



CITY OF GRAND TERRACE

City Council

AGENDA • December 9, 2025

Council Chambers

Regular Meeting

6:00 PM

Grand Terrace Civic Center • 22795 Barton Road

COMMENTS FROM THE PUBLIC

The public is encouraged to address the City Council on any matter posted on the agenda or on any other matter within its jurisdiction. If you wish to address the City Council, please complete a Request to Speak card located at the front entrance and provide it to the City Clerk. Speakers will be called upon by the Mayor at the appropriate time and each person is allowed three (3) minutes speaking time.

The City wants you to know that you can also submit your comments by email to ccpubliccomment@grandterrace-ca.gov. To give the City Clerk adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to 5:00 p.m.; or if you are unable to email, please call the City Clerk's Office at (909) 954-5207 by 5:00 p.m.

If you wish to have your comments read to the City Council during the appropriate Public Comment period, please indicate in the Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on. Comments that you want read to the City Council will be subject to the three (3) minute time limitation (approximately 350 words).

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

PLEASE NOTE: Copies of staff reports and supporting documentation pertaining to each item on this agenda are available for public viewing and inspection at City Hall, 1st Floor Lobby Area and 2nd Floor Reception Area during regular business hours and on the City's website www.grandterrace-ca.gov. For further information regarding agenda items, please contact the office of the City Clerk at (909) 954-5207, or via e-mail at dalcocer@grandterrace-ca.gov.

Any documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's office at City Hall located at 22795 Barton Road during normal business hours. In addition, such documents will be posted on the City's website at www.grandterrace-ca.gov.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office, (909) 954-5207 at least 48 hours prior to the advertised starting time of the meeting. This will enable the City to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible [28 CFR 34.102.104 ADA Title II].

Call to Order

Invocation

Pledge of Allegiance

AB 2449 Disclosures

Remote participation by a member of the legislative body for just cause or emergency circumstances.

Roll Call

A. REORDERING OF, ADDITIONS TO, OR REMOVAL OF ITEMS FROM THE AGENDA

B. PUBLIC COMMENT

This is the opportunity for members of the public to comment on any items not appearing on the regular agenda. Because of restrictions contained in California Law, the City Council may not discuss or act on any item not on the agenda, but may briefly respond to statements made or ask a question for clarification. The Mayor may also request a brief response from staff to questions raised during public comment or may request a matter be agendaized for a future meeting.

C. SPECIAL PRESENTATIONS - NONE

D. CONSENT CALENDAR

The following Consent Calendar items are expected to be routine and noncontroversial. They will be acted upon by the City Council at one time without discussion. Any Council Member, Staff Member, or Citizen may request removal of an item from the Consent calendar for discussion.

- 1) Waive Full Reading of, and Direct the City Attorney to Read by Title only for, Ordinances on the Agenda

DEPARTMENT: City Clerk

- 2) Approval of Minutes - Special Meeting - November 12, 2025

DEPARTMENT: City Clerk

- 3) Approval of the October-2025 Check Register in the Amount of \$826,011.57.

RECOMMENDATION: APPROVE THE CHECK REGISTER NO. 03312025 IN THE AMOUNT OF \$559,751.44 AS SUBMITTED, FOR THE MONTH ENDING MARCH 31, 2025

DEPARTMENT: Finance

- 4) Approve Check #83007 to Mayor Hussey in the amount of \$359.85 from the October 2025 Check Register

RECOMMENDATION: APPROVE CHECK #83007 TO MAYOR HUSSEY IN THE AMOUNT OF \$359.85 FROM THE OCTOBER 2025 CHECK REGISTER

DEPARTMENT: Finance

- 5) Budget Adjustment for a Public Works Director

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE THE BUDGET ADJUSTMENT AND AUTHORIZE RECRUITMENT FOR A FULL-TIME PUBLIC WORKS DIRECTOR

DEPARTMENT: City Manager

- 6) Retitling of Department Director Positions

RECOMMENDATION: THAT THE CITY COUNCIL APPROVE AND AUTHORIZE THE RECLASSIFICATION OF THE PUBLIC WORKS DIRECTOR, COMMUNITY DEVELOPMENT DIRECTOR, AND FINANCE DIRECTOR TO “PUBLIC WORKS DIRECTOR - ASSISTANT CITY MANAGER”, “COMMUNITY DEVELOPMENT DIRECTOR – ASSISTANT CITY MANAGER”, AND “FINANCE DIRECTOR – ASSISTANT CITY MANAGER” IN ORDER TO STRENGTHEN ORGANIZATIONAL EFFICIENCY, EXECUTIVE CAPACITY, AND LONG-TERM OPERATIONAL RESILIENCE

DEPARTMENT: City Manager

- 7) Acceptance of the Capital Improvement Project (CIP 2025-26)

RECOMMENDATION: THAT THE CITY COUNCIL ACCEPT THE CAPITAL IMPROVEMENT PROJECT CIP 2025-26 IN THE AMOUNT OF \$524,430.42 AND APPROVE THE FINAL PAYMENT OF \$26,221.52 TO ONYX PAVING INC. & THAT THE CITY COUNCIL DIRECT STAFF TO FILE AND RECORD THE NOTICE OF COMPLETION FOR PROJECT CIP 2025-26

DEPARTMENT: Public Works

E. PUBLIC HEARINGS - NONE

F. UNFINISHED BUSINESS - NONE

G. NEW BUSINESS - NONE

H. FUTURE AGENDA ITEMS

At this time, the City Council may propose items for discussion and/or action at a future duly agendized City Council meeting. A consensus of a majority of the quorum is required to place an item on a future agenda.

I. CITY COUNCIL COMMUNICATIONS

Council Member Matt Brown
Council Member Jeff Allen
Council Member Doug Wilson
Mayor Pro Tem Michelle Sabino
Mayor Bill Hussey

J. CITY MANAGER COMMUNICATIONS

K. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Gov. Code Section 54956.9

Case Name: *Community Housing Group LLC et al. v. The City of Grand Terrace et al.*

Case Number: CIVSB2527185

L. ADJOURN

The next Regular City Council Meeting will be held on January 13, 2026, at 6:00 PM. Any request to have an item placed on a future agenda must be made in writing and submitted to the City Clerk's office.



CITY OF GRAND TERRACE

City Council

MINUTES • November 12, 2025

Council Chambers

Special Meeting

6:00 PM

Grand Terrace Civic Center • 22795 Barton Road

CALL TO ORDER

Mayor Bill Hussey convened the Special Meeting of the City Council for Wednesday, November 12, 2025, at 6:00 PM. Mayor Hussey announced that tonight’s meeting will close in honor of fallen deputy Andrew Nunez.

INVOCATION

The Invocation was given by Reverend Dr. Sunny Ahn from New Beginnings United Methodist Church in San Bernardino.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by the Boy Scouts of America Troop 40.

AB 2449 DISCLOSURES

None.

ROLL CALL

Present:	Mayor Bill Hussey Mayor Pro Tem Michelle Sabino Council Member Doug Wilson Council Member Jeff Allen Council Member Matt Brown
Absent:	City Attorney Adrian Guerra

A. REORDERING OF, ADDITIONS TO, OR REMOVAL OF ITEMS FROM THE AGENDA

None.

B. PUBLIC COMMENT

None.

C. SPECIAL PRESENTATIONS

Mayor Hussey introduced Chance Becker & Aleeya Hart, Senior World Skate dancers who recently participated in the World Championship in Beijing, China this past October. [Pictures](#) were presented on the projector screen to highlight their performance. The City Council presented them with their Certificate of Recognition and congratulated them on their achievements and future endeavors.

Mayor Hussey introduced Johan Gallo, Cars & Coffee, who provided a [PowerPoint](#) presentation regarding the Sheriff Substation Project. The City Council presented all the participants with a Certificate of Recognition and thanked them for all their hard work.

D. CONSENT CALENDAR

PUBLIC COMMENT

None.

RESULT:	APPROVED - UNANIMOUS
MOVER:	Council Member Allen
SECONDER:	Mayor Pro Tem Sabino
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Wilson, Council Member Allen, Council Member Brown
NAYS:	None

- 1) Waive Full Reading of, and Direct the City Attorney to Read by Title only for, Ordinances on the Agenda
- 2) Approval of Minutes - Regular Meeting - October 14, 2025
- 3) Amendment A-33 to the Thirty-Second Amendment to Law Enforcement Services Contract No. 94-797 with the County of San Bernardino to Provide Law Enforcement Services for Fiscal Year 2025-2026 to the City of Grand Terrace
- 4) Acquisition of a new ERP (Accounting) System
- 5) Institute for Public Strategies MOU

E. PUBLIC HEARINGS - NONE

F. UNFINISHED BUSINESS - NONE

G. NEW BUSINESS

- 6) Historical & Cultural Activities Committee Member Appointment — Luke Poutre

Daysi Alcocer, City Clerk, presented the Staff Report on this item. Luke Poutre, Grand Terrace Resident and applicant provided a brief statement.

PUBLIC COMMENT

None.

RESULT:	APPROVED - UNANIMOUS
MOVER:	Mayor Pro Tem Sabino
SECONDER:	Council Member Allen
AYES:	Mayor Hussey, Mayor Pro Tem Sabino, Council Member Wilson, Council Member Allen, Council Member Brown
NAYS:	None

H. FUTURE AGENDA ITEMS

None.

I. CITY COUNCIL COMMUNICATIONS

Council Member Matt Brown reported on the following:

- Attended the Trunk or Treat on October 31, 2025
- Attended Cars & Coffee
- Attended the Colton Joint Unified School District Community Cabinet Meeting
- Attended the Fall Festival
- Attended Red Ribbon week at Terrace View Elementary School
- Attended the Chamber of Commerce Meeting on November 12, 2025
- Attended the Grand Opening for Modern Dentistry on November 12, 2025
- Attended the Kick-off Meeting for the Annual Point in Time Homeless Count
- Attended a meeting focused on how a city can develop sports facilities

Council Member Jeff Allen reported on the following:

- Attended the Trunk or Treat on October 31, 2025
- Attended the Civic Well Zoom Conference on CEQA Reform on November 4, 2025
- Attended the San Bernardino County Regional Steering Committee Office of Homeless Services on November 5, 2025
- Attended an AI Seminar Leadership Summit in Loma Linda on November 7, 2025
- Attended the Groundbreaking Ceremony for Dutch Bros on November 10, 2025

- Attended the Freedom Wall Event on November 11, 2025
- Attended the Grand Opening for Modern Dentistry on November 12, 2025

Council Member Doug Wilson reported on the following:

- Attended the Trunk or Treat on October 31, 2025
- Attended an AI Seminar Leadership Summit in Loma Linda on November 7, 2025
- Attended the Groundbreaking Ceremony for Dutch Bros on November 10, 2025
- Attended the Grand Opening for Modern Dentistry on November 12, 2025
- Announced the upcoming 47th City Birthday Celebration scheduled for November 19, 2025

Mayor Pro Tem Michelle Sabino reported on the following:

- Attended Cars & Coffee
- Attended the Fall Festival
- Attended the Trunk or Treat on October 31, 2025
- Attended an AI Seminar Leadership Summit in Loma Linda on November 7, 2025
- Attended the Grand Opening for Modern Dentistry on November 12, 2025
- Announced that Grand View Baptist Church will be providing meals to families in need. The church will also be taking donations

Mayor Bill Hussey reported on the following:

- Attended the Trunk or Treat on October 31, 2025
- Attended the Grand Opening for Modern Dentistry on November 12, 2025
- Attended the Freedom Wall Event on November 11, 2025

J. CITY MANAGER COMMUNICATIONS

Konrad Bolowich, City Manager, announced the following:

- Announced the upcoming 47th City Birthday scheduled for November 19, 2025
- The point-in-time count is coming up and a majority of homeless camps throughout the City have been cleaned up
- Announced that the City will relocate future Trunk or Treat events

FIRE DEPARTMENT COMMUNICATIONS

- Nothing to Report

SHERIFF DEPARTMENT COMMUNICATIONS

- Nothing to Report

K. CLOSED SESSION - NONE

L. ADJOURN

Mayor Hussey adjourned the Special Meeting of the City Council in honor of fallen Deputy Andrew Nunez at 7:21 p.m. The next Regular City Council Meeting will be held on Tuesday, December 9, 2025, at 6:00 p.m.

Bill Hussey, Mayor

Daysi Alcocer, City Clerk



AGENDA REPORT

MEETING DATE: December 9, 2025

TITLE: Approval of the October-2025 Check Register in the Amount of \$826,011.57.

PRESENTED BY: Christine Clayton, Finance Director

RECOMMENDATION: **APPROVE THE CHECK REGISTER NO. 10312025 IN THE AMOUNT OF \$826,011.57 AS SUBMITTED, FOR THE MONTH ENDING OCTOBER 31, 2025**

2030 VISION STATEMENT:

This staff report supports Goal #1, "Ensuring Our Fiscal Viability", through the continuous monitoring of expenditure budgets, allocations, and operational costs.

BACKGROUND:

The check register for the month of October-2025 has been prepared in accordance with Government Code §37202 and is hereby submitted for City Council's approval.

The check register lists all vendor payments for the respective month, along with a brief description of the type of goods or services purchased and the account code(s) associated with each payment. The check registers list all payments made to vendors and employee reimbursements during the month of October-2025.

The attached index to the Check Register is a guideline account list only and is not intended to replace the comprehensive chart of accounts used by the City and Grand Terrace Successor Agency. Expenditure account number formats are XX-XXX-XXX [Fund-Department-Account]. Expenditures may be made from trust/agency accounts (Fund 23-XXX-) or temporary clearing accounts that do not have a budgetary impact.

DISCUSSION:

CHECK REGISTER

A total of \$826,011.57 in accounts payable checks and/or wires were issued during the period for services, reimbursements, supplies, and contracts and are detailed in the individual monthly register.

Below is a table that lists payments larger than \$10,000 for the month of October-2025.

Payments larger than \$10,000:

Check No.	Payee	Description	Amount
82998	CITY OF SAN BERNARDINO	FY2024-25 Q4 ANIMAL CONTROL OPERATING COSTS	\$11,382.17

83002	EZ SUNNYDAY LANDSCAPE	AUG-SEP 2025 LANDSCAPING SERVICES, BLOCK WALL REPAIR ON EMERALD ST, POCKET PARK BEAUTIFICATION, WEED ABATEMENT FROM CARHART TO LA CROSSE AND ON LA CADENA BETWEEN PALM AND LITTON, AUG-SEP 2025 JADEN COURT IRRIGATION MAINTENANCE	\$13,690.00
83010	LILBURN CORPORATION	SEP-OCT 2025 PROFESSIONAL SERVICES FOR GRAND T1 AND SA 25-05	\$16,238.75
83014	MIKE ROQUET CONSTRUCTION	REPAIRS TO STORM DRAIN AT PICO AND MT VERNON	\$14,912.40
83017	ON SITE COMPUTING	NOV 2025 IT SERVICES, PC MONITOR REPLACEMENTS FOR CITY CLERK AND CITY HALL FRONT COUNTER	\$11,672.85
83021	RIVERSIDE HIGHLAND WATER CO	AUG-SEP 2025 WATER SERVICES	\$18,107.93
83030	WEST COAST ARBORISTS	SEP 2025 CITYWIDE TREE INVENTORY AND ARBORISTS SERVICES	\$15,312.00
83031	WILLDAN	SEP 2025 PLAN CHECK/INSPECTION SERVICES FOR BUILDING & SAFETY, FY2025-26 LANDSCAPING AND LIGHTING DISTRICT ENGINEER REPORT, SEP 2025 PLAN CHECKING SERVICES FOR SASCHA GHUMAN 25-04	\$15,747.62
83035	ALESHIRE & WYNDER LLP	SEP 2025 LEGAL SERVICES	\$27,124.92
83065	SB COUNTY SHERIFF	OCT-NOV 2025 LAW ENFORCEMENT SERVICES	\$458,442.00
18020086	PUBLIC EMPLOYEES RETIREMENT	RETIREMENT CONTRIBUTIONS FOR PAY DATE 10/02/2025	\$12,736.02
18058256	PUBLIC EMPLOYEES RETIREMENT	RETIREMENT CONTRIBUTIONS FOR PAY DATE 10/16/2025	\$12,586.64
18062281	CA PUB EMPLOYEES RETIRE SYSTEM	OCT 2025 PERS HEALTH INSURANCE	\$30,471.46
31215559	SO CA EDISON COMPANY	SEP 2025 ENERGY USAGE	\$22,500.64

457060725	US BANK	SEP-OCT 2025 CAL CARD CHARGES	\$14,394.15
	TOTAL PAYMENTS LARGER THAN \$10,000		\$695,319.55

PAYROLL

Payroll costs for the month:

Pay Per.		Period Start		Period End	Pay Date	Amount
Oct-25						
7	From	9/13/2025	to	9/26/2025	10/2/2025	\$85,323.34
8	From	9/27/2025	to	10/10/2025	10/16/2025	\$81,026.87
9	From	10/11/2025	to	10/24/2025	10/30/2025	\$70,931.60
						\$237,281.81

ENVIRONMENTAL IMPACT:

N/A

FISCAL IMPACT:

All disbursements (including payroll) were made in accordance with the approved budget for Fiscal Year 2025-26 in the amount of:

Description	Amount
Oct-25	
Check Register	\$826,011.57
Payroll	\$237,281.81
	\$1,063,293.38

CITY OF GRAND TERRACE

FY2025-26

GRAND TERRACE CIVIC CENTER
22795 BARTON ROAD GRAND TERRACE, CA 92313

CHECK REGISTER

Account Index



Bill Hussey, Mayor
Michelle Sabino, Mayor Pro Tem
Doug Wilson, Council Member
Jeff Allen, Council Member
Matt Brown, Council Member

The Grand Terrace City Council meets on the Second Tuesday of each month at 6:00 pm.

City of Grand Terrace Check Register Index

<u>Fund No.</u>	<u>Fund Name</u>	<u>Dept No.</u>	<u>Department Cost Center</u>	<u>Acct No.</u>	<u>General Account Numbers</u>
09	CHILD CARE FUND	110	CITY COUNCIL	110	SALARIES/WAGES
10	GENERAL FUND	120	CITY MANAGER	115	OVERTIME
11	STREET FUND	125	CITY CLERK	120	COUNCIL STIPENDS
12	STORM DRAIN FUND	140	FINANCE	138	MEDICARE / SUI
13	PARK FUND	160	CITY ATTORNEY	139	EMPLOYEES' BENEFIT PLAN
14	AB 3229 COPS FUND	172	BUILDING & SAFETY	140	RETIREMENT
15	AIR QUALITY IMPROVEMENT FUND	175	PUBLIC WORKS	142	HEALTH/LIFE INSURANCE
16	GAS TAX FUND	180	COMMUNITY EVENTS	143	WORKERS' COMPENSATION
17	TRAFFIC SAFETY FUND	185	RENTAL INSPECTION PROGRAM	210	OFFICE EXPENSE
18	TRANS. DEV. ACT (T D A FUND)	187	ENFORCEMENT PROGRAM	211	POSTAGE & MAILING
19	FACILITIES DEVELOPMENT FUND	190	NON-DEPARTMENTAL	220	SPECIAL DEPARTMENTAL EXP
20	MEASURE I FUND	195	FACILITIES MAINTENANCE	230	ADVERTISING
21	WASTE WATER DISPOSAL FUND	370	PLANNING & DEVELOPMENT SVCS	235	COMMUNICATIONS
22	COMMUNITY DEV. BLOCK GRANT	380	MGT INFORMATION SYSTEMS	238	UTILITIES
25	SPRING MOUNTAIN RANCH FUND	410	LAW ENFORCEMENT	240	RENTS & LEASES
26	LSCPG/ LGHTG ASSESSMENT DIST.	411	ASSET FORFEITURES	244	CUSTODIAL SERVICES
32	S/A CAPITAL PROJECTS FUND	430	RECREATION SERVICES	245	MAINT BLDG GRNDS EQUIPMNT
36	S/A 2011 TABS BOND PROCEEDS	441	CHILD CARE - NUTRITION GRANT	246	MAINT/OPER OF EQUIPMNT
45	CIP - COMMERCE WAY	445	CHILD CARE - TINY TOTS	250	PROFESSIONAL SERVICES
46	CIP - STREET IMPROVEMENTS	446	CHILD CARE - AFTER SCHOOL	251	BANKING SERVICE CHARGES
47	CIP - BARTON RD. BRIDGE PROJECT	447	CHILD CARE - PRE-SCHOOL	252	ROAD MAINTENANCE
48	CIP - CAPITAL PROJECTS FUND	450	PARKS MAINTENANCE	254	STREET SWEEPING
49	CIP - PARKS	461	COMMUNITY GRANTS	255	CONTRACTUAL SERVICES
50	CAPITAL PROJECT BOND PROCEEDS	500	AIR QUALITY PROGRAMS	256	ANIMAL SHELTERING SVCS
52	HOUSING AUTHORITY	510	STREET & SIGNAL LIGHTING	260	INSURANCE & SURETY BONDS
61	COMMUNITY BENEFITS FUND	573	LINE MAINTENANCE	265	MEMBERSHIPS & DUES
62	LIGHT UP GRAND TERRACE FUND	600	ZONE 1 13364 CANAL -TERR PINES	268	TRAINING
63	ILLEGAL FIREWORKS FUND	601	ZONE 3 TRACT 14471 PICO & ORIOLE	270	TRAVEL/CONFERENCES/MTGS
64	PUBLIC SAFETY FUND	602	ZONE 2 14264 FORREST CITY PHASE II	271	MILEAGE
65	SENIOR BUS PROGRAM FUND	603	ZONE 4 TRACT 17766 GREENBRIAR	625	NPDES
66	CAL RECYCLE GRANT	604	ZONE 5 TRACT 18793 PALOMINO	631	STORM DRAIN MAINTENANCE
67	PUBLIC EDUC & GOVT ACCESS (PEG)	605	ZONE 6 TRACT 18071 JADEN	801	PLANNING COMMISSION
68	40TH YR CELEBRATION FUND	606	ZONE 7 TRACT 18604 TESORO/VAN BUREN	804	HISTORICAL & CULTURAL COMM.
69	COMMUNITY DAY FUND	625	NPDES	311	FACILITY IMPROVEMENTS
70	FIXED ASSED/EQUIP REPL FUND	631	STORM DRAIN MAINTENANCE	570	WASTEWATER TREATMENT
73	ACTIVE TRANS PRGM (ATP) GRANT	700	CAPITAL OUTLAY	400	OTHER COMMUNITY GRANTS
74	HIGHWAY SFTY IMPV PRGM (HSIP)	705	EVERY 15 MINUTES	601	ELECTRICAL VEHICLE STATIONS
75	EMER MGMT PREP GRANT (EMPG)	801	PLANNING COMMISSION	700	COMPUTER EQUIPMENT
76	ENHANCED INFRA FIN DIST (EIFD)	804	HISTORICAL & CULTURAL COMMITTEE	701	CAPITAL IMPROVEMENT OTHER
77	SO CAL INCENTIVE PROJECT (SCIP)	805	SENIOR CITIZENS PROGRAM	705	VEHICLES
90	COVID-19 EMERGENCY FUND	808	EMERGENCY OPERATIONS PROG.	998	OVERHEAD COST ALLOCATION
95	DOG PARK ENDOWMENT FUND	999	TRANSFERS	999	TRANSFERS OUT

CITY OF GRAND TERRACE

FY2025-26

GRAND TERRACE CIVIC CENTER
22795 BARTON ROAD GRAND TERRACE, CA 92313

MONTHLY CHECK REGISTER For the Period Ending October 31, 2025



Bill Hussey, Mayor
Michelle Sabino, Mayor Pro Tem
Doug Wilson, Council Member
Jeff Allen, Council Member
Matt Brown, Council Member

The Grand Terrace City Council meets on the Second Tuesday of each month at 6:00 pm.

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
82968	10/02/2025	ALESHIRE AND WYNDER LLP	98420	AUG 2025 LEGAL SERVICES FOR BRSP B 23-515-59-00	09/23/2025	2,880.10 <u>2,880.10</u>	2,880.10
82969	10/02/2025	AT AND T	SEP 2025 AT&T	SEP 2025 AT&T E 10-190-235-000-000 E 10-450-235-000-000 E 10-805-235-000-000 E 10-808-235-000-000	09/01/2025	2,677.04 501.28 965.41 347.20 <u>4,490.93</u>	4,490.93
82970	10/02/2025	BENSON PRODUCTIONS	1625	SEP 2025 VIDEOGRAPHER SERVICES FOR CITY COUNCIL AND PLANNING COMMISSION E 67-380-250-000-000	09/23/2025	1,400.00 <u>1,400.00</u>	1,400.00
82971	10/02/2025	MARTHA CARDENAS	09302025	REFUND YARD SALE SIGN DEPOSIT FOR (5) YARD SALE SIGNS B 23-515-22-00	09/30/2025	50.00 <u>50.00</u>	50.00
82972	10/02/2025	CHAMPION FIRE SYSTEMS INC	77302	FY2025-26 Q2 CITY HALL ALARM TROUBLESHOOT AND RESET E 10-195-246-000-000	09/26/2025	144.00 <u>144.00</u>	144.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
82973	10/02/2025	CHARTER COMMUNICATIONS	25430460109212!	CITY HALL INTERNET - PEG CITY HALL - SEP-OCT 2025 E 67-380-250-000-000	09/21/2025	540.00 <hr/> 540.00	
			18875320109212!	CITY HALL INTERNET - CITY HALL - SEP-OCT 2025 E 10-190-238-000-000	09/21/2025	329.99 <hr/> 329.99	
			18875330109212!	RICHARD ROLLINS PARK INTERNET - SEP-OCT 2025 E 10-450-238-000-000	09/21/2025	329.99 <hr/> 329.99	
			188753001092125	SR CENTER INTERNET - HSD3 - SEP-OCT 2025 E 10-805-238-000-000	09/21/2025	140.00 <hr/> 140.00	
			18875310109212!	CITY HALL CABLE - CITY HALL - SEP-OCT 2025 E 10-190-238-000-000	09/21/2025	51.83 <hr/> 51.83	
							1,391.81
82974	10/02/2025	TERESA CLARK	09302025	REFUND YARD SALE SIGN DEPOSIT FOR (2) YARD SALE SIGNS B 23-515-22-00	09/30/2025	20.00 <hr/> 20.00	
							20.00
82975	10/02/2025	DMV LIEN SALE UNIT	10012025	FEE FOR APPLICATION FOR LIEN SALE AUTHORIZATION FOR EOC TRAILER E 10-808-220-000-000	10/01/2025	5.00 <hr/> 5.00	
							5.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
82976	10/02/2025	EVERON LLC	159653424	JOB# 300898463 TRIP CHARGE FOR CITY HALL ALARM TROUBLESHOOTING E 10-195-247-000-000	09/09/2025	398.00 <hr/> 398.00	
			159656658	SECURITY MONITORING AT CITY HALL 10/01/2025-12/31/2025 E 10-195-245-000-000	09/09/2025	315.00 <hr/> 315.00	
			159656659	SECURITY MONITORING AT SHERIFF SUBSTATION 10/01/2025-12/31/2025 E 10-195-245-000-000	09/09/2025	315.00 <hr/> 315.00	
			159656660	SECURITY MONITORING AT MAINTENANCE BUILDING 10/01/2025-12/31/2025 E 10-195-245-000-000	09/09/2025	315.00 <hr/> 315.00	1,343.00
82977	10/02/2025	EYEMED FIDELITY SECURITY LIFE	167016296	OCT 2025 EMPLOYEE PAID VISION INSURANCE B 10-022-71-00	09/21/2025	174.15 <hr/> 174.15	174.15
82978	10/02/2025	RICCIARD GARCIA	09302025	REFUND YARD SALE SIGN DEPOSIT FOR (5) YARD SALE SIGNS B 23-515-22-00	09/30/2025	50.00 <hr/> 50.00	50.00
82979	10/02/2025	INLAND BUSINESS FORMS	36274	BUSINESS CARDS - GIL GARZA E 10-185-210-000-000	07/16/2025	62.34 <hr/> 62.34	62.34

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
82980	10/02/2025	RAFAEL LUNA	09302025	REFUND YARD SALE SIGN DEPOSIT FOR (2) YARD SALE SIGNS B 23-515-22-00	09/30/2025	20.00 <hr/> 20.00	20.00
82981	10/02/2025	ODP BUSINESS SOLUTIONS LLC	440287187001	TRASH LINERS FOR PARKS, CITY HALL, AND SENIOR CENTER E 10-195-245-000-000 E 10-450-245-000-000 E 10-805-245-000-000	09/19/2025	134.56 138.43 134.56 <hr/> 407.55	407.55
82982	10/02/2025	ON SITE COMPUTING	54004889	COMPUTER REPLACEMENTS FOR PLANNING E 70-190-700-001-000	09/24/2025	5,315.70 <hr/> 5,315.70	5,315.70
82983	10/02/2025	PACIFIC PRODUCTS AND SERVICES	36863	SIGNS FOR PARKS AND CITY HALL E 10-195-245-000-000 E 10-450-245-000-000	09/22/2025	42.30 424.13 <hr/> 466.43	
			36862	STENCILS FOR PAINTING CURBS AT SENIOR CENTER E 10-805-245-000-000	09/22/2025	69.60 <hr/> 69.60	536.03
82984	10/02/2025	SCA OF CA LLC	CA25002491	SEP 2025 STREET SWEEPING SERVICES E 16-900-254-000-000	09/30/2025	8,688.67 <hr/> 8,688.67	8,688.67

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
82985	10/02/2025	SITEONE LANDSCAPE SUPPLY	158849812-001	IRRIGATION SUPPLIES FOR FREEDOM PARK E 10-450-245-000-000	09/25/2025	58.28 <hr/> 58.28	58.28
82986	10/02/2025	SUPERIOR BUILDING MAINTENANCE	10699	OCT 2025 JANITORIAL SERVICES FOR CIVIC CENTER, PARKS, AND SENIOR CENTER E 10-195-245-000-000 E 10-450-245-000-000 E 10-805-245-000-000	09/25/2025	3,378.00 1,922.00 1,708.00 <hr/> 7,008.00	7,008.00
82987	10/02/2025	T MOBILE	SEP25 TMOBILE	AUG-SEP 2025 BACKUP INTERNET SERVICE E 10-380-250-000-000	09/21/2025	33.35 <hr/> 33.35	33.35
82988	10/02/2025	TEAMSTERS LOCAL 1932	050	OCT 2025 EMPLOYEE PAID MEMBERSHIP DUES B 10-022-72-00	09/18/2025	679.34 <hr/> 679.34	679.34
82989	10/02/2025	WILLDAN	002-35789	AUG 2025 PLAN CHECK/ INSPECTION SVCS FOR BUILDING & SAFETY E 10-172-250-100-000	09/04/2025	8,252.50 <hr/> 8,252.50	
			00422641	AUG 2025 PLAN CHECK/INSPECTION SERVICES FOR PUBLIC WORKS E 10-175-250-020-000	09/19/2025	1,008.00 <hr/> 1,008.00	
			00422496	JUL 2025 PLAN CHECK/INSPECTION SERVICES FOR PUBLIC WORKS E 10-175-250-020-000	09/08/2025	504.00 <hr/> 504.00	
							9,764.50

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
82990	10/16/2025	ALLIANT INSURANCE SERVICES	3273602	INSURANCE FOR CITY'S 47TH BRITHDAY PARTY E 10-804-220-000-000	10/09/2025	329.00 <u>329.00</u>	329.00
82991	10/16/2025	AMERITAS LIFE INSURANCE CORP	OCT 2025	OCT 2025 EMPLOYEE PAID DENTAL INSURANCE B 10-022-70-00	10/01/2025	773.16 <u>773.16</u>	773.16
82992	10/16/2025	THOMAS ARCHULETA	10142025	REFUND RESERVATION FOR VETERANS FREEDOM PARK 8/15/2025 B 23-515-22-00	10/14/2025	200.00 <u>200.00</u>	200.00
82993	10/16/2025	AT AND T	OCT 2025 AT&T	OCT 2025 AT&T E 10-190-235-000-000 E 10-450-235-000-000 E 10-805-235-000-000 E 10-808-235-000-000	10/01/2025	240.75 501.37 965.56 34.49 <u>1,742.17</u>	1,742.17
82994	10/16/2025	ATHLETIC FIELD SPECIALISTS	8331	SEP 2025 TURF MAINTENANCE FOR RICHARD ROLLINS PARK E 10-450-245-000-000	09/30/2025	2,350.00 <u>2,350.00</u>	2,350.00
82995	10/16/2025	CENTRUM SOUND SYSTEMS	250148	MULTI-CHANNEL FM PRO SYSTEM FOR CITY COUNCIL MEETINGS E 10-125-250-000-000	10/02/2025	2,603.67 <u>2,603.67</u>	2,603.67

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
82996	10/16/2025	CHARTER COMMUNICATIONS	23470380110012	CITY HALL ELEVATOR PHONE - OCT 2025 E 10-195-246-000-000	10/01/2025	40.00 <u>40.00</u>	40.00
82997	10/16/2025	ROBERT CHAVEZ	10132025	REFUND YARD SALE SIGN DEPOSIT FOR (5) YARD SALE SIGNS B 23-515-22-00	10/13/2025	50.00 <u>50.00</u>	50.00
82998	10/16/2025	CITY OF SAN BERNARDINO	2026-00000005	FY2024-25 Q4 ANIMAL CONTROL OPERATING COSTS E 10-185-255-000-000	10/01/2025	11,382.17 <u>11,382.17</u>	11,382.17
82999	10/16/2025	COLTON PUBLIC UTILITIES	JUN-JUL25 GT SEWER	JUN-JUL 2025 GT SEWER COMM E 10-190-238-000-000	09/29/2025	1,290.37 <u>1,290.37</u>	1,290.37
83000	10/16/2025	DATA TICKET INC	183583	GRAND TERRACE - CODE ENFORCEMENT PROCESSING FOR AUG 2025 E 10-185-255-000-000	09/30/2025	2,358.00 <u>2,358.00</u>	
			182369	GRAND TERRACE - CODE ENFORCEMENT PROCESSING FOR JUL 2025 E 10-185-255-000-000	08/22/2025	1,219.32 <u>1,219.32</u>	
			182773	GRAND TERRACE- STREET SWEEPING FOR JUL 2025 E 10-140-255-000-000	08/22/2025	62.50 <u>62.50</u>	

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
			183994	GRAND TERRACE- STREET SWEEPING FOR AUG 2025 E 10-140-255-000-000	09/30/2025	62.50 <hr/> 62.50	
			183761	GRAND TERRACE - CITATION PROCESSING FEES FOR AUG 2025 E 10-140-255-000-000	09/30/2025	54.58 <hr/> 54.58	
							3,756.90
83001	10/16/2025	DELTA TRUCKING INC	12077	DELIVERY OF K-RAILS FOR POND E 10-175-244-000-000	10/15/2025	400.00 <hr/> 400.00	
							400.00
83002	10/16/2025	EZ SUNNYDAY LANDSCAPE	9436	AUG 2025 LANDSCAPING SERVICES - PARKS, CIVIC CENTER, CANAL STRIP, ORIOLE E 10-175-244-000-000 E 10-195-245-000-000 E 10-450-245-000-000 E 26-600-255-000-000 E 26-601-255-000-000	08/18/2025	80.00 200.00 3,285.00 150.00 80.00 <hr/> 3,795.00	
			9680	SEP 2025 LANDSCAPING SERVICES - PARKS, CIVIC CENTER, CANAL STRIP, ORIOLE E 10-175-244-000-000 E 10-195-245-000-000 E 10-450-245-000-000 E 26-600-255-000-000 E 26-601-255-000-000	09/18/2025	80.00 200.00 3,285.00 150.00 80.00 <hr/> 3,795.00	
			9116	BLOCK WALL REPAIR ON EMERALD ST E 10-175-244-000-000	06/10/2025	2,300.00 <hr/> 2,300.00	

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
			9431	BARTON RD AND HONEY HILL POCKET PARK BEAUTIFICATION E 10-175-244-000-000	08/01/2025	1,250.00 <hr/> 1,250.00	
			9685	WEED ABATEMENT FROM CARHART TO LA CROSSE E 10-175-244-000-000	10/08/2025	1,150.00 <hr/> 1,150.00	
			9679	SEP 2025 LANDSCAPING SERVICES - TRACT 18070 JADEN E 26-605-255-000-000	09/18/2025	750.00 <hr/> 750.00	
			9435	AUG 2025 WEED ABATEMENT ON LA CADENA BETWEEN PALM AND LITTON E 10-175-244-000-000	08/18/2025	350.00 <hr/> 350.00	
			9438	AUG 2025 JADEN CT IRRIGATION MAINTENANCE E 26-605-255-000-000	08/18/2025	150.00 <hr/> 150.00	
			9678-A	SEP 2025 JADEN CT IRRIGATION MAINTENANCE E 26-605-255-000-000	09/18/2025	150.00 <hr/> 150.00	
							13,690.00
83003	10/16/2025	FAMILY SERVICE ASSOCIATION	09-2025-300604	SEP 2025 CDBG SENIOR CENTER NUTRITION PROGRAM E 22-425-305-000-000	10/01/2025	2,050.02 <hr/> 2,050.02	
			08-2025-300604	AUG 2025 CDBG SENIOR CENTER NUTRITION PROGRAM E 22-425-305-000-000	09/01/2025	1,112.56 <hr/> 1,112.56	
							3,162.58

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83004	10/16/2025	GT IMPRINTS LLC	108690	BLUE MOUNTAIN CITY ENTRANCE SIGN E 10-175-244-000-000	10/06/2025	490.26 <hr/> 490.26	490.26
83005	10/16/2025	VIVIAN HERNANDEZ	10132025	REFUND YARD SALE SIGN DEPOSIT FOR (5) YARD SALE SIGNS B 23-515-22-00	10/13/2025	50.00 <hr/> 50.00	50.00
83006	10/16/2025	HOME DEPOT CREDIT SERVICE	7274422	LANDSCAPING AND IRRIGATION SUPPLIES E 10-195-245-000-000 E 10-450-245-000-000	09/11/2025	252.30 151.67 <hr/> 403.97	
			4270280	CLEANING SUPPLIES, LANDSCAPING SUPPLIES, AND SMALL TOOLS E 10-175-218-000-000 E 10-195-245-000-000 E 10-450-245-000-000	09/04/2025	30.92 133.19 100.49 <hr/> 264.60	
			6273759	LANDSCAPING AND MAINTENANCE SUPPLIES E 10-195-245-000-000 E 10-805-245-000-000	09/02/2025	96.52 39.55 <hr/> 136.07	
			6270115	BUG SPRAY, PICTURE FRAME ANCHORS, AND IRRIGATION SUPPLIES E 10-175-210-000-000 E 10-175-244-000-000 E 10-190-210-000-000	09/22/2025	17.90 29.30 58.24 <hr/> 105.44	
			274908	MAINTENANCE SUPPLIES FOR CITY HALL E 10-195-245-000-000	09/18/2025	78.45 <hr/> 78.45	

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
			9274996	LED LIGHT FOR FLAGPOLE AT CITY HALL E 10-195-245-000-000	09/19/2025	59.78 <hr/> 59.78	
			3364634	RESTROOM SUPPLIES FOR SENIOR CENTER E 10-805-245-000-000	09/25/2025	52.00 <hr/> 52.00	
			2512293	IRRIGATION SUPPLIES FOR FREEDOM PARK E 10-450-245-000-000	09/16/2025	37.15 <hr/> 37.15	
			8523895	IRRIGATION SUPPLIES FOR FREEDOM PARK E 10-450-245-000-000	09/10/2025	17.36 <hr/> 17.36	
			3525170	IRRIGATION SUPPLIES FOR CITY HALL E 10-195-245-000-000	09/25/2025	12.85 <hr/> 12.85	
							1,167.67
83008	10/16/2025	INLAND BUSINESS FORMS	36366	BUSINESS CARDS - ANTONIO LOPEZ E 10-120-210-000-000	09/22/2025	62.34 <hr/> 62.34	
			36367	BUSINESS CARDS - JESSICA LAMBARENA E 10-172-210-000-000	09/22/2025	62.34 <hr/> 62.34	
							124.68
83009	10/16/2025	KONICA MINOLTA	47906549	OCT-NOV 2025 RENT FOR (2) PHOTOCOPIERS E 10-190-700-000-000	10/02/2025	260.32 <hr/> 260.32	
							260.32

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

Check #	Date	Vendor	Invoice #	Invoice Description	Inv. Date	Amount Paid	Check Total
83010	10/16/2025	LILBURN CORPORATION	25-1042	SEP-OCT 2025 PROFESSIONAL SERVICES FOR GRAND T1 B 23-515-21-00	10/09/2025	14,701.25	
						<u>14,701.25</u>	
			25-1037	SEP-OCT 2025 PROFESSIONAL SERVICES FOR SA 25-05 B 23-520-10-00	10/09/2025	1,537.50	
						<u>1,537.50</u>	16,238.75
83011	10/16/2025	LYNN MERRILL AND ASSOCIATES	26-3	SEP 2025 NPDES SUPPORT SERVICES E 10-625-255-000-000	10/07/2025	445.88	
						<u>445.88</u>	445.88
83012	10/16/2025	MICHAEL BAKER INTERNATIONAL	1262352	JUL-AUG 2025 LHMP, SAFETY ELEMENT, EJ ELEMENT CONSULTING E 10-370-250-000-000	09/26/2025	7,700.00	
						<u>7,700.00</u>	7,700.00
83013	10/16/2025	MIDAMERICA ADMIN RETIREMENT	PAYDATE	PAYDATE 10022025 ARS RETIREMENT	10/02/2025	285.39	
			10022025 ARS	B 10-022-68-00		<u>285.39</u>	
			PAYDATE	PAYDATE 10162025 ARS RETIREMENT	10/16/2025	275.96	
			10162025 ARS	B 10-022-68-00		<u>275.96</u>	
			PAYDATE	PAYDATE 09182025 ARS RETIREMENT	09/18/2025	240.69	
			09182025 ARS	B 10-022-68-00		<u>240.69</u>	802.04
83014	10/16/2025	MIKE ROQUET CONSTRUCTION INC	0923-25	REPAIRS TO STORM DRAIN AT PICO AND MT VERNON E 10-631-255-000-000	10/02/2025	14,912.40	
						<u>14,912.40</u>	14,912.40

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

Check #	Date	Vendor	Invoice #	Invoice Description	Inv. Date	Amount Paid	Check Total
83015	10/16/2025	MOLLY MONTOYA	10132025	REFUND YARD SALE SIGN DEPOSIT FOR (3) YARD SALE SIGNS B 23-515-22-00	10/13/2025	30.00 <u>30.00</u>	30.00
83016	10/16/2025	ODP BUSINESS SOLUTIONS LLC	442432231001	PEPPER PACKETS FOR SENIOR CENTER E 10-805-220-000-000	10/01/2025	28.39 <u>28.39</u>	28.39
83017	10/16/2025	ON SITE COMPUTING	54004901	NOV 2025 IT SERVICES E 10-380-250-000-000	10/01/2025	10,972.31 <u>10,972.31</u>	11,672.85
			54004933	PC MONITOR REPLACEMENTS FOR CITY CLERK AND CITY HALL FRONT COUNTER E 10-125-210-000-000 E 10-190-210-000-000	10/08/2025	548.74 151.80 <u>700.54</u>	
83018	10/16/2025	PADGETTS CLEANING RESTORATION	25-09-029	BOARDING UP RED TAGGED BUILDING E 10-185-250-000-000	09/25/2025	1,437.54 <u>1,437.54</u>	1,437.54
83019	10/16/2025	JACKIE PENA	10142025	REFUND RESERVATION DEPOSIT FOR RICHARD ROLLINS PARK 9/27/2025 B 23-515-22-00	10/14/2025	50.00 <u>50.00</u>	50.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83020	10/16/2025	PRIMO BRANDS	05J8710353697	SEP 2025 WATER SERVICES FOR CITY HALL AND SENIOR CENTER E 10-190-238-000-000 E 10-805-238-000-000	10/07/2025	356.88 192.24 <u>549.12</u>	
			05J8710047048	SEP-OCT 2025 WATER FILTRATION SYSTEM RENTAL E 10-190-238-000-000	10/07/2025	49.45 <u>49.45</u>	598.57
83021	10/16/2025	RIVERSIDE HIGHLAND WATER CO	AUG-SEP 2025 RHWC	07/24/2025-09/25/2025 RIVERSIDE HIGHLAND WATER CO B 10-015-60-00 E 10-175-238-000-000 E 10-190-238-000-000 E 10-450-238-000-000 E 10-805-238-000-000 E 26-600-239-000-000 E 26-601-239-000-000 E 26-605-238-000-000	10/03/2025	69.20 532.75 2,086.78 8,586.94 4,673.01 1,741.50 111.21 306.54 <u>18,107.93</u>	18,107.93
83022	10/16/2025	MANNY EDWARD ROYAL	10142025	REFUND YARD SALE SIGN DEPOSIT FOR (1) YARD SALE SIGN B 23-515-22-00	10/14/2025	10.00 <u>10.00</u>	10.00
83023	10/16/2025	SEMA CONSTRUCTION	202502	20' K-RAIL FOR POND E 10-175-244-000-000	10/15/2025	1,200.00 <u>1,200.00</u>	1,200.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83024	10/16/2025	SO CAL LOCKSMITH	67520	KEYS FOR JANITOR AT CITY HALL E 10-195-245-000-000	09/23/2025	16.12 <u>16.12</u>	16.12
83025	10/16/2025	ST FRANCIS ELECTRIC	22147783	SEP 2025 RESPONSE TRAFFIC SIGNAL MAINTENANCE E 16-510-255-000-000	09/30/2025	620.50 <u>620.50</u>	
			22147782	SEP 2025 ROUTINE TRAFFIC SIGNAL MAINTENANCE E 16-510-255-000-000	09/30/2025	557.55 <u>557.55</u>	1,178.05
83026	10/16/2025	TERMINIX	464167897	SEP 2025 GOPHER CONTROL FOR GRIFFIN PARK E 10-450-245-000-000	09/23/2025	189.00 <u>189.00</u>	
			464436971	SEP 2025 GOPHER CONTROL FOR PICO PARK E 10-450-245-000-000	09/23/2025	158.00 <u>158.00</u>	
			464167885	SEP 2025 GOPHER CONTROL FOR CITY HALL E 10-195-245-000-000	09/23/2025	141.00 <u>141.00</u>	
			464167100	SEP 2025 PEST CONTROL SERVICES - CITY HALL E 10-195-245-000-000	09/23/2025	128.00 <u>128.00</u>	
			464167779	SEP 2025 PEST CONTROL SVCS FOR SENIOR CENTER E 10-805-245-000-000	09/23/2025	124.00 <u>124.00</u>	

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
			464167909	SEP 2025 GOPHER CONTROL FOR RICHARD ROLLINS PARK E 10-450-245-000-000	09/23/2025	93.00 <hr/> 93.00	
			464167822	SEP 2025 GOPHER CONTROL FOR DOG PARK E 10-450-245-000-000	09/23/2025	93.00 <hr/> 93.00	
			464167924	SEP 2025 GOPHER CONTROL FOR POCKET PARK E 10-450-245-000-000	09/23/2025	80.00 <hr/> 80.00	
							1,006.00
83027	10/16/2025	UNDERGROUND SERVICE ALERT	920250328	OCT 2025 MONTHLY DATABASE MAINTENANCE FEE E 16-900-220-000-000	10/01/2025	72.00 <hr/> 72.00	
			25-260971	OCT 2025 CA STATE FEE FOR REGULATORY COST E 16-900-220-000-000	10/01/2025	46.43 <hr/> 46.43	
							118.43
83028	10/16/2025	US BANK TRUST NATL ASSOC	7908240	FY2025-26 CUSTODIAL FEES FOR CUSTODY ACCOUNT # 790634000 E 10-190-251-000-000	09/25/2025	1,550.00 <hr/> 1,550.00	
							1,550.00
83029	10/16/2025	VERIZON WIRELESS	6124336816	ALPR LINE CHARGES AUG-SEP 2025 E 10-190-235-000-000	09/23/2025	190.05 <hr/> 190.05	
							190.05

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83030	10/16/2025	WEST COAST ARBORISTS INC	234734	SEP 2025 CITYWIDE TREE INVENTORY AND ARBORISTS SERVICES E 20-100-245-000-000	09/30/2025	15,312.00 <u>15,312.00</u>	15,312.00
83031	10/16/2025	WILLDAN	002-36117	SEP 2025 PLAN CHECK/ INSPECTION SVCS FOR BUILDING & SAFETY E 10-172-250-100-000	10/08/2025	10,482.62 <u>10,482.62</u>	
			010-63438	FY2025-26 LANDSCAPING AND LIGHTING DISTRICT ENGINEER REPORT E 26-600-257-000-000 E 26-601-257-000-000 E 26-602-257-000-000 E 26-603-257-000-000 E 26-604-257-000-000 E 26-605-257-000-000 E 26-606-257-000-000	09/26/2025	559.29 559.29 559.29 559.29 559.28 559.28 559.28 <u>3,915.00</u>	
			002-36118	SEP 2025 PLAN CHECKING SERVICES FOR SASCHA GHUMAN SA 25-04 B 23-520-10-00	10/08/2025	1,350.00 <u>1,350.00</u>	15,747.62
83032	10/16/2025	WOODYS CLASSIC GRILL	CGT 12122025	CATERING FOR SENIOR CENTER CHRISTMAS PARTY E 10-805-220-000-000	09/26/2025	1,373.81 <u>1,373.81</u>	1,373.81
83033	10/30/2025	A STORAGE PLACE	11/01/2025 - B15	NOV 2025 RENT FOR UNIT B15 E 10-140-241-000-000	10/17/2025	240.00 <u>240.00</u>	240.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83034	10/30/2025	JACKIE AITCHISON	10212025	REFUND YARD SALE SIGN DEPOSIT FOR (3) YARD SALE SIGNS B 23-515-22-00	10/21/2025	30.00 <hr/> 30.00	30.00
83035	10/30/2025	ALESHIRE AND WYNDER LLP	99258	SEP 2025 LEGAL SERVICES - GENERAL E 10-160-250-000-000	10/28/2025	10,670.00 <hr/> 10,670.00	
			100042	SEP 2025 LEGAL SERVICES - 12466 MICHIGAN/21600 WALNUT E 10-160-250-100-000	10/28/2025	9,520.20 <hr/> 9,520.20	
			100041	SEP 2025 LEGAL SERVICES FOR GT HOUSING AUTHORITY E 52-400-251-000-000	10/28/2025	3,570.20 <hr/> 3,570.20	
			100043	SEP 2025 LEGAL SERVICES - COMMUNITY HOUSING GROUP, LLC E 10-160-250-100-000	10/28/2025	2,323.52 <hr/> 2,323.52	
			99257	SEP 2025 LEGAL SERVICES FOR BRSP B 23-515-59-00	10/28/2025	1,041.00 <hr/> 1,041.00	27,124.92
83036	10/30/2025	GUADALUPE BALLESTEROS	10212025	REFUND YARD SALE SIGN DEPOSIT FOR (2) YARD SALE SIGNS B 23-515-22-00	10/21/2025	20.00 <hr/> 20.00	20.00
83037	10/30/2025	STEPHANIE BROWN	10232025	REFUND RESERVATION DEPOSIT FOR RICHARD ROLLINS PARK 10/11/2025 B 23-515-22-00	10/23/2025	100.00 <hr/> 100.00	100.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83038	10/30/2025	CA DEPT OF TRANSPORTATION	SL260218	JUL-SEP 2025 SIGNALS AND LIGHTING BILLING E 16-510-255-000-000	10/20/2025	972.85 <hr/> 972.85	972.85
83039	10/30/2025	CA STATE DEPT OF CONSERVATION	SMIP2026-1Q-01	2025-26 SMIP 1ST QUARTER JUL 2025 - SEP 2025 R 10-700-01 B 23-200-21-00	09/15/2025	-4.24 84.77 <hr/> 80.53	80.53
83040	10/30/2025	CHARTER COMMUNICATIONS	25430460110212!	CITY HALL INTERNET - PEG CITY HALL - OCT-NOV 2025 E 67-380-250-000-000	10/21/2025	540.00 <hr/> 540.00	
			18875320110212!	CITY HALL INTERNET - CITY HALL - OCT-NOV 2025 E 10-190-238-000-000	10/21/2025	329.99 <hr/> 329.99	
			18875330110212!	RICHARD ROLLINS PARK INTERNET - OCT-NOV 2025 E 10-450-238-000-000	10/21/2025	329.99 <hr/> 329.99	
			18875300110212!	SR CENTER INTERNET - HSD3 - OCT-NOV 2025 E 10-805-238-000-000	10/21/2025	140.00 <hr/> 140.00	
			18875310110212!	CITY HALL CABLE - CITY HALL - OCT-NOV 2025 E 10-190-238-000-000	10/21/2025	51.83 <hr/> 51.83	1,391.81

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83041	10/30/2025	COMPUTERIZED EMBROIDERY CO	59439	EMBROIDERY OF CITY LOGO ON SHIRTS FOR CITY HALL STAFF E 10-190-220-000-000	09/11/2025	30.45 <hr/> 30.45	30.45
83042	10/30/2025	COSTAR REALTY INFORMATION INC	122515811	FY2025-26 REALTY INFORMATION FOR GRAND TERRACE E 10-120-250-000-000	08/05/2025	5,412.84 <hr/> 5,412.84	5,412.84
83043	10/30/2025	MADISON COY	10292025	REFUND YARD SALE SIGN DEPOSIT FOR (5) YARD SALE SIGNS B 23-515-22-00	10/29/2025	50.00 <hr/> 50.00	50.00
83044	10/30/2025	DENTAL HEALTH SERVICES	2529196	NOV 2025 EMPLOYEE PAID DENTAL INSURANCE B 10-022-70-00	10/16/2025	145.95 <hr/> 145.95	145.95
83045	10/30/2025	ANNA ESPARZA	10292025	REFUND YARD SALE SIGN DEPOSIT FOR (2) YARD SALE SIGNS B 23-515-22-00	10/29/2025	20.00 <hr/> 20.00	20.00
83046	10/30/2025	EYEMED FIDELITY SECURITY LIFE	167067572	NOV 2025 EMPLOYEE PAID VISION INSURANCE B 10-022-71-00	10/21/2025	174.15 <hr/> 174.15	174.15

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83047	10/30/2025	EZ SUNNYDAY LANDSCAPE	9796	OCT 2025 LANDSCAPING SERVICES - PARKS, CIVIC CENTER, CANAL STRIP, ORIOLE E 10-175-244-000-000 E 10-195-245-000-000 E 10-450-245-000-000 E 26-600-255-000-000 E 26-601-255-000-000	10/16/2025	80.00 200.00 3,285.00 150.00 80.00 <u>3,795.00</u>	
			9797	OCT 2025 LANDSCAPING SERVICES - TRACT 18070 JADEN E 26-605-255-000-000	10/16/2025	750.00 <u>750.00</u>	
			9689	SEP 2025 RIGHT OF WAY LANDSCAPING BI MONTHLY MAINT E 10-175-244-000-000	10/13/2025	575.00 <u>575.00</u>	
			9798	OCT 2025 JADEN CT IRRIGATION MAINTENANCE E 26-605-255-000-000	10/16/2025	150.00 <u>150.00</u>	5,270.00
83048	10/30/2025	FENNEMORE CRAIG PC	RETAINER	RETAINER DEPOSIT - LEGAL SERVICES FOR PETTA FAMILY TRUST E 10-160-250-100-000	10/23/2025	1,000.00 <u>1,000.00</u>	1,000.00
83049	10/30/2025	MICHELLE FUENTES	10292025	REIMBURSEMENT FOR AUG-OCT 2025 CHATGPT SUBSCRIPTION E 10-120-210-000-000	10/29/2025	59.97 <u>59.97</u>	59.97

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83050	10/30/2025	GOODMAN AND ASSOCIATES	6073	SEP 2025 INTERIM CITY ENGINEER SERVICES E 10-175-250-020-000	10/20/2025	2,695.00 <u>2,695.00</u>	2,695.00
83051	10/30/2025	GRAYBAR ELECTRIC COMPANY	9350597575	SAFETY BOLLARDS FOR CITY HALL PARKING LOT E 10-195-245-000-000	10/10/2025	870.40 <u>870.40</u>	870.40
83052	10/30/2025	HDL COREN CONE	SIN055820	OCT-DEC 2025 PROPERTY TAX SERVICES E 10-140-250-000-000	10/29/2025	2,673.27 <u>2,673.27</u>	2,673.27
83053	10/30/2025	HDL SOFTWARE LLC	SIN055445	SEP 2025 BUSINESS LICENSE PROCESSING FEES E 10-140-250-000-000	09/30/2025	289.44 <u>289.44</u>	289.44
83054	10/30/2025	ANTIONETTE HUIZAR	10232025	REFUND RESERVATION DEPOSIT FOR RICHARD ROLLINS PARK 09/20/2025 B 23-515-22-00	10/23/2025	100.00 <u>100.00</u>	100.00
83055	10/30/2025	INLAND BUSINESS FORMS	36397	BUSINESS CARDS - KONRAD BOLOWICH E 10-120-210-000-000	10/15/2025	62.34 <u>62.34</u>	62.34
83056	10/30/2025	KONICA MINOLTA	48020362	OCT-NOV 2025 RENT FOR ADDITIONAL PHOTOCOPIER E 10-190-700-000-000	10/22/2025	142.92 <u>142.92</u>	142.92

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

Check #	Date	Vendor	Invoice #	Invoice Description	Inv. Date	Amount Paid	Check Total
83057	10/30/2025	KONICA MINOLTA BUS. SOLUTIONS	9010634435	09/15/2025-10/14/2025 CITYWIDE PHOTOCOPIER SERVICES E 10-190-212-000-000	10/14/2025	146.14 <u>146.14</u>	146.14
83058	10/30/2025	TOMMY LARRIBA	10272025	REFUND YARD SALE SIGN DEPOSIT FOR (3) YARD SALE SIGNS B 23-515-22-00	10/27/2025	30.00 <u>30.00</u>	30.00
83059	10/30/2025	LINCOLN NATIONAL LIFE INSURANCE	LCLN NOV 2025	NOV 2025 LIFE/AD&D/DEP LIFE/WI/LTD B 10-022-66-00 E 10-120-142-000-000 E 10-125-142-000-000 E 10-140-142-000-000 E 10-172-142-000-000 E 10-175-142-000-000 E 10-185-142-000-000 E 10-370-142-000-000 E 10-450-142-000-000 E 16-175-142-000-000 E 22-425-142-000-000 E 52-400-142-000-000 E 65-425-142-000-000	11/01/2025	1,216.01 66.04 24.01 54.27 10.34 51.64 3.95 31.65 23.06 11.53 11.25 2.39 10.78 <u>1,516.92</u>	1,516.92
83060	10/30/2025	MIDAMERICA ADMIN RETIREMENT	PAYDATE 10302025 ARS	PAYDATE 10302025 ARS RETIREMENT B 10-022-68-00	10/30/2025	155.73 <u>155.73</u>	155.73

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

Check #	Date	Vendor	Invoice #	Invoice Description	Inv. Date	Amount Paid	Check Total
83061	10/30/2025	RUBEN MONTANO	10222025	ACCIDENT BENEFIT CANCELLATION EFFECTIVE 09/17/2025 B 23-250-20-00	10/22/2025	41.90 <u>41.90</u>	41.90
83062	10/30/2025	ODP BUSINESS SOLUTIONS LLC	441335871001	COPY PAPER FOR CITY HALL E 10-190-210-000-000	10/10/2025	222.83 <u>222.83</u>	
			442440436001	SALT PACKETS FOR SENIOR CENTER E 10-805-220-000-000	10/02/2025	37.19 <u>37.19</u>	260.02
83063	10/30/2025	RUTH REMBERT	10292025	REFUND RESERVATION FEE FOR CANCELLED SENIOR CENTER RESERVATION R 10-450-01	10/29/2025	240.00 <u>240.00</u>	240.00
83064	10/30/2025	SANDRA ROMO	10232025	REFUND RESERVATION DEPOSIT FOR RICHARD ROLLINS PARK 09/21/2025 B 23-515-22-00	10/23/2025	50.00 <u>50.00</u>	50.00
83065	10/30/2025	SB COUNTY SHERIFF	36887	OCT 2025 LAW ENFORCEMENT SERVICES E 10-410-255-000-000 E 10-410-256-000-000 E 14-411-256-000-000	10/27/2025	3,056.25 209,961.59 16,204.16 <u>229,222.00</u>	
			36902	NOV 2025 LAW ENFORCEMENT SERVICES E 10-410-255-000-000 E 10-410-256-000-000 E 14-411-256-000-000	10/27/2025	3,056.25 209,959.59 16,204.16 <u>229,220.00</u>	458,442.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83066	10/30/2025	SCA OF CA LLC	107902CS	SPECIAL SWEEP - LIGHT UP GT 2023 CLEANUP E 62-120-220-000-000	12/31/2023	696.00 <u>696.00</u>	696.00
83067	10/30/2025	SPARKLING CLEAN CAR WASH INC	784	CAR WASH FOR (1) CITY HALL VEHICLE E 10-175-272-000-000	10/21/2025	13.00 <u>13.00</u>	13.00
83068	10/30/2025	STERICYCLE INC	8012273496	OCT 2025 RECORDS DESTRUCTION E 10-125-250-000-000	10/10/2025	167.44 <u>167.44</u>	167.44
83069	10/30/2025	SUPERIOR BUILDING MAINTENANCE	10704	NOV 2025 JANITORIAL SERVICES FOR CIVIC CENTER, PARKS, AND SENIOR CENTER E 10-195-245-000-000 E 10-450-245-000-000 E 10-805-245-000-000	10/24/2025	3,378.00 1,922.00 1,708.00 <u>7,008.00</u>	7,008.00
83070	10/30/2025	T MOBILE	OCT25 TMOBILE	SEP-OCT 2025 BACKUP INTERNET SERVICE E 10-380-250-000-000	10/20/2025	33.35 <u>33.35</u>	33.35
83071	10/30/2025	TEAMSTERS LOCAL 1932	051	NOV 2025 EMPLOYEE PAID MEMBERSHIP DUES B 10-022-72-00	10/17/2025	708.32 <u>708.32</u>	708.32

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83072	10/30/2025	THE ACADEMY OF CHAMPIONS	10212025	COMMUNITY BENEFIT FUND EXPENSE REIMBURSEMENT - COSTUMES AND RINK TIME E 61-461-200-000-000	10/21/2025	2,000.00 <u>2,000.00</u>	2,000.00
83073	10/30/2025	NICK TOTH	10272025	REFUND YARD SALE SIGN DEPOSIT FOR (5) YARD SALE SIGNS B 23-515-22-00	10/27/2025	50.00 <u>50.00</u>	50.00
83074	10/30/2025	EVELYN WALTERS	10212025	REFUND YARD SALE SIGN DEPOSIT FOR (5) YARD SALE SIGNS B 23-515-22-00	10/21/2025	50.00 <u>50.00</u>	50.00
83075	10/30/2025	WILLDAN	00422849	SEP 2025 PLAN CHECK/INSPECTION SERVICES FOR PUBLIC WORKS E 10-175-250-020-000	10/24/2025	4,536.00 <u>4,536.00</u>	5,092.13
			00422869	SEP 2025 PROFESSIONAL SERVICES FOR JAY GEES B 23-515-55-00	10/24/2025	556.13 <u>556.13</u>	
10072025	10/07/2025	SO CA GAS COMPANY	SEP 2025 GAS SERVICE	SEP 2025 GAS SERVICE E 10-190-238-000-000 E 10-805-238-000-000	10/07/2025	45.10 136.17 <u>181.27</u>	181.27

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
18020086	10/22/2025	PUBLIC EMPLOYEES RETIREMENT	PAYDTE 10022025 PERS	RETIREMENT CONTRIBUTIONS FOR PAY DATE 10/02/2025 B 10-022-62-00	10/02/2025	12,736.02 <hr/> 12,736.02	12,736.02
18058256	10/22/2025	PUBLIC EMPLOYEES RETIREMENT	PAYDTE 10162025 PERS	RETIREMENT CONTRIBUTIONS FOR PAY DATE 10/16/2025 B 10-022-62-00	10/16/2025	12,586.64 <hr/> 12,586.64	12,586.64
18062281	10/07/2025	CA PUB EMPLOYEES RETIRE SYSTEM	10012025 HPERS	OCT 2025 PERS HEALTH INSURANCE ACH 1003023852 B 10-022-61-00 E 10-120-142-000-000 E 10-125-142-000-000 E 10-140-142-000-000 E 10-172-142-000-000 E 10-175-142-000-000 E 10-185-142-000-000 E 10-190-142-000-000 E 10-370-142-000-000 E 10-450-142-000-000 E 16-175-142-000-000 E 22-425-142-000-000 E 65-425-142-000-000	10/01/2025	3,278.13 4,101.97 1,756.62 2,585.87 927.38 3,709.50 2,782.13 5,961.87 829.25 1,854.75 927.38 829.24 927.37 <hr/> 30,471.46	30,471.46
18097159	10/17/2025	CALPERS 457 PLAN	PAYDATE 10022025 457	EFT PAYMENT CALPERS ACH CONFIRM #1003030750 B 10-022-63-00	10/02/2025	2,460.00 <hr/> 2,460.00	2,460.00

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
18097250	10/17/2025	CALPERS 457 PLAN	PAYDATE 10162025 457	EFT PAYMENT CALPERS ACH CONFIRM #1003030866 B 10-022-63-00	10/16/2025	2,560.00 <hr/> 2,560.00	2,560.00
31215559	10/02/2025	SO CA EDISON COMPANY	SEP 2025 EDISON	SEP 2025 EDISON E 10-175-238-000-000 E 10-190-238-000-000 E 10-450-238-000-000 E 16-510-238-000-000 E 26-600-238-000-000 E 26-601-238-000-000 E 26-602-238-000-000 E 26-603-238-000-000 E 26-604-238-000-000 E 26-605-238-000-000 E 65-425-700-000-000	10/01/2025	108.95 10,189.99 3,914.13 7,645.21 76.30 61.99 85.84 14.31 67.83 69.09 267.00 <hr/> 22,500.64	22,500.64
107879567	10/08/2025	WEX BANK	107879567	SEP-OCT 2025 VEHICLE FUEL CHEVRON E 10-175-272-000-000 E 10-185-272-000-000	10/06/2025	1,724.18 595.15 <hr/> 2,319.33	2,319.33

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
374149585	10/13/2025	VERIZON WIRELESS	6124848362	SEP-OCT 2025 MONTHLY PHONE CHARGES	10/01/2025		
				E 10-120-235-000-000		100.41	
				E 10-125-235-000-000		66.94	
				E 10-140-235-000-000		111.19	
				E 10-172-235-000-000		522.29	
				E 10-175-235-000-000		680.95	
				E 10-185-235-000-000		146.27	
				E 10-190-235-000-000		270.21	
				E 10-370-235-000-000		66.94	
				E 10-805-235-000-000		33.47	
				E 65-425-235-000-000		33.47	
						2,032.14	
							2,032.14

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
457060725	10/08/2025	US BANK	SEP2025 CAL CARD	SEP-OCT 2025 CAL CARD CHARGES	10/06/2025		
				E 10-110-270-000-000 - CONFERENCE		1,108.41	
				E 10-120-210-000-000 - OFFICE SUPPLIES		61.52	
				E 10-120-220-000-000 - MTRLS & SUPPLIES		37.72	
				E 10-120-265-000-000 - MEMBERSHIP/DUES		300.00	
				E 10-120-270-000-000 - CONFERENCE		725.00	
				E 10-125-210-000-000 - OFFICE SUPPLIES		40.65	
				E 10-125-270-000-000 - CONFERENCE		23.18	
				E 10-140-265-000-000 - MEMBERSHIP/DUES		60.00	
				E 10-175-210-000-000 - OFFICE SUPPLIES		38.29	
				E 10-175-219-000-000 - UNIFORMS		229.45	
				E 10-175-244-000-000 - PARKWAY MAINT		81.81	
				E 10-175-265-000-000 - MEMBERSHIP/DUES		306.25	
				E 10-175-268-000-000 - TRAINING		862.00	
				E 10-175-270-000-000 - CONFERENCE		1,535.38	
				E 10-175-272-000-000 - VEHICLE MAINT		27.00	
				E 10-185-210-000-000 - OFFICE SUPPLIES		258.03	
				E 10-185-265-000-000 - MEMBERSHIP/DUES		100.00	
				E 10-190-210-000-000 - OFFICE SUPPLIES		22.37	
				E 10-190-220-000-000 - MTRLS & SUPPLIES		5,558.12	
				E 10-190-235-000-000 - COMMUNICATIONS		2,659.46	
				E 10-190-265-000-000 - MEMBERSHIP/DUES		-71.90	
				E 10-190-272-000-000 - VEHICLE MAINT		238.30	
				E 10-195-245-000-000 - MTRLS & SUPPLIES		31.32	
				E 10-370-210-000-000 - OFFICE SUPPLIES		35.63	
				E 10-370-220-000-000 - MTRLS & SUPPLIES		23.46	
				E 10-370-270-000-000 - CONFERENCE		-662.79	
				E 10-380-210-000-000 - OFFICE SUPPLIES		13.45	
				E 10-450-245-000-000 - MTRLS & SUPPLIES		170.30	
				E 10-805-210-000-000 - OFFICE SUPPLIES		146.21	
				E 10-805-220-000-000 - MTRLS & SUPPLIES		386.00	
				E 10-805-245-000-000 - MTRLS & SUPPLIES		49.53	
						14,394.15	
							14,394.15
						Total Checks:	826,011.57

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
----------------	-------------	---------------	------------------	----------------------------	------------------	--------------------	--------------------

IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE AFORE LISTED CHECKS FOR PAYMENT OF CITY LIABILITIES HAVE BEEN AUDITED BY ME AND ARE ACCURATE, NECESSARY AND APPROPRIATE EXPENDITURES FOR THE OPERATION OF THE CITY. I FURTHER CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THE CITY HAS AVAILABLE FUNDS FOR PAYMENT THEREOF.

Christine Clayton

Christine Clayton, Finance Director
City of Grand Terrace



This page left intentionally blank.



AGENDA REPORT

MEETING DATE: December 9, 2025

TITLE: Approve Check #83007 to Mayor Hussey in the amount of \$359.85 from the October 2025 Check Register

PRESENTED BY: Christine Clayton, Finance Director

RECOMMENDATION: **APPROVE CHECK #83007 TO MAYOR HUSSEY IN THE AMOUNT OF \$359.85 FROM THE OCTOBER 2025 CHECK REGISTER**

2030 VISION STATEMENT:

This staff report supports Goal #1, "Ensuring Our Fiscal Viability", through the continuous monitoring of expenditure budgets, allocations, and operational costs.

BACKGROUND:

The check register for the month of October-2025 was prepared in accordance with Government Code §37202 and submitted to City Council at the December 9, 2025 meeting.

The check register lists all vendor payments for the respective month, along with a brief description of the type of goods or services purchased and the account code(s) associated with each payment. The check registers list all payments made to vendors and employee reimbursements during the month.

DISCUSSION:

The October 2025 check register is submitted to City Council on December 9, 2025 with the exception of check #83007 to Mayor Hussey for \$359.85 to reimburse him for health insurance. The Mayor has to recuse himself from voting on this check, necessitating a separate vote to approve this expenditure.

ENVIRONMENTAL IMPACT:

N/A

FISCAL IMPACT:

The disbursement was made in accordance with the approved budget for Fiscal Year 2025-26.

CITY OF GRAND TERRACE

FY2025-26

GRAND TERRACE CIVIC CENTER
22795 BARTON ROAD GRAND TERRACE, CA 92313

CHECK REGISTER

Account Index



Bill Hussey, Mayor
Michelle Sabino, Mayor Pro Tem
Doug Wilson, Council Member
Jeff Allen, Council Member
Matt Brown, Council Member

The Grand Terrace City Council meets on the Second Tuesday of each month at 6:00 pm.

City of Grand Terrace Check Register Index

<u>Fund No.</u>	<u>Fund Name</u>	<u>Dept No.</u>	<u>Department Cost Center</u>	<u>Acct No.</u>	<u>General Account Numbers</u>
09	CHILD CARE FUND	110	CITY COUNCIL	110	SALARIES/WAGES
10	GENERAL FUND	120	CITY MANAGER	115	OVERTIME
11	STREET FUND	125	CITY CLERK	120	COUNCIL STIPENDS
12	STORM DRAIN FUND	140	FINANCE	138	MEDICARE / SUI
13	PARK FUND	160	CITY ATTORNEY	139	EMPLOYEES' BENEFIT PLAN
14	AB 3229 COPS FUND	172	BUILDING & SAFETY	140	RETIREMENT
15	AIR QUALITY IMPROVEMENT FUND	175	PUBLIC WORKS	142	HEALTH/LIFE INSURANCE
16	GAS TAX FUND	180	COMMUNITY EVENTS	143	WORKERS' COMPENSATION
17	TRAFFIC SAFETY FUND	185	RENTAL INSPECTION PROGRAM	210	OFFICE EXPENSE
18	TRANS. DEV. ACT (T D A FUND)	187	ENFORCEMENT PROGRAM	211	POSTAGE & MAILING
19	FACILITIES DEVELOPMENT FUND	190	NON-DEPARTMENTAL	220	SPECIAL DEPARTMENTAL EXP
20	MEASURE I FUND	195	FACILITIES MAINTENANCE	230	ADVERTISING
21	WASTE WATER DISPOSAL FUND	370	PLANNING & DEVELOPMENT SVCS	235	COMMUNICATIONS
22	COMMUNITY DEV. BLOCK GRANT	380	MGT INFORMATION SYSTEMS	238	UTILITIES
25	SPRING MOUNTAIN RANCH FUND	410	LAW ENFORCEMENT	240	RENTS & LEASES
26	LSCPG/ LGHTG ASSESSMENT DIST.	411	ASSET FORFEITURES	244	CUSTODIAL SERVICES
32	S/A CAPITAL PROJECTS FUND	430	RECREATION SERVICES	245	MAINT BLDG GRNDS EQUIPMNT
36	S/A 2011 TABS BOND PROCEEDS	441	CHILD CARE - NUTRITION GRANT	246	MAINT/OPER OF EQUIPMNT
45	CIP - COMMERCE WAY	445	CHILD CARE - TINY TOTS	250	PROFESSIONAL SERVICES
46	CIP - STREET IMPROVEMENTS	446	CHILD CARE - AFTER SCHOOL	251	BANKING SERVICE CHARGES
47	CIP - BARTON RD. BRIDGE PROJECT	447	CHILD CARE - PRE-SCHOOL	252	ROAD MAINTENANCE
48	CIP - CAPITAL PROJECTS FUND	450	PARKS MAINTENANCE	254	STREET SWEEPING
49	CIP - PARKS	461	COMMUNITY GRANTS	255	CONTRACTUAL SERVICES
50	CAPITAL PROJECT BOND PROCEEDS	500	AIR QUALITY PROGRAMS	256	ANIMAL SHELTERING SVCS
52	HOUSING AUTHORITY	510	STREET & SIGNAL LIGHTING	260	INSURANCE & SURETY BONDS
61	COMMUNITY BENEFITS FUND	573	LINE MAINTENANCE	265	MEMBERSHIPS & DUES
62	LIGHT UP GRAND TERRACE FUND	600	ZONE 1 13364 CANAL -TERR PINES	268	TRAINING
63	ILLEGAL FIREWORKS FUND	601	ZONE 3 TRACT 14471 PICO & ORIOLE	270	TRAVEL/CONFERENCES/MTGS
64	PUBLIC SAFETY FUND	602	ZONE 2 14264 FORREST CITY PHASE II	271	MILEAGE
65	SENIOR BUS PROGRAM FUND	603	ZONE 4 TRACT 17766 GREENBRIAR	625	NPDES
66	CAL RECYCLE GRANT	604	ZONE 5 TRACT 18793 PALOMINO	631	STORM DRAIN MAINTENANCE
67	PUBLIC EDUC & GOVT ACCESS (PEG)	605	ZONE 6 TRACT 18071 JADEN	801	PLANNING COMMISSION
68	40TH YR CELEBRATION FUND	606	ZONE 7 TRACT 18604 TESORO/VAN BUREN	804	HISTORICAL & CULTURAL COMM.
69	COMMUNITY DAY FUND	625	NPDES	311	FACILITY IMPROVEMENTS
70	FIXED ASSED/EQUIP REPL FUND	631	STORM DRAIN MAINTENANCE	570	WASTEWATER TREATMENT
73	ACTIVE TRANS PRGM (ATP) GRANT	700	CAPITAL OUTLAY	400	OTHER COMMUNITY GRANTS
74	HIGHWAY SFTY IMPV PRGM (HSIP)	705	EVERY 15 MINUTES	601	ELECTRICAL VEHICLE STATIONS
75	EMER MGMT PREP GRANT (EMPG)	801	PLANNING COMMISSION	700	COMPUTER EQUIPMENT
76	ENHANCED INFRA FIN DIST (EIFD)	804	HISTORICAL & CULTURAL COMMITTEE	701	CAPITAL IMPROVEMENT OTHER
77	SO CAL INCENTIVE PROJECT (SCIP)	805	SENIOR CITIZENS PROGRAM	705	VEHICLES
90	COVID-19 EMERGENCY FUND	808	EMERGENCY OPERATIONS PROG.	998	OVERHEAD COST ALLOCATION
95	DOG PARK ENDOWMENT FUND	999	TRANSFERS	999	TRANSFERS OUT

CITY OF GRAND TERRACE

FY2025-26

GRAND TERRACE CIVIC CENTER
22795 BARTON ROAD GRAND TERRACE, CA 92313

CHECK REGISTER CHECK #83007



Bill Hussey, Mayor
Michelle Sabino, Mayor Pro Tem
Doug Wilson, Council Member
Jeff Allen, Council Member
Matt Brown, Council Member

The Grand Terrace City Council meets on the Second Tuesday of each month at 6:00 pm.

Check Register
CITY OF GRAND TERRACE
As of 10/31/2025

<u>Check #</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>Inv. Date</u>	<u>Amount Paid</u>	<u>Check Total</u>
83007	10/16/2025	WILLIAM HUSSEY	OCT2025-BH HLTH REIM	OCT 2025 HEALTH REIMBURSEMENT E 10-110-142-000-000	10/08/2025	<u>359.85</u>	359.85
Total Checks:						<u>359.85</u>	359.85

IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 37202, I HEREBY CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE AFORE LISTED CHECKS FOR PAYMENT OF CITY LIABILITIES HAVE BEEN AUDITED BY ME AND ARE ACCURATE, NECESSARY AND APPROPRIATE EXPENDITURES FOR THE OPERATION OF THE CITY. I FURTHER CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THE CITY HAS AVAILABLE FUNDS FOR PAYMENT THEREOF.

Christine Clayton

Christine Clayton, Finance Director
City of Grand Terrace



This page left intentionally blank.



AGENDA REPORT

MEETING DATE: December 9, 2025

TITLE: Budget Adjustment for a Public Works Director

PRESENTED BY: Konrad Bolowich, City Manager

RECOMMENDATION: **THAT THE CITY COUNCIL APPROVE THE BUDGET ADJUSTMENT AND AUTHORIZE RECRUITMENT FOR A FULL-TIME PUBLIC WORKS DIRECTOR**

2030 VISION STATEMENT:

This staff report supports the mission to preserve and protect our community and its exceptional quality of life through thoughtful planning, within the constraints of fiscally responsible government. It also supports our Core Values by continuing to provide exceptional customer service to the residents of the City of Grand Terrace.

BACKGROUND:

Since 2022, the Public Works Director position has remained vacant. In the absence of dedicated departmental leadership, the responsibilities of public works administration, engineering oversight, development review, and project management have been distributed among management analysts, the part-time Public Works Engineer, contract engineering staff, the City Manager, and administrative support personnel. While this temporary distribution has ensured continuity of basic services, it has increasingly strained staff capacity and created inefficiencies in workload management and project oversight.

The City continues to experience steady development activity, increasing capital improvement demands, and rising expectations for coordinated engineering oversight. Current and upcoming projects include the Lewis Residential Development, the Stormwater Master Plan update, traffic signal installation at Mt. Vernon & Pico and Mt. Vernon & Van Buren, traffic reconfiguration related to the Grand Terrace Elementary School construction, Dutch Bros development review, and multiple ongoing engineering and infrastructure projects. These significant initiatives require consistent leadership to direct, coordinate, and manage timelines, consultants, regulatory compliance, and technical decision-making.

The City previously established a Public Works Department in 2016 as part of a broader reorganization designed to enhance service delivery across planning, development services, infrastructure, and engineering. Following the resignation of the former Public Works Director in 2021, the City has relied on contracted engineering and interim director services. As the scope and complexity of the City's infrastructure portfolio continues to grow, the absence of a full-time director poses operational challenges and limits strategic planning, economic development support, and long-term capital program management.

DISCUSSION:

The City's current approach—distributing public works responsibilities across various unrelated staff

positions—has reached its practical limit. Without a full-time Public Works Director, major infrastructure and development activities lack centralized leadership, resulting in delayed reviews, inconsistent consultant oversight, and missed opportunities to streamline processes and improve customer service for businesses and residents.

Hiring a dedicated Public Works Director will:

- Unify oversight of engineering, streets, stormwater, capital projects, and infrastructure maintenance under a single accountable leader.
- Improve the management, coordination, and quality control of consultant work, including contract engineering and CIP project management.
- Streamline development processes, particularly for new businesses, commercial projects, and residential developers seeking a coordinated, timely review process.
- Enhance the City's economic development efforts by creating a predictable, efficient, and responsive one-stop development experience.
- Allow existing staff to redirect their focus toward grant management and acquisition, economic development initiatives, and delivery of core municipal services.
- Support more effective long-range planning, including pavement management, stormwater planning, traffic engineering, and future infrastructure improvements.

As development activity increases, the need for a high-level professional capable of managing technical, regulatory, and administrative responsibilities becomes essential. A full-time director will strengthen project delivery, improve interdepartmental coordination, and reinforce the City's capacity to meet state and federal regulatory requirements.

ENVIRONMENTAL IMPACT:

This action does not meet the threshold of a project under CEQA and is exempt.

FISCAL IMPACT:

The estimated salary and benefit range for a Public Works Director is \$224,100 to \$262,700 annually. Funding will be achieved through a combination of:

- Approximately \$100,000 in annual savings from outsourcing the Building Official position;
- Approximately \$100,000 in annual savings from the discontinuation of contract Senior Civil Engineer services currently provided by Goodman & Associates;
- General operational efficiencies and existing City savings.

Expenditures for the Public Works Director position will be allocated as follows:

- 90% – General Fund, Public Works Department
- 10% – Gas Tax Fund, Public Works Department

No increase in total authorized staffing levels is proposed. Instead, workload will be rebalanced, enabling management analysts, engineering support staff, and the City Manager to redirect efforts to grant acquisition, economic development, and core municipal service delivery.



AGENDA REPORT

MEETING DATE: December 9, 2025

TITLE: Retitling of Department Director Positions

PRESENTED BY: Konrad Bolowich, City Manager

RECOMMENDATION: **THAT THE CITY COUNCIL APPROVE AND AUTHORIZE THE RECLASSIFICATION OF THE PUBLIC WORKS DIRECTOR, COMMUNITY DEVELOPMENT DIRECTOR, AND FINANCE DIRECTOR TO “PUBLIC WORKS DIRECTOR - ASSISTANT CITY MANAGER”, “COMMUNITY DEVELOPMENT DIRECTOR – ASSISTANT CITY MANAGER”, AND “FINANCE DIRECTOR – ASSISTANT CITY MANAGER” IN ORDER TO STRENGTHEN ORGANIZATIONAL EFFICIENCY, EXECUTIVE CAPACITY, AND LONG-TERM OPERATIONAL RESILIENCE**

2030 VISION STATEMENT:

This staff report supports Goal #1, Ensure our Fiscal Viability, by providing exceptional service, strengthening organizational effectiveness, and promoting responsible long-term planning. A unified and resilient executive team will enhance service delivery, improves interdepartmental coordination, and ensure the City remains responsive to residents, businesses, and development partners.

BACKGROUND:

The City of Grand Terrace operates under a small, flat organizational structure in which department directors routinely work across traditional departmental boundaries to support citywide operations. The Public Works Director, Community Development Director, and Finance Director currently manage not only their respective divisions but also coordinate interdepartmental initiatives, support the City Manager in policy development, and lead complex, multi-agency projects.

Given limited staff resources, directors consistently perform executive-level duties outside the scope of a traditional department head role. The City has also implemented a practice of rotating the Acting City Manager assignment among senior staff to build leadership capacity and ensure organizational stability. This practice further reflects the cross-functional executive responsibilities already carried by these positions.

The City’s project workload has expanded significantly in recent years, with major efforts underway such as the Lewis Development, integrated business licensing, and customer service goals. The complexity of its infrastructure needs, development activity, fiscal requirements, and regulatory obligations continues to expand. The current title structure no longer accurately reflects the leadership contributions or operational expectations placed on these key positions.

DISCUSSION:

A. Need for Executive-Level Coordination in a Small, Flat Organization

Reclassifying the Public Works Director, Community Development Director, and Finance Director as “Assistant City Manager” positions the organization to operate in a more responsive, proactive, and financially sound manner. In a small and operationally flat municipal organization, these directors already function far beyond the traditional boundaries of their assigned divisions. They routinely operate at an executive, citywide level—coordinating multi-departmental initiatives, supporting overarching policy development, and assisting the City Manager with strategic planning, complex problem-solving, and high-level administrative tasks. Elevating their titles more accurately reflects the cross-departmental leadership they already provide, strengthens redundancy in executive capacity, and ensures that operational decisions are coordinated across all service areas. This adjustment improves the City’s ability to anticipate issues, respond to community needs, and manage long-range fiscal and infrastructure planning in a cohesive, strategic manner.

B. Strengthening External Credibility and Interagency Influence

Formalizing these roles further strengthens the City’s external credibility and regional influence. When senior leaders are recognized as Assistant City Managers, partner agencies, regional coalitions, and outside organizations are far more likely to view them as empowered decision-makers capable of speaking on behalf of the City. This improves intergovernmental coordination, enhances the City’s voice in regional planning and transportation discussions, and increases efficiency in navigating state and county regulatory processes. For the public and business community, clear executive titles reinforce the City’s professionalism and accountability. This retitling is a cost-neutral improvement that more accurately reflects how the City already functions while enhancing its ability to deliver efficient, responsive, and forward-looking public services.

C. Improving Accountability, Oversight, and Long-Range Planning

This retitling also improves accountability, performance tracking, and long-range planning capacity. Assistant City Managers can be assigned formal oversight responsibilities across major operational domains—such as capital project delivery, financial strategy, infrastructure planning, economic development, and regulatory compliance—creating clearer lines of authority and reducing ambiguity where departmental responsibilities naturally overlap in a small organization. This increases the City’s capacity to pursue grants, meet complex regulatory mandates, and proactively address emerging infrastructure, housing, environmental, or fiscal challenges. Distributed executive leadership strengthens fiscal management and ensures that decisions incorporate a balanced, organization-wide perspective rather than a single-department viewpoint.

D. Benefits to Economic Development and Community Responsiveness

This enhanced leadership structure further provides substantial benefits for economic development and community responsiveness. Development projects typically require coordinated input from Public Works, Planning, and Finance—functions where gaps or delays can discourage investment or slow project delivery. By having multiple Assistant City Managers with clearly defined executive authority, the City can streamline development review, accelerate timelines, resolve cross-department issues more effectively, and offer a more predictable and business-friendly environment. This executive alignment improves customer service for residents and businesses, supports local economic growth, and enhances the City’s ability to proactively engage with developers, property owners, community groups, and regional partners.

E. Enhancing Emergency Management and Organizational Resiliency

Expanding the executive team through these title adjustments also significantly improves organizational responsiveness, continuity, and operational resilience. In small cities, the absence of a single senior manager can disrupt service delivery, delay approvals, and stall critical cross-

departmental projects. By establishing multiple Assistant City Managers, the City ensures that individuals with appropriate authority can act in the City Manager's stead during emergencies, or major incidents. This distributed leadership model substantially enhances the City's emergency management capacity—improving incident command coverage, strengthening after-hours response, and providing redundancy in mission-critical decision-making. Broadening executive coverage also ensures the City can maintain essential operations during disasters, infrastructure failures, or large-scale events, building long-term organizational resiliency and continuity of operations.

F. Professional Growth, Retention, and Succession Planning

Additionally, the retitling fosters professional growth, recognition, and retention for the employees who serve in these roles. In a small, flat organization with limited management layers, opportunities for career advancement are naturally limited. Assigning the Assistant City Manager title acknowledges the broader scope, complexity, and executive-level impact of their work, reinforcing the City's commitment to developing internal leadership talent. The City already supports professional development through the routine rotation of the Acting City Manager role among senior staff—an intentional strategy designed to strengthen executive readiness, build leadership capacity, and ensure operational continuity. Retitling these positions complements this practice by aligning responsibilities, formalizing development pathways, and strengthening succession planning. This protects institutional knowledge, and ensures the City maintains a stable, high-performing executive team capable of supporting long-term organizational success.

Reclassifying the Public Works Director, Community Development Director, and Finance Director positions to Assistant City Manager more accurately reflects their current responsibilities, enhances organizational alignment, strengthens emergency and operational resilience, increases economic development responsiveness, and supports long-term succession planning. This cost-neutral adjustment modernizes the City's structure, improves service delivery, and prepares the organization for future challenges and opportunities.

ATTACHMENTS:

1. Draft Resolution

ENVIRONMENTAL IMPACT:

This action does not meet the threshold of a project under CEQA and is exempt.

FISCAL IMPACT:

There is no fiscal impact associated with this recommendation. The reclassification is cost-neutral, does not increase staffing levels, and does not require salary adjustments beyond those already incorporated in the current budget.

Existing salary ranges accommodate the proposed titles, and operational responsibilities will be redistributed rather than expanded.



AGENDA REPORT

MEETING DATE: December 9, 2025

TITLE: Acceptance of the Capital Improvement Project (CIP 2025-26)

PRESENTED BY: Kamran Dadbeh, City Engineer

RECOMMENDATION: **THAT THE CITY COUNCIL ACCEPT THE CAPITAL IMPROVEMENT PROJECT CIP 2025-26 IN THE AMOUNT OF \$524,430.42 AND APPROVE THE FINAL PAYMENT OF \$26,221.52 TO ONYX PAVING INC. & THAT THE CITY COUNCIL DIRECT STAFF TO FILE AND RECORD THE NOTICE OF COMPLETION FOR PROJECT CIP 2025-26**

2030 VISION STATEMENT:

This staff report supports Goal #2: "Maintain Public Safety" of the 2030 Vision by investing in public infrastructure improvements that enhance community safety and accessibility.

BACKGROUND:

On May 13, 2025, the City Council awarded a construction contract to Onyx Paving Inc. for the resurfacing of Brentwood Street, Grand Terrace Road, and Michigan Street. The scope of work included asphalt resurfacing, localized pavement repairs, traffic control, and striping. The project restored more than 215,000 square feet of pavement, improving drivability, extending pavement life, and reducing long-term maintenance costs.

DISCUSSION:

Construction is now complete, and staff has verified that all work meets contract specifications and City standards. The final contract amount is \$524,430.42. The remaining balance of \$26,221.52 represents the final payment due to the contractor following acceptance of the work.

With Council acceptance of the project, staff will file and record the Notice of Completion in accordance with state law. The Notice of Completion initiates the statutory lien period, after which the City Clerk will release the Labor and Materials Bond and the Faithful Performance Bond. Releasing these bonds confirms that the contractor has fulfilled all obligations related to labor, materials, and performance.

ENVIRONMENTAL IMPACT:

This project is categorically exempt from the California Environmental Quality Act under CEQA Guidelines Section 15301, Existing Facilities. The work consisted of maintenance and minor alterations to existing streets involving no expansion of use. No significant environmental impacts were identified.

FISCAL IMPACT:

The original contract amount was \$532,000 with an authorized contingency of \$53,200. The final cost of the work is

\$524,430.42, which includes three change orders totaling \$10,932.57. The project was completed approximately 10 percent below the budgeted amount.

Expenditure accounts for this project include:

46-900-321-000-000	Capital Improvements – Streets
--------------------	--------------------------------