

**CITY COUNCIL OF PARLIER
SPECIAL MEETING
AGENDA**

DATE: THURSDAY, MARCH 31, 2022
TIME: 6:30 PM
PLACE: Parlier City Hall
1100 E. 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:

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.

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 15, 2022 – March 29, 2022.
2. Approve the Minutes dated March 17, 2022.

REGULAR BUSINESS:

3. **SUBJECT:** Consideration and Necessary Action on **Resolution 2022-13** Censuring Council Member Solorio for Engaging in Conduct Inconsistent with Role as City Council Member, Inconsistent with Authority of City Manager and in Violation of Parlier Municipal Code Section 2.10.050 and for Other Related Conduct.

RECOMMENDATION: Staff has no recommendation. Staff prepared the resolution as directed by a majority of the City Council on March 17, 2022, and is bringing the matter back for Council's consideration.

4. **SUBJECT:** Consideration and Necessary Action on Resolution to Participate in the Fresno County Multijurisdictional Housing Element Update and Cost Sharing Agreement.

RECOMMENDATION: City staff recommends the City Council adopt **Resolution No. 2022- 14** agreeing to participate in the Fresno County Multijurisdictional Housing Element through Fresno County Council of Government.

5. **SUBJECT:** Consideration and Necessary Action Approve Contract with California Consulting for a Grant Funding Retainer Service.

RECOMMENDATION: City Staff recommends City Council approve a retainer contract with CA Consulting for Grant Funding Services.

6. **SUBJECT:** Consideration and Necessary Action on Adoption of the **Resolution No. 2022-15** authorizing the contract award of the Parlier Downtown Beautification Project to American Paving Company, and directly purchase benches, trash receptacles, decorative street signs and lantern light posts.

RECOMMENDATION: Staff recommends the City Council adopt Resolution designating and authorizing the City Manager to award construction contracts for the re-construction of crosswalks, sidewalks, curbs and gutter along Fresno Street from Newmark Avenue to I Street in the amount of \$1,782,795.00.

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:

7. Public Employment Pursuant to Government Code Section 54957
All Positions.
8. Pending Litigation Pursuant to Government Code §54956.9

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

Austin v. City of Parlier
Fresno Superior Court Case No. 20CECG01336

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 www.parlier.ca.us



CITY OF PARLIER

Check Report

By Check Number

Date Range: 03/15/2022 - 03/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
BAR06	BARCELLOS, DANNY	03/16/2022	Regular	0.00	991.65	58233
CHA06	CHARLES BOLDING	03/16/2022	Regular	0.00	981.13	58234
INI01	Graciela Iniguez	03/16/2022	Regular	0.00	200.00	58235
GAR13	HERLINDA GARCIA	03/16/2022	Regular	0.00	391.86	58236
LAN02	JONATHAN LANDEROS	03/16/2022	Regular	0.00	877.02	58237
ROD05	SANDRA RODRIGUEZ	03/16/2022	Regular	0.00	307.89	58238
A&M00	A&M CONSULTING ENGINEERS	03/18/2022	Regular	0.00	86,408.03	58239
CAN05	CANON FINANCIAL SERVICES, INC.	03/18/2022	Regular	0.00	150.46	58240
AT&09	AT&T	03/18/2022	Regular	0.00	251.28	58241
COM05	COMCAST	03/18/2022	Regular	0.00	503.17	58242
NEW02	NEW YORK LIFE INSURANCE	03/18/2022	Regular	0.00	76.00	58243
SO 01	SOCALGAS	03/18/2022	Regular	0.00	2,739.87	58244
SPA00	SPARKLETTTS	03/18/2022	Regular	0.00	120.26	58245
UNU00	UNUM LIFE INSURANCE CO.	03/18/2022	Regular	0.00	273.83	58246
	Void	03/18/2022	Regular	0.00	0.00	58247
	Void	03/18/2022	Regular	0.00	0.00	58248
VER08	VERIZON WIRELESS	03/18/2022	Regular	0.00	912.90	58249
CIT22	CITY OF PARLIER	03/18/2022	Regular	0.00	429.71	58250
BCT01	BCT CONSULTING, INC.	03/23/2022	Regular	0.00	2,420.00	58251
	Void	03/23/2022	Regular	0.00	0.00	58252
BLU01	BLUE SHIELD OF CALIFORNIA	03/23/2022	Regular	0.00	30,919.74	58253
	Void	03/23/2022	Regular	0.00	0.00	58254
COM05	COMCAST	03/23/2022	Regular	0.00	251.64	58255
MET02	METLIFE - GROUP BENEFITS	03/23/2022	Regular	0.00	513.46	58256
	Void	03/23/2022	Regular	0.00	0.00	58257
P.G01	PACIFIC GAS & ELECTRIC	03/23/2022	Regular	0.00	3,791.00	58258
EST06	STEVE ESTRADA	03/23/2022	Regular	0.00	200.00	58259
UN 01	unWIRED BROADBAND, INC.	03/23/2022	Regular	0.00	74.99	58260
ALL06	ALL AMERICAN PUBLISHING	03/28/2022	Regular	0.00	355.00	58261
ANG01	ANGELS OF GRACE INC.	03/28/2022	Regular	0.00	4,941.00	58262
AXO01	AXON ENTERPRISES, INC.	03/28/2022	Regular	0.00	40,000.00	58263
BREA1	BREAKING THE CHAINS	03/28/2022	Regular	0.00	1,695.05	58264
CAL1Y	CALIFORNIA WATER SERVICES INC.	03/28/2022	Regular	0.00	9,348.80	58265
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	03/28/2022	Regular	0.00	623.70	58266
CIT22	CITY OF PARLIER	03/28/2022	Regular	0.00	563.65	58267
CIT22	CITY OF PARLIER	03/28/2022	Regular	0.00	395.47	58268
COO01	COOK'S COMMUNICATIONS	03/28/2022	Regular	0.00	31,295.46	58269
EMB00	EMBLEM ENTERPRISES, INC.	03/28/2022	Regular	0.00	877.09	58270
HOM01	HOME DEPOT CREDIT SERVICE	03/28/2022	Regular	0.00	166.79	58271
T&J01	JOSE M SILVA	03/28/2022	Regular	0.00	1,858.02	58272
LEA01	LEAGUE OF CALIFORNIA CITIES	03/28/2022	Regular	0.00	7,319.00	58273
P.G01	PACIFIC GAS & ELECTRIC	03/28/2022	Regular	0.00	834.80	58274
PIO01	PIONEER EQUIPMENT CO.	03/28/2022	Regular	0.00	48.40	58275
QUI02	QUILL CORPORATION	03/28/2022	Regular	0.00	1,011.14	58276
	Void	03/28/2022	Regular	0.00	0.00	58277
RSG01	RSG, INC.	03/28/2022	Regular	0.00	810.00	58278
SO 01	SOCALGAS	03/28/2022	Regular	0.00	311.71	58279
SUR03	SURVEILLANCE INTEGRATION	03/28/2022	Regular	0.00	28,754.73	58280
THE05	THE OFFICE CITY	03/28/2022	Regular	0.00	270.53	58281
UNIO5	UNITY IT	03/28/2022	Regular	0.00	455.65	58282
ZEE00	ZEE MEDICAL SERVICE CO.	03/28/2022	Regular	0.00	148.64	58283
AT&02	AT&T MOBILITY	03/28/2022	Regular	0.00	1,634.00	58284
BAD01	BADGER METER INC.	03/28/2022	Regular	0.00	24,170.95	58285
ROY00	CAMERON ROYER	03/28/2022	Regular	0.00	37.48	58286

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	140	72	0.00	340,317.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	140	79	0.00	340,317.35

Fund Summary

Fund	Name	Period	Amount
999	POOL FUND	3/2022	340,317.35
			340,317.35



CITY OF PARLIER

Check Report

By Check Number

Date Range: 03/15/2022 - 03/29/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: APBNK-APBNK							
BAR06	BARCELLOS, DANNY		03/16/2022	Regular	0.00	991.65	58233
Refund 9/20	Invoice	03/16/2022	Life Ins. Refund 9/20 - 2/22		0.00	991.65	
CHA06	CHARLES BOLDING		03/16/2022	Regular	0.00	981.13	58234
3/17/22	Invoice	03/16/2022	K9 Training Hours		0.00	981.13	
INI01	Graciela Iniguez		03/16/2022	Regular	0.00	200.00	58235
3/11/22	Invoice	03/16/2022	Comm Ctr Dep 3/11/22		0.00	200.00	
GAR13	HERLINDA GARCIA		03/16/2022	Regular	0.00	391.86	58236
Refund 9/19	Invoice	03/16/2022	Life Ins. Refund 9/19		0.00	391.86	
LAN02	JONATHAN LANDEROS		03/16/2022	Regular	0.00	877.02	58237
Refund 12/17	Invoice	03/16/2022	Life Ins. Refund 12/17		0.00	877.02	
ROD05	SANDRA RODRIGUEZ		03/16/2022	Regular	0.00	307.89	58238
Refund 9/20	Invoice	03/16/2022	Life Ins. Refund 9/20		0.00	307.89	
A&M00	A&M CONSULTING ENGINEERS		03/18/2022	Regular	0.00	86,408.03	58239
INV10732021	Invoice	03/17/2022	220-029 4TH ST PARK MGMT		0.00	6,150.00	
INV10742021	Invoice	03/17/2022	221-011 FIG TREE PARK PLANS		0.00	21,318.00	
INV10752021	Invoice	03/17/2022	221-013 MANNING AVE REHAB		0.00	1,836.00	
INV10762021	Invoice	03/17/2022	221-019 WATER/SEWER MASTER PLANS		0.00	5,770.00	
INV10772021	Invoice	03/17/2022	221-026 CITY ENGINEER		0.00	2,370.00	
INV10782021	Invoice	03/17/2022	221-027 SRTS ATP CYCLE 3		0.00	1,250.00	
INV10792021	Invoice	03/17/2022	221-028 ZEDIKER AVE RECON PH 2		0.00	300.03	
INV10802021	Invoice	03/17/2022	221-035 MANNING AVE SIDEWALK PH 2		0.00	2,650.00	
INV10812021	Invoice	03/17/2022	221-040 DOWNTOWN BEAUTIFICATION		0.00	43,224.00	
INV10822021	Invoice	03/17/2022	222-001 WATER SERVICE REPLACEMENTS		0.00	1,540.00	
CAN05	CANON FINANCIAL SERVICES, INC.		03/18/2022	Regular	0.00	150.46	58240
28219090	Invoice	03/17/2022	CD PRINTER SVCS 4/22		0.00	150.46	
AT&09	AT&T		03/18/2022	Regular	0.00	251.28	58241
000017913489	Invoice	03/17/2022	VARIOUS SVCS 2/22 BAN67		0.00	135.42	
000017913834	Invoice	03/17/2022	PA SVCS 2/22 BAN64		0.00	94.42	
000017913835	Invoice	03/17/2022	WELL 2A SVCS 2/22 BAN65		0.00	21.44	
COM05	COMCAST		03/18/2022	Regular	0.00	503.17	58242
1293-3-22	Invoice	03/17/2022	PA DATA SVCS 3/22		0.00	239.78	
1665-3-22	Invoice	03/17/2022	PD DATA SVCS 3/22		0.00	263.39	
NEW02	NEW YORK LIFE INSURANCE		03/18/2022	Regular	0.00	76.00	58243
021927560-2-22	Invoice	03/17/2022	LIFE INSURANCE		0.00	76.00	
SO 01	SOCALGAS		03/18/2022	Regular	0.00	2,739.87	58244
40818-2-22	Invoice	03/17/2022	CC SVCS 2/22		0.00	472.88	
60374-2-22	Invoice	03/17/2022	PA GAS SVCS 2/22		0.00	377.57	
64009-2-22	Invoice	03/17/2022	PD GAS SVCS 2/22		0.00	352.79	
69006-2-22	Invoice	03/17/2022	CH CC GAS SVCS 2/22		0.00	1,258.35	
70525-2-22	Invoice	03/17/2022	SC GAS SVCS 2/22		0.00	133.11	
73229-2-22	Invoice	03/17/2022	TC GAS SVCS 2/22		0.00	66.11	
73791-2-22	Invoice	03/17/2022	CC2 GAS SVCS 2/22		0.00	9.42	
73985-2-22	Invoice	03/17/2022	CC1 GAS SVCS 2/22		0.00	69.64	
SPA00	SPARKLETTTS		03/18/2022	Regular	0.00	120.26	58245
22121535 03112	Invoice	03/17/2022	CH WATER SVCS 3/22		0.00	79.84	

Check Report

Date Range: 03/15/2022 - 03/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
150417	Invoice	03/22/2022	VEHICLE RADIOS	0.00	31,295.46	
EMB00	EMBLEM ENTERPRISES, INC.	03/28/2022	Regular	0.00	877.09	58270
846795	Invoice	03/22/2022	POLICE PATCHES	0.00	877.09	
HOM01	HOME DEPOT CREDIT SERVICE	03/28/2022	Regular	0.00	166.79	58271
4190629	Invoice	03/22/2022	PD FAC SUPPLIES	0.00	87.77	
4901611	Invoice	03/22/2022	PD SNAKE RENTAL	0.00	79.02	
T&J01	JOSE M SILVA	03/28/2022	Regular	0.00	1,858.02	58272
PD-2-22	Invoice	03/21/2022	PD VEHICLE FUEL 2/22	0.00	1,858.02	
LEA01	LEAGUE OF CALIFORNIA CITIES	03/28/2022	Regular	0.00	7,319.00	58273
641309	Invoice	03/22/2022	MEMBERSHIP DUES 2022	0.00	7,319.00	
P.G01	PACIFIC GAS & ELECTRIC	03/28/2022	Regular	0.00	834.80	58274
9611239481-0	Invoice	03/18/2022	UTL PG&E - RAM	0.00	834.80	
PIO01	PIONEER EQUIPMENT CO.	03/28/2022	Regular	0.00	48.40	58275
BP89368A	Invoice	03/22/2022	UNIT #107 PARTS	0.00	48.40	
QUI02	QUILL CORPORATION	03/28/2022	Regular	0.00	1,011.14	58276
23448285	Invoice	03/18/2022	PW FAC SUPPLIES	0.00	94.80	
23448634	Invoice	03/18/2022	FAC SUPPLIES	0.00	71.89	
23449223	Invoice	03/18/2022	FAC SUPPLIES	0.00	125.80	
23664324	Invoice	03/18/2022	PA FAC SUPPLIES	0.00	180.57	
23665048	Invoice	03/18/2022	FAC SUPPLIES	0.00	251.45	
23701379	Invoice	03/18/2022	FAC SUPPLIES	0.00	125.80	
23701634	Invoice	03/18/2022	PW FAC SUPPLIES	0.00	30.37	
23836905	Invoice	03/22/2022	SUPPLIES-QUILL	0.00	9.14	
23837649	Invoice	03/22/2022	SUPPLIES-QUILL	0.00	121.32	
	Void	03/28/2022	Regular	0.00	0.00	58277
RSG01	RSG, INC.	03/28/2022	Regular	0.00	810.00	58278
1008368	Invoice	03/22/2022	SUCCESSOR AG SVCS 1/22	0.00	236.25	
1008369	Invoice	03/22/2022	ANNUAL REPORTS 20/21	0.00	101.25	
1008499	Invoice	03/22/2022	SUCCESSOR AG SVCS 2/22	0.00	371.25	
1008500	Invoice	03/22/2022	ANNUAL REPORTS 20/21	0.00	101.25	
SO 01	SOCALGAS	03/28/2022	Regular	0.00	311.71	58279
074 015 5691 0	Invoice	03/18/2022	UTL GAS - VAZ	0.00	311.71	
SUR03	SURVEILLANCE INTEGRATION	03/28/2022	Regular	0.00	28,754.73	58280
7807	Invoice	03/22/2022	CAMERA INSTALL	0.00	16,792.41	
7808	Invoice	03/22/2022	CAMERA INSTALL	0.00	11,962.32	
THE05	THE OFFICE CITY	03/28/2022	Regular	0.00	270.53	58281
IN-1734785	Invoice	03/18/2022	COPIER PAPER/PENS & STICKY NOTES	0.00	270.53	
UNIO5	UNITY IT	03/28/2022	Regular	0.00	455.65	58282
363700	Invoice	03/22/2022	IT SERVICES & SONIC WALL	0.00	455.65	
ZEE00	ZEE MEDICAL SERVICE CO.	03/28/2022	Regular	0.00	148.64	58283
66224624	Invoice	03/18/2022	DISPOSABLE BLANKETS	0.00	148.64	
AT&02	AT&T MOBILITY	03/28/2022	Regular	0.00	1,634.00	58284
287289569526X0	Invoice	03/24/2022	PD MDT'S	0.00	1,634.00	
BAD01	BADGER METER INC.	03/28/2022	Regular	0.00	24,170.95	58285
1484614	Invoice	03/24/2022	WATER METER EQUIP	0.00	4,768.32	
1490177	Invoice	03/24/2022	WATER METER EQUIP	0.00	19,119.03	
80090065	Invoice	03/24/2022	BEACON HOSTING 1/22	0.00	141.80	
80092100	Invoice	03/24/2022	BEACON HOSTING 2/22	0.00	141.80	
ROY00	CAMERON ROYER	03/28/2022	Regular	0.00	37.48	58286

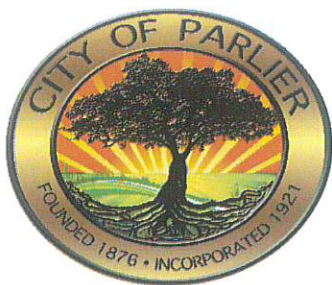
Check Report

Date Range: 03/15/2022 - 03/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
672766227	Invoice	03/24/2022	PA CENTER SUPPLIES	0.00	754.69	
TYL00	TYLER TECHNOLOGIES, INC.	03/28/2022	Regular	0.00	3,840.00	58303
025-368988	Invoice	03/24/2022	HOST REP SVC 3/22-12/22	0.00	2,500.00	
025-368989	Invoice	03/24/2022	CIS/CRM ANN FEES 2022	0.00	1,340.00	
UNI05	UNITY IT	03/28/2022	Regular	0.00	4,800.38	58304
363554	Invoice	03/24/2022	BILLING SVCS 1/18 - 2/15/22	0.00	2,479.76	
363655	Invoice	03/24/2022	BILLING SVCS 2/16 - 3/15/22	0.00	2,320.62	
	Void	03/28/2022	Regular	0.00	0.00	58305
ABI10	ABILITY ANSWERING SERV.	03/29/2022	Regular	0.00	120.44	58306
4345-4-22	Invoice	03/28/2022	Ansering Svcs 4/22	0.00	120.44	
VEL02	ALYSSA PAIGE VELICESCU	03/29/2022	Regular	0.00	671.50	58307
3/17 - 3/24/22	Invoice	03/28/2022	FINANCE PROJECT	0.00	671.50	
DEL00	DE LAGE LANDEN FINANCIAL	03/29/2022	Regular	0.00	5,642.35	58308
75776251	Invoice	03/24/2022	COPY MCHN SVCS 4/22	0.00	5,642.35	
ROD26	Juan E. Rodriguez	03/29/2022	Regular	0.00	603.00	58309
3/31/22	Invoice	03/28/2022	3/12/22-3/25/22	0.00	603.00	
VAL03	MATTHEW STACY KNIFFIN	03/29/2022	Regular	0.00	550.00	58310
12404	Invoice	03/28/2022	TC PEST CTRL SVCS 3/22	0.00	50.00	
12405	Invoice	03/28/2022	CC PEST CTRL SVCS 3/22	0.00	50.00	
12407	Invoice	03/28/2022	SC PEST CTRL SVCS 3/22	0.00	50.00	
12410	Invoice	03/28/2022	CH PEST CTRL SVCS 3/22	0.00	50.00	
12411	Invoice	03/28/2022	PD PEST CTRL SVCS 3/22	0.00	50.00	
12418	Invoice	03/28/2022	WWTP PESTCTRL SVCS 3/22	0.00	50.00	
12421	Invoice	03/28/2022	PA PEST CTRL SVCS 3/22	0.00	50.00	
12422	Invoice	03/28/2022	PW PEST CTRL SVCS 3/22	0.00	50.00	
12423	Invoice	03/28/2022	CC1 PEST CTRL SVCS 3/22	0.00	50.00	
12424	Invoice	03/28/2022	CC2 PEST CTRL SVCS 3/22	0.00	50.00	
12425	Invoice	03/28/2022	CC PEST CTRL SVCS 3/22	0.00	50.00	
SEA03	SEAL RITE PAVING & GRADING	03/29/2022	Regular	0.00	8,753.29	58311
4	Invoice	03/28/2022	SAFE ROUTES TO SCHOOL	0.00	8,753.29	

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	140	72	0.00	340,317.35
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	140	79	0.00	340,317.35



MNUTES

REGULAR MEETING

THURSDAY, MARCH 17, 2022

CALL TO ORDER/WELCOME:

The City Council of Parlier held their Regular meeting 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 Cathryn "Kathy" Solorio, City Clerk Dorothy Garza and Treasurer Michelle Lopez.

Staff Present: Police Chief David Cerda. Finance Director Ellie Vellicesue, City Attorney Neal Costanzo, City Manager Sonia Hall and Assistant City Manager/Deputy City Clerk.

FLAG SALUTE: Mayor Alma M. Beltran

INVOCATION: None.

ADDITIONS/DELETIONS:

Addition to Consent Calendar item #3 Approval for Cultiva La Salud to utilize Parlier Senior Center for Covid-19 vaccinations.

M/S/C: A Motion to add item #3 approve the use of the Senior Center by Cultiva La Salud by Maldonado, 2nd by Solorio, Vote -5-0 and carried.

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 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 Comments

Lucy Pimentel – Commented that she is happy with PD and they are doing a good job. Grateful to Council that they supply the PD with good equipment.

Chief Cerda- Thanked the Council for their support.

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 March 1, 2022 – March 14, 2022.
2. Approved amended Minutes with corrections dated February 17, 2022 and March 3, 2022
3. Approved waiving all fees and utilizing the Parlier Senior Center by Cultiva La Salud for March 9th and March 30th from 1:00 P.M. – 5:30 P.M. for Covid-19 Vaccinations. A certificate of liability insurance has been provided.

M/S/C: Motion to approve items 1 & 3 by Pimentel and 2nd by Maldonado, vote: 5-0 and carried.

M/S/C: Motion to approve item 2 by Mayor Pro-Temp Pimentel, 2nd by Maldonado, Vote: 5-0 and carried.

REGULAR BUSINESS:

4. **SUBJECT:** Consideration and Necessary Action on Resolution Authorizing Final Acceptance and Notice of Completion for Tract 6278.

The City Council adopted **Resolution No. 2022-12** authorizing the final acceptance and notice of completion for Tract 6287.

M/S/C: Motion to approve Resolution 2022-12 by S. Rodriguez, 2nd by Solorio, Vote: 5-0 and carried.

PUBLIC COMMENT ON CLOSED SESSION

None.

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

CLOSED SESSION: (6:58 P.M. thru 7:55 P.M.)

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

CLOSED SESSION ACTION

City Council voted to Censure Council woman Cathryn (Kathy) Solorio based on staff formal complaint for harassment and intimidation.

Vote: 3 -2

Yes: Mayor Alma Beltran

Yes: Mayor Pro-Temp Pimentel

Yes: Council woman Diane Maldonado

No: Council woman Sabrina Rodriguez

Abstain: Councilwoman Cathryn (Kathy) Solorio

BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:

No Comments:

CITY MANAGER: Sonia Hall

CITY ATTORNEY: Neal Costanzo

CITY COUNCIL:

ADJOURNMENT

Mayor Alma Beltran adjourned the Regular meeting at 7:55 P.M.

Dorothy Garza – Parlier City Clerk

Resolutions adopted: 2022-12

Ordinances adopted: None.

Next Ordinance 2022-03

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 www.parlier.ca.us

AGENDA ITEM: #3

MEETING DATE: March 31, 2022

DEPARTMENT: Administration

REPORT TO THE CITY COUNCIL

SUBJECT:

Consideration and Necessary Action on Resolution Censuring Council Member Solorio for Engaging in Conduct Inconsistent with Role as City Council Member, Inconsistent with Authority of City Manager and in Violation of Parlier Municipal Code Section 2.10.050 and for Other Related Conduct.

RECOMMENDATION:

Staff has no recommendation. Staff prepared the resolution as directed by a majority of the City Council on March 17, 2022, and is bringing the matter back for Council's consideration.

BACKGROUND:

City Councils have the power to censure one of their members. A censure is simply an expression of condemnation by the City Council concerning the conduct of a particular member. The resolution for censure of Council Member Solorio sets out in detail the basis for the censure and it has been provided to every member of the City Council, including Member Solorio, on March 22, 2022.

The item is not literally required to be conducted as a public hearing, but staff recommends the Council conduct this matter as a public hearing, by soliciting and receiving any comments from the public. In addition, before the Council acts on the proposed resolution, Council Member Solorio must be given a reasonable opportunity to respond to the proposed resolution. Staff proposes that the Mayor conduct the consideration of this particular agenda item by first receiving the report of staff; and, then, to provide Council Member Solorio with an opportunity to address the City Council on the consideration of this resolution. The Council Member should be given that amount of time to do so that is adequate for the Council Member to cover every relevant matter bearing on the propriety of the City Council adopting this particular resolution. Council Member Solorio must, of course, refrain from disclosing in the public session any confidential information obtained by her in a context, such as in a closed session meeting, rendering its disclosure prohibited. Following Council Member Solorio's comments, Council should invite comments from the public. After closing the "hearing" Council Members may then discuss their individual reasons for their intended votes and vote on the resolution.

RESOLUTION NO. 2022-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARLIER
CENSURING COUNCIL MEMBER CATHRYN (KATHY) SOLORIO FOR
ENGAGING IN CONDUCT INCONSISTENT WITH HER ROLE AS A CITY
COUNCIL MEMBER, INCONSISTENT WITH THE AUTHORITY OF THE CITY
MANAGER WITH RESPECT TO CITY EMPLOYEES AND IN DIRECT
VIOLATION OF PARLIER MUNICIPAL CODE SECTION 2.10.050 WHICH
MAY HAVE CREATED AN ABUSIVE OR HOSTILE WORKING
ENVIRONMENT FOR CITY OF PARLIER EMPLOYEES OR VIOLATED
OTHER LEGAL REQUIREMENTS CONCERNING THE TREATMENT OF
EMPLOYEES AND FOR MISLEADING THE PUBLIC RELATIVE TO THE ABILITY
OF THE PUBLIC TO PARTICIPATE BY TELECONFERENCE
IN PARLIER CITY COUNCIL MEETINGS**

WHEREAS, the City of Parlier is a general law city organized as a city council – city manager form of government in which the City Manager has complete control over employees, including the power to hire and fire all employees with the exception of the City Attorney pursuant to the provisions of Government Code §34856; and

WHEREAS, the giving of direction or instruction to any City employee, and the assertion of authority over an employee or employees by a City Council member is inconsistent with the role of a City Council member in a city, such as Parlier, having a City Council – City Manager form of government, usurps the authority of the City Manager and may create a circumstance where the City Council member giving such directions, instructions or asserting such authority may violate legal prohibitions on the conduct of an employer with respect to the treatment of employees; and

WHEREAS, the City of Parlier has codified the prohibition against Council members giving orders or instructions to department heads or any subordinate of the City Manager in Section 2.10.050 of the Parlier Municipal Code which reads, in pertinent part, as follows:

“Council/Manager Relations. The City Council and its members may deal with the administrative services of the City only through the City Manager, and . . . no individual member of the City Council shall give orders or instructions to any department head or any subordinate of the City Manager”. ; and

WHEREAS, Council member Cathryn (Kathy) Solorio (“Member Solorio”) was elected to the City Council, District 3, in November 2020 and, shortly thereafter, received, along with the full City Council, training mandated by law relating to ethics required to be observed by Council members and specifically covering the prohibition against City Council members ordering, directing, instructing or otherwise exerting authority over any City employee; and

WHEREAS, the City conducts annually, what is known as the Parlier Round Up in the Spring of each year which, with the assistance of the City, and the use of City facilities, is sponsored and conducted by a non-profit corporation and which, in the past, has always included a parade in downtown Parlier; and

WHEREAS, at its regular meeting on March 3, 2022, the Council had on its agenda the approval of the use and waiver of all fees for the use of Earl Ruth Park by the Parlier Roundup Committee for the annual roundup to occur April 28, 29, 30 and May 1, 2022; and

WHEREAS, in the course of a presentation by the Parlier Roundup Committee Council was informed that the parade would not occur in 2022 because of a planned downtown beautification project that was required to be commenced prior to the date scheduled for the roundup and would result in the streets in downtown Parlier being demolished or inaccessible for the days on which the roundup was scheduled to occur and that the demolition/reconstruction of streets could not be delayed because of requirements relating to funding for or implementation of that capital improvement project and, by consensus, the Council unanimously agreed that the beautification project could not be delayed in order to have the streets of downtown Parlier available for the parade, consistent with the funding for and requirements for completion of that project and reporting on the use of funds; and

WHEREAS, part of the funding for the downtown beautification project is from American Rescue Plan Act (ARPA) funds and by virtue of guidelines and directives issued by the State of California relative to use of these funds paid for by the federal government, a report on the use of such funds is required to be filed or presented to the to the appropriate state agency on or before April 30, 2022; and

WHEREAS, on March 8, 2022, Council member Solorio questioned the City Manager and the Finance Director as to whether the information received by the Council on March 3, 2022, to the effect that the parade could not occur because of the downtown beautification project was correct and asked the Finance Director if financial reports on the project, due April 30, 2022, could be delayed to a later date and was told by the Finance Director that the State would not allow the submission of a late report on funds being used for the project, including ARPA funds; and

WHEREAS, on March 9, 2022, Council member Solorio told the Finance Director, in the presence of the City Manager, that the parade could occur if the City Manager authorized the Finance Director to work overtime on Saturday, April 30, 2022, and that the report could be prepared and submitted that day; and

WHEREAS, the Finance Director attempted to explain to Council member Solorio during the exchange of March 9, 2022, that the report could not be prepared in a single day and could not be delayed to April 30, 2022, and still conform with legal requirements relating to that reporting and member Solorio insisted that the report for ARPA funds could be accomplished by simply printing out what was already inputted into the computer system by a "click" occurring on the date of the deadline; and

WHEREAS, as member Solorio continued to insist that the financial reports could be completed in one day and submitted on Saturday, April 30, 2022, and that the City Manager would authorize the overtime work for that date in order to accomplish the last minute reporting, the Finance Director told Council member Solorio that she did not wish to discuss the matter any further and that any further discussion on the topic should occur in connection with a discussion with the full City Council; and

WHEREAS, instead of referring the matter to the full Council, Member Solorio persisted and insisted that a discussion of the topic continue and at one point told the Finance Director that she was the City Manager's boss and therefore the Finance Director's boss as well and proceeded to degrade and intimidate the Finance Director, insisting that the Finance Director delay the reporting in the manner suggested by Member Solorio even though a delay in the reporting would not affect the commencement and conclusion of the work on the streets required for the beautification project.

WHEREAS, among other things during the exchange of March 9, 2022, Member Solorio told the Finance Director that she – Solorio – was “the Council”, that the Finance Director needed to “respect” her and following the Finance Director's request that the topic be addressed by the full Council, Member Solorio taunted her stating “why don't you want to talk about it”; and

WHEREAS, on January 6, 2022, the Council by 5-0 vote determined that the conditions allowing for public participation by teleconference at City Council meetings did not exist and that such teleconferencing would not be permitted and since that date Member Solorio has sought to mislead the public by informing them on Facebook posts and otherwise that the public has a right to participate by teleconference at City Council meetings of the City and has sought to blame other members of the Council falsely for depriving the public of that “right”.

NOW, THEREFORE, be it resolved as follows:

1. The foregoing recitals are true and correct and are incorporated into this resolution as though fully set forth at this point.
2. Council member Solorio engaged in conduct unbecoming of a City Council member, ordered and instructed the Finance Director on how and when to submit a report required by law concerning funds to be used in the beautification project, improperly intimidated and demeaned the Finance Director for not adhering to her directives, insisted on continuing to discuss her directive concerning the submission of the report after being told by the Finance Director that she was uncomfortable with Member Solorio's suggestion and could not, consistent with the requirements of her position, delay preparation of the report concerning funds used, in part, on the beautification project by telling the Finance Director, incorrectly, that she was the City Manager's boss and therefore the Finance Director's boss as well.
3. The exchange between Member Solorio and the Finance Director is in direct violation of Parlier Municipal Code Section 2.10.050, inconsistent with the City Council member's role as a City Council member, usurped the authority of the City Manager and created

the potential for establishment of a hostile or abusive working environment by making express or implied demands that the Finance Director act contrary to requirements imposed on her by virtue of her position and by law, exposing the City of Parlier to potential civil liability and is conduct that can potentially result in loss of valued City employees.

4. The Council condemns the aforementioned conduct by Council member Solorio and hereby publicly censures Council member Solorio for engaging in conduct that is specifically prohibited by the Parlier Municipal Code and by other law, which is inconsistent with the City Council member's role as a member of the City Council, potentially creates an abusive or hostile working environment for employees, potentially exposes the City to monetary liability and otherwise disrupts the employment relationship between the City and its employees.

5. The Council further censors and condemns the conduct of Council member Solorio for misinforming and misleading the public relating to the availability of full public participation by teleconference at City Council meetings after voting that the conditions required for conducting such teleconferencing did not exist, and thereafter attempting to countermand an action taken by the Council (which Solorio voted in favor of) and falsely accusing other Council members of depriving the public of their "right" to attend meetings by teleconference.

6. The Council directs Council member Solorio to stop the conduct that is identified in this resolution and to obey all laws, including, without limitation, the provisions of the Parlier Municipal Code Section 2.10.050.

7. The City Council directs Member Solorio attend ethics training, training on the proper role of a City Council person, training on the Brown Act and training on law relating to the prevention or the creation of a hostile or abusive working environment, all of which shall be identified and designated by the City Manager for Council member Solorio to attend.

8. The City Council directs that except for the exchange of pleasantries or courtesies, Council member Solorio shall refrain from communicating with any City employee other than the City Manager and/or the Assistant City Manager and/or other than engaging in communications with City employees that have nothing to do with the City of Parlier, its operations, employees, or City Council. Any communication by member Solorio with any employee of the City other than the City Manager or Assistant City Manager shall only occur with the prior written consent of the City Manager.

The foregoing Resolution was adopted and approved at a regular meeting of the City Council of the City of Parlier held on March 31, 2022, by the following vote:

AYES:

NOES:

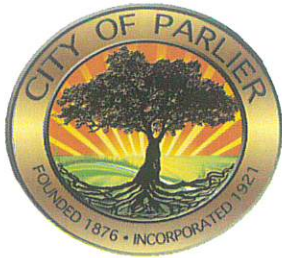
ABSTAIN:

ABSENT:

Alma Beltran, Mayor, City of Parlier

ATTEST:

Dorothy Garza, City Clerk,
City of Parlier



AGENDA ITEM:

#4

MEETING DATE:

3/31/22

DEPARTMENT:

City Administration

REPORT TO CITY COUNCIL

**SUBJECT: RESOLUTION TO PARTICIPATE IN THE FRESNO COUNTY
MULTIJURISDICTIONAL HOUSING ELEMENT UPDATE AND COST SHARING
AGREEMENT**

RECOMMENDATION: City staff recommends the City Council adopt Resolution No. 2022- XX agreeing to participate in the Fresno County Multijurisdictional Housing Element through Fresno County Council of Government.

BACKGROUND: Since 1969, Housing Elements have been mandatory portions of local general plans in California because providing housing for all Californians is considered by the state legislature to be of vital statewide importance. A Housing Element provides an analysis of a community's housing needs for all income levels, and strategies to respond to provide for those housing needs. It is a key part of the City's overall General Plan. State Law establishes that each city accommodates its fair share of affordable housing as an approach to distributing housing needs throughout the state. State Housing Element law also recognizes that in order for the private sector to address housing needs and demand, local governments must adopt land-use plans and implementing regulations that provide opportunities for, and do not unduly constrain, housing development by the private sector.

Rules regarding Housing Elements are found in the California Government Code Sections 65580-65589. Unlike the other mandatory general plan elements, the housing element is required to be updated every five years. It is also subject to detailed statutory requirements and mandatory review and approval by a State agency — HCD (Department of Housing and Community Development).

According to State law, the Housing Element must:

- Provide goals, policies, quantified objectives and scheduled programs to preserve, improve and develop housing
- Identify and analyze existing and projected housing needs for all economic segments of the community
- Identify adequate sites that are zoned and available within the 7-year housing cycle to meet the city's fair share of regional housing needs at all income levels
- Be certified (approved) by the State Department of Housing and Community Development (HCD) as complying with state law
- Be internally consistent with other parts of the General Plan (and meeting this requirement is critical to having a legally adequate General Plan)

Key content that Parlier's Housing Element must contain includes:

A summary of the population and housing characteristics that contribute to the present and future housing need in Parlier.

- A description of constraints on the development of housing in Parlier.
- An evaluation of the existing Housing Element.
- An inventory of sites to accommodate Parlier's identified housing need.
- Programs to promote housing opportunities for all Parlier residents.
- A statement of quantified objectives that estimates the number of housing units by income level to be provided for in the City of Parlier by 2022.

What is Affordable Housing?

In broad terms, affordability is simply the relationship between housing costs and income. The generally accepted measure for housing affordability is spending less than 33% of one's gross household income on housing costs (including utilities, principal and interest). Often times, the term workforce housing is also used to describe affordable housing.

In the context of Housing Elements, affordable housing generally focuses on housing for extremely low, very low, low and moderate income households, but may also address housing for above moderate income households.

Pursuant to the most recent income level data from the State Department of Housing and Community Development, dated December 31, 2021, the Median Family Income (MFI) in Fresno County was \$70,700. For the five identified household income categories, household income levels (for four-person households) are defined as follows:

- Extremely Low Income: Households with incomes up to \$26,500
- Very Low Income: Households with incomes between \$26,500 and \$34,950
- Low Income: Households with incomes between \$34,951 and \$55,900
- Median Income: Households with incomes between \$55,901 and \$70,700
- Moderate Income: Households with incomes between \$70,701 and \$84,850
- Above Moderate Income: Households with incomes over \$84,850.

What Happens If a Jurisdiction Does Not Adopt a Housing Element or the Element Does Not Comply with State Law?

If the California Department of Housing and Community Development determines that a Housing Element fails to substantially comply with the State's Housing Element Law, there are potentially serious consequences that extend beyond the realm of residential land use planning. When a jurisdiction's Housing Element is found to be out of compliance, its General Plan is at risk of being deemed inadequate, and therefore invalid. If a jurisdiction is sued over an inadequate General Plan, the court may impose requirements for land use decisions until the jurisdiction brings its General Plan—including its Housing Element—into compliance with State

law.

A Housing Element is considered out of compliance with State law if one of the following applies:

1. It has not been revised and updated by the statutory deadline, or
2. Its contents do not substantially comply with the statutory requirements. If a Housing Element is certified, there is a presumption that it is adequate, and a plaintiff must present an argument showing that it is in fact inadequate.

Over the years, California has steadily increased the penalties for not having a legally compliant Housing Element, and this trend is expected to continue.

Repercussions include:

1. **Limited access to State Funding.** Most of CA State grant award funds take into consideration the approval status of a community's Housing Element. If it is not in good standing, we would not be allowed to apply for the funding.
2. **Lawsuits.** Developers and advocates may sue jurisdictions if their Housing Element is not compliant with State Law. Recent CA cities that were successfully sued due to their Housing Element not being in compliance. There are several potential consequences of being sued, including:
 - a. **Mandatory compliance** – The court may order the community to bring the Element into compliance within 120 days.
 - b. **Suspension of local control on building matters** – The court may suspend the locality's authority to issue building permits or grant zoning changes, variances or subdivision map approvals.
 - c. **Court approval of housing developments** – The court may step in and approve housing projects, including large projects that may not be wanted by the local community.
 - d. **Fees** – If a jurisdiction faces a court action stemming from its lack of compliance and either loses or settles the case, it often must pay substantial attorney fees to the plaintiff's attorneys in addition to the fees paid to its own attorneys. These fees can easily exceed \$100,000.

Current Action

The City's current Housing element was done as a Multijurisdictional Housing Element with the Fresno County Cities managed through Fresno County COG. Our Housing Element is nearing its expiration date and will need to be updated by early 2023. There are numerous new laws and regulations that need to be added to the new Housing Element so it is not an easy task. It is my

recommendation that the City of Parlier continue to stay with the Multijurisdictional Housing Element managed through FCOG as they convene a Project Development Team (PDT) consisting of the local member agencies, to review the Request for Proposal, evaluate bids, select a consultant, develop a cost sharing arrangement and make a recommendation to the FCOG board to hire the consultant who will update our Housing Element.

FISCAL IMPACT: \$10,000 deposit to Fresno Council of Governments that will go toward to total cost to update the Housing Element which is approximated to be \$121,296.

Prepared by: Sonia Hall

Approved by: Sonia Hall

Attachments:

- Resolution

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent		<input type="checkbox"/> Public Hearing		
<input type="checkbox"/> Info Item		<input type="checkbox"/> Matter Initiated by a Council Member		
<input checked="" type="checkbox"/> Action Item		<input type="checkbox"/> Other		

RESOLUTION NO. _____

**The Governing Board of
City of Parlier**

**RESOLUTION TO PARTICIPATE IN THE FRESNO COUNTY
MULTIJURISDICTIONAL HOUSING ELEMENT UPDATE AND COST SHARING
AGREEMENT**

WHEREAS, Government Code Section 65588 requires local agencies to review and revise the housing elements to their comprehensive general plan in compliance with Section 65580 through 65589, Chapter 1143, Article 10.6, and

WHEREAS, the Fresno Council of Governments (FCOG) is a Joint Powers agency created by the fifteen incorporated cities in Fresno County and the County of Fresno, pursuant to Government Code Sections 6500 et. Seq., and

WHEREAS, the local government agencies in Fresno County have requested FCOG to hire a consultant to perform a coordinated update to the housing element of each local agency's General Plan at no cost to FCOG, and

WHEREAS, FCOG convened a Project Development Team (PDT) consisting of the local member agencies, to review the Request for Proposal, evaluate bids, select a consultant, develop a cost sharing arrangement and make a recommendation to the FCOG board to hire the consultant, and

WHEREAS, the cost sharing arrangement includes the cost of the consultant and \$75,000 to cover FCOG administration, and

WHEREAS, each participating member agency agrees to reimburse FCOG for the cost of the Fresno County Multijurisdictional Housing Element Study in accordance with the cost sharing arrangement attached herein, and

WHEREAS, time is of the essence and each participating member agency agrees to facilitate the flow of information to the consultant to provide a timely report, and

NOW, THEREFORE, BE IT RESOLVED, that the Parlier City Council adopts the Fresno County Multijurisdictional Housing Element Cost Sharing Arrangement and agrees to participate in the study and reimburse FCOG for actual cost incurred.

THE FOREGOING RESOLUTION was passed and adopted by the Parlier City Council this 31st day of March, 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed: _____
Mayor

ATTEST:

I hereby certify that the foregoing is a true copy of a resolution of the Parlier City Council duly adopted at a regular meeting thereof held on the 31st day of March, 2022.

Signed: _____
City Clerk



AGENDA ITEM: # 5
MEETING DATE: 3/31/22
DEPARTMENT: City Administration

REPORT TO CITY COUNCIL

SUBJECT: Approve Contract with California Consulting for a Grant Funding Retainer Service

RECOMMENDATION: City staff recommends City Council approve a retainer contract with CA Consulting for Grant Funding Services

BACKGROUND: The City currently has a contract with CA Consulting for Grant Funding services where we pay for each grant individually. The grant writing services that we have received thus far have been impressive. With a retainer service, the grant writer will also conduct the research. Another key point is that they will prepare a needs assessment. They will conduct meetings with the Dept. Heads to determine the needs of the city and from there, they will research the grants that will best suit our needs.

Currently, they are preparing the EDA grant for the city which is \$5 million. The other grants that they prepared for the city were awarded. If you review the proposal, you will find their fees for the cost per grant. An EDA grant alone would be \$12,000. A CDBG would be \$12,000. Add one more large grant and we have already hit the amount of a retainer. This city applies for at least 10 grants throughout the year. At this point, I am preparing the grants for the city and am recognizing that I need help with them.

I will present a reduced fee for services to CA Consulting due to my knowledge and involvement in the grants. I recommend that we give them one year and then evaluate their services to determine the Return on Investment.

FISCAL: Contract cost at \$3000/mo.

Prepared by: Sonia Hall

Approved by: Sonia Hall

Attachments:

- Proposal

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent		<input type="checkbox"/> Public Hearing		
<input type="checkbox"/> Info Item		<input type="checkbox"/> Matter Initiated by a Council Member		
<input checked="" type="checkbox"/> Action Item		<input type="checkbox"/> Other		



A Proposal for the City of Parlier

History

Founded in 2004, California Consulting has an excellent reputation for hard work and a commitment to success for our clients. California Consulting is the largest grant writing firm in California. With offices in Southern California, Northern California and Central California, we have almost 80 clients statewide. We have 30 members of our team from Chico in the North, to San Diego in the South. California Consulting has developed an expertise in representing public agencies, and non-profit organizations. We have secured over \$1.5 billion for our clients since inception. The California Consulting team boasts approximately 25 grant writers. Through years of experience our grant writers have a proven track record of success and have mastered their skills of identifying, researching, and obtaining funding for significant projects at every level of government. California Consulting grant writers have written over 1200 competitive grant applications that have been funded. Our aggressive, hard-working, and results-oriented style has translated into success for our clients. Our professional grant writers are diligent and stay current on every Federal and State grant available on a myriad of different topics and public policy areas. Whether it is recreation, education, parks money, or public safety our grants team knows where to locate grant funds and how to successfully write the applications.

Grant Funding Services

California Consulting is a full service grant writing firm. We are experts in the fields of grant research and identification. We prepare comprehensive and concise grant application packages. We submit grants in a timely fashion and follow through after the grant has been submitted to determine the status of the grant. We also conduct post award compliance and administration. California Consulting has a fundamental business philosophy founded on open communication and tailoring the grants we pursue to fit our client's needs.

1. **Needs Assessment (Meetings with Department Heads to review priorities and funding needs):** We learn about the client at the outset of the contract by conducting an in-depth Needs Assessment. Each client is assigned a lead Project Manager. The Project Manager communicates regularly with the client and on an ongoing basis. This relationship building is the key to keeping the grants pursued on target with the client's overall goals.

Sample questions asked during the Needs Assessment:

- a) List and describe any program initiatives or priority projects.
 - b) What needs, projects, or content areas would you like to target for funding? You can list specific projects or general areas in which you have funding needs.
 - c) List any grants for which you are considering applying or have decided to apply. In addition, please list what kind of grant-writing support would be helpful for each grant.
 - d) List past grants that your agency has received.
 - e) List past grant applications you would like to revise and submit again.
2. **Facilitation of Department Decision Making Processes:** Our Project Managers are experts on grant identification. With years of experience, your Project Manager will be

able to assist your Staff in deciding which grants make the most sense to meet the funding needs identified.

3. **Grant Research and Identification:** Our Project Manager's conduct thorough research on an ongoing basis. We track current and upcoming grants in order to let our client's know what is available and what we recommend would fit their situation. By regularly tracking grant announcements we are able to present these grant opportunities to our clients as soon as they are released. California Consulting will provide you with a Grant Activity Report monthly detailing the grants available, grants in progress and grants submitted. You will also be provided with available grant opportunities on an ongoing basis.
4. **Client Commitment:** When identifying grants that meet your needs and funding priorities, your Project Manager will advise you of the estimated time commitment required from your staff.
5. **Grant Preparation Process:** When your staff and California Consulting agree to pursue a grant, we will develop a checklist and schedule. The checklist and schedule will include what things you will be responsible for and when we will need them submitted. We need your staff involved in the grant preparation process to provide required information we don't have access to. The Project Manager will provide you with grant portions along the way to review for content accuracy. The more engaged you are able to be in this process, the higher quality the application will be. California Consulting retains copies of all grants we've submitted. If the application was successful, we use it as a guide for future grants.
Below is a list of general tasks for our grant process:
 - a. Create a task timeline with due dates
 - b. Ensure the proposed project meets the grant agency's requirements
 - c. Review similar successful grant applications and apply where possible
 - d. Collect information on the project
 - e. Meet with staff to create an accurate scope of work, budget, timeline, narratives, and cost analysis
 - f. Obtain letters of support when necessary
 - g. Draft proposals and send to staff for review
 - h. Incorporate staff edits in final drafts
 - i. Submit completed application timely
 - j. Monitor funding agency until grant awards are announced.
6. **Quality Assurance:** California Consulting takes pride in our impeccable grant applications. We are successful in this area due to our thorough quality assurance measures. Our Grant Managers conduct group meetings with all Project Managers regularly. In addition, our Grant Managers meet individually with each Project Manager to review each client. These meetings thoroughly discuss each client's needs, what grants are being worked on and what additional grants may be a good fit. We ensure the best quality product before the grant application is submitted.
7. **Facilitation of Partnership Meetings:** Our Project Managers will arrange and schedule meetings with key personnel to review all grants prior to submission to ensure application accuracy.
8. **Timely Submission:** We create a precise timeline to ensure the grant is submitted on time. This timeline not only captures the submission deadline, but we create other deadlines in order to obtain the information needed for a quality submission. We believe if everyone is on the same page and is aware of what needs to be done, we can limit scrambling at the last minute.
9. **Funding Agency Monitoring:** California Consulting will monitor the Funding Agency until grant awards are announced.

10. **Grant Administration:** Some grants require post award compliance, reporting and administration. California Consulting will prepare required agency reports and submit them by the required due date. We propose that to the extent legally allowed, the Client hire California Consulting as grant administrators when dollars are available from within the grant (at no additional cost to you). When grant dollars from the grant are not available for administration, reporting and evaluation purposes we will provide these services to the Client for a monthly fee, or a one-time fee based on the Client's preference. If the Client chooses the monthly retainer option, grant administration services are included.
11. **Monthly Progress Reporting:** California Consulting will prepare a monthly report reflecting grants in progress, grants submitted and grants awarded. This will provide you and your Board with a clear report on our work.

References

California Consulting references include key leaders from around the State. All of our current clients are references. California Consulting currently has contracts with over 40 cities across California, almost 40 School Districts, Non-Profits and others. A full client list can be obtained at www.californiaconsulting.org.

Pricing

California Consulting offers two (2) different pricing options for Grant Writing Services.

Pricing Option 1: Monthly Retainer

California Consulting's monthly retainer services include all grant research, grant identification, grant writing, and post award administration as needed. Items 1 – 11 under Grant Writing is included in the Monthly Retainer Services. Below is a more detailed scope of work:

Task	Included in Price
Meet with Client Staff to ascertain needs and goals	√
Conduct background research as requested by Client	√
Provide advice on best grants for Client to pursue based on project and grant requirements and guidelines	√
Attend meetings in person or by teleconference as necessary	√
Develop schedule for grants chosen by Client	√
Preparing and writing all grant applications chosen by Client	√
Develop evaluation strategies in accordance with funding agency's instructions	√
Adhere to decisions made by Client relating to grants	√
Write all sections of grant applications and proposals	√
Draft and finalize grant language with direction of Client	√
Ensure timelines for grant submittal are met	√
Monthly reports to include grants in progress, grants submitted, and grants awarded	√
Regular communication via email and/or phone regarding upcoming grant opportunities	√
Grant administration and post award compliance as needed	√

We propose a flat monthly rate of **\$4,000.00**, plus reimbursement of out of pocket expenses for services explained above.

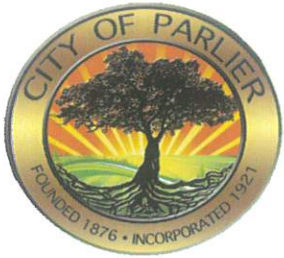
Pricing Option 2: Per Grant

We propose an agreement for a Per Grant basis, plus reimbursement of out of pocket expenses. Items 1 – 11 under Grant Writing are not included in the Per Grant Services. The following is a breakdown of cost per grant:

Grant Amount Request	Cost
Up to \$10,000	\$1,500
\$10,001 - \$50,000	\$4,000
\$50,001 - \$100,000	\$5,500
\$100,001 - \$250,000	\$7,500
*Over \$250,000	\$9,000 - \$12,000

**Cost will be determined based on complexity of grant preparation for grant requests exceeding \$250,000*

Grant research, grant identification, and grant administration can be provided at an hourly rate of \$125.00. For research completed at an hourly rate, client may specify a “not to exceed” amount.



AGENDA ITEM: # 6

MEETING DATE: 04/01/2022

DEPARTMENT: Administration/Engineer

REPORT TO CITY COUNCIL

SUBJECT:

Adoption of the Resolution No. 2022-____ authorizing the contract award of the Parlier Downtown Beautification Project to American Paving Company, and directly purchase benches, trash receptacles, decorative street signs and lantern light posts.

RECOMMENDATION:

Staff recommends the City Council adopt Resolution No. 2022-____ designating and authorizing the City Manager to award construction contracts for the re-construction of crosswalks, sidewalks, curbs and gutter along Fresno Street from Newmark Ave. to I St., in the amount of \$1,782,795.00.

BACKGROUND:

The Parlier Downtown Beautification Project involves constructing new concrete ADA compliant sidewalks, stamped concrete, brick pavers, benches and trash receptacles, concrete bulb-outs and crosswalk signage and striping along Fresno St. from Newmark Ave. to I St. in the City of Parlier.

A total of two (2) bids were received, opened, and read aloud at 2:00 p.m. on March 24th, 2022. The lowest responsive bid was submitted by American Paving Company in the amount of \$1,782,795.00.

FISCAL IMPACT:

Based on the actual bids, the total estimated project cost for the project is \$1,896,882.52, which includes the additional cost of \$114,087.52 for the direct purchase of benches, trash receptacles, decorative street signs and lantern light posts. Partial funding will come from the American Recovery act funds and the rest will come from the City's TDA funds.

Prepared by:

Javier Andrade, City Engineer

Approved by:

Sonia Hall, City Manager

Attachments:

- Recommendation for Award
- Resolution for Award

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
<input type="checkbox"/> Consent		<input type="checkbox"/> Public Hearing		
<input type="checkbox"/> Info Item		<input type="checkbox"/> Matter Initiated by a Council Member		
<input checked="" type="checkbox"/> Action Item		<input type="checkbox"/> Other		
<input type="checkbox"/> Department Report		<input type="checkbox"/> Continued to: _____		
<input type="checkbox"/> Redevelopment Agency				

RESOLUTION NO. 2022- ____

CITY OF PARLIER

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARLIER, CALIFORNIA,
AWARDING CONTRACT TO AMERICAN PAVING COMPANY FOR THE STREET
IMPROVEMENTS IN PARLIER DOWNTOWN BEAUTIFICATION PROJECT
AND AUTHORIZING CITY MANAGER OR MAYOR TO EXECUTE THE AGREEMENT ON
BEHALF OF THE CITY**

WHEREAS, the Invitation to Bid for the Parlier Downtown Beautification Project, was published in the Mid-Valley Times starting on February 24, 2022; and

WHEREAS, the project will construct new concrete ADA compliant sidewalks, stamped concrete, brick pavers, benches and trash receptacles, concrete bulb-outs and crosswalk signage and striping along Fresno St. from Newmark Ave. to I St. in the City of Parlier; and

WHEREAS, the following bids for the project were publicly opened and read aloud at the Parlier City Hall on March 24, 2020 at 2:00 p.m.:

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
American Paving Company	\$1,782,795.00
Todd Companies	\$1,796,207.00

WHEREAS, the City Engineer's Estimate was \$ 1,455,800.00

NOW THEREFORE, IT IS HERBY RESOLVED by the City Council of the City of Parlier as follow:

1. Upon the recommendation of the City Engineer that the Street Improvements on Parlier Downtown Beautification Project, be awarded to American Paving Company, 525 W. Alluvial Ave. Fresno, CA 93711 in the amount of One Million Seven Hundred Eighty-Two Thousand Seven Hundred Ninety-Five Dollars and Zero Cents (\$1,782,795.00);
2. The City approves a contingency amount of \$178,279.50 (10% of contract); and
3. Directly purchase \$114,087.52 worth of benches, trash receptacles, decorative street signs and lantern light posts from the Kings River Casting Company.

4. The City Manager or Mayor is authorized to sign the City's standard form of contract for construction projects, as contained in the bid package on behalf of the City of Parlier.

I hereby certify that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted by the City Council of the City of Parlier at a meeting thereof held on the 1st day of April 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Alma M. Beltran, Mayor

ATTEST:

Dorothy Garza, City Clerk



A & M
CONSULTING ENGINEERS

220 N Locust Street
Visalia, CA, 93291
559.429.4747
javier@am-engr.com

March 28, 2022

Dear Sonia Hall,

We have completed the analysis of the bids received for the Parlier Downtown Beautification Project. The bidders for this project are ranked in the following order, starting with the lowest total project cost:

1. American Paving Company	\$1,782,795.00
2. JT2 Inc. dba Todd Companies	\$1,796,207.00

Based on the totality of the bid package and estimated project cost, we have selected American Paving Company to move forward in the process. We recommend the City Council of the City of Corcoran award this contract to American Paving Company.

If you may have any questions or concerns, please do not hesitate to contact me at your earliest convenience.

Regards,

Javier Andrade, PE
A&M Consulting Engineers
Principal Civil Engineer

