor Name	Payment Number	Payment Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL FUND					
VEGETABLE GROWERS SUPPLY	314171	01/07/2022	GLOVES	100-320-65700.000	18.07
VEGETABLE GROWERS SUPPLY	314171	01/07/2022	GLOVES	100-550-65700.000	18.06
GREEN RUBBER-KENNEDY AG	314134	01/07/2022	CABLE TIE	100-320-65700.000	23.00
MNS ENGINEERS, INC.	314149	01/07/2022	VINTAGE MEADOWS II	100-22511	200.00
MNS ENGINEERS, INC.	314149	01/07/2022	VINTAGE MEADOWS II MAINT D...	100-22511	1,200.00
GRAINGER	314133	01/07/2022	LED WALLPACK - COMMUNITY ...	100-550-65700.000	431.92
R G FABRICATION	314159	01/07/2022	REPAIR DOOR GATE - COMMUN...	100-550-65900.000	128.33
CITY OF GREENFIELD	314121	01/07/2022	599 EL CAMINO REAL	100-111-64300.000	63.35
CITY OF GREENFIELD	314121	01/07/2022	597 EL CAMINO REAL LS	100-111-64300.000	238.00
CITY OF GREENFIELD	314121	01/07/2022	899 CHERRY AVENUE - CVC BKFL	100-320-64300.000	40.14
CITY OF GREENFIELD	314121	01/07/2022	PALM & FWY EAST - 101 SPR	100-320-64300.000	37.82
CITY OF GREENFIELD	314121	01/07/2022	1245 GREENLEAF LP - PERC PO...	100-320-64300.000	101.68
CITY OF GREENFIELD	314121	01/07/2022	PALM & FWY WEST - 101 SPRIN	100-320-64300.000	63.29
CITY OF GREENFIELD	314121	01/07/2022	45 ELMWOOD DR - PERC POND	100-320-64300.000	21.30
CITY OF GREENFIELD	314121	01/07/2022	1245 APPLE AVE - PERC POND	100-320-64300.000	21.20
CITY OF GREENFIELD	314121	01/07/2022	786 APRICOT STREET PERC PO...	100-320-64300.000	20.32
CITY OF GREENFIELD	314121	01/07/2022	263 PALO VERDE ST - PERC PO...	100-320-64300.000	63.61
CITY OF GREENFIELD	314121	01/07/2022	520 TENTH STREET	100-320-64400.000	128.31
CITY OF GREENFIELD	314121	01/07/2022	100 FIFTH STREET PARK	100-550-64300.000	186.72
CITY OF GREENFIELD	314121	01/07/2022	328 PARKSIDE COURT	100-550-64300.000	65.83
CITY OF GREENFIELD	314121	01/07/2022	455 TENTH ST PRIMAVERA PARK	100-550-64300.000	94.42
CITY OF GREENFIELD	314121	01/07/2022	1357 OAK AVE - PATRIOT PARK ...	100-550-64300.000	3,143.37
CITY OF GREENFIELD	314121	01/07/2022	300 APPLE AVENUE PARK	100-550-64300.000	410.02
CITY OF GREENFIELD	314121	01/07/2022	303 EL CAMINO REAL MUSEUM...	100-550-64300.000	140.29
CITY OF GREENFIELD	314121	01/07/2022	221 PINOT AVE - CITY PARK	100-550-64300.000	345.59
CITY OF GREENFIELD	314121	01/07/2022	890 TYLER AVE - CITY PARK	100-550-64300.000	160.30
CITY OF GREENFIELD	314121	01/07/2022	801 APRICOT STREET PARK	100-550-64300.000	166.18
CITY OF GREENFIELD	314121	01/07/2022	1355 OAK AVE #PP RESTROOM	100-550-64300.000	88.33
CITY OF GREENFIELD	314121	01/07/2022	1355 OAK AVE - IRRIGATION	100-550-64300.000	37.82
CITY OF GREENFIELD	314121	01/07/2022	540 BAYWOOD WAY	100-550-64300.000	220.97
CITY OF GREENFIELD	314121	01/07/2022	520 TENTH STREET	100-550-64400.000	128.31
CITY OF GREENFIELD	314121	01/07/2022	213 EL CAMINO REAL N	100-551-64300.000	15.66
CITY OF GREENFIELD	314121	01/07/2022	215 EL CAMINO REAL N	100-551-64300.000	68.61
CITY OF GREENFIELD	314121	01/07/2022	1351 OAK AVE FIRE PROTECTION	100-551-64300.000	40.14
CITY OF GREENFIELD	314121	01/07/2022	1351 OAK AVE/COMMUNITY C...	100-551-64300.000	43.40
CITY OF GREENFIELD	314121	01/07/2022	1351 OAK AVE/COMMUNITY C...	100-551-64400.000	226.59
CITY OF GREENFIELD	314121	01/07/2022	131 S EL CAMINO REAL LS	100-590-64300.000	5.07
CITY OF GREENFIELD	314121	01/07/2022	131 THIRTEENTH ST DAY CARE	100-590-64300.000	44.53
Liebert Cassidy Whitmore	314141	01/07/2022	LEGAL SERVICES - MATTER NO ...	100-150-63100.000	1,086.50
Liebert Cassidy Whitmore	314141	01/07/2022	LEGAL SERVICES - TAMAYO ADV...	100-150-63100.000	265.00
A&G PUMPING	314110	01/07/2022	WASH UNIT PORTABLE STATIO...	100-12391	984.50
RENNE PUBLIC LAW GROUP, LLP	314161	01/07/2022	RPPG / GREENFIELD GRANT WR...	100-105-68200.000	4,750.00
EAST BAY TIRE CO.	314129	01/07/2022	7924 - TWO TIRES AND TWO N...	100-320-66300.000	815.18
PURE WATER	314157	01/07/2022	WATER - CITY HALL	100-111-65100.000	70.00
CSC of King City	314125	01/07/2022	7910 - 6" POLE TRA PLUG	100-320-66300.000	17.40
GRAINGER	314133	01/07/2022	ACCENT LIGHT - SAN ANTONIO ...	100-550-65700.000	-159.61
STAPLES ADVANTAGE	314166	01/07/2022	COFFEE SUPPLIES - POLICE DEPT	100-215-65100.000	52.30
OFFICE DEPOT	314152	01/07/2022	OFFICE SUPPLIES - POLICE DEPT	100-215-61400.000	65.22
TRI-CITIES DISPOSAL	314168	01/07/2022	CITY WIDE CLEANUP DAY	100-191-64400.000	3,512.61
SIRCHIE ACQUISITION COMPAN...	314163	01/07/2022	EVIDENCE SUPPLIES	100-215-65400.000	300.73
CITY OF KING	314124	01/07/2022	STORMWATER COMPLIANCE T...	100-320-67200.000	245.19
CITY OF KING	314124	01/07/2022	STORMWATER COMPLIANCE T...	100-550-67200.000	163.46
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - GENERAL LE...	100-150-63100.000	12,067.00

Expense Approval Report

Payment Dates: 1/7/2022 - 1/20/2022

Vendor Name	Payment Number	Payment Date	Description (Item)	Account Number	Amount
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - MARIJUANA	100-150-63100.000	171.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - POLICE	100-150-63100.000	1,121.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - GENERAL PER...	100-150-63100.000	2,964.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - PITCHESS MO...	100-150-63100.000	1,158.10
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - GENERAL FAC...	100-150-63100.000	570.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - PUBLIC RECO...	100-150-63100.000	2,529.75
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - BUILDING PL...	100-150-63100.000	855.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - COVID-19	100-12391	570.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - CALIFORNIA ...	100-150-63100.000	7,162.50
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - PRA LITIGATI...	100-150-63100.000	45.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - MIRELES, LA...	100-150-63100.000	67.50
GREENFIELD TRUE VALUE	314135	01/07/2022	LIGHT BULBS - CHRISTMAS EVE...	100-101-68200.000	85.40
GREENFIELD TRUE VALUE	314135	01/07/2022	SUPPLIES FOR CHRISTMAS EVE...	100-101-68200.000	16.69
GREENFIELD TRUE VALUE	314135	01/07/2022	TIRE FOAM - CHRISTMAS EVENT	100-101-68200.000	17.41
GREENFIELD TRUE VALUE	314135	01/07/2022	BRAKLEEN	100-320-65700.000	22.83
GREENFIELD TRUE VALUE	314135	01/07/2022	BRAKLEEN	100-320-65700.000	7.61
VERIZON WIRELESS	314172	01/07/2022	CELL PHONES - PD	100-201-64600.000	189.60
VERIZON WIRELESS	314172	01/07/2022	CELL PHONES - PD	100-215-64600.000	1,228.21
VERIZON WIRELESS	314172	01/07/2022	CELL PHONES - PD	100-230-64600.000	104.32
GREENFIELD TRUE VALUE	314135	01/07/2022	IMPACT STEP BIT SET	100-320-65700.000	109.45
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-111-66100.000	65.91
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-201-66100.000	329.54
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-215-66100.000	4,415.68
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-230-66100.000	65.91
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-230-66100.000	65.91
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-320-66100.000	522.78
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-550-66100.000	643.03
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-551-66100.221	65.91
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	100-601-66100.000	65.91
SIRCHIE ACQUISITION COMPAN...	314163	01/07/2022	INVESTIGATION EVIDENCE SUP...	100-215-65400.000	46.22
JOSE SANCHEZ	314138	01/07/2022	REIMBURSEMENT - SUPPLIES F...	100-105-68200.000	2,830.00
GREENFIELD TRUE VALUE	314135	01/07/2022	6" IRRIGATION VALVE	100-550-65700.000	21.74
GREENFIELD TRUE VALUE	314135	01/07/2022	PAINT ROLLER KIT	100-550-65700.000	11.99
CINTAS CORPORATION #630	314120	01/07/2022	UNIFORMS	100-111-65200.000	4.90
CINTAS CORPORATION #630	314120	01/07/2022	JANITORIAL SUPPLIES	100-111-65600.000	53.40
CINTAS CORPORATION #630	314120	01/07/2022	UNIFORMS	100-320-65200.000	62.12
CINTAS CORPORATION #630	314120	01/07/2022	UNIFORMS	100-550-65200.000	158.70
SIRCHIE ACQUISITION COMPAN...	314163	01/07/2022	EVIDENCE SUPPLIES	100-215-65400.000	137.75
SIRCHIE ACQUISITION COMPAN...	314163	01/07/2022	EVIDENCE SUPPLIES	100-215-65400.000	153.78
NICK'S GARAGE	314151	01/07/2022	7339 - SERVICED TRASMISSION ...	100-215-95680.000	554.11
AT&T	314117	01/07/2022	DOJ PD CONNECTION	100-215-64500.000	465.08
MBS BUSINESS SYSTEMS	314146	01/07/2022	COPY CHARGES - CITY HALL	100-111-61200.000	592.51
A&B FIRE PROTECTION & SAFET...	314109	01/07/2022	FIRST AID SUPPLIES	100-201-65100.000	431.25
SHARPS SOLUTIONS, LLC	314162	01/07/2022	BIOWASTE DISPOSAL	100-215-63400.000	200.00
ARMANDO LERMA	314115	01/07/2022	PER-DIEM - CRIMINAL INVESTI...	100-215-67200.000	370.00
ALL SAFE INTEGRATED SYSTEMS	314112	01/07/2022	BURGLARY MONITORING - CO...	100-551-63900.000	75.00
G P O A	314104	01/07/2022	GPOA DUES	100-22410	80.00
PACIFIC GAS & ELECTRIC	314155	01/07/2022	ERAP UTILITY PMT ACCT #7609...	100-105-68202.000	187.27
ANTONIO CARRILLO	314114	01/07/2022	ERAP RENT PMT 39568 WALNU...	100-105-68201.000	7,620.00
FLORES INVESTMENTS, LLC	314132	01/07/2022	ERAP RENT PMT 1200 OAK AVE ...	100-105-68201.000	2,780.00
PACIFIC GAS & ELECTRIC	314154	01/07/2022	ERAP UTILITY ACCT #52058145...	100-105-68202.000	148.59
4LEAF, INC	314108	01/07/2022	PLAN REVIEWS	100-601-63600.000	6,898.00
SEIU Local 521	314107	01/07/2022	Union Dues	100-22420	196.60
STATE STREET BANK & TRUST C...	DFT0004675	01/07/2022	Deferred Compensation Loan P...	100-22435	338.76
STATE STREET BANK & TRUST C...	DFT0004677	01/07/2022	Defer Comp-GPSA	100-22430	807.25
STATE STREET BANK & TRUST C...	DFT0004678	01/07/2022	Defer Comp-Management	100-22430	1,200.00
STATE STREET BANK & TRUST C...	DFT0004679	01/07/2022	Defer Comp-Mid Management	100-22430	181.91
STATE STREET BANK & TRUST C...	DFT0004680	01/07/2022	Defer Comp-Misc Employees	100-22430	785.00
G P O A	314104	01/07/2022	GPOA DUES	100-22410	240.00
STATE STREET BANK & TRUST C...	DFT0004682	01/07/2022	Roth Retirement	100-22431	992.50

Expense Approval Report

Payment Dates: 1/7/2022 - 1/20/2022

Vendor Name	Payment Number	Payment Date	Description (Item)	Account Number	Amount
GREENFIELD POLICE SERGEANTS..	314105	01/07/2022	GPSA DUES	100-22415	100.60
CITY OF GREENFIELD	314103	01/07/2022	Weapon Repay	100-22481	166.08
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	100-22225	1,082.40
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	100-22215	2,641.52
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	100-22215	11,294.54
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	100-22220	2,685.08
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	100-22210	8,484.91
SEIU Local 521	314178	01/20/2022	Union Dues	100-22420	193.68
G P O A	314175	01/20/2022	GPOA DUES	100-22410	240.00
GREENFIELD POLICE SERGEANTS..	314176	01/20/2022	GPSA DUES	100-22415	100.66
CITY OF GREENFIELD	314174	01/20/2022	Weapon Repay	100-22481	166.08
Fund 100 - GENERAL FUND Total:					113,701.96

Fund: 102 - Fire General

DAN'S TIRE & AUTO SERV	314128	01/07/2022	FLAT TIRE REPAIR - FIRE DEPT	102-250-66200.000	35.01
QUALITY WATER ENTERPRISES ...	314158	01/07/2022	WATER - FIRE DEPT	102-250-65100.000	35.00
QUALITY WATER ENTERPRISES ...	314158	01/07/2022	WATER - FIRE DEPT	102-250-65100.000	1.00
MCKESSON MEDICAL-SURGICAL...	314147	01/07/2022	MEDICAL SUPPLIES	102-250-65400.000	112.63
CITY OF GREENFIELD	314121	01/07/2022	380 OAK AVE	102-250-64300.000	178.42
CITY OF GREENFIELD	314121	01/07/2022	380 OAK AVE - FIRE PROTECTION	102-250-64300.000	40.14
CITY OF GREENFIELD	314121	01/07/2022	380 OAK AVE	102-250-64400.000	84.86
BOUND TREE MEDICAL, LLC	314118	01/07/2022	MEDICAL SUPPLIES	102-250-65400.000	48.93
AIRGAS USA, LLC	314111	01/07/2022	MEDICAL OXYGEN	102-250-65400.000	275.06
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	102-250-66100.000	968.04
L.N. CURTIS & SONS	314140	01/07/2022	UNIFORM SUPPLIES	102-250-65200.000	324.00
CSG CONSULTANTS, INC.	314126	01/07/2022	CSG CONSULTANTS	102-250-63600.000	850.00
L.N. CURTIS & SONS	314140	01/07/2022	FIRE DEPT UNIFORMS	102-250-65400.000	284.70
QUALITY WATER ENTERPRISES ...	314158	01/07/2022	WATER - FIRE DEPT	102-250-65100.000	35.00
QUALITY WATER ENTERPRISES ...	314158	01/07/2022	WATER - FIRE DEPT	102-250-65100.000	1.00
LIZETH VEGA	314143	01/07/2022	REIMBURSEMENT - FOOD FOR ...	102-250-65100.000	44.90
FAST RESPONSE ON-SITE TESTI...	314130	01/07/2022	MEDICAL/FIT TESTING	102-250-63900.000	2,350.20
CENTRAL VALLEY BUSINESS FO...	314119	01/07/2022	CENTRAL VALLEY BUSINESS FO...	102-250-65100.000	560.50
BOUND TREE MEDICAL, LLC	314118	01/07/2022	MEDICAL SUPPLIES	102-250-65400.000	213.75
L.N. CURTIS & SONS	314140	01/07/2022	FIRE DEPT UNIFORMS	102-250-65100.000	451.05
GREENFIELD TRUE VALUE	314135	01/07/2022	JANITORIAL SUPPLIES	102-250-65600.000	17.96
HELPING HAND HEALTH EDUCA...	314136	01/07/2022	BLS INSTRUCTOR CLASS	102-250-67400.000	1,450.00
SHARPS SOLUTIONS, LLC	314162	01/07/2022	BIO WASTE DISPOSAL	102-250-64400.000	200.00
L.N. CURTIS & SONS	314140	01/07/2022	FIREFIGHTER UNIFORMS	102-250-65400.000	448.95
JOSH SAVINON	314139	01/07/2022	Driver Operator Conference	102-250-67100.000	855.00
VALLEY SAW & GARDEN EQUIP...	314170	01/07/2022	OPERATION EQUIPMENT	102-250-66300.000	261.11
STATE STREET BANK & TRUST C...	DFT0004674	01/07/2022	Defer Comp-Misc Employees	102-22430	445.72
STATE STREET BANK & TRUST C...	DFT0004680	01/07/2022	Defer Comp-Misc Employees	102-22430	130.00
Greenfield Professional Firefigh...	314106	01/07/2022	Fire Union Dues	102-22410	245.00
DEPT OF CHILD SUPPORT SERVI...	DFT0004681	01/07/2022	Misc Withholding	102-22450	346.15
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	102-22225	669.69
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	102-22215	1,618.42
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	102-22215	6,920.14
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	102-22220	3,585.35
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	102-22210	9,145.99
Greenfield Professional Firefigh...	314177	01/20/2022	Fire Union Dues	102-22410	-35.00
Greenfield Professional Firefigh...	314177	01/20/2022	Fire Union Dues	102-22410	315.00
Greenfield Professional Firefigh...	314177	01/20/2022	Fire Union Dues	102-22410	35.00
Fund 102 - Fire General Total:					33,548.67

Fund: 220 - Supplemental Transactions & Use Tax Fund (V & W)

JOHNSON ELECTRONICS	314137	01/07/2022	CIVIC CENTER CODE BLUE PHO...	220-215-71400.000	1,760.00
VERIZON WIRELESS	314172	01/07/2022	CELL PHONES - PD	220-605-64600.000	72.18
STATE STREET BANK & TRUST C...	DFT0004676	01/07/2022	Defer Comp-GPOA	220-22430	590.00
STATE STREET BANK & TRUST C...	DFT0004677	01/07/2022	Defer Comp-GPSA	220-22430	1,442.75
Greenfield Professional Firefigh...	314106	01/07/2022	Fire Union Dues	220-22410	35.00
DEPT OF CHILD SUPPORT SERVI...	DFT0004681	01/07/2022	Misc Withholding	220-22450	1,431.69
G P O A	314104	01/07/2022	GPOA DUES	220-22410	880.00

Expense Approval Report

Payment Dates: 1/7/2022 - 1/20/2022

Vendor Name	Payment Number	Payment Date	Description (Item)	Account Number	Amount
GREENFIELD POLICE SERGEANTS..	314105	01/07/2022	GPSA DUES	220-22415	149.40
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	220-22225	1,047.33
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	220-22215	2,531.10
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	220-22215	10,822.60
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	220-22220	3,972.34
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	220-22210	9,142.63
Greenfield Professional Firefigh...	314177	01/20/2022	Fire Union Dues	220-22410	35.00
G P O A	314175	01/20/2022	GPOA DUES	220-22410	880.00
GREENFIELD POLICE SERGEANTS..	314176	01/20/2022	GPSA DUES	220-22415	149.34
Fund 220 - Supplemental Transactions & Use Tax Fund (V & W) Total:					34,941.36

Fund: 230 - GAS TAX FUND

CITY OF GREENFIELD	314121	01/07/2022	140 EL CAMINO REAL CENTER ...	230-320-64300.000	16.15
CITY OF GREENFIELD	314121	01/07/2022	MORRIS AVE - MEDIAN STIP	230-320-64300.000	15.53
CITY OF GREENFIELD	314121	01/07/2022	208 EL CAMINO REAL MEDIAL	230-320-64300.000	15.54
CITY OF GREENFIELD	314121	01/07/2022	110 EL CAMINO REAL CENTER ...	230-320-64300.000	15.53
Fund 230 - GAS TAX FUND Total:					62.75

Fund: 263 - LLM #1 - LEXINGTON

CITY OF GREENFIELD	314121	01/07/2022	400 CARDONA CIRCLE	263-360-64300.000	21.34
CITY OF GREENFIELD	314121	01/07/2022	411-A CARDONA CIRCLE	263-360-64300.000	44.65
CITY OF GREENFIELD	314121	01/07/2022	324 WILSON CIRCLE	263-360-64300.000	20.32
CITY OF GREENFIELD	314121	01/07/2022	0000 GIANOLINI PARKWAY	263-360-64300.000	145.85
SEIU Local 521	314107	01/07/2022	Union Dues	263-22420	3.87
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	263-22225	6.15
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	263-22215	14.86
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	263-22215	63.62
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	263-22220	5.52
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	263-22210	26.37
SEIU Local 521	314178	01/20/2022	Union Dues	263-22420	3.87
Fund 263 - LLM #1 - LEXINGTON Total:					356.42

Fund: 264 - LLM #2 - TERRA VERDE, ETC

CITY OF GREENFIELD	314121	01/07/2022	326 WILSON CIRCLE	264-360-64300.000	173.81
CITY OF GREENFIELD	314121	01/07/2022	20 WALKER LANE ISLAND	264-360-64300.000	90.95
CITY OF GREENFIELD	314121	01/07/2022	98 S EL CAMINO REAL/PARK	264-360-64300.000	364.82
CITY OF GREENFIELD	314121	01/07/2022	317 MORENO STREET	264-360-64300.000	80.08
CITY OF GREENFIELD	314121	01/07/2022	634 ST CHRISTOPHER LANE	264-360-64300.000	347.42
CITY OF GREENFIELD	314121	01/07/2022	385 THORP AVE	264-360-64300.000	16.87
CITY OF GREENFIELD	314121	01/07/2022	THORP/WALNUT TREE LINE	264-360-64300.000	108.64
CITY OF GREENFIELD	314121	01/07/2022	632 VAQUEZ AVENUE	264-360-64300.000	48.15
CITY OF GREENFIELD	314121	01/07/2022	246 BORZINI CIRCLE	264-360-64300.000	443.63
CITY OF GREENFIELD	314121	01/07/2022	200 RAVA PARKWAY PARK	264-360-64300.000	341.98
CITY OF GREENFIELD	314121	01/07/2022	18 S EL CAMINO REAL-MEDIAN	264-360-64300.000	58.90
CITY OF GREENFIELD	314121	01/07/2022	207 TUSCANY AVENUE PARK	264-360-64300.000	294.28
CITY OF GREENFIELD	314121	01/07/2022	355 THORP AVENUE - TREE LINE	264-360-64300.000	60.28
CITY OF GREENFIELD	314121	01/07/2022	349 LAS MANZANITAS DRIVE P...	264-360-64300.000	85.09
CITY OF GREENFIELD	314121	01/07/2022	300 LAS MANZANITAS DRIVE	264-360-64300.000	51.22
SEIU Local 521	314107	01/07/2022	Union Dues	264-22420	3.87
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	264-22225	8.05
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	264-22215	19.48
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	264-22215	83.36
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	264-22220	6.49
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	264-22210	31.39
SEIU Local 521	314178	01/20/2022	Union Dues	264-22420	3.87
Fund 264 - LLM #2 - TERRA VERDE, ETC Total:					2,722.63

Fund: 265 - SMD #1

SEIU Local 521	314107	01/07/2022	Union Dues	265-22420	3.87
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	265-22225	6.15
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	265-22215	14.86
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	265-22215	63.62
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	265-22220	5.52

Expense Approval Report

Payment Dates: 1/7/2022 - 1/20/2022

Vendor Name	Payment Number	Payment Date	Description (Item)	Account Number	Amount
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	265-22210	26.37
SEIU Local 521	314178	01/20/2022	Union Dues	265-22420	3.87
Fund 265 - SMD #1 Total:					124.26
Fund: 266 - SMD #2					
SEIU Local 521	314107	01/07/2022	Union Dues	266-22420	3.84
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	266-22225	6.13
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	266-22215	14.86
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	266-22215	63.24
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	266-22220	5.51
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	266-22210	26.31
SEIU Local 521	314178	01/20/2022	Union Dues	266-22420	3.68
Fund 266 - SMD #2 Total:					123.57
Fund: 297 - GREENFIELD SCIENCE WORKSHOP					
CITY OF GREENFIELD	314121	01/07/2022	45 EL CAMINO REAL	297-597-64300.000	30.45
CITY OF GREENFIELD	314121	01/07/2022	920 WALNUT AVENUE - SCIENCE..	297-597-64300.000	37.82
CITY OF GREENFIELD	314121	01/07/2022	45 EL CAMINO REAL	297-597-64400.000	73.26
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	297-597-66100.000	329.54
CURTIS GABRIELSON	314127	01/07/2022	SCIENCE WORKSHOP SUPPLIES ...	297-597-65500.000	89.24
CURTIS GABRIELSON	314127	01/07/2022	SCIENCE WORKSHOP SUPPLIES ...	297-597-65500.000	92.94
CURTIS GABRIELSON	314127	01/07/2022	SCIENCE WORKSHOP SUPPLIES ...	297-597-65500.000	95.76
STATE STREET BANK & TRUST C...	DFT0004678	01/07/2022	Defer Comp-Management	297-22430	793.94
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	297-22225	118.98
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	297-22215	287.52
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	297-22215	1,229.36
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	297-22220	289.62
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	297-22210	818.09
Fund 297 - GREENFIELD SCIENCE WORKSHOP Total:					4,286.52
Fund: 385 - INTERNAL SERVICE					
LINDE GAS & EQUIPMENT INC.	314142	01/07/2022	INDUSTRIAL ACETYLENE	385-311-65700.000	158.66
FASTENAL COMPANY	314131	01/07/2022	SHOP SUPPLIES	385-311-65700.000	49.71
PINNACLE MEDICAL GROUP, INC	314156	01/07/2022	4112250 - ANNUAL TB TESTS	385-160-63900.000	850.00
PINNACLE MEDICAL GROUP, INC	314156	01/07/2022	4112260 - TB ANNUAL TESTING	385-160-63900.000	250.00
PINNACLE MEDICAL GROUP, INC	314156	01/07/2022	4112250 - TB ANNUAL TESTING	385-160-68100.000	135.00
GREENFIELD TRUE VALUE	314135	01/07/2022	FUEL POINT AG	385-311-65700.000	5.37
GREENFIELD TRUE VALUE	314135	01/07/2022	SINGLE SIDED KEYS	385-311-65700.000	56.16
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	385-311-66100.000	197.73
ANN RATHBUN	314113	01/07/2022	REIMBURSEMENT -GIFT CARDS ...	385-160-63900.000	235.00
PINNACLE MEDICAL GROUP, INC	314156	01/07/2022	4186460/B. RIANDA - SKIN TB T...	385-160-63900.000	45.00
CINTAS CORPORATION #630	314120	01/07/2022	UNIFORMS	385-311-65200.000	5.60
CINTAS CORPORATION #630	314120	01/07/2022	JANITORIAL SUPPLIES	385-311-65600.000	28.19
O'REILLY AUTO PARTS	314153	01/07/2022	MOTOR OIL FOR GENERATORS ...	385-311-66300.000	711.75
TARGETSOLUTIONS, LLC	314167	01/07/2022	ANNUAL FIRE DEPT TRAINING S...	385-125-61700.000	3,494.79
STATE STREET BANK & TRUST C...	DFT0004678	01/07/2022	Defer Comp-Management	385-22430	100.00
STATE STREET BANK & TRUST C...	DFT0004679	01/07/2022	Defer Comp-Mid Management	385-22430	74.98
STATE STREET BANK & TRUST C...	DFT0004680	01/07/2022	Defer Comp-Misc Employees	385-22430	60.00
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	385-22225	107.04
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	385-22215	258.66
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	385-22215	1,106.02
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	385-22220	461.69
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	385-22210	1,225.93
Fund 385 - INTERNAL SERVICE Total:					9,617.28
Fund: 503 - SEWER FUND					
CSC of King City	314125	01/07/2022	7735 - PARTS	503-335-66300.000	59.79
CITY OF GREENFIELD	314121	01/07/2022	520 TENTH STREET	503-330-64300.000	70.51
CITY OF GREENFIELD	314121	01/07/2022	520 TENTH STREET	503-330-64400.000	34.15
CITY OF GREENFIELD	314121	01/07/2022	520 TENTH STREET	503-330-64400.000	128.31
SOUTH COUNTY TIRE	314164	01/07/2022	7730 - ONE NEW TIRE	503-335-66300.000	295.82
CITY OF KING	314124	01/07/2022	STORMWATER COMPLIANCE T...	503-335-67200.000	326.92
RAIN FOR RENT SALINAS	314160	01/07/2022	WWTP - PUMP TRASH RENTAL	503-335-63800.000	3,221.80

Expense Approval Report

Payment Dates: 1/7/2022 - 1/20/2022

Vendor Name	Payment Number	Payment Date	Description (Item)	Account Number	Amount
O'REILLY AUTO PARTS	314153	01/07/2022	PW SUPPLIES	503-335-65700.000	30.64
O'REILLY AUTO PARTS	314153	01/07/2022	2332 - OIL FILTER	503-335-66300.000	69.01
VEGETABLE GROWERS SUPPLY	314171	01/07/2022	GLOVES	503-335-65700.000	171.65
O'REILLY AUTO PARTS	314153	01/07/2022	2332 - AIR FILTER	503-335-66300.000	30.64
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	503-330-66100.000	930.96
GREENFIELD TRUE VALUE	314135	01/07/2022	SINGLE SIDED KEY	503-333-66300.000	3.75
CINTAS CORPORATION #630	314120	01/07/2022	UNIFORMS	503-333-65200.000	55.18
TYLER TECHNOLOGIES	314169	01/07/2022	UTILITY BILLING ONLINE COMP...	503-191-63300.000	37.50
SEIU Local 521	314107	01/07/2022	Union Dues	503-22420	134.83
STATE STREET BANK & TRUST C...	DFT0004679	01/07/2022	Defer Comp-Mid Management	503-22430	109.97
STATE STREET BANK & TRUST C...	DFT0004680	01/07/2022	Defer Comp-Misc Employees	503-22430	122.63
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	503-22225	167.13
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	503-22215	403.86
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	503-22215	1,726.32
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	503-22220	410.71
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	503-22210	1,354.88
SWRCB	314173	01/14/2022	ADMINISTRATIVE CIVIL LIABILITY	503-330-63900.000	172,115.00
SEIU Local 521	314178	01/20/2022	Union Dues	503-22420	134.85
				Fund 503 - SEWER FUND Total:	182,146.81
Fund: 504 - WATER FUND					
MNS ENGINEERS, INC.	314149	01/07/2022	SCADA PROJECT SUPPORT	504-390-85805.000	562.50
MNS ENGINEERS, INC.	314149	01/07/2022	APPLE AVE FARM HOUSING WA...	504-390-86210.000	300.00
CITY OF GREENFIELD	314121	01/07/2022	CITY WIDE FIRE HYDRANT FLUS...	504-340-64300.000	343.29
CITY OF GREENFIELD	314121	01/07/2022	520 TENTH STREET	504-340-64400.000	128.31
AT&T	314116	01/07/2022	WATER LINES	504-345-64500.000	80.75
CITY OF KING	314124	01/07/2022	STORMWATER COMPLIANCE T...	504-345-67200.000	326.92
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - WATER	504-12105	494.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - WATER	504-390-86205.000	494.00
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - DISTRICT FO...	504-12392	275.50
LOZANO SMITH, LLP	314144	01/07/2022	LEGAL SERVICES - DISTRICT FO...	504-390-86205.000	275.50
MIGUEL SAAVEDRA	314148	01/07/2022	REIMBURSEMENT -WATER DIST...	504-345-67400.000	60.00
SOUTHERN COUNTIES LUBRICA...	314165	01/07/2022	GASOLINE/DIESEL	504-340-66100.000	930.96
CINTAS CORPORATION #630	314120	01/07/2022	UNIFORMS	504-345-65200.000	58.81
TYLER TECHNOLOGIES	314169	01/07/2022	UTILITY BILLING ONLINE COMP...	504-191-63300.000	37.50
SEIU Local 521	314107	01/07/2022	Union Dues	504-22420	141.91
STATE STREET BANK & TRUST C...	DFT0004679	01/07/2022	Defer Comp-Mid Management	504-22430	108.14
STATE STREET BANK & TRUST C...	DFT0004680	01/07/2022	Defer Comp-Misc Employees	504-22430	182.37
STATE OF CALIFORNIA EDD	DFT0004683	01/07/2022	SDI	504-22225	194.88
Internal Revenue Service	DFT0004684	01/07/2022	Medicare	504-22215	471.06
Internal Revenue Service	DFT0004685	01/07/2022	Social Security	504-22215	2,014.64
STATE OF CALIFORNIA EDD	DFT0004686	01/07/2022	State Withholding	504-22220	410.82
Internal Revenue Service	DFT0004687	01/07/2022	Federal Tax Withholding	504-22210	1,353.87
SEIU Local 521	314178	01/20/2022	Union Dues	504-22420	141.89
				Fund 504 - WATER FUND Total:	9,387.62
				Grand Total:	391,019.85

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	113,701.96
102 - Fire General	33,548.67
220 - Supplemental Transactions & Use Tax Fund (V & W)	34,941.36
230 - GAS TAX FUND	62.75
263 - LLM #1 - LEXINGTON	356.42
264 - LLM #2 - TERRA VERDE, ETC	2,722.63
265 - SMD #1	124.26
266 - SMD #2	123.57
297 - GREENFIELD SCIENCE WORKSHOP	4,286.52
385 - INTERNAL SERVICE	9,617.28
503 - SEWER FUND	182,146.81
504 - WATER FUND	9,387.62
Grand Total:	391,019.85

Account Summary

Account Number	Account Name	Payment Amount
100-101-68200.000	Community Outreach	119.50
100-105-68200.000	Community Outreach	7,580.00
100-105-68201.000	Rent Assistance	10,400.00
100-105-68202.000	Utility Assistance	335.86
100-111-61200.000	Printing and Copying	592.51
100-111-64300.000	Water Utility	301.35
100-111-65100.000	General Operating Suppli...	70.00
100-111-65200.000	Uniforms / Personnel Equ...	4.90
100-111-65600.000	Janitorial Supplies	53.40
100-111-66100.000	Gasoline & Oil	65.91
100-12391	Covid-19 Receivable	1,554.50
100-150-63100.000	Administration Services	30,062.35
100-191-64400.000	Waste Disposal	3,512.61
100-201-64600.000	Cell Phone Charges	189.60
100-201-65100.000	General Operating Suppli...	431.25
100-201-66100.000	Gasoline & Oil	329.54
100-215-61400.000	Office Supplies	65.22
100-215-63400.000	Police Services	200.00
100-215-64500.000	Phone Charges	465.08
100-215-64600.000	Cell Phone Charges	1,228.21
100-215-65100.000	General Operating Suppli...	52.30
100-215-65400.000	Police Supplies	638.48
100-215-66100.000	Gasoline & Oil	4,415.68
100-215-67200.000	Other Training	370.00
100-215-95680.000	Risk Management Allocati...	554.11
100-22210	Federal Withholding Tax ...	8,484.91
100-22215	FICA Payable	13,936.06
100-22220	State Withholding Tax Pa...	2,685.08
100-22225	S.D.I. Payable	1,082.40
100-22410	G.P.O.A. Union Dues Paya...	560.00
100-22415	G.P.S.A. Union Dues Payab..	201.26
100-22420	S.E.I.U. Union Dues Payab...	390.28
100-22430	Deferred Comp Payable	2,974.16
100-22431	Roth	992.50
100-22435	PERS Loan Payable	338.76
100-22481	POLICE AMMUNITION	332.16
100-22511	Planning Deposits - Vinta...	1,400.00
100-230-64600.000	Cell Phone Charges	104.32
100-230-66100.000	Gasoline & Oil	131.82
100-320-64300.000	Water Utility	369.36
100-320-64400.000	Waste Disposal	128.31

Account Summary

Account Number	Account Name	Payment Amount
100-320-65200.000	Uniforms / Personnel Equi...	62.12
100-320-65700.000	Public Works Supplies	180.96
100-320-66100.000	Gasoline & Oil	522.78
100-320-66300.000	General Operations Equi...	832.58
100-320-67200.000	Other Training	245.19
100-550-64300.000	Water Utility	5,059.84
100-550-64400.000	Waste Disposal	128.31
100-550-65200.000	Uniforms/Personnel Equi...	158.70
100-550-65700.000	Public Works Supplies	324.10
100-550-65900.000	Building Maintenance Su...	128.33
100-550-66100.000	Gasoline & Oil	643.03
100-550-67200.000	Other Training	163.46
100-551-63900.000	General Services	75.00
100-551-64300.000	Water Utility	167.81
100-551-64400.000	Waste Disposal	226.59
100-551-66100.221	Gasoline & Oil	65.91
100-590-64300.000	Water Utility	49.60
100-601-63600.000	Community Development...	6,898.00
100-601-66100.000	Gasoline & Oil	65.91
102-22210	Federal Withholding Tax ...	9,145.99
102-22215	FICA Payable	8,538.56
102-22220	State Withholding Tax Pa...	3,585.35
102-22225	S,D.I Payable	669.69
102-22410	Union Dues Payable	560.00
102-22430	Deferred Comp Payable	575.72
102-22450	Wage Garnishments Paya...	346.15
102-250-63600.000	Community Development...	850.00
102-250-63900.000	General Services	2,350.20
102-250-64300.000	Water Utility	218.56
102-250-64400.000	Waste Disposal	284.86
102-250-65100.000	General Operating Suppli...	1,128.45
102-250-65200.000	Uniforms/Personnel Equi...	324.00
102-250-65400.000	Firefighter Supplies/Preve...	1,384.02
102-250-65600.000	Jantorial Supplies	17.96
102-250-66100.000	Gasoline & Oil	968.04
102-250-66200.000	Vehicle and Equipment M...	35.01
102-250-66300.000	General Operations Equi...	261.11
102-250-67100.000	Meetings & Conferences	855.00
102-250-67400.000	Certifications	1,450.00
220-215-71400.000	Police Equipment	1,760.00
220-22210	Federal Withholding Tax ...	9,142.63
220-22215	FICA Payable	13,353.70
220-22220	State Withholding Tax Pa...	3,972.34
220-22225	S.D.I. Payable	1,047.33
220-22410	G.P.O.A. Union Dues Paya...	1,830.00
220-22415	G.P.S.A. Union Dues Payab..	298.74
220-22430	Deferred Comp Payable	2,032.75
220-22450	Wage Garnishments Paya...	1,431.69
220-605-64600.000	Cell Phone Charges	72.18
230-320-64300.000	Water Utility	62.75
263-22210	Federal Withholding Tax ...	26.37
263-22215	FICA Payable	78.48
263-22220	State Withholding Tax Pa...	5.52
263-22225	S.D.I. Payable	6.15
263-22420	S.E.I.U. Union Dues Payab...	7.74
263-360-64300.000	Water Utility	232.16
264-22210	Federal Withholding Tax ...	31.39
264-22215	FICA Payable	102.84

Account Summary

Account Number	Account Name	Payment Amount
264-22220	State Withholding Tax Pa...	6.49
264-22225	S.D.I. Payable	8.05
264-22420	S.E.I.U. Union Dues Payab...	7.74
264-360-64300.000	Water Utility	2,566.12
265-22210	Federal Withholding Tax ...	26.37
265-22215	FICA Payable	78.48
265-22220	State Withholding Tax Pa...	5.52
265-22225	S.D.I. Payable	6.15
265-22420	S.E.I.U. Union Dues Payab...	7.74
266-22210	Federal Withholding Tax ...	26.31
266-22215	FICA Payable	78.10
266-22220	State Withholding Tax Pa...	5.51
266-22225	S.D.I. Payable	6.13
266-22420	S.E.I.U. Union Dues Payab...	7.52
297-22210	Federal Withholding Tax ...	818.09
297-22215	FICA Payable	1,516.88
297-22220	State Withholding Tax Pa...	289.62
297-22225	S.D.I. Payable	118.98
297-22430	Deferred Comp Payable	793.94
297-597-64300.000	Water Utility	68.27
297-597-64400.000	Waste Disposal	73.26
297-597-65500.000	Recreation Supplies	277.94
297-597-66100.000	Gasoline & Oil	329.54
385-125-61700.000	Software Maintenance Ch...	3,494.79
385-160-63900.000	General Services	1,380.00
385-160-68100.000	Recruitment	135.00
385-22210	Federal Withholding Tax ...	1,225.93
385-22215	FICA Payable	1,364.68
385-22220	State Withholding Tax Pa...	461.69
385-22225	S.D.I. Payable	107.04
385-22430	Deferred Comp Payable	234.98
385-311-65200.000	Uniforms / Personnel Equi...	5.60
385-311-65600.000	Janitorial Supplies	28.19
385-311-65700.000	Public Works Supplies	269.90
385-311-66100.000	Gasoline & Oil	197.73
385-311-66300.000	General Operations Equi...	711.75
503-191-63300.000	Financial Services	37.50
503-22210	Federal Withholding Tax ...	1,354.88
503-22215	FICA Payable	2,130.18
503-22220	State Withholding Tax Pa...	410.71
503-22225	S.D.I. Payable	167.13
503-22420	S.E.I.U. Union Dues Payab...	269.68
503-22430	Deferred Comp Payable	232.60
503-330-63900.000	General Services	172,115.00
503-330-64300.000	Water Utility	70.51
503-330-64400.000	Waste Disposal	162.46
503-330-66100.000	Gasoline & Oil	930.96
503-333-65200.000	Uniforms/Personnel Equi...	55.18
503-333-66300.000	General Equipment Opera...	3.75
503-335-63800.000	Sewer Treatment Services	3,221.80
503-335-65700.000	Public Works Supplies	202.29
503-335-66300.000	General Equipment Opera...	455.26
503-335-67200.000	Other Training	326.92
504-12105	Accounts Receivable	494.00
504-12392	Clark Colony-GSP Preparat..	275.50
504-191-63300.000	Financial Services	37.50
504-22210	Federal Withholding Tax ...	1,353.87
504-22215	FICA Payable	2,485.70

Account Summary

Account Number	Account Name	Payment Amount
504-22220	State Withholding Tax Pa...	410.82
504-22225	S.D.I. Payable	194.88
504-22420	S.E.I.U. Union Dues Payab...	283.80
504-22430	Deferred Comp Payable	290.51
504-340-64300.000	Water Utility	343.29
504-340-64400.000	Waste Disposal	128.31
504-340-66100.000	Gasoline & Oil	930.96
504-345-64500.000	Phone Charges	80.75
504-345-65200.000	Uniforms / Personnel Equ...	58.81
504-345-67200.000	Other Training	326.92
504-345-67400.000	Certifications	60.00
504-390-85805.000	Scada System	562.50
504-390-86205.000	GSA - GSP Preparation	769.50
504-390-86210.000	Apple Avenue Consolidati...	300.00
	Grand Total:	391,019.85

Project Account Summary

Project Account Key	Payment Amount
None	391,019.85
	Grand Total:
	391,019.85

CITY COUNCIL MINUTES

REGULAR MEETING OF JANUARY 11, 2022

CALL TO ORDER

Mayor Walker called the meeting to order at 6:00 p.m.

ROLL CALL

PRESENT: Mayor Walker, Councilmembers Martinez, Tipton and White

ABSENT: Mayor Pro-tem Untalon

STAFF: City Manager Wood, Captain Mixer, Community Development Director Muga, IT Director Espinosa, City Attorney Cochran, Planning Consultant Mullane, City Engineer Pike, City Clerk Rathbun

GUESTS: Cameron Johnson, Ajay Anand

A MOTION by Councilmember White, seconded by Councilmember Martinez to excuse Mayor Pro-tem Untalon. ROLL CALL VOTE: AYES: Councilmember White, Councilmember Tipton, Councilmember Martinez and Mayor Walker. ABSENT: Mayor Pro-tem Untalon. Motion carried.

MOMENT OF SILENCE

There was a moment of silence.

PLEDGE OF ALLEGIANCE

All recited the Pledge of Allegiance.

AGENDA REVIEW

City Manager Wood asked that Item I-1, Update Urban Water Shortage Contingency Plan, be removed from the agenda. City Council concurred.

PUBLIC COMMENTS FROM THE AUDIENCE REGARDING ITEMS NOT ON THE AGENDA

None.

COMMENTS FROM CITY COUNCIL

Councilmember White stated that with Covid spreading and numbers going up; he asked that everyone get vaccinated and get their booster because that was the best defense. He thanked everyone involved with the 75th Birthday celebration. He also stated that he would like staff to look at Elm Avenue and the speed near Vintage Meadows by reducing the speed or placing a stop sign at 13th and Elm. He also thanked the Recreation Department and Public Works Department for putting up the volleyball nets and stated that he was sure that people would be using the courts. He stated that Avelina Torres had been holding a coat drive for the past couple years and this year the Rotary Club joined the effort. He stated that it was very successful and over 300 coats were donated.

Councilmember Martinez wished everyone a Happy New Year. She asked if Covid task team was still together and if not that maybe the City could get someone to put some information together for the residents. She also asked if the City had a program for its residents that could help them out such as food vouchers or food delivery and if not maybe something could be done. She stated that there were entire families that tested positive with Covid and they were not able to leave their homes. She wished all the students well and a safe return to school and asked the students to use their mask and wash their hands. She also thanked everyone for attending and organizing the celebration of the 75th Birthday Celebration. She also thanked Jose Sanchez and the Science Workshop for the time capsule and stated that the Science Workshop was doing an amazing job. She thanked Captain Mixer for informing the public of what was going on through social media and stated that she encouraged him to provide workshops for community. She stated that all the departments were doing a great job.

Councilmember Tipton wished everyone a Happy New Year. He reminded everyone to be safe and that Covid was still out there. He also thanked everyone involved in the 75th celebration and asked staff to continue celebrating throughout the year with the events as well as selling the merchandise so that everyone could see the City's spirit. He asked about the status of the district elections and getting information to the public. He stated that he was receiving a lot of concerns regarding cars being parked on the street for a long time and about the semi-trucks parking near AMPM/Starbuck and would like for enforcement to be stepped up. He also stated that the Starbucks line was backed up to the Walnut Avenue and something needed to be done soon. He expressed his concerns regarding cars were not stopping when they were coming from the highway onto Walnut and stated that the City needed to start working on some measures to help the situation.

Mayor Walker wished everyone Happy New Year and stated that he was looking forward to a fabulous 2022. He stated that he went to Mexico over Christmas and met with Mayor Fernando from Chupicuaro, Guanajuato, Mexico, our sister city, and they discussed the possibility of the Greenfield Fire Department donating some used fire equipment and maybe an older fire engine. He stated that Mayor Fernando was very interested and stated that they would be starting their own volunteer fire department. He thanked everyone involved with the 75th Celebration and stated that it was a great and successful event. He also thanked Dawn from the Greenfield Library for the snacks they made for the City Council. He stated that the speeding in town was not getting better and that speeding was the number one complaint from the residents and asked that there be more enforcement.

CONSENT CALENDAR

A MOTION by Councilmember Tipton, seconded by Councilmember White to approve the consent items including Warrants #313939 through #314102 and Bank Drafts #4623 through #4673 in the amount of \$1,689,320.19 and approve Minutes of the December 13, 2021 Special City Council Meeting, Minutes of the December 14, 2021 City Council Meeting, and adopt **Resolution #2022-01, "A Resolution of the City Council of the City of Greenfield Authorizing Use of Remote Teleconferencing Provisions (AB361)".** ROLL CALL VOTE: AYES: Councilmember White, Councilmember Tipton, Councilmember Martinez and Mayor Walker. ABSENT: Mayor Pro-tem Untalon. Motion carried.

CITY COUNCIL BUSINESS

ADOPTION OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD APPROVING AN EXTENSION TO THE DISPOSITION AND DEVELOPMENT AGREEMENT FOR THE DEVELOPMENT WITH AMG & ASSOCIATES OF THE MAGNOLIA PLACE SENIOR APARTMENTS PHASE II
RESOLUTION #2022-02

Staff report was given by Planning Consultant Mullane.

Councilmember Martinez asked if this project would be a gated community and if there would be a generator. Councilmember White asked if the park would be a city park. Planning Consultant Mullane stated that the park would be privately owned.

Cameron Johnson, representing the applicant, gave a brief description of the project and stated that generally these projects were not usually gated; however, would look into that. He also stated that he would speak with the manager regarding the generator and if the budget allowed for it, he would recommend that one be included.

Laura, resident, asked how the animal park would be regulated because at this time there was a big issue with animals and would animal control be able to go into a private park. She also stated that she had a relative living in one of the Magnolia Apartments and the rent goes up every year and how would the residents be able to pay and how would the City help.

A MOTION by Councilmember Martinez, seconded by Councilmember White to adopt **Resolution #2022-02, “A Resolution of the City Council of the City of Greenfield Approving an Extension to the Disposition and Development Agreement for the Development with AMG & Associates of the Magnolia Place Senior Apartments Phase II”**. ROLL CALL VOTE: AYES: Councilmember White, Councilmember Tipton, Councilmember Martinez and Mayor Walker. ABSENT: Mayor Pro-tem Untalon. Motion carried.

**ADOPTION OF A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD GRANTING A REQUEST FROM GRANGE HOSPITALITY LLC, DEVELOPER OF THE HOTEL FACILITY LOCATED AT 379 WALNUT AVENUE TO ENTER INTO AN ECONOMIC DEVELOPMENT AGREEMENT
RESOLUTION #2022-03**

Staff report was given by Community Development Director Mugan.

Councilmember White stated that he was concerned with the amount of concessions and the City was giving too much on the TOT. Community Development Director Mugan stated that the applicant was more than willing to work with the City and stated that staff was not taking this request lightly. Councilmember White stated that he would hate to see the City leave that much on the table.

A MOTION by Councilmember Tipton, seconded by Councilmember Martinez to adopt **Resolution #2022-03, “A Resolution of the City Council of the City of Greenfield Granting a Request from Grange Hospitality LLC, Developer of the Hotel Facility Located at 379 Walnut Avenue to Enter Into an Economic Development Agreement”**. ROLL CALL VOTE: AYES: Councilmember Tipton, Councilmember Martinez, and Mayor Walker. NOES: Councilmember White. ABSENT: Mayor Pro-tem Untalon. Motion carried.

CITY ATTORNEY REPORT

City Attorney Cochran wished everyone a Happy New Year. He congratulated Greenfield on its 75th Celebration. He stated that the City did have a pre-map hearing coming up for the CVRA on January 31st. He also stated that the City had a separate website page with districting information and would be posting a FAQ sheet as well soon.

CITY MANAGER REPORT

City Manager Wood stated that the CVRA meetings were scheduled for January 31st and February 3rd. He stated that the mid-year budget would be on the agenda of February 8th and departments heads would be reporting on their financial status and what they have done the last six months and what they were planning on doing the next six months. He also stated that January 1st was the start of the new budget cycle. He stated that since the City adopted a two-year budget last year, the process would be not as intensive; however, he would like to have as much community outreach as possible.

ADJOURNMENT

Meeting adjourned at 7:09 p.m.

Mayor of the City of Greenfield

City Clerk of the City of Greenfield



City Council Memorandum

599 El Camino Real Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

DATE: January 12, 2022

AGENDA DATE: January 25, 2022

TO: Mayor and City Council

PREPARED BY: Jim Langborg, Fire Chief

TITLE: **A RESOLUTION OF THE CITY COUNCIL OF THE OF THE CITY OF GREENFIELD ACKNOWLEDGING THE RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE GREENFIELD FIRE DEPARTMENT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PREFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 131462. AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE**

BACKGROUND AND ANALYSIS

Background:

In 2018, Section 13146.4 was added to the California Health and Safety Code mandating that Fire Departments report their compliance of mandated inspections to their governing authority. Mandated inspections are required for all apartment complexes, with three units or more, in-patient and long-term care facilities, hotels, motels, boarding houses, and schools.

The City of Greenfield has the following types and numbers of occupancies that require annual mandated inspections:

Schools – 6
Apartment Complexes – 43
Motels and Boarding Houses - 5
Long-term In-Patient Care Facilities - 1

Results:

In 2021, the Fire Department completed a total of 55 mandated inspections resulting in 100 percent compliance with California Health and Safety Code Sections California Health and Safety Code Sections 13146.2, 13146.3, and 13146.4. Staff is continuing with re-inspections to ensure fire code compliance which should be completed by the end of April 2022.

Overall, interactions with property owners and managers were very positive. Many deficiencies were found and corrected. These corrections make it safer for people occupying the buildings and safer for our Firefighters who respond to emergencies in these occupancies.

FINANCIAL AND BUDGET IMPACT

None

RECOMMENDATION

I MOVE TO ADOPT RESOLUTION #2022-04, A RESOLUTION OF THE CITY COUNCIL OF THE OF THE CITY OF GREENFIELD ACKNOWLEDGING THE RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE GREENFIELD FIRE DEPARTMENT REGARDING THE INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO PREFORM ANNUAL INSPECTIONS IN SUCH OCCUPANCIES PURSUANT TO SECTIONS 131462. AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE

RESOLUTION 2022-04

**A RESOLUTION OF THE CITY COUNCIL OF THE OF THE CITY OF GREENFIELD
ACKNOWLEDGING THE RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF
THE GREENFIELD FIRE DEPARTMENT REGARDING THE INSPECTION OF
CERTAIN OCCUPANCIES REQUIRED TO PREFORM ANNUAL INSPECTIONS IN
SUCH OCCUPANCIES PURSUANT TO SECTIONS 131462. AND 13146.3 OF THE
CALIFORNIA HEALTH AND SAFETY CODE**

WHEREAS, California Health and Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health and Safety Code Section 13146.2 and 13146.3 require all fire departments, including the City of Greenfield Fire Department, that provide fire protection services to preform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance building standards, as provided: and,

WHEREAS, California Health and Safety Code Section 13146.2 requires all fire departments, including the City of Greenfield Fire Department to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3; and,

WHEREAS, the City Council of the City of Greenfield intends this Resolution to fulfill the requirements of the California Health and Safety Code regarding acknowledgement of the City of Greenfield Fire Department's compliance with the California Health and Safety Code Sections 13146.2 and 1314.63.

NOW, THEREFORE, the City Council of the City of Greenfield does resolve that said City Council expressly acknowledges the measure of compliance of the City of Greenfield Fire Department with the California Health and Safety Code Sections 13146.2 and 1314.63 in the area encompassed by the City of Greenfield , as follows:

SECTION 1. Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the City of Greenfield, there lie 6 Group E occupancies, buildings, structures and/or facilities. During Calendar year 2020, the City of Greenfield Fire Department completed the annual inspections of 6 Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

SECTION 2. Residential Group R occupancies, for the purposes of this resolution, are generally these occupancies containing sleeping units, and include hotels, motels, apartments (three units or more). Within the City of Greenfield, there lie 40 Group-R (R-1 and R-2) occupancies of this nature. During the calendar year 2020, the City of Greenfield Fire Department completed the annual inspections of 40 Group-R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

PASSED AND ADOPTED by the City Council of the City of Greenfield at a regularly scheduled meeting on the 25th day of January 2022, by the following vote:

AYES, and in favor, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

ABSTAIN, Councilmembers:

Mayor of the City of Greenfield

Attest:

City Clerk of the City of Greenfield

CITY OF GREENFIELD

Cash & Investment Report

At December 31, 2021

DEPOSITORY	DESCRIPTION OF SECURITY		MATURITY DATE	INTEREST RATE	DOLLAR/PAR AMOUNT	MARKET VALUE
State of California	Local Agency Investment Fund (LAIF)		Immediate	0.202%	13,738,852.20	13,738,852.20
	Laif Interest				-	-
Total State of California					13,738,852.20	13,738,852.20
Wells Fargo Bank	Checking Account	Pool Cash	Immediate		3,602,118.74	3,602,118.74
Total Wells Fargo Bank					3,602,118.74	3,602,118.74
N/A	Petty Cash	General	Immediate		1,530.97	1,530.97
N/A	Petty Cash	Police	Immediate		500.00	500.00
Total Petty Cash					2,030.97	2,030.97
Pro Equities	Cash				1,382,991.08	1,382,991.08
Pro Equities	Certificate of Deposit	Beal Bk Plano Tex Ctf Dep 0.550%	12/27/2023	0.550%	249,000.00	248,521.92
Pro Equities	Certificate of Deposit	Capital One Natl Assn Mclean Va Ctf Dep 2.6%	12/20/2022	2.600%	246,000.00	251,384.94
Pro Equities	Certificate of Deposit	Capital One Bk Usa Ntl Assn Glen Allen Va Ctf 2.6%	12/20/2022	2.600%	246,000.00	251,384.94
Pro Equities	Certificate of Deposit	Discover Bk Greenwood Del Ctf Dep 2.55%	12/20/2022	2.550%	246,000.00	251,264.40
Pro Equities	Certificate of Deposit	First Natl Bk Amer East Lansing Mich Ctf Dep 0.600%	12/29/2023	0.600%	249,000.00	248,760.96
Pro Equities	Certificate of Deposit	First Natl Bk Damiscotta ME Ctf 0.950%	12/30/2024	0.950%	249,000.00	249,373.50
Pro Equities	Certificate of Deposit	Goldman Sachs Bk USA New York Ctf Dep 1.950%	8/22/2022	1.950%	247,000.00	249,665.13
Pro Equities	Certificate of Deposit	Morgan Stanley Bk NA Salt Lake City Utah Ctf Dep 1.800%	2/13/2025	1.800%	247,000.00	253,609.72
Pro Equities	Certificate of Deposit	Morgan Stanley Private Bk Natl Assn PUR NY Ctf Dep 1.800%	2/13/2025	1.800%	247,000.00	253,609.72
Pro Equities	Certificate of Deposit	Sallie Mae Bk Salt Lake City UT Ctf Dep 1.350%	12/15/2026	1.350%	248,000.00	248,520.80
Pro Equities	Certificate of Deposit	State Bk India New York NY Ctf Dep 1.400%	12/30/2026	1.400%	248,000.00	249,034.16
Pro Equities	Certificate of Deposit	Synchrony Bk Retail Ctf Dep Fidelity Instl Ctf Dep 1.200%	11/30/2026	1.200%	248,000.00	246,836.88
Pro Equities	Certificate of Deposit	Texas Exchange Bk SSB Crowlet Ctf Dep 1.300%	12/30/2026	1.300%	249,000.00	248,840.64
Pro Equities	Certificate of Deposit	Third Fed Svgs & Ln Assn of Cleveland Ctf Dep 0.900%	12/30/2024	0.900%	248,000.00	248,004.96
Pro Equities	Certificate of Deposit	Wells Fargo Natl Bk West Las Vegas Nev Ctf Dep 1.750%	2/21/2023	1.750%	249,000.00	252,834.60
Pro Equities	Certificate of Deposit	United Sts Treas NTS 0.250%	6/15/2024	0.250%	600,000.00	591,282.00
Pro Equities	Certificate of Deposit	United Sts Treas NTS 0.125%	6/30/2023	0.125%	550,000.00	546,304.00
Total Pro Equities					6,248,991.08	6,272,224.35
Ladenburg Thalmann	Cash	Bank Deposit Sweep Program 0.01%			107,101.17	107,101.17
Total					107,101.17	107,101.17
TOTAL Cash and Investments					23,699,094.16	23,722,327.43



City of Greenfield

PO Box 127 / 599 El Camino Real
 Greenfield CA 93937
 Phone: 831-674-5591 Fax: 831-674-3149
 www.ci.greenfield.ca.us

DATE: January 18, 2022

AGENDA DATE: January 25, 2022

TO: Mayor and City Council

PREPARED BY: Paul Mugan, Community Development Director

TITLE: **HOUSING UPDATE**

BACKGROUND

The City Council last heard an update on September 22, 2020. Staff currently is preparing its Annual Performance Report (APR) due to the State Housing and Community Development (HCD) in April. APR's are required reporting to the State. Housing units cannot be reported to unless Building Permits have been issued. Two years remain in the current RHNA cycle (2014-2023). Staff has identified an additional 402 units which likely will receive building permits this cycle. For instance, the popular "EAH" development consists of 222 units roughly split evenly between very-low and low-income households. These units are excluded from the below table, because building permits have not been issued. Table "A" reflects the current RHNA numbers to be reported to HCD.

CURRENT STATUS OF RHNA HOUSING UNITS

Table "A"

Income Level	RHNA Allocation	2015	2016	2017	2018	2019	2020	2021	Total Units to Date	Remaining Units
Very Low	87	4		49			31	80	164	0
Low	57	27	12	14					53	4
Moderate	66	22		2			6	148	178	0
Above Moderate	153	3	2	7	2	5	52	53	124	29
Total	363	56	14	72	2	5	89	281	519	33

AUTHORITY AND PROCEDURES

The Association of Monterey Bay Area Governments (AMBAG) is the regional Council of Government that represents Greenfield and neighboring communities in the Monterey Bay region. AMBAG's Regional Housing Needs Allocation Plan (RHNA) is part of the statewide mandate to address housing issues that are related to future growth by determining existing and projected "needed" allocations of regional affordable housing. The State of California provides population estimates to each regional government and the regional government then allocates estimated housing units needed among member communities. AMBAG in concert with HCD in June 2014, adopted the final numbers for the current RHNA apportionment cycle. As noted, the estimated number of housing units needed as determined by AMBAG reflects the planning period from January 1, 2014 to December 31, 2023. As depicted in the aforementioned Table "A," Greenfield was assigned 363 total RHNA units.

The numbers represented herein are different than those posted to HCD's website. For an unknown reason, HCD has failed to post Greenfield's 2020 APR numbers, despite their acceptance and certification by HCD. HCD has informed staff that their website numbers are maintained by staff, and sometimes are inaccurate because updating them is a low priority dependent on staffing. This causes confusion because the public often relies on HCD's website for current information. It appears that the City of Greenfield is the only jurisdiction in Monterey County, upon whose true numbers are not posted. Staff has made multiple contacts with HCD to fix this matter, without success. During this cycle, there was a 5-year interruption in the submittal of required annual APR reports to HCD, however this should not affect the posting of current numbers.

FUTURE POSTURE OF AFFORDABLE HOUSING 2022/2023

Although Greenfield is achieving its RHNA numbers, many if not most jurisdictions fail to achieve their allocation. For instance, Greenfield's neighbors in the Salinas Valley have produced nominal affordable housing units. Similarly, production on the Monterey Peninsula is weak. This typifies affordable housing production for most jurisdictions and has resulted in various legislative mandates from the legislature. For instance, SB9 and 10 were crafted to address the "housing crisis" besetting California. These statutes, effective this month, are intended to dramatically increase the construction of housing stock statewide.

Also, AMBAG has begun work on its next RHNA cycle (2023-2030). Planning Directors county-wide have been advised to expect triple the allocation next cycle than current mandates. Greenfield presently is assigned 1,000 units, effectively triple the 363 in the current cycle. The end of the current cycle 2023 also coincides with Greenfield's preparation of its Housing Element. Staff currently is preparing its overall strategic approach toward updating its 20-year Housing Element. This process will include significant community outreach to explain performance and strategy to accommodate legislative mandates and continue Greenfield's strong record. By all indications, HCD is focusing significant attention on jurisdictions across the state who dismiss affordable housing as a high priority. Because of Greenfield's strong performance and responsible approach to creating a balance between market rate and affordable housing, Greenfield should expect a seamless process in developing its Housing Element while meeting the statutory requirements of HCD. Staff is working closely with AMBAG and key partners such as the Monterey Bay Economic

Partnership (MBEP) to address important issues associated with Housing Element development and adoption along with current and future RHNA production.

RHNA UNIT COUNT ANALYSIS

The definitions of income used in the AMBAG plan reflect the income definitions used by the State of California. Projected housing needs include those of the existing population as well as the needs of the additional population expected to reside in the community through 2023. The current estimate was developed by AMBAG based on various factors including projected population, job growth, land availability, vacancy rates, and replacement housing needs.

After determining the number of additional housing units expected by the end of the planning period, AMBAG further quantified future housing needs by income level in order to effectively distribute lower income households equitably throughout a region. This methodology is designed to avoid undue concentrations of very low- and low-income households in one jurisdiction. To avoid further concentration of development in one area, AMBAG allocated a construction goal of 40 percent of the overall housing units for Greenfield to be dedicated to very low- and low-income households for the 2014-2023 RHNA period.

Each jurisdiction is required to create an annual report on the status and progress in implementing the housing element of its general plan using forms and definitions adopted by the California Department of Housing and Community Development (HCD). The report must be submitted to HCD and the Governor's Office of Planning and Research on or before April 1 of each year. In accordance with this requirement, Greenfield has submitted Annual Housing Progress Reports to HCD for the years 2015 – 2021. The City's progress toward meeting its allocated RHNA numbers is portrayed in Table "A".

CONCLUSION

As noted, approximately 402 units are headed toward building permit issuance. These residential projects are anticipated to be built out over the next two years and will result in the city exceeding the RHNA in all categories by a significant degree. Should expected projections ensue, Greenfield will have numbers likely to place it among the very top producers (by percent of allocation) in the entire state.



City Council Memorandum

599 El Camino Real Greenfield CA 93937 831-674-5591
www.ci.greenfield.ca.us

DATE: January 12, 2022

AGENDA DATE: January 25, 2022

TO: Mayor and City Council

PREPARED BY: Jim Langborg, Fire Chief

TITLE: **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD AMENDING THE SALARY SCHEDULE AND APPROVAL OF THE CREATION OF THE FIRE ADMINISTRATIVE ASSISTANT AS A FULL-TIME POSITION**

BACKGROUND AND ANALYSIS

If approved, this position will assist the Fire Chief in the administrative management of the Fire Department. As the Council is aware, the Fire Department will be losing the Administrative Captain who has accepted a position in another City. Refilling this position is being deferred until the next fiscal year because it will be a labor intensive process and likely result in the reclassification of the position.

As a result, I am absorbing the duties previously assigned to the Administrative Captain which significantly increases my workload. To assist in maintaining current projects and provide the logistical, operational, prevention, and administrative needs of the fire department I am recommending converting the part time administrative assistant position to full time. Which allows me to delegate many of the administrative tasks I am responsible for and focus on the other needs of the fire department.

FINANCIAL AND BUDGET IMPACT

Projected additional funding needed for the position \$27,000

NOTE:

- Approximately \$37,000 will be saved by not filling the Administrative Captain position for the remainder of the fiscal year.
- Approximately \$18,000 will be saved by adjusting Duty Chief coverage pay for the remainder of the fiscal year from \$1,890 to \$900 per week.
- The cost of healthcare and other employee benefits will be neutral for the remainder of the year.
- If approved the above recommendations will result in a \$28,000 savings to the City for the remainder of the fiscal year.

RECOMMENDATION

Approve the creation and funding of the Full Time Administrative Assistant position.

PROPOSED MOTION

I MOVE TO APPROVE RESOLUTION #2022-05, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD AMENDING THE SALARY SCHEDULE AND APPROVAL OF THE CREATION OF THE FIRE ADMINISTRATIVE ASSISTANT AS A FULL-TIME POSITION AND DIRECT STAFF TO BEGIN FILLING THE POSITION

RESOLUTION #2022-05

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD
AMENDING THE SALARY SCHEDULE AND APPROVAL OF THE CREATION OF
THE FIRE ADMINISTRATIVE ASSISTANT AS A FULL-TIME POSITION**

WHEREAS, Municipal Code Section 2.24 provides that adjustments of the salary and classification plan be by resolution; and

WHEREAS, Personnel Rules, Rule 3 – Classification Plan, Section. Administration of the Classification Plan states that the Personnel Officer shall administer the classification plan with all amendments or revisions to the plan subject to approval of the City Council; and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Greenfield authorizing the reclassification of a part-time Fire Administrative Assistant to a full-time employee and amending the City of Greenfield’s classification plan for the non-represented employees is amended as attached in Exhibit “A”.

PASSED AND ADOPTED by the City Council of the City of Greenfield at a public meeting of the City Council held on the 25th day of January 2022 by the following vote:

AYES, and all in favor, therefore, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

Lance Walker, Mayor

Attest:

Ann F. Rathbun, City Clerk

EXHIBIT "A"

**City of Greenfield
Salary Schedule - Non-Represented Employees
Effective: 01.16.2022**

Position	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Accountant	\$ 22.95	\$ 23.87	\$ 24.82	\$ 25.82	\$ 26.85	\$ 27.92	\$ 29.04	\$ 30.20
Administrative Assistant	\$ 22.95	\$ 23.87	\$ 24.82	\$ 25.82	\$ 26.85	\$ 27.92	\$ 29.04	\$ 30.20
Animal Control Officer	\$ 20.33	\$ 21.14	\$ 21.98	\$ 22.86	\$ 23.78	\$ 24.73	\$ 25.72	\$ 26.75
Associate Planner	\$ 32.55	\$ 33.85	\$ 35.21	\$ 36.61	\$ 38.08	\$ 39.60	\$ 41.19	\$ 42.83
Assistant Fleet Mechanic	\$ 18.57	\$ 19.31	\$ 20.09	\$ 20.89	\$ 21.72	\$ 22.59	\$ 23.50	\$ 24.44
Asst. Recreation Coordinator	\$ 19.71	\$ 20.50	\$ 21.32	\$ 22.17	\$ 23.06	\$ 23.98	\$ 24.94	\$ 25.94
Building & Planning Technician	\$ 26.42	\$ 27.48	\$ 28.58	\$ 29.72	\$ 30.91	\$ 32.15	\$ 33.44	\$ 34.77
Building Official	\$ 42.28	\$ 43.97	\$ 45.73	\$ 47.56	\$ 49.46	\$ 51.44	\$ 53.50	\$ 55.64
City Clerk	\$ 42.04	\$ 43.72	\$ 45.47	\$ 47.28	\$ 49.18	\$ 51.14	\$ 53.19	\$ 55.32
Code Enforcement Officer	\$ 24.51	\$ 25.49	\$ 26.51	\$ 27.57	\$ 28.67	\$ 29.82	\$ 31.01	\$ 32.25
Community Science Workshop Coordinator	\$ 37.40	\$ 38.90	\$ 40.45	\$ 42.07	\$ 43.75	\$ 45.50	\$ 47.32	\$ 49.22
Community Science Workshop Director	\$ 43.05	\$ 44.77	\$ 46.56	\$ 48.43	\$ 50.36	\$ 52.38	\$ 54.47	\$ 56.65
Community Science Workshop Technician	\$ 20.25	\$ 21.06	\$ 21.91	\$ 22.78	\$ 23.69	\$ 24.64	\$ 25.63	\$ 26.65
Community Development Director	\$ 55.34	\$ 57.55	\$ 59.86	\$ 62.25	\$ 64.74	\$ 67.33	\$ 70.02	\$ 72.82
Custodial Technician	\$ 15.36	\$ 15.98	\$ 16.62	\$ 17.28	\$ 17.97	\$ 18.69	\$ 19.44	\$ 20.22
Evidence Technician	\$ 28.63	\$ 29.77	\$ 30.96	\$ 32.20	\$ 33.49	\$ 34.83	\$ 36.22	\$ 37.67
Executive Assistant	\$ 31.00	\$ 32.24	\$ 33.53	\$ 34.87	\$ 36.26	\$ 37.71	\$ 39.22	\$ 40.79
Fire Administrative Assistant	\$ 22.95	\$ 23.87	\$ 24.82	\$ 25.82	\$ 26.85	\$ 27.92	\$ 29.04	\$ 30.20
Forensic Investigator	\$ 50.00	\$ 52.00	\$ 54.08	\$ 56.24	\$ 58.49	\$ 60.83	\$ 63.27	\$ 65.80
Grants Coordinator	\$ 27.68	\$ 28.78	\$ 29.93	\$ 31.13	\$ 32.38	\$ 33.67	\$ 35.02	\$ 36.42
IT Administrator	\$ 42.05	\$ 43.73	\$ 45.48	\$ 47.30	\$ 49.19	\$ 51.15	\$ 53.20	\$ 55.33
Permit Tech	\$ 17.43	\$ 18.13	\$ 18.85	\$ 19.61	\$ 20.39	\$ 21.21	\$ 22.05	\$ 22.94
Police Captain	\$ 61.46	\$ 63.92	\$ 66.47	\$ 69.13	\$ 71.90	\$ 74.77	\$ 77.77	\$ 80.88
Public Works Director / City Engineer	\$ 74.94	\$ 77.94	\$ 81.06	\$ 84.30	\$ 87.67	\$ 91.18	\$ 94.82	\$ 98.62
Public Works Fleet Mechanic	\$ 34.78	\$ 36.17	\$ 37.62	\$ 39.12	\$ 40.69	\$ 42.31	\$ 44.01	\$ 45.77
Public Works Office Technician	\$ 24.27	\$ 25.24	\$ 26.25	\$ 27.30	\$ 28.39	\$ 29.53	\$ 30.71	\$ 31.94
Public Works Operations Manager	\$ 42.03	\$ 43.71	\$ 45.45	\$ 47.27	\$ 49.16	\$ 51.13	\$ 53.18	\$ 55.30
Public Works Parks and Street Superintendent	\$ 37.02	\$ 38.50	\$ 40.04	\$ 41.64	\$ 43.31	\$ 45.04	\$ 46.84	\$ 48.72
Public Works Water Technician I	\$ 22.53	\$ 23.43	\$ 24.37	\$ 25.34	\$ 26.36	\$ 27.41	\$ 28.51	\$ 29.65
Public Works Water Technician II	\$ 27.01	\$ 28.09	\$ 29.21	\$ 30.38	\$ 31.60	\$ 32.86	\$ 34.17	\$ 35.54
Recreation Activities Leader	\$ 17.94	\$ 18.66	\$ 19.40	\$ 20.18	\$ 20.98	\$ 21.82	\$ 22.70	\$ 23.60
Recreation Coordinator	\$ 27.32	\$ 28.41	\$ 29.55	\$ 30.73	\$ 31.96	\$ 33.23	\$ 34.56	\$ 35.95
Utility System Shift Supervisor	\$ 32.16	\$ 33.45	\$ 34.79	\$ 36.18	\$ 37.63	\$ 39.13	\$ 40.70	\$ 42.33

Position

Chief of Police
City Manager
Fire Chief

Annual Salary
\$165,000 - \$189,000
\$249,120.00
\$153,000 - \$165,000

Part-Time / Temp Employees

Community Science Workshop Janitor
Communtiy Science Workshop Student Assistant
Community Science Workshop Student Instructor
Vaccination Assistant

Hourly Rate
Range
\$15.00-\$19.00
\$15.00-\$19.00
\$15.00-\$19.00
\$15.00-\$19.00

Adopted 01/25/2022



City Council Memorandum

599 El Camino Real Greenfield CA 93937 831-674-5591

www.ci.greenfield.ca.us

MEMORANDUM: January 21, 2022

AGENDA DATE: January 25, 2022

TO: Mayor and City Council

FROM: José S. Sánchez

TITLE: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD APPROVING THE CONTRACT BETWEEN TAMC AND THE GREENFIELD COMMUNITY SCIENCE WORKSHOP, A PROGRAM OF THE CITY OF GREENFIELD, FOR THE CREATION AND IMPLEMENTATION OF THE GREENFIELD BIKE GARAGE & MOBILE REPAIR WORKSHOPS

BACKGROUND

The Greenfield Community Science Workshop, a program of the City of Greenfield, and the Transportation Agency for Monterey County (TAMC) will partner to provide bike repair education and bike repair services to South Monterey County residents. This project aims to fill a regional need for bicycle, skateboard, and scooter repair in the region. Through this partnership, the Greenfield CSW will establish the Greenfield Bike Garage at its center location in downtown Greenfield and provide mobile repair workshops to communities along the Highway 101 corridor, including Gonzales, Soledad, King City, San Lucas, and San Ardo. The programming will focus on teaching community members how to repair and maintain their own bicycles, skateboards, and scooters in an effort to encourage the use of active transportation.

The Greenfield Bike Garage will provide weekly repair workshops to the community free of charge. During each repair workshop, the trained bike mechanic instructor and the bike mechanic assistant will lead participants through basic repairs and maintenance. Each participant will be able to use the public tools to make repairs on their own equipment and will be provided essential maintenance bike parts (such as bike tubes, chains, bike cables, cable housings, brake pads and pedals) free of charge.

In addition to the weekly repair workshops, Greenfield CSW staff will travel to other communities in South Monterey County to teach the public how to repair their own bicycles, skateboards and scooters. The mobile workshops will be much like the Bike Garage repair workshops in that all necessary tools will be available to the public for use and essential bike parts to complete the repairs will be provided free of charge.

TAMC will provide funding for the Bike Garage and Mobile Repair Workshops. TAMC staff and Safe Routes to School partners will help to promote and support these events.

BUDGET IMPACT

There will be no impact to the General Fund. Funding for the Bike Garage and Mobile Repair Workshops will be provided by TAMC

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. 2022-06

POTENTIAL MOTION

I MOVE TO APPROVE RESOLUTION #2022-06, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD APPROVING THE CONTRACT BETWEEN TAMC AND THE GREENFIELD COMMUNITY SCIENCE WORKSHOP, A PROGRAM OF THE CITY OF GREENFIELD, FOR THE CREATION AND IMPLEMENTATION OF THE GREENFIELD BIKE GARAGE & MOBILE REPAIR WORKSHOPS

RESOLUTION NO. 2022-06

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GREENFIELD
APPROVING THE CONTRACT BETWEEN TRANSPORTATION AGENCY OF
MONTEREY COUNTY AND THE GREENFIELD COMMUNITY SCIENCE WORKSHOP, A
PROGRAM OF THE CITY OF GREENFIELD, FOR THE CREATION AND
IMPLEMENTATION OF THE GREENFIELD BIKE GARAGE & MOBILE REPAIR
WORKSHOPS**

WHEREAS, the Greenfield Community Science Workshop, (CSW) a program of the City of Greenfield, and the Transportation Agency for Monterey County, (TAMC), will form a partnership to provide bike repair education and bike repair services to South Monterey County residents; and

WHEREAS, the partnership aims to fill a regional need for bicycle, skateboard, and scooter repair in the region; and

WHEREAS, the Greenfield CSW will establish the Greenfield Bike Garage at its center location in downtown Greenfield and will provide weekly repair workshops to the community free of charge; and

WHEREAS, the Greenfield CSW will provide mobile repair workshops to communities along the Highway 101 corridor, including Gonzales, Soledad, King City, San Lucas, and San Ardo; and

WHEREAS, TAMC will provide funding for the Bike Garage and Mobile Repair Workshops, as well as promotional and logistical support.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City Council of the City of Greenfield that the City of Greenfield approves the Contract Between TAMC and the Greenfield Community Science Workshop, a Program of the City of Greenfield, for the Creation and Implementation of the Greenfield Bike Garage & Mobile Repair Workshop.

PASSED AND ADOPTED by the City Council of the City of Greenfield, at a regular meeting of the City Council held on the 25th day of January 2022, by the following vote:

AYES, and all in favor, therefore, Councilmembers:

NOES, Councilmembers:

ABSENT, Councilmembers:

Lance Walker, Mayor

Attest:

Ann F. Rathbun, City Clerk

TRANSPORTATION AGENCY FOR MONTEREY COUNTY
AND CITY OF GREENFIELD
AGREEMENT FOR PROFESSIONAL SERVICES
RELATED TO GREENFIELD BIKE GARAGE & MOBILE REPAIR WORKSHOPS
APPROVED BY THE TAMC BOARD ON:

This is an agreement between the Transportation Agency for Monterey County, hereinafter called "TAMC," and the City of Greenfield, a municipal entity located at 599 El Camino Real, Greenfield CA 93927, hereinafter called "Consultant."

The parties agree as follows:

1. **Term of Agreement.** The terms of this Agreement shall begin upon **January 26, 2022**, contingent upon approval by the TAMC Board, and Consultant shall commence work only after a Notice to Proceed has been issued by TAMC's Project Manager specified in Paragraph 36 Unless earlier terminated as provided herein, this Agreement shall remain in force until **December 31, 2024**. Consultant acknowledges that this Agreement is not binding until it is fully executed and approved by TAMC.
2. **Payments to Consultant; maximum liability.** Subject to the limitations set forth herein, TAMC shall pay to Consultant the amounts provided in Exhibit B: Budget, upon receipt and acceptance of deliverables listed therein. Each payment by TAMC shall be for a specific deliverable or services outlined in Exhibit A: Scope of Work and Schedule. The maximum amount payable to the Consultant under this Agreement is set forth in Exhibit B: Budget and shall not exceed the amount of **Ninety-Six Thousand Five-Hundred Eighty-Seven Dollars (\$96,587)**. If there is any conflict between the terms of this Agreement and the terms of either Exhibit A (Scope of Work and Schedule) or Exhibit B (Budget), the terms of this Agreement shall prevail. TAMC does not guarantee any minimum amount of dollars to be spent under this Agreement.
3. **Employment of Consultant.** TAMC hereby engages Consultant and Consultant hereby agrees to perform the services set forth in Exhibit A: Scope of Work and Schedule, in conformity with the terms of this Agreement. Consultant will complete all work in accordance with the work schedule set forth in Exhibit A: Scope of Work and Schedule.

(a) The project title for this work is as follows:

Greenfield Bike Garage and Mobile Repair Workshops

(b) Consultant represents that Consultant and its agents, subconsultants and employees performing work hereunder are specially trained, experienced, competent, and

appropriately licensed to perform the work and deliver the services required by this Agreement.

- (c) Consultant, its agents, subconsultants, and employees, shall perform all work in a safe, skillful, and professional manner and in compliance with all applicable laws and regulations. All work performed under this Agreement that is required by law to be performed or supervised by licensed personnel shall be performed in accordance with such licensing requirements. Consultant shall ensure for itself and for any subconsultants under this Agreement that the applicable requirements of Labor Code section 1725.5, concerning the registration of contractors for public works, shall be in force and maintained for the term of this Agreement.
- (d) Consultant shall furnish, at its own expense, all materials and equipment necessary to carry out the terms of this Agreement, except as otherwise provided herein. Consultant shall not use TAMC premises, property (including equipment, instruments, or supplies) or personnel for any purpose other than in the performance of its obligations hereunder.
- (e) Consultant’s project manager shall be specified in Exhibit A (Scope of Work and Schedule). If Consultant desires to change the project manager, Consultant shall get written approval from the TAMC Executive Director of the new project manager.
- (f) Consultant shall submit progress reports at least once a month. The report should be sufficiently detailed and itemized for the TAMC Project Manager’s review to allow them to determine if Consultant is performing its tasks consistent with the terms of this Agreement; and to communicate interim findings and to sufficiently address any difficulties or unique circumstances that may require special remedies.
- (g) Consultant’s Project Manager shall meet with TAMC’s Project Manager, as needed, to discuss progress on the contract.

4. Payment Provisions and Allowable Costs:

- (a) The following Standard Payment Provisions apply to all contracts, regardless of the Method of Payment specified in Paragraph (b):
 - i. No payment will be made prior to approval of any work, nor for any work performed prior to approval of this Agreement.

- ii. Reimbursement for travel costs, if eligible under the Method of Payment as specified below, shall not exceed the Short-Term Travel Lodging Rates and Requirements listed on the Caltrans website, according to the Code of Regulations (CCR), Administrative Code, Title 2.
- iii. When milestone or task-by-task cost estimates are included in the Budget, Consultant shall seek approval from the TAMC Project Manager prior to any adjustment to compensation across work tasks. If TAMC determines that a change to the Scope of Work and Schedule is required, such changes shall be approved and documented in writing by the TAMC Project Manager.
- iv. Progress payments will be made monthly in arrears based on services provided and allowable incurred costs. If Consultant fails to submit the required deliverable items according to the schedule set forth in Exhibit A: Scope of Work and Schedule (or task order, as applicable), TAMC shall have the right to delay payment or terminate this Agreement in accordance with the provisions of Paragraph 6, Termination.
- v. Invoices shall be mailed to TAMC's Finance Officer, specified in Paragraph 35, at the address contained in Paragraph 36 (Notices). Invoices shall be submitted no later than 45 calendar days after the performance of work for which Consultant is billing. Invoices shall itemize the work performed on each milestone or task. Invoices shall follow the format stipulated in Exhibit B: Budget and the Invoice Cover Sheet Format attached hereto as Exhibit C and shall reference this Agreement's project title as specified in Section 3, and the Task Order title, if applicable. Consultant will be reimbursed as promptly as fiscal procedures will permit, upon receipt by TAMC's Finance Officer of itemized invoices.
- vi. The final invoice must contain the final cost and all credits due TAMC including any equipment purchased under the provisions of Paragraph 28 (Equipment Purchase) of this Agreement and shall be submitted within 60 calendar days after completion of Consultant's work under this agreement, or a given Task Order, as applicable.
- vii. No additional compensation will be paid to Consultant unless there is a change in the scope of the work. Changes in the scope of work that do not increase compensation may be approved by the TAMC Project Manager. Changes in the scope of work that would increase compensation must be authorized by an amendment to this Agreement approved by the TAMC Board of Directors.

- viii. Salary increases will be reimbursable only for Actual Cost Plus Fixed Fee or Rates of Compensation contracts and only if the increase is specified in Exhibit B: Budget. For personnel subject to prevailing wage rates as described in the California Labor Code, all salary increases, which are the direct result of changes in the prevailing wage rates are reimbursable.
- ix. The total amount payable by TAMC resulting from this Agreement shall not exceed the amount specified in Section 2 of this Agreement.
- x. All subcontracts in excess of \$25,000 shall contain the above provisions.

(b) Method of Payment: The method of payment for this Agreement will be based on a Lump Sum.

- i. The total lump sum price paid to Consultant will include compensation for all work and deliverables, including any travel and equipment described in Exhibit A: Scope of Work for this Agreement. No additional compensation shall be paid, unless a change of Scope of Work is authorized by an amendment approved by the TAMC Board of Directors pursuant to Paragraph 4(a), above.
- ii. Progress payments will be made upon completion of deliverables and acceptance by the TAMC Project Manager, as specified in Exhibit B: Budget, and Paragraph 4(a), above.

5. Retention of Funds.

No Retainage by TAMC or Consultant: No retainage will be withheld by TAMC from progress payments due Consultant. Retainage by Consultant or subconsultants is prohibited, and no retainage will be held by Consultant from progress due subconsultants. Any violation of this provision shall subject the violating Consultant or subconsultants to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code and Section 3321 of the CCC. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies, otherwise available to Consultant or subconsultant in the event of a dispute involving late payment or nonpayment by Consultant or deficient subconsultant performance, or noncompliance by a subconsultant. This provision applies to both Disadvantaged Business Enterprise (DBE) and non-DBE consultants and subconsultants.

6. Termination.

- (a) TAMC may terminate this Agreement at any time for good cause effective upon receipt of written notice, given thirty (30) calendar days prior, to Consultant.
- (b) “Good cause” shall include, without limitation, the failure of Consultant to perform the required services and obligations set forth in the provisions of this Agreement and all exhibits. Notwithstanding TAMC’s right to terminate for good cause effective upon written notice thereof, TAMC shall provide prior notice to Consultant of any ground for termination then being considered, and also provide Consultant with a good faith opportunity to avoid termination, as reasonably determined by TAMC in its absolute discretion. If TAMC terminates this Agreement, TAMC may be relieved of the payment of any consideration to Consultant, and TAMC may proceed with the work in any manner, which it deems proper. Costs incurred by TAMC thereby shall be deducted from any sum otherwise due Consultant.
- (c) The maximum amount for which TAMC shall be liable if this Agreement is terminated is zero (0) dollars.
- (d) It is also mutually understood between TAMC and Consultant that this Agreement may have been written before ascertaining the availability of funds, or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the Agreement were executed after that determination was made. This Agreement is valid and enforceable only if sufficient funds are made available to TAMC for the purpose of this Agreement. It is mutually agreed that if sufficient funds are not

appropriated, this Agreement may be amended to reflect any reduction in funds. TAMC retains the right to direct Consultant immediately to stop work and to terminate this Agreement for convenience, pursuant to Paragraph 6(a) above, in order to address any reduction of funds.

- (e) Termination of this Agreement shall not terminate Consultant’s duty to defend, indemnify and hold harmless TAMC, as provided in Paragraphs 8 and 20.

7. Cost Principles and Administrative Requirements

- (a) Consultant agrees that the contract Cost Principles and Procedures, 48 Code of Federal Regulations (CFR), Chapter 1, Part 31.000 *et seq.*, Federal Acquisition Regulations System, shall be used to determine the cost allowability of individual items.
- (b) Consultant also agrees to comply with federal procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements, Costs Principles and Audit Requirements.
- (c) Any costs for which payment has been made to Consultant under this Agreement that are determined by subsequent audit to be unallowable under 2 CFR Part 200 are subject to repayment by Consultant to TAMC.
- (d) Consultants and subconsultants shall maintain accounting systems related to the work to be performed pursuant to this Agreement that conform to Generally Accepted Accounting Principles (GAAP).
- (e) All subcontracts in excess of \$25,000 shall contain the above provisions.

8. Indemnification.

- (a) To the fullest extent permitted by law, including California Civil Code sections 2782 and 2782.6, Consultant shall defend (with legal counsel reasonably acceptable to TAMC), indemnify and hold harmless TAMC, its officers, agents, and employees, from and against any and all claims, losses, costs, damages, injuries (including injury to or death of an employee of Consultant or its subconsultants), expenses and liabilities of every kind, nature and description (including incidental and consequential damages, court costs, attorneys’ fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation) that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any subconsultant, anyone directly or indirectly employed by them, or anyone that they control (collectively “Liabilities”). Such obligations

to defend, hold harmless and indemnify TAMC, its officers, agents, and employees, shall not apply to the extent that such Liabilities are caused in part by the sole negligence, active negligence, or willful misconduct of TAMC, its officers, agents, and employees. To the extent there is an obligation to indemnify under this Paragraph, Consultant shall be responsible for incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant’s negligence, recklessness, or willful misconduct.

- (b) Notwithstanding any other provision of this Agreement, Consultant’s obligation to defend, indemnify and hold harmless TAMC shall survive the termination or expiration of the Agreement for a term to include the applicable statute of limitations related to the Consultant’s performance pursuant to the Agreement.
- (c) Indemnification for All Other Claims or Loss: For any claims, losses, costs, damages, injuries, other than claims arising out of Consultant’s performance of design professional services under this Agreement, Consultant shall defend (with legal counsel reasonably acceptable to TAMC), indemnify and hold harmless TAMC, its governing board, officers, agents, and employees, from and against any claims, losses, costs, damages, injuries (including injury to or death of an employee of Consultant or its subconsultants), expenses and liabilities of every kind, nature and description (including incidental and consequential damages, court costs, attorneys’ fees, litigation expenses and fees of expert consultants or expert witnesses incurred in connection therewith and costs of investigation) that arise out of, pertain to, or relate to, directly or indirectly, in whole or in part, the negligence, recklessness, or willful misconduct of Consultant, any subconsultant, anyone directly or indirectly employed by them, or anyone that they control (collectively “Liabilities”). Such obligations to defend, hold harmless and indemnify TAMC, its officers, agents, and employees, shall not apply to the extent that such Liabilities are caused in part by the sole negligence, active negligence, or willful misconduct of TAMC, or a defect in a design furnished by TAMC. To the extent there is an obligation to indemnify under this subparagraph 8(c), Consultant shall be responsible for incidental and consequential damages resulting directly or indirectly, in whole or in part, from Consultant’s negligence, recklessness, or willful misconduct.
- (d) Notwithstanding any other provision of this Agreement, Consultant’s obligation to defend, indemnify and hold harmless TAMC as expressed in these Indemnification Provisions shall survive the termination or expiration of the Agreement for a term to include the applicable statute of limitations related to the Consultant’s performance pursuant to the Agreement.

9. Insurance.

- (a) Without limiting Consultant’s duty to indemnify as set forth in Paragraph 8, Consultant shall maintain, at no additional cost to TAMC, throughout the term of this Agreement a policy or policies of insurance with the following coverage and minimum limits of liability:
- Commercial general liability insurance, including but not limited to premises, personal injury, products, and completed operations, with a combined single limit of One Million Dollars (\$1,000,000) per occurrence.
 - Comprehensive automobile insurance covering all motor vehicles, including owned, leased, hired and non-owned vehicles used in providing services under this Agreement, with a combined single limit of not less than One Million Dollars (\$1,000,000) per occurrence.
- (b) All insurance policies required under this Agreement shall be with a company acceptable to TAMC and authorized by law to transact insurance business in the State of California. Unless otherwise provided in this Agreement, all such insurance policies shall be written on an occurrence basis; or, if any policy cannot be written on an occurrence basis, such policy shall continue in effect for a period of two years following the date of Consultant’s completion of performance hereunder.
- (c) Each policy of insurance required under this Agreement shall provide that TAMC shall be given written notice at least thirty (30) days in advance of any change, cancellation or non-renewal thereof. Each policy shall provide identical coverage for each subconsultant performing work under this Agreement or be accompanied by a certificate of insurance for each subconsultant showing identical insurance coverage.
- (d) Commercial general liability and automobile liability policies shall provide an endorsement naming TAMC, its officers, agents, and employees, as additional insureds and shall further provide that such insurance is primary to any insurance or self-insurance maintained by TAMC, and that no insurance of any additional insured shall be called upon to contribute to a loss covered by Consultant’s insurance.
- (e) TAMC shall not be responsible for any premiums or assessments on the policy.

10. Workers’ Compensation Insurance. If during the performance of this Agreement, Consultant employs one or more employees, then Consultant shall maintain a workers’ compensation plan covering all of its employees as required by Labor Code Sec. 3700, either (a) through workers’

compensation insurance issued by an insurance company, with coverage meeting the statutory limits and with a minimum of One Million Dollars (\$1,000,000) per occurrence for employer's liability, or (b) through a plan of self-insurance certified by the State Director of Industrial Relations, with equivalent coverage. If Consultant elects to be self-insured, the certificate of insurance otherwise required by this Agreement shall be replaced with consent to self-insure issued by the State Director of Industrial Relations. The provisions of this paragraph apply to any subconsultant employing one or more employees, and Consultant shall be responsible for all subconsultants' compliance herewith.

11. Safety Provisions.

- (a) Consultant shall comply with Division of Occupational Safety and Health (CAL-OSHA) regulations applicable to Consultant regarding necessary safety equipment or procedures. Consultant shall comply with safety instructions issued by TAMC Safety Officer and other TAMC representatives. Consultant personnel shall wear hard hats and safety vests at all times while working on a construction project site.
- (b) If applicable to work to be performed by Consultant identified in Exhibit A (Scope of Work and Schedule), and pursuant to the authority contained in Section 591 of the Vehicle Code, TAMC has determined that such areas are within the limits of the project and are open to public traffic. Consultant shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. Consultant shall take all reasonably necessary precautions for safe operation of its vehicles and the protection of the traveling public from injury and damage from such vehicles.
- (c) Any subcontract entered into as a result of this Agreement, shall contain all of the provisions of this Section.
- (d) Consultant must have a CAL-OSHA permit(s), as outlined in California Labor Code Sections 6500 and 6705, prior to the initiation of any practices, work, method, operation, or process related to the construction or excavation of trenches which are five feet or deeper.

12. Certificate of Insurance and Taxpayer Identification. Prior to the execution of this Agreement by TAMC, Consultant shall submit a completed federal W-9 form, Request for Taxpayer Identification Number and Certification, and file certificates of insurance with TAMC's Finance Officer evidencing that Consultant has in effect the insurance required by this Agreement. Consultant shall file a new or amended certificate promptly after any change is made in any

insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify any indemnification provision of this Agreement.

13. Retention of Records/Audit.

- (a) For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable and other matters connected with the performance of the Agreement pursuant to Government Code 8546.7, Consultant, subconsultants, and TAMC shall maintain and make available for inspection all invoices, books, documents, papers, accounting records, transaction records and other evidence pertaining to the performance and execution of this Agreement, including but not limited to, the costs of administering the Agreement. All parties shall make such materials available at their respective offices at all reasonable times during the Agreement period and for three years from the date of final payment under the Agreement. The state, State Auditor, TAMC, Federal Highway Administration (FHWA), or any duly authorized representative of the Federal Government shall have access to any invoices, books, documents, papers, accounting records, transaction records, and other related documents of Consultant and its certified public accountants (CPA) work papers that are pertinent to the Agreement and indirect cost rates (ICR) for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.
- (b) Subcontracts in excess of \$25,000 shall contain this provision.

14. Audit Review Procedures.

- (a) Any dispute concerning a question of fact arising under an interim or post audit of this Agreement that is not disposed of by agreement, shall be reviewed by TAMC'S Finance Officer.
- (b) Not later than 30 days after issuance of the final audit report, Consultant may request a review by TAMC'S Finance Officer of unresolved audit issues. The request for review will be submitted in writing.
- (c) Neither the pendency of a dispute nor its consideration by TAMC will excuse Consultant from full and timely performance, in accordance with the terms of this Agreement.

15. Inspection of Work. Consultant and any subconsultant shall permit TAMC, the State, and the FHWA (if federal participating funds are used in this Agreement) to review and inspect the

project activities and files at all reasonable times during the performance period of this Agreement including review and inspection on a daily basis.

16. Confidentiality; Return of Records. Consultant and its officers, employees, agents, and subconsultants shall comply with all federal, State and local laws providing for the confidentiality of records and other information. Consultant shall not disclose any confidential information received from TAMC or prepared in connection with the performance of this Agreement without the express permission of TAMC. Consultant shall promptly transmit to TAMC all requests for disclosure of any such confidential information. Consultant shall not use any confidential information gained through the performance of this Agreement except for the purpose of carrying out Consultant’s obligations hereunder. When this Agreement expires or terminates, Consultant shall return to TAMC all records, which Consultant utilized or received from TAMC to perform services under this Agreement.

17. Amendments and Modifications. Any modification or amendment to this Agreement or to the scope of work referenced in Exhibit A (Scope of Work and Schedule) shall be proposed in writing by the requesting party, and shall not become operable until fully accepted, ratified and executed by both parties

18. Statement of Compliance/Non-Discrimination.
 - (a) Consultant’s signature affixed herein, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that Consultant has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

 - (b) During the performance of this Agreement, Consultant and its subconsultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Consultant and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part

hereof as if set forth in full. Consultant and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

19. Harassment. TAMC maintains a strict policy prohibiting unlawful harassment, including sexual harassment, in any form, including verbal, physical and visual harassment by any employee, supervisor, manager, officer or Board member, or agent of the employer. Vendors, contractors, and consultants shall not engage in conduct that has an effect of unreasonably interfering with a TAMC employee's work performance or creates an intimidating, hostile or offensive work environment.
20. ADA Access. TAMC is committed to accessibility, including California State Web Content Accessibility Guidelines and Federal law and regulations related to the Americans with Disabilities Act. Consultant shall review and follow TAMC's adopted ADA Best Practices for Documents and Outreach with regard to conducting public outreach, developing outreach materials, and producing public documents and content for TAMC and its website.
21. Independent Contractor. In its performance under this Agreement, Consultant is at all times acting and performing as an independent contractor and not as an employee of TAMC or any of its member jurisdictions. No offer or obligation of employment is intended in any manner, and Consultant shall not become entitled by virtue of this Agreement to receive any form of benefits accorded to employees including without limitation leave time, health insurance, workers' compensation coverage, disability benefits, and retirement contributions. Consultant shall be solely liable for and obligated to pay directly all applicable taxes, including without limitation federal and State income taxes and social security arising out of Consultant's performance of this Agreement. In connection therewith, Consultant shall defend, indemnify, and hold harmless TAMC from any and all liability, which TAMC may incur because of Consultant's failure to make such payments.
22. Delegation of Duties; Subcontracting.
 - (a) Nothing contained in this Agreement or otherwise, shall create any contractual relation between TAMC and any subconsultant(s), and no subcontract shall relieve Consultant of its responsibilities and obligations hereunder. Consultant agrees to be as fully responsible to TAMC for the acts and omissions of its subconsultant(s) and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by Consultant. Consultant's obligation to pay its subconsultant(s) is an independent obligation from TAMC'S obligation to make payments to the Consultant.

- (b) Consultant shall perform the work contemplated in this Agreement and in Exhibit A (Scope of Work and Schedule) with resources available within its own organization and no portion of the work pertinent to this Agreement shall be subcontracted without written authorization by TAMC’s Executive Director, except that, which is expressly identified in the approved Budget/Cost Proposal.
- (c) Any subcontract in excess of \$25,000 entered into as a result of this Agreement shall contain all the provisions stipulated in this Agreement to be applicable to subconsultants.
- (d) Any substitution of subconsultant(s) must be approved in writing by TAMC’s Executive Director prior to the start of work by the subconsultant(s).
- (e) Any work performed by a subconsultant shall be done in conformance with this Agreement, and TAMC shall pay Consultant for the work but not for any markup, including subcontract management, supervisions, administrative and other expenses, or reimbursable costs.

23. Ownership of Data.

- (a) Upon completion of all work under this Agreement, ownership and title to all reports, documents, plans, specifications, and estimates produced as part of this Agreement will automatically be vested in TAMC; and no further agreement will be necessary to transfer ownership to TAMC. Consultant shall furnish TAMC all necessary copies of data needed to complete the review and approval process.
- (b) It is understood and agreed that all calculations, drawings and specifications, whether in hard copy or machine-readable form, are intended for one-time use in the connection with the project for which this Agreement has been entered into.
- (c) Consultant is not liable for claims, liabilities, or losses arising out of, or connected with the modification, or misuse by TAMC of the machine-readable information and data provided by Consultant under this Agreement; further, Consultant is not liable for claims, liabilities, or losses arising out of, or connected with any use by TAMC of the project documentation on other projects for additions to this project, or for the completion of this project by others, except only such use as may be authorized in writing by Consultant.
- (d) Applicable patent rights provisions regarding rights to inventions shall be included in the Agreements as appropriate (48 CFR 27, Subpart 27.3 - Patent Rights under Government Contracts for federal-aid contracts).

- (e) TAMC may permit copywriting reports or other agreement products. If copyrights are permitted, FHWA shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish or otherwise use the data, and may authorize others to use the work for government purposes.
- (f) Any subcontract in excess of \$25,000 entered into as a result of this Agreement, shall contain all of the provisions of this Article.

24. Confidentiality of Data.

- (a) All financial, statistical, personal, technical, or other data and information relative to TAMC's operations, which are designated confidential by TAMC and made available to Consultant in order to carry out this Agreement, shall be protected by Consultant from unauthorized use and disclosure.
- (b) Permission to disclose information on one occasion, or public hearing held by TAMC relating to the Agreement, shall not authorize Consultant to further disclose such information, or disseminate the same on any other occasion.
- (c) Consultant shall not comment publicly to the press or any other media regarding the Agreement or TAMC's actions on the same, except to TAMC's staff, Consultant's own personnel involved in the performance of this Agreement, and at public hearings or in response to questions from a Legislative committee.
- (d) Consultant shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this Agreement without prior review of the contents thereof by TAMC, and receipt of TAMC'S written permission.
- (e) Any subcontract entered into as a result of this Agreement shall contain all of the provisions of this Article.

25. Compliance with Terms of Federal or State Grant. If any part of this Agreement has been or will be funded pursuant to a grant from the federal or State government in which TAMC is the grantee, Consultant shall comply with all provisions of such grant applicable to Consultant's work hereunder, and said provisions shall be deemed a part of this Agreement as though fully set forth herein.

26. Use of United States –flag Vessels. If this Agreement relates to a federally funded construction contract, the Consultant agrees:

- (a) To utilize privately owned United State-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to this Agreement, to the extent such vessels are available at fair and reasonable rates for Unites States-flag commercial vessels.
- (b) To furnish within 20 days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States, a legible copy of a rated, 'on-board' commercial ocean bill-of-lading in English for each shipment of cargo described in paragraph (a) of this section to both the TAMC Project Manager (through the prime contractor in the case of subcontractor bills-of lading) and to the Division of National Cargo, Office of Market Development, Maritime Administration, Washington, DC 20590.
- (c) To insert the substance of the provisions of this clause in all subcontracts issued pursuant to this Agreement.

27. Prevailing Wages.

- (a) Consultant shall comply with all prevailing wage requirements, including California Labor Code section 1770, et seq., and any Federal or local laws or ordinances, that may be applicable to the work to be performed pursuant to this Agreement.
- (b) Any subcontract entered into as a result of this Agreement, if for more than \$25,000 for public works, shall contain all the provisions of this Paragraph 26.
- (c) When prevailing wages may apply to the services described in the Scope of Work, transportation and subsistence costs shall be reimbursed at the minimum rates set by the Department of Industrial Relations (DIR) as outlined in the applicable Prevailing Wage Determination found on the DIR website.

28. Equipment, Supplies or Consultant Services Purchases.

- (a) Prior authorization in writing by TAMC's Project Manager shall be required before Consultant enters into any unbudgeted purchase order, or subcontract exceeding Five Thousand Dollars (\$5,000) for any supplies, equipment, or unbudgeted Consultant services. Consultant shall provide an evaluation of desirability of incurring such costs.
- (b) For the purchase of any items, services or consulting work not covered in Consultant's Cost Proposal and exceeding Five Thousand Dollars (\$5,000), prior authorization is

required by TAMC’s Project Manager; three competitive quotations must be submitted with the request, or the absence of bidding must be adequately justified.

- (c) Any equipment purchased as a result of this Agreement is subject to the following:
 - i. Consultant shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least two years and an acquisition cost of Five Thousand Dollars (\$5,000) or more. If the purchased equipment needs replacement and is sold or traded in, TAMC shall receive a proper refund or credit for such equipment at the conclusion of the Agreement, or if the Agreement is terminated, Consultant may either keep the equipment and credit TAMC in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, in accordance with established TAMC procedures for such sales and then credit TAMC in an amount equal to that sales price. If Consultant elects to keep the equipment, fair market value shall be determined at Consultant’s expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from and appraiser mutually acceptable to TAMC and Consultant; if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by TAMC.
 - ii. Consultant acknowledges that, if federal funds are used in this Agreement, 49 CFR, Part 1201 requires a credit to Federal funds when participating equipment with a fair market value greater than Five Thousand Dollars (\$5,000) is credited to the project for which this Agreement was entered into.
- (d) Consultant shall include these provisions into any subcontract in excess of Twenty-Five Thousand Dollars (\$25,000).

29. Conflict of Interest.

- (a) Consultant shall disclose any financial, business, or other relationship with TAMC that may have an any impact on this Agreement, or any ensuing TAMC construction project. Consultant shall also list current clients who may have a financial interest in the outcome of this Agreement, or any ensuing TAMC construction project, which will follow.
- (b) Consultant hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this Agreement.

(c) Any subcontract in excess of \$25,000 entered into as a result of this Agreement, shall contain all of the provisions of this Article.

30. Governing Laws. This Agreement shall be construed and enforced according to the laws of the State of California, and the parties hereby agree that the County of Monterey shall be the proper venue for any dispute arising hereunder.
31. Construction of Agreement. The parties agree that each party has fully participated in the review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any exhibit or amendment. To that end, it is understood and agreed that this Agreement has been arrived at through negotiation, and that neither party is to be deemed the party which prepared this Agreement within the meaning of Civil Code Section 1654. Section and paragraph headings appearing herein are for convenience only and shall not be used to interpret the terms of this Agreement.
32. Waiver. Any waiver of any term or condition hereof must be in writing. No such waiver shall be construed as a waiver of any other term or condition herein.
33. Successors and Assigns. This Agreement and all rights, privileges, duties and obligations hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns and heirs.
34. Time is of the Essence. The parties mutually acknowledge and agree that time is of the essence with respect to every provision hereof in which time is an element. No extension of time for performance of any obligation or act shall be deemed an extension of time for performance of any other obligation or act, nor shall any such extension create a precedent for any further or future extension.
35. Contract Administrators. Consultant's designated principal responsible for administering Consultant's work under this Agreement shall be listed in Exhibit A (Scope of Work and Schedule); TAMC's designated administrator of this Agreement shall be Todd A. Muck, Executive Director. TAMC's Project Manager under this Agreement shall be Ariana Green, and TAMC's Finance Officer shall be Dave Delfino.
36. Notices. Notices required under this Agreement shall be delivered personally or by electronic facsimile, e-mail, or by first class or certified mail with postage prepaid. Notice shall be deemed effective upon personal delivery, facsimile transmission, or email-receipt, or on the third day after deposit with the U.S. Postal Service. Consultant shall give TAMC prompt notice of any

change of address. Unless otherwise changed according to these notice provisions, notices shall be addressed as follows:

To TAMC:	Todd A. Muck	To Greenfield:	Paul Wood
	Executive Director		City Manager
	55-B Plaza Circle		599 El Camino Real
	Salinas, CA 93901		Greenfield, CA 93927
Tel:	831-775-0903	Tel:	831-674-5591
Fax:	831-775-0897	Fax:	831-674-3149
Email:	todd@tamcmonterey.org	Email:	pwood@ci.greenfield.ca.us

37. Non-exclusive Agreement. This Agreement is non-exclusive and both parties reserve the right to contract with other entities for the same or similar services.

38. Execution of Agreement. Any individual executing this Agreement on behalf of an entity represents and warrants that he or she has the requisite authority to enter into this Agreement on behalf of such entity and to bind the entity to the terms and conditions hereof. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

39. Debarment and Suspension Certification.

- (a) Consultant’s signature affixed below shall constitute a certification under penalty of perjury under the laws of the State of California that the Consultant has complied with Title 2 CFR, Part 180, “OMB Guidelines to Agencies on Government-wide Debarment and Suspension (non-procurement),” which certifies that Consultant or any person associated with Consultant in the capacity of owner, partner, director, officer, or manager, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by an federal agency within the past three (3) years; does not have a proposed debarment pending; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years. Any exceptions to this certification must be disclosed to the TAMC.
- (b) Exceptions will not necessarily result in denial of recommendation for award but will be considered in determining Consultant responsibility. Disclosures must indicate to whom exceptions apply, initiating agency, and dates of action.

- (c) Exceptions to the Federal Government Excluded Parties List System maintained by the General Services Administration are to be determined by the Federal Highway Administration.

40. Rebates, Kickbacks or Other Unlawful Consideration Prohibited. Consultant warrants that this Agreement was not obtained or secured through rebates, kickbacks or other unlawful consideration, either promised or paid to any TAMC employee. TAMC shall have the right, in its sole and absolute discretion to do any of the following for breach or violation of this warranty: to terminate the Agreement without liability; to pay for the value of the work actually performed; or to deduct from the compensation to be paid under this Agreement (or otherwise recover) the full amount of any such rebate, kickback or unlawful consideration.

41. Prohibition of Expending Local Agency, State or Federal Funds for Lobbying.

- (a) Consultant certifies to the best of his, her or its knowledge and belief that:

- i. No State, Federal or local agency appropriated funds have been paid, or will be paid, by or on behalf of Consultant to any person for influencing or attempting to influence an officer or employee of any state or federal agency; a member of the State Legislature or United States Congress; an officer or employee of the State Legislature or United States Congress; or any employee of a Member of the Legislature or Congress, in connection with the awarding of any State or Federal contract; in connection with the making of any State or Federal grant; in connection with the making of any State or Federal loan; in connection with the entering into of any cooperative agreement, and in connection with the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan or cooperative agreement.
- ii. If any funds other than Federal appropriated funds have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress; or an employee of a Member of Congress, in connection with this contract, grant, loan or cooperative agreement, then Consultant shall complete and submit a Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- (b) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code.

Consultant acknowledges that any person who fails to file the required certification shall be subject to a civil penalty of not less than Ten Thousand Dollars (\$10,000) and not more than One Hundred Thousand Dollars (\$100,000) for such failure.

- (c) By signing this Agreement, Consultant also agrees that Consultant will require that the language of this certification will be included in all lower-tier subcontracts which exceed One Hundred Thousand Dollars (\$100,000), and that all recipients of such subcontracts shall certify and disclose accordingly.

42. Exhibits. The following Exhibits are attached hereto and incorporated by reference:

Exhibit A – Scope of Work and Schedule

Exhibit B – Budget

Exhibit C – Invoice Cover Sheet Format

Exhibit D – ADA Best Practices for Documents and Outreach

43. Entire Agreement. This document, including all exhibits hereto, constitutes the entire agreement between the parties, and supersedes any and all prior written or oral negotiations and representations between the parties concerning all matters relating to the subject of this Agreement.

IN WITNESS WHEREOF, TAMC and Consultant execute this agreement as follows:

TAMC

Greenfield

By: _____

By: _____

Todd A. Muck

Paul Wood

Executive Director

City Manger

Dated: _____

Dated: _____

By: _____

Name:

Title:

Dated: _____

INSTRUCTIONS: If Consultant is a corporation (including limited liability and nonprofit corporations), the full legal name of the corporation shall be set forth together with the signatures of two specified officers. If Consultant is a partnership, the name of the partnership shall be set forth together with the signature of a partner with authority to execute this Agreement on behalf of the partnership. If Consultant is contracting in an individual capacity, the individual shall set forth the name of his or her business, if any, and shall personally sign the Agreement.

Approved as to form:

TAMC Counsel

Dated: _____

For TAMC internal use:

Work Element number to be used for the contract: _____

EXHIBIT A: Scope of Work and Schedule

Project Title: Greenfield Bike Garage & Mobile Repair Workshops

Consultant Project Manager: José S. Sánchez

Scope of Work

Introduction

This project aims to fill a regional need for bicycle, skateboard and scooter repair in South Monterey County. Through this contract the City of Greenfield will establish the Greenfield Bike Garage at the Greenfield Community Science Workshop located at 45 El Camino Real and provide mobile repair workshops to communities in south county including Greenfield, Soledad, King City, Gonzales, San Lucas, and San Ardo. The programming will focus on teaching community members how to repair their own bicycles, skateboards, and scooters as well as encourage the use of active transportation.

Project Details

Greenfield Bike Garage

The Greenfield Bike Garage will be located at the Greenfield Community Science Workshop at 45 El Camino Real in Greenfield and provide weekly repair workshops to the community free of charge. During each repair workshop the trained bike mechanic instructor and the bike mechanic assistant will lead participants through basic repairs and maintenance. Each participant will be able to use the public tools to make repairs on their own equipment and will be provided necessary parts (such as bike tubes, chains, bike cables, cable housings, brake pads and pedals) free of charge. Necessary parts” shall include only those replacement parts needed to perform minor or basic repairs which are understood by the parties to be contemplated by this Agreement and Exhibit A (Scope of Work and Schedule), and shall not include performance parts or modifications, frame repair or replacement of any kind, or accessory parts.

The bike mechanic instructor and assistant will have their own set of professional mechanic tools to use as well as a bike stand. All bike mechanic staff will be trained at the Watsonville Bike Shack, 555

Main St, Watsonville, CA 95076 . Bike repair equipment and tools will be stored in the Bike Garage storage shed which will be locked when not in use.

In order to encourage participation in the bike repair workshops, community participants will be entered into a monthly drawing for a \$50 gift card.

Mobile Repair Workshops

In addition to the weekly repair workshops provided at the Greenfield Bike Garage, staff will travel to other communities in south Monterey county to teach the public how to repair their own bicycles, skateboards and scooters. The mobile workshops will be much like the Bike Garage repair workshops in that all necessary tools will be available to the public for use and equipment necessary to complete the repairs will be provided free of charge. Transportation Agency staff and Safe Routes to School partners will help to promote and support these events.

Greenfield Bike Garage staff will conduct six (6) mobile workshops every calendar year in south county communities including Greenfield, Soledad, King City, Gonzales, San Lucas, and San Ardo. Staff will bring all necessary equipment to conduct the repair workshops including, but not limited to, tables, portable bike stands, necessary parts (as defined above) and tool sets. At the conclusion of each workshop, staff will bring all unsalvageable parts to the Salinas landfill.

Project Stakeholders

The City of Greenfield will be responsible for developing and managing the Greenfield Bike Garage and Mobile Repair Workshops. They will purchase all the equipment needed for the program and train necessary staff to lead and support the workshops.

The Transportation Agency for Monterey County will work with other Safe Routes to School Program partners to spread the word about the Greenfield Bike Garage programming and mobile workshops. The Transportation Agency will also post information on the Safe Routes to School Program Website: saferoutesmonterey.org to increase program visibility.

The Greenfield project manager and TAMC Safe Routes to School program manager will check-in at least quarterly to ensure adequate coordination.

Overall Project Objectives

- Encourage and support active transportation in South Monterey County

- Provide access to repair equipment and assistance in low-income communities
- Provide opportunities for youth to learn problem-solving and tinkering skills

Summary of Project Tasks

Project Management activities must be identified within the task they are occur.

Task 1: Project Administration & Coordination

TAMC and Greenfield will schedule and facilitate a project kick-off meeting to review the project scope of work, schedule and expectations for ongoing coordination.

Throughout the life of the grant, Greenfield will prepare and submit quarterly invoices and progress reports with all back-up documentation to TAMC.

Greenfield Bike Garage project manager and TAMC will hold quarterly coordination meetings throughout the life of the project to ensure good communication on upcoming tasks, project progress, schedule and budget as well as opportunities to enhance safe routes to school programming.

Task Deliverables
Kick-off meeting - Meeting Notes
Quarterly Invoices and Reports – invoices and back-up documentation, quarterly progress reports.
Quarterly Coordination Meetings

Task 2: Program Equipment & Materials

Greenfield staff will purchase all necessary equipment to start-up the Greenfield Bike Garage and Mobile Repair Workshops and replace equipment as needed.

Task Deliverables
Receipts for equipment purchases (to be included in quarterly invoices)

Task 3: Mechanic Training

All bike mechanic staff and assistants will be trained at the Watsonville Bike Shack, equivalent program, or by qualified personnel before participating in repair workshops.

Task Deliverables
Proof of completion of training such as a training certificate or an authorized letter.

Task 4: Bike Garage Programming

Create Curriculum

Staff will develop a curriculum for weekly repair workshops based off the training the mechanics have received from the Watsonville Bike Shack, equivalent program, or by qualified personnel. The content and focus of weekly repair workshop will also be determined by the repair needs of participants. Lessons will be provided in Spanish and/or English depending on the needs of the participants in attendance.

Conduct Weekly Repair Workshops

Hold weekly repair workshops at the Greenfield Bike Garage. Admission and repair equipment will be free to all participants. Staff will track the level of participation each week with a sign-in sheet or equivalent tool.

Monthly Prize Drawing

All workshop participants will be entered into a drawing each month to win a \$50 gift card. Winners will be selected at random. Staff will keep a log of winners.

Program Promotion

Greenfield Community Science Workshop will regularly promote the Bike Garage programming through their social media posts and online and share promotional materials with TAMC staff.

Task Deliverables
Workshop curriculum, log of content/focus of weekly workshops, sign-in sheet for weekly workshops, log of winners

Task 5: Mobile Repair Workshop Events

Secure Event Sites

Work with partner agencies in Greenfield, Soledad, King City, Gonzales, San Ardo and San Lucas to secure free sites for the mobile repair workshop events.

Event Promotion

Develop event flyers and social media posts to promote the mobile repair workshop events. Share promotional materials with TAMC to share with Safe Routes to School partners and help spread the word.

Conduct Mobile Repair Workshop Events

Conduct six (6) mobile repair workshops each calendar year in the communities of Greenfield, Soledad, King City, Gonzales, San Ardo and San Lucas. Log the number of participants and include event information in quarterly progress reports to TAMC.

After each event dispose of unsalvageable parts at the Salinas landfill.

City of Greenfield vehicles will be used for travel to and from events and to the Salinas landfill after each event.

Task Deliverables
List of confirmed event site locations, event flyers and social media posts, log of participation at each event.

EXHIBIT B: Budget

Task	Description	Cost	Notes
1	PROJECT ADMINISTRATION & COORDINATION		
	Project Kick-Off	\$200	schedule and conduct meeting
	Quarterly Coordination Meetings	\$720	12 coordination meetings
	Invoice/Reporting	\$720	12 invoices/reports
	TOTAL	\$1,640	
2	BIKE GARAGE EQUIPMENT & MATERIALS		
	Mechanic Tools	\$2,250	\$1,250 for initial set of tools and \$500 each year after for replacement tools
	Public Tools	\$1,000	3 sets of public tools in the first year; \$200 for replacement tools each year after
	Bike Materials	\$9,000	Bike tubes, bike chains, bike cables, cable housings, brake pads, pedals. \$3,000 each year
	Bike Repair Stand	\$850	One-time purchase
	Storage Shed	\$6,217	One-time purchase
	Bike Repair Incentive	\$1,800	\$600 per year
	TOTAL	\$23,317	
3	MECHANIC TRAINING		
	Mechanic Training	\$3,660	(\$20/hr X 6 hrs/training + \$70 transportation) X 12; (\$20/hr X 6 hrs/training + \$70 transportation) X 4; (\$20/hr X 6 hrs/training X 2 + \$70 transportation) X 2
	TOTAL	\$3,660	
4	BIKE GARAGE PROGRAMMING		
	Develop Curriculum	\$480	
	Bike Mechanic	\$29,600	\$20/hr X 10 hrs/week X 48 weeks; 4 hours of bike shop, 3 hours of bike repair, 3 hours parts gathering used bikes and retrieving spare parts; Mechanic Successor in year 2 (\$800)
	Bike Mechanic Assistant	\$7,776	\$18/hr X 3 hrs/week X 48 weeks; 3 hours of bike repair per week
	Program Promotion	\$1,520	develop flyers and social media posts
	TOTAL	\$39,376	
5	MOBILE REPAIR WORKSHOP EVENTS		
	Six Workshops per year	\$26,394	Gonzales, Soledad, King City, Gonzales, San Lucas and San Ardo
	Staff Tool Sets (Mobile Repair Workshops)	\$1,200	6 - sets at \$200 each
	Tables and portable bike stands (Mobile Repair Workshops)	\$1,000	6 tables, 2 portable bike stands
	TOTAL	\$28,594	
	GRAND TOTAL (3 YEARS)	\$96,587	

EXHIBIT C: Invoice Cover Page Format

[Project Title]

[Consultant Firm Name]

Invoice #

Invoice Date

Invoice Period

Task #	Task Name	Task Budget	Previously billed	Current invoice	Remaining Funds	% billed to-date	% Task Complete	Work performed this period
1								
2								
3								
4								
	TOTAL							

Exhibit D: ADA Best Practices for Documents and Outreach

The following are best practices that TAMC commits to complying with, and asks that all final and public draft documents comply, as they align with best practices for web-content accessibility:

Public Outreach Guidance

- Offer alternative ways to engage in outreach for the hard-of-hearing and the blind
 - Example: Have Talk-to-Text capacity available to engage with the hard of hearing
- Ensure public meeting rooms are set up in a way that is wheelchair accessible
- Ensure an alternative to a podium or stage is available in the event an individual cannot participate that way
- Have at least one wireless microphone available to help ensure public comments are projected in the meeting
- Develop public workshop handouts in font size 14 (minimum)
 - Handouts could include a project summary sheet, survey, comment card, etc.

Developing ADA Accessible Documents

- Use Calibri, Helvetica, or Arial Font Type
- Ensure final document content is at least font size 12 (minimum)
- Utilize proper features in Microsoft Word, including, but not limited to:
 - Alt Text for Images and Tables
 - “Styles” Feature to add emphasis or titles
 - Built in “Spacing” feature
- Indicate at the bottom of a Final Document’s Title Page, an ADA Notice stating:
 - **ADA Notice:** For individuals with sensory disabilities, this document is available in alternate formats. For information call (831) 775-0903 or email ada@tamcmonterey.org.

Web Content Accessibility Guidelines

The Web Content Accessibility Guidance (WCAG) was integrated into Section 508 of the American with Disabilities Act in January 2018 as the industry standard in accessibility.

Guidance and Success Criteria from the WCAG are organized into the following four principles:

1. Perceivable
 - Provide text alternatives for non-text content.
 - Provide captions and other alternatives for multimedia.

- Create content that can be presented in different ways, including by assistive technologies, without losing meaning.
 - Make it easier for users to see and hear content.
2. Operable
- Make all functionality available from a keyboard.
 - Give users enough time to read and use content.
 - Do not use content that causes seizures.
 - Help users navigate and find content.
3. Understandable
- Make text readable and understandable.
 - Make content appear and operate in predictable ways
 - Help users avoid and correct mistakes.
4. Robust
- Maximize compatibility with current and future user tools

A few key aspects that relate to content to be posted onto the TAMC website include:

- Integrating alternative text for images and maps
- Using distinguishable colors and design techniques that are comprehensible for the color-blind

For a complete list of WCAG’s Guidance, see: <https://www.w3.org/TR/WCAG20/>

If Consultant or subconsultant needs clarification on an ADA best practices, please contact ada@tamcmonterey.org.