



AGENDA

Pismo Beach City Council

Pismo Beach Public Financing Agency Board of Directors

Central Coast Blue Regional Recycled Water Authority Board of Directors

Tuesday, October 6, 2026

Time	Meeting Type	Physical Location	Virtual Viewing Option
5:30 p.m.	Regular Joint Meeting ^{1 2}	Council Chamber, City Hall	https://us02web.zoom.us/j/84823715585

¹ Live virtual viewing is offered via Zoom.

² Broadcast meeting also available for viewing on cable Channel 20 and online at pismobeach.org/agenda.

0. MEETING INSTRUCTIONS:

This meeting is being conducted in a hybrid format with both in-person and virtual options. Ways to watch this meeting and submit public comment are provided below.

Watch and participate in person:

- Visit the Council Chamber at Pismo Beach City Hall, 760 Mattie Road, Pismo Beach, CA 93449.
- To make public comment, please submit an optional blue "speaker slip" to staff; the Mayor/Chair will ask you to approach the lectern to speak during the public comment period on your item of interest.

Watch via Zoom:

- Click this link on any computer or mobile device: <https://us02web.zoom.us/j/84823715585>. This URL may also be typed into a web browser.

Listen via telephone:

- Call 1-669-900-6833 to join by telephone audio only. Enter **Meeting ID 848 2371 5585** when prompted.

Watch online:

- Visit www.pismobeach.org/agenda and scroll to "Upcoming Events." When the live broadcast begins, an "In Progress" link will appear; click this link to watch the livestream. A recording of the meeting will be available on demand shortly after the meeting ends.

Watch on Channel 20:

- Tune to local cable channel 20 in Pismo Beach; the meeting will be broadcast live. Meetings are also replayed at 9:00 a.m., 6:00 p.m., and 1:00 a.m. each day the following week.

Submit written comment prior to, or during, the meeting:

- In advance of the meeting, written comments may be emailed to citycouncil@pismobeach.org and/or cbbboard@pismobeach.org or mailed or delivered to the Pismo Beach City Clerk's Office, 760 Mattie Road, Pismo Beach, CA 93449. During the meeting no later than the start of the comment period for your item of interest, written comment may be hand-delivered to staff in the Council Chamber. Emails and other written comment submitted after the start of the meeting may not be fully considered prior to any action taken on the item.

Submit voicemail comment:

- Call 805-773-7005 and leave a voicemail before the meeting. Voicemails submitted after the start of the meeting may not be fully considered prior to any action taken on the item. This automated voicemail line will not be answered or monitored for other purposes.

Please note:

- In the event a Council Member/Board Member participates in this meeting by teleconference under the provisions of Govt Code Section 54953(f), public comment will be accepted via Zoom, including by telephone audio, as required by law. However, the timing of a request by a Council Member/Board Member to participate remotely may not allow sufficient time to post an agenda containing information on how the public may participate via Zoom or telephone. In such cases, the City Clerk/Authority Clerk or another staff member will orally provide such information at the meeting.
- Meetings may begin a few minutes after the scheduled start time.
- Meetings will be recorded, except closed sessions; these recordings are public record.
- Phone numbers of call-in attendees may be visible to other meeting attendees, or in meeting recordings.
- Phone numbers of voicemail commenters may be visible in the public record along with transcripts.

Please contact cityclerk@pismobeach.org with questions. Please do not submit public comment to this address.

Regular Joint Meeting—5:30 p.m.
Council Chamber, City Hall, 760 Mattie Road, Pismo Beach, CA 93449

CALL TO ORDER: Mayor/Chair Waage

1. ROLL CALL:

Pismo Beach City Council:

Mayor: Waage
Mayor Pro Tem: Reiss
Council Members: Guthrie, Inman, Newton

Pismo Beach Public Financing Agency Board of Directors:

Chair: Waage
Vice-Chair: Reiss
Board Members: Guthrie, Inman, Newton

Central Coast Blue Regional Recycled Water Authority Board of Directors:

Chair: Waage (City of Pismo Beach)
Vice-Chair: Reiss (Pismo Beach Public Financing Agency)

2. PLEDGE OF ALLEGIANCE

3. ACCEPTANCE OF AGENDA

4. PRESENTATIONS

Item 4.A: Presentation: Introduction of New Employees

- Jena Brancart – Part-Time Tourism & Events Host (Clarke)
- Crystal Deniz – Part-Time Tourism & Events Host (Clarke)
- Alex Tierce – Part-Time Tourism & Events Host (Clarke)

- Patrick Zhou – Information Technology Intern (Feaser)

- Abraham Jauregui – Engineering Technician (Gaglione)
- Brennan Porras – Wastewater Operator (Gaglione)
- Wyatt Spencer – Wastewater Operator (Gaglione)

- Nicholi Mackewicz – Fire Captain (Provence)

- Ron Castruita – Part-Time Parking Enforcement Officer (Smith)
- Jessica Jansen – Public Safety Dispatcher (Smith)
- Douglas Waugh, Jr. – Part-Time Parking Enforcement Officer (Smith)

5. PUBLIC COMMENT PERIOD

At this time, members of the public may comment on any item NOT appearing on the agenda. For items appearing on the agenda, including the Consent Calendar, the public will be invited to make comments during Council/Board consideration of the item. In accordance with state law, matters raised as part of this comment period cannot be discussed or acted upon by the City Council/Board at this time. However, in response to a matter raised as part of this comment period, the Council may, during Item 13, City Council Comments and Requests, direct staff to assist a speaker, or schedule the matter for consideration on a future agenda.

Please adhere to the following procedures when addressing the Council/Board:

- **Please limit your comments to 3 minutes or less.**
- Unduly disruptive behavior will not be permitted.

Documents submitted to the Council/Board become public record unless otherwise exempt from disclosure.

6. CITY MANAGER'S REPORT - *No action to be taken***7. CITY ATTORNEY'S REPORT / CLOSED SESSION REPORT - *No action to be taken*****8. COUNCIL COMMITTEE REPORTS**

- | | |
|---|---|
| 1. Air Pollution Control District, SLO County (Newton/Reiss) | 11. Integrated Waste Management Authority (Newton/Inman) |
| 2. California Joint Powers Insurance Authority (Reiss/Inman) | 12. Mobile Home Rent Stabilization Subcommittee (Inman/Waage) |
| 3. CAPSLO (Reiss) | 13. Regional Transit Authority, SLO (Waage/Reiss) |
| 4. Central Coast Blue Regional Recycled Water Authority (Waage/Guthrie) | 14. Shell Beach Improvement Group Liaison (Inman/Reiss) |
| 5. Chapman Estate Foundation (Liaison) (Reiss) | 15. SLOCOG (Waage/Reiss) |
| 6. Coastal Cities Group, League of CA Cities (Waage) | 16. South County Chambers Gov't Affairs (Guthrie/Inman) |
| 7. Conference and Visitors Bureau / LBID Board (Liaison) (Inman) | 17. Visit SLO CAL Advisory Committee (Inman) |
| 8. Friends of Price House Liaison (Waage) | 18. Water Resources Advisory Committee, SLO (Guthrie/Inman) |
| 9. Hazard Mitigation & Fire Safety (Inman/Waage) | 19. Zone 3 Water Advisory Committee, SLO (Guthrie/Inman) |
| 10. Homeless Services Oversight Council (Guthrie/Reiss) | (Govt Code Section 53232.3) |

9. CONSENT CALENDAR

All Consent Calendar items will be acted upon by a single action of the City Council unless otherwise requested by an individual Council Member for separate consideration. Public comment on Consent Calendar items will be invited prior to action on the Calendar.

Item 9.A: Adoption of Meeting Minutes (Kirkwood)**Recommendation:**

1. Adopt Minutes of the September 15, 2026 Special and Regular Meeting.
2. Adopt Minutes of the April 21, 2026 Regular Joint Meeting.

Item 9.B: Payroll Register and Register of Demands (Feeser)**Recommendation:**

1. Approve the Summary of Payroll Register for September 6, 2026 and September 20, 2026;
2. Approve the Register of Demands for August 28, 2026, September 4, 2026, September 11, 2026, and September 18, 2026.

Item 9.C: Monthly Investment Transaction Report of the City's Cash and Investments for August 2026 of Fiscal Year 2027 (Feeser)**Recommendation:**

No action recommended; for information only.

Item 9.D: Agreements with Glenn A. Rick Engineering and Development Co. and 4 Creeks, Inc. for design of the 2027 Roadway Maintenance and 2027 Drainage Improvements Projects (Gaglione)

Recommendation:

1. Adopt a **Resolution** authorizing the City Manager to enter into a Professional Services Agreement with Glenn A. Rick Engineering and Development Co. in an amount not to exceed \$240,200 for engineering design services for the 2027 Roadway Maintenance Project;
2. Adopt a **Resolution** authorizing the City Manager to enter into a Professional Services Agreement with 4 Creeks, Inc. in an amount not to exceed \$276,329 for engineering design services for the 2027 Drainage Improvements Project.

Item 9.E: Traffic Safety Committee Update; Placentia Avenue at Shell Beach Road and 200 Block of Stimson Avenue Red Curb (Gaglione)

Recommendation:

1. Adopt a **Resolution** authorizing the installation of red curb on Placentia Avenue at Shell Beach Road;
2. Adopt a **Resolution** authorizing the installation of red curb on the 200 block of Stimson Avenue.

Item 9.F: Agreement With Badawi & Associates to Provide Professional Financial Auditing Services for Fiscal Years 2028 Through 2030 (Feesser)

Recommendation:

Adopt a **Resolution** authorizing the City Manager to enter into an agreement with Badawi & Associates to provide professional financial auditing services in the amount of \$124,538 for the City of Pismo Beach for Fiscal Years 2028 through 2030.

Item 9.G: Dissolution of the Central Coast Blue Regional Recycled Water Authority (Kirkwood)

Recommendation:

Pismo Beach City Council:

1. Adopt a **Resolution** authorizing the dissolution of the Central Coast Blue Regional Recycled Water Authority, execution of a Termination Agreement, and execution of any and all related actions necessary to terminate the Authority;

Pismo Beach Public Financing Agency Board of Directors:

2. Adopt a **Resolution** authorizing the dissolution of the Central Coast Blue Regional Recycled Water Authority, execution of a Termination Agreement, and execution of any and all related actions necessary to terminate the Authority;

(continued)

Central Coast Blue Regional Recycled Water Authority Board of Directors:

3. Adopt a **Resolution** authorizing the dissolution of the Authority and execution of any and all related actions necessary to terminate the Authority.

10. ITEMS PULLED FROM CONSENT CALENDAR

11. PUBLIC HEARINGS - <i>No earlier than 6:00 p.m.</i>

None.

12. BUSINESS ITEMS - <i>May be reordered and heard prior to Public Hearings</i>
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Item 12.A: Capital Improvement Program Semi-Annual Report (Gaglione)

Recommendation:

No action recommended; for information only.

Item 12.B: Award of Design-Build Contract and Amendment #1 to the Owner's Advisor Contract for the Central Coast Blue Project (Gaglione)

Recommendation:

1. Adopt a **Resolution** authorizing the City Manager to enter into an Agreement with PERC Water Corporation in an amount not to exceed \$39,790,682 for the construction of the Central Coast Blue Advanced Water Purification Facility and appropriating related budget adjustments in Fiscal Year 2027;
2. Adopt a **Resolution** authorizing the City Manager to execute Amendment #1 to the existing Professional Services Agreement with GHD, Inc. for Owner's Advisor services for the Central Coast Blue Project in an amount not to exceed \$2,233,433.

Item 12.C: Side Letter Agreement, Position and Salary Schedule Changes, and Budget Adjustments Related to the Tourism and Events Department and Public Works Department (Clarke)

Recommendation:

Adopt a **Resolution**:

1. Approving:
 - A. A title change and salary range adjustment for Recreation and Tourism Director;
 - B. Creation of Assistant Public Works Director (Temporary) as a budgeted position;
 - C. An updated combined salary schedule; and
 - D. A Side Letter Agreement to the Non-Represented Full-Time Employees Resolution; and
2. Appropriating related budget adjustments in Fiscal Year 2027.

13. CITY COUNCIL COMMENTS AND REQUESTS - *No action to be taken***14. ADJOURNMENT**

To the following meeting(s). Special and Closed Session times may be subject to change, as noticed. Meetings will be held in a hybrid in-person / virtual format unless otherwise noted:

Meeting	Time	Date	Location
Regular Meeting	5:30 p.m.	Tuesday, October 20, 2026	Council Chamber, City Hall

Regular Council meetings will adjourn by 11:00 p.m. unless four-fifths of the Council votes to continue past that time. If the meeting is adjourned at 11:00 p.m., any remaining agenda items will be continued to the next regular meeting (R-97-04).

AFFIDAVIT OF POSTING

I, Erica Kirkwood, City Clerk for the City of Pismo Beach, declare under penalty of perjury that the foregoing agenda for the October 6, 2026 meeting(s) of the Pismo Beach City Council was posted on October 1, 2026, at City Hall, located at 760 Mattie Road, Pismo Beach, CA, as well as on the City's website.


 Erica Kirkwood, City Clerk

Meeting Schedule: The City Council of Pismo Beach regularly meets on the first and third Tuesdays of each month at 5:30 p.m., unless otherwise noticed. Closed and Special sessions will be duly noticed as needed.

Council Agendas: Agendas for Regular Meetings are available for public review on the City's website at pismo beach.org/agenda and upon request from the City Clerk's Office, typically by 4:00 p.m. on the Thursday prior to the meeting, but no later than 72 hours prior to the meeting. Agendas for Closed Sessions and other Special meetings are made available at least 72 hours prior to the meeting when possible, but no later than 24 hours prior to the meeting.

Related Materials: All materials submitted to the Council relating to items on this agenda are open for public inspection unless otherwise exempt by law. Staff reports and attachments published as part of this agenda packet, as well as copies of correspondence received relating to these agenda items and materials distributed at the meeting, may be obtained 1) in the consolidated online Agenda Center at pismo beach.org/agenda, 2) in the Access Pismo public records portal at pismo beach.org/accesspismo, 3) by request from the City Clerk at ekirkwood@pismo beach.org, or 4) in person at the City Clerk's Office, City Hall, 760 Mattie Road, Pismo Beach, Mon—Fri 8:00 a.m.—5:00 p.m. Please call (805) 773-7003 with any questions.

Broadcasting: Regular (televised) City Council meetings are available for viewing 24/7 at pismo beach.org/agenda, broadcast live on Channel 20, and re-broadcast during the week following the meeting on Channel 20 at 9:00 a.m., 6:00 p.m., and 1:00 a.m. each day.

Use of Equipment: Please contact the City Clerk's Office if requesting to use the chamber equipment during public comment or as part of a scheduled presentation, 24 hours prior to the meeting at (805) 773-7003.

Notice Regarding Americans with Disabilities Act

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need agenda documents provided in an alternative format, please contact the City Clerk's Office at 773-7003 as soon as possible prior to the meeting to ensure that reasonable arrangements can be made (28CFR 35.102-35.104 ADA Title II).



PISMO BEACH CITY COUNCIL

**PISMO BEACH PUBLIC FINANCING AGENCY BOARD
OF DIRECTORS**

**CENTRAL COAST BLUE REGIONAL RECYCLED
WATER AUTHORITY BOARD OF DIRECTORS**

STAFF REPORT

Agenda Item #9.A
Meeting Date: October 6, 2026

TITLE:
Adoption of Meeting Minutes

RECOMMENDATION:

1. Adopt Minutes of the September 15, 2026 Special and Regular Meeting.
2. Adopt Minutes of the April 21, 2026 Regular Joint Meeting.

DISCUSSION:

Attached for consideration by the Council, the Agency Board, and the Authority Board are the draft minutes of the subject meetings for review and adoption.

FISCAL IMPACT:

There is no fiscal impact associated with the preparation or adoption of meeting minutes.

ATTACHMENTS:

1. Draft Minutes of the September 15, 2026 Special and Regular Meeting
2. Draft Minutes of the April 21, 2026 Regular Joint Meeting.

Submitted by:

Erica Kirkwood, City Clerk

City Manager Approval:

A handwritten signature in blue ink, consisting of a large, stylized 'E' followed by a horizontal line and a small flourish.



DRAFT MINUTES
Pismo Beach City Council
Tuesday, September 15, 2026

Special Meeting—4:30 p.m.
Council Chamber, City Hall, 760 Mattie Road, Pismo Beach, CA 93449

The City Council of the City of Pismo Beach met this date in a special session with Mayor Waage presiding.

CALL TO ORDER: 4:30 p.m.

1. ROLL CALL:

Present:

Mayor Ed Waage
 Mayor Pro Tem Mary Ann Reiss
 Council Member Marcia Guthrie (arrived 4:34 p.m.)
 Council Member Stacy Inman
 Council Member Scott Newton

Absent:

None

Staff Present:

Silas Clarke, Assistant City Manager
 Nadia Feeser, Administrative Services Director
 Rosemarie Gaglione, Director of Public Works
 Jorge Garcia, City Manager
 Scot Graham, Community Development Director
 Erica Kirkwood, City Clerk
 Paul Provence, Battalion Chief
 Dean Pucci, City Attorney
 Jeff Smith, Chief of Police

2. PUBLIC COMMENT PERIOD

Call for public comment: No comment.

3. BUSINESS ITEMS

Item 3.A: Discussion of Pismo Beach Pier Fishing Regulations Primarily Related to Catch Storage Procedures (Clarke)

Recommendation:

1. Discuss Pismo Beach pier fishing regulations, primarily related to catch storage procedures; and
2. Provide direction to staff on any desired municipal code updates to pier fishing regulations, primarily related to catch storage procedures.

Presenting staff:

Silas Clarke, Assistant City Manager
 Jorge Garcia, City Manager
 Dean Pucci, City Attorney

Supplemental material submitted into the record.

Guest presenters:

Kevin Hare, California Department of Fish and Wildlife
Paul Fuller, California Department of Fish and Wildlife

Call for public comment:

Paul Hrusoff commented.
Barbara Godwin commented.

Action: Consensus to direct staff as follows:

1. Return with an ordinance revising Pier fishing regulations, including the following:
 - Restricting the hanging of catches and equipment from the Pier itself, with exceptions for events as needed;
 - Restricting fishing activities toward the end of the Pier, or other areas of the Pier;
2. Research and return with options for discussion relating to the following:
 - Restricting the tying of poles to the Pier; and
 - Further limiting the number of fishing poles per person;
3. Provide dedicated “cutting boards” for the processing of catches as operationally feasible;
4. Utilize the City’s Community Services Officer to assess issues, and enforce regulations, relating to fishing on the Pier.

Item 3.B: Police K-9 Program Costs and Funding (Smith)**Recommendation:**

Receive a report regarding the Police Department K-9 Program, including its current funding structure, operational expenses, and estimated costs associated with transitioning the program to City funding, and provide direction to staff if desired.

Presenting staff:

Jorge Garcia, City Manager
Jeff Smith, Chief of Police

Supplemental material submitted into the record.

Call for public comment:

Jeanette Vierra commented.

Action: Consensus to direct staff as follows:

1. Continue allowing the Police Officers Association private donation program to serve as the primary funding source for the City's K-9 program;
2. Return at the next mid-cycle budget adjustment to establish a \$25,000 reserve to fund the K-9 program in the event program donations fall short;
3. Research options for potentially funding the first few years' worth of expenses for future retired City K-9s, if feasible in terms of liability.

4. CITY COUNCIL COMMENTS AND REQUESTS

No action.

5. ADJOURNMENT

At 5:32 p.m.

Regular Meeting—5:30 p.m.
Council Chamber, City Hall, 760 Mattie Road, Pismo Beach, CA 93449

The City Council of the City of Pismo Beach met this date in a regular session with Mayor Waage presiding.

CALL TO ORDER: 5:30 p.m.

1. ROLL CALL:

Present:

Mayor Ed Waage
 Mayor Pro Tem Mary Ann Reiss
 Council Member Marcia Guthrie
 Council Member Stacy Inman
 Council Member Scott Newton

Absent:

None

Staff Present:

Silas Clarke, Assistant City Manager
 Nadia Feeser, Administrative Services Director
 Rosemarie Gaglione, Director of Public Works
 Jorge Garcia, City Manager
 Scot Graham, Community Development Director
 Erica Kirkwood, City Clerk
 Gordon Jackson, Director of Tourism and Events
 Paul Provence, Battalion Chief
 Dean Pucci, City Attorney
 Jeff Smith, Chief of Police

2. PLEDGE OF ALLEGIANCE

Mayor Waage led the Pledge of Allegiance.

3. ACCEPTANCE OF AGENDA

No requests to reorder the agenda.

4. PRESENTATIONS

None.

5. PUBLIC COMMENT PERIOD

Brad Snook commented.
Rosemary Wrenn commented.
Don Day commented.

6. CITY MANAGER'S REPORT

City Manager Garcia commented on various topics.

7. CITY ATTORNEY'S REPORT / CLOSED SESSION REPORT
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City Attorney Pucci had nothing to report.

8. COUNCIL COMMITTEE REPORTS

None.

9. CONSENT CALENDAR

Call for public comment: No comment.

Action: Adopt Consent Calendar (Items 9.A through 9.G).

Motion: Newton

Second: Guthrie

Vote: The motion passed on the following vote:

Ayes:	5	Newton, Guthrie, Inman, Reiss, Waage
Noes:	0	
Absent:	0	
Abstain:	0	
Recused:	0	

Item 9.A: Adoption of Meeting Minutes (Kirkwood)

Recommendation:

Adopt Minutes of the September 1, 2026 Regular Meeting.

Item 9.B: Payroll Register and Register of Demands (Feeser)

Recommendation:

1. Approve the Summary of Payroll Register for August 23, 2026;
2. Approve the Register of Demands for August 21, 2026.

Item 9.C: Monthly Investment Transaction Report of the City's Cash and Investments for July 2026 of Fiscal Year 2027 (Feeser)

Recommendation:

No action recommended; for information only.

Item 9.D: Update on July 28, 2026, January 9, 2023 and January 12, 2017 Emergency Proclamations (Kirkwood)

Recommendation:

1. Review the need for continuing currently active local emergency proclamations;
2. Provide direction to staff if desired.

Item 9.E: Biennial Conflict of Interest Code Update (Kirkwood)

Recommendation:

Adopt a Resolution adopting a revised Conflict of Interest Code; rescinding Resolution No. R-2024-013.

Legislative Record: **Resolution R-2026-069** adopted.

Item 9.F: Notice of Completion for the Cliff Avenue/Ocean Boulevard Utility Undergrounding Project (Gaglione)

Recommendation:

1. Accept the Cliff Avenue/Ocean Boulevard Utility Undergrounding Project as complete;
2. Authorize the City Manager to sign, and the City Clerk to record, a Notice of Completion for the project.

Item 9.G: Amendment #1 to the Agreement with JPW Communications, Inc. for Public Outreach and Engagement Services Related to the General Plan/Local Coastal Plan and Zoning Code Update (Graham)

Recommendation:

Adopt a Resolution authorizing the City Manager to execute Amendment #1 to the agreement with JPW Communications, Inc. for public outreach and engagement services relating to the General Plan/Local Coastal Plan and Zoning Code update in the amount of \$46,560.

Legislative Record: **Resolution R-2026-070** adopted.

10. ITEMS PULLED FROM CONSENT

None.

11. PUBLIC HEARINGS

None.

12. BUSINESS ITEMS

Item 12.A: Agreement with ANSA Productions, Inc. for Event Promotion and Management Services for the Annual Pismo Beach Car Show (Clarke)

Recommendation:

Adopt a Resolution authorizing the City Manager to execute a 5-year agreement with ANSA Productions, Inc. for event promotion and management services for the annual Pismo Beach Car Show.

Presenting staff:

Silas Clarke, Assistant City Manager
Jorge Garcia, City Manager

Supplemental material submitted into the record.

Guest presenters:

Terri Toennies, ANSA Productions

Call for public comment:

Cynthia Replogle commented.

Mark Adam commented.

Don Day commented.

Action: Adopt a Resolution authorizing the City Manager to execute a 5-year agreement with ANSA Productions, Inc. for event promotion and management services for the annual Pismo Beach Car Show.

Motion: Newton

Second: Guthrie

Vote: The motion passed on the following vote:

Ayes: 5 Newton, Guthrie, Inman, Reiss, Waage

Noes: 0

Absent: 0

Abstain: 0

Recused: 0

Legislative Record: **Resolution R-2026-071** adopted.

Item 12.B: Transfer of the Chapman Estate Real Property to the Chapman Estate Foundation Pursuant to a Disposition and Operations Agreement, and Designation of the Property as Local Historic Resource (Graham)

Recommendation:

1. Adopt a Resolution approving the transfer of certain City-owned real property to the Chapman Estate Foundation pursuant to a Disposition and Operations Agreement, and authorizing the City Manager to execute all necessary documents;
2. Adopt a Resolution designating the City-owned property located at 1243 Ocean Boulevard (APNs 010-302-030 and 010-30-031), known as the Chapman Estate, as a Local Historic Resource.

Presenting staff:

Jorge Garcia, City Manager
Scot Graham, Community Development Director
Dean Pucci, City Attorney

Call for public comment:

Trevor Norcross commented.

Lillian Jewell commented.

Jackie Ratner commented.

Marilee Hyman commented.

Action:

1. Adopt a Resolution approving the transfer of certain City-owned real property to the Chapman Estate Foundation pursuant to a Disposition and Operations Agreement, and authorizing the City Manager to execute all necessary documents;
2. Adopt a Resolution designating the City-owned property located at 1243 Ocean Boulevard (APNs 010-302-030 and 010-30-031), known as the Chapman Estate, as a Local Historic Resource.

Motion: Inman

Second: Newton

Vote: The motion passed on the following vote:

Ayes:	5	Inman, Newton, Guthrie, Reiss, Waage
Noes:	0	
Absent:	0	
Abstain:	0	
Recused:	0	

Legislative Record: **Resolution R-2026-072** adopted.

Legislative Record: **Resolution R-2026-073** adopted.

Action: Consensus to direct staff to waive fees associated with the Planning Commission application process if the Conditional Use Permit for the use of the Estate requires amendment by the Commission.

13. CITY COUNCIL COMMENTS AND REQUESTS

No action.

14. ADJOURNMENT

At 8:04 p.m.

APPROVED:

ATTEST:

Ed Waage, Mayor

Erica Kirkwood, City Clerk



MINUTES

Pismo Beach City Council

Pismo Beach Public Financing Agency Board of Directors

Central Coast Blue Regional Recycled Water Authority Board of Directors

Tuesday, April 21, 2026

**Regular Joint Meeting—5:30 p.m.
Council Chamber, City Hall, 760 Mattie Road, Pismo Beach, CA 93449**

The City Council of the City of Pismo Beach, Pismo Beach Public Financing Agency Board of Directors, and Central Coast Blue Regional Recycled Water Authority Board of Directors met this date in a regular session with Mayor/Chair Waage presiding.

CALL TO ORDER: 5:30 p.m.

1. ROLL CALL:

Present:

Absent:

City Council

Mayor Ed Waage
Mayor Pro Tem Mary Ann Reiss
Council Member Marcia Guthrie
Council Member Stacy Inman
Council Member Scott Newton

None

Pismo Beach Public Financing Agency Board of Directors

Chair Ed Waage
Vice-Chair Mary Ann Reiss
Board Member Marcia Guthrie
Board Member Stacy Inman
Board Member Scott Newton

Central Coast Blue Regional Recycled Water Authority Board of Directors

Chair Ed Waage (City of Pismo Beach)
Vice-Chair Mary Ann Reiss (Pismo Beach Public Financing Agency)

Staff Present:

Silas Clarke, Assistant City Manager
Nadia Feeser, Administrative Services Director/Treasurer
Rosemarie Gaglione, Director of Public Works

Jorge Garcia, City Manager/General Manager/Executive Director
 Scot Graham, Community Development Director
 Erica Inderlied, City Clerk/Authority Clerk
 Gordon Jackson, Director of Tourism and Events
 Dean Pucci, City Attorney/Agency Counsel/Authority Attorney
 Jeff Smith, Chief of Police
 Dell Wells, Fire Captain

2. PLEDGE OF ALLEGIANCE

Mayor Waage led the Pledge of Allegiance.

3. ACCEPTANCE OF AGENDA

No requests to reorder the agenda.

4. PRESENTATIONS

Item 4.A: Presentation: Visit from Happy Time Preschool (Happy Time Preschool)

Presented by Amy Turner, Happy Time Preschool.

Item 4.B: Proclamation: Recognizing April as Month of the Child (Early Care and Education Planning Council of San Luis Obispo County)

Presented to Shelby Walker, San Luis Obispo County Early Care and Education Planning Council.

Item 4.C: Presentation: Recognition of Outgoing Advisory Body Members (Waage)

- David Daguerre: Traffic Safety Committee
- Keryn Gold: SLOCOG Citizens Transportation Advisory Committee
- Linda Grupenhagen: Special Events Committee
- Robert Horch: Parking Advisory Committee
- Tammy McCall: Special Events Committee
- Don Oberhelman: Planning Commission
- Megan Taylor: Conference and Visitors Bureau Board / LBID Advisory Board

The Council recognized the service of outgoing Special Events Committee Member Tammy McCall.

5. PUBLIC COMMENT PERIOD

Call for public comment: No comment.

6. CITY MANAGER'S REPORT

City Manager Garcia commented on various topics, including the City's 80th birthday on April 25, 2026.

7. CITY ATTORNEY'S REPORT / CLOSED SESSION REPORT

City Attorney Pucci had nothing to report.

8. COUNCIL COMMITTEE REPORTS

The Council reported on recent and upcoming meetings of various external bodies:

Council Member Inman:

Pismo Beach Conference and Visitors Bureau (CVB) Board / Lodging Business Improvement District (LBID) Advisory Board.

Mayor Pro Tem Reiss:

California Joint Powers Insurance Authority (CJPIA) Executive Committee.

Mayor Waage:

Friends of Price House Board.

San Luis Obispo Council of Governments (SLOCOG) Board / Executive Committee.

San Luis Obispo County Community Fire Safe Council.

9. CONSENT CALENDAR

Call for public comment: No comment.

Action: Adopt Consent Calendar.

Motion: Reiss

Second: Waage

Vote: The motion passed on the following vote (Items 9.A through 9.F; Item 9.H):

Ayes: 5 Reiss, Waage, Guthrie, Inman, Newton

Noes: 0

Absent: 0

Abstain: 0

Recused: 0

Vote: The motion passed on the following vote (Items 9.G and 9.I):

Ayes: 2 Reiss, Waage

Noes: 0

Absent: 0

Abstain: 0

Recused: 0

Item 9.A: Adoption of Meeting Minutes (Inderlied)

Recommendation:

1. Adopt Minutes of the February 3, 2026 Closed and Regular Joint Meeting.
2. Adopt Minutes of the April 7, 2026 Closed and Regular Joint Meeting.

Item 9.B: Payroll Register and Register of Demands (Feeser)

Recommendation:

1. Approve the Summary of Payroll Register for April 5, 2026;
2. Approve the Register of Demands for March 27, 2026, April 3, 2026, and April 10, 2026.

Item 9.C: Quarterly Paid Parking Update (Graham)

Recommendation:

No action recommended, for information only.

Item 9.D: 2026 Sewer System Management Plan Update (Gaglione)

Recommendation:

Adopt a Resolution adopting the 2026 Sewer System Management Plan.

Legislative Record: **Resolution R-2026-021** adopted.

Item 9.E: Traffic Safety Committee Recommendation for 2655 Shell Beach Road Red Curb (Gaglione)

Recommendation:

Adopt a Resolution authorizing the installation of red curb at 2655 Shell Beach Road.

Legislative Record: **Resolution R-2026-022** adopted.

Item 9.F: Annual City Weed Abatement Program; Declaration of Nuisance (Craig)

Recommendation:

Adopt a Resolution declaring that grass, weeds, and rubbish on certain lots in the City of Pismo Beach constitute public nuisances and ordering said public nuisances to be abated.

Legislative Record: **Resolution R-2026-023** adopted.

Item 9.G: Central Coast Blue Regional Recycled Water Authority Real Property Transfer to the City of Pismo Beach; APNs 060-543-016 and 060-543-007 (Feeser)

Recommendation:

Adopt a Resolution approving and granting the transfer of real property to the City of Pismo Beach and directing the Chair of the Board to execute the grant deed and all related documents necessary to transfer the property to the City of Pismo Beach.

Legislative Record: Resolution JPA-R-2026-001 adopted.

Item 9.H: Acceptance of Real Property Transfer for Central Coast Blue Regional Recycled Water Authority; APNs 060-543-016 and 060-543-007 (Feeser)

Recommendation:

Adopt a Resolution approving and accepting the transfer of real property to the City of Pismo Beach and directing the City Manager to execute a certificate of acceptance and all related documents necessary to transfer the Central Coast Blue Regional Recycled Water Authority Facility Site to the City of Pismo Beach.

Legislative Record: Resolution R-2026-024 adopted.

Item 9.I: Budget for Fiscal Year 2027: July 1, 2026 through June 30, 2027 (Feeser)

Recommendation:

Adopt a Resolution adopting the Fiscal Year 2027 Budget for the Central Coast Blue Regional Recycled Water Authority.

Legislative Record: Resolution JPA-R-2026-002 adopted.

10. ITEMS PULLED FROM CONSENT

None.

12. BUSINESS ITEMS

This item was reordered.

Item 12.A: Direction on Submitting a Ballot Measure to the Voters – Extending Mayoral Term from Two to Four Years (Clarke)

Recommendation:

Provide direction to staff on a possible ballot measure that would extend the length of the term of the office of Mayor from two years to four years.

Presenting staff:

Silas Clarke, Assistant City Manager
Jorge Garcia, City Manager

Supplemental material submitted into the record.

Call for public comment:

Shelly Higginbotham commented.

Action: Direct staff to return with an agenda item allowing the Council to consider adoption of a resolution directing the placement of a measure on the November 3, 2026 ballot to extend the term of the elective office of Mayor from two years to four years.

Motion: Reiss

Second: Newton

Vote: The motion passed on the following vote:

Ayes:	3	Reiss, Newton, Waage
Noes:	2	Guthrie, Inman
Absent:	0	
Abstain:	0	
Recused:	0	

11. PUBLIC HEARINGS

Item 11.A: Levying the 2% Annual Assessment for the Pismo Beach Lodging Business Improvement District (LBID) for Fiscal Year 2027: July 1, 2026 through June 30, 2027 (Feaser)

Recommendation:

1. Open public hearing; accept protests, if any, to the proposed assessments; close public hearing;

2. Adopt a Resolution levying a 2% annual assessment for the Pismo Beach Lodging Business Improvement District (LBID) for Fiscal Year 2027: July 1, 2026 through June 30, 2027.

Presenting staff:

Nadia Feeser, Administrative Services Director
Jorge Garcia, City Manager

Public Hearing / Call for public comment: No comment.

The public hearing was closed.

Action: Adopt a Resolution levying a 2% annual assessment for the Pismo Beach Lodging Business Improvement District (LBID) for Fiscal Year 2027: July 1, 2026 through June 30, 2027.

Motion: Inman

Second: Guthrie

Vote: The motion passed on the following vote:

Ayes:	5	Inman, Guthrie, Newton, Reiss, Waage
Noes:	0	
Absent:	0	
Abstain:	0	
Recused:	0	

Legislative Record: **Resolution R-2026-025** adopted.

12. BUSINESS ITEMS

Item 12.A: Direction on Submitting a Ballot Measure to the Voters – Extending Mayoral Term from Two to Four Years (Clarke)

This item was reordered and heard prior to Item 11.A.

13. CITY COUNCIL COMMENTS AND REQUESTS

No action.

14. ADJOURNMENT

At 6:22 p.m.

APPROVED:

Ed Waage, Mayor

APPROVED:

Ed Waage, Chair

APPROVED:

Ed Waage, Chair

ATTEST:

Erica Inderlied, City Clerk

ATTEST:

Erica Inderlied, Secretary

ATTEST:

Erica Inderlied, Authority Clerk



PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #9.B
Meeting Date: October 6, 2026

TITLE:

Payroll Register and Register of Demands

RECOMMENDATION:

1. Approve the Summary of Payroll Register for September 6, 2026 and September 20, 2026;
2. Approve the Register of Demands for August 28, 2026, September 4, 2026, September 11, 2026, and September 18, 2026.

DISCUSSION:

Attached are the Summary of Payroll Register(s) and Register(s) of Demands (Check Registers) noted above, provided for Council approval.

FISCAL IMPACT:

As demonstrated in the attached payroll and check registers.

ATTACHMENTS:

1. Payroll Summary
2. Registers of Demands

Submitted by:

Nadia Feeser, Administrative Services Director/City Treasurer

City Manager Approval:



SUMMARY PAYROLL REGISTER

FOR PERIOD ENDING

09/06/26

CHECKS DATED

09/11/26

PAYROLL CHECKS AND DIRECT DEPOSIT TRANSACTIONS

Checks 577333-577336

4

ACH

152

EARNINGS

REGULAR	474,681.56
HOLIDAY	6,313.63
OVERTIME (Includes Comp Time Payouts)	17,232.26

Administration	133.83
Building	-
Conference & Visitors Bureau	-
Police Department	11,171.26
Parking	-
Planning	78.50
Fire	737.34
Recreation	-
Public Works	455.43
Water	1,810.64
Wastewater	2,845.26
Motor Vehicles	-
Subtotal-Overtime \$	17,232.26

SALARY ADJUSTMENTS

-

TRAINING / UNIFORM ALLOWANCE

1,246.46

OTHER EARNINGS

110,368.39

\$609,842.30

LESS AUTHORIZED PAYROLL DEDUCTIONS

FEDERAL WITHHOLDING TAX	67,878.88
FICA & MEDICARE	41,703.52
STATE INCOME TAX	25,157.05
STATE DISABILITY INSURANCE	7,684.71
GARNISHMENTS	2,138.68
HEALTH	4,016.28
SUPPLEMENTAL DISABILITY	1,207.67
SECTION 125	3,263.32
PERS	44,742.14
DEFERRED COMPENSATION	48,234.57
ADDITIONAL LIFE INSURANCE	345.91
UNION DUES	2,514.20
PISMO ATHLETIC CLUB	470.00
OTHER	-

NET PAYROLL

\$360,485.37

DIRECT DEPOSIT DEDUCTION

358,006.61

NET PAYROLL AFTER ACH DEPOSIT

2,478.76



SUMMARY PAYROLL REGISTER

FOR PERIOD ENDING

09/20/26

CHECKS DATED

09/25/26

PAYROLL CHECKS AND DIRECT DEPOSIT TRANSACTIONS

Checks 577337-577339

3

ACH

150

EARNINGS

REGULAR	465,997.23
HOLIDAY	6,320.19
OVERTIME (Includes Comp Time Payouts)	10,820.38

Administration	-
Building	-
Conference & Visitors Bureau	-
Police Department	5,418.25
Parking	-
Planning	-
Fire	-
Recreation	-
Public Works	576.69
Water	2,308.87
Wastewater	2,516.57
Motor Vehicles	-
Subtotal-Overtime \$	10,820.38

SALARY ADJUSTMENTS

-

TRAINING / UNIFORM ALLOWANCE

1,246.46

OTHER EARNINGS

8,485.74

\$492,870.00

LESS AUTHORIZED PAYROLL DEDUCTIONS

FEDERAL WITHHOLDING TAX	44,524.68
FICA & MEDICARE	36,709.61
STATE INCOME TAX	18,069.31
STATE DISABILITY INSURANCE	6,168.19
GARNISHMENTS	2,138.68
HEALTH	4,074.84
SUPPLEMENTAL DISABILITY	1,207.67
SECTION 125	3,263.32
PERS	44,897.81
DEFERRED COMPENSATION	15,622.37
ADDITIONAL LIFE INSURANCE	345.31
UNION DUES	2,584.57
PISMO ATHLETIC CLUB	470.00
OTHER	-

NET PAYROLL

\$312,793.64

DIRECT DEPOSIT DEDUCTION

310,580.12

NET PAYROLL AFTER ACH DEPOSIT

2,213.52

City of Pismo Beach
Final Disbursement List Check Date 08/28/2026
US BANK

ACH/ Check#	Vendor Number	Payee	Check Amount	Description
ACH	10002	Internal Revenue Service	\$ 130,848.38	Federal Income Tax PD 08/28/26
ACH	10371	Visit SLO County	240,782.23	TMD Payments June 2026
ACH	11208	SEIU Local 620 AFL/CIO	707.99	SEIU Dues PD 08/28/26
ACH	11305	Public Employees Retirement System	93,108.23	PERS Retirement EE & ER PD 08/28/26
ACH	12017	Vantagepoint Transfer Agents	9,028.00	Retiree Health Longevity Premiums - PD 09/01/26
ACH	12211	CA. Public Emp Retirement Sys	153,468.60	Medical Insurance - Sept 2026
ACH	12260	dba: Mission Square ICMA Retirement Trust - 457	33,860.41	ICMA 457 Deferred Comp EE & ER PD 08/28/26
ACH	12305	Franchise Tax Board	26,881.77	SDI & State Income Tax PD 08/28/26
ACH	12708	dba: Mission Square ICMA Retirement Trust-Roth IRA	766.25	ICMA Roth IRA PD 08/28/26
ACH	14257	Igoe Administrative Services	2,267.27	Medical/Dependent Care FS Monthly Participation Fee & IGOE FSA & DDS Reimbursement - Aug 2026
ACH	15290	Mission Square - RHT Mgmt	606.48	Retiree Healthcare Trust MGMT - PD 08/28/26
ACH	15291	Mission Square - 401a	797.27	MSQ 401A Deferred Comp ER - PD 08/28/26
138495	11448	2ND Nature LLC	6,364.41	Stormwater Annual Software Renewal FY27
138496	10434	Abalone Coast Analytical Inc	360.00	Water Analysis
138497	10695	AFLAC	2,505.17	Supplemental Disability Insurance - Aug 2026
138498	11195	Air Pollution Control District-SLO County	583.17	Sbfd Sta 63 Generator Permit Renewal 2026-27
138499	11882	Alexander's Contract Services Inc	3,975.35	Water Meter Reading Services June-Aug 2025
138500	10341	Alliant Insurance Services Inc-NPB Main	2,410.00	Facility Insurance for Events - Apr-Jun 2026
138501	11382	Applied Technology Group, Inc.	31,461.52	RGB Spectrum Equipment for 911 System
138502	12438	Avila Bay Athletic Club & Spa	623.00	Instructor: Avila Bay Summer Blast Camp 8/3-8/7/26
138503	11501	Backyard Improvement Center	168.48	Facilities Maintenance
138504	14514	BEK Collective Inc	8,638.25	James Way Irrigation Controller Electrical Redesign May-July2026
138505	13591	Ryan Bullock	208.00	M&IE: Cla-Val CVU-101 Meter Maintenance & Troubleshooting 8/25-8
138506	14402	Carol A. Burner	966.67	900 Bello Lease - September 2026
138507	14476	Burt Industrial Supply, Inc	709.95	Well Maintenance
138508	12029	Cal Poly Corporation	30,000.00	Cal Poly Pismo Clam Study
138509	14414	California State Disbursement Unit	415.38	Tax Withholding Order PD 08/28/26
138510	14771	California State Disbursement Unit	16.15	Tax Withholding Order PD 08/28/26
138511	14995	California State Disbursement Unit	260.30	Tax Withholding Order PD 08/28/26
138512	14855	California's Best Janitorial	22,036.40	Janitorial Services - July 2026
138513	12425	Central Coast Tourism Council	950.00	CCTC Membership Renewal FY27
138514	13507	Challenger Sports Corp	968.00	Instructor: Soccer Camp 1/2 Day PM 7/27-7/31/26 #11937 & Soccer Camp 1/2 Day AM 7/27-7/31/26 #11936 & Soccer Camp 1/2 Day PM 7/27-7/31/26 #11937
138515	11451	Channel Islands Technology Integrators' Group	13,740.00	Monthly Infrastructure Mgmt & Help Desk - Aug 2026
138516	14188	ClearGov, Inc.	11,536.00	10 Year Capital Budgeting Software FY27
138517	14834	Confluence Engineering Solutions, Inc	4,462.50	Water Supply Evaluation July 2026 & Water Resource Support Services - Mar 2026 - July 2026
138518	12224	Delta Dental Of California	7,487.26	Dental Premiums - Sept 2026
138519	14066	Maria Espinoza	317.00	M&IE: 2026 Rise Women in Policing 9/8-9/11/26
138520	12123	Farm Supply	89.72	Maintenance Supplies
138521	11868	FGL Environmental	698.00	Water Analysis
138522	15213	Flex Technology Group LLC	1,829.50	Monthly Copier Usage July 2026
138523	15077	Full Spectrum Metal Finishing Inc	1,400.00	Streetlight Lamp Base - Powder Coating
138524	UB*01304	Susan Fulton	184.12	Refund Check 012086-000, 141 SEAVIEW
138525	10797	Geosolutions, Inc.	1,636.43	Geotech Ventana Courts - July 2026
138526	12030	Grainger, Inc.	287.93	Well Maintenance & Water System Maintenance
138527	10149	Heacock Trailers & Truck	247.39	Vehicle Maintenance
138528	11706	Shirley Horacek	448.00	Instructor: Watercolor Abstract Rock Design 8/12-8/19/26 #11923
138529	13276	InfoSend, Inc.	1,324.39	Processing-Printing-Mailing Utility Bills Jul 2026
138530	13385	IPS Group, Inc.	81,750.39	Price Street Pay Stations & IPS Monthly Transaction Fees July 2026
138531	11547	Jamrok Inc.	324.75	Neighborhood Event Catering - Spyglass Park 8/21/26
138532	14926	Jason Addison Smith Consulting Services Inc	13,108.25	Plan Check Services- July 2026
138533	15267	JPW Communications, Inc	17,637.50	Public Outreach & Engagement Grant Funded GP-LCP - July 2026
138534	13439	James Kenny	208.00	M&IE: Cla-Val CVU-101 Meter Maintenance and Troubleshooting 8/25
138535	11833	Keylock Security Specialists	140.27	Facilities Maintenance
138536	15258	L6 Engineering	3,010.00	Dinosaur Caves Park Cameras
138537	15021	Wendy Lawton	1,150.00	Tax Withholding Order PD 08/28/26
138538	10175	Life-Assist, Inc.	265.42	Medical Supplies
138539	UB*01305	Dean & Cynthia Lodwig	211.93	Refund Check 017163-000, 100 PISMO #143
138540	15120	Mango Technologies	13,872.00	ClickUp Enterprise Plan Seats 11/21/2025-7/31/2027 & 8/1/2026-7/31/2027
138541	14401	Barbara L. Maraist	966.66	900 Bello Lease - September 2026
138542	12279	McMaster Carr	59.16	Booster Station Maintenance
138543	15264	Michael K. Nunley & Associates, LLP	34,167.05	Charles Reservoir - July 2026
138544	12032	Midwest Motor Supply	375.41	WW System Maintenance
138545	14739	Mike's Coffee and Tea Co.	96.00	Coffee

City of Pismo Beach
Final Disbursement List Check Date 08/28/2026
US BANK

ACH/ Check#	Vendor Number	Payee	Check Amount	Description
138546	UB*01302	Steve Minar	61.32	Refund Check 019926-000, 234 VISTA DEL MAR
138547	10097	Miners Hardware	823.18	Maintenance Supplies
138548	14405	Mission Linen Supply	6,892.18	Uniforms/Floor Mats/Towels - Jul 2026
138549	11172	Mullahey Ford	845.94	Vehicle Maintenance
138550	14878	Nevada State Treasurer	2.00	Tax Withholding Order PD 08/28/26
138551	10039	New Times	992.00	Legal Advertising
138552	14887	Nixon-Egli Equipment Co. of Southern CA, Inc.	790.39	Vehicle Maintenance
138553	10728	Oilfield Environmental & Compliance, Inc.	6,572.90	Lab Analysis May 2026 & June 2026
138554	12315	Pacific Gas & Electric Company	56,216.37	Electricity - Aug 2026
138555	10697	John Parker	275.00	Design Services
138556	UB*01306	Richard Yun Phallythidavann Mam (T)	23.71	Refund Check 019871-000, 590 DOLLIVER
138557	12022	Pismo Beach Police Officer's Association	1,764.75	POA Dues PD 08/28/26
138558	14403	Betty J Pratt	966.67	900 Bello Lease - September 2026
138559	14740	Premier Supply, LLC	92.03	Parks Maintenance
138560	12335	Procare Janitorial Supply Inc	1,851.87	Janitorial Supplies
138561	10817	PRP Co DBA PRP Companies	701.33	Office Supplies
138562	12308	R. Burke Corporation	4,390.00	Manhole Replacement
138563	14613	Dennis Richardson	280.00	Instructor: Tennis With Dennis 7/4-7/25/26 #11992
138564	12108	Santa Maria Tire, Inc.	556.54	Vehicle Maintenance
138565	14877	SCaDU	216.00	Tax Withholding Order PD 08/28/26
138566	UB*01303	Todd & Brooke Sears (T)	9.36	Refund Check 018243-000, 110 VISTA DEL MAR #C
138567	14557	Securitas Technology Corporation	10,404.19	Service Call & Security & Fire Monitoring - 10/1/24-3/31/25 & May 2025 & 8/1/25-12/31/25 & 1/1/26-6/30/26 & Credits 10/2023 - 8/2025
138568	10913	Siteone Landscape Supply LLC	733.58	Parks Maintenance
138569	12925	Smith's Alarms & Electronics	413.35	Price House Alarm Maintenance & Security Monitoring - Price House Sept-Nov 2026
138570	15082	James Robert Soderborg	44.00	Instructor: Advanced Beginner Pickleball Clinic 8/15/26#11978
138571	12659	Jason Spears	317.00	M&IE: 2026 Rise Women in Policing 9/8-9/11/26
138572	12321	The Gas Company	2,096.17	Gas Service 07/16/26-08/21/26
138573	13097	The Standard	1,598.93	Life & Additional Life Insurance Premiums - Sept 2026
138574	13442	Thorn Run Partners	5,500.00	Federal Lobbying Services - Aug 2026
138575	12860	Townsend Public Affairs	5,000.00	State Lobbying Services - Aug 2026
138576	14821	Traffic Management Products Inc	2,493.69	Signs
138577	10014	United States Postal Service	1,500.00	Permit #2 Postage - Winter 2026 Clam Chronicle Mailing
138578	13392	Urban Planning Concepts	8,190.00	Project Management for OPC Grant & GP/LCP Grant LCP25-01 - July 2026
138579	13951	Carlos Valentin Gonzalez	132.10	Portable Restrooms - Concerts in the Park 7/10/26
138580	15268	Video Inspection Specialists, Inc.	27,830.00	Storm Drain Repair
138581	13073	VSP- Vision Service Plan (CA)	1,772.90	TMD Payments June 2026
138582	12288	West Covina Nurseries	632.78	Pickleball Court Palm Trees
138583	12132	White Flag Pest Control Inc	1,032.00	Pest Control
138584	11997	Whittle Fire Protection	940.00	Fire System Inspection
138585	13326	Williams Cleaning Systems LLC	126.97	Vehicle Maintenance
Total:			\$ 1,174,855.31	

City of Pismo Beach
Final Disbursement List Check Date 09/04/2026
US BANK

ACH/ Check#	Vendor Number	Payee	Check Amount	Description
138587	11374	Accela Inc. #774375	6,830.36	PublicStuff Pro Annual Renewal
138588	UB*01313	LINDA ANDERSON (T)	79.37	Refund Check 019361-000, 633 VISTA PACIFICA
138589	12412	Assistance League Of SLO County	4,000.00	FY 26/27 Funding
138590	15355	AT&T	275.17	EOC Red Phone
138591	12624	AT&T 9391012187	5,639.79	Internet/Phone Service - July 2026
138592	12623	AT&T 9391012188	9,750.86	Phone Service - July 2026
138593	13278	AT&T 9391059148	1,614.82	Phone Service - July 2026
138594	12261	B & B Overhead Door Co., Inc.	490.00	Facilities Maintenance
138595	10367	Bauer Compressors, Inc.	2,323.45	Oxygen Filling Station - Sta 64
138596	14119	Boone Printing & Graphics, Inc.	61.65	Printing Services
138597	14841	Brand Creative	282.74	Event Banner - Pumpkins
138598	UB*01310	TODD SEARS & BROOKE KELLY-SEARS (T)	135.25	Refund Check 017270-000, 569 FIVE CITIES
138599	10074	Burdine Printing	120.02	Printing Services
138600	15325	CENTRAL COAST POWERSPORTS LLC	1,974.46	Vehicle Maintenance
138601	12256	Coastal Rolloff Service	622.73	780 Bello - Rolloff Dumpster - July 2026
138602	10067	Community Action Ptnr of SLO	9,200.00	FY 26/27 Funding
138603	14834	Confluence Engineering Solutions, Inc	201.25	Water Resource Support Services - July 2026
138604	13793	Contractor's Maintenance Service	2,068.09	Maintenance Supplies
138605	12790	Diversified Project Services International	4,042.50	Toucan Terrace Replacement Design Services - July 2026
138606	12365	ECO-SLO	2,500.00	FY 26/27 Funding
138607	UB*01312	VICTORIA ELLISON	120.97	Refund Check 017878-000, 303 CASTAIC
138608	12541	Engel & Gray Inc	12,155.31	Composting Biosolids - July 2026
138609	12160	Five Cities Meals On Wheels Inc	13,000.00	FY 26/27 Funding
138610	12168	Gregory Dean Gallegos	125.00	Weed Abatement
138611	13980	Garing, Taylor & Associates, Inc.	15,360.00	Cliff Ave Parking Design - July 2026
138612	15230	GENERAL TECHNOLOGIES AND SOLUTIONS INC	31,161.25	Bello & Wadsworth Paving and ADA Design - May - July 2026
138613	13371	GHD Inc.	91,822.80	Butterfly Grove Crosswalk Evaluation - July 2026 Sea Level Rise Assessment - July 2026 Central Coast Blue Owner's Advisor - July 2026
138614	14619	Brian Hanson	171.99	Parking Reimb: IACP Impaired Driving/Traffic Safety 8/20-8/23/26
138615	10149	Heacock Trailers & Truck	1,081.63	Vehicle Maintenance
138616	14246	Hunter Smith Architecture	5,109.00	City Council Chamber ADA Improvements
138617	14277	Kyle Laughlin	114.66	Parking Reimb: IACP Impaired Driving/Traffic Safety 8/20-8/23/26
138618	10175	Life-Assist, Inc.	262.78	Medical Supplies
138619	14577	LK Graphics	270.25	Office Supplies
138620	10656	LN Curtis & Sons	1,863.74	Rope Rescue Equipment
138621	13361	Marborg Industries Santa Barbara	311.81	ADA Portable Restrooms - Addie Street 7/20/26 - 8/16/26
138622	12960	Med-Stops Medical Clinic Inc	200.00	DMV/DOT Physical
138623	14042	Merjan Enterprises, Inc.	4,113.59	Service Call DCP Camera Project Mgmt & Installation
138624	14739	Mike's Coffee and Tea Co.	128.00	Coffee
138625	10097	Miners Hardware	690.55	Maintenance Supplies
138626	11172	Mullahey Ford	240.08	Vehicle Maintenance
138627	UB*01309	BROOKE KELLY NICK SIMS (T)	89.04	Refund Check 020262-000, 110 VISTA DEL MAR #C
138628	14343	ODP Business Solutions, LLC	62.73	Office Supplies
138629	14102	Peak WiFi LLC	809.50	Internet Service - Sept 2026
138630	11220	People's Self-Help Housing Corporation	5,000.00	FY 26/27 Funding
138631	14550	Philco	80.95	Soft Water - Station 63 Sept 2026
138632	UB*01311	AGHA QAZILBASH (T)	38.59	Refund Check 019160-000, 130 BRANCH #132
138633	14613	Dennis Richardson	920.00	Instructor: Tennis 5/2-5/30/26 #11909 Instructor: Tennis 6/6-6/27/26 #11979
138634	11688	San Luis County Housing Trust Fund	6,000.00	FY 26/27 Funding
138635	12108	Santa Maria Tire, Inc.	207.85	Vehicle Maintenance
138636	14557	Securitas Technology Corporation	216.24	Security & Fire Monitoring
138637	11356	Service Corps Of Retired Executives Ch 597	1,500.00	FY 26/27 Funding
138638	13743	Shower the People of SLO	5,000.00	FY 26/27 Funding
138639	13913	Silvas Oil Co., Inc	13,706.11	Diesel & Unleaded Fuel Delivery 8/28/26
138640	10443	SLO Noor Foundation	20,000.00	FY 26/27 Funding
138641	12570	SLO Roasted Coffee	75.42	Coffee
138642	UB*01307	CATHERINE & RICHARD SMITH	135.77	Refund Check 020184-000, 721 VISTA PACIFICA
138643	14099	Jeffrey Smith	207.00	M&IE: Nat'l Academy Class 299 Graduation Ceremony 9/16-9/18/26
138644	12659	Jason Spears	489.00	M&IE: ICI Mgmt & Supervision of Detective Units 9/13-9/18/26
138645	14242	Surfing for Hope Foundation	25,000.00	Surfing for Hope Longboard Classic Event Sponsorship
138646	12630	SWCA Environmental Consultants	13,016.25	Cliff and Ocean Archaeological Monitoring - July 2026
138647	UB*01308	LADEAN TALCOTT (T)	12.77	Refund Check 016142-000, 118 PALISADE #B
138648	15016	River Testa	3,900.00	Pier Plaza Whale Painting
138649	14821	Traffic Management Products Inc	1,632.82	Signage
138650	11165	Tri County Office Furniture	2,871.14	Office Furniture
138651	14746	Trojan Petroleum, Inc.	6,472.68	Diesel & Unleaded Fuel Delivery 8/13/26
138652	12132	White Flag Pest Control Inc	755.00	Facilities Maintenance

Total : \$ 338,714.78

City of Pismo Beach
Final Disbursement List Check Date 09/11/2026
US BANK

ACH/ Check#	Vendor Number	Payee	Check Amount	Description
ACH	10002	Internal Revenue Service	150,610.03	Federal Income Tax PD 09/11/26
ACH	11208	SEIU Local 620 AFL/CIO	749.45	SEIU Dues PD 09/11/26
ACH	11305	Public Employees Retirement System	92,541.94	PERS Retirement EE & ER PD 09/11/26
ACH	12260	dba: Mission Square ICMA Retirement Trust -	65,596.10	ICMA 457 Deferred Comp ER & ER PD 09/11/26
ACH	12305	Franchise Tax Board	32,797.35	State Income Tax & SDI PD 09/11/26
ACH	12708	dba: Mission Square ICMA Retirement Trust- Roth IRA	766.25	ICMA Roth IRA PD 09/11/26
ACH	12944	Leaf	1,647.93	Copier Lease - Sept 2026
ACH	15290	Mission Square - RHT Mgmt	533.46	Retiree Healthcare Trust MGMT - PD 09/11/26
ACH	15291	Mission Square - 401a	797.27	MSQ 401A Deferred Comp ER - PD 09/11/26
138653	14078	5-Cities Community Service Foundation	45.00	Membership Dues - August 2026
138654	13095	5Cities Homeless Coalition	100,000.00	FY 26/27 Funding
138655	10434	Abalone Coast Analytical Inc	612.00	Water Analysis
138656	15359	MAX ADAMS	1,654.55	Equipment Maintenance
138657	11195	Air Pollution Control District-SLO County	9,410.73	Permit Renewal
138658	12275	Airgas West Inc	82.20	Medical Supplies
138659	10122	Alltech Services Inc	1,684.20	Equipment Maintenance
138660	14328	B Safe Playground Inspection Services, Inc.	1,100.00	Expansion Inspection & Report
138661	13976	Brax Company, Inc	1,208.73	Equipment Maintenance
138662	11392	Brenntag Pacific Inc.	2,253.27	Sodium Bisulfite
138663	10074	Burdine Printing	133.96	Printing Services
138664	14476	Burt Industrial Supply, Inc	387.29	Maintenance Supplies
138665	13852	California Diesel & RV LLC	350.00	Vehicle Maintenance
138666	14414	California State Disbursement Unit	415.38	Tax Withholding Order PD 09/11/26
138667	14771	California State Disbursement Unit	16.15	Tax Withholding Order PD 09/11/26
138668	14995	California State Disbursement Unit	260.30	Tax Withholding Order PD 09/11/26
138669	10085	Cannon Corp	8,985.21	Constructability Review - Cliff/Ocean Storm Drain - July 2026 Cliff Ave Undergrounding CM - July 2026 Ocean Blvd CM - July 2026
138670	15107	Carmel & Naccasha LLP	2,700.68	Professional Legal Services - July 2026
138671	14415	CLAD Consulting, Inc.	8,692.50	Beachcomber PIP's - July 2026
138672	15262	Silas Clarke	245.00	M&IE: LOCC Conference & Expo 9/22-9/25/26
138673	12256	Coastal Rolloff Service	769.47	330 Main St - Rolloff Dumpster - July 2026
138674	12516	County of San Luis Obispo Health Agency	27,184.00	Animal Shelter Services Fee Q1 FY26/27
138675	15357	COURT-ORDERED DEBT COLLECTIONS	78.85	Tax Withholding Order PD 09/11/26
138676	14313	Culligan/Santa Maria	732.44	Drinking Water - Aug 2026
138677	12123	Farm Supply	555.54	Maintenance Supplies
138678	14206	Filippin Engineering, Inc.	55,684.05	Ventana Courts CM - July 2026
138679	11917	First American Title	1,000.00	Title Report
138680	15027	Rosemarie Gaglione	226.00	M&IE: WaterReuse CA 8/23-8/26/26
138681	13575	Jorge Garcia	245.00	M&IE: LOCC Conference & Expo 9/22-9/25/26
138682	13371	GHD Inc.	6,306.00	Permitting Support Well 31 - July 2026
138683	12952	GSI Water Solutions Inc	2,818.66	NCMA 2025 Annual Report - July 2026
138684	10149	Heacock Trailers & Truck	44.60	Equipment Maintenance
138685	13276	InfoSend, Inc.	5,021.50	Printing/Mailing Services
138686	12255	Iron Mountain Information Mgmt, Inc	341.49	Shredding Services
138687	13536	KVO Industries Inc.	6,641.39	Monarch Butterfly Grove Project
138688	15021	Wendy Lawton	1,150.00	Tax Withholding Order PD 09/11/26
138689	15120	Mango Technologies	826.06	ClickUp Enterprise
138690	14785	Matrix Consulting Group, Ltd.	9,060.00	TED Operational Review & Assessment
138691	11230	MBS Land Surveys	1,800.00	Central Coast Blue
138692	14674	McGrath Rentcorp	65,547.80	3 Temporary Trailers 330 Main St - Final Invoice
138693	12279	McMaster Carr	1,101.56	Maintenance Supplies
138694	12960	Med-Stops Medical Clinic Inc	200.00	DMV/DOT Physical
138695	12032	Midwest Motor Supply	222.55	Maintenance Supplies
138696	14739	Mike's Coffee and Tea Co.	96.00	Coffee
138697	10097	Miners Hardware	1,103.78	Maintenance Supplies
138698	14405	Mission Linen Supply	5,588.58	Uniforms/Floor Mats/Towels - Aug 2026
138699	13964	MNS Engineers, Inc.	16,033.25	Eldwayen Park Sidewalk Re-Route - July 2026 Sunsets Palisades LS Design - July 2026
138700	11172	Mullahey Ford	53.98	Vehicle Maintenance
138701	UB*01315	KRYSTAL MURCH (T)	71.51	Refund Check 019309-000, 369 HINDS #B
138702	14878	Nevada State Treasurer	2.00	Tax Withholding Order PD 09/11/26
138703	10753	Nick's Telecom	787.50	Equipment Maintenance
138704	14343	ODP Business Solutions, LLC	151.20	Office Supplies
138705	12315	Pacific Gas & Electric Company	20,789.36	Electricity - August 2026
138706	12912	Pegboard	298.74	Office Supplies
138707	10633	Pismo Beach Athletic Club Inc	940.00	PBAC Dues collected for Sept 2026
138708	12022	Pismo Beach Police Officer's Association	1,764.75	POA Dues PD 09/11/26
138709	12335	Procure Janitorial Supply Inc	1,591.30	Janitorial Supplies

City of Pismo Beach
 Final Disbursement List Check Date 09/11/2026
 US BANK

ACH/ Check#	Vendor Number	Payee	Check Amount	Description
138710	11003	Mary Ann Reiss	46.09	Membership Dues - August 2026
138711	11266	San Luis Auto Parts Inc	202.94	Vehicle Maintenance
138712	12108	Santa Maria Tire, Inc.	1,331.83	Vehicle Maintenance
138713	13994	SBRK Finance Holdings, Inc.	34,511.75	Springbrook Financial System Renewal
138714	14877	SCaDU	216.00	Tax Withholding Order PD 09/11/26
138715	14754	Schwind Electric	1,653.00	Facilities Maintenance
138716	12518	SKC-West Inc	136.00	Maintenance Supplies
138717	10576	SLOCO Data, Inc	172.40	Printing Services
138718	14099	Jeffrey Smith	245.00	M&IE: LOCC Conference & Expo 9/22-9/25/26
138719	14426	Steltec Inc	1,032.65	Equipment Maintenance
138720	11323	Streator Pipe & Supply	156.64	Maintenance Supplies
138721	13530	TCA Tools Inc	537.35	Maintenance Supplies
138722	14639	TimeClock Plus, LLC	438.48	Annual License Plan
138723	10843	Troesh Recycling Inc	76.40	Recycling
138724	13392	Urban Planning Concepts	2,887.50	Planning Services - July 2026
138725	12622	USA Bluebook Acct: 82507	2,418.76	Maintenance & Lab Supplies
138726	14034	Vital Records Holdings, LLC	198.74	Document Storage - Sept 2026
138727	15116	Wanger Jones Helsley PC	1,728.00	Professional Legal Services - Aug 2026
138728	UB*01314	MATT ZEREGA (T)	62.43	Refund Check 018286-000, 369 HINDS #D
138729	14638	F&H Construction	209,255.05	Public Safety Facility Payment #33 - June 2026
138730	13678	Wallace Group	40,213.50	Sewer Master Plan Update - June 2026
Total:			\$ 1,020,626.35	

City of Pismo Beach
Final Disbursement List Check Date 09/18/2026
US BANK

ACH/ Check#	Vendor Number	Payee	Check Amount	Description
ACH	12636	CALPERS	700.00	GASB 68 Reporting Services Fee
ACH	13455	Wex	1,073.31	Fuel for City Vehicles 08/07/26 - 09/06/26
138731	10446	Achievement House, Inc.	6,854.55	Litter Removal & Clean Up Services - July 2026
138732	12275	Airgas West Inc	50.42	Helium Rental
138733	12433	Alpha Electrical Service Inc	458.77	Electrical Repairs
138734	11382	Applied Technology Group, Inc.	791.11	Radio Maintenance
138735	12624	AT&T 9391012187	5,641.33	Phone & Internet Service - August 2026
138736	12623	AT&T 9391012188	9,769.18	Phone Service - August 2026
138737	13278	AT&T 9391059148	1,688.01	Phone Service - August 2026
138738	12625	AT&T 9391083592	1,550.82	Internet Service - August 2026
138739	15251	AT&T 9391084843	1,933.06	Internet Service - August 2026
138740	15271	AT&T 9391084857	861.26	Phone & Internet Service - August 2026
138741	13460	AT&T Mobility 287284035974	2,642.48	Phone Service - July & August 2026
138742	14363	AT&T Mobility 287314925891	102.93	Phone Service - August 2026
138743	14865	AT&T Mobility 287341782965	265.84	Internet Service - July & August 2026
138744	10367	Bauer Compressors, Inc.	2,000.00	SCBA Compressor Installation
138745	14119	Boone Printing & Graphics, Inc.	195.52	Printing Services
138746	10888	Bound Tree Medical LLC	1,344.87	Safety Equipment
138747	14869	Michael Brannagan	2,400.00	GIS Updates - July 2026
138748	11392	Brenntag Pacific Inc.	2,253.27	Sodium Bisulfite
138749	12346	Broyhill Manufacturing Company	1,429.18	Vehicle Maintenance
138750	10074	Burdine Printing	157.19	Printing Services
138751	13852	California Diesel & RV LLC	525.00	Vehicle Maintenance
138752	14349	Callander Associates Landscape Architecture, Inc	6,484.70	Ventana Sports Courts - June & July 2026
138753	13531	Central Coast Party Factory LLC	455.00	Bounce Houses - Movies in the Park
138754	14151	Channel Islands Technology Integrators' Group	33,089.38	Computer Supplies & IT Professional Services
138755	14188	ClearGov, Inc.	12,360.00	Digital Budget Book Software FY27
138756	14202	Crisp Imaging	448.03	Office Supplies
138757	12307	Department Of Justice	128.00	Pre-Employment Fingerprinting
138758	11469	Eikhof Design Group Inc	1,800.00	Development Review - July 2026 Pier Ave Storm Drain Repair - July 2026
138759	11868	FGL Environmental	936.00	Water Analysis
138760	10398	Liliana Graham	480.00	Instructor: Ballroom/Latin Dance 8/3-8/31/26 #12030
138761	12952	GSI Water Solutions Inc	700.17	NCMA 2025 Annual Report - June 2026
138762	13588	Kenneth John Guge III	224.00	Instructor: Judo 8/3-8/31/26 #12013
138763	14465	Ian Huff	79.00	M&IE: MISAC 2026 Conference 9/27-9/30/26
138764	15211	ICC CODIFICATION INC	525.00	Municipal Code Hosting
138765	12255	Iron Mountain Information Mgmt, Inc	39.88	Shredding Services
138766	12507	iWorQ Systems	2,481.00	iWorQ Software
138767	15258	L6 ENGINEERING	1,030.00	Dinosaur Caves Park Cameras - Aug 2026
138768	14503	Scott Lakey	800.00	Clam Painting
138769	15187	Lisa Wise Consulting, Inc.	2,622.50	Planning Services - July 2026
138770	15266	MAIN LINE ENGINEERING CONSTRUCTION INC	116,565.00	Cliff Ave Utility Undergrounding
138771	13836	Mesa Energy Systems, Inc	3,360.33	Facilities Maintenance
138772	14739	Mike's Coffee and Tea Co.	128.00	Coffee
138773	10097	Miners Hardware	663.61	Maintenance Supplies
138774	14353	Motorola Solutions, Inc.	2,949.84	LPR Service Renewals - Parking
138775	11172	Mullahey Ford	33.98	Vehicle Maintenance
138776	14887	Nixon-Egli Equipment Co. of Southern CA, Inc.	798.91	Vehicle Maintenance
138777	12199	Noble Saw, Inc	685.11	Equipment Maintenance
138778	14343	ODP Business Solutions, LLC	516.74	Office Supplies
138779	13279	Pacific Central Coast Health Centers	680.00	Pre-employment Health Screening
138780	12315	Pacific Gas & Electric Company	54,084.18	Electricity - August 2026
138781	12912	Pegboard	252.32	#9 Reply Green Envelopes - UB
138782	11337	Perry's Electric Motor & Controls, Inc.	10,848.46	Pump Repair
138783	12335	Procare Janitorial Supply Inc	4,194.15	Janitorial Supplies
138784	15360	DALJIT RAKKAR	5,667.22	Refund - Planning Permit & Mailing Service P26-000087
138785	11224	Richards, Watson, Gershon Attorneys At Law	1,501.00	Professional Legal Services - July 2026
138786	14613	Dennis Richardson	680.00	Instructor: Tennis with Dennis 8/1-8/29/26 #12023
138787	13201	Rincon Consultants, Inc.	9,317.14	CEQA/NEPA for Central Coast Blue - Jun-Jul 2026 Environmental Consulting Well 31 - July 2026 Cultural Resources Well 31 - July 2026
138788	11266	San Luis Auto Parts Inc	426.46	Vehicle Maintenance
138789	12108	Santa Maria Tire, Inc.	620.31	Vehicle Maintenance
138790	14754	Schwind Electric	1,265.00	Electrical Work
138791	10093	SLO County Auditor-Controller	23,987.50	Phoenix Parking Surcharges - June & July 2026
138792	10532	SLO County Sheriff-Coroner	1,560.00	Crime Lab Tests
138793	14113	Southpaw Sign Co., Inc.	22,388.91	Mary Ann Reiss Park Signs Price St Decorative Posts
138794	12078	Jason Takagi	79.00	M&IE: MISAC 2026 Conference 9/27-9/30/26
138795	13530	TCA Tools Inc	625.96	Maintenance Supplies
138796	12228	Turf Star, Inc.	758.77	Equipment Maintenance

City of Pismo Beach
 Final Disbursement List Check Date 09/18/2026
 US BANK

ACH/ Check#	Vendor Number	Payee	Check Amount	Description
138797	14931	U. S. Bancorp Asset Management, Inc.	4,010.72	Investment Advisory Services - July 2026
138798	13678	Wallace Group	36,520.05	Shell Beach Rd Shared Use Path - July 2026 2025 SSMP Audit & 2026 SSMP Update - July 2026 Farroll Road Well 31 - July 2026 Sewer Master Plan Update - July 2026
138799	12527	Water Systems Consulting Inc	4,192.75	CCB Management Support - July 2026
138800	12132	White Flag Pest Control Inc	732.00	Facilities Maintenance
138801	11997	Whittle Fire Protection	1,540.00	Facilities Maintenance
Total:			<u>\$ 421,004.18</u>	



PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #9.C
Meeting Date: October 6, 2026

TITLE:

Monthly Investment Transaction Report of the City's Cash and Investments for August 2026 of Fiscal Year 2027

RECOMMENDATION:

No action recommended; for information only.

DISCUSSION:

This report updates the City Council on the City of Pismo Beach's monthly transactions of the City's investment portfolio for the month ending August 31, 2026. California Government Code Section 53607 states that if the authority of the legislative body to invest or reinvest funds for the City is delegated to the City Treasurer, the City Treasurer shall make a monthly report of those transactions to the legislative body. Pursuant to Government Code Section 6505.5, this information is being provided here to the Pismo Beach Public Financing Authority, the Pismo Beach Public Financing Agency, and the Central Coast Blue Regional Recycled Water Authority, through the members of the City Council who sit on those boards.

The attached report includes all transactions of the City's investments managed by the City, including funds invested in various securities and the City's pooled funds invested in various financial instruments.

- **Attachment 1** provides a summary of the City's cash, investments, and monthly interest earnings based on book value as of August 31, 2026.
- **Attachment 2** provides details on the investment transactions for the General Fund Reserve and City Pooled Funds A (for deferred capital projects), including: purchases or deposits; sales, maturities, calls or withdrawals; and interest earnings.
- **Attachment 3** provides details of the monthly transactions by fund for City Pooled Funds B (for current year expenditures) for the month ending August 31, 2026.

FISCAL IMPACT:

No fiscal impact from the report itself—information only.

ATTACHMENTS:

1. Summary Table for ALL Funds, including Book Values and Earnings Data for Investments in Other Financial Instruments
2. For the General Fund Reserve and City Pooled Funds A—Transactions on Investments in Securities
3. For City Pooled Funds B—Summary of monthly transactions by fund

Prepared by: Vanessa Garris, Finance Manager

Submitted by: Nadia Feeser, Administrative Service Director / City Treasurer

City Manager Approval:

City of Pismo Beach

Attachment 1: Summary Table for All Funds,
including Book Values and Earnings Data for Investments in Other Financial Instruments

Investment Name	Name of Institution	Type of Investment	Current Earnings Rate	Book Value	Actual Interest Earned August 2026	Actual Year-to-Date Interest Earned Ending 8/31/2026	* Data Sources
General Fund Reserves	US Bank	CDs/GASs/Corp Bonds/Treasuries	3.54% avg	9,811,942	\$ 1,138	\$ 16,894	1
City Pooled Funds - A	US Bank	CDs/GASs/ Corp Bonds/ MBSs/ Treasuries/ Bank Notes	3.66% avg	49,702,088	187,608	286,884	1
Total All Securities				\$ 59,514,029	\$ 188,746	\$ 303,778	
City Pooled Funds - B	US Bank	Custody	3.55%	\$ 510,170	\$ 1,096	\$ 3,917	1
City Pooled Funds - B	Local Agency Invest. Fund (LAIF)	State Investment Pool	3.92%	10,589,786	-	-	2
City Pooled Funds - B	PFM Asset Mgmt CAMP	JPA Investment Pool	3.80%	5,572,235	17,903	35,688	3
City Pooled Funds - B	US Bank	Checking & Sweep	3.28%	16,524,731	41,592	89,495	4
City Pooled Funds - B				\$ 33,196,922	\$ 60,591	\$ 129,100	
City Pooled Funds total A + B				\$ 82,899,010	\$ 248,199	\$ 415,984	
Funds Held with Fiscal Agent	Bond funds: Wilmington Trust	2017 Pier Project		\$ 292	\$ 1	\$ 2	5
Funds Held with Fiscal Agent	Bond funds: Wilmington Trust	2017 CREB's Project		142	0	1	5
Funds Held with Fiscal Agent	Bond funds: Wilmington Trust	2024 Public Safety Facility		2,239	1,371	5,038	5
CalPERS Benefit Trust							
OPEB Trust Account	CalPERS Benefit Trust Account	Various managed by CalPERS		\$ 6,646,364	\$ -	\$ -	6
TOTAL, Cash and Investments at August 31, 2026:				\$ 99,359,989	\$ 250,709	\$ 437,918	
TOTAL for City Managed Portfolio, Cash and Investments:				\$ 92,710,952	\$ 249,337	\$ 432,878	

Notes:

* Data Sources for Book Values and Actual Interest Earned:

- 1 = Monthly investment statement from US Bank
- 2 = Monthly statement from Local Agency Investment Fund
- 3 = Monthly statement from PFM Asset Management LLC
- 4 = Monthly reconciled bank statement from US Bank
- 5 = Monthly statement from Wilmington Trust
- 6 = Monthly statement from CalPERS Benefit Trust Account

CITY OF PISMO BEACH

**Attachment 2: For the General Fund Reserve and City Pooled Funds A
Transactions on Investments in Securities**

August 31, 2026

INVESTMENT ACTIVITY

PURCHASES OR DEPOSITS

08/04/26	Purchased	Accenture Capital	\$	748,710
08/10/26	Purchased	Alphabet Inc		74,774
08/14/26	Purchased	Nvidia Corporation		293,661
08/20/26	Purchased	Advanced Micro Devices Inc		239,496
08/20/26	Purchased	FHLMC Remic Series		353,849

Total			\$	1,710,490
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SALES, MATURITIES, CALLS OR WITHDRAWALS

08/04/26	Matured	US Treasury	\$	1,394,359
08/25/26	Paid Down	FHLMC Multiclass Mtg		677
08/25/26	Paid Down	FHLMC Multiclass Mtg		9,027
08/25/26	Paid Down	FHLMC Multiclass Mtg		51
08/25/26	Paid Down	FHLMC Multiclass Mtg		287
08/25/26	Paid Down	FHLMC Multiclass Mtg		174
08/25/26	Paid Down	FHLMC Multiclass Mtg		422
08/25/26	Paid Down	FHLMC Multiclass Mtg		821
08/25/26	Paid Down	FHLMC Multiclass Mtg		11,309
08/25/26	Paid Down	FNMA Gtd Remic		157
08/25/26	Paid Down	FNMA Gtd Remic		383
08/25/26	Paid Down	FNMA Gtd Remic		633
08/25/26	Paid Down	FNMA Gtd Remic		611
08/26/26	Paid Down	FHLMC Multiclass Mtg		38,603

Total			\$	1,457,514
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ACTIVITY TOTAL

\$	252,975
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INTEREST REVENUE

GENERAL FUND RESERVE INVESTMENTS

Interest Earned on Investments	\$	1,138
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POOLED INVESTMENTS

Interest Earned on Investments	\$	187,608
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TOTAL INTEREST EARNED

\$	188,746
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Data Source: Monthly Download of Transactions from US Bank

City of Pismo Beach

Attachment 3: For City Pooled Funds B - Summary of monthly transactions by fund**Bank Account Proof of Cash for the month ending:****8/31/2026**

Bank Account Description	Bank ID	Beginning Balance	Cash Receipts	Disbursements	Transfers-In	Transfers-Out	Ending Balance
General Checking	US Bank	\$ 13,966,928	\$ 5,969,418	\$ (3,411,615)	\$ -	\$ -	\$ 16,524,731
LAIF	LAIF	10,589,786	-	-	-	-	10,589,786
PFM Asset Management LLC	CAMP	5,554,332	17,903	-	-	-	5,572,235
Total all Bank Accounts		\$ 30,111,046	\$ 5,987,321	\$ (3,411,615)	\$ -	\$ -	\$ 32,686,752

Fund Description	Fund #	Beginning Balance	Cash Receipts	Disbursements	Transfers-In	Transfers-Out	Ending Balance
<u>General Fund</u>							
General Fund	1001-10101	3,892,215	3,966,631	(1,893,132)	-	-	5,965,713
General Fund-Reserve	1001-10105	239,277	153	-	-	-	239,430
Transaction Sales Tax Fund	1002	2,750,138	1,755	-	-	-	2,751,893
<u>Special Revenue Funds</u>							
Gas Tax Fund	2001	689,864	43,497	-	-	-	733,361
LTF - Streets	2002	651,599	11,914	-	-	-	663,513
PEG Access Fund	2003	164,475	7,443	-	-	-	171,918
Police Grant Fund	2004	75,495	(33)	-	-	-	75,462
Housing In Lieu Fund	2005	545,717	227	-	-	-	545,944
LBID Fund	2006	1,132,670	394,932	(33,663)	-	-	1,493,939
Chapman House	2007	405	1,006	(1,380)	-	-	31
<u>Capital Projects Funds</u>							
Capital Projects Fund	3001	1,213,083	105,018	(433,731)	-	-	884,370
Public Facilities Fund	3002	988	1	-	-	-	989
Park Development Fund	3003	315,722	(402)	-	-	-	315,321
Circulation Fund	3101	700,177	443	-	-	-	700,620
Development Impact Fee Fund	3102	168,109	26	-	-	-	168,136
Developer Impact Fee Fund	3103	188,180	120	-	-	-	188,300
Underground Utility Fund	3201	18,604	12	-	-	-	18,616

City of Pismo Beach

Attachment 3: For City Pooled Funds B - Summary of monthly transactions by fund**Bank Account Proof of Cash for the month ending:****8/31/2026**

Fund Description	Fund #	Beginning Balance	Cash Receipts	Disbursements	Transfers-In	Transfers-Out	Ending Balance
<u>Debt Service Funds</u>							
Public Finance Authority Fund	4001	-	-	-	-	-	-
Public Finance Authority Fund	4002	-	-	-	-	-	-
Freeway Foothills AD Fund	4101	861	1	-	-	-	861
Spyglass AD Fund	4102	14,330	9	-	-	-	14,339
Indio-El Portal AD Fund	4112	832	1	-	-	-	833
Visalia Street AD Fund	4113	12,887	8	-	-	-	12,895
<u>Enterprise Funds</u>							
Water Enterprise/Tax Fund	6101/6102	5,544,176	55,674	(120,209)	-	-	5,479,641
Water Construction Fund	6103	1,168,411	746	(35,291)	-	-	1,133,866
Water Expansion Fund	6104	774,448	494	-	-	-	774,942
Water Central Coast Blue JPA	6105	10,652	7	-	-	-	10,659
Wastewater Enterprise Fund	6201	813,988	313,054	(181,178)	-	-	945,864
Wastewater Construction Fund	6202	2,171,761	1,386	-	-	-	2,173,147
Wastewater Expansion Fund	6203	944,169	602	-	-	-	944,771
Wastewater CCB JPA	6204	21,906	14	-	-	-	21,920
LTF - Transit Fund	6301	-	-	-	-	-	-
Pier Operations Fund	6401	(105)	15,087	(14,724)	-	-	257
Parking Fund	6501	2,687,123	386,715	(123,067)	-	-	2,950,770
<u>Internal Service Funds</u>							
Technology Service Fund	7101	633,120	157,298	(185,149)	-	-	605,269
Motor Vehicle Fund	7201	1,302,743	160,825	(214,760)	-	-	1,248,808
<u>Trust & Agency Funds</u>							
SLO County TMD	8201	245,641	304,817	(245,623)	-	-	304,834
<u>Control Funds</u>							
Payroll Control Fund	9301	498,316	610	80,456	-	-	579,383
Interest Control Fund	9302	314,537	41,710	-	-	-	356,247
Utility Billing Control Fund	9304	204,531	5,369	(9)	-	-	209,891
M/R Control Fund	9305	-	-	-	-	-	-
Total all cash funds		30,111,046	5,977,168	(3,401,462)	-	-	32,686,752

City of Pismo Beach

Attachment 3: For City Pooled Funds B - Summary of monthly transactions by fund
Bank Account Proof of Cash for the month ending:

8/31/2026

Fund Description	Fund #	Beginning Balance	Cash Receipts	Disbursements	Transfers-In	Transfers-Out	Ending Balance
INVESTMENTS							
General Fund							
General Fund Money Mkt Csh	1001-10108	84,277	118,616	-	-	-	202,893
General Fund - CD's	1001-10404	3,625,033	-	-	-	-	3,625,033
General Fund - Fed Agency	1001-10405	762,000	-	-	-	-	762,000
GF Reserve Money Mkt Cash	1001-10109	261,402	(260,847)	-	-	-	555
GF Reserve - CD's	1001-10403	2,292,967	-	-	-	-	2,292,967
GF Reserve - Fed Agency	1001-10402	1,500,000	-	-	-	-	1,500,000
GF Reserve - Building	1001-10406	202,000	-	-	-	-	202,000
GF Reserve - Building - Federal A	1001-10146	298,000	-	-	-	-	298,000
GF Reserve - Risk Mgmt - CD's	1001-10407	200,000	-	-	-	-	200,000
GF Reserve - Risk Mgmt - Fed A	1001-10140	50,000	-	-	-	-	50,000
GF Corp Bond - Pooled	1001-10141	3,343,832	823,484	-	-	-	4,167,316
GF Corp Bond - Reserve	1001-10145	3,315,193	533,157	-	-	-	3,848,350
GF Municipal Bonds Pooled	1001-10142	-	-	-	-	-	-
GF Municipal Bonds Reserve	1001-10143	-	-	-	-	-	-
Risk Mgmt Muni Bonds Reserve	1001-10144	-	-	-	-	-	-
GF Treasury Note	1001-10410	8,352,236	(1,394,359)	-	-	-	6,957,877
GF Treasury Bill	1001-10411	-	-	-	-	-	-
GF Mortgage Back Sec	1001-10412	4,562,091	(50,678)	-	-	-	4,511,413
GF Reserve Treasury Note	1001-10413	1,420,625	-	-	-	-	1,420,625
GF CREB's Fiscal Agent	1001-10515	(0)	-	-	-	-	(0)
GF - Transaction Sales Tax CD's	1002-10404	245,000	-	-	-	-	245,000
GF - Transaction Sales Tax Fed A	1002-10405	500,000	-	-	-	-	500,000
GF - Transaction Sales Tax Mny	1002-10108	16,667	8,323	-	-	-	24,989
Transaction Sales Tax - Pooled	1002-10141	1,776,354	-	-	-	-	1,776,354
Transaction Sales Tax - Muni Bon	1002-10142	-	-	-	-	-	-
Transaction Sales Tax Treasury	1002-10410	2,794,656	-	-	-	-	2,794,656
Transaction Sales Tax Treas Bill	1002-10411	-	-	-	-	-	-
Transaction Sales Tax Mortg Back	1002-10412	739,414	-	-	-	-	739,414
Special Revenue Funds							
Housing In Lieu - Mny Mkt Csh	2005-10108	3,730	154	-	-	-	3,884
Housing In Lieu Fund	2005-10404	140,000	-	-	-	-	140,000
Housing In-Lieu Fed Agencies	2005-10405	140,000	-	-	-	-	140,000
Housing In-Lieu Treasury Note	2005-10410	-	-	-	-	-	-
LBID Fund Money Market Cash	2006-10108	16,389	49,698	-	-	-	66,087
LBID Fund - Treasury Note	2006-10410	1,305,152	-	-	-	-	1,305,152
LBID Fund - Pooled	2006-10141	1,489,219	-	-	-	-	1,489,219
LBID Fund Mortgage Back Sec	2006-10412	727,595	(11,309)	-	-	-	716,286
Capital Projects Funds							
Capital Proj Fund Mny Mkt Cash	3001-10108	24,322	2,264	-	-	-	26,585
Capital Projects Fund - Pooled	3001-10141	403,640	-	-	-	-	403,640
Capital Projects Fund - Fed Agen	3001-10405	1,000,000	-	-	-	-	1,000,000
Capital Proj Fd Mortgage Back St	3001-10412	556,682	-	-	-	-	556,682
Park Develop. Fund Mny Mkt	3003-10108	-	-	-	-	-	-
Park Development Fund	3003-10404	-	-	-	-	-	-
Park Develop Federal Agencies	3003-10405	-	-	-	-	-	-
Circulation Fees Mny Mkt	3101-10108	-	-	-	-	-	-
Circulation Fees	3101-10404	-	-	-	-	-	-
Develop. Impact Fee Mny Mkt	3102-10108	6,184	1,035	-	-	-	7,218
Development Impact Fee Fund	3102-10404	245,000	-	-	-	-	245,000
Impact Fees Federal Agencies	3102-10405	-	-	-	-	-	-

City of Pismo Beach

Attachment 3: For City Pooled Funds B - Summary of monthly transactions by fund
Bank Account Proof of Cash for the month ending:

8/31/2026

Fund Description	Fund #	Beginning Balance	Cash Receipts	Disbursements	Transfers-In	Transfers-Out	Ending Balance
INVESTMENTS							
<u>Debt Service Funds</u>							
Capital Proj Fund - Fiscal Agent	3001-10511	2,233	7	-	-	-	2,239
Public Fin Fiscal Agent-Pier	4002-10510	292	1	-	-	-	292
Public Fin Fiscal Agent-PSF	4002-10511	-	-	-	-	-	-
Public Fin Fiscal Agent-CREBs	4002-10515	141	0	-	-	-	142
Visalia Street AD Fund	4113-10108	4,283	393	-	-	-	4,675
Visalia Street CD's	4113-10404	100,000	-	-	-	-	100,000
<u>Enterprise Funds</u>							
Water Fund Money Mrkt Csh	6101-10108	16,543	(15,628)	-	-	-	916
Water Fund CD's	6101-10404	735,000	-	-	-	-	735,000
Wtr Fund Federal Agencies	6101-10405	-	-	-	-	-	-
Water Fund Mortgage Back Sec	6101-10412	-	353,849	-	-	-	353,849
Wtr Fund Corp Bond - Pooled	6101-10141	2,606,629	-	-	-	-	2,606,629
Water Fund Treasury Note	6101-10410	2,327,227	-	-	-	-	2,327,227
Water Construction Money Mkt	6103-10108	23,378	17	-	-	-	23,395
Wtr Constr. Fd Corp Bond-Pool	6103-10141	504,363	-	-	-	-	504,363
Water Construction	6103-10404	-	-	-	-	-	-
Wtr Constr. Fd Treasury Note	6103-10410	405,188	-	-	-	-	405,188
Water Expansion Fd Mny Mkt Ca	6104-10108	1,281	0	-	-	-	1,281
Wtr Expansion Fund - Pooled	6104-10141	-	-	-	-	-	-
Water Fund Treasury Note	6104-10410	20,263	-	-	-	-	20,263
Wastewater Fund Money Market	6201-10108	9,785	11,096	-	-	-	20,881
Wastewater Fund CD's	6201-10404	490,000	-	-	-	-	490,000
Wastewater Fund Fed Agencies	6201-10405	-	-	-	-	-	-
WWtr Fund Corp Bond - Pooled	6201-10141	275,000	-	-	-	-	275,000
WWtr Fund Treasury Note	6201-10410	1,707,049	-	-	-	-	1,707,049
WWtr Fund Mortgage Back Sec	6201-10412	1,186,120	-	-	-	-	1,186,120
Wastewater Fund Bank Note	6201-10414	553,085	-	-	-	-	553,085
Wastewater Expansion Fund Mny	6203-10108	13,918	3,929	-	-	-	17,847
WWtr Expansion Fd Mortgage B	6203-10412	973,904	(611)	-	-	-	973,293
Parking Enterprise Money Mrkt	6501-10108	11,943	2,783	-	-	-	14,726
Parking Fund Corp Bond-Pooled	6501-10141	429,845	-	-	-	-	429,845
Parking Enterprise	6501-10404	980,000	-	-	-	-	980,000
Parking Fund Federal Agencies	6501-10405	-	-	-	-	-	-
Parking Fund Treasury Note	6501-10410	-	-	-	-	-	-
<u>Internal Service Funds</u>							
MVR Fund Money Mrkt Csh	7201-10108	76,966	17,271	-	-	-	94,237
MVR Corp Bond - Pooled	7201-10141	1,131,673	-	-	-	-	1,131,673
MVR Fund CD's	7201-10404	1,526,000	-	-	-	-	1,526,000
MVR Fund Federal Agencies	7201-10405	250,000	-	-	-	-	250,000
MVR Fund Treasury Note	7201-10410	136,184	-	-	-	-	136,184
MVR Mortgage Back Securities	7201-10412	936,834	(557)	-	-	-	936,278
<u>CalPers Benefit Trust</u>							
OPEB Trust Account	8101-10408	6,646,364	-	-	-	-	6,646,364
Total all Investments		\$ 66,481,152	\$ 192,085	\$ -	\$ -	\$ -	\$ 66,673,237
Total all Funds							
		\$ 96,592,198	\$ 6,169,253	\$ (3,401,462)	\$ -	\$ -	\$ 99,359,989



PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #9.D
Meeting Date: October 6, 2026

TITLE:

Agreements with Glenn A. Rick Engineering and Development Co. and 4 Creeks, Inc. for design of the 2027 Roadway Maintenance and 2027 Drainage Improvements Projects

RECOMMENDATION:

1. Adopt a **Resolution** authorizing the City Manager to enter into a Professional Services Agreement with Glenn A. Rick Engineering and Development Co. in an amount not to exceed \$240,200 for engineering design services for the 2027 Roadway Maintenance Project;
2. Adopt a **Resolution** authorizing the City Manager to enter into a Professional Services Agreement with 4 Creeks, Inc. in an amount not to exceed \$276,329 for engineering design services for the 2027 Drainage Improvements Project.

DISCUSSION:

The Fiscal Year (FY) 2027 budget and 10-Year Capital Improvement Program include an annual budget to complete light street maintenance, such as crack filling, striping, slurry seal, filling potholes, performing dig-outs, and slurry sealing; as well as a biennial budget to complete paving and drainage improvements as identified in the City's Pavement Management Plan (PMP) and Drainage Master Plan.

On March 13, 2026, staff issued a formal Request for Proposals for engineering design services for a 2027 Roadway Maintenance and Drainage Improvements project that would address both routine maintenance as well as the heavier maintenance and drainage improvements recommended in the PMP and Drainage Master Plan. On April 16, 2026, a single proposal was received. Staff reviewed the scopes of work for both of the budgeted projects and determined that the project should be re-advertised as two separate projects, splitting the roadwork and drainage components apart in order to draw more competitive proposals. The 2027 Roadway Maintenance Project consists of roadway maintenance improvements including crack fill, localized digouts, slurry seal, overlay, and mill & overlays. The 2027 Drainage Improvements Project includes drainage improvements intended to manage groundwater and alleviate roadway seepage and private sump pump flows along Placentia Avenue and Boeker Avenue. Following the drainage improvements, the roadways will be repaired with a mill & overlay.

On July 29, 2026, staff issued two separate formal Requests for Proposals for engineering design services for the 2027 Roadway Maintenance Project and the 2027 Drainage Improvements Project. On August 27, 2026, three proposals were received for the 2027 Roadway Maintenance Project and six proposals were received for the 2027 Drainage Improvements Project. The proposals have been evaluated by a review panel and Glenn A. Rick Engineering and Development Co. (Rick Engineering) and 4 Creeks, Inc. (4 Creeks) were determined to be the most qualified. Rick Engineering has been selected

to perform the work for the 2027 Roadway Maintenance Project and 4 Creeks has been selected to perform the work for the 2027 Drainage Improvements Project.

Conclusion and Recommendation

Staff recommends that the Council adopt a resolution (**Attachment 1**) authorizing the City Manager to enter into a Professional Services Agreement with Rick Engineering in an amount not to exceed \$240,200 for engineering design services for the 2027 Roadway Maintenance Project. Staff also recommends that the Council adopt a resolution (**Attachment 2**) authorizing the City Manager to enter into a Professional Services Agreement with 4 Creeks in an amount not to exceed \$276,329 for engineering design services for the 2027 Drainage Improvements Project.

FISCAL IMPACT:

The fiscal impact of adopting the attached resolutions is \$240,200 and \$276,329 for the engineering design phase of each project. The Fiscal Year (FY) 2027 Capital Projects Fund Routine Street Maintenance project budget includes \$1,700,000 for design and construction of the project, leaving a surplus of \$1,459,800 for the construction phase. The estimated project costs are shown in **Table 1** below.

Table 1. FY 2027 Project Funding

Item	Fiscal Impact
Project Budget	\$1,700,000
Design Contract Costs - Rick Engineering	\$240,200
Budget vs Project Cost Surplus / (Shortfall)	\$1,459,800

The Fiscal Year (FY) 2027 Capital Projects Fund Paving and Drainage project budget includes \$3,000,000 for design and construction of the project, leaving a surplus of \$2,723,671 for the construction phase. The estimated project costs are shown in **Table 2** below.

Table 2. FY 2027 Project Funding

Item	Fiscal Impact
Project Budget	\$3,000,000
Design Contract Costs – 4 Creeks	\$276,329
Budget vs Project Cost Surplus / (Shortfall)	\$2,723,671

ATTACHMENTS:

1. Resolution – Rick Engineering
2. Resolution – 4 Creeks
3. Rick Engineering Professional Services Agreement
4. 4 Creeks Professional Services Agreement

Prepared by:

Erin Olsen, Senior Management Analyst

Submitted by: Rosemarie Gaglione, PE, Director of Public Works

City Manager Approval:

A handwritten signature in blue ink, consisting of a large, stylized 'S' or 'R' shape with a vertical line through it, and a small flourish to the right.

RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE CITY MANAGER TO ENTER INTO A
PROFESSIONAL SERVICES AGREEMENT WITH GLENN A. RICK ENGINEERING
AND DEVELOPMENT CO. IN AN AMOUNT NOT TO EXCEED \$240,200 FOR
ENGINEERING DESIGN SERVICES FOR THE 2027 ROADWAY MAINTENANCE
PROJECT**

WHEREAS, the Fiscal Year (FY) 2027 budget and 10-Year Capital Improvement Program include an annual budget to complete light street maintenance, such as crack filling, striping, slurry seal, filling potholes and performing dig-outs; as well as a biennial budget to complete paving and drainage improvements as identified in the City's Pavement Management Plan (PMP) and Drainage Master Plan; and

WHEREAS, the scopes of work for both of the budgeted projects were advertised as two separate projects, splitting the roadwork and drainage components apart in order to draw more competitive proposals; and

WHEREAS, on August 27, 2026, three proposals were received for the 2027 Roadway Maintenance Project and evaluated by a review panel; and

WHEREAS, Glenn A. Rick Engineering and Development Co. (Rick Engineering) was determined to be the most qualified and has been selected to perform the work; and

WHEREAS, the FY 2027 Capital Projects Fund Routine Street Maintenance project budget includes \$1,700,000 for design and construction of the project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby authorizes the City Manager to enter into a Professional Services Agreement, in substantially the form attached to staff's report dated October 6, 2026, with Glenn A. Rick Engineering and Development Co. in an amount not to exceed \$240,200 for engineering design services for the 2027 Roadway Maintenance Project.

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk

RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE CITY MANAGER TO ENTER INTO A
PROFESSIONAL SERVICES AGREEMENT WITH 4 CREEKS, INC. IN AN AMOUNT
NOT TO EXCEED \$276,329 FOR ENGINEERING DESIGN SERVICES FOR THE 2027
DRAINAGE IMPROVEMENTS PROJECT**

WHEREAS, the Fiscal Year (FY) 2027 budget and 10-Year Capital Improvement Program include an annual budget to complete light street maintenance, such as crack filling, striping, slurry seal, filling potholes and performing dig-outs; as well as a biennial budget to complete paving and drainage improvements as identified in the City's Pavement Management Plan (PMP) and Drainage Master Plan; and

WHEREAS, the scopes of work for both of the budgeted projects were advertised as two separate projects, splitting the roadwork and drainage components apart in order to draw more competitive proposals; and

WHEREAS, on August 27, 2026, six proposals were received for the 2027 Drainage Improvements Project and evaluated by a review panel; and

WHEREAS, 4 Creeks, Inc. was determined to be the most qualified and has been selected to perform the work; and

WHEREAS, the FY 2027 Capital Projects Fund Paving and Drainage project budget includes \$3,000,000 for design and construction of the project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby authorizes the City Manager to enter into a Professional Services Agreement, in substantially the form attached to staff's report dated October 6, 2026, with 4 Creeks, Inc. in an amount not to exceed \$276,329 for engineering design services for the 2027 Drainage Improvements Project.

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk

**CITY OF PISMO BEACH
VENDOR AGREEMENT FOR PROFESSIONAL SERVICES**

This Vendor Agreement for Professional Services ("AGREEMENT") is made and entered into as of the date the AGREEMENT is fully executed by all parties (the "Effective Date"), by and between the City of Pismo Beach, a municipal corporation ("CITY"), and **Glenn A. Rick Engineering and Development Co.** ("VENDOR"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

RECITALS:

CITY wishes to retain the services of an experienced and qualified VENDOR to provide the following services:

Engineering Design Services – 2027 Roadway Maintenance Project

VENDOR represents and warrants that it is qualified to perform those services.

AGREEMENT:

I. SERVICES TO BE PERFORMED BY VENDOR

VENDOR will provide the services listed in the Scope of Services attached hereto as **Exhibit A**. VENDOR warrants that all work and services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner. Extra work beyond that described in the Scope of Services is not authorized without the express written approval of CITY. VENDOR shall request and receive written approval prior to performing any extra work. Any work beyond that reflected in the approved Scope of Services shall not be compensated by CITY unless prior written approval was provided under this paragraph. To the extent that Exhibit A is a proposal from VENDOR, such proposal is incorporated only for the description of the Scope of Services and no other terms and conditions from any such proposal shall apply to this AGREEMENT unless specifically agreed to by CITY in writing.

II. TERM

Unless earlier terminated in accordance with Section IV below, or unless the Scope of Services are substantially completed, the AGREEMENT will continue in full force and effect from the Effective Date through **June 30, 2027**. Upon mutual written agreement, the term of this AGREEMENT can be extended annually under the same terms for an additional one (1) year period, or longer as the parties agree in writing.

III. COMPENSATION

A. VENDOR's Fee

For services rendered pursuant to this AGREEMENT, VENDOR will be paid in accordance with the Compensation Schedule attached hereto as **Exhibit B**. However, in no event will the total amount of money paid VENDOR, for services initially contemplated by this AGREEMENT and associated expenses, exceed the sum of **two hundred forty thousand two hundred dollars (\$240,200)**, unless otherwise first approved in writing by CITY. Should this AGREEMENT be extended pursuant to Section II, VENDOR's fee may be adjusted upon the written agreement of the parties, in the form of an amendment to this AGREEMENT.

B. Schedule of Payment

VENDOR will submit invoices monthly for actual services performed and associated expenses. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If CITY disputes any of VENDOR's fees it shall give written notice to VENDOR within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within forty-five (45) days of receipt of an invoice therefor.

IV. TERMINATION OF AGREEMENT

- A.** CITY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, by serving upon VENDOR at least ten (10) days' prior written notice. Upon receipt of said notice, VENDOR shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If CITY suspends or terminates a portion of this AGREEMENT, such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.
- B.** In the event this AGREEMENT is terminated pursuant to this Section, CITY shall pay to VENDOR the actual value of the work performed up to the time of termination, provided that the work performed is of value to CITY. Upon termination of the AGREEMENT pursuant to this Section, VENDOR will submit an invoice to CITY pursuant to Section III.

V. FORCE MAJEURE

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, "acts of God," inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental control, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance shall be excused for a period equal to the period of such cause for failure to perform.

VI. RETENTION OF FUNDS

VENDOR authorizes CITY to deduct from any amount payable to VENDOR (whether or not arising out of this AGREEMENT) any amounts the payment of which may be in dispute or that are necessary to compensate CITY for any losses, costs, liabilities, or damages suffered by CITY, and all amounts for which CITY may be liable to third parties, by reason of VENDOR's acts or omissions in performing or failing to perform VENDOR's obligations under this AGREEMENT. In the event that any claim is made by a third party, the amount or validity of which is disputed by VENDOR, or any indebtedness exists that appears to be the basis for a claim of lien, CITY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of CITY to exercise the right to deduct or to withhold will not, however, affect the obligations of VENDOR to insure, indemnify, and protect CITY as elsewhere provided in this AGREEMENT.

VII. CITY REPRESENTATIVE

The Engineer is designated as the "City Representative," authorized to act on its behalf with respect to the work and services specified in this AGREEMENT and to make all decisions in connection with this AGREEMENT. Whenever approval, directions, or other actions are required by CITY under this

AGREEMENT, those actions will be taken by CITY Representative, unless otherwise stated. CITY's City Manager has the right to designate another CITY Representative at any time, by providing notice to VENDOR.

VIII. VENDOR REPRESENTATIVE(S)

The person(s) employed by VENDOR whose name(s) are set forth immediately following the signatures of the parties executing this AGREEMENT are designated as being the representative(s) of VENDOR authorized to act on its behalf with respect to the work specified in this AGREEMENT and make all decisions in connection with this AGREEMENT.

IX. INDEPENDENT CONTRACTOR

VENDOR is, and at all times will remain as to CITY, a wholly independent contractor. Neither CITY nor any of its elected officials, officers, employees or agents will have control over the conduct of VENDOR or any of VENDOR's employees, except as otherwise set forth in this AGREEMENT and then only as to the results to be accomplished and not the method by which VENDOR provides the Scope of Services. VENDOR may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of CITY.

X. BUSINESS LICENSE

VENDOR must obtain a CITY business license prior to the start of work under this AGREEMENT, unless VENDOR is qualified for an exemption.

XI. OTHER LICENSES AND PERMITS

VENDOR warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this AGREEMENT.

XII. VENDOR'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS

- A. VENDOR shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by CITY that relate to the performance of services under this AGREEMENT. VENDOR shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services.
- B. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. VENDOR shall provide free access to the representatives of CITY or its designees at reasonable times to such books and records; shall give CITY the right to examine and audit said books and records; shall permit CITY to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this AGREEMENT. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment. Upon completion of, or in the event of termination or suspension of this AGREEMENT, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this AGREEMENT shall become the sole property of CITY and may be used, reused, or otherwise disposed of by CITY without the permission of VENDOR. With respect to computer files, VENDOR shall make available to CITY, at VENDOR's office and upon reasonable written request by CITY, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or

printing computer files. VENDOR hereby grants to CITY all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by VENDOR in the course of providing the services under this AGREEMENT.

- C. All plans, studies, sketches, drawings, reports, and specifications as herein required are the property of CITY, whether the work for which they are made be executed or not. In the event this AGREEMENT is terminated, and at the end of the term of this AGREEMENT, all such plans, studies, sketches, drawings, electronic documentation, reports, and specifications shall be delivered immediately to CITY. VENDOR may retain one copy of each document for VENDOR'S records, but shall have no proprietary rights to them. CITY agrees to indemnify VENDOR against any damages caused by the unauthorized re-use of said documents.

XIII. INDEMNIFICATION

- A. Non-design, non-construction Professional Services:
To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), VENDOR shall indemnify, defend, and hold harmless CITY, and its elected officials, officers, employees, volunteers, and agents ("CITY Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of VENDOR's performance or VENDOR's failure to perform its obligations under this AGREEMENT or out of the operations conducted by VENDOR, including CITY's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of CITY. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.
- B. Non-design, construction Professional Services:
To the extent the Scope of Services involve a "construction contract" as that phrase is used in Civil Code Section 2783, this paragraph shall apply in place of paragraph A. To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), VENDOR shall indemnify, defend, and hold harmless the CITY, and its elected officials, officers, employees, volunteers, and agents ("CITY Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of VENDOR's performance or VENDOR's failure to perform its obligations under this AGREEMENT or out of the operations conducted by VENDOR, except for such loss or damage arising from the active negligence, sole negligence or willful misconduct of CITY. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.
- C. Design Professional Services:
In the event VENDOR is a "design professional," and the Scope of Services require VENDOR to provide "design professional services" as those phrases are used in Civil Code Section 2782.8, this paragraph shall apply in place of paragraphs A or B. To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8) VENDOR shall indemnify, defend and hold harmless CITY and its elected officials, officers,

employees, volunteers and agents ("City Indemnitees"), from and against all claims, damages, injuries, losses, and expenses including costs, attorney fees, expert consultant and expert witness fees arising out of, pertaining to or relating to, the negligence, recklessness or willful misconduct of VENDOR, except to the extent caused by the sole negligence, active negligence or willful misconduct of CITY. Negligence, recklessness or willful misconduct of any subcontractor employed by VENDOR shall be conclusively deemed to be the negligence, recklessness or willful misconduct of VENDOR unless adequately corrected by VENDOR. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims. In no event shall the cost to defend charged to VENDOR under this paragraph exceed VENDOR's proportionate percentage of fault. However, notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, VENDOR shall meet and confer with other parties regarding unpaid defense costs.

- D. Payment by CITY is not a condition precedent to enforcement of the indemnities in paragraph A, B, or C. In the event of any dispute between VENDOR and CITY, as to whether liability arises from the active negligence, sole negligence or willful misconduct of CITY or its officers, employees, or agents, VENDOR will be obligated to pay for CITY's defense until such time as a final judgment has been entered adjudicating CITY as having been actively negligent, solely negligent or as having engaged in willful misconduct. Except as otherwise required by Civil Code Section 2782.8, VENDOR will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation. The provisions of this Section 13 shall survive completion of VENDOR's services or the termination of this AGREEMENT.

XIV. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

No elected official, officer, employee, or agent of CITY will be personally liable to VENDOR, in the event of any default or breach by CITY or for any amount that may become due to VENDOR.

XV. INSURANCE

- A. Without limiting VENDOR's indemnification of CITY, and prior to commencement of the Scope of Services, VENDOR shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form that is satisfactory to CITY.
- General liability insurance. VENDOR shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office (ISO) form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.
 - Automobile liability insurance. If VENDOR owns vehicles used in performing the Scope of Services in any manner, VENDOR shall maintain automobile insurance at least as broad as Insurance Services Office (ISO) form CA 00 01 covering bodily injury and property damage for all activities of VENDOR arising out of or in connection with any work to be performed under this AGREEMENT, including coverage for any owned,

hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

- Workers' compensation insurance. VENDOR shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000), as required by law.
 - VENDOR shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees, and volunteers.
 - Errors and Omissions/Professional Liability. VENDOR shall maintain a policy of professional liability insurance written on a claims-made basis in an amount not less than \$1,000,000. VENDOR shall also procure and pay for appropriate tail coverage for a minimum of three years following completion of the Scope of Services to cover any errors or omissions occurring during the Term. In the alternative, VENDOR may elect to obtain equivalent coverage on an occurrence basis. CITY's Risk Manager or City Attorney may waive the requirement of professional liability insurance if he/she determines that such a policy is not commercially available to VENDOR. If such a policy is commercially available, additional cost to VENDOR in obtaining such a policy shall not be a basis upon which the insurance requirement will be waived.
- B. Other provisions or requirements:
- Proof of insurance. VENDOR shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by CITY's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements to such policies, at any time.
 - Duration of coverage. VENDOR shall procure and maintain for the duration of the AGREEMENT insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by VENDOR, its agents, representatives, employees, or subconsultants.
 - Primary/noncontributing. Coverage provided by VENDOR shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.
 - CITY's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by VENDOR or CITY will withhold amounts sufficient to pay premium from VENDOR payments. In the alternative, CITY may terminate this AGREEMENT as provided in paragraph IV.
 - Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an

assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by CITY's Risk Manager.

6. Waiver of subrogation. All insurance coverage maintained or procured pursuant to this AGREEMENT shall be endorsed to waive subrogation against CITY, its elected or appointed officials, agents, officers, employees, and volunteers or shall specifically allow VENDOR or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. VENDOR hereby waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.
7. Enforcement of contract provisions (non-estoppel). VENDOR acknowledges and agrees that any actual or alleged failure on the part of CITY to inform VENDOR of non-compliance with any requirement imposes no additional obligations on CITY nor does it waive any rights hereunder.
8. Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If VENDOR maintains higher limits than the minimums shown above, CITY requires and shall be entitled to coverage for the higher limits maintained by VENDOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to CITY.
9. Notice of cancellation. VENDOR agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage. In the event VENDOR's policy of insurance cannot be endorsed to provide this notice of cancellation, VENDOR shall provide CITY notice of such cancellation, in writing, not later than 24 hours following the effective time of such cancellation.
10. Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, and agents shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies. Each such insurance policy shall contain language substantially similar to the following clause:

"The City of Pismo Beach, its elected and appointed officials, officers, employees, and agents are named as additional insureds as respects operations of the named insured performed under contract with the City of Pismo Beach."

CITY need not be named as an additional insured on professional liability insurance policies.
11. Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing by CITY's Risk Manager or City Attorney.

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Vendor Agreement (Rev. 3/2024)

12. Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that VENDOR's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.
13. Pass-through clause. VENDOR agrees to ensure that its sub-consultants, sub-contractors, and any other party providing any work under the Scope of Services under the direction of VENDOR, provide the same minimum insurance coverage and endorsements required of VENDOR. VENDOR agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. VENDOR agrees that upon request, all AGREEMENTS with consultants, subcontractors, and others engaged in performing work under the Scope of Services will be submitted to CITY for review.
14. CITY's right to revise specifications. CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving VENDOR ninety (90) days' advance written notice of such change. If such change results in substantial additional cost to VENDOR, CITY and VENDOR may renegotiate VENDOR's compensation.
15. Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.
16. Timely notice of claims. VENDOR shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from VENDOR's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.
17. Additional insurance. VENDOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Scope of Services.

XVI. SUBCONTRACTORS

Before VENDOR retains or hires a subcontractor to provide any work, labor, or services relative to this AGREEMENT, VENDOR must:

- A. Present the name and identifying information of the subcontractor that will provide any work, labor, or services to CITY;
- B. Present to CITY the form of subcontract that will be used with the subcontractor for CITY's approval, which approval will not be unreasonably withheld. Such subcontract agreement must include an indemnity agreement that is generally in accord with the indemnity obligations contained in paragraph XII of this AGREEMENT and must specifically name CITY as an indemnified party; and
- C. Secure from the subcontractor evidence of insurance coverage that meets with this AGREEMENT including naming CITY as an additional insured as required by this AGREEMENT, unless such requirement is waived in writing by CITY's Risk Manager as provided in paragraph XXV below.

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Vendor Agreement (Rev. 3/2024)

XVII. CONFLICT OF INTEREST

No officer or employee of CITY may have any financial interest, direct or indirect, in this AGREEMENT, nor may any officer or employee participate in any decision relating to the AGREEMENT that affects the officer or employee's financial interest or the financial interest of any corporation, partnership, or association in which the officer or employee is directly or indirectly interested, in violation of any law, rule or regulation.

No person may offer, give, or agree to give any officer or employee or former officer or employee, nor may any officer or employee solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any way pertaining to any program requirement, contract or subcontract, or to any solicitation or proposal.

XVIII. NOTICE

All notices, requests, demands, or other communications under this AGREEMENT will be in writing. Notice will be sufficiently given for all purposes as follows:

- A. Personal delivery. When personally delivered to the recipient; notice is effective on delivery.
- B. First Class mail. When mailed first class to the last address of the recipient known to the party giving notice; notice is effective three mail delivery days after deposit in a United States Postal Service office or mailbox.
- C. Certified mail. When mailed certified mail, return receipt requested; notice is effective on receipt, if delivery is confirmed by a return receipt.
- D. Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account; notice is effective on delivery, if delivery is confirmed by the delivery service.
- E. Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice; notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice are as set forth immediately following the signatures of the parties executing this AGREEMENT.

- F. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- G. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this AGREEMENT. Any change in address or fax number that is not provided to the other party will not void delivery of any notice under this AGREEMENT, and delivery to the last known address or fax number shall be deemed sufficient for notice under this AGREEMENT.

XIX. PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING

This AGREEMENT and all exhibits are binding on the heirs, successors, and assigns of the parties. The AGREEMENT may not be assigned or subcontracted by either CITY or VENDOR without the prior written consent of the other.

XX. INTERPRETATION

The terms of this AGREEMENT shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this AGREEMENT or any other rule of construction that might otherwise apply.

XXI. SEVERABILITY

If any part of this AGREEMENT is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the AGREEMENT will remain in full force and effect.

XXII. TIME OF ESSENCE

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

XXIII. GOVERNING LAW; JURISDICTION

This AGREEMENT will be administered and interpreted under the laws of the State of California. Jurisdiction of and venue for any litigation arising from the AGREEMENT will be in the Superior Court of the San Luis Obispo County, or in the United States District Court for the Central District of California.

XXIV. COMPLIANCE WITH STATUTES AND REGULATIONS

VENDOR will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders. VENDOR and its subcontractor(s) shall not discriminate against any person in the performance of this AGREEMENT on the basis of race, religion, national origin, color, age, sex, sexual orientation, AIDS, HIV status, disability, or any other basis protected by state or federal law, and shall comply with applicable federal and state equal employment opportunity laws, ordinances, rules and regulations.

XXV. WAIVER OF BREACH

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this AGREEMENT.

XXVI. ATTORNEY'S FEES

Except as provided for in paragraph XV, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this AGREEMENT (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this AGREEMENT, the prevailing party

will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment, including post judgment attorney's fees costs and expenses and any attorneys' fees or costs incurred on appeal of any judgment.

XXVII. EXHIBITS

All exhibits identified in this AGREEMENT are incorporated into the AGREEMENT by this reference. In the event of any conflict between the terms of this AGREEMENT and the terms of an exhibit, the terms of this AGREEMENT shall control. Notwithstanding the foregoing sentence, the provisions of Section XIII of this AGREEMENT shall not be altered, amended, limited or otherwise affected in any manner by any language included in an exhibit to this AGREEMENT, even if such exhibit purports to affect the provisions of Section XIII.

XXVIII. VENDOR'S AUTHORITY TO EXECUTE

- The persons executing this AGREEMENT on behalf of the VENDOR warrant that:
- A. the VENDOR is duly organized and existing under the appropriate State laws;
 - B. they are duly authorized to execute this AGREEMENT on behalf of the VENDOR;
 - C. by so executing this AGREEMENT, the VENDOR is formally bound to the provisions of this AGREEMENT; and
 - D. entering into this AGREEMENT does not violate any provision of any other AGREEMENT to which the VENDOR is bound.

XXIX. INTEGRATION; AMENDMENT

This AGREEMENT represents the entire understanding of CITY and VENDOR as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this AGREEMENT. The AGREEMENT may not be modified or altered except in writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year last written below.

Signatures begin on next page.

CITY:
City of Pismo Beach, a Municipal Corporation

Signed:

Name: Rosemarie R. Gaglione, PE
Title: Director of Public Works
Dated: _____

Signed:

Name: Jorge E. Garcia
Title: City Manager
Dated: _____

Address for giving notice (See Section XVIII):
760 Mattie Road, Pismo Beach, CA 93449

ATTEST:

Signed:

Name: Erica Kirkwood
Title: City Clerk

APPROVED AS TO FORM:

Signed:

Name: Dean J. Pucci
Title: City Attorney

Attachments:
Exhibit A: Scope of Service
Exhibit B: Compensation Schedule

VENDOR:
Glenn A. Rick Engineering and Development Co.

Signed:

Name: _____
Title: _____
Dated: _____

Address for giving notice (See Section XVIII):

Email address for official communications:

Vendor Representative (See Section VIII):
Name/Title: _____

Detailed design and topographic survey will commence once the 30% design has been completed, reviewed by the City, and the scope of the improvements has been determined.

RICK will prepare a set of plans, specifications, and engineer's estimate (PS&E) at each design milestone. During this portion of the design phase, RICK may consult with the City for minor clarifications and will incorporate City feedback into the next milestone deliverable. The engineer's estimate will utilize the most recent unit price data available from similar public works projects recently bid within San Luis Obispo County (or other current appropriate data).

During this task, RICK will finalize in-house quality control procedures. Throughout the design process the work will frequently be reviewed for design approach, efficiency, and completeness by the Project Manager. As a means of checking the design for completeness and accuracy, RICK will have at least one registered Project Engineer (or higher-level person) review the final plans and specifications in detail. This experienced oversight process typically reduces construction costs and minimizes unwarranted risk through the design process.

- 4. At the time of the 60% design submittal, Consultant shall provide an estimated number of working days required to construct the project, based on the final design and bid-ready plans.
- 5. Construction specifications shall conform to the City of Pismo Beach Standard Plans and Specifications. Where items are not addressed by City standards, the applicable reference shall be the current edition of the Standard Specifications for Public Works Construction ("Greenbook"). The Consultant shall compile the City's standard front-end documents, the Special Provisions, Technical Specifications, and all other specification sections into a single, coordinated specifications package by the 100% design submittal.
- 6. Consultant shall prepare the bid schedule and bid item descriptions in the City's established format for inclusion in the City's front-end specifications document. The Consultant shall also compile the City's standard front-end documents, the Special Provisions, Technical Specifications, and all other specification sections into a single, coordinated specifications package.

RICK will prepare a final bid package including the items mentioned above. RICK has experience with many different specification formats and will work closely with the City to develop a cohesive set of specifications for bidding the project.

After the plans are completed, RICK will perform a contractor-style takeoff and estimate to verify the accuracy of the bid quantities and listed scope of work. This takeoff will be performed utilizing Bluebeam takeoff technology, so as to mimic the actual contractors' bid process. By doing so, we provide a next level of quality control beneficial to the City and stakeholders. The Bluebeam takeoffs provide a record of quantities that can be shared with the City for verification and measurement of payment activities during bidding and construction.

C. Meeting and Reports

- 1. Attend design progress meetings to coordinate with City staff. Prepare and distribute meeting agenda and minutes, and project status reports. Schedule and attend meetings with the City's Project Manager as necessary to review and discuss specific issues not covered during progress meetings. The designated Consultant Project Manager shall attend all meetings as noted below. Subconsultants shall attend meetings when requested by the City's Project Manager or as deemed necessary by the Consultant.
 - a. Kick-Off Meeting (1)
 - b. Meetings with City Staff 30% 60%, 90%, etc (as needed, minimum of 3)
- 2. Monthly Progress Reports: Monthly summary design reports indicating job status, schedule update and current project costs shall be submitted with monthly invoice.

Our proposal has allocated 16 hours for this task, assuming up to four (4) in-person or virtual meetings attended by the Project Manager and Project Engineer. An additional 40 hours have been allocated for management and administration tasks.

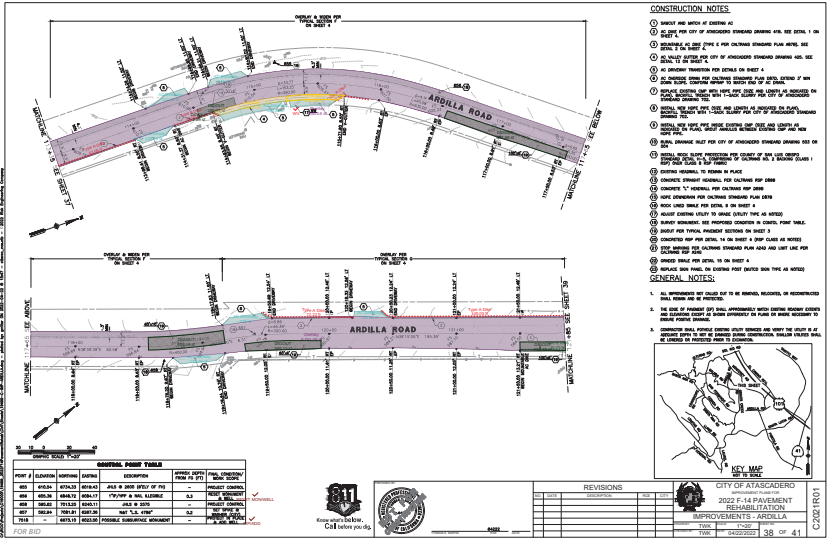
D. Engineering Support During Bidding

- 1. Consultant shall provide construction plan and specification interpretation and consultation during the bidding phase of the project. Consultant shall assist the City's Project Manager in answering questions from prospective bidders and preparing bid addenda as required to provide clarification to the drawings and responses to RFIs.

Our proposal has allocated 20 hours to assist the City during the bidding process and respond to RFIs as needed.

E. Engineering Support During Construction

- 1. The City reserves the right to procure construction-phase engineering support services as an amendment to this agreement or under a separate contract at the City's discretion.



Color-coded Bluebeam quantity takeoff





City of Pismo Beach
2027 Roadway Maintenance Project

FEE ESTIMATE

Exhibit B
Revised
September 16, 2026

TASK	DESCRIPTION	UNIT	EST QTY	RATE	TOTAL FEE
A Preliminary Engineering	Initial Site Visit				
	Associate	HR	8	\$ 265	\$ 2,120
	Principal Engineering Designer	HR	8	\$ 190	\$ 1,520
	Preliminary Design Research & Coordination				
	Associate	HR	20	\$ 265	\$ 5,300
	Principal Engineering Designer	HR	40	\$ 190	\$ 7,600
	Utility Coordination				
	Principal Engineering Designer	HR	20	\$ 190	\$ 3,800
	Survey Monument Research (Nexus)				
	Subconsultant - (T&M + OH MU)	LS	1	\$ 12,995	\$ 12,995
B Engineering Design (PS&E)	Design Survey Support (Nexus)				
	Subconsultant - (T&M + OH MU)	LS	1	\$ 16,905	\$ 16,905
	30% Design Exhibits				
	Associate	HR	20	\$ 265	\$ 5,300
	Principal Engineering Designer	HR	40	\$ 190	\$ 7,600
	60% Design and Cost Estimate				
	Associate	HR	40	\$ 265	\$ 10,600
	Principal Engineering Designer	HR	240	\$ 190	\$ 45,600
	90% Design and PS&E				
	Associate	HR	80	\$ 265	\$ 21,200
C Meetings and Reports	Principal Engineering Designer	HR	240	\$ 190	\$ 45,600
	100% Design and PS&E, QA/QC				
	Associate	HR	20	\$ 265	\$ 5,300
	Principal Engineering Designer	HR	80	\$ 190	\$ 15,200
	Kick-Off Meeting				
	Associate	HR	2	\$ 265	\$ 530
	Principal Engineering Designer	HR	2	\$ 190	\$ 380
	Meetings				
	Associate	HR	6	\$ 265	\$ 1,590
	Principal Engineering Designer	HR	6	\$ 190	\$ 1,140
Direct Costs	Project Management & Administration				
	Associate	HR	20	\$ 265	\$ 5,300
	Principal Engineering Designer	HR	20	\$ 190	\$ 3,800
	Reimbursables (Cost + MU)				
	Travel Expenses	LS	1	\$ 250	\$ 250
	Printing & Photocopy	LS	1	\$ 250	\$ 250
TOTAL ESTIMATED FEES =					\$ 219,880
<i>Estimated Construction Cost =</i>					<i>\$ 2,500,000</i>
<i>% of Constuction Cost =</i>					<i>8.8%</i>

Optional Tasks	Pre-Construction Monument Perpetuation (Nexus)				
	Subconsultant - (T&M + OH MU)	LS	1	\$ 12,420	\$ 12,420
	Traffic Control Plans				
	Principal Engineering Designer	HR	20	\$ 190	\$ 3,800
	Pre-Bid RFIs & Addenda				
	Associate	HR	4	\$ 265	\$ 1,060
	Principal Engineering Designer	HR	16	\$ 190	\$ 3,040
TOTAL ESTIMATED FEES + OPTIONAL TASK =					\$ 240,200

**CITY OF PISMO BEACH
VENDOR AGREEMENT FOR PROFESSIONAL SERVICES**

This Vendor Agreement for Professional Services ("AGREEMENT") is made and entered into as of the date the AGREEMENT is fully executed by all parties (the "Effective Date"), by and between the City of Pismo Beach, a municipal corporation ("CITY"), and **4 Creeks, Inc.** ("VENDOR"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

RECITALS:

CITY wishes to retain the services of an experienced and qualified VENDOR to provide the following services:

Engineering Design Services – 2027 Drainage Improvements Project

VENDOR represents and warrants that it is qualified to perform those services.

AGREEMENT:

I. SERVICES TO BE PERFORMED BY VENDOR

VENDOR will provide the services listed in the Scope of Services attached hereto as **Exhibit A**. VENDOR warrants that all work and services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner. Extra work beyond that described in the Scope of Services is not authorized without the express written approval of CITY. VENDOR shall request and receive written approval prior to performing any extra work. Any work beyond that reflected in the approved Scope of Services shall not be compensated by CITY unless prior written approval was provided under this paragraph. To the extent that Exhibit A is a proposal from VENDOR, such proposal is incorporated only for the description of the Scope of Services and no other terms and conditions from any such proposal shall apply to this AGREEMENT unless specifically agreed to by CITY in writing.

II. TERM

Unless earlier terminated in accordance with Section IV below, or unless the Scope of Services are substantially completed, the AGREEMENT will continue in full force and effect from the Effective Date through **June 30, 2027**. Upon mutual written agreement, the term of this AGREEMENT can be extended annually under the same terms for an additional one (1) year period, or longer as the parties agree in writing.

III. COMPENSATION

A. VENDOR's Fee

For services rendered pursuant to this AGREEMENT, VENDOR will be paid in accordance with the Compensation Schedule attached hereto as **Exhibit B**. However, in no event will the total amount of money paid VENDOR, for services initially contemplated by this AGREEMENT and associated expenses, exceed the sum of **two hundred seventy-six thousand three hundred twenty-nine dollars (\$276,329)**, unless otherwise first approved in writing by CITY. Should this AGREEMENT be extended pursuant to Section II, VENDOR's fee may be adjusted upon the written agreement of the parties, in the form of an amendment to this AGREEMENT.

B. Schedule of Payment

VENDOR will submit invoices monthly for actual services performed and associated expenses. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If CITY disputes any of VENDOR's fees it shall give written notice to VENDOR within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within forty-five (45) days of receipt of an invoice therefor.

IV. TERMINATION OF AGREEMENT

- A.** CITY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, by serving upon VENDOR at least ten (10) days' prior written notice. Upon receipt of said notice, VENDOR shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If CITY suspends or terminates a portion of this AGREEMENT, such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.
- B.** In the event this AGREEMENT is terminated pursuant to this Section, CITY shall pay to VENDOR the actual value of the work performed up to the time of termination, provided that the work performed is of value to CITY. Upon termination of the AGREEMENT pursuant to this Section, VENDOR will submit an invoice to CITY pursuant to Section III.

V. FORCE MAJEURE

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, "acts of God," inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental control, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance shall be excused for a period equal to the period of such cause for failure to perform.

VI. RETENTION OF FUNDS

VENDOR authorizes CITY to deduct from any amount payable to VENDOR (whether or not arising out of this AGREEMENT) any amounts the payment of which may be in dispute or that are necessary to compensate CITY for any losses, costs, liabilities, or damages suffered by CITY, and all amounts for which CITY may be liable to third parties, by reason of VENDOR's acts or omissions in performing or failing to perform VENDOR's obligations under this AGREEMENT. In the event that any claim is made by a third party, the amount or validity of which is disputed by VENDOR, or any indebtedness exists that appears to be the basis for a claim of lien, CITY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of CITY to exercise the right to deduct or to withhold will not, however, affect the obligations of VENDOR to insure, indemnify, and protect CITY as elsewhere provided in this AGREEMENT.

VII. CITY REPRESENTATIVE

The Engineer is designated as the "City Representative," authorized to act on its behalf with respect to the work and services specified in this AGREEMENT and to make all decisions in connection with this AGREEMENT. Whenever approval, directions, or other actions are required by CITY under this

AGREEMENT, those actions will be taken by CITY Representative, unless otherwise stated. CITY's City Manager has the right to designate another CITY Representative at any time, by providing notice to VENDOR.

VIII. VENDOR REPRESENTATIVE(S)

The person(s) employed by VENDOR whose name(s) are set forth immediately following the signatures of the parties executing this AGREEMENT are designated as being the representative(s) of VENDOR authorized to act on its behalf with respect to the work specified in this AGREEMENT and make all decisions in connection with this AGREEMENT.

IX. INDEPENDENT CONTRACTOR

VENDOR is, and at all times will remain as to CITY, a wholly independent contractor. Neither CITY nor any of its elected officials, officers, employees or agents will have control over the conduct of VENDOR or any of VENDOR's employees, except as otherwise set forth in this AGREEMENT and then only as to the results to be accomplished and not the method by which VENDOR provides the Scope of Services. VENDOR may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of CITY.

X. BUSINESS LICENSE

VENDOR must obtain a CITY business license prior to the start of work under this AGREEMENT, unless VENDOR is qualified for an exemption.

XI. OTHER LICENSES AND PERMITS

VENDOR warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this AGREEMENT.

XII. VENDOR'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS

- A. VENDOR shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by CITY that relate to the performance of services under this AGREEMENT. VENDOR shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services.
- B. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. VENDOR shall provide free access to the representatives of CITY or its designees at reasonable times to such books and records; shall give CITY the right to examine and audit said books and records; shall permit CITY to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this AGREEMENT. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment. Upon completion of, or in the event of termination or suspension of this AGREEMENT, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this AGREEMENT shall become the sole property of CITY and may be used, reused, or otherwise disposed of by CITY without the permission of VENDOR. With respect to computer files, VENDOR shall make available to CITY, at VENDOR's office and upon reasonable written request by CITY, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or

printing computer files. VENDOR hereby grants to CITY all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by VENDOR in the course of providing the services under this AGREEMENT.

- C. All plans, studies, sketches, drawings, reports, and specifications as herein required are the property of CITY, whether the work for which they are made be executed or not. In the event this AGREEMENT is terminated, and at the end of the term of this AGREEMENT, all such plans, studies, sketches, drawings, electronic documentation, reports, and specifications shall be delivered immediately to CITY. VENDOR may retain one copy of each document for VENDOR'S records, but shall have no proprietary rights to them. CITY agrees to indemnify VENDOR against any damages caused by the unauthorized re-use of said documents.

XIII. INDEMNIFICATION

- A. Non-design, non-construction Professional Services:
To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), VENDOR shall indemnify, defend, and hold harmless CITY, and its elected officials, officers, employees, volunteers, and agents ("CITY Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of VENDOR's performance or VENDOR's failure to perform its obligations under this AGREEMENT or out of the operations conducted by VENDOR, including CITY's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of CITY. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.
- B. Non-design, construction Professional Services:
To the extent the Scope of Services involve a "construction contract" as that phrase is used in Civil Code Section 2783, this paragraph shall apply in place of paragraph A. To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), VENDOR shall indemnify, defend, and hold harmless the CITY, and its elected officials, officers, employees, volunteers, and agents ("CITY Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of VENDOR's performance or VENDOR's failure to perform its obligations under this AGREEMENT or out of the operations conducted by VENDOR, except for such loss or damage arising from the active negligence, sole negligence or willful misconduct of CITY. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.
- C. Design Professional Services:
In the event VENDOR is a "design professional," and the Scope of Services require VENDOR to provide "design professional services" as those phrases are used in Civil Code Section 2782.8, this paragraph shall apply in place of paragraphs A or B. To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8) VENDOR shall indemnify, defend and hold harmless CITY and its elected officials, officers,

employees, volunteers and agents ("City Indemnitees"), from and against all claims, damages, injuries, losses, and expenses including costs, attorney fees, expert consultant and expert witness fees arising out of, pertaining to or relating to, the negligence, recklessness or willful misconduct of VENDOR, except to the extent caused by the sole negligence, active negligence or willful misconduct of CITY. Negligence, recklessness or willful misconduct of any subcontractor employed by VENDOR shall be conclusively deemed to be the negligence, recklessness or willful misconduct of VENDOR unless adequately corrected by VENDOR. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims. In no event shall the cost to defend charged to VENDOR under this paragraph exceed VENDOR's proportionate percentage of fault. However, notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, VENDOR shall meet and confer with other parties regarding unpaid defense costs.

- D. Payment by CITY is not a condition precedent to enforcement of the indemnities in paragraph A, B, or C. In the event of any dispute between VENDOR and CITY, as to whether liability arises from the active negligence, sole negligence or willful misconduct of CITY or its officers, employees, or agents, VENDOR will be obligated to pay for CITY's defense until such time as a final judgment has been entered adjudicating CITY as having been actively negligent, solely negligent or as having engaged in willful misconduct. Except as otherwise required by Civil Code Section 2782.8, VENDOR will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation. The provisions of this Section 13 shall survive completion of VENDOR's services or the termination of this AGREEMENT.

XIV. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

No elected official, officer, employee, or agent of CITY will be personally liable to VENDOR, in the event of any default or breach by CITY or for any amount that may become due to VENDOR.

XV. INSURANCE

- A. Without limiting VENDOR's indemnification of CITY, and prior to commencement of the Scope of Services, VENDOR shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form that is satisfactory to CITY.
- General liability insurance. VENDOR shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office (ISO) form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.
 - Automobile liability insurance. If VENDOR owns vehicles used in performing the Scope of Services in any manner, VENDOR shall maintain automobile insurance at least as broad as Insurance Services Office (ISO) form CA 00 01 covering bodily injury and property damage for all activities of VENDOR arising out of or in connection with any work to be performed under this AGREEMENT, including coverage for any owned,

hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

- Workers' compensation insurance. VENDOR shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000), as required by law.
 - VENDOR shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees, and volunteers.
 - Errors and Omissions/Professional Liability. VENDOR shall maintain a policy of professional liability insurance written on a claims-made basis in an amount not less than \$1,000,000. VENDOR shall also procure and pay for appropriate tail coverage for a minimum of three years following completion of the Scope of Services to cover any errors or omissions occurring during the Term. In the alternative, VENDOR may elect to obtain equivalent coverage on an occurrence basis. CITY's Risk Manager or City Attorney may waive the requirement of professional liability insurance if he/she determines that such a policy is not commercially available to VENDOR. If such a policy is commercially available, additional cost to VENDOR in obtaining such a policy shall not be a basis upon which the insurance requirement will be waived.
- B. Other provisions or requirements:
- Proof of insurance. VENDOR shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by CITY's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements to such policies, at any time.
 - Duration of coverage. VENDOR shall procure and maintain for the duration of the AGREEMENT insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by VENDOR, its agents, representatives, employees, or subconsultants.
 - Primary/noncontributing. Coverage provided by VENDOR shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.
 - CITY's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by VENDOR or CITY will withhold amounts sufficient to pay premium from VENDOR payments. In the alternative, CITY may terminate this AGREEMENT as provided in paragraph IV.
 - Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an

assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by CITY's Risk Manager.

6. Waiver of subrogation. All insurance coverage maintained or procured pursuant to this AGREEMENT shall be endorsed to waive subrogation against CITY, its elected or appointed officials, agents, officers, employees, and volunteers or shall specifically allow VENDOR or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. VENDOR hereby waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.
7. Enforcement of contract provisions (non-estoppel). VENDOR acknowledges and agrees that any actual or alleged failure on the part of CITY to inform VENDOR of non-compliance with any requirement imposes no additional obligations on CITY nor does it waive any rights hereunder.
8. Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If VENDOR maintains higher limits than the minimums shown above, CITY requires and shall be entitled to coverage for the higher limits maintained by VENDOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to CITY.
9. Notice of cancellation. VENDOR agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage. In the event VENDOR's policy of insurance cannot be endorsed to provide this notice of cancellation, VENDOR shall provide CITY notice of such cancellation, in writing, not later than 24 hours following the effective time of such cancellation.
10. Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, and agents shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies. Each such insurance policy shall contain language substantially similar to the following clause:

"The City of Pismo Beach, its elected and appointed officials, officers, employees, and agents are named as additional insureds as respects operations of the named insured performed under contract with the City of Pismo Beach."

CITY need not be named as an additional insured on professional liability insurance policies.
11. Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to CITY and approved of in writing by CITY's Risk Manager or City Attorney.

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Vendor Agreement (Rev. 3/2024)

12. Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that VENDOR's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.
13. Pass-through clause. VENDOR agrees to ensure that its sub-consultants, sub-contractors, and any other party providing any work under the Scope of Services under the direction of VENDOR, provide the same minimum insurance coverage and endorsements required of VENDOR. VENDOR agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. VENDOR agrees that upon request, all AGREEMENTS with consultants, subcontractors, and others engaged in performing work under the Scope of Services will be submitted to CITY for review.
14. CITY's right to revise specifications. CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving VENDOR ninety (90) days' advance written notice of such change. If such change results in substantial additional cost to VENDOR, CITY and VENDOR may renegotiate VENDOR's compensation.
15. Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.
16. Timely notice of claims. VENDOR shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from VENDOR's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.
17. Additional insurance. VENDOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Scope of Services.

XVI. SUBCONTRACTORS

Before VENDOR retains or hires a subcontractor to provide any work, labor, or services relative to this AGREEMENT, VENDOR must:

- A. Present the name and identifying information of the subcontractor that will provide any work, labor, or services to CITY;
- B. Present to CITY the form of subcontract that will be used with the subcontractor for CITY's approval, which approval will not be unreasonably withheld. Such subcontract agreement must include an indemnity agreement that is generally in accord with the indemnity obligations contained in paragraph XII of this AGREEMENT and must specifically name CITY as an indemnified party; and
- C. Secure from the subcontractor evidence of insurance coverage that meets with this AGREEMENT including naming CITY as an additional insured as required by this AGREEMENT, unless such requirement is waived in writing by CITY's Risk Manager as provided in paragraph XXV below.

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Vendor Agreement (Rev. 3/2024)

XVII. CONFLICT OF INTEREST

No officer or employee of CITY may have any financial interest, direct or indirect, in this AGREEMENT, nor may any officer or employee participate in any decision relating to the AGREEMENT that affects the officer or employee's financial interest or the financial interest of any corporation, partnership, or association in which the officer or employee is directly or indirectly interested, in violation of any law, rule or regulation.

No person may offer, give, or agree to give any officer or employee or former officer or employee, nor may any officer or employee solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any way pertaining to any program requirement, contract or subcontract, or to any solicitation or proposal.

XVIII. NOTICE

All notices, requests, demands, or other communications under this AGREEMENT will be in writing. Notice will be sufficiently given for all purposes as follows:

- A. Personal delivery. When personally delivered to the recipient; notice is effective on delivery.
- B. First Class mail. When mailed first class to the last address of the recipient known to the party giving notice; notice is effective three mail delivery days after deposit in a United States Postal Service office or mailbox.
- C. Certified mail. When mailed certified mail, return receipt requested; notice is effective on receipt, if delivery is confirmed by a return receipt.
- D. Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account; notice is effective on delivery, if delivery is confirmed by the delivery service.
- E. Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice; notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice are as set forth immediately following the signatures of the parties executing this AGREEMENT.

- F. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- G. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this AGREEMENT. Any change in address or fax number that is not provided to the other party will not void delivery of any notice under this AGREEMENT, and delivery to the last known address or fax number shall be deemed sufficient for notice under this AGREEMENT.

XIX. PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING

This AGREEMENT and all exhibits are binding on the heirs, successors, and assigns of the parties. The AGREEMENT may not be assigned or subcontracted by either CITY or VENDOR without the prior written consent of the other.

XX. INTERPRETATION

The terms of this AGREEMENT shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this AGREEMENT or any other rule of construction that might otherwise apply.

XXI. SEVERABILITY

If any part of this AGREEMENT is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the AGREEMENT will remain in full force and effect.

XXII. TIME OF ESSENCE

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

XXIII. GOVERNING LAW; JURISDICTION

This AGREEMENT will be administered and interpreted under the laws of the State of California. Jurisdiction of and venue for any litigation arising from the AGREEMENT will be in the Superior Court of the San Luis Obispo County, or in the United States District Court for the Central District of California.

XXIV. COMPLIANCE WITH STATUTES AND REGULATIONS

VENDOR will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders. VENDOR and its subcontractor(s) shall not discriminate against any person in the performance of this AGREEMENT on the basis of race, religion, national origin, color, age, sex, sexual orientation, AIDS, HIV status, disability, or any other basis protected by state or federal law, and shall comply with applicable federal and state equal employment opportunity laws, ordinances, rules and regulations.

XXV. WAIVER OF BREACH

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this AGREEMENT.

XXVI. ATTORNEY'S FEES

Except as provided for in paragraph XV, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this AGREEMENT (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this AGREEMENT, the prevailing party

will be awarded reasonable attorney’s fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment, including post judgment attorney’s fees costs and expenses and any attorneys’ fees or costs incurred on appeal of any judgment.

XXVII. EXHIBITS

All exhibits identified in this AGREEMENT are incorporated into the AGREEMENT by this reference. In the event of any conflict between the terms of this AGREEMENT and the terms of an exhibit, the terms of this AGREEMENT shall control. Notwithstanding the foregoing sentence, the provisions of Section XIII of this AGREEMENT shall not be altered, amended, limited or otherwise affected in any manner by any language included in an exhibit to this AGREEMENT, even if such exhibit purports to affect the provisions of Section XIII.

XXVIII. VENDOR’S AUTHORITY TO EXECUTE

- The persons executing this AGREEMENT on behalf of the VENDOR warrant that:
- A. the VENDOR is duly organized and existing under the appropriate State laws;
 - B. they are duly authorized to execute this AGREEMENT on behalf of the VENDOR;
 - C. by so executing this AGREEMENT, the VENDOR is formally bound to the provisions of this AGREEMENT; and
 - D. entering into this AGREEMENT does not violate any provision of any other AGREEMENT to which the VENDOR is bound.

XXIX. INTEGRATION; AMENDMENT

This AGREEMENT represents the entire understanding of CITY and VENDOR as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this AGREEMENT. The AGREEMENT may not be modified or altered except in writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year last written below.

Signatures begin on next page.

CITY:
City of Pismo Beach, a Municipal Corporation

Signed:

Name: Rosemarie R. Gaglione, PE
Title: Director of Public Works
Dated: _____

Signed:

Name: Jorge E. Garcia
Title: City Manager
Dated: _____

Address for giving notice (See Section XVIII):
760 Mattie Road, Pismo Beach, CA 93449

ATTEST:

Signed:

Name: Erica Kirkwood
Title: City Clerk

APPROVED AS TO FORM:

Signed:

Name: Dean J. Pucci
Title: City Attorney

Attachments:
Exhibit A: Scope of Service
Exhibit B: Compensation Schedule

VENDOR:
4 Creeks, Inc.

Signed:

Name: _____
Title: _____
Dated: _____

Address for giving notice (See Section XVIII):

Email address for official communications:

Vendor Representative (See Section VIII):
Name/Title: _____

Exhibit A

Scope of Work

If selected, 4Creeks will serve as the City's design consultant for the 2027 Drainage Improvements Project. 4Creeks will be responsible for developing complete, coordinated, and constructible design documents that reflect the City's objectives, regulatory obligations, and operational needs. 4Creeks will be proactive and closely coordinate with staff, manage technical and environmental challenges, and ensure readiness for public bidding, permitting, and construction. 4Creeks' scope includes all professional services necessary to support this effort from concept through final design and support during bidding.

Task 1. Project Management

4Creeks will provide overall project management, coordination, quality assurance, and communication throughout the duration of the project. Services will include project administration, schedule and meeting management, budget monitoring, coordination with City staff and subconsultants, and preparation of monthly progress reports and invoices.

Deliverables:

- Project schedule.
- Monthly progress reports.
- Meeting agendas and meeting minutes.
- QA/QC reviews at major milestones.
- Attend a minimum of four meetings (kickoff, 30%, 60%, and 90%) with the City.

Task 2. Preliminary Engineering

4Creeks will review available drainage records, as-built plans, and maintenance information for the Placentia Avenue and Boeker Avenue corridors, along with roadway record drawings, pavement maintenance history, and applicable City standards. The project team will conduct topographic survey and utility investigations to verify inlet locations, surface drainage patterns, low points, observed groundwater seepage or ponding, trenching and pipe installation constraints, existing pavement conditions, and areas of localized pavement or base failure.

Survey monument research will be completed to identify existing monuments and support a summary of findings with recommended protection or perpetuation measures for incorporation into the design package.

Geotechnical services will be provided by Earth Systems to characterize subsurface conditions and groundwater levels along the corridors and at key proposed trench alignments and structures, and to provide recommendations related to trenching, shoring, dewatering, corrosion considerations, underdrain media, geotextiles, and backfill.

Deliverables:

- Existing conditions review.
- Field investigation summary and topographic and boundary survey.
- Survey monument research summary and recommendations.
- Geotechnical investigation and report.
- Utility research, mapping, and coordination.

Task 3. Civil Engineering Design

Storm Drain Basis for Design (30%)

4Creeks will develop a basis of design for the storm drain and groundwater improvements based on the City's Drainage Master Plan and project objectives. The team will confirm existing outlet conditions and downstream constraints, evaluate impacts to existing drainage systems, and develop appropriate tie-in details as part of the drainage basis of design.

Design efforts will include drain inlet spacing, longitudinal and transverse underdrain configuration, trunkline storm drain alignment and sizing, surface concrete and flowline improvement locations and a hydrology and hydraulics analysis of the new system. Stormwater treatment will be accomplished with the sizing and design of two hydrodynamic separator (CDS) units, located at the tie-in to each street's existing storm drainage system.

4Creeks will procure and coordinate hydro-excavation (potholing) at the 30% level to generally confirm the location, size, and depth of existing utilities along the corridors. A budget has been provided for this service in the fee estimate; however, additional budget may be requested depending on the number of potholes that are determined to be required during this phase.

In coordination with the roadway repair scope, 4Creeks will develop milling and overlay limits and a preliminary traffic control and construction phasing strategy addressing resident access, emergency access, and refuse service.

Conceptual Intermediate and Final Designs (30%, 60%, 90%, 100%)

4Creeks will advance the design through successive milestones, refining the lateral and trunkline storm drain system, drain inlet, manhole, and other structure details, surface drainage, erosion and sediment control provisions, and striping and pavement marking plans consistent with City Standards and the CA MUTCD. At the 60% submittal, 4Creeks will provide an estimated number of working days required for construction. Draft bidding documents (front-end documents) will be submitted with the 90% PS&E packet, and a single, coordinated specifications package incorporating the City's front-end documents, Special Provisions, and Technical Specifications will be finalized at the 100% submittal.

Deliverables:

- 30%, 60%, 90%, and 100% Plan Sets for a complete and constructable storm drain, underdrain, and roadway repair design, based on City discussions and meetings.
- 30%, 60%, 90%, and 100% Engineer's Estimate.
- 30%, 60%, 90%, and 100% Specifications. A compiled package will be provided at the 90% and 100% submittals.
- Hydrology and hydraulics analysis, including sizing of hydrodynamic separators.
- Milling and Overlay Plans and Striping and Pavement Marking Plans.
- Traffic control and construction phasing plan.
- Estimated construction duration (provided at 60% submittal).

Task 4. Bidding Support

4Creeks will provide construction plan and specification interpretation and consultation during the bidding phase of the project. This includes assisting the City's Project Manager in answering questions from prospective bidders and preparing bid addenda as required to provide clarification to the drawings and responses to RFIs.

Deliverables:

- Responses to bidder RFIs.
- Bid addenda, as needed.

Task 5. Engineering Support During Construction (Optional/Future Task)

At the City's discretion, 4Creeks can provide construction-phase engineering support services as an amendment to the design agreement or under a separate contract. This task is identified for the City's awareness and is not included in the base scope of this proposal unless separately authorized.

Exhibit B

2027 DRAINAGE IMPROVEMENTS PROJECT													
Fee Proposal - Revised 5/21/2025													
Scope of Work	4Creeks									Subconsultants		Reimbursable Expenses*	TOTAL
	Project Technician I	Project Technician II	Engineer I	Senior Engineer	Principal Engineer	Associate Utility Designer	Surveyor Technician II	Senior Surveyor	Senior Surveyor	Principal Land Surveyor (2-Min Type)	Hydro-geoscience Consultant	Soil Systems Consultant	
	\$98.00	129.00	100.00	150.00	250.00	125.00	129.00	200.00	95.00	235.00	400.00		
											17%	17%	
												Fee Varies	
Task 1 - Project Management													
Project Kick-Off Meeting (1)				2	5								\$1,392
Project Design Review Meeting (1)			1	4	1								\$925
Regular and Monthly Project Updates													\$700
Regular Project Report Review			9	89	5								\$8,496
Review Project Scope and Budget			2	9	2								\$2,070
Project Monthly Progress Report and Meetings			2	9									\$270
Task 2 - Preliminary Engineering													
Conduct Utility Locability and Subsurface research and Prepare Topographic Survey							9	14	9	9	27		\$5,796
Perform Utility Research and Coordination	65				15							\$2,500.00	\$6,401
Review Existing Conditions and Treatment Options				5	5								\$825
Conduct Utility Hydro-geoscience (Preliminary)											300.00	17,925	\$24,000
Conduct Sedimentation Study												17,925	\$19,000
Task 3 - Civil Engineering Design													
20% Civil Engineering Design	100	9	50	5									\$30,987
50% Civil Engineering Design	60	27	60	9									\$48,960
80% Civil Engineering Design	60	9	27	2									\$17,706
100% Civil Engineering Design	60	9	2										\$17,887
Storm Drain Storm Fit Design	70		48	0									\$20,884
Utility Review	18	5	9	13									\$3,274
Cost Estimate													\$3,279
Open Conditions	27	5	16	1									\$9,191
Construction Proposal	36	5	9	1									\$9,589
Task 4 - Bidding Support													
Facilitate Pre-Bid Meeting (1)					1								\$107
Prepare Addendums Address Bidder's Questions	40	2	9	2									\$770
													\$8,324
TOTAL	65	58	76	148	62	16	27	28	9	9	34	5	\$4,500.00 \$ 1,898.75 \$1,500.00
													\$4,500
* Approximate cost - only actual costs will be sent to the City for reimbursement.													
TOTAL TASKS 1-4 =												\$276,328	



PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #9.E
Meeting Date: October 6, 2026

TITLE:

Traffic Safety Committee Update; Placentia Avenue at Shell Beach Road and 200 Block of Stimson Avenue Red Curb

RECOMMENDATION:

1. Adopt a **Resolution** authorizing the installation of red curb on Placentia Avenue at Shell Beach Road;
2. Adopt a **Resolution** authorizing the installation of red curb on the 200 block of Stimson Avenue.

DISCUSSION:

At the September 10, 2026 Traffic Safety Committee (TSC) meeting, the committee reviewed requests regarding the proposed installation of red curb near the stop sign at the intersection of Placentia Avenue and Shell Beach Drive and near the 200 block of Stimson Avenue. Following receipt of the requests, staff conducted site visits to evaluate the existing conditions at each location. The Traffic Safety Committee recommended that the City Council authorize the installation of red curb at the two locations described below.

Placentia Avenue at Shell Beach Road

At the intersection of Placentia Avenue and Shell Beach Drive, staff determined that the existing clearance is insufficient when a vehicle is parked on the north side of Placentia Avenue near the intersection. Restricting parking near the intersection would improve the clearance at the intersection. Based on the site evaluation, the City Engineer recommended, and the TSC concurred, red curb be installed near the stop sign at the intersection of Placentia Avenue and Shell Beach Road, as shown in **Attachment 1.A**. The total measurement of red curb proposed is 27 feet beginning at the end of the ADA ramp. If approved, staff will install the red curb as described.

200 Block of Stimson Avenue

Near the 200 block of Stimson Avenue, staff determined that red curb should be installed on both sides of the dumpster driveway to maintain adequate clearance for trash service. Based on the site evaluation, the City Engineer recommended, and the TSC concurred, red curb be installed on both sides of the dumpster driveway location, as shown in **Attachment 2.A**. The measurement of red curb is 7 feet. The left side will have 5 feet of red curb and the right side will have 2 feet of red curb. This installation will not interfere with the existing marked parking spots on Stimson Avenue. The red curb will begin at the end of the parking stall and extend to the wing of the driveway apron on both sides. The left side will have 5 feet of red curb and the right side will have 2 feet of red curb. If approved, staff will install the red curb as described.

Conclusion and Recommendation

Staff recommends the City Council adopt a resolution (**Attachment 1**) authorizing the painting of red curb on Placentia Avenue at Shell Beach Road. Staff also recommends the City Council adopt a resolution (**Attachment 2**) authorizing the painting of red curb on the 200 Block of Stimson Avenue.

FISCAL IMPACT:

There is no fiscal impact associated with staff's recommendation. Costs associated with the installation of red curb will be absorbed by the existing adopted Public Works Department budget.

ATTACHMENTS:

1. Resolution
 - 1.A Exhibit A to Resolution: Placentia Avenue Red Cub
2. Resolution
 - 2.A Exhibit B to Resolution: 200 Block of Stimson Red Curb

Prepared by:

Jessica Benzon, Permit Technician

Submitted by: Rosemarie R. Gaglione, PE, Director of Public Works

City Manager Approval:A handwritten signature in blue ink, appearing to be "S. Benzon", is written over a faint, light blue circular stamp or watermark.

RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE INSTALLATION OF RED CURB ON PLACENTIA
AVENUE AT SHELL BEACH ROAD**

WHEREAS, the north corner of Placentia Avenue and Shell Beach Road is frequently used to park cars for customers visiting nearby businesses and residents; and

WHEREAS, at the September 10, 2026 Traffic Safety Committee (TSC) meeting, the committee reviewed a request from a resident to add 27 feet of red curb on the north corner of Placentia Avenue and Shell Beach Road; and

WHEREAS, the TSC recommended that staff bring a recommendation to the City Council to install red curb to address sight distance issues created by parked cars at the intersection in accordance with Pismo Beach Municipal Code Section 10.08.010; and

WHEREAS, the City Engineer has reviewed the location and recommends 27 feet of red curb be installed on the north side of the intersection starting at the end of the ADA ramp on Placentia Avenue.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby authorizes the installation of red curb on Placentia Avenue at Shell Beach Road as depicted in **Exhibit A**.

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

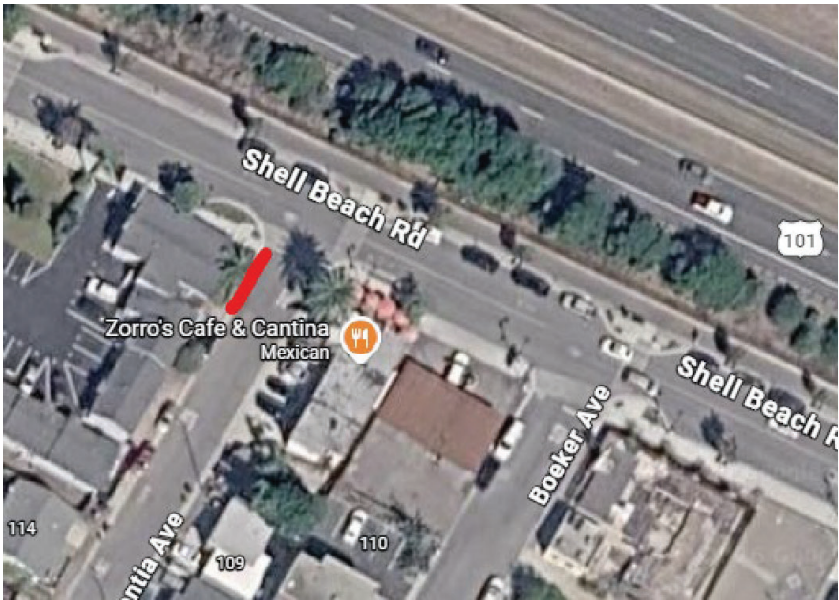
Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk



**CITY OF
PISMO BEACH**

REVISIONS	DESCRIPTION	APPROVED	DATE	DESCRIPTION	APPROVED	DATE	
CITY OF PISMO BEACH				Placentia Avenue at Shell Beach Road			
				DRAWN BY: JB		SCALE:	DRAWING NO:
				DATE: 10/5/2026		SHEET NO: 1 OF 1	J1.A

RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE INSTALLATION OF RED CURB ON THE 200
BLOCK OF STIMSON AVENUE**

WHEREAS, near the 200 block of Stimson Avenue a dumpster driveway is frequently obstructed due to vehicles parking outside of the existing parking stalls; and

WHEREAS, at the September 10, 2026 Traffic Safety Committee (TSC) meeting, the committee reviewed a request from a resident to add red curb on both sides of the dumpster driveway without interfering with existing parking stalls; and

WHEREAS, the TSC recommended that staff bring a recommendation to the City Council to install red curb to address adequate clearance needed for trash service in accordance with Pismo Beach Municipal Code Section 10.08.010; and

WHEREAS, the City Engineer has reviewed the location and recommends 5 feet of red curb be installed on the west side and 2 feet of red curb be installed on the east side of the driveway starting at the end of the parking stall and extending to the wing of the driveway.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby authorizes the installation of red curb on the 200 block of Stimson Avenue as depicted in **Exhibit A**.

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

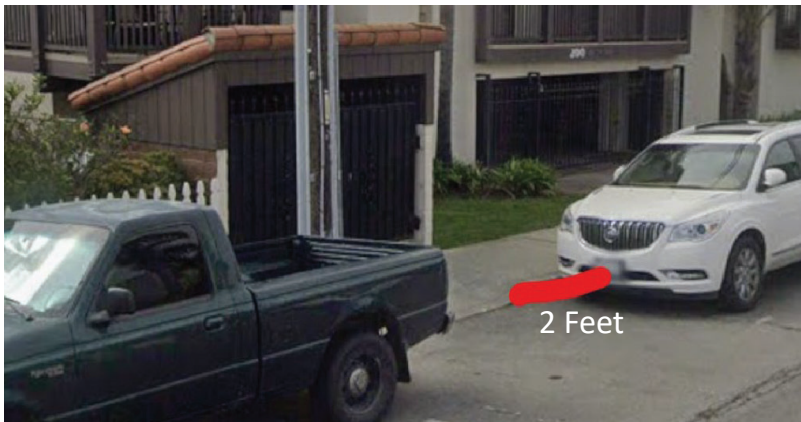
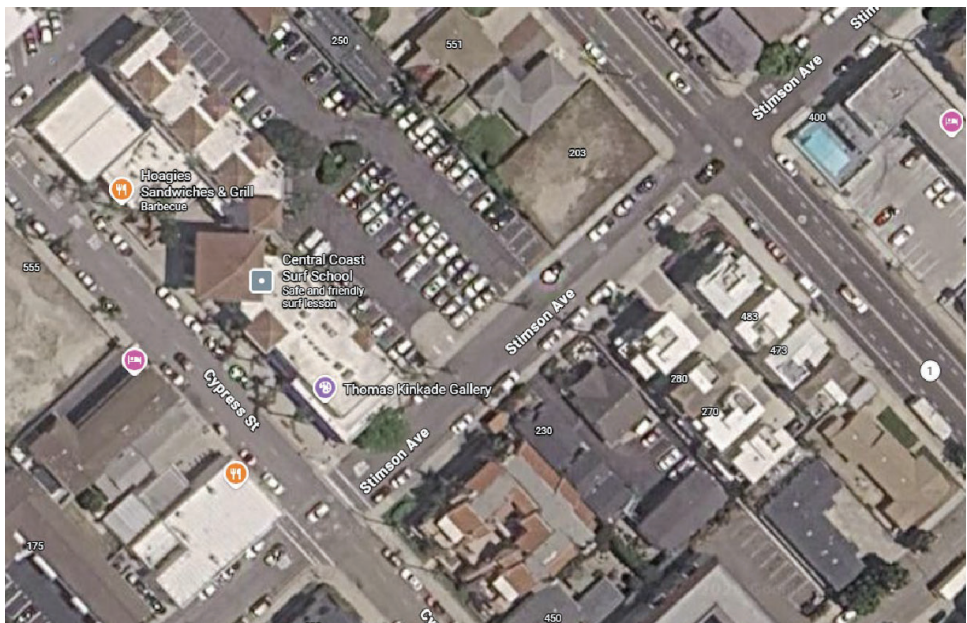
Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk



REVISIONS	DESCRIPTION	APPROVED	DATE	DESCRIPTION	APPROVED	DATE
CITY OF PISMO BEACH				200 Block of Stimson		
				DRAWN BY: JB	SCALE:	DRAWING NO:
				DATE: 10/5/2026	SHEET NO: 1 OF 1	J2.B



PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #9.F

Meeting Date: October 6, 2026

TITLE:

Agreement With Badawi & Associates to Provide Professional Financial Auditing Services for Fiscal Years 2028 Through 2030

RECOMMENDATION:

Adopt a **Resolution** authorizing the City Manager to enter into an agreement with Badawi & Associates to provide professional financial auditing services in the amount of \$124,538 for the City of Pismo Beach for Fiscal Years 2028 through 2030.

EXECUTIVE SUMMARY:

The City of Pismo Beach hires a professional financial auditing firm to audit and prepare the City's financial statements and assist staff with various accounting issues throughout the year. In accordance with Government Code 12410.6(b) it is best practice to rotate auditors every six years to maintain independence of the auditor and the client. The City is completing its fifth and final year of the agreement with the current financial auditing firm, and therefore staff went through a process to select a new auditing firm or new auditing partner this year. Staff released a Request for Proposals for professional financial auditing services and from that process has selected Badawi & Associates as the City's financial auditors. Staff recommends that the Council adopt a Resolution (**Attachment 1**) to authorize the City Manager to enter into an agreement with Badawi & Associates to provide professional financial auditing services for the City of Pismo Beach for Fiscal Years (FY) 2028 through 2030.

Background

The City contracted with the auditing firm Badawi & Associates for financial auditing services from FY 2023 through FY 2027 (audit years FY 2022 through FY 2026). Badawi & Associates has performed well for the City in the five years that it has been the City's financial auditor. With the efforts of City leadership including the City Council and key staff, the City has continued to receive the prestigious Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting.

Effective January 1, 2013, during FY 2014, Government Code Section 12410.6 (California Assembly Bill 1345) was enacted to limit a local agency from contracting with public accounting firm and audit partner having primary responsibility for more than six consecutive fiscal years. This Government Code requirement helps to maintain independence between the auditor and the client relationship. The City is under the six-year time frame by one year due to the current 5-year agreement. As such, the City is now selecting a new auditing firm and/or audit partner having primary responsibility and went through the Request for Proposal (RFP) process this year.

Request for Proposals Process

On July 23, 2026, staff released an RFP for professional financial auditing services and received nine proposals. Staff reviewed the proposals and selected Badawi & Associates,

the same firm that the City currently works with, but with a different audit partner having primary responsibility. This complies with Government Code as there is a separate audit partner. The proposals were evaluated according to the specifications identified in the RFP. As a result of this evaluation process, a final selection was made to select the firm of Badawi & Associates with a separate audit partner. Badawi & Associates had the best technical proposal based on its direct experience and expertise, clear audit approach understanding the City's scope of services, sound references, and provided the second lowest five-year cost proposal.

Badawi & Associates

The firm of Badawi & Associates is located in Berkeley, California. The firm specializes in government audits with 70—75% focused on municipal clients. Mr. Mitesh Desai, CPA, has performed financial and compliance nonprofit and governmental audits for 18 years. The audit for the City will be conducted by the following full-time audit staff: 1 – Engagement Partner, 1 – Audit Manager, 1 – Audit Senior, and 2 – Professional Audit Staff members, 1 IT Specialist, and 1 – Engagement Quality Reviewer.

Badawi & Associates has numerous current and prior municipal clients, with the closest to Pismo Beach including the Cities of San Luis Obispo, Solvang, Guadalupe, Berkeley, Oakland, and San Mateo.

Conclusion and Recommendation

Staff recommends that the Council adopt a resolution (**Attachment 1**) to authorize the City Manager to enter into an agreement with Badawi & Associates to provide professional financial auditing services in the amount of \$124,538 for the City of Pismo Beach for Fiscal Years (FY) 2028 through FY 2031.

FISCAL IMPACT:

The fiscal impact of adopting the attached resolution and entering into a contract with Badawi & Associates is an annual cost ranging from \$40,292 to \$42,746 for a total contract amount of \$124,538 over the three-year term of the contract. This cost is allocated to the City's General Fund, Local Transportation Fund, Lodging Business Improvement District Fund; and Water, Wastewater, and Parking Enterprise Funds.

The three-year contract amount is \$970 greater than the first three years of the last agreement, and the first year of the agreement is \$2,121 less than the current cost for FY 2027 (audit year FY 2026).

The proposed contract would be effective from July 1, 2027 through June 30, 2030, and includes the option to renew for two additional one-year terms through June 30, 2032. This total contract amount includes the auditing services and services to prepare the State Controller's reports. The annual costs by the fiscal year audited are listed in **Table 1**.

Table 1. Service Costs by Fiscal Year

Fiscal Year Audited	Annual Cost
FY 2027	\$40,292
FY 2028	41,500
FY 2029	42,746
Three-Year Total	\$124,538
FY 2030 (optional year)	44,028
FY 2031 (optional year)	45,350

The City's General Fund, Local Transportation Fund, Lodging Business Improvement District Fund; and Water, Wastewater, and Parking Enterprise Funds include sufficient budget authority in FY 2027 to support the first year of the contract and future years would be recommended for inclusion in future year budgets.

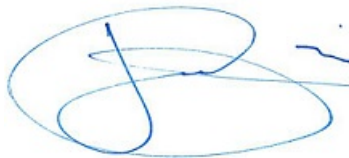
Note that the cost of the audit occurs in the following fiscal year that is being audited. For example, the cost of the first-year audit occurs in FY 2028 while the audit being performed is for FY 2027.

ATTACHMENTS:

1. Resolution
2. Auditor Agreement

Submitted by: Nadia Feeser, Administrative Services Director

City Manager Approval:

A handwritten signature in blue ink, consisting of a large, stylized 'S' or 'B' shape with a horizontal line extending to the right.

RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE CITY MANAGER TO ENTER INTO AN
AGREEMENT WITH BADAWI & ASSOCIATES TO PROVIDE PROFESSIONAL
FINANCIAL AUDITING SERVICES IN THE AMOUNT OF \$124,538 FOR FISCAL
YEARS 2028 THROUGH 2030**

WHEREAS, the City of Pismo Beach hires a professional financial auditing firm to audit and prepare the City's financial statements and assist staff with various accounting issues throughout the year; and

WHEREAS, Government Code 12410.6(b) requires municipalities to rotate auditors every six years to maintain independence of the auditor and the client; and

WHEREAS, staff released a Request for Proposals (RFP) for professional financial auditing services on July 23, 2026; and

WHEREAS, staff received and a committee reviewed and evaluated the proposals in accordance with the evaluation criteria outlined in the RFP; and

WHEREAS, staff selected Badawi & Associates with a separate audit partner as the City's new professional auditor based on the firm's direct experience and expertise, clear audit approach understanding the City's scope of services, sound references, and cost proposal; and

WHEREAS, the new contract will be effective from July 1, 2027 through June 30, 2030, for audit years Fiscal Year (FY) 2027, 2028, and 2029; and has options to renew for two additional one-year terms; and

WHEREAS, the City's General Fund, Local Transportation Fund, Lodging Business Improvement District Fund; and Water, Wastewater, and Parking Enterprise Funds include sufficient budget authority in FY 2027 to support the first year of the contract.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby authorizes the City Manager to enter into an agreement with Badawi & Associates, in substantially the form attached to staff's report dated October 6, 2026, to provide professional auditing services for the total contract amount of \$124,538 from July 1, 2027 to June 30, 2030, with options to renew for two additional one-year terms.

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSED:

Approved:

Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk

**CITY OF PISMO BEACH
VENDOR AGREEMENT FOR PROFESSIONAL SERVICES**

This Vendor Agreement for Professional Services ("AGREEMENT") is made and entered into as of the date the AGREEMENT is fully executed by all parties (the "Effective Date"), by and between the City of Pismo Beach, a municipal corporation ("CITY"), and **Badawi & Associates** ("VENDOR"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

RECITALS:

CITY wishes to retain the services of an experienced and qualified VENDOR to provide the following services:

Professional financial auditing services, single audit, Gann Limit, Transportation Development Act Compliance, State Controllers' Office reporting

VENDOR represents and warrants that it is qualified to perform those services.

AGREEMENT:

I. SERVICES TO BE PERFORMED BY VENDOR

VENDOR will provide the services listed in the Scope of Services attached hereto as **Exhibit A**. VENDOR warrants that all work and services set forth in the Scope of Services will be performed in a competent, professional and satisfactory manner. Extra work beyond that described in the Scope of Services is not authorized without the express written approval of CITY. VENDOR shall request and receive written approval prior to performing any extra work. Any work beyond that reflected in the approved Scope of Services shall not be compensated by CITY unless prior written approval was provided under this paragraph. To the extent that Exhibit A is a proposal from VENDOR, such proposal is incorporated only for the description of the Scope of Services and no other terms and conditions from any such proposal shall apply to this AGREEMENT unless specifically agreed to by CITY in writing.

II. TERM

Unless earlier terminated in accordance with Section IV below, or unless the Scope of Services are substantially completed, the AGREEMENT will continue in full force and effect from the Effective Date through **June 30, 2030**. Upon mutual written agreement, the term of this AGREEMENT can be extended annually under the same terms for an additional one (1) year period, up to two years, ending June 30, 2032.

III. COMPENSATION

A. VENDOR's Fee

For services rendered pursuant to this AGREEMENT, VENDOR will be paid in accordance with the Compensation Schedule attached hereto as **Exhibit B**. However, in no event will the total amount of money paid VENDOR, for services initially contemplated by this AGREEMENT and associated expenses, exceed the sum of **one hundred twenty-four thousand five hundred thirty-eight dollars (\$124,538.00)**, unless otherwise first approved in writing by CITY. Should this AGREEMENT be extended pursuant to Section II, VENDOR's fee may be

adjusted upon the written agreement of the parties, in the form of an amendment to this AGREEMENT.

B. Schedule of Payment

VENDOR will submit invoices monthly for actual services performed and associated expenses. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If CITY disputes any of VENDOR's fees it shall give written notice to VENDOR within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this AGREEMENT shall be made within forty-five (45) days of receipt of an invoice therefor.

IV. TERMINATION OF AGREEMENT

- A.** CITY may at any time, for any reason, with or without cause, suspend or terminate this AGREEMENT, or any portion hereof, by serving upon VENDOR at least ten (10) days' prior written notice. Upon receipt of said notice, VENDOR shall immediately cease all work under this AGREEMENT, unless the notice provides otherwise. If CITY suspends or terminates a portion of this AGREEMENT, such suspension or termination shall not make void or invalidate the remainder of this AGREEMENT.
- B.** In the event this AGREEMENT is terminated pursuant to this Section, CITY shall pay to VENDOR the actual value of the work performed up to the time of termination, provided that the work performed is of value to CITY. Upon termination of the AGREEMENT pursuant to this Section, VENDOR will submit an invoice to CITY pursuant to Section III.

V. FORCE MAJEURE

If any party fails to perform its obligations because of strikes, lockouts, labor disputes, embargoes, "acts of God," inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental control, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform, then that party's performance shall be excused for a period equal to the period of such cause for failure to perform.

VI. RETENTION OF FUNDS

VENDOR authorizes CITY to deduct from any amount payable to VENDOR (whether or not arising out of this AGREEMENT) any amounts the payment of which may be in dispute or that are necessary to compensate CITY for any losses, costs, liabilities, or damages suffered by CITY, and all amounts for which CITY may be liable to third parties, by reason of VENDOR's acts or omissions in performing or failing to perform VENDOR's obligations under this AGREEMENT. In the event that any claim is made by a third party, the amount or validity of which is disputed by VENDOR, or any indebtedness exists that appears to be the basis for a claim of lien, CITY may withhold from any payment due, without liability for interest because of the withholding, an amount sufficient to cover the claim. The failure of CITY to exercise the right to deduct or to withhold will not, however, affect the obligations of VENDOR to insure, indemnify, and protect CITY as elsewhere provided in this AGREEMENT.

VII. CITY REPRESENTATIVE

The Administrative Services Director is designated as the "City Representative," authorized to act on its behalf with respect to the work and services specified in this AGREEMENT and to make all decisions in connection with this AGREEMENT. Whenever approval, directions, or other actions are required by CITY under this AGREEMENT, those actions will be taken by CITY Representative, unless otherwise stated. CITY's City Manager has the right to designate another CITY Representative at any time, by providing notice to VENDOR.

VIII. VENDOR REPRESENTATIVE(S)

The person(s) employed by VENDOR whose name(s) are set forth immediately following the signatures of the parties executing this AGREEMENT are designated as being the representative(s) of VENDOR authorized to act on its behalf with respect to the work specified in this AGREEMENT and make all decisions in connection with this AGREEMENT.

IX. INDEPENDENT CONTRACTOR

VENDOR is, and at all times will remain as to CITY, a wholly independent contractor. Neither CITY nor any of its elected officials, officers, employees or agents will have control over the conduct of VENDOR or any of VENDOR's employees, except as otherwise set forth in this AGREEMENT and then only as to the results to be accomplished and not the method by which VENDOR provides the Scope of Services. VENDOR may not, at any time or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of CITY.

X. BUSINESS LICENSE

VENDOR must obtain a CITY business license prior to the start of work under this AGREEMENT, unless VENDOR is qualified for an exemption.

XI. OTHER LICENSES AND PERMITS

VENDOR warrants that it has all professional, contracting and other permits and licenses required to undertake the work contemplated by this AGREEMENT.

XII. VENDOR'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS

- A. VENDOR shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by CITY that relate to the performance of services under this AGREEMENT. VENDOR shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services.
- B. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Except for VENDOR's audit workpapers, VENDOR shall provide free access to the representatives of CITY or its designees at reasonable times to such books and records; shall give CITY the right to examine and audit said books and records; shall permit CITY to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this AGREEMENT. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment. Unless such property is proprietary in nature, upon completion of, or in the event of termination or suspension of this AGREEMENT, all original documents, designs, drawings, maps, models,

computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this AGREEMENT shall become the sole property of CITY and may be used, reused, or otherwise disposed of by CITY without the permission of VENDOR. With respect to computer files, VENDOR shall make available to CITY, at VENDOR's office and upon reasonable written request by CITY, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. VENDOR hereby grants to CITY all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by VENDOR in the course of providing the services under this AGREEMENT.

- C. Unless such property is proprietary in nature and excluding VENDOR's audit workpapers, all plans, studies, sketches, drawings, reports, and specifications as herein required are the property of CITY, whether the work for which they are made be executed or not. In the event this AGREEMENT is terminated, and at the end of the term of this AGREEMENT, all such plans, studies, sketches, drawings, electronic documentation, reports, and specifications shall be delivered immediately to CITY. VENDOR may retain one copy of each document for VENDOR'S records, but shall have no proprietary rights to them. CITY agrees to indemnify VENDOR against any damages caused by the unauthorized re-use of said documents.

XIII. INDEMNIFICATION

- A. Non-design, non-construction Professional Services:
To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), VENDOR shall indemnify, defend, and hold harmless CITY, and its elected officials, officers, employees, volunteers, and agents ("CITY Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of VENDOR's performance or VENDOR's failure to perform its obligations under this AGREEMENT or out of the operations conducted by VENDOR, including CITY's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of CITY. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.
- B. Non-design, construction Professional Services:
To the extent the Scope of Services involve a "construction contract" as that phrase is used in Civil Code Section 2783, this paragraph shall apply in place of paragraph A. To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), VENDOR shall indemnify, defend, and hold harmless the CITY, and its elected officials, officers, employees, volunteers, and agents ("CITY Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of VENDOR's performance or VENDOR's failure to perform its obligations under this AGREEMENT or out of the operations conducted by VENDOR, except for such loss or damage arising from the active negligence, sole negligence or willful misconduct of CITY. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.

C. Design Professional Services:

In the event VENDOR is a "design professional," and the Scope of Services require VENDOR to provide "design professional services" as those phrases are used in Civil Code Section 2782.8, this paragraph shall apply in place of paragraphs A or B. To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8) VENDOR shall indemnify, defend and hold harmless CITY and its elected officials, officers, employees, volunteers and agents ("City Indemnitees"), from and against all claims, damages, injuries, losses, and expenses including costs, attorney fees, expert consultant and expert witness fees arising out of, pertaining to or relating to, the negligence, recklessness or willful misconduct of VENDOR, except to the extent caused by the sole negligence, active negligence or willful misconduct of CITY. Negligence, recklessness or willful misconduct of any subcontractor employed by VENDOR shall be conclusively deemed to be the negligence, recklessness or willful misconduct of VENDOR unless adequately corrected by VENDOR. In the event CITY Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from VENDOR's performance of this AGREEMENT, VENDOR shall provide a defense to CITY Indemnitees or at CITY's option, reimburse CITY Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims. In no event shall the cost to defend charged to VENDOR under this paragraph exceed VENDOR's proportionate percentage of fault. However, notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, VENDOR shall meet and confer with other parties regarding unpaid defense costs.

- D. Payment by CITY is not a condition precedent to enforcement of the indemnities in paragraph A, B, or C. In the event of any dispute between VENDOR and CITY, as to whether liability arises from the active negligence, sole negligence or willful misconduct of CITY or its officers, employees, or agents, VENDOR will be obligated to pay for CITY's defense until such time as a final judgment has been entered adjudicating CITY as having been actively negligent, solely negligent or as having engaged in willful misconduct. Except as otherwise required by Civil Code Section 2782.8, VENDOR will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation. The provisions of this Section 13 shall survive completion of VENDOR's services or the termination of this AGREEMENT.

XIV. **NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES**

No elected official, officer, employee, or agent of CITY will be personally liable to VENDOR, in the event of any default or breach by CITY or for any amount that may become due to VENDOR.

XV. **INSURANCE**

- A. Without limiting VENDOR's indemnification of CITY, and prior to commencement of the Scope of Services, VENDOR shall obtain, provide and maintain at its own expense during the term of this AGREEMENT, policies of insurance of the type and amounts described below and in a form that is satisfactory to CITY.
- General liability insurance. VENDOR shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office (ISO) form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

- Automobile liability insurance. If VENDOR owns vehicles used in performing the Scope of Services in any manner, VENDOR shall maintain automobile insurance at least as broad as Insurance Services Office (ISO) form CA 00 01 covering bodily injury and property damage for all activities of VENDOR arising out of or in connection with any work to be performed under this AGREEMENT, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.
- Workers' compensation insurance. VENDOR shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000), as required by law.
- VENDOR shall submit to CITY, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of CITY, its officers, agents, employees, and volunteers.
- Errors and Omissions/Professional Liability. VENDOR shall maintain a policy of professional liability insurance written on a claims-made basis in an amount not less than \$1,000,000. VENDOR shall also procure and pay for appropriate tail coverage for a minimum of three years following completion of the Scope of Services to cover any errors or omissions occurring during the Term. In the alternative, VENDOR may elect to obtain equivalent coverage on an occurrence basis. CITY's Risk Manager or City Attorney may waive the requirement of professional liability insurance if he/she determines that such a policy is not commercially available to VENDOR. If such a policy is commercially available, additional cost to VENDOR in obtaining such a policy shall not be a basis upon which the insurance requirement will be waived.

B. Other provisions or requirements:

- Proof of insurance. VENDOR shall provide certificates of insurance to CITY as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by CITY's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with CITY at all times during the term of this contract. CITY reserves the right to require complete, certified copies of all required insurance policies, including endorsements to such policies, at any time.
- Duration of coverage. VENDOR shall procure and maintain for the duration of the AGREEMENT insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by VENDOR, its agents, representatives, employees, or subconsultants.
- Primary/noncontributing. Coverage provided by VENDOR shall be primary and any insurance or self-insurance procured or maintained by CITY shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of CITY before CITY's own insurance or self-insurance shall be called upon to protect it as a named insured.
- CITY's rights of enforcement. In the event any policy of insurance required under this AGREEMENT does not comply with these specifications or is canceled and not replaced, CITY has the right but not the duty to obtain the insurance it deems necessary and any premium paid by CITY will be promptly reimbursed by VENDOR or

CITY will withhold amounts sufficient to pay premium from VENDOR payments. In the alternative, CITY may terminate this AGREEMENT as provided in paragraph IV.

5. Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by CITY's Risk Manager.
6. Waiver of subrogation. All insurance coverage maintained or procured pursuant to this AGREEMENT shall be endorsed to waive subrogation against CITY, its elected or appointed officials, agents, officers, employees, and volunteers or shall specifically allow VENDOR or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. VENDOR hereby waives its own right of recovery against CITY, and shall require similar written express waivers and insurance clauses from each of its subconsultants.
7. Enforcement of contract provisions (non-estoppel). VENDOR acknowledges and agrees that any actual or alleged failure on the part of CITY to inform VENDOR of non-compliance with any requirement imposes no additional obligations on CITY nor does it waive any rights hereunder.
8. Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If VENDOR maintains higher limits than the minimums shown above, CITY requires and shall be entitled to coverage for the higher limits maintained by VENDOR. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to CITY.
9. Notice of cancellation. VENDOR agrees to oblige its insurance agent or broker and insurers to provide to CITY with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage. In the event VENDOR's policy of insurance cannot be endorsed to provide this notice of cancellation, VENDOR shall provide CITY notice of such cancellation, in writing, not later than 24 hours following the effective time of such cancellation.
10. Additional insured status. General liability policies shall provide or be endorsed to provide that CITY and its officers, officials, employees, and agents shall be additional insureds under such policies. This provision shall also apply to any excess/umbrella liability policies. Each such insurance policy shall contain language substantially similar to the following clause:

"The City of Pismo Beach, its elected and appointed officials, officers, employees, and agents are named as additional insureds as respects operations of the named insured performed under contract with the City of Pismo Beach."

CITY need not be named as an additional insured on professional liability insurance policies.
11. Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement

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Vendor Agreement (Rev. 3/2024)

of any kind that has not been first submitted to CITY and approved of in writing by CITY's Risk Manager or City Attorney.

12. Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that VENDOR's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.
13. Pass-through clause. VENDOR agrees to ensure that its sub-consultants, sub-contractors, and any other party providing any work under the Scope of Services under the direction of VENDOR, provide the same minimum insurance coverage and endorsements required of VENDOR. VENDOR agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. VENDOR agrees that upon request, all AGREEMENTS with consultants, subcontractors, and others engaged in performing work under the Scope of Services will be submitted to CITY for review.
14. CITY's right to revise specifications. CITY reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving VENDOR ninety (90) days' advance written notice of such change. If such change results in substantial additional cost to VENDOR, CITY and VENDOR may renegotiate VENDOR's compensation.
15. Self-insured retentions. Any self-insured retentions must be declared to and approved by CITY. CITY reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by CITY.
16. Timely notice of claims. VENDOR shall give CITY prompt and timely notice of claims made or suits instituted that arise out of or result from VENDOR's performance under this AGREEMENT, and that involve or may involve coverage under any of the required liability policies.
17. Additional insurance. VENDOR shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the Scope of Services.

XVI. SUBCONTRACTORS

Before VENDOR retains or hires a subcontractor to provide any work, labor, or services relative to this AGREEMENT, VENDOR must:

- A. Present the name and identifying information of the subcontractor that will provide any work, labor, or services to CITY;
- B. Present to CITY the form of subcontract that will be used with the subcontractor for CITY's approval, which approval will not be unreasonably withheld. Such subcontract agreement must include an indemnity agreement that is generally in accord with the indemnity obligations contained in paragraph XII of this AGREEMENT and must specifically name CITY as an indemnified party; and
- C. Secure from the subcontractor evidence of insurance coverage that meets with this AGREEMENT including naming CITY as an additional insured as required by this AGREEMENT, unless such requirement is waived in writing by CITY's Risk Manager as provided in paragraph XXV below.

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Vendor Agreement (Rev. 3/2024)

XVII. CONFLICT OF INTEREST

No officer or employee of CITY may have any financial interest, direct or indirect, in this AGREEMENT, nor may any officer or employee participate in any decision relating to the AGREEMENT that affects the officer or employee's financial interest or the financial interest of any corporation, partnership, or association in which the officer or employee is directly or indirectly interested, in violation of any law, rule or regulation.

No person may offer, give, or agree to give any officer or employee or former officer or employee, nor may any officer or employee solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any way pertaining to any program requirement, contract or subcontract, or to any solicitation or proposal.

XVIII. NOTICE

All notices, requests, demands, or other communications under this AGREEMENT will be in writing. Notice will be sufficiently given for all purposes as follows:

- A. Personal delivery. When personally delivered to the recipient; notice is effective on delivery.
- B. First Class mail. When mailed first class to the last address of the recipient known to the party giving notice; notice is effective three mail delivery days after deposit in a United States Postal Service office or mailbox.
- C. Certified mail. When mailed certified mail, return receipt requested; notice is effective on receipt, if delivery is confirmed by a return receipt.
- D. Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the sender's account; notice is effective on delivery, if delivery is confirmed by the delivery service.
- E. Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice; notice is effective on receipt. Any notice given by fax will be deemed received on the next business day if it is received after 5:00 p.m. (recipient's time) or on a non-business day.

Addresses for purpose of giving notice are as set forth immediately following the signatures of the parties executing this AGREEMENT.

- F. Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified, will be deemed effective as of the first date the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messenger or overnight delivery service.
- G. Either party may change its address or fax number by giving the other party notice of the change in any manner permitted by this AGREEMENT. Any change in address or fax number that is not provided to the other party will not void delivery of any notice under this AGREEMENT, and delivery to the last known address or fax number shall be deemed sufficient for notice under this AGREEMENT.

XIX. PROHIBITION AGAINST ASSIGNMENT AND SUBCONTRACTING

This AGREEMENT and all exhibits are binding on the heirs, successors, and assigns of the parties. The AGREEMENT may not be assigned or subcontracted by either CITY or VENDOR without the prior written consent of the other.

XX. INTERPRETATION

The terms of this AGREEMENT shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this AGREEMENT or any other rule of construction that might otherwise apply.

XXI. SEVERABILITY

If any part of this AGREEMENT is found to be in conflict with applicable laws, that part will be inoperative, null and void insofar as it is in conflict with any applicable laws, but the remainder of the AGREEMENT will remain in full force and effect.

XXII. TIME OF ESSENCE

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

XXIII. GOVERNING LAW; JURISDICTION

This AGREEMENT will be administered and interpreted under the laws of the State of California. Jurisdiction of and venue for any litigation arising from the AGREEMENT will be in the Superior Court of the San Luis Obispo County, or in the United States District Court for the Central District of California.

XXIV. COMPLIANCE WITH STATUTES AND REGULATIONS

VENDOR will be knowledgeable of and will comply with all applicable federal, state, county and city statutes, rules, regulations, ordinances and orders. VENDOR and its subcontractor(s) shall not discriminate against any person in the performance of this AGREEMENT on the basis of race, religion, national origin, color, age, sex, sexual orientation, AIDS, HIV status, disability, or any other basis protected by state or federal law, and shall comply with applicable federal and state equal employment opportunity laws, ordinances, rules and regulations.

XXV. WAIVER OF BREACH

No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default will impair the right or remedy or be construed as a waiver. A party's consent or approval of any act by the other party requiring the party's consent or approval will not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and will not be a waiver of any other default concerning the same or any other provision of this AGREEMENT.

XXVI. ATTORNEY'S FEES

Except as provided for in paragraph XV, in any dispute, litigation, arbitration, or other proceeding by which one party either seeks to enforce its rights under this AGREEMENT (whether in contract, tort or

both) or seeks a declaration of any rights or obligations under this AGREEMENT, the prevailing party will be awarded reasonable attorney's fees, together with any costs and expenses, to resolve the dispute and to enforce any judgment, including post judgment attorney's fees costs and expenses and any attorneys' fees or costs incurred on appeal of any judgment.

XXVII. EXHIBITS

All exhibits identified in this AGREEMENT are incorporated into the AGREEMENT by this reference. In the event of any conflict between the terms of this AGREEMENT and the terms of an exhibit, the terms of this AGREEMENT shall control. Notwithstanding the foregoing sentence, the provisions of Section XIII of this AGREEMENT shall not be altered, amended, limited or otherwise affected in any manner by any language included in an exhibit to this AGREEMENT, even if such exhibit purports to affect the provisions of Section XIII.

XXVIII. VENDOR'S AUTHORITY TO EXECUTE

The persons executing this AGREEMENT on behalf of the VENDOR warrant that:

- A. the VENDOR is duly organized and existing under the appropriate State laws;
- B. they are duly authorized to execute this AGREEMENT on behalf of the VENDOR;
- C. by so executing this AGREEMENT, the VENDOR is formally bound to the provisions of this AGREEMENT; and
- D. entering into this AGREEMENT does not violate any provision of any other AGREEMENT to which the VENDOR is bound.

XXIX. INTEGRATION; AMENDMENT

This AGREEMENT represents the entire understanding of CITY and VENDOR as to those matters contained in it. No prior oral or written understanding will be of any force or effect with respect to the terms of this AGREEMENT. The AGREEMENT may not be modified or altered except in writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year last written below.

Signatures begin on next page.

CITY:
City of Pismo Beach, a Municipal Corporation

Signed:

Name: Nadia Feeser
Title: Administrative Services Director

Dated: _____

Signed:

Name: Jorge E. Garcia
Title: City Manager

Dated: _____

Address for giving notice (See Section XVIII):
760 Mattie Road, Pismo Beach, CA 93449

ATTEST:

Signed:

Name: Erica Kirkwood
Title: City Clerk

APPROVED AS TO FORM:

Signed:

Name: Dean J. Pucci
Title: City Attorney

Attachments:
Exhibit A: Scope of Service
Exhibit B: Compensation Schedule

VENDOR:
Badawi & Associates

Signed:

Name: _____
Title: _____

Dated: _____

Address for giving notice (See Section XVIII):

Email address for official communications:

Vendor Representative (See Section VIII):
Name/Title: _____

Exhibit A

City of Pismo Beach

TECHNICAL PROPOSAL

For Professional Auditing Services for the City of Pismo Beach

For fiscal years ending June 30, 2027 through 2029,
with the option of extending the contract for up to two
(2) additional one-year periods.

August 27, 2026

Contact Person:

Ahmed Badawi, CPA
Badawi & Associates
Certified Public Accountants
5901 Christie Avenue, Suite 307
Emeryville, CA 94608
Phone: (510) 768-8244
Fax: (510) 768-8249
E-mail: abadawi@b-acpa.com



City of Pismo Beach

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1 - Cover Letter and Executive Summary

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August 27, 2026

Ms. Nadia Feeser
 Administrative Services Director and City Treasurer
 City of Pismo Beach
 760 Mattie Road,
 Pismo Beach, CA 93449

Dear Ms. Feeser:

Badawi & Associates (B&A), Certified Public Accountants (the "Firm") is pleased to have the opportunity to respond to your request for a proposal to provide external audit services and to submit its qualifications to perform an independent audit of the financial statements of the City of Pismo Beach (the "City") for the fiscal years ending June 30, 2027 through 2029, with the option of extending the contract for up to two (2) additional one-year periods. The objective of our audits is to issue opinions regarding the fairness of presentation of the financial position of the City in accordance with generally accepted accounting principles. These audits are to be performed in accordance with generally accepted auditing standards, the standards set forth for financial audits in the Government Accountability Office's (GAO) Government Auditing Standards, the provisions of the federal Single Audit Act of 1984, as amended in 1996, and the Uniform Guidance, Audits of States, Local Governments and Non-Profit Organizations, Uniform Administrative Requirements, as well as any other applicable federal, state, local or programmatic audit requirements.

We will also perform the following as part of our engagement:

- Single Audit (if required)
- Gann Limit Agreed-upon Procedures
- Transportation Development Act (TDA) Audit
- State Controller's Annual City Financial Transactions Report
- State Controller's Annual Street Report

We will also apply limited audit procedures to Management's Discussion and Analysis (MD&A) and required supplementary information. In addition, we will prepare the management letter containing comments and recommendations regarding our review and evaluation of the systems of internal control and accounting procedures.

This proposal will highlight the background of the partners and staff assigned to the engagement, summarize our experience in the governmental area, and describe our approach to auditing the City.

This proposal demonstrates our ability to render the quality examination and to perform the necessary accounting and auditing services requested by the City on a timely basis.

As a partner of the Firm, I will be the primary contact for negotiation of the contract. Additionally, I have been authorized to legally bind the Firm. You may contact me at the following address and phone number:

Ahmed Badawi, CPA
 Badawi & Associates
 Certified Public Accountants
 5901 Christie Avenue, Suite 307
 Emeryville, CA 94608
 Telephone: (510)768-8244
 E-mail: abadawi@b-acpa.com

Ms. Nadia Feeser
 Administrative Services Director and City Treasurer
 City of Pismo Beach
 Page 2

We are committed to performing the required work, completing the audit, and issuing the necessary auditors' reports.

We believe we are the best qualified to perform the audit because our audit staff includes individuals well versed in municipal auditing and reporting requirements. We have performed auditing and consulting engagements for numerous cities throughout California. We will be responsive to the needs of the City, we understand the City's operational environment, and pledge to you our complete commitment to providing a quality product that meets the City's requirements.

The approach to the audit has been designed to meet the audit requirements of the City with the least disruption to the City's office operations. The foundation of the audit approach is based on communication coupled with a strong knowledge of City operations and detailed planning at the initial stages of the audit. Open communication lines with all parties of the Engagement Team and City Management and staff throughout the engagement eliminate "surprises". Initial planning and proper assignment of duties to experienced personnel provide for an effective and efficient audit process. Consequently, inefficiencies and disruptions are kept to a minimum. In addition, we perform almost half of the audit tasks during the interim phase to minimize any unforeseen delays during the year-end phase and to ensure a smooth and timely audit process.

The Firm maintains liability insurance coverage for professional liability, Workers' Compensation, Comprehensive General Liability and Auto as part of our comprehensive insurance policy.

The Firm is an Equal Opportunity employer and complies with all Federal and State hiring requirements. The Firm also supports Affirmative Action philosophies and works hard to provide disadvantaged groups with opportunities for self enhancement.

This proposal is a firm and irrevocable offer for 180 days.

We are confident that you will find our organization offers the required expertise, technical knowledge, and business understanding to perform an audit of the City. Our past experience provides us with a thorough understanding of the needs and requirements of the City, as well as the technical knowledge to perform such services in accordance with the accounting and auditing guidelines as published by the various authoritative entities.

We welcome your inquiries and look forward to further discussions with you.

Sincerely,

Ahmed Badawi
 Partner
 Badawi & Associates
 Certified Public Accountants

2 – Proposer's Background & Qualifications

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Firm Qualifications and Experience

Firm Qualifications

Badawi & Associates was founded by Mr. Ahmed Badawi. Mr. Badawi has over 25 years of experience working with state and local government with a special focus on cities. Prior to founding B&A, Mr. Badawi was a partner with several local and national firms, where he headed their government practice in Northern California. Mr. Badawi founded Badawi & Associates to serve the fast-paced needs of California's local governments. The goal is to build a proactive, client-focused culture from the ground up and to eliminate the entrenched bureaucratic culture and intrinsic limitations of the big audit firms.

Located in Emeryville, CA, the Firm serves a variety of cities and towns throughout California as well as conducting financial related services for numerous special districts and authorities. Names and phone numbers of several of our current and past clients and other references are provided for your inquiries. We encourage you to contact these individuals to obtain information on the quality of the audit and the ability of the audit staff.

Our Emeryville office will be the Engagement Office assigned to the City.

In addition to specific City financial statements, the Firm members have also audited numerous redevelopment agencies, public financing authorities, hospitals, housing authorities, transportation authorities, special districts, water districts, OCJP grants, self-insurance pools, joint power authorities and has also performed numerous compliance audits in accordance with the Single Audit Act, childcare regulations, TOT regulations, AQMD regulations, franchise requirements.

The Engagement Partner assigned to the City will be Mr. Mitesh Desai, CPA. Mr. Desai's background includes eighteen years of experience in municipal auditing. Mr. Desai has participated in the audits of numerous governmental agencies, assisted in their efforts to publish their Annual Comprehensive Financial Reports in compliance with GASB 34, and a volunteer member of the GFOA Special Review Committee. Mr. Desai is responsible for conducting in-house trainings for staff auditors and is credentialed with the Advanced Single Audit Certificate offered by the AICPA.

The professional staffs assigned to the Engagement are qualified and experienced. Each individual of the Engagement Team has several years of experience and has conducted or participated in numerous municipal audits of various sizes. Their understanding of governmental operations and the various authoritative guidelines will provide the where-with-all to perform the audit in an efficient and effective manner with minimal disruption to the City's finance department.

License to Practice in California

The Firm and all key professional staff assigned to the City's audit are properly licensed to practice as Certified Public Accountants in the State of California and comply with GAO *Government Auditing Standards*.

The Firm is registered with the California State Board of Accountancy. Its State number is 6823.

The Firm has met all required State and local laws, rules, and regulations.

Firm Experience

The Firm provides a full range of accounting services to governmental agencies throughout California, including audit, tax and accounting. The Firm's professional staff members provide the financial background and specific experience to meet the City's operational needs. Additionally, this situation provides the City with an auditing firm that has depth in capabilities to address any financial issue the City may need assistance with, and the quality audit approach that you expect.

We are committed to providing appropriate and related experience, personal involvement, and a broad business perspective to produce a quality end product within the time frames required.

The Firm provides financial and compliance auditing services to governmental agencies throughout California. We are a governmental agency auditing firm and our professional staff members have been performing these services for many years. As a result, we have performed financial and compliance audits on most, if not all, types of governmental agencies and operations including:

- | | | |
|--------------------------|---|-----------------------------|
| • Cities | • Waste Management Authorities and Operations | • Investment Activities |
| • Redevelopment Agencies | • Pension Plans | • Landfills |
| • Financing Authorities | • Child Care Operations | • Enterprise Funds |
| • Housing Authorities | • Joint Power Authorities | • Airports |
| • Special Districts | | • Transportation Operations |
| • Water Districts | | • Federal and State Grants |

Additional Activities

We offer a full range of accounting and finance services to the governmental sector. These services include:

- | | |
|---|---|
| • Financial audits | • Operational reviews |
| • Compliance audits | • Technical guidance on existing and upcoming accounting issues |
| • Tax advice | • Training seminars |
| • Development of financial and accounting policies and procedures | • Pension/profit-sharing plans |
| • Investment review and compliance evaluation | • Performance audits |
| | • Business consulting |

Consequently, Firm personnel are well qualified to perform the services expected by the City.

Client Training Seminar

The Firm hosts an annual update on recent technical accounting and finance issues affecting the governmental area. This all-day session reviews new and anticipated pronouncements from GASB, discusses future issues under consideration by GASB, reviews accounting treatment of various transactions where issues may arise, and provides a general overview of state and federal compliance issues. All of our clients are invited to attend, free of charge. The one-day session qualifies for CPE under the rules of the State Board of Accountancy and is held in the Bay Area.

GASB 68 Firm Developed Tools and Assistance

The Firm has developed tools to assist our clients with preparation of GASB 68 journal entries for the CalPERS' Cost Sharing Plans (for which individualized actuarial valuations are no longer prepared) and the CalPERS' Agent Multiple Employer Plans. In addition to providing our clients with these tools and instructions on how to use them, we are available to answer any questions on how to prepare and complete the GASB 68 journal entries.

Flowcharting Documentation

As part of our risk assessment procedures, we prepare flowcharts for documenting our understanding of the City's significant accounting and financial processes. Flowcharts are updated annually for any changes in the City's processes and copies can be provided upon request for the City's internal use. Flowcharted processes may include:

- Financial Reporting, Closing, and Manual Journal Entries
- Cash Receipts, Billing, and Accounts Receivable/Revenues
- Cash Disbursements, Purchasing, and Accounts Payable/Expenditures
- Payroll and Human Resources

Quality Control Review

According to Government Auditing Standards, firms who perform audits under the Yellow Book are required to have a peer review once every three years. We received a report with a rating of pass with no deficiencies which we attached for your review.

**Report on the Firm's System of Quality Control****BADAWI & ASSOCIATES**

and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Badawi & Associates (the firm) in effect for the year ended February 28, 2025. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

CPAs - Advisors

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City of Pismo Beach

Technical Proposal

Peer Review Report
Page 2 of 2

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Badawi & Associates in effect for the year ended February 28, 2025, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Badawi & Associates has received a peer review rating of *pass*.

GYL LLP

Ontario, California
July 24, 2025

GYL

City of Pismo Beach

Technical Proposal

The Firm has policies and procedures to ensure it hires only qualified people, that it properly supervises them and provides professional training, that it advances them to responsibilities they are capable of handling, and that it provides them with necessary technical resources. All members of the Firm are very familiar with the stringent quality control standards established by the AICPA.

The Firm is a member of the AICPA Government Audit Quality Center.

The Firm is a member of the AICPA Private Companies Practice Section.

Federal or State Desk Reviews

The Firm has had no negative federal or state reviews in the past three (3) years.

Disciplinary Action

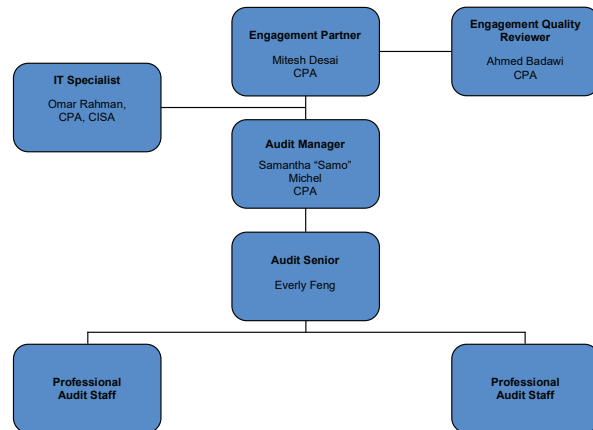
There has not been any state or federal disciplinary actions taken or pending against the Firm nor any findings to report.

Litigations

The Firm has not experienced any lawsuits or legal actions that have been resolved or are currently pending in the prior five years.

Partner, Supervisory, and Staff Qualifications and Experiences

The Engagement Team will normally consist of seven individuals who provide a broad business perspective and significant experience in governmental auditing. This team will provide access to a wide range of technical capabilities which will provide the City with not only the technical support necessary to perform the audit, but also the broad business background to interpret findings and observations to offer effective solutions to issues, and the personal involvement of the Engagement and Compliance Partners of the Firm.



The Engagement Team will be led by Mitesh Desai, CPA. Mr. Desai's background includes eighteen years of experience in municipal auditing. Mr. Desai has participated in the audits of numerous governmental agencies, assisted in their efforts to publish their Annual Comprehensive Financial Reports in compliance with GASB 34, and a volunteer member of the GFOA Special Review Committee. Mr. Desai is responsible for conducting in-house trainings for staff auditors and is credentialed with the Advanced Single Audit Certificate offered by the AICPA. His diversified background offers the technical qualities required of the governmental and non-profit areas and the necessary wherewithal to properly evaluate the entire accounting process, develop opportunities to improve the accounting process, and to offer practical business recommendations.

The second member of the Engagement Team will be Samantha "Samo" Michel, CPA. Ms. Michel's background includes seven years of accounting and auditing experience. She has participated in the audits of numerous governmental entities and assisted in their efforts to publish their financial statements in compliance with various regulations. Ms. Michel will be the Audit Manager of this engagement.

The third member of the Engagement Team will be Everly Feng. Ms. Feng's background includes four years of accounting and auditing experience. She has participated in the audits of numerous governmental entities and assisted in their efforts to publish their financial statements in compliance with various regulations. Ms. Feng will be the Audit Senior of this engagement.

The fourth member of the Engagement Team will be Omar Rahman, CPA, CISA. Mr. Rahman has over ten years of experience in the field of Information Technology (IT) audit and risk management at the senior and executive management level. He has worked extensively with government agencies, private organizations, and public companies, providing external and internal audit services in support of financial statement audits. Mr. Rahman will serve as the I.T. Specialist of this engagement.

The fifth member of the Engagement Team will be Ahmed Badawi, CPA. Mr. Badawi's background includes over twenty-five years of municipal auditing experience with a special focus on cities. Mr. Badawi is a member of the Government Accounting and Auditing Committee of the California Society of Certified Public Accountants. He has participated in the audits of numerous City, county and special district governments, as well as non-profit entities. He will serve as the Engagement Quality Reviewer.

Each member of the Engagement Team participates in continuing education programs offered by the AICPA and California State Society of Certified Public Accountants, and each has met the continuing education requirements for municipalities. In addition, the firm offers at least 60 hours of in-house CPE annually focused mainly on municipal audits.

Professional Development:

The Firm maintains a comprehensive training program targeted at appropriate professional staff levels. It utilizes in-house developed educational programs, AICPA and California CPA Foundation educational programs, and on-the-job training.

The Firm's annual training schedule which officially begins in April for all professional staff and administrative staff includes comprehensive in-house training sessions on such topics as:

- Review of principles of accounting and financial reporting for state and local governments
- Review of governmental fund types and account groups
- Review of newly issued generally accepted auditing standards and GAO auditing standards
- Review of Internal Control evaluation approaches including COSO principles
- Updates on recent governmental accounting and reporting guidelines
- Review of Single Audit requirements and approaches
- Review of financial audit approaches
- Overview of audit and internal control work paper techniques
- Review of GASB reporting requirements
- Review of current issues facing the governmental community

During the year, professional staff members are sent to various educational sessions sponsored by the AICPA and California State Society of CPAs, as considered appropriate for the level and need of the individual. These classes include, among others:

- Governmental Financial Reporting Standards and Practices
- Yellow Book: Government Auditing Standards
- Financial Accounting Standards: Comprehensive Review
- Single Audit
- Governmental Auditing & Accounting Update
- Governmental Accounting Principles
- Comprehensive Review of Generally Accepted Auditing Standards

The result of the Firm's training program is the production of a highly educated and competent municipal audit group capable of performing an efficient and effective audit for the City.

The Engagement Team members will continue their professional development efforts.

Staff Retention and Continuity:

The Firm's policy on providing service to our clients includes a commitment to maintaining continuity of audit personnel. We cannot guarantee that our staff will remain with the Firm. However, to encourage our staff to remain with us, we pay competitive wage rates; offer promotional opportunities; provide state-of-the-art equipment and excellent working conditions; and offer various benefits, such as retirement plans, medical plans, profit sharing programs, educational benefits, and other such benefits. We can also guarantee that the partner will be involved in future years. Continuity of audit staff is of prime concern to us and because of the hands-on involvement of the partner; we can assure you that future years' audits will be conducted in an efficient and effective manner with qualified and experienced professionals.

The Firm is an Equal Opportunity employer and complies with all Federal and State hiring requirements. The Firm also supports Affirmative Action philosophies and works hard to provide disadvantaged groups with opportunities for self enhancement.

Resumes of each member of the Engagement Team follow.

Mitesh Desai, Certified Public Accountant – Engagement PartnerLength of Career

- Eighteen years of experience in municipal auditing with a special focus on cities
- Certified Public Accountant for the State of California

Professional Experience

- Has performed numerous financial audits, Single Audits, RDA audits, PFA audits, Transportation Development Act audits, and housing audits

	Financial Audit	Single Audit	Services Provided				Other
			RDA Audit	PFA Audit	Enterprise Fund		
Cities:							
Albany	X						
Antioch	X						
Azusa		X					
Berkeley	X	X	X				
Buena Park	X	X					
Calimesa	X		X				
Crescent City	X	X	X				
Dublin	X	X					
East Palo Alto	X						
El Cerrito	X	X	X				
Foster City	X	X	X				
Fremont	X	X	X				
Lemon Grove	X						
Lindsay	X						
Menlo Park	X						
Milbrae	X		X				
Newark	X	X	X				
Oakdale	X	X					
Pittsburg	X	X	X				
Placerville	X	X					
Rio Vista	X		X				
San Mateo	X	X	X				
Sebastopol	X		X				
Solvang	X						
Susanville	X						
Turlock	X						
Union City	X						
Vacaville	X	X	X	X			
Waterford	X		X				
Yountville	X						
Yuba City	X	X					
Child Care Programs:							
Menlo Park Child Care	X						
Stanislaus County Childcare	X						
Non-profits:							
Housing Endowment and Regional Trust	X						
Special Districts and Other:							
Castro Valley Sanitary District	X						
Cosumnes Community Services District	X						
Marin Municipal Water District	X						
West County Wastewater District	X						
Contra Costa Child Development Programs	X						

Education

- BS Degree in Business Economics with an emphasis in Accounting from University of California, Santa Barbara

Professional Activities

- Member, American Institute of Certified Public Accountants
- Member, California Society of Certified Public Accountants
- Volunteer Member, GFOA Special Review Committee

Continuing Education

- Various municipal accounting courses offered by the California Society of CPAs and local universities including:
 - Governmental Financial Reporting Standards and Practices
 - Yellow Book: Government Auditing Standards
 - Municipal Accounting
 - Single Audit
- Has met the current CPE educational requirements to perform audits on governmental agencies

City of Pismo Beach

Technical Proposal

Samantha "Samo" Michel, Certified Public Accountant – Professional Audit ManagerLength of Career

- Seven years of experience in municipal auditing
- Three seasons of experience in personal tax preparation
- Certified Public Accountant for the State of California

Professional Experience

- Has participated in several financial audits, Single Audits, RDA audits, PFA audits, Transportation Development audits, and housing audits

	Services Provided					
	Financial Audit	Single Audit	TDA Audit	SCO Report	PFA Audit	Other
Cities/Towns:						
Antioch	x	x	x		x	x
Barstow	x					x
Berkeley	x	x	x			x
Buena Park	x	x	x			x
Crescent City	x	x				x
East Palo Alto	x	x				x
Folsom	x	x				x
Guadalupe	x	x				x
Lathrop	x	x		x		x
Los Gatos	x					
Menlo Park	x	x				x
Millbrae	x	x				x
Pacifica	x	x	x	x		x
Pismo Beach	x		x	x		
San Bruno	x	x	x	x		x
San Carlos	x	x	x	x		x
San Luis Obispo	x	x	x			x
San Mateo	x	x			x	x
Sausalito	x			x		x
Union City	x	x	x	x		x
Vacaville	x	x			x	x
Waterford	x					x
Yuba City	x	x		x		x
Counties:						
Contra Costa County						x
Special Districts and Other:						
Amador County Transportation Commission	x					x
Amador Transit	x					x
Central County Fire District	x					
Elk Grove Water District	x					
Hayward Area Recreation District	x			x		
Port of San Luis Harbor	x					
StopWaste	x			x		

Education

- BS, University of Washington, Seattle, WA
- Accounting, Foothill College, Los Altos Hills, CA

Professional Activities

- Member, California Society of Certified Public Accountants
- Member, Forensic Services Section, California Society of Certified Public Accountants

Continuing Education

- Various municipal accounting courses offered by the California Society of CPAs and local universities including:
 - Governmental Financial Reporting Standards and Practices
 - Yellow Book: Government Auditing Standards
 - Municipal Accounting
 - Single Audit
- Has met the current CPE educational requirements to perform audits on governmental agencies

City of Pismo Beach

Technical Proposal

Everly Feng – Professional Assurance SeniorLength of Career

- Four years of experience in municipal auditing

Professional Experience

- Has participated in several financial audits, Single Audits, RDA audits, PFA audits, Enterprise Fund and housing audits

	Services Provided					
	Financial Audit	Single Audit	RDA Audit	PFA Audit	Enterprise Fund	Other
Cities/Towns:						
Cotati	x					x
Dublin	x		x	x		x
Folsom	x	x			x	x
Lafayette	x					x
Lathrop	x					x
Lemon Grove	x					x
Los Altos	x					x
Mountain View	x	x				x
Ontario	x	x	x		x	x
Richmond	x			x	x	x
San Bruno	x					x
Sausalito	x					x
Vidorville	x	x			x	x
Counties:						
Contra Costa County	x					x
Special Districts and Other:						
Hayward Area Recreation District	x					
Richmond Housing Authority	x	x				
Ross Valley Fire Department	x					
Sacramento Metropolitan Fire District	x					x
Union Sanitary District	x				x	x

Education

- BS Degree in Accounting from San Francisco State University

Continuing Education

- Various municipal accounting courses offered by the California Society of CPAs and local universities including:
 - Governmental Financial Reporting Standards and Practices
 - Yellow Book: Government Auditing Standards
 - Municipal Accounting
 - Single Audit
- Has met the current CPE educational requirements to perform audits on governmental agencies

Omar Rahman, Certified Public Accountant, Certified Information System Auditor – Information Technology Specialist
Length of Career

- Over ten years of experience auditing information technology (IT) processes and controls
- Certified Public Accountant for the State of California
- Certified Information System Auditor

Areas of Expertise

- IT risk consulting and audit services for governmental entities, private/public companies, nonprofits, and professional service organizations
- External and internal IT audit services in support of financial statement audits
- Technical guidance/support on IT risks and controls in relation to SOX 404a and SOX 404b compliance, NIST 800-53/171a, Cyber Security Framework, HIPAA Technical Safeguards, CCPA/GDPR compliance, COBIT 2019 Framework
- Managed entire life cycle of IT internal and external audit engagements from planning research, audit program development, fieldwork and reporting
- Assess risks related to IT processes/assets and corresponding applications/tools
- IT control testing over business automated controls, general IT controls, and cyber security controls as well as IT substantive testing over information systems.

Partial list of governmental clients served:

- | | |
|-------------------------|---|
| - City of Berkeley | - City of Pomona |
| - City of Chino | - City of Richmond |
| - City of Dinuba | - City of San Carlos |
| - City of Dublin | - City of Sausalito |
| - City of Healdsburg | - City of San Luis Obispo |
| - City of Jurupa Valley | - City of Foster City |
| - City of Lathrop | - City of Victorville |
| - City of Laverne | - Sacramento Metropolitan Fire District |
| - City of Lemon Grove | - Sacramento Employment and Training Agency |
| - City of Ontario | - Union Sanitary District |
| - City of Mountain View | |

Presentations

- November 2017 - Institute of Internal Auditors - General IT Controls for Internal Audit
- December 2018 - Institute of Internal Auditors - SDLC Process and Audit/Risk Considerations
- February 2019 - IT Audit for Business Process Professionals
- May 2019 - IT Internal Audit Emerging Technologies: Data Analytics
- September 2019 - Information Systems Audit and Control Association

Education

- B.S. Degree in Economics, University of California, Los Angeles, CA.

Professional Activities

- Certified Public Accountant - California
- Certified Public Accountant - Ohio
- Certified Information System Auditor

Ahmed Badawi, Certified Public Accountant – Engagement Quality Reviewer
Length of Career

- Over twenty-five years of experience in municipal auditing and accounting with a special focus on cities
- Certified Public Accountant for the State of California

Professional Experience

- Partial listing of clients served:

	Services Provided					
	Financial Audit	Single Audit	TDA Audit	RDA Audit	Enterprise Fund	Other
Cities/Towns:						
Antioch	x	x	x	x	x	x
Atwater	x	x		x		x
Azusa	x	x		x	x	x
Berkeley	x	x	x	x	x	x
Chino	x	x			x	x
Compton						x
Crescent City	x	x		x	x	x
Dinuba	x	x		x	x	x
Dublin	x	x	x			x
Folsom	x	x		x	x	x
Foster City	x	x		x	x	x
Glendora	x	x		x	x	x
Guadalupe	x	x		x	x	x
Healdsburg	x	x		x	x	x
La Verne	x			x	x	x
Lafayette	x			x	x	x
Larkspur	x	x			x	x
Lathrop	x	x			x	x
Lemon Grove	x	x		x		x
Milbrae	x	x		x	x	x
Mountain View	x	x			x	x
Ontario	x	x		x	x	x
Petaluma	x	x	x	x	x	x
Pomona	x	x		x	x	x
Richmond	x	x	x	x	x	x
San Bruno	x	x	x		x	x
San Carlos	x	x		x	x	x
San Luis Obispo	x	x		x		x
Sausalito	x		x		x	x
Scotts Valley	x	x		x	x	x
Wasco	x	x	x	x	x	x
Counties:						
Contra Costa County	x	x		x	x	x
Santa Cruz County	x	x		x	x	x
Special Districts and Other:						
Alameda County Water District	x				x	x
East Bay Regional Park District	x	x				x

- Has performed numerous financial audits, Single Audits, Transportation Development Act audits, housing audits, electrical utility audits, RDA audits, PFA audits, and Trust Fund audits, and has prepared numerous Annual Comprehensive Financial Reports

Education

- BS Degree in Accounting from the University of Alexandria, Egypt

Professional Activities

- Member, CALCPA Government Accounting and Auditing Committee
- Member, American Institute of Certified Public Accountants
- Member, California Society of Certified Public Accountants
- Member, Government Finance Officers Association
- Member, California Society of Municipal Finance Officers

Continuing Education

- Has met the current CPE educational requirements to perform audits on governmental agencies

City of Pismo Beach

Technical Proposal

Similar Engagements with Other Governmental Entities

The tables below and on the following page are a partial listing of our clients similar to the City, and illustrates the many different types of components involved in each audit engagement that present very difficult and complex auditing and accounting challenges (in order of audit hours).

* Indicates cities with population over 50,000

** Indicates cities with governmental revenues over \$100 million and population over 50,000

City	Client Since	Hours	Engagement Partner	Principal Contact	Annual Comprehensive Financial Report	GFOA Award	RDA/Successor Agency Single Audit	TDA	Water Fund	Sewer Fund	SCO Report	Housing Authority	Enterprise Funds	Pension Trust Fund
** Richmond	2020	2,338	Ahmed Badawi	Jerry Chak Accounting Manager (510) 620-6569 jerry_chak@ci.richmond.ca.us	X	X	X	X	X	X	X	X	X	X
** Berkeley	2008	1,505	Mitesh Desai	Henry Oyekanmi Finance Director (510) 981-7300 hoyekanmi@ci.berkeley.ca.us	X	X	X	X	X	X	X	X	X	X
** Victorville	2024	950	Ahmed Badawi	Carmen Cun Finance Director/City Treasurer (760) 955-3170 ccun@victorvilleca.gov	X	X	X	X	X	X	X	X	X	X
San Carlos	2023	865	Ahmed Badawi	Paul Harris Financial Services Manager (650) 802-4217 pharris@cityofsan-carlos.org	X	X	X	X	X	X	X	X	X	X
** Folsom	2019	786	Mitesh Desai	Stacey Tamagni Finance Director (916) 461-6712 stamagni@folsom.ca.us	X	X	X	X	X	X	X	X	X	X
** Pomona	2023	756	Ahmed Badawi	Andrew Mowbray Finance Director/City Treasurer (909) 620-2353 amowbray@pomona.gov	X	X	X	X	X	X	X	X	X	X
** Mountain View	2024	741	Ahmed Badawi	Derek Rampone Finance & Administrative Services Director (650) 903-6316 derek.rampone@mountainview.gov	X	X	X	X	X	X	X	X	X	X
* Petaluma	2019	691	Mitesh Desai	Corey Garberolo Assistant Finance Director (707) 778-4357 cgarberolo@cityofpetaluma.org	X	X	X	X	X	X	X	X	X	X
La Verne	2023	691	Ahmed Badawi	Christy Lopez Finance Director (909) 596-8752 clopez@cityoflaverne.org	X	X	X	X	X	X	X	X	X	X
Pittsburg	2024	683	Ahmed Badawi	Bena Adair Finance Director (925) 252-4848 eadair@pittsburgca.gov	X	X	X	X	X	X	X	X	X	X
* San Luis Obispo	2019	638	Mitesh Desai	Emily Jackson Finance Director (805) 781-7125 ejackson@slcity.org	X	X	X	X	X	X	X	X	X	X

City of Pismo Beach

Technical Proposal

City	Client Since	Hours	Engagement Partner	Principal Contact	Annual Comprehensive Financial Report	GFOA Award	RDA/Successor Agency Single Audit	TDA	Water Fund	Sewer Fund	SCO Report	Housing Authority	Enterprise Funds	Pension Trust Fund
Chino	2023	621	Ahmed Badawi	Kim Sao Director of Finance/City Treasurer (909) 334-3354 ksao@cityofchino.org	X	X	X	X	X	X	X	X	X	X
Lafayette	2020	586	Mitesh Desai	Tim Przybyla Finance Manager (925) 299-3213 tprzybyla@ci.lafayette.ca.us	X	X	X	X	X	X	X	X	X	X
Lathrop	2023	585	Ahmed Badawi	Cari James Finance Director (209) 941-7320 cjames@ci.lathrop.ca.us	X	X	X	X	X	X	X	X	X	X
Sausalito	2023	559	Ahmed Badawi	Angeline Loeffler Finance Director (415) 289-4150 aloeffler@sausalito.gov	X	X	X	X	X	X	X	X	X	X
Pacifica	2024	559	Ahmed Badawi	Lucy Xie Deputy Finance Director (650) 738-7392 lxie@pacifica.gov	X	X	X	X	X	X	X	X	X	X
Dinuba	2023	556	Ahmed Badawi	Karina Solis Administrative Services Director (559) 591-5900 ksolis@dinuba.ca.gov	X	X	X	X	X	X	X	X	X	X
Milbrae	2015	550	Mitesh Desai	Mike Sung Finance Director (650) 259-2433 msung@ci.milbrae.ca.us	X	X	X	X	X	X	X	X	X	X
** Dublin	2018	546	Mitesh Desai	Jay Baksa Finance Director (925) 833-6648 jay.baksa@dublin.ca.gov	X	X	X	X	X	X	X	X	X	X
Azusa	2017	540	Mitesh Desai	Talika Johnson Administrative Services Director (626) 812-5202 tjohnson@AzusaCa.Gov	X	X	X	X	X	X	X	X	X	X
Foster City	2023	540	Ahmed Badawi	Waqas Hassan Assistant Finance Director (650) 286-3204 w.hassan@fostercity.org	X	X	X	X	X	X	X	X	X	X
Jurupa Valley	2023	498	Ahmed Badawi	Susan Paragas Finance Director (951) 332-6464 sparagas@jurupavalley.org	X	X	X	X	X	X	X	X	X	X
Glendora	2022	487	Ahmed Badawi	Kyle Johnson Finance Director (626) 914-8245 kjohnson@cityofglendora.org	X	X	X	X	X	X	X	X	X	X
San Bruno	2022	486	Ahmed Badawi	Nick Pegueros Chief Financial Officer (650) 616-7054 N.Pegueros@sanbruno.ca.gov	X	X	X	X	X	X	X	X	X	X

City of Pismo Beach

Technical Proposal

City	Client Since	Hours	Engagement Partner	Principal Contact	Annual Comprehensive Financial Report	GFOA Award	RDA/Successor Agency Single Audit	TDA	Water Fund	Sewer Fund	SCO Report	Housing Authority	Enterprise Funds	Pension Trust Fund
Healdsburg	2023	452	Ahmed Badawi	Katie Edgar Finance Director (707) 431-3184 kedgar@healdsburg.gov			X	X	X	X	X		X	
* Yuba City	2017	450	Mitesh Desai	Diona Pope Finance Director (530) 822-4615 dpope@yubacity.net	X	X	X	X	X	X	X		X	
Larkspur	2019	437	Mitesh Desai	Emilia Gabriele Administrative Services Director (415) 927-5016 Finance@cityoflarkspur.org			X					X	X	
Wasco	2021	428	Ahmed Badawi	Rocio Mosqueda Accounting Manager (661) 758-7234 romosqueda@cityofwasco.org	X		X	X	X	X	X			
Piedmont	2024	400	Ahmed Badawi	Kiran Bawa Finance Director (510) 420-3045 kbawa@piedmont.ca.gov				X			X		X	
Pismo Beach	2022	389	Ahmed Badawi	Vanessa Garris Finance Manager (805) 773-7085 VGarris@pismo-beach.org	X	X			X	X		X	X	
Atwater	2021	380	Ahmed Badawi	Anna Nicholas Finance Director (209) 357-6310 anicholas@atwater.org			X	X	X	X	X	X		
Orinda	2024	378	Ahmed Badawi	Douglas Alessio Assist. City Manager/Admin. Serv. Dir. (925) 253-4220 DAlessio@cityoforinda.org	X	X	X	X			X			
Lemon Grove	2022	377	Ahmed Badawi	Stacey Tang Finance Director (619) 825-3803 stang@lemongrove.ca.gov	X		X	X			X			
Scotts Valley	2019	311	Mitesh Desai	Stephanie Hill Administrative Services Director (831) 440-5614 shill@scottsvally.org	X	X	X				X		X	
Waterford	2018	311	Mitesh Desai	Tina Envia Finance Manager (209) 874-2328 Ext. 104 tenvia@cityofwaterford.org			X		X	X			X	
Solvang	2019	308	Mitesh Desai	Wendy Berry Administrative Services Director (805) 688-5575 x 205 wendyb@cityofsolvang.com	X	X	X		X	X	X		X	
Guadalupe	2017	303	Mitesh Desai	Janice Davis Finance Director (805) 356-3895 jdavis@ci.guadalupe.ca.us			X	X	X	X			X	

City of Pismo Beach

Technical Proposal

City	Client Since	Hours	Engagement Partner	Principal Contact	Annual Comprehensive Financial Report	GFOA Award	RDA/Successor Agency Single Audit	TDA	Water Fund	Sewer Fund	SCO Report	Housing Authority	Enterprise Funds	Pension Trust Fund
Crescent City	2014	227	Ahmed Badawi	Linda Leaver Finance Director (707) 464-7483 x224 lleaver@crescentcity.org			X	X	X	X		X	X	

City of Pismo Beach

Technical Proposal

The table below is a partial listing of special district engagements (in order of audit hours):

Special District	Client Since	Hours	Engagement Partner	Principal Contact	Annual Comprehensive Financial Report	GFOA Award	Single Audit	Enterprise Funds
Sacramento Metropolitan Fire District	2023	519	Ahmed Badawi	Ronald Empedrad Controller (916) 859-4510 empedrad.ronald@metrofire.ca.gov	Yes	Yes	X	
County of Contra Costa Community Services Bureau Child Development Program	2013	505	Mitesh Desai	Alexandra Heinitz Department Fiscal Officer (925) 608-4948 aheinitz@ehsd.cccounty.us	No	N/A		
El Dorado Irrigation District	2024	403	Ahmed Badawi	Penny Buchman Finance Director (530) 642-4139 pbuchman@eid.org	Yes	Yes	X	X
Union Sanitary District	2023	362	Ahmed Badawi	Mark Carlson, CPA CFO/Business Services Manager (510) 477-7510 markc@unionsanitary.ca.gov	Yes	Yes		X
Florin Resource Conservation District/ Elk Grove Water District	2015	350	Ahmed Badawi	Patrick Lee Finance Manager / Treasurer (916) 685-3556 plee@egwd.org	Yes	Yes		X
Hayward Area Recreation and Park District	2017	350	Mitesh Desai	Rekha Nayar Finance Director (510) 881-6707 nayar@haywardrec.org	Yes	N/A	X	
San Ramon Valley Fire Protection District	2021	285	Ahmed Badawi	Davina Hatfield Chief Financial Officer (925) 838-6668 dhatfield@srvfire.ca.gov	Yes	Yes	X	
Alameda County Waste Management Authority (StopWaste)	2018	212	Mitesh Desai	Jennifer Luong Finance Services Manager (510) 891-6500 jluong@stopwaste.org	Yes	Yes		
Ross Valley Fire Department	2021	190	Ahmed Badawi	Jeff Zuba Finance & Admin. Services Director (262) 989-2208 jzuba@townofsananselmo.org	No	N/A		
Southern Marin Fire Protection District	2020	160	Ahmed Badawi	Karen Scalabrini (707) 217-8646 ksalabrini@smfd.org	No	N/A		
Central County Fire Department	2012	150	Mitesh Desai	Jan Cooke Finance Director (650) 375-7408 jcooke@hillsborough.net	Yes	Yes		
Central Fire Protection District of Santa Cruz County	2018	150	Mitesh Desai	Nancy Dannhauser Finance Director (831) 479-6842 nancy.dannhauser@centralfiresc.org	No	N/A		
Victorville Valley Water District	2024	129	Ahmed Badawi	Carmen Cun Finance Director/City Treasurer (760) 955-3170 ccun@victorvilleca.gov	No	N/A		X
Marin Wildfire Prevention Authority	2021	106	Ahmed Badawi	Karen Scalabrini (707) 217-8646 ksalabrini@smfd.org	No	N/A		

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3 – Comparable Current Clients and (Sample) References

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References

- 1) City of Victorville
 - Scope of Work: Annual Comprehensive Financial Report, Single Audit, SAS 114, Victorville Water District, Southern California Logistics Airport Authority
 - Engagement Partner: Ahmed Badawi
 - Address: 14343 Civic Drive, Victorville, CA 92393
 - Principal Contact:
Ms. Carmen Cun, Finance Director/City Treasurer
(760) 955-3170
ccun@victorvilleca.gov
- 2) City of San Carlos
 - Scope of Work: Annual Comprehensive Financial Report, SAS 114, Gann Limit, Measure A, Measure M, Measure W, C/CAG Audit, C/CAG Single Audit, State Controller's Report
 - Engagement Partner: Ahmed Badawi
 - Address: 600 Elm Street, San Carlos, CA 94070
 - Principal Contact:
Mr. Paul Harris, Financial Services Manager
(650) 802-4217
pharris@cityofsanarlos.org
- 3) City of Lafayette
 - Scope of Work: Annual Comprehensive Financial Report, Single Audit, SAS 114, Gann Limit, TDA, Lamorinda Fee and Finance Authority Report, Lamorinda School Bus Transportation Agency Report, State Controller's Report
 - Engagement Partner: Ahmed Badawi (2020 – 2025), Mitesh Desai (2026 – Present)
 - Address: 3675 Mount Diablo Blvd., #210, Lafayette, CA 94549
 - Principal Contact:
Mr. Tim Przybyla, Finance Manager
(925) 299-3213
tprzybyla@ci.lafayette.ca.us
- 4) City of Mountain View
 - Scope of Work: Annual Comprehensive Financial Report, Single Audit, SAS 114, Shoreline Regional Park Community Audit, Transportation Development Act Audit, Gann Limit
 - Engagement Partner: Ahmed Badawi
 - Address: 500 Castro Street, Mountain View, CA 94039
 - Principal Contact:
Mr. Derek Rampone, Finance and Administrative Services Director
(650) 903-6316
derek.rampone@mountainview.gov
- 5) City of San Luis Obispo
 - Scope of Work: Annual Comprehensive Financial Report, Single Audit, SAS 114, Gann Limit, TDA, Whale Rock Commission Audit
 - Engagement Partner: Ahmed Badawi (2019 – 2024), Mitesh Desai (2025 – Present)
 - Address: 990 Palm Street, San Luis Obispo, CA 93401
 - Principal Contact:
Ms. Emily Jackson, Finance Director
(805) 781-7125
ejackson@slocity.org

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4 – Approach and Deliverables

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Specific Audit Approach

Objectives of Our Services

The basic objective of our audit of the City is to conduct an examination of the financial statements in accordance with generally accepted auditing standards and to express our opinion on the fairness of presentation of such financial statements in conformity with generally accepted accounting principles.

Additionally, we believe that another real value of our audit lies in meeting other objectives at no additional cost. The following are other objectives of our services that have important benefits to the City:

- To offer substantive observations and recommendations relating to accounting and operating control policies and procedures.
- To identify opportunities for operating efficiencies and isolate candidate activities for cost reduction opportunities.
- To perform a professional audit in an efficient and effective way to minimize disruption to the office operations.
- To offer ongoing advisory services to assist in the running of the operation and implementation of improved operating procedures.

The engagement will be conducted within the framework of the Firm's quality control program which includes the use of audit programs, careful planning, use of computerized audit software and internal control evaluation and documentation software, and objective review procedures. On-site staff will use Firm supplied portable computers and printers.

Audit Approach

The specific audit approach has been designed to efficiently and effectively address the audit requirements of the City, to perform the audit of the City's financial records in a timely manner with minimal disruptions to office operations, and to meet the City's timeline.

The audit will be conducted in accordance with:

- 1) Generally accepted auditing standards established by the AICPA.
- 2) The standards contained in Government Auditing Standards issued by the GAO.
- 3) Provisions of the Single Audit Act and the Uniform Guidance.
- 4) Requirements issued by the California State Controller's office.
- 5) Other requirements as required.

We will conduct the necessary audit steps to perform:

- Planning of the engagement
- Evaluation of the existing internal control environment to determine degree of risk of material misstatement
- Determination of degree of compliance with laws, regulations, grant provisions, and City approved policies
- Assessment of potential fraudulent issues
- Validation of account balances
- Verification of reasonableness of management estimates

Technical Approach

We use an industry specific audit approach tailored to governmental entities. Our governmental audit approach addresses the special risks and circumstances of local governments. As a result, the audit is conducted efficiently and effectively with minimal disruption to your staff.

The core of our governmental technical audit approach can be summarized as follows:

1. Planning, Understanding and Communication:

Based on our previous audit experience, using the budget, organizational charts, manuals and other financial information systems and our knowledge of how governments work, we will obtain an insight to the specific concerns and sensitivities of the City. Our understanding is updated continuously through our year-round contact and communication efforts. We will agree on common audit objectives and expectations with management before audit work begins and, throughout the audit, will meet regularly with management to discuss audit issues and to gather feedback.

2. In-Depth Review of Systems and Controls:

We have developed diagnostic reviews which enable us to evaluate your systems and controls, and to provide management with constructive feedback. Combined with our knowledge of the City and understanding and experience with the City's accounting software, our control review will form the basis of our audit risk assessment. We will utilize the COSO approach in our evaluation of the City's internal processes to identify potential control deficiencies. In future years, we will update our understanding through similar procedures.

3. Risk-Based Customized Testing Program:

Our audit approach is tailored to governmental applications. We will use audit programs specifically designed to address the operational environment of governmental entities. Our approach will identify potential control risks and the opportunities for risk of material misstatements and fraud. We will evaluate the various risk assessments and identify the potential risks relating to the:

- Balance Sheets / Statement of Net Position
- Statement of Revenues and Expenditures / Statement of Activities
- Presentation
- Disclosure

Our audit procedures will then be developed to address these risk areas.

4. Expanded Interim Fieldwork:

Timeliness and audit efficiency is enhanced by performing extensive interim work. Partners, managers and senior staff work with City staff to identify and resolve potential audit issues early. Accordingly, the amount of audit work to perform at year end is minimized. Because our audit staff is familiar with the operations before year-end fieldwork begins, disruption of accounting staff is minimized.

5. Smooth Transition:

Our testing program focuses on audit risks identified by our understanding of the City's operations. We will work with the accounting staff to identify the most effective ways to address our objectives. Communication between the members of the audit engagement team and City staff will be fluid and continuous.

6. Sample Size and Sampling Techniques:

Our audit approach will include sampling activities. Population size and the level of assurance to be derived from a particular test will dictate the sample size. We use sampling in our audit approach to complement skilled judgment and knowledge of the particular situation. Our sample size will range normally from 25 to 60 items.

7. Automated Systems:

We will evaluate controls over the IT functions to assess control risk. We intend to test controls for purposes of reliance. Our review procedures will evaluate controls over:

- Security Management
- Logical and Physical Access
- Configuration Management
- Segregation of Duties
- Contingency Planning

In addition, we will review controls over:

- Input, processing, output, master data
- Application interface
- Data management system interface

Our information Technology Specialists will evaluate the IT operating control environment.

8. Analytical Procedures:

We use analytical procedures in several aspects of our audit. Extensive knowledge and industry background are required for effective analytics, and our staff possesses the appropriate experience and knowledge for the City to benefit from these procedures.

9. Approach to be Taken in Determining Laws and Regulations Subject to Audit Test Work:

We continuously refer to specific regulations, compliance supplements, state guidelines and contracts currently in force. We perform the procedures required related to laws and regulations, using inquiries, observations and sampling techniques. Some of the laws and regulations that we believe may be applicable to the City are the requirements of the California Public Utilities Commission, Single Audit Act and other applicable laws and regulations, including the California Government Code, provisions of applicable Grant guidelines, California Constitution Gann Limit requirements, requirements of local measures, Child Care Program compliance requirements, etc.

10. Report Format:

We will meet with City Management to review report formats. Any report format changes will be made in conjunction with approval from City Management.

11. Work Plans:

The detailed work plans will be designed to efficiently and effectively address the audit requirements of the City in accordance with generally accepted auditing standards, to perform the audit of the City's financial records in a timely manner with minimal disruptions to office operations, and to meet the City's timeline.

12. Adjusting Journal Entries:

We will discuss and explain proposed audit adjusting entries with the City's designated Finance Department personnel prior to recording. Audit adjusting entries will be provided in a format showing the lowest level of posting detail needed for data entry on the City's general ledger system.

13. Listing of Schedules and Tables (anticipated to be prepared by the City):

Based on preliminary inquiries made with management and City staff and review of documents, we will tailor a list of schedules, tables, and other reconciliations required for the audit. We will take into account as much as possible reconciliations already prepared by the City for day-to-day operations and reporting, as well as any reports that are system generated to limit the need for additional City staff hours.

The following is a listing of some of the significant reconciliations and schedules that we would normally expect the City to provide to us in assisting us in conducting our fieldwork.

- | | |
|--|---|
| • Trial Balance | • Reconciliation of Receivables to Subsidiary Ledgers |
| • Annual Comprehensive Financial Report Account Roll Up Schedules | • Calculations for Estimate of Allowance for Uncollectible Accounts |
| • Budget to Actual Reports | • Loans Receivable Schedules |
| • Bank Reconciliations | • Reconciliation of Significant Revenue Accounts |
| • Listing of manually prepared journal entries posted | • Utility Billing Registers and Fee schedules |
| • Summary of Investments held by the City | • Compensated Absences Schedules and Copies of Related Policies |
| • Capital Asset Schedules | • Claims Payable Schedules |
| • Long-Term Debt Schedules | • Pension and OPEB Roll-Forward and Supporting Schedules |
| • Debt Amortization Schedules and Calculations of Deferred Amounts | • GASB 54 Fund Balance Roll Forward Schedule |
| • Calculations of any debt covenants amounts or percentages | • Interfund Transaction Schedules |
| • Schedule of Leases | |
| • Analysis of Deferred Outflows of Resources and Deferred Inflows of Resources | |

Understanding of Services to be Provided

The City desires an audit of the financial records for the City and an expression of an opinion in accordance with generally accepted accounting principles on the fairness of presentation of financial statements for the fiscal years ending June 30, 2027 through 2029, with the option of extending the contract for up to two (2) additional one-year periods.

The Firm will:

- Express an opinion on the fair presentation of its basic financial statements which includes but is not limited to the financial statements of governmental activities, the business-type activities, each major fund and all aggregate remaining fund information in conformity with generally accepted accounting principles in the United States of America.
- Express an "in-relation-to" opinion on the fair presentation of its combining and individual non-major and fiduciary fund financial statements and schedules in conformity with generally accepted accounting principles.
- The Firm will provide an "in-relation-to" report on the supporting schedules contained in the Annual Comprehensive Financial Report based on the auditing procedures applied during the audit of the basic financial statements and schedules.
- Provide an "in-relation-to" report on the schedule of expenditures of federal awards based on the auditing procedures applied during the audit of the financial statements.
- Perform the audit in accordance with generally accepted auditing standards accepted in the United States of America, applicable to the financial audit contained in the Government Auditing Standards issued by the Comptroller General of the United States and the provisions of the Uniform Guidance, Audits of States, Local Governments and Non-Profit Organizations.
- Perform limited procedures on supplementary information required by the Government Accounting Standards Board.
- Issue the following reports, following the completion of the audit of the fiscal year's financial statements:
 - Independent Auditor's Report on Financial Statements and Schedule of Expenditure of Federal Awards
 - Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards
 - Independent Auditor's Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with the Uniform Guidance
 - Schedule of Findings and Questioned Costs
 - Auditor's Communication with Those Charged with Governance
 - Transportation Development Act (TDA) Audit
 - Gann Limit Agreed-upon Procedures
 - State Controller's Annual City Financial Transactions Report
 - State Controller's Annual Street Report
- Provide special assistance to the City as needed.
- Retain all working papers and reports at the audit firm's expense for a minimum of 7 years. In addition, make working papers available to the City and/or any government agency as appropriate.

Should any conditions be discovered requiring corrective action, the Firm will provide a detailed description of the findings and recommended actions as to their resolution.

The Firm will submit a report to the City's Council and management detailing auditor's responsibility under generally accepted auditing standards, significant accounting policies, management judgments and accounting statements, significant audit adjustments, other information in documents containing audited financial statements, disagreements with management, management consultations with other accountants, major issues discussed with management prior to retention, difficulties encountered during the audit, and any significant deficiencies or material weaknesses found during the audit. Non-material instances of noncompliance will be reported in a separate management letter, if appropriate, along with any other observations or recommendations determined to be informative to City Management.

The Firm will be available to provide advice and counsel regarding significant matters during the year.

The Firm's Partner and Staff welcome the opportunity to make presentations to the City Council and will be ready to respond to questions from the Council and citizens of the City.

**Audit
Schedule**

2027 Period	Audit Tasks
June	- Planning and Administration ▶ The entrance conference shall be held with City staff. The purpose of this meeting will be to discuss prior audits and the interim work to be performed. This meeting will also be used to establish overall liaison for the audits and to make arrangements for workspace and other needs ▶ Review and evaluate the City's accounting and financial reporting. Prepare an overall memo of recommendations, potential issues, and suggestions for improvements ▶ Prepare overall memo to the City confirming audit procedures, timing, and assistance ▶ Prepare detailed audit work plan and audit programs, audit budget and staffing schedule, and list of schedules to be prepared by the City staff ▶ Send the PBC List to the City that will include all request items considered to be necessary for the audit
July	- Internal Control Evaluation ▶ Meeting with City Manager and Department Heads of other departments with large operating budgets or which have significant federal grant expenditures ▶ Attending City Council meetings ▶ Meeting with off-site locations ▶ Meeting with key Finance Department personnel ▶ Obtain and document understanding of key internal control systems through walk-throughs, interviews of staff, and review of supporting documentation ○ General ledger system ○ Budgeting system ○ Revenue, utility billing, accounts receivable, and cash collections ○ Purchasing, expenditures, accounts payable, and cash disbursements ○ Payroll ○ Federal Financial Assistance ○ Other systems ▶ Identify control risks ▶ Evaluate IT control environment ▶ Perform testing of the internal control system and evaluate the effectiveness of the City's systems. Select large dollar and random samples of transactions in key operating systems. Sample size to meet required level for determined degree of risk. Review supporting documentation of selected transactions, evaluate adequacy of support and approvals, and conclude on degree of adherence to accuracy and compliance with City policies ▶ Conduct fraud assessment procedures ▶ Assess degree of risk for material misstatement ▶ Provide to the City's management a memo concerning management letter points and identify issues, if any

2027 Period	Audit Tasks
July	- Other Tasks ▶ Review minutes of City Council meetings and other key committees ▶ Perform preliminary substantive procedures, which would include tests of: ○ Vendor and contractor payments ○ Payroll expense ○ Utility billing ○ Pension and OPEB testing ○ Capital asset acquisitions ○ Journal entries ○ Retrospective review of accounting estimates ▶ Financial statement database management and other setup, in addition to drafting of all necessary report templates ▶ Preliminary Single Audit and other compliance testing ▶ Coordinate with City staff and prepare of all appropriate confirmation requests including: ○ Bank accounts ○ Investment pool accounts ○ Accounts receivable ○ Federal grants ○ Revenue from governmental agencies ○ Bond and other debts ○ Pension plan ○ Attorney letters ○ Others, as required ▶ Update the PBC List with any additional requests that will be needed for the City's audit ▶ Provide the City with audit plan and list of year-end audit schedules ▶ Hold progress conference with City Management ▶ Hold exit conference with City Management
October - November	- Final Fieldwork ▶ Entrance conference with City Management ▶ Follow-up on all outstanding confirmations ▶ Verify and validate account balances by reviewing supporting documentation including invoices, vouchers, council resolutions, minutes, and other documents, as required ▶ Perform analytical review of revenue and expenditures. Determine reason for material differences between budget and actual ▶ Perform a search for unrecorded liabilities by reviewing disbursements subsequent to June 30, testing terms of contractual obligations, and interviewing City staff ▶ Perform review of subsequent events by discussions with City Management and update all minutes of City Council and key committees

2027 Period	Audit Tasks
	- Single Audit Compliance ▶ Entrance conference with City Management ▶ Obtain Federal Financial Assistance Schedule ▶ Determine grants to be considered as major programs including clusters ▶ Perform audit tests of major grant programs and compliance with Federal Law and Regulations ▶ Review grant documents, select sufficient number of transactions to test for compliance of Federal Requirements ▶ Coordinate Single Audit efforts with the Financial Audit efforts ▶ Communicate findings to City Management ▶ Other Compliance
November - December	- Audit Reports ▶ Complete drafts of City's Annual Comprehensive Financial Report ▶ Prepare draft of Single Audit Reports concerning internal control structure, compliance with laws and regulations, and administering of federal financial assistance programs ▶ Prepare other reports as required ▶ Provide revised final drafts of all required reports to the City for approval
December	- Final City Audit Reports, Financial Statements, Single Audit Reports, and other reports delivered - Audit Presentation to Council (if requested)
January 2028	- State Controller's Reports delivered and submitted - Single Audit Report package submitted to Federal Audit Clearinghouse

Note: the proposed audit schedule above can be adjusted as necessary based on the needs of the City.

Estimated Hours by Audit Phase

Position	Planning	Interim Fieldwork	Year End Fieldwork	Reporting	Total
Partner	7	17	12	3	39
Audit Manager	6	26	27	4	63
Audit Senior	12	45	48	6	111
Professional Audit Staff	-	75	69	8	152
IT Specialist	-	5	-	-	5
Administrative Assistant	4	7	-	8	19
Total	29	175	156	29	389

Use of Technology in the Audit

The Firm maintains a variety of specialized software packages during the audit that enable us to perform an efficient, thorough, and timely audit and keeping time demands on City staff to a minimum.

Trial Balance Management and Financial Statement Preparation

CCH Access Engagement allows us to import and manage multiple years of trial balance data including budgetary information, create multiple account groupings, generate reports, post journal entries proposed during the audit (including GASB 34 conversion entries), and link information directly to the financial statements. This gives us the ability to:

- ▶ Generate immediate trend and other comparative analysis of trial balance and budget data prior to the start of the audit. This allows us to identify potential issues and make inquiries early in the audit
- ▶ Link the financial statements and footnotes prior to the start of the audit allowing us to have majority of the financial statements (including budgetary comparison schedules and other supplementary information) prepared at the time the trial balance is uploaded
- ▶ Audit adjustments or City adjustments provided during the audit are automatically reflected in the financial statements

Audit Request Management and Document Exchange

Teamwork Project Management ("Teamwork") is a secure, cloud-based collaboration platform that our Firm now uses to manage the "Prepared by Client (PBC) List" that streamlines the process of requesting, receiving, and keeping track of documents. Teamwork helps to facilitate the engagement through seamless collaboration between the Firm and our clients. By utilizing Teamwork, the City can do all of the following in one secure virtual environment:

- ▶ Attach files of any type to document requests
- ▶ Easily track the status of document requests
- ▶ Access templates and documents from us that require completion
- ▶ Have multiple City staff get involved and assist in the audit process
- ▶ Participate in a dialog for questions and notes

We have found that the use of the PBC List in Teamwork has helped our clients be always informed as to the status of their audit, and not be surprised with new requests or follow up on outstanding requests previously provided.

Audit Reporting Phase Management

Teamwork is also used by our Firm to manage the reporting phase of the audit, including timeline, key milestones, draft reviews, and final deliverables. With Teamwork, the entire reporting process and related communications are organized within one centralized project space. Using Teamwork, the City can:

- ▶ View the reporting timeline and track upcoming due dates and milestones
- ▶ Easily see which items are pending, under review, or completed.
- ▶ Access and review draft versions of reports in a single location
- ▶ Receive notifications when new drafts or updated versions are uploaded
- ▶ Participate in proof and review workflows for report approvals prior to final issuance.

We have found that managing the reporting phase of the audit using Teamwork has helped our clients always be informed as to the status of their reports and deliverables.

Computer Aided Audit Tools (CAATs)

The Firm's data analytics software enables our Engagement Team to perform more than 150 Computer Aided Audit Tools (or "CAATs"). CCH Teammate Analytics gives us the ability to perform advanced data analysis and increase efficiency. By utilizing this software, we can:

- Immediately visualize and analyze 100% of account populations with graphs, charts and statistics to identify anomalies
- Make fewer sample selections that are targeted to problematic areas
- Quickly analyze transactional data for:
 - Duplicate records
 - Missing transactions
 - Transaction sequence
 - Unusual items
- Compare excel worksheets for changes or differences
- Generate immediate testing samples
- Perform regression analysis
- Filter and extract data from City reports

Audit Planning, Risk Assessment, and Audit Programs

Our firm utilizes CCH Knowledge Coach, which is an expert system that adapts and customizes our audit approach specifically based on the City's structure, operating environment, specific transactions, and identified risks or matters to be addressed in the audit. The software is frequently updated for new industry trends and audit requirements. Included in the software is a continuous diagnosis of audit forms that identifies missing information, procedures, or any conflicts that need to be addressed prior to issuance of the audit report. We have found that this audit tool greatly benefits our audit clients in the following ways:

- Removal of standardized audit steps and procedures that do not add value to the audit
- Targeted audit procedures focusing on risks and accounts specific to the City's operations
- Audit is always performed in accordance with audit standards especially the risk assessment standards
- Maximizing audit efficiency having less City staff time dedicated to gathering information or responding to inquiries by focusing on material issues
- Automatic self-diagnostics ensure no audit steps are missed, guaranteeing a quality audit

Research Tools

We maintain multiple research software packages that are always kept up to date to ensure compliance with accounting and auditing standards and are also a resources for us to provide guidance to our clients. In addition to accounting and audit literature, we have access to interactive disclosure checklists that include sample footnote disclosures and financial statements.

**Discussion of
Relevant
Accounting
Issues**
Identification of Anticipated Potential Audit Problems

We do not anticipate that there will be any audit problems at the City. However, the following are some areas that we will carefully investigate and monitor during our audit procedures:

- Financial Reporting:
 - Review and evaluate that the City's Annual Comprehensive Financial Report is in compliance with current reporting and disclosures requirements issued by the GASB and GFOA.
 - Review the Annual Comprehensive Financial Report for financial reporting conformance awards issued by CSMFO and GFOA.
 - Review and evaluate degree of compliance with the various GASBs in effect.
 - Review degree of compliance with infrastructure obligations and regulatory provisions.
- Internal Control Structure:
 - Review and evaluate the City's internal control functions and ascertain compliance with proper internal control philosophies.
 - Review computer system processes and controls and evaluate adequacy of the control environment.

Several new GASB pronouncements will become effective over the time period of this proposal. As such, specific attention will be provided to determine the proper implementation of these new pronouncements. A list of known new pronouncements with implementation dates that fall within this proposal period are as follows:

2027

- Statement 105 – Subsequent Events

5 – Affirmation of Independence

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Independence

The Firm is independent of the City of Pismo Beach as defined by the GAO's Standards for Audit of Governmental Organizations, Programs, Activities and Functions, and the AICPA and California State Society of Certified Public Accountants as promulgated in various auditing and professional standards.

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6 – Guarantees and Warranties

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APPENDIX A

PROPOSER GUARANTEES AND WARRANTIES

Proposer certifies it can and will provide, as a minimum, all services set forth in the proposal.

Proposer warrants that it does not have any conflicts of interest with the City of Pismo Beach, its management staff, or its elected officials.

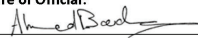
Proposer warrants that the firm and all assigned key professional staff are properly licensed to practice in the State of California.

Proposer warrants that it is willing to and able to obtain an errors and omissions insurance policy providing a prudent amount of coverage for the willful or negligent acts, or omissions of any officers, employees, or agents thereof.

Proposer warrants that it will not delegate or subcontract its responsibilities under an agreement without the prior written permission of the City of Pismo Beach.

Proposer warrants that all information provided by it in connection with this proposal is true and accurate.

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Signature of Official: 
Name: Ahmed Badawi
Title: President
Firm: Badawi & Associates
Date: August 27, 2026

7 – Affirmation of Minimum Insurance Requirement

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Insurance

In accordance with the City's request for proposals, we affirm that we will meet the minimum insurance requirements. We have included a copy of our current insurance certificate as proof of insurance below.

ACORD **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY) 3/17/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: AssuredPartners Design Professionals Insurance Services, LLC 3597 Mt. Diablo Blvd, Suite 230 Lafayette CA 94549	CONTACT NAME: Shannon Campos PHONE (A/C, H, Ext): 714-824-3910 FAX (A/C, H): E-MAIL: CertsDesignPro@AssuredPartners.com
INSURED: Badawi & Associates 5901 Christie Avenue, Suite 307 Emeryville CA 94608	INSURER(S) AFFORDING COVERAGE: INSURER A: Great Divide Insurance Company 25224 INSURER B: Continental Casualty Company 20443 INSURER C: American Casualty Company of Reading, 20427 INSURER D: INSURER E: INSURER F:

License#: 6003745 BADAWAS-CO NAIC #

COVERAGES **CERTIFICATE NUMBER: 504493079** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURANCE LINE	TYPE OF INSURANCE	ADDL. SUBR. (IND. SUBR.)	POLICY NO.	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR	Y	Y	6025157574	3/19/2026 3/19/2027	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPROP AGG \$ 4,000,000 OTHER: \$
GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☐ PRO ☒ LOC ☐						
B	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED ☐ AUTO ONLY ☒ HIRE ☐ AUTO ONLY ☒ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	Y	Y	6025157574	3/19/2026 3/19/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
B	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☐ CLAIMS-MADE	Y	Y	6025157655	3/19/2026 3/19/2027	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 DED. ☒ RETENTION \$ 10,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY FROTH/COMPARTMENT/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in R/R) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	6025157610	3/19/2026 3/19/2027	X PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability			CAB20150812	3/19/2026 3/19/2027	Per Claim Aggregate Limit \$2,000,000 \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies.
The following policies are included in the underlying schedule of insurance for umbrella/excess liability: General Liability/Auto Liability/Employers Liability/Employer Benefit Limit.
RE: Financial Audit Services The City of Pismo Beach, its elected and appointed officials, officers, employees, and agents are named as additional insureds as respects general liability as required per written contract. General Liability is Primary/Non-Contributory per policy form wording. Auto Liability is Primary per policy form wording. Insurance coverage includes waiver of subrogation per the attached endorsement(s).

CERTIFICATE HOLDER **CANCELLATION 30 Day Notice of Cancellation**

City of Pismo Beach Attn: Nadia Freese 760 Mattie Road Pismo Beach CA 93449	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

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Conclusion

A client relationship with the City will be of great value to our Firm and we welcome the opportunity to develop a long-term relationship with the City. We are committed to:

- Rendering the highest standard of service
- Developing a long-term working relationship dedicated to meeting the needs of the City
- Assisting the City in operational issues
- Producing a quality end-product

We have the technical qualifications and experience to provide the level of service desired and expected by the City and stand ready to provide our knowledge and experience for the benefit of your organization.

We would like to express our appreciation to the City and to its Staff for allowing us the opportunity to submit a proposal to perform professional auditing services. We are available, at your convenience, to discuss any aspects of our proposal.

Thank you for allowing us to present our Firm to you.

**Appendix –
Exceptions to
Contract**

With regards to the sample contract (RFP Appendix B) we would like to modify the below paragraphs as follows:

XII. VENDOR'S ACCOUNTING RECORDS; OTHER PROJECT RECORDS

- B. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Except for VENDOR's audit workpapers, VENDOR shall provide free access to the representatives of CITY or its designees at reasonable times to such books and records; shall give CITY the right to examine and audit said books and records; shall permit CITY to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this AGREEMENT. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment. Unless such property is proprietary in nature, upon completion of, or in the event of termination or suspension of this AGREEMENT, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this AGREEMENT shall become the sole property of CITY and may be used, reused, or otherwise disposed of by CITY without the permission of VENDOR. With respect to computer files, VENDOR shall make available to CITY, at VENDOR's office and upon reasonable written request by CITY, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. VENDOR hereby grants to CITY all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by VENDOR in the course of providing the services under this AGREEMENT.
- C. Unless such property is proprietary in nature and excluding VENDOR's audit workpapers, all plans, studies, sketches, drawings, reports, and specifications as herein required are the property of CITY, whether the work for which they are made be executed or not. In the event this AGREEMENT is terminated, and at the end of the term of this AGREEMENT, all such plans, studies, sketches, drawings, electronic documentation, reports, and specifications shall be delivered immediately to CITY. VENDOR may retain one copy of each document for VENDOR'S records, but shall have no proprietary rights to them. CITY agrees to indemnify VENDOR against any damages caused by the unauthorized re-use of said documents.

City of Pismo Beach

SEALED DOLLAR COST BID PROPOSAL

For Professional Auditing Services for the City of Pismo Beach

For fiscal years ending June 30, 2027 through 2029,
with the option of extending the contract for up to two
(2) additional one-year periods.

August 27, 2026

Contact Person:

Ahmed Badawi, CPA
Badawi & Associates
Certified Public Accountants
5901 Christie Avenue, Suite 307
Emeryville, CA 94608
Phone: (510) 768-8244
Fax: (510) 768-8249
E-mail: abadawi@b-acpa.com



City of Pismo Beach

Cost Proposal

Name of Firm and Certification

Name of Firm: Badawi & Associates

Address: 5901 Christie Avenue, Suite 307

City, State, Zip: Emeryville, CA 94608

Contact Name: Ahmed Badawi

Contact Telephone Number(s): 510-768-8244

Contact Fax Number(s): 510-768-8249

Contact E-mail Address: abadawi@b-acpa.com

I, the undersigned, certify I am duly authorized to represent the above-named firm and am empowered to submit this bid. In addition, I certify I am authorized to contract with the City of Pismo Beach on behalf of the above named firm. The Firm will honor the prices listed in this proposal for 180 days from the submittal deadline.



President
Title

August 27, 2026
Date

Ahmed Badawi
Name



City of Pismo Beach

Cost Proposal

Schedule of Professional Fees

Service	2026-27	2027-28	2028-29	Optional Year	Optional Year
				2029-30	2030-31
City Audit and Related Reports, including ACFR Preparation ⁽¹⁾	\$ 28,242	\$ 29,089	\$ 29,962	\$ 30,861	\$ 31,787
Single Audit (only if required)	3,715	3,826	3,941	4,059	4,181
Gann Limit Agreed-upon Procedures	741	763	786	810	834
TDA Audit and Related Reports	3,564	3,671	3,781	3,894	4,011
Annual Financial Transactions Report	2,519	2,595	2,673	2,753	2,836
Annual Street Report	1,511	1,556	1,603	1,651	1,701
Total	\$ 40,292	\$ 41,500	\$ 42,746	\$ 44,028	\$ 45,350

The above is an all-inclusive maximum price, including services, out-of-pocket expenses, meals, lodging, transportation, printing, and other costs.

⁽¹⁾ Our fee for the City's Audit includes preparation of the net investment in capital assets calculation and response to GFOA review comments.



City of Pismo Beach

Cost Proposal

Manner of Payment:

Each Engagement Team member maintains detailed time sheets describing work performed, date of work, and amount of time spent on each task for the Engagement. The Firm will bill the City after completion of each phase of the audit and bill the City up to a maximum of 90%. The remaining 10% of the proposal amount will not be due until all final reports are delivered and accepted by the City. The City can anticipate three billings as follows:

Work Performed	% of Proposal Amount
For interim work	45%
For year-end work	45%
At presentation and acceptance of final reports	10%
Total	100%

Rates for Additional Professional Services:

Any services outside the scope of our engagement will be promptly identified before the services are rendered. Upon mutual agreement, the out-of-scope services will be separately billed at our standard hourly rates. While it can be difficult to simply state hourly rates, as often times the needs of the client and the specific tasks directly impact the billing rates for our services, we want to provide the following information regarding our published billing rates:

Position	Hourly Rate
Partner	\$ 350
EQR	350
Manager	250
Senior	200
Staff	150
I.T.	250
Admin.	125

Our Standard Hourly Rates are adjusted annually by 3% for Cost of Living and Inflation Adjustments

Conclusion:

A client relationship with the City will be of great value to our Firm and we welcome the opportunity to develop a long-term relationship with the City. We are committed to:

- * Rendering the highest standard of service.
- * Developing a long-term working relationship dedicated to meeting the needs of the City.
- * Assisting the City in operational issues.
- * Producing a quality end-product.

We have the technical qualifications and experience to provide the level of service desired and expected by the City and stand ready to provide our knowledge and experience for the benefit of your organization.

We would like to express our appreciation to the City and to its Staff for allowing us the opportunity to submit a proposal to perform professional auditing services. We are available, at your convenience, to discuss any aspects of our proposal.

Thank you for allowing us to present our Firm to you.



PISMO BEACH CITY COUNCIL

PISMO BEACH PUBLIC FINANCING AGENCY BOARD OF DIRECTORS

CENTRAL COAST BLUE REGIONAL RECYCLED WATER AUTHORITY BOARD OF DIRECTORS

STAFF REPORT

Agenda Item #9.G
Meeting Date: October 6, 2026

TITLE:

Dissolution of the Central Coast Blue Regional Recycled Water Authority

RECOMMENDATION:

Pismo Beach City Council:

1. Adopt a **Resolution** authorizing the dissolution of the Central Coast Blue Regional Recycled Water Authority, execution of a Termination Agreement, and execution of any and all related actions necessary to terminate the Authority;

Pismo Beach Public Financing Agency Board of Directors:

2. Adopt a **Resolution** authorizing the dissolution of the Central Coast Blue Regional Recycled Water Authority, execution of a Termination Agreement, and execution of any and all related actions necessary to terminate the Authority;

Central Coast Blue Regional Recycled Water Authority Board of Directors:

3. Adopt a **Resolution** authorizing the dissolution of the Authority and execution of any and all related actions necessary to terminate the Authority.

DISCUSSION:

The Cities of Arroyo Grande, Grover Beach, and Pismo Beach entered into a joint exercise of powers agreement (Agreement) for participation in the Central Coast Blue recycled water project, which Agreement established the Central Coast Blue Regional Recycled Water Authority (JPA) effective October 7, 2022.

Effective June 30, 2024, the cities collectively agreed, by the First Amendment to the Agreement, to reflect the withdrawal of Arroyo Grande and Grover Beach, at the request of those cities, and to reflect the addition of the Pismo Beach Public Financing Agency as a Member Agency, as well as other amended provisions. Effective July 1, 2024, the remaining Member Agencies collectively agreed, by the Second Amendment to the Agreement, to formally effectuate the Pismo Beach Public Financing Agency's status as a signatory to the Agreement. As such, the City of Pismo Beach and the Pismo Beach Public Financing Agency are currently the sole members of the JPA.

At present, all grant funds and other assets for the Central Coast Blue project belong to the City of Pismo Beach, the real property necessary for the construction of the treatment facility and its ancillary wells has been transferred to the ownership of the City of Pismo Beach, and at such time that contracts are awarded for the project, including design, construction, construction management, and inspection, those vendor services will be

awarded by and contracted with the City of Pismo Beach. No other agencies have come forth as project partners, and as such, there is no longer a need for a JPA to own or manage any aspect of the project or related assets. The JPA, as a stand-alone legal entity, is staffed by existing Pismo Beach officials and requires its own, separate corporate administration and compliance with open meeting laws, tax and finance laws, public records laws, political reform laws, the maintenance of legal counsel, etc., which requires a significant investment of time and energy that is now superfluous.

Staff therefore recommends that the Central Coast Blue Regional Recycled Water Authority be terminated and dissolved, and that any of the JPA's remaining tangible and intangible assets be transferred to the City of Pismo Beach. Staff recommends that the Council authorize the Administrative Services Director to make the closeout entries and discontinue the Authority water and wastewater funds after receivables, payables, assets, and obligations are resolved. The Public Financing Agency is an entity administered by the City of Pismo Beach, and as such there is no aspect of the dissolution that requires negotiation with other agencies.

The resolutions provided as **Attachments 1, 2, and 3** will authorize the dissolution of the JPA through action of the Member Agencies (the City of Pismo Beach and the Pismo Beach Public Financing Agency, respectively) and approval of the Board of the Authority itself, through execution of a JPA Termination Agreement (**Attachment 4**). The attached resolutions authorize the personnel of the agencies to take any further steps necessary to effectuate the dissolution, which process will involve filings with California tax agencies, the Secretary of State, the Attorney General, and others. This process is expected to take six to 12 months, but the process may take longer.

Conclusion and Recommendation

In order to simplify the administration of the Central Coast Blue project and eliminate the superfluous legal entity, staff recommends that the City Council, the Board of Directors of the Public Financing Agency, and the Board of Directors of the Central Coast Blue Regional Recycled Water Authority adopt respective resolutions (**Attachments 1, 2, and 3**) authorizing the dissolution of the Authority, the execution of a Termination Agreement (**Attachment 4**), and directing personnel to take all further actions necessary to effectuate the corporate dissolution.

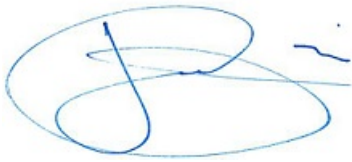
FISCAL IMPACT:

There is no additional fiscal impact associated with adopting the three resolutions as the City of Pismo Beach already holds all the assets, grants, revenues, and expenditures of the Central Coast Blue project.

The City maintains two separate funds for the water and wastewater components of the Authority. The City resolution includes the Council authorizing the Administrative Services Director to make the accounting entries and discontinue the Authority water and wastewater funds after receivables, payables, assets, and obligations are resolved.

ATTACHMENTS:

1. City Council Resolution
2. Public Financing Agency Board of Directors Resolution
3. CCBRRWA Board of Directors Resolution
4. Termination Agreement

Submitted by: Erica Kirkwood, City Clerk**City Manager Approval:**A handwritten signature in blue ink, consisting of a large, stylized 'S' or 'B' shape with a horizontal line extending to the right.

RESOLUTION NO. R-2026-XXX**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE DISSOLUTION OF THE CENTRAL COAST BLUE
REGIONAL RECYCLED WATER AUTHORITY, EXECUTION OF A TERMINATION
AGREEMENT, AND EXECUTION OF ANY AND ALL RELATED ACTIONS
NECESSARY TO TERMINATE THE AUTHORITY**

WHEREAS, the Cities of Arroyo Grande, Grover Beach, and Pismo Beach (collectively the “Original Member Agencies”) entered into a joint exercise of powers agreement (“Agreement”) for participation in the Central Coast Blue recycled water project, which Agreement established the Central Coast Blue Regional Recycled Water Authority (“Authority”) as a joint powers authority under Section 6500 et seq. of the Government Code of the State of California, effective October 7, 2022; and

WHEREAS, the Original Member Agencies collectively agreed, by the First Amendment to the Agreement, to reflect the withdrawal of Arroyo Grande and Grover Beach, and to reflect the addition of the Pismo Beach Public Financing Agency as a Member Agency, under the Agreement, as well as other amended provisions, effective June 30, 2024; and

WHEREAS, the remaining Member Agencies collectively agreed, by the Second Amendment to the Agreement, to formally effectuate the Pismo Beach Public Financing Agency’s status as a signatory to the Agreement, effective July 1, 2024; and

WHEREAS, the Agreement states in Section 8.1 that “This Agreement shall [...] continue in full force and effect until terminated by the mutual written agreement of all Member Agencies”; and

WHEREAS, the City of Pismo Beach and the Pismo Beach Public Financing Agency are the sole Member Agencies to the Authority; and

WHEREAS, the Member Agencies now desire to terminate the Authority; and

WHEREAS, all assets, liabilities, contracts, and other powers and obligations of the Authority have been, or readily can be, transferred to, or are already within the control of, the City of Pismo Beach, including personnel, grant funding awards, budgeted funds, service agreements and leases, contractor and consultant solicitations, and real property, and as such there remains no need for a joint powers agreement between multiple agencies; and

WHEREAS, all other legal prerequisites to the Termination Agreement have been satisfied, and the Termination Agreement furthers the common benefit of the inhabitants of the city of Pismo Beach; and

WHEREAS, the Board of Directors of the Pismo Beach Public Financing Agency has, on October 6, 2026, authorized the dissolution of the Authority and directed the Agency's Executive Director to execute the Termination Agreement; and

WHEREAS, the Board of Directors of the Central Coast Blue Regional Recycled Water Authority has, on October 6, 2026, authorized the dissolution of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Pismo Beach as follows:

1. The foregoing recitals are hereby incorporated as findings of fact.
2. The Council hereby authorizes and directs the termination and dissolution of the Central Coast Blue Regional Recycled Water Authority.
3. The Council hereby authorizes and directs the transfer of any remaining assets of the Authority to the City of Pismo Beach.
4. The Council hereby authorizes and directs the City Manager to execute the Termination Agreement between the Member Agencies that will dissolve the Authority, in substantially the form attached to staff's report dated October 6, 2026, along with all necessary and related documents to effectuate the termination of the Authority and the transfer of assets to the City of Pismo Beach.
5. The Council hereby authorizes and directs the City Clerk, Administrative Services Director/Treasurer, City Manager, and other personnel to take any and all further actions, including making accounting entries and discontinuing the Authority water and wastewater funds after receivables, payables, assets, and obligations are resolved, including execution of any related documents necessary to effectuate the dissolution.
6. This authorization shall be contingent upon action of the other Member Agency (to wit, the Pismo Beach Public Financing Agency) to authorize and execute the same.

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk

RESOLUTION NO. PFA2-R-2026-XXX**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PISMO BEACH PUBLIC FINANCING AGENCY AUTHORIZING THE DISSOLUTION OF THE CENTRAL COAST BLUE REGIONAL RECYCLED WATER AUTHORITY, EXECUTION OF A TERMINATION AGREEMENT, AND EXECUTION OF ANY AND ALL RELATED ACTIONS NECESSARY TO TERMINATE THE AUTHORITY**

WHEREAS, the Cities of Arroyo Grande, Grover Beach, and Pismo Beach (collectively the “Original Member Agencies”) entered into a joint exercise of powers agreement (“Agreement”) for participation in the Central Coast Blue recycled water project, which Agreement established the Central Coast Blue Regional Recycled Water Authority (“Authority”) as a joint powers authority under Section 6500 et seq. of the Government Code of the State of California, effective October 7, 2022; and

WHEREAS, the Original Member Agencies collectively agreed, by the First Amendment to the Agreement, to reflect the withdrawal of Arroyo Grande and Grover Beach, and to reflect the addition of the Pismo Beach Public Financing Agency as a Member Agency, under the Agreement, as well as other amended provisions, effective June 30, 2024; and

WHEREAS, the remaining Member Agencies collectively agreed, by the Second Amendment to the Agreement, to formally effectuate the Pismo Beach Public Financing Agency’s status as a signatory to the Agreement, effective July 1, 2024; and

WHEREAS, the Agreement states in Section 8.1 that “This Agreement shall [...] continue in full force and effect until terminated by the mutual written agreement of all Member Agencies”; and

WHEREAS, the City of Pismo Beach and the Pismo Beach Public Financing Agency are the sole Member Agencies to the Authority; and

WHEREAS, the Member Agencies now desire to terminate the Authority; and

WHEREAS, all assets, liabilities, contracts, and other powers and obligations of the Authority have been, or readily can be, transferred to, or are already within the control of, the City of Pismo Beach, including personnel, grant funding awards, budgeted funds, service agreements and leases, contractor and consultant solicitations, and real property, and as such there remains no need for a joint powers agreement between multiple agencies; and

WHEREAS, all other legal prerequisites to the Termination Agreement have been satisfied, and the Termination Agreement furthers the common benefit of the inhabitants of the city of Pismo Beach; and

WHEREAS, the City Council of the City of Pismo Beach has, on October 6, 2026, authorized the dissolution of the Authority and directed the City Manager to execute the Termination Agreement; and

WHEREAS, the Board of Directors of the Central Coast Blue Regional Recycled Water Authority has, on October 6, 2026, authorized the dissolution of the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Pismo Beach Public Financing Agency as follows:

1. The foregoing recitals are hereby incorporated as findings of fact.
2. The Board hereby authorizes and directs the termination and dissolution of the Central Coast Blue Regional Recycled Water Authority.
3. The Board hereby authorizes and directs the transfer of any remaining assets of the Authority to the City of Pismo Beach.
4. The Board hereby authorizes and directs the Executive Director to execute the Termination Agreement between the Member Agencies that will dissolve the Authority, in substantially the form attached to staff's report dated October 6, 2026, along with all necessary and related documents to effectuate the termination of the Authority and the transfer of assets to the City of Pismo Beach.
5. The Board hereby authorizes and directs the Secretary, Treasurer, Executive Director, and other personnel to take any and all further actions, including execution of any related documents, necessary to effectuate the dissolution.
6. This authorization shall be contingent upon action of the other Member Agency (to wit, the City of Pismo Beach) to authorize and execute the same.

UPON MOTION OF Board Member _____, seconded by Board Member _____, the foregoing resolution was adopted by the Board of Directors of the Pismo Beach Public Financing Agency this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

Attest:

Ed Waage, Chair

Erica Kirkwood, Secretary

RESOLUTION NO. JPA-R-2026-XXX**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CENTRAL COAST
BLUE REGIONAL RECYCLED WATER AUTHORITY AUTHORIZING THE
DISSOLUTION OF THE AUTHORITY AND EXECUTION OF AND ALL RELATED
ACTIONS NECESSARY TO TERMINATE THE AUTHORITY**

WHEREAS, the Cities of Arroyo Grande, Grover Beach, and Pismo Beach (collectively the “Original Member Agencies”) entered into a joint exercise of powers agreement (“Agreement”) for participation in the Central Coast Blue recycled water project, which Agreement established the Central Coast Blue Regional Recycled Water Authority (“Authority”) as a joint powers authority under Section 6500 et seq. of the Government Code of the State of California, effective October 7, 2022; and

WHEREAS, the Original Member Agencies collectively agreed, by the First Amendment to the Agreement, to reflect the withdrawal of Arroyo Grande and Grover Beach, and to reflect the addition of the Pismo Beach Public Financing Agency as a Member Agency, under the Agreement, as well as other amended provisions, effective June 30, 2024; and

WHEREAS, the remaining Member Agencies collectively agreed, by the Second Amendment to the Agreement, to formally effectuate the Pismo Beach Public Financing Agency’s status as a signatory to the Agreement, effective July 1, 2024; and

WHEREAS, the Agreement states in Section 8.1 that “This Agreement shall [...] continue in full force and effect until terminated by the mutual written agreement of all Member Agencies”; and

WHEREAS, the City of Pismo Beach and the Pismo Beach Public Financing Agency are the sole Member Agencies to the Authority; and

WHEREAS, the Member Agencies now desire to terminate the Authority; and

WHEREAS, all assets, liabilities, contracts, and other powers and obligations of the Authority have been, or readily can be, transferred to, or are already within the control of, the City of Pismo Beach, including personnel, grant funding awards, budgeted funds, service agreements and leases, contractor and consultant solicitations, and real property, and as such there remains no need for a joint powers agreement between multiple agencies; and

WHEREAS, all other legal prerequisites to the Termination Agreement have been satisfied, and the Termination Agreement furthers the common benefit of the inhabitants of the city of Pismo Beach; and

WHEREAS, the Board of Directors of the Pismo Beach Public Financing Agency has, on October 6, 2026, authorized the dissolution of the Authority and directed the Agency's Executive Director to execute the Termination Agreement; and

WHEREAS, the City Council of the City of Pismo Beach has, on October 6, 2026, authorized the dissolution of the Authority and directed the City Manager to execute the Termination Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Central Coast Blue Regional Recycled Water Authority as follows:

1. The foregoing recitals are hereby incorporated as findings of fact.
2. The Board hereby authorizes and directs the termination and dissolution of the Central Coast Blue Regional Recycled Water Authority.
3. The Board hereby authorizes and directs the transfer of any remaining assets of the Authority to the City of Pismo Beach.
4. The Board hereby authorizes and directs the Authority Clerk, Treasurer, General Manager, and other personnel to take any and all further actions, including execution of any related documents, necessary to effectuate the dissolution.
5. This authorization shall be contingent upon actions of the Member Agencies (to wit, the City of Pismo Beach and the Pismo Beach Public Financing Agency) to authorize and execute the same.

UPON MOTION OF Board Member _____, seconded by Board Member _____, the foregoing resolution was adopted by the Board of Directors of the Central Coast Blue Regional Recycled Water Authority this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

Attest:

Ed Waage, Chair

Erica Kirkwood, Secretary

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Central Coast Blue Regional Recycled Water Authority, on _____.

Erica Kirkwood, Secretary

AGREEMENT TO TERMINATE AND DISSOLVE THE CENTRAL COAST BLUE REGIONAL RECYCLED WATER AUTHORITY

THIS AGREEMENT TO TERMINATE THE CENTRAL COAST BLUE REGIONAL RECYCLED WATER AUTHORITY ("Termination Agreement"), is made and entered into as of the date the Termination Agreement is fully executed by all parties, by and between the **City of Pismo Beach**, a California Municipal Corporation ("City") and the **Pismo Beach Public Financing Agency** ("Agency"), herein referred to individually as a "Party," and jointly as the "Parties". For and in consideration of the mutual covenants and promises set forth herein, the Parties agree as set forth below, with reference to the following facts:

RECITALS

- A. **WHEREAS**, the Cities of Arroyo Grande, Grover Beach, and Pismo Beach (collectively the "Original Member Agencies") entered into a joint exercise of powers agreement ("Agreement") for participation in the Central Coast Blue recycled water project, which Agreement established the Central Coast Blue Regional Recycled Water Authority ("Authority" or "JPA") as a joint powers authority under Section 6500 et seq. of the Government Code of the State of California, effective October 7, 2022; and
- B. **WHEREAS**, the Original Member Agencies collectively agreed, by the First Amendment to the Agreement, to reflect the withdrawal of Arroyo Grande and Grover Beach, and to reflect the addition of the Pismo Beach Public Financing Agency as a Member Agency, under the Agreement, as well as other amended provisions, effective June 30, 2024; and
- C. **WHEREAS**, the remaining Member Agencies collectively agreed, by the Second Amendment to the Agreement, to formally effectuate the Pismo Beach Public Financing Agency's status as a signatory to the Agreement, effective July 1, 2024; and
- D. **WHEREAS**, the Agreement states in Section 8.1 that "This Agreement shall [...] continue in full force and effect until terminated by the mutual written agreement of all Member Agencies"; and
- E. **WHEREAS**, the City of Pismo Beach and the Pismo Beach Public Financing Agency are the sole Member Agencies to the Authority; and
- F. **WHEREAS**, the Member Agencies now desire to terminate the Authority; and
- G. **WHEREAS**, all assets, liabilities, contracts, and other powers and obligations of the Authority have been, or readily can be, transferred to, or are already within the control of, the City of Pismo Beach, including personnel, grant funding awards, budgeted funds, service agreements and leases, contractor and consultant solicitations, and real property, and as such there remains no need for a joint powers agreement between multiple agencies; and
- H. **WHEREAS**, all other legal prerequisites to the Termination Agreement have been satisfied, and the Termination Agreement furthers the common benefit of the inhabitants of the city of Pismo Beach; and

- I. **WHEREAS**, the City Council of the City of Pismo Beach, the Board of Directors of the Pismo Beach Public Financing Agency, and the Board of Directors of the Central Coast Blue Regional Recycled Water Authority have, by legislative action on October 6, 2022, authorized and directed the termination and dissolution of the Authority.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and representations contained in this Termination Agreement, City and Agency agree as follows:

ARTICLE I INCORPORATION OF RECITALS

1. The foregoing recitals are true and correct, and incorporated herein by the Parties as a material aspect of this Termination Agreement.

ARTICLE II TERMINATION OF THE AUTHORITY

2. JPA Termination. Pursuant to the terms and conditions contained in this Termination Agreement, City and Agency agree to terminate and dissolve the Central Coast Blue Regional Recycled Water Authority joint powers authority as of the effective date of the latest resolution approving this Termination Agreement adopted by the governing bodies of the Parties.

ARTICLE III TRANSFER OF AUTHORITY ASSETS

- 3.1 Transfer of Assets. Pursuant to the Authority Agreement Section 8.3, as revised by Amendment 1 to the Agreement, which states in pertinent part, "Upon termination of this Agreement, only those Member Agencies who are parties to this Agreement at the time of termination shall be permitted to participate in disbursement of Authority assets", the Parties agree that all assets of the Authority shall be transferred to the City of Pismo Beach.
- 3.2 Rights to Recycled Water. The Parties hereto acknowledge and agree that the recycled water injected into the ground as part of the Central Coast Blue project and pursuant to the Authority Agreement, as well as all new developed water subsequently extracted, is New Developed Water as defined in the January 25, 2008 Judgment entered by the Santa Clara Superior Court in the "Santa Maria Groundwater Adjudication litigation" and is an asset of the Authority to be transferred to the City.

ARTICLE IV REPRESENTATIONS AND WARRANTIES

- 4.1 City's Representations and Warranties. City makes the following covenants, representations and warranties, each of which is material and is being relied upon by Agency:
 - A. Authority. City has the legal power, right, and authority to enter into this Termination Agreement and the instruments referenced herein, and to consummate the transactions contemplated hereby; requisite action has been

AGREEMENT TO TERMINATE AND DISSOLVE THE
CENTRAL COAST BLUE REGIONAL RECYCLED WATER AUTHORITY

Page 2 of 4

taken by City in connection with the entering into of this Termination Agreement and the instruments referenced herein, and the consummation of the transactions contemplated hereby; and no consent of any other party is required.

- B. Legal Power. The individuals executing this Termination Agreement and the instruments referenced herein on behalf of City, have the legal power, right and actual authority to bind City to the terms and conditions hereof and thereof.

- 4.2 Agency's Representations, Warranties and Covenants. Agency makes the following representations, warranties and covenants, each of which is material and is being relied upon by City:

- A. Authority. Agency has the legal power, right and authority to enter into this Termination Agreement and the instruments referenced herein, and to consummate the transactions contemplated hereby; all requisite action has been taken by Agency in connection with the entering into of this Termination Agreement and the instruments referenced herein, and the consummation of the transactions contemplated hereby; and no consent of any other party is required.

ARTICLE V MISCELLANEOUS

- 5.1 Cooperation. Agency and City acknowledge that it may be necessary to execute documents other than those specifically referred to in this Termination Agreement to complete the dissolution of the Authority and transfer of its assets. Each party shall reasonably cooperate with the other in connection with the requirements imposed by this Termination Agreement upon the other, to the end that neither party shall act in any manner to impede the other in performing its obligations under this Termination Agreement. Agency and City hereby agree to cooperate with each other by executing such other documents or taking such other action as may be reasonably necessary in accordance with the intent of the parties as evidenced by this Termination Agreement, provided such documents do not create any additional liability or expense for such party not contemplated by this Termination Agreement.
- 5.2 Interpretation. This Termination Agreement shall be construed and enforced in accordance with the laws of the State of California as applicable to contracts entered into in California among parties doing business therein. This Termination Agreement may not be modified or amended in any way except by a writing executed by both Agency and City. The section headings of this Termination Agreement are for convenience only and are not to be construed as part of this Termination Agreement and do not in any way amplify or define the terms, conditions, and covenants of this Termination Agreement and shall not be used in construction or interpretation of this Termination Agreement. There are no third-party beneficiaries to this Termination Agreement. Unless the context otherwise indicates, whenever used in this Termination Agreement, the word "party" or "parties" means Agency or City or both, as the context may require. Time is of the essence in the performance of each term of this Termination Agreement.
- 5.3 Successors and Assigns. This Termination Agreement shall be binding upon and inure to the benefits of the successors and assigns of the parties to this Termination Agreement.

- 5.4 Severability. If any term or provision of this Termination Agreement is determined to be invalid or unenforceable, the remaining terms and provisions shall not be affected thereby and shall remain in full force and effect to the maximum extent permitted by law.
- 5.5 Dates. Whenever any determination is to be made or action is to be taken on a date specified in this Termination Agreement, if such date shall fall on Saturday, Sunday, or legal holiday under the laws of the State of California, then in such event said date shall be extended to the next day which is not a Saturday, Sunday, or legal holiday.
- 5.6 Limitation of Liability. No advisor, trustee, director, officer, partner, member, employee, beneficiary, shareholder, participant or agent of or in City or Agency shall have any personal liability, directly or indirectly, under or in connection with this Termination Agreement or any agreement made or entered into under or pursuant to the provisions of this Termination Agreement, or any amendment or amendments to any of the foregoing made at any time or times, heretofore or hereafter. The terms of this Section survive the Closing or termination of this Termination Agreement.
- 5.7 Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which together shall constitute one and the same agreement.

IN WITNESS WHEREOF, the parties have executed this Termination Agreement as of the date last written below.

City of Pismo Beach _____ Jorge E. Garcia, City Manager Dated: _____ Attest: _____ Erica Kirkwood, City Clerk	Pismo Beach Public Financing Agency _____ Jorge E. Garcia, Executive Director Dated: _____ Attest: _____ Erica Kirkwood, Secretary
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PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #12.A

Meeting Date: October 6, 2026

TITLE:

Capital Improvement Program Semi-Annual Report

RECOMMENDATION:

No action recommended; for information only.

DISCUSSION:

The Ten-Year Capital Improvement Plan (CIP) is one of the most important planning documents for the City of Pismo Beach. This plan not only identifies immediate needs but also seeks to capture the long-term capital requirements of the City. Capital projects are typically projects that lead to the acquisition and/or construction of new assets or the improvement or extension of the useful life of existing capital assets. Capital assets include but are not limited to land, facilities, buildings, parks, playground equipment, streets and sidewalks, bridges, water, wastewater and storm drain infrastructure, technology systems and equipment, traffic control devices, and many other items that deliver public benefit for a prolonged period of time. This report will provide an update on CIP projects currently in progress.

Completed Projects

Cliff Avenue/Ocean Boulevard Utility Undergrounding

The project included undergrounding of the overhead utility lines along the bluff on Cliff Avenue and Ocean Boulevard in the vicinity of the Cliff Avenue/Ocean Boulevard Storm Drain Repair project. A Notice of Completion was approved by the City Council on September 15, 2026.

Dinosaur Caves Playground Expansion

The project expanded the footprint of the play area and installed the friendship swing in a new location. Construction was completed and the final playground inspection was completed in August 2026.

Public Safety Facility

At both the police and the fire station, the final electrical and long lead items, cabinets, and lockers are being installed. Remaining contract items and commissioning of building mechanical and HVAC systems is ongoing. Overall, the buildings warranty work is progressing, and building move in, emergency dispatch call center, and decommissioning of the old temporary facilities is progressing as scheduled with final contract notice of completion expected in December 2026.

Storm Drain Sink Hole Repairs

- James Way and Capanna Street: Repair and restoration of a damaged 36-inch corrugated metal storm drain crossing James Way.

- Encanto Avenue and Shell Beach Road. Repair and restoration of a damaged 24-inch corrugated metal storm drain crossing Shell Beach Road.

Studies and Planning Documents

The City's efforts to plan and prioritize construction projects also include the preparation of studies and planning documents that provide recommendations for future infrastructure improvements. Currently there are six of these plans that are ongoing and in the process of completion: the Sewer Master Plan, Urban Water Management Plan, Water Master Plan, Facilities Condition Assessment, Vision Zero Action Plan and ADA Transition Plan. The Sewer System Management Plan has been completed in compliance with the City's regulatory permit.

Sewer Master Plan (SMP)

The SMP provides a prioritized list of capital improvements related to the sanitary sewer system. This document was last updated in 2000. The consultant is currently working on the population projections and flow evaluations and compiling the data from recently completed collection system evaluations. Using the data projections and the evaluations the Consultant will identify capital improvement projects necessary to meet current and future wastewater system requirements.

Sewer System Management Plan (SSMP)

The SSMP provides a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system for regulatory compliance. The 2026 SSMP update evaluates the effects of growth, densification, and conservation on the City's sewer collection system and identifies long-term strategies to renew existing assets, long term planning and capital improvement recommendations. The 2026 SSMP was adopted by City Council on April 21, 2026.

Urban Water Management Plan (UWMP) and Water Master Plan (WMP)

The UWMP provides long-term water resources planning and demonstrates water supply reliability under normal as well as drought conditions. The current UWMP was developed in 2020 and is required to be updated following the California Department of Water Resources guidance to remain in compliance with California Water Code requirements.

The WMP evaluates the water system to identify capital improvement projects necessary to meet current and future water system requirements. The plan was last updated in 2020. The consultant is currently in the process of collecting data for both plans to develop a list of importance for future water-related capital improvement projects.

Facilities Condition Assessment

This project included preparation of a comprehensive facilities condition assessment of all City-owned facilities and a long-term facilities maintenance plan. The consultant has delivered final reports for each facility and provided the City with access to software to easily view the City's assets, their condition, and expected maintenance costs for the next 20 years. The consultant-provided data has been uploaded to our Asset Management

Program. Staff will bring the final report to the Council at a future meeting as part of the next budget development process.

ADA Transition Plan Update

Under Title II of the ADA, the City is required to have a current Self-Evaluation and Transition Plan. The City contracted with Disability Access Consultants (DAC) through the California Joint Powers Insurance Authority (CJPIA) ADA Assistance Program to complete a comprehensive update of the 2014 Self-Evaluation and Transition Plan. DAC has completed its inspections of public rights-of-way, parks, and facilities and the data has been entered into the DACTrak software. Staff is currently entering estimated planned completion dates into the software for all records and anticipate all projected dates will be entered in the next six months. DAC is also working on the programmatic evaluation of policies, procedures, and practices. The initial draft was provided to staff for review in late September.

Vision Zero Action Plan

Staff secured a grant through the Federal Highway Administration (FHWA)'s Safe Streets and Roads for All program to complete a Vision Zero Action Plan. The plan will identify and prioritize projects that will eliminate or reduce roadway fatalities and serious injuries. Staff anticipates releasing an RFP in November 2026, with consultant selection in January 2027.

Citywide Engineering & Traffic Study (Speed Survey)

The City routinely prepares Speed Surveys to justify posted speed limits and enable the Police Department to enforce these limits using electronic devices. California Vehicle Code (CVC) Section 40802 requires Speed Surveys to be updated every 7 to 14 years. This project will update the City's Speed Surveys, which was last approved in 2020. Contract documents with a traffic engineering consultant are currently being prepared.

Title VI Plan Update

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. A consultant has been retained to perform an evaluation of and update to the City's plan to ensure compliance with all federal requirements. It is anticipated the update will be completed by February 2027.

Under Construction

Ventana Sports Courts

Located on Ventana Drive (Ventana Sports Courts) the project consists of construction of one new tennis and two new pickleball courts, a parking lot and a crosswalk connecting Chumash Park to the Ventana Courts. The project is progressing with recent activity including paving of the courts on September 23, 2026.

2026 Routine Street Maintenance

Regular routine maintenance of City streets benefits all residents and visitors who utilize the City's roadways and prolongs the useful life of the roadways. This project includes crack filling, performing dig-outs, filling potholes, ADA improvements, slurry sealing and striping. A construction contract was awarded and the Notice to Proceed was issued for work to begin on August 24, 2026. The contractor has completed digouts, crack sealing and ADA improvements at various locations. At the time of the writing of this report, slurry sealing is scheduled to begin the week of September 28, 2026. Project completion is anticipated for late October 2026.

Cliff Avenue/Ocean Boulevard Storm Drain

The project will repair the damaged storm drain outfall at the intersection of Cliff Avenue and Ocean Boulevard. The project is funded through the Federal Emergency Relief program. A construction contract was awarded and the Notice to Proceed was issued for work to begin on September 21, 2026.

Pier Avenue Storm Drain Repair

The project will replace the storm drain outfall pipe that was washed away during a storm event in January 2023. The project is funded through the Federal Emergency Management Agency (FEMA). A construction contract has been awarded and at the time of the writing of this report, work is anticipated to begin on October 5, 2026.

Eldwayen Park Sidewalk Re-route

The project will remove the existing sidewalk within the park and install a new decomposed granite path away from the edge of the bluff. A construction contract has been awarded and at the time of the writing of this report a preconstruction meeting is being scheduled. Construction is anticipated to begin in October.

Price Street/Ocean View Avenue Improvements

This project will provide increased pedestrian and cyclist safety at the intersection of Price Street and Ocean View Avenue. A construction contract has been awarded and at the time of the writing of this report a preconstruction meeting is being scheduled. Construction is anticipated to begin in October.

Dolliver Street and Main Street Parking Lot Lighting

A three-month solar-powered parking lot streetlight demonstration pilot program has been completed, testing two different lighting systems. Both systems performed well and a purchase order has been issued for the preferred light that was installed during the pilot, as well as for additional lights to be installed in the Dolliver Street and Main Street parking lots. The lights are expected to be delivered in mid-October and a contractor will complete the installation following delivery. Installing solar-powered streetlights eliminates the high upfront costs of trenching and utility grid connection while providing immediate illumination.

Huston Street – Well 31 Test Well

This project will construct a test well at the site of the future Well 31, currently in design. A construction contract for the test well has been awarded and the Notice to Proceed was issued for work to begin on August 31, 2026. The drilling and pumping tests for Well 31 are anticipated to be completed by the end of November 2026.

Design

Sunset Palisades Lift Station Rehab and Force Main Relocation

The Sunset Palisades Lift Station Rehabilitation and Force Main Relocation Project will rehabilitate the aging discharge piping at the lift station to maintain safe and efficient operations. The project will also relocate the existing force main which currently runs behind the residential properties along Searidge Court, into the City's right-of-way. The project has been advertised for construction bids and a Request for Proposals for Construction Management, Inspection and Administration Services has also been advertised. Bids and proposals are due on October 15, 2026. The current estimated cost of construction is \$1,540,000.

Addie Street Restroom Replacement

This project will replace the current restroom at the beach end of Addie Street, adjacent to the Addie Street parking lot, with a larger restroom. An alternative location at the end of Park Avenue is being investigated. Preliminary cost estimates for purchase of the restroom building at this location are in the \$750,000 range and additional costs for surrounding site improvements are still being developed.

320/330 Main Street Parking Lot Design

The property at 320 and 330 Main Street, which was used as the location for the temporary Police Department during construction of the Public Safety Facility, is now vacant. The property will be converted into a parking lot connected to the existing parking lot at 321 Pomeroy Ave. A design contract has been executed and the consultant is working on 30% design plans. The current construction cost estimate is \$950,000.

Huston Street - Well 31 - Production Well

This project will replace the existing Well 23 with a new water production well (Well 31) in a new location. Well 31 will be located on a parcel at the corner of Huston Street and Farroll Road in Grover Beach. The well is currently in design, along with the design of a pipeline extension within Farroll Road. Test well results are required prior to finalizing the design. The test well project is underway.

Bello Reservoir Roof & Liner

This project will replace the existing Bello Reservoir roof and liner, both of which are past their useful life and in need of replacement. The project has been advertised for construction bids and a Request for Proposals for Construction Management, Inspection and Administration Services has also been advertised. Bids and proposals are due on October 29, 2026. The estimated cost for replacement of both the roof and liner is \$740,000.

Charles Street Reservoir Replacement Project

This project will replace the Charles Street Reservoir, located in Grover Beach, which is nearing the end of its useful life. The project is partially funded with a \$500,000 grant from the U.S. Department of Housing and Urban Development (HUD). The current plans are at 95% design. Construction is anticipated to begin the second quarter of 2027 following completion of the Bello Reservoir and Roof Liner Project. The current construction cost estimate is \$3.5 million.

2027 Drainage Improvements

This project includes drainage improvements intended to improve groundwater conditions along Placentia Ave and Boeker Ave in Shell Beach based on recommendations in the City's Drainage Master Plan Update. Drainage improvements will include surface concrete and flowline improvements, drain inlets, longitudinal perforated or slotted underdrains, and new solid wall trunkline storm drains. Following the drainage improvements, the roadway will be repaired with a mill & overlay. A design contract is being presented for Council approval under a separate report at tonight's meeting.

2027 Roadway Maintenance Project

This project consists of roadway maintenance improvements based on recommendations from the City's Pavement Management Plan including crack fill, localized dig outs, slurry seal, overlay and mill & overlays. The improvements also include concrete and flowline improvements with ADA improvements incorporated where required based on field conditions. A design contract is being presented for Council approval under a separate report at tonight's meeting.

Shell Beach Road Shared Use Path – Phase 2 and Phase 3

The "Phase 2" project will connect Avila Beach Drive to Spyglass Drive with a multimodal path. The "Phase 3" project will connect Spyglass Drive to Terrace Drive with a multimodal path. Phase 2 design is funded through a combination of Trade Corridor Enhancement Program (TCEP) and Surface Transportation Block Grant Program funds. The Phase 2 design had progressed to the 95% level, but due to a construction funding shortfall, the consultant has paused construction level design work on Phase 2. Working with SLOCOG and the City, the consultant is now completing preliminary survey and right of way work for future design of Phase 3 in order to prepare a combined Phase 2 and Phase 3 project to submit for a future Active Transportation Program (ATP) grant application. Staff anticipates additional funding will be available through SLOCOG this fall and will return to Council to seek approval for a contract amendment to complete design of Phase 3 and appropriate additional grant funds at that time.

Cliff Avenue Parking

The project will pave and stripe parking stalls at 90° angles in the currently unpaved right-of-way along the south side of Cliff Avenue. Design is in progress and currently at the 90% level. Construction is anticipated to begin the Fall 2028 following completion of the adjacent Cliff Avenue/Ocean Boulevard Storm Drain. The current construction estimate is \$1,255,900. Once the final plans and estimate have been completed, staff will return to Council to discuss funding options.

James Way Irrigation Controllers

This project will install electrical service to the irrigation controllers installed with the James Way Beautification project. The consultant has prepared 60% design plans. The current construction estimate is \$152,916.00, not inclusive of PG&E engineering/design/construction or any other soft costs.

Toucan Terrace Sewer Pipe Replacement

This project includes replacement of 510 linear feet of sewer pipe at the Toucan Terrace sewer trestle. The existing sewer trestle pipeline has exceeded its service life and needs to be replaced. The trestle bridge support system also requires seismic upgrades. Draft plans and bid specifications are currently being developed for the Toucan Terrace Pipe Replacement project. The current estimated cost of construction is \$307,000 and it is anticipated the project will be advertised for bids in the first quarter of 2027.

Bello/Wadsworth Paving and ADA Improvements

This project includes sections of grind and overlay on Bello Street, Wadsworth Avenue, Pismo Avenue and Hollister Avenue, as well as curb ramp and cross gutter improvements in the vicinity of the Public Safety Facility. The design consultant has prepared 90% plans and it is estimated construction will take place in Summer 2027. The current construction cost estimate is \$450,000.

Butterfly Grove Enhanced Parking and Crosswalk

This purpose of the project is to improve parking and pedestrian crossing on Highway 1 at the Butterfly Grove. Staff and the consultant have been evaluating options and working on alternatives with State Parks and the Butterfly Grove Management. Construction would take place once the Highway 1 relinquishment has been finalized.

Vista Del Mar Stairs Foundation Repair

This project will repair the foundation of the existing Vista Del Mar beach access stairs. A consultant has prepared draft plans, and staff is proceeding with the Planning permit process. The current estimated cost of construction is \$550,000 and it is anticipated the project will be advertised for bids in the first quarter of 2027.

Other Budgeted Projects on Deck in Fiscal Year 2027

- Downtown Sidewalk Replacement
- Battery Backup for City Owned Traffic Signals
- Price Street Market Lighting Study
- Ball Field Lighting Evaluation
- Pismo Oaks booster station, Pacific Estates booster station, and Well 5 Variable Frequency Drives (VFD)
- Addie Street Force Main
- Boosinger Park Softfall Replacement
- Highway 1 Traffic Signal Upgrades
- Highway 1 Sidewalk Extension
- Stratford and Wadsworth Sewer Lining
- Oxidation Reduction

- Pier Promenade Transformation
- Pismo Oaks Lift Station Rehabilitation
- James Way Beautification Feasibility Report for Canyon Side

Project Management and Tracking

The City's robust CIP program requires staff to manage and track a large number of projects concurrently. To help ensure that projects stay on schedule and within budget, the Engineering Division utilizes Virtual Project Manager (VPM), a project management software program that allows staff to track and manage projects from initiation through construction. VPM provides a centralized system for managing key project components, including budget, pay applications, schedules, daily logs, submittals, requests for information (RFIs), change orders and punch list items. VPM also provides a chart view of the City's CIP projects, allowing staff to view project schedules and key milestones across projects and identify potential scheduling conflicts or delays. The current chart view is provided as **Attachment 1**.

Conclusion and Recommendation

No action is recommended; for information only.

FISCAL IMPACT:

There is no direct fiscal impact associated with this report.

ATTACHMENTS:

1. VPM Project Chart

Prepared by:

Erin Olsen, Senior Management Analyst

Submitted by: Rosemarie Gaglione, PE, Director of Public Works

City Manager Approval:

A handwritten signature in blue ink, consisting of a large, stylized 'S' or 'R' shape with a horizontal line extending to the right.

**City of Pismo Beach CA**

760 Mattie Road
Pismo Beach, CA 93449

DATE RANGE

Oct 01, 2026 - Sep 30, 2027

ALL

Projects

PROJECTS

27 projects

Drainage

Oct 2026 Nov 2026 Dec 2026 Jan 2027 Feb 2027 Mar 2027 Apr 2027 May 2027 Jun 2027 Jul 2027 Aug 2027 Sep 2027

173010 **Cliff Ave-Ocean Blvd Storm Drain Repair and Bluff Face Stabilization Project**

Construction

251008 **Pier Ave Storm Drain Repair**

Construction

270001 **2027 Drainage Improvements Project**

Design

Bidding & Procure...

Construction

Parks

Oct 2026 Nov 2026 Dec 2026 Jan 2027 Feb 2027 Mar 2027 Apr 2027 May 2027 Jun 2027 Jul 2027 Aug 2027 Sep 2027

261009 Eldwayen Park DG Path

Construction

261010 Ballpark_Shell Beach Sports Courts Lighting

Project Initiation

Projec...

Design

Bidding & Procure...

Construction

Promenades and Beach Access

Oct 2026 Nov 2026 Dec 2026 Jan 2027 Feb 2027 Mar 2027 Apr 2027 May 2027 Jun 2027 Jul 2027 Aug 2027 Sep 2027

261007 Vista Del Mar Stair Foundation Repair

Design Approval and Environment...

Bidding & Procure...

Constru...

Public Facilities

Oct 2026 Nov 2026 Dec 2026 Jan 2027 Feb 2027 Mar 2027 Apr 2027 May 2027 Jun 2027 Jul 2027 Aug 2027 Sep 2027

251006 **Ventana Courts Project**

Constr...

271000 **Price Street Market Lighting**

Project Initiation **Projec...** **Design** **Bidding ...**

241001 **Addie Street Restroom**

Design

270000-TBD2 **ADA Transition Plan**

Reporting/Feasability

Streets and Transportation

Oct 2026 Nov 2026 Dec 2026 Jan 2027 Feb 2027 Mar 2027 Apr 2027 May 2027 Jun 2027 Jul 2027 Aug 2027 Sep 2027

221003 James Way Irrigation Controller Conversion Project

Des... Bidding & Procurement Const...

261005 2026 Roadway Maintenance and Slurry Seal Project

Constr...

270000 2027 Roadway Maintenance

Design Bidding & Procure... Construction

261012 Price St & Ocean View Traffic Design

Construction

270003 Butterfly Grove Crossing

Projec... Design Bidding & Procure... Construction

241003 Bello & Wadsworth Paving & ADA Improvements

Design Bidding & Procurement Project Approval and Environ... Construction

251009 Shell Beach Road Shared Use Path

Reporting/Feasability

270000-TBD4 Highway 1 Relinquishment

Project Initiation

Utilities

Oct 2026 Nov 2026 Dec 2026 Jan 2027 Feb 2027 Mar 2027 Apr 2027 May 2027 Jun 2027 Jul 2027 Aug 2027 Sep 2027

261003 Sunset Palisades LS Rehab and Force Main Relocation



261004 Toucan Terrace Pipe Relining Project



231007 Well #31 Project



211006 Charles Street Water Tank Replacement



2027000 Test Well



270001 Farrol Pipeline Extension



270000-TBD Bello Reservoir Roof & Liner



Project Phases





PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #12.B

Meeting Date: October 6, 2026

TITLE:

Award of Design-Build Contract and Amendment #1 to the Owner's Advisor Contract for the Central Coast Blue Project

RECOMMENDATION:

1. Adopt a **Resolution** authorizing the City Manager to enter into an Agreement with PERC Water Corporation in an amount not to exceed \$39,790,682 for the construction of the Central Coast Blue Advanced Water Purification Facility and appropriating related budget adjustments in Fiscal Year 2027;
2. Adopt a **Resolution** authorizing the City Manager to execute Amendment #1 to the existing Professional Services Agreement with GHD, Inc. for Owner's Advisor services for the Central Coast Blue Project in an amount not to exceed \$2,233,433.

DISCUSSION:

At the October 15, 2025, Joint Meeting of the Pismo Beach City Council, Pismo Beach Financing Agency Board of Directors, and Central Coast Blue Regional Recycled Water Authority Board of Directors, staff received direction to proceed with fixed-price Design-Build as the procurement delivery model for the design and construction of the Central Coast Blue Project (Project) and to procure an Owner's Advisor.

Design-Build Team Procurement

On April 3, 2026, the City issued a Request for Statements of Qualifications for Design-Build Services for the Central Coast Blue Project. On May 8, 2026, the following three firms submitted Statement of Qualifications (SOQs):

- Filanc
- GSE Construction Company, Inc.
- PERC Water Corporation

After a thorough vetting process, all three firms were deemed qualified to participate further.

On June 15, 2026, the City issued a Request for Proposals (RFP) for Design-Build Services for the Central Coast Blue Advanced Water Purification Facility (AWPF). The RFP was by invitation to the three firms who had submitted qualifying SOQs.

On August 13, 2026, the City received proposals from the three qualified firms. All three firms submitted quality proposals, but after an evaluation process that included a two-hour interview with each firm, PERC Water Corporation (PERC) was determined to have submitted the best overall proposal.

While there was a slight price difference between the two lowest-cost Design-Build teams (~3.7%), both proposals were within the City's budget. Consistent with the fixed-price Design-Build delivery model and the complexity of the Project, the evaluation process appropriately prioritized qualifications, technical merit, risk reduction, and delivery confidence, while fully accounting for price through the established scoring methodology.

The intent has been to build a 500 acre-foot-per-year (AFY) AWPf that is expandable to 750 AFY at a future date. Given that the Design-Build team will already be at the site, staff asked them to provide an estimate for accelerating the plan and installing the necessary equipment at the plant as well as a stub out for future needs, should they be required.

There were two options considered. Option A would have PERC proceed with the current 500 AFY plant and the City could revisit the expansion at a later date. Staff asked PERC for an estimate to remobilize two years after the plant is constructed; that estimate is roughly \$6 million.

Option B would have PERC execute the expansion to 750 AFY during this project; the proposed cost is \$3,500,804. The ability to perform the expansion now, at a much lower cost than in the future will allow the City to keep the cost of water lower than performing it under a new contract two or more years after this project is completed. Staff is recommending that the City proceed with Option B, which has been included in the contract cost. PERC's Fixed-Price Design-Build price is \$39,790,682 for Option B.

Owner's Advisor Services

On November 20, 2025, the City issued a formal Request for Qualifications/Proposals to acquire the services of a qualified firm to serve as the Owner's Advisor for the Project. On February 3, 2026, the Pismo Beach City Council approved the award of a contract for Owner's Advisor Services to GHD, Inc. (GHD) in an amount not to exceed \$461,438.

As the project Owner Advisor, GHD led the development of the Design Criteria Report (DCR) and compiled all supporting documentation, Design-Build RFQ/P and rating criteria, while ensuring alignment with project goals and risk management best practices. GHD maintained a detailed risk register for the project, led efficient and effective team meetings and evaluated and responded to numerous Requests for Information throughout the procurement process. GHD has effectively performed as the Owner's Advisor throughout this process.

While the process of selecting an Owner's Advisor included the entire project, the current contract was awarded for the procurement process only. Staff recommends the amendment of the GHD contract for the next phase.

On September 22, 2026, GHD submitted a proposal for continued Owner's Advisor Services through completion of the Project. The proposed Amendment #1 (**Attachment 4**) in the amount of \$2,233,443 will cover the actual Design-Build process through to

completion. This amendment also includes the expansion to 750 AFY and the transfer of the Well 31 project to PERC.

Future Contracts

Well 31

The award of the Design-Build contract and amendment to the Owner's Advisor contract are necessary to begin the work immediately. Staff will be returning with an additional contract with PERC for the completion of the new extraction well, Well 31.

The City commenced with the design of Well 31 earlier this year because the condition of Well 23 is tenuous, and staff could not be sure of the outcome of the Project procurement process. Had this not been the case, the design and construction of Well 31 would have been included in the Project. Now that a reasonable price has been secured for the Project, staff has re-evaluated the risk of continuing the design-bid-build path vs. combining Well 31 with the Project.

The risk of the current approach is that once the Well 31 project goes out to bid, the risk of either not receiving any bids or receiving bids that are too high to proceed are concerns. Additionally, once the project goes into construction, delays or other complications could further delay commissioning of the well. The larger risk is that the Project could potentially be operational before the new Well 31 is prepared to begin extracting water from the aquifer. This is not a risk that is worth taking.

The City has a separate budget for the design and construction of Well 31, and incorporating this work into the current Project is not anticipated to result in additional cost. Knowing that this would be a possibility, an Addendum was issued during the RFP solicitation process to ensure all proposers were aware of the potential additional scope. PERC will provide a cost proposal once data from the test well currently in progress has been obtained.

Construction Management

When the Project moves into the construction phase in the spring of 2027, a Construction Management (CM) team will become necessary. A Design-Build contract is somewhat different than a design-bid-build contract in that there will not be constructability reviews. It will be the responsibility of the Design-Build team to design a Project that can be constructed within their budget and meet all of the performance criteria in the contract. CM will still be important; we will have off-site work in roadways, and tunneling beneath 4th Street, Highway 1 and the Railroad to connect to the outfall. On-site there will need to be record of materials and soils testing, ensuring that all materials meet specifications and Buy America Build America requirements, as well as ensuring labor compliance and other federal regulations. The CM will also enforce safety compliance and traffic control/impacts. It is estimated that the cost of CM will be approximately 5% of the Design-Build contract or \$1,989,534.

Building Permit Plan Check

While the building site is located in Grover Beach, as a municipal corporation that owns property in another jurisdiction, the City may perform its own building permit inspections and issue a building permit. The City of Grover Beach is agreeable to the City taking this approach. The contract to perform building permit plan check is anticipated to be under \$30,000.

Plan Check and Inspections to be Performed by Others

The City of Grover Beach will perform plan check and inspection of public improvements such as sidewalk, road work in its rights-of-way, as well as connections to their sewers and waterlines. Grover Beach will also approve traffic control and stormwater plans. The County of San Luis Obispo, Caltrans, and Union Pacific Railroad would review any plans related to work in their respective rights-of-way. Any work in the Railroad right-of-way will require a full-time flagger with per diem and travel expenses. Additionally, Five Cities Fire Authority will review for conformance with fire codes. The cost estimate for all agencies is \$100,000.

Future Personnel Costs

Central Coast Blue will be an addition to the City's operations and will require additional staff to operate legally and safely. Based on careful analysis and the experience of other agencies consulted, it is anticipated that three new Operators will be required once the AWPf is fully operational. When the plant is fully online, the half-time administrative position at the Wastewater Treatment Plant may need to be converted to a full-time position. The following additional staff with Advanced Water Treatment Operator (AWTO) certifications will be required:

- One Chief Plant Operator with an AWTO 5 certificate
- Two Operators with AWTO 3 certificates

Rather than seeking to hire AWTO certified Operators from the outside, the City intends to first provide existing Operators with the opportunity to certify. The City's Utilities Manager will obtain their AWTO 3 and will then have three years to obtain their AWTO 5, according to recent conversations with the state. Current Operators who possess a Grade 3 Wastewater or Grade 3 Water Treatment certificate qualify to take the AWTO 3. Even so, if three of the City's existing staff move into the new AWTO positions, those positions would need to be backfilled for Water and Wastewater.

These will be new positions with differing job duties, and requiring additional certification and will require staff to complete a separate classification and compensation study to incorporate them into the City's Salary Schedule. Staff will return to the Council at a future date after Human Resources has conducted a classification study and the appropriate conversations with the labor union are completed.

Conclusion and Recommendation

Staff recommends that the Council adopt a resolution (**Attachment 1**) authorizing the City Manager to enter into an Agreement with PERC for Design-Build services in an amount not to exceed \$39,790,682 and appropriating related budget adjustments in Fiscal Year 2027. Staff also recommends that the Council adopt a resolution (**Attachment 2**) authorizing the City Manager to execute Amendment #1 to the existing Professional Services Agreement with GHD for Owner's Advisor services in an amount not to exceed \$2,233,443.

FISCAL IMPACT:

The fiscal impact of adopting the subject resolutions is additional expenditures of \$42,024,125 for Central Coast Blue, including \$13,867,961 in the Water Enterprise Funds and \$28,156,164 in the Wastewater Enterprise Funds in Fiscal Year (FY) 2027. The City's FY 2027 Central Coast Blue budgeted expenditures are \$489,179 across both the Water and Wastewater Enterprise Funds.

The City anticipates another estimated \$8,543,169 to support construction management, plan check, legal, permitting, funding and financing support, outreach, procurement, and other costs. The total of the proposed agreements plus these estimated additional costs is \$50,567,294. The net expenditure budget shortfall comparing the current budget with the proposed project costs is \$49,661,677. The ongoing costs for the project include debt service costs, annual operating and maintenance costs, and replacement costs, which are not included in this report. **Table 1** illustrates the FY 2027 expenditure budget, proposed project costs, and resulting budget shortfall.

Table 1: Fiscal Impact of Proposed Agreements and Central Coast Blue Projected Costs

A	FY 2027 Available Budget	Amount
	Water Enterprise Fund	\$343,218
	Wastewater Enterprise Fund	\$562,399
	Total FY 2027 Available Budget	\$905,617
B	Proposed Project Costs	
	PERC Water Corporation – Design-Build	\$39,790,682
	GHD - Owner's Advisor Phase 2 Amendment 1	\$2,233,443
	Subtotal Agreements	\$42,024,125
	<i>Estimated Costs: Construction Management, Plan Check, Permitting, etc.</i>	\$8,543,169
	Total Project Cost	\$50,567,294
C = A - B	Budget Surplus / (Shortfall)	\$(49,661,677)

Proposed Budget Adjustments

In order to update the City's budget to reflect some of these costs, staff recommends appropriating the current shortfall of \$49,661,677 of expenditures, including \$16,388,353

in the Water Construction Fund and \$33,273,324 in the Wastewater Capital Projects Fund, including appropriating related transfers between funds, in FY 2027.

ATTACHMENTS:

1. Resolution - PERC
2. Resolution - GHD
3. PERC Water Corporation Agreement ([Online Only Attachment](#)¹²)
4. GHD Amendment #1 to Vendor Agreement

Submitted by: Rosemarie Gaglione, PE, Director of Public Works

City Manager Approval:



¹ Full URL (Part 1): <https://portal.laserfiche.com/Portal/ElectronicFile.aspx?docid=805739&repo=r-f36a9aa0>

²

Full URL (Part 2): <https://portal.laserfiche.com/Portal/ElectronicFile.aspx?docid=805741&repo=r-f36a9aa0>

RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE CITY MANAGER TO ENTER INTO AN
AGREEMENT WITH PERC WATER CORPORATION IN AN AMOUNT NOT TO
EXCEED \$39,790,682 FOR THE CONSTRUCTION OF THE CENTRAL COAST BLUE
ADVANCED WATER PURIFICATION FACILITY AND APPROPRIATING RELATED
BUDGET ADJUSTMENTS IN FISCAL YEAR 2027**

WHEREAS, the City desires to design and construct Central Coast Blue, an Advanced Water Purification Facility to create a new, high quality, and reliable water supply for the City of Pismo Beach, even in times of water shortage or drought; and

WHEREAS, the City undertook a two-step process, consisting of a Request for Statements of Qualifications and Request for Proposals process, to find the most qualified construction and design team; and

WHEREAS, three proposals were submitted to the City by qualified design-build teams; and

WHEREAS, PERC Water Corporation (PERC) was determined to have submitted the best overall proposal providing the best overall value to the City; and

WHEREAS, the cost of the project will be supported by grants and low-interest financing.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby authorizes the City Manager to enter into an Agreement, in substantially the form attached to staff's report dated October 6, 2026, with PERC Water Corporation in an amount not to exceed \$39,790,682 for the construction of the Central Coast Blue Advanced Water Purification Facility.

BE IT FURTHER RESOLVED that the City Council of the City of Pismo Beach hereby appropriates the following expenditures in Fiscal Year 2027, including appropriating related transfers between funds:

Fund	Account	Amount (\$)
Water Construction Fund	Infrastructure	16,388,353
Water Capital Projects Fund	Infrastructure	33,273,324

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:
ABSTAIN:
RECUSED:

Approved:

Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of
Pismo Beach on _____.

Erica Kirkwood, City Clerk

RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT #1
TO THE EXISTING PROFESSIONAL SERVICES AGREEMENT WITH GHD, INC.
FOR OWNER’S ADVISOR SERVICES FOR THE CENTRAL COAST BLUE PROJECT
IN AN AMOUNT NOT TO EXCEED \$2,233,433**

WHEREAS, the City desires to design and construct Central Coast Blue, an Advanced Water Purification Facility to create a new, high quality, and reliable water supply for the City of Pismo Beach, even in times of water shortage or drought; and

WHEREAS, on February 3, 2026, the City Council approved a Professional Services Agreement with GHD, Inc. for Owner’s Advisor services; and

WHEREAS, as the project Owner’s Advisor, GHD led the development of the Design Criteria Report and compiled all supporting documentation, design-build RFQ/P and rating criteria, while ensuring alignment with project goals and risk management best practices; and

WHEREAS, the RFP process of selecting an Owner’s Advisor included the entire project, but the current contract was awarded for the procurement process only; and

WHEREAS, GHD has submitted a proposal for continued Owner’s Advisor Services through completion of the Project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby authorizes the City Manager to execute Amendment #1 to the existing Professional Services Agreement, in substantially the form attached to staff’s report dated October 6, 2026, with GHD, Inc. in an amount not to exceed \$2,233,433 for Owner’s Advisor Services.

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk

**AMENDMENT # 1
to the
FEBRUARY 6, 2026 AGREEMENT BETWEEN THE CITY OF PISMO BEACH
AND GHD, INC.**

Pursuant to the February 6, 2026 Agreement between the City of Pismo Beach, hereinafter referred to as "City," and **GHD, Inc.**, hereinafter referred to as "Vendor," City and Vendor hereby agree as follows:

1. Additional services shall be performed as set forth in the proposal dated September 22, 2026, which is attached hereto and by this reference made a part hereof.
2. Compensation for and timing of the additional services shall be as set forth in the referenced proposal. Compensation for the additional services shall not exceed the amount of **two million two hundred thirty-three thousand four hundred forty-three dollars (\$2,233,443)**, without prior written approval of the City.
3. The revised fee under the February 6, 2026 contract, plus this addendum, is **two million six hundred ninety-four thousand eight hundred eight-one dollars (\$2,694,881)**.
4. All other provisions of the subject agreement between City and Vendor shall remain in full force and effect.

CITY:
City of Pismo Beach, a Municipal Corporation

Signed:

Name: Rosemarie R. Gaglione, PE
Title: Director of Public Works
Dated: _____

Signed:

Name: Jorge E. Garcia
Title: City Manager
Dated: _____

ATTEST:

Signed:

Name: Erica Kirkwood
Title: City Clerk

APPROVED AS TO FORM:

Signed:

Name: Dean J. Pucci
Title: City Attorney

Attachment: Scope/Cost Proposal

VENDOR:
GHD, Inc.

Signed:

Name: _____
Title: _____
Dated: _____

Address for giving notice:
(if changed from prior agreement)

Email address for official communications:
(if changed from prior agreement)

Vendor Representative:
(if changed from prior agreement)

Name/Title: _____

320 Goddard #200
Irvine, CA 92618
USA
www.ghd.com



Your ref:
Our ref: 12686474

22 September 2026

Rosemarie Gaglione, PE
Director of Public Works
City of Pismo Beach

**Proposal for Phase 2 (Design/Construction/Commissioning) Owner's Advisor for Central Coast Blue
AWPF Design Build Project**

Ms. Gaglione,

The City of Pismo Beach (City) has requested that GHD provide this proposal for Phase 2 (Design/Construction/Commissioning) Owner's Advisor Services for the Central Coast Blue Advanced Water Purification Facility (AWPF) Design Build Project. GHD has completed the Phase 1 (Procurement) Scope of Work, which focused on refining key technical elements and developing a procurement package for the fixed price Design Build project delivery.

Phase 2 (Design/Construction/Commissioning) will focus on supporting successful project delivery through design, permitting, construction, startup, and commissioning. As the City's Owner's Advisor, GHD will provide project management, technical review, regulatory support, funding assistance, hydrogeologic expertise, and operational readiness services throughout implementation.

This proposal includes services to support City's project director for GHD and subconsultant Montgomery and Associates.

The proposed amount for Phase 2 (Design/Construction/Commissioning) services is **\$2,233,443**.

Detailed herein is recommended additional services, estimated fee impacts, and associated tasks for the Phase 2 (Design/Construction/Commissioning) scope.

Regards,

Kevin Daniels

Kevin Daniels, PhD, PE
Project Manager

602-216-7217
Kevin.daniels@ghd.com

A handwritten signature in black ink, appearing to read "Mark Donovan".

Mark Donovan, PE
Project Director

949-585-5251
Mark.donovan@ghd.com

Proposed Scope of Work

GHD will serve as the City's Owner's Advisor, reporting directly to the City's project director throughout the delivery of the Advanced Water Purification Facility project. GHD will be providing technical, regulatory, commercial, funding, and project management support from contract execution through startup and initial operations. The purpose of these services is to help the City's project director protect the City's contractual interests, maintain regulatory and funding compliance, manage project risks, and support successful delivery of a reliable, operable, and permit-compliant facility. The Design-Build project is anticipated to span approximately 24 months, and GHD has added an additional 6 months of project and operational support, during which GHD will provide the services described below.

1. Task 1 Project Management

GHD will serve as the owner's representative throughout project delivery, coordination, and oversight to support successful execution of the Design-Build contract. This task focuses on maintaining alignment among the City, Design-Builder, Construction Manager, regulators, funding agencies, and other project stakeholders. Project management services will include the following activities:

- **Owner's representative services** — Serve as the City's project directors' primary technical advisor and coordinate City decisions, technical reviews, regulatory activities, funding requirements, and interfaces with the Design-Builder and Construction Manager.
- **General project management** — Provide ongoing project management, internal coordination, progress monitoring, issue resolution, and management reporting. The current allowance of two days per week should be treated as a baseline rather than a cap during intensive design, permitting, testing, and acceptance periods.
- **Project kick-off and alignment** — Facilitate an Owner/Design-Builder/Construction Manager kickoff to confirm responsibilities, deliverables, communication pathways, decision authority, review procedures, and critical project outcomes.
- **Project management plan** — Develop and maintain the Owner's project management plan covering governance, decision authority, communication, document control, schedule, budget, risk, permitting, funding, stakeholder coordination, and escalation procedures.
- **Weekly progress meetings** — Attend weekly progress meetings; review agenda and supporting information beforehand; document Owner decisions, risks, action items, and unresolved technical or commercial issues.
- **Assist with Board and council support** — Prepare staff-report technical content, executive summaries, presentations, decision memoranda, and talking points for City Council, governing boards, and partner agencies.

2. Contract Requirements Management

GHD will help ensure that all contractual obligations, proposal commitments, and procurement requirements are fully understood, tracked, and implemented throughout the project. This task is intended to protect the City's contractual position, maintain fixed-price accountability, and support informed decision-making regarding changes and contract interpretations. Contract administration and compliance oversight services will include the following activities:

- **Contract requirements matrix** — Translate the Design-Build Agreement, General Conditions, RFP, Design Criteria Report, proposal commitments, addenda, funding conditions, permits, and environmental commitments into a traceable compliance matrix.

- **Proposal commitment register** — Identify every Design-Builder commitment, qualification, assumption, exclusion, allowance, proposed refinement, and “future evaluation” item in the proposal and track disposition through final design and construction.
- **Basis-of-price verification** — Establish the accepted technical and commercial basis of the fixed price, including capacities, treatment criteria, equipment configuration, redundancy, expansion provisions, well scope, pipelines, buildings, testing, and training.
- **Fixed-price protection** — Evaluate whether proposed clarifications, design development, equipment selections, or revised approaches are already included in the fixed-price obligations before treating them as changes.
- **Contract interpretation support** — Provide technical interpretation of contract requirements and coordinate with City legal counsel on formal contractual positions, notices, disputes, or entitlement questions.
- **Design deviation management** — Review deviations from the Design Criteria Report, RFP, proposal basis, permits, or accepted design criteria; document technical, regulatory, lifecycle, schedule, and cost implications.
- **Change request evaluation** — Independently evaluate technical merit, scope entitlement, cost, schedule effect, funding eligibility, and downstream consequences of Design-Builder change requests.
- **Owner-requested changes** — Develop technical scope, performance requirements, sketches, independent cost basis, schedule impacts, and negotiation support for City-requested changes.

3. Funding Support

GHD will assist the City’s project director in maximizing available funding resources while maintaining compliance with grant, loan, and reimbursement requirements. Funding management activities will focus on strategic cost allocation, documentation, reimbursement optimization, and long-term funding tracking throughout project delivery. Funding management and reimbursement support services will include the following activities:

- **Develop One Master Matrix Before Reimbursement Begins**
 - Project task / work package
 - Invoice cost category
 - Eligible funding bucket
 - Preferred reimbursement source
 - Backup funding source
- **Develop Special Eligibility Matrix** — Recommended Reimbursement Hierarchy (to use restricted grant funding first, apply match strategically, preserve flexible loan capacity, and maintain backup funding assignments for each cost)
 - Start with grant-only eligible costs Use grant funds first where a cost clearly fits a narrow grant bucket.
 - Apply match strategically Use eligible non-federal or loan-funded costs to satisfy match requirements where allowed.
 - Preserve flexible loan capacity Avoid using loan dollars for costs that could be reimbursed by grants.
 - Use backup funding assignments Every cost should have a primary and secondary funding path.
 - Track remaining balance by bucket. The project should know not only total funding remaining, but remaining funding by eligible category.

- **Prepare grant deliverables** — Prepare Prop 1 grant deliverables Performance Assessment and Evaluation Plan (PAEP), Monitoring Plan (MP), and Quality Assurance Project Plan (QAPP) for groundwater monitoring. Prepare first year of semi-annual and annual reports required for grant.
- **Invoice Coding Strategy** — Invoices should be structured for reimbursement from the outset, with task-level detail, eligible cost coding, backup documentation, and review before submittal.
- **Funding Optimization Strategy** — Funding optimization requires active allocation, not default proportional splits, so costs are assigned first to the most specific eligible grant source before using loan funds.
 - Do not allocate proportionally by default: A simple percentage split may leave grant dollars unused.
 - Allocate based on eligibility first: Match each cost to the source where it is most specifically eligible.
 - Use grants before loan dollars: Preserve loan flexibility for costs that are not grant eligible.
 - Revisit the matrix monthly: Actual invoices, change orders, and remaining balances will shift the best allocation strategy.
 - Coordinate funding and delivery schedule: Early work packages may need to be sequenced to meet grant deadlines or preserve reimbursement eligibility.
 - Funding lead review
 - Monthly matrix update
 - Change order funding review
 - Documentation checklist
 - Grant/loan compliance log

4. Project Controls and Risk Management

GHD will provide independent oversight of project schedule performance and key project risks to help keep the project on track and support timely decision-making. This effort includes schedule review, milestone forecasting, and proactive identification and management of technical, regulatory, commercial, and funding risks. Project controls and risk management services will include the following activities:

- **Baseline schedule review** — Review the Design-Builder's baseline schedule for logic, calendars, durations, constraints, long-lead procurement, regulator dependencies, funding milestones, float, early work, commissioning, and acceptance.
- **Monthly schedule review** — Review monthly updates, critical and near-critical paths, out-of-sequence work, slippage, recovery actions, forecast dates, and impacts to funding and permits.
- **Independent milestone forecasting** — Maintain an independent forecast for major design, permitting, funding, well, construction, startup, acceptance, and completion milestones.
- **Schedule recovery review** — Evaluate recovery schedules, resequencing, overtime, added resources, concurrent design/construction risk, and impacts to quality or regulatory compliance.
- **Owner's risk register** — Maintain an Owner-controlled risk register covering technical, regulatory, hydrogeologic, funding, schedule, commercial, permitting, property, utility, operational, environmental, and stakeholder risks.

5. Design Reviews

GHD will perform a multi-discipline design review of all plans and specs. Disciplines include Treatment Process/Mechanical, Electrical, Site Civil/Stormwater, Conveyance Pipelines, Instrumentation and Controls, Building Mechanical and Architectural, and Operations (Note: Well design reviews are captured in Task 7). Design review services will include the following activities:

- **Design management plan review** — Review the Design-Builder's design management, discipline coordination, BIM, quality, calculation, document-control, and design-release procedures.
- **Design criteria validation** — Confirm applicable flows, water-quality envelope, treatment objectives, pathogen log-reduction requirements, finished-water criteria, availability, redundancy, expansion requirements, design life, codes, and Owner preferences.
- **BODR**- Perform multidisciplinary review of the Basis of Design Report, including confirmation that the design remains consistent with the fixed-price basis and regulatory strategy.
- **30% design review** — Review design development, discipline coordination, equipment selections, hydraulics, controls, operability, maintainability, construction interfaces, permits, cost implications, and resolution of prior comments.
- **60% design review** — Review design development, discipline coordination, equipment selections, hydraulics, controls, operability, maintainability, construction interfaces, permits, cost implications, and resolution of prior comments.
- **90% design review** — Review near-final drawings, specifications, calculations, procurement packages, control narratives, testing requirements, and regulatory deliverables.
- **Final/IFC review** — Confirm previous comments are resolved, documents are internally coordinated, permits and agency conditions are incorporated, and the final package is suitable for construction.

6. Construction Submittal and RFI Review

GHD will provide technical support during construction by reviewing critical submittals and RFIs that may affect performance, regulatory compliance, funding eligibility, or Owner requirements. This review process provides an additional layer of Owner protection for high-impact decisions and equipment selections. Construction phase technical review services will include the following activities:

- **Critical submittal review** — Review selected critical and performance-sensitive submittals independently from routine Construction Manager processing, focusing on process equipment, wells, membranes, UV/AOP, electrical gear, controls, chemical systems, tanks, and specialty materials.
- **RFI technical support** — Review RFIs with potential impacts to performance, permitting, funding, design intent, lifecycle cost, Owner requirements, or fixed-price scope.

7. Hydrogeology, Wells, and Groundwater Modeling

GHD/Montgomery and Associates will provide specialized hydrogeologic, groundwater modeling, and well-related support necessary for successful implementation and regulatory approval of the potable reuse project. Services include technical review, regulatory support, adjudication-related coordination, monitoring, and operational groundwater activities through the first year of operation. Hydrogeology, groundwater, and well support services will include the following activities:

- **Design Reviews for Injection, Monitoring and Production Wells** — Perform design reviews of submitted plans, technical specifications, and construction documentation for the injection well, monitoring wells, and production well (Downhole only, equipment reviews are captured I Task 5).
- **Review of the Groundwater Section of Title 22 Engineering Report** — Review sections related to hydrogeologic conditions, wells, calculation of response retention time, underground retention time, and groundwater monitoring. Review documentation of groundwater models used to support sections. Support discussions with regulators.
- **Review Anti-degradation Analysis Revisions** — Review revisions and support discussions with regulators.
- **Review Tracer Study Protocol** — Review protocol and support discussions with regulators.
- **Review Background Monitoring** — Review plan and results of background groundwater monitoring.

- **Tracer Study Implementation** — Implement tracer study after start of operation based on approved protocol (prepared by DB team); cost estimate subject to change per final protocol. Prepare required reports for submittal to regulators.

8. Regulatory Support

GHD will assist the City's project director in navigating the complex regulatory approval process associated with potable reuse, groundwater recharge, and related discharge permits. Regulatory support will focus on maintaining alignment between project delivery, permitting requirements, and agency expectations throughout design, construction, and startup. Regulatory coordination and permitting support services will include the following activities:

- **DDW strategy and coordination** — Participate in regulatory meetings; review agendas, presentations, technical memoranda, responses, commitments, and decisions related to potable reuse approval.
- **Title 22 Engineering Report review**— Review outlines, draft sections, calculations, supporting data, pathogen-control strategy, monitoring, alarm and diversion logic, hydrogeology, and final report before submittal.
- **Operations Optimization Plan review** — Review the initial and updated OOP, including critical control points, operating limits, monitoring, response procedures, reporting, optimization, and operator responsibilities.
- **RWQCB permitting support** — Review permit applications, waste-discharge requirements, injection requirements, monitoring and reporting provisions, concentrate and process-waste discharge requirements, and responses to comments.
- **Ocean discharge coordination** — Review the regulatory and technical basis for discharging concentrate, backwash, startup water, off-specification water, and other waste streams through the existing ocean outfall, and coordinate with existing consultant(s) who provides NPDES support for this ocean outfall
- **Regulatory testing plans review**— Review UV/AOP challenge testing, chlorine contactor tracer testing, membrane integrity testing, water-quality validation, well testing, and other regulator-required protocols and reports.

9. Startup, Commissioning and Testing Support

GHD will support the City's project director through startup, commissioning, performance testing, and acceptance of the completed facility to verify compliance with contract requirements and regulatory obligations. Activities will provide independent technical oversight and support successful transition from construction to operations. Startup, commissioning, testing, and acceptance support services will include the following activities:

- **Owner's commissioning plan** — Develop an Owner-side commissioning and acceptance plan defining roles, prerequisites, witness points, documentation, decision authority, acceptance criteria, and regulatory interfaces.
- **Commissioning plan review** — Review the Design-Builder's startup and commissioning plan for sequencing, temporary systems, feed-water availability, waste disposal, staffing, safety, test water, chemical supply, sampling, laboratories, and issue resolution.
- **Startup readiness reviews** — Participate in DB team formal readiness reviews before energization, water introduction, membrane loading, chemical introduction, integrated operation, performance testing, and acceptance testing.
- **Factory Acceptance Test review and witnessing** — Review FAT procedures and witness selected tests for critical process, electrical, instrumentation, and control equipment.

- **Functional testing review** — Review and witness selected functional tests of individual systems, sequences, permissives, interlocks, alarms, fail-safe actions, and operator interfaces.
- **Integrated systems testing** — Review and witness selected integrated operation across treatment, waste, utilities, electrical, standby power, controls, communications, wells, pipelines, and off-specification diversion.
- **Performance test protocol** — Review test duration, capacity, availability, feed-water conditions, water-quality requirements, recovery, energy, chemical consumption, sampling, allowable interruptions, calculations, and failure provisions.
- **Performance test witnessing** — Provide technical observation, independent data review, daily status assessment, issue tracking, and recommendation regarding successful completion.
- **Regulatory test support** — Coordinate Owner review and witnessing of UV/AOP spike testing, chlorine contactor testing, regulator inspections, and other required demonstrations.
- **Acceptance test review** — Confirm prerequisites for the 30-day acceptance test and independently evaluate continuous operation, compliance, reliability, water quality, injection performance, and outstanding deficiencies. The DB team proposal distinguishes component, functional, performance, and 30-day acceptance testing. Provides 40 hours of onsite support during first week of 30-day acceptance test.
- **Performance guarantee verification** — Independently confirm compliance with contractual guarantees and document any shortfalls, retesting requirements, corrective work, credits, or other remedies.
- **Substantial completion recommendation** — Advise the City's project director whether contractual, technical, regulatory, testing, training, documentation, safety, occupancy, and operational prerequisites for substantial completion have been achieved.
- **Final acceptance recommendation** — Confirm final testing, permits, punch-list closure, record documents, spares, warranties, training, payments, claims, and closeout conditions before final acceptance.

10. Operations Readiness and Training Support

GHD will help prepare City project director, operational systems, and support programs for efficient, safe, and compliant operation of the new facility. The goal is to ensure personnel, procedures, documentation, training, and support resources are in place before startup and throughout the initial operating period. Operations readiness and training support services will include the following activities:

- **Operations readiness plan** — Develop a plan covering staffing, certifications, recruitment, operator involvement, SOPs, O&M documentation, maintenance systems, laboratory capability, chemicals, spares, tools, safety, and regulatory reporting.
- **Staffing and certification strategy** — Evaluate operator staffing levels, shifts, on-call coverage, certification requirements, recruitment timing, and interim contract-operations support.
- **Operator design reviews** — Facilitate structured operator reviews of equipment access, maintainability, controls, sampling, chemical handling, laboratory needs, storage, safety, and day-to-day workflow.
- **O&M manual review** — Review completeness, consistency, system descriptions, operating limits, startup/shutdown, maintenance, troubleshooting, safety, controls, spare parts, vendor data, and regulatory requirements.
- **SOP review** — Review normal, startup, shutdown, emergency, off-specification, chemical delivery, membrane cleaning, well operation, sampling, calibration, and reporting procedures.
- **Training plan review** — Review curriculum, audience, instructors, learning objectives, schedule, prerequisites, hands-on activities, recordings, materials, assessments, and make-up sessions.
- **Training participation and evaluation** — Attend selected training sessions, track attendance, identify gaps, evaluate operator readiness, and recommend supplemental instruction.

- **Laboratory readiness** — Review laboratory equipment, methods, sampling locations, QA/QC, outside-lab contracts, staffing, data management, reporting, and regulatory requirements.
- **Safety program readiness** — Review chemical safety, confined spaces, lockout/tagout, electrical safety, noise exposure, respiratory protection, emergency response, spill response, and operator training.
- **Post-startup technical support oversight** — Coordinate and monitor the Design-Builder's post-startup process optimization, certified-operator support, troubleshooting, regulatory assistance, and OOP updates. The proposal provides continued support during the first six months after substantial completion.

11. Asset Management

GHD has included an allowance of 80 hours of Asset Management technical support. As the project progresses, we propose to further evaluate the needs of the City and put forth additional recommendations for scope and fee.

12. Phase 1 (Procurement) Additional Support

This task covers additional Phase 1 (Procurement) support through Phase 2 (Design/Construction/Commissioning) contract award.

13. Fee

GHD's proposed fee for this Phase 2 (Design/Construction/Commissioning) Services is **\$2,233,443**.

A detailed Fee Table is attached.



Pismo Beach Central Coast Blue - Design Build AWPf Owner Advisor Services
12686474

Description		Steve Wait	Mark Donovan	Kevin Daniels	Paul Hermann	Rebecca Crow	Hector Ruiz	Mark Waer	Various	Ulyssis Fandino	Robin Raines	Terry Wong	Allie Sylam + Other Specialists	Joshua Babin	Yogesh K.	Mike P/ W.	Nick	Naveen Mathur	Mehdi Mardi	Nathan Towlerlton	Nima Bayan	Various	Total Hours	Labor Total	Montgomery & Associates	Subs Markup	Total Subcontractors	Travel Costs	Total Disbursements	Estimated Project Total
		Client Laison	Project Director	Project Manager	Strategic Advisor	Funding Support	Asset Management	Water Quality	Junior and Midlevel Staff	Raw Water Conveyance	Site Civil	Building Mechanical	Process Mech. + Specialist Review	Cost Estimating and Schedule	Fire protection	Operations & Maint	Architect	Electrical	Stormwater	I&C	Admin Support									
		\$350	\$405	\$350	\$405	\$350	\$405	\$350	\$284	\$360	\$293	\$350	\$350	\$335	\$350	\$320	\$350	\$350	\$350	\$375	\$210									
Task1	Project Management	50	120	785	120	60	0	0	140	4	4	4	4	4	4	12	4	4	4	4	4	50	1377	\$478,402	\$0	\$0	\$0	\$30,000	\$30,000	\$508,402
Subtask 1.1	General Project Management - including items in scope letter	40	100	625	100	40	0	0	80	0	0	0	0	0	0	0	0	0	0	0	40	1025	\$358,870	\$0	\$0	\$0	\$30,000	\$30,000	\$388,870	
Subtask 1.2	Weekly Progress Meetings - 24 month duration	10	20	160	20	20	0	0	60	4	4	4	4	4	4	12	4	4	4	4	10	352	\$119,532	\$0	\$0	\$0	\$0	\$0	\$119,532	
Task2	Contract Requirements Management	10	10	80	10	10	0	0	40	0	0	0	0	24	0	0	0	0	0	0	0	184	\$62,500	\$0	\$0	\$0	\$0	\$0	\$62,500	
Subtask 2.1	Contract and Requirements Management - per items in scope letter	10	10	80	10	10	0	0	40	0	0	0	0	24	0	0	0	0	0	0	0	184	\$62,500	\$0	\$0	\$0	\$0	\$0	\$62,500	
Task3	Funding Support	0	0	48	0	200	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	268	\$92,480	\$0	\$0	\$0	\$0	\$0	\$92,480	
Subtask 3.1	USBR Grant Support	0	0	8	0	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	\$16,800	\$0	\$0	\$0	\$0	\$0	\$16,800	
Subtask 3.2	Prop 1 GW Grant Management Support	0	0	8	0	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	\$16,800	\$0	\$0	\$0	\$0	\$0	\$16,800	
Subtask 3.3	SWRCB SRF and Recycled Water Funding Support	0	0	8	0	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	\$16,800	\$0	\$0	\$0	\$0	\$0	\$16,800	
Subtask 3.4	General Funding tracking and compliance support	0	0	24	0	80	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	124	\$42,080	\$0	\$0	\$0	\$0	\$0	\$42,080	
Task4	Project Controls and Risk Management	0	0	100	0	0	0	0	24	0	0	0	0	40	0	0	0	0	0	0	0	164	\$55,216	\$0	\$0	\$0	\$0	\$0	\$55,216	
Subtask 4.1	Project Controls and Risk Management - per items in scope letter	0	0	100	0	0	0	0	24	0	0	0	0	40	0	0	0	0	0	0	0	164	\$55,216	\$0	\$0	\$0	\$0	\$0	\$55,216	
Task5	Desian Reviews	0	76	240	0	0	0	40	312	72	72	42	128	0	32	40	32	54	38	52	0	1230	\$410,804	\$0	\$0	\$0	\$0	\$0	\$410,804	
Subtask 5.1	Basis of Design Report / Preliminary Design Review	0	8	40	0	0	0	4	32	4	4	2	8	0	2	4	2	4	4	4	0	122	\$40,820	\$0	\$0	\$0	\$0	\$0	\$40,820	
Subtask 5.2	30% Design Review	0	16	60	0	0	0	8	64	12	12	8	24	0	8	8	8	14	8	12	0	262	\$87,852	\$0	\$0	\$0	\$0	\$0	\$87,852	
Subtask 5.3	60% Design Review	0	24	60	0	0	0	12	120	24	24	12	40	0	10	12	8	16	12	16	0	390	\$128,812	\$0	\$0	\$0	\$0	\$0	\$128,812	
Subtask 5.4	90% Design Review	0	24	40	0	0	0	8	64	24	24	12	40	0	8	12	10	12	10	12	0	300	\$100,908	\$0	\$0	\$0	\$0	\$0	\$100,908	
Subtask 5.5	IFC Design Review	0	4	40	0	0	0	8	32	8	8	8	16	0	4	4	4	8	4	8	0	156	\$52,412	\$0	\$0	\$0	\$0	\$0	\$52,412	
Task6	Construction Submittal & RFI Review	0	36	160	24	0	0	36	40	16	16	16	52	16	16	40	16	44	12	44	0	584	\$203,968	\$2,400	\$240	\$2,640	\$0	\$0	\$206,608	
Subtask 6.1	Critical Submittal Review	0	8	40	0	0	0	20	0	0	0	0	24	0	0	16	0	16	0	20	0	144	\$50,860	\$0	\$0	\$0	\$0	\$0	\$50,860	
Subtask 6.2	Critical RFI Review	0	4	40	0	0	0	8	0	0	0	0	12	0	0	8	0	12	0	12	0	96	\$33,880	\$2,400	\$240	\$2,640	\$0	\$0	\$36,520	
Subtask 6.3	General Construction Phase Technical Support	0	24	80	24	0	0	8	40	16	16	16	16	16	16	16	16	16	12	12	0	344	\$119,228	\$0	\$0	\$0	\$0	\$0	\$119,228	
Task7	Hydrogeology, Wells, and Groundwater Modeling	0	0	48	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48	\$16,800	\$329,750	\$32,975	\$362,725	\$0	\$0	\$379,525	
Subtask 7.1	Injection, Monitoring, and Production Well Design Reviews	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	\$2,800	\$90,240	\$9,024	\$99,264	\$0	\$0	\$102,064	
Subtask 7.2	Groundwater Section of Title 22 Engineering Report Review	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	\$2,800	\$38,320	\$3,832	\$42,152	\$0	\$0	\$44,952	
Subtask 7.3	Tracer Study Protocol	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	\$2,800	\$78,280	\$7,828	\$86,108	\$0	\$0	\$88,908	
Subtask 7.4	Background Monitoring	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	\$2,800	\$34,620	\$3,462	\$38,082	\$0	\$0	\$40,882	
Subtask 7.5	Anti-degradation Analysis Revisions	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	\$2,800	\$25,060	\$2,506	\$27,566	\$0	\$0	\$30,366	
Subtask 7.6	Tracer Study Implementation	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	\$2,800	\$63,230	\$6,323	\$69,553	\$0	\$0	\$72,353	
Task8	Regulatory Support	4	26	108	0	0	0	16	48	0	0	0	0	0	0	28	0	0	0	0	0	230	\$77,922	0	0	\$0	\$0	\$0	\$77,922	
Subtask 8.1	General Regulatory Support	4	10	60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	74	\$26,450	\$0	\$0	\$0	\$0	\$0	\$26,450	
Subtask 8.2	DDW Title 22 Engineerign Report Review	0	8	24	0	0	0	8	24	0	0	0	0	0	0	12	0	0	0	0	0	76	\$25,096	\$0	\$0	\$0	\$0	\$0	\$25,096	
Subtask 8.3	DDW Operations Optimization Plan Review	0	8	24	0	0	0	8	24	0	0	0	0	0	0	16	0	0	0	0	0	80	\$26,376	\$0	\$0	\$0	\$0	\$0	\$26,376	
Task9	Start-up & Commissioning Support	8	20	200	8	0	0	0	104	0	0	0	0	0	0	200	0	0	0	0	0	540	\$177,676	0	0	\$0	\$0	\$0	\$177,676	
Subtask 9.1	Start-up & Commissioning Support - including items in scope letter	0	4	80	0	0	0	0	0	0	0	0	0	0	0	120	0	0	0	0	0	204	\$68,020	\$0	\$0	\$0	\$0	\$0	\$68,020	
Subtask 9.2	Performance Test Support and Evaluation	0	8	40	0	0	0	0	24	0	0	0	0	0	0	40	0	0	0	0	0	112	\$36,856	\$0	\$0	\$0	\$0	\$0	\$36,856	
Subtask 9.3	Acceptance Test Support and Evaluation	8	8	80	8	0	0	0	80	0	0	0	0	0	0	40	0	0	0	0	0	224	\$72,800	\$0	\$0	\$0	\$0	\$0	\$72,800	
Task10	Operations Readiness and Training Support	0	4	16	0	0	0	0	0	0	0	0	0	0	0	60	0	0	0	0	0	80	\$26,420	0	0	\$0	\$0	\$0	\$26,420	
Subtask 10.1	Operations Readiness and Training Support	0	4	16	0	0	0	0	0	0	0	0	0	0	0	60	0	0	0	0	0	80	\$26,420	\$0	\$0	\$0	\$0	\$0	\$26,420	
Task11	Asset Management Support	0	0	0	0	0	40	0	40	0	0	0	0	0	0	0	0	0	0	0	0	80	\$27,560	0	0	\$0	\$0	\$0	\$27,560	
Subtask 11.1	Asset Management Support	0	0	0	0	0	40	0	40	0	0	0	0	0	0	0	0	0	0	0	0	80	\$27,560	\$0	\$0	\$0	\$0	\$0	\$27,560	
Task12	Well 31 - Potential Future Scope	0	4	40	4	0	0	0	80	0	0	0	0	0	0	0	0	0	0	0	0	128	\$39,960	\$50,000	5000	\$55,000	0	\$0	\$94,960	
Subtask 12.1	Well 31 - Potential Future Scope	0	4	40	4	0	0	0	80	0	0	0	0	0	0	0	0	0	0	0	0	128	\$39,960	\$50,000	\$5,000	\$55,000	\$0	\$0	\$94,960	
Task13	750 AFY Evaluation - Optional	0	4	24	4	0	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	52	\$17,320	0	0	\$0	\$0	\$0	\$17,320	
Subtask 13.1	Optional Task - Additional Effort Associated with 750 AFY Expansion	0	4	24	4	0	0	0	20	0	0	0	0	0	0	0	0	0	0	0	0	52	\$17,320	\$0	\$0	\$0	\$0	\$0	\$17,320	
Task14	Phase 1 Additional Support	60	26	50	60	0	0	0	80																					

GHD reserves the right to move budget between Tasks



PISMO BEACH CITY COUNCIL STAFF REPORT

Agenda Item #12.C

Meeting Date: October 6, 2026

TITLE:

Side Letter Agreement, Position and Salary Schedule Changes, and Budget Adjustments Related to the Tourism and Events Department and Public Works Department

RECOMMENDATION:

Adopt a **Resolution:**

1. Approving:
 - A. A title change and salary range adjustment for Recreation and Tourism Director;
 - B. Creation of Assistant Public Works Director (Temporary) as a budgeted position;
 - C. An updated combined salary schedule; and
 - D. A Side Letter Agreement to the Non-Represented Full-Time Employees Resolution; and
2. Appropriating related budget adjustments in Fiscal Year 2027.

DISCUSSION:

In support of both the Tourism and Events Department Organizational and Staffing Assessment and the start of the construction of the Central Coast Blue recycled water project, staff recommends that the City Council adopt a resolution (**Attachment 1**) that will accomplish the direction of the City Council and staff's other recommendations as follows:

Recreation and Tourism Director (Title Change & Salary Adjustment)

Per the City Council's direction on September 29, 2026, and following an independent comprehensive assessment of the Tourism and Events Department, this resolution will change the department Director's title to Recreation and Tourism Director to better align with current departmental functions and responsibilities. The job specifications (**Attachment 1.A**) will remain consistent as the position was already responsible for overseeing both the Recreation and Tourism Divisions. This recommendation aligns the position classification with other City director-level positions and adjusts the salary range accordingly to assist in the future recruiting efforts.

Assistant Public Works Director (Temporary) Position Creation

Staff recommends the addition of a new temporary mid-management classification, Assistant Public Works Director (Temporary, At-Will), intended to support critical operational and Capital Improvement Program (CIP) oversight functions within the Public Works Department. This temporary classification is recommended in response to the increased project management and construction oversight demands associated with the Central Coast Blue (CCB) project. As CCB advances into major construction phases, the

Public Works Director will be required to dedicate substantial time and attention to CCB project management and direction.

By adding the Assistant Public Works Director on a temporary basis, the City can strategically separate duties to ensure both continuity and stability across essential Public Works operations and allow succession planning over the next four years. This will ensure adequate time for the construction, regulatory startup, and legal phases of the project which will be the focus of the Public Works Director.

The Assistant Public Works Director will assume day-to-day oversight of Engineering and Operations (Streets, Parks, Fleet, Facilities), interdepartmental coordination, and support for CIP development per the new job specifications (**Attachment 1.B**). This realignment will allow the Public Works Director to concentrate fully on CCB's complex technical, regulatory, and multijurisdictional components, with a continued focus on the Utilities Division. This will strengthen the City's ability to deliver CCB successfully while maintaining high service levels across all Public Works functions.

Combined Salary Schedule Update

The combined salary schedule (**Attachment 1.C**) has been updated to reflect the recommended changes in position classifications and compensation for both the Recreation and Tourism Director and the Assistant Public Works Director (Temporary).

Side Letter Agreement (Non-Represented Employees FT Employee's) Update

Staff recommends the Side Letter Agreement (**Attachment 1.D**) to amend the Non-Represented Full-Time Employees Wage & Benefits Resolution. This agreement incorporates the recommended position changes and salary schedule adjustments as outlined above and includes the creation of a project incentive compensation program. This would allow the Public Works Director to receive special project compensation of up to five percent (5%) above their base salary for the duration of the assignment.

Conclusion and Recommendation

The recommended changes to the Recreation and Tourism Director position are based on the findings of an independent assessment of departmental functions. Establishing the Assistant Public Works Director (Temporary) position is intended to ensure the City's needs for the Central Coast Blue project are fully addressed, while ensuring the continuity of high service levels across all Public Works functions. The project incentive compensation program is crafted to support the City's evolving organizational structure and operational requirements. By adopting these measures, the City will align leadership roles with departmental responsibilities, meet critical project management demands, and allocate financial resources in a manner that promotes success into the future.

Staff recommends that the City Council adopt the resolution (**Attachment 1**) approving:

1. Title change and salary range adjustment for Recreation and Tourism Director (currently TED Director);
2. Creation of Assistant Public Works Director (Temporary) as a budgeted position;
3. An updated combined salary schedule; and

4. A Side Letter Agreement to the Non-Represented Employees Full-Time Employee's Resolution; and

appropriating related budget adjustments for Recreation and Tourism Director and Assistant Public Works Director (Temporary) in Fiscal Year 2027.

FISCAL IMPACT:

The fiscal impact of changing the Tourism and Events Director position Range 56 Step E to a Recreation and Tourism Director Range 61 Step C is estimated to be an additional cost to the General Fund of \$2,851 in Fiscal Year (FY) 2027 for half of the year and \$5,703 for a full year.

The fiscal impact of adding a new Assistant Public Works Director (Temporary) position Range 57 Step C, including overhead costs is an estimated additional cost of \$165,599 in FY 2027 for half of the year and \$314,234 for a full year. Of this amount, 75% is allocated to the General Fund, 15% is allocated to the Wastewater Enterprise Fund, and 10% is allocated to the Water Enterprise Fund.

The fiscal impact of adding an additional 5% to the Public Works Director position is an additional \$10,268 in FY 2027 for 8.5 months and an additional \$14,496 for a full year across all funds. If this position is fully supported by the Water and Wastewater Enterprise Funds to support the Central Coast Blue project, then there will be budget savings in the General Fund and budgeted expenditure increases in the Water and Wastewater Enterprise Funds.

The fiscal impact for all three changes is \$162,754 in FY 2027 across all funds. Staff recommends appropriating the following amounts in FY 2027 listed in **Table 1**, while future year costs would be included in the next two-year budget.

Table 1: Estimated FY 2027 Fiscal Impact for Position Changes in Salaries, Benefits, & Overhead Accounts

Fund, Department, Division	Amount
General Fund, Recreation & Tourism Dept, CVB Division	1,990
General Fund, Recreation & Tourism Dept, Recreation Division	861
Total Recreation and Tourism Director Change	\$2,851
General Fund, Public Works Dept, Engineering Division	110,562
General Fund, Public Works Dept, Facilities Division, Parks	6,968
General Fund, Public Works Dept, Facilities Division, Streets	6,968
Wastewater Enterprise Fund, Public Works Dept, Wastewater Division	24,466
Water Enterprise Fund, Public Works Dept, Water Division	15,635
Total New Assistant Public Works Director-Temporary	\$164,599

Fund, Department, Division	Amount
General Fund, Public Works Dept, Engineering Division	(155,293)
General Fund, Public Works Dept, Facilities Division, Parks	(11,946)
General Fund, Public Works Dept, Facilities Division, Streets	(11,946)
Wastewater Enterprise Fund, Public Works Dept, Wastewater Division	46,392
Water Enterprise Fund, Public Works Dept, Water Division	143,058
Total Public Works Director 5% Incentive Change	\$10,268

ATTACHMENTS:

1. Resolution
 - 1.A Recreation and Tourism Director Job Specification
 - 1.B Assistant Public Works Director (Temporary) Job Specification
 - 1.C Combined Salary Schedule
 - 1.D Side Letter Agreement

Submitted by:

Silas Clarke, Assistant City Manager

City Manager Approval:



RESOLUTION NO. R-2026-XXX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PISMO BEACH,
CALIFORNIA APPROVING: 1. A TITLE CHANGE AND SALARY RANGE
ADJUSTMENT FOR RECREATION AND TOURISM DIRECTOR; 2. CREATION OF
ASSISTANT PUBLIC WORKS DIRECTOR (TEMPORARY) AS A BUDGETED
POSITION; 3. AN UPDATED COMBINED SALARY SCHEDULE; AND 4. A SIDE
LETTER AGREEMENT TO THE NON-REPRESENTED FULL-TIME EMPLOYEES
RESOLUTION; AND APPROPRIATING RELATED BUDGET ADJUSTMENTS IN
FISCAL YEAR 2027**

WHEREAS, following a comprehensive assessment of the Tourism and Events Department, staff recommends changing the Director's title to Recreation and Tourism Director to better align with the Department's current direction and scope of responsibilities; and

WHEREAS, staff recommends adjusting the salary range for the Recreation and Tourism Director to be consistent with the salary range of other Department Directors and as recommended in the assessment's findings; and

WHEREAS, the City and Full-Time Non-Represented Employees have an existing wage and benefits resolution effective from July 1, 2025, through June 30, 2028; and

WHEREAS, staff recommends amending the Full-Time Non-Represented Resolution to reflect the creation of a new at-will, temporary mid-management position classification, Assistant Public Works Director (Temporary); and

WHEREAS, this temporary, at-will classification is recommended in response to the Public Works Director's increased project management and construction oversight demands associated with the Central Coast Blue (CCB) project and will ensure both continuity and stability across essential Public Works operations; and

WHEREAS, staff further recommends amending the Full-Time Non-Represented Resolution to establish Project Incentive Pay for eligible project-based assignments, as directed by the City Manager.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Pismo Beach hereby approves:

1. The updated job title for the Recreation and Tourism Director position and salary range (job specification provided as **Exhibit A**); and
2. The creation of an Assistant Public Works Director (Temporary) position (job specification provided as **Exhibit B**), as a budgeted position; and
3. The updated Combined Salary Schedule (**Exhibit C**); and
4. A Side Letter Agreement for Full-Time Non-Represented Employees Resolution for July 1, 2025, through June 30, 2028 (**Exhibit D**).

BE IT FURTHER RESOLVED that the City Council of the City of Pismo Beach hereby appropriates the following amounts in FY 2027 in the Funds, Departments, and Divisions as listed below for total expenditure appropriations across all funds of \$162,754, supported by unassigned fund balance and net position in the respective funds:

Fund, Department, Division	Account	Amount
General Fund, Recreation & Tourism Dept, CVB Division	Salaries	1,747
General Fund, Recreation & Tourism Dept, CVB Division	Benefits	243
General Fund, Recreation & Tourism Dept, Recreation Division	Salaries	749
General Fund, Recreation & Tourism Dept, Recreation Division	Benefits	112
Total Recreation and Tourism Director Change		\$2,851
General Fund, Public Works Dept, Engineering Division	Salaries	57,372
General Fund, Public Works Dept, Engineering Division	Benefits	43,464
General Fund, Public Works Dept, Facilities Division, Parks	Salaries	4,413
General Fund, Public Works Dept, Facilities Division, Parks	Benefits	1,806
General Fund, Public Works Dept, Facilities Division, Streets	Salaries	4,413
General Fund, Public Works Dept, Facilities Division, Streets	Benefits	1,806
Wastewater Enterprise Fund, Public Works Dept, Wastewater Division	Salaries	13,241
Wastewater Enterprise Fund, Public Works Dept, Wastewater Division	Benefits	8,982
Water Enterprise Fund, Public Works Dept, Water Division	Salaries	8,826
Water Enterprise Fund, Public Works Dept, Water Division	Benefits	5,312
Total New Assistant Public Works Director-Temporary		\$149,635
General Fund, Public Works Dept, Engineering Division	Salaries	(98,909)
General Fund, Public Works Dept, Engineering Division	Benefits	(48,989)
General Fund, Public Works Dept, Engineering Division	Travel & Meetings	(7,395)
General Fund, Public Works Dept, Facilities Division, Parks	Salaries	(7,608)
General Fund, Public Works Dept, Facilities Division, Parks	Benefits	(3,768)
General Fund, Public Works Dept, Facilities Division, Parks	Travel & Meetings	(569)
General Fund, Public Works Dept, Facilities Division, Streets	Salaries	(7,608)
General Fund, Public Works Dept, Facilities Division, Streets	Benefits	(3,768)
General Fund, Public Works Dept, Facilities Division, Streets	Travel & Meetings	(569)
Wastewater Enterprise Fund, Public Works Dept, Wastewater Division	Salaries	29,901
Wastewater Enterprise Fund, Public Works Dept, Wastewater Division	Benefits	14,283
Wastewater Enterprise Fund, Public Works Dept, Wastewater Division	Travel & Meetings	2,209

Fund, Department, Division	Account	Amount
Water Enterprise Fund, Public Works Dept, Water Division	Salaries	91,832
Water Enterprise Fund, Public Works Dept, Water Division	Benefits	44,414
Water Enterprise Fund, Public Works Dept, Water Division	Travel & Meetings	6,812
Total Public Works Director 5% Incentive Change		\$10,268

UPON MOTION OF Council Member _____, seconded by Council Member _____, the foregoing resolution was adopted by the City Council of the City of Pismo Beach this 6th day of October 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Approved:

Attest:

Ed Waage, Mayor

Erica Kirkwood, City Clerk

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of the City of Pismo Beach on _____.

Erica Kirkwood, City Clerk



RECREATION AND TOURISM DIRECTOR

FLSA: EXEMPT

DEFINITION

Under general direction, plans, organizes, oversees, coordinates, and reviews the work of staff performing administrative support related to all programs and activities of the Recreation Division and Conference and Visitors Bureau, including public relations, media relations, marketing, advertising, Visitor Information Center, facilities, community and City events, and promotions to enhance City income derived from the tourism industry. Manages the effective use of the City's resources to improve organizational productivity and customer service; provides highly complex and responsible support to the City Manager and others in areas of expertise.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the City Manager. Exercises general supervision over administrative support staff.

CLASS CHARACTERISTICS

This is a director classification that directs all public information, media relations, marketing, advertising programs, projects, operations, planning, and activities of the Conference and Visitors Bureau, as well as oversees and reviews work and functions of the Recreation Division. Responsibilities include performing diverse, specialized, and complex work involving significant accountability and decision-making responsibility. The incumbent organizes and oversees day-to-day activities and is responsible for providing professional-level support to the City Manager in a variety of areas. Successful performance of the work requires an extensive professional background as well as the ability to coordinate departmental work with that of other City departments and public agencies.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, manages, and oversees the daily functions, programs, projects, and activities of the Recreation Division and Conference and Visitors Bureau (CVB), including community and city events, public information, media relations, marketing, advertising, and promotional activities.
- Manages and participates in the development and implementation of goals, objectives, policies, and priorities for the CVB; recommends within departmental policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Develops and standardizes procedures and methods to improve the efficiency and effectiveness of programs, projects, and activities; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and recommends to the City Manager.
- Manages and participates in the development and administration of and oversees the CVB budget.
- Participates in selection, trains, motivates, and evaluates assigned personnel, including personnel assigned to the Visitor Information Center; provides or coordinates staff training; works with employees on performance issues; implements discipline and termination procedures.
- Provides highly complex staff assistance to the City Manager; develops and reviews staff reports related to CVB activities, projects, and programs; presents reports to and advises the City Council and CVB Board of Directors.
- Serves as the primary staff liaison to the CVB Board of Directors; attends meetings and oversees the recording of all official proceedings; supervises the preparation of public notifications, agendas, minutes, and other documents.
- Serves as the primary staff liaison to the Chapman Estate Foundation Board; attends meetings and serves at the contact for City operations at the Chapman Estate.
- Manages, develops, and directs visitor serving activities, including the Visitor Information Center, City Events and other events as the Chair of the Special Events Committee; serves as a staff liaison for the Parks, Recreation, and Beautification Commission.
- Manages, develops, and directs highly complex marketing, advertising, public information, media relations, and promotions programs and activities; gathers data and analyzes effectiveness of programs; implements changes and modifies programs; develops and recommends strategies to maximize tourism revenues.
- Oversees the development of promotional and collateral materials; produces and distributes press releases and correspondences; develops articles for the City's newsletter and local newspaper; represents the City with local media as necessary.
- Solicits and organizes participation of local businesses in direct sales promotions, trade shows, conferences, cooperative advertising, and other promotional programs.
- Plans, organizes, promotes, and conducts tours of the City and surrounding attractions for groups, travel writers, and other travel professionals.
- Coordinates with City department representatives to determine City needs and requirements for contractual services; negotiates contracts and agreements; oversees technical consultants' work products to ensure adherence to City standards and legal provisions;

ensures that deliverables are submitted on time and budget and that progress and payment requests are consistent with City policy and contract provisions.

- Conducts a variety of organizational studies, investigations, and operational studies; recommends modifications to programs, policies, and procedures, as appropriate; serves as the SEC Board Chair.
- Attends and participates in trade shows and professional group meetings to promote Pismo Beach as a tourist destination; stays abreast of new trends and innovations in marketing, advertising, promotions, travel and tourism; researches emerging products and enhancements and their applicability to City needs.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Receives, investigates, and responds to problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program and project development, implementation, and evaluation.
- Principles and practices of budget development and administration.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned division.
- Principles, practices, and procedures related to advertising, marketing, public relations, and travel and tourism.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures.
- Principles and practices of contract administration and evaluation.
- Recent and on-going developments, current literature, and sources of information marketing, advertising, public information, travel, and tourism programs, activities, and projects.
- Practices of researching issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Methods and techniques of effective technical report preparation and presentation.
- Modern office practices, methods, and computer equipment and applications.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, various business, professional, educational and regulatory organizations, and with property owners, developers, contractors, and the public.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Administrative principles and practices, including goal setting, program and project development, implementation, and evaluation.
- Principles and practices of budget development and administration.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned division.
- Principles, practices, and procedures related to advertising, marketing, public relations, and travel and tourism.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures.
- Principles and practices of contract administration and evaluation.
- Recent and on-going developments, current literature, and sources of information marketing, advertising, public information, travel, and tourism programs, activities, and projects.
- Practices of researching issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Methods and techniques of effective technical report preparation and presentation.
- Modern office practices, methods, and computer equipment and applications.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, various business, professional, educational and regulatory organizations, and with property owners, developers, contractors, and the public.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Bachelor's Degree in marketing, advertising, public or business administration, or a related field and ten (10) years of responsible experience in tourism promotion programs.

Licenses and Certifications

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.

Physical Demands

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and to visit various City and meeting sites, including city events; vision to read printed materials and a computer screen; and hearing and

speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing in and walking between work areas, as well as active participation during outdoor events is be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification frequently bend, stoop, kneel, reach, walk on uneven surfaces to participate in city events, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 30 pounds.

Environmental Elements

Employees partially work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Incumbents partially work in the field and may be exposed to inclement weather. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Prepared by: Public Sector Personnel Consultants
Updated by: Human Resources, 10/06/2026
Council Approved:



ASSISTANT PUBLIC WORKS DIRECTOR (TEMPORARY, AT WILL)

FLSA: EXEMPT

DEFINITION

Plans, organizes, manages, and provides administrative direction and oversight for functions and activities of the Public Works Department, including design and construction activities, maintenance and operations of sanitation, streets, fleet services, facilities, parks, beach and pier maintenance, environmental compliance, traffic, and development and implementation of the City's Capital Improvement Program (CIP); coordinates assigned activities with other City departments, officials, outside agencies, and the public; fosters cooperative working relationships among City departments and with intergovernmental and regulatory agencies and various public and private groups; provides highly responsible and complex professional assistance to the Public Works Director and Assistant City Manager in areas of expertise. This is a temporary, at-will position.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Public Works Director and Assistant City Manager. The work provides for a wide variety of independent decision-making, within legal and general policy and regulatory guidelines. Exercises general direction and supervision over mid-management, supervisory, professional, technical, and administrative support staff through subordinate levels of supervision.

CLASS CHARACTERISTICS

This is a temporary, at will, limited-term management classification within the Public Works Department. Under limited administrative direction from the Public Works Director and Assistant City Manager, oversees, directs, and participates in Engineering and Operations (Streets, Parks, Fleet and Facilities) activities of the Public Works Department, including short- and long-term planning, development, and administration of departmental policies, procedures, and services. This class provides assistance to the Public Works Director and the Assistant City Manager in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, municipal functions and activities, including the role of an elected City Council, and the ability to develop, oversee, and implement projects and programs in a variety of areas. Responsibilities include coordinating the activities of the department with those of other departments and outside agencies and managing and overseeing

the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives and for furthering City goals and objectives within general policy guidelines.

EXAMPLES OF ESSENTIAL FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Assumes full management responsibility for the Engineering and Operation Divisions (Streets, Parks, Fleet and Facilities) of the Public Works Department programs, services, and activities.
- Develops, directs, and coordinates the implementation of goals, objectives, policies, procedures, and work standards for the department; establishes, within City policy, appropriate budget, service, and staffing levels.
- Manages and participates in the development and administration of the department's annual budget; directs the forecast of additional funds needed for staffing, equipment, materials, and supplies; directs the monitoring of and approves expenditures; directs and implements adjustments as necessary.
- Selects, trains, motivates, and directs department personnel; evaluates and reviews work for acceptability and conformance with department standards, including program and project priorities and performance evaluations; works with employees on performance issues; implements discipline and termination procedures; responds to staff questions and concerns.
- Contributes to the overall quality of the department's service by developing, reviewing, and implementing policies and procedures to meet legal requirements and City needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems, and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.
- Evaluates the need for and develops, plans, and schedules for long-term public works maintenance programs; organizes available resources for the maintenance, improvement, and repair of public works facilities and City equipment; compiles estimates, contract provisions, and specifications.
- Develops, plans, organizes, and implements a long-term Capital Improvement Program (CIP) and resource plans for the future development of the community; reviews the designs, materials, and processes proposed in connection with new construction or major repairs for City facilities and capital improvements; prepares and/or reviews ordinances for City Council consideration; recommends levels of service for streets and drainage areas.
- Confers with developers, architects, a variety of outside agencies and, the general public in acquiring information and coordination of public works, streets, and related matters; provides information regarding these matters.
- Administers the subdivision approval process including improvement plans, track maps, parcel maps, and development reviews.

- Oversees the development of consultant requests for proposals for professional services and the advertising and bid processes; evaluates proposals and recommends project award; coordinates with legal counsel to determine City needs and requirements for contractual services; negotiates contracts and agreements and administers same after award.
- Represents the department to other City departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Conducts a variety of departmental organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.
- Develops financial plans, rate studies, grant proposals and other financing mechanisms to support the department's goals and objectives.
- Participates in and makes presentations to the City Council and a wide variety of committees, boards, and commissions; represents the community at various regional government meetings regarding transportation, growth, and development issues.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of public works maintenance, operations, and other services as they relate to the area of assignment.
- Maintains and directs the maintenance of working and official departmental files.
- Monitors changes in laws, regulations, and technology that may affect City or departmental operations; implements policy and procedural changes as required.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects as assigned by the City Manager.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Public agency budget development, contract administration, City-wide administrative practices, and general principles of risk management related to the functions of the assigned area.
- Organizational and management practices as applied to the analysis and evaluation of projects, programs, policies, procedures, and operational needs; principles and practices of municipal government administration.
- Principles and practices of public works program development, management in a municipal setting, and public works long-term maintenance planning and budgeting.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.

- Methods and techniques for the development of presentations, contract negotiations, business correspondence, and information distribution; research and reporting methods, techniques, and procedures.
- Record-keeping principles and procedures.
- Modern office practices, methods, and computer equipment and applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Develop and implement goals, objectives, policies, procedures, work standards, and internal controls for the department and assigned program areas.
- Provide administrative and professional leadership and direction for the department and the City.
- Prepare and administer large and complex budgets; allocate limited resources in a cost effective manner.
- Interpret, apply, and ensure compliance with Federal, State, and local policies, procedures, laws, and regulations.
- Plan, organize, direct, and coordinate the work of management, supervisory, professional, and technical personnel; delegate authority and responsibility; select, motivate, and evaluate the work of staff and train staff in work procedures.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with stipulations; effectively administer a variety of public works programs and administrative activities.
- Conduct effective negotiations and effectively represent the City and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Operate modern office equipment including computer equipment and specialized software applications programs.
- Use English effectively to communicate in person, over the telephone, and in writing.

- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

Education and Experience:

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Bachelor's degree with major coursework in engineering, public administration, or a related field and five (5) years of management and/or administrative experience in professional engineering, capital improvement programs, and public works management and operations.

Licenses and Certifications

- Possession of, or ability to obtain, a valid California Driver's License by time of appointment.

Physical Demands

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer, to inspect City infrastructure and development sites, to operate a motor vehicle, and to visit various City and meeting sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification, although standing in and walking between work areas, construction sites, lift stations, and uneven surfaces is required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 25 pounds.

Environmental Elements

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

Prepared by: Human Resources

Council Approved:

City of Pismo Beach
Salary Table
5% between steps
Effective October 7, 2026

Classification Title	Range #	Period	Step A	Step B	Step C	Step D	Step E
PT1	1	Hourly	19.31	20.28	21.29	22.36	23.47
		Bi-weekly	1,544.80	1,622.40	1,703.20	1,788.80	1,877.60
		Monthly	3,347.07	3,515.20	3,690.27	3,875.73	4,068.13
		Annual	40,164.80	42,182.40	44,283.20	46,508.80	48,817.60
PT2	2	Hourly	19.79	20.78	21.82	22.91	24.06
		Bi-weekly	1,583.20	1,662.40	1,745.60	1,832.80	1,924.80
		Monthly	3,430.27	3,601.87	3,782.13	3,971.07	4,170.40
		Annual	41,163.20	43,222.40	45,385.60	47,652.80	50,044.80
PT3	3	Hourly	20.29	21.30	22.37	23.49	24.66
		Bi-weekly	1,623.20	1,704.00	1,789.60	1,879.20	1,972.80
		Monthly	3,516.93	3,692.00	3,877.47	4,071.60	4,274.40
		Annual	42,203.20	44,304.00	46,529.60	48,859.20	51,292.80
PT4	4	Hourly	20.80	21.84	22.93	24.07	25.28
		Bi-weekly	1,664.00	1,747.20	1,834.40	1,925.60	2,022.40
		Monthly	3,605.33	3,785.60	3,974.53	4,172.13	4,381.87
		Annual	43,264.00	45,427.20	47,694.40	50,065.60	52,582.40
PT5	5	Hourly	21.32	22.38	23.50	24.68	25.91
		Bi-weekly	1,705.60	1,790.40	1,880.00	1,974.40	2,072.80
		Monthly	3,695.47	3,879.20	4,073.33	4,277.87	4,491.07
		Annual	44,345.60	46,550.40	48,880.00	51,334.40	53,892.80
PT6	6	Hourly	21.85	22.94	24.09	25.29	26.56
		Bi-weekly	1,748.00	1,835.20	1,927.20	2,023.20	2,124.80
		Monthly	3,787.33	3,976.27	4,175.60	4,383.60	4,603.73
		Annual	45,448.00	47,715.20	50,107.20	52,603.20	55,244.80
Office Assistant I PT7	7	Hourly	22.40	23.52	24.69	25.93	27.22
		Bi-weekly	1,792.00	1,881.60	1,975.20	2,074.40	2,177.60
		Monthly	3,882.67	4,076.80	4,279.60	4,494.53	4,718.13
		Annual	46,592.00	48,921.60	51,355.20	53,934.40	56,617.60
PT8	8	Hourly	22.96	24.10	25.31	26.57	27.90
		Bi-weekly	1,836.80	1,928.00	2,024.80	2,125.60	2,232.00
		Monthly	3,979.73	4,177.33	4,387.07	4,605.47	4,836.00
		Annual	47,756.80	50,128.00	52,644.80	55,265.60	58,032.00
PT9	9	Hourly	23.53	24.71	25.94	27.24	28.60
		Bi-weekly	1,882.40	1,976.80	2,075.20	2,179.20	2,288.00
		Monthly	4,078.53	4,283.07	4,496.27	4,721.60	4,957.33
		Annual	48,942.40	51,396.80	53,955.20	56,659.20	59,488.00
PT10	10	Hourly	24.12	25.32	26.59	27.92	29.32
		Bi-weekly	1,929.60	2,025.60	2,127.20	2,233.60	2,345.60
		Monthly	4,180.80	4,388.80	4,608.93	4,839.47	5,082.13
		Annual	50,169.60	52,665.60	55,307.20	58,073.60	60,985.60
Office Assistant II PT11	11	Hourly	24.72	25.96	27.25	28.62	30.05
		Bi-weekly	1,977.60	2,076.80	2,180.00	2,289.60	2,404.00
		Monthly	4,284.80	4,499.73	4,723.33	4,960.80	5,208.67
		Annual	51,417.60	53,996.80	56,680.00	59,529.60	62,504.00

City of Pismo Beach
Salary Table
5% between steps
Effective October 7, 2026

PT12	12	Hourly	25.34	26.61	27.94	29.33	30.80
		Bi-weekly	2,027.20	2,128.80	2,235.20	2,346.40	2,464.00
		Monthly	4,392.27	4,612.40	4,842.93	5,083.87	5,338.67
		Annual	52,707.20	55,348.80	58,115.20	61,006.40	64,064.00
Maintenance Worker I PT13	13	Hourly	25.97	27.27	28.63	30.07	31.57
		Bi-weekly	2,077.60	2,181.60	2,290.40	2,405.60	2,525.60
		Monthly	4,501.47	4,726.80	4,962.53	5,212.13	5,472.13
		Annual	54,017.60	56,721.60	59,550.40	62,545.60	65,665.60
Fleet Mechanic I PT14	14	Hourly	26.62	27.95	29.35	30.82	32.36
		Bi-weekly	2,129.60	2,236.00	2,348.00	2,465.60	2,588.80
		Monthly	4,614.13	4,844.67	5,087.33	5,342.13	5,609.07
		Annual	55,369.60	58,136.00	61,048.00	64,105.60	67,308.80
Administrative Assistant PT15	15	Hourly	27.29	28.65	30.08	31.59	33.17
		Bi-weekly	2,183.20	2,292.00	2,406.40	2,527.20	2,653.60
		Monthly	4,730.27	4,966.00	5,213.87	5,475.60	5,749.47
		Annual	56,763.20	59,592.00	62,566.40	65,707.20	68,993.60
Parking Enforcement Technician PT16	16	Hourly	27.97	29.37	30.84	32.38	34.00
		Bi-weekly	2,237.60	2,349.60	2,467.20	2,590.40	2,720.00
		Monthly	4,848.13	5,090.80	5,345.60	5,612.53	5,893.33
		Annual	58,177.60	61,089.60	64,147.20	67,350.40	70,720.00
Accounting Clerk PT17	17	Hourly	28.67	30.10	31.61	33.19	34.85
		Bi-weekly	2,293.60	2,408.00	2,528.80	2,655.20	2,788.00
		Monthly	4,969.47	5,217.33	5,479.07	5,752.93	6,040.67
		Annual	59,633.60	62,608.00	65,748.80	69,035.20	72,488.00
Water Systems Operator I PT18	18	Hourly	29.39	30.85	32.40	34.02	35.72
		Bi-weekly	2,351.20	2,468.00	2,592.00	2,721.60	2,857.60
		Monthly	5,094.27	5,347.33	5,616.00	5,896.80	6,191.47
		Annual	61,131.20	64,168.00	67,392.00	70,761.60	74,297.60
Police Records Technician Wastewater Operator I PT19	19	Hourly	30.12	31.63	33.21	34.87	36.61
		Bi-weekly	2,409.60	2,530.40	2,656.80	2,789.60	2,928.80
		Monthly	5,220.80	5,482.53	5,756.40	6,044.13	6,345.73
		Annual	62,649.60	65,790.40	69,076.80	72,529.60	76,148.80
Community Services Technician PT-NS19	NS 19	Hourly	31.32	32.89	34.53	36.26	38.07
		Bi-weekly	2,505.60	2,631.20	2,762.40	2,900.80	3,045.60
		Monthly	5,428.80	5,700.93	5,985.20	6,285.07	6,598.80
		Annual	65,145.60	68,411.20	71,822.40	75,420.80	79,185.60
Recreation Coordinator PT20	20	Hourly	30.87	32.42	34.04	35.74	37.53
		Bi-weekly	2,469.60	2,593.60	2,723.20	2,859.20	3,002.40
		Monthly	5,350.80	5,619.47	5,900.27	6,194.93	6,505.20
		Annual	64,209.60	67,433.60	70,803.20	74,339.20	78,062.40
Accounting Technician Senior Administrative Assistant Permit Technician Maintenance Worker II PT21	21	Hourly	31.64	33.23	34.89	36.63	38.46
		Bi-weekly	2,531.20	2,658.40	2,791.20	2,930.40	3,076.80
		Monthly	5,484.27	5,759.87	6,047.60	6,349.20	6,666.40
		Annual	65,811.20	69,118.40	72,571.20	76,190.40	79,996.80

City of Pismo Beach
Salary Table
5% between steps
Effective October 7, 2026

PT22	22	Hourly	32.44	34.06	35.76	37.55	39.43
		Bi-weekly	2,595.20	2,724.80	2,860.80	3,004.00	3,154.40
		Monthly	5,622.93	5,903.73	6,198.40	6,508.67	6,834.53
		Annual	67,475.20	70,844.80	74,380.80	78,104.00	82,014.40
Code Compliance Inspector	23	Hourly	33.25	34.91	36.65	38.49	40.41
Senior Police Records Technician		Bi-weekly	2,660.00	2,792.80	2,932.00	3,079.20	3,232.80
Water Systems Operator II		Monthly	5,763.33	6,051.07	6,352.67	6,671.60	7,004.40
PT23		Annual	69,160.00	72,612.80	76,232.00	80,059.20	84,052.80
Property and Evidence Technician	NS 23	Hourly	34.57	36.30	38.12	40.02	42.02
PT-NS23		Bi-weekly	2,765.60	2,904.00	3,049.60	3,201.60	3,361.60
		Monthly	5,992.13	6,292.00	6,607.47	6,936.80	7,283.47
		Annual	71,905.60	75,504.00	79,289.60	83,241.60	87,401.60
Engineering Technician	24	Hourly	34.08	35.78	37.57	39.45	41.42
Executive Assistant		Bi-weekly	2,726.40	2,862.40	3,005.60	3,156.00	3,313.60
Executive Assistant to the City Manager		Monthly	5,907.20	6,201.87	6,512.13	6,838.00	7,179.47
Fleet Mechanic II		Annual	70,886.40	74,422.40	78,145.60	82,056.00	86,153.60
Lead Maintenance Worker							
Tourism Coordinator							
PT24							
Wastewater Operator II	25	Hourly	34.93	36.68	38.51	40.44	42.46
PT25		Bi-weekly	2,794.40	2,934.40	3,080.80	3,235.20	3,396.80
		Monthly	6,054.53	6,357.87	6,675.07	7,009.60	7,359.73
		Annual	72,654.40	76,294.40	80,100.80	84,115.20	88,316.80
Public Safety Dispatcher	NS 25	Hourly	36.32	38.14	40.05	42.05	44.15
PT-NS25		Bi-weekly	2,905.60	3,051.20	3,204.00	3,364.00	3,532.00
		Monthly	6,295.47	6,610.93	6,942.00	7,288.67	7,652.67
		Annual	75,545.60	79,331.20	83,304.00	87,464.00	91,832.00
Building Inspector I	26	Hourly	35.80	37.59	39.47	41.45	43.52
Crime Analyst		Bi-weekly	2,864.00	3,007.20	3,157.60	3,316.00	3,481.60
PT26		Monthly	6,205.33	6,515.60	6,841.47	7,184.67	7,543.47
		Annual	74,464.00	78,187.20	82,097.60	86,216.00	90,521.60
IT Specialist	27	Hourly	36.70	38.53	40.46	42.48	44.61
Lead Water Systems Operator		Bi-weekly	2,936.00	3,082.40	3,236.80	3,398.40	3,568.80
PT27		Monthly	6,361.33	6,678.53	7,013.07	7,363.20	7,732.40
		Annual	76,336.00	80,142.40	84,156.80	88,358.40	92,788.80
Recreation Supervisor	28	Hourly	37.62	39.50	41.47	43.54	45.72
Facility and Fleet Supervisor		Bi-weekly	3,009.60	3,160.00	3,317.60	3,483.20	3,657.60
Parks Maintenance Supervisor		Monthly	6,520.80	6,846.67	7,188.13	7,546.93	7,924.80
Streets Maintenance Supervisor		Annual	78,249.60	82,160.00	86,257.60	90,563.20	95,097.60
PT28							
Assistant Planner	29	Hourly	38.56	40.48	42.51	44.63	46.87
Lead Wastewater Operator		Bi-weekly	3,084.80	3,238.40	3,400.80	3,570.40	3,749.60
Regulatory Compliance Coordinator		Monthly	6,683.73	7,016.53	7,368.40	7,735.87	8,124.13
PT29		Annual	80,204.80	84,198.40	88,420.80	92,830.40	97,489.60

City of Pismo Beach
Salary Table
5% between steps
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Senior Public Safety Dispatcher PT-NS29	NS 29	Hourly	40.09	42.10	44.20	46.41	48.73
		Bi-weekly	3,207.20	3,368.00	3,536.00	3,712.80	3,898.40
		Monthly	6,948.93	7,297.33	7,661.33	8,044.40	8,446.53
		Annual	83,387.20	87,568.00	91,936.00	96,532.80	101,358.40
Building Inspector II Parking Operations Supervisor PT30	30	Hourly	39.52	41.50	43.57	45.75	48.04
		Bi-weekly	3,161.60	3,320.00	3,485.60	3,660.00	3,843.20
		Monthly	6,850.13	7,193.33	7,552.13	7,930.00	8,326.93
		Annual	82,201.60	86,320.00	90,625.60	95,160.00	99,923.20
Accountant Assistant Engineer Management Analyst Tourism Manager Water Systems Supervisor PT31	31	Hourly	40.51	42.53	44.66	46.89	49.24
		Bi-weekly	3,240.80	3,402.40	3,572.80	3,751.20	3,939.20
		Monthly	7,021.73	7,371.87	7,741.07	8,127.60	8,534.93
		Annual	84,260.80	88,462.40	92,892.80	97,531.20	102,419.20
Associate Planner PT32	32	Hourly	41.52	43.60	45.78	48.07	50.47
		Bi-weekly	3,321.60	3,488.00	3,662.40	3,845.60	4,037.60
		Monthly	7,196.80	7,557.33	7,935.20	8,332.13	8,748.13
		Annual	86,361.60	90,688.00	95,222.40	99,985.60	104,977.60
Police Support Services Supervisor PT-NS32	NS 32	Hourly	43.18	45.34	47.60	49.98	52.48
		Bi-weekly	3,454.40	3,627.20	3,808.00	3,998.40	4,198.40
		Monthly	7,484.53	7,858.93	8,250.67	8,663.20	9,096.53
		Annual	89,814.40	94,307.20	99,008.00	103,958.40	109,158.40
Building Inspector/Plans Examiner Wastewater Systems Supervisor PT33	33	Hourly	42.56	44.69	46.92	49.27	51.73
		Bi-weekly	3,404.80	3,575.20	3,753.60	3,941.60	4,138.40
		Monthly	7,377.07	7,746.27	8,132.80	8,540.13	8,966.53
		Annual	88,524.80	92,955.20	97,593.60	102,481.60	107,598.40
Senior Management Analyst Senior Accountant GIS Analyst PT34	34	Hourly	43.62	45.80	48.09	50.50	53.02
		Bi-weekly	3,489.60	3,664.00	3,847.20	4,040.00	4,241.60
		Monthly	7,560.80	7,938.67	8,335.60	8,753.33	9,190.13
		Annual	90,729.60	95,264.00	100,027.20	105,040.00	110,281.60
PT35	35	Hourly	44.71	46.95	49.30	51.76	54.35
		Bi-weekly	3,576.80	3,756.00	3,944.00	4,140.80	4,348.00
		Monthly	7,749.73	8,138.00	8,545.33	8,971.73	9,420.67
		Annual	92,996.80	97,656.00	102,544.00	107,660.80	113,048.00
Finance Supervisor PT36	36	Hourly	45.83	48.12	50.53	53.06	55.71
		Bi-weekly	3,666.40	3,849.60	4,042.40	4,244.80	4,456.80
		Monthly	7,943.87	8,340.80	8,758.53	9,197.07	9,656.40
		Annual	95,326.40	100,089.60	105,102.40	110,364.80	115,876.80
Police Officer PT-SW36	SW 36	Hourly	46.74	49.08	51.53	54.11	56.81
		Bi-weekly	3,739.20	3,926.40	4,122.40	4,328.80	4,544.80
		Monthly	8,101.60	8,507.20	8,931.87	9,379.07	9,847.07
		Annual	97,219.20	102,086.40	107,182.40	112,548.80	118,164.80

City of Pismo Beach
Salary Table
5% between steps
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Senior Planner PT37	37	Hourly	46.98	49.33	51.79	54.38	57.10
		Bi-weekly	3,758.40	3,946.40	4,143.20	4,350.40	4,568.00
		Monthly	8,143.20	8,550.53	8,976.93	9,425.87	9,897.33
		Annual	97,718.40	102,606.40	107,723.20	113,110.40	118,768.00
Capital Projects Manager PT38	38	Hourly	48.15	50.56	53.09	55.74	58.53
		Bi-weekly	3,852.00	4,044.80	4,247.20	4,459.20	4,682.40
		Monthly	8,346.00	8,763.73	9,202.27	9,661.60	10,145.20
		Annual	100,152.00	105,164.80	110,427.20	115,939.20	121,742.40
PT39	39	Hourly	49.35	51.82	54.41	57.13	59.99
		Bi-weekly	3,948.00	4,145.60	4,352.80	4,570.40	4,799.20
		Monthly	8,554.00	8,982.13	9,431.07	9,902.53	10,398.27
		Annual	102,648.00	107,785.60	113,172.80	118,830.40	124,779.20
Public Works Operations Manager PT40	40	Hourly	50.59	53.12	55.77	58.56	61.49
		Bi-weekly	4,047.20	4,249.60	4,461.60	4,684.80	4,919.20
		Monthly	8,768.93	9,207.47	9,666.80	10,150.40	10,658.27
		Annual	105,227.20	110,489.60	116,001.60	121,804.80	127,899.20
Police Corporal PT-SW40	SW 40	Hourly	51.59	54.17	56.88	59.72	62.71
		Bi-weekly	4,127.20	4,333.60	4,550.40	4,777.60	5,016.80
		Monthly	8,942.27	9,389.47	9,859.20	10,351.47	10,869.73
		Annual	107,307.20	112,673.60	118,310.40	124,217.60	130,436.80
PT41	41	Hourly	51.85	54.45	57.17	60.03	63.03
		Bi-weekly	4,148.00	4,356.00	4,573.60	4,802.40	5,042.40
		Monthly	8,987.33	9,438.00	9,909.47	10,405.20	10,925.20
		Annual	107,848.00	113,256.00	118,913.60	124,862.40	131,102.40
Engineer Recreation Manager PT42	42	Hourly	53.15	55.81	58.60	61.53	64.60
		Bi-weekly	4,252.00	4,464.80	4,688.00	4,922.40	5,168.00
		Monthly	9,212.67	9,673.73	10,157.33	10,665.20	11,197.33
		Annual	110,552.00	116,084.80	121,888.00	127,982.40	134,368.00
City Clerk PT43	43	Hourly	54.48	57.20	60.06	63.07	66.22
		Bi-weekly	4,358.40	4,576.00	4,804.80	5,045.60	5,297.60
		Monthly	9,443.20	9,914.67	10,410.40	10,932.13	11,478.13
		Annual	113,318.40	118,976.00	124,924.80	131,185.60	137,737.60
Human Resources Officer PT44	44	Hourly	55.84	58.63	61.56	64.64	67.87
		Bi-weekly	4,467.20	4,690.40	4,924.80	5,171.20	5,429.60
		Monthly	9,678.93	10,162.53	10,670.40	11,204.27	11,764.13
		Annual	116,147.20	121,950.40	128,044.80	134,451.20	141,169.60
PT45	45	Hourly	57.24	60.10	63.10	66.26	69.57
		Bi-weekly	4,579.20	4,808.00	5,048.00	5,300.80	5,565.60
		Monthly	9,921.60	10,417.33	10,937.33	11,485.07	12,058.80
		Annual	119,059.20	125,008.00	131,248.00	137,820.80	144,705.60
Senior Engineer PT46	46	Hourly	58.67	61.60	64.68	67.91	71.31
		Bi-weekly	4,693.60	4,928.00	5,174.40	5,432.80	5,704.80
		Monthly	10,169.47	10,677.33	11,211.20	11,771.07	12,360.40
		Annual	122,033.60	128,128.00	134,534.40	141,252.80	148,324.80

City of Pismo Beach
Salary Table
5% between steps
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Finance Manager	47	Hourly	60.13	63.14	66.30	69.61	73.09
IT Manager		Bi-weekly	4,810.40	5,051.20	5,304.00	5,568.80	5,847.20
Planning Manager		Monthly	10,422.53	10,944.27	11,492.00	12,065.73	12,668.93
PT47		Annual	125,070.40	131,331.20	137,904.00	144,788.80	152,027.20
Police Sergeant	SW 47	Hourly	61.32	64.39	67.61	70.99	74.54
PT-SW47		Bi-weekly	4,905.60	5,151.20	5,408.80	5,679.20	5,963.20
		Monthly	10,628.80	11,160.93	11,719.07	12,304.93	12,920.27
		Annual	127,545.60	133,931.20	140,628.80	147,659.20	155,043.20
Building Official	48	Hourly	61.64	64.72	67.96	71.35	74.92
Utilities Manager		Bi-weekly	4,931.20	5,177.60	5,436.80	5,708.00	5,993.60
PT48		Monthly	10,684.27	11,218.13	11,779.73	12,367.33	12,986.13
		Annual	128,211.20	134,617.60	141,356.80	148,408.00	155,833.60
Engineering Manager	49	Hourly	63.18	66.34	69.65	73.14	76.79
PT49		Bi-weekly	5,054.40	5,307.20	5,572.00	5,851.20	6,143.20
		Monthly	10,951.20	11,498.93	12,072.67	12,677.60	13,310.27
		Annual	131,414.40	137,987.20	144,872.00	152,131.20	159,723.20
PT50	50	Hourly	64.76	68.00	71.40	74.97	78.71
		Bi-weekly	5,180.80	5,440.00	5,712.00	5,997.60	6,296.80
		Monthly	11,225.07	11,786.67	12,376.00	12,994.80	13,643.07
		Annual	134,700.80	141,440.00	148,512.00	155,937.60	163,716.80
PT51	51	Hourly	66.38	69.70	73.18	76.84	80.68
		Bi-weekly	5,310.40	5,576.00	5,854.40	6,147.20	6,454.40
		Monthly	11,505.87	12,081.33	12,684.53	13,318.93	13,984.53
		Annual	138,070.40	144,976.00	152,214.40	159,827.20	167,814.40
PT52	52	Hourly	68.04	71.44	75.01	78.76	82.70
		Bi-weekly	5,443.20	5,715.20	6,000.80	6,300.80	6,616.00
		Monthly	11,793.60	12,382.93	13,001.73	13,651.73	14,334.67
		Annual	141,523.20	148,595.20	156,020.80	163,820.80	172,016.00
City Engineer	53	Hourly	69.74	73.22	76.89	80.73	84.77
PT53		Bi-weekly	5,579.20	5,857.60	6,151.20	6,458.40	6,781.60
		Monthly	12,088.27	12,691.47	13,327.60	13,993.20	14,693.47
		Annual	145,059.20	152,297.60	159,931.20	167,918.40	176,321.60
PT54	54	Hourly	71.48	75.05	78.81	82.75	86.89
		Bi-weekly	5,718.40	6,004.00	6,304.80	6,620.00	6,951.20
		Monthly	12,389.87	13,008.67	13,660.40	14,343.33	15,060.93
		Annual	148,678.40	156,104.00	163,924.80	172,120.00	180,731.20
Police Commander	55	Hourly	73.27	76.93	80.78	84.82	89.06
PT55		Bi-weekly	5,861.60	6,154.40	6,462.40	6,785.60	7,124.80
		Monthly	12,700.13	13,334.53	14,001.87	14,702.13	15,437.07
		Annual	152,401.60	160,014.40	168,022.40	176,425.60	185,244.80
PT56	56	Hourly	75.10	78.85	82.80	86.94	91.28
		Bi-weekly	6,008.00	6,308.00	6,624.00	6,955.20	7,302.40
		Monthly	13,017.33	13,667.33	14,352.00	15,069.60	15,821.87
		Annual	156,208.00	164,008.00	172,224.00	180,835.20	189,862.40

City of Pismo Beach
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Assistant Public Works Director (Temporary) PT57	57	Hourly	76.98	80.83	84.87	89.11	93.57
		Bi-weekly	6,158.40	6,466.40	6,789.60	7,128.80	7,485.60
		Monthly	13,343.20	14,010.53	14,710.80	15,445.73	16,218.80
		Annual	160,118.40	168,126.40	176,529.60	185,348.80	194,625.60
PT58	58	Hourly	78.90	82.85	86.99	91.34	95.90
		Bi-weekly	6,312.00	6,628.00	6,959.20	7,307.20	7,672.00
		Monthly	13,676.00	14,360.67	15,078.27	15,832.27	16,622.67
		Annual	164,112.00	172,328.00	180,939.20	189,987.20	199,472.00
PT59	59	Hourly	80.87	84.92	89.16	93.62	98.30
		Bi-weekly	6,469.60	6,793.60	7,132.80	7,489.60	7,864.00
		Monthly	14,017.47	14,719.47	15,454.40	16,227.47	17,038.67
		Annual	168,209.60	176,633.60	185,452.80	194,729.60	204,464.00
PT60	60	Hourly	82.90	87.04	91.39	95.96	100.76
		Bi-weekly	6,632.00	6,963.20	7,311.20	7,676.80	8,060.80
		Monthly	14,369.33	15,086.93	15,840.93	16,633.07	17,465.07
		Annual	172,432.00	181,043.20	190,091.20	199,596.80	209,580.80
Community Development Director Administrative Services Director Management Services Director Public Works Director Recreation and Tourism Director PT61	61	Hourly	84.97	89.22	93.68	98.36	103.28
		Bi-weekly	6,797.60	7,137.60	7,494.40	7,868.80	8,262.40
		Monthly	14,728.13	15,464.80	16,237.87	17,049.07	17,901.87
		Annual	176,737.60	185,577.60	194,854.40	204,588.80	214,822.40
PT62	62	Hourly	87.09	91.45	96.02	100.82	105.86
		Bi-weekly	6,967.20	7,316.00	7,681.60	8,065.60	8,468.80
		Monthly	15,095.60	15,851.33	16,643.47	17,475.47	18,349.07
		Annual	181,147.20	190,216.00	199,721.60	209,705.60	220,188.80
PT63	63	Hourly	89.27	93.73	98.42	103.34	108.51
		Bi-weekly	7,141.60	7,498.40	7,873.60	8,267.20	8,680.80
		Monthly	15,473.47	16,246.53	17,059.47	17,912.27	18,808.40
		Annual	185,681.60	194,958.40	204,713.60	214,947.20	225,700.80
Police Chief PT64	64	Hourly	91.50	96.08	100.88	105.92	111.22
		Bi-weekly	7,320.00	7,686.40	8,070.40	8,473.60	8,897.60
		Monthly	15,860.00	16,653.87	17,485.87	18,359.47	19,278.13
		Annual	190,320.00	199,846.40	209,830.40	220,313.60	231,337.60
Assistant City Manager PT65	65	Hourly	93.79	98.48	103.40	108.57	114.00
		Bi-weekly	7,503.20	7,878.40	8,272.00	8,685.60	9,120.00
		Monthly	16,256.93	17,069.87	17,922.67	18,818.80	19,760.00
		Annual	195,083.20	204,838.40	215,072.00	225,825.60	237,120.00
City Manager	74	Hourly	117.13	122.99	129.14	135.59	142.37
		Bi-weekly	9,370.40	9,839.20	10,331.20	10,847.20	11,389.60
		Monthly	20,302.53	21,318.27	22,384.27	23,502.27	24,677.47
		Annual	243,630.40	255,819.20	268,611.20	282,027.20	296,129.60

City of Pismo Beach

Salary Table

5% between steps

Effective 1st Full Pay Period in July 2027

Classification Title	Range #	Period	Step A	Step B	Step C	Step D	Step E
PT1	1	Hourly	19.89	20.89	21.93	23.03	24.18
		Bi-weekly	1,591.20	1,671.20	1,754.40	1,842.40	1,934.40
		Monthly	3,447.60	3,620.93	3,801.20	3,991.87	4,191.20
		Annual	41,371.20	43,451.20	45,614.40	47,902.40	50,294.40
PT2	2	Hourly	20.39	21.41	22.48	23.60	24.78
		Bi-weekly	1,631.20	1,712.80	1,798.40	1,888.00	1,982.40
		Monthly	3,534.27	3,711.07	3,896.53	4,090.67	4,295.20
		Annual	42,411.20	44,532.80	46,758.40	49,088.00	51,542.40
PT3	3	Hourly	20.90	21.94	23.04	24.19	25.40
		Bi-weekly	1,672.00	1,755.20	1,843.20	1,935.20	2,032.00
		Monthly	3,622.67	3,802.93	3,993.60	4,192.93	4,402.67
		Annual	43,472.00	45,635.20	47,923.20	50,315.20	52,832.00
PT4	4	Hourly	21.42	22.49	23.62	24.80	26.04
		Bi-weekly	1,713.60	1,799.20	1,889.60	1,984.00	2,083.20
		Monthly	3,712.80	3,898.27	4,094.13	4,298.67	4,513.60
		Annual	44,553.60	46,779.20	49,129.60	51,584.00	54,163.20
PT5	5	Hourly	21.96	23.05	24.21	25.42	26.69
		Bi-weekly	1,756.80	1,844.00	1,936.80	2,033.60	2,135.20
		Monthly	3,806.40	3,995.33	4,196.40	4,406.13	4,626.27
		Annual	45,676.80	47,944.00	50,356.80	52,873.60	55,515.20
PT6	6	Hourly	22.51	23.63	24.81	26.05	27.36
		Bi-weekly	1,800.80	1,890.40	1,984.80	2,084.00	2,188.80
		Monthly	3,901.73	4,095.87	4,300.40	4,515.33	4,742.40
		Annual	46,820.80	49,150.40	51,604.80	54,184.00	56,908.80
Office Assistant I PT7	7	Hourly	23.07	24.22	25.43	26.70	28.04
		Bi-weekly	1,845.60	1,937.60	2,034.40	2,136.00	2,243.20
		Monthly	3,998.80	4,198.13	4,407.87	4,628.00	4,860.27
		Annual	47,985.60	50,377.60	52,894.40	55,536.00	58,323.20
PT8	8	Hourly	23.64	24.83	26.07	27.37	28.74
		Bi-weekly	1,891.20	1,986.40	2,085.60	2,189.60	2,299.20
		Monthly	4,097.60	4,303.87	4,518.80	4,744.13	4,981.60
		Annual	49,171.20	51,646.40	54,225.60	56,929.60	59,779.20
PT9	9	Hourly	24.24	25.45	26.72	28.06	29.46
		Bi-weekly	1,939.20	2,036.00	2,137.60	2,244.80	2,356.80
		Monthly	4,201.60	4,411.33	4,631.47	4,863.73	5,106.40
		Annual	50,419.20	52,936.00	55,577.60	58,364.80	61,276.80
PT10	10	Hourly	24.84	26.08	27.39	28.76	30.19
		Bi-weekly	1,987.20	2,086.40	2,191.20	2,300.80	2,415.20
		Monthly	4,305.60	4,520.53	4,747.60	4,985.07	5,232.93
		Annual	51,667.20	54,246.40	56,971.20	59,820.80	62,795.20
Office Assistant II PT11	11	Hourly	25.46	26.74	28.07	29.48	30.95
		Bi-weekly	2,036.80	2,139.20	2,245.60	2,358.40	2,476.00
		Monthly	4,413.07	4,634.93	4,865.47	5,109.87	5,364.67
		Annual	52,956.80	55,619.20	58,385.60	61,318.40	64,376.00

City of Pismo Beach

Salary Table

5% between steps

Effective 1st Full Pay Period in July 2027

Schedule C

PT12	12	Hourly	26.10	27.40	28.77	30.21	31.72
		Bi-weekly	2,088.00	2,192.00	2,301.60	2,416.80	2,537.60
		Monthly	4,524.00	4,749.33	4,986.80	5,236.40	5,498.13
		Annual	54,288.00	56,992.00	59,841.60	62,836.80	65,977.60
Maintenance Worker I PT13	13	Hourly	26.75	28.09	29.49	30.97	32.52
		Bi-weekly	2,140.00	2,247.20	2,359.20	2,477.60	2,601.60
		Monthly	4,636.67	4,868.93	5,111.60	5,368.13	5,636.80
		Annual	55,640.00	58,427.20	61,339.20	64,417.60	67,641.60
Fleet Mechanic I PT14	14	Hourly	27.42	28.79	30.23	31.74	33.33
		Bi-weekly	2,193.60	2,303.20	2,418.40	2,539.20	2,666.40
		Monthly	4,752.80	4,990.27	5,239.87	5,501.60	5,777.20
		Annual	57,033.60	59,883.20	62,878.40	66,019.20	69,326.40
Administrative Assistant PT15	15	Hourly	28.11	29.51	30.99	32.54	34.16
		Bi-weekly	2,248.80	2,360.80	2,479.20	2,603.20	2,732.80
		Monthly	4,872.40	5,115.07	5,371.60	5,640.27	5,921.07
		Annual	58,468.80	61,380.80	64,459.20	67,683.20	71,052.80
Parking Enforcement Technician PT16	16	Hourly	28.81	30.25	31.76	33.35	35.02
		Bi-weekly	2,304.80	2,420.00	2,540.80	2,668.00	2,801.60
		Monthly	4,993.73	5,243.33	5,505.07	5,780.67	6,070.13
		Annual	59,924.80	62,920.00	66,060.80	69,368.00	72,841.60
Accounting Clerk PT17	17	Hourly	29.53	31.01	32.56	34.18	35.89
		Bi-weekly	2,362.40	2,480.80	2,604.80	2,734.40	2,871.20
		Monthly	5,118.53	5,375.07	5,643.73	5,924.53	6,220.93
		Annual	61,422.40	64,500.80	67,724.80	71,094.40	74,651.20
Water Systems Operator I PT18	18	Hourly	30.27	31.78	33.37	35.04	36.79
		Bi-weekly	2,421.60	2,542.40	2,669.60	2,803.20	2,943.20
		Monthly	5,246.80	5,508.53	5,784.13	6,073.60	6,376.93
		Annual	62,961.60	66,102.40	69,409.60	72,883.20	76,523.20
Police Records Technician Wastewater Operator I PT19	19	Hourly	31.02	32.57	34.20	35.91	37.71
		Bi-weekly	2,481.60	2,605.60	2,736.00	2,872.80	3,016.80
		Monthly	5,376.80	5,645.47	5,928.00	6,224.40	6,536.40
		Annual	64,521.60	67,745.60	71,136.00	74,692.80	78,436.80
Community Services Technician PT-NS19	NS 19	Hourly	32.26	33.87	35.57	37.35	39.21
		Bi-weekly	2,580.80	2,709.60	2,845.60	2,988.00	3,136.80
		Monthly	5,591.73	5,870.80	6,165.47	6,474.00	6,796.40
		Annual	67,100.80	70,449.60	73,985.60	77,688.00	81,556.80
Recreation Coordinator PT20	20	Hourly	31.80	33.39	35.06	36.81	38.65
		Bi-weekly	2,544.00	2,671.20	2,804.80	2,944.80	3,092.00
		Monthly	5,512.00	5,787.60	6,077.07	6,380.40	6,699.33
		Annual	66,144.00	69,451.20	72,924.80	76,564.80	80,392.00
Accounting Technician Senior Administrative Assistant Permit Technician Maintenance Worker II PT21	21	Hourly	32.59	34.22	35.93	37.73	39.62
		Bi-weekly	2,607.20	2,737.60	2,874.40	3,018.40	3,169.60
		Monthly	5,648.93	5,931.47	6,227.87	6,539.87	6,867.47
		Annual	67,787.20	71,177.60	74,734.40	78,478.40	82,409.60

City of Pismo Beach

Salary Table

5% between steps

Effective 1st Full Pay Period in July 2027

PT22	22	Hourly	33.41	35.08	36.83	38.67	40.61
		Bi-weekly	2,672.80	2,806.40	2,946.40	3,093.60	3,248.80
		Monthly	5,791.07	6,080.53	6,383.87	6,702.80	7,039.07
		Annual	69,492.80	72,966.40	76,606.40	80,433.60	84,468.80
Code Compliance Inspector	23	Hourly	34.24	35.96	37.75	39.64	41.62
Senior Police Records Technician		Bi-weekly	2,739.20	2,876.80	3,020.00	3,171.20	3,329.60
Water Systems Operator II		Monthly	5,934.93	6,233.07	6,543.33	6,870.93	7,214.13
PT23		Annual	71,219.20	74,796.80	78,520.00	82,451.20	86,569.60
Property and Evidence Technician	NS 23	Hourly	35.61	37.39	39.26	41.22	43.28
PT-NS23		Bi-weekly	2,848.80	2,991.20	3,140.80	3,297.60	3,462.40
		Monthly	6,172.40	6,480.93	6,805.07	7,144.80	7,501.87
		Annual	74,068.80	77,771.20	81,660.80	85,737.60	90,022.40
Engineering Technician	24	Hourly	35.10	36.86	38.70	40.63	42.66
Executive Assistant		Bi-weekly	2,808.00	2,948.80	3,096.00	3,250.40	3,412.80
Executive Assistant to the City Manager		Monthly	6,084.00	6,389.07	6,708.00	7,042.53	7,394.40
Fleet Mechanic II		Annual	73,008.00	76,668.80	80,496.00	84,510.40	88,732.80
Lead Maintenance Worker							
Tourism Coordinator							
PT24							
Wastewater Operator II	25	Hourly	35.98	37.78	39.67	41.65	43.73
PT25		Bi-weekly	2,878.40	3,022.40	3,173.60	3,332.00	3,498.40
		Monthly	6,236.53	6,548.53	6,876.13	7,219.33	7,579.87
		Annual	74,838.40	78,582.40	82,513.60	86,632.00	90,958.40
Public Safety Dispatcher	NS 25	Hourly	37.41	39.28	41.25	43.31	45.48
PT-NS25		Bi-weekly	2,992.80	3,142.40	3,300.00	3,464.80	3,638.40
		Monthly	6,484.40	6,808.53	7,150.00	7,507.07	7,883.20
		Annual	77,812.80	81,702.40	85,800.00	90,084.80	94,598.40
Building Inspector I	26	Hourly	36.88	38.72	40.66	42.69	44.82
Crime Analyst		Bi-weekly	2,950.40	3,097.60	3,252.80	3,415.20	3,585.60
PT26		Monthly	6,392.53	6,711.47	7,047.73	7,399.60	7,768.80
		Annual	76,710.40	80,537.60	84,572.80	88,795.20	93,225.60
IT Specialist	27	Hourly	37.80	39.69	41.67	43.76	45.95
Lead Water Systems Operator		Bi-weekly	3,024.00	3,175.20	3,333.60	3,500.80	3,676.00
PT27		Monthly	6,552.00	6,879.60	7,222.80	7,585.07	7,964.67
		Annual	78,624.00	82,555.20	86,673.60	91,020.80	95,576.00
Recreation Supervisor	28	Hourly	38.74	40.68	42.72	44.85	47.09
Facility and Fleet Supervisor		Bi-weekly	3,099.20	3,254.40	3,417.60	3,588.00	3,767.20
Parks Maintenance Supervisor		Monthly	6,714.93	7,051.20	7,404.80	7,774.00	8,162.27
Streets Maintenance Supervisor		Annual	80,579.20	84,614.40	88,857.60	93,288.00	97,947.20
PT28							
Assistant Planner	29	Hourly	39.71	41.70	43.78	45.97	48.27
Lead Wastewater Operator		Bi-weekly	3,176.80	3,336.00	3,502.40	3,677.60	3,861.60
Regulatory Compliance Coordinator		Monthly	6,883.07	7,228.00	7,588.53	7,968.13	8,366.80
PT29		Annual	82,596.80	86,736.00	91,062.40	95,617.60	100,401.60

City of Pismo Beach

Salary Table

5% between steps

Effective 1st Full Pay Period in July 2027

Senior Public Safety Dispatcher PT-NS29	NS 29	Hourly	41.30	43.36	45.53	47.81	50.20
		Bi-weekly	3,304.00	3,468.80	3,642.40	3,824.80	4,016.00
		Monthly	7,158.67	7,515.73	7,891.87	8,287.07	8,701.33
		Annual	85,904.00	90,188.80	94,702.40	99,444.80	104,416.00
Building Inspector II Parking Operations Supervisor PT30	30	Hourly	40.71	42.74	44.88	47.12	49.48
		Bi-weekly	3,256.80	3,419.20	3,590.40	3,769.60	3,958.40
		Monthly	7,056.40	7,408.27	7,779.20	8,167.47	8,576.53
		Annual	84,676.80	88,899.20	93,350.40	98,009.60	102,918.40
Accountant Assistant Engineer Management Analyst Tourism Manager Water Systems Supervisor PT31	31	Hourly	41.72	43.81	46.00	48.30	50.71
		Bi-weekly	3,337.60	3,504.80	3,680.00	3,864.00	4,056.80
		Monthly	7,231.47	7,593.73	7,973.33	8,372.00	8,789.73
		Annual	86,777.60	91,124.80	95,680.00	100,464.00	105,476.80
Associate Planner PT32	32	Hourly	42.77	44.90	47.15	49.51	51.98
		Bi-weekly	3,421.60	3,592.00	3,772.00	3,960.80	4,158.40
		Monthly	7,413.47	7,782.67	8,172.67	8,581.73	9,009.87
		Annual	88,961.60	93,392.00	98,072.00	102,980.80	108,118.40
Police Support Services Supervisor PT-NS32	NS 32	Hourly	44.47	46.70	49.03	51.48	54.06
		Bi-weekly	3,557.60	3,736.00	3,922.40	4,118.40	4,324.80
		Monthly	7,708.13	8,094.67	8,498.53	8,923.20	9,370.40
		Annual	92,497.60	97,136.00	101,982.40	107,078.40	112,444.80
Building Inspector/Plans Examiner Wastewater Systems Supervisor PT33	33	Hourly	43.84	46.03	48.33	50.74	53.28
		Bi-weekly	3,507.20	3,682.40	3,866.40	4,059.20	4,262.40
		Monthly	7,598.93	7,978.53	8,377.20	8,794.93	9,235.20
		Annual	91,187.20	95,742.40	100,526.40	105,539.20	110,822.40
Senior Management Analyst Senior Accountant GIS Analyst PT34	34	Hourly	44.93	47.18	49.54	52.01	54.61
		Bi-weekly	3,594.40	3,774.40	3,963.20	4,160.80	4,368.80
		Monthly	7,787.87	8,177.87	8,586.93	9,015.07	9,465.73
		Annual	93,454.40	98,134.40	103,043.20	108,180.80	113,588.80
PT35	35	Hourly	46.05	48.36	50.78	53.31	55.98
		Bi-weekly	3,684.00	3,868.80	4,062.40	4,264.80	4,478.40
		Monthly	7,982.00	8,382.40	8,801.87	9,240.40	9,703.20
		Annual	95,784.00	100,588.80	105,622.40	110,884.80	116,438.40
Finance Supervisor PT36	36	Hourly	47.21	49.57	52.04	54.65	57.38
		Bi-weekly	3,776.80	3,965.60	4,163.20	4,372.00	4,590.40
		Monthly	8,183.07	8,592.13	9,020.27	9,472.67	9,945.87
		Annual	98,196.80	103,105.60	108,243.20	113,672.00	119,350.40
Police Officer PT-SW36	SW 36	Hourly	48.14	50.55	53.07	55.73	58.51
		Bi-weekly	3,851.20	4,044.00	4,245.60	4,458.40	4,680.80
		Monthly	8,344.27	8,762.00	9,198.80	9,659.87	10,141.73
		Annual	100,131.20	105,144.00	110,385.60	115,918.40	121,700.80

City of Pismo Beach

Salary Table

5% between steps

Effective 1st Full Pay Period in July 2027

Senior Planner PT37	37	Hourly	48.39	50.81	53.35	56.01	58.81
		Bi-weekly	3,871.20	4,064.80	4,268.00	4,480.80	4,704.80
		Monthly	8,387.60	8,807.07	9,247.33	9,708.40	10,193.73
		Annual	100,651.20	105,684.80	110,968.00	116,500.80	122,324.80
Capital Projects Manager PT38	38	Hourly	49.60	52.08	54.68	57.41	60.28
		Bi-weekly	3,968.00	4,166.40	4,374.40	4,592.80	4,822.40
		Monthly	8,597.33	9,027.20	9,477.87	9,951.07	10,448.53
		Annual	103,168.00	108,326.40	113,734.40	119,412.80	125,382.40
PT39	39	Hourly	50.84	53.38	56.05	58.85	61.79
		Bi-weekly	4,067.20	4,270.40	4,484.00	4,708.00	4,943.20
		Monthly	8,812.27	9,252.53	9,715.33	10,200.67	10,710.27
		Annual	105,747.20	111,030.40	116,584.00	122,408.00	128,523.20
Public Works Operations Manager PT40	40	Hourly	52.11	54.71	57.45	60.32	63.34
		Bi-weekly	4,168.80	4,376.80	4,596.00	4,825.60	5,067.20
		Monthly	9,032.40	9,483.07	9,958.00	10,455.47	10,978.93
		Annual	108,388.80	113,796.80	119,496.00	125,465.60	131,747.20
Police Corporal PT-SW40	SW 40	Hourly	53.14	55.79	58.58	61.51	64.59
		Bi-weekly	4,251.20	4,463.20	4,686.40	4,920.80	5,167.20
		Monthly	9,210.93	9,670.27	10,153.87	10,661.73	11,195.60
		Annual	110,531.20	116,043.20	121,846.40	127,940.80	134,347.20
PT41	41	Hourly	53.41	56.08	58.88	61.83	64.92
		Bi-weekly	4,272.80	4,486.40	4,710.40	4,946.40	5,193.60
		Monthly	9,257.73	9,720.53	10,205.87	10,717.20	11,252.80
		Annual	111,092.80	116,646.40	122,470.40	128,606.40	135,033.60
Engineer Recreation Manager PT42	42	Hourly	54.74	57.48	60.36	63.37	66.54
		Bi-weekly	4,379.20	4,598.40	4,828.80	5,069.60	5,323.20
		Monthly	9,488.27	9,963.20	10,462.40	10,984.13	11,533.60
		Annual	113,859.20	119,558.40	125,548.80	131,809.60	138,403.20
City Clerk PT43	43	Hourly	56.11	58.92	61.86	64.96	68.21
		Bi-weekly	4,488.80	4,713.60	4,948.80	5,196.80	5,456.80
		Monthly	9,725.73	10,212.80	10,722.40	11,259.73	11,823.07
		Annual	116,708.80	122,553.60	128,668.80	135,116.80	141,876.80
Human Resources Officer PT44	44	Hourly	57.52	60.39	63.41	66.58	69.91
		Bi-weekly	4,601.60	4,831.20	5,072.80	5,326.40	5,592.80
		Monthly	9,970.13	10,467.60	10,991.07	11,540.53	12,117.73
		Annual	119,641.60	125,611.20	131,892.80	138,486.40	145,412.80
PT45	45	Hourly	58.95	61.90	65.00	68.25	71.66
		Bi-weekly	4,716.00	4,952.00	5,200.00	5,460.00	5,732.80
		Monthly	10,218.00	10,729.33	11,266.67	11,830.00	12,421.07
		Annual	122,616.00	128,752.00	135,200.00	141,960.00	149,052.80
Senior Engineer PT46	46	Hourly	60.43	63.45	66.62	69.95	73.45
		Bi-weekly	4,834.40	5,076.00	5,329.60	5,596.00	5,876.00
		Monthly	10,474.53	10,998.00	11,547.47	12,124.67	12,731.33
		Annual	125,694.40	131,976.00	138,569.60	145,496.00	152,776.00

City of Pismo Beach

Schedule C

Salary Table

5% between steps

Effective 1st Full Pay Period in July 2027

Finance Manager	47	Hourly	61.94	65.04	68.29	71.70	75.29
IT Manager		Bi-weekly	4,955.20	5,203.20	5,463.20	5,736.00	6,023.20
Planning Manager		Monthly	10,736.27	11,273.60	11,836.93	12,428.00	13,050.27
PT47		Annual	128,835.20	135,283.20	142,043.20	149,136.00	156,603.20
Police Sergeant	SW 47	Hourly	63.16	66.32	69.64	73.12	76.78
PT-SW47		Bi-weekly	5,052.80	5,305.60	5,571.20	5,849.60	6,142.40
		Monthly	10,947.73	11,495.47	12,070.93	12,674.13	13,308.53
		Annual	131,372.80	137,945.60	144,851.20	152,089.60	159,702.40
Building Official	48	Hourly	63.49	66.66	69.99	73.49	77.17
Utilities Manager		Bi-weekly	5,079.20	5,332.80	5,599.20	5,879.20	6,173.60
PT48		Monthly	11,004.93	11,554.40	12,131.60	12,738.27	13,376.13
		Annual	132,059.20	138,652.80	145,579.20	152,859.20	160,513.60
Engineering Manager	49	Hourly	65.07	68.33	71.74	75.33	79.10
PT49		Bi-weekly	5,205.60	5,466.40	5,739.20	6,026.40	6,328.00
		Monthly	11,278.80	11,843.87	12,434.93	13,057.20	13,710.67
		Annual	135,345.60	142,126.40	149,219.20	156,686.40	164,528.00
PT50	50	Hourly	66.70	70.04	73.54	77.21	81.08
		Bi-weekly	5,336.00	5,603.20	5,883.20	6,176.80	6,486.40
		Monthly	11,561.33	12,140.27	12,746.93	13,383.07	14,053.87
		Annual	138,736.00	145,683.20	152,963.20	160,596.80	168,646.40
PT51	51	Hourly	68.37	71.79	75.38	79.14	83.10
		Bi-weekly	5,469.60	5,743.20	6,030.40	6,331.20	6,648.00
		Monthly	11,850.80	12,443.60	13,065.87	13,717.60	14,404.00
		Annual	142,209.60	149,323.20	156,790.40	164,611.20	172,848.00
PT52	52	Hourly	70.08	73.58	77.26	81.12	85.18
		Bi-weekly	5,606.40	5,886.40	6,180.80	6,489.60	6,814.40
		Monthly	12,147.20	12,753.87	13,391.73	14,060.80	14,764.53
		Annual	145,766.40	153,046.40	160,700.80	168,729.60	177,174.40
City Engineer	53	Hourly	71.83	75.42	79.19	83.15	87.31
PT53		Bi-weekly	5,746.40	6,033.60	6,335.20	6,652.00	6,984.80
		Monthly	12,450.53	13,072.80	13,726.27	14,412.67	15,133.73
		Annual	149,406.40	156,873.60	164,715.20	172,952.00	181,604.80
PT54	54	Hourly	73.63	77.31	81.17	85.23	89.49
		Bi-weekly	5,890.40	6,184.80	6,493.60	6,818.40	7,159.20
		Monthly	12,762.53	13,400.40	14,069.47	14,773.20	15,511.60
		Annual	153,150.40	160,804.80	168,833.60	177,278.40	186,139.20
Police Commander	55	Hourly	75.47	79.24	83.20	87.36	91.73
PT55		Bi-weekly	6,037.60	6,339.20	6,656.00	6,988.80	7,338.40
		Monthly	13,081.47	13,734.93	14,421.33	15,142.40	15,899.87
		Annual	156,977.60	164,819.20	173,056.00	181,708.80	190,798.40
PT56	56	Hourly	77.35	81.22	85.28	89.54	94.02
		Bi-weekly	6,188.00	6,497.60	6,822.40	7,163.20	7,521.60
		Monthly	13,407.33	14,078.13	14,781.87	15,520.27	16,296.80
		Annual	160,888.00	168,937.60	177,382.40	186,243.20	195,561.60

City of Pismo Beach

Salary Table

5% between steps

Effective 1st Full Pay Period in July 2027

Schedule C

Assistant Public Works Director (Temporary) PT57	57	Hourly	79.29	83.25	87.41	91.78	96.37
		Bi-weekly	6,343.20	6,660.00	6,992.80	7,342.40	7,709.60
		Monthly	13,743.60	14,430.00	15,151.07	15,908.53	16,704.13
		Annual	164,923.20	173,160.00	181,812.80	190,902.40	200,449.60
PT58	58	Hourly	81.27	85.33	89.60	94.08	98.78
		Bi-weekly	6,501.60	6,826.40	7,168.00	7,526.40	7,902.40
		Monthly	14,086.80	14,790.53	15,530.67	16,307.20	17,121.87
		Annual	169,041.60	177,486.40	186,368.00	195,686.40	205,462.40
PT59	59	Hourly	83.30	87.46	91.84	96.43	101.25
		Bi-weekly	6,664.00	6,996.80	7,347.20	7,714.40	8,100.00
		Monthly	14,438.67	15,159.73	15,918.93	16,714.53	17,550.00
		Annual	173,264.00	181,916.80	191,027.20	200,574.40	210,600.00
PT60	60	Hourly	85.38	89.65	94.13	98.84	103.78
		Bi-weekly	6,830.40	7,172.00	7,530.40	7,907.20	8,302.40
		Monthly	14,799.20	15,539.33	16,315.87	17,132.27	17,988.53
		Annual	177,590.40	186,472.00	195,790.40	205,587.20	215,862.40
Community Development Director Administrative Services Director Management Services Director Public Works Director Recreation and Tourism Director PT61	61	Hourly	87.52	91.89	96.49	101.31	106.38
		Bi-weekly	7,001.60	7,351.20	7,719.20	8,104.80	8,510.40
		Monthly	15,170.13	15,927.60	16,724.93	17,560.40	18,439.20
		Annual	182,041.60	191,131.20	200,699.20	210,724.80	221,270.40
PT62	62	Hourly	89.70	94.19	98.90	103.84	109.04
		Bi-weekly	7,176.00	7,535.20	7,912.00	8,307.20	8,723.20
		Monthly	15,548.00	16,326.27	17,142.67	17,998.93	18,900.27
		Annual	186,576.00	195,915.20	205,712.00	215,987.20	226,803.20
PT63	63	Hourly	91.95	96.54	101.37	106.44	111.76
		Bi-weekly	7,356.00	7,723.20	8,109.60	8,515.20	8,940.80
		Monthly	15,938.00	16,733.60	17,570.80	18,449.60	19,371.73
		Annual	191,256.00	200,803.20	210,849.60	221,395.20	232,460.80
Police Chief PT64	64	Hourly	94.25	98.96	103.91	109.10	114.56
		Bi-weekly	7,540.00	7,916.80	8,312.80	8,728.00	9,164.80
		Monthly	16,336.67	17,153.07	18,011.07	18,910.67	19,857.07
		Annual	196,040.00	205,836.80	216,132.80	226,928.00	238,284.80
Assistant City Manager PT65	65	Hourly	96.60	101.43	106.50	111.83	117.42
		Bi-weekly	7,728.00	8,114.40	8,520.00	8,946.40	9,393.60
		Monthly	16,744.00	17,581.20	18,460.00	19,383.87	20,352.80
		Annual	200,928.00	210,974.40	221,520.00	232,606.40	244,233.60
City Manager	74	Hourly	120.64	126.68	133.01	139.66	146.64
		Bi-weekly	9,651.20	10,134.40	10,640.80	11,172.80	11,731.20
		Monthly	20,910.93	21,957.87	23,055.07	24,207.73	25,417.60
		Annual	250,931.20	263,494.40	276,660.80	290,492.80	305,011.20

SIDE LETTER AGREEMENT BETWEEN

**THE CITY OF PISMO BEACH,
CALIFORNIA
(HEREINAFTER CALLED "CITY")**

AND

**FULL-TIME NON-REPRESENTED EMPLOYEES
(HEREINAFTER CALLED "FT NON-REP")**

WHEREAS, the City and FT Non-Rep have an existing Resolution from July 1, 2025, through June 30, 2028; and

WHEREAS, the City recommends amending the FT Non-Rep Resolution to reflect the creation of a new at-will, temporary mid-management position classification, Assistant Public Works Director (Temporary), and to update the title of an existing position classification; and

WHEREAS, the City further recommends amending the FT Non-Rep Resolution to establish Project Incentive Pay for eligible project-based assignments, as provided herein; and

WHEREAS, if adopted by the City Council, these changes shall become effective October 7, 2026; and

NOW, THEREFORE, BE IT RESOLVED City hereby agrees to modify the following sections of the Full-Time Non-Represented Resolution (FT Non-Rep).

[the following paragraphs to be added as amended]

SECTION 1. AFFECTED EMPLOYEES

The wages and benefits set forth herein are to be provided to those full-time employees whose positions are not represented by an employee organization recognized pursuant to Section 9(A) of City of Pismo Beach Resolution No. 1367 (the Employer-Employee Relations Resolution of the City of Pismo Beach). The job classes subject to the provisions of this resolution are set forth as follows:

1.B. Mid-Management/Professional

These job classes are responsible for middle management tasks and/or perform more complex technical or professional tasks. Those with mid-management responsibilities oversee a major division or program area within a department. Employees are exempt from overtime pay requirements of the Fair Labor Standards Act. Unless employed on a less-than full-time basis, employees are part of the Competitive Service and have the full protection of the City's Personnel Rules and Regulations. Job Classifications in this group include:

- Assistant Engineer
- **Assistant Public Works Director - Temporary**
- Associate Planner
- Building Official

- Capital Projects Manager
- City Clerk

- City Engineer
- Crime Analyst
- Engineer
- Finance Manager
- Finance Supervisor
- GIS Analyst
- Human Resources Officer
- IT Manager
- Management Analyst
- Senior Management Analyst
- Planning Manager
- Police Commander
- Public Works Operations Manager
- Recreation Manager
- Senior Civil Engineer
- Senior Planner
- Tourism Coordinator
- Tourism Manager
- Utilities Manager

1.B. Management Employees

These employees are responsible for management of operations and personnel of a City department(s). Employees in this group are exempt from overtime pay requirements of the Fair Labor Standards Act and are excluded from the competitive service as defined in Section 2.40.020 of the City of Pismo Beach Municipal Code. Job Classifications in this group include:

- Administrative Services Director
- Assistant City Manager
- City Manager
- Community Development Director
- Management Services Director
- Police Chief
- Public Works Director
- **Recreation and Tourism Director**
- ~~Tourism and Events Director~~

SECTION 12. ~~POST EDUCATIONAL INCENTIVE PROGRAM~~

12.A. Purpose

The purpose of the ~~educational~~ incentive program is to motivate employees to achieve higher educational and professional ~~law enforcement-related~~ standards and enhance career development. Additionally, this program is predicated upon a combination of appropriate educational training and experience as established by standards set forth by ~~Peace Officer Standards and Training (POST).~~

12.B. POST Management Certification ~~Compensation~~

Mid-Management/Professional and Management Safety personnel who possess a POST Management Certificate shall receive four hundred dollars (\$400) compensation per month above their base salary. The full monthly amount shall be distributed in equal payments of \$184.62 per pay period as earned.

12.C. Project Incentive Compensation

Mid-Management/Professional and Management personnel assigned to a special project, as directed by the City Manager, in writing, shall receive additional compensation up to five percent (5%) above their base salary for the duration of the assignment. The City Manager may modify, suspend, or discontinue the project incentive compensation prospectively based on the needs of the City. Compensation earned prior to the effective date of such action shall be paid.

This Side Letter Agreement identifies those articles, sections, and subsections of the Full-Time Resolution between the City and the FT Non-Rep. All other terms of the Resolution remain in full force and effect.

CITY OF PISMO BEACH Representative

Date: _____