



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Planning & Development
Department No.: 053
For Agenda Of: 11/14/2006
Placement: Administrative
Estimate Time:
Continued Item: YES
If Yes, date from: 1/10/06
Vote Required: Majority

TO: Board of Supervisors
FROM: Board Member(s) John Baker, 568-2085
Contact Info: Kevin Drude, 568-2519

SUBJECT: Coastal Resource Enhancement Fund (CREF) - Grant Contract

County Counsel Concurrence:

As to form: Yes No N/A

Auditor-Controller Concurrence:

As to form: Yes No N/A

Other Concurrence: Risk Management

As to form: Yes No N/A

Recommended Action(s):

That the Board of Supervisors executes the attached CREF contract (BC-07-078) with the City of Carpinteria, in the amount of \$24,500 for the period of November 14, 2006 to July 15, 2008. The City Of Carpinteria is located in the First Supervisorial District.

Summary:

The City of Carpinteria would use the \$24,500 CREF grant towards developing plans and specifications for the Carpinteria Old Town Trail. This trail would link the Carpinteria State Beach Campground with downtown Carptineria.

Mitigation of impacts to coastal resources from offshore oil and gas development is required as a condition of permits on five projects. Mitigation is provided through the Coastal Resource Enhancement Fund. There are no changes in service level as a result of this agreement.

Background:

On January 10, 2006, the Board of Supervisors awarded the City of Carptineria a \$24,500 grant from the 2006 CREF cycle towards the proposed trail described above. Execution of this contract carries out that award.

Fiscal and Facilities Impacts:

Budgeted: Yes No

Coastal **Resource Enhancement Fund (CREF) - Grant Contract**

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Fiscal Analysis:

No fiscal and facilities impacts. The Coastal Resource Enhancement Fund is funded by mitigation fees paid by developers of offshore oil and gas reserves. Fees to fund this grant were received in FY 05-06 and are included in the Energy Division Cost Center on page D-304 of the County's Budget F06/07 "Source of Funds Summary – Use of Prior Fund Balances." Expenditures are budgeted under "Use of Funds Summary – Mitigation Programs," within the Energy Division's FY 06-07 budget. Staff costs to prepare this contract have been offset by interest accrued to the Coastal Resource Enhancement Fund. The \$24,500 for the City of Carpinteria's project is expended from Fund #0063, Department #053, Program #5090, Account #7863, and Project #0602.

Staffing Impact(s):

Legal Positions:

N/A

FTEs:

N/A

Special Instructions:

Clerk of the Board will forward a copy of the agreement to Kathy McNeal Pfeifer of the Planning and Development Department, Energy Division, who will mail a copy of the agreement to the grantee and request the Auditor Controller to pay the award.

Attachments:

Contract BC-07-078 with the City of Carpinteria
Contract Data Sheet

Authored by: Kathy McNeal Pfeifer, 568-2507

CONTRACT NO. BC-07-078

**AGREEMENT BETWEEN THE COUNTY OF SANTA BARBARA
AND CITY OF CARPINTERIA**

This Agreement is made on this 14th day of November, 2006, by and between the City of Carpinteria, a general law city within the County of Santa Barbara, California (hereinafter referred to as "GRANTEE"), and the County of Santa Barbara, a political subdivision of the State of California (hereinafter referred to as "COUNTY"), wherein COUNTY agrees to grant certain funds to GRANTEE for the purposes and on the conditions specified herein.

RECITALS

WHEREAS, environmental impact reports prepared for oil development projects offshore Santa Barbara County have identified adverse, residual impacts to local coastal resources not otherwise mitigable;

WHEREAS, COUNTY established and administers the Coastal Resource Enhancement Fund (hereinafter referred to as "CREF") that is financially supported by offshore oil and gas developers to mitigate these impacts; and

WHEREAS, the County Board of Supervisors conducted a public hearing for the 2006 CREF funding cycle and found GRANTEE's proposal to fulfill the intent and purpose of CREF by enhancing coastal recreation, coastal tourism and environmentally sensitive coastal resources.

GRANT TERMS AND CONDITIONS

Now, therefore, in consideration of the mutual promises hereinafter set forth, it is agreed as follows:

(1) Obligations to be Performed Under this Agreement. Within the Time of Performance specified in paragraph 3, GRANTEE shall perform all of the obligations described in this Agreement and set forth in the project description, which is attached hereto as Attachment A (hereinafter referred to as "PROJECT").

To the extent that environmental review, permits, and other approvals from local, state, or federal governments are necessary to effectuate the agreement made herein, GRANTEE shall be responsible for obtaining such review, permits, and approvals, including costs incurred. The parties acknowledge that no commitment with regard to PROJECT approval can be or is hereby given in advance.

(2) Grant Funding. COUNTY shall award to GRANTEE an amount not to exceed \$24,500 from CREF (Fund #0063, Dept. #053, Program #5090, Account #7863, Project #0602) 10 days after execution of this Agreement, to complete PROJECT.

(3) Time of Performance. PROJECT shall be completed on or before July 15, 2008. However, COUNTY's Director of Planning & Development Department (hereinafter referred to as "DIRECTOR") may extend the time of performance by up to one year for good cause. GRANTEE shall return any unspent funds granted under this Agreement to COUNTY within 60 days of PROJECT completion, and COUNTY shall return any unspent funds to CREF for reallocation by COUNTY in future funding cycle(s). If, for any reason, GRANTEE finds it cannot complete PROJECT, GRANTEE shall report that finding to COUNTY immediately and return any unspent funds granted under this Agreement (including monies encumbered by subsequent contracts) to CREF within 14 days of that finding.

(4) Matching Funds. GRANTEE shall provide matching funds, as described in Attachment A, as a condition of receiving this grant from the COUNTY. Failure to provide such funds shall, at the discretion of the DIRECTOR, be grounds for termination of this Agreement. Upon such termination, GRANTEE shall within 14 days of termination return any grant funds received from the COUNTY under this Agreement.

(5) Project Amendments. GRANTEE shall obtain prior written approval from the DIRECTOR for any changes proposed by GRANTEE in the PROJECT as described herein. Such changes include any change to the project description, any reduction in the overall project budget, or any change in a budget item of 10 percent or more. If the DIRECTOR finds that GRANTEE has proposed a change that represents a significant departure from the project originally considered and approved by the Board, then Board approval shall be required for such project changes.

(6) Project Cost Increases. If, for any reason, PROJECT costs exceed or are expected to exceed those represented by GRANTEE for receipt of this grant, and such increases cannot be covered by GRANTEE from its own or matching funds, GRANTEE shall notify COUNTY within 10 days of discovering the potential cost exceedance. If GRANTEE cannot secure the necessary resources within 30 days of notifying COUNTY, at the end of those 30 days, GRANTEE shall return to COUNTY all unspent monies of this grant (including monies encumbered by contracts). COUNTY shall hold the grant until GRANTEE secures all necessary resources to complete this PROJECT. Failure to secure said resources prior to termination of this Agreement shall result in forfeiture of grant by GRANTEE.

(7) Project Cost Savings. GRANTEE shall return any unspent funds granted under this Agreement to COUNTY within 60 days of completing PROJECT construction, and COUNTY shall return any unspent funds to CREF for reallocation by COUNTY in future funding cycle(s). If, for any reason, GRANTEE finds it cannot complete PROJECT, GRANTEE shall report that finding to COUNTY immediately and return any unspent funds granted under

this agreement (including monies encumbered by subsequent contracts) to CREF within 14 days of that finding.

(8) Acknowledgement. GRANTEE shall publicly identify on the project reports and staff reports that PROJECT was "...partially financed by Santa Barbara County's Coastal Resource Enhancement Fund, a partial mitigation of impacts from the following offshore oil and gas projects: Point Arguello, Point Pedernales, Santa Ynez Unit, and Gaviota Terminal."

(9) Non-Partnership. This Agreement is not intended by the parties to constitute or create a joint venture, pooling arrangement, or formal business organization of any kind. The rights and obligations of the parties shall be only those expressly set forth herein.

(10) Status of GRANTEE. GRANTEE and GRANTEE's subcontractors shall perform all services under this Agreement as independent parties and not as employees, officers or agents of the COUNTY.

(11) Indemnification. GRANTEE shall defend, indemnify, and save harmless the COUNTY and its officers, agents and employees from any and all claims, demands, damages, costs, expenses (including attorney fees), judgments or liabilities arising out of this Agreement or occasioned by the performance or attempted performance of the provisions hereof; including, but not limited to, any act or omission on the part of GRANTEE or its agents or employees. GRANTEE shall notify COUNTY immediately in the event of any accident or injury arising out of or in connection with the Agreement.

(12) Semi-Annual Reports; Public Briefing. GRANTEE shall provide COUNTY with semi-annual written reports of the progress of PROJECT until completion of PROJECT. GRANTEE shall submit the progress reports to COUNTY according to the schedule set forth below:

PERIOD	REPORT DUE
October – March	April 15
April - September	October 15

The report shall compare the project's progress to the description, budget and schedule in Exhibit A, including:

(a) The status of each task. This section shall include any proposed changes to the tasks, whether the project is progressing according to the schedule, and anticipated accomplishments in the upcoming months; and

(b) The costs to date compared with the approved budget. The report shall state whether or not PROJECT is progressing within the approved budget and discuss any proposed changes.

GRANTEE agrees to participate in a public briefing, if determined necessary and appropriate by COUNTY, to provide a summary of PROJECT.

(13) Final Report. Within 45 days of completion of PROJECT, GRANTEE agrees to provide to COUNTY a final report, which shall include:

- (a) a brief summary of PROJECT's objectives and how these objectives were accomplished,
- (b) an itemized list and support documentation of all expenses incurred to complete PROJECT, and
- (c) photos of the completed project.

(14) Records. GRANTEE shall maintain complete financial records that clearly reflect the expenditures of this grant and matching funds in accordance with generally accepted accounting principles and that evidence proper audit trails reflecting the true cost of the services rendered and costs incurred for the project. GRANTEE shall maintain all such records for a minimum of four years after PROJECT completion. GRANTEE agrees that COUNTY's designated representative may, at any time during normal working hours and up to four years after PROJECT completion, review or audit all records regarding performance of this Agreement. GRANTEE shall submit to COUNTY copies of findings of any audits which GRANTEE commissions.

(15) Termination.

(a) COUNTY may, in its sole discretion, terminate this Agreement for convenience by giving thirty (30) days prior written notice to GRANTEE. GRANTEE shall not incur any unnecessary expenses or costs which are reimbursable under this Agreement during this period except those absolutely necessary to close out all activities related to the Agreement. COUNTY will not compensate any other charges incurred by GRANTEE during this period unless approved in writing by the DIRECTOR.

(b) COUNTY may terminate this Agreement for cause should GRANTEE default in the performance of this Agreement or materially breach any of its provisions. Such termination shall be by written notice and shall be effective upon receipt by GRANTEE.

(c) Upon termination of this Agreement pursuant to this section, GRANTEE shall within 14 days return any unspent grant funds received from COUNTY under this Agreement, and provide COUNTY an itemized list and supporting documentation of all expenses incurred on the PROJECT.

(16) Remedies Not Exclusive. No remedy herein conferred upon or reserved to either party is intended to be exclusive of any other remedy or remedies, and each and every such remedy, to the extent permitted by law, shall be cumulative and in addition to any other remedy given hereunder or now or hereafter existing at law or in equity or otherwise.

(17) Waivers. The waiver by either party to this Agreement of any term, covenant, or condition of this Agreement or of any provision, ordinance, or law, shall not be deemed to be a

continuing waiver of such term, covenant, condition, or law, or of any subsequent breach or violation of the same, or of any other term, covenant, ordinance, or law.

(18) Grant Agreement Integrated. In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended or modified only by an instrument in writing, executed by the parties to this Agreement and by no other means. Each party waives their future right to claim, contest or assert that this Agreement was modified, canceled, superseded or changed by any oral agreements, course of conduct, waiver or estoppel.

(19) Assignment. This Agreement shall not be assigned by GRANTEE without the prior written consent of the DIRECTOR.

(20) California Law to Apply. This Agreement shall be governed by the laws of the State of California. Any litigation regarding this Agreement or its contents shall be filed in the County of Santa Barbara, if in state court, or in southern California, if in federal court.

(21) Nondiscrimination Clause. GRANTEE shall abide by the Unlawful Discrimination Ordinance, Article XIII of Chapter 2 of the Santa Barbara County Code, which is attached hereto as Attachment B and incorporated herein by this reference.

(22) Taxes. GRANTEE shall be responsible for payment of all taxes due as a result of the Agreement. GRANTEE's Federal Tax Identification Number is 95-2414438.

(23) Point of Contact. The designated contacts for this agreement are:

- | | |
|---|--|
| (a) Kathy McNeal Pfeifer, 568-2507
P&D, Energy Division
30 E. Figueroa Street, Second Floor
Santa Barbara, California 93101
Email: kathypm@co.santa-barbara.ca.us | (b) Matthew Roberts, 684-5405, x449
City of Carpinteria
5775 Carpinteria Avenue
Carpinteria, CA 93013
matr@ci.carpinteria.ca.us |
|---|--|

Either party may change its point of contact by providing 30 days written notice to the other party. The DIRECTOR or DEPUTY DIRECTOR may designate a new point of contact for COUNTY.

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This Agreement between the County of Santa Barbara and GRANTEE is executed at Santa Barbara, California, on the above signed date.

ATTEST:

MICHAEL F. BROWN
Clerk of the Board

By _____
Deputy Clerk of the Board

APPROVED:

COUNTY

Joni Gray, Chair
County of Santa Barbara
BOARD OF SUPERVISORS

CREF GRANTEE

David Durlinger
City of Carpinteria
CREF GRANTEE

APPROVED AS TO FORM:

STEPHEN SHANE STARK
Deputy County Counsel

By _____

**APPROVED AS TO
ACCOUNTING FORM:**

ROBERT GEIS
Auditor-Controller

By _____

**APPROVED AS TO
INSURANCE FORM:**

RAY AROMATORIO
Risk Program Manager

By: _____

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Attachment A

PROJECT DESCRIPTION, BUDGET, AND SCHEDULE

Project Description.

GRANTEE shall develop plans and specifications for the Carpinteria Old Town Trail; components of the proposal include designing:

- a trail that will extend from Linden Avenue east to Palm Avenue, connecting downtown Carpinteria to Carpinteria State Beach campground;
- a phytoremediation system along the trail, whereby plants clean pollutants from urban runoff before the water flows into the Carpinteria Salt Marsh; and
- interpretative signs along the proposed trail to inform users of the plants historical uses by the Chumash Indians and the plants current uses with phytoremediation.

Project Budget

Item/Task	Matching Funds*	CREF Expenditure Amount
Project Design, Phase 1		\$ 4,200
Project Design, Phase 2		\$ 6,400
Project Design, Phase 3		\$ 13,900
Preparation of Initial Study	\$ 2,500	
Planner Costs	\$ 4,500	
Environmental Review Public Hearing	\$ 500	
Architectural Review Public Hearing	\$ 500	
Planning Commission Public Hearing	\$ 1,000	
Mailing, site visits, site survey, etc.	\$ 2,000	
Total costs	\$ 11,000	\$24,500

* The Carpinteria City Council authorized the use of \$11,000 towards this project as part of the City Parks Department Work Plan.

Schedule

Task Description	Completion Date
Project Design, Phase 1	March 1, 2007
Project Design, Phase 2	October 1, 2007
Project Design, Phase 3	January 1, 2008
Environmental Review Completed/Permit Issued	June 1, 2008
Prepare and submit final CREF report	July 15, 2008

Attachment B

COUNTY OF SANTA BARBARA UNLAWFUL DISCRIMINATION ORDINANCE

Sec. 2-95. Prohibition of unlawful discrimination in employment practices. The County of Santa Barbara reserves the right to terminate forthwith each and every written contract and agreement (except purchase orders) for goods and/or services entered into by the County of Santa Barbara or by its joint powers, agencies or agents with the consent of the other parties (hereinafter called "contractor") including but not limited to concessions, franchises, construction agreements, leases, whether now in effect or hereinafter made if the county finds that the contractor is discriminating or has discriminated against any employee or applicant for employment in violation of any applicable state or federal laws, rules or regulations which may now or hereafter specifically prohibit such discrimination on such grounds as race, religion, sex, color, national origin, physical handicap when otherwise qualified, Vietnam era veteran/disabled, or age.

Such finding may only be made after contractor has had a full and fair hearing on notice of thirty (30) days before an impartial hearing officer at which hearing contractor may introduce evidence, produce witnesses and have the opportunity to cross-examine witnesses produced by the county. Further, any finding of discrimination must be fully supported by the facts developed at such hearing and set forth in a written opinion; and in addition, contractor may move in the appropriate court of law for damages and/or to compel specific performance of a contractor or agreement if any the above procedures are not afforded to the contractor. If contractor is not found to have engaged in unlawful discriminatory practices, county shall pay all costs and expense of such hearing, including reasonable attorneys' fees to contractor in accordance with current Santa Barbara County Superior Court schedule of attorneys' fees for civil trials. If contractor is found to have engaged in such unlawful discriminatory employment practices, contractor shall pay all such costs, expenses and attorneys' fees.

Whether or not a contract or agreement is still in existence at the time of final determination of such unlawful discrimination, the contractor shall forthwith reimburse county for all damages directly stemming from such discrimination; however, those damages shall not exceed and are not reimbursable in an amount which exceeds amounts paid contractor under the terms of the contract or agreement.

Nothing in this section 2-95 shall directly or by interpretation give a private cause of action to any third party (not a signatory to the contract or agreement) including employees past or present, or applicants for employment to contractor, it being the sole purpose of this clause to administratively assure compliance with the nondiscrimination clauses contained herein.

Employment practices shall include, but are not limited to employment, promotion, demotion, transfer, recruitment and advertising for recruitment, layoff or other termination, rate of pay, employee benefits and all other forms of compensation selection for training and apprenticeship and probationary periods.

Contractor shall permit access at all reasonable time and places to all of its records of employment, advertising, application forms, tests and all other pertinent employment data and records, to

the County of Santa Barbara, its officers, employees and agents for the purpose of investigation to ascertain if any unlawful discrimination as described herein has occurred or is being practiced, provided that such records are relevant to a complaint of an unlawful discriminatory practice which has been forwarded to contractor reasonably prior to the time contractor is asked to make such records available. In addition, all such records shall be deemed "Confidential" by the officers, employees and agent of the county. No records or copies of such records may be removed from the premises of contractor and no disclosure, oral or written of such record, may be made to third parties except as provided within the agreement.

Provided, however, that in the event of a hearing to determine whether or not contractor is engaging in unlawful discrimination in employment practices as defined herein, the board of supervisors of Santa Barbara County may issue subpoenas to require that certified copies of such records be made available to the hearing.

Failure to fully comply with any of the foregoing provisions relating to unlawful discrimination in employment practices shall be deemed to be a material breach of any contract or agreement with the County of Santa Barbara. All persons contracting with or who have contracts for goods or services with the county shall be notified that this chapter applies to their contract or agreement with the County of Santa Barbara. (Ord. No. 2946, SS 1; Ord. No. 2993, SS 1; Ord. No. 3018, SS 1)

Sec. 2-95.5. Exceptions. Notwithstanding any other provisions in this article, any party contracting with the County of Santa Barbara having an affirmative action program which has been approved within thirty-six (36) months from the date of the contract by an agency of the federal government shall be deemed to be in compliance with the provisions of this article upon furnishing documentary evidence of such approval satisfactory to the county affirmative action officer. Loss of such approval shall be immediately reported by such party to the county affirmative action officer.

Sec. 2-96. Purchase orders. Purchase orders shall contain the following clause as grounds for termination of such purchase order.

"If complaint is made that seller is engaging in discriminatory employment practices made unlawful by applicable state and federal laws, rules or regulations, and the State Fair Employment Practice Commission or the Federal Equal Employment Opportunities Commission determines that such unlawful discrimination exists, then the County of Santa Barbara may forthwith terminate this order." (Ord. No. 2946, § 1)

Sec. 2-97. Affirmative action officer. At the discretion of the county affirmative action officer, he or she shall promptly and thoroughly investigate, or cause to be investigated reports and complaints from whatever source, that any party contracting with the County of Santa Barbara is engaging, or during the term of a contract or agreement with the County of Santa Barbara has engaged, in any unlawful discriminatory employment practices as described in Section 2-95 of this Code. If the investigation discloses reason to believe such unlawful discrimination does exist or has existed and the conditions giving rise thereto have not been changed so as to prevent further such unlawful discrimination, and the said party shall not forthwith terminate such unlawful discrimination, take all appropriate steps to prevent a recurrence of such or other unlawful practices, and compensate the person or persons unlawfully discriminated against for any and all loss incurred by reason of such unlawful discrimination, all to the satisfaction of the affirmative action officer, then the affirmative action officer shall cause the matter to be presented for action to the State Fair Employment Practices Commission or the Federal Equal

Employment Opportunities Commission, or both, and to any other concerned state or federal agencies or officers.

If and when it has been finally determined by the affirmative action officer, county counsel, or state or federal regulatory agencies that such unlawful discriminatory employment practice has in fact so occurred or are being carried on, then the affirmative action officer shall forthwith present the entire matter to the board of supervisors of the county, together with all damages, costs and expense related thereto and incurred by county, for appropriate action by the board of supervisors in accord with the intent and purposes of this article and of the affirmative action program of the County of Santa Barbara (Ord. No. 2946, § 1).

Contract Summary Form: CREF Agreement w/City of Carpinteria
Contract Number : BC-07-078

Complete data below, print, obtain signature of authorized departmental representative, and submit this form (and attachments) to the Clerk of the Board (>\$100,000). If less than (<\$100,000) submit a Purchasing Requisition to the Purchasing Division of General Services. See "online purchasing manual" under General Services, Purchasing, Policies and Procedures. Form not applicable to revenue contracts.

D1. Fiscal Year: FY 06/07
 D2. Budget Unit Number (plus -Ship/-Bill codes in paren's):
 D3. Requisition Number:
 D4. Department Name: Planning & Development Department
 D5. Contact Person: Kathy Pfeifer
 D6. Phone.....: 568-2507

K1. Contract Type (check one): Personal Service Capital Project/Construction Grant
 K2. Brief Summary of Contract Description/Purpose: Coastal Resource Enhancement Fund Grant
 K3. Original Contract Amount: \$24,500
 K4. Contract Begin Date.....: November 14, 2006
 K5. Original Project Completion Date: July 15, 2008
 K6. Amendment History (leave blank if no prior amendments):
Seq#EffectiveDate ThisAmndtAmtCumAmndtToDateNewTotalAmtNewEndDate Purpose(2-4 words)
 K7. Department Project Number: 053

B1. Is this a Board Contract? (Yes/No).....: Yes
 B2. Number of Workers Displaced (if any).....: None
 B3. Number of Competitive Bids (if any): n/a
 B4. Lowest Bid Amount (if bid): n/a
 B5. If Board waived bids, show Agenda Date:
 B6. ... and Agenda Item Number.....:
 B7. Boilerplate Contract Text Unaffected? (Yes / or cite ¶¶) : Boilerplate Contract for CREF Grants

F1. Encumbrance Transaction Code: 1701
 F2. Current Year Encumbrance Amount: \$0
 F3. Fund Number.....: 0063
 F4. Department Number.....: 053
 F5. Division Number (if applicable).....:
 F6. Account Number: 7863
 F7. Cost Center number (if applicable).....: Project Number: 0501
 F8. Payment Terms.....: 10 days after execution of contract

V1. Vendor Numbers (A=uditor; P=urchasing): 149177
 V2. Payee/Contractor Name.....: Grantee Name: City of Carpinteria
 V3. Mailing Address: 5775 Carpinteria Avenue
 V4. City State (two-letter) Zip (include +4 if known).....: Carpinteria, CA 93013
 V5. Telephone Number.....: 684-5405
 V6. Contractor's Federal Tax ID Number (EIN or SSN).....: 95-2414438
 V7. Contact Person.....: Matt Richards
 V8. Workers Comp Insurance Expiration Date.....:
 V9. Liability Insurance Expiration Date[s] (G=enl; P=rofl) Indemnification Clause
 V10. Professional License Number: #
 V11. Verified by (name of County staff): Kathy Pfeifer
 V12. Company Type (Check one): Individual Sole Proprietorship Partnership Corporation

I certify: information complete and accurate; designated funds available; required concurrences evidenced on signature page.

Date :

Authorized Signature.....