



## CITY COUNCIL OF PARLIER REGULAR MEETING

Zoom Meeting  
Meeting ID: 946 0055 5124  
Passcode: 514009

**DATE:** THURSDAY, APRIL 15, 2021  
**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-Temp Trinidad Pimentel, Councilwoman Diane Maldonado, Council woman Sabrina Rodriguez, Council woman Cathryn "Kathy" Solorio, City Clerk Dorothy Garza and Treasurer Michelle Lopez.

**FLAG SALUTE:** Mayor Alma M. Beltran

**INVOCATION:**

**ADDITIONS/DELETIONS:**

**PRESENTATIONS/INFORMATIONAL:**

City Planner O'Neal – Planning Department Project Updates.

Swearing-In Ceremony for Animal Control Officer Adam Zamudio: "Oath of Office" to be administered by City Clerk Dorothy Garza.

**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 March 13, 2021 to March 25, 2021.
2. Approve the Minutes dated Regular Meeting March 18, 2021 and April 1, 2021 (Special and Regular).

3. Approve and waive all fees for Saint Agnes Medical Center to utilize the Parlier Community Center as a Covid-19 vaccine location on April 20, 2021 from 2:00 PM – 6:00 PM.

**REGULAR BUSINESS:**

4. **SUBJECT:** Consider amendments to Parlier Municipal Code Section 18.32.020(A) and Chapter 18.55 of the Parlier Municipal Code regarding cannabis dispensaries.

**PUBLIC HEARING:**

- a. Mayor Beltran to open Public Hearing
- b. Public input/testimony for or against.
- c. Mayor Beltran to close Public Hearing

**RECOMMENDATION:** City Council to introduce and waive the first reading of **Ordinance No. 2021-02.**

5. **SUBJECT:** Consider approval of a cannabis regulatory permit for GBH Retail, LLC to authorize operation of a dispensary at 885 E. Manning Avenue, Suite 200.

**PUBLIC HEARING:**

- a. Mayor Beltran to open Public Hearing
- b. Public input/testimony for or against.
- c. Mayor Beltran to close Public Hearing

**RECOMMENDATION:** City Council to adopt **Resolution No. 2021-20**, approving a cannabis regulatory permit subject to conditions.

6. **SUBJECT:** Consider approval of conditional use permit for Elie Aljalhoom to operate a tobacco store at 690 Fresno Street.

**PUBLIC HEARING:**

- a. Mayor Beltran to open Public Hearing
- b. Public input/testimony for or against.
- c. Mayor Beltran to close Public Hearing

**RECOMMENDATION:** City Council to adopt **Resolution No. 2021-21**, approving a conditional use permit.

7. **SUBJECT:** Consider approval of a conditional use permit for Hector Ortega to authorize alcohol sales at the existing restaurant at 801 Tulare Street.

**PUBLIC HEARING:**

- a. Mayor Beltran to open Public Hearing
- b. Public input/testimony for or against.
- c. Mayor Beltran to close Public Hearing

**RECOMMENDATION:** City Council to adopt **Resolution No. 2021-22**, approving a conditional use permit.

8. **SUBJECT:** Consider initiation of a zoning text amendment regarding fencing.

**RECOMMENDATION:** City Council to adopt Resolution No. 2021-23, initiating a zoning text amendment.

**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 collective formal action on matters raised during public that are not on the agenda, but individual council members may respond to anyone providing any public comment. No adverse conclusion should be drawn if the City Council does not respond to any public comment. Responses to public comment by individual city council members may or may not reflect the views of any other, or of a majority of council members. The Council may refer the matter to the City Manager or staff or request that it be placed on a future agenda.

**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:**

9. **Public Employment Pursuant to Government Code Section 54957**  
All Positions.

**Pending Litigation Pursuant to Government Code Section 54956.9**

10. **Nevada Policy Research Institute v. City of Parlier**  
Fresno Superior Court No. 21CECG00206

11. **Austin v. City of Parlier**  
Fresno Superior Court No. 20CECG 01336

12. **Enfinity Central Val 2 Parlier LLC v. City of Parlier**  
USDC Eastern District Case No. 2:19-cv-01607

**BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:**

**CITY MANAGER:**

**CITY ATTORNEY:**

**CITY COUNCIL:**

**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**

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>.



## *Oath of Office*

I, Adam Zamudio do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

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Adam Zamudio, Animal Control Officer

Subscribed and sworn to before me this 15<sup>th</sup> day of April, 2021.

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Dorothy Garza, City Clerk



## CITY OF PARLIER

## Check Report

By Check Number

Date Range: 03/26/2021 - 04/09/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
BELO3	ALMA M. BELTRAN	03/29/2021	Regular	0.00	440.00	55980
ASIO1	ASI	03/29/2021	Regular	0.00	97.13	55981
CEN15	CENCAL AUTO & TRUCK PARTS, INC.	03/29/2021	Regular	0.00	50.94	55982
REE01	EDDIE C. REED	03/29/2021	Regular	0.00	950.00	55983
GRA04	GRAINGER, INC.	03/29/2021	Regular	0.00	213.26	55984
HDLO2	HINDERLITER, DE LLAMAS & ASSOCIATES	03/29/2021	Regular	0.00	1,393.83	55985
NEL01	MICHAEL C. NELSON	03/29/2021	Regular	0.00	88.47	55986
ROB04	ROBERT HALF INTERNATIONAL INC.	03/29/2021	Regular	0.00	546.65	55987
SIG04	SIGNMAX	03/29/2021	Regular	0.00	5,243.22	55988
TYL00	TYLER TECHNOLOGIES, INC.	03/29/2021	Regular	0.00	1,365.46	55989
GIB01	GIBBS INTERNATIONAL	03/30/2021	Regular	0.00	12,015.06	55990
RED02	AMERICAN RED CROSS	04/01/2021	Regular	0.00	1,015.00	55991
ASIO1	ASI	04/01/2021	Regular	0.00	75.25	55992
AT&08	AT&T	04/01/2021	Regular	0.00	433.81	55993
AT&02	AT&T MOBILITY	04/01/2021	Regular	0.00	509.88	55994
AUTO1	AUTO ZONE	04/01/2021	Regular	0.00	18.51	55995
BAR06	BARCELLOS, DANNY	04/01/2021	Regular	0.00	95.50	55996
BREA1	BREAKING THE CHAINS	04/01/2021	Regular	0.00	17,032.33	55997
BRE14	BRENNTAG PÁCFIC, INC.	04/01/2021	Regular	0.00	762.81	55998
CIT06	CITY OF COALINGA	04/01/2021	Regular	0.00	52,000.00	55999
CIT22	CITY OF PARLIER	04/01/2021	Regular	0.00	331.86	56000
FRE13	FRESNO COUNTY TREASURER	04/01/2021	Regular	0.00	188.43	56001
GOV02	GOVERNMENT FINANCE OFFICERS ASSOC.	04/01/2021	Regular	0.00	498.00	56002
RUE02	JESSE RUELAS	04/01/2021	Regular	0.00	133.86	56003
MAT02	MATSON ALARM CO. INC.	04/01/2021	Regular	0.00	45.00	56004
MET01	METRO UNIFORM & ACCESSORIES	04/01/2021	Regular	0.00	966.38	56005
MID03	MID VALLEY DISPOSAL LLC	04/01/2021	Regular	0.00	2,528.14	56006
NEW02	NEW YORK LIFE INSURANCE	04/01/2021	Regular	0.00	397.80	56007
PAR1U	PARLIER UNIFIED	04/01/2021	Regular	0.00	2,889.38	56008
ROB04	ROBERT HALF INTERNATIONAL INC.	04/01/2021	Regular	0.00	537.40	56009
SEL05	SELENA RODRIGUEZ	04/01/2021	Regular	0.00	36.63	56010
STA1B	STANDARD INSURANCE CO.	04/01/2021	Regular	0.00	2,656.59	56011
	**Void**	04/01/2021	Regular	0.00	0.00	56012
THE06	THE HOME DEPOT PRO	04/01/2021	Regular	0.00	331.97	56013
ADP00	ADP, INC.	04/02/2021	Regular	0.00	2,790.42	56014
	**Void**	04/02/2021	Regular	0.00	0.00	56015
CAR03	CARDENAS, DEMETRIA B.	04/02/2021	Regular	0.00	204.17	56016
CUM01	CUMMINS PACIFIC, LLC	04/02/2021	Regular	0.00	2,129.93	56017
EWI01	EWING IRRIGATION PRODUCTS	04/02/2021	Regular	0.00	135.40	56018
JMD01	JIM MANNING DODGE INC	04/02/2021	Regular	0.00	151.03	56019
LEE01	LEE'S SERVICE	04/02/2021	Regular	0.00	371.51	56020
OFF01	OFFICE DEPOT	04/02/2021	Regular	0.00	551.50	56021
QUI02	QUILL CORPORATION	04/02/2021	Regular	0.00	232.08	56022
SIG04	SIGNMAX	04/02/2021	Regular	0.00	3,241.76	56023
SPA00	SPARKLETTES	04/02/2021	Regular	0.00	64.31	56024
STA19	STATE OF CALIFORNIA	04/02/2021	Regular	0.00	245.00	56025
T-M00	T-MOBILE	04/02/2021	Regular	0.00	54.27	56026
TYL00	TYLER TECHNOLOGIES, INC.	04/02/2021	Regular	0.00	96.00	56027
ID00	VANESSA A. EINERSON	04/02/2021	Regular	0.00	650.17	56028
AGU03	FELIPE AGUILAR	04/02/2021	Regular	0.00	1,260.00	56029
ABI10	ABILITY ANSWERING SERV.	04/05/2021	Regular	0.00	112.35	56030
ADT01	ADT SECURITY SERVICES	04/05/2021	Regular	0.00	1,831.74	56031
AT&09	AT&T	04/05/2021	Regular	0.00	259.03	56032
CEN19	CENTRAL SANITARY SUPPLY	04/05/2021	Regular	0.00	623.83	56033

## Check Report

Date Range: 03/26/2021 - 04/09/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
CIN01	CINTAS CORPORATION NO. 2	04/05/2021	Regular	0.00	169.26	56034
DELO0	DE LAGE LANDEN FINANCIAL	04/05/2021	Regular	0.00	5,759.23	56035
P.G01	PACIFIC GAS & ELECTRIC	04/05/2021	Regular	0.00	34,510.73	56036
	**Void**	04/05/2021	Regular	0.00	0.00	56037
UN 01	unWIRED BROADBAND, INC.	04/05/2021	Regular	0.00	74.99	56038
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	9,044.31	56039
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	4,240.76	56040
SELO5	SELENA RODRIGUEZ	04/05/2021	Regular	0.00	3,099.10	56041
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	-9,661.16	56042
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	9,661.16	56042
ALTO1	ALTA MONTCLAIR/EBSA	04/07/2021	Regular	0.00	200.00	56043
ASIO1	ASI	04/07/2021	Regular	0.00	1,365.00	56044
GRO01	FERGUSON ENTERPRISES INC.	04/07/2021	Regular	0.00	853.16	56045
GAR19	JOSE GARZA	04/07/2021	Regular	0.00	6,209.03	56046
MOU01	MOUNTAIN VALLEY ENVIRONMENTAL SVCS INC	04/07/2021	Regular	0.00	3,694.00	56047
ORT02	OLD REPUBLIC TITLE	04/07/2021	Regular	0.00	12,400.00	56048
PPA02	PARLIER POLICE ASSO.	04/07/2021	Regular	0.00	2,175.00	56049
PAY01	PAY PLUS BENEFITS, INC.	04/07/2021	Regular	0.00	268.22	56050
PRO01	PROVOST & PRITCHARD CONSULTING GROUP	04/07/2021	Regular	0.00	9,929.50	56051
RLBO1	REEDLEY LUMBER & BUILDING	04/07/2021	Regular	0.00	376.28	56052
REN02	RENT A TOILET	04/07/2021	Regular	0.00	165.00	56053
SAN1R	SAN JOAQUIN VALLEY AIR	04/07/2021	Regular	0.00	433.00	56054
STA04	STATE FOODS SUPERMARKET	04/07/2021	Regular	0.00	970.43	56055
TOW02	TOWNSEND PUBLIC AFFAIRS, INC.	04/07/2021	Regular	0.00	4,000.00	56056
ASIO1	ASI	04/09/2021	Regular	0.00	1,132.51	56057
BAN01	BANKCARD CENTER	04/09/2021	Regular	0.00	3,025.62	56058
	**Void**	04/09/2021	Regular	0.00	0.00	56059
	**Void**	04/09/2021	Regular	0.00	0.00	56060
CIT22	CITY OF PARLIER	04/09/2021	Regular	0.00	3,333.33	56061
CIT22	CITY OF PARLIER	04/09/2021	Regular	0.00	1,916.67	56062
ROB04	ROBERT HALF INTERNATIONAL INC.	04/09/2021	Regular	0.00	544.20	56063
PER01	CALPERS	04/06/2021	Bank Draft	0.00	19,344.11	DFT0000484

## Bank Code APBNK Summary

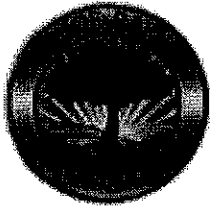
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	142	79	0.00	240,443.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	-9,661.16
Bank Drafts	1	1	0.00	19,344.11
EFT's	0	0	0.00	0.00
	143	86	0.00	250,126.49

**All Bank Codes Check Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	142	79	0.00	240,443.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	-9,661.16
Bank Drafts	1	1	0.00	19,344.11
EFT's	0	0	0.00	0.00
	<b>143</b>	<b>86</b>	<b>0.00</b>	<b>250,126.49</b>

**Fund Summary**

Fund	Name	Period	Amount
999	POOL FUND	3/2021	22,404.02
999	POOL FUND	4/2021	227,722.47
			<b>250,126.49</b>



## CITY OF PARLIER

## Check Report

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Bank Code: APBNK-APBNK						
BELO3	ALMA M. BELTRAN	03/29/2021	Regular	0.00	440.00	55980
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<u>3/22/21-3/26/21</u>	<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>		
	Invoice	03/25/2021	MAYOR'S MTGS PER DIEM	0.00	440.00	
	<u>100-5100-6503</u>		TRAVEL, MEETINGS & TR		440.00	
ASIO1	ASI	03/29/2021	Regular	0.00	97.13	55981
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>24-MAR-21</u>	Invoice	03/25/2021	MEDICAL CARD FUNDING	0.00	97.13	
	<u>400-5300-5011</u>		INSURANCE- MED, DEN. V		19.43	
	<u>401-5300-5011</u>		INSURANCE-MED,DEN,VIS		38.85	
	<u>402-5300-5011</u>		INSURANCE-MED, DEN,VI		38.85	
CEN15	CENCAL AUTO & TRUCK PARTS, INC.	03/29/2021	Regular	0.00	50.94	55982
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>045453</u>	Invoice	03/25/2021	UNIT #105 REPAIRS	0.00	17.20	
	<u>401-5600-6531</u>		REPAIRS & MAINTENANC		17.20	
<u>045454</u>	Invoice	03/25/2021	UNIT #130 REPAIRS	0.00	33.74	
	<u>400-5600-6531</u>		REPAIRS & MAINTENANC		33.74	
REEO1	EDDIE C. REED	03/29/2021	Regular	0.00	950.00	55983
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>4519</u>	Invoice	03/25/2021	POOL SVCS 3/21	0.00	950.00	
	<u>100-5610-6520</u>		PROFESSIONAL SERVICES/		250.00	
	<u>100-5616-6520</u>		PROFESSIONAL SERVICES		700.00	
GRAO4	GRAINGER, INC.	03/29/2021	Regular	0.00	213.26	55984
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>9823863817</u>	Invoice	03/25/2021	STREET FUSES	0.00	70.89	
	<u>200-5600-6002</u>		PARTS & SUPPLIES		70.89	
<u>9823863825</u>	Invoice	03/25/2021	STREET FUSES	0.00	70.82	
	<u>200-5600-6002</u>		PARTS & SUPPLIES		70.82	
<u>9824241344</u>	Invoice	03/25/2021	STREET FUSES	0.00	71.55	
	<u>200-5600-6002</u>		PARTS & SUPPLIES		71.55	
HDL02	HINDERLITER, DE LLAMAS & ASSOCIATES	03/29/2021	Regular	0.00	1,393.83	55985
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>SIN007239</u>	Invoice	03/25/2021	SALES TAX Q3/2020	0.00	1,393.83	
	<u>100-5300-6542</u>		CONTRACT SERVICES		1,393.83	
NELO1	MICHAEL C. NELSON	03/29/2021	Regular	0.00	88.47	55986
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<b>Account Number</b>	<b>Account Name</b>	<b>Item Description</b>	<b>Distribution Amount</b>			
<u>250310</u>	Invoice	03/25/2021	LANDSCAPE SUPPLIES	0.00	88.47	
	<u>213-5600-6002</u>		PARTS SUPPLIES		88.47	
ROBO4	ROBERT HALF INTERNATIONAL INC.	03/29/2021	Regular	0.00	546.65	55987

## Check Report

Date Range: 03/26/2021 - 04/09/2021

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		
57363376	Invoice	03/25/2021	TINA ROJAS-FINANCE	0.00	546.65	
	400-5300-6520		PROFESSIONAL SERVICES/		273.33	
	401-5300-6520		PROFESSIONAL SERVICES/		273.32	
SIG04	SIGNMAX	03/29/2021	Regular	0.00	5,243.22	55988
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0037091-IN	Invoice	03/25/2021	STREET SIGNS	0.00	5,243.22	
	202-5600-6520		PROFESSIONAL SERVICES		5,243.22	
TYL00	TYLER TECHNOLOGIES, INC.	03/29/2021	Regular	0.00	1,365.46	55989
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
025-325960	Invoice	03/25/2021	THERMAL RECEIPT PRINTER	0.00	1,365.46	
	100-5400-6000		OFFICE SUPPLIES		1,365.46	
GIB01	GIBBS INTERNATIONAL	03/30/2021	Regular	0.00	12,015.06	55990
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
219039	Invoice	03/30/2021	DUMP TRUCK REPAIRS	0.00	12,015.06	
	402-5600-6532		VEHICLE MAINTENANCE		12,015.06	
RED02	AMERICAN RED CROSS	04/01/2021	Regular	0.00	1,015.00	55991
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
22333546	Invoice	03/30/2021	CPR FIRST AID	0.00	1,015.00	
	269-6303-6503		TRAVEL, MEETINGS & TR		1,015.00	
ASI01	ASI	04/01/2021	Regular	0.00	75.25	55992
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2/29/2021	Invoice	03/29/2021	MEDICAL CARD FUNDING	0.00	75.25	
	102-5400-5011		INSURANCE-MED,DEN,VIS		75.25	
AT&08	AT&T	04/01/2021	Regular	0.00	433.81	55993
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
00001619036	Invoice	03/29/2021	COALINGA CONNECTION	0.00	433.81	
	102-5400-6510		TELEPHONE/DATA/PAGER		433.81	
AT&02	AT&T MOBILITY	04/01/2021	Regular	0.00	509.88	55994
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287289569526X0	Invoice	03/29/2021	PD PHONES	0.00	509.88	
	100-5400-6510		TELEPHONE/DATA/PAGER		509.88	
AUT01	AUTO ZONE	04/01/2021	Regular	0.00	18.51	55995
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3758441990	Invoice	03/29/2021	UNIT LIGHT	0.00	18.51	
	100-5400-6002		PARTS SUPPLIES		18.51	
BAR06	BARCELLOS, DANNY	04/01/2021	Regular	0.00	95.50	55996
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
03/03/2021	Invoice	03/29/2021	TRAINING ROOM SUPPLIES	0.00	13.23	
	100-5400-6002		PARTS SUPPLIES		13.23	
113-9848131-743	Invoice	03/29/2021	REMOTE CONTROL-REIM	0.00	52.06	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-5400-6002</u>	PARTS SUPPLIES	REMOTE CONTROL-REIM		52.06	
<u>2270112755</u>	Invoice	03/29/2021	TRAINING ROOM SUPPLIES	0.00	30.21	
	<u>100-5400-6002</u>	PARTS SUPPLIES	TRAINING ROOM SUPPLIES		30.21	
BREA1	BREAKING THE CHAINS	04/01/2021	Regular	0.00	17,032.33	55997
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>10</u>	Invoice	03/29/2021	CALVIP 11/16 - 11/20/20	0.00	1,474.03	
	<u>279-5700-6520</u>		GRANT ADMINISTRATION CALVIP 11/16 - 11/20/20		1,474.03	
<u>11</u>	Invoice	03/29/2021	CALVIP 11/21-12/18/20	0.00	5,488.26	
	<u>279-5700-6520</u>		GRANT ADMINISTRATION CALVIP 11/21-12/18/20		5,488.26	
<u>12</u>	Invoice	03/29/2021	CALVIP 12/19/20-1/15/21	0.00	5,292.28	
	<u>279-5700-6520</u>		GRANT ADMINISTRATION CALVIP 12/19/20-1/15/21		5,292.28	
<u>13</u>	Invoice	03/29/2021	CALVIP 1/16-2/12/21	0.00	4,777.76	
	<u>279-5700-6520</u>		GRANT ADMINISTRATION CALVIP 1/16-2/12/21		4,777.76	
BRE14	BRENNTAG PACIFIC, INC.	04/01/2021	Regular	0.00	762.81	55998
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>BPI131510</u>	Invoice	03/29/2021	SWIMMING POOL CHLORINE	0.00	762.81	
	<u>100-5610-6002</u>		PARTS & SUPPLIES SWIMMING POOL CHLORINE		762.81	
CIT06	CITY OF COALINGA	04/01/2021	Regular	0.00	52,000.00	55999
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV00441</u>	Invoice	03/29/2021	DISPATCH- JULY-DEC/20	0.00	52,000.00	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/ DISPATCH- JULY-DEC/20		52,000.00	
CIT22	CITY OF PARLIER	04/01/2021	Regular	0.00	331.86	56000
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>056-3136-003 DE</u>	Invoice	03/31/2021	UTILITY ASSISTANCE	0.00	331.86	
	<u>280-5700-9974</u>		UTILITIES ASSITANCE UTILITY ASSISTANCE		331.86	
FRE13	FRESNO COUNTY TREASURER	04/01/2021	Regular	0.00	188.43	56001
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>SO18196</u>	Invoice	03/29/2021	RMS/JMS ACCESS FEE	0.00	188.43	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/ RMS/JMS ACCESS FEE		188.43	
GOV02	GOVERNMENT FINANCE OFFICERS ASSOC.	04/01/2021	Regular	0.00	498.00	56002
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2983292</u>	Invoice	03/31/2021	CLASS REGISTRATION	0.00	249.00	
	<u>400-5300-6503</u>		TRAVEL, MEETINGS & TR CLASS REGISTRATION		124.50	
	<u>401-5300-6503</u>		TRAVEL, MEETINGS & TR CLASS REGISTRATION		124.50	
<u>2983293</u>	Invoice	03/31/2021	CLASS REGISTRATION	0.00	249.00	
	<u>400-5300-6503</u>		TRAVEL, MEETINGS & TR CLASS REGISTRATION		124.50	
	<u>401-5300-6503</u>		TRAVEL, MEETINGS & TR CLASS REGISTRATION		124.50	
RUE02	JESSE RUELAS	04/01/2021	Regular	0.00	133.86	56003
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>03/17/2021</u>	Invoice	03/29/2021	RAPID SHIRT-RUELAS	0.00	66.93	
	<u>100-5400-5013</u>		UNIFORM RAPID SHIRT-RUELAS		66.93	
<u>9001-9001-01-13</u>	Invoice	03/29/2021	RAPID SHIRT-RUELAS	0.00	66.93	
	<u>100-5400-5013</u>		UNIFORM RAPID SHIRT-RUELAS		66.93	
MAT02	MATSON ALARM CO. INC.	04/01/2021	Regular	0.00	45.00	56004

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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>2173229</u>	Invoice	03/29/2021	PD ALARM	0.00	45.00	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/ PD ALARM		45.00	
MET01	METRO UNIFORM & ACCESSORIES	04/01/2021	Regular	0.00	966.38	56005
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>222845</u>	Invoice	03/29/2021	ARMOR- C. HERNANDEZ	0.00	966.38	
	<u>100-5400-5013</u>		UNIFORM ARMOR- C. HERNANDEZ		966.38	
MID03	MID VALLEY DISPOSAL LLC	04/01/2021	Regular	0.00	2,528.14	56006
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2039387</u>	Invoice	03/29/2021	DISPOSAL SVCS 20Y	0.00	2,528.14	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/ DISPOSAL SVCS 20Y		2,528.14	
NEW02	NEW YORK LIFE INSURANCE	04/01/2021	Regular	0.00	397.80	56007
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>021927560-3-21</u>	Invoice	03/31/2021	LIFE INSURANCE 3-21	0.00	397.80	
	<u>100-22109</u>		NEW YORK LIFE INSURAN LIFE INSURANCE 3-21		397.80	
PAR1U	PARLIER UNIFIED	04/01/2021	Regular	0.00	2,889.38	56008
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>210009</u>	Invoice	03/29/2021	FUEL-PD VEHICLES FEB/21	0.00	2,889.38	
	<u>100-5400-6011</u>		FUEL FUEL-PD VEHICLES FEB/21		2,889.38	
ROB04	ROBERT HALF INTERNATIONAL INC.	04/01/2021	Regular	0.00	537.40	56009
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>57390063</u>	Invoice	03/31/2021	TINA ROJAS-FINANCE	0.00	537.40	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/ TINA ROJAS-FINANCE		268.70	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/ TINA ROJAS-FINANCE		268.70	
SEL05	SELENA RODRIGUEZ	04/01/2021	Regular	0.00	36.63	56010
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>403</u>	Invoice	03/29/2021	PASTRIES-FOR TRAINING	0.00	36.63	
	<u>100-5400-6503</u>		TRAVEL, MEETINGS & TR PASTRIES-FOR TRAINING		36.63	
STA1B	STANDARD INSURANCE CO.	04/01/2021	Regular	0.00	2,656.59	56011



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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		
640476-4-21	Invoice	03/31/2021	SURVIVOR LIFE 4/21	0.00	2,656.59	
	<u>100-5200-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		85.12	
	<u>100-5400-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		650.83	
	<u>100-5610-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		25.85	
	<u>100-5617-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		30.07	
	<u>100-5620-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		30.07	
	<u>100-5700-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		68.20	
	<u>102-5400-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		305.69	
	<u>203-5600-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		35.55	
	<u>206-5600-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		35.56	
	<u>213-5600-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		21.77	
	<u>269-6303-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		389.11	
	<u>279-5400-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		57.07	
	<u>292-5400-5014</u>		LIFE, LTD/STD SURVIVOR LIFE 4/21		57.07	
	<u>400-5200-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		85.12	
	<u>400-5300-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		178.16	
	<u>400-5600-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		139.95	
	<u>401-5200-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		72.96	
	<u>401-5300-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		178.16	
	<u>401-5600-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		121.19	
	<u>402-5300-5014</u>		LIFE, LTD & STD SURVIVOR LIFE 4/21		89.09	
	**Void**	04/01/2021	Regular	0.00	0.00	56012
THE06	THE HOME DEPOT PRO	04/01/2021	Regular	0.00	331.97	56013
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
604446914	Invoice	03/30/2021	PA CENTER SUPPLIES	0.00	331.97	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES PA CENTER SUPPLIES		331.97	
ADP00	ADP, INC.	04/02/2021	Regular	0.00	2,790.42	56014
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
575828813	Invoice	04/01/2021	T& A/PAYROLL SVCS 2/21	0.00	2,790.42	
	<u>100-5100-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		303.16	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		129.93	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		-27.81	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		822.86	
	<u>100-5610-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		86.62	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		86.62	
	<u>100-5620-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		86.62	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		129.93	
	<u>102-5400-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		129.93	
	<u>203-5600-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		43.31	
	<u>206-5600-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		43.31	
	<u>213-5600-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		43.31	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		-27.81	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		476.35	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		-27.81	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		129.93	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		-27.82	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		86.62	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		129.93	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		86.62	
	<u>402-5300-6520</u>		PROFESSIONAL SERVICES/ T& A/PAYROLL SVCS 2/21		86.62	
	**Void**	04/02/2021	Regular	0.00	0.00	56015
CAR03	CARDENAS, DEMETRIA B.	04/02/2021	Regular	0.00	204.17	56016

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1/19/21</u>	Invoice	03/31/2021	AGUA PURA	0.00	15.75	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		15.75	
<u>1/6/21</u>	Invoice	03/31/2021	AGUA PURA	0.00	14.00	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		14.00	
<u>11/11/20</u>	Invoice	03/31/2021	WALMART SPRAY PAINT	0.00	8.61	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		8.61	
<u>11/19/20</u>	Invoice	03/31/2021	CLASSROOM SPEAKER	0.00	10.85	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		10.85	
<u>11/19/2020-2</u>	Invoice	03/31/2021	CLASSROOM SPEAKER	0.00	32.54	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		32.54	
<u>2/16/21</u>	Invoice	03/31/2021	AGUA PURA	0.00	15.75	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		15.75	
<u>2/2/21</u>	Invoice	03/31/2021	AGUA PURA	0.00	17.50	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		17.50	
<u>3/19/21</u>	Invoice	03/31/2021	AGUA PURA	0.00	14.00	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		14.00	
<u>3/4/21</u>	Invoice	03/31/2021	AGUA PURA	0.00	15.75	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		15.75	
<u>9/29/20</u>	Invoice	03/31/2021	STAFF TRAINING LUNCH	0.00	59.42	
	<u>269-6303-6503</u>		TRAVEL, MEETINGS & TR		59.42	
CUM01	CUMMINS PACIFIC, LLC	04/02/2021	Regular	0.00	2,129.93	56017
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>Y4-49004</u>	Invoice	04/01/2021	WELL #9-A INSPECTION	0.00	593.71	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		593.71	
<u>Y4-49006</u>	Invoice	04/01/2021	PORTABLE GENERATOR INSP.	0.00	568.61	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		568.61	
<u>Y4-49013</u>	Invoice	04/01/2021	WELL #2-A INSPECTION	0.00	554.36	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		554.36	
<u>Y4-49018</u>	Invoice	04/01/2021	MLS GENERATOR INSPECTION	0.00	413.25	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		413.25	
EWI01	EWING IRRIGATION PRODUCTS	04/02/2021	Regular	0.00	135.40	56018
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>13781140</u>	Invoice	04/01/2021	PARK PARTS	0.00	85.86	
	<u>100-5610-6002</u>		PARTS & SUPPLIES		85.86	
<u>13781158</u>	Invoice	04/01/2021	PARK PART	0.00	49.54	
	<u>100-5610-6002</u>		PARTS & SUPPLIES		49.54	
JMD01	JIM MANNING DODGE INC	04/02/2021	Regular	0.00	151.03	56019
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>150040</u>	Invoice	03/31/2021	UNIT KEY	0.00	151.03	
	<u>100-5400-6001</u>		OPERATIONAL SUPPLIES		151.03	
LEE01	LEE'S SERVICE	04/02/2021	Regular	0.00	371.51	56020
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>2014594</u>	Invoice	04/01/2021	BACKHOE TIRE SVCS	0.00	371.51	
	<u>400-5600-6532</u>		VEHICLE MAINTENANCE		371.51	
OFF01	OFFICE DEPOT	04/02/2021	Regular	0.00	551.50	56021

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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>152011524001</u>	Invoice <u>269-6303-6000</u>	03/31/2021	PA OFFICE SUPPLIES OFFICE SUPPLIES PA OFFICE SUPPLIES	0.00	301.74 301.74	
<u>159537839001</u>	Invoice <u>269-6303-6000</u>	03/31/2021	PA OFFICE SUPPLIES OFFICE SUPPLIES PA OFFICE SUPPLIES	0.00	16.88 16.88	
<u>161279289001</u>	Invoice <u>269-6303-6000</u>	03/31/2021	PA OFFICE SUPPLIES OFFICE SUPPLIES PA OFFICE SUPPLIES	0.00	191.32 191.32	
<u>161279289002</u>	Invoice <u>269-6303-6000</u>	03/31/2021	PA OFFICE SUPPLIES OFFICE SUPPLIES PA OFFICE SUPPLIES	0.00	11.50 11.50	
<u>161283508001</u>	Invoice <u>269-6303-6000</u>	03/31/2021	PA OFFICE SUPPLIES OFFICE SUPPLIES PA OFFICE SUPPLIES	0.00	30.06 30.06	
QUI02 Payable #	QUILL CORPORATION Payable Type Account Number	04/02/2021 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	232.08 Payable Amount Payable Amount	56022
<u>15656280</u>	Invoice <u>400-5300-6000</u> <u>401-5300-6000</u>	04/01/2021	OFFICE SUPPLIES OFFICE SUPPLIES - FIN OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	0.00	232.08 116.04 116.04	
SIG04 Payable #	SIGNMAX Payable Type Account Number	04/02/2021 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	3,241.76 Payable Amount Payable Amount	56023
<u>0037160-IN</u>	Invoice <u>202-5600-6520</u>	04/01/2021	STREET SIGNS PROFESSIONAL SERVICES STREET SIGNS	0.00	3,241.76 3,241.76	
SPA00 Payable #	SPARKLETTS Payable Type Account Number	04/02/2021 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	64.31 Payable Amount Payable Amount	56024
<u>15306726 03182</u>	Invoice <u>100-5400-6002</u>	03/31/2021	PD WATER PARTS SUPPLIES PD WATER	0.00	64.31 64.31	
STA19 Payable #	STATE OF CALIFORNIA Payable Type Account Number	04/02/2021 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	245.00 Payable Amount Payable Amount	56025
<u>500800</u>	Invoice <u>100-5400-6544</u>	03/29/2021	BLOOD ALCOHOL ANALYSIS LAB ANALYSIS & TESTING BLOOD ALCOHOL ANALYSIS	0.00	245.00 245.00	
T-M00 Payable #	T-MOBILE Payable Type Account Number	04/02/2021 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	54.27 Payable Amount Payable Amount	56026
<u>3507-2-21</u>	Invoice <u>400-5600-6510</u>	04/01/2021	WELL #9 SVC 2/21 TELEPHONE/DATA/PAGER WELL #9 SVC 2/21	0.00	54.27 54.27	
TYL00 Payable #	TYLER TECHNOLOGIES, INC. Payable Type Account Number	04/02/2021 Post Date	Regular Payable Description Account Name Item Description	0.00 Discount Amount Distribution Amount	96.00 Payable Amount Payable Amount	56027
<u>025-327915</u>	Invoice <u>400-5300-6542</u> <u>401-5300-6542</u> <u>402-5300-6542</u>	04/01/2021	UB ONLINE SVCS 4-21 CONTRACT SERVICES UB ONLINE SVCS 4-21 CONTRACT SERVICES UB ONLINE SVCS 4-21 CONTRACT SERVICES UB ONLINE SVCS 4-21	0.00	96.00 32.00 32.00 32.00	
I D00	VANESSA A. EINERSON	04/02/2021	Regular	0.00	650.17	56028

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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>16603</u>	Invoice	04/01/2021	UB ENVELOPES PERMIT	0.00	650.17	
	<u>400-5300-6000</u>		OFFICE SUPPLIES - FIN		216.73	
	<u>401-5300-6000</u>		OFFICE SUPPLIES		216.72	
	<u>402-5300-6000</u>		OFFICE SUPPLIES		216.72	
AGU03	FELIPE AGUILAR	04/02/2021	Regular	0.00	1,260.00	56029
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>108</u>	Invoice	04/02/2021	INSPECTIONS MAR 16-31	0.00	1,260.00	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		1,260.00	
			INSPECTIONS MAR 16-31			
ABI10	ABILITY ANSWERING SERV.	04/05/2021	Regular	0.00	112.35	56030
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>4345-4-21</u>	Invoice	03/31/2021	ANSWERING SVCS 4/21	0.00	112.35	
	<u>400-5600-6510</u>		TELEPHONE/DATA/PAGER		112.35	
			ANSWERING SVCS 4/21			
ADT01	ADT SECURITY SERVICES	04/05/2021	Regular	0.00	1,831.74	56031
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>401559711-1-21</u>	Invoice	03/31/2021	PW SVCS 1/21	0.00	412.46	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		412.46	
			PW SVCS 1/21			
<u>401559711-2-21</u>	Invoice	03/31/2021	PW SVCS 2/21	0.00	412.46	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		412.46	
			PW SVCS 2/21			
<u>401559711-3-21</u>	Invoice	03/31/2021	PW SVCS 3/21	0.00	415.70	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		415.70	
			PW SVCS 3/21			
<u>401966975-1-21</u>	Invoice	03/31/2021	WWTP SVCS 1/21	0.00	194.73	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		194.73	
			WWTP SVCS 1/21			
<u>401966975-2-21</u>	Invoice	03/31/2021	WWTP SVCS 2/21	0.00	196.74	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		196.74	
			WWTP SVCS 2/21			
<u>401966975-3-31</u>	Invoice	03/31/2021	WWTP SVCS 3/21	0.00	199.65	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		199.65	
			WWTP SVCS 3/21			
AT&09	AT&T	04/05/2021	Regular	0.00	259.03	56032
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>000016186359</u>	Invoice	03/31/2021	VARIOUS SVCS 2/21 BAN67	0.00	140.94	
	<u>400-5300-6510</u>		TELEPHONE/DATA & PAG		23.49	
	<u>400-5600-6510</u>		TELEPHONE/DATA/PAGER		23.49	
	<u>401-5600-6510</u>		TELEPHONE/DATA/PAGER		23.49	
	<u>401-5600-6510</u>		TELEPHONE/DATA/PAGER		23.49	
	<u>401-5600-6510</u>		TELEPHONE/DATA/PAGER		23.49	
	<u>401-5600-6510</u>		TELEPHONE/DATA/PAGER		23.49	
	<u>401-5600-6510</u>		TELEPHONE/DATA/PAGER		23.49	
<u>000016186704</u>	Invoice	03/31/2021	PA SVCS 2/21 BAN64	0.00	95.72	
	<u>401-5600-6510</u>		TELEPHONE/DATA/PAGER		95.72	
			PA SVCS 2/21 BAN64			
<u>000016186705</u>	Invoice	03/31/2021	WELL 2A SVCS BAN65	0.00	22.37	
	<u>400-5600-6510</u>		TELEPHONE/DATA/PAGER		22.37	
			WELL 2A SVCS BAN65			
CEN19	CENTRAL SANITARY SUPPLY	04/05/2021	Regular	0.00	623.83	56033
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1145919</u>	Invoice	03/31/2021	PW FAC SUPPLIES	0.00	332.30	
	<u>100-5610-6002</u>		PARTS & SUPPLIES		78.54	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		78.53	
	<u>401-5600-6002</u>		PARTS SUPPLIES		78.53	
	<u>525-5600-6002</u>		PARTS SUPPLIES		96.70	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>1149815</u>	Invoice	03/31/2021	PARK SUPPLIES	0.00	291.53	
	<u>100-5610-6002</u>		PARTS & SUPPLIES		291.53	
CIN01	CINTAS CORPORATION NO. 2	04/05/2021	Regular	0.00	169.26	56034
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>4078860686</u>	Invoice	03/31/2021	WK SVCS 3/17/21	0.00	169.26	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		12.75	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		29.09	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		63.71	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		63.71	
DELO0	DE LAGE LANDEN FINANCIAL	04/05/2021	Regular	0.00	5,759.23	56035
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>71923907</u>	Invoice	03/31/2021	COPY MCHN SVCS 4/21	0.00	5,759.23	
	<u>100-5100-6520</u>		PROFESSIONAL SERVICES/		271.30	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		626.03	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		973.07	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		437.32	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		271.27	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/		1,090.49	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/		603.62	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		441.26	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/		603.61	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		441.26	
P.G01	PACIFIC GAS & ELECTRIC	04/05/2021	Regular	0.00	34,510.73	56036
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>16206-5-3-21</u>	Invoice	04/01/2021	CC2 SVCS 3/21	0.00	58.56	
	<u>100-5620-6512</u>		ELECTRICITY		58.56	
<u>23756-0-2-21</u>	Invoice	03/31/2021	ALL UTILITY SVCS 2/21	0.00	29,327.83	
	<u>100-5200-6512</u>		ELECTRICITY		537.00	
	<u>100-5400-6512</u>		ELECTRICITY		981.93	
	<u>100-5610-6512</u>		ELECTRICITY		1,688.44	
	<u>100-5615-6512</u>		ELECTRICITY		94.03	
	<u>100-5617-6512</u>		ELECTRICITY		1,074.04	
	<u>100-5620-6512</u>		ELECTRICITY		169.53	
	<u>100-5700-6512</u>		ELECTRICITY		537.00	
	<u>213-5600-6512</u>		ELECTRICITY		630.72	
	<u>269-6303-6512</u>		ELECTRICITY		595.31	
	<u>400-5300-6512</u>		ELECTRICITY		268.50	
	<u>400-5600-6512</u>		ELECTRICITY		15,865.63	
	<u>401-5300-6512</u>		ELECTRICITY		268.50	
	<u>401-5600-6512</u>		ELECTRICITY		6,617.20	
<u>31793-3-3-21</u>	Invoice	04/01/2021	B VISTA AVE SVCS 3/21	0.00	9.70	
	<u>200-5600-6512</u>		ELECTRICITY		9.70	
<u>50754-3-2-21</u>	Invoice	03/31/2021	STREET LIGHT SVCS 2/21	0.00	4,581.57	
	<u>200-5600-6512</u>		ELECTRICITY		4,581.57	
<u>51134-5-3-21</u>	Invoice	04/01/2021	MADSEN AVE SVCS 3/21	0.00	48.75	
	<u>200-5600-6512</u>		ELECTRICITY		48.75	
<u>65206-7-3-21</u>	Invoice	04/01/2021	CC1 SVCS 3/21	0.00	131.37	
	<u>100-5620-6512</u>		ELECTRICITY		131.37	
<u>80272-9-3-21</u>	Invoice	04/01/2021	CC SVCS 3/21	0.00	187.67	
	<u>100-5618-6512</u>		ELECTRICITY		187.67	
<u>80980-1-2-21</u>	Invoice	03/31/2021	TRAFFIC LIGHT SVCS 2/21	0.00	105.78	
	<u>200-5600-6512</u>		ELECTRICITY		105.78	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<u>96580-5-3-21</u>	Invoice	04/01/2021	J ST SVCS 3/21	0.00	59.50	
	<u>200-5600-6512</u>	ELECTRICITY	J ST SVCS 3/21		59.50	
	<b>**Void**</b>	04/05/2021	Regular	0.00	0.00	56037
UN 01	unWIRED BROADBAND, INC.	04/05/2021	Regular	0.00	74.99	56038
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV01021084</u>	Invoice	03/31/2021	SC DATA 4/21	0.00	74.99	
	<u>100-5615-6510</u>	TELEPHONE/DATA/PAGER	SC DATA 4/21		74.99	
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	9,044.31	56039
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>4-02-21</u>	Invoice	04/05/2021	PAY OUT ACCRUALS	0.00	9,044.31	
	<u>100-5400-5000</u>	SALARIES EXPENSE	PAY OUT ACCRUALS		9,044.31	
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	4,240.76	56040
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>3/29 - 7/02</u>	Invoice	04/05/2021	REGULAR EARNINGS	0.00	1,129.37	
	<u>100-5400-5000</u>	SALARIES EXPENSE	REGULAR EARNINGS		1,129.37	
<u>4/02/21</u>	Invoice	04/05/2021	BILINGUAL & EDUC. PAY 4/02	0.00	3,111.39	
	<u>100-5400-5000</u>	SALARIES EXPENSE	BILINGUAL & EDUC. PAY 4/02		3,111.39	
SEL05	SELENA RODRIGUEZ	04/05/2021	Regular	0.00	3,099.10	56041
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>3/29 - 4/02</u>	Invoice	04/05/2021	REGULAR EARNINGS	0.00	677.75	
	<u>100-5400-5000</u>	SALARIES EXPENSE	REGULAR EARNINGS		677.75	
<u>4-05-21</u>	Invoice	04/05/2021	PAY OUT ACCRUALS	0.00	2,421.35	
	<u>100-5400-5000</u>	SALARIES EXPENSE	PAY OUT ACCRUALS		2,421.35	
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	-9,661.16	56042
GAR19	JOSE GARZA	04/05/2021	Regular	0.00	9,661.16	56042
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>INV0000146</u>	Invoice	04/05/2021	Chief Retro Education and Bilingual Pay	0.00	9,661.16	
	<u>100-5400-5000</u>	SALARIES EXPENSE	Chief Retro Education and Billing		9,661.16	
ALT01	ALTA MONTCLAIR/EBSA	04/07/2021	Regular	0.00	200.00	56043
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>2/27 - 3/12</u>	Invoice	04/07/2021	457 DEFERRED COMP 3/18	0.00	100.00	
	<u>100-22210</u>	457 DEFERRED COMPENS	457 DEFERRED COMP 3/18		100.00	
<u>3/13 - 3/26</u>	Invoice	04/07/2021	457 DEFERRED COMP 4/01	0.00	100.00	
	<u>100-22210</u>	457 DEFERRED COMPENS	457 DEFERRED COMP 4/01		100.00	
ASIO1	ASI	04/07/2021	Regular	0.00	1,365.00	56044

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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		
A1009065	Invoice	04/05/2021	HRA ADMIN FEES 2/21	0.00	1,365.00	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		95.23	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		380.93	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		31.74	
	<u>100-5620-6520</u>		PROFESSIONAL SERVICES/		31.74	
	<u>100-5700-6520</u>		PROFESSIONAL SERVICES/		31.75	
	<u>102-5400-6520</u>		PROFESSIONAL SERVICES/		31.74	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/		349.19	
	<u>279-5400-6520</u>		PROFESSIONAL SERVICES		31.74	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/		95.23	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		95.23	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/		95.24	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		95.24	
GRO01	FERGUSON ENTERPRISES INC.	04/07/2021	Regular	0.00	853.16	56045
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1618043	Invoice	04/07/2021	METER PARTS	0.00	853.16	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		853.16	
GAR19	JOSE GARZA	04/07/2021	Regular	0.00	6,209.03	56046
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
FY17/18 - 19/20	Invoice	04/07/2021	BILINGUAL AND EDUC. RETRO	0.00	6,209.03	
	<u>100-5400-5000</u>		SALARIES EXPENSE		6,209.03	
MOU01	MOUNTAIN VALLEY ENVIRONMENTAL SVCS INC	04/07/2021	Regular	0.00	3,694.00	56047
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2745	Invoice	04/07/2021	2020 DELQ. BACKFLOW TEST	0.00	3,694.00	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		3,694.00	
ORT02	OLD REPUBLIC TITLE	04/07/2021	Regular	0.00	12,400.00	56048
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
62870009	Invoice	04/07/2021	8415 14TH AVE - FTHB	0.00	12,400.00	
	<u>244-5700-8100</u>		HOMEOWNER ASST		12,400.00	
PPA02	PARLIER POLICE ASSO.	04/07/2021	Regular	0.00	2,175.00	56049
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3-21	Invoice	04/07/2021	PD. DATE 3/21	0.00	2,175.00	
	<u>100-22196</u>		PPOA DUES WITHHELD		1,125.00	
	<u>100-22196</u>		PPOA DUES WITHHELD		1,050.00	
PAY01	PAY PLUS BENEFITS, INC.	04/07/2021	Regular	0.00	268.22	56050

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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		
25635	Invoice	04/05/2021	CALPERS REPORTING 3-21	0.00	268.22	
	100-5200-6520		PROFESSIONAL SERVICES/		24.38	
	100-5400-6520		PROFESSIONAL SERVICES/		24.39	
	100-5620-6520		PROFESSIONAL SERVICES/		24.39	
	100-5700-6520		PROFESSIONAL SERVICES/		24.38	
	102-5400-6520		PROFESSIONAL SERVICES/		24.39	
	269-6303-6520		PROFESSIONAL SERVICES/		48.76	
	400-5300-6520		PROFESSIONAL SERVICES/		24.38	
	400-5600-6520		PROFESSIONAL SERVICES/		24.38	
	401-5300-6520		PROFESSIONAL SERVICES/		24.38	
	401-5600-6520		PROFESSIONAL SERVICES		24.39	
PRO01	PROVOST & PRITCHARD CONSULTING GROUP	04/07/2021	Regular	0.00	9,929.50	56051
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
84339	Invoice	04/02/2021	TRAFFIC CALMING & SAFETY	0.00	3,514.50	
	558-5700-6545		Contractors		1,495.50	
	558-5700-6545		Contractors		2,019.00	
84340	Invoice	04/02/2021	CITY PLANNING SVCS 2/21	0.00	3,487.00	
	100-5700-6520		PROFESSIONAL SERVICES/		3,487.00	
84341	Invoice	04/02/2021	PRODIGY SQUARE COMM DEV.	0.00	1,848.00	
	100-5700-6520		PROFESSIONAL SERVICES/		1,848.00	
84342	Invoice	04/02/2021	2019 HOUSING ELEMENT	0.00	872.00	
	100-5700-6520		PROFESSIONAL SERVICES/		872.00	
84343	Invoice	04/02/2021	2020 ANNUAL REPORTS	0.00	208.00	
	100-5700-6520		PROFESSIONAL SERVICES/		208.00	
RLB01	REEDLEY LUMBER & BUILDING	04/07/2021	Regular	0.00	376.28	56052
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
255954	Invoice	04/07/2021	PW FENCE REPAIR	0.00	79.20	
	100-5600-6002		PARTS SUPPLIES		79.20	
256452	Invoice	04/07/2021	LANDSCAPE SUPPLIES	0.00	82.97	
	213-5600-6002		PARTS SUPPLIES		82.97	
256559	Invoice	04/07/2021	PARK PARTS	0.00	6.71	
	100-5610-6002		PARTS & SUPPLIES		6.71	
256804	Invoice	04/07/2021	PARK SUPPLIES	0.00	31.62	
	100-5610-6002		PARTS & SUPPLIES		31.62	
257298	Invoice	04/07/2021	LANDSCAPE SUPPLIES	0.00	62.20	
	213-5600-6002		PARTS SUPPLIES		62.20	
257735	Invoice	04/07/2021	PW SUPPLIES	0.00	70.95	
	100-5600-6002		PARTS SUPPLIES		70.95	
257738	Invoice	04/07/2021	LANDSCAPE SUPPLIES	0.00	42.63	
	213-5600-6002		PARTS SUPPLIES		42.63	
REN02	RENT A TOILET	04/07/2021	Regular	0.00	165.00	56053
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
28097	Invoice	04/07/2021	PW RENTAL SVCS 4/21	0.00	165.00	
	100-5600-6520		PROFESSIONAL SERVICES/		165.00	
SAN1R	SAN JOAQUIN VALLEY AIR	04/07/2021	Regular	0.00	433.00	56054



## Check Report

Date Range: 03/26/2021 - 04/09/2021

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		
C321071	Invoice	04/07/2021	ANNUAL PERMIT 21/22	0.00	433.00	
	400-5600-6583		REGULATORY FEES		433.00	
STA04	STATE FOODS SUPERMARKET	04/07/2021	Regular	0.00	970.43	56055
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3/17/21	Invoice	04/07/2021	PA MEAL SUPPLIES	0.00	212.78	
	269-6303-6504		FOOD SERVICES		212.78	
3/22/21	Invoice	04/07/2021	PA MEAL SUPPLIES	0.00	255.50	
	269-6303-6504		FOOD SERVICES		4.67	
	269-6303-6504		FOOD SERVICES		250.83	
3/24/21	Invoice	04/07/2021	PA MEAL SUPPLIES	0.00	196.01	
	269-6303-6504		FOOD SERVICES		196.01	
3/30/21	Invoice	04/07/2021	PA MEAL SUPPLIES	0.00	179.11	
	269-6303-6504		FOOD SERVICES		179.11	
3/31/21	Invoice	04/07/2021	PA MEAL SUPPLIES	0.00	127.03	
	269-6303-6504		FOOD SERVICES		127.03	
TOW02	TOWNSEND PUBLIC AFFAIRS, INC.	04/07/2021	Regular	0.00	4,000.00	56056
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
16919	Invoice	04/07/2021	LOBBYING GRANT SVCS 3/21	0.00	2,000.00	
	100-5200-6520		PROFESSIONAL SERVICES/ LOBBYING GRANT SVCS 3/21		2,000.00	
17032	Invoice	04/07/2021	LOBBYING GRANT SVCS 4/21	0.00	2,000.00	
	100-5200-6520		PROFESSIONAL SERVICES/ LOBBYING GRANT SVCS 4/21		2,000.00	
ASI01	ASI	04/09/2021	Regular	0.00	1,132.51	56057
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7-APR-21	Invoice	04/08/2021	MEDICAL CARD FUNDING	0.00	1,132.51	
	100-5200-5011		INSURANCE-MED,DEN,VIS		61.94	
	100-5400-5011		INSURANCE-MED,DEN,VIS		326.90	
	102-5400-5011		INSURANCE-MED,DEN,VIS		425.23	
	269-6303-5011		INSURANCE-MED,DEN,VIS		44.72	
	400-5200-5011		INSURANCE MED, DEN, VI		61.93	
	400-5300-5011		INSURANCE- MED, DEN. V		64.60	
	400-5600-5011		INSURANCE- MED, DEN, V		41.30	
	401-5300-5011		INSURANCE-MED,DEN,VIS		64.59	
	401-5600-5011		INSURANCE-MED,DEN,VIS		41.30	
BAN01	BANKCARD CENTER	04/09/2021	Regular	0.00	3,025.62	56058
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3854-MAR/21	Invoice	04/08/2021	PW CC EXPENSES 3/21	0.00	531.64	
	100-5600-6002		PARTS SUPPLIES		56.35	
	100-5610-6002		PARTS & SUPPLIES		370.44	
	203-5600-6531		REPAIRS & MAINTENANC		-24.54	
	400-5600-6000		OFFICE SUPPLIES - P.W.		19.07	
	400-5600-6000		OFFICE SUPPLIES - P.W.		-43.58	
	400-5600-6000		OFFICE SUPPLIES - P.W.		58.00	
	400-5600-6002		PARTS & SUPPLIES		37.06	
	401-5600-6000		OFFICE SUPPLIES		58.84	
5584-MAR/21	Invoice	04/08/2021	PD CC EXPENSES 3/21	0.00	152.89	
	100-5400-6501		MEMBERSHIP DUES		104.00	
	100-5400-6503		TRAVEL, MEETINGS & TR		6.99	
	100-5400-6503		TRAVEL, MEETINGS & TR		35.90	

## Check Report

Date Range: 03/26/2021 - 04/09/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	LUCK DONUTS		6.00	
<u>7676-MAR/21</u>	Invoice	04/08/2021	CH CC EXPENSES 3/21	0.00	2,341.09	
	<u>100-5200-6000</u>	OFFICE SUPPLIES	INSTACART		92.01	
	<u>100-5200-6002</u>	PARTS SUPPLIES	CH SUPPLIES		13.18	
	<u>100-5200-6002</u>	PARTS SUPPLIES	CH MAINT SUPPLIES		11.27	
	<u>100-5200-6002</u>	PARTS SUPPLIES	ACE TROPHY SHOP		80.98	
	<u>100-5200-6002</u>	PARTS SUPPLIES	TAXES		4.06	
	<u>100-5200-6500</u>	ORDINANCE & PUBLISHIN	NOTICE-INV 90721		164.50	
	<u>100-5200-6501</u>	MEMBERSHIP DUES	AMAZON MEMBERSHIP		14.16	
	<u>100-5400-6002</u>	PARTS SUPPLIES	PD PROJECT		632.04	
	<u>100-5400-6002</u>	PARTS SUPPLIES	PD SUPPLIES		39.55	
	<u>100-5400-6002</u>	PARTS SUPPLIES	TAXES		4.05	
	<u>100-5400-6002</u>	PARTS SUPPLIES	PD SUPPLIES		67.64	
	<u>100-5617-6531</u>	REPAIRS & MAINTENANC	CC REPAIRS		2.51	
	<u>100-5617-6531</u>	REPAIRS & MAINTENANC	CC REPAIRS		14.98	
	<u>100-5617-6531</u>	REPAIRS & MAINTENANC	CC REPAIRS		13.14	
	<u>100-5700-6002</u>	PARTS SUPPLIES	CD SUPPLIES		125.23	
	<u>100-5700-6002</u>	PARTS SUPPLIES	TAXES		4.06	
	<u>100-5700-6002</u>	PARTS SUPPLIES	CH MAINT SUPPLIES		11.27	
	<u>100-5700-6002</u>	PARTS SUPPLIES	CH SUPPLIES		13.18	
	<u>269-6303-6501</u>	MEMBERSHIP DUES	NAEYC-INV 544713		180.00	
	<u>269-6303-6531</u>	REPAIRS & MAINTENANC	PA REPAIRS		93.18	
	<u>400-5300-6000</u>	OFFICE SUPPLIES - FIN	OFFICE SUPPLIES		70.83	
	<u>400-5300-6001</u>	OPERATIONAL SUPPLIES	FINANCE STOCK CHECKS		589.93	
	<u>400-5300-6002</u>	PARTS SUPPLIES	CH MAINT SUPPLIES		11.27	
	<u>400-5300-6002</u>	PARTS SUPPLIES	CH SUPPLIES		13.18	
	<u>400-5300-6002</u>	PARTS SUPPLIES	TAXES		4.06	
	<u>401-5300-6000</u>	OFFICE SUPPLIES	OFFICE SUPPLIES		70.83	
	**Void**	04/09/2021	Regular	0.00	0.00	56059
	**Void**	04/09/2021	Regular	0.00	0.00	56060
CIT22	CITY OF PARLIER	04/09/2021	Regular	0.00	3,333.33	56061
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>PAQ 3/21</u>	Invoice	04/08/2021	PA ADMIN FEES 3/21	0.00	3,333.33	
	<u>269-6303-6542</u>	ADMIN FEES - CITY OF PA	PA ADMIN FEES 3/21		3,333.33	
CIT22	CITY OF PARLIER	04/09/2021	Regular	0.00	1,916.67	56062
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>PAQ 3-2021</u>	Invoice	04/08/2021	PA RENT MARCH 2021	0.00	1,916.67	
	<u>269-6303-6536</u>	DAYCARE USE ALLOWANC	PA RENT MARCH 2021		1,916.67	
ROB04	ROBERT HALF INTERNATIONAL INC.	04/09/2021	Regular	0.00	544.20	56063
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>57430465</u>	Invoice	04/07/2021	TINA ROJAS - FINANCE	0.00	544.20	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	TINA ROJAS - FINANCE		272.10	
	<u>401-5300-6520</u>	PROFESSIONAL SERVICES/	TINA ROJAS - FINANCE		272.10	

## Check Report

Date Range: 03/26/2021 - 04/09/2021

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
PER01	CALPERS	04/06/2021	Bank Draft	0.00	19,344.11	DFT0000484
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>INV. 3/13 - 3/26</u>	Invoice	04/05/2021	PERS CONTRIBUTIONS	0.00	19,344.11	
	<u>100-22104</u>	PERS PAYABLE	EMPLOYEES'		8,651.74	
	<u>100-5200-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		292.02	
	<u>100-5400-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		3,386.16	
	<u>100-5610-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		105.74	
	<u>100-5617-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		109.76	
	<u>100-5620-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		109.76	
	<u>100-5700-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		337.79	
	<u>102-5400-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		1,683.99	
	<u>203-5600-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		133.29	
	<u>206-5600-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		133.29	
	<u>213-5600-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		102.14	
	<u>269-6303-5010</u>	PERS-PENSION	PERS CONTRIBUTIONS		1,269.69	
	<u>400-5200-5010</u>	PERS PENSION	PERS CONTRIBUTIONS		292.02	
	<u>400-5300-5010</u>	PERS PENSION	PERS CONTRIBUTIONS		573.25	
	<u>400-5600-5010</u>	PERS PENSION	PERS CONTRIBUTIONS		569.72	
	<u>401-5200-5010</u>	PERS PENSION	PERS CONTRIBUTIONS		250.30	
	<u>401-5300-5010</u>	PERS PENSION	PERS CONTRIBUTIONS		573.25	
	<u>401-5600-5010</u>	PERS PENSION	PERS CONTRIBUTIONS		483.58	
	<u>402-5300-5010</u>	PERS PENSION	PERS CONTRIBUTIONS		286.62	

## Bank Code APBNK Summary

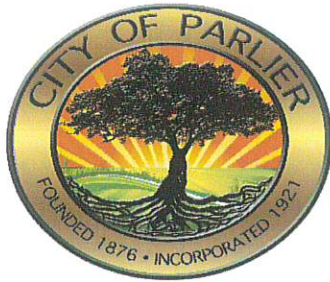
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	142	79	0.00	240,443.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	-9,661.16
Bank Drafts	1	1	0.00	19,344.11
EFT's	0	0	0.00	0.00
	<b>143</b>	<b>86</b>	<b>0.00</b>	<b>250,126.49</b>

**All Bank Codes Check Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	142	79	0.00	240,443.54
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	-9,661.16
Bank Drafts	1	1	0.00	19,344.11
EFT's	0	0	0.00	0.00
	<b>143</b>	<b>86</b>	<b>0.00</b>	<b>250,126.49</b>

**Fund Summary**

Fund	Name	Period	Amount
999	POOL FUND	3/2021	22,404.02
999	POOL FUND	4/2021	227,722.47
			<b>250,126.49</b>



#2

# **MINUTES**

## **CITY COUNCIL OF PARLIER**

### **REGULAR MEETING**

**THURSDAY, MARCH 18, 2021**

#### **Zoom Meeting**

**Meeting ID: 946 0055 5124**

**Passcode: 514009**

#### **CALL TO ORDER/WELCOME:**

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

#### **ROLL CALL:**

**Present:** Mayor Alma M. Beltran, Mayor Pro-Temp Trinidad Pimentel, Councilwoman Diane Maldonado, Council woman Sabrina Rodriguez, Council woman Kathy Solorio, City Clerk Dorothy Garza and Treasurer Michelle Lopez.

**Staff Present:** Police Chief Jose Garza, Finance Director Ellie Velicescu, City Attorney Neal Constanzo, City Manager Sonia Hall, City Engineer Philip Romero and Assistant City Manager/Deputy City Clerk Bertha Augustine.

**FLAG SALUTE:** Mayor Alma M. Beltran

**INVOCATION:** None.

**ADDITIONS/DELETIONS:** None

**PRESENTATIONS/INFORMATIONAL:** None

#### **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.

#### **Public Comments**

**Humberto Gomez Sr.:** Questioned CARES report he received from the City.

**Gracie Guerrero, PHD School Superintendent:** Thanked City for collaborating with the school

district. Pre-K thru 6<sup>th</sup> grade option to send students back to school. We have 60% students coming back. Mayor wants School Superintendent Guerrero on the agenda for next meeting for April 1, 2021.

**Elizabeth Tienda:** Appreciates public records requests response from Bertha A. Augustine and Sonia Hall. Commented that there are officers that have not been replaced. Everyone needs to know that the City does not have a full police staff. Appreciates everything Chief Garza is doing for the Community.

**Roger Wilson Attorney for the POA:** Commented that he has concerns about equipment and Police morale in the department. PD has rifles from 1968, no range training, no K-9 equipment and has car damaged. He urges that the council take action the departments problems.

**Mayor Beltran:** Chief is aware of problems. He has to present it to the council. City will put Chief on agenda for next meeting.

**Rebecca Alvarez:** Mentioned she couldn't hear on line. Concerned about incident with son and officer. It was not handled professionally. Citizens need to trust police.

**Mayor Beltran:** Asked Rebecca to come in and meet with Sonia.

**Humberto Gomez Sr:** Commented that he was not aware of PD overspending.

**Humberto Gomez Jr.:** Commented that the Police Chief has always been professional. No problems with Chief. He feels it is political.

**Abel Ruiz:** He has not been able to meet with Chief. His son was beaten up and chief did not look into it.

#### **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.

#### **City Council:**

1. Approved the Check Reports dated February 27, 2021 to March 12, 2021.
2. Approved the Minutes dated Regular Meeting February 18, 2021 and March 4, 2021.  
**M/S/C:** Motion to approve items 1 & 2 of the Consent Calendar by Maldonado, 2<sup>nd</sup> by Pimentel 5-0 and carried.

#### **REGULAR BUSINESS:**

3. **SUBJECT:** Approve Contract with Interstate Gas Services, Inc (DBA IGService (IGS) to conduct a water rate study for the purpose of determining rates that are fair and equitable according to California state law and the requirements of Proposition 218.

The City Council approved contract with IGS to conduct the water rate study following California State law and the requirements of Proposition 218.

**M/S/C:** Motion to approve IGS to conduct the water rate study following California State law and the requirements of Proposition 218 by Pimentel, 2<sup>nd</sup> by Solorio 5-0 and carried.

4. **SUBJECT:** Consideration and Necessary Action of Award of Contract for the Alley Improvements in the alley south of Cesar E. Chavez Elementary School between "J" Street and H Street for Federal Project No. CML-5252(028).

The City Council adopted **Resolution 2021-12** awarding the contract for Alley Improvements in the alley south of Cesar E. Chavez Elementary School between J Street and H Street for Federal Project No. CML-5252(028) to Valley Excavation, Inc., in the amount of \$110,322.00, approve a contingency of 15% of the contract amount equal to \$16,500.00 and authorized the City Manager or Mayor to sign the Agreement with Valley Excavation, Inc.

**M/S/C:** Motion to adopt Resolution 2021-12 by Pimentel, 2<sup>nd</sup> by Solorio, 5-0 and carried.

5. **SUBJECT:** Consideration and Necessary Action on Award of Contract for the Street Improvements in Zediker Avenue between Merced Street and Manning Avenue for Federal Project No. STPL-5252(029).

The City Council adopted **Resolution 2021-13**, awarding the contract for the Street Improvements in Zediker Avenue between Merced Street and Manning Avenue for Federal Project No. STPL-5252(029) to Valley Excavation, Inc., in the amount of \$243,372.10, approve a contingency of 10% of the contract amount equal to \$24,300.00. and authorized the City Manager or Mayor to sign the Agreement with Valley Excavation, Inc.

**M/S/C:** Motion to adopt Resolution 2021-13 by S. Rodriguez, 2<sup>nd</sup> Maldonado, 5-0 and carried.

6. **SUBJECT:** Consideration and Necessary Action on Award of Contract for the Street Improvements in Cypress Avenue and Rodriguez Avenue using SB 1 funding.

The City Council adopted **Resolution 2021-14**, awarding the contract for the Street Improvements in Cypress Avenue and Rodriguez Avenue using SB 1 funding to R.J. Berry Jr., Inc., in the amount of \$188,076.50, approve a contingency of 10% of the contract amount equal to \$18,800.00. and authorized the City Manager or Mayor to sign the Agreement with R.J. Berry Jr., Inc.

**M/S/C:** Motion to adopt Resolution 2021-14 by Maldonado, Solorio, 5-0 and carried.

7. **SUBJECT:** Consideration and Necessary Action on Tract 6287 – Improvement Plans Adobe West, Inc. a California Corporation

The City Council approved the Final Acceptance of Work for Tract 6287 and adopt **Resolution 2021-15**, "Authorizing Final Acceptance and Notice of Completion" and authorized the City Engineer to record the Notice of Completion.

**M/S/C:** Motion to adopt Resolution 2021-15 by Pimentel, 2<sup>nd</sup> by Maldonado, 5-0 and carried.

8. **SUBJECT:** Consideration and Necessary Action on initiation of a zoning text amendment affecting cannabis dispensaries.

The City Council adopted **Resolution No. 2021-16** initiating an amendment to Section 18.24.020(A) of the Parlier Municipal Code to add "cannabis dispensaries" to the list of permitted uses subject to the provisions of PMC Chapter 18.55.

**M/S/C:** Motion to adopt Resolution 2021-16 by Pimentel, 2<sup>nd</sup> by Maldonado, 5-0 and carried.

9. **SUBJECT:** Consideration and Necessary Action on **Resolution No. 2021-17**. Making Findings and Determining Public Employment Retirement System Member is Disabled from Performance of his Duties under Government Code Sections 21154 and 21156.

The City Council adopted Making Findings and Determining Public Employment Retirement System Member is Disabled from Performance of his Duties under Government Code Sections 21154 and 21156.

**M/S/C:** Motion to adopt Resolution 2021-17 by Maldonado, S. Rodriguez, 5-0 and carried.

#### **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.

**Humberto Gomez Jr made a comment.**

**CLOSED SESSION:**        **(7:44 p.m. thru 10:20 p.m.)**

10. Public Employment Pursuant to Government Code Section 54957  
All Positions.

11. Pending Litigation Pursuant to Government Code Section 54956.9  
Cuevas v. City of Parlier, EEOC Case no. 485-2021-0023

12. Pending Litigation Pursuant to Government Code Section 54956.9  
Fresno Co. Fire Protection District v. City of Parlier  
Fresno Co Superior Case No. 20CECG 02714

#### **Closed Session Announcement**

Nothing to report.

#### **BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:**

**CITY MANAGER:**    None

**CITY ATTORNEY:**    None

**CITY COUNCIL:**        None

#### **ADJOURNMENT**

Mayor Alma Beltran adjourned the Regular Council Meeting at 10:20 p.m.



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Dorothy Garza – Parlier City Clerk

**City Resolutions adopted: 12,13,14,15,16,17 & 18 2021**

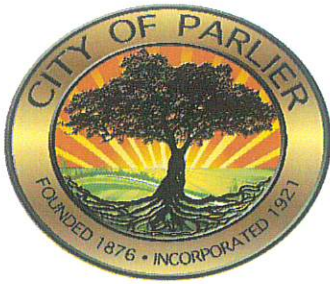
**City Ordinances adopted: None. (Next Ordinance 02-2021)**

#### **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 plan 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>.



# **MINUTES**

## **CITY COUNCIL OF PARLIER**

### **REGULAR MEETING**

**THURSDAY, APRIL 1, 2021**

#### **Zoom Meeting**

**Meeting ID: 946 0055 5124**

**Passcode: 514009**

#### **CALL TO ORDER/WELCOME:**

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

#### **ROLL CALL:**

##### **Present:**

Mayor Alma M. Beltran, Mayor Pro-Temp Trinidad Pimentel, Councilwoman Diane Maldonado, Councilwoman Sabrina Rodriguez, Councilwoman Kathy Solorio, City Clerk Dorothy Garza, and Via Zoom Treasurer Michelle Lopez.

##### **Staff Present:**

Finance Director Nuria Velicescu, City Attorney Neal Costanzo, City Manager Sonia Hall, City Engineer Philip Romero, and Assistant Manager/Deputy City Clerk Bertha Augustine.

**FLAG SALUTE:** Mayor Alma M. Beltran

#### **INVOCATION:**

#### **ADDITIONS/DELETIONS:**

Add Employee dismissal to agenda. Roll Call vote: Mayor Beltran yes, Mayor Pro-Temp Pimentel yes, Councilwoman Maldonado yes, Councilwoman Solorio yes, Councilwoman S. Rodriguez yes, 5-0 and carried.

#### **PRESENTATIONS/INFORMATIONAL:**

Dan Bergman – Water Rate Study.

Introduce study to Council in what is needed and why we need new rate.

### **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.

### **PUBLIC COMMENTS**

- **Officer Ruelas** – Regarding Chief Garza, Officer's morale is down; Chief Garza has requested new equipment, he has brought in cameras to help with investigations. There has been no support from the Council for PD. He asks that Council reconsider renewing Chief Garza's contract.
- **Dan Barcellos** – On 12/5/21, Residents were afraid of the Police Department.
- Since Chief Garza Residents now waive to and invite him to their homes. Let Chief do his job. Parlier Police care about Parlier. I will leave if the Council does not support us.
- **Elizabeth Tienda**- She questioned adding dismissal of an employee at the last minute to the Agenda. Chief Garza has brought the Community together.
- **Rufina Bermudez**- has consistently complained about the house across the street from her mother's home. It is an eyesore and has become a dumping ground. Her sister has called the PD concerned about her mother's safety and has met with the Chief.
- **Detective Hernandez** – He has the utmost respect for Chief Garza and his vision. He has built a new policy, started a Detective Unit, has reduced crime, and has implemented new technology. If Chief Garza leaves, everything he has accomplished will be gone.
- **Gomez** - Chief Garza is highly qualified. He has an open-door policy; he has integrity, started a k-9 unit, and has the best interest in mind for Parlier. I urge you to extend Chief Garza's contract.
- **Humberto Gomez Sr.**- He questioned that the Council had praised him and now you want to let him go. Council is not listening to the Community. There will be a recall.
- **Margaret Gonzalez** – Asked Council to reconsider Chief's contract.
- **Esther Jimenez** – Asked to reconsider Chief's contract. If Chief leaves, she will go also.
- **Norma Neil** – Asked Council to reconsider Chief Garza's contract.
- **Norma's son** – Commented to the Council that it is so mean to let Chief Garza go.
- **Anonymous Citizen** – Did not want to disclose her name due to retaliation but commented that there are problems with PD. There are a few bad officers.
- **Mayor Beltran** – Measure Q did not pass. It will be on the ballot in June.
- **Lucy Pimentel** – Disliked the arguing.

### **CLOSED SESSION: (7:49 p.m. thru 9:30 p.m.)**

1. Public Employment Pursuant to Government Code Section 54957  
All Positions.
2. Dismissal of Employee

### **CLOSED SESSION ANNOUNCEMENT:**

There was nothing to report.

### **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.

City Council:

3. Approved the Check Reports dated March 13, 2021 to March 25, 2021.

**\*Note: item #3 pulled from Agenda for next meeting.**

4. Approve the Minutes dated Regular Meeting March 18, 2021.

**M/S/C:** Motion to approve item 2 of the Consent Calendar by Maldonado, 2<sup>nd</sup> by S. Rodriguez. 5-0 and carried.

### **REGULAR BUSINESS:**

5. **SUBJECT:** Consideration and Necessary Action on Resolution of the City Council for City of Parlier Approving the Application for Clean Air Vehicles via the Public Benefit Grant Program Administered by the San Joaquin Valley Air Pollution Control District.

The City Council approved **Resolution No. 2021-18** for the San Joaquin Valley Air Pollution Control District Public Benefit Grant Program. It authorized the City Manager to complete the grant agreement and all reporting forms.

**M.S/C:** Motion to approve Resolution No. 2021-18 by Pimentel, 2<sup>nd</sup> by Maldonado, 5-0 and carried.

6. **SUBJECT:** Consideration and Necessary Action of Initiating Proceedings for the Annual Levy Assessments for Landscape Maintenance and Lighting District No. 1 for Tax Year 2021-2022.

The City Council adopted **Resolution 2021-19** Initiating Proceedings for the Annual Levy of Assessments for Landscape Maintenance and Lighting District No. 1 and Authorize the City Engineer to file his annual report.

**M/S/C:** Motion to adopt Resolution 2021-19 by S. Rodriguez, 2<sup>nd</sup> by Solorio, 5-0 and carried.

7. **SUBJECT:** Consideration and Necessary action to approve Change Order No. 1 to the contract to Supply of up to nine (9) Granular Activated Carbon Adsorption Systems for TCP Removal Project and authorize the City Manager to sign Change Order No. 1 on behalf of the City of Parlier.

The City Council Approved Change Order No. 1 to the contract to Supply of up to nine (9) Granular Activated Carbon Adsorption Systems for TCP Removal Project and authorize the City Manager to sign Change Order No. 1 on behalf of the City of Parlier.

**M/S/C:** Motion to approve change Order 1 to the contract to supply of up to nine Granular Activated Carbon Absorption Systems for TCP Removal Project and authorize the City Manager to sign change Order 1 on behalf of the City of Parlier by S. Rodriguez, 2nd by Solorio, 5-0 and carried.

**BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:**

**CITY MANAGER – Sonia Hall – No comments.**

**CITY ATTORNEY - Neal Costanzo – No comments**

**CITY COUNCIL - No comments.**

**ADJOURNMENT**

Mayor Alma Beltran adjourned the Regular meeting at 9:39 p.m.

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Dorothy Garza – Parlier City Clerk

Resolutions adopted - 18, 19 -2021

Ordinances adopted- None. **(Next Ordinance 02-2021)**

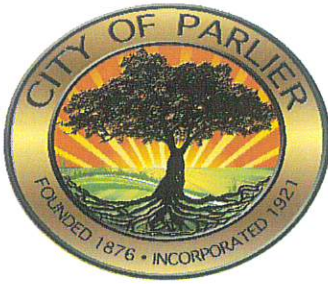
**ADA NOTICE**

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**

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>.





## **MINUTES**

### **CITY COUNCIL OF PARLIER**

### **SPECIAL MEETING**

**THURSDAY, APRIL 1, 2021**

#### **CALL TO ORDER/WELCOME:**

The City Council of Parlier Special Meeting was held in the Council Chambers located at 1100 East Parlier Avenue, Parlier, California 93648. Mayor Alma Beltran called the meeting to order at 4:00 p.m.

#### **ROLL CALL:**

##### **Present:**

Mayor Alma M. Beltran, Mayor Pro-Temp Trinidad Pimentel, Councilwoman Diane Maldonado, Councilwoman Sabrina Rodriguez, Councilwoman Kathy Solorio, City Clerk Dorothy Garza, and Via Zoom Treasurer Michelle Lopez.

**Staff Present:** Finance Director Nuria Velicescu, City Attorney Neal Costanzo. City Manager Sonia Hall, and Assistant City Manager/Deputy City Clerk Bertha Augustine.

**FLAG SALUTE:** Mayor Alma M. Beltran

#### **CITY COUNCIL – AB1234 ETHICS TRAINING:**

AB1234 Ethics Training for City Council and Staff. Training by Mr. Neal Costanzo, City Attorney. Subjects- Explanation of the Brown Act. What the law of Individual conduct are when issues arise.

#### **ADJOURNMENT**

**Mayor Alma Beltran adjourned the meeting at 5:38 p.m.**

#### **ADA NOTICE**

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AGENDA ITEM: #3  
MEETING DATE: 4/15/2021  
DEPARTMENT: FINANCE DEPT.

## REPORT TO CITY COUNCIL

### SUBJECT:

Request to consider the approval for Saint Agnes Medical Center to utilize the Parlier Community Center for Covid-19 Vaccine location.

### RECOMMENDATION:

Staff recommends City Council to consider waiving all fees and approving the use of the Parlier Community Center for Saint Agnes Medical Center to utilize as a Covid-19 Vaccine location scheduled April 20, 2021 from 2pm – 6pm.

### BACKGROUND:

Saint Agnes Medical Center is looking for a location to provide free of cost Covid-19 vaccines to all residents.

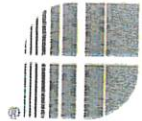
Prepared By:  
Angie Valencia

Approved By:  
Sonia Hall, City Manager



FINANCE DEPARTMENT  
1100 E. PARLIER AVE  
PARLIER, CA. 93648  
TEL. 559-646-3545 | FAX 559-646-8221

Eliana Oropeza  
Coordinator Community  
Health & Well Being



Saint Agnes  
Medical Center  
A Member of Trinity Health

Foundation  
1111 E. Spruce Avenue  
Fresno, CA 93720 Mail Stop 77  
559-450-4770  
eliana.oropeza@sahc.com

## SPECIAL EVENT PERMIT APPLICATION

DATE: 4/6/21  
NAME: Eliana Oropeza  
ADDRESS: 1111 E. Spruce Ave Fresno CA 93720  
BUSINESS ADDRESS(if any): ↓  
TELEPHONE: 559-450-3770  
ID/DL#: \_\_\_\_\_  
LOCATION OF SPECIAL EVENT: community center  
DATES OF EVENT: 4/20/21 2-6pm Setup 12  
BRIEF DESCRIPTION OF MERCHANDISE TO BE SOLD: Vaccine Clinic  
from Saint Agnes

### REQUIRED DOCUMENTS:

- ☒ SELLER'S PERMIT (IF ANY)
- ☒ WRITTEN LETTER OF PERMISSION FROM THE PROPERTY OWNER
- ☒ LIABILITY INSURANCE OF COVERAGE FOR THE CITY IN MINIMUM OF \$1,000,000.00
- ☒ COPY OF ID/DRIVER LICENSE
- ☒ PAYMENT OF \$75.00 PER DAY

NUMBER OF DAYS	DAILY FEE	TOTAL (100.42100)	STAMP
	\$75.00		

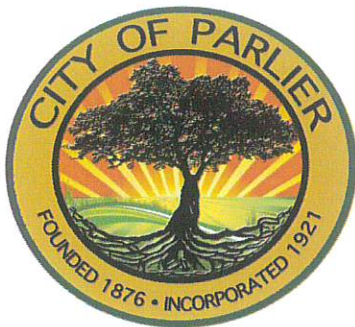
SIGNATURE [Signature]

DATE 4/6/21

APPROVED BY \_\_\_\_\_

DATE \_\_\_\_\_





AGENDA ITEM:       #4        
MEETING DATE: April 15, 2021  
DEPARTMENT: Planning

## REPORT TO CITY COUNCIL

### SUBJECT:

Public hearing to consider zoning text amendments affecting cannabis dispensaries.

### RECOMMENDATION:

Staff recommends that the City Council introduces and waives the first reading of Ordinance No. 2021-02, amending Parlier Municipal Code Section 18.32.020(A) and Chapter 18.55 regarding cannabis dispensaries.

### BACKGROUND:

On November 19, 2020 the City Council adopted Ordinance No. 2020-5, which made certain amendments to Chapter 18.55 (the Cannabis Control Ordinance) of the Parlier Municipal Code (PMC) intended to authorize the Council to approve operation of a maximum of one (1) cannabis dispensary with the Parlier city limits. Under the revised provisions, such a dispensary would be subject to approval of a cannabis regulatory permit at the Council's discretion.

The Cannabis Control Ordinance notwithstanding, in order for a use to be allowed, it must be listed in at least one zone district as permitted, conditionally-permitted, or permitted subject to commission review and approval.<sup>1</sup> Currently, no zone in the Parlier zoning ordinance allows dispensaries. Similarly, there are subsections within Chapter 18.55 that still serve to prohibit retail cannabis.

On March 18, 2021 the City Council adopted Resolution No. 2021-16, directing staff to prepare a text amendment to add cannabis dispensaries to the list of permitted uses— subject to the provisions of the Cannabis Control Ordinance—in the C-4 Central Trading Zone district. There would still be a maximum of one (1) dispensary permitted and it would still be subject to approval of a cannabis regulatory permit at the City Council's discretion.

### PROPOSAL & DISCUSSION:

While preparing the ordinance amendment, staff noticed other provisions of Chapter 18.55 that, without further amendment, would frustrate the Council's intentions. For example:

- Section 18.55.070(B) does not list "Sale" or similar as a potentially allowable operation
- Section 18.55.070(C)(3) prohibits signage

---

<sup>1</sup> As there is no sitting Planning Commission, uses listed as "permitted-Subject to commission review and approval" are automatically referred to the City Council for its consideration.

- Section 18.55.070(C)(9) expressly prohibits cannabis retail sale

Staff proposes that, while these other amendments were not specifically directed by Council, they are sufficiently related such that including them in the zoning text amendment is logical and is necessary to accomplish the Council's stated intention in initiating the text amendment in the first instance.

**ENVIRONMENTAL:**

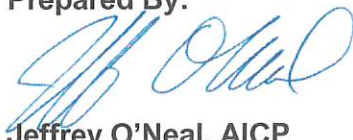
The first step in complying with the California Environmental Quality Act (CEQA) is to determine whether the activity in question constitutes a "project" as defined by CEQA, Public Resources Code Section 21000, *et seq.* and the CEQA Guidelines, California Code of Regulations Section 15000, *et seq.* 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 the issuance to a person of a "lease, permit, license, certificate, or other entitlement for use" as described in CEQA Guidelines Section 15378.

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).

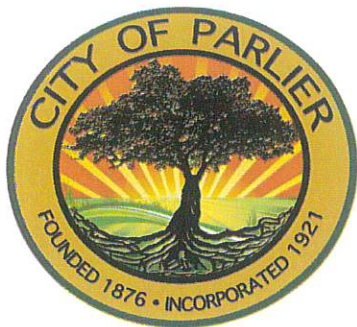
**FISCAL IMPACT:**

Estimated staff time amounting to less than \$1,000 for preparation of reports, resolution, and ordinance and for meeting attendance, plus approximately \$500 for public noticing.

**Prepared By:**



**Jeffrey O'Neal, AICP**  
**City Planner**



AGENDA ITEM:

#5

MEETING DATE:

April 15, 2020

DEPARTMENT:

Planning

## REPORT TO CITY COUNCIL

### SUBJECT:

City Council to Consider Approval Cannabis Regulatory Permit for GBH Retail, LLC to operate an adult use cannabis dispensary.

### RECOMMENDATION:

Staff recommends that the City Council adopts Resolution No. 2021-XX, approving the regulatory permit for cannabis operations

### BACKGROUND:

Legalization of marijuana/cannabis, whether for medicinal or recreational use, has been a hotly-debated topic in California and elsewhere for decades. Please see the timeline below for a brief litany of the development of cannabis legalization in California.

- In 1996, with the adoption of Proposition 215, the California voters approved the "Compassionate Use Act" (Health and Safety Code Section 11362.5). This Act was intended to ensure that seriously ill Californians have the right to obtain and use marijuana for medical purposes where that medical use is deemed appropriate and has been recommended by a physician, without fear of criminal prosecution under limited, specified circumstances.
- In 2004, the State Legislature enacted SB 420, which clarified the scope of the Compassionate Use Act and provided additional statutory guidance regarding medical marijuana use. These statutes are codified at Health and Safety Code Section 11362.7, *et seq.*, and allow cities and counties to adopt supplemental rules and regulations.
- In 2009, the City of Parlier adopted an express ban on medical marijuana dispensaries and prohibited cultivation except as allowed through State-authorized collectives and cooperatives.
- On October 9, 2015, almost 20 years after passage of the Compassionate Use Act, the Governor signed the "Medical Marijuana Regulation and Safety Act" ("MMRSA"), comprising California legislative bills AB 243, AB 266, and SB 643. MMRSA created a comprehensive State licensing system for the commercial cultivation, manufacture, retail sale, transport, distribution, delivery, and testing of medical cannabis, all



subject to local control. One of the purposes of MMRSA was to ensure uniformity among jurisdictions that wished to allow commercial marijuana operations.

- On June 27, 2016, the Governor signed SB 837, effective immediately, changing the terms in MMRSA from “medical marijuana” or “marijuana” to “medical cannabis” or “cannabis,” and making other technical changes (now called “MCRSA”). SB 837 also adopted regulations relating to the use and diversion of water in connection with the cultivation of cannabis.
- On February 3, 2016, the City Council adopted Ordinance No. 2016-02, further restricting medical marijuana activities in the City.
- On November 8, 2016, California voters approved the “Adult Use of Marijuana Act” (“AUMA”). The purpose of AUMA is to establish a comprehensive system to legalize, control and regulate the cultivation, processing, manufacture, distribution, testing, and sale of non-medical marijuana, including marijuana products. Adults, age 21 and older, are allowed to possess marijuana and grow certain amounts at home for personal use.
- On June 27, 2017, the Governor signed SB 94, effective immediately, to consolidate and reconcile MCRSA and AUMA into a single regulatory system. SB 94 repealed MCRSA and created the Medicinal and Adult Use Cannabis Regulation and Safety Act (“MAUCRSA”).
- On September 16, 2017, the Governor signed AB 133, effective immediately, making changes to MAUCRSA.
- On November 15, 2017, the City Council adopted Ordinance No. 2017-03, the Cannabis Control Ordinance, putting in place the standards by which commercial cannabis operations would be regulated.
- State regulatory agencies are currently working on emergency and permanent regulations to implement MAUCRSA so that the State licenses may be issued beginning January 1, 2018.

The City Council has since adopted additional amendments to its cannabis control ordinance to authorize delivery and allow for dispensaries and is in the process of another amendment to clarify the dispensary provisions

<u>Owner:</u>	CDM Investors
<u>Applicant:</u>	GBH Retail, LLC
<u>Location:</u>	885 E. Manning Avenue, Suite 200. North side of E. Manning Avenue west of S. Newmark Avenue. APN 355-041-29
	See attached maps and photo
<u>Site Size:</u>	4.31 acres
<u>Zoning:</u>	C-4, Central Trading District
<u>General Plan:</u>	Community Commercial
<u>Existing Use:</u>	Empty unit within existing shopping center

Surrounding Uses: North – Single-family residential; R-1  
East – Restaurant, commercial uses, ag industry; C-4, M-1  
South – Agriculture; AE-20 (Fresno County)  
West – Basin, vacant; C-4  
Street Access: E. Manning Avenue

### **PROPOSAL & DISCUSSION:**

GBH Retail, LLC has applied for a regulatory permit authorizing operation of a cannabis dispensary within an existing structure at 885 E. Manning Avenue. As proposed, the operation would include storefront retail sales of cannabis for adult use. The operation would comply with all provisions of the Medicinal and Adult Use Cannabis Regulation and Safety Act ("MAUCRSA") and City of Parlier Municipal Code Chapter 18.55 (Cannabis Control Ordinance).

The applicant has provided a draft Security Plan (attached). All employees, including corporate or executive employees, will be subject to issuance of a permit from the Chief of Police following his investigation of their credentials and background. Access to buildings will be via electronic access cards or fobs, with access restricted based upon employee type. Cards/fobs will be maintained onsite under the direction of the Facility Security Director and/or the Security Liaison, and their use will be audited daily. Personal access codes will be unique to each user.

All access points to structures will be maintained in a closed and locked position unless actively being used. Any windows will include metal security bars, with accommodation for emergency exit.

No one under the age of 21 will be allowed within the premises. Video monitoring and recording equipment will comply with the provisions of the Cannabis Control Ordinance. Upon any failure of the video system, the Facility Security Director will be electronically notified. The security system will include battery backup to support up to a 24-hour loss of power.

The shopping center contains all necessary utilities and has ample parking.

### **ANALYSIS:**

Following enactment of and amendments to the City's Cannabis Control Ordinance, the proposed use became permissible subject to approval of a regulatory permit specific to this type of use. The proposed development will be among the first in the area and may help attract other businesses.

### **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 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.

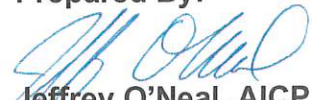
This proposal qualifies as a project under CEQA because it involves the issuance to a person of a "lease, permit, license, certificate, or other entitlement for use" as described in CEQA Guidelines Section 15378.

The proposed use would occur within an existing structure on a site that is already developed. CEQA Guidelines Section 15301, Existing Facilities, allows for operation, repair, and maintenance of existing private structures and facilities. Staff believes that the project falls within this classification and that it is categorically exempt from CEQA.

**FISCAL IMPACT:**

Aside from the revenue that the City will receive from the operation pursuant to the DDA, the applicant has deposited funds with the City to defray costs associated with application processing and development of regulations.

**Prepared By:**

  
Jeffrey O'Neal, AICP  
City Planner





Project Site (APN 355-041-29)

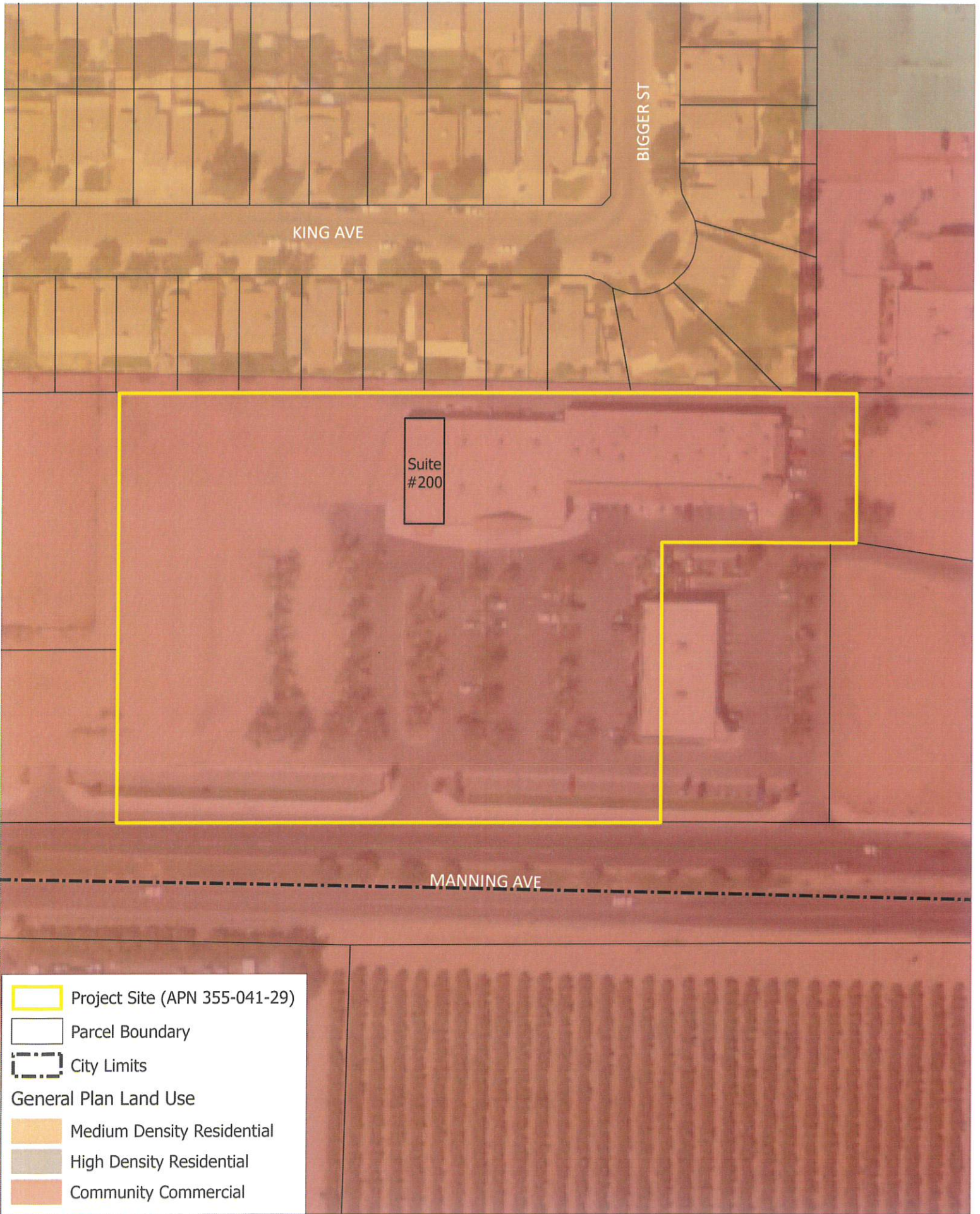
Parcel Boundary

City Limits



PROVOST & PRITCHARD





 Project Site (APN 355-041-29)

 Parcel Boundary

 City Limits

General Plan Land Use

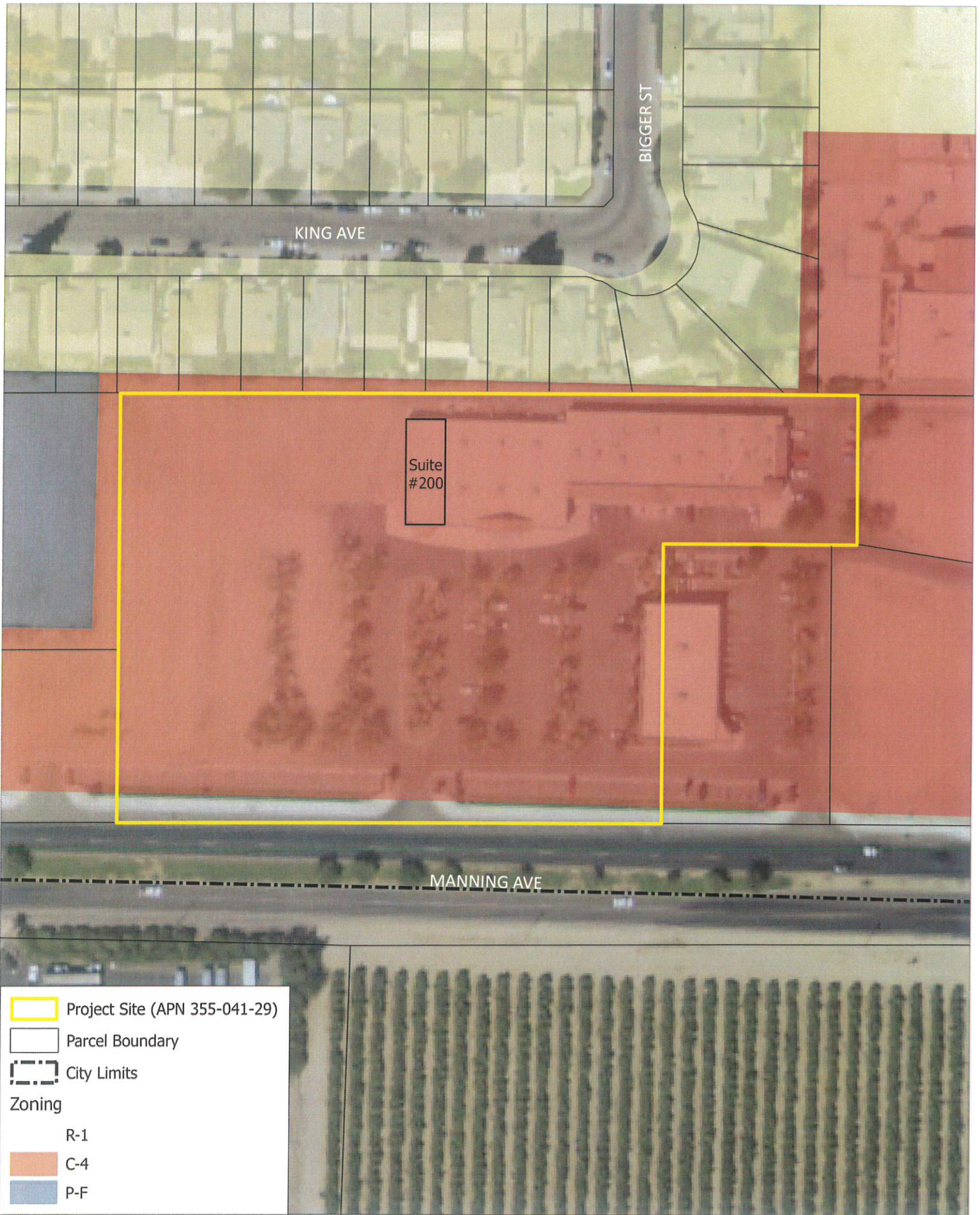
 Medium Density Residential

 High Density Residential

 Community Commercial







 Project Site (APN 355-041-29)

 Parcel Boundary

 City Limits

Zoning

R-1

 C-4

 P-F



0

250

500

Feet

PROVOST &  
PRITCHARD

# Security Plan

**Premises Uses:**

Cannabis Storefront Retail w/Delivery

**Business Name:**

Greenbrier

**Facility Address:**

885 East Manning Avenue  
Suite 200  
Parlier, CA 93648

**Prepared:**

January 22<sup>nd</sup>, 2021

**Prepared by:**

Carroll Security Consulting LLC  
(916) 997-7329

**Preparer Credentials:**

AA, Administration of Justice, Shasta College  
BS, Criminal Justice, Sacramento State University  
Qualified Manager, Paladin Private Security, PPO 15029  
CPTED Practitioner, National Institute of Crime Prevention  
Retired, Port Police Officer, Port of Sacramento Police Department  
Cannabis Security Consultant (Contractor), Benicia Police Department  
Cannabis Security Consultant (Contractor), Dixon Police Department



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## **Foreword**

Greenbrier acknowledges that there are considerable risks in operating a cannabis-related business. Those risks include risk of burglary, robbery, internal theft, theft by outside parties, product diversion by both employees and customers, risk of minors accessing product, and risk to the safety of employees, visitors and the general public. Greenbrier is committed to ensuring a safe environment that mitigates as much risk as reasonably possible. Risk mitigation strategies include, but are not limited to, implementing those security requirements mandated by State and local laws. In addition to ensuring the safety and security of its employees, vendors and customers, Greenbrier acknowledges that it is responsible for safeguarding against the theft or diversion of cannabis, and any records, be they in hardcopy documents or in digital form.

The following Security Plan has been developed in alignment with local and state laws. This Plan will be implemented by the Security Director of Greenbrier once appointed, as well as other key members of Greenbrier's management team. The Plan will be maintained to ensure its relevancy and efficacy throughout the life of the business. The plan will be audited by a third-party security professional prior to implementation, at least annually thereafter, and after any significant security breach or incident to ensure that the plan remains effective and that areas needing improvement are addressed as they are discovered.

The plan will remain available for review by regulatory agencies (including local law enforcement) and will be updated as any changes to the premises infrastructure, security systems, policies or practices are made. Greenbrier will work closely with local law enforcement and other regulatory agencies as necessary to ensure that the plan meets or exceeds those minimum requirements imposed by regulatory agencies and legislative changes.

The plan is intended to serve as a living document governing the business' security during its design, and throughout its years of operation. The plan will be amended by the Security Director over time to address equipment or policy changes and will include specific details relating to installed security equipment, contracts, maintenance schedules, logs and evidence of compliance with the routine security auditing aspects called for in this plan. The plan will be maintained in a manner that ensures sufficient detail is available to future managers who may be required to assume responsibilities as the Security Director. The plan will be held in confidence, stored in a secure location and accessible only to managers and owners of the premises.

Security policies, procedures and practices that are relevant to non-managerial employees, vendors and visitors will be parsed from this plan and provided to such persons in a format appropriate for their training, testing and accountability with respect to the plan.

## ***Consultant Biography***

The security plan that follows was developed by Matthew Carroll. Carroll holds an A.A. in the Administration of Justice (Shasta College, 1997), is a graduate of a California Peace Officer Standards and Training Academy (Sacramento County Sheriff's Training Center, 1998), holds a B.S. in Criminal

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Justice (Sacramento State University, 2000), is a tactical communication instructor through the Verbal Judo Institute (2000), and is a Crime Prevention Through Environmental Design practitioner (National Institute of Crime Prevention, 2009).

Carroll served in public law enforcement from 1997-2001 with the Sacramento County Sheriff's Department and later with the Sacramento-Yolo Port District Police Department from 2001 until its disbandment in late 2006. While employed as a police officer with the port district, Carroll was tasked with bringing the Port of Sacramento into compliance with post 9/11 maritime security requirements. This involved extensive security planning, development and implementation of access control, training and maintenance protocols, management of quarterly drills and semi-annual exercises in collaboration with the Federal, State and local allied agencies. Carroll's Facility Threat Assessment and Facility Security Plans for the Port of Sacramento were deemed model plans and were used by the US Coast Guard as templates to assist other western seaboard ports in the development of their own plans.

Carroll has served consistently in the private patrol industry since 1995, serving in an array of capacities from uniformed services, to field services management, to executive leadership and ownership. In 2003, Carroll co-founded Paladin Private Security in Sacramento as the Qualified Manager of California Private Patrol Operator license number 15029. Paladin was the largest mobile patrol service to operate from a single location anywhere in the United States, deploying upwards of eighty patrol cars nightly at its peak and employing nearly two hundred licensed security officers and serving the security needs of commercial, residential, educational, transportation, government and cannabis entities. Paladin sold its book of business in 2019.

Carroll is also the co-founder of the Sacramento Security Training Center, a state licensed security, baton and firearms training center (TFF1511, TFB1320), is the Director of Compliance for Seed to Sale Security (nationally scaled cannabis security consulting company), is the Director of Compliance for Embarc (operating entity for multiple cannabis storefront retail businesses in California) and is a proprietary software developer specializing in relational database, web application, GPS tracking and mobile app development serving the private security training and guard provisioning industries.

Since the legalization of adult use cannabis businesses in California, Carroll has been consistently engaged by the commercial cannabis community for assistance in security planning to meet and exceed State and local regulations. To date, Carroll has developed over 450 commercial cannabis security plans - predominantly in California. Carroll's work in this regard attracted support requests from the public sector as well. Carroll is currently under contract with the Dixon Police Department and the Benicia Police Department as a cannabis security consultant. As a police consultant, Carroll trains police and code enforcement personnel on cannabis regulations, assists in developing local regulations, reviews/scores cannabis business applications, interviews cannabis business applicants and conducts periodic site assessments visits on behalf of those police departments contracting his services.

*Scope of Plan*

Greenbrier acknowledges that the State of California and many local authorities remain amidst the process of establishing and refining regulations relevant to the cannabis industry. The scope of this plan is specific to security and is not intended to establish compliance with local or state requirements beyond the specific scope of security strategies and standards. The author warrants that the plan that follows meets or exceeds those local and State regulations that were in effect as of the date that this plan was produced (see cover) but cannot and does not warranty the plan against future requirements.

To assist Greenbrier in maintaining this plan in an up-to-date and relevant state, two versions of this plan have been provided to Greenbrier: a non-editable version (PDF) and an editable version (.DOC). Greenbrier acknowledges that the only authorized use of the editable version is for the making those changes necessary to address regulatory changes, changes in business practices and changes to security equipment or procedures relevant to this, and only this, premises.

**Designated Security Representative**

Greenbrier's management team member(s) designated as the security liaison(s), who will be reasonably available to meet with regulators regarding any security related concerns or any operational issues is/are:

Primary, First and Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Landline Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Alternate, First and Last Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

Landline Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_



### **Crime Prevention Through Environmental Design (CPTED)**

The physical design of the premises, its security strategies and policies governing the day to day operations of this facility have been incorporated using CPTED strategies including, but not limited to, natural surveillance, territorial reinforcement and target hardening. Research into criminal behavior demonstrates that the decision to offend or not to offend is more influenced by cues to the perceived risk of being caught than by cues to reward or ease of entry. Consistent with this research, CPTED based strategies emphasize enhancing the perceived risk of detection and apprehension.

#### *Natural Surveillance*

Natural surveillance limits the opportunity for crime by taking steps to increase the perception that the people throughout the premises can be easily detected. Natural surveillance occurs by designing the placement of physical features, activities and people in such a way as to maximize visibility. In designing a premises in this manner, potential offenders feel increased scrutiny and perceive few ways to avoid detection.

Methods employed at this facility to enhance natural surveillance include thoughtful landscaping, uniform white lighting, removal of opportunities for concealment, and placing high risk targets (currency or cannabis) in areas only accessible to those parties with legitimate business purposes. In order to maintain strong natural surveillance, the premises will maintain the following policies:

- No materials, containers or inoperable vehicles will be stored outside on the premises;
- Parking on the premises will be strictly governed by policies limiting vehicles to employees and vendors, and only during business hours. Any vehicles unlawfully parked on the premises will be towed without unnecessary delay and in accordance with 22658 of the California Vehicle Code;
- Tree canopies, if present, will be maintained above 6 feet to enhance line of sight into and throughout the premises;
- Ground shrubbery, if present, will be limited to a maximum height of 24 inches; and
- Exterior landscaping within 10 feet of the premises will be free of locations which could reasonably be used by a person to conceal themselves.

#### *Territorial Reinforcement*

Territorial reinforcement promotes social control through an enhanced definition of space and improved proprietary concern. An environment designed to clearly delineate private space promotes two distinct benefits. First, it creates a sense of ownership among normal users of a space. Owners have a vested interest and are more likely to challenge intruders or report them to security or law enforcement personnel. Second, the sense of owned space creates an environment where strangers, intruders and those otherwise misappropriating the space from its intended purpose stand out to normal users, making them more easily identified. By using buildings, fences, pavement, signs, lighting and landscape to express ownership and define public, semi-public and private space, territorial reinforcement occurs. In order to enhance territorial reinforcement, the premises will maintain the following policies:

- The parking lot and perimeter landscape of the parcel will be meticulously maintained in order to communicate an alert and active presence occupying the space; and

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- Private areas (all areas of the structure and its access points) will be posted with signage (described later in this plan) and equipped with overt security features.

### *Target Hardening*

Target hardening is a term used in security, law enforcement and military services and refers to the strengthening of a premises in order to protect it in the event of attack, or to reduce the risk of theft. It is believed that a strong, visible defense will deter or delay most opportunistic offenders. Methods for target hardening that are incorporated into the security plan for this facility include:

- Ensuring all doors and windows are sourced and fitted in such a way that they can resist forcible entry;
- Adding hard barriers that resist vehicle and pedestrian intrusion;
- Separating the public/lobby aspect from the production rooms with door-redundancies to heighten access control;
- Maintaining landscape in a manner that eliminates opportunities for concealment;
- Maintaining a robust indoor and outdoor surveillance system;
- Maintaining a robust UL listed intrusion detection system;
- Maintaining a state of the art electronic access control system and commercial grade locks; and
- Maintaining stringent hiring and training standards including continuing education.

### **Visibility of Cannabis & Signage**

Cannabis, cannabis products or graphics depicting cannabis within the premises, or while being delivered to the premises, will not be visible with the naked eye from the perspective of a pedestrian immediately outside the property line of the premises.

The premises will limit business identification signage to a single sign posted in accordance with local ordinance. Such signage will be limited to the identification of the licensed business' name and will contain no advertising by way of symbols, language, music, gestures, cartoon characters or other content elements known to appeal primarily to persons below the legal cannabis consumption age. The sign will not extend above the highest point of a parapet wall or the lowest point of a sloping roof.

Upon or adjacent to each door accessing the structure, the business will post a sign, not less than 12 inches wide and 12 inches tall, composed of letters not less than one inch in height, stating materially that "All Activities on the Premises are Monitored and Recorded by Video Camera". Signage must make it reasonably apparent that video surveillance is in operation at the premises and recording all activity. If the installed surveillance system incorporates audio recording features, this capability of the system must also be indicated by signage.

Upon issuance, all applicable local business licenses and tax certificates will be conspicuously posted in the lobby of the premises.

The business will post a sign in a conspicuous place on the outside of the building, near the entry to the premises clearly and legibly posted indicating that the following are prohibited upon the premises:

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- Smoking, ingesting, or consuming cannabis, marijuana, alcohol;
- Possessing deadly weapons, including concealed firearms by licensed parties;
- Persons under the age of 21;
- Wearing of hats, sunglasses, hoodies or other accessories that obscure identity; and
- Personal bags, backpacks, duffel bags, large purses, or other containers

#### *License Posting*

In accordance with State regulations, Greenbrier will prominently display the license on the licensed premises where it can be viewed by state and local agencies. If the licensed premises is open to the public, the license shall be displayed in an area that is within plain sight of the public.

#### **Access Control Strategies**

Greenbrier acknowledges that it is responsible for the security of all cannabis items on the premises, including a responsibility towards ensuring adequate safeguards are in place against the theft or diversion of cannabis products and required records. Per PMC 18.55.070 (17), Greenbrier's commercial cannabis business operations will occur entirely inside its building that shall remain secure, locked, fully enclosed and entirely opaque.

The Security Director will designate internal managers and will employ state licensed and locally authorized private security contractors to accomplish these goals. Contracted security services and their agents will be duly licensed and insured per the requirements of the California Private Security Services Act and in compliance with local regulations relevant to private security services where applicable.

The Security Director will ensure that all doors of the premise include commercial-grade door locks and that each interior and exterior door of the premises maintains an appropriate level of access control relevant to the area.

- All locks on the premises will comply with ANSI/BHMA standards for Grade 1 products or the equivalent;
- Locks that show evidence of wear or tampering will be replaced within 48 hours, or if an outside vendor needs to replace the locks, the vendor will be contacted within 24 hours of discovery;
- Replacement locks will be kept on the premises will be stored in a locked cabinet in the management office;
- Storage cabinets holding product or security components will be a minimum of 12-gauge steel and be secured to a permanent part of the building;

All exterior doors will be of solid core construction and equipped with pry-resistant plates protecting the latch against forcible intrusion.

All interior doors accessing limited access areas (those areas containing cannabis, currency, business/labor records and security infrastructure) will be equipped with steel frames and solid core doors.

All limited access areas, as described above, will be equipped with an electronic access control system requiring unique user codes, controllers or biometric signatures to access. Credentials to access a limited access area will be restricted to those employees with a business need to access the area, and only during those days and hours that the employee requires such access.

All keys issued to employees will be managed through a written or digital log and audited daily by the Security Director. Only managers designated by the Security Director will be permitted to take keys or electronic access credentials off-site.

The Security Director will ensure all locks and security equipment remain in good working order through daily auditing at the close of business.

Employees may not provide access to the premises to any other person. Only managers may grant temporary access to an employee, vendor, contractor, or visitor (regulatory inspectors).

All exterior entry points will be maintained in a closed and locked state when not in active use and will be monitored by a manager or security officer during all operating hours of the business.

All interior doors accessing a limited access area as defined above will remain closed and locked when not in immediate use by an authorized employee.

When the business is not operating, all interior and exterior doors will be closed, locked and alarmed. All limited access rooms will be equipped with monitored contact points to prevent the premises alarm from arming if any limited access area's door is not closed.

All limited access rooms will be equipped with a door that contains an automatic closing and re-locking device to prevent inadvertent exposure upon vacating of an authorized user.

All packaged cannabis kept on the premises after business hours will be secured in a secure storage room identified on the included premises diagram. The secure storage room will be reinforced against intrusion as described below.

Any currency stored on the premises will be maintained in a metal safe weighing no less than 800 pounds, that is fire rated for no less than one hour of resistance, and which is securely anchored to the floor of the structure. The room(s) containing currency safe(s) will be accessible only to management staff and will be reinforced against intrusion as described below.

Rooms containing security system infrastructure including alarm controllers, video recording/storage servers, access control controllers, communication infrastructure and uninterruptable power supplies will be reinforced against intrusion as described below.

Rooms requiring additional reinforcement in accordance with the above will incorporate the following measures:

- Walls/lid reinforced against intrusion by steel mesh, concrete block or plywood fastened by security screws and no less than ½ in thickness;
- Ceiling must be independent of that of the structure;
- Solid core door and metal frame. Frame will be securely fastened to structural supports of the room; and
- Room will not have penetrable perimeter features including windows, glass panes or unsecured ducting greater than 12 inches in diameter.

In the event that the premises stores cannabis products that require refrigeration, those items will be secured in a refrigerator or freezer capable of being locked and which has been securely anchored to the structure. Such refrigeration units will be contained within a room of reinforced construction as described above.

The lobby door will open into an unmanned reception area from which no further uncontrolled access is possible without a key or electronic access credentials.

During all hours when the premises is not in operation, all entrances and exits from the premises will be closed and locked. Keys and electronic access credentials may only be taken off site by managers designated by the Security Director. The Security Director will maintain an accurate and updated log identifying those parties in possession of keys and credentials.

All entry points to a limited access area will require a key or electronic credentials and will be equipped with video surveillance.

Access control logs generated in accordance with this policy or through employment of digital access control systems will be retained for no less than 90 days.

Keys and electronic credentials will be protected. They may not be loaned to third parties and will never be left unattended. All keys and electronic credentials issued to employees will be retained in the possession of the employee to whom they were issued and may not be transferred directly from one employee to another without logging of the transaction by a manager.

Employees must report any lost keys or electronic credentials to a manager immediately upon discovery of the loss. The Security Director will make a determination as to whether security has been compromised and whether re-keying will be necessary. It will be against Greenbrier's policy for any employee to duplicate keys, share passwords, or share electronic credentials.

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#### *Key/Electronic Credential Issuance*

Authorized individuals including employees, authorized contractors and authorized vendors may be permitted to check out a key or electronic credentials for use during their assigned work. The issuance will be for a specified period of time consistent with the authorized purposes for access.

Keys or electronic credentials will be issued and collected daily to/from employees. A log of all issuance/return will be maintained by the Security Director. The record will include: Employee name and identifier; date issued; term of issuance if applicable; date to be returned; if applicable, and signature of the recipient and issuing manager.

When employment has been terminated, all keys and electronic credentials will be returned and recorded by the Security Director. Failure to recover keys upon a termination of employment will require a core change at all locations where the unreturned key provides for access. Terminated employees or managers will be removed from any electronic access control system registries, alarm registries or surveillance software without delay and prior to the close of business on the date of the employee's or manager's termination.

#### *Visitor Procedures & Badges*

Visitors to the premises will be logged. All logs will be maintained by the Security Director for no less than 90 days. The visitor log will include Visitor name, date of birth, identification type and number (driver's license number), date of visit, duration of visit, purpose of visit, and name of person visiting. Visitors will be escorted at all times by a designated employee. All visitors will be required to conspicuously wear a visitor badge during the entirety of their visit. Visitor badges will be numerically assigned and printed on a colored medium. Visitor badges will be audited daily by the Security Director. In the event that a visitor badge is not recovered or is deemed missing, all visitor badges of that color will be destroyed and replaced with a new color. All employees will be notified of a change to the visitor badge color and will be directed to immediately report to the Security Director any person(s) found on the premises wearing a visitor badge of the wrong color.

#### *Windows & Storefronts*

The screening lobby storefront and waiting area window will be equipped with intrusion-resistant film and supported by monitored glass break detection alarm components. In accordance with PMC 18.55.070(18)(n), these exterior windows will be reinforced with ballistic rated polycarbonate sheets.

#### *Roof Access*

Greenbrier will eliminate all means of gaining unauthorized access to the roof. Any interior or exterior roof ladders will be secured with locked ladder covers. Any and all roof hatches, skylights or vents capable of providing for intrusion will be reinforced against intrusion (e.g. steel grating, unique fasteners, monitored alarm components).

### *Fencing*

Fencing, where added or modified, will be no less than 10-feet in height, constructed of decorative tubular steel and equipped with climb resistant toppers.

### *Access Control Groups*

The electronic access control system and hard key eligibility groups will be coordinated as follows in order to reduce internal access by staff members while ensuring staff members enjoy access to those areas relevant to their specific job roles and those shared amenities for all staff members:

Area / Role	Reception Staff	Retail Staff	Delivery Staff	Security Contractor	Management Staff
Screening Lobby	YES	YES	YES	YES	YES
Waiting Area	YES	YES	NO	YES	YES
Retail Area	YES	YES	NO	YES	YES
Manager Office	NO	NO	NO	YES	YES
Currency Vault	NO	NO	NO	NO	YES
Exit Path (inbound)	NO	NO	NO	YES	YES
Break Room	YES	YES	YES	YES	YES
Restrooms	YES	YES	YES	YES	YES
Hall (lockers)	NO	YES	YES	YES	YES
Product Storage	NO	NO	NO	NO	YES
Delivery Processing	NO	NO	NO	NO	YES
Vendor Lobby	NO	NO	YES	YES	YES

Employees will wear employer-issued identification card in a conspicuous manner at all times while on the premises. Identification cards will be controlled by a manager or an employee designated by a manager. Employee identification will be issued and collected daily to prevent loss or counterfeiting. Identification badges will:

- Be laminated or plastic coated;
- Include the “doing business as” name and license number of Greenbrier;
- Include the first and last name of the employee;
- Include a unique employee number assigned by Greenbrier; and
- Include a color photograph of the employee. The image will:
  - Clearly display the full front of the employee’s face;
  - Be at least 1 inch in width and 1.5 inches in height; and
  - Be a color photograph.

All employees arriving for scheduled shifts will enter the screening lobby to clock in at the Reception desk. The employee will be issued their employee identification and their user-specific keys/credentials for use during their shift. These credentials will be returned at the end of the shift. If employees (other than retail delivery drivers) leave the premises for breaks or meal periods, these credentials will be turned back in for that period and recovered upon return. All employee identification cards and

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credentials will be maintained in locked, mounted, UL rated safe within the reception/security monitoring area.

### **Intrusion Detection System**

In accordance with state regulations and PMC 18.55.070(17), Greenbrier will engage the services of a licensed alarm company operator (ACO) to install, maintain, and monitor an intrusion, panic and fire alarm system that is armed at all times (fire) and when the business is closed (intrusion). The system will include sufficient components to detect unauthorized entrance at all entry points, any roof access vulnerabilities and all exterior windows of the premises.

The monitoring center will be instructed to notify a duly licensed private patrol operator in the event of an activation. Greenbrier will engage a licensed private patrol operator capable of providing a physical response in a timely manner, not to exceed 20 minutes. The private patrol operator will be instructed and equipped to notify the Security Director in the event of a breach in security (open door). The Security Director or its designee will be able to respond to assist in evaluating the activation within one hour.

Where evidence of criminal activity is discovered by the private patrol operator or the responding manager, those responding will retreat to a position of safety and observation, will alert local law enforcement and will assist law enforcement with all necessary access into the premises as is needed to investigate.

The alarm system will be comprised components including keypads, perimeter/contact sensors, motion detectors, panic buttons and audible sirens within the limitations imposed by ordinance.

The Security Director will be responsible for ensuring the alarm system and all components are in proper working order and that the system is tested in accordance with the monitoring company's recommendations; but not less than monthly.

Upon request, Greenbrier will make all information related to security alarm systems, monitoring and alarm activity available to regulatory agencies including local law enforcement.

A manager will be the last employee leaving the premises at the end of business each day. There will be automated electronic notifications established to notify the Security Director and the contracted private patrol operator if the alarm is not armed after a programmed end-of-business time. As a fail-safe measure, the alarm system will be programmed to automatically arm at a programmed end-of-business time.

In the event that any element of the monitored alarm system becomes inoperable or faulty, the Security Director will ensure that the premises is staffed on a 24-hour basis by a designated manager or a licensed private patrol operator until such time as the alarm system is restored to full operability. Bypassing of faulty components/zones while the premises is unmanned is strictly prohibited.

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A silent robbery alarm monitored by a UL listed central station will be installed, at minimum, near or within the within the lobby, product/currency storage areas, loading areas and the administrative office.

The premises alarm system will be equipped with battery back-up providing for at least 24-hours of continued operation in the event of a power failure.

A manager capable of providing access to all rooms of the premises will be able to respond to the premises within one hour of notification by the private patrol operator or law enforcement. Greenbrier will provide to local law enforcement a contact list including all active managers capable of providing such a response. As changes are made to this contact list, Greenbrier will update local law enforcement with a revised contact list within 24 hours of making the changes.

Greenbrier will maintain in good standing an alarm permit as required by local ordinance and will comply with all conditions of such permit. The alarm permit will be conspicuously posted in the lobby of the premises in accordance with local ordinance.

The premises alarm will be equipped with cellular back-up to ensure continued notifications in the event of a facility phone line disruption.

The premises alarm will be equipped with line monitoring features that perform frequent call backs between the on-site monitoring equipment and the UL listed central station to ensure no interruptions in system communication capabilities.

The premises alarm system will be equipped with non-emergency notification technology that allows managers and the contracted private patrol operator to be notified of detected system failures (e.g. power loss, communication loss).

The premises alarm system will be equipped with an audit feature that allows the Security Director to audit, print and provide to regulators all system activity for no less than 90 days.

Employees whose work requires issuance of alarm codes will be issued an individual user code. Sharing of alarm codes is strictly prohibited. An audit trail will be maintained for no less than 90 days and will provide detail of which user codes are used and when they are used. The Security Director will audit this log for suspicious activity on a monthly basis and will maintain a log of auditing activities. Any suspicious activity discovered during the audit process will be immediately investigated.

Alarm panels used for code entry will be cleaned regularly (at least weekly) by the Security Director in order to prevent regularly used alphanumeric keys on the panel from being apparent.

As panels show wear on routinely used alphanumeric keys on the panel, the Security Director will ensure replacement of the panel through the contracted alarm company.

Panels incorporated into the premises will be located near the entry points, but as far from the entry door and any windows as is practicable in order to prevent onlookers from being able to easily monitor codes being input by authorized users.

### **Surveillance System**

In compliance with local and state regulation, the business will utilize a digital video surveillance system that will be installed by a licensed third-party surveillance solution installer. The surveillance system will meet or exceed the following standards and will abide by the policies and practices described below:

The surveillance system will be capable of recording all areas designated on the premise diagram included herein and in any lighting conditions (day/night cameras). Cameras will be equipped with low light capability, auto iris and auto focus. Cameras will record at high resolution providing resolution of no less than 2 megapixels. The precise rating of the cameras may vary throughout the premises based on the intended frame of view.

Entry points to the premises, entry points to limited access areas and those areas where packaged cannabis, currency and security infrastructure is present will be equipped with cameras that provide a target-area resolution no less than 80 pixels per foot.

Exterior cameras focused on vehicle driveways will produce a target-area resolution of no less than 100 pixels per foot.

The video surveillance system will be transmission-controlled protocol (TCP) enabled and capable of access over the internet.

The surveillance system will be operational at all times, both during and after business hours. In the event that any element of the surveillance system becomes inoperable, the Security Director will ensure that the premises is staffed by a designated manager or by a licensed private patrol operator until such time as the surveillance system is restored to full functionality.

The premises will maintain sufficient cameras, angles of observation and lighting to allow facial identification of persons throughout interior and exterior areas where cannabis, currency or security infrastructure is present.

Each camera will be permanently mounted and in a fixed location. Each camera will be placed in a location that allows the camera to clearly record activity occurring within 20-feet of all points of entry and exit to and from the premises. The surveillance cameras will provide for the clear and certain identification of any person and activities in all areas recorded, which will include at minimum the following:

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- Areas where cannabis is weighed, packed, stored, loaded, unloaded, processed, prepared or moved within the premises;
- Limited access areas (rooms containing cannabis, currency, security infrastructure and records);
- Interior and exterior vantage points relative to all premises access points; and
- All sides of the building, vehicle driveways and adjacent public thoroughfares.

All surveillance recordings will be accessible to law enforcement or code enforcement officers at all times during operating hours and otherwise upon request.

All surveillance recording systems will have the capability of producing DVDs or other removable media of recordings made by the surveillance system, including still photograph images. Output will be of standard format (e.g. MPEG, JPG) and will not require proprietary software to open/transfer/view.

All surveillance recordings or still frames produced by the surveillance system will be accurately date and time stamped in accordance with measurements from the United States National Institute Standards and Technology standards. The Security Director will be responsible for updating or verifying accuracy of date and time stamping on a monthly basis, and as daylight savings time begins and ends.

The surveillance equipment and recordings will be stored in a locked, secure area that is accessible only to the management/ownership team, Security Director, or other authorized personnel designated by the Security Director.

Surveillance recordings will be subject to inspection by regulatory agencies and will be kept in a manner that allows regulators to view and obtain copies of the recordings at the licensed premises immediately upon request.

The physical media on which video recordings are stored will be stored in a secure manner sufficient to protect the recordings from tampering or theft.

Upon request from regulatory agencies, Greenbrier will send or provide copies of specified recordings to regulatory agencies within the time specified by the regulatory agency.

The surveillance system will be equipped with a failure notification system that provides electronic notice to the Security Director and contracted private patrol operator in the event of any prolonged surveillance interruption or failure lasting longer than fifteen minutes.

The surveillance system will be equipped with sufficient battery backup or automatically starting generator to support a minimum of 24-hours of recording time in the event of a power outage.

The surveillance system will record at no less than 15 frames per second.

The surveillance system will provide for storage of consistent recordings for a period of no less than 90 days as it relates to cameras within 20 feet of premises access points, product and currency storage

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rooms, access points to limited access areas, loading areas and rooms containing security infrastructure.

The surveillance system will provide for storage of consistent recordings for a period of no less than 30 days as it relates to cameras monitoring all exterior sides of the premises, the driveway accessing the premises, public thoroughfares adjacent to the premises and other interior recordings not subject to 90-day retention standard outlined above.

Access to surveillance infrastructure and recordings will be limited to managers of Greenbrier.

Surveillance displays including sensitive areas (product/currency storage and loading areas) will be maintained in areas limited to management or security officer viewing.

Surveillance displays providing visibility of the employee parking areas and property perimeters will be provided at the loading area door and the employee exits, providing employees the ability to monitor the outside environment prior to departing the premises.

The Security Director or a manager with access to video storage will be able to respond to the premises within one hour of summoning by the contracted private patrol operator or law enforcement.

The premises will maintain a surveillance viewing area in an office that may be accessed only by the management or their assignees as needed. Assignees may include state or local law enforcement agencies, licensed private patrol operators, governing bodies' employees, and authorized service personnel or contractors. The entrance to this office will be locked whenever the office is not in use, and accessible by key or electronic credentials.

The Security Director will maintain a current list of all authorized employees and service personnel who have access to the surveillance system and surveillance room on the premises.

The Security Director will keep a surveillance equipment maintenance activity log on the premises to record all service activity including the identity of any individual performing the service, the service date and time and the reason for service to the surveillance system.

Surveillance system installation will be performed professionally, ensuring that placements and associated wiring are protected against intentional or unintentional damage. Cameras will be placed in a manner that avoids intentional or unintentional obscurity.

Greenbrier will provide to its contracted private patrol operator and local law enforcement IP access to those surveillance cameras that monitor the exterior of the premises and the adjacent public right of ways or common areas of the common interest development, whichever applies.

# SECURITY PLAN DIAGRAM:

Carroll Security Consulting LLC  
https://carrollsecurityconsulting.com  
matt@carrollsecurityconsulting.com



- Security Planning
- Regulatory Compliance
- Security Services Auditing
- Tactical Communication Training
- Crime Prevention Through Environmental Design

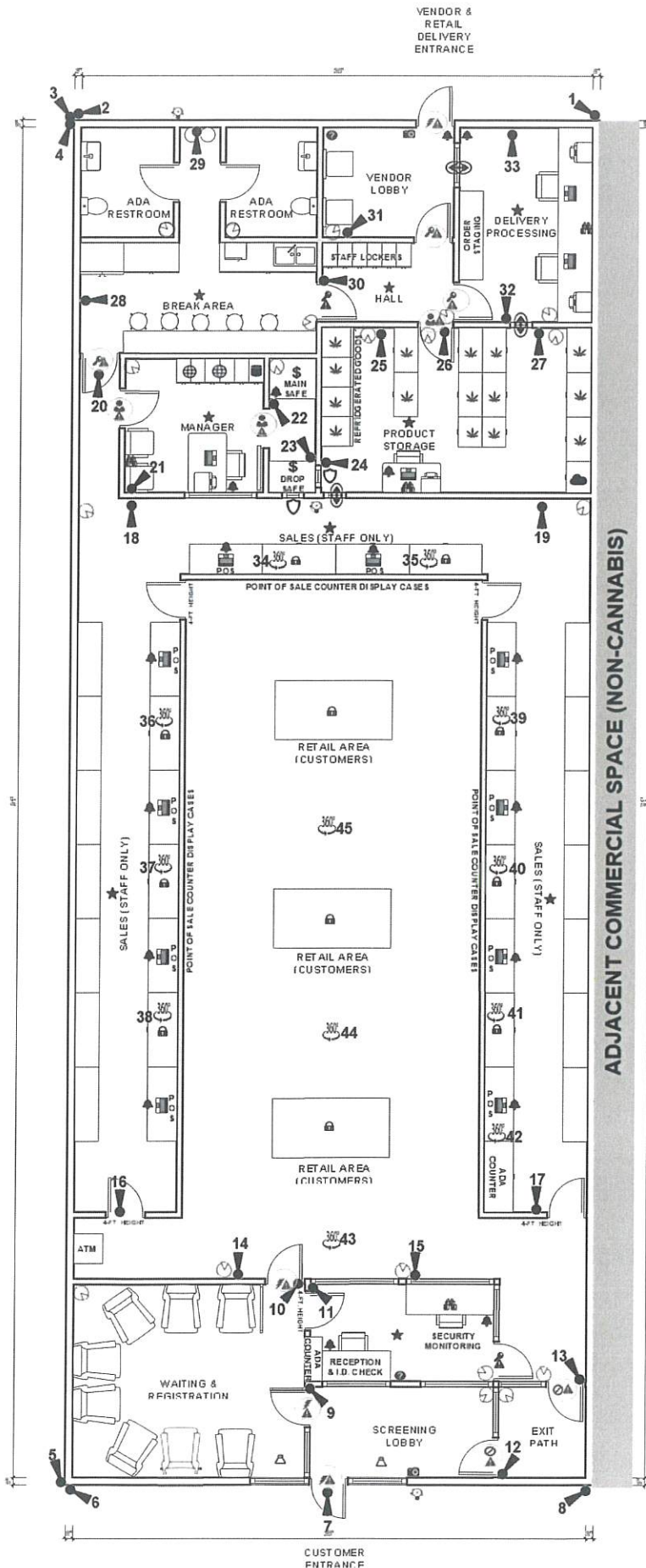
**Matt Carroll**  
Founder  
(916) 997-7329

*Design Out Crime!*

**PROJECT:**  
**Greenbrier Parlier**  
**Cannabis Storefront Retail**  
**w/Retail Delivery**  
**885 E. Manning Ave #200**  
**Parlier, CA 93648**

## Legend:

- ★ Limited Access Area
- ⊙ Electronic Access Controlled Door w/Logging
- ⚡ Requires Remote Access by Staff or Staff Key/Fob (Business Hours) / Management Key/Fob required for after hours access
- 👤 Management Key/Fob Required
- 🔑 Staff Key/Fob Required
- ⊘ Egress Only by Button Press (Inbound with Staff Key/Fob)
- ⚠ Alarm, Contact Point
- 🕒 Alarm, Motion Detector
- 🔔 Alarm, Silent/Robbery Trigger
- 🔊 Alarm, Glass Break Detector
- ❓ Alarm, Panel (covered/boxed)
- 📢 Alarm, Siren
- 📡 Fixed, Wide Angle Cameras #1-33
- 📡 360° 360 Deg. Overhead Camera #34-45
- 🏠 Viewing Area (All Cameras)
- 📀 DVR/Archives, Access & Alarm Controllers (locking server racks)
- 📺 Video Display (adjacent exterior views)
- 🔒 Locked Product Display
- 💰 Secure Currency Storage (UL rated safe)
- 🌿 Secure Product Storage
- 🌐 Secure Records Storage
- 🗑 Secure Cannabis Waste (locking metal refuse bin)
- 🚪 Product Pass Thru, Door Redundant Steel Chute with Asynchronous Inner/Outer Doors
- 🛡 In-Wall Drop Safe Chute



1/8IN = 1 FOOT / 3185 SQ.FT. TOTAL

### **Security Plan Oversight and Training**

Greenbrier acknowledges that it bears the ultimate responsibility for security of the premises. The management/ownership team will delegate security duties to a Security Director. The Security Director is responsible for all aspects of this security plan, including management of all security technology, transportation security, access control to facilities, training of employees, visitors and for the contracting and supervising of licensed security contractors. The Security Director will be responsible for theft prevention, plan auditing, systems testing and for ensuring that minors do not enter the premises.

Greenbrier will provide regulatory agencies with the name, telephone number, and e-mail address of the Security Director who will serve as the security liaison with whom regulators or inspectors can provide notice if there are security concerns associated with the premises, or to whom regulators may refer members of the public who may have any concerns or complaints regarding the security of the premises. Greenbrier will provide contact information for the Security Director to all businesses and residents located within a 100-foot radius of the premises. The Security Director will be reasonably available to meet with regulators or their designees regarding any security related concerns or operational matters.

The Security Director will ensure that all employees understand their respective security roles and responsibilities including the chain of command (in the event of any security breach). Employees at all levels will be trained to:

- Identify threats and vulnerabilities;
- Implement mitigating strategies;
- Understand when and why they could be targets; and
- How to respond accordingly.

Staff will be tested no less than semi-annually regarding their knowledge of the premises' security strategies. Development of policies and procedures will be ongoing during and after the initial security planning process. The Security Director will continuously audit the Security Plan as the business evolves and will ensure appropriate training of employees as new procedures are implemented. To demonstrate that the employee understands the content of training delivered, all employees will be required to undergo an assessment. Assessments will include, at minimum, a hands-on demonstration by the employee as it relates to security policies or procedures included in the training.

Greenbrier will conduct quarterly drills at the premises to ensure that all employees understand how to respond to various emergencies or threats at the premises. Fire drills, armed robbery and burglary discovery drills are examples of drills that may be conducted on the premises as part of comprehensive security training.

### ***Mandatory Security Training of Personnel***

All employees working in the premises will complete introductory training relating to facility security prior to engaging in any occupancy or work on the premises. Training will include, at minimum, the following:

- Operation of security equipment within the scope of role(s);
- Inspecting and monitoring security equipment within the scope of role;
- Emergency notifications, response and reporting procedures;
- Effective patrolling of the premises;
- Identifying opportunities for diversion;
- Securing the premises and assigned work areas;
- Critical incidents, situational policies and procedures; and
- Proper method for securing cannabis and currency at the end of each work day.

### **Robberies**

Unlike a shoplifting incident, a robbery occurs when a suspect uses or threatens to use force when committing a theft. Whereas most shoplifting offenses in CA are infractions or misdemeanors carrying minimal criminal penalties, a robbery is a felony offense that can result in incarceration in State prison. The risks to the offender are considerably higher, thus the temperament of the offender may be more anxious, violent and dangerous. Employees are to comply with all demands made by the suspect(s). The personal safety and that of our customers are the number one priority.

### ***Robbery Prevention***

- A minimum of two employees shall be on duty at all times.
- On arrival, employees shall patrol all visible areas of the premises and its surrounding from the safety of their vehicle before exiting their vehicle. Any suspicious circumstances will be reported to the security vendor or police and no approach of the business will be made until the condition has been mitigated.
- Only scheduled Employees or authorized Vendors with an appointment shall be permitted inside the store outside of regular business hours.
- Robberies most often occur at opening and closing times;
- Do not justify away unusual observations. If something seems awkward, it probably is;
- Report any suspicious activity before proceeding in or out of the premises any further;
- Never handle bulk product or currency in view of the public or in uncontrolled areas;
- Maintain natural surveillance at all times; keep areas clear of obstructions;
- Keep doors locked at all times; even if only stepping away momentarily; and
- Maintain lighting, alarm and surveillance systems in operable and reliable order.

### **During a robbery:**

- Stay as calm as possible. Speak slowly and clearly. The robber(s) is/are probably as scared and nervous as the Employee.
- Remain calm to reduce the likelihood of violence and to allow focus on robber details;
- Do not resist or attack the robber; additional provocation can increase danger;

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- Cooperate fully and quickly.
- Do not resist in any way.
- Do not argue.
- Do not fight.
- Follow all instructions.
- Give the robber(s) whatever is demanded.
- Let the robber(s) know you intend to cooperate.
- Forecast any movements ("I am going to use my right hand to open the drawer")
- If the Employee is not sure about what the robber(s) is/are telling them to do, ask.
- Activate the panic alarm if this can be accomplished safely, in secret;
- If ungloved, watch the robber's hands and make mental note of what is touched;
- Be systematic in mentally documenting the robber's description, but try to stare or make it obvious to the robber that you are mentally documenting details about them:
  - Personal: age, height, approximate weight, build (i.e. thin, average height, heavy), eye and hair color (if unknown try to determine light or dark), hair length, distinguishing features or characteristics (scars, tattoos, etc.);
  - Clothing: color and type of clothing, such as a suit, sports clothes, jeans, type, and color of shoes; Voice: high or low pitched, accent, drawl, or speech impediment. (Many times, a robber can be identified by comments made or the sound of their voice);
  - Weapons: type and color of weapon. If the weapon was a handgun, was it chrome or blue steel? In which hand was it held? Where was the weapon when it first became visible to you? In a holster, pocket? Waistband? In their hand?
- If safe to do so, monitor the robber's departure (direction, vehicle, accomplices)

#### After a robbery:

- Notify police immediately by 911 or cellular equivalent;
- Assess any injuries and coordinate a medical response as necessary;
- Lock the doors. Do not let anyone into the crime scene until police arrive;
  - Request all persons remain on scene;
  - Request all persons write down or narrate their own unique observations;
  - Request all persons keep their observations pure and that they not share observations with one another until after interviewed by responding law enforcement;
  - If persons refuse to remain, allow them to exit but control the doors to prevent destruction of evidence. Touch the doors only in places the robber did not.
- Cease all business operations to reduce contamination of the crime scene;
- Don't talk to others about what just happened. Keep observations unique and pure;
- While awaiting police, make notes while your memory is fresh;
- While awaiting police, review surveillance footage for relevant frames and print the best possible images so police can rapidly distribute the robber images; and
- Do not disrupt the crime scene. Leave everything as it was.

#### Law Enforcement Response Awareness:

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In general:

- Dispatched officers will not immediately approach the business;
- Officers may stage at a distance and watch the premises to gauge behaviors/activity;
- Officers may call into the business to speak with staff or the offender (if a hostage scenario);
- If staff claims the scene is safe to enter, Officers will direct a staff member to come outside;
  - Staff member may be directed to exit with arms raised, no weapons, etc;
  - Staff member may have firearms or less lethal weapons pointed at them;
  - Staff member may be commanded to a particular area affording officers protection;
  - Staff member may be made to lay down on the ground, face down, and submit to handcuffing. Officers must treat this as a dangerous situation until proven otherwise.
- Once the staff member is deemed safe, the staff member may be questioned;
- Once officers are satisfied that offenders are no longer on the premises, they may enter and search the premises and begin their investigation.

*Managing Unusual Occurrences*

Decoys are common tactics used by those wishing to commit burglaries or robberies. Traffic collisions, vehicle fires, dumpster fires, domestic quarrels and other fabricated scenarios intended to distract intended victims may be deployed by criminals to overcome facility security. Upon the occurrence of any significant event upon or immediately about the property, the first to observe the occurrence will notify the on-duty manager. The manager will be responsible for activating a facility lock down. An emergency lock-down incorporates the following measures:

- Immediate notification of emergency services (911 or cellular equivalent);
- Immediate closure and locking of facility doors;
- Immediate directive to all persons on premises to shelter in place and remain inside; and
- No persons will be permitted to open any door until law enforcement has arrived or the unusual occurrence has been otherwise mitigated.

*Burglary/Theft Prevention Training*

This facility maintains an array of security devices including contacts, motion sensors, cameras and related hardware. These devices are critical to the overall security of the premises and caution must be exercised by all occupants to ensure their continued effectiveness. Employees will be trained to:

- Report any damage to a security component immediately;
- Not tamper with any security component;
- Not block or cover any security component; and
- Not block access to security panels.
- Secure all doors when not in active use;
- Not prop any exterior door open for any reason at any time;
- Check the video monitor for unusual activity outside prior to exiting;
- Use the 180-degree viewing device to ensure no persons are lying in wait outside the door; and
- Not open any exterior door unnecessarily.

- Never use a cell phone camera on the premises. Modern cellular phone cameras incorporate metadata including geolocation data. What may seem like a harmless selfie with product, currency or intellectual property could provide persons receiving the image file with location data capable of misappropriation;
- Keep security procedures are confidential. Never discuss with third parties;
- Report any unusual behaviors or activities of others to the on-duty manager;

#### **Managing Burglaries:**

- If evidence of a burglary is encountered (damaged door/window, evidence of ransacking), immediately notify the on-duty manager;
- Do not touch or move anything. Preserve the crime scene;
- Immediately secure all relevant areas and prevent anyone from entering; and
- Notify police via the non-emergency number.

#### **Employee Protection**

In order to reduce take-over robbery attempts by way employee ambush on arrival, facility security policy requires that employees arriving for work:

- Park only in designated staff parking areas within view of surveillance cameras;
- Park in the nearest available space to the lobby entrance at their time of arrival;
- Arrive no earlier than ten (10) minutes prior to their scheduled start time; and
- Retreat to a safe location and telephone the premises if upon their arrival they observe any suspicious persons or vehicles at or immediately about the premises.

In order to reduce take-over robbery attempts by way of employee ambush on departure, facility security policy requires that employees departing from work:

- Depart in pairs or groups;
- Depart only through the lobby doors, and only upon reviewing external camera views to ensure that no suspicious persons or activity are afoot nearby; and
- Immediately depart the premises and adhere to a strict prohibition of loitering on or about the premises.

#### **Signage**

Each face of the structure and vehicle access point will maintain prominently displayed metal signs prohibiting trespass (citing California Penal Code 602) and establishing parking by permit only (citing California Vehicle Code 22658). Additional prominent signage will indicate prohibitions against possession of alcoholic beverages, weapons and illegal drugs on the premises.

No more than 33 percent of the square footage of the windows and clear doors will be blocked by advertising, signs, shelves or anything else that obstructs natural surveillance. All advertising, signs, and shelving will be placed and maintained in a manner that ensures that law enforcement personnel have a clear and unobstructed view of the interior of the premises from the exterior of the premises.

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All signs will comply with the applicable City Code.

### **Utility Controls**

The premises transformer will be secured by padlocks maintained by the utility provider. Externally accessible house power will be contained in padlocked panels. Internally accessible breaker boxes will remain secured with padlocks at all times. Only the owner and managers will have access to keys relevant to power infrastructure. The premises' surveillance, IP network and alarm systems will maintain emergency backup power supplies sufficient to maintain security systems' operability in a power outage event for at least 24 hours.

### **Additional Conditions**

- No public pay phones/telephones will be allowed on the premises;
- No coin operated games or video machines will be allowed on the premises;
- Greenbrier is responsible for reasonably controlling the conduct of persons on the site and will immediately disperse loiterers and trespassers;
- All dumpsters will be kept in locked enclosures and the surroundings free of debris;
- Any graffiti painted or marked upon the premises or on any adjacent area under the control of Greenbrier will be removed or painted over with matching paint within 72 hours of being applied;
- Greenbrier will be responsible for the daily removal of all litter from the site;
- Greenbrier will install a "Knox Box" to provide for emergency services access to all areas of the premises in an emergency.
- Greenbrier will report all crimes occurring on the premises to the Parlier Police Department within 24 hours of discovering the occurrence.
  - All crimes occurring in the City of Parlier and involving employees, agents, or representatives of Greenbrier while acting on behalf of Greenbrier will be reported within 24 hours of discovery by Greenbrier.
  - All crimes involving employees, agents or representatives of Greenbrier that occur outside the City limits of Parlier but while acting on behalf of Greenbrier will be reported to the City of Parlier Police Department within 72 hours of discovery. The report will reference the business name and address, the type of crime, a summary of the incident, the jurisdiction in which it occurred, the investigating law enforcement agency and that agency's case number.

### **Information/Records Security**

Greenbrier acknowledges that it is responsible for the security of all cannabis items on the premises, including providing adequate safeguards against theft or diversion of cannabis items and records that are required to be kept. In accordance with California regulations, all records referenced below will be maintained in a legible fashion and protected from debris, moisture, contamination, hazardous waste, fire, and theft. All pertinent physical records and electronic media storing such records will be stored in fire resistant, locking filing cabinets or safes.

In accordance with California regulations, all records referenced below must be immediately producible to regulatory inspectors upon an inspection, whether that inspection was noticed in advance or not.

Greenbrier recognizes that cyber threats may exist that could impact the premises. Greenbrier will take precautions to ensure consumer privacy, protection of sensitive financial records, and to minimize the potential of unauthorized access or intrusion. Greenbrier's network infrastructure will be encrypted and password protected. Only authorized personnel who have been trained in secure records management procedures will have access to business data systems. Users of the system will have role-based authentication. Sharing of logins among employees and managers is strictly prohibited. Software will require security measures such as password lockouts, login timeouts, use of strong passwords, periodic required password changes, prohibitions of repeated use of a password, and the ability for administrators to disable user access.

Greenbrier will, as needed, hire a third-party Information Technology company to ensure that digital record keeping systems employed by the premises are secure.

All electronic records will be stored both onsite in short-term storage, and off-site, in long term backup storage and available for production and/or reproduction to regulators visiting the premises at any time. Onsite back-up records storage may include electronic media that is backed up on a daily basis on to a secure server. The secure server will be physically located in a secure room on the premises limited to management. Offsite secure data storage may be managed by a third-party data storage provider. Greenbrier acknowledges that while it may contract with a third party to provide custodial or management services of the records, doing so does not relieve Greenbrier of its responsibilities as outlined above.

All archived required records not stored electronically will be stored in a locked storage area limited to managers/owners of the premises with a legitimate business need for access. Current records may be kept in a locked cupboard or desk outside the locked storage area during hours when the business is operating.

Sensitive files will be password protected or stored in a password protected file storage system. No files will ever be stored in public internet spaces, including un-secured file storage sites or transmitted over an unsecure wireless or wired network. E-mailing sensitive data files to anyone outside Greenbrier's organization is strictly prohibited without the permission of management.

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Customer-specific transaction data and contact information, including e-mail addresses, will not be shared with any third party without permission of the customer.

Records relative to this section include those records mandated by the California Code of Regulations, Title 16, Division 42, Section 5037, incorporating those items that follow:

- Financial records including, but not limited to, bank statements, sales invoices, receipts, tax records, and all records required by the California Department of Tax and Fee Administration (formerly Board of Equalization) under title 18, California Code of Regulations, sections 1698 and 4901;
- Personnel records, including each employee's full name, social security or individual tax payer identification number, date employment begins, and date of termination of employment if applicable;
- Training records including, but not limited to, the content of the training provided and the names of the employees that received the training;
- Contracts with other licensees regarding commercial cannabis activity;
- Permits, licenses, and other local authorizations to conduct the licensee's commercial cannabis activity;
- Security records and reports;
- Records relating to the composting or destruction of cannabis goods;
- Documentation for data or information entered into the track and trace system;
- All other documents prepared or executed by an owner or his employees or assignees in connection with the licensed commercial cannabis business;
- Records relating to branding, packaging and labeling;
- Inventory logs and records;
- Transportation bills of lading and shipping manifests for completed transports and for cannabis goods in transit;
- Vehicle and trailer ownership records;
- Quality-assurance records;
- Records relating to destruction of cannabis goods;
- Laboratory-testing records;
- Warehouse receipts; and
- Records relating to tax payments collected and paid under Sections 34011 and 34012 of the Revenue and Taxation Code.

Greenbrier acknowledges that the Bureau of Cannabis Control and local law enforcement may make any examination of the books and records of any licensee as it deems necessary to perform its duties under the Cannabis Control Act.

Greenbrier acknowledges that records will be kept in a manner that allows the records to be produced for the Bureau of Cannabis Control and local law enforcement at the licensed premises in either hard copy or electronic form, whichever the requesting agency requests.

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## **Internal Theft & Diversion Prevention**

Strategies maintained toward the prevention of internal theft include:

- Pre-Employment Background Checks conducted by an accredited member organization of the National Association of Professional Background Screeners ([www.napbs.com](http://www.napbs.com)). Disqualifying history will include felony convictions, as specified in subdivision (c) of Section 667.5 of the Penal Code, and subdivision (c) of Section 1192.7 of the Penal Code, as well as criminal convictions that substantially relate to the qualifications, functions, or duties of the business or profession, including a felony conviction involving fraud, deceit, or embezzlement or a criminal conviction for the sale or provision of illegal controlled substances to a minor;
- Annual background checks of existing employees (same standards as above);
- Prohibiting personal visitors;
- Prohibiting personal tools and supplies;
- Employees will be required to sign a consent to search policy as condition of employment (including their person, possessions and vehicles while on the premises);
- Employee tracking will be performed (time clock, sign in/out or similar);
- Employee internal movements will be monitored by video surveillance;
- Only owners and managers will have access to rooms designated for reinforced security (product storage, currency storage, security infrastructure); and
- Vendors performing work on site will be under employee escort at all times.

### *Whistleblower Protections*

Whereas internal theft is responsible for a substantial amount of diverted cannabis in California, and whereas employees are often in the best position to observe suspicious activity of co-workers, and whereas studies indicate anonymity being key to encouraging employees to report suspected theft by co-workers, Greenbrier will employ whistleblower protections and supporting procedures toward preventing diversion of cannabis. Greenbrier will maintain an anonymous reporting system through which employees or vendors may report suspicious activity on the part of co-workers. Greenbrier will implement and maintain a policy guaranteeing employees anonymity in the event that they bring a concern to the attention of management.

### *Notification of Convictions*

Greenbrier will ensure that the Bureau of Cannabis Control and local law enforcement are notified in writing of a criminal conviction of any owner, either by mail or electronic mail, within 48 hours of the conviction. The written notification to the Bureau will include the date of conviction, the court docket number, the name of the court in which the licensee was convicted, and the specific offense(s) for which the licensee was convicted.

Greenbrier will ensure that the Bureau of Cannabis Control and local law enforcement are notified in writing of a civil penalty or judgment rendered against the licensee or any owner in their individual capacity, either by mail or electronic mail, within 48 hours of delivery of the verdict or entry of judgment, whichever is sooner. The written notification will include the date of verdict or entry of

judgment, the court docket number, the name of the court in which the matter was adjudicated, and a description of the civil penalty or judgment rendered against the licensee.

Greenbrier will ensure that the Bureau of Cannabis Control and local law enforcement are notified in writing of the revocation of a local license, permit, or other authorization, either by mail or electronic mail within 48 hours of receiving notice of the revocation. The written notification will include the name of the local agency involved, a written explanation of the proceeding or enforcement action, and the specific violation(s) that led to revocation.

### **Private Security Services**

Greenbrier will maintain at all times a contract with a state-licensed private patrol operator approved to conduct business in Parlier. In accordance with the standards and practices of the Private Security Services Act, any persons employed in a uniformed security capacity will have undergone a California DOJ and FBI background investigation prior to licensure and will subject to recurring backgrounds during each bi-annual renewal of guard registration and firearm permits (where applicable). Services contracted will include, at minimum:

- Intrusion alarm response with a guaranteed response time of 20 minutes or better.
- On-call uniformed guard services as a contingency to failing surveillance or alarm infrastructure.
- Random patrol services during non-operational hours incorporating, at minimum, one facility patrol for every three hours of facility vacancy.

Greenbrier will ensure that its security contractor acknowledges and complies with the requirement that any of its employees responding to the licensed premises must be at least 21 years of age. Private patrol operators contracted will be in good standing with the City of Parlier.

Greenbrier will officially designate the contracted private patrol operator as its agent for the limited purpose of issuing Notice of Trespass and enforcing laws of trespass. Such appointment of agency will be memorialized on a form filed with the Parlier Police Department where required by local ordinance.

### **Transportation Security**

Cannabis distribution will occur during daylight hours to decrease the risk of a crime against vendors and employees. Distribution schedules will be staggered to avoid development of patterns. Distribution personnel will be identified, verified, and cleared prior to entering the premises.

Transfers will occur only in the presence of a manager and while under video surveillance.

Should any blatantly suspicious or dangerous activity develop inside or outside of the premises, the premises will be 'locked down'. No further access will be granted, and Police notification will be immediately initiated.



Distribution will be managed discretely and within containers free of text or images indicating the contents as cannabis.

Distributors will be required to give notice of their impending arrival. Upon imminence of arrival, surveillance will be monitored. If suspicious persons or activity is afoot, the distributor will be notified and directed to delay their arrival until the circumstances afoot have been mitigated.

Upon arrival of a distributor, the distributor will be escorted by a security officer into the vendor lobby. Once all cannabis goods being delivered have been moved into the vendor lobby, the inventory manager will meet with the distributor in the vendor lobby where METRC recording of the transfer will be completed. The distributor will not be granted access to the premises beyond the vendor lobby.

The vendor lobby will not be opened to intake or release the distributor until all cannabis products and/or currency have been removed from the vendor lobby to the "Hall" (see premise diagram).

### **Transactional Security / Track and Trace**

The California Cannabis Track-and-Trace (CCTT) system will be used statewide to record the inventory and movement of cannabis and cannabis products through the commercial cannabis supply chain. This system will be used by all state cannabis licensees, including those with licenses for cannabis cultivation, manufacturing, retail, distribution, testing labs, and microbusinesses. Greenbrier will employ CCTT-compliant software and related hardware in order to adhere to the transactional security requirements as described herein.

The current list of validated providers may be accessed at the link below:

[https://docs.wixstatic.com/ugd/b7d3d1\\_67b79d41b04f4ef5849b062ac2182d0b.pdf](https://docs.wixstatic.com/ugd/b7d3d1_67b79d41b04f4ef5849b062ac2182d0b.pdf)

### *METRC Overview*

California's use of Franwell's CCTT-MERTC software provides for the following regulatory features:

- Supports marijuana "regulations" with technology to prevent and monitor drug diversions
- Promotes public safety and patient product safety with traceability
- Addresses medical marijuana "diversion" from a "state mandated" position
- Creates a vertically integrated "closed-loop" medical marijuana regulatory scheme which stems, in part, from the landmark 2005 California case, Gonzales vs. Raich (If you can demonstrate a closed loop, in which no marijuana crosses state borders, it strengthens against federal intervention)
- By the use of RFID (Radio Frequency Identification) technology combined with serialized item tracking, the system creates an "end to end" surveillance system where the municipality has real-time visibility at any given time into the "inventory" at all the locations (does not rely on audits for tracking)
- Central control of security through RFID secure tag ID
- Captures perpetual inventory quantities for each entity
- Provides an inspection process with the tools necessary to complete onsite validation of inventory with audit capability and anti-piracy safeguards

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- Supports the auditing process from a series of exception reports
- Provides the industry with the means to report required inventories with minimal cost and investment - can remain cost neutral to the regulatory body.
- The system maintains a secure reporting environment for each industry participant. Each participant can access their own data but no other participants' data. The regulator has access to all industry participants data
- The system provides for a real time digital transport manifest giving access to law enforcement enabling them to quickly discover illegal activity during transportation
- Tracks transfers between licensed premises
- Allows regulatory users to view all licensee activities captured in the system
- Creates audit trails and tools for assessing risk and channeling resources more efficiently (e.g. system notifications and reporting)
- Creates an industry database of analytical information to establish trends and benchmarks for marijuana production
- Allows criminal investigators to streamline field enforcement and compliance activities associated with licensees
- Provides aggregate data regarding cultivation, production, transportation and sales of marijuana within the regulated model
- Secure web hosted solution scaling to thousands of credentialed users

#### *METRC Training*

Training on use of the CCTT-METRC system is required by law for licensees. Upon submission of a State of California application for an annual license, the applicable licensing authority—either CalCannabis Cultivation Licensing, the Bureau of Cannabis Control, or the California Department of Public Health—will send system-training registration information to Greenbrier. Once an annual license is approved and the license holder and/or designated account manager have completed the required CCTT-Metrc Account Manager New Business System Training, they will be able to access the CCTT-Metrc system. Annual licensees will not be allowed access to the CCTT-Metrc system until the required CCTT-Metrc Account Manager New Business System Training has been completed by the licensee or the designated account manager(s).

Training on the CCTT-METRC system can be accomplished through Franwell (provider for the State of California's CCTT system) or through the verified CCTT vendor selected by Greenbrier. Greenbrier will require that any of its managers or employees who will be involved in the transfer of cannabis have successfully completed the relevant training on the selected software application and the transactional/transportation security protocols described in this plan.

#### **Product Security & Loss Reporting**

Greenbrier will notify the Bureau of Cannabis Control and local law enforcement within 24 hours of discovery of any of the following situations:

- Greenbrier discovers a significant discrepancy in its inventory.

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- For the purposes of this section, a significant discrepancy in inventory means a difference in actual inventory compared to records pertaining to inventory of at least \$5,000 or 3 percent of the average monthly sales of the licensee, whichever is less.
  - For the purposes of this section, average monthly sales will be calculated by taking a per month average of the total sales for the previous 6 months. If Greenbrier has not been in operation for at least 6 months, only the months in which Greenbrier was operating will be used in determining average monthly sales.
  - For the purposes of this section, Greenbrier's acquisition price will be used to determine the value of cannabis goods in a licensee's inventory.
- The notification to the Bureau of Cannabis Control will be in writing and include the date and time of occurrence of the theft, loss, or criminal activity, the name of the local law enforcement agency that was notified, and a description of the incident including, where applicable, the item(s) that were taken or lost.
  - Greenbrier discovers diversion, theft, loss, or any other criminal activity pertaining to the operations of Greenbrier.
  - Greenbrier discovers diversion, theft, loss, or any other criminal activity by an agent or employee of Greenbrier pertaining to the operations of Greenbrier.
  - Greenbrier discovers loss or unauthorized alteration of records related to cannabis goods, customers, or Greenbrier's employees or agents.
  - Greenbrier discovers any other breach of security.

### **Product Storage**

In accordance with state regulations, Greenbrier will store cannabis goods in a manner that controls of temperature and humidity and that prevents the entry of environmental contaminants such as smoke and dust. The area in which cannabis goods are stored will be resistant to vermin and will not be exposed to direct sunlight. Greenbrier will not store cannabis goods outdoors for any period of time or purpose.

### **Inventory Accounting**

Greenbrier will be able to account for all inventory and provide the status of all goods to regulators upon request. Accounting of all inventory will be conducted regularly, but at least every 14 days. If Greenbrier finds a discrepancy between the inventory of stock and the inventory log or track and trace system that is outside of normal weight loss caused by moisture loss, Greenbrier will commence a full audit of its inventory. Where a discrepancy remains, Greenbrier will initiate an internal investigation in an attempt at identifying the source of the discrepancy. Where the discrepancy is not resolved, notification to the Bureau of Cannabis Control and local law enforcement will be made.

### **Currency Security**

Drop safe chutes are installed as follows (see premise diagram):

- Sales area to vault room
- Product storage to vault room

Drawers in the retail area will be limited to containing no more than \$500.00. As drawers reach this limit, staff will double count all amounts in excess of \$300.00 and will deposit the excess cash in sealed, signed envelopes into the drop safe. As retail delivery drivers remit currency to the delivery processing staff, delivery processing staff will reconcile the currency received against delivery receipts, placing cash in sealed and signed envelopes for deposit. Delivery processing staff will pass these sealed envelopes to the Inventory Manager through a secure pass-thru (see premise diagram) who will in turn drop the envelope into the drop safe by way of the chute connecting the secure product room to the vault room.

Strict controls will be applied to cash handling procedures. A manager will be responsible for proper accounting, transacting, and handling of currency. Currency stored on the premises will be stored in a burglary resistant safe that meets the recommended standards of Underwriters' Laboratory (UL) for the amount of currency stored. In the event that the average currency storage exceeds the standard for the safe installed, additional safes or a replacement safe commensurate to the UL recommendations for the new stored amount will be installed. Any safe used for currency storage on the premises will weigh at least 800 pounds, maintain a fire resistance rating of at least one hour, be made of metal and be anchored to the permanent structure of the building.

As currency requires movement to an offsite storage facility, currency transportation will be managed by way of armed, uniformed escort, whether in the form of a private patrol operator licensed by the Department of Consumer Affairs or by an armored carrier licensed by the California Highway Patrol.

Staff will be trained on the following policies and procedures:

- Cash will be kept out of view of general staff and public (the window in the manager's office will be one-way, allowing for management to passively monitor the retail area, but keeping business in the manager's office invisible to customers);
- The counting of cash will be limited to the management office;
- All currency counting and storage areas will be under overt video surveillance; and
- Management will ensure that all currency is never left unattended and that it is placed in the "Main Safe" immediately following reconciliation procedures.

### **Retail Dispensary Operations**

#### *Hours of Operation*

Greenbrier will sell cannabis goods only between the hours of 6:00 a.m. Pacific Time and 10:00 p.m. Pacific Time.

At any time the premises is not open for retail sales, Greenbrier will ensure that:

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- The premises is securely locked with commercial-grade, nonresidential door locks;
- The premises is equipped with an active alarm system, which will be activated when the retailer or its employees are not on the licensed premises; and
- Only employees and contractors of the retailer are allowed to enter the premises.

#### *Customers*

Greenbrier will only sell adult-use cannabis goods to individuals who are at least 21 years of age, and medicinal cannabis goods to individuals at least 18 years of age who possess a valid physician's recommendation for himself or herself or a person for whom he or she is a primary caregiver. Greenbrier will confirm the identity and age, and physician's recommendation if applicable, of a customer as required by section 5402(a) of the Cannabis Control Act.

#### *Displays*

Cannabis goods for inspection and sale will only be displayed in the retail area. Cannabis goods may be removed from their packaging and placed in containers to allow for customer inspection. The containers will not be readily accessible to customers without assistance of retailer personnel. A container must be provided to the customer by the retailer or its employees, who will remain with the customer at all times that the container is being inspected by the customer. Cannabis goods removed from their packaging for display will not be sold, will not be consumed, and will be destroyed pursuant to section 5054 of the Cannabis Control Act when the cannabis goods are no longer used for display.

#### *Cannabis for Sale*

Greenbrier will not make any cannabis goods available for sale to a customer unless:

- The cannabis goods were received from a licensed distributor;
- Greenbrier has verified that the cannabis goods have not exceeded their expiration or sell-by date if one is provided; and
- In the case of manufactured cannabis products, the product complies with all requirements of Business and Professions Code section 26130 and all other relevant laws.

#### *Non-Cannabis Sales*

Greenbrier may sell non-cannabis products on the premises if Greenbrier remains in compliance with any city, county, and state laws or regulations related to those products. This provision excludes alcohol and alcohol products and tobacco and tobacco products from sale upon the licensed premises.

#### *Live Plants*

Greenbrier will only sell live, immature cannabis plants and seeds if all of the following requirements are met:

- The plant is not flowering;

- The plant or seed was purchased from a nursery that holds a valid Type 4-Cultivation; Nursery license under the Act; and
- A label is affixed to the plant or package containing any seeds which states “This product has not been tested pursuant to the Medicinal and Adult-Use Cannabis Regulation and Safety Act”;
- Greenbrier acknowledges that it may not sell any other live plants; and
- Greenbrier acknowledges that it will not apply nor use any pesticide, nor cause any pesticide to be applied nor used, on live plants.

#### *Daily Limits*

Greenbrier acknowledges that it will not sell more than the following amounts to a single adult-use cannabis customer in a single day:

- 28.5 grams of non-concentrated cannabis.
- 8 grams of concentrated cannabis as defined in Business and Professions Code section 26001, including concentrated cannabis contained in cannabis products.
- 6 immature cannabis plants.

Greenbrier acknowledges that it will not sell more than the following amounts to a single medicinal cannabis patient, or to a patient’s primary caregiver purchasing medicinal cannabis on behalf of the patient, in a single day:

- 8 ounces of medicinal cannabis as defined in section 11362.77 of the Health and Safety Code.
- 12 immature cannabis plants.

NOTE: If a valid physician’s recommendation contains a different amount than the limits listed in this section, the medicinal cannabis customer may purchase an amount of medicinal cannabis consistent with the patient’s needs as recommended by a physician.

#### *Customer Returns*

For the purposes of this section, “customer return” means a customer’s return of cannabis goods that were purchased from a retailer, back to the retailer the cannabis goods were purchased from.

- Greenbrier may accept customer returns of cannabis goods that were previously sold to a customer;
- Greenbrier will not resell cannabis goods that have been returned;
- Greenbrier will treat any cannabis goods abandoned on the retailer premises as a customer return; and
- Greenbrier will destroy all cannabis goods that have been returned to the retailer by a customer, in accordance with sections 5054 and 5055 of the Cannabis Control Act.

### *Packaging and Labeling Prohibited*

Greenbrier acknowledges that it will not accept, possess, or sell cannabis goods that are not packaged as they will be sold at final sale, and Greenbrier will not package or label cannabis goods.

### *Exit Packaging*

Greenbrier acknowledges that cannabis goods purchased by a customer will not leave Greenbrier's premises unless the goods are placed in an exit package that is opaque, can be resealed and that is child-resistant.

### *Additional Postings*

The lobby, waiting and retail areas of the premises will contain prominently posted signage including advisements as follow:

- "Smoking, vaporizing, ingesting, or consuming cannabis, cannabis products, tobacco, or alcohol on these premises, or in their vicinity, is prohibited."
- "Patrons must immediately leave the premises following their transaction and should not consume cannabis goods until at home or in an equivalent private location."
- "CALIFORNIA PROP. 65 WARNING: Smoking of cannabis and cannabis-derived products will expose you and those in your immediate vicinity to cannabis smoke. Cannabis smoke is known by the State of California to cause cancer."

### *Customer Access*

Customers will be verified as qualified for premises access. Customers will be escorted at all times and never left unattended in any room of the premises (restroom excepted if and when access is permitted under a personal emergency circumstance).

High security access points referenced herein will be equipped with magnetic locking control systems capable of withstanding brute force intrusion and up to 3,000 pounds of pressure. All maglock devices incorporated into this access control plan will be connected to the fire alarm system and programmed to disengage upon activation of a fire alarm. The access control system will be supported by a battery backup system capable of maintaining the system for no less than 24-hours and to ensure that the system is not overcome by a power outage.

The customer entrance will be equipped with maglock devices for use during business hours. After hours, a commercial grade deadbolt installed on this door will be engaged to further security this access point. Two surveillance cameras will be positioned immediately adjacent to this door. A doorbell with intercom features will be provided for customers to use in requesting access.

Upon doorbell activation, the receptionist will visually screen customers. A policy prohibiting persons under the age of 21 (or 18 for qualified medicinal users), weapons, alcohol, sunglasses, hats, hoods, or bags will be prominently posted at the customer entrance.

If a customer is not compliant with this posting relative to attire, verbal instructions to remove hats, sunglasses or hoods will be made through the intercom. If carrying a bag, the customer will be asked to store their bag in their vehicle before requesting entry again.

Where a customer is compliant with postings, the lobby door will be opened by way of a switch controlled from the reception desk. Customers will check in with the receptionist. The receptionist will be situated behind ballistic resistant glass. Construction of the wall surrounding the receptionist will incorporate steel plating rated as Abrasion Resistant 400 (AR400 plating is the standard level of plating used for back-stops in firearm range facilities). A recessed pass through will be provided below the ballistic glass to provide for passing of documents.

Customers will be required to provide valid government issued photo identification to the receptionist. The receptionist will copy the identification card data using a magnetic card reader (storing patient identity and validating the age of the patient to overcome human error). The receptionist will verify that the person possessing the identification is the person present.

Upon validation of the customer's identity and eligibility, customers will be granted electronic access to the Waiting and Registration Area (see premise diagram). New customers will be required to register in the MERTC compliant point of sale software before advancing to the retail area.

The door from the waiting area to the retail area is equipped with a maglock system electronically controlled by the receptionist or security officer at the monitoring station. The maglock doors of the lobby will be situated in a manner that prevents both the door to the retail area and the door from the screening lobby to the waiting area from being open at the same time.

The receptionist and security monitoring station, equipped with natural and video assisted monitoring of the retail area, will control the number of persons being granted access to the retail area. A ratio of two customers per retail room employee will be maintained in order to reduce congestion in the retail area while maximizing natural and video surveillance of the retail area.

Upon entry to the retail area, employees and the security officer at the monitoring station will monitor customer movements and actions. Provision of products to customers will occur only at the transaction points and only upon completion of the financial transaction. Products will be provided in sealed bags placed within opaque plastic or paper bags free of graphics depicting cannabis.

Upon completion of a transaction, customers will proceed to the retail exit door. A button in the retail room positioned next to the exit door will allow customers to temporarily disengage the maglock so they may exit the retail room. Customers will proceed into the "Exit Path" (see premise diagram) where they will depress another button to advance to the screening lobby. The doors of the Exit Path will be programmatically prohibited from being open simultaneously in order to prevent an unscreened person in the lobby from entering the retail area by way of the Exit Path.

### *Uniformed Security Services*

Uniformed security officers in compliance with the Private Security Services Act of California and duly registered with the City of Parlier will be assigned upon the premises on a 24 hour basis.

### *Security Officer Roles and Responsibilities*

#### **Business Hours Coverage**

Two security officers will be assigned: Patrol and Internal. Both security officers assigned will be scheduled to arrive simultaneously, at least thirty minutes prior to the scheduled arrival time of the opening manager. The security officers will patrol the grounds together, verifying the security of the premises. Upon the arrival of the opening manager, the security officers will escort the manager into the premises. The security officers will be assigned security level access credentials for use during their shift. Both security officers will be equipped with two-way radio communications, providing for direct communication between the on-duty manager, receptionist, retail staff, delivery processing staff and each other.

The patrol officer will serve in an armed capacity and will spend his/her shift actively patrolling the premises, ensuring no criminal or nuisance activities are occurring upon or about the licensed premises. The outside security officer will screen employees and vendors accessing the vendor and employee entrance. As distributors are scheduled, and as retail delivery employees arrive and depart, this security officer will supervise their safe passage into the and out of the premises.

The internal security officer will serve in an unarmed capacity and will post at the security monitoring station (see premise diagram) and may periodically patrol between the lobby, retail area, back office and waiting area. This security officer will monitor customers and staff while ensuring that all internal access control strategies incorporated into this plan are maintained and enforced.

During break and meal periods, the premises will maintain only an internal security officer. Distributor intake and delivery operations will be scheduled around security officer breaks and meal periods.

#### **After-Hours Coverage**

A single, unarmed security officer will be assigned to the premises after business hours. This security officer will be scheduled to arrive at closing time and will be granted access to the delivery processing office (which shall be free of cannabis and currency by the end of the business day). The security officer will post here, providing live monitoring of the premises video surveillance system while

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enjoying limited internal access to include the Hall, Vendor Lobby, Break Room and Restrooms. The overnight security officer will not have access to the Product Storage, Management Office, Vault or Retail Areas. The security officer will be equipped with intercom capabilities, allowing the security officer to give verbal commands through the premises' exterior siren speakers should any suspicious persons encroach upon the business. The security officer will not leave the premises to investigate or mitigate any activities observed outside. The security officer will summon Parlier police or his/her employing firm's patrol staff (as appropriate for the observations) to mitigate any conditions occurring outside the business.

### **Non-Storefront, Retail Delivery Operations**

#### *Hours of Operation*

Applicant will deliver cannabis goods only between the hours of 7:00 a.m. Pacific Time and 9:00 p.m. Pacific Time.

#### *Customers*

Greenbrier will only sell adult-use cannabis goods to individuals who are at least 21 years of age and medicinal cannabis goods to individuals at least 18 years of age who possess a valid physician's recommendation for himself or herself or a person for whom he or she is a primary caregiver. Greenbrier will confirm the identity and age, and physician's recommendation (if applicable) of all customers as required by section 5402(a) of the Cannabis Control Act. Age validation will be accomplished by valid government issued photo identification.

#### *Cannabis for Sale*

Greenbrier will not make any cannabis goods available for sale to a customer unless:

- The cannabis goods were received from a licensed distributor;
- Applicant has verified that the cannabis goods have not exceeded their expiration or sell-by date if one is provided; and
- In the case of manufactured cannabis products, the product complies with all requirements of Business and Professions Code section 26130 and all other relevant laws.

#### *Non-Cannabis Sales*

Greenbrier may sell non-cannabis products if Greenbrier remains in compliance with any city, county, and state laws or regulations related to those products. This provision excludes alcohol and alcohol products and tobacco and tobacco products.

#### *Daily Limits*

Greenbrier acknowledges that it will not sell more than the following amounts to a single adult-use cannabis customer in a single day:

- 28.5 grams of non-concentrated cannabis.
- 8 grams of concentrated cannabis as defined in Business and Professions Code section 26001, including concentrated cannabis contained in cannabis products.

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- 6 immature cannabis plants.

Greenbrier acknowledges that it will not sell more than the following amounts to a single medicinal cannabis patient, or to a patient's primary caregiver purchasing medicinal cannabis on behalf of the patient, in a single day:

- 8 ounces of medicinal cannabis as defined in section 11362.77 of the Health and Safety Code.
- 12 immature cannabis plants.

NOTE: If a valid physician's recommendation contains a different amount than the limits listed in this section, the medicinal cannabis customer may purchase an amount of medicinal cannabis consistent with the patient's needs as recommended by a physician.

#### *Customer Returns*

For the purposes of this section, "customer return" means a customer's return of cannabis goods that were purchased from a retailer, back to the retailer the cannabis goods were purchased from.

- Greenbrier may accept customer returns of cannabis goods that were previously sold to a customer.
- Greenbrier will not resell cannabis goods that have been returned.
- Greenbrier will treat any cannabis goods abandoned on the retailer premises as a customer return.
- Greenbrier will destroy all cannabis goods that have been returned to the retailer by a customer, in accordance with sections 5054 and 5055 of the Cannabis Control Act.

#### *Free Provisioning*

Greenbrier will not provide free cannabis goods to any person.

#### *Packaging and Labeling Prohibited*

Greenbrier acknowledges that it will not accept, possess, or sell cannabis goods that are not packaged as they will be sold at final sale, and Applicant will not package or label cannabis goods.

#### *Delivery Packaging*

Greenbrier acknowledges that cannabis goods purchased by a customer will not leave Greenbrier's premises unless the goods are placed in an opaque exit package.

#### *Delivery Services*

All deliveries of cannabis goods will be performed by a delivery employee of Greenbrier. Each delivery employee of Greenbrier will be at least 21 years of age. All deliveries of cannabis goods will be made in person. A delivery may not be left unattended at a delivery location in lieu of an in-person transfer to the customer. A delivery of cannabis goods will not be made through the use of an unmanned vehicle.

The process of delivery begins when the delivery employee leaves Greenbrier's licensed premises with the cannabis goods for delivery. The process of delivering ends when the delivery employee returns to Greenbrier's licensed premises after delivering the cannabis goods to the customer(s). During the process of delivery, Greenbrier's delivery employee may not engage in any activities except for cannabis goods delivery and necessary rest, fuel, or vehicle repair stops.

Delivery employees of Greenbrier will, during deliveries, carry a copy of Greenbrier's current state and local license, the employee's government-issued identification, and an identification badge provided by the employer pursuant to section 5043 of the Cannabis Control Act.

Greenbrier's employee shall always carry a copy of the retail license and a copy of the QR Code certificate issued by the Bureau while engaging in the transportation of cannabis goods. The QR Code certificate shall comply with the requirements as stated below:

- (1) The QR Code certificate shall be printed on paper not less than 8 ½ inches by 11 inches;
- (2) The QR Code on the certificate posted will not be less than 3.75 inches by 3.75 inches; and
- (3) The QR Code on the certificate shall be of sufficient clarity that the code can be read by a smartphone or device capable of reading QR Codes from a distance of at least three (3) feet.

Greenbrier will maintain an accurate list of its delivery employees and will make it available to the Bureau of Cannabis Control and law enforcement personnel upon request.

Prior to providing cannabis goods to a delivery customer, a delivery employee will confirm the age and identity of the customer by valid government issued photo identification.

Greenbrier acknowledges that it may only deliver cannabis goods to a physical address in California and that the delivery employee will not leave the State of California while possessing cannabis goods.

Greenbrier acknowledges that it will not deliver cannabis goods to an address located on publicly owned lands or to any address on land or in a building leased by a public agency. This prohibition applies to land held in trust by the United States for a tribe or an individual tribal member unless the delivery is authorized by and consistent with applicable tribal law.

Greenbrier's delivery employee carrying cannabis goods for delivery will only travel in an enclosed motor vehicle. Any vehicle used in the delivery of cannabis goods will be operated by a delivery employee of Greenbrier. Only an employee of Greenbrier for whom delivery is being performed will be in the delivery vehicle.

While carrying cannabis goods for delivery, Greenbrier's delivery employee will ensure the cannabis goods are not visible to the public. Cannabis goods will be locked in a box, container, or cage that is secured on the inside of the vehicle. For purposes of this section, the inside of the vehicle includes the trunk.

Greenbrier's delivery employee will not leave cannabis goods in an unattended motor vehicle unless the motor vehicle is locked and equipped with an armed vehicle alarm system.

Greenbrier acknowledges that vehicles used for the delivery of cannabis goods will be outfitted with a dedicated Global Positioning System (GPS) device for identifying the geographic location of the delivery vehicle in real-time. A dedicated GPS device must be owned by Greenbrier and used exclusively for delivery operations. The device will be either permanently or temporarily affixed to the delivery vehicle and will remain active and inside of the delivery vehicle at all times during delivery. At all times, Greenbrier will be able to identify the geographic location of all delivery vehicles that are making deliveries for Greenbrier and will provide that information to the Bureau of Cannabis Control or law enforcement personnel upon request.

Greenbrier acknowledges that upon request, it will provide the Bureau of Cannabis Control or law enforcement personnel with information regarding any motor vehicle used for the delivery of cannabis goods, including the vehicle's make, model, color, Vehicle Identification Number, license plate number and Department of Motor Vehicles registration information.

Greenbrier acknowledges that any motor vehicle used by a retailer to deliver cannabis goods is subject to inspection by the Bureau of Cannabis Control and local regulators. Vehicles used to deliver cannabis goods may be stopped and inspected by the Bureau of Cannabis Control or local regulators at any licensed premises or during delivery.

Greenbrier's delivery employee will not carry cannabis goods in the delivery vehicle in excess of \$5,000.00 at any time. The value of cannabis goods will be determined using the current retail price of all cannabis goods carried by, or within the delivery vehicle of, the retailer's delivery employee.

Greenbrier's delivery employee may only carry cannabis goods in the delivery vehicle and may only perform deliveries for one licensed retailer at a time. A delivery employee must depart and return to the same licensed premises before taking possession of any cannabis goods from another licensee to perform deliveries.

Greenbrier's delivery employee will not leave the licensed premises with cannabis goods without at least one delivery order that has already been received and processed by Greenbrier.

Before leaving the licensed premises, Greenbrier's delivery driver must have a delivery inventory ledger of all cannabis goods provided to Greenbrier's delivery driver. For each cannabis good, the delivery inventory ledger will include the type of good, the brand, the retail value, the track and trace identifier, and the weight, volume or other accurate measure of the cannabis good. After each customer delivery, the delivery inventory ledger must be updated to reflect the current inventory in possession of Greenbrier's delivery driver.

Greenbrier's delivery driver will maintain a log that includes all stops from the time Greenbrier's delivery driver leaves the licensed premises to the time that Greenbrier's delivery driver returns to the licensed premises, and the reason for each stop. The log will be turned in to Greenbrier when Greenbrier's delivery driver returns to the licensed premises. Greenbrier must maintain the log as a commercial cannabis activity record as required by the Cannabis Control Act.

Prior to arrival at any delivery location, Greenbrier must have received a delivery request from the customer and provided the delivery request receipt to Greenbrier's delivery driver electronically or in

hard copy. The delivery request receipt provided to Greenbrier's delivery driver will contain all of the information required in section 5420 of the Cannabis Control Act, except for the date and time the delivery was made, and the signature of the customer.

Immediately upon request by the Bureau of Cannabis Control or any law enforcement officer, Greenbrier's delivery driver will provide:

- All delivery inventory ledgers from the time Greenbrier's delivery driver left the licensed premises up to the time of the request;
- All delivery request receipts for cannabis goods carried by the driver, in the delivery vehicle, or any deliveries that have already been made to customers; and
- The log of all stops from the time Greenbrier's delivery driver left the licensed premises up to the time of the request.

If Greenbrier's delivery driver does not have any delivery requests to be performed for a 30-minute period, Greenbrier's delivery driver will not make any additional deliveries and will return to the licensed premises. Required meal periods will not count toward the 30-minute period.

Upon returning to the licensed premises, all undelivered cannabis goods will be returned to inventory and all necessary inventory and track-and-trace records will be updated as appropriate that same day.

Greenbrier's delivery employees will not consume cannabis goods while delivering cannabis goods to customers.

Greenbrier will prepare a hard copy or electronic delivery request receipt for each delivery of cannabis goods. The delivery request receipt will contain the following:

- The name and address of Greenbrier;
- The first name and employee number of Greenbrier's delivery employee who delivered the order;
- The first name and employee number of Greenbrier's employee who prepared the order for delivery;
- The first name of the customer and a retailer-assigned customer number for the person who requested the delivery;
- The date and time the delivery request was made;
- The delivery address;
- A detailed description of all cannabis goods requested for delivery. The description will include the weight, volume, or any other accurate measure of the amount of all cannabis goods requested;

- The total amount paid for the delivery, including any taxes or fees, the cost of the cannabis goods, and any other charges related to the delivery; and
- Upon delivery, the date and time the delivery was made, and the handwritten or electronic signature of the customer who received the delivery.
- At the time of the delivery, the delivery employee of Greenbrier will provide the customer who placed the order with a hard or electronic copy of the delivery request receipt. The delivery employee will retain a hard or electronic copy of the signed delivery request receipt for Greenbrier's records.
- While making deliveries of cannabis goods, Greenbrier's delivery employee will only travel from Greenbrier's licensed premises to the delivery address; from one delivery address to another delivery address; or from a delivery address back to Greenbrier's licensed premises. A delivery employee of a retailer will not deviate from the delivery path described in this section, except for necessary rest, fuel, or vehicle repair stops, or because road conditions make continued use of the route unsafe, impossible, or impracticable.

#### *Vehicle Standards*

Vehicles used for the retail delivery of cannabis and related currency will:

- Be owned and registered to Greenbrier.
- Be less than ten years old at all times during its service life.
- Be insured through a commercial auto policy providing no less than \$1M in personal injury and property damage coverage per occurrence.
- Be free of graphics or other markings indicating that the vehicle is associated with cannabis delivery.
- Be equipped with an audible car alarm system configured to also cause flashing of vehicle headlamps and brake lamps upon activation.
- Be equipped with a permanently mounted commercial grade safe dedicated to cannabis products.
- Be equipped with a permanently mounted commercial grade drop safe dedicated to currency.
- Be equipped with GPS tracking technology providing for real-time monitoring through a standard web browser. Proprietary software will not be required to access real-time monitoring. Access to GPS data will be restricted to management personnel. Managers will have unique logins and strong passwords incorporating letters, numbers and special characters. GPS will report location data no less frequently than every one minute. GPS data will be maintained for a period of no less than 90 days. Upon request, GPS data will be made available to regulatory agencies.
- Testing of GPS systems for accuracy and reliability will be performed on a daily basis. Testing will be recorded by the Security Director. Devices experiencing technical difficulties relating to GPS operability or accuracy will not be used for cannabis delivery until such time as the GPS tracking system is restored to full functionality.

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### *Live Monitoring*

The licensee will implement and maintain appropriate technologies or third party services providing for:

- Route planning of scheduled deliveries by a manager;
- Real-time route deviation notification to a manager;
- Assignment of an employee or manager tasked with real-time monitoring of delivery vehicles and personnel;
- Push-to-talk communications between delivery personnel and the monitoring agent;
- Ongoing communication between the delivery agent and the monitoring agent incorporating routine status checks and voice notifications relating to each arrival and departure from a scheduled delivery point; and
- The licensee will incorporate a code-word to be broadcast by delivery drivers if they are under duress.

### *Customer Validation*

Prior to scheduling of a delivery, customers will be required to remit evidence of identity/age that coincides with the residential address to which the delivery is being made. This may be by way of providing a government issued ID and a recurring bill or through credit card validation.

### *Destination Validation*

- *Legitimacy of Address*  
Applicant, prior to dispatching a delivery driver to a customer location, will verify that the address to which the delivery is scheduled is in fact an actual, existing address of public record in the city or county to which the delivery is being made.
- *Compliance with Local Ordinances*  
Greenbrier will maintain an up to date accounting of cities and counties within their service area and will ensure compliance with their respective municipal codes, county ordinances or business licensing regulations as they may relate to the delivery of cannabis products in these cities and counties. Greenbrier acknowledges that while Section 26090 of the California Business and Professions Code prohibits a local authority from outright preventing delivery of cannabis into its jurisdiction, Section 26200 of the California Business and Professions Code does grants local authorities the power to develop and enforce business licensing regulations that may relate to delivery of cannabis products within their jurisdiction. Greenbrier will ensure compliance with any such local ordinances or regulations as they pertain to any cities or counties to which they deliver cannabis products.

### *Safe Haven Identification*

Greenbrier will identify, for each area in which a delivery is scheduled, a designated safe zone. The safe zone is a location that the delivery driver will be directed to respond to in the event that the driver is being followed. Safe zones should be highly populated, well lighted locations known to be equipped with surveillance equipment, law enforcement or security personnel. These may include major

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shopping malls, major airports, major hospital emergency departments, major universities or similar high-density environments.

### *Robbery Prevention*

All employees who will serve as delivery drivers will complete a course of training on robbery prevention. The course of instruction will include the following training points:

- Maintain a high visual horizon to identify potential threats early. Consistently be on the lookout for suspicious persons loitering in the areas of a delivery. Where suspicious persons are present upon arrival, delay the delivery and retreat to a safe location to notify your supervisor. The supervisor will determine the course of action whether that be to terminate the delivery, delay the delivery or deploy a security detail to supervise the delivery;
- Be cognizant of other vehicles that may be following you on your route. As suspicions of following arise, broadcast the vehicle description, license plate and description of occupants to your supervisor without delay. The supervisor will direct you, based on your present location as shown by GPS, to an alternative route and toward a designated safe haven in order to determine if the suspicious vehicle is in fact attempting to follow you. Where the suspicious vehicle changes course and continues to follow, the supervisor will notify law enforcement and will direct the delivery driver to proceed to the nearest manned law enforcement facility;
- Delivery vehicles, if marked as delivery vehicles, will have prominently displayed indications that the driver does not have access to currency;
- If lighting conditions are poor upon arrival at the delivery location, delay the delivery and coordinate with your supervisor. The supervisor will contact the customer and require that exterior lighting at their residence be turned on to enhance the safety of the delivery driver upon his or her arrival;
- Keep the doors to the vehicle locked at all times;
- Keep the windows up at all times;
- Always visually inspect the interior of the vehicle prior to entering it;
- Keep the vehicle key separated from any facility keys that you are issued;
- Ensure that your issued cellular phone is always on and kept on your person at all times during your shift;
- Ensure that the cellular 911 equivalent for police is programmed into your issued cell phone for the jurisdiction that you are delivering to. Depending on your proximity to city/county borders, your calls for local police may be diverted to the California Highway Patrol if calling 911 from a cellular phone. This can create delays in your emergency call making its way to the proper local authority;
- When taking breaks, completing paperwork, eating a meal or otherwise, remember that you are still exposed and must be cognizant of your surroundings. Avoid stopping/parking in isolated or dark areas;
- Watch what you say. Avoid making statements indicating that you make for a good target. Avoid telling customers or others that you have been busy, that business is good, or other remarks that may incentivize a person to rob you of product or currency;

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- Never disclose your route plan to outside parties or other employees without a legitimate business need to know. If other employees ask about your assigned route, notify a supervisor. This includes a prohibition relative to social media check-ins and use of location sharing applications;
- If upon returning to your vehicle you find a flyer, note or other item upon your delivery vehicle, do not address it. Immediately leave the area and proceed to a populated, lighted area before investigating the item further;
- If upon returning to your vehicle you find that your vehicle has been blocked in or disabled (flat tire, severe vandalism), retreat to the customer's premises or and request safe harbor while notifying your supervisor and determining a course of action (law enforcement notification, summoning of a security detail).

### *Robbery Management*

- A robbery is defined by law as the taking of property by means of force, threat or fear. A weapon is not required for a person to commit a robbery. The threat of a weapon or creating fear by other means is sufficient to accomplish the crime of robbery. Robbery is a significant felony and a crime of violence – even where no injury occurs. Robbery is not theft. Theft is a comparably minor offense that does not involve the use of force, threat or fear. Considering the serious nature of a robbery, those committing this crime are often well aware of the risk they are taking. This can result in heightened stress on the part of the criminal and can contribute to the criminal making rash and thoughtless moves. To reduce the likelihood of violence in these circumstances, it is paramount that you, the victim, try to remain calm, polite and follow the instructions of the robber;
- Assume your assailant is armed, regardless of whether the assailant shows, references or infers that he or she is armed;
- Cooperate. Do not attempt to disarm, disrupt, delay or defend against the taking of property. Cooperate only to degree you are asked to. Do not offer additional insight, information or intelligence that may assist the robber in achieving more than they intended;
- Try to focus on remembering a good description of the suspect(s) and their vehicle(s), as well as a description of any weapons displayed or discussed by the suspect(s);
- Once the suspect(s) have left the area, notify police without delay. Notify police first, before notifying your supervisor/dispatcher;
- Protect any evidence that may be left behind. This includes anything the suspect(s) may have touched, moved or dropped (e.g. cigarette butts, beverage container); and
- If any witnesses were present, ask them to remain until police arrive.

### *Auto Burglary Prevention*

Applicant will ensure that delivery vehicles are protected after-hours. Delivery vehicles will be stored in a locked state its alarm armed. No product or currency will remain in vehicles while stored after-hours. Vehicles will be stored within a locked, alarmed facility or within a locked, fenced yard at upon the licensed premises. If parked outdoors after-hours, lighting in the parking area will be at or above 1.5

foot candles of luminance and under consistent monitoring by surveillance cameras. Drivers will, in the course of delivery operations:

- Ensure that vehicle windows are up, doors and locked, and the alarm is armed at any time that they are away from the vehicle in the course of deliveries or on breaks;
- Never leave any items in plain view within the vehicle. Drivers who elect to bring a personal bag/lunch/snacks on the road with them will be required to stow these items in the trunk of the vehicle if left unattended in the vehicle;
- Keep the interior of the vehicle free of any visible bags, boxes or valuables that may entice an opportunistic offender to commit a burglary against the vehicle;
- Not park next to occupied vehicles;
- Not park in unlighted, isolated areas; and
- Be cognizant of surveillance cameras and, where possible, park in their viewing area.

#### *Auto Burglary Management*

- If suspects are seen or witnesses are present and the crime is fresh, notify police via the emergency number (crime in progress);
- If suspects are not seen and no witnesses are present, notify police via the non-emergency number. Expect to be directed to do an online report for this type of crime;
- Visually canvass the surrounding area for surveillance cameras. If present, include their locations in your police report to assist investigators who may follow up on the crime;
- Notify your supervisor of the crime of what, if any, inventory or currency was acquired; and
- Prior to operating the vehicle, inspect it for safety hazards (see if the ignition has been tampered with, if under-dash wiring has been manipulated, verify the hood and trunk latches have not been released prior to driving the vehicle).

#### *Auto Theft Prevention*

Auto theft is a prevalent crime in California. Auto theft is a crime often accomplished in a matter of seconds, and often by experienced offenders who can perform this crime without arousing suspicion of bystanders. In other cases, it is a crime committed by joyriders who take advantage of an unsuspecting motorist who left their vehicle running or who left their keys in the vehicle or accessible nearby the vehicle.

To reduce the likelihood of auto theft, Greenbrier will ensure that delivery vehicles are protected after-hours. Delivery vehicles will be stored in a locked state with its alarm armed. No product or currency will remain in vehicles while stored after-hours. Vehicles will be stored within a locked, alarmed facility or within a locked, fenced yard at upon the licensed premises. If parked outdoors after-hours, lighting in the parking area will be at or above 1.5 foot candles of luminance and under consistent monitoring by surveillance cameras. Drivers will, in the course of delivery operations:

- Ensure that vehicle windows are up, doors and locked, and the alarm is armed at any time that they are away from the vehicle in the course of deliveries or on breaks;
- Not park next to occupied vehicles;

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- Not park in unlighted, isolated areas;
- Be cognizant of surveillance cameras and, where possible, park in their viewing area;
- Never leave the vehicle running while unattended;
- Never leave vehicle keys unattended; and
- Never leave vehicle keys in the vehicle (e.g. when refueling)

#### *Auto Theft Management*

- If a vehicle is stolen from the licensed premises, the premises manager will notify the Parlier Police Department immediately upon the discovery of the theft. Notification will be made by calling the non-emergency number;
- If a vehicle is stolen in the course of delivery operations, the theft will be deemed a crime in progress and immediately reported to the law enforcement agency of jurisdiction through the emergency number (911 or cellular equivalent);
- Visually canvass the surrounding area for surveillance cameras. If present, include their locations in your police report to assist investigators who may follow up on the crime; and
- Notify your supervisor of the crime of what, if any, inventory or currency was acquired.

#### **Opening and Closing Procedures**

##### *Opening Procedures*

The first employee arriving at the premises each day will be the opening manager. At least one other employee will be scheduled to arrive at the same time as the opening manager to serve as a deterrent to take over robbery attempts at facility opening. The opening manager will perform a visual inspection of the premises from the safety of his or her vehicle, driving all accessible perimeters of the premises. If any signs of forced entry, suspicious persons or suspicious circumstances are observed during this inspection, the opening manager and employee will retreat from the property and summon the contracted private patrol operator or police, as appropriate for the circumstances. Where no such concerns are found, the opening manager will park as near as is practicable to the lobby entrance and will proceed inside. The second employee will not be permitted to exit his or her vehicle until the opening manager has completed the exterior screening and is also exiting a vehicle.

Upon entry, the opening manager will close and lock the lobby door behind himself/herself and will disarm the premises alarm. If the opening manager finds the alarm is not armed, the opening manager will exit the premises, locking the door behind himself/herself and will return to his or her vehicle. The contracted private patrol operator will be summoned to clear the premises with the opening manager. Once the premises is cleared of concerns, an immediate investigation will be conducted to identify and mitigate the reason for the alarm's condition on arrival.

Prior to any employees being granted entry to the premises, the opening manager will:

- Perform a manual test of the premises alarm system in accordance with provider protocols;
- Check that all door locks, cabinet locks and safes are in operable condition and free of tampering;
- Inspect inside and outside the premises for signs of attempted security breaches;

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- Check cameras for functionality, network connectivity and unobstructed viewing;
- Turn on interior lights, where appropriate, and assure all lighting is working properly; and
- Clear the premises of any slip, trip or fall hazards; and
- Verify that all emergency egress pathways are unobstructed.

### *Closing Procedures*

Scheduling practices will ensure that the closing manager will be accompanied by at least one other employee as a means of deterring take over robbery attempts at the end of the business day. The last person leaving the premises each day will be the closing manager. The closing manager will perform the following closing procedures:

- Secure any records identified in the Information Security portion of this plan into their respective locking cabinets or filing systems;
- Log out of any logged in software, verify password protection is enabled;
- Verify proper functioning and no obstructions of all surveillance cameras;
- Verify functioning of exterior lighting;
- Verify all relevant interior doors, cabinets and safes are closed and locked;
- Turn off appropriate interior lighting;
- Arm the premises alarm system;
- Walk the perimeter, verifying all doors are secure; and
- Drive the surrounding area for suspicious persons, vehicles or circumstances (persons potentially laying in wait), reporting any such findings to the contracted private patrol operator or police, as appropriate, for further investigation.

Employees and managers will be trained to be cognizant of security risks while driving home. Perpetrators may assume product/currency associated with cannabis businesses are traveling with staff members. Staff should monitor for vehicles that may be following them, should vary their routes, and should have pre-designated safety zones (locations with heavy police/security presence) identified along their path home for use in the event that they believe they are being followed.

### **Security Plan Maintenance**

Greenbrier acknowledges that an effective security plan requires ongoing maintenance and the assignment of related responsibilities to a Security Director. The Security Director will be responsible for the implementation, supervision and compliance with all aspects of the security plan on a day to day basis. In addition, the Security Director will perform the following tasks as or more frequently as indicated below, immediately implementing corrective actions where warranted:

#### **Daily:**

- Physical and digital inventory of products;
- Physical and digital accounting of currency;
- Audit of delivery vehicle GPS system functionality;
- Inspect locks on the delivery vehicles, its tires, lights and fluids;
- Inspect visitor badges and log sheet, account for all passes;

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- Inspect employee badges and log sheet, account for all badges;
- At close of business, physically clears each room of the premises of employees and hazards, ensures all interior doors of significance are closed and locked; and
- At close of business, arms alarm system, ensuring all zones arm successfully.

Weekly:

- Inspect perimeter fences and doors for operability and security;
- Inspect exterior and interior doors for proper function and security;
- Inspect exterior lighting for outages or impositions by vegetation/debris;
- Inspect intrusion detection system, test monitoring communications;
- Inspect surveillance system: firmware, software and operating system;
- Inspect surveillance system: viewing angles, cleanliness, operability;
- Inspect key control logs for anomalies/missing keys;
- Inspect property for impositions to natural surveillance (abandoned cars);
- Inspect signage to ensure it remains posted in accordance with plan; and
- Test battery backup systems relied upon by alarms and surveillance.

Monthly:

- Audit performance of private patrol operator;
- Inspect vegetation, ensuring 24-inch shrub limits and 6-foot canopy limits; and
- Audit employee files, determine those due for background investigations.

Quarterly:

- Verify license & insurance status of contracted third party service providers;
- Host team meeting specific to security protocols, test the staff.

Annual:

- Review security plan in its entirety and update with applicable changes.

### **Exterior Lighting Standards**

Exterior lighting will be white light using LED lamps with full cutoff fixtures to limit glare and light trespass. Color temperature will be between 2700K and 4100K with a color rendering index of 80 or higher and a light loss factor of .95 or better.

Light poles will be no higher than 20'. Broken or damaged exterior lighting will be repaired or replaced within 48 hours of being noted.

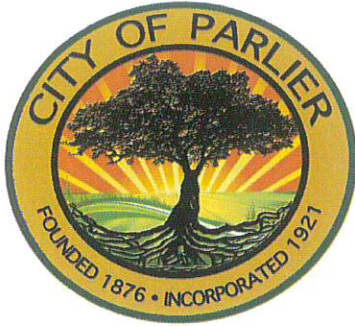
Entry drives, drive aisles, parking and bicycle parking will be illuminated to a maintained minimum of 1.5 foot candles per square foot of parking area at a 6:1 average to minimum ratio.

Exterior walkways, alcoves and passageways will be illuminated to a maintained minimum of 1/3 foot candles per square foot of surface area at a 6:1 average to minimum ratio.

Exterior lighting will be shielded or otherwise designed to avoid spill-over illumination to adjacent streets and properties.

All mature landscaping will follow the two-foot, six-foot rule. All landscaping will be ground cover, two feet or less and lower tree canopies of mature trees will be above six feet. This increases natural surveillance and eliminates hiding areas within the landscape.

Tree canopies will not interfere with or block lighting. This creates shadows and areas of concealment. The landscaping plan will allow for proper illumination and visibility regarding lighting and surveillance cameras through the maturity of trees and shrubs.



AGENDA ITEM: #6  
MEETING DATE: April 15, 2020  
DEPARTMENT: Planning

## REPORT TO CITY COUNCIL

### SUBJECT:

City Council to Consider Approval of a Conditional Use Permit for Elie Aljalhoom

### RECOMMENDATION:

Staff recommends that the City Council adopts Resolution No. 2021-21, approving a conditional use permit for the operation of a tobacco shop at 690 Fresno Street.

### BACKGROUND:

<u>Owner:</u>	Arturo Ybarra
<u>Applicant:</u>	<u>Elie Aljalhoom</u>
<u>Representative:</u>	Bashir Hadib
<u>Location:</u>	690 Fresno Street; APN 355-082-01; southeast corner of Fresno Street and K Street
	See attached map and photo
<u>Site Size:</u>	Approximately 7,500 square feet
<u>General Plan:</u>	Community Commercial
<u>Zoning:</u>	C-4, Central Trading District
<u>Existing Use:</u>	Vacant structure
<u>Surrounding Uses:</u>	North – Commercial uses, park; C-4 East – Restaurants, Barber, Church; C-4 South – Single-family residences; R-1 West – Commercial uses; C-4
<u>Street Access:</u>	K Street

### PROPOSAL & DISCUSSION:

The applicant has proposed to operate a tobacco shop in an empty tenant space within an existing structure on Fresno Street. The proposed store would primarily sell tobacco and vape products. The proposed hours of operation are from 9:00 AM to 9:00 PM seven days per week. The estimated number of employees during operation is 2. Facility security includes the use of cameras, motion detectors, and ample lighting sources. The site currently supports four parking spaces; in order to meet ADA requirements, the two spaces located towards Fresno Street need to be converted into an accessible van space and loading area. Additional on-street parking is available.

Ordinance No. 2019-05 removed the prohibition of such facilities within 300 feet of certain land uses such as residences, schools, parks, and public facilities; however, proximity to

these types of uses must still be considered. In order to ensure compatibility with those uses, City Council may impose conditions of approval that it deems necessary.

## **FINDINGS:**

### Conditional Use Permit

Prior to approving a site plan, the City Council must make findings as prescribed by Parlier Municipal Code Section 18.38.070:

1. The site for the proposed use is adequate in size and shape to accommodate the use and all yards, spaces, walls and fences, parking, loading, landscaping, and other features required to adjust the use with land and uses in the neighborhood.

*The proposed use would occur within an existing structure. Improvements to the structure and site will provide for a more aesthetic, safe, and secure facility and will serve to adjust the use to the neighborhood.*

2. The site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use.

*Access to and from K Street is not an important consideration since although the site has access to K Street, it would utilize on-street parking. On-street parking is also available on Fresno Street immediately to the north. It is not anticipated that the use will generate a quantity or type of traffic that would substantially affect the City's circulation system.*

3. The proposed use will have no adverse effect on abutting property of the permitted use thereof.

*The City Council has imposed operational conditions that it deems sufficient to minimize or eliminate adverse effects to the neighborhood.*

4. The conditions stated in the resolution are deemed necessary to protect the public health, safety, and general welfare.

*All conditions of approval stem from the Parlier Municipal Code or are otherwise required in order to prevent undue effects of the operation from damaging the public health, safety, and welfare.*

### 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 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 the issuance to a

person of a "lease, permit, license, certificate, or other entitlement for use" as described in CEQA Guidelines Section 15378.

The proposed use would occur within an existing structure on a site that is already developed. CEQA Guidelines Section 15301, Existing Facilities, allows for operation, repair, and maintenance of existing private structures and facilities. Staff believes that the project falls within this classification and that it is categorically exempt from CEQA.

**FISCAL IMPACT:**

Review and processing of the site plan review application, engineering plans, and building plans are paid for by the applicant. Since the previous operation was in effect at the time the City developed its development impact fee schedule and the proposed use will occupy the existing site and structure, the project is not responsible for payment of development impact fees.

**Prepared By:**




**Wyatt Czeshinski**  
**Assistant Planner**



FRESNO ST

K ST

TULARE ST

 Project Site (APN 355-082-01)

 Parcel Boundary

General Plan Land Use

 Medium Density Residential

 Community Commercial



0

125

250

Feet

PROVOST &  
PRITCHARD





FRESNO ST

K ST

TULARE ST



Project Site (APN 355-082-01)



Parcel Boundary



0

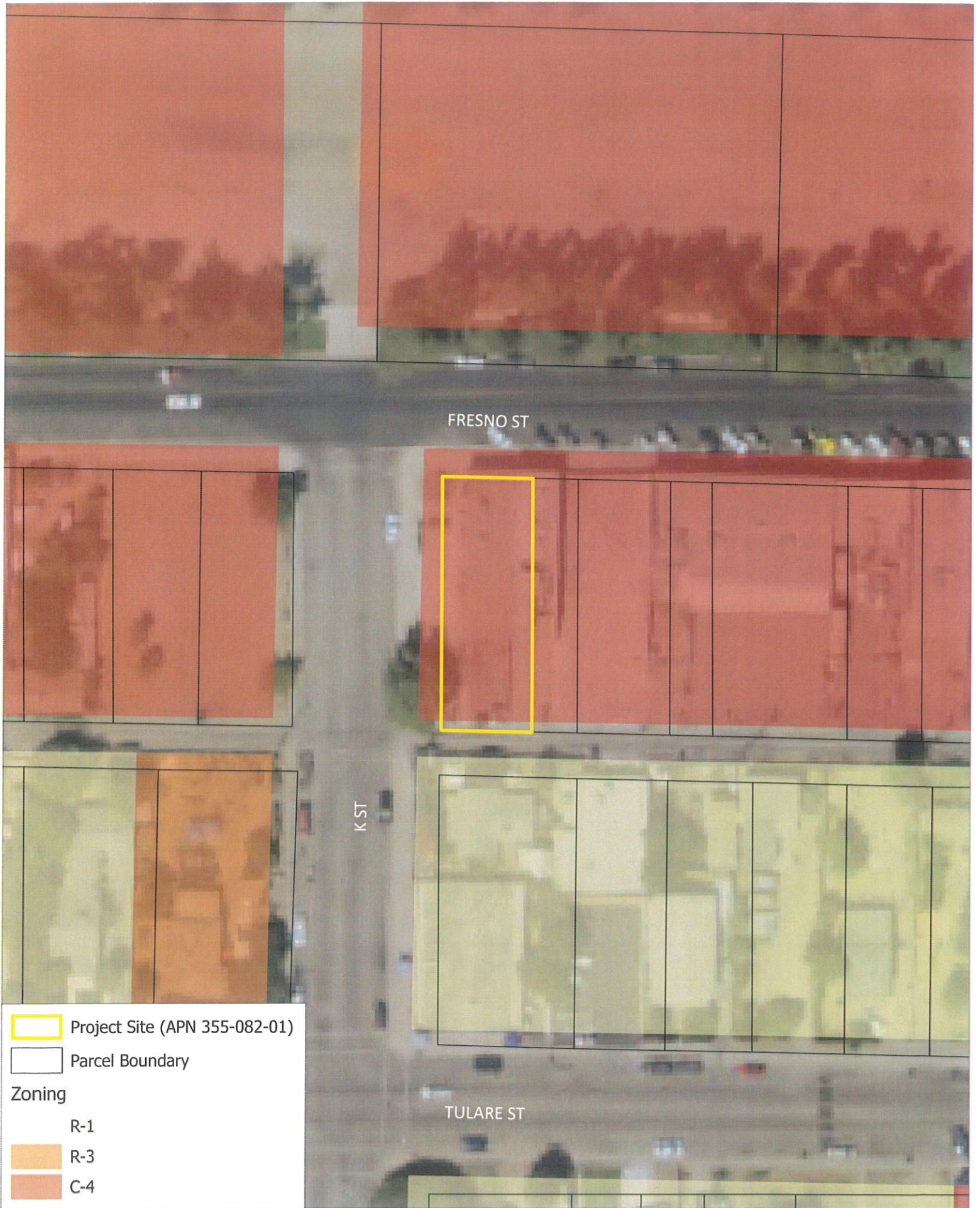
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Feet

PROVOST &  
PRITCHARD

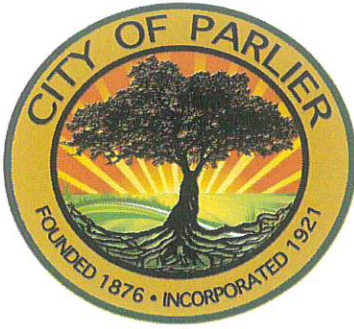




0 125 250 Feet

PROVOST & PRITCHARD





AGENDA ITEM: #7  
MEETING DATE: April 15, 2020  
DEPARTMENT: Planning

## REPORT TO CITY COUNCIL

### SUBJECT:

City Council to Consider Approval of a Conditional Use Permit for Alcohol Sales at Supertacos Taqueria

### RECOMMENDATION:

Staff recommends that the City Council adopts Resolution No. 2021-22, approving a conditional use permit to allow alcohol sales at 801 Tulare Street.

### BACKGROUND:

<u>Owner:</u>	Tielor Byram, executor of the Weldon F. Byram Living Trust
<u>Applicant:</u>	Hector Ortega
<u>Location:</u>	801 Tulare Street; APN 355-280-06; northeast corner of Tulare Street and S. Newmark Avenue See attached map and photo
<u>Site Size:</u>	0.22 acres (approximately 9,583 square feet)
<u>General Plan:</u>	Community Commercial
<u>Zoning:</u>	C-4, Central Trading District
<u>Existing Use:</u>	Restaurant
<u>Surrounding Uses:</u>	North – Commercial uses, park; C-4 East – Vacant; C-4 South – Church; R-1 West – Supermarket, multifamily dwellings; C-4, R-2
<u>Street Access:</u>	Tulare Street, S. Newmark Avenue

### PROPOSAL & DISCUSSION:

The applicant has proposed to acquire a license from the California Department of Alcoholic Beverage Control to allow alcohol sale at the existing Supertacos Taqueria at the northwest corner of Tulare Street and S. Newmark Avenue. Adding alcohol sales to the restaurant would qualify the use as a “restaurant/bar,” which is a conditionally-permitted use in the C-4 zone. The hours of operation are from 8:00 AM to 9:00 PM seven days per week. It employs approximately 8 employees and serves approximately 60 customers per day. The application expects both the number of employees and the number of customers to increase if alcohol sales are allowed.

The applicant intends to acquire a Type 41 License from ABC. Type 41 includes the following criteria:

- Beer and wine sales for consumption on or off the premises
- No distilled spirits
- Must operate and maintain the premises as a bona fide eating place (i.e., a restaurant)
- Minors are allowed on the premises

The applicant has received written permission from the owner to sell only beer at the restaurant pending approval from the City. Staff proposes that the City authorize the sale of both beer and wine consistent with the provisions of the Type 41 license, but the applicant will still be required to comply with the owner's conditions. If in the future the owner opts to allow the applicant to sell wine as well, the applicant would not need additional authorization from the City. To account for the possibility that a Finding of Public Convenience or Necessity may be needed to authorize the acquisition of the license, staff requests that Council delegate authority to make that determination to the City Manager or her designee for the purposes of this application only.

## **FINDINGS:**

### Conditional Use Permit

Prior to approving a conditional use permit, the City Council must make findings as prescribed by Parlier Municipal Code Section 18.38.070:

1. The site for the proposed use is adequate in size and shape to accommodate the use and all yards, spaces, walls and fences, parking, loading, landscaping, and other features required to adjust the use with land and uses in the neighborhood.

*The proposed use would occur within an existing structure with an existing use. The site is part of a larger commercial complex under common ownership and has ample space for parking, circulation, loading and other operational aspects. Improvements to the structure and site will provide for a more aesthetic, safe, and secure facility and will serve to adjust the use to the neighborhood.*

2. The site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use.

*The site has access to Tulare Street and S. Newmark Avenue. Given that the proposal consists only of a minor expansion to the use currently operating on the site, it is not anticipated that the use will generate a quantity or type of traffic that would substantially affect the City's circulation system.*

3. The proposed use will have no adverse effect on abutting property or the permitted use thereof.

*The City Council has imposed operational conditions that it deems sufficient to minimize or eliminate adverse effects to the neighborhood.*

4. The conditions stated in the resolution are deemed necessary to protect the public health, safety, and general welfare.

*All conditions of approval stem from the Parlier Municipal Code or are otherwise required in order to prevent undue effects of the operation from damaging the public health, safety, and welfare.*

#### Environmental

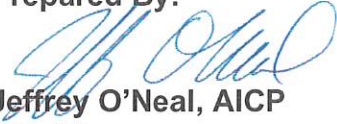
The first step in complying with CEQA is to determine whether the activity in question constitutes a "project" as defined by CEQA, Public Resources Code Section 21000, *et seq.* and the CEQA Guidelines, California Code of Regulations Section 15000, *et seq.* A "project" consists of the whole of an action (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 the issuance to a person of a "lease, permit, license, certificate, or other entitlement for use" as described in CEQA Guidelines Section 15378.

The proposed use would occur within an existing structure on a site that is already developed. CEQA Guidelines Section 15301, Existing Facilities, allows for operation, repair, and maintenance of existing private structures and facilities. Staff believes that the project falls within this classification and that it is categorically exempt from CEQA.

#### **FISCAL IMPACT:**

Review and processing of the conditional use permit is paid for by the applicant. Since the site and building are currently, and have historically been, operated for commercial use, the project is not responsible for payment of development impact fees.

**Prepared By:**



**Jeffrey O'Neal, AICP**  
**City Planner**





Project Site (APN 355-280-06)



Parcel Boundary



0

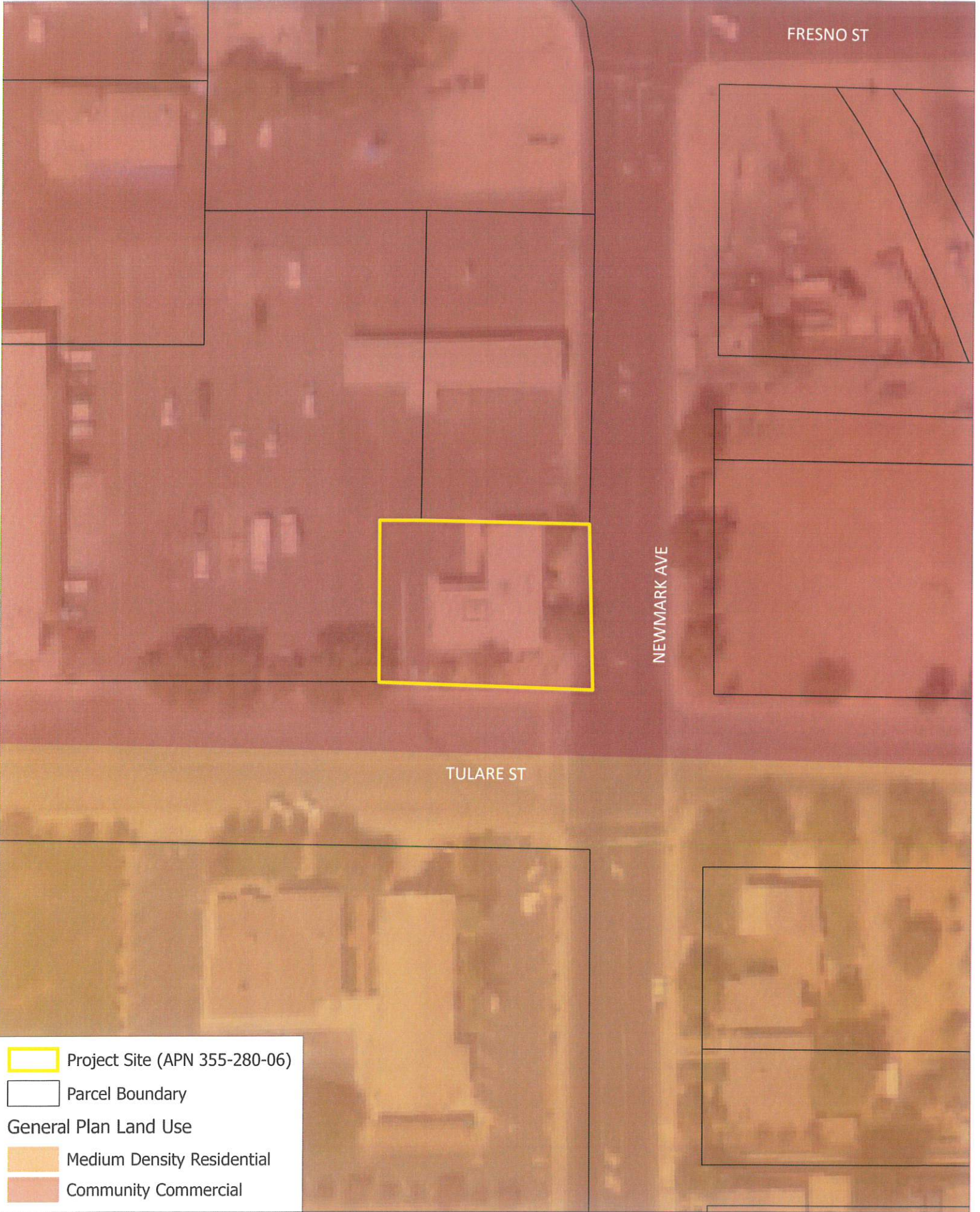
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Feet

PROVOST &  
PRITCHARD







 Project Site (APN 355-280-06)

 Parcel Boundary

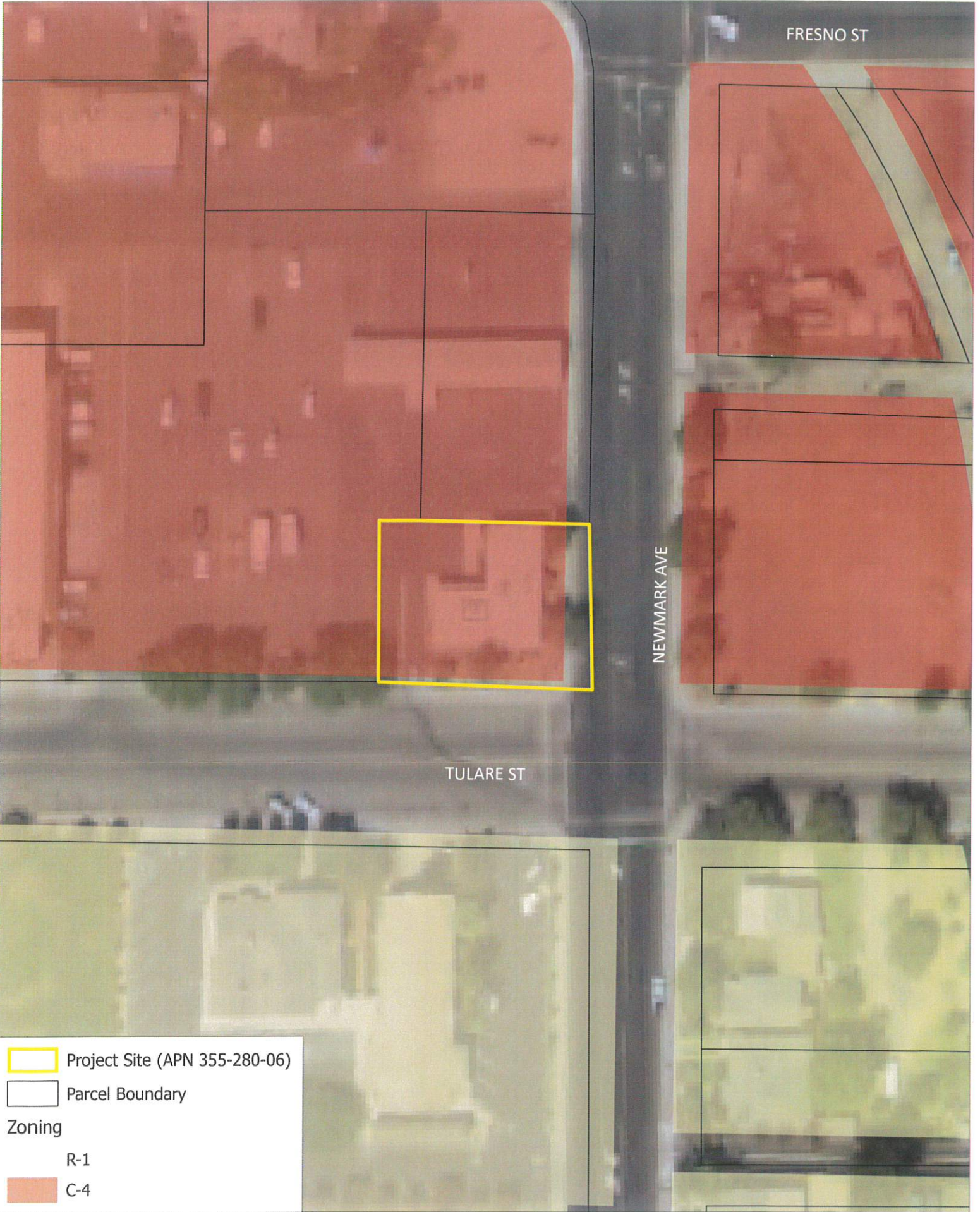
General Plan Land Use

 Medium Density Residential

 Community Commercial







FRESNO ST

NEWMARK AVE

TULARE ST

Project Site (APN 355-280-06)

Parcel Boundary

Zoning

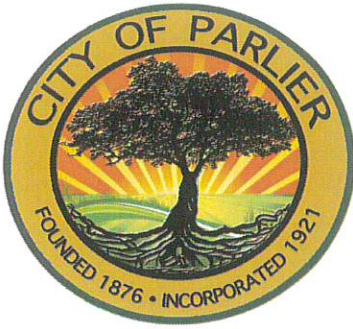
R-1

C-4



PROVOST & PRITCHARD





AGENDA ITEM: #8  
MEETING DATE: April 15, 2021  
DEPARTMENT: Planning

## REPORT TO CITY COUNCIL

### SUBJECT:

Council initiation of a zoning text amendment affecting standards for fencing height, material, and allowed location.

### RECOMMENDATION:

Staff recommends that the City Council adopts resolution No. 2021- 23 initiating an amendment to Title 18 of the Parlier Municipal Code (PMC) to revise language relating to the property development standards of fencing throughout the various districts found within the PMC.

### BACKGROUND:

Staff has been asked to review and modify the existing standards relating to fencing within the PMC. A reworking and consolidation of existing standards would result in an improved understanding and clarity of rules governing the fence design and usage. Modifying fencing standards would also allow staff to view how topics such as aesthetics, public safety, and security could better be addressed.

### PROPOSAL & DISCUSSION:

Pursuant to PMC Section 18.48.020, initiation of zoning amendments may be initiated in any of three ways, including City Council adoption of a resolution of intention.

In order to improve the clarity of how property owners can use fencing on their property, staff suggests that the language throughout the various districts established by the PMC be revised.

### ENVIRONMENTAL:

The first step in complying with the California Environmental Quality Act (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 Section 15000, *et seq.* 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 the issuance to a person of a "lease, permit, license, certificate, or other entitlement for use" as described in CEQA Guidelines Section 15378.

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:

Estimated staff time amounting to less than \$1,000 for preparation of reports, resolution, and ordinance and for meeting attendance, plus approximately \$500 for public noticing.

**Prepared By:**

**Wyatt Czesinski,  
Assistant City Planner**