

Budget Committee December 15, 2025

Action Minutes of November 17, 2025

1. Approved of the Action Minutes Meeting Document from October 14, 2025, with no change.
2. Provided update on Water Master Plan Preliminary CIP projects – Toni Bertolero reported out a list of projects and its ranking of importance from high, medium and low. This item will be presented to the City Council on December 2. The Budget Committee received the list as informational item.

Project No	Project Name	Total	Ranking of importance
1	Pleasant Hill Loop	\$910,670	High
2	Well 4 Replacement	\$3.0 million in CIP	High
3	Gwendolyn Place Watermain Replacement	\$170,310	High
4	500 South Main Street Watermain Replacement	\$131,450	High
5	Structural Assessment of Existing Water Tanks	\$88,440	High
6	Seismic Retrofit Study for Existing Water Tanks	\$166,600	High
7	Installation of Automated Flow Meter	\$63,180	High
8	Valley View Drive Watermain Replacement	\$329,270	High
9	Gwendolyn Place Service Connections	\$54,980	High
10	Covert Lane CI Watermain Replacement	\$218,530	Medium
11	Ellis Court CI Watermain Replacement	\$127,230	Medium
12	Valley View Drive Watermain Replacement	\$2,337,590	Low
13	Maintenance of Existing Pressure Reducing Valves	\$196,970	Low
14	Painting and Relining of Existing Water Tanks	\$249,760	Low
15	Installation of Isolation Valves	\$113,570	Low

3. Ives Park - Calder Creek Storm Drain Repair – the additional cost for this repair was \$10,250. This was paid for by infrastructure fund and no impact on general fund.
4. Report out of Review of SPOA MOU – Work Dispute/Temporary Assignment. The Budget Committee received the report and noted it. No further discussion was required.
5. Review of Art in Lieu Fund.
 - Use of Funds: Allocate \$3,000 for the POMO Art Mural and provide an update on proposed costs for the Storm Drain Lid Painting Project. *Art in Lieu Fund will cover this project.*
 - CaFE Fee: \$250 for the call for artists for the Community Sculpture Garden will be sponsored by the Center for the Arts; *no City funding required.*
6. 4Leaf Contract – Discussion on continuing interim planning support. Extending the contract is expected to have no additional general fund financial impact, as costs will be covered within the current budget through salary savings from the vacant director position. The Budget Committee received the report and agreed with the extension, emphasizing the importance of finding the right fit for the City rather than rushing the hiring process. No further action was taken.

7. Travel Policy Update –Update provisions for allowable expenses, mileage rates, and tax implications per IRS guidelines. Apply GSA per diem rates for lodging, meals, and incidentals for consistency. Align policy with current IRS regulations and GSA standards.
8. Resolution: Utility Payment Relief – The Budget Committee received the report. No further action taken.
9. Standing Topics – Verbal Report
 - RFPs Issuance List – Status Update on upcoming RFPs – staff informed Budget Committee that there are a few others to come.
 - Budget Related Items – Open discussion on current budget-related items

Responsible Department: Administrative Services
10. Future meeting schedules
 - December 15, 2025 starting at 10AM
 - January 12, 2026 starting at 10AM

Responsible Department: Administrative Services
11. Current Meeting Recap

Responsible Department: Administrative Services