



CITY COUNCIL OF PARLIER REGULAR MEETING

DATE: Thursday, February 6, 2020
TIME: 6:30 PM
PLACE: Council Chambers
1100 East Parlier Avenue
Parlier, CA 93648

CALL TO ORDER/WELCOME:

Roll Call: Mayor Alma M. Beltran, Mayor Pro-Tem Trinidad Pimentel, Councilwoman Diane Maldonado, Councilman Noe Rodriguez, City Clerk Dorothy Garza.

FLAG SALUTE: Mayor Alma M. Beltran

PRESENTATIONS/INFORMATIONAL:

PUBLIC COMMENT:

At this time any citizen may address the City Council on matters not appearing on the agenda that are within the jurisdiction of the City of Parlier. Speakers shall limit their comments to three (3) minutes unless extended by the Mayor. Please begin your comments by stating your name and City of residence.

The City Council is prohibited by law from taking any action on matters discussed that are not on the agenda. No adverse conclusion should be drawn if the City Council does not respond to any particular public comment. The Council may refer the matter to the City Manager or staff or request that it be placed on a future agenda.

CONSENT CALENDAR:

All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of items appearing on the Consent Calendar unless requested to be removed for separate discussion and acted on by separate vote.

1. Approve the Check Reports dated January 11, 2020 to January 31, 2020.
2. Approve and accept the Minutes dated January 16, 2020.

REGULAR BUSINESS:

- 3. SUBJECT:** Consideration and Necessary Action on Surplus PD Vehicles for auction.

RECOMMENDATION: Staff recommends City Council approve the surplus of one older patrol unit and one animal control van pursuant to Parlier Municipal code Section 3.04.070.

- 4. SUBJECT:** Consideration and Necessary Action on the Correction of clerical Error in Repealing former Chapter 16 of Title 3 of the Parlier Municipal code and Introduction and First Reading of Chapter 15 of Title 3 of the Parlier Municipal code Reestablishing and renumbering the provisions of former Chapter 16 of Title 3 of the Parlier Municipal Code.

RECOMMENDATION: Staff recommends the Council approve the Correction.

- 5. SUBJECT:** Consideration and Necessary Action on renewing the contract with Cintas Corporation for uniform and building maintenance supply services.

RECOMMENDATION: Staff recommends that the City Council approve renewing the contract between the City and the Cintas Corporation and authorize the City Administrator to execute contract.

- 6. SUBJECT:** Consideration and Necessary Action on a Management Agreement with Kings Credit Services.

RECOMMENDATION: Staff recommends that the City Council approve the Accounts Receivable Management Agreement with Kings Credit Services upon review and approval by City Attorney.

- 7. SUBJECT:** Consideration and Necessary Action on Waiving of Second Reading of Adoption of Ordinance No. 2019-10 related to Patio Encroachment.

RECOMMENDATION: Staff recommends council waive the second reading and adopt Ordinance No. 2019-10.

- 8. SUBJECT:** Consideration and Necessary Action on updating the City's Pay Structure.

RECOMMENDATION: Staff recommends council approve updated pay structure for all City Employees.

- 9. SUBJECT:** Consideration and Necessary Action on approving a new City Seal.

RECOMMENDATION: Council to approve the new seal and direct staff on moving forward with implementation of the New City Seal.

10. SUBJECT: Consideration and Necessary Action amending the current Personnel Policies.

RECOMMENDATION: Staff recommends the Council approve Resolution No. 2020-03 Amending the current Personnel Policies.

11. SUBJECT: Consideration and Necessary Action on Townsend Public Affairs Contract for Grant Writing and Lobbying Services.

RECOMMENDATION: Staff recommends approval of the one-year contract from Townsend Public Affairs Contract for Grant Writing and Lobbying Services.

BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:

CITY ADMINISTRATOR

CITY ATTORNEY

CITY COUNCIL

PUBLIC COMMENT ON CLOSED SESSION

THIS PORTION OF THE MEETING IS RESERVED FOR PERSONS DESIRING TO ADDRESS THE COUNCIL ON AN ITEM WHICH IS TO BE CONSIDERED DURING CLOSED SESSION. SPEAKERS SHALL LIMIT THEIR COMMENTS TO THREE (3) MINUTES.

CLOSED SESSION:

12. Government Code Section 54957

Public Employee Performance Evaluations

Titles:

City Administrator

Finance Director/Controller

Police Chief

Community Development Director

Director of Maintenance & Operations

Wastewater Treatment Plant Operator/Superintendent

City Engineer

City Planner

Preschool Director

Facilities Manager

Building Inspector/Code Enforcement

Events Coordinator

13. Government Code Section 54956.9

Pending Litigation Pursuant to

Parlier Central Valley 2 LLC v. City of Parlier
USDC Case No. 2;19-cv-1607

14. Government Code Section 54956.9

Potential Litigation Pursuant to
Two (2) Cases

ADJOURNMENT

ADA NOTICE

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (559) 646-3545 ext. 227. Notification 48 hours prior to the meeting will enable the City to make arrangements to ensure accessibility to this meeting.

DOCUMENTS

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CITY OF PARLIER

Check Report

By Check Number

Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
ADP00	ADP, INC.	01/14/2020	Regular	0.00	2,199.20	53206
	Void	01/14/2020	Regular	0.00	0.00	53207
ASI01	ASI	01/14/2020	Regular	0.00	960.00	53208
BIG01	BIG VAL'S AUTO PARTS, INC	01/14/2020	Regular	0.00	112.80	53209
CAN05	CANON FINANCIAL SERVICES, INC.	01/14/2020	Regular	0.00	323.48	53210
CEN19	CENTRAL SANITARY SUPPLY	01/14/2020	Regular	0.00	165.27	53211
D & O0	D & D SERVICES, INC.	01/14/2020	Regular	0.00	195.00	53212
REE01	EDDIE C. REED	01/14/2020	Regular	0.00	950.00	53213
EDG01	EDGAR MARTINEZ	01/14/2020	Regular	0.00	790.92	53214
FAS00	FASTENAL COMPANY	01/14/2020	Regular	0.00	339.51	53215
GRO01	FERGUSON ENTERPRISES INC.	01/14/2020	Regular	0.00	3,810.97	53216
FRE13	FRESNO COUNTY TREASURER	01/14/2020	Regular	0.00	180.75	53217
HAA01	HAAKER EQUIPMENT COMPANY	01/14/2020	Regular	0.00	329.57	53218
JAU01	JAVIER JAURIQUE	01/14/2020	Regular	0.00	296.91	53219
QUI05	QUINN COMPANY	01/14/2020	Regular	0.00	595.95	53220
RHO01	RHODES INC.	01/14/2020	Regular	0.00	128.61	53221
RSG01	RSG, INC.	01/14/2020	Regular	0.00	1,199.19	53222
SHR00	SHRED-IT USA - FRESNO	01/14/2020	Regular	0.00	122.02	53223
UNU00	UNUM LIFE INSURANCE CO.	01/14/2020	Regular	0.00	131.14	53224
BEL03	ALMA M. BELTRAN	01/16/2020	Regular	0.00	550.00	53225
ASI01	ASI	01/16/2020	Regular	0.00	1,277.43	53226
AUT01	AUTO ZONE	01/16/2020	Regular	0.00	81.67	53227
BIG01	BIG VAL'S AUTO PARTS, INC	01/16/2020	Regular	0.00	167.50	53228
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/16/2020	Regular	0.00	202.80	53229
DKI01	DAVID KNOTT, INC	01/16/2020	Regular	0.00	1,500.00	53230
FAS00	FASTENAL COMPANY	01/16/2020	Regular	0.00	56.23	53231
FRE25	FRESNO COUNTY TREASURER	01/16/2020	Regular	0.00	490.00	53232
HAA01	HAAKER EQUIPMENT COMPANY	01/16/2020	Regular	0.00	872.44	53233
HOP00	HOPKINS TECHNICAL PRODUCTS	01/16/2020	Regular	0.00	1,850.02	53234
HUM01	HUMANA INSURANCE CO.	01/16/2020	Regular	0.00	5,640.35	53235
	Void	01/16/2020	Regular	0.00	0.00	53236
COR11	MILTON CORTEZ	01/16/2020	Regular	0.00	15.00	53237
PIT05	PITNEY BOWES INC	01/16/2020	Regular	0.00	385.44	53238
RIP01	REEDLEY IRRIGATION & SUPP	01/16/2020	Regular	0.00	83.54	53239
RLB01	REEDLEY LUMBER & BUILDING	01/16/2020	Regular	0.00	348.31	53240
RHO01	RHODES INC.	01/16/2020	Regular	0.00	694.02	53241
SAN1H	SANGER NURSERY	01/16/2020	Regular	0.00	194.95	53242
CEN10	CENTRAL INDUSTRIAL AUTOMATION LLC.	01/22/2020	Regular	0.00	2,000.00	53243
COM05	COMCAST	01/22/2020	Regular	0.00	337.30	53244
DIR01	DIRECTV	01/22/2020	Regular	0.00	78.24	53245
GRA01	GRANTED SOLUTIONS	01/22/2020	Regular	0.00	3,913.80	53246
GRA01	GRANTED SOLUTIONS	01/22/2020	Regular	0.00	2,611.00	53247
GRA01	GRANTED SOLUTIONS	01/22/2020	Regular	0.00	3,210.62	53248
ACA05	GREGORY K. SAIKI	01/22/2020	Regular	0.00	1,090.00	53249
HEA01	HEALTHWISE SERVICES, LLC	01/22/2020	Regular	0.00	400.00	53250
JD-02	JD FOOD	01/22/2020	Regular	0.00	3,948.35	53251
LEA01	LEAGUE OF CALIFORNIA CITIES	01/22/2020	Regular	0.00	50.00	53252
MAN05	MANHATTANLIFE ASSURANCE CO.	01/22/2020	Regular	0.00	79.75	53253
MET02	METLIFE - GROUP BENEFITS	01/22/2020	Regular	0.00	471.33	53254
	Void	01/22/2020	Regular	0.00	0.00	53255
SEL01	SELECT BUSINESS SYSTEMS INC.	01/22/2020	Regular	0.00	453.20	53256
SO 01	THE GAS CO.	01/22/2020	Regular	0.00	2,413.05	53257
UNI05	UNITY IT	01/22/2020	Regular	0.00	2,229.73	53258
VOR01	VORTAL, INC.	01/22/2020	Regular	0.00	1,600.00	53259

Check Report

Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	Void	01/22/2020	Regular	0.00	0.00	53260
	Void	01/22/2020	Regular	0.00	0.00	53261
AET00	AETNA	01/24/2020	Regular	0.00	13,028.97	53262
	Void	01/24/2020	Regular	0.00	0.00	53263
LON00	ALICIA LONGORIA	01/24/2020	Regular	0.00	400.00	53264
BEL03	ALMA M. BELTRAN	01/24/2020	Regular	0.00	440.00	53265
ASI01	ASI	01/24/2020	Regular	0.00	323.41	53266
BRE14	BRENTTAG PACIFIC, INC.	01/24/2020	Regular	0.00	838.93	53267
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/24/2020	Regular	0.00	92.96	53268
CUR01	CURRENT CHURCH INC	01/24/2020	Regular	0.00	11,092.37	53269
CUR01	CURRENT CHURCH INC	01/24/2020	Regular	0.00	12,794.00	53270
JIM06	JIM BRISCO ENTERPRISES, INC	01/24/2020	Regular	0.00	13,527.00	53271
MID03	MID VALLEY DISPOSAL LLC	01/24/2020	Regular	0.00	84,442.12	53272
PRO01	PROVOST & PRITCHARD CONSULTING GROUP	01/24/2020	Regular	0.00	4,630.15	53273
SAN1H	SANGER NURSERY	01/24/2020	Regular	0.00	92.39	53274
TYL00	TYLER TECHNOLOGIES, INC.	01/24/2020	Regular	0.00	34,728.01	53275
VUL00	VULCAN MATERIALS CO.	01/24/2020	Regular	0.00	469.85	53276
WIN02	WINSUPPLY OF FRESNO COUNTY CA	01/24/2020	Regular	0.00	1,753.50	53277
YAM01	YAMABE & HORN ENGINEERING INC.	01/24/2020	Regular	0.00	2,025.00	53278
AT&09	AT&T	01/27/2020	Regular	0.00	236.10	53279
AT&08	AT&T	01/27/2020	Regular	0.00	460.58	53280
CEN06	CENTRAL VALLEY TOXICOLOGY	01/27/2020	Regular	0.00	378.00	53281
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	1,583.78	53282
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	980.00	53283
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	3,416.50	53284
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	4,287.80	53285
MAT02	MATSON ALARM CO. INC.	01/27/2020	Regular	0.00	45.00	53286
VAL03	MATTHEW STACY KNIFFIN	01/27/2020	Regular	0.00	550.00	53287
MET01	METRO UNIFORM & ACCESSORIES	01/27/2020	Regular	0.00	609.18	53288
TOR41	PRAXADES TORRES	01/27/2020	Regular	0.00	400.00	53289
OKU01	RICHARD OKUTSU	01/27/2020	Regular	0.00	111.69	53290
SOC00	SOCIAL VOCATIONAL SERVICES	01/27/2020	Regular	0.00	4,575.00	53291
STA19	STATE OF CALIFORNIA	01/27/2020	Regular	0.00	105.00	53292
BUS02	TEMUJIN JAMES BUSTOS	01/27/2020	Regular	0.00	111.69	53293
THE05	THE OFFICE CITY	01/27/2020	Regular	0.00	198.80	53294
THO00	THOMSON REUTERS - WEST	01/27/2020	Regular	0.00	147.39	53295
LAW01	TIM J. LAW	01/27/2020	Regular	0.00	600.00	53296
UNI05	UNITY IT	01/27/2020	Regular	0.00	71.26	53297
UN 01	unWIRED BROADBAND, INC.	01/27/2020	Regular	0.00	74.99	53298
CUR01	CURRENT CHURCH INC	01/28/2020	Regular	0.00	12,794.00	53299
FIV02	FIVE CITIES EDA	01/28/2020	Regular	0.00	1,085.56	53300
OFF01	OFFICE DEPOT	01/28/2020	Regular	0.00	286.52	53301
STA1B	STANDARD INSURANCE CO.	01/28/2020	Regular	0.00	2,050.07	53302
	Void	01/28/2020	Regular	0.00	0.00	53303
WIL06	WILLDAN ENGINEERING	01/28/2020	Regular	0.00	1,045.00	53304
ALB02	ALBERT L. MENDEZ AIR CONDITIONING & HEAT	01/29/2020	Regular	0.00	277.50	53305
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/29/2020	Regular	0.00	316.87	53306
CIT22	CITY OF PARLIER	01/29/2020	Regular	0.00	403.69	53307
DEL00	DE LAGE LANDEN FINANCIAL	01/29/2020	Regular	0.00	7,232.07	53308
	Void	01/29/2020	Regular	0.00	0.00	53309
FRE2G	FRESNO COUNTY CLERKS OFFICE	01/29/2020	Regular	0.00	67,805.79	53310
STA04	STATE FOODS SUPERMARKET	01/29/2020	Regular	0.00	1,156.94	53311
SYS00	SYSCO OF CENTRAL CALIFORNIA	01/29/2020	Regular	0.00	1,574.28	53312
CIT22	CITY OF PARLIER	01/29/2020	Regular	0.00	3,833.34	53313
CIT22	CITY OF PARLIER	01/29/2020	Regular	0.00	6,666.66	53314
AT&02	AT&T MOBILITY	01/30/2020	Regular	0.00	509.88	53315
CAL1G	CALIFORNIA INDUSTRIAL RUB	01/30/2020	Regular	0.00	1,353.67	53316
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/30/2020	Regular	0.00	137.06	53317
CON14	CONSTAR SUPPLY	01/30/2020	Regular	0.00	388.67	53318
EWI01	EWING IRRIGATION PRODUCTS	01/30/2020	Regular	0.00	883.85	53319
FRE20	FRESNO MADERA CHIEF'S ASSOCIATION	01/30/2020	Regular	0.00	150.00	53320

Check Report

Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
HAR01	HARDWARE DISTRIBUTION	01/30/2020	Regular	0.00	539.85	53321
HOM01	HOME DEPOT CREDIT SERVICE	01/30/2020	Regular	0.00	541.15	53322
MET01	METRO UNIFORM & ACCESSORIES	01/30/2020	Regular	0.00	224.42	53323
NEW02	NEW YORK LIFE INSURANCE	01/30/2020	Regular	0.00	497.80	53324
OFF01	OFFICE DEPOT	01/30/2020	Regular	0.00	45.32	53325
RIP01	REEDLEY IRRIGATION & SUPP	01/30/2020	Regular	0.00	92.20	53326
SHE04	SHERWIN WILLIAMS	01/30/2020	Regular	0.00	222.36	53327
THE05	THE OFFICE CITY	01/30/2020	Regular	0.00	570.84	53328
VUL00	VULCAN MATERIALS CO.	01/30/2020	Regular	0.00	631.28	53329
WES04	WEST VALLEY CONSTRUCTION COMPANY, INC	01/30/2020	Regular	0.00	46,500.00	53330
WIN02	WINSUPPLY OF FRESNO COUNTY CA	01/30/2020	Regular	0.00	599.28	53331
ZEE00	ZEE MEDICAL SERVICE CO.	01/30/2020	Regular	0.00	259.64	53332
BEL03	ALMA M. BELTRAN	01/31/2020	Regular	0.00	550.00	53333
ASI01	ASI	01/31/2020	Regular	0.00	916.54	53334
AUT01	AUTO ZONE	01/31/2020	Regular	0.00	9.71	53335
CEN10	CENTRAL INDUSTRIAL AUTOMATION LLC.	01/31/2020	Regular	0.00	400.00	53336
DIS06	DISCOUNT SHRED	01/31/2020	Regular	0.00	1,301.75	53337
EDG01	EDGAR MARTINEZ	01/31/2020	Regular	0.00	200.95	53338
GRO01	FERGUSON ENTERPRISES INC.	01/31/2020	Regular	0.00	1,721.70	53339
OFF01	OFFICE DEPOT	01/31/2020	Regular	0.00	241.87	53340
SAN11	SAN JOAQUIN FIRE PROTECTION INC.	01/31/2020	Regular	0.00	525.00	53341
SMI01	SMITH AUTO PARTS	01/31/2020	Regular	0.00	156.44	53342
TYL00	TYLER TECHNOLOGIES, INC.	01/31/2020	Regular	0.00	96.00	53343
ASI01	ASI	01/13/2020	Bank Draft	0.00	62.99	DFT0000333
ASI01	ASI	01/14/2020	Bank Draft	0.00	2,841.71	DFT0000334
ASI01	ASI	01/14/2020	Bank Draft	0.00	8,210.07	DFT0000335
PER01	CALPERS	01/16/2020	Bank Draft	0.00	3,979.58	DFT0000340
PER01	CALPERS	01/16/2020	Bank Draft	0.00	327.26	DFT0000341
PER01	CALPERS	01/16/2020	Bank Draft	0.00	361.44	DFT0000342
PER01	CALPERS	01/22/2020	Bank Draft	0.00	5,556.26	DFT0000343
ASI01	ASI	01/22/2020	Bank Draft	0.00	950.68	DFT0000344
PER01	CALPERS	01/27/2020	Bank Draft	0.00	16,477.94	DFT0000345
ASI01	ASI	01/28/2020	Bank Draft	0.00	2,895.01	DFT0000346

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	199	130	0.00	418,544.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	10	10	0.00	41,662.94
EFT's	0	0	0.00	0.00
	209	148	0.00	460,207.24

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	199	130	0.00	418,544.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	10	10	0.00	41,662.94
EFT's	0	0	0.00	0.00
	209	148	0.00	460,207.24

Fund Summary

Fund	Name	Period	Amount
999	POOL FUND	1/2020	460,207.24
			460,207.24



CITY OF PARLIER

Check Report

By Check Number

Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
ADPO0	ADP, INC.	01/14/2020	Regular	0.00	2,199.20	53206
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
548903217	Invoice	01/10/2020	T&A PAYROLL SVCS 12-19	0.00	2,199.20	
100-5100-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	118.88			
100-5200-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	59.44			
100-5400-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	653.82			
100-5420-6520	CE PROFESSIONAL SERVIC	T&A PAYROLL SVCS 12-19	29.72			
100-5610-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	59.44			
100-5615-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	29.72			
100-5617-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	89.16			
100-5620-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	89.16			
102-5400-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	89.16			
203-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	29.72			
206-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	29.72			
213-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	29.72			
269-6303-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	416.02			
400-5300-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	89.16			
400-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	89.16			
401-5300-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	89.16			
401-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	89.16			
402-5300-6520	PROFESSIONAL SERVICES	T&A PAYROLL SVCS 12-19	89.16			
602-8100-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 12-19	29.72			
Void						
ASI01	ASI	01/14/2020	Regular	0.00	0.00	53207
		01/14/2020	Regular	0.00	960.00	53208
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
170960	Invoice	01/14/2020	HRA ADMIN FEES 1-20	0.00	960.00	
100-5100-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	34.29			
100-5200-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	34.29			
100-5400-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	308.57			
100-5420-6520	CE PROFESSIONAL SERVIC	HRA ADMIN FEES 1-20	34.29			
102-5400-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	34.28			
269-6303-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	377.14			
273-6200-6520	PROFESSIONAL SERVICES	HRA ADMIN FEES 1-20	34.29			
277-5400-6520	PROFESSIONAL SERVICES	HRA ADMIN FEES 1-20	34.27			
400-5300-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	17.14			
400-5600-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	34.29			
401-5300-6520	PROFESSIONAL SERVICES/	HRA ADMIN FEES 1-20	17.15			
BIG01	BIG VAL'S AUTO PARTS, INC	01/14/2020	Regular	0.00	112.80	53209
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
776253	Invoice	01/13/2020	VEHICLE MAINT-TAHOE	0.00	112.80	
401-5600-6532	VEHICLE MAINTENANCE	VEHICLE MAINT-TAHOE	112.80			
CAN05	CANON FINANCIAL SERVICES, INC.	01/14/2020	Regular	0.00	323.48	53210
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20997158	Invoice	01/13/2020	CONTRACT JAN-FEB 20	0.00	323.48	
100-5700-6520	PROFESSIONAL SERVICES/	CONTRACT JAN-FEB	323.48			
CEN19	CENTRAL SANITARY SUPPLY	01/14/2020	Regular	0.00	165.27	53211

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Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date Post Date	Payment Type Payable Description Account Name Item Description	Discount Amount Discount Amount Distribution Amount	Payment Amount Payable Amount Payable Amount	Number
<u>1035534</u>	Invoice 100-5400-6002	01/13/2020	CLEANING SPPLS PARTS SUPPLIES CLEANING SPPLS	0.00	165.27 165.27	
D &00 Payable #	D & D SERVICES, INC. Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	195.00 Payable Amount Payable Amount	53212
<u>100627</u>	Invoice 100-5410-6021	01/13/2020	ANIMAL PICK UP DEC ANIMAL DISPOSAL ANIMAL DISPOSAL-DEC	0.00	195.00 195.00	
REE01 Payable #	EDDIE C. REED Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	950.00 Payable Amount Payable Amount	53213
<u>4364</u>	Invoice 100-5610-6520 100-5616-6520	01/13/2020	POOL & HERITAGE PK SVCS PROFESSIONAL SERVICES/ PROFESSIONAL SERVICES HERITAGE PARK SVCS 12/19 POOL SVCS 12/19	0.00	950.00 250.00 700.00	
EDG01 Payable #	EDGAR MARTINEZ Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	790.92 Payable Amount Payable Amount	53214
<u>1/10/2020</u>	Invoice 100-5400-5013	01/13/2020	UNIFORM PURCHASE UNIFORM UNIFORM PURCHASE	0.00	790.92 790.92	
FA500 Payable #	FASTENAL COMPANY Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	339.51 Payable Amount Payable Amount	53215
<u>CAREE43787</u>	Invoice 401-5600-6002	01/13/2020	WW PARTS & SPPLS PARTS SUPPLIES WW PARTS & SPPLS	0.00	156.21 156.21	
<u>CAREE43833</u>	Invoice 400-5600-6002	01/13/2020	WATER PARTS & SUP PARTS & SUPPLIES WATER PARTS & SUP	0.00	58.59 58.59	
<u>CAREE43849</u>	Invoice 400-5600-6002	01/13/2020	WATER/PARTS PARTS & SUPPLIES WATER/PARTS	0.00	124.71 124.71	
GRO01 Payable #	FERGUSON ENTERPRISES INC. Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	3,810.97 Payable Amount Payable Amount	53216
<u>1506501</u>	Invoice 401-5600-6002	01/13/2020	REPAIR/WATER LIN PARTS SUPPLIES REPAIR/WATER LIN	0.00	1,620.36 1,620.36	
<u>1512644</u>	Invoice 400-5600-6002	01/13/2020	WATER LEAK REP PARTS & SUPPLIES WATER LEAK REP	0.00	2,190.61 2,190.61	
FRE13 Payable #	FRESNO COUNTY TREASURER Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	180.75 Payable Amount Payable Amount	53217
<u>SO17145</u>	Invoice 100-5400-6520	01/13/2020	RMS FEES DEC 19 PROFESSIONAL SERVICES/ RMS FEES	0.00	180.75 180.75	
HAA01 Payable #	HAAKER EQUIPMENT COMPANY Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	329.57 Payable Amount Payable Amount	53218
<u>C57404</u>	Invoice 401-5600-6002	01/13/2020	WW JET RODDER & SPPLS PARTS SUPPLIES WW JET RODDER #105	0.00	329.57 329.57	
JAU01 Payable #	JAVIER JAURIQUE Payable Type Account Number	01/14/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	296.91 Payable Amount Payable Amount	53219
<u>1/10/20</u>	Invoice 100-5400-5013	01/14/2020	UNIFORM PURCHASE UNIFORM UNIFORM	0.00	296.91 296.91	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
QUI05	QUINN COMPANY	01/14/2020	Regular	0.00	595.95	53220
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>WO150259904</u>	Invoice	01/13/2020	VEHICLE MAIT #113	0.00	595.95	
	<u>400-5600-6532</u>		VEHICLE MAINTENANCE		595.95	
RHO01	RHODES INC.	01/14/2020	Regular	0.00	128.61	53221
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>23327</u>	Invoice	01/13/2020	VEHICLE FUEL	0.00	128.61	
	<u>400-5600-6532</u>		VEHICLE MAINTENANCE		128.61	
RSG01	RSG, INC.	01/14/2020	Regular	0.00	1,199.19	53222
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1005609</u>	Invoice	01/10/2020	SUCCESSOR AG SVCS 12-19	0.00	1,199.19	
	<u>602-8100-6542</u>		CONTRACT SERVICES		1,199.19	
SHR00	SHRED-IT USA - FRESNO	01/14/2020	Regular	0.00	122.02	53223
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>8128943919</u>	Invoice	01/13/2020	DOCUMENT SHREDDING	0.00	122.02	
	<u>100-5400-6000</u>		OFFICE SUPPLIES		122.02	
UNU00	UNUM LIFE INSURANCE CO.	01/14/2020	Regular	0.00	131.14	53224
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>0609032-001-2-2</u>	Invoice	01/13/2020	SHORT TERM DIS 2-20	0.00	131.14	
	<u>100-5200-5014</u>		LIFE, LTD & STD		4.68	
	<u>100-5400-5014</u>		LIFE, LTD & STD		44.49	
	<u>100-5420-5014</u>		CE LIFE, LTD & STD		2.35	
	<u>100-5615-5014</u>		LIFE, LTD & STD		2.34	
	<u>100-5617-5014</u>		LIFE, LTD & STD		3.52	
	<u>100-5620-5014</u>		LIFE, LTD & STD		3.51	
	<u>102-5400-5014</u>		LIFE, LTD & STD		7.03	
	<u>269-6303-5014</u>		LIFE, LTD & STD		28.10	
	<u>273-6200-5014</u>		LIFE, LTD & STD		2.34	
	<u>277-5400-5014</u>		LIFE, LTD & STD		2.34	
	<u>400-5300-5014</u>		LIFE, LTD & STD		11.71	
	<u>400-5600-5014</u>		LIFE, LTD & STD		9.36	
	<u>401-5600-5014</u>		LIFE, LTD & STD		9.37	
BEL03	ALMA M. BELTRAN	01/16/2020	Regular	0.00	550.00	53225
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1/13 - 1/17</u>	Invoice	01/16/2020	CITY MTGS/ PER DIEM	0.00	550.00	
	<u>100-5100-6503</u>		TRAVEL, MEETINGS & TR		550.00	
ASI01	ASI	01/16/2020	Regular	0.00	1,277.43	53226
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>14-JAN-20</u>	Invoice	01/15/2020	2020 MEDICAL FUNDING	0.00	1,277.43	
	<u>100-5200-5011</u>		INSURANCE-MED,DEN,VIS		170.44	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS		892.60	
	<u>160-5400-5011</u>		INSURANCE-MED,DEN,VIS		90.00	
	<u>269-6303-5011</u>		INSURANCE-MED,DEN,VIS		124.39	
AUT01	AUTO ZONE	01/16/2020	Regular	0.00	81.67	53227

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Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>3758081737</u>	Invoice	01/16/2020	SHOP-PARTS & SUPPLIES	0.00	81.67	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		81.67	
BIG01	BIG VAL'S AUTO PARTS, INC	01/16/2020	Regular	0.00	167.50	53228
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>777253</u>	Invoice	01/16/2020	WW VEHICLE MAINT.	0.00	133.99	
	<u>401-5600-6532</u>		VEHICLE MAINTENANCE		133.99	
<u>777256</u>	Invoice	01/16/2020	WATER-PARTS & SUPPLIES	0.00	33.51	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		33.51	
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/16/2020	Regular	0.00	202.80	53229
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>55706</u>	Invoice	01/15/2020	PW GATES LOCKS	0.00	202.80	
	<u>401-5600-6002</u>		PARTS SUPPLIES		202.80	
DKI01	DAVID KNOTT, INC	01/16/2020	Regular	0.00	1,500.00	53230
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>12/30/19</u>	Invoice	01/16/2020	DEP REIMB-RECYCLING	0.00	1,500.00	
	<u>100-5700-6560</u>		REIMBURSEMENT/REFUN		1,500.00	
FAS00	FASTENAL COMPANY	01/16/2020	Regular	0.00	56.23	53231
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>CARFE43892</u>	Invoice	01/16/2020	STREET SIGN REPAIRS	0.00	56.23	
	<u>200-5600-6002</u>		PARTS & SUPPLIES		56.23	
FRE25	FRESNO COUNTY TREASURER	01/16/2020	Regular	0.00	490.00	53232
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV0251306</u>	Invoice	01/15/2020	PW ANNUAL PERMIT	0.00	490.00	
	<u>400-5600-6583</u>		REGULATORY FEES		490.00	
HAA01	HAAKER EQUIPMENT COMPANY	01/16/2020	Regular	0.00	872.44	53233
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>C57361</u>	Invoice	01/16/2020	WW-JET RODDER EQUIP	0.00	765.54	
	<u>401-5600-6002</u>		PARTS SUPPLIES		765.54	
<u>C58195</u>	Invoice	01/16/2020	WW SEWER MAGNET	0.00	106.90	
	<u>401-5600-6004</u>		TOOLS & MINOR EQUIPM		106.90	
HOP00	HOPKINS TECHNICAL PRODUCTS	01/16/2020	Regular	0.00	1,850.02	53234
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>3619301520</u>	Invoice	01/16/2020	WATER WELL CHLORINE	0.00	1,850.02	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		1,850.02	
HUM01	HUMANA INSURANCE CO.	01/16/2020	Regular	0.00	5,640.35	53235

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
433030692	Invoice	01/15/2020	LIFE, DENTAL & VISION 2-20	0.00	5,640.35	
	<u>100-22106</u>		LIFE, LTD & STD PAYABLE		437.84	
	<u>100-22194</u>		EMPLOYEE DENTAL INS W		2,106.70	
	<u>100-22195</u>		EMPLOYEE VISION INS. W		262.72	
	<u>100-5100-5011</u>		INSURANCE-MED,DEN,VIS		22.98	
	<u>100-5200-5011</u>		INSURANCE-MED,DEN,VIS		40.23	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS		798.50	
	<u>100-5420-5011</u>		CE INSURANCE, MED,DEN		73.15	
	<u>100-5610-5011</u>		INSURANCE-MED,DEN,VIS		53.51	
	<u>100-5617-5011</u>		INSURANCE-MED,DEN,VIS		15.95	
	<u>100-5620-5011</u>		INSURANCE-MED-DEN,VI		15.96	
	<u>102-5400-5011</u>		INSURANCE-MED,DEN,VIS		164.87	
	<u>160-5400-5011</u>		INSURANCE-MED,DEN,VIS		73.15	
	<u>203-5600-5011</u>		INSURANCE-MED,DEN,VIS		34.15	
	<u>206-5600-5011</u>		INSURANCE-MED,DEN,VIS		34.15	
	<u>213-5600-5011</u>		INSURANCE-MED,DEN,VIS		35.71	
	<u>269-6303-5011</u>		INSURANCE-MED,DEN,VIS		606.16	
	<u>273-6200-5011</u>		INSURANCE-MED,DEN,VIS		97.03	
	<u>277-5400-5011</u>		INSURANCE-MED,DEN,VIS		73.15	
	<u>400-5100-5011</u>		INSURANCE, MED, DEN, V		22.98	
	<u>400-5200-5011</u>		INSURANCE MED, DEN, VI		25.60	
	<u>400-5300-5011</u>		INSURANCE- MED, DEN, V		94.44	
	<u>400-5600-5011</u>		INSURANCE- MED, DEN, V		175.49	
	<u>401-5100-5011</u>		INSURANCE-MED,DEN,VIS		22.99	
	<u>401-5200-5011</u>		INSURANCE-MED,DEN,VIS		25.60	
	<u>401-5300-5011</u>		INSURANCE-MED,DEN,VIS		94.44	
	<u>401-5600-5011</u>		INSURANCE-MED,DEN,VIS		152.75	
	<u>402-5300-5011</u>		INSURANCE-MED, DEN,VI		47.23	
	<u>602-8100-5011</u>		INSURANCE-MED,DEN,VIS		32.92	
	Void	01/16/2020	Regular	0.00	0.00	53236
COR11	MILTON CORTEZ	01/16/2020	Regular	0.00	15.00	53237
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3619301520	Invoice	01/16/2020	TIRE REPAIRS UNIT 527	0.00	15.00	
	<u>400-5600-6532</u>		VEHICLE MAINTENANCE		15.00	
PIT05	PITNEY BOWES INC	01/16/2020	Regular	0.00	385.44	53238
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1014629995	Invoice	01/16/2020	RED INK CARTRIDGE	0.00	385.44	
	<u>100-5200-6000</u>		OFFICE SUPPLIES		55.07	
	<u>100-5400-6000</u>		OFFICE SUPPLIES		55.07	
	<u>100-5700-6000</u>		OFFICE SUPPLIES		55.06	
	<u>400-5300-6000</u>		OFFICE SUPPLIES - FIN		55.06	
	<u>400-5600-6000</u>		OFFICE SUPPLIES - P.W.		55.06	
	<u>401-5300-6000</u>		OFFICE SUPPLIES		55.06	
	<u>401-5600-6000</u>		OFFICE SUPPLIES		55.06	
RIP01	REEDLEY IRRIGATION & SUPP	01/16/2020	Regular	0.00	83.54	53239
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
RIS-POS02-17516	Invoice	01/15/2020	LANDSCAPE/NEWMARK	0.00	42.29	
	<u>213-5600-6002</u>		PARTS SUPPLIES		42.29	
RIS-POS02-17543	Invoice	01/15/2020	LANDSCAPE/PARLIER ST	0.00	41.25	
	<u>213-5600-6002</u>		PARTS SUPPLIES		41.25	
RLB01	REEDLEY LUMBER & BUILDING	01/16/2020	Regular	0.00	348.31	53240

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>218113</u>	Invoice	01/15/2020	LANDSCAPE PARTS & SPPLS	0.00	20.08	
	<u>213-5600-6002</u>		PARTS SUPPLIES		20.08	
<u>218574</u>	Invoice	01/15/2020	VEHICLE MAINT #118	0.00	5.97	
	<u>401-5600-6532</u>		VEHICLE MAINTENANCE		5.97	
<u>218834</u>	Invoice	01/15/2020	VEHICLE MAINT	0.00	30.24	
	<u>400-5600-6532</u>		VEHICLE MAINTENANCE		30.24	
<u>218977</u>	Invoice	01/16/2020	REPAIR-POT HOLES	0.00	192.26	
	<u>200-5600-6002</u>		PARTS & SUPPLIES		192.26	
<u>218994</u>	Invoice	01/16/2020	WW-ZED LIFT-SPPLS	0.00	72.27	
	<u>401-5600-6002</u>		PARTS SUPPLIES		72.27	
<u>218997</u>	Invoice	01/16/2020	STREET SIGNS	0.00	27.49	
	<u>200-5600-6002</u>		PARTS & SUPPLIES		27.49	
RHO01	RHODES INC.	01/16/2020	Regular	0.00	694.02	53241
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>20238 (2)</u>	Invoice	01/16/2020	FUEL- PENDING BAL.	0.00	0.30	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		0.30	
<u>22395</u>	Invoice	01/16/2020	PW DIESEL	0.00	693.72	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		693.72	
SAN1H	SANGER NURSERY	01/16/2020	Regular	0.00	194.95	53242
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>904252</u>	Invoice	01/16/2020	LANDSCAPE-SPPLS & MIX	0.00	194.95	
	<u>213-5600-6002</u>		PARTS SUPPLIES		194.95	
CEN10	CENTRAL INDUSTRIAL AUTOMATION LLC.	01/22/2020	Regular	0.00	2,000.00	53243
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>19119CG</u>	Invoice	01/21/2020	CAMERA-HERITAGE PARK	0.00	2,000.00	
	<u>277-5400-6520</u>		PROFESSIONAL SERVICES		2,000.00	
COM05	COMCAST	01/22/2020	Regular	0.00	337.30	53244
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1293-1-20</u>	Invoice	01/21/2020	PA SVCS 1/18-2/7/20	0.00	168.65	
	<u>269-6303-6510</u>		TELEPHONE/DATA/PAGER		168.65	
<u>1665-1-20</u>	Invoice	01/21/2020	PD SVCS 1/8-2/7/20	0.00	168.65	
	<u>100-5400-6510</u>		TELEPHONE/DATA/PAGER		168.65	
DIR01	DIRECTV	01/22/2020	Regular	0.00	78.24	53245
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>37073198545</u>	Invoice	01/21/2020	SC SVCS 1/9-2/8/20	0.00	78.24	
	<u>100-5615-6520</u>		PROFESSIONAL SERVICES/		78.24	
GRA01	GRANTED SOLUTIONS	01/22/2020	Regular	0.00	3,913.80	53246
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1718</u>	Invoice	01/21/2020	ADMIN 2-DEC 16-29	0.00	3,913.80	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		978.45	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		978.45	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/		978.45	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		978.45	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
GRA01	GRANTED SOLUTIONS	01/22/2020	Regular	0.00	2,611.00	53247
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>1719</u>	Invoice	01/21/2020	TECH ASST DEC 16-29	0.00	2,611.00	
	<u>277-5700-6520</u>		GRANT ADMINISTRATION TECH DEC 12/16-12/29		2,611.00	
GRA01	GRANTED SOLUTIONS	01/22/2020	Regular	0.00	3,210.62	53248
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>1720</u>	Invoice	01/21/2020	COMM DEV DEC 16-29	0.00	3,210.62	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/ COMM DEV DEC 12/16-12/29		3,210.62	
ACA05	GREGORY K. SAIKI	01/22/2020	Regular	0.00	1,090.00	53249
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>98763</u>	Invoice	01/21/2020	VETERINARY SVCS	0.00	1,090.00	
	<u>100-5410-6520</u>		PROFESSIONAL SERVICES/ VETERINARY SVCS		1,090.00	
HEA01	HEALTHWISE SERVICES, LLC	01/22/2020	Regular	0.00	400.00	53250
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>0000059617</u>	Invoice	01/21/2020	SHARPS SVCS 12/19	0.00	400.00	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/ SHARP SVCS 12/19		200.00	
	<u>100-5615-6520</u>		PROFESSIONAL SERVICES/ SHARP SVCS 12/19		200.00	
JD-02	JD FOOD	01/22/2020	Regular	0.00	3,948.35	53251
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>2430540</u>	Invoice	01/21/2020	COMMUNITY DINNER 2019	0.00	3,948.35	
	<u>100-5200-6537</u>		SPECIAL EVENT EXPENSE COMMUNITY DINNER 2019		3,948.35	
LEA01	LEAGUE OF CALIFORNIA CITIES	01/22/2020	Regular	0.00	50.00	53252
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>1/15/20</u>	Invoice	01/21/2020	MMBRSHIP MTING DINNER	0.00	50.00	
	<u>100-5100-6503</u>		TRAVEL, MEETINGS & TR MMBRSHIP MTING DINNER		50.00	
MAN05	MANHATTANLIFE ASSURANCE CO.	01/22/2020	Regular	0.00	79.75	53253
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>44010</u>	Invoice	01/21/2020	VOLUNTARY LIFE INS. 2-20	0.00	79.75	
	<u>100-22106</u>		LIFE, LTD & STD PAYABLE VOLUNTARY LIFE INS. 2-20		79.75	
MET02	METLIFE - GROUP BENEFITS	01/22/2020	Regular	0.00	471.33	53254

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
TS05946702 2-20	Invoice	01/21/2020	LONG TERM DIS 2-20	0.00	471.33	
	<u>100-5200-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		4.43	
	<u>100-5400-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		126.84	
	<u>100-5420-5014</u>	CE LIFE, LTD & STD	LONG TERM DIS 2-20		7.29	
	<u>100-5610-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		5.87	
	<u>100-5617-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		22.02	
	<u>100-5620-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		22.01	
	<u>102-5400-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		27.99	
	<u>160-5400-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		17.00	
	<u>203-5600-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		5.82	
	<u>206-5600-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		5.82	
	<u>213-5600-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		3.56	
	<u>269-6303-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		77.33	
	<u>273-6200-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		9.35	
	<u>277-5400-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		10.29	
	<u>400-5200-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		3.79	
	<u>400-5300-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		19.30	
	<u>400-5600-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		35.02	
	<u>401-5200-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		3.79	
	<u>401-5300-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		19.30	
	<u>401-5600-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		31.53	
	<u>402-5300-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		9.65	
	<u>602-8100-5014</u>	LIFE, LTD & STD	LONG TERM DIS 2-20		3.33	
Void						
SEL01	SELECT BUSINESS SYSTEMS INC.	01/22/2020	Regular	0.00	0.00	53255
		01/22/2020	Regular	0.00	453.20	53256
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>293336</u>	Invoice	01/21/2020	COPY MCHN SVCS 1/20	0.00	453.20	
	<u>100-5100-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		22.56	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		34.56	
	<u>100-5400-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		141.99	
	<u>100-5615-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		10.50	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		27.56	
	<u>269-6303-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		88.73	
	<u>277-5700-6545</u>	CONTRACTORS	COPY MCHN SVCS 1/20		22.56	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		51.87	
	<u>400-5600-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		0.50	
	<u>401-5300-6520</u>	PROFESSIONAL SERVICES/	COPY MCHN SVCS 1/20		51.87	
	<u>401-5600-6520</u>	PROFESSIONAL SERVICES	COPY MCHN SVCS 1/20		0.50	
SO 01	THE GAS CO.	01/22/2020	Regular	0.00	2,413.05	53257
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>40818-12-19</u>	Invoice	01/21/2020	CC SVCS 12/5/19-1/7/20	0.00	499.13	
	<u>100-5618-6513</u>	GAS	CC SVCS 12/5/19-1/7/20		499.13	
<u>60374-12-19</u>	Invoice	01/21/2020	PA SVCS 12/5/19-1/7/20	0.00	222.02	
	<u>269-6303-6513</u>	GAS	PA SVCS 12/5/19-1/7/20		222.02	
<u>64009-12-19</u>	Invoice	01/21/2020	PD SVCS 12/5/19-1/7/20	0.00	236.96	
	<u>100-5400-6513</u>	GAS	PD SVCS 12/5/19-1/7/20		236.96	
<u>69006-12-19</u>	Invoice	01/21/2020	CH CC SVCS 12/5/19-1/7/20	0.00	1,163.08	
	<u>100-5617-6513</u>	GAS	CH CC SVCS 12/5/19-1/7/20		1,163.08	
<u>70525-12-19</u>	Invoice	01/21/2020	SC SVCS 12/5/19-1/7/20	0.00	183.58	
	<u>100-5615-6513</u>	GAS	SC SVCS 12/5/19-1/7/20		183.58	
<u>73229-12-19</u>	Invoice	01/21/2020	TC SVCS 1/5/19-1/7/20	0.00	72.60	
	<u>100-5620-6513</u>	GAS	TC SVCS 1/5/19-1/7/20		72.60	
<u>73791-12-19</u>	Invoice	01/21/2020	CC2 SVCS 12/5/19-1/7/20	0.00	13.67	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-5620-6513</u>	GAS	CC2 SVCS 12/5/19-1/7/20		13.67	
<u>73985-12-19</u>	Invoice	01/21/2020	CC1 SVCS 12/5/19-1/7/20	0.00	22.01	
	<u>100-5620-6513</u>	GAS	CC1 SVCS 12/5/19-1/7/20		22.01	
UNIOS	UNITY IT	01/22/2020	Regular	0.00	2,229.73	53258
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>MSP-25586</u>	Invoice	01/21/2020	IT BILLING SVCS DEC	0.00	2,229.73	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.26	
	<u>100-5615-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.26	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.26	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.26	
	<u>200-5600-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.26	
	<u>203-5600-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
	<u>206-5600-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
	<u>269-6303-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
	<u>277-5700-6545</u>	CONTRACTORS	IT BILLING SVCS DEC		159.27	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
	<u>400-5600-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
	<u>401-5300-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
	<u>401-5600-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
	<u>602-8100-6520</u>	PROFESSIONAL SERVICES/	IT BILLING SVCS DEC		159.27	
VOR01	VORTAL, INC.	01/22/2020	Regular	0.00	1,600.00	53259
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1369</u>	Invoice	01/22/2020	WEB HOSTING DEC 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING DEC 2019		50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING DEC 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING DEC 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING DEC 2019		50.00	
<u>1377</u>	Invoice	01/22/2020	WEB HOSTING JAN 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JAN 2019		50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JAN 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JAN 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JAN 2019		50.00	
<u>1404</u>	Invoice	01/22/2020	WEB HOSTING MAY 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING MAY 2019		50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING MAY 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING MAY 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING MAY 2019		50.00	
<u>1410</u>	Invoice	01/22/2020	WEB HOSTING JUNE 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JUNE 2019		50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JUNE 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JUNE 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING JUNE 2019		50.00	
<u>1424</u>	Invoice	01/22/2020	WEB HOSTING AUG 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING AUG 2019		50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING AUG 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING AUG 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING AUG 2019		50.00	
<u>1432</u>	Invoice	01/22/2020	WEB HOSTING SEP 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING SEP 2019		50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING SEP 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING SEP 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING SEP 2019		50.00	
<u>1437</u>	Invoice	01/22/2020	WEB HOSTING OCT 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING OCT 2019		50.00	

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	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING OCT 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING OCT 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING OCT 2019		50.00	
1444	Invoice	01/22/2020	WEB HOSTING NOV 2019	0.00	200.00	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING NOV 2019		50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING NOV 2019		50.00	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING NOV 2019		50.00	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	WEB HOSTING NOV 2019		50.00	
	Void	01/22/2020	Regular	0.00	0.00	53260
	Void	01/22/2020	Regular	0.00	0.00	53261
AET00	AETNA	01/24/2020	Regular	0.00	13,028.97	53262
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
H8162606	Invoice	01/23/2020	HEALTH INSURANCE 2-20	0.00	13,028.97	
	<u>100-22197</u>	EMPLOYEE MEDICAL INS.	HEALTH INSURANCE 2-20		1,043.52	
	<u>100-5100-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		79.16	
	<u>100-5200-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		74.19	
	<u>100-5400-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		3,055.73	
	<u>100-5420-5011</u>	CE INSURANCE, MED,DEN	HEALTH INSURANCE 2-20		385.32	
	<u>100-5617-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		114.17	
	<u>100-5620-5011</u>	INSURANCE-MED-DEN,VI	HEALTH INSURANCE 2-20		114.16	
	<u>102-5400-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		225.47	
	<u>160-5400-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		515.31	
	<u>269-6303-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		5,038.53	
	<u>273-6200-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		784.77	
	<u>400-5100-5011</u>	INSURANCE, MED, DEN, V	HEALTH INSURANCE 2-20		79.16	
	<u>400-5200-5011</u>	INSURANCE MED, DEN, VI	HEALTH INSURANCE 2-20		129.83	
	<u>400-5300-5011</u>	INSURANCE- MED, DEN, V	HEALTH INSURANCE 2-20		258.98	
	<u>400-5600-5011</u>	INSURANCE- MED, DEN, V	HEALTH INSURANCE 2-20		248.06	
	<u>401-5100-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		79.16	
	<u>401-5200-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		129.83	
	<u>401-5300-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		258.98	
	<u>401-5600-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		248.06	
	<u>402-5300-5011</u>	INSURANCE-MED, DEN,VI	HEALTH INSURANCE 2-20		129.49	
	<u>602-8100-5011</u>	INSURANCE-MED,DEN,VIS	HEALTH INSURANCE 2-20		37.09	
	Void	01/24/2020	Regular	0.00	0.00	53263
LON00	ALICIA LONGORIA	01/24/2020	Regular	0.00	400.00	53264
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1/4/2020	Invoice	01/23/2020	CC RENTAL DEP. REIM.	0.00	400.00	
	<u>100-23101</u>	COMMUNITY CENTER RE	CC RENTAL DEP REIM		400.00	
BEL03	ALMA M. BELTRAN	01/24/2020	Regular	0.00	440.00	53265
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
JAN 21-24	Invoice	01/23/2020	PER DIEM 4 DAYS	0.00	440.00	
	<u>100-5100-6503</u>	TRAVEL, MEETINGS & TR	PER DIEM 4 DAYS		440.00	
ASI01	ASI	01/24/2020	Regular	0.00	323.41	53266
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
21-JAN-20	Invoice	01/22/2020	2020 MEDICAL FUNDING	0.00	323.41	
	<u>100-5200-5011</u>	INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING		111.71	
	<u>100-5400-5011</u>	INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING		50.00	
	<u>269-6303-5011</u>	INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING		50.00	
	<u>602-8100-5011</u>	INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING		111.70	
BRE14	BRENTAG PACIFIC, INC.	01/24/2020	Regular	0.00	838.93	53267

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Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
BPI13901	Invoice	01/22/2020	WELL 6 CHLORINE	0.00	335.93	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		335.93	
BPI13902	Invoice	01/22/2020	WELL 7 CHLORINE	0.00	503.00	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		503.00	
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/24/2020	Regular	0.00	92.96	53268
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
55723	Invoice	01/22/2020	PARKS SVCS-HERITAGE PARK	0.00	92.96	
	<u>100-5610-6520</u>		PROFESSIONAL SERVICES/		92.96	
			PARKS SVCS-HERITAGE PARK			
CUR01	CURRENT CHURCH INC	01/24/2020	Regular	0.00	11,092.37	53269
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1REIM	Invoice	01/23/2020	EQUIPMENT REIMB	0.00	11,092.37	
	<u>277-5400-6520</u>		PROFESSIONAL SERVICES		9,492.37	
	<u>277-5700-6520</u>		GRANT ADMINISTRATION		1,600.00	
CUR01	CURRENT CHURCH INC	01/24/2020	Regular	0.00	12,794.00	53270
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4 OF 12	Invoice	01/22/2020	DEC-ADMIN CALVIP ADMIN	0.00	12,794.00	
	<u>277-5700-6520</u>		GRANT ADMINISTRATION		12,794.00	
			DECEMBER-ADMIN			
JIM06	JIM BRISCO ENTERPRISES, INC	01/24/2020	Regular	0.00	13,527.00	53271
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
22971	Invoice	01/22/2020	WWTP SLUDGE REMOVAL	0.00	13,527.00	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		13,527.00	
			WWTP SLUDGE REMOVAL			
MID03	MID VALLEY DISPOSAL LLC	01/24/2020	Regular	0.00	84,442.12	53272
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1-NOV	Invoice	01/22/2020	DISPOSAL SVCS 11-19	0.00	84,442.12	
	<u>402-5300-6514</u>		GARBAGE SERVICES		84,442.12	
			DISPOSAL SVCS 11-19			
PRO01	PROVOST & PRITCHARD CONSULTING GROUP	01/24/2020	Regular	0.00	4,630.15	53273
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
76949	Invoice	01/22/2020	TACO BELL REVIEW 12/19	0.00	216.00	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		216.00	
			TACO BELL REVIEW 12/19			
76950	Invoice	01/22/2020	PARCEL MAP NO. 2019-01	0.00	266.90	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		266.90	
			PARCEL MAP NO. 2019-01			
76951	Invoice	01/22/2020	PLANNING SVCS 12/19	0.00	3,053.75	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		3,053.75	
			PLANNING SVCS 12/19			
76952	Invoice	01/22/2020	TENTATIVE MAP NO. 6287	0.00	889.50	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		889.50	
			TENTATIVE MAP NO. 6287			
76953	Invoice	01/22/2020	ZONING TAX AMENDMENT	0.00	204.00	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		204.00	
			ZONING TAX AMENDMENT			
SAN1H	SANGER NURSERY	01/24/2020	Regular	0.00	92.39	53274
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
907990	Invoice	01/23/2020	PARK SUPPLIES	0.00	92.39	
	<u>100-5610-6002</u>		PARTS & SUPPLIES		92.39	
			PARK SUPPLS			
TYL00	TYLER TECHNOLOGIES, INC.	01/24/2020	Regular	0.00	34,728.01	53275

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
025-283978	Invoice	01/22/2020	RENEW FEES 01/1-12/31/20	0.00	34,728.01	
	100-5200-6501		MEMBERSHIP DUES		2,480.57	
	100-5400-6501		MEMBERSHIP DUES		2,480.57	
	100-5420-6501		MEMBERSHIP DUES		2,480.57	
	100-5700-6501		MEMBERSHIP DUES		2,480.57	
	102-5400-6501		MEMBERSHIP DUES		2,480.57	
	200-5600-6520		PROFESSIONAL SERVICES/		2,480.57	
	206-5600-6501		MEMBERSHIP DUES		2,480.57	
	269-6303-6501		MEMBERSHIP DUES		2,480.57	
	400-5300-6501		MEMBERSHIP DUES		2,480.57	
	400-5600-6501		MEMBERSHIP DUES		2,480.58	
	401-5300-6501		MEMBERSHIP DUES		2,480.57	
	401-5600-6501		MEMBERSHIP DUES		2,480.58	
	402-5300-6501		MEMBERSHIP DUES		2,480.57	
	602-8100-6501		MEMBERSHIP DUES		2,480.58	
VUL00	VULCAN MATERIALS CO.	01/24/2020	Regular	0.00	469.85	53276
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
72362751	Invoice	01/22/2020	ROAD MNTN POT HOLES	0.00	144.96	
	200-5600-6006		ROAD MATERIALS P.W.		144.96	
72402802	Invoice	01/22/2020	ROAD MNTN POT HOLES	0.00	138.42	
	200-5600-6006		ROAD MATERIALS P.W.		138.42	
72458862	Invoice	01/22/2020	ROAD MNTN POT HOLES	0.00	186.47	
	200-5600-6006		ROAD MATERIALS P.W.		186.47	
WIN02	WINSUPPLY OF FRESNO COUNTY CA	01/24/2020	Regular	0.00	1,753.50	53277
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
074159-00	Invoice	01/22/2020	WELL 7 REPAIRS	0.00	1,753.50	
	400-5600-6002		PARTS & SUPPLIES		1,753.50	
YAM01	YAMABE & HORN ENGINEERING INC.	01/24/2020	Regular	0.00	2,025.00	53278
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
43926	Invoice	01/22/2020	TCP WELL TREATMENT	0.00	2,025.00	
	400-5600-6519		ENGINEERING FEES		2,025.00	
AT&09	AT&T	01/27/2020	Regular	0.00	236.10	53279
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000014170118	Invoice	01/27/2020	VARIOUS SVCS 12/19 BAN67	0.00	126.25	
	400-5300-6510		TELEPHONE/DATA & PAG		21.04	
	400-5600-6510		TELEPHONE/DATA/PAGER		21.04	
	401-5600-6510		TELEPHONE/DATA/PAGER		21.04	
	401-5600-6510		TELEPHONE/DATA/PAGER		21.04	
	401-5600-6510		TELEPHONE/DATA/PAGER		21.04	
	401-5600-6510		TELEPHONE/DATA/PAGER		21.05	
000014170463	Invoice	01/27/2020	PA SVCS 12/19 BAN64	0.00	89.92	
	269-6303-6510		TELEPHONE/DATA/PAGER		89.92	
000014170464	Invoice	01/27/2020	WELL 2A SVCS 12/19 BAN65	0.00	19.93	
	400-5600-6510		TELEPHONE/DATA/PAGER		19.93	
AT&08	AT&T	01/27/2020	Regular	0.00	460.58	53280

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000014173895	Invoice	01/27/2020	COALINGA CONNECTION	0.00	460.58	
	102-5400-6510		TELEPHONE/DATA/PAGER		460.58	
CEN06	CENTRAL VALLEY TOXICOLOGY	01/27/2020	Regular	0.00	378.00	53281
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
296133	Invoice	01/27/2020	ABUSE/DRUG SCREEN	0.00	78.00	
	100-5400-6544		LAB ANALYSIS & TESTING		78.00	
296191	Invoice	01/27/2020	ABUSE/ETHYL/DRUG SCREEN	0.00	137.00	
	100-5400-6544		LAB ANALYSIS & TESTING		137.00	
296194	Invoice	01/27/2020	ABUSE/ETHYL/DRUG SCREEN	0.00	163.00	
	100-5400-6544		LAB ANALYSIS & TESTING		163.00	
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	1,583.78	53282
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1725	Invoice	01/27/2020	SPECIAL EVENT REIMB	0.00	1,583.78	
	100-5200-6537		SPECIAL EVENT EXPENSE		1,583.78	
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	980.00	53283
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1723	Invoice	01/27/2020	TECH ASST 12/30 -1/12/20	0.00	980.00	
	277-5700-6520		GRANT ADMINISTRATION		980.00	
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	3,416.50	53284
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1724	Invoice	01/27/2020	COMM DEV 12/30 1/12/20	0.00	3,416.50	
	100-5700-6520		PROFESSIONAL SERVICES/		3,416.50	
GRA01	GRANTED SOLUTIONS	01/27/2020	Regular	0.00	4,287.80	53285
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1722	Invoice	01/27/2020	ADMIN 1- 12/30 - 1/12/20	0.00	4,287.80	
	100-5200-6520		PROFESSIONAL SERVICES/		857.56	
	100-5700-6520		PROFESSIONAL SERVICES/		857.56	
	400-5300-6520		PROFESSIONAL SERVICES/		857.56	
	400-5600-6520		PROFESSIONAL SERVICES/		857.56	
	602-8100-6520		PROFESSIONAL SERVICES/		857.56	
MAT02	MATSON ALARM CO. INC.	01/27/2020	Regular	0.00	45.00	53286
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1996134	Invoice	01/27/2020	PD ALARM	0.00	45.00	
	100-5400-6520		PROFESSIONAL SERVICES/		45.00	
VAL03	MATTHEW STACY KNIFFIN	01/27/2020	Regular	0.00	550.00	53287
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7182	Invoice	01/27/2020	PA SVCS 1/20	0.00	50.00	
	269-6303-6520		PROFESSIONAL SERVICES/		50.00	
7183	Invoice	01/27/2020	CC SVCS 1/20	0.00	50.00	
	100-5618-6520		PROFESSIONAL SERVICES		50.00	
7184	Invoice	01/27/2020	CC1 SVCS 1/20	0.00	50.00	
	100-5620-6520		PROFESSIONAL SERVICES/		50.00	
7185	Invoice	01/27/2020	CC2 SVCS 1/20	0.00	50.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	CC2 SVCS 1/20		50.00	
<u>7186</u>	Invoice	01/27/2020	TC SVCS 1/20	0.00	50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	TC SVCS 1/20		50.00	
<u>7187</u>	Invoice	01/27/2020	PD SVCS 1/20	0.00	50.00	
	<u>100-5400-6520</u>	PROFESSIONAL SERVICES/	PD SVCS 1/20		50.00	
<u>7188</u>	Invoice	01/27/2020	CH SVCS 1/20	0.00	50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	CH SVCS 1/20		50.00	
<u>7189</u>	Invoice	01/27/2020	CC SVCS 1/20	0.00	50.00	
	<u>100-5617-6520</u>	PROFESSIONAL SERVICES/	CC SVCS 1/20		50.00	
<u>7190</u>	Invoice	01/27/2020	SC SVCS 1/20	0.00	50.00	
	<u>100-5615-6520</u>	PROFESSIONAL SERVICES/	SC SVCS 1/20		50.00	
<u>7191</u>	Invoice	01/27/2020	PW SVCS 1/20	0.00	50.00	
	<u>400-5600-6520</u>	PROFESSIONAL SERVICES/	PW SVCS 1/20		50.00	
<u>7192</u>	Invoice	01/27/2020	WWTP SVCS 1/20	0.00	50.00	
	<u>401-5600-6520</u>	PROFESSIONAL SERVICES	WWTP SVCS 1/20		50.00	
MET01	METRO UNIFORM & ACCESSORIES	01/27/2020	Regular	0.00	609.18	53288
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>205549</u>	Invoice	01/27/2020	UNIFORMS FOR CHAVEZ	0.00	461.18	
	<u>100-5400-5013</u>		UNIFORM		461.18	
<u>205924</u>	Invoice	01/27/2020	UNIFORMS FOR MENDEZ	0.00	148.00	
	<u>100-5400-5013</u>		UNIFORM		148.00	
TOR41	PRAXADES TORRES	01/27/2020	Regular	0.00	400.00	53289
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>1/18/20</u>	Invoice	01/24/2020	CC RENTAL DEPT REIM	0.00	400.00	
	<u>100-23101</u>		COMMUNITY CENTER RE		400.00	
OKU01	RICHARD OKUTSU	01/27/2020	Regular	0.00	111.69	53290
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>1/23/20</u>	Invoice	01/27/2020	PERISHABLE SKILLS TRNG	0.00	111.69	
	<u>100-5400-6503</u>		TRAVEL, MEETINGS & TR		111.69	
SOC00	SOCIAL VOCATIONAL SERVICES	01/27/2020	Regular	0.00	4,575.00	53291
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>36L1913-IN</u>	Invoice	01/27/2020	LANDSCAPE SVCS 11/19	0.00	4,575.00	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5600-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5610-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5615-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5620-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>203-5600-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>204-5600-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>213-5600-6520</u>		PROFESSIONAL SERVICES/		915.00	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/		457.50	
STA19	STATE OF CALIFORNIA	01/27/2020	Regular	0.00	105.00	53292
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<u>429581</u>	Invoice	01/27/2020	BLOOD ALCOHOL ANALYSIS	0.00	105.00	
	<u>100-5400-6544</u>		LAB ANALYSIS & TESTING		105.00	
BUS02	TEMUJIN JAMES BUSTOS	01/27/2020	Regular	0.00	111.69	53293

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Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date Post Date	Payment Type Payable Description Account Name Item Description	Discount Amount Discount Amount Distribution Amount	Payment Amount Payable Amount Payable Amount	Number
<u>1/23/20</u>	Invoice <u>100-5400-6503</u>	01/27/2020	PERISHABLE SKILLS TRNG TRAVEL, MEETINGS & TR PERISHABLE SKILLS TRNG	0.00 111.69	111.69	
THE05 Payable #	THE OFFICE CITY Payable Type Account Number	01/27/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	198.80 Payable Amount Payable Amount	53294
<u>IN-1622331</u>	Invoice <u>100-5400-6000</u>	01/27/2020	EQUIPMENT FOR ID CARDS OFFICE SUPPLIES EQUIPMENT FOR ID CARDS	0.00 198.80	198.80	
TH000 Payable #	THOMSON REUTERS - WEST Payable Type Account Number	01/27/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	147.39 Payable Amount Payable Amount	53295
<u>841652521</u>	Invoice <u>100-5400-6002</u>	01/27/2020	PC - BOOKS 2020 PARTS SUPPLIES PC - BOOKS 2020	0.00 147.39	147.39	
LAW01 Payable #	TIM J. LAW Payable Type Account Number	01/27/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	600.00 Payable Amount Payable Amount	53296
<u>1860</u>	Invoice <u>100-5400-6520</u>	01/27/2020	BACKGROUND INV. PROFESSIONAL SERVICES/ BACKGROUND INV.	0.00 600.00	600.00	
UNIO5 Payable #	UNITY IT Payable Type Account Number	01/27/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	71.26 Payable Amount Payable Amount	53297
<u>25627</u>	Invoice <u>100-5400-6520</u>	01/27/2020	SONIC WALL AGREEMENT PROFESSIONAL SERVICES/ SONIC WALL AGREEMENT	0.00 71.26	71.26	
UN 01 Payable #	unWIRED BROADBAND, INC. Payable Type Account Number	01/27/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	74.99 Payable Amount Payable Amount	53298
<u>INV00781215</u>	Invoice <u>100-5615-6510</u>	01/27/2020	SC DATA 2/20 TELEPHONE/DATA/PAGER SC DATA 2/20	0.00 74.99	74.99	
CUR01 Payable #	CURRENT CHURCH INC Payable Type Account Number	01/28/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	12,794.00 Payable Amount Payable Amount	53299
<u>5 OF 12</u>	Invoice <u>277-5700-6520</u>	01/28/2020	JAN CALVIP ADMIN/HRS GRANT ADMINISTRATION JAN CALVIP ADMIN/HRS	0.00 12,794.00	12,794.00	
FIV02 Payable #	FIVE CITIES EDA Payable Type Account Number	01/28/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	1,085.56 Payable Amount Payable Amount	53300
<u>10/25/19</u>	Invoice <u>100-5200-6501</u>	01/28/2020	QTR 2- OCT - DEC 2019 MEMBERSHIP DUES QTR 2- OCT - DEC 2019	0.00 1,085.56	1,085.56	
OFF01 Payable #	OFFICE DEPOT Payable Type Account Number	01/28/2020 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	286.52 Payable Amount Payable Amount	53301
<u>42966706701</u>	Invoice <u>100-5100-6000</u> <u>100-5700-6000</u> <u>400-5300-6000</u> <u>400-5300-6000</u> <u>400-5300-6000</u> <u>401-5300-6000</u> <u>401-5300-6000</u>	01/28/2020	OFFICE SPPLS OFFICE SUPPLIES OFFICE SPPLS OFFICE SUPPLIES OFFICE SPPLS OFFICE SUPPLIES - FIN OFFICE SPPLS OFFICE SUPPLIES - FIN OFFICE SPPLS OFFICE SUPPLIES - FIN OFFICE SPPLS OFFICE SUPPLIES OFFICE SPPLS OFFICE SUPPLIES OFFICE SPPLS	0.00 228.33 24.29 24.29 24.30 53.43 24.29 53.43 24.30	228.33 24.29 24.29 24.30 53.43 24.29 53.43 24.30	
<u>43258732801</u>	Invoice <u>400-5300-6000</u>	01/28/2020	OFFICE SPPLS OFFICE SUPPLIES - FIN OFFICE SPPLS	0.00 58.19	58.19	
					29.09	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	401-5300-6000	OFFICE SUPPLIES	OFFICE SPPLS		29.10	
STA1B	STANDARD INSURANCE CO.	01/28/2020	Regular	0.00	2,050.07	53302
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
640476-2-20	Invoice	01/28/2020	SURVIVOR LIFE 2/20	0.00	2,050.07	
	100-5200-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		20.31	
	100-5400-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		589.25	
	100-5420-5014	CE LIFE, LTD & STD	SURVIVOR LIFE 2/20		34.87	
	100-5610-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		29.54	
	100-5617-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		90.21	
	100-5620-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		90.21	
	102-5400-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		133.92	
	160-5400-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		63.29	
	203-5600-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		21.64	
	206-5600-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		16.23	
	213-5600-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		13.99	
	269-6303-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		353.33	
	273-6200-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		44.64	
	277-5400-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		49.23	
	400-5200-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		16.67	
	400-5300-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		98.65	
	400-5600-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		108.54	
	401-5200-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		16.67	
	401-5300-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		98.65	
	401-5600-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		95.34	
	402-5300-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		49.34	
	602-8100-5014	LIFE, LTD & STD	SURVIVOR LIFE 2/20		15.55	
	Void	01/28/2020	Regular	0.00	0.00	53303
WIL06	WILLDAN ENGINEERING	01/28/2020	Regular	0.00	1,045.00	53304
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
00331467	Invoice	01/28/2020	BUILDING SVCS 12/19	0.00	1,045.00	
	100-5700-6520	PROFESSIONAL SERVICES/	BUILDING SVCS 12-27-19		1,045.00	
ALB02	ALBERT L. MENDEZ AIR CONDITIONING & HEAT	01/29/2020	Regular	0.00	277.50	53305
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
3387	Invoice	01/28/2020	CC HEATING SVCS	0.00	277.50	
	100-5620-6520	PROFESSIONAL SERVICES/	CC HEATING SVCS		277.50	
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/29/2020	Regular	0.00	316.87	53306
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
55835	Invoice	01/28/2020	REKEY FINANCE OFFC	0.00	316.87	
	400-5300-6520	PROFESSIONAL SERVICES/	REKEY FINANCE OFFC		158.44	
	401-5300-6520	PROFESSIONAL SERVICES/	REKEY FINANCE OFFC		158.43	
CIT22	CITY OF PARLIER	01/29/2020	Regular	0.00	403.69	53307
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8000-11-19	Invoice	01/28/2020	PA UTILITY SVCS 11/19	0.00	403.69	
	269-6303-6514	UTILITIES - WATER	PA UTILITY SVCS 11/19		403.69	
DEL00	DE LAGE LANDEN FINANCIAL	01/29/2020	Regular	0.00	7,232.07	53308

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>66478607</u>	Invoice	01/28/2020	COPY MCHN SVCS 1/20	0.00	5,181.72	
	<u>100-5100-6520</u>		PROFESSIONAL SERVICES/		216.07	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		415.56	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		878.27	
	<u>100-5615-6520</u>		PROFESSIONAL SERVICES/		23.82	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		372.77	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/		989.09	
	<u>277-5700-6545</u>		CONTRACTORS		372.70	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/		560.31	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		396.41	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/		560.31	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		396.41	
<u>66511820</u>	Invoice	01/28/2020	COPY MCHN SVCS 1/20	0.00	301.25	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		301.25	
<u>66586077</u>	Invoice	01/28/2020	'19 COPY MCHN PROP TAXES	0.00	1,749.10	
	<u>100-5100-6520</u>		PROFESSIONAL SERVICES/		73.97	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		144.98	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		287.83	
	<u>100-5615-6520</u>		PROFESSIONAL SERVICES/		10.17	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		126.71	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/		340.63	
	<u>277-5700-6545</u>		CONTRACTORS		126.71	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/		189.02	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		130.03	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/		189.02	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		130.03	
	Void	01/29/2020	Regular	0.00	0.00	53309
FRE2G	FRESNO COUNTY CLERKS OFFICE	01/29/2020	Regular	0.00	67,805.79	53310
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>19-0263</u>	Invoice	01/29/2020	2019 SALES TAX MEASURE	0.00	67,805.79	
	<u>100-5200-6543</u>		ELECTION CONTRACT SVC		67,805.79	
			'19 SALES TAX MEASURE			
STA04	STATE FOODS SUPERMARKET	01/29/2020	Regular	0.00	1,156.94	53311
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1-10-20</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	112.94	
	<u>269-6303-6504</u>		FOOD SERVICES		112.94	
<u>1-2-20</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	115.82	
	<u>269-6303-6504</u>		FOOD SERVICES		115.82	
<u>1-28-20</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	223.19	
	<u>269-6303-6504</u>		FOOD SERVICES		223.19	
<u>1-6-20</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	231.64	
	<u>269-6303-6504</u>		FOOD SERVICES		231.64	
<u>1-8-20</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	276.90	
	<u>269-6303-6504</u>		FOOD SERVICES		276.90	
<u>1-9-20</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	196.45	
	<u>269-6303-6504</u>		FOOD SERVICES		196.45	
SYS00	SYSCO OF CENTRAL CALIFORNIA	01/29/2020	Regular	0.00	1,574.28	53312
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>284303682</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	833.88	
	<u>269-6303-6504</u>		FOOD SERVICES		833.88	
<u>284311415</u>	Invoice	01/28/2020	PA MEAL SUPPLIES	0.00	740.40	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>269-6303-6504</u>	FOOD SERVICES	PA MEAL SUPPLIES		740.40	
CIT22	CITY OF PARLIER	01/29/2020	Regular	0.00	3,833.34	53313
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>PAO - 11-19</u>	Invoice	01/28/2020	PA RENT 11/19	0.00	1,916.67	
	<u>269-6303-6536</u>		DAYCARE USE ALLOWANC		1,916.67	
<u>PAO - 12-19</u>	Invoice	01/28/2020	PA RENT 12/19	0.00	1,916.67	
	<u>269-6303-6536</u>		DAYCARE USE ALLOWANC		1,916.67	
CIT22	CITY OF PARLIER	01/29/2020	Regular	0.00	6,666.66	53314
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>PAO 11-19</u>	Invoice	01/28/2020	PA ADMIN FEES 11/19	0.00	3,333.33	
	<u>269-6303-6542</u>		ADMIN FEES - CITY OF PA		3,333.33	
<u>PAO 12-19</u>	Invoice	01/28/2020	PA ADMIN FEES 12/19	0.00	3,333.33	
	<u>269-6303-6542</u>		ADMIN FEES - CITY OF PA		3,333.33	
AT&02	AT&T MOBILITY	01/30/2020	Regular	0.00	509.88	53315
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>287289569526X0</u>	Invoice	01/29/2020	AIR CARDS-MDT'S	0.00	509.88	
	<u>100-5400-6510</u>		TELEPHONE/DATA/PAGER		509.88	
CAL1G	CALIFORNIA INDUSTRIAL RUB	01/30/2020	Regular	0.00	1,353.67	53316
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>F-000120</u>	Invoice	01/29/2020	FINANCE CHARGE	0.00	3.67	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		3.67	
<u>F-025066</u>	Invoice	01/29/2020	WELL 2-A PARTS	0.00	1,350.00	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		1,350.00	
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	01/30/2020	Regular	0.00	137.06	53317
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>55909</u>	Invoice	01/29/2020	UNIT #521	0.00	137.06	
	<u>401-5600-6532</u>		VEHICLE MAINTENANCE		137.06	
CON14	CONSTAR SUPPLY	01/30/2020	Regular	0.00	388.67	53318
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>612732</u>	Invoice	01/29/2020	WATER LEAK REPAIR	0.00	388.67	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		388.67	
EWI01	EWING IRRIGATION PRODUCTS	01/30/2020	Regular	0.00	883.85	53319
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>8958075</u>	Invoice	01/29/2020	LANDSCAPE SUPPLS	0.00	883.85	
	<u>213-5600-6002</u>		PARTS SUPPLIES		883.85	
FRE20	FRESNO MADERA CHIEF'S ASSOCIATION	01/30/2020	Regular	0.00	150.00	53320
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1027</u>	Invoice	01/29/2020	FMCPA ASSOC FEES	0.00	150.00	
	<u>100-5400-6501</u>		MEMBERSHIP DUES		150.00	
HAR01	HARDWARE DISTRIBUTION	01/30/2020	Regular	0.00	539.85	53321

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV-000274</u>	Invoice	01/29/2020	STREET SIGN TOOLS	0.00	539.85	
	<u>200-5600-6002</u>	PARTS & SUPPLIES	STREET SIGN TOOLS		539.85	
HOM01	HOME DEPOT CREDIT SERVICE	01/30/2020	Regular	0.00	541.15	53322
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>3024562</u>	Invoice	01/28/2020	MILTON LIFT-SPPS	0.00	179.99	
	<u>400-5600-6002</u>	PARTS & SUPPLIES	MILTON LIFT-SPPS		179.99	
<u>9012780</u>	Invoice	01/28/2020	VETERAN'S PARK SPPLS	0.00	293.51	
	<u>100-5610-6002</u>	PARTS & SUPPLIES	VETERAN'S PARK SPPLS		293.51	
<u>9020314</u>	Invoice	01/28/2020	SENIOR CENTER -SPPLS	0.00	67.65	
	<u>100-5615-6002</u>	PARTS SUPPLIES	SENIOR CENTER -SPPLS		67.65	
MET01	METRO UNIFORM & ACCESSORIES	01/30/2020	Regular	0.00	224.42	53323
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>205491</u>	Invoice	01/29/2020	UNIFORM PURCHASE	0.00	224.42	
	<u>100-5400-5013</u>	UNIFORM	UNIFORM PURCHASE		224.42	
NEW02	NEW YORK LIFE INSURANCE	01/30/2020	Regular	0.00	497.80	53324
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>01/22/20</u>	Invoice	01/28/2020	LIFE INSURANCE 1-20	0.00	497.80	
	<u>100-22109</u>	NEW YORK LIFE INSURAN	LIFE INSURANCE 1-20		497.80	
OFF01	OFFICE DEPOT	01/30/2020	Regular	0.00	45.32	53325
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>43258748001</u>	Invoice	01/28/2020	OFFICE SPPLS	0.00	45.32	
	<u>400-5300-6000</u>	OFFICE SUPPLIES - FIN	OFFICE SPPLS		22.66	
	<u>401-5300-6000</u>	OFFICE SUPPLIES	OFFICE SPPLS		22.66	
RIP01	REEDLEY IRRIGATION & SUPP	01/30/2020	Regular	0.00	92.20	53326
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>RIS-POS02-17812</u>	Invoice	01/29/2020	WATER PARTS	0.00	92.20	
	<u>400-5600-6002</u>	PARTS & SUPPLIES	WATER PARTS		92.20	
SHE04	SHERWIN WILLIAMS	01/30/2020	Regular	0.00	222.36	53327
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>7862-7</u>	Invoice	01/29/2020	PAINT FOR JAIL	0.00	222.36	
	<u>100-5400-6520</u>	PROFESSIONAL SERVICES/	PAINT FOR JAIL		222.36	
THE05	THE OFFICE CITY	01/30/2020	Regular	0.00	570.84	53328
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>IN-1622983</u>	Invoice	01/29/2020	THUMB DRIVES	0.00	570.84	
	<u>100-5400-6000</u>	OFFICE SUPPLIES	THUMB DRIVES		570.84	
VUL00	VULCAN MATERIALS CO.	01/30/2020	Regular	0.00	631.28	53329
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>72463386</u>	Invoice	01/29/2020	ROAD MATERIAL	0.00	149.98	
	<u>200-5600-6006</u>	ROAD MATERIALS P.W.	ROAD MATERIAL		149.98	
<u>72466328</u>	Invoice	01/29/2020	ROAD MATERIAL	0.00	358.91	
	<u>200-5600-6006</u>	ROAD MATERIALS P.W.	ROAD MATERIAL		358.91	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>72456329</u>	Invoice	01/29/2020	ROAD MATERIAL	0.00	122.39	
	<u>200-5600-6006</u>		ROAD MATERIALS P.W.		122.39	
WES04	WEST VALLEY CONSTRUCTION COMPANY, INC	01/30/2020	Regular	0.00	46,500.00	53330
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>122869</u>	Invoice	01/29/2020	WELL 7 REPAIR	0.00	17,500.00	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/	WELL 7 REPAIR	17,500.00	
<u>122870</u>	Invoice	01/29/2020	FIRE HYDRANT REPAIR	0.00	29,000.00	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/	FIRE HYDRANT REPAIR	29,000.00	
WIN02	WINSUPPLY OF FRESNO COUNTY CA	01/30/2020	Regular	0.00	599.28	53331
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>073645-00</u>	Invoice	01/29/2020	WWTP REPAIRS	0.00	599.28	
	<u>401-5600-6002</u>		PARTS SUPPLIES	WWTP REPAIRS	599.28	
ZEE00	ZEE MEDICAL SERVICE CO.	01/30/2020	Regular	0.00	259.64	53332
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>66624299</u>	Invoice	01/29/2020	JAIL MEDICAL SPPLS	0.00	259.64	
	<u>100-5400-6002</u>		PARTS SUPPLIES	JAIL MEDICAL SPPLS	259.64	
BEL03	ALMA M. BELTRAN	01/31/2020	Regular	0.00	550.00	53333
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>1/30/20</u>	Invoice	01/30/2020	PER DIEM 5 DAYS	0.00	550.00	
	<u>100-5100-6503</u>		TRAVEL, MEETINGS & TR	PER DIEM 5 DAYS	550.00	
ASI01	ASI	01/31/2020	Regular	0.00	916.54	53334
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>30-JAN-20</u>	Invoice	01/30/2020	2020 MEDICAL FUNDING	0.00	916.54	
	<u>100-5200-5011</u>		INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING	153.25	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING	275.26	
	<u>160-5400-5011</u>		INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING	138.36	
	<u>269-6303-5011</u>		INSURANCE-MED,DEN,VIS	2020 MEDICAL FUNDING	349.67	
AUT01	AUTO ZONE	01/31/2020	Regular	0.00	9.71	53335
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>3758094639</u>	Invoice	01/30/2020	CAR WAX	0.00	9.71	
	<u>100-5400-6002</u>		PARTS SUPPLIES	CAR WAX	9.71	
CEN10	CENTRAL INDUSTRIAL AUTOMATION LLC.	01/31/2020	Regular	0.00	400.00	53336
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>200110D</u>	Invoice	01/30/2020	WWTP TROUBLE SHOOTING	0.00	400.00	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES	WWTP TROUBLE SHOOTING	400.00	
DIS06	DISCOUNT SHRED	01/31/2020	Regular	0.00	1,301.75	53337
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
<u>15179</u>	Invoice	01/30/2020	SECURE DOC. DESTRUCTION	0.00	1,301.75	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/	SECURE DOC. DESTRUCTION	520.00	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/	SECURE DOC. DESTRUCTION	520.00	
	<u>402-5300-6520</u>		PROFESSIONAL SERVICES	SECURE DOC. DESTRUCTION	261.75	
EDG01	EDGAR MARTINEZ	01/31/2020	Regular	0.00	200.95	53338

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Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1/30/20</u>	Invoice	01/30/2020	TRAINING MILEAGE	0.00	200.95	
	<u>100-5400-6503</u>		TRAVEL, MEETINGS & TR		200.95	
GRO01	FERGUSON ENTERPRISES INC.	01/31/2020	Regular	0.00	1,721.70	53339
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1487674</u>	Invoice	01/30/2020	WATER PARKS	0.00	593.86	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		593.86	
<u>1499073</u>	Invoice	01/30/2020	WATER PARTS	0.00	1,127.84	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		1,127.84	
OFF01	OFFICE DEPOT	01/31/2020	Regular	0.00	241.87	53340
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>IN-1623306</u>	Invoice	01/30/2020	COPY PAPER/PENS	0.00	241.87	
	<u>100-5400-6000</u>		OFFICE SUPPLIES		241.87	
SAN11	SAN JOAQUIN FIRE PROTECTION INC.	01/31/2020	Regular	0.00	525.00	53341
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>W006151</u>	Invoice	01/30/2020	FIRE HYDRANT MAINT	0.00	525.00	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		525.00	
			FIRE HYDRANT MAINT			
SMI01	SMITH AUTO PARTS	01/31/2020	Regular	0.00	156.44	53342
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>01SI014438</u>	Invoice	01/30/2020	FINANCE CHARGE	0.00	2.28	
	<u>401-5600-6002</u>		PARTS SUPPLIES		2.28	
<u>01SI015013</u>	Invoice	01/30/2020	FINANCE CHARGE	0.00	2.35	
	<u>401-5600-6002</u>		PARTS SUPPLIES		2.35	
<u>03IN078616</u>	Invoice	01/30/2020	MLS PARTS	0.00	151.81	
	<u>401-5600-6002</u>		PARTS SUPPLIES		151.81	
TYL00	TYLER TECHNOLOGIES, INC.	01/31/2020	Regular	0.00	96.00	53343
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>025-285525</u>	Invoice	01/30/2020	UB ONLINE SVCS 2-20	0.00	96.00	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/		32.00	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/		32.00	
	<u>402-5300-6520</u>		PROFESSIONAL SERVICES		32.00	
ASI01	ASI	01/13/2020	Bank Draft	0.00	62.99	DFT0000333
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>12/16/19</u>	Invoice	01/10/2020	MEDICAL CARD FUNDING	0.00	62.99	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS		62.99	
ASI01	ASI	01/14/2020	Bank Draft	0.00	2,841.71	DFT0000334
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>12/30/19</u>	Invoice	01/14/2020	MEDICAL CARD FUNDING	0.00	2,841.71	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS		1,601.23	
	<u>400-5300-5011</u>		INSURANCE- MED, DEN, V		48.17	
	<u>400-5600-5011</u>		INSURANCE- MED, DEN, V		596.15	
	<u>401-5600-5011</u>		INSURANCE-MED,DEN,VIS		596.16	
ASI01	ASI	01/14/2020	Bank Draft	0.00	8,210.07	DFT0000335

Check Report

Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1/14/20	Invoice	01/14/2020	MEDICAL CARD FUNDING	0.00	8,210.07	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS		1,181.44	
	<u>102-5400-5011</u>		INSURANCE-MED,DEN,VIS		200.47	
	<u>277-5400-5011</u>		INSURANCE-MED,DEN,VIS		6,650.00	
	<u>400-5300-5011</u>		INSURANCE- MED, DEN, V		16.05	
	<u>400-5600-5011</u>		INSURANCE- MED, DEN, V		81.06	
	<u>401-5600-5011</u>		INSURANCE-MED,DEN,VIS		81.05	
PER01	CALPERS	01/16/2020	Bank Draft	0.00	3,979.58	DFT0000340
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15908887	Invoice	01/15/2020	UA SAFETY LIABILITY 1-20	0.00	3,979.58	
	<u>100-5400-5010</u>		PERS-PENSION		3,548.17	
	<u>160-5400-5010</u>		PERS-PENSION		431.41	
PER01	CALPERS	01/16/2020	Bank Draft	0.00	327.26	DFT0000341
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15908903	Invoice	01/15/2020	UA SAFETY PEPR -1-20	0.00	327.26	
	<u>100-5400-5010</u>		PERS-PENSION		327.26	
PER01	CALPERS	01/16/2020	Bank Draft	0.00	361.44	DFT0000342
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15908910	Invoice	01/15/2020	UA MISC. PEPR 1-20	0.00	361.44	
	<u>400-5300-5010</u>		PERS PENSION		90.36	
	<u>400-5600-5010</u>		PERS PENSION		90.36	
	<u>401-5300-5010</u>		PERS PENSION		90.36	
	<u>401-5600-5010</u>		PERS PENSION		90.36	
PER01	CALPERS	01/22/2020	Bank Draft	0.00	5,556.26	DFT0000343
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15908876	Invoice	01/22/2020	MISC. UA LIABILITY 1-20	0.00	5,556.26	
	<u>100-5200-5010</u>		PERS-PENSION		189.81	
	<u>100-5610-5010</u>		PERS-PENSION		188.57	
	<u>203-5600-5010</u>		PERS-PENSION		203.26	
	<u>206-5600-5010</u>		PERS-PENSION		203.26	
	<u>213-5600-5010</u>		PERS-PENSION		188.57	
	<u>269-6303-5010</u>		PERS-PENSION		932.91	
	<u>400-5200-5010</u>		PERS PENSION		332.17	
	<u>400-5300-5010</u>		PERS PENSION		676.26	
	<u>400-5600-5010</u>		PERS PENSION		735.50	
	<u>401-5200-5010</u>		PERS PENSION		332.17	
	<u>401-5300-5010</u>		PERS PENSION		676.26	
	<u>401-5600-5010</u>		PERS PENSION		464.48	
	<u>402-5300-5010</u>		PERS PENSION		338.13	
	<u>602-8100-5010</u>		PERS-PENSION		94.91	
ASI01	ASI	01/22/2020	Bank Draft	0.00	950.68	DFT0000344

Check Report

Date Range: 01/11/2020 - 01/31/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1/22/20</u>	Invoice	01/22/2020	MEDICAL CARD FUNDING	0.00	950.68	
	<u>100-5200-5011</u>		INSURANCE-MED,DEN,VIS		78.34	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS		49.10	
	<u>102-5400-5011</u>		INSURANCE-MED,DEN,VIS		61.94	
	<u>400-5300-5011</u>		INSURANCE- MED, DEN, V		109.08	
	<u>400-5600-5011</u>		INSURANCE- MED, DEN, V		193.23	
	<u>401-5200-5011</u>		INSURANCE-MED,DEN,VIS		78.33	
	<u>401-5300-5011</u>		INSURANCE-MED,DEN,VIS		109.09	
	<u>401-5600-5011</u>		INSURANCE-MED,DEN,VIS		193.24	
	<u>602-8100-5011</u>		INSURANCE-MED,DEN,VIS		78.33	
PER01	CALPERS	01/27/2020	Bank Draft	0.00	16,477.94	DFT0000345
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1/4-1/17/2020</u>	Invoice	01/27/2020	PERS CONTRIBUTIONS	0.00	16,477.94	
	<u>100-22104</u>		PERS PAYABLE		7,741.20	
	<u>100-5200-5010</u>		PERS-PENSION		78.36	
	<u>100-5400-5010</u>		PERS-PENSION		3,151.39	
	<u>100-5420-5010</u>		CE PERS-PENSION		141.55	
	<u>100-5610-5010</u>		PERS-PENSION		30.32	
	<u>100-5610-5010</u>		PERS-PENSION		65.27	
	<u>100-5617-5010</u>		PERS-PENSION		79.34	
	<u>100-5620-5010</u>		PERS-PENSION		79.33	
	<u>102-5400-5010</u>		PERS-PENSION		635.62	
	<u>160-5400-5010</u>		PERS-PENSION		473.05	
	<u>203-5600-5010</u>		PERS-PENSION		91.85	
	<u>206-5600-5010</u>		PERS-PENSION		91.85	
	<u>213-5600-5010</u>		PERS-PENSION		70.61	
	<u>269-6303-5010</u>		PERS-PENSION		1,178.97	
	<u>273-6200-5010</u>		PERS-PENSION		304.09	
	<u>277-5400-5010</u>		PERS-PENSION		220.63	
	<u>400-5200-5010</u>		PERS PENSION		84.07	
	<u>400-5300-5010</u>		PERS PENSION		360.23	
	<u>400-5600-5010</u>		PERS PENSION		497.25	
	<u>401-5200-5010</u>		PERS PENSION		84.07	
	<u>401-5300-5010</u>		PERS PENSION		360.23	
	<u>401-5600-5010</u>		PERS PENSION		428.54	
	<u>402-5300-5010</u>		PERS PENSION		180.11	
	<u>602-8100-5010</u>		PERS-PENSION		50.01	
ASI01	ASI	01/28/2020	Bank Draft	0.00	2,895.01	DFT0000346

Check Report

Date Range: 01/11/2020 - 01/31/2020

Vendor Number Payable #	Vendor Name Payable Type Account Number	Payment Date Post Date	Payment Type Payable Description Account Name Item Description	Discount Amount Discount Amount Distribution Amount	Payment Amount Payable Amount	Number
<u>1/27/20</u>	Invoice	01/28/2020	MEDICAL CARD FUNDING	0.00	2,895.01	
	<u>100-5400-5011</u>		INSURANCE-MED,DEN,VIS MEDICAL CARD FUNDING		263.55	
	<u>102-5400-5011</u>		INSURANCE-MED,DEN,VIS MEDICAL CARD FUNDING		13.96	
	<u>400-5600-5011</u>		INSURANCE- MED, DEN, V MEDICAL CARD FUNDING		1,308.75	
	<u>401-5600-5011</u>		INSURANCE-MED,DEN,VIS MEDICAL CARD FUNDING		1,308.75	

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	199	130	0.00	418,544.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	10	10	0.00	41,662.94
EFT's	0	0	0.00	0.00
	209	148	0.00	460,207.24

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	199	130	0.00	418,544.30
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	10	10	0.00	41,662.94
EFT's	0	0	0.00	0.00
	209	148	0.00	460,207.24

Fund Summary

Fund	Name	Period	Amount
999	POOL FUND	1/2020	460,207.24
			<u>460,207.24</u>



CITY COUNCIL OF PARLIER REGULAR MEETING

MINUTES

Thursday, January 16, 2020

CALL TO ORDER/WELCOME:

The Regular meeting of the Parlier City Council was held in the City Chambers located at 1100 E. Parlier Avenue, Parlier, California 93648. The meeting was called to order by Mayor Alma Beltran at 6:30 p.m.

ROLL CALL:

Mayor Alma M. Beltran, Mayor Pro-Tem Trinidad Pimentel, Councilwoman Diane Maldonado and City Clerk Dorothy Garza.

ABSENT: Councilman Noe Rodriguez.

FLAG SALUTE: Mayor Alma M. Beltran

PRESENTATIONS/INFORMATIONAL:

Mark Simmons CEO, Combined Energy Technologies

City attorney has to go thru 30 pages of the agreement. Parlier is the only city to be in program. Four local towns are interested in solar. It is predicted 124 sign ups. Each resident looks at the models and economics before signing contracts. Final sign ups 1/25/2020 from 11 am to 3 pm.

Jose Garza, Chief of Police 2019 End of Year Crime statistics.

PD moral is high. Huge reduction in crime in all categories, Homicide, Rape, Robbery, Burglary and Larceny. We have two detectives and several cameras helping in investigations. An officer can be at 25 different places at one time thanks to cameras. Population is growing. Phone calls increasing to PD. Residents are trusting PD more. Wal-Mart is the biggest donor to the PD.

PUBLIC COMMENT:

At this time any citizen may address the City Council on matters not appearing on the agenda that are within the jurisdiction of the City of Parlier. Speakers shall limit their comments to three (3) minutes unless extended by the Mayor. Please begin your comments by stating your name and City of residence.

The City Council is prohibited by law from taking any action on matters discussed that are not

on the agenda. No adverse conclusion should be drawn if the City Council does not respond to any particular public comment. The Council may refer the matter to the City Manager or staff or request that it be placed on a future agenda.

CONSENT CALENDAR:

All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of items appearing on the Consent Calendar unless requested to be removed for separate discussion and acted on by separate vote.

The Council:

1. Approved the Check Reports dated December 28, 2019 to January 10, 2020
2. Approved and accepted the Minutes dated January 2, 2020.
3. Approve waiving all fees for the Parlier Lions Club's use of the Parlier Community Center on February 23, 2020 from 6:00 am to 1:00pm.

M/S/C: Motion to approve the Consent Calendar by Maldonado, 2nd by Pimentel, 3 – 1 absent and carried.

REGULAR BUSINESS:

4. **SUBJECT:** Consideration and Necessary Action on rates for services.

The Council approved the new rates for the following services: Fire Hydrant, Water meter investigation fee, Water meter deposit fee, After Hours fee, Water Meter lock, Water connection Fee 1½" and 2", Meter and Meter box installation, New Water Service Connection, Tampering with Water Meter, Service Reactivation for non-payment, Yard sale, Non-Sufficient funds fee.

M/S/C: Motion to approve by Pimentel, 2nd by Maldonado, 3 – 1 absent and carried.

***Note:** This item will return for council approval.

5. **SUBJECT:** Consideration and Necessary Action amending the current Personnel Policies.

RECOMMENDATION: Staff recommends the Council approve amending the current Personnel Policies

6. **SUBJECT:** Consideration and Necessary Action on approving the Mayor and City Administrator's to attend the Recon in Las Vegas from May 17-19, 2020.

The City Council approved the travel and expenditure for the Mayor and City Administrator to attend the Recon..

M/S/C: Motion to approve travel and expenditures for Mayor and City administrator to attend the Recon in Las Vegas May 17 – 19 2020 by Maldonado, 2nd by Pimentel, 3 – 1 absent and carried.

7. **SUBJECT:** Consideration and Necessary Action on Resolution Supporting the Reducing Crime and Keeping California Safe Act of 2020"

The City Council adopted **Resolution No. 02-2020**, Supporting the Reducing Crime and

Keeping California Safe Act of 2020.

M/S/C: Motion to adopt Resolution 02-2020 by Pimentel, 2nd by Maldonado, 3 – 1 absent and carried.

***Note: This item will return after City attorney reviews the Ordinance.**

8. **SUBJECT:** Discussion of Ordinance No. 06-2019, which requires installation of cameras as a condition of issuance of a business license.

RECOMMENDATION: Staff recommends council discuss Ordinance No. 06-2019 and direct staff accordingly.

9. **SUBJECT:** Consideration and Necessary Action on updating the City's Owner Occupied Rehabilitation Guidelines and Policy

The council approved the City Administrator to update the City's Owner Occupied Rehabilitation Guidelines and Policy.

M/S/C: Motion to approve City's Owner Occupied Rehabilitation Guidelines and Policy y Maldonado, 2nd by Pimentel, 3 – 1 absent and carried.

10. **SUBJECT:** Consideration and Necessary Action on Resolution of the City Council Adopting a Policy for Discontinuation of Water Service to Residences.

The Council Adopted Resolution 03-2020 establishing policy for discontinuation of water service to residences.

M/S/C: Motion to adopt Resolution 03 – 2020 by Maldonado, 2nd by Pimentel, 3 – 1 absent and carried.

***This item under consideration.**

11. **SUBJECT:** Discussion of annual "City-wide Clean up" that will pick up trash in front of each home.

RECOMMENDATION: Staff recommends council discuss the feasibility of "City-wide Cleanup".

12. **SUBJECT:** Consideration and Necessary Action on approval of contract services for our City's newsletter.

The council approved the City Administrator contract services for the City newsletter.

M/S/C: Motion to approve the City newsletter by Maldonado, 2nd by Pimentel, 3 – 1 absent and carried.

BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:

None.

CITY ADMINISTRATOR

CITY ATTORNEY

CITY COUNCIL

PUBLIC COMMENT ON CLOSED SESSION

None.

THIS PORTION OF THE MEETING IS RESERVED FOR PERSONS DESIRING TO ADDRESS THE COUNCIL ON AN ITEM WHICH IS TO BE CONSIDERED DURING CLOSED SESSION. SPEAKERS SHALL LIMIT THEIR COMMENTS TO THREE (3) MINUTES.

CLOSED SESSION: (9:42 p.m. to 10:49 p.m.)

13. Government Code Section 54957

Public Employee Performance Evaluations

Titles:

City Manager

Finance Director/Controller

Police Chief

Community Development Director of
Maintenance & Operations

Wastewater Treatment Plant Operator/Superintendent

City Engineer

City Planner

Preschool Director

Facilities Manager

Building Inspector/Code Enforcement

Events Coordinator

14. Government Code Section 54956.9

Pending Litigation Pursuant to

Parlier Central Valley 2 LLC v. City of Parlier

USDC Case No. 2;19-cv-1607

15. Government Code Section 54956.9

Potential Litigation Pursuant to

Two (2) Cases

CLOSED SESSION ANNOUNCEMENT

Nothing to report .

ADJOURNMENT

Mayor Alma Beltran adjourned the meeting at 10:49 p.m.

Dorothy Garza – City Clerk

Resolutions adopted – 2020 – 02 & 03.

Ordinances approved – None.

ADA NOTICE

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (559)646-3545ext.227. Notification 48 hours prior to the meeting will enable the City to make arrangements to ensure accessibility to this meeting.

DOCUMENTS

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the front counter at City Hall located at 1100 East Parlier Avenue, Parlier, CA during normal business hours. In addition, most documents are posted on the City's website at <http://parlier.ca.us>.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the front counter at City Hall located at 1100 East Parlier Avenue, Parlier, CA during normal business hours. In addition, most documents are posted on the City's website at <http://parlier.ca.us>.



STAFF REPORT

TO: PARLIER CITY COUNCIL
FROM: Jose Garza, Chief of Police
DATE: February 3, 2020
SUBJECT: Surplus PD Vehicles for auction

RECOMMENDATION: Staff recommends City Council approve the surplus of one older patrol unit and one animal control van pursuant to Parlier Municipal Code Section 3.04.070.

BACKGROUND: Currently the police department has one patrol vehicle and one animal control vehicle that have been removed from the patrol fleet, which are non-operational or have various mechanical issues. These vehicles are currently parked and being stored in the PD parking lot and are of little economic value to the city.

Staff recommends surplus of the following vehicles to random auto auctioneer offering greatest monetary return value.

Unit# 30- 2009 Ford Crown Vic. Interceptor VIN# 2FAHP71V89X120552, Mileage: 137,224

Unit# 31 (ACO Van), 1999 Ford E-250, VIN# 1FTNS24L1XHA71039, Mileage: 197,650

BUDGET IMPACT: No impact to the general fund

Prepared By:

Jose V. Garza
Chief of Police

Approved By:

Sonia Hall
City Administrator

AGENDA ITEM: 4

MEETING DATE: February 6, 2020

DEPARTMENT: Administration

REPORT TO THE CITY COUNCIL

SUBJECT:

Correction of Clerical Error in Repealing former Chapter 16 of Title 3 of the Parlier Municipal Code and Introduction and First Reading of Chapter 15 of Title 3 of the Parlier Municipal Code Reestablishing and renumbering the provisions of former Chapter 16 of Title 3 of the Parlier Municipal Code.

RECOMMENDATION:

DISCUSSION:

The City's Measure S passed by a majority vote imposing an additional one cent sales tax that is payable to the City's General Fund as a purely local tax. In addition to the additional one cent added by passage of Measure S, the City is entitled by law to receive a one percent (or one cent) of the County-wide sales tax pursuant to provisions of the Revenue and Tax Code as the Bradley-Burns Act which became effective in 1956. It required and all cities did adopt an ordinance reflecting the one percent sales tax to be allocated to each city. The law has significantly changed since Bradley-Burns was enacted and provisions allowing cities to have ordinances in place have been repealed. Provisions requiring cities to adopt ordinances imposing the one percent were eliminated in favor of an ordinance by the County where each city is located imposing a 1.25% sales tax. The law generally requires the State Board of Equalization (now the Department of Fee & Tax Administration) to distribute to the County the 1.25%, which the County then distributes to the cities according to a formula prescribed by law. (See *City of South San Francisco v. Board of Equalization* (2014) 232 Cal.App.4th 707, 715-718 detailing the provisions of the prior law and the effect of the amendment to Section 7205).

The current version of Section 7205 changed the entire method of operation from one where the Board of Equalization allocates revenue for a county and all cities in the county to one in which the county receives all collected sales tax which the County allocates to all cities in the County. The sales tax allocated to a city is distributed through a "county- wide pool" to all of the cities in that county. Sections 7202 and 7203 of the Revenue & Taxation Code were both amended in this process and the City's-right to receive its one percent allocated sales tax from the County-wide pool

plainly remains in effect by virtue of a variety of provisions of the Bradley-Burns Act, as amended, including Section 7202, relating to the 1.25% sales tax to be paid to each county including subdivision (h)(1) - (8), effectively substituting the provisions of the amended act for any ordinance of a city adopted previously to implement the act. By regulations the State Board of Equalization altered this process by making itself the entity that collects and distributes the 1.25% payable to the county and it implemented the change by requiring all cities to have a contract with this agency which dictates how and when the city gets its 1% of the state-wide tax.

The Department contacted both the City and your City Attorney on the day before the election when Measure S passed and apprised the City that because Measure S, as an ordinance adopted by the people repealed former Chapter 16 of Title 3 the now obsolete ordinance adopted in 1959, that would cause the City to lose the one percent tax it is already paid by operation of the current provisions of the Bradley-Burns Act cited above. Although sales tax is by statute to be paid over to the counties for distribution to the City, the Revenue & Tax Code creates the Department of Tax and Fees (which is the former Bureau of Equalization) which actually collects and distributes the tax directly to both counties and cities and it does so pursuant to an agreement. To collect the one percent added by Measure S, the City is required, by the very terms of Measure S to enter into a contract for collection of that additional one cent with the Department of Fees and Taxes.

The Department insists that the City reenact the provisions that were repealed by Measure S before they will enter into an agreement to collect the one cent Measure S tax and continue to perform the prior agreement requiring the payment of one percent of the county-wide sales tax to the City. Rather than debate the matter with the State, since the State has indicated that adoption of a replacement of now repealed Chapter 16 of Title 3 of the Parlier Municipal Code will apparently placate the Department of Fees and Taxes staff recommends adoption of the attached ordinance.

Cities are allowed to correct clerical and other errors in a city ordinance by virtue of Government Code §36934 (see 25 OP. ATT. GEN. 107). Accordingly, to satisfy the Department of Tax and Fees staff is proposing the adoption of a Chapter 15 of Title 3 of the Parlier Municipal Code which simply adopts by reference all of the provisions, exactly as they existed in the former Chapter 16 of Title 3 of the Parlier Municipal Code.

RECOMMENDATION:

Introduce and waive First Reading of Ordinance reenacting former Chapter 16 of Title 3 of the Parlier Municipal Code and finding that presentation of repeal of the former Chapter 16 of Title 3 of the Parlier Municipal Code to the voters was the result of a clerical error, fully corrected by this Ordinance.

Prepared by:

Neal E. Costanzo, City Attorney

ORDINANCE NO. 2020-02

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARLIER
REENACTING VERBATUM AND AS IT EXISTED PRIOR TO NOVEMBER 5, 2019,
THE PROVISIONS OF FORMER CHAPTER 16 OF TITLE 3 OF THE PARLIER
MUNICIPAL CODE INCLUDED BY REFERENCE OF TITLE 3, CHAPTER 15 OF THE
PARLIER MUNICIPAL CODE, CORRECTING THE CLERICAL ERROR IN
PROVIDING FOR REPEAL OF THE FORMER PROVISIONS OF CHAPTER 16 OF
TITLE 3 OF THE PARLIER MUNICIPAL CODE**

WHEREAS, in 1959, in accordance with the then current provisions of the Bradley-Burns Act of 1956 the City adopted the provisions of Chapter 16 of Title 3 of the Parlier Municipal Code; and

WHEREAS, on November 5, 2019, at a special election, an ordinance adding an additional one cent sales tax was approved by the voters and erroneously included in the ordinance approved by the voters was a provision repealing former Chapter 16 of Title 3 of the Parlier Municipal Code; and

WHEREAS, the Department of Fees and Taxes which administers and pays to the City the amount of the sales tax it is entitled to receive by law has requested, as a condition to entering into the required agreement for collection of the additional one cent sales tax enacted by the voters on November 5, 2019, a reenactment of former provisions of Chapter 16 of Title 3 of the Parlier Municipal Code.

NOW, THEREFORE, the City Council of the City of Parlier does hereby ordain as follows:

Section I: Chapter 15 is added to Title 3 of the Parlier Municipal Code to read as follows:

"Section 3.15.010 Adoption by Reference of Former Chapter 16 of Title 3 of the Parlier Municipal Code.

The provisions of Chapter 16 of Title 3 of the Parlier Municipal Code inadvertently and mistakenly repealed by the voters on November 5, 2019, the full and complete copy of which is attached and incorporated by reference as Exhibit A to this ordinance is hereby reenacted in full, as if it had never been repealed.



AGENDA ITEM:

5

MEETING DATE:

2/6/2020

DEPARTMENT:

Administration

REPORT TO CITY COUNCIL

SUBJECT:

Consideration and necessary action on renewing the contract with Cintas Corporation for uniform and building maintenance supply services.

RECOMMENDATION:

Staff recommends council give City Administrator the authorization to sign an updated contract with our existing uniform and building maintenance supply contractor.

BACKGROUND:

Cintas Corporation, formerly G&K Services, Inc., has been the City of Parlier's uniform and supply service provider for five (5)+ years.

FINANCIAL IMPACT: None

PREPARED BY:

Sophia Cisneros
Administrative Assistant II

APPROVED BY:

Sonia Hall
City Administrator



AGENDA ITEM:
MEETING DATE:
DEPARTMENT:

6
02/06/2020
FINANCE

REPORT TO CITY COUNCIL

SUBJECT:

Kings Credit Services

RECOMMENDATION:

Staff recommends council to approve the Accounts Receivable Management Agreement with KCS.

BACKGROUND:

Kings Credit Services is an independent contractor who provides services to entities to secure and recover past due receivables.

Prepared by

Sandra Rodriguez
Finance

Approved by

Sonia Hall
City Administrator



"The answer for your Past Due Receivables"
...Since 1932

Corporate Offices
510 North Douty Street
Hanford, Ca 93230
800-366-0950
Fax: 559-587-4277

ACCOUNTS RECEIVABLE MANAGEMENT AGREEMENT is made this 30th day of January, 2020
by and between ("Creditor"):

City Of Parlier
1100 E Parlier - Parlier, CA 93648

and KCS, a California Company ("KCS"), of 510 North Douty Street, Hanford, California 93230. Creditor provides services to and for the benefit of Clients and other persons or entities (the "Responsible Parties") for a fee ("Fee" or "Fees"). KCS has expertise in the collection of Accounts and Creditor desires to retain KCS as a preferred Accounts Receivable Management agency to manage their Accounts Receivable ("Accounts"). For consideration of the mutual covenants set forth herein, the parties hereto agree as follows;

ARTICLE 1. GENERAL

1.1 Contractor Relationship. Creditor hereby retains KCS as an independent contractor to collect its Accounts as further set forth herein. The relationship between KCS and Creditor shall be solely as set forth herein. Neither party shall be deemed the employee, agent, partner of the other, nor have any authority to make or alter any Agreement on behalf of the other, to legally bind the other, to credit or receive money due on behalf of the other or to do any other thing on behalf of the other except as specifically set forth herein. KCS and Creditor each assume full responsibility for their own compliance with any and all applicable laws, ordinances, rules and regulations. (i.e. The HITECH Act, California Consumer Privacy Act and HIPAA Regulation, etc., if applicable to your industry).

1.2 Term. The term of this Agreement shall be from the date this Agreement is executed until it is terminated in accordance herewith.

ARTICLE 2. COLLECTIONS

2.1 Collection Duties. Upon receipt of the Collection Information, KCS shall use its best efforts to secure recovery on such Accounts referred by Creditor in a timely manner, including, but not limited to the following: (i) contacting Responsible Parties via phone or written correspondence; (ii) reviewing Uniform Billing Forms; (iii) locating and identifying the Responsible Party, and (iv) such other duties available under Federal and state law KCS deems necessary or desirable to secure recoveries on the Creditor Accounts.

2.2 Creditor Duties. Creditor shall (i) assure that KCS receives all Collection Information on the Accounts referred to KCS in a timely manner, (ii) fully cooperate with KCS in its efforts to collect the Accounts; (iii) sign all liens, releases, satisfactions, and all other documents reasonably requested by KCS promptly after the KCS request; (iv) immediately refer to KCS all inquiries and settlement offers with respect to the Accounts; and (v) comply with the KCS requests for documentation, itemized bills, and request for the Creditor to re-bill Accounts to the Responsible Party and all other documents necessary or requested by KCS to collect the Accounts. If KCS determines that legal action is necessary to recover claims for Creditor, Creditor will undertake all reasonable efforts to assist KCS, including providing evidence and witnesses where required. Under this section, Creditor agrees that this contract constitutes permission for KCS to undertake legal action against the debtor without further written authorization from Creditor.

2.3 Funds Received. KCS shall require that all checks for payment of the Accounts be made payable to the account of KCS. Checks or drafts received by KCS from Responsible Parties and made payable to Creditor will be endorsed by KCS for the Creditor and deposited into a trust account in the name of and maintained by KCS, for the benefit of the Creditor for subsequent disbursement to the Creditor in accordance with the terms of this Agreement.

4.4. **No Waiver.** No delay in exercising or omission of the right to exercise any right or power shall impair any such right or power, or shall be construed as a waiver of any breach or default or as acquiescence thereto. Any endorsement or statement of any check or letter accompanying any check shall not be deemed an accord and satisfaction and either party may accept and negotiate such check or payment without prejudice to such party's right to recover the balance of any amount due hereunder or pursue any other remedy available hereunder.

ARTICLE 5. TERMINATION

5.1 **Non-Cause.** Either party may terminate this Agreement, without cause, upon giving not less than thirty (30) days prior written notice to the other of intent to so terminate.

5.2 **Cause.** Either party may terminate this Agreement, for cause, upon breach of this Agreement, upon giving written notice to the breaching party as to the alleged breach, and which breach is not cured within thirty (30) days of receipt of said notice.

5.3 **Effect of Termination.** Upon notice of termination of this Agreement for any reason, and by either party, KCS agrees to continue working all accounts in its possession past the effective termination date, unless otherwise indicated by creditor. Upon notice of termination of this Agreement, all accounts will be returned to creditor via electronic media in portable document format, except accounts with a current payment plan, accounts where payment was made in the last 60 days, accounts with a promise to pay within the last 60 days, and any accounts with legal activity in process.

ARTICLE 6. MISCELLANEOUS

6.1. **Entire Agreement.** This Agreement, together with any other agreements entered into herewith, constitutes the entire Agreement between the parties hereto and supersedes any prior understandings or agreements between the parties hereto. This Agreement may be amended or discharged only upon an Agreement in writing executed by all of the parties hereto.

6.2 **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California, and jurisdiction shall lie only in Kings County, California. Each of KCS and Creditor hereby submits to such jurisdiction and venue and waives any defense or inconvenient forum in relation hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

KCS

Signed:

Vicki Callahan

Print Name: Vicki Callahan

Title: VP Operations

Date Signed: 01/30/2020

Address: 510 N Douty Street
Hanford, CA 93232-0950

Creditor: City Of Parlier

Signed: _____

Print Name:

Title:

Date Signed:

Address: 1100 E Parlier
Parlier, CA 93648



AGENDA ITEM: 7
MEETING DATE: February 6, 2020
DEPARTMENT: Planning

REPORT TO CITY COUNCIL

SUBJECT:

City Council to Consider Waiver of Second Reading of and Adoption of Ordinance No. 10-2019 related to Patio Encroachment

RECOMMENDATION:

Staff recommends that the City Council waives the second reading of and adopts Ordinance No. 10-2019

BACKGROUND:

Recently, several property owners within the R-1 Single Family Residential zone have approached the City desiring to build patios in their rear yards. However, the minimum required rear yard space, in which structures are not allowed, is 20 feet. The Zoning Ordinance defines "Patio, covered" as "the same as 'structure.'" Unless a particular lot has a rear yard containing more than 20 feet from the dwelling to the rear property line, the Zoning Ordinance effectively prohibits construction of a patio.

The City Council introduced and waived the first reading of Ordinance No. 10-2019 following a public hearing at its December 5, 2019 regular meeting.

PROPOSAL & DISCUSSION:

The attached ordinance proposes to amend the zoning ordinance to change the definition of "Patio, covered" such that it is identified as a specific type of structure instead of being lumped in with all other structures. It would also add a property development standard specific to patios that would allow them to encroach into an otherwise required rear yard by up to 10 feet and may allow for their placement in other locations on the lot.

ENVIRONMENTAL:

The first step in complying with CEQA is to determine whether the activity in question constitutes a "project" as defined by CEQA, Public Resources Code Section 21000, *et seq.* and the CEQA Guidelines, California Code of Regulations Title 14 Chapter 3 Section 15000, *et seq.* A "project" consists of the whole of an action (i.e. not the individual pieces or components) that may have a direct or reasonably foreseeable indirect effect on the environment. The second step is to determine whether the project is subject to or exempt from the statute. This proposal qualifies as a project under CEQA because it involves an amendment to the zoning ordinance as described in CEQA Guidelines Section 15378(a)(1). However, the proposed ordinance amendment does not approve or otherwise authorize any specific activity that could result in a physical change to the environment; it is solely an

amendment to regulations. In cases where it can be shown with certainty that the project being considered has no possibility of causing a significant impact to the environment, the project is not subject to CEQA as indicated in Guidelines Section 15061(b)(3).

FISCAL IMPACT:

Once the ordinance has taken effect, there will be a minor increase in revenue associated with building permits for patios.

Prepared By:



Jeffrey O'Neal, AICP
City Planner

ORDINANCE NO. 10-2019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARLIER AMENDING SECTION 18.04.380 OF AND ADDING SECTION 18.32.295 TO THE PARLIER MUNICIPAL CODE REGARDING COVERED PATIOS

THE CITY COUNCIL OF THE CITY OF PARLIER DOES HEREBY ORDAIN AS FOLLOWS:

Section I. Section 18.04.008 of Chapter 18.04 of Title 18 of the Parlier Municipal Code is hereby amended to read as follows:

18.04.380 – Patio, covered.

“Patio, covered” means the same as “structure.” a structure attached to the main building and fully unenclosed on all sides except the side that is the main building, or detached from the main building and fully unenclosed on all sides. The roof of the covered patio may be fully or partially enclosed. The unenclosed sides of the covered patio must remain unenclosed and shall not be covered with any permanent or semi-permanent material including, but not limited to, insect or other screening, transparent plastic, or lattice.

Section II. Section 18.32.295 of Chapter 18.32 of Title 18 of the Parlier Municipal Code is hereby added to read as follows:

18.32.295 – Property development Standards – Covered patios.

Notwithstanding any other provision of this title, development standards for covered patios shall be as follows.

- A. Covered patios shall not exceed nine feet in height within any required yard.*
- B. Minimum setbacks for covered patios shall be as follows:*
 - 1. Front. The minimum setback shall be the same as the minimum setback for the primary structure. The covered patio shall not be placed in front of the primary structure.*
 - 2. Side, interior. Three feet.*
 - 3. Street side, fully enclosed by a fence or wall at least five feet in height. Three feet.*
 - 4. Street side, not fully enclosed by a fence or wall at least five feet in height. The same as required for the primary structure.*
 - 5. Rear. Ten feet.*
- C. Building separation. As required by Building or Fire Code.*
- D. A covered patio shall be classified as a building for determining lot coverage.*

Section III. California Environmental Quality Act: As defined in CEQA Guidelines Section 15378(a)(1), a "project" expressly includes an amendment to a zoning ordinance. However, the City Council of the City of Parlier hereby finds that the zoning text amendments contained herein solely constitute changes to regulations and do not authorize or approve any development or physical changes. As such, they have no potential to significantly affect the environment, and are therefore not subject to CEQA as indicated in CEQA Guidelines Section 15061(b)(3).

Section IV. Severability: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, the decision shall not affect the validity of the remaining portions of the Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases have been declared invalid or unconstitutional.

Section V. Effective Date and Posting of Ordinance: This Ordinance shall take effect and be in force thirty (30) days from and after the date of final passage. The City Clerk of the City of Parlier shall cause this Ordinance to be published at least once within fifteen (15) days after its passage in a newspaper of general circulation in Fresno County with the names of those City Council Members voting for or against the Ordinance.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Parlier on the 5th day of December 2019 and was passed and adopted at a regular meeting of the City Council on the 6th day of February 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Alma Beltran, Mayor of the City of Parlier

ATTEST:

Bertha Augustine, Deputy City Clerk of the City of Parlier



AGENDA ITEM: 8
MEETING DATE: 2/06/2020
DEPARTMENT: Administration

REPORT TO CITY COUNCIL

SUBJECT:

Approving an updated Pay Structure for City employees and approve the Authorized Personnel/Positions for 2019/2020.

RECOMMENDATION:

Staff recommends that the Council approve Resolution No. 2020-____, Approving the updated pay structure for all City employees and approve the Authorized Personnel/Positions for 2019/2020.

BACKGROUND:

Staff would like to update the Authorized Pay Structure to reflect all positions.

Prepared By:

Bertha Augustine
Executive Assistant/Deputy City Clerk

Attached: Exhibit "A" Authorized Pay Structure

Exhibit "A"

CITY OF PARLIER AUTHORIZED PAY STRUCTURE FY 2019/2020 EFFECTIVE FEBRUARY 06, 2020														
RANGE	JOB TITLE		STEP 1		STEP 2		STEP 3		STEP 4		STEP 5		STEP 6	
1		YEARLY	\$	15,187.2100	\$	15,946.5700	\$	16,743.9000	\$	17,581.0900	\$	18,460.1500	\$	19,383.1600
		MONTHLY	\$	1,265.6000	\$	1,328.8800	\$	1,395.3200	\$	1,465.0900	\$	1,538.3500	\$	1,615.2600
		BIWEEKLY	\$	584.1200	\$	613.3300	\$	644.0000	\$	676.2000	\$	710.0100	\$	745.5100
		HOURLY	\$	7.3015	\$	7.6666	\$	8.0500	\$	8.4524	\$	8.8751	\$	9.3188
2		YEARLY	\$	15,566.8900	\$	16,345.2300	\$	17,162.5000	\$	18,020.6200	\$	18,921.6500	\$	19,867.7400
		MONTHLY	\$	1,297.2400	\$	1,362.1000	\$	1,430.2100	\$	1,501.7200	\$	1,576.8000	\$	1,655.6400
		BIWEEKLY	\$	598.7300	\$	628.6600	\$	660.1000	\$	693.1000	\$	727.7600	\$	764.1400
		HOURLY	\$	7.4841	\$	7.8583	\$	8.2512	\$	8.6638	\$	9.0969	\$	9.5518
3		YEARLY	\$	15,956.0600	\$	16,753.8700	\$	17,591.5600	\$	18,471.1400	\$	19,394.6900	\$	20,364.4300
		MONTHLY	\$	1,329.6700	\$	1,396.1600	\$	1,465.9600	\$	1,539.2600	\$	1,616.2200	\$	1,697.0400
		BIWEEKLY	\$	61.6900	\$	644.3800	\$	676.6000	\$	710.4300	\$	745.9500	\$	783.2500
		HOURLY	\$	7.6712	\$	8.0547	\$	8.4575	\$	8.8804	\$	9.3244	\$	9.7906
4		YEARLY	\$	16,354.9600	\$	17,172.7100	\$	18,031.3500	\$	18,932.9200	\$	19,879.5600	\$	20,873.5400
		MONTHLY	\$	1,362.9100	\$	1,431.0600	\$	1,502.6100	\$	1,577.7400	\$	1,656.6300	\$	1,739.4600
		BIWEEKLY	\$	629.0400	\$	660.4900	\$	693.5100	\$	728.1900	\$	764.6000	\$	802.8300
		HOURLY	\$	7.8630	\$	8.2561	\$	8.6689	\$	9.1024	\$	9.5575	\$	10.0354
5		YEARLY	\$	16,763.8400	\$	17,602.0300	\$	18,482.1300	\$	19,406.2400	\$	20,376.5500	\$	21,395.3800
		MONTHLY	\$	1,396.9900	\$	1,466.8400	\$	1,540.1800	\$	1,617.1900	\$	1,698.0500	\$	1,782.9500
		BIWEEKLY	\$	644.7600	\$	677.0000	\$	710.8500	\$	746.3900	\$	783.7100	\$	822.9000
		HOURLY	\$	8.0595	\$	8.4625	\$	8.8856	\$	9.3299	\$	9.7964	\$	10.2862
6		YEARLY	\$	17,182.9300	\$	18,042.0800	\$	18,944.1800	\$	19,891.3900	\$	20,885.9600	\$	21,930.2600
		MONTHLY	\$	1,431.9100	\$	1,503.5100	\$	1,578.6800	\$	1,657.5200	\$	1,740.5000	\$	1,827.5200
		BIWEEKLY	\$	660.8800	\$	693.9300	\$	728.6200	\$	765.0500	\$	803.3100	\$	843.4700
		HOURLY	\$	8.2610	\$	8.6741	\$	9.1078	\$	9.5632	\$	10.0413	\$	10.5434
7		YEARLY	\$	17,612.5100	\$	18,493.1300	\$	19,417.7900	\$	20,388.6800	\$	21,408.1100	\$	22,478.5200
		MONTHLY	\$	1,467.7100	\$	1,541.0900	\$	1,618.1500	\$	1,699.0600	\$	1,784.0100	\$	1,873.2100
		BIWEEKLY	\$	677.4000	\$	711.2700	\$	746.8400	\$	784.1800	\$	823.3900	\$	864.5600
		HOURLY	\$	8.4676	\$	8.8909	\$	9.3355	\$	9.8022	\$	10.2924	\$	10.8070
8		YEARLY	\$	18,052.8200	\$	18,955.4600	\$	19,903.2300	\$	20,898.4000	\$	21,943.3200	\$	23,040.4800
		MONTHLY	\$	1,504.4000	\$	1,579.6200	\$	1,658.6000	\$	1,741.5300	\$	1,828.6100	\$	1,920.0400
		BIWEEKLY	\$	694.3400	\$	729.0600	\$	765.5100	\$	803.7800	\$	843.9700	\$	886.1700
		HOURLY	\$	8.6792	\$	9.1132	\$	9.5689	\$	10.0473	\$	10.5497	\$	11.0772
9		YEARLY	\$	18,504.1400	\$	19,429.3500	\$	20,400.8200	\$	21,420.8600	\$	22,491.9000	\$	23,616.4900
		MONTHLY	\$	1,542.0100	\$	1,619.1100	\$	1,700.0700	\$	1,785.0700	\$	1,874.3200	\$	1,968.0400
		BIWEEKLY	\$	711.7000	\$	747.2800	\$	784.6500	\$	823.8800	\$	865.0700	\$	908.3300
		HOURLY	\$	8.8962	\$	9.3410	\$	9.8081	\$	10.2985	\$	10.8134	\$	11.3541
10		YEARLY	\$	18,966.7400	\$	19,915.0800	\$	20,910.8400	\$	21,956.3800	\$	23,054.2000	\$	24,206.91
		MONTHLY	\$	1,580.5600	\$	1,659.5900	\$	1,742.5700	\$	1,829.7000	\$	1,921.1800	\$	2,017.2400
		BIWEEKLY	\$	729.4900	\$	765.9600	\$	804.2600	\$	844.2600	\$	886.7000	\$	931.0300
		HOURLY	\$	9.1186	\$	9.5746	\$	10.0533	\$	10.5560	\$	11.0837	\$	11.6379
11		YEARLY	\$	19,440.9100	\$	20,412.9600	\$	21,433.6100	\$	22,505.2900	\$	23,630.5500	\$	24,812.0800
		MONTHLY	\$	1,620.0800	\$	1,701.0800	\$	1,786.1300	\$	1,875.4400	\$	1,969.2100	\$	2,067.6700
		BIWEEKLY	\$	747.7300	\$	785.1100	\$	824.3700	\$	865.5900	\$	908.8700	\$	954.3100
		HOURLY	\$	9.3466	\$	9.8139	\$	10.3046	\$	10.8198	\$	11.3608	\$	11.9289
12		YEARLY	\$	19,926.9400	\$	20,923.2800	\$	21,969.4500	\$	23,067.9200	\$	24,221.3100	\$	25,432.3800
		MONTHLY	\$	1,660.5800	\$	1,743.6100	\$	1,830.7900	\$	1,922.3300	\$	2,018.4400	\$	2,119.3700
		BIWEEKLY	\$	766.4200	\$	804.7400	\$	844.9800	\$	887.2300	\$	931.5900	\$	978.1700
		HOURLY	\$	9.5803	\$	10.0593	\$	10.5622	\$	11.0903	\$	11.6449	\$	12.2271
13		YEARLY	\$	20,425.1100	\$	21,446.3600	\$	22,518.6800	\$	23,644.6200	\$	24,826.8500	\$	26,068.1900
		MONTHLY	\$	1,702.0900	\$	1,787.2000	\$	1,876.5600	\$	1,970.3800	\$	2,068.9000	\$	2,172.3500
		BIWEEKLY	\$	785.5800	\$	824.8600	\$	866.1000	\$	909.4100	\$	954.8800	\$	1,002.6200
		HOURLY	\$	9.8198	\$	10.3108	\$	10.8263	\$	11.3676	\$	11.9360	\$	12.5328
14		YEARLY	\$	20,935.7400	\$	21,982.5200	\$	23,081.6500	\$	24,235.7300	\$	25,447.5200	\$	26,719.8900
		MONTHLY	\$	1,744.6400	\$	1,831.8800	\$	1,923.4700	\$	2,019.6400	\$	2,120.6300	\$	2,226.6600
		BIWEEKLY	\$	805.2200	\$	845.4800	\$	887.7600	\$	932.1400	\$	978.7500	\$	1,027.6900
		HOURLY	\$	10.0653	\$	10.5685	\$	11.0969	\$	11.6518	\$	12.2344	\$	12.8461
15		YEARLY	\$	21,459.1300	\$	22,532.0900	\$	23,658.6900	\$	24,841.6300	\$	26,083.7100	\$	27,387.8900

RANGE	JOB TITLE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
		MONTHLY	\$ 1,788.2600	\$ 1,877.6700	\$ 1,971.5600	\$ 2,070.1400	\$ 2,173.6400	\$ 2,282.3200
		BIWEEKLY	\$ 825.3500	\$ 866.6200	\$ 909.9500	\$ 955.4500	\$ 1,003.2200	\$ 1,053.3800
		HOURLY	\$ 10.3169	\$ 10.8327	\$ 11.3744	\$ 11.9431	\$ 12.5402	\$ 13.1673
16		YEARLY	\$ 21,995.6100	\$ 23,095.3900	\$ 24,250.1600	\$ 25,462.6700	\$ 26,735.8000	\$ 28,072.5900
		MONTHLY	\$ 1,832.9700	\$ 1,924.6200	\$ 2,020.8500	\$ 2,121.8900	\$ 2,227.9800	\$ 2,339.3800
		BIWEEKLY	\$ 845.9800	\$ 888.2800	\$ 932.7000	\$ 979.3300	\$ 1,028.3000	\$ 1,079.7100
		HOURLY	\$ 10.5748	\$ 11.1036	\$ 11.6587	\$ 12.2417	\$ 12.8537	\$ 13.4964
17		YEARLY	\$ 22,545.5000	\$ 23,672.7700	\$ 24,856.4100	\$ 26,099.2300	\$ 27,404.1900	\$ 28,774.4000
		MONTHLY	\$ 1,878.7900	\$ 1,972.7300	\$ 2,071.3700	\$ 2,174.9400	\$ 2,283.6800	\$ 2,397.8700
		BIWEEKLY	\$ 867.1300	\$ 910.4900	\$ 956.0200	\$ 1,003.8200	\$ 1,054.0100	\$ 1,106.7100
		HOURLY	\$ 10.8392	\$ 11.3811	\$ 11.9502	\$ 12.5477	\$ 13.1751	\$ 13.8338
18		YEARLY	\$ 23,109.1400	\$ 24,264.5900	\$ 25,477.8200	\$ 26,751.7100	\$ 28,089.3000	\$ 29,493.7600
		MONTHLY	\$ 1,925.7600	\$ 2,022.0500	\$ 2,123.1500	\$ 2,229.3100	\$ 2,340.7700	\$ 2,457.8100
		BIWEEKLY	\$ 888.8100	\$ 933.2500	\$ 9,979.9200	\$ 1,028.9100	\$ 1,080.3600	\$ 1,134.3800
		HOURLY	\$ 11.1102	\$ 11.6657	\$ 12.2490	\$ 12.8614	\$ 13.5045	\$ 14.1797
19		YEARLY	\$ 23,686.8600	\$ 24,871.2100	\$ 26,114.7700	\$ 27,420.5100	\$ 28,791.5300	\$ 30,231.1100
		MONTHLY	\$ 1,973.9100	\$ 2,072.6000	\$ 2,176.2300	\$ 2,285.0400	\$ 2,399.2900	\$ 2,519.2600
		BIWEEKLY	\$ 911.0300	\$ 956.5800	\$ 1,004.4100	\$ 1,054.6300	\$ 1,107.3700	\$ 1,162.7300
		HOURLY	\$ 11.3879	\$ 11.9573	\$ 12.5552	\$ 13.1829	\$ 13.8421	\$ 14.5342
20		YEARLY	\$ 24,279.0400	\$ 25,492.9900	\$ 26,767.6400	\$ 28,106.0200	\$ 29,511.3200	\$ 30,986.8900
		MONTHLY	\$ 2,023.2500	\$ 2,124.4200	\$ 2,230.6400	\$ 2,342.1700	\$ 2,459.2800	\$ 2,582.2400
		BIWEEKLY	\$ 933.8100	\$ 980.5000	\$ 1,029.5200	\$ 1,081.0000	\$ 1,135.0500	\$ 1,191.8000
		HOURLY	\$ 11.6726	\$ 12.2562	\$ 12.8691	\$ 13.5125	\$ 14.1881	\$ 14.8975
21		YEARLY	\$ 24,886.0100	\$ 26,130.3100	\$ 27,436.8300	\$ 28,808.6700	\$ 30,249.1000	\$ 31,761.5600
		MONTHLY	\$ 2,073.8300	\$ 2,177.5300	\$ 2,286.4000	\$ 2,400.7200	\$ 2,520.7600	\$ 2,646.8000
		BIWEEKLY	\$ 957.1500	\$ 1,005.0100	\$ 1,055.2600	\$ 1,108.0300	\$ 1,163.4300	\$ 1,221.6000
		HOURLY	\$ 11.9644	\$ 12.5627	\$ 13.1908	\$ 13.8503	\$ 14.5428	\$ 15.2700
22		YEARLY	\$ 25,508.1600	\$ 26,783.5700	\$ 28,122.7500	\$ 29,528.2900	\$ 31,005.3300	\$ 32,555.6000
		MONTHLY	\$ 2,125.6800	\$ 2,231.9600	\$ 2,343.5600	\$ 2,460.7400	\$ 2,583.7800	\$ 2,712.9700
		BIWEEKLY	\$ 981.0800	\$ 1,030.1400	\$ 1,081.6400	\$ 1,135.7300	\$ 1,192.5100	\$ 1,252.1400
		HOURLY	\$ 12.2635	\$ 12.8767	\$ 13.5206	\$ 14.1966	\$ 14.9064	\$ 15.6517
23		YEARLY	\$ 26,145.8700	\$ 27,453.1600	\$ 28,825.8200	\$ 30,267.1100	\$ 31,780.4600	\$ 33,369.4900
		MONTHLY	\$ 2,178.8200	\$ 2,287.7600	\$ 2,402.1500	\$ 2,522.2600	\$ 2,648.3700	\$ 2,780.7900
		BIWEEKLY	\$ 1,005.6100	\$ 1,055.8900	\$ 1,108.6900	\$ 1,164.1200	\$ 1,222.3300	\$ 1,283.4400
		HOURLY	\$ 12.5701	\$ 13.1986	\$ 13.8586	\$ 14.5515	\$ 15.2791	\$ 16.0430
24		YEARLY	\$ 26,799.5100	\$ 28,139.4900	\$ 29,546.4600	\$ 31,023.7900	\$ 32,574.9800	\$ 34,203.7200
		MONTHLY	\$ 2,233.2900	\$ 2,344.9600	\$ 2,462.2100	\$ 2,585.3200	\$ 2,714.5800	\$ 2,850.3100
		BIWEEKLY	\$ 1,030.7500	\$ 1,082.2900	\$ 1,136.4000	\$ 1,193.2200	\$ 1,252.8800	\$ 1,315.5300
		HOURLY	\$ 12.8844	\$ 13.5286	\$ 14.2050	\$ 14.9153	\$ 15.6610	\$ 16.4441
25		YEARLY	\$ 27,469.5000	\$ 28,842.9800	\$ 30,285.1200	\$ 31,799.3800	\$ 33,389.3500	\$ 35,058.8200
		MONTHLY	\$ 2,289.1300	\$ 2,403.5800	\$ 2,523.7600	\$ 2,649.9500	\$ 2,782.4500	\$ 2,921.5700
		BIWEEKLY	\$ 1,056.5200	\$ 1,109.3500	\$ 1,164.8100	\$ 1,223.0500	\$ 1,284.2100	\$ 1,348.4200
		HOURLY	\$ 13.2065	\$ 13.8668	\$ 14.5602	\$ 15.2882	\$ 16.0526	\$ 16.8552

RANGE	JOB TITLE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
26		YEARLY	\$ 28,156.2400	\$ 29,564.0500	\$ 31,042.2500	\$ 32,594.3700	\$ 34,224.0800	\$ 35,935.2900
		MONTHLY	\$ 2,346.3500	\$ 2,463.6700	\$ 2,586.8000	\$ 271.2000	\$ 2,852.0100	\$ 2,994.6100
		BIWEEKLY	\$ 1,082.9300	\$ 1,137.0800	\$ 1,193.9300	\$ 1,253.6300	\$ 1,316.3100	\$ 1,382.1300
		HOURLY	\$ 13.5367	\$ 14.2135	\$ 1.9242	\$ 15.6704	\$ 16.4539	\$ 17.2766
27		YEARLY	\$ 28,860.1400	\$ 30,303.5000	\$ 31,818.3100	\$ 33,409.2200	\$ 35,079.6900	\$ 36,833.6700
		MONTHLY	\$ 2,405.0100	\$ 2,525.2600	\$ 2,651.5300	\$ 2,784.1000	\$ 2,923.3100	\$ 3,069.4700
		BIWEEKLY	\$ 1,110.0100	\$ 1,165.5100	\$ 1,223.7800	\$ 1,284.9700	\$ 1,349.2200	\$ 1,416.6800
		HOURLY	\$ 13.8751	\$ 14.5688	\$ 15.2973	\$ 16.0621	\$ 16.8652	\$ 17.7085
28 Reserves		YEARLY	\$ 29,581.6500	\$ 31,060.7300	\$ 32,613.7700	\$ 34,244.4600	\$ 35,956.6800	\$ 37,754.5100
	Cook	MONTHLY	\$ 2,465.1400	\$ 2,588.3900	\$ 2,717.8100	\$ 2,853.7000	\$ 2,996.3900	\$ 3,146.2100
	Teacher's Aide	BIWEEKLY	\$ 1,137.7600	\$ 1,194.6400	\$ 1,254.3800	\$ 1,317.0900	\$ 1,382.9500	\$ 1,452.1000
	Lifeguard	HOURLY	\$ 14.2219	\$ 14.9330	\$ 15.6797	\$ 16.4637	\$ 17.2869	\$ 18.1512
29	Custodian/Event Custodian							
	Animal Control							
	Jailer							
		YEARLY	\$ 30,321.1900	\$ 31,837.2500	\$ 33,429.1100	\$ 35,100.5700	\$ 36,855.5900	\$ 38,698.3700
30		MONTHLY	\$ 2,526.7700	\$ 2,653.1000	\$ 2,785.7600	\$ 2,925.0500	\$ 3,071.3000	\$ 3,224.8600
		BIWEEKLY	\$ 1,166.2000	\$ 1,224.5100	\$ 1,285.7400	\$ 1,350.0200	\$ 1,417.5200	\$ 1,488.4000
		HOURLY	\$ 14.5775	\$ 15.3064	\$ 16.0717	\$ 16.8753	\$ 17.7190	\$ 18.6050
31 Activities Coordinator		YEARLY	\$ 31,079.2200	\$ 32,633.1800	\$ 34,264.8400	\$ 35,978.0800	\$ 37,776.9800	\$ 39,665.8300
	Accounting Technician I	MONTHLY	\$ 2,589.9300	\$ 2,719.4300	\$ 2,855.4000	\$ 2,998.1700	\$ 3,148.0800	\$ 3,305.4900
	Accounting Technician I/Water Meter Specialist	BIWEEKLY	\$ 1,195.3500	\$ 1,255.1200	\$ 1,317.8800	\$ 1,383.7700	\$ 1,452.9600	\$ 1,525.6100
	Administrative Assistant I	HOURLY	\$ 14.9419	\$ 15.6890	\$ 16.4735	\$ 17.2972	\$ 18.1620	\$ 19.0701
32 Operator In Training	Records Technician I							
	Code Enforcement							
		YEARLY	\$ 31,856.2000	\$ 33,449.0100	\$ 35,121.4600	\$ 36,877.5300	\$ 38,721.4100	\$ 40,657.4800
		MONTHLY	\$ 2,654.6800	\$ 2,787.4200	\$ 2,926.7900	\$ 3,073.1300	\$ 3,226.7800	\$ 3,388.1200
33 Teacher		BIWEEKLY	\$ 1,225.2400	\$ 1,286.5000	\$ 1,350.8300	\$ 1,418.3700	\$ 1,489.2800	\$ 1,563.7500
		HOURLY	\$ 15.3155	\$ 16.0813	\$ 16.8853	\$ 17.7296	\$ 18.6161	\$ 19.5469
		YEARLY	\$ 32,652.6000	\$ 34,285.2300	\$ 35,999.5000	\$ 37,799.4700	\$ 39,689.4400	\$ 41,673.9200
		MONTHLY	\$ 2,721.0500	\$ 2,857.1000	\$ 2,999.9600	\$ 3,149.9600	\$ 3,307.4500	\$ 3,472.8300
34 Community Service Officer		BIWEEKLY	\$ 1,255.8700	\$ 1,318.6600	\$ 1,384.6000	\$ 1,453.8300	\$ 1,526.5200	\$ 1,602.8400
		HOURLY	\$ 15.6984	\$ 16.4833	\$ 17.3075	\$ 18.1728	\$ 19.0815	\$ 20.0355
		YEARLY	\$ 33,386.9200	\$ 35,142.3700	\$ 36,899.4800	\$ 38,744.4600	\$ 40,681.6800	\$ 42,715.7600
		MONTHLY	\$ 2,789.0800	\$ 2,928.5300	\$ 3,074.9600	\$ 3,228.7000	\$ 3,390.1400	\$ 3,559.6500
35 Vehicle Operator		BIWEEKLY	\$ 1,287.2700	\$ 1,351.6300	\$ 1,419.2100	\$ 1,490.1700	\$ 1,564.6800	\$ 1,642.9100
		HOURLY	\$ 16.0908	\$ 16.8954	\$ 17.7401	\$ 18.6271	\$ 19.5585	\$ 20.5364
		YEARLY	\$ 34,305.6400	\$ 36,020.9200	\$ 37,821.9700	\$ 39,713.0700	\$ 41,698.7200	\$ 43,783.6600
		MONTHLY	\$ 2,858.8000	\$ 3,001.7400	\$ 3,151.8300	\$ 3,309.4200	\$ 3,474.8900	\$ 3,648.6400
36		BIWEEKLY	\$ 1,319.4500	\$ 1,385.4200	\$ 1,454.6900	\$ 1,527.4300	\$ 1,603.8000	\$ 1,683.9900
		HOURLY	\$ 16.4931	\$ 17.3178	\$ 18.1836	\$ 19.0928	\$ 20.0475	\$ 21.0498
		YEARLY	\$ 35,163.2800	\$ 36,921.4500	\$ 38,767.5200	\$ 40,705.9000	\$ 42,741.1900	\$ 44,878.2500
		MONTHLY	\$ 2,930.2700	\$ 3,076.7900	\$ 3,230.6300	\$ 3,392.1600	\$ 3,561.7700	\$ 3,739.8500
37		BIWEEKLY	\$ 1,352.4300	\$ 1,420.0600	\$ 1,491.0600	\$ 1,565.6100	\$ 1,565.6100	\$ 1,643.8900
		HOURLY	\$ 16.9054	\$ 17.7507	\$ 18.6382	\$ 19.5701	\$ 20.5486	\$ 21.5761
		YEARLY	\$ 36,042.3700	\$ 37,844.4800	\$ 39,736.7100	\$ 41,723.5400	\$ 43,809.7200	\$ 46,000.2100
		MONTHLY	\$ 3,003.5300	\$ 3,153.7100	\$ 3,311.3900	\$ 3,476.96	\$ 3,650.8100	\$ 3,833.3500
38 WWTP & Water Operator I		BIWEEKLY	\$ 1,386.2400	\$ 1,455.5600	\$ 1,528.3300	\$ 1,604.7500	\$ 1,684.9900	\$ 1,769.2400
		HOURLY	\$ 17.3281	\$ 18.1945	\$ 19.1042	\$ 20.0594	\$ 21.0624	\$ 22.1155
		YEARLY	\$ 36,943.4200	\$ 38,790.6000	\$ 40,730.1300	\$ 42,766.6300	\$ 44,904.9600	\$ 47,150.2100
		MONTHLY	\$ 3,078.6200	\$ 3,232.5500	\$ 3,394.1800	\$ 3,563.8900	\$ 3,742.0800	\$ 3,929.1800
38 WWTP & Water Operator I		BIWEEKLY	\$ 1,420.9000	\$ 1,491.9500	\$ 1,566.5400	\$ 1,644.8700	\$ 1,727.1100	\$ 1,813.4700
		HOURLY	\$ 17.7613	\$ 18.6493	\$ 19.5818	\$ 20.5609	\$ 21.5889	\$ 22.6684
		YEARLY	\$ 37,867.0100	\$ 39,760.3600	\$ 41,748.3800	\$ 43,835.8000	\$ 46,027.5900	\$ 48,328.9700
	Maintenance Mechanic	MONTHLY	\$ 3,155.5800	\$ 3,313.3600	\$ 3,479.0300	\$ 3,652.9800	\$ 3,835.6300	\$ 4,027.4100
38 WWTP & Water Operator I		BIWEEKLY	\$ 1,456.4200	\$ 1,529.2400	\$ 1,605.7100	\$ 1,685.9900	\$ 1,770.2900	\$ 1,858.8100
		HOURLY	\$ 18.2053	\$ 19.1156	\$ 20.0749	\$ 21.0749	\$ 22.1286	\$ 23.2351

RANGE	JOB TITLE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
39		YEARLY	\$ 38,813.6900	\$ 40,754.3700	\$ 42,792.0900	\$ 44,931.6900	\$ 47,178.2800	\$ 49,537.1900
		MONTHLY	\$ 3,234.4700	\$ 3,396.2000	\$ 3,566.0100	\$ 3,744.3100	\$ 3,931.5200	\$ 4,128.1000
		BIWEEKLY	\$ 1,492.8300	\$ 1,567.4800	\$ 1,645.8500	\$ 1,728.1400	\$ 1,814.5500	\$ 1,905.2800
		HOURLY	\$ 18.6604	\$ 19.5934	\$ 20.5731	\$ 21.6018	\$ 22.6819	\$ 23.8160
40	Accounting Technician II	YEARLY	\$ 39,784.0300	\$ 41,773.2300	\$ 43,861.8900	\$ 46,054.9900	\$ 48,357.7300	\$ 50,775.6200
		MONTHLY	\$ 3,315.3400	\$ 3,481.0000	\$ 3,655.1600	\$ 3,837.9200	\$ 4,029.8100	\$ 4,231.3000
		BIWEEKLY	\$ 1,530.1500	\$ 1,606.6600	\$ 1,687.0000	\$ 1,771.3500	\$ 1,859.9100	\$ 1,952.9100
		HOURLY	\$ 19.1269	\$ 20.0833	\$ 21.0874	\$ 22.1418	\$ 23.2489	\$ 24.4114
41		YEARLY	\$ 40,778.6300	\$ 42,817.5600	\$ 44,958.4400	\$ 47,206.3600	\$ 49,566.6800	\$ 52,045.0100
		MONTHLY	\$ 3,398.2200	\$ 3,568.1300	\$ 3,746.5400	\$ 3,933.8600	\$ 4,130.5600	\$ 4,337.0800
		BIWEEKLY	\$ 1,568.4100	\$ 1,646.8300	\$ 1,729.1700	\$ 1,815.6300	\$ 1,906.4100	\$ 2,001.7300
		HOURLY	\$ 19.6051	\$ 20.5854	\$ 21.6146	\$ 22.6954	\$ 23.8301	\$ 25.0216
42		YEARLY	\$ 41,798.0900	\$ 43,888.0000	\$ 46,082.4000	\$ 48,386.5200	\$ 50,805.8400	\$ 53,346.1400
		MONTHLY	\$ 3,483.1700	\$ 3,657.3300	\$ 3,840.2000	\$ 4,032.2100	\$ 4,233.8200	\$ 4,445.5100
		BIWEEKLY	\$ 1,607.6200	\$ 1,688.0000	\$ 1,772.4000	\$ 1,861.0200	\$ 1,954.0700	\$ 2,051.7700
		HOURLY	\$ 20.0952	\$ 21.1000	\$ 22.1550	\$ 23.2627	\$ 24.4259	\$ 25.6472
43	Utility Maintenance II	YEARLY	\$ 42,843.0500	\$ 44,985.2000	\$ 47,234.4600	\$ 49,596.1800	\$ 52,075.9900	\$ 54,679.7900
		MONTHLY	\$ 3,570.2500	\$ 3,748.7700	\$ 3,936.2000	\$ 4,133.0200	\$ 4,339.6700	\$ 4,556.6500
		BIWEEKLY	\$ 1,647.8100	\$ 1,730.2000	\$ 1,816.7100	\$ 1,907.5500	\$ 2,002.9200	\$ 2,103.0700
		HOURLY	\$ 20.5976	\$ 21.6275	\$ 22.7089	\$ 23.8443	\$ 25.0365	\$ 26.2884
44	Wastewater Operator Grade II	YEARLY	\$ 43,914.1200	\$ 46,109.8300	\$ 48,415.3200	\$ 50,836.0900	\$ 53,377.8900	\$ 56,046.7900
		MONTHLY	\$ 3,659.5100	\$ 3,842.4900	\$ 4,034.6100	\$ 4,236.3400	\$ 4,448.1600	\$ 4,670.5700
		BIWEEKLY	\$ 1,689.0000	\$ 1,773.4500	\$ 1,862.1300	\$ 1,955.2300	\$ 2,053.0000	\$ 2,155.6500
		HOURLY	\$ 21.1126	\$ 22.1682	\$ 23.2766	\$ 24.4404	\$ 25.6624	\$ 26.9456
45	Building Inspector Accounting Technician III	YEARLY	\$ 45,011.9800	\$ 47,262.5700	\$ 49,625.7000	\$ 52,106.9900	\$ 54,712.3400	\$ 57,447.9500
		MONTHLY	\$ 3,751.0000	\$ 3,938.5500	\$ 4,135.4800	\$ 4,342.2500	\$ 4,559.3600	\$ 4,787.3300
		BIWEEKLY	\$ 1,731.2300	\$ 1,817.7900	\$ 1,908.6800	\$ 2,004.1100	\$ 2,104.3200	\$ 2,209.5400
		HOURLY	\$ 21.6404	\$ 22.7224	\$ 23.8585	\$ 25.0514	\$ 26.3040	\$ 27.6192
46	Equipment Mechanic Utility/Facility Maintenance III Administrative Assistant II	YEARLY	\$ 46,137.2800	\$ 48,444.1400	\$ 50,866.3500	\$ 53,409.6600	\$ 56,080.1500	\$ 58,884.1500
		MONTHLY	\$ 3,844.7700	\$ 4,037.0100	\$ 4,238.8600	\$ 4,450.8100	\$ 4,673.3500	\$ 4,907.0100
		BIWEEKLY	\$ 1,774.5100	\$ 1,863.2400	\$ 1,956.4000	\$ 2,054.2200	\$ 2,156.9300	\$ 2,264.7800
		HOURLY	\$ 22.1814	\$ 23.2905	\$ 24.4550	\$ 25.6777	\$ 26.9616	\$ 28.3097
47		YEARLY	\$ 47,290.7100	\$ 49,655.2400	\$ 52,138.0000	\$ 54,744.9000	\$ 57,482.1500	\$ 60,356.2600
		MONTHLY	\$ 3,940.8900	\$ 4,137.9400	\$ 4,344.8300	\$ 4,562.0800	\$ 4,790.1800	\$ 5,029.6900
		BIWEEKLY	\$ 1,818.8700	\$ 1,909.8200	\$ 2,005.3100	\$ 2,105.5700	\$ 2,210.8500	\$ 2,321.3900
		HOURLY	\$ 22.7359	\$ 23.8727	\$ 25.0663	\$ 26.3197	\$ 27.6356	\$ 29.0174
48	Accountant I	YEARLY	\$ 48,472.9700	\$ 50,896.6200	\$ 53,441.4500	\$ 56,113.5300	\$ 58,919.2000	\$ 61,865.1600
		MONTHLY	\$ 4,039.4100	\$ 4,241.3900	\$ 4,453.4500	\$ 4,676.1300	\$ 4,909.9300	\$ 5,155.4300
		BIWEEKLY	\$ 1,864.3500	\$ 1,957.5600	\$ 2,055.4400	\$ 2,158.2100	\$ 2,266.1200	\$ 2,379.4300
		HOURLY	\$ 23.3043	\$ 24.4695	\$ 25.6930	\$ 26.9777	\$ 28.3265	\$ 29.7429
49		YEARLY	\$ 49,684.8000	\$ 52,169.0400	\$ 54,777.4900	\$ 57,516.3700	\$ 60,392.1800	\$ 63,411.7900
		MONTHLY	\$ 4,140.4000	\$ 4,347.4200	\$ 4,564.7900	\$ 4,793.0300	\$ 5,032.6800	\$ 5,284.3200
		BIWEEKLY	\$ 1,910.9500	\$ 2,006.5000	\$ 2,106.8300	\$ 2,212.1700	\$ 2,322.7800	\$ 2,438.9200
		HOURLY	\$ 23.8869	\$ 25.0813	\$ 26.3353	\$ 27.6521	\$ 29.0347	\$ 30.4864
50	Police Officers	YEARLY	\$ 50,926.9200	\$ 53,473.2600	\$ 56,146.9300	\$ 58,954.2700	\$ 61,901.9900	\$ 64,997.0900
		MONTHLY	\$ 4,243.9100	\$ 4,456.1100	\$ 4,678.9100	\$ 4,912.8600	\$ 5,158.5000	\$ 5,416.4200
		BIWEEKLY	\$ 1,958.7300	\$ 2,056.6600	\$ 2,159.5000	\$ 2,267.4700	\$ 2,380.8500	\$ 2,499.8900
		HOURLY	\$ 24.4841	\$ 25.7083	\$ 26.9937	\$ 28.3434	\$ 29.7606	\$ 31.2486
51	Park/Special Programs Lead Finance Manager Finance Manager/HR	YEARLY	\$ 52,200.0900	\$ 54,810.1000	\$ 57,550.6000	\$ 60,428.1300	\$ 63,449.5400	\$ 66,622.0100
		MONTHLY	\$ 4,350.0100	\$ 4,567.5100	\$ 4,795.8800	\$ 5,035.6800	\$ 5,287.4600	\$ 5,551.8300
		BIWEEKLY	\$ 2,007.7000	\$ 2,108.0800	\$ 2,213.4800	\$ 2,324.1600	\$ 2,440.3700	\$ 2,562.3900
		HOURLY	\$ 25.0962	\$ 26.3510	\$ 27.6686	\$ 29.0520	\$ 30.5046	\$ 32.0298
52		YEARLY	\$ 53,505.0900	\$ 56,180.3500	\$ 58,989.3700	\$ 61,938.8300	\$ 65,035.7800	\$ 68,287.5700
		MONTHLY	\$ 4,458.7600	\$ 4,681.7000	\$ 4,915.7800	\$ 5,161.5700	\$ 5,419.6500	\$ 5,690.6300
		BIWEEKLY	\$ 2,057.8900	\$ 2,160.7800	\$ 2,268.8200	\$ 2,382.2600	\$ 2,501.3800	\$ 2,626.4400
		HOURLY	\$ 25.7236	\$ 27.0098	\$ 28.3603	\$ 29.7783	\$ 31.2672	\$ 32.8306
53	Accountant II	YEARLY	\$ 54,842.7200	\$ 57,584.8600	\$ 60,464.1000	\$ 63,487.3100	\$ 66,661.6700	\$ 69,994.7500
		MONTHLY	\$ 4,570.2300	\$ 4,798.7400	\$ 5,038.6800	\$ 5,290.6100	\$ 5,555.1400	\$ 5,832.9000
		BIWEEKLY	\$ 2,109.3400	\$ 2,214.8000	\$ 2,325.5400	\$ 2,441.8200	\$ 2,563.9100	\$ 2,692.1100
		HOURLY	\$ 26.3667	\$ 27.6850	\$ 29.0693	\$ 30.5227	\$ 32.0489	\$ 33.6513
54	Executive Assistant/Deputy City Clerk/HR Water/Wastewater System Supervisor Senior Records Supervisor Senior Finance Supervisor	YEARLY	\$ 56,213.7900	\$ 59,024.4800	\$ 61,975.7000	\$ 65,074.4900	\$ 68,328.2100	\$ 71,744.6200
		MONTHLY	\$ 4,684.4800	\$ 4,918.7100	\$ 5,164.6400	\$ 5,422.8700	\$ 5,694.0200	\$ 5,978.7200
		BIWEEKLY	\$ 2,162.0700	\$ 2,270.1700	\$ 2,383.6800	\$ 2,502.8600	\$ 2,628.0100	\$ 2,759.4100
		HOURLY	\$ 27.0259	\$ 28.3772	\$ 29.7960	\$ 31.2858	\$ 32.8501	\$ 34.4926

RANGE	JOB TITLE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
55	Director of Child Development	YEARLY	\$ 57,619.1300	\$ 60,500.0900	\$ 63,525.1000	\$ 66,701.3500	\$ 70,036.4200	\$ 73,538.2400
		MONTHLY	\$ 4,801.5900	\$ 5,041.6700	\$ 5,293.7600	\$ 5,558.4500	\$ 5,836.3700	\$ 6,128.1900
		BIWEEKLY	\$ 2,216.1200	\$ 2,326.9300	\$ 2,443.2700	\$ 2,565.4400	\$ 2,699.7100	\$ 2,828.3900
		HOURLY	\$ 27.7015	\$ 29.0866	\$ 30.5409	\$ 32.0680	\$ 33.6714	\$ 35.3549
56	Director of Maintenance and Operations Corporal	YEARLY	\$ 59,059.6100	\$ 62,012.5900	\$ 65,113.2200	\$ 68,368.8800	\$ 71,787.3300	\$ 75,376.6900
		MONTHLY	\$ 4,921.6300	\$ 5,167.7200	\$ 5,426.1000	\$ 5,697.4100	\$ 5,982.2800	\$ 6,281.3900
		BIWEEKLY	\$ 2,271.5200	\$ 2,385.1000	\$ 2,504.3500	\$ 2,629.5700	\$ 2,761.0500	\$ 2,899.1000
		HOURLY	\$ 28.3940	\$ 29.8137	\$ 31.3044	\$ 32.8697	\$ 34.5131	\$ 36.2388
57		YEARLY	\$ 60,536.1000	\$ 63,562.9100	\$ 66,741.0500	\$ 70,078.1100	\$ 73,582.0100	\$ 77,261.1100
		MONTHLY	\$ 5,044.6800	\$ 5,296.9100	\$ 5,561.7500	\$ 5,839.8400	\$ 6,131.8300	\$ 6,438.4300
		BIWEEKLY	\$ 2,328.3100	\$ 2,444.7300	\$ 2,566.9600	\$ 2,695.3100	\$ 2,830.0800	\$ 2,971.5800
		HOURLY	\$ 29.1039	\$ 30.5591	\$ 32.0870	\$ 33.6914	\$ 35.3760	\$ 37.1448
58		YEARLY	\$ 62,049.5100	\$ 65,151.9800	\$ 68,409.5800	\$ 71,830.0600	\$ 74,421.5600	\$ 79,192.6400
		MONTHLY	\$ 5,170.7900	\$ 5,429.3300	\$ 5,700.8000	\$ 5,985.8400	\$ 6,285.1300	\$ 6,599.3900
		BIWEEKLY	\$ 2,386.5200	\$ 2,505.8500	\$ 2,631.1400	\$ 2,762.6900	\$ 2,900.8300	\$ 3,045.8700
		HOURLY	\$ 29.8315	\$ 31.3231	\$ 32.8892	\$ 34.5337	\$ 36.2604	\$ 38.0734
59		YEARLY	\$ 63,600.7400	\$ 66,780.7800	\$ 70,119.8200	\$ 73,625.8100	\$ 77,307.1000	\$ 81,172.4600
		MONTHLY	\$ 5,300.0600	\$ 5,565.0700	\$ 5,843.3200	\$ 6,135.4800	\$ 6,442.2600	\$ 6,764.3700
		BIWEEKLY	\$ 2,446.1800	\$ 2,568.4900	\$ 2,696.9200	\$ 2,831.7600	\$ 2,973.3500	\$ 3,122.0200
		HOURLY	\$ 30.5773	\$ 32.1061	\$ 33.7115	\$ 35.3970	\$ 37.1900	\$ 39.0252
60		YEARLY	\$ 65,190.7600	\$ 68,450.3000	\$ 71,872.8100	\$ 75,466.4600	\$ 79,239.7800	\$ 83,201.7700
		MONTHLY	\$ 5,432.5600	\$ 5,704.1900	\$ 5,989.4000	\$ 6,288.8700	\$ 6,603.3100	\$ 6,933.4800
		BIWEEKLY	\$ 2,507.3400	\$ 2,632.7000	\$ 2,764.3400	\$ 2,902.5600	\$ 3,047.6800	\$ 3,200.0700
		HOURLY	\$ 31.3417	\$ 32.9088	\$ 34.5542	\$ 36.2819	\$ 38.0960	\$ 40.0008
61		YEARLY	\$ 66,820.5300	\$ 70,161.5600	\$ 73,669.6400	\$ 77,353.1200	\$ 81,220.7700	\$ 85,281.8100
		MONTHLY	\$ 5,568.3800	\$ 5,846.8000	\$ 6,169.1400	\$ 6,446.0900	\$ 6,768.4000	\$ 7,106.8200
		BIWEEKLY	\$ 2,570.0200	\$ 2,698.5200	\$ 2,833.4500	\$ 2,975.1200	\$ 3,123.8800	\$ 3,280.0700
		HOURLY	\$ 32.1253	\$ 33.7315	\$ 35.4181	\$ 37.1890	\$ 39.0484	\$ 41.0009
62	Sergeant	YEARLY	\$ 68,491.0400	\$ 71,915.6000	\$ 75,511.3800	\$ 79,286.9400	\$ 83,251.2900	\$ 87,413.8600
		MONTHLY	\$ 5,707.5900	\$ 5,992.9700	\$ 6,292.6100	\$ 6,607.2500	\$ 6,937.9100	\$ 7,284.4900
		BIWEEKLY	\$ 2,334.2700	\$ 2,765.9800	\$ 2,904.2800	\$ 3,049.5000	\$ 3,201.9700	\$ 3,362.0700
		HOURLY	\$ 32.9284	\$ 34.5748	\$ 36.3035	\$ 38.1187	\$ 40.0247	\$ 42.0259
63		YEARLY	\$ 70,203.3200	\$ 73,713.4900	\$ 77,399.1600	\$ 81,269.1200	\$ 85,332.5700	\$ 89,599.2000
		MONTHLY	\$ 5,850.2800	\$ 6,142.7900	\$ 6,449.4300	\$ 6,772.4300	\$ 7,111.0500	\$ 7,406.6000
		BIWEEKLY	\$ 2,700.1300	\$ 2,835.1300	\$ 2,976.8900	\$ 3,125.7400	\$ 3,282.0200	\$ 3,446.1200
		HOURLY	\$ 33.7516	\$ 35.4392	\$ 37.2111	\$ 39.0717	\$ 41.0253	\$ 43.0765
64		YEARLY	\$ 71,958.4000	\$ 75,556.3200	\$ 79,334.1400	\$ 83,300.8500	\$ 87,465.8900	\$ 91,839.1800
		MONTHLY	\$ 5,996.5300	\$ 6,296.3600	\$ 6,611.1800	\$ 6,941.7400	\$ 7,288.8200	\$ 7,653.2700
		BIWEEKLY	\$ 2,767.6300	\$ 2,906.0100	\$ 3,051.3100	\$ 3,203.8800	\$ 3,364.0700	\$ 3,532.2800
		HOURLY	\$ 34.5954	\$ 36.3252	\$ 38.1414	\$ 40.0485	\$ 42.0509	\$ 44.1535
65		YEARLY	\$ 73,757.3600	\$ 77,445.2300	\$ 81,317.4900	\$ 85,383.3700	\$ 89,652.5400	\$ 94,135.1600
		MONTHLY	\$ 6,146.4500	\$ 6,453.7700	\$ 6,776.4600	\$ 7,115.2800	\$ 7,471.0400	\$ 7,844.6000
		BIWEEKLY	\$ 2,836.8200	\$ 2,978.6600	\$ 3,127.6000	\$ 3,283.9800	\$ 3,448.1700	\$ 3,620.5800
		HOURLY	\$ 35.4603	\$ 37.2333	\$ 39.0949	\$ 41.0497	\$ 43.1022	\$ 45.2573

RANGE	JOB TITLE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
66		YEARLY	\$ 75,601.3000	\$ 79,381.3600	\$ 83,350.4300	\$ 87,517.9500	\$ 91,893.8500	\$ 96,488.5400
		MONTHLY	\$ 6,300.1100	\$ 6,615.1100	\$ 6,945.8700	\$ 7,293.1600	\$ 7,657.8200	\$ 8,040.7100
		BIWEEKLY	\$ 2,907.7400	\$ 3,053.1300	\$ 3,205.7900	\$ 3,366.0800	\$ 3,534.3800	\$ 3,711.1000
		HOURLY	\$ 36.3468	\$ 38.1641	\$ 40.0723	\$ 42.0759	\$ 44.1797	\$ 46.3887
67		YEARLY	\$ 77,491.3300	\$ 81,365.9000	\$ 85,434.1900	\$ 89,705.9000	\$ 94,191.2000	\$ 98,900.7600
		MONTHLY	\$ 6,457.6100	\$ 6,780.4900	\$ 7,119.5200	\$ 7,475.4900	\$ 7,849.2700	\$ 8,241.7300
		BIWEEKLY	\$ 2,980.4400	\$ 3,129.4600	\$ 3,285.9300	\$ 3,450.2300	\$ 3,622.7400	\$ 3,803.8800
		HOURLY	\$ 37.2554	\$ 39.1182	\$ 41.0741	\$ 43.1278	\$ 45.2842	\$ 47.5484
68	Chief Plant Operator/Superintendent	YEARLY	\$ 79,428.6100	\$ 83,400.0400	\$ 87,570.0400	\$ 91,948.5400	\$ 96,545.9700	\$ 101,373.2700
		MONTHLY	\$ 6,619.0500	\$ 6,950.0000	\$ 7,297.5000	\$ 7,662.3800	\$ 8,045.5000	\$ 8,447.7700
		BIWEEKLY	\$ 3,054.9500	\$ 3,207.6900	\$ 3,368.0800	\$ 3,536.4800	\$ 3,713.3100	\$ 3,898.9700
		HOURLY	\$ 38.1868	\$ 40.0962	\$ 42.1010	\$ 44.2060	\$ 46.4163	\$ 48.7371
69	Director of Community Development	YEARLY	\$ 81,414.3300	\$ 85,485.0400	\$ 89,759.2900	\$ 94,247.2600	\$ 98,959.6200	\$ 103,907.6000
		MONTHLY	\$ 6,784.5300	\$ 7,123.7500	\$ 7,479.9400	\$ 7,853.9400	\$ 8,246.6400	\$ 8,658.9700
		BIWEEKLY	\$ 3,131.3200	\$ 3,287.8900	\$ 3,452.2800	\$ 3,624.8900	\$ 3,806.1400	\$ 3,996.4500
		HOURLY	\$ 39.1415	\$ 41.0986	\$ 43.1535	\$ 45.3112	\$ 47.5767	\$ 49.9556
70		YEARLY	\$ 83,449.6800	\$ 87,622.1700	\$ 92,003.2800	\$ 96,603.4400	\$ 101,433.6100	\$ 106,505.2900
		MONTHLY	\$ 6,954.1400	\$ 7,301.8500	\$ 7,666.9400	\$ 8,050.2900	\$ 8,452.8000	\$ 8,875.4400
		BIWEEKLY	\$ 3,209.6000	\$ 3,370.0800	\$ 3,538.5900	\$ 3,715.5200	\$ 3,901.2900	\$ 4,096.3600
		HOURLY	\$ 40.1200	\$ 42.1260	\$ 44.2323	\$ 46.4440	\$ 48.7662	\$ 51.2045
71		YEARLY	\$ 85,535.9300	\$ 89,812.7200	\$ 94,303.3600	\$ 99,018.5300	\$ 103,969.4500	\$ 109,167.9200
		MONTHLY	\$ 7,127.9900	\$ 7,484.3900	\$ 7,858.6100	\$ 8,251.5400	\$ 8,664.1200	\$ 9,097.3300
		BIWEEKLY	\$ 3,289.8400	\$ 3,454.3400	\$ 3,627.0500	\$ 3,808.4000	\$ 3,998.8300	\$ 4,198.7700
		HOURLY	\$ 41.1230	\$ 43.1792	\$ 45.3382	\$ 47.6051	\$ 49.9853	\$ 52.4846
72	Finance Director	YEARLY	\$ 87,674.3200	\$ 92,058.0400	\$ 96,660.9400	\$ 101,493.9900	\$ 106,568.6900	\$ 111,897.1200
		MONTHLY	\$ 7,306.1900	\$ 7,671.5000	\$ 8,055.0800	\$ 8,457.8300	\$ 8,880.7200	\$ 9,324.7600
		BIWEEKLY	\$ 3,372.0900	\$ 3,540.6900	\$ 3,717.7300	\$ 3,903.6100	\$ 4,098.8000	\$ 4,303.7400
		HOURLY	\$ 42.1511	\$ 44.2587	\$ 46.4716	\$ 48.7952	\$ 51.2349	\$ 53.7967
73		YEARLY	\$ 89,866.1800	\$ 94,359.4900	\$ 99,077.4700	\$ 104,031.3400	\$ 109,232.9100	\$ 114,694.5500
		MONTHLY	\$ 7,488.8500	\$ 7,863.2900	\$ 8,256.4600	\$ 8,669.2800	\$ 9,102.7400	\$ 9,557.8800
		BIWEEKLY	\$ 3,456.3900	\$ 3,629.2100	\$ 3,810.6700	\$ 4,001.2100	\$ 4,201.2700	\$ 4,411.3300
		HOURLY	\$ 43.2049	\$ 45.3651	\$ 47.6334	\$ 50.0151	\$ 52.5158	\$ 55.1416
74		YEARLY	\$ 92,112.8400	\$ 96,718.4800	\$ 101,554.4000	\$ 106,632.1200	\$ 111,963.7300	\$ 117,561.9100
		MONTHLY	\$ 7,676.0700	\$ 8,059.8700	\$ 8,462.8700	\$ 8,886.0100	\$ 9,330.3100	\$ 9,796.8300
		BIWEEKLY	\$ 3,542.8000	\$ 3,719.9400	\$ 3,905.9400	\$ 4,101.2400	\$ 4,306.3000	\$ 4,521.6100
		HOURLY	\$ 44.2850	\$ 46.4993	\$ 48.8242	\$ 51.2654	\$ 53.8287	\$ 56.5202
75		YEARLY	\$ 94,415.6600	\$ 99,136.4400	\$ 104,093.2600	\$ 109,297.9300	\$ 114,762.8200	\$ 120,500.9600
		MONTHLY	\$ 7,867.9700	\$ 8,261.3700	\$ 8,674.4400	\$ 9,108.1600	\$ 9,563.5700	\$ 10,041.7500
		BIWEEKLY	\$ 3,631.3700	\$ 3,812.9400	\$ 4,003.5900	\$ 4,203.7700	\$ 4,413.9500	\$ 4,634.6500
		HOURLY	\$ 45.3921	\$ 47.6617	\$ 50.0448	\$ 52.5471	\$ 55.1744	\$ 57.9332
76	Chief of Police	YEARLY	\$ 96,776.0500	\$ 101,614.8500	\$ 106,695.5900	\$ 112,030.3700	\$ 117,631.8900	\$ 123,513.4900
		MONTHLY	\$ 8,064.6700	\$ 8,467.9000	\$ 8,891.3000	\$ 9,335.8600	\$ 9,802.6600	\$ 10,292.7900
		BIWEEKLY	\$ 3,722.1600	\$ 3,908.2600	\$ 4,103.6800	\$ 4,308.8600	\$ 4,524.3000	\$ 4,750.5200
		HOURLY	\$ 46.5269	\$ 48.8533	\$ 51.2960	\$ 53.8608	\$ 56.5538	\$ 59.3815
77		YEARLY	\$ 99,195.4500	\$ 104,155.2200	\$ 109,362.9800	\$ 114,831.1300	\$ 120,572.6900	\$ 126,601.3200
		MONTHLY	\$ 8,266.2900	\$ 8,679.6000	\$ 9,113.5800	\$ 9,569.2600	\$ 10,047.7200	\$ 10,550.1100
		BIWEEKLY	\$ 3,815.2100	\$ 4,005.9700	\$ 4,206.2700	\$ 4,416.5800	\$ 4,637.4100	\$ 4,869.2800
		HOURLY	\$ 47.6901	\$ 50.0746	\$ 52.5784	\$ 55.2073	\$ 57.9676	\$ 60.8660
78		YEARLY	\$ 101,675.3400	\$ 106,759.1000	\$ 112,097.0600	\$ 117,701.9100	\$ 123,587.0100	\$ 129,766.3600
		MONTHLY	\$ 8,472.9400	\$ 8,896.5900	\$ 9,341.4200	\$ 9,808.4900	\$ 10,298.9200	\$ 10,813.8600
		BIWEEKLY	\$ 3,910.5900	\$ 4,106.1200	\$ 4,311.4300	\$ 4,527.0000	\$ 4,753.3500	\$ 4,991.0100
		HOURLY	\$ 48.8824	\$ 51.3265	\$ 53.8928	\$ 56.5875	\$ 59.4168	\$ 62.3877
79		YEARLY	\$ 104,217.2200	\$ 109,428.0800	\$ 114,899.4800	\$ 120,644.4600	\$ 126,676.6800	\$ 133,010.5200
		MONTHLY	\$ 8,684.7700	\$ 9,119.0100	\$ 9,574.9600	\$ 10,053.7000	\$ 10,556.3900	\$ 11,084.2100
		BIWEEKLY	\$ 4,008.3500	\$ 4,208.7700	\$ 4,419.2100	\$ 4,640.1700	\$ 4,872.1800	\$ 5,115.7900
		HOURLY	\$ 50.1044	\$ 52.6097	\$ 55.2401	\$ 58.0021	\$ 60.9023	\$ 63.9474
80		YEARLY	\$ 106,822.6500	\$ 112,163.7800	\$ 117,771.9700	\$ 123,660.5700	\$ 129,843.6000	\$ 136,335.7800
		MONTHLY	\$ 8,901.8900	\$ 9,346.9800	\$ 9,814.3300	\$ 10,305.0500	\$ 10,820.3000	\$ 11,361.3100
		BIWEEKLY	\$ 4,108.5600	\$ 4,313.9900	\$ 4,529.6900	\$ 4,756.1800	\$ 4,993.9800	\$ 5,243.6800
		HOURLY	\$ 51.3570	\$ 53.9249	\$ 56.6211	\$ 59.4522	\$ 62.4248	\$ 65.5460
81		YEARLY	\$ 109,493.2200	\$ 114,967.8800	\$ 120,716.2700	\$ 126,752.0800	\$ 133,089.6900	\$ 139,744.1700
		MONTHLY	\$ 9,124.4300	\$ 9,580.6600	\$ 10,059.6900	\$ 10,562.6700	\$ 11,090.8100	\$ 11,645.3500
		BIWEEKLY	\$ 4,211.2800	\$ 4,421.8400	\$ 4,642.9300	\$ 4,875.0800	\$ 5,118.8300	\$ 5,374.7800
		HOURLY	\$ 52.6410	\$ 55.2730	\$ 58.0367	\$ 60.9385	\$ 63.9854	\$ 67.1847

RANGE	JOB TITLE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
82		YEARLY	\$ 112,230.5500	\$ 117,842.0700	\$ 123,734.1800	\$ 129,920.8900	\$ 136,416.9300	\$ 143,237.7800
		MONTHLY	\$ 9,352.5500	\$ 9,820.1700	\$ 10,311.1800	\$ 10,826.7400	\$ 11,368.0800	\$ 11,936.4800
		BIWEEKLY	\$ 4,316.5600	\$ 4,532.3900	\$ 4,759.0100	\$ 4,996.9600	\$ 5,246.8100	\$ 5,509.1500
		HOURLY	\$ 53.9570	\$ 56.6548	\$ 59.4876	\$ 62.4620	\$ 65.5851	\$ 68.8643
83	City Manager	YEARLY	\$ 130,000.0000	\$ 143,150.2700	\$ 150,307.7800	\$ 157,823.1700	\$ 165,714.2800	\$ 174,000.0000
		MONTHLY	\$ 10,833.3300	\$ 11,929.1900	\$ 12,525.6400	\$ 13,151.9300	\$ 13,809.5200	\$ 14,500.0000
		BIWEEKLY	\$ 5,000.0000	\$ 5,505.7700	\$ 5,781.0600	\$ 6,070.1200	\$ 6,373.6200	\$ 6,692.3000
		HOURLY	\$ 62.5000	\$ 68.8221	\$ 72.2633	\$ 75.8765	\$ 79.6702	\$ 83.6538

Updated 2/3/2020

AGENDA ITEM: 10

MEETING DATE: February 6, 2020

DEPARTMENT: Administration

REPORT TO THE CITY COUNCIL

SUBJECT:

Adoption of Revised and Updated Personnel Policies for Parlier City Employees.

RECOMMENDATION:

Adopt Resolution Approving Revised and Updated Policies for Parlier City Employees

DISCUSSION:

During 2019, the Personnel Policies were revised with respect to various provisions relating to vacation accruals, sick leave payment, overtime work, workdays and work weeks. Those changes are incorporated into the Personnel Policy Manual that is presented with this report. The City Council requested, and staff has developed changes to the following policies:

1. Attendance Sick Leave Policy Section 14

The policy has been changed so that absences longer than three days require a doctor's note.

2. Section 26 has been amended to add a subdivision F which permits the buy-out at the rate of 1 day's pay for each one and one-half day of accrued vacation exchanged by the employee for payment in lieu of vacation leave and allows the City Administrator to permit, by issuing the appropriate personnel action form any employee to exceed, by 60 hours, the maximum accrual of 240 hours and continue to accrue vacation leave during that period of time.

3. At section 27 maximum accruals of sick leave pay have been eliminated.

Beyond the foregoing Staff has made the necessary alterations to various policies so that the policies conform to current law. The policies were adopted in January 2003 and, apparently, had not been updated since that date, although multiple laws have changed.

RECOMMENDATION:

Adopt Resolution Approving Revised and Update Personnel Policies for Parlier City Employees.

Prepared by:

Neal E. Costanzo, City Attorney

RESOLUTION NO. 2020-_____

A	RESOLUTION OF		
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TH	E C	ITY	
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WH **EREA** **S**, beginning in August 2019, and culminating in this regular meeting of the City Council of the City of Parlier on February 6, 2020, the Council has approved multiple changes to the City of Parlier Personnel Policies; and

WH **EREA** **S**, the changes made to the Policies during 2019 related to changes to the work week and work day, overtime compensation, and payment for sick leave in addition to accruals for vacation time; and

WH **EREA** **S**, the alterations to the Personnel Rules made and adopted by this Resolution consist of the following:

- (A) A change from five days to three days for absences requiring a doctor's note;
- (B) A change at Section 26 of rules relating to allowable accruals of vacation pay;
- (C) An elimination of a cap on accrual of sick leave; and

WH **EREA** **S**, the remainder of the policy manual has been updated to conform with controlling provisions of law and the Council has been presented with a completely revised Personnel Policies for Parlier City Employees.

NOW, TH EREF ORE, BE IT
RESOLVED A S
F OLLOWS:

1. The forgoing recitals are true and correct.
2. The Parlier Personnel Policies for Parlier City Employees, a full and complete copy of which is attached to this Resolution is approved and adopted as the City Employee or Personnel Policies.

The foregoing Resolution was approved and adopted at a special meeting of the City Council of the City of Parlier held on February 6, 2020, by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

Alma Beltran, Mayor of the
City of Parlier

ATTEST

Bertha Augustine, City Clerk

PERSONNEL POLICIES FOR PARLIER CITY EMPLOYEES

**APPROVED BY THE PARLIER CITY COUNCIL
FEBRUARY 6, 2020**

ADOPTED BY

**THESE POLICIES APPLY TO ALL CITY EMPLOYEES EXCEPT TO THE
EXTENT THESE POLICIES CONFLICT WITH A TERM OR CONDITION
OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY AND
AN EMPLOYEE ORGANIZATION.**

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SECTION I

EMPLOYMENT CATEGORIES, HOURS AND PAY

1. EMPLOYMENT CATEGORIES

- A. Employees are classified as either Competitive Service Employees or At-Will Employees.

- (i) **Competitive Service Employees** are defined in the Personnel Ordinance and include, but are not limited to, the following positions:

Executive Assistant/Deputy City Clerk	Equipment Mechanic
Senior Administrative Assistant	Facility Maintenance Worker 1/11
Administrative Assistant 1/11	Lifeguard
Animal Control Officer	Recreation Specialist 1/11
Associate Planner	Senior Utility Maintenance Worker
Assistant Planner	Utility Maintenance Worker 1/11
Accounting Technician 1/11/111	Building Inspector 1/11
Code Enforcement Officer	Event Custodian
Wastewater Treatment Plant Operator 1/11	
Wastewater Treatment Plant Operator Trainee 1/11	

Police Lieutenant	Reserve Police Officer
Police Sergeant	Police Jailer
Police Corporal	Senior Police Records Technician
Police Officer	Police Records Technician 1/11

Competitive Service Employees serve a probationary period, generally, of up to six months. The probationary period can be extended for up to an additional six months. The probationary period for the Police Department is one year. (Please see the Personnel Ordinance for more information on probationary periods).

- (ii) **At-Will Employees** are all employees who are exempt from overtime who are not covered by an employee bargaining unit, and include the following positions:

City Manager	Director of Maintenance and Operations
Police Chief	Director of Economic Development
Director of Administrative Services	Director of Community Development
Community Services Superintendent	

- B. Employees are classified as either exempt or non-exempt (hourly) per state and federal regulations.

- (i) **Exempt** employees are not entitled to overtime pay. They are expected to work whatever hours are required to get the job done for the weekly salary they are being paid. Exempt employees are not paid extra when it is necessary for them to put in additional time to get the job done. But, when exempt employees need to take occasional time off to deal with personal

business (i.e. an hour here or there), the employee's salary is not reduced for the time that he/she takes off of work.

- (ii) **Non-exempt** employees are paid on an hourly basis. Whenever they work more than forty hours in a single workweek, they are paid additional wages at one and one-half times their regular rate of pay. However, whenever they take time off from work for personal business (other than vacation, sick time and compensation time off), they are not paid for that time not worked.
- C. Additionally, employees are classified as Permanent Full Time, Permanent Part Time or Temporary. Permanent means that an employee is hired to work on an ongoing basis, with a defined workweek and either a defined salary or hourly rate.
- (i) **Permanent Full Time:** Employees who were hired as the result of a competitive examination process and successfully completed probation, as well as department directors and the City Manager, and who are regularly scheduled to work between thirty-two (32) and forty (40) hours per week.
 - (ii) **Permanent Part Time:** Employees who were hired as the result of a competitive examination process and successfully completed probation, and are hired for no more than twenty hours per week.
 - (iii) **Temporary:** Employees who are hired to work for a limited period of time not to exceed 180 days or 900 hours in any calendar year.
- D. An employee in a Temporary position will not become a Permanent Full Time or Permanent Part Time employee just by working more hours or an extended period of time. A change in status can only be made in writing by the proper authority. Please see the Personnel Ordinance for other definitions of employment categories.

2. WORKWEEK AND WORKDAY

Except where otherwise provided, the regular workweek for all employee positions is between thirty-two (32) and forty (40) hours. The workweek shall begin on Saturday at 12:01 a.m. and end the following Friday at midnight. The workday is a consecutive twenty-four hour period beginning at 12:01 a.m. and ending at midnight.

3. WORK SCHEDULE

For employees regularly scheduled for a forty (40) hour work week, the Work Scheduled may be:

- Five consecutive 8-hour days on and two consecutive days off; or
- Four consecutive 9-hour days on and one 4-hour day on, and two consecutive days off within a week.
- Exceptions may apply to employees in the Police Department, Recreation and Leisure and other Public Works positions.

4. EXCHANGE OF WORK SHIFTS

- A. All exchanges of work shifts must be approved in advance and in writing by the department head/supervisor.

5. OVERTIME

- A. When operating requirements or other needs cannot be met during regular working hours, employees may be scheduled to work overtime hours. When possible, advance notification of overtime will be provided. The department head/supervisor must approve all overtime in advance of it being worked. Overtime assignments will be distributed as equally as is practical to all employees qualified to perform the required work.
- B. Overtime is paid per federal wage and hour regulations and is based on actual hours worked. All time worked over forty hours in a single workweek and the first eight hours worked on the seventh consecutive day worked in a work week will be paid at one and one-half times the employee's regular hourly rate of pay. All time worked all hours worked over twelve hours on the seventh consecutive day worked in a work week will be paid at double time the employee's regular rate of pay. Paid time off for sick time, unpaid leaves of absence, vacation, holidays, jury duty and other such time, is not considered as time worked and will not be considered when calculating overtime hours and pay.
- C. Employees who fail to work scheduled overtime or who work overtime without prior authorization from the department head/supervisor may be subject to disciplinary action.
- D. If an employee is required to work longer than the regular workweek, he/she shall be paid for the approved overtime by:
 - (i) Being allowed off a like amount of working hours during the same pay period without deduction from the employee's compensation; or
 - (ii) Payment for such overtime at one-and one-half times the employee's regular rate of pay; or
 - (iii) Accumulating such overtime as "compensatory time off" to be taken during subsequent pay periods, the accumulation of which may not exceed eighty hours.
- E. The employee may decide if he/she wants to be paid overtime in the pay period it was worked, take time off instead of being paid overtime in that same pay period, or accumulate overtime as compensatory time off. The maximum number of compensatory hours an employee may accumulate is eighty hours. Anything over eighty hours will be paid out to the employee.

6. REST AND MEAL PERIODS

- A. Employees are required to take one rest period of fifteen minutes in length for each 4-hour period worked unless operational needs otherwise dictates. To the extent possible, breaks will be provided in the middle of each work period. Since these rest periods are paid time, employees cannot leave their work site nor be

absent from their workstation beyond the allotted rest period unless prior approval by the department head/supervisor is obtained.

- B. Employees may take up to a 1-hour meal period during each workday, however, they *are required to take a minimum of thirty minutes* for their meal period. Department heads/supervisors will schedule meal periods to accommodate operating requirements. Employees are relieved of all active responsibilities and are not paid during their meal periods.
- C. *Lactation breaks* may be provided to nursing mothers. If you are a nursing mother who needs to express milk while at work, you may do so during your regularly scheduled rest and meal periods. If for some reason those times do not allow you to complete the process, and additional time is needed, upon notification to your department head/supervisor, the City will make every effort to accommodate your request for additional time on a non-paid basis and to provide a private place for this purpose.

7. TIMEKEEPING

- A. Non-exempt employees must keep accurate records of actual time worked. The City is required to keep an accurate record of actual time worked in order to calculate employee pay and benefits. Non-exempt employees must accurately record the time they begin and end their workday, the beginning and ending time of any split shift, beginning and time of their meal period, and beginning and ending time of work time taken off for personal reasons. The employee's immediate supervisor must approve all overtime worked in advance.
- B. Altering, falsifying, or tampering with timesheets, or recording time on another employee's time record will result in disciplinary action.
- C. Non-exempt employees should report to work no more than seven minutes prior to their scheduled starting time and end their work no more than seven minutes after their scheduled ending time. Any change from the above schedule requires advance written approval from the department head/supervisor.
- D. Non-exempt employees must sign their timesheets certifying the accuracy of the times recorded. The department head/supervisor will review and sign the timesheet for payroll processing. Both the non-exempt employee and the department head/supervisor must initial all corrections and modifications to the time sheets that will attest to its accuracy.

8. PAYDAYS

Employees are paid bi-weekly, no later than every other Friday. Each paycheck will include earnings for all work performed through the end of the previous payroll period. In the event a regularly scheduled payday falls on a holiday (i.e. a Friday), employees will be paid no later than on the preceding Thursday.

9. STANDBY TIME

Standby Time is generally not paid unless an employee is under the control of the City, meaning he/she has to remain at or near his/her workstation ready to work if needed. As an example, an employee who is on-call or on standby and who is called back to

work, shall be paid one-and one-half times the employee's regular rate of pay for each hour or fraction thereof worked in excess of eight hours per day.

10. PAY ADVANCES

The City does not provide pay advances or extension of credit on wages to any employee.

11. ACTING PAY

Employees appointed to serve in the position of Acting City Manager or Acting Department Head, shall receive an additional compensation called "Acting Pay" during the period of such assignment. For Acting Pay to occur, the City Manager or Department Head must be away from his/her official duties for a period of not less than seventy-two hours. Acting Pay shall be a ten to twenty percent increase over the employee's regular base pay, at the discretion of the City Manager. During the period that such employees are receiving Acting Pay, they shall be considered "exempt" under applicable federal wage and hour laws. No additional benefits shall be earned or accrued during such assignment.

12. ADMINISTRATIVE PAY CORRECTIONS

- A. The City takes all reasonable steps to assure that employees receive the correct amount of pay in each paycheck and employees are paid promptly on scheduled paydays.
- B. In the event there is an error in the amount of pay, the employee should promptly report any errors to his/her department head/supervisor head so that a correction can be made as quickly as possible. Underpayments and overpayments will be corrected in the next regular paycheck unless this presents a burden to the employee (where there is a substantial amount owed). In that case, the City will attempt to arrange a schedule of repayments minimizing the inconvenience to all involved.

13. PAY DEDUCTIONS (INCLUDING GARNISHMENTS)

- A. The law requires that the City make certain deductions from every employee's pay such as: federal and state income taxes, social security and Medicare taxes, wage garnishments (per court order only). The City offers others programs and benefits. Eligible employees may voluntarily authorize deductions from their paychecks for dependent support, credit union savings and net check direct deposit for any legal purpose. If the City is given a mandatory garnishment order for the employee, the City will also deduct a processing fee from the employee's paycheck for each payday the order is in effect, as authorized by the garnishing authority. However, such fee shall not exceed the statutory amount as prescribed by law.
- B. If you have any questions concerning why a particular deduction was made from your paycheck or how it was calculated, your supervisor can assist in having your questions answered.

14. ATTENDANCE-SICK LEAVE POLICY

- A. Being at work on time on a consistent basis is a condition of employment. Each department will maintain attendance records, and employees who experience excessive absenteeism, unauthorized late arrivals or absences, will be subject to disciplinary action.
- B. Employees are required to call their department head/supervisor prior to the start of their regular shift to advise of any late arrivals or absences. Failure to call in advance of an absence and/or failure to show up for work without calling in will be violation of the Attendance-Sick Leave Policy and result in disciplinary action. Failure to call in and show up for work for three days in a row will result in termination unless justification is provided. Even though paid sick leave is a benefit provided to all permanent, full-time employees, missing work every month may be considered excessive absenteeism. Excessive absenteeism is generally considered to be:
 - (i) Using sick leave every month for three or more months in a row without justification; and/or
 - (ii) Being late to work or from lunch six or more times in a month; and/or
 - (iii) Having a total of six absences in a six-month period (an absence can be up to three days with a doctor's note).
- C. Absences longer than three days will require a doctor's note, and an extensive review by the department head/supervisor will ensue to determine whether the employee should be allowed continued employment. Generally, absences from work for a period of greater than three days without a doctor's note is considered abandonment of his/her job, resulting in termination. Disciplinary action will be determined on a case-by-case basis. The City will consider any special circumstances such as issues related to disabilities as defined by the state and federal laws.

SECTION II

EMPLOYEE RELATIONS

15. PERSONNEL FILES

- A. A personnel file is maintained for each City employee. The personnel file includes the employee's job application, resume, record of training, documentation of performance, evaluations, salary changes, disciplinary actions, commendations, and other employment records.
- B. The personnel file is the property of the City and access to it is restricted. Only personnel having a legitimate reason may review personnel files.
- C. Employees who wish to review their own personnel file should contact the Personnel Office. With reasonable advance notice, employees may review their own personnel files in the presence of an individual appointed by the City Manager to maintain such files.

16. REFERENCE AND BACKGROUND CHECKS

To protect all parties, only the City Manager or his designee is authorized to verify employment for any current employee. Only the date of hire and position title will be provided to any individual or company without written authorization of the employee. Verification of any additional information will be provided only with the employee's written authorization and will only be provided in writing.

17. EMPLOYMENT REFERENCE INQUIRIES

Only the City Manager or his designee is authorized to provide employment references for current or prior employees. Unless otherwise authorized by the City Manager, only the dates of employment, positions(s) held, and last salary will be confirmed and only in writing. All letters of recommendation will be at the discretion of the City Manager and will be provided only in response to interested employers.

18. RESIGNATION

At-will and competitive service employees are encouraged to give at least two weeks' notice of their voluntary resignation. While it is not an absolute requirement, the City will consider the notice period provided by the employee when considering an employee's eligibility for rehire. A written letter of resignation is to be provided to the employee's department head/supervisor stating the general reason for the resignation and the effective date. The employee may be requested to attend an exit interview with the City Manager. The request for a notice of resignation does not alter the status of an employee who is considered at-will.

19. LAYOFFS

The City will make every effort to give all Permanent Full Time and Permanent Part Time employees two weeks' notice of a layoff where possible. Employees to be laid off will be determined based on the provisions of Layoff Procedures, Chapter 4.04 and 4.06 of the Personnel Ordinance. As stated in those procedures, the employee holding the position

may be laid off or demoted to a vacancy, if any, in a lower class for which the employee is qualified. The employee affected by the layoff has the right to displace an employee in the same department who has less seniority in a lower classification in which the affected employee once had regular status.

20. TERMINATIONS

Involuntary terminations for Competitive Service employees will be conducted per Personnel Ordinance, Chapter 4.03 and for at-will employees based on Chapter 4.06. All equipment, uniforms, keys, vehicles and other City-owned property must be returned at the time of the termination. The City will ensure that all accrued and vested benefits will be paid at the time of termination, and the employee will be advised of his/her COBRA and unemployment benefits. An exit interview will usually be conducted as part of the exit process.

21. PERSONNEL DATA CHANGE

It is the responsibility of each employee to promptly notify the City Manager's Office of changes in their personnel status, including the following matters:

- Personal mailing addresses; telephone numbers; number, names and ages of dependents; marriage status; individuals to be contacted in the event of an emergency; professional licenses; educational accomplishments; driving license revocation; arrests and/or convictions of any criminal offense; and citations for activities while engaged in City business.

22. EMPLOYMENT APPLICATIONS

- A The City relies upon the accuracy of information contained in the employment application, as well as the accuracy of other data presented during the hiring process. Any important misrepresentation or falsification of such information may result in the City's exclusion of the individual from further consideration for employment or, after the person has been hired, termination of employment. Employees should review Personnel Ordinance Sections 4.08.010 through 4.08.130.
- B. It is the applicant's responsibility to notify the Personnel Department of his/her interest in available positions.

23. PERFORMANCE EVALUATIONS

Department heads/supervisors are encouraged to discuss job performance and goals with employees on an informal, day-to-day basis. Formal performance evaluations are conducted prior to the expiration of an employee's probationary period. Performance evaluations are a tool to use in recognizing employee's achievements, strengths and areas needing improvement. Employees are generally reviewed annually.

24. PROPERTY, PRIVACY AND SEARCH POLICY

- A. Desks, storage areas, work areas, file cabinets, credenzas, computer systems, office telephones, modems, facsimile machines, copiers, and City vehicles are the property of the City and must be kept in good, clean condition at all times and

are to be used only for work purposes, except as provided in this policy. The City reserves the right, at all times, and without prior notice, to inspect and search any and all City property for the purpose of determining whether this policy or any other City policy has been violated, or whether such inspection and investigation is necessary for purposes of safety in the workplace or compliance with state and federal laws. Such inspection may be conducted during or after business hours and in the presence or absence of the employee.

- B. Additionally, the City may request the right to inspect personal property of the employee when there is reasonable cause to suspect that a violation of City policy or work rules has occurred, including but not limited to, the presence of illegal drugs, alcohol, weapons or other contraband, or to investigate allegation of theft or unauthorized possession of City and/or co-worker property. An employee's personal property includes but is not limited to the employee's automobile, lunch box, cooler, purse, parcels and similar items. (Note: an employee who has a license to carry a weapon may not do so on City property or business.) Failure of the employee to consent to the search of his/her personal property under these circumstances will require a review of the facts by management without consideration of the employee's refusal to consent to the search. The City reserves the right to impose discipline, up to and including termination, depending upon the facts that exist in a particular situation.
- C. The City's computer systems and other technical resources including any voice mail, or e-mail systems, are provided for use in the pursuit of City business and are to be reviewed, monitored and used only in that pursuit, except as provided in this policy. As a result, computer data, voice mail and e-mail are readily available to several people. If an employee performs or sends work on the City's computer systems or other technical resources, that work may be subject to the investigation, search and review of others per this policy. Additionally, any electronically stored communications that an employee either sends to or receives from others may be retrieved and reviewed where such investigation serves the legitimate business interests and obligations of the City.
- D. Employees of the City may be permitted to use the City's equipment for occasional, non-City business, with the permission of the employee's department head/supervisor or City Manager. Nevertheless, the employee has no right of privacy as to any information or file maintained in or on the City's property or transmitted or stored through the City's computer systems, voice mail, e-mail or any other technical resources. For purposes of inspecting, investigating or searching employee's computerized files or transmissions, voice mail, or e-mail, the City may override any applicable passwords or codes in accordance with the best interests of the City, its employees, clients, customers or visitors. All bills and other documentation related to the use of the City's equipment or property are the property of the City and may be viewed and used for purposes that the City considers appropriate.
- E. Using the internet, e-mail, or voice mail for illegal, harassing, discriminatory purposes (i.e. accessing pornographic sites, sending cartoons or jokes that are sexual or discriminatory in nature, sending notes/letters that are harassing or sexual in nature to co-workers or anyone else) during working and/or non-working hours is not permitted. Additionally, messages on the City's voice mail or e-mail systems are subject to the policies regarding harassment, discrimination and illegal activity, as are any other workplace communications. Offensive, harassing or discriminatory content in such messages will not be tolerated.

Any violation of this policy will be subject to disciplinary action. Where City provided technology has been used for illegal purposes, management will cooperate with any legitimate law enforcement agency.

- F. Employees are not to read or use files that they are not authorized to use or read. Unauthorized review, copying, distribution, removal, damage or alteration of files, passwords, computer systems or programs, or other property of the City, or improper use of information obtained by unauthorized means, may be grounds for disciplinary action. Any current, terminating or former employee who removes City information such as that noted above and including but not limited to customer files, proposals, RFP's, and other similar information will be subject to legal ramifications.

SECTION III

EMPLOYEE BENEFITS

Except as otherwise provided by existing Memorandum of Understandings, or as subsequently adopted by the City Council, the following employee benefits are provided:

25. HOLIDAYS

- A. The City will grant holiday time off with pay to all Permanent Full Time employees on the days listed below:

New Year's Day (January 1)
Martin Luther King, Jr. Day (third Monday in January)
President's Day (third Monday in February)
Caesar Chavez Day (last Friday in March)
Memorial Day (last Monday in May)
Independence Day (July 4)
Labor Day (first Monday in September)
Veterans' Day (November 11)
Thanksgiving (fourth Thursday in November)
Day after Thanksgiving
Christmas (December 25)
Floating Holiday (two)

- B. A recognized holiday that falls on a Saturday will be observed on the preceding Friday. A recognized holiday that falls on a Sunday will be observed on the following Monday.
- C. If a holiday falls during an eligible employee's paid absence (i.e. vacation), credit for the holiday will be provided. If a non-exempt employee works on a holiday, he/she will receive holiday pay plus his/her regular rate of pay for the hours worked.
- D. The "floating holidays" referred to above are earned each year. To be eligible for a floating holiday, employees must complete one year of service as a Permanent employee. The floating holiday must be scheduled with the prior approval of the employee's department head/supervisor at least three days before taking it. Additionally, the City may pay the floating holiday at the request of the employee and the approval of the department head/supervisor. The floating holiday must be taken or paid with the fiscal year the holiday is earned or it will be lost.
- E. Paid time off for all holidays will not be counted as hours worked for the purposes of determining overtime.

26. VACATION

- A. Vacation time off with pay is available to only Permanent Full Time employees in order to provide opportunities for rest, relaxation, and personal pursuits.

Years of Service:

0 through 4 years
5 through 10 years
11 years plus

Vacation Accrual Rate:

3.69 hours per pay period=8 hours per month
5.54 hours per pay period=12 hours per month
6.46 hours per pay period=14 hours per month

- B. In the event one or more City holidays fall within an eligible employee's vacation leave, such holiday shall not be charged as vacation leave. Employees on military leave earn vacation and holiday pay during such leave.
- C. Permanent Full Time employees begin to accrue paid vacation leave from the first day they officially enter an employment classification. Once the probationary period is completed, employees are eligible to take accrued vacation. As an example, even though a probationary employee has a total of thirty hours of vacation time after working four months, the employee cannot take that vacation time off with pay until he/she completes the probationary period, which may be six months.
- D. To take vacation, employees must submit their vacation request to their department head/supervisor in writing. A vacation will not be granted until the department head/supervisor has approved the vacation in writing. The requests will be granted based on a number of factors, including the business and staffing requirements of the City. Vacation leave is paid in the same manner as work time.
- E. Subject to subdivision F, below, an employee will cease to earn or accrue any additional paid vacation time upon accruing a total of two hundred forty (240) hours of vacation time which remains unused. Employees who have accrued more than two hundred forty (240) hours of paid vacation leave prior to the adoption of this policy shall retain the vested right to the amount of accrued vacation time earned, but shall not accrue any further vacation time unless and until the amount of accrued time earned falls below two hundred forty (240) hours.
- F. Notwithstanding subdivision E, above, employees having 200 hours or more of accrued vacation may request, and the City Administrator or City Manager, or his or her designee, shall grant a request to receive cash payment for accrued and unused vacation. The amount of vacation paid to the employee pursuant to this provision shall be for 100 hours, or less, within any one calendar year. Employees requesting payment in lieu of vacation leave shall receive payment equal to eight hours at the employee's regular rate of pay for each 12 hours of accrued vacation leave paid to the employee in lieu of vacation leave. The City Manager, City Administrator, or his or her designee, may approve any employee exceeding by 60 hours the 240 hour maximum accrual allowed by subdivision E of this section and to continue to accrue vacation leave beyond 240 hours up to a maximum of 300 hours.
- G. Upon termination of employment, employees will be paid for unused vacation leave earned through the last day of work at the rate of his/her pay at date of termination.

27. PAID SICK LEAVE

- A. The City provides paid sick leave benefits to all Permanent Full Time employees for periods of temporary absence due to personal illness or injury.
- B. Permanent Full Time Employees accrue sick leave benefits at the rate of 3.69 hours per pay period, and begin earning such benefit when they officially enter an employment classification. Permanent Full Time employees may use sick leave for an absence due to their own illness or injury, and may use sick leave to care for an ill child (defined to mean a biological, foster or adopted child, a stepchild, a legal ward), parent, spouse, domestic partner (when a Declaration of Domestic Partnership has been filed with the Secretary of State), and child of a domestic

partner. For medical or dental appointments, all employees must generally submit a request for sick leave form at least three days in advance.

- C. All permanent, part-time or temporary employees who have worked more than 30 days shall receive a lump sum 24 hours (3 days) sick leave at the beginning of each year of employment. There shall be no accrual or carry over of unused sick leave for anyone other than Permanent Full-Time Employees.
- D. All employees who are unable to report to work due to illness or injury should notify their department head/supervisor before the scheduled start of the workday and submit a sick leave form the day they return to work. The department head/supervisor must also be notified on each additional day of absence. Absences not reported in such manner may be subject to disciplinary action.

Any employee absent for three or more consecutive days due to illness or injury may be required to submit a physician's statement to his/her department head/supervisor. Such statement may also be requested for other sick leave absences. Before returning to work from a sick leave absence of ten calendar days or more, an employee may be required to provide a physician's verification that he/she may safely return to work.

- E. Upon receiving approval from the City Manager, accrued vacation leave may be used for sickness when all of an employee's sick leave has been exhausted. Time off without pay may be used with permission of the City Manager (see below).
- F. All employees shall cease to earn or accrue any additional sick leave once the employee accrues 48 hours or 6 days of sick leave that remains unused. Employees who had accrued more than forty-eight 48 hours of sick leave as of the date of the adoption of this policy shall not accrue any further sick leave time until the total of accrued time falls below forty-eight (48) hours. At the end of calendar year 2019, employees with accrued sick leave pay in excess of forty-eight hours, shall be paid for the unused sick leave balance that exceeds forty-eight (48) hours at the rate of 50% of the employee's rate of pay per hour.
- G. Upon termination, the unused sick leave balance is not to be paid to the employee.

28. BEREAVEMENT LEAVE

Permanent Full Time employees are eligible for up to five days paid bereavement leave in the event of the death of a person in the employee's immediate family. Immediate family means the employee's father, step-father, mother, step-mother, brother, step-brother, sister, step-sister, spouse, children, grandparents, parents-in-law, or any other relative residing in the employee's household, or under the employee's care. For the death of other persons, vacation, compensation time or time off without pay may be requested from the City Manager. Vacation and sick leave continues to accrue during the period of bereavement leave.

29. PENSION PLAN

The City contributes annually to CalPERS (a defined benefit pension plan) for its Permanent Full Time employees. The employees are currently not required to make contributions.

30. DEFERRED COMPENSATION

The City offers two deferred compensation plans to its Permanent Full Time employees. For exempt employees, the City will contribute up to 4.5% of the employees annual pre-tax compensation, with a required dollar for dollar match by the employee. Employees may authorize voluntary deductions from their pay up to the statutory limits allowed by the IRS on a pre-tax dollar basis. Information will be provided by the City Manager's office regarding this benefit.

31. FLEXIBLE BENEFIT PLANS-CAFETERIA PLAN

The City offers three flexible benefit plans to Permanent Full Time employees. Each plan complies with IRS Code Section 125 that allows for pre-tax dollars to be voluntarily

deducted from the employee's pay for the purposes of (1) out-of-pocket medical expense reimbursements, (2) daycare expense reimbursement, and (3) insurance premium conversion to pre-tax dollars.

32. MEDICAL, DENTAL AND VISION BENEFITS

- A. The City provides medical, dental and vision benefits for Permanent Full Time employees and their dependents. Employees are required to pay a small amount as deemed necessary by the City Council through payroll withholding if they choose to cover their family.
- B. Employees who are covered by their spouse's benefits can sign a form stating that they do not need the medical, dental and vision benefits combined (and not just medical or just dental or just vision, or any combination thereof) because they have other coverage. Instead of these benefits, each payday employees may receive either an additional \$35 or the amount that is equal to one-half of the premium for a single employee under age 30.
- C. Medical, dental and vision benefits become effective the first day of the month following the completion of the first thirty days of employment.

33. WORKERS' COMPENSATION

- A. The City provides a comprehensive workers' compensation program at no cost to all employees. This program covers any injury or illness sustained in the course of employment that requires medical care or requires the employee to be off from work. Subject to applicable requirements, workers' compensation provides benefits after a short waiting period or, if the employee is hospitalized, immediately.
- B. Employees who are injured on the job must inform their department head/supervisor immediately. No matter how minor an on-the-job injury may appear, it is important that it be reported immediately. This will enable the employee to qualify for coverage as quickly as possible, and allow the City to take corrective action in preventing further similar occurrences.
- C. Neither the City nor its workers' compensation administrator will be liable for the payment of workers' compensation benefits for injuries that occur during an employee's voluntary participation in off-duty recreational, social, or athletic activities sponsored by the City. City employees who are required to work on weekends or holidays are covered during such periods.

34. SURVIVOR INCOME LIFE INSURANCE

The City provides to its Permanent Full Time employees survivor income life insurance. Information regarding this benefit can be obtained at the City Manager's Office.

35. LONG-TERM DISABILITY

The City provides to its Permanent Full Time employees long-term disability insurance. Information regarding this benefit can be obtained at the City Manager's Office.

36. LEAVES WITHOUT PAY

Family and Medical Leave

1. The purpose of this policy is to clarify how City of Parlier will implement the Family and Medical Leave Act of 1993 (FMLA). The provisions of the employment agreement shall prevail, notwithstanding the contents of this policy, unless said provisions are in conflict with the FMLA.

2. **Eligibility.** To be eligible for leave under the FMLA, an employee must have: (1) been employed by City of Parlier for at least 12 months, which need not be consecutive; (2) worked for City of Parlier at least 1,250 hours during the 12 months immediately preceding the commencement of leave; and, (3) be employed at a worksite where the District employs at least fifty (50) employees within seventy-five (75) miles of the worksite.

3. **Leave Benefit.** Eligible employees will be provided with up to 12 weeks of unpaid leave each year to care for a newborn, adopted, or foster child or for a seriously ill child, parent, or spouse. In addition, employees who are unable to perform the functions of their position because of a serious health condition will also be entitled to 12 weeks of unpaid leave. "Serious health condition" is defined as an illness, injury, impairment, or physical or mental condition that entails

(1) inpatient care in a hospital, hospice, or residential medical care facility;
or,

(2) continuing treatment by a health care provider.

To be eligible for leave under the FMLA, the employee will first be required to use applicable accrued paid leaves permitted by the City, including vacation leave and sick leave for the first part of the 12-week statutory leave. Paid leave may not be added to the end of the 12 weeks of unpaid leave without the City Manager's prior approval. If a husband and wife are both employed by City of Parlier, the total number of workweeks of leave to which both may be entitled shall be limited to 12 weeks if leave is taken for the birth, adoption, or foster placement of a child or for the purpose of caring for a seriously ill parent.

4. Employees on leave who were previously covered by City of Parlier's health benefit shall continue to be covered at the level and under the conditions that coverage would have been provided if the employee were continuing to work.

5. At the end of the leave the employee will be reinstated to their previous position or to an equivalent job with equivalent pay, benefits, and working conditions. However, the employees will not accrue seniority or employment benefits during the leave period. City of Parlier may also require the employee to obtain medical certification that they are able to resume work.

6. Employee Obligations. If an employee requests leave for the birth, adoption, or the foster placement of a child, and the need for leave is foreseeable, the employee must provide his or her division manager with at least 30 days' notice. However, if the date of the birth, adoption, or foster placement requires that leave begin in less than 30 days, the employee must provide the division manager with as much notice as practicable. If the employee requests leave because of a serious health condition, the employee must provide the division manager with 30-days' notice, or with as much notice as practicable.

7. Employees seeking leave due to a serious health condition must provide the division manager with medical certification regarding their condition. The City Manager may require employees to obtain, at City of Parlier's expense, a second opinion. If the second opinion differs from the first, the City Manager may require a third opinion from a mutually agreed on health care provider.

8. For most leaves, employees will not be permitted to take their leave intermittently or on a reduced-leave schedule without the City Manager's approval. However, intermittent leave or a reduced-leave schedule may, if medically necessary, be taken by the employee because of a serious health condition. An employee who seeks intermittent leave or leave on reduced-leave schedule because of planned medical treatment may be required to transfer temporarily to a different position, with equivalent working conditions, that accommodates recurring periods of leave better than the employee's regular job.

A. Extended Sick Leave (Without Pay)

- (i) On written request of the employee, the City Manager may authorize extended sick leave *without pay* for up to six months. Additionally, the City Manager may authorize extended sick leave beyond family leave (i.e. when FM/CFR Leave has been exhausted), for up to an additional six months to allow the employee to recover from a personal illness or injury, as follows:
 - a. The employee must have used up all his/her accumulated leave;
 - b. The employee presents a certification from his/her physician or health care provider stating the time off is required and provides the estimated date of return; the City reserves the right to request a second opinion by a medical examiner of its choice, at its expense, regarding the employee's ability to return to his/her regular job duties.
 - c. The City will comply with state and federal regulations regarding reasonable accommodations for employees with disabilities.
 - d. Employees who do not return to work at the end of their approved leave will be considered to have voluntarily resigned their employment from the City.
 - e. The City cannot guarantee the employee's reinstatement to his/her permanent position but will make reasonable accommodations where they do not pose an undue hardship on the City.
 - f. The City will not pay for the employee's health insurance benefits; however, the employee may be eligible to continue

their health insurance benefits under COBRA.

g. The employee will not accrue vacation and sick leave hours.

B. Personal Leave Without Pay

- (i) The City Manager may approve Personal Leave Without Pay to Permanent Full-Time employees who wish to take time off from work to fulfill personal obligations.
- (ii) As soon as an employee becomes aware of the need for Personal Leave Without Pay, he/she should request such leave from his/her department head/supervisor.

- (iii) Personal Leave Without Pay may be granted for a period of up to ten workdays each year. If the initial period of absence proves insufficient, consideration will be given to a single extension of no more than seven workdays. With the department head/supervisor approval, an employee may use any available vacation leave (not available sick leave) as part of the approved period of leave.
- (iv) Requests for Personal Leave Without Pay will be considered in light of anticipated work and staffing requirements during the proposed period of absence.
- (v) Subject to the terms, conditions, and limitations of the applicable plans, the City will continue to provide health insurance benefits for the full period of the approved Personal Leave Without Pay.
- (vi) When Personal Leave Without Pay ends, every reasonable effort will be made to return the employee to the same position, if it is available, or to a similar available position for which the employee is qualified. However, the City cannot guarantee reinstatement in all cases.
- (vii) If an employee fails to report to work promptly at the expiration of the approved Personal Leave Without Pay period, the City will assume the employee has resigned.
- (viii) The employee will not accrue any vacation or sick leave during the period of Personal Leave Without Pay.

C. Family School Partnership Act

An employee who is the parent or guardian of a child K-12 grade may be permitted up to forty hours of time off per year to participate in school activities. Employees are limited to no more than eight hours off for this purpose in any calendar month. Additionally, employees who are the parent or guardian of a child who has been suspended from school will be permitted time off if requested to appear at the school in connection with that suspension. When time off is taken for these purposes, employees will be required to use any accrued vacation (not sick time); otherwise all time off will be without pay.

D. Domestic Violence Unpaid Leave

Employees who are the victim of domestic violence will be permitted to take unpaid time off as needed to help ensure their own health, safety and welfare, as well as that of their child. Victims of domestic violence must provide reasonable advance notice, when possible, regarding their needs to take time off to get a restraining order, seek court assistance, seek medical attention for injuries, obtain services from a domestic violence shelter or program, obtain psychological counseling, participate in safety planning or other similar activities related to domestic violence. An employee who takes such time off may use vacation or sick time off for this purpose. Leave for this purpose will be handled in accordance with the FM/CFRA Leave policy and procedure.

37. ADMINISTRATIVE LEAVE

The City Manager may grant up to 80 hours of administrative leave per fiscal year to exempt employees. Unused Administrative Leave at the end of each fiscal year will be converted to vacation hours.

38. JURY DUTY

- A The City encourages employees to fulfill their civic responsibilities by serving on juries when required. Permanent Full Time and Permanent Part Time employees will be paid for jury duty calculated on the employee's base pay rate times the number of hours missed from work because of jury duty.
- B. Such employees must show their jury duty summons to their department head/supervisor as soon as possible so that arrangements can be made to accommodate their absence. Employees are expected to report for work whenever the court schedule permits.
- C. Either the City or the employee may request an excuse from jury duty if the employee's absence would create serious operational difficulties.
- D. The City will continue to provide health insurance benefits for the full term of the jury duty absence; and vacation, sick leave, and holiday benefits will accrue during the jury duty leave.
- E. Employees receiving jury service fees shall remit such fees to the Finance Department in order to be considered "at work" for payroll purposes during the time spent serving on the jury. The employee is entitled to retain any mileage or parking allowance paid by the court.

39. WITNESS DUTY

- A The City encourages employees to appear in court for witness duty when subpoenaed to do so.
- B. Permanent Full Time and Permanent Part Time employees subpoenaed as witnesses by the City or by third parties for events that they witnessed within the scope and course of their employment with the City, shall receive their regular pay for the period they are required to be away from work.
- C. All employees subpoenaed as witnesses to appear in court in other situations shall not be entitled to receive pay from the City.
- D. The subpoena should be shown to the employee's department head/supervisor immediately after it is received so that the City's operating requirements can be adjusted to accommodate the employee's absence. The employee is expected to report for work whenever the court schedule permits.

40. VOTING TIME

Employees who are unable to vote during non-work hours may arrange in advance to take up to (2) hours off from work with pay to vote in a public election. In order to qualify, employees may obtain advance approval from their department head/supervisor.

41. BENEFITS CONTINUATION (COBRA)

- A The federal Consolidated Omnibus Budget Reconciliation Act (COBRA) gives eligible employees and their qualified beneficiaries the opportunity to continue health insurance coverage under a City health plan when a "qualifying event" would normally result in the loss of eligibility. Some common qualifying events are termination of employment, death of an employee, reduction in an

employee's hours, an employee's divorce or legal separation, and a dependent child that no longer meets eligibility requirements. Under COBRA, the employee or beneficiary pays the full cost of coverage at the City group rate, plus an administration fee of no more than 2%.

- B. The City will provide each eligible employee with a written notice describing rights granted under COBRA when the employee becomes eligible for coverage under the City's health plan. The notice contains important information about the employee's rights and obligations.

SECTION IV

WORK AND SAFETY POLICIES/STANDARDS

42. SMOKING

In keeping with the City's commitment to provide a safe and healthy work environment, smoking is prohibited inside all City buildings. Employees shall restrict their smoking to outside areas and shall dispose of their butts in an appropriate container.

43. USE OF COMMUNICATION DEVICES

Communication is a vital part of the City's business. Personal uses of communication devices (e-mail, internet, telephones, cell phones, faxes) should be limited to emergencies and unusual circumstances. Personal calls should be brief. It is the employees responsibility to reimburse the City for all personal long distance calls placed on City provided phones.

44. VISITORS

Employees are requested to receive as few personal visitors as possible during working hours. This policy is due to the impositions on employee work-time and interruptions in work areas caused by extra people in the building. Personal visits should be kept to a minimum time.

45. GIFTS

Employees shall not accept any gifts, money or gratuities from any person receiving benefits or services under any City program or from any person in a position to benefit from a City action.

46. PERSONAL MAIL

- A. Personal mail should be delivered to the employee's residence. The City's address should not be used for receiving personal mail.
- B. City stationary is to be used for City business only. The City reserves the right to open any letter addressed and/or delivered to the City, or mailed in City stationary or at City expense, unless marked "personal" or "confidential".

47. USE OF EQUIPMENT AND VEHICLES

- A. Equipment and vehicles used in performing job duties can be expensive and difficult to replace. When using such equipment, employees are expected to exercise care, perform required maintenance, and follow all operating instructions, safety standards, and guidelines.
- B. Employees shall notify the department head/supervisor if any equipment, machines, tools, or vehicles appear to be damaged, defective, or in disrepair. Prompt reporting of damages, defects and the need for repairs could prevent deterioration of equipment and possible injury to employees or others.

- C. Improper, careless, negligent, unlawful, destructive, or unsafe use or operation of equipment or vehicles can result in disciplinary action. Performance evaluations shall include review of the employee's use of equipment and tools in his/her care.
- D. All employees using City vehicles must have a valid California driver's license. Employees using their own vehicles for City business must have a valid California driver's license and liability insurance. Copies of the driver's license and insurance coverage must be filed with the Personnel Office.

48. EMERGENCY CLOSING

Emergencies such as severe weather, fires, power failures, or earthquakes can disrupt City operations. In extreme cases, these conditions may require the closing of a work facility. When operations are officially closed due to emergency conditions, employees will be paid for actual hours worked only. Non-exempt employees may be asked to work on a day when operations are generally closed. In these circumstances, non-exempt employees will receive overtime for work in excess of eight hours per day.

49. CITY AUTHORIZED TRAVEL POLICY

- A. The City has adopted a City Authorized Travel Policy that defines and clarifies authorized reimbursable travel and business expenses incurred by City employees, elected officials and board members of City Commissions. Your department has a copy of the policy.
- B. Employees should contact their department head/supervisor for guidance and assistance on procedures related to travel arrangements, travel advances, expense reports, reimbursement for specific expenses, and any other business travel that is covered by the policy.
- C. Violation of the City Authorized Travel Policy, including falsifying expense reports to reflect costs not incurred by the employee can result in disciplinary action.
- D. Any employee who is involved in an accident while traveling on City business must promptly report the incident to his/her department head/supervisor. Vehicles owned, leased or rented by the City may not be used for personal business without prior approval. Only authorized personnel shall ride in City owned or rented vehicles.

50. CONFLICTS OF INTEREST

- A. Employees are required to conduct their business activities so as to avoid actual and potential conflicts of interest. An actual or potential conflict of interest occurs when an employee is in a position to make or influence a decision on behalf of the City that may result in a financial gain or loss for that employee or for a close relative of the employee. Thus, if an employee has any influence on a transaction, purchase, contract, or lease with relatives or with companies in which the employee or his/her relatives have any financial interest, it is imperative that the employee discloses that relationship to his/her department head/supervisor as soon as possible, so that safeguards can be established to protect all parties.
- B. Financial gain exists not only in cases where an employee or relative of an employee has a significant ownership in a firm with which the City does business,

but also when an employee or relative of an employee receives any kickback, bribe, gift, or special consideration as a result of any transaction or business dealings involving the City.

- C. The materials, products, designs, plans, ideas, and data of the City of Parlier are the property of the City and should never be given to an outside individual except through normal channels and after appropriate authorization. Any improper transfer of such materials or the disclosure of confidential information, even though it is not apparent that such action has resulted in financial gain to an employee, constitutes unacceptable conduct. Employees who violate this policy will be subject to disciplinary action.

51. NON-DISCLOSURE OF CONFIDENTIAL INFORMATION

The protection of confidential business information and trade secrets is vital to the functioning of the City. Such confidential information includes, but is not limited to the following: personnel information, matters within the attorney-client privilege, closed City Council meeting discussions, and business license or utility customer data. Any employee who discloses trade secrets or confidential information, during or after leaving the City's employment, to persons not authorized to receive such information including the employee's family members, will be subject to disciplinary action, even if he/she does not personally benefit from the disclosure. The City reserves the right to take all legal action available when this policy is violated.

52. CODE OF ETHICS AND CONDUCT WITH PUBLIC

- A. It is neither ethical nor polite to make derogatory, insulting or defamatory remarks about employees, subordinates or supervisors in public or while on the job. Reprimands of subordinates should take place in private, rather in front of the public of other employees.
- B. Your image is our image. You represent the City of Parlier to the public. For this reason, all City employees coming in contact with the public must at all times exhibit respect, patience and courtesy. All personnel in telephone contact with the public must be courteous, patient, and speak in a pleasant tone of voice.

53. PERSONAL APPEARANCE

- A. Dress, grooming, and personal cleanliness contribute to the morale of all employees and affect the business image of the City to its customers and visitors. Consequently, your personal neatness and appropriate attire enhance your professional appearance and inspire confidence in your ability as well as that of the City.
- B. During business hours, employees are expected to present a clean and neat appearance and to dress according to the requirements of their positions. Employees who appear at work inappropriately dressed will be sent home and directed to return to work in proper attire. In such circumstances, employees will not be compensated for their time away from work. Repeated offenses may result in disciplinary action.

- C. Employees in all areas are expected to abide by the City's dress code as follows:
- (i) Clothing must be clean and in good repair;
 - (ii) Clothing must serve its minimum purpose of concealment and not offend the current standards of taste of the public;
 - (iii) Clothing must be safe and in consideration of work location;
 - (iv) Backless dresses, tank tops, t-shirts, play-wear, or beach-wear is not allowed.

54. RETURN OF PROPERTY

- A. Employees are responsible for City property issued to them or in their possession or control, including, but not limited to:
- (i) Credit cards
 - (ii) Equipment
 - (iii) Identification badges
 - (iv) Keys
 - (v) Manuals
 - (vi) Protective equipment and clothing
 - (vii) Security passes
 - (viii) Tools
 - (ix) Uniforms
 - (x) Vehicles
 - (xi) Written materials
 - (xii) Computers
 - (xiii) Calculators
 - (xiv) Scanners
 - (xv) Printers
 - (xvi) Cellular telephones
 - (xvii) Pagers
- B. Employees must return all City property to their department head/supervisor on or before their last day of work. When permitted, the Finance Department may withhold from the employee's check the cost of any items not returned when required. The City may also take other action to recover or protect its property.

55. SAFETY COMMITTEE

- A. The City has an Injury Illness Prevention Program (IIPP) that provides policies, procedures, and responsibilities for safety in the workplace. A Workplace Safety Committee has been established to administer the IIPP. The success of the City's safety program depends on all employees doing their part by following the

safety rules, reporting hazards, attending safety meetings, and following safe practices.

- B. The City provides information to employees about workplace safety and health issues through regular internal communications, including supervisor-employee meetings, bulletin board postings, memos, and other communications. The City would like employees to make suggestions to improve the safety of our work environment. Employees may take recommendations to department heads/supervisors or the Safety Committee. Concerns and recommendations about workplace safety can be submitted in writing without signing your name. No one will be disciplined for reporting safety concerns or making recommendations.
- C. Each employee is expected to obey safety rules and exercise caution in all work activities. Employees must immediately report any unsafe condition to the appropriate supervisor. Employees who violate safety rules, create hazardous or dangerous situations, or fail to report or, where appropriate, remedy such situations, may be subject to disciplinary action.
- D. In case of accidents that result in injury, regardless of how insignificant the injury may appear, employees should immediately notify the appropriate department head/supervisor. Such reports are necessary to comply with safety laws and initiate workers' compensation procedures.

56. WORKPLACE VIOLENCE

- A. All employees are important to the work of the City and deserve to be treated with respect. We will not tolerate disrespectful conduct, threatening comments or behavior, or intimidating behavior toward any employee, management or any other person. This type of conduct may be considered a form of violent behavior.
- B. If you receive or overhear any threatening, intimidating or disrespectful communications from an employee or outside third party of the City, report it to your department head/supervisor at once. Do not engage in a physical or verbal confrontation with a potentially violent individual. If you encounter an individual who is threatening immediate harm to an employee or third party of the City, call 911 immediately.
- C. The City will take prompt action, up to and including discharge, against any employee who engages in threatening behavior or an act of violence or uses threatening language or gestures. The City will also take appropriate action against former employees or visitors who engage in such behavior, including notifying the police or other law enforcement personnel.

SECTION - IV

57. SEXUAL HARASSMENT POLICY

In compliance with federal, state and local laws and consistent with the City of Parlier Equal Employment Opportunity Program Policy Statement, the City of Parlier is committed to providing a work environment that is free of discrimination and bias. The City of Parlier strictly prohibits harassment of any employee, volunteer, or applicant in

any form, whether based on race, color, religion, national origin, sex, age, disability, pregnancy, childbirth or related medical conditions, marital status, sexual orientation, or any other basis protected by federal, state or local law or ordinance. This policy applies to all employees, regardless of job title. Further, this policy applies to the workplace, as well as to conduct in work-related settings, such as during business trips, workshop/training or business-related social events.

The City of Parlier is committed to providing a work environment in which all individuals are treated with respect and dignity. Consistent with commitment, this policy prohibits all inappropriate and unprofessional conduct directed at an individual because of a protected characteristic, even if such conduct does not rise to the level of illegal harassment.

In particular, sexual harassment is unacceptable conduct and is prohibited in the work environment. The City of Parlier will not tolerate any of its employees, including contracted employees and volunteer, engaging in sexual harassment.

The Equal Employment Opportunity Commission defines sexual harassment as follows:

"Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when submission to or rejection of this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment."

Sexual harassment can manifest itself in many forms. For example:

Written: Sexually suggestive or obscene letters, notes or invitations.

Verbal: Sexually-derogatory comments, slurs, jokes, remarks or epithets. It is not necessary to use graphic or sexually-explicit language to verbally harass someone. Otherwise benign language, spoken in a suggestive tone of voice or accompanied by visual or physical harassment, also may constitute sexual harassment.

Visual: Leering, looking someone "up and down," making sexual gestures, displaying sexually suggestive objects, pictures, cartoons, or posters.

Physical: Any unwanted touching (including criminal acts, such as rape and attempted rape) or impeding or blocking movement. Common physical gestures such as hugging may be improper when considered in context with other comments and/or behaviors.

Other examples of sexual harassment may include:

Subjecting employees in work environments to gender-based hazing.

Making unwelcome sexual advances, even in situations where the relationship began with a mutual attraction.

Making reprisals, threats of reprisal, or implied threats of reprisal following a negative response to a request for sexual favors. For example, threatening to withhold, or actually withholding support for an appointment, promotion, or change of assignment and making reprisals against an individual who has filed a sexual harassment complaint. Any form of reprisal or retaliation is prohibited and will result in disciplinary

action, up to and including termination.

Making comments about a co-worker's anatomy.

Engaging in implicit or explicit coercive sexual behavior that is used to control, influence, or affect the career, salary, and/or work environment of another employee. This also may include situations in which an individual is treated less favorably because others have acquiesced to sexual advances.

Offering favors or employment benefits, such as promotions, favorable performance evaluations, favorable assigned duties or shifts, recommendations, reclassifications, etc., in exchange for sexual favors.

Repeatedly asking an employee out, "hanging around" an employee with no legitimate work-related reason and pursuing an employee in or out of the workplace may violate this policy. If the behavior is unwelcome, it is a violation of this policy, even if no job benefit is lost, and even if there is no superior/subordinate relationship involved.

Engaging in any written, verbal, physical and/or visual behavior (as defined above) that results in an on-going intimidating, hostile or offensive work environment impacting the recipient's ability to do his or her job. This includes "third party" complaints. A third party is someone who is not directly involved with the interaction, but who may overhear or observe offensive behavior.

Use of sexually patronizing terms such as "honey," "doll," "chick," "hunk," "stud," or "babe."

The following are terms often used when talking about sexual harassment:

Quid Pro Quo -When employment decisions are based upon an employee's acceptance or rejection of unwelcome sexual behavior.

Hostile Work Environment - May result from unwelcome sexual behavior or offensive, hostile, and/or intimidating behavior directed at an employee because of that employee's gender.

Sex Discrimination - Occurs when employment decisions are based upon an employee's gender or when an employee is treated differently because of his/her sex.

Third-Party Sexual Harassment -Unwelcome sexual behavior that is directed toward one person, but negatively affects another individual's work environment.

Gender Baiting - Behavior that denigrates, ridicules, and/or is physically abusive of an employee because of his/her sex.

Duty of Managers/Supervisors:

Managers/Supervisors are responsible for creating a business-like work environment free from harassment of any kind and retaliation. This includes closely scrutinizing their own actions to ensure compliance with this policy. In addition,

Managers/Supervisors must make themselves available and create a work environment that provides employees with opportunities for open communication to discuss potential violations of this policy. No influence may be used to dissuade an employee from airing a complaint. Managers/Supervisors also are responsible for

monitoring the workplace for retaliation after a complaint is filed.

Managers/Supervisors are required to discuss this policy with all new employees on the first day both are at work. All employees are required to sign the Certification of Understanding-Sexual Harassment Policy at the time the policy is discussed.

Managers/supervisors are responsible for taking direct, effective action to stop conduct that violates this policy when they know, or should have known, about such conduct. Ignorance of such conduct is not necessarily an acceptable defense for inaction. Managers/Supervisors should work with the EEO Office and Personnel to ensure that any action taken is effective in stopping the inappropriate conduct.

When Sexual Harassment Occurs:

Although not required by this policy, it may be helpful for individuals who believe they have been subjected to conduct that violates this policy to inform the individual that his/her behavior is unwelcome, offensive, or inappropriate. This may be the first and only action needed to end the harassment.

Employees who believe they have been subjected to conduct that violates this policy shall contact their supervisor, Manager or the EEO Officer/Investigator.

Sexual harassment shall be reported in writing or verbally. An Employee may report such activities even though he/she is not the Target of the harassment.

The City of Parlier will investigate promptly and thoroughly all alleged violations of this policy. While absolute confidentiality is not possible, the City will act with discretion during the investigatory process and confidentiality will be maintained to the extent practical and appropriate under the circumstances.

Upon completion of the investigation, the City of Parlier will take appropriate corrective action against any individual whom it determines violated this policy. Corrective action may include, but is not limited to, counseling, suspension, or termination. IN addition, employees should be aware that a complaint of harassment may be filed in civil court, which, if successful, may result in personal liability for the employee. The City will not pay damages assessed personally against an individual. In addition, the City will take disciplinary action – termination is one possible action against any employee who engage in sexual harassment.

Protection Against Retaliation:

No employee will be subject to, and the City of Parlier strictly prohibits, any form of retaliation or reprisal for reporting alleged violations of this policy, pursuing any such claim, testify, assist or cooperating in any way in the investigation of such claims.

EEO Officers in the City of Parlier are:

City Manager

Administrative Services Director

One Employees Representative appointed by Employees.

Additional Information:

The Department of Fair Employment and Housing (DFEH) is the State Agency that resolves complaints of unlawful discrimination, including sexual harassment. After a complaint is files, the DFEH has one year to investigate the complaint. To contact

DFEH, consult the local telephone directory under State Government Offices or ask directory assistance for the number of Department of Fair Employment and Housing headquarters in Sacramento.

The Equal Employment Opportunity Commission is the Federal Agency that resolves sexual harassment claims. To contact the commission, consult directory assistance for Washington D.C.

If they find a complaint is justified, state and federal agencies have the power to order, among other actions, the wronged party be hired, given back pay, promoted, reinstated or granted damages for emotional distress. The agencies may also order the violators to pay large fines.

58. DRUG-FREE WORKPLACE POLICY

To provide for the health and safety of employees, and visitors, the City of Parlier (City) supports and will maintain a drug-free working and living environment. The unlawful manufacture, distribution, dispensation, possession, or use of controlled substances or the unauthorized use of alcohol by City employees or visitors on all City of Parlier's properties/vehicles is prohibited.

Employees may not be at work under the influence of alcohol or while unlawfully using controlled substances. This policy provides minimum standards; City departments or contracts may impose stricter standards.

The consumption of alcohol at events where the City has authorized such use is permitted. At such events the use must be sanctioned by the City as well as permitted by the appropriate state agency. Only individuals of legal drinking age may consume alcohol at these events. Security Guards or Police Officers must be retained at such events and keep on guard during the event at the expense of event holder.

POLICY GUIDELINES

Definitions

Controlled substances/drugs - include, but are not limited to: (a) narcotics, such as opium, heroin, morphine and synthetic substitutes; (b) depressants, such as chloral hydrate, barbiturates, and methaqualone; (c) stimulants, such as cocaine (and any derivatives) and amphetamines; (d) hallucinogens, such as LSD, mescaline, PCP, peyote, psilocybin, Ecstasy, and MOMA; and (e) cannabis, such as marijuana and hashish; (f) any chemical compound added to federal or state regulations and denoted as a controlled substance, except that marijuana and cannabis shall not be considered a controlled substance.

City properties - any building or land owned, leased, or used by The City.

City vehicle - any vehicle owned, leased or operated by The City of Parlier.

Medical Review Officer (MRO) - physician officially designated by regulated agency with specific training in Department of Transportation drug and alcohol regulations and drug testing requirements.

Testing for Reasonable Suspicion - testing for a specific cause that is conducted immediately after there is significant evidence or suspicion of using or being under the influence of drugs or alcohol while at work, i.e.,
aroma of alcohol on breath or directly observed using drugs or drinking alcohol, slurry speech, sudden violence temper, etc.

Drug-Free Workplace

PROCEDURE

I. Drug Testing

All federal, state or local regulations regarding drug testing and monitoring will be followed. There are four situations when the City can conduct tests. All information pertaining to an individual's drug tests or results will be kept confidential, except on a need-to-know basis. All testing conducted under this policy will be done in accordance with standards established by the City of Parlier Employee Health Services and Environmental Health and Safety.

A. Pre-employment testing. Applicants to specific safety-related and other designated positions at City will be drug tested after receiving a final offer of employment and prior to beginning work. Applicants will be notified at the time of application that testing for drugs is a requirement of the employment process. Offers of employment are contingent upon successfully passing a drug test.

B. Random drug testing. This testing occurs with the same group of safety-related positions that are subject to pre-employment testing. Employees in this group are subject to random drug testing as a condition of continued employment.

C. Department ordered testing. Departments within the City can set up testing standards that are more rigorous than outlines in this policy, with the approval of the City Manager or his/or designee.

D. Testing for Reasonable Suspicion. Drug or alcohol testing of employees may be conducted if there is a reasonable suspicion of working under the influence of alcohol or drugs. Testing for Reasonable Suspicion may be ordered by a supervisor, city manager, or his/her designee in consultation with the Personnel Director. Individuals testing positive should be referred to the Employee Assistance Program (EAP) or a Substance Abuse Professional (SAP) if an external expert is used for evaluation. The evaluation will determine and recommend if substance abuse treatment or education is appropriate and/or necessary. The Personnel Department, the designated Medical Review Officer (MRO) will review the recommendation and may determine that rehabilitation is a requirement for any current employee who has an alcohol or drug problem that affects job performance. Refusing a drug test will be handled according to the established drug testing standards set by federal code in Title 41, section 10 and followed by the Medical Review Officer's department.

Provisional (temporary) employee or Probationary employee who is found tested positive for drugs/substance or alcohol use during the working hours is subject to termination of employment.

II. Arranging a Drug Test

- A. When a supervisor believes that drug testing is appropriate, they must first contact the Personnel Office. With the approval of the Personnel Director or his/her designee, the supervisor contacts the designated clinic to arrange for the drug or alcohol testing.
- B. If the need for testing for reasonable suspicion arises outside of the regular hours of the designated Clinic, the supervisor should contact an approved hospital nearby, and if this is unsuccessful, escort the employee to the designated clinic at its next scheduled opening.

III. Notification of Police

Any individual observed unlawfully manufacturing, distributing, dispensing, using, or possessing alcohol or illegal drugs on City's premises is to be reported immediately to the Police Officer on duty.

IV. Personnel Department Responsibilities

- A. The City will inform and give all employees of the Drug-Free Workplace Policy upon employment through individual Supervisor, and the employment website and annually through usual employee communication mechanisms.
- B. Provide access to training for supervisors and managers.
- C. Provide a drug-free workplace awareness program available through the Employee Assistance Program.
- D. Refer and provide appropriate support for employees after drug testing and/or substance abuse treatment or education, facilitate arrangements for testing when there is reasonable suspicion, and consult with departments on individual work agreements for approved returning employees.

Supervisors with reasonable suspicion that a substance abuse problem may be resulting in unsatisfactory work performance should review those problems with their department.

Supervisors should:

- A. Refer the employee to Employee Assistance Program counselor. This referral should be kept confidential. Workplace performance issues should be documented.
- B. Take corrective action as appropriate after consultation with the Personnel Department.
- C. When there is a suspension of responsibilities directly related to drug or alcohol use, upon authorization to return to work, an individual work agreement should be written in consultation with the Personnel Department.
- D. Provide appropriate supervision for employees in accordance with return-to-work agreements.
- E. Within thirty days of notification of a criminal drug statute conviction, the Supervisor, in consultation with the Personnel Director, will take appropriate personnel actions against the employee. These actions may include discharge, required participation in an evaluation by EAP or an external Substance Abuse Professional (SAP), and/or follow through with substance abuse education and rehabilitation program if recommended by the evaluating EAP counselor or SAP.

V. Employee Responsibilities

Employees are expected to refrain from illegally using drugs or illegal substances at all times and refrain from being under the influence of alcohol while at work.

Federal regulations require that all employees report any drug or alcohol related convictions occurring in the workplace to their employer. Employees must self-report these convictions to the Personnel Officer or Consulting Services appointed by the City, within five business days of a guilty verdict or a plea of no-contest. This

information may subject the employee to disciplinary action, random testing requirements and may be reported to the appropriate licensing authority.

Signature .

Date



AGENDA ITEM: 11
MEETING DATE: 2/06/20
DEPARTMENT: City Administration

REPORT TO CITY COUNCIL

SUBJECT:

Approve Townsend Public Affairs Contract for Grant Writing and Lobbying Services

RECOMMENDATION:

Staff recommends approval of the one-year contract from Townsend Public Affairs Contract for Grant Writing and Lobbying Services.

BACKGROUND:

Townsend Public Affairs has been providing grant writing and lobbying services for the city for several years. This contract is to renew their contract for another year for the same services at the same cost of \$2500 a month.

FISCAL IMPACT:

The total cost is \$2500 a month.

Prepared By:

Sonia Hall
City Administrator

CONTRACT FOR CONSULTANT SERVICES

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract") is made and entered into this 1st day of January 2020 by and between City of Parlier, a municipal government ("Client"), and Townsend Public Affairs, Inc., a California corporation ("Consultant"). For valuable consideration, Client and Consultant agree:

1. Term.
This Contract is effective as of the date above. The terms and conditions of this Contract shall remain in full force for the period set forth in Exhibit "A."
2. Services.
Consultant will, in accordance with the terms of this Contract, perform the services described in Exhibit "A," ("Services").
3. Fees.
Client agrees to pay Consultant for the services in accordance with the provisions of the Fee Schedule set forth in Exhibit "A." The Consultant will submit a monthly invoice to Client reflecting the fee and including any expenses incurred for such month. Client shall pay each billing within thirty (30) days of receipt thereof.
4. Laws, Rules and Regulations.
Consultant shall perform the Services in accordance with all applicable local, state and federal laws and regulations, exercising the standard of care applicable to Consultant's profession.
5. Lobbyist Registration
As a lobbyist employer, Client is required to file a Form 602 with the California Secretary of State, a quarterly Form 635, and register with the United States Congress. Consultant will prepare all forms for Client's signature and will file the forms on your behalf of Client. All filing fees will be Client's responsibility.
6. No Condition to Payment.
It is the intention of the parties to this Contract that the Services rendered hereunder and the payments made hereunder and the payments made therefore are not in any way contingent upon the defeat or enactment of any legislative or administrative proposal or the achievement of any specific result. Consultant has made no representation or warranties regarding the achievement of any particular result or results. The parties hereto agree that such sums as are paid pursuant to this Contract shall be deemed to be the reasonable value of services rendered hereunder. Consultant does not guarantee any specific results in connection with the provision of services.
7. Independent Contractor.
It is the intention of the parties to this Contract that the Services rendered hereunder shall be so rendered by Consultant as an independent contractor and not as an employee, agent, joint venturer or partner of Client. Nothing in this Contract shall be interpreted or construed as creating or establishing the relationship of employer and employee between Client and Consultant or any employee or agent of Consultant. Both parties acknowledge that Consultant is not an employee for state or federal tax purposes. Consultant shall retain the right to perform services for others under terms of this Contract during the entire term hereof.

8. Work Product
Any tangible work product that is developed by Consultant shall be the property of the Client.
9. Confidentiality.
Consultant agrees to maintain the confidentiality of files or other information it is provided or develops during the course of its work for Client. It is understood, however, that disclosure of certain information provided by Client may be necessary or appropriate in the course of its representation of Client. Such disclosures shall be made upon consultation with Client or Client's designated representative and with written consent from the Client
10. Termination.
This Contract may be terminated by either party upon thirty (30) days written notice to the other party specifying desired date of termination.
11. Contract Modifications.
Client and Consultant agree that the terms and conditions of this Contract shall constitute the entire agreement between the parties signatory hereto as to the matters set forth herein. Client and Consultant may modify the terms of this Contract only by executing a written Contract Addendum, which shall reference this Contract and shall be executed by the parties' signatory hereto.
12. Attorneys Fees.
Client and Consultant agree that the prevailing party in any dispute under this Agreement shall be entitled to an award of attorneys' fees and costs as ordered by a court of competent jurisdiction.
13. Certification of Non-Discrimination.
By signing this Contract, Consultant certifies that it does not discriminate in hiring on the basis of race, color, creed, religion, sex, age, marital status, national origin, ancestry, physical handicap or medical conditions.
14. Indemnification.
Except as to the negligence or willful misconduct of the City, Consultant shall defend, indemnify, and hold harmless City, its officers, employees, agents, and volunteers, from any loss, damage, claim for damage, liability, expense or costs, including attorneys fees, which arise out of or are in any way connected with performance of the Services or any other work by Consultant pursuant to the terms of this Agreement. This provision applies to Services and work provided by Consultant's employees, agents or sub-consultants and from all claims by Consultant's employees, agents or sub-consultants. This section shall survive termination of this Agreement.
15. Insurance.
During the term of this Agreement, Consultant shall maintain at its sole cost and expense the insurance set forth below.
 - a. Professional Liability.
Errors and Omissions Professional Liability insurance for protection against claims alleging negligent acts, errors or omissions which may arise from Consultant's work under this Agreement, whether such work be by Consultant or by its employees, agents, or sub-consultants. This insurance shall be in the minimum amount of One Million Dollars (\$1,000,000).

b. Workers Compensation.

Workers Compensation and Employers Liability Insurance for its employees in accordance with the laws of the State of California. Any notice of cancellation or non-renewal of policies must be received by City at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against City, its officers, employees, agents, and volunteers for losses arising from work performed by Consultant for City. If Consultant does not have employees, Consultant shall submit to City a Certificate of Exemption from Worker's Compensation Insurance.

c. General Liability.

Commercial General Liability Insurance covering bodily injury (including death), personal injury, and property damage. This insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate.

d. Automobile Liability Coverage.

Automobile Liability Insurance covering bodily injury, personal injury, and property damage for all activities of Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles. This insurance shall be in the minimum amount of One Million Dollars (\$1,000,000) combined single limit for each occurrence.

e. Endorsements.

The General Liability Insurance and Automobile Liability Insurance shall be with insurers possessing a Best's rating of no less than A:VII and shall be endorsed with the following language:

- (i) The City, its elected or appointed officers, employees, agents and volunteers are to be covered as additional insureds with respect to liability arising out of work performed by or on behalf of Consultant, including materials, parts or equipment furnished in connection with such work or operations.
- (ii) This policy shall be considered primary insurance as respects to City, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by City, including any self-insured retention City may have, shall be considered excess insurance only and shall not contribute with it.
- (iii) This insurance shall act for each insured and additional insureds as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.
- (iv) The insurer waives all rights of subrogation against City, its elected or appointed officials, officers, employees or agents.
- (v) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected or appointed officers, officials, employees, agents or volunteers.
- (vi) The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notice has been received by City.

f. Deductibles and Self-Insured Retentions.

Any deductibles or self-insured retentions must be declared to and approved by City. At City's option, Consultant shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

g. Certificates of Insurance.

Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required herein. The certificates of such insurance shall be filed with City on or before commencement of work under this Agreement. Current certifications of insurance shall be kept on file with City at all times during the term of this Agreement.

16. Notice.

Notice and written communications sent by one party to the other shall be personally delivered or sent by U.S. Mail, postage prepaid, to the following addresses:

To Client: City of Parlier
1100 E. Parlier Avenue
Parlier CA, 93648

To Consultant: Townsend Public Affairs, Inc.
1401 Dove Street, Ste. 330
Newport Beach, CA 92660

17. Execution.

The representatives of Client and Consultant warrant that they have authority to sign on behalf of and bind their principals and have caused this Contract to be duly executed the day and year first above written.

"CONSULTANT"

TOWNSEND PUBLIC AFFAIRS, INC.,
a California corporation

By:  _____

Name: CHRISTOPHER TOWNSEND

Title: PRESIDENT

"CLIENT"

CITY OF PARLIER
a municipal government

By: _____

Name: _____

Title: _____

EXHIBIT "A"
TO
CONTRACT FOR CONSULTANT SERVICES

TERM: January 1, 2020 through December 31, 2020

FEE SCHEDULE: \$2,500 a month (bundled discount)

SERVICES: Please see attached Addendum to Exhibit "A" for full description of services provided.

Client Initials _____

Consultant Initials *OT*

**ADDENDUM
TO
EXHIBIT "A"**

The Services provided pursuant to the terms of the Contract for Consultant Services are the following:

LEGISLATIVE RELATIONSHIP DEVELOPMENT

- Conduct orientation as needed regarding updates to City agenda
- Assist City with the creation of a legislative platform and objectives to focus message development and advocacy efforts
- Identify, assess, and monitor key legislators and stakeholders relevant to City agenda for relationship development
- Coordinate advocacy trips to Washington, DC and Sacramento
- Schedule, organize, and coordinate meetings with key legislators and stakeholders
- Develop briefing materials for legislators and stakeholders about City agenda
- Provide pre-meeting briefings for City participants to help them excel in meetings with key legislators and stakeholders
- Manage post-meeting follow-up assignments from legislators
- Continue to strengthen and maintain relationships with key legislators and stakeholders and promote the City agenda
- Provide progress reports
- Prepare and file lobbying disclosure reports

GRANT WRITING AND FUNDING ADVOCACY

- Conduct targeted orientation on the details of City funding needs
- Develop grant funding strategy
- Identify, research, and monitor grant funding opportunities
- Develop, compose, and submit grant applications
- Provide post-submittal grant advocacy support
- Assist with grant award compliance as needed