



**CITY COUNCIL OF PARLIER
REGULAR MEETING
AGENDA**

This meeting of the City of Parlier City Council is live streamed and may be accessed at
<https://www.youtube.com/channel/UCJs3ylcM9NWQGLdwpBCmoAQ>

DATE: THURSDAY, SEPTEMBER 1, 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 August 2, 2022 to August 15, 2022.
2. Approve the Minutes dated Regular Meeting July 21, 2022 and Regular and Special Meeting August 18, 2022.
3. Approve the use of Veteran's Memorial Park and waive all fees for Comprehensive Behavioral Services LLC (CBS) on September 17, 2022 for a Mush Ball tournament CBS vs. Parlier Police Department.
4. Approve the use of Veteran's Memorial Park and waive all fees for Cen Cal Softball to hold car washes.
5. Approve the use of The Parlier Community Center and waive all fees for Fresno State Enseñamos en el Valle Central together with Parlier Unified School District on September 9, 2022 from 8am to 4pm.

REGULAR BUSINESS:

6. **SUBJECT:** Consider an amendment to the City's Official Zoning Map in the matter of the City of Parlier Fig Tree Park Project.

RECOMMENDATION: City Council to waive the second reading of and adopt **Ordinance No. 2022-04.**

7. **SUBJECT:** Consider amendments to Parlier Municipal Code Section 18.55.020(A) of the Parlier Municipal Code regarding the number of cannabis dispensaries permissible in the city limits.

RECOMMENDATION: City Council to waive the second reading of and adopt **Ordinance No. 2022-05.**

8. **SUBJECT:** Consider adoption of the Resolution No. 2022-50 Authorizing Contract Award of the TCP Removal Treatment at Wells #2A, #4A, #5, #8, and #9A Project to Clark Bros., Inc.

RECOMMENDATION: Staff recommends the City Council adopt **Resolution No. 2022-50** awarding the construction contract for 1,2,3-TCP removal systems at Wells #2A, #4A, #5, #8 and #9A to Clark Bros., Inc. in the amount of \$10,782,971.00 and designating and authorizing the City Manager to sign the agreement on behalf of the City.

9. **SUBJECT:** Public Hearing, Second Reading and Adoption of Ordinance Amending Parlier Municipal Code (PMC) Adding Section 2.16.040 Adopting a Policy Relating to the Police

Department's Use of Military Equipment.

PUBLIC HEARING:

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

RECOMMENDATION: Conduct Public Hearing, Waive Second Reading and Adopt **Ordinance No. 2022-03** Adopting Policy Relating to Use of Military Equipment and schedule adoption for public hearing.

10. SUBJECT: Update and Approval of the Guidelines for the City of Parlier Business Assistance Grant and Loan Guidelines.

RECOMMENDATION: Staff recommends the Council approve City of Parlier Business Assistance Loan Guidelines.

11. SUBJECT: Public Hearing, First Public Hearing, First Reading, and Introduction of Ordinance Amending portions of Chapters 13.10 and 13.50 of the Parlier Municipal Code Relating to Application for Conditions of Furnishing Water and Sewer Services, Respectively.

PUBLIC HEARING:

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

RECOMMENDATION: Conduct Public Hearing, Waive First Reading and Introduce **Ordinance No. 2022-06** Amending Portions of Chapter 13.10 and 13.50 of the Parlier Municipal Code Relating to Application for and Conditions to Furnishing Water and Sewer Services, Respectively.

PUBLIC COMMENT ON CLOSED SESSION

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

CLOSED SESSION:

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

13. Potential Litigation Pursuant to Government Code Section 54956.9
One (1) Case

14. Pending Litigation Pursuant to **Government Code Section 54956.9**
Garza v. City of Parlier
Fresno Superior Case No. 21CECG02953

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

#1

Check Report

By Check Number

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
ENE00	CHOICE PARTNERS, INC.	08/17/2022	Regular	0.00	1,652.00	59183
P.G01	PACIFIC GAS & ELECTRIC	08/17/2022	Regular	0.00	29,930.84	59184
SOC00	SOCIAL VOCATIONAL SERVICES	08/17/2022	Regular	0.00	4,575.00	59185
AUG01	AUGUSTINE, BERTHA E.	08/17/2022	Regular	0.00	83.86	59186
ALE04	BETHAUN ENTERPRISES INC.	08/17/2022	Regular	0.00	10,000.00	59187
CIN01	CINTAS CORPORATION NO. 2	08/17/2022	Regular	0.00	322.37	59188
ABI10	ABILITY ANSWERING SERV.	08/17/2022	Regular	0.00	140.97	59189
AME06	AMERICAN EXPRESS	08/17/2022	Regular	0.00	1,070.12	59190
CIN01	CINTAS CORPORATION NO. 2	08/17/2022	Regular	0.00	951.46	59191
	Void	08/17/2022	Regular	0.00	0.00	59192
HEA01	HEALTHWISE SERVICES, LLC	08/17/2022	Regular	0.00	460.00	59193
VAL03	MATTHEW STACY KNIFFIN	08/17/2022	Regular	0.00	550.00	59194
P.G01	PACIFIC GAS & ELECTRIC	08/17/2022	Regular	0.00	59,296.44	59195
SO 01	SOCALGAS	08/17/2022	Regular	0.00	384.72	59196
STA1B	STANDARD INSURANCE CO.	08/17/2022	Regular	0.00	2,689.32	59197
	Void	08/17/2022	Regular	0.00	0.00	59198
VER08	VERIZON WIRELESS	08/17/2022	Regular	0.00	939.50	59199
BAN01	BANKCARD CENTER	08/19/2022	Regular	0.00	19,180.64	59200
	Void	08/19/2022	Regular	0.00	0.00	59201
	Void	08/19/2022	Regular	0.00	0.00	59202
	Void	08/19/2022	Regular	0.00	0.00	59203
I D00	VANESSA A. EINERSON	08/19/2022	Regular	0.00	457.72	59204
AT&09	AT&T	08/26/2022	Regular	0.00	180.32	59205
CIN01	CINTAS CORPORATION NO. 2	08/26/2022	Regular	0.00	227.32	59206
HOM01	HOME DEPOT CREDIT SERVICE	08/26/2022	Regular	0.00	39.69	59207
FRE13	FRESNO COUNTY TREASURER	08/26/2022	Regular	0.00	316.56	59208
MEN18	MENDOCINO AUTO SALES & RE	08/26/2022	Regular	0.00	2,305.77	59209
UNI05	UNITY IT	08/26/2022	Regular	0.00	9,359.00	59210
	Void	08/26/2022	Regular	0.00	0.00	59211
	Void	08/26/2022	Regular	0.00	0.00	59212
ALE01	ALERT-O-LITE, INC.	08/26/2022	Regular	0.00	324.21	59213
AT&02	AT&T MOBILITY	08/26/2022	Regular	0.00	831.80	59214
AUTO1	AUTO ZONE	08/26/2022	Regular	0.00	27.78	59215
AUTO4	AUTOMATED OFFICE SYSTEMS	08/26/2022	Regular	0.00	59.48	59216
BAR06	BARCELLOS, DANNY	08/26/2022	Regular	0.00	143.12	59217
BRE14	BRENNTAG PACIFIC, INC.	08/26/2022	Regular	0.00	1,575.18	59218
CAL30	CALIFORNIA CONSULTING, INC.	08/26/2022	Regular	0.00	3,000.00	59219
CAR03	CARDENAS, DEMETRIA B.	08/26/2022	Regular	0.00	120.07	59220
CEN19	CENTRAL SANITARY SUPPLY	08/26/2022	Regular	0.00	56.45	59221
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	08/26/2022	Regular	0.00	305.95	59222
CER03	CERDA, DAVID ANTHONY	08/26/2022	Regular	0.00	517.50	59223
COM02	COMCAST BUSINESS	08/26/2022	Regular	0.00	742.09	59224
OLS01	DYLAN J. OLSON	08/26/2022	Regular	0.00	651.73	59225
EWI01	EWING IRRIGATION PRODUCTS	08/26/2022	Regular	0.00	1,590.11	59226
GRO01	FERGUSON ENTERPRISES INC.	08/26/2022	Regular	0.00	638.16	59227
FRE13	FRESNO COUNTY TREASURER	08/26/2022	Regular	0.00	316.56	59228
LIR01	LIRIO DE LOS VALLES	08/26/2022	Regular	0.00	35.00	59229
MAR01	MARIN CONSULTING ASSOCIATES	08/26/2022	Regular	0.00	625.00	59230
MEN18	MENDOCINO AUTO SALES & RE	08/26/2022	Regular	0.00	2,143.69	59231
COR11	MILTON CORTEZ	08/26/2022	Regular	0.00	1,620.00	59232
NEL01	NELSON'S POWER CENTER	08/26/2022	Regular	0.00	159.64	59233
OFF01	OFFICE DEPOT	08/26/2022	Regular	0.00	348.46	59234
BAR12	OLGA BARBOSA	08/26/2022	Regular	0.00	400.00	59235
ONT00	ON TRAC	08/26/2022	Regular	0.00	18.39	59236

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
PRP01	PR PLUMBING, HEATING & AIR CONDITIONING	08/26/2022	Regular	0.00	250.00	59237
QUI02	QUILL CORPORATION	08/26/2022	Regular	0.00	276.21	59238
STA04	STATE FOODS SUPERMARKET	08/26/2022	Regular	0.00	1,829.23	59239
SYS00	SYSCO OF CENTRAL CALIFORNIA	08/26/2022	Regular	0.00	912.71	59240
THE05	THE OFFICE CITY	08/26/2022	Regular	0.00	69.25	59241
ALE01	ALERT-O-LITE, INC.	08/26/2022	Regular	0.00	1,955.16	59242
AT&08	AT&T	08/26/2022	Regular	0.00	441.78	59243
AUT01	AUTO ZONE	08/26/2022	Regular	0.00	1,357.13	59244
ALE04	BETHAUN ENTERPRISES INC.	08/26/2022	Regular	0.00	32,500.00	59245
CAL1Y	CALIFORNIA WATER SERVICES INC.	08/26/2022	Regular	0.00	11,090.88	59246
COS03	COSTANZO & ASSOCIATES	08/26/2022	Regular	0.00	18,345.50	59247
EIN01	EINSTEIN SERVICES, LLC	08/26/2022	Regular	0.00	540.00	59248
BAR13	JAVIER BARBOZA	08/26/2022	Regular	0.00	35.00	59249
CAN03	JAVIER G. CANTU	08/26/2022	Regular	0.00	2,375.00	59250
SHE04	SHERWIN WILLIAMS	08/26/2022	Regular	0.00	565.57	59251
UNIO5	UNITY IT	08/26/2022	Regular	0.00	174.41	59252
BEL03	ALMA M. BELTRAN	08/29/2022	Regular	0.00	440.00	59253
AM 01	AM CONSULTING ENGINEERS INC.	08/29/2022	Regular	0.00	30,756.32	59254
ANG01	ANGELS OF GRACE INC.	08/29/2022	Regular	0.00	6,493.00	59255
CEN21	CENTRAL PACIFIC AIR	08/29/2022	Regular	0.00	3,800.00	59256
KUU01	KUUBIX ENERGY, INC.	08/29/2022	Regular	0.00	400.00	59257

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	136	68	0.00	275,971.14
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
	136	75	0.00	275,971.14

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	136	68	0.00	275,971.14
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
	136	75	0.00	275,971.14

Fund Summary

Fund	Name	Period	Amount
999	POOL FUND	8/2022	275,971.14
			275,971.14



CITY OF PARLIER

Check Report

By Check Number

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
ENE00	CHOICE PARTNERS, INC.	08/17/2022	Regular	0.00	1,652.00	59183
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>72609</u>	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	06/30/2022	ELEC ENERGY SVGS 6/22	0.00	1,652.00	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		1,652.00	
			ELEC ENERGY SVGS 6/22			
P.G01	PACIFIC GAS & ELECTRIC	08/17/2022	Regular	0.00	29,930.84	59184
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>23756-0-3-22</u>	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	06/30/2022	ALL ELEC SVCS 3/22	0.00	29,930.84	
	<u>100-5200-6512</u>		ELECTRICITY		235.60	
	<u>100-5400-6512</u>		ELECTRICITY		29.06	
	<u>100-5610-6512</u>		ELECTRICITY		1,253.74	
	<u>100-5615-6512</u>		ELECTRICITY		24.64	
	<u>100-5617-6512</u>		ELECTRICITY		471.26	
	<u>100-5620-6512</u>		ELECTRICITY		207.94	
	<u>100-5700-6512</u>		ELECTRICITY		235.60	
	<u>213-5600-6512</u>		ELECTRICITY		401.82	
	<u>269-6303-6512</u>		ELECTRICITY		24.64	
	<u>400-5300-6512</u>		ELECTRICITY		117.80	
	<u>400-5600-6512</u>		ELECTRICITY		15,001.06	
	<u>401-5300-6512</u>		ELECTRICITY		117.80	
	<u>401-5600-6512</u>		ELECTRICITY		11,809.88	
SOC00	SOCIAL VOCATIONAL SERVICES	08/17/2022	Regular	0.00	4,575.00	59185
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>36E2213-IN</u>	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	06/30/2022	LANDSCAPE SVCS 5/22	0.00	4,575.00	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5600-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5610-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5615-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>100-5620-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>203-5600-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>204-5600-6520</u>		PROFESSIONAL SERVICES/		457.50	
	<u>213-5600-6520</u>		PROFESSIONAL SERVICES/		915.00	
	<u>269-6303-6520</u>		PROFESSIONAL SERVICES/		457.50	
AUG01	AUGUSTINE, BERTHA E.	08/17/2022	Regular	0.00	83.86	59186
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>08/04/22</u>	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/16/2022	ME N ED'S	0.00	83.86	
	<u>100-5100-6503</u>		TRAVEL, MEETINGS & TR		83.86	
ALE04	BETHAUN ENTERPRISES INC.	08/17/2022	Regular	0.00	10,000.00	59187
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>01153</u>	Account Number	Account Name	Item Description	Distribution Amount		
	Invoice	08/16/2022	COMMUNITY CENTER FLOORING	0.00	10,000.00	
	<u>300-5700-8100</u>		CDBG PROGRAM		10,000.00	
CIN01	CINTAS CORPORATION NO. 2	08/17/2022	Regular	0.00	322.37	59188

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1903050424</u>	Invoice	08/17/2022	EMPLOYEE UNIFORMS	0.00	279.51	
	<u>100-5420-5013</u>		CE UNIFORM		279.51	
<u>1903219676</u>	Invoice	08/17/2022	EMPLOYEE UNIFORMS	0.00	21.43	
	<u>100-5420-5013</u>		CE UNIFORM		21.43	
<u>1903219854</u>	Invoice	08/17/2022	EMPLOYEE UNIFORMS	0.00	21.43	
	<u>100-5420-5013</u>		CE UNIFORM		21.43	
ABI10	ABILITY ANSWERING SERV.	08/17/2022	Regular	0.00	140.97	59189
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>4345-9-22</u>	Invoice	08/17/2022	ANSWERING SVCS 9/22	0.00	140.97	
	<u>400-5600-6510</u>		TELEPHONE/DATA/PAGER		140.97	
AME06	AMERICAN EXPRESS	08/17/2022	Regular	0.00	1,070.12	59190
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>41008-AUG/22</u>	Invoice	08/17/2022	PA SUPPLIES	0.00	1,070.12	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		1,070.12	
CIN01	CINTAS CORPORATION NO. 2	08/17/2022	Regular	0.00	951.46	59191
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>4125919282</u>	Invoice	08/17/2022	WK SVCS 7/20/22	0.00	260.26	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		23.44	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		37.23	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		99.80	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		99.79	
<u>4126618247</u>	Invoice	08/17/2022	WK SVCS 7/27/22	0.00	200.04	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		23.19	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		36.99	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		69.93	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		69.93	
<u>4127276056</u>	Invoice	08/17/2022	WK SVCS 8/3/22	0.00	276.82	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		23.75	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		37.55	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		107.76	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		107.76	
<u>4127988948</u>	Invoice	08/17/2022	WK SVCS 8/10/22	0.00	214.34	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		23.50	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		37.30	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		76.77	
	<u>401-5600-6520</u>		PROFESSIONAL SERVICES		76.77	
HEA01	**Void**	08/17/2022	Regular	0.00	0.00	59192
	HEALTHWISE SERVICES, LLC	08/17/2022	Regular	0.00	460.00	59193
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>0000127596</u>	Invoice	08/17/2022	SHARPS SVCS 7/22	0.00	460.00	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		230.00	
	<u>100-5615-6520</u>		PROFESSIONAL SERVICES/		230.00	
VAL03	MATTHEW STACY KNIFFIN	08/17/2022	Regular	0.00	550.00	59194
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>13712</u>	Invoice	08/17/2022	CC PEST CTRL SVCS 8/22	0.00	50.00	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		50.00	
<u>13713</u>	Invoice	08/17/2022	CH PEST CTRL SVCS 8/22	0.00	50.00	

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	CH PEST CTRL SVCS 8/22		50.00	
<u>13715</u>	Invoice	08/17/2022	SC PEST CTRL SVCS 8/22	0.00	50.00	
	<u>100-5615-6520</u>	PROFESSIONAL SERVICES/	SC PEST CTRL SVCS 8/22		50.00	
<u>13716</u>	Invoice	08/17/2022	PD PEST CTRL SVCS 8/22	0.00	50.00	
	<u>100-5400-6520</u>	PROFESSIONAL SERVICES/	PD PEST CTRL SVCS 8/22		50.00	
<u>13717</u>	Invoice	08/17/2022	TC PEST CTRL SVCS 8/22	0.00	50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	TC PEST CTRL SVCS 8/22		50.00	
<u>13720</u>	Invoice	08/17/2022	WWTP PEST CTRL SVCS 8/22	0.00	50.00	
	<u>401-5600-6520</u>	PROFESSIONAL SERVICES	WWTP PEST CTRL SVCS 8/22		50.00	
<u>13721</u>	Invoice	08/17/2022	PW PEST CTRL SVCS 8/22	0.00	50.00	
	<u>400-5600-6520</u>	PROFESSIONAL SERVICES/	PW PEST CTRL SVCS 8/22		50.00	
<u>13722</u>	Invoice	08/17/2022	CC1 PEST CTRL SVCS 8/22	0.00	50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	CC1 PEST CTRL SVCS 8/22		50.00	
<u>13723</u>	Invoice	08/17/2022	CC2 PEST CTRL SVCS 8/22	0.00	50.00	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	CC2 PEST CTRL SVCS 8/22		50.00	
<u>13725</u>	Invoice	08/17/2022	CC PEST CTRL SVCS 8/22	0.00	50.00	
	<u>100-5618-6520</u>	PROFESSIONAL SERVICES	CC PEST CTRL SVCS 8/22		50.00	
<u>13729</u>	Invoice	08/17/2022	PA PEST CTRL SVCS 8/22	0.00	50.00	
	<u>269-6303-6520</u>	PROFESSIONAL SERVICES/	PA PEST CTRL SVCS 8/22		50.00	

P.G01	PACIFIC GAS & ELECTRIC	08/17/2022	Regular	0.00	59,296.44	59195
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>23756-0-7-22</u>	Account Number					
	Invoice	08/17/2022	ALL ELEC SVCS 7/22	0.00	59,296.44	
	<u>100-5200-6512</u>		ELECTRICITY		783.74	
	<u>100-5400-6512</u>		ELECTRICITY		29.72	
	<u>100-5610-6512</u>		ELECTRICITY		1,209.06	
	<u>100-5615-6512</u>		ELECTRICITY		28.52	
	<u>100-5617-6512</u>		ELECTRICITY		1,567.51	
	<u>100-5620-6512</u>		ELECTRICITY		521.19	
	<u>100-5700-6512</u>		ELECTRICITY		783.74	
	<u>213-5600-6512</u>		ELECTRICITY		141.64	
	<u>269-6303-6512</u>		ELECTRICITY		21.01	
	<u>400-5300-6512</u>		ELECTRICITY		391.87	
	<u>400-5600-6512</u>		ELECTRICITY		34,888.21	
	<u>401-5300-6512</u>		ELECTRICITY		391.87	
	<u>401-5600-6512</u>		ELECTRICITY		18,538.36	

SO 01	SOCALGAS	08/17/2022	Regular	0.00	384.72	59196
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<u>60374-7-22</u>	Account Number					
	Invoice	08/17/2022	PA GAS SVCS 7/22	0.00	180.49	
	<u>269-6303-6513</u>		GAS		180.49	
<u>64009-7-22</u>	Invoice	08/17/2022	PD GAS SVCS 7/22	0.00	30.92	
	<u>100-5400-6513</u>		GAS		30.92	
<u>69006-7-22</u>	Invoice	08/17/2022	CH CC GAS SVCS 7/22	0.00	86.54	
	<u>100-5617-6513</u>		GAS		86.54	
<u>70525-7-22</u>	Invoice	08/17/2022	SC GAS SVCS 7/22	0.00	16.07	
	<u>100-5615-6513</u>		GAS		16.07	
<u>73229-7-22</u>	Invoice	08/17/2022	TC GAS SVCS 7/22	0.00	35.45	
	<u>100-5620-6513</u>		GAS		35.45	
<u>73791-7-22</u>	Invoice	08/17/2022	CC2 GAS SVCS 7/22	0.00	3.77	
	<u>100-5620-6513</u>		GAS		3.77	
<u>73985-7-22</u>	Invoice	08/17/2022	CC1 GAS SVCS 7/22	0.00	31.48	
	<u>100-5620-6513</u>		GAS		31.48	

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
STA1B	STANDARD INSURANCE CO.	08/17/2022	Regular	0.00	2,689.32	59197
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
640476-8-22	Invoice	08/17/2022	SURVIVOR LIFE 8/22	0.00	2,689.32	
100-5200-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		85.12	
100-5300-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		13.93	
100-5400-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		795.50	
100-5410-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		43.53	
100-5610-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		19.37	
100-5617-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		30.07	
100-5620-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		30.07	
100-5700-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		74.05	
102-5400-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		54.37	
160-5400-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		117.74	
203-5600-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		32.32	
206-5600-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		35.39	
213-5600-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		21.77	
269-6303-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		389.11	
279-5400-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		57.07	
292-5400-5014	LIFE, LTD/STD		SURVIVOR LIFE 8/22		88.94	
400-5200-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		85.12	
400-5300-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		179.15	
400-5600-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		137.15	
401-5200-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		72.96	
401-5300-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		111.27	
401-5600-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		118.03	
402-5300-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		63.58	
402-5600-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		15.85	
602-8100-5014	LIFE, LTD & STD		SURVIVOR LIFE 8/22		17.86	
Void						
VER08	VERIZON WIRELESS	08/17/2022	Regular	0.00	0.00	59198
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
9912863152	Account Number	08/17/2022	Regular	0.00	939.50	59199
Invoice	Account Name	Item Description	Distribution Amount			
100-5100-6510	CELL PHONE SVCS 7/22		0.00	939.50		
100-5200-6510	TELEPHONE/DATA/PAGER	CELL PHONE SVCS 7/22		258.60		
100-5410-6510	TELEPHONE/DATA/PAGER	CELL PHONE SVCS 7/22		103.44		
100-5700-6510	TELEPHONE/DATA/PAGER	CELL PHONE SVCS 7/22		51.72		
281-5420-6510	TELEPHONE/DATA/PAGER	CELL PHONE SVCS 7/22		51.72		
400-5600-6510	TELEPHONE/DATA	CELL PHONE SVCS 7/22		51.99		
401-5600-6510	TELEPHONE/DATA/PAGER	CELL PHONE SVCS 7/22		244.89		
	TELEPHONE/DATA/PAGER	CELL PHONE SVCS 7/22		177.14		
BAN01	BANKCARD CENTER	08/19/2022	Regular	0.00	19,180.64	59200
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
5576-JUL/22	Account Number	08/18/2022	ADM CREDIT CARD 7/22	0.00	177.89	
Invoice	Account Name	Item Description	Distribution Amount			
100-5100-6503	TRAVEL, MEETINGS & TR	HOTEL BOOKING 9/6-8		172.50		
100-5100-6503	TRAVEL, MEETINGS & TR	PARKING FRESNO COG		5.39		
7676-JUL/22	Account Number	08/18/2022	ADMIN CREDIT CARD 7/22	0.00	15,021.03	
Invoice	Account Name	Item Description	Distribution Amount			
100-5100-6503	TRAVEL, MEETINGS & TR	CALCITIES REGISTRATION		600.00		
100-5200-6002	PARTS SUPPLIES	AMAZON-FAC SUPPLIES		7.25		
100-5200-6501	MEMBERSHIP DUES	METRO UNIFORM & ACCES		30.00		
100-5200-6501	MEMBERSHIP DUES	MEMB-ZIPRECRUIT		9.99		
100-5200-6501	MEMBERSHIP DUES	MEMBERSHIP AMAZON		16.34		
100-5200-6503	TRAVEL, MEETINGS & TR	DICCCOS-CATERING		114.06		
100-5200-6503	TRAVEL, MEETINGS & TR	LITTLE CAESARS		34.83		
100-5200-6503	TRAVEL, MEETINGS & TR	ME N EDS PIZZA		68.21		
100-5200-6503	TRAVEL, MEETINGS & TR	COSTCO BY INSTACART		208.25		
100-5400-5013	UNIFORM	METRO UNIFORM & ACCES		3,599.58		

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-5615-6002</u>	PARTS SUPPLIES	HOME DEPOT-SUPPLIES		811.17	
	<u>100-5615-6503</u>	TRAVEL, MEETINGS & TR	GOLDEN EAGLE CHARTER - SENI		2,464.00	
	<u>100-5616-6002</u>	PARTS SUPPLIES	REDBOX DVD RENTAL		21.21	
	<u>100-5617-6002</u>	PARTS SUPPLIES	AMAZON-FAC SUPPLIES		22.10	
	<u>100-5617-6002</u>	PARTS SUPPLIES	AMAZON-FAC SUPPLIES		10.00	
	<u>100-5617-6002</u>	PARTS SUPPLIES	HD-CC SUPPLIES		10.38	
	<u>100-5617-6002</u>	PARTS SUPPLIES	DHD-CC SUPPLIES		17.72	
	<u>100-5700-6002</u>	PARTS SUPPLIES	AMAZON-FAC SUPPLIES		7.25	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	SMARTSHEET SUBSCRIPTION		900.00	
	<u>204-5600-6531</u>	REPAIRS & MAINTENANC	HOME DEPOT		744.63	
	<u>269-6303-6503</u>	TRAVEL, MEETINGS & TR	NAEYC CARDENAS		544.00	
	<u>400-5300-6002</u>	PARTS SUPPLIES	AMAZON-FAC SUPPLIES		7.25	
	<u>400-5300-6501</u>	MEMBERSHIP DUES	SOFTWARE-ADOBE		5.00	
	<u>400-5300-6503</u>	TRAVEL, MEETINGS & TR	USPS SUPPLIES		91.67	
	<u>400-5600-6004</u>	TOOLS & MINOR EQUIPM	HD-STORAGE CHEST		1,292.46	
	<u>400-5600-6004</u>	TOOLS & MINOR EQUIPM	AMZN LANDSCAPE/PARKS		408.63	
	<u>400-5600-6004</u>	TOOLS & MINOR EQUIPM	HOME DEPOT		744.63	
	<u>401-5300-6501</u>	MEMBERSHIP DUES	SOFTWARE-ADOBE		5.00	
	<u>401-5300-6503</u>	TRAVEL, MEETINGS & TR	USPS SUPPLIES		91.67	
	<u>401-5600-6004</u>	TOOLS & MINOR EQUIPM	HD-STORAGE CHEST		1,292.46	
	<u>401-5600-6004</u>	TOOLS & MINOR EQUIPM	HOME DEPOT		744.63	
	<u>402-5300-6501</u>	MEMBERSHIP DUES	SOFTWARE-ADOBE		4.99	
	<u>402-5300-6503</u>	TRAVEL, MEETINGS & TR	USPS SUPPLIES		91.67	
<u>9320-JUL/22</u>	Invoice	08/18/2022	PD CREDIT CARD 7/22	0.00	3,981.72	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD FOOD CITIZEN ADVISORY BO		11.00	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD FOOD PROBATION GANG SW		11.00	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD FOOD PROBATION GANG SW		69.59	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD TRAINING GANG & NARCOTI		165.00	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD FOOD SWEEP GANG OPERAT		249.60	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD TRAINING SRO OFFICER		628.15	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD TRAINING SRO OFFICER		628.15	
	<u>100-5400-6503</u>	TRAVEL, MEETINGS & TR	PD FOOD CITIZEN ADVISORY BO		49.99	
	<u>100-5410-6020</u>	ANIMAL FOOD	PD ANIMAL FOOD		114.90	
	<u>284-5400-6503</u>	Training/Meetings	PD FOOD MONTERAY FIELD TRI		45.89	
	<u>284-5400-6503</u>	Training/Meetings	PD FOOD MONTERAY FIELD TRI		39.06	
	<u>284-5400-6503</u>	Training/Meetings	PD TRAVEL MONTERAY TRIP		49.95	
	<u>284-5400-6503</u>	Training/Meetings	PD TRAVEL MONTERAY TRIP		1,348.40	
	<u>284-5400-6503</u>	Training/Meetings	PD FOOD MONTERAY TRIP		15.23	
	<u>284-5400-6503</u>	Training/Meetings	PD FOOD MONTERAY FIELD TRI		343.60	
	<u>284-5400-6503</u>	Training/Meetings	PD TRAVEL MONTERAY TRIP		199.75	
	<u>284-5400-6503</u>	Training/Meetings	PD FOOD MONTERAY FIELD TRI		12.46	
	Void	08/19/2022	Regular	0.00	0.00	59201
	Void	08/19/2022	Regular	0.00	0.00	59202
	Void	08/19/2022	Regular	0.00	0.00	59203
I D00	VANESSA A. EINERSON	08/19/2022	Regular	0.00	457.72	59204
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>16698</u>	Invoice	06/30/2022	CEO COURTESY NOTICE BOOKS	0.00	387.29	
	<u>281-5420-6000</u>	OFFICE SUPPLIES	CEO COURTESY NOTICE BOOKS		387.29	
<u>16699</u>	Invoice	06/30/2022	PW BUSINESS CARDS	0.00	70.43	
	<u>100-5600-6000</u>	OFFICE SUPPLIES	PW BUSINESS CARDS		70.43	
AT&09	AT&T	08/26/2022	Regular	0.00	180.32	59205

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000018641216	Invoice	08/24/2022	VARIOUS SVCS 7/22 BAN67	0.00	155.52	
	400-5300-6510		TELEPHONE/DATA & PAG		25.92	
	400-5600-6510		TELEPHONE/DATA/PAGER		25.92	
	401-5600-6510		TELEPHONE/DATA/PAGER		25.92	
	401-5600-6510		TELEPHONE/DATA/PAGER		25.92	
	401-5600-6510		TELEPHONE/DATA/PAGER		25.92	
	401-5600-6510		TELEPHONE/DATA/PAGER		25.92	
000018641562	Invoice	08/24/2022	WELL 2A SVCS 7/22 BAN65	0.00	24.80	
	400-5600-6510		TELEPHONE/DATA/PAGER		24.80	
CIN01	CINTAS CORPORATION NO. 2	08/26/2022	Regular	0.00	227.32	59206
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4128640445	Invoice	08/24/2022	WK SVCS 8/17/22	0.00	227.32	
	100-5200-6520		PROFESSIONAL SERVICES/		23.75	
	100-5617-6520		PROFESSIONAL SERVICES/		37.55	
	400-5600-6520		PROFESSIONAL SERVICES/		83.01	
	401-5600-6520		PROFESSIONAL SERVICES		83.01	
HOM01	HOME DEPOT CREDIT SERVICE	08/26/2022	Regular	0.00	39.69	59207
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5511177	Invoice	08/24/2022	POOL SUPPLIES	0.00	39.69	
	100-5616-6002		PARTS SUPPLIES		39.69	
FRE13	FRESNO COUNTY TREASURER	08/26/2022	Regular	0.00	316.56	59208
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SO19533	Invoice	06/30/2022	RMS/JMS FEES 6/22	0.00	316.56	
	100-5400-6520		PROFESSIONAL SERVICES/		316.56	
MEN18	MENDOCINO AUTO SALES & RE	08/26/2022	Regular	0.00	2,305.77	59209
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3031	Invoice	06/30/2022	UNIT #518 REPAIRS	0.00	1,762.47	
	401-5600-6532		VEHICLE MAINTENANCE		1,762.47	
3273	Invoice	06/30/2022	UNIT #511 REPAIRS	0.00	235.00	
	400-5600-6532		VEHICLE MAINTENANCE		235.00	
3422	Invoice	06/30/2022	UNIT #518 REPAIRS	0.00	308.30	
	401-5600-6532		VEHICLE MAINTENANCE		308.30	
UNI05	UNITY IT	08/26/2022	Regular	0.00	9,359.00	59210
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
363938	Invoice	06/30/2022	IT SVCS 4/22	0.00	2,329.97	
	100-5200-6520		PROFESSIONAL SERVICES/		211.82	
	100-5620-6520		PROFESSIONAL SERVICES/		211.82	
	100-5700-6520		PROFESSIONAL SERVICES/		211.82	
	200-5600-6520		PROFESSIONAL SERVICES/		211.82	
	203-5600-6520		PROFESSIONAL SERVICES/		211.82	
	269-6303-6520		PROFESSIONAL SERVICES/		211.82	
	279-5700-6545		CONTRACTORS		211.81	
	400-5300-6520		PROFESSIONAL SERVICES/		211.81	
	400-5600-6520		PROFESSIONAL SERVICES/		211.81	
	401-5300-6520		PROFESSIONAL SERVICES/		211.81	
	401-5600-6520		PROFESSIONAL SERVICES		211.81	
364042	Invoice	06/30/2022	IT SVCS 5/22	0.00	2,292.97	

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.46	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.46	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.45	
	<u>200-5600-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.45	
	<u>203-5600-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.45	
	<u>269-6303-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.45	
	<u>279-5700-6545</u>	CONTRACTORS	IT SVCS 5/22		208.45	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.45	
	<u>400-5600-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.45	
	<u>401-5300-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 5/22		208.45	
	<u>401-5600-6520</u>	PROFESSIONAL SERVICES	IT SVCS 5/22		208.45	
364142	Invoice	06/30/2022	IT SVCS 6/22	0.00	4,736.06	
	<u>100-5200-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.56	
	<u>100-5620-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>100-5700-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>200-5600-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>203-5600-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>269-6303-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>279-5700-6545</u>	CONTRACTORS	IT SVCS 6/22		430.55	
	<u>400-5300-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>400-5600-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>401-5300-6520</u>	PROFESSIONAL SERVICES/	IT SVCS 6/22		430.55	
	<u>401-5600-6520</u>	PROFESSIONAL SERVICES	IT SVCS 6/22		430.55	
	Void	08/26/2022	Regular	0.00	0.00	59211
	Void	08/26/2022	Regular	0.00	0.00	59212
ALE01	ALERT-O-LITE, INC.	08/26/2022	Regular	0.00	324.21	59213
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>0116693-IN</u>	Invoice	08/25/2022	PW SAFETY JACKETS	0.00	324.21	
	<u>400-5600-6002</u>	PARTS & SUPPLIES	SAFETY JACKETS		324.21	
AT&02	AT&T MOBILITY	08/26/2022	Regular	0.00	831.80	59214
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>287289569526X0</u>	Invoice	08/25/2022	PD MDT'S 8/22	0.00	831.80	
	<u>100-5400-6510</u>	TELEPHONE/DATA/PAGER	PD MDT'S 8/22		831.80	
AUTO1	AUTO ZONE	08/26/2022	Regular	0.00	27.78	59215
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>3758887847</u>	Invoice	08/25/2022	PD VEHICLE MAINT	0.00	27.78	
	<u>100-5400-6532</u>	VEHICLE MAINTENANCE	PD VEHICLE MAINT.		27.78	
AUTO4	AUTOMATED OFFICE SYSTEMS	08/26/2022	Regular	0.00	59.48	59216
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>AR92997</u>	Invoice	08/25/2022	TCM LEASE PROP TAX 22/23	0.00	59.48	
	<u>400-5300-6000</u>	OFFICE SUPPLIES - FIN	TCM LEASE PROP TAX 22/23		29.74	
	<u>401-5300-6000</u>	OFFICE SUPPLIES	TCM LEASE PROP TAX 22/23		29.74	
BAR06	BARCELLOS, DANNY	08/26/2022	Regular	0.00	143.12	59217
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>10/10-14/22</u>	Invoice	08/25/2022	BARCELLOS - TRAINING	0.00	143.12	
	<u>100-5400-6011</u>	FUEL	BARCELLOS - TRAINING		143.12	
BRE14	BRENTAG PACIFIC, INC.	08/26/2022	Regular	0.00	1,575.18	59218

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>8PI267532</u>	Invoice	08/25/2022	WELL #7 CHLORINE	0.00	875.10	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		875.10	
<u>8PI267533</u>	Invoice	08/25/2022	SWIMMING POOL CHLORINE	0.00	700.08	
	<u>100-5616-6002</u>		PARTS SUPPLIES		700.08	
CAL30	CALIFORNIA CONSULTING, INC.	08/26/2022	Regular	0.00	3,000.00	59219
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>5315</u>	Invoice	08/25/2022	GRANT WRITING SVCS 8/22	0.00	3,000.00	
	<u>100-5200-6520</u>		PROFESSIONAL SERVICES/		3,000.00	
			GRANT WRITING SVCS 8/22			
CAR03	CARDENAS, DEMETRIA B.	08/26/2022	Regular	0.00	120.07	59220
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>08/03/22</u>	Invoice	08/25/2022	PA BACKPACK SUPPLIES	0.00	120.07	
	<u>269-6303-6001</u>		OPERATIONAL SUPPLIES		120.07	
			PA BACKPACK SUPPLIES			
CEN19	CENTRAL SANITARY SUPPLY	08/26/2022	Regular	0.00	56.45	59221
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1266536</u>	Invoice	08/25/2022	PD SUPPLIES	0.00	56.45	
	<u>100-5400-6002</u>		PARTS SUPPLIES		56.45	
			PD SUPPLIES			
CEN02	CENTRAL VALLEY LOCK & SAFE INC.	08/26/2022	Regular	0.00	305.95	59222
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>60675</u>	Invoice	08/25/2022	PW LOCKS	0.00	305.95	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		305.95	
			PW LOCKS			
CER03	CERDA, DAVID ANTHONY	08/26/2022	Regular	0.00	517.50	59223
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>9/7-9/22</u>	Invoice	08/25/2022	CERDA - CHIEF'S WORKSHOP	0.00	517.50	
	<u>100-5400-6011</u>		FUEL		187.50	
	<u>100-5400-6503</u>		TRAVEL, MEETINGS & TR		330.00	
			CERDA - CHIEF'S WORKSHOP MI			
			CERDA - CHIEF'S WORKSHOP PE			
COM02	COMCAST BUSINESS	08/26/2022	Regular	0.00	742.09	59224
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>152288896</u>	Invoice	08/25/2022	FSO CONNECT 8/22	0.00	742.09	
	<u>102-5400-6520</u>		PROFESSIONAL SERVICES/		742.09	
			FSO CONNECT 8/22			
OLS01	DYLAN J. OLSON	08/26/2022	Regular	0.00	651.73	59225
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>000023834</u>	Invoice	08/25/2022	OLSON - UNIFORM	0.00	651.73	
	<u>100-5400-5013</u>		UNIFORM		651.73	
			OLSON - UNIFORM			
EWI01	EWING IRRIGATION PRODUCTS	08/26/2022	Regular	0.00	1,590.11	59226
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>17618292</u>	Invoice	08/25/2022	LANDSCAPE PARTS	0.00	1,590.11	
	<u>213-5600-6002</u>		PARTS SUPPLIES		1,590.11	
			LANDSCAPE PARTS			
GRO01	FERGUSON ENTERPRISES INC.	08/26/2022	Regular	0.00	638.16	59227

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>1737756</u>	Invoice	08/25/2022	WATER LEAK PARTS	0.00	638.16	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		638.16	
FRE13	FRESNO COUNTY TREASURER	08/26/2022	Regular	0.00	316.56	59228
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>SO19689</u>	Invoice	08/25/2022	RMS/JMS FEES 7/22	0.00	316.56	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		316.56	
			RMS/JMS FEES 7/22			
LIR01	LIRIO DE LOS VALLES	08/26/2022	Regular	0.00	35.00	59229
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>08/13/22</u>	Invoice	08/25/2022	PARK DEP - L.D.L.V. 08/13/22	0.00	35.00	
	<u>100-23101</u>		EVENT RENTAL DEPOSIT		35.00	
			PARK DEP - L.D.L.V. 08/13/22			
MAR01	MARIN CONSULTING ASSOCIATES	08/26/2022	Regular	0.00	625.00	59230
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>13412</u>	Invoice	08/25/2022	BARCELLOS - TRAININGS	0.00	625.00	
	<u>100-5400-6503</u>		TRAVEL, MEETINGS & TR		250.00	
	<u>100-5400-6503</u>		TRAVEL, MEETINGS & TR		375.00	
MEN18	MENDOCINO AUTO SALES & RE	08/26/2022	Regular	0.00	2,143.69	59231
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>5296</u>	Invoice	08/25/2022	UNIT # 520 REPAIRS	0.00	1,273.36	
	<u>400-5600-6532</u>		VEHICLE MAINTENANCE		1,273.36	
<u>5297</u>	Invoice	08/25/2022	UNIT # 514 REPAIRS	0.00	870.33	
	<u>100-5620-6532</u>		VEHICLE MAINTENANCE		870.33	
COR11	MILTON CORTEZ	08/26/2022	Regular	0.00	1,620.00	59232
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>8/18/22</u>	Invoice	08/25/2022	UNIT # 504 TIRES	0.00	1,620.00	
	<u>200-5600-6002</u>		PARTS & SUPPLIES		540.00	
	<u>400-5600-6002</u>		PARTS & SUPPLIES		540.00	
	<u>401-5600-6002</u>		PARTS SUPPLIES		540.00	
NEL01	NELSON'S POWER CENTER	08/26/2022	Regular	0.00	159.64	59233
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>268392</u>	Invoice	08/25/2022	LANDSCAPE/PARK PARTS	0.00	159.64	
	<u>100-5610-6002</u>		PARTS & SUPPLIES		79.82	
	<u>213-5600-6002</u>		PARTS SUPPLIES		79.82	
OFF01	OFFICE DEPOT	08/26/2022	Regular	0.00	348.46	59234
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<u>256757156001</u>	Invoice	08/25/2022	PA OFFICE SUPPLIES	0.00	252.73	
	<u>269-6303-6000</u>		OFFICE SUPPLIES		252.73	
<u>256758161001</u>	Invoice	08/25/2022	PA OFFICE SUPPLIES	0.00	18.16	
	<u>269-6303-6000</u>		OFFICE SUPPLIES		18.16	
<u>256758164001</u>	Invoice	08/25/2022	PA OFFICE SUPPLIES	0.00	77.57	
	<u>269-6303-6000</u>		OFFICE SUPPLIES		77.57	
BAR12	OLGA BARBOSA	08/26/2022	Regular	0.00	400.00	59235

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08/13/22	Invoice	08/25/2022	CC DEP - O.B. 08/13/22	0.00	400.00	
	100-23101		EVENT RENTAL DEPOSIT		400.00	
ONT00	ON TRAC	08/26/2022	Regular	0.00	18.39	59236
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9235890	Invoice	08/25/2022	PD POSTAGE	0.00	18.39	
	100-5400-6012		POSTAGE, SHIPPING & FR		18.39	
PRP01	PR PLUMBING, HEATING & AIR CONDITIONING	08/26/2022	Regular	0.00	250.00	59237
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
179673	Invoice	08/25/2022	TC HVAC SVCS	0.00	250.00	
	100-5618-6520		PROFESSIONAL SERVICES		250.00	
QUI02	QUILL CORPORATION	08/26/2022	Regular	0.00	276.21	59238
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
26339736	Invoice	08/25/2022	OFFICE SUPPLIES	0.00	94.74	
	100-5200-6000		OFFICE SUPPLIES		94.74	
26339989	Invoice	08/25/2022	OFFICE SUPPLIES	0.00	82.34	
	100-5700-6000		OFFICE SUPPLIES		82.34	
26342212	Invoice	08/25/2022	OFFICE SUPPLIES	0.00	99.13	
	100-5200-6000		OFFICE SUPPLIES		99.13	
STA04	STATE FOODS SUPERMARKET	08/26/2022	Regular	0.00	1,829.23	59239
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08/01/22-33	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	284.57	
	269-6303-6504		FOOD SERVICES		284.57	
08/03/22-53	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	48.13	
	269-6303-6504		FOOD SERVICES		48.13	
08/08/22-6	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	435.89	
	269-6303-6504		FOOD SERVICES		435.89	
08/09/22-13	Invoice	08/25/2022	SC MEAL SUPPLIES	0.00	255.83	
	100-5615-6504		FOOD SERVICES		255.83	
08/09/22-30	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	143.00	
	269-6303-6504		FOOD SERVICES		143.00	
08/12/22-56	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	102.78	
	269-6303-6504		FOOD SERVICES		102.78	
08/15/22-9	Invoice	08/25/2022	SC MEAL SUPPLIES	0.00	96.37	
	100-5615-6504		FOOD SERVICES		96.37	
08/16/22-73	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	339.65	
	269-6303-6504		FOOD SERVICES		339.65	
08/18/22-102	Credit Memo	08/25/2022	PA MEAL SUPPLIES	0.00	-0.90	
	269-6303-6504		FOOD SERVICES		-0.90	
08/18/22-54	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	123.91	
	269-6303-6504		FOOD SERVICES		123.91	
SYS00	SYSCO OF CENTRAL CALIFORNIA	08/26/2022	Regular	0.00	912.71	59240
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
384280529	Invoice	08/25/2022	PA MEAL SUPPLIES	0.00	912.71	
	269-6303-6504		FOOD SERVICES		912.71	

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
THE05	THE OFFICE CITY	08/26/2022	Regular	0.00	69.25	59241
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>IN-1755253</u>	Invoice	08/25/2022	PD OFFICE SUPPLIES	0.00	69.25	
<u>100-5400-6000</u>	OFFICE SUPPLIES	PD OFFICE SUPPLIES			69.25	
ALE01	ALERT-O-LITE, INC.	08/26/2022	Regular	0.00	1,955.16	59242
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>0116251-IN</u>	Invoice	08/25/2022	STREET MARKING MATERIAL	0.00	962.89	
<u>200-5600-6002</u>	PARTS & SUPPLIES	STREET MARKING MATERIAL			962.89	
<u>0116345-IN</u>	Invoice	08/25/2022	STREET MARKING MATERIAL	0.00	992.27	
<u>200-5600-6002</u>	PARTS & SUPPLIES	STREET MARKING MATERIAL			992.27	
AT&08	AT&T	08/26/2022	Regular	0.00	441.78	59243
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>000018644992</u>	Invoice	08/25/2022	COALINGA PD CONNECT 7/22	0.00	441.78	
<u>102-5400-6510</u>	TELEPHONE/DATA/PAGER	COALINGA PD CONNECT 7/22			441.78	
AUT01	AUTO ZONE	08/26/2022	Regular	0.00	1,357.13	59244
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>3758858345</u>	Invoice	08/25/2022	UNIT 528 MAINT	0.00	156.85	
<u>401-5600-6532</u>	VEHICLE MAINTENANCE	UNIT 528 MAINT			156.85	
<u>3758858620</u>	Invoice	08/25/2022	UNIT 528 MAINT	0.00	89.02	
<u>401-5600-6532</u>	VEHICLE MAINTENANCE	UNIT 528 MAINT			89.02	
<u>3758860254</u>	Invoice	08/25/2022	PW SHOP SUPPLIES	0.00	71.32	
<u>400-5600-6002</u>	PARTS & SUPPLIES	PW SHOP SUPPLIES			71.32	
<u>3758864251</u>	Invoice	08/25/2022	UNIT 528 PARTS	0.00	300.31	
<u>401-5600-6002</u>	PARTS SUPPLIES	UNIT 528 PARTS			300.31	
<u>3758866504</u>	Invoice	08/25/2022	UNIT 511 PARTS	0.00	14.48	
<u>400-5600-6002</u>	PARTS & SUPPLIES	UNIT 511 PARTS			14.48	
<u>3758866699</u>	Invoice	08/25/2022	UNIT 514 MAINT	0.00	18.62	
<u>100-5620-6532</u>	VEHICLE MAINTENANCE	UNIT 514 MAINT			18.62	
<u>3758870314</u>	Invoice	08/25/2022	UNIT 528 MAINT	0.00	30.50	
<u>401-5600-6532</u>	VEHICLE MAINTENANCE	UNIT 528 MAINT			30.50	
<u>3758875039</u>	Invoice	08/25/2022	IRRIGATION PARTS	0.00	52.93	
<u>213-5600-6002</u>	PARTS SUPPLIES	IRRIGATION PARTS			52.93	
<u>3758875082</u>	Invoice	08/25/2022	UNIT 111 PARTS	0.00	42.13	
<u>400-5600-6002</u>	PARTS & SUPPLIES	UNIT 111 PARTS			42.13	
<u>3758875245</u>	Invoice	08/25/2022	UNIT 11 PARTS	0.00	9.70	
<u>400-5600-6002</u>	PARTS & SUPPLIES	UNIT 11 PARTS			9.70	
<u>3758875295</u>	Invoice	08/25/2022	UNIT 521 SUPPLIES	0.00	164.82	
<u>401-5600-6002</u>	PARTS SUPPLIES	UNIT 521 SUPPLIES			164.82	
<u>3758876762</u>	Invoice	08/25/2022	UNIT 504 PARTS	0.00	133.05	
<u>400-5600-6002</u>	PARTS & SUPPLIES	UNIT 504 PARTS			133.05	
<u>3758877445</u>	Invoice	08/25/2022	TRACTOR PARTS	0.00	52.19	
<u>400-5600-6002</u>	PARTS & SUPPLIES	TRACTOR PARTS			52.19	
<u>3758894816</u>	Invoice	08/25/2022	PD VEHICLE MAINT	0.00	221.21	
<u>100-5400-6532</u>	VEHICLE MAINTENANCE	PD VEHICLE MAINT			221.21	
ALE04	BETHAUN ENTERPRISES INC.	08/26/2022	Regular	0.00	32,500.00	59245

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
01153-1	Invoice	08/25/2022	COMMUNITY CENTER FLOORING	0.00	25,000.00	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		8,271.51	
	<u>300-5700-8100</u>		CDBG PROGRAM		16,728.49	
1154	Invoice	08/25/2022	COMMUNITY CENTER FLOORING	0.00	7,500.00	
	<u>100-5617-6520</u>		PROFESSIONAL SERVICES/		7,500.00	
CAL1Y	CALIFORNIA WATER SERVICES INC.	08/26/2022	Regular	0.00	11,090.88	59246
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0049288-IN	Invoice	08/25/2022	MO ROUTINE SVCS 7/22	0.00	11,090.88	
	<u>400-5600-6520</u>		PROFESSIONAL SERVICES/		78.43	
	<u>400-5600-6542</u>		CONTRACT SERVICES		3,666.33	
	<u>400-5600-6544</u>		LAB ANALYSIS & TESTING		1,445.00	
	<u>401-5600-6542</u>		CONTRACT SERVICES		3,666.12	
	<u>401-5600-6544</u>		LAB ANALYSIS & TESTING		2,235.00	
COS03	COSTANZO & ASSOCIATES	08/26/2022	Regular	0.00	18,345.50	59247
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7072	Invoice	08/25/2022	GENERAL LEGAL SVCS 7/22	0.00	10,217.50	
	<u>100-5200-6521</u>		ATTORNEY SERVICES		7,861.50	
	<u>100-5300-6521</u>		ATTORNEY SERVICES		384.00	
	<u>100-5400-6521</u>		ATTORNEY SERVICES		1,972.00	
7073	Invoice	08/25/2022	POLICE DEPT SVCS 7/22	0.00	1,964.00	
	<u>100-5400-6521</u>		ATTORNEY SERVICES		1,964.00	
7074	Invoice	08/25/2022	PERSONNEL 7/22	0.00	64.00	
	<u>100-5200-6521</u>		ATTORNEY SERVICES		64.00	
7075	Invoice	08/25/2022	RETAINER 7/22	0.00	3,000.00	
	<u>100-5200-6521</u>		ATTORNEY SERVICES		3,000.00	
7076	Invoice	08/25/2022	SILICON RANCH 7/22	0.00	476.00	
	<u>401-5600-6521</u>		ATTORNEY FEES		476.00	
7077	Invoice	08/25/2022	COP V. JOSE GARZA 7/22	0.00	2,159.00	
	<u>100-5400-6521</u>		ATTORNEY SERVICES		2,159.00	
7078	Invoice	08/25/2022	ARIAS 7/22	0.00	465.00	
	<u>100-5200-6521</u>		ATTORNEY SERVICES		465.00	
EIN01	EINSTEIN SERVICES, LLC	08/26/2022	Regular	0.00	540.00	59248
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV-000052	Invoice	08/25/2022	PD VEHICLE SVCS UNIT 32	0.00	540.00	
	<u>100-5400-6532</u>		VEHICLE MAINTENANCE		540.00	
BAR13	JAVIER BARBOZA	08/26/2022	Regular	0.00	35.00	59249
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08/20/22	Invoice	08/25/2022	PARK DEP - J.B. 08/20/22	0.00	35.00	
	<u>100-23101</u>		EVENT RENTAL DEPOSIT		35.00	
CAN03	JAVIER G. CANTU	08/26/2022	Regular	0.00	2,375.00	59250
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
423	Invoice	08/25/2022	CH KIOSK INSTALL	0.00	2,375.00	
	<u>400-5300-6520</u>		PROFESSIONAL SERVICES/		791.67	
	<u>401-5300-6520</u>		PROFESSIONAL SERVICES/		791.67	
	<u>402-5300-6520</u>		PROFESSIONAL SERVICES		791.66	

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SHE04	SHERWIN WILLIAMS	08/26/2022	Regular	0.00	565.57	59251
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>6026-9</u>	Invoice	08/25/2022	STREET MARKING MATERIAL	0.00	77.99	
	<u>204-5600-6531</u>		REPAIRS & MAINTENANC		77.99	
<u>6027-7</u>	Invoice	08/25/2022	STREET MARKING MATERIAL	0.00	487.58	
	<u>204-5600-6531</u>		REPAIRS & MAINTENANC		487.58	
UNI05	UNITY IT	08/26/2022	Regular	0.00	174.41	59252
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>364291</u>	Invoice	08/25/2022	PD IT SVCS 7/22	0.00	174.41	
	<u>100-5400-6520</u>		PROFESSIONAL SERVICES/		174.41	
			PD IT SVCS 7/22			
BELO3	ALMA M. BELTRAN	08/29/2022	Regular	0.00	440.00	59253
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>9/6-9/9/22</u>	Invoice	08/29/2022	LOCC 2022	0.00	440.00	
	<u>100-5100-6503</u>		TRAVEL, MEETINGS & TR		440.00	
			LOCC 2022			
AM 01	AM CONSULTING ENGINEERS INC.	08/29/2022	Regular	0.00	30,756.32	59254
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>2022-197</u>	Invoice	08/29/2022	EMERGENCY GENERATOR 7/22	0.00	535.00	
	<u>100-5600-6520</u>		PROFESSIONAL SERVICES/		535.00	
			EMERGENCY GENERATOR 7/22			
<u>2022-198</u>	Invoice	08/29/2022	TCP IMPROVEMENTS 7/22	0.00	17,296.32	
	<u>403-5600-7006</u>		TCP CAPITAL PROJECT		17,296.32	
			TCP IMPROVEMENTS 7/22			
<u>2022-199</u>	Invoice	08/29/2022	WWTP 7/22	0.00	12,925.00	
	<u>404-5600-6520</u>		PROFESSIONAL SERVICES		12,925.00	
			WWTP 7/22			
ANG01	ANGELS OF GRACE INC.	08/29/2022	Regular	0.00	6,493.00	59255
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>100-07</u>	Invoice	08/29/2022	SVCS / PRDCT 7/22	0.00	6,493.00	
	<u>279-5700-6520</u>		GRANT ADMINISTRATION		6,493.00	
			SVCS / PRDCT 7/22			
CEN21	CENTRAL PACIFIC AIR	08/29/2022	Regular	0.00	3,800.00	59256
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<u>111</u>	Invoice	08/29/2022	CC HVAC SVCS	0.00	3,800.00	
	<u>100-5617-6531</u>		REPAIRS & MAINTENANC		3,800.00	
			CC HVAC SVCS			
KUU01	KUUBIX ENERGY, INC.	08/29/2022	Regular	0.00	400.00	59257

Check Report

Date Range: 08/16/2022 - 08/29/2022

Vendor Number
Payable #Vendor Name
Payable Type
Account Number
Invoice
100-5000-41210

Post Date	Payment Date	Payment Type	Payable Description	Account Name	Item Description
06/30/2022			BUILDING PERMIT REFUND		
			BUILDING PERMITS		BUILDING PERMIT REFUND

Discount Amount	Payment Amount	Number
Discount Amount	Payable Amount	
	Distribution Amount	
0.00	400.00	
	400.00	

Bank Code APBNK Summary

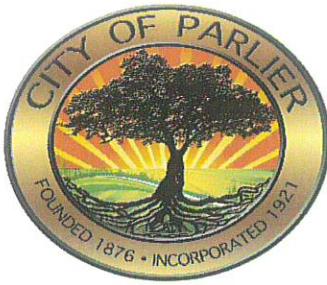
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	136	68	0.00	275,971.14
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	136	75	0.00	275,971.14

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	136	68	0.00	275,971.14
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
	136	75	0.00	275,971.14

Fund Summary

Fund	Name	Period	Amount
999	POOL FUND	8/2022	275,971.14
			275,971.14



MINUTES
CITY COUNCIL OF PARLIER
REGULAR MEETING
THURSDAY, JULY 21, 2022

This meeting of the City of Parlier City Council is live streamed and may be accessed at
<https://www.youtube.com/channel/UCJs3ylcM9NWQGLdwpBCmoAQ>

CALL TO ORDER/WELCOME:

The Regular meeting for the City of Parlier Council meeting was held in the Council Chambers located at 1100 E. Parlier Avenue, Parlier, California 93648. Mayor Beltran called the meeting or order at 6:30 P.M.

ROLL CALL:

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

FLAG SALUTE: Mayor Alma M. Beltran

INVOCATION: None

ADDITIONS/DELETIONS:

Addition to closed session Pending litigation Infinity Central Valve.

M/S/C: Motion to add to close session by Maldonado, 2nd by S. Rodriguez, Vote: 5-0 and carried.

PRESENTATIONS/INFORMATIONAL:

David Cerda, Chief of Police, Annual Crime Statistics

Jeff O'Neal, City Planner, Fences and Walls: Where They Should and Shouldn't Be Built
Esther Jimenez asked if that applies to all homes because a resident had to move her fence and another resident had to move her fence and was fined \$250.
Humberto Gomez Sr made a comment on leaving room something.

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.

Javier Andrade City Engineer made a presentation on Fig Tree Park

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 July 07, 2022 to July 18, 2022.
*Note: S. Rodriguez asked about voided checks.
2. Approved and waived all fees for the Binational of Central California to use Veterans Park on July 29, 2022 for a community outreach. They will be handing out backpacks and food from 3pm-7 pm.
3. Approved and waived all fees for the use of the Parlier Community Center for a Community Resource Fair and Covid 19/Flu Vaccination Mobile Clinic to be held on October 6, 2022 from 8am-1pm in conjunction with Assembly member Arambula.

M/S/C: Motion to approve items 2 & 3 of the Consent Calendar, 5-0 and carried.

M/S/C: After a brief discussion Motion to approve item 1 of the Consent Calendar by S. Rodriguez, 2nd by Solorio, Vote: 5-0 & carried.

REGULAR BUSINESS:

4. **SUBJECT:** Consideration and Necessary Action on Resolution of the City Council of the City of Parlier Approving Application for the Youth Community Access grant Program.

The Council Approved of the **Resolution 2022-40** approving the application for the Youth Community Access Grant Program

M/S/C: Motion to approve Resolution 2022-40 by S. Rodriguez, 2nd by Solorio, Vote: 5-0 & carried.

5. **SUBJECT:** Consideration and Necessary Action on Resolution of the City of Parlier Approving the Construction of Manning Avenue Utility Extension Project.

The City Council adopted **Resolution No. 2022-41** to extend utilities (water and sewer mains) along Manning Avenue west of Academy Avenue.

M/S/C: Motion to adopt Resolution 2022-41 by Solorio, 2nd by Maldonado, Vote: 5-0 & 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.

CLOSED SESSION:

6. **Public Employment Pursuant to Government Code Section 54957**
All Positions.
7. **Potential Litigation Pursuant to Government Code Section 54956.9**
One (1) Case.

BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:

CITY MANAGER:

CITY ATTORNEY:

CITY COUNCIL:

ADJOURNMENT

Mayor Alma Beltran adjourned the Regular Council meeting at 8:21 P.M.

Dorothy Garza – Parlier City Clerk

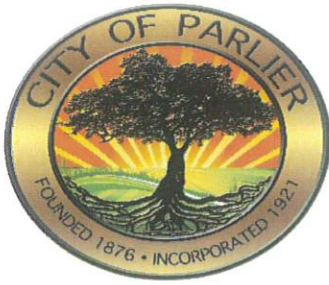
Resolutions adopted: 2022- 40, & 41
Ordinances adopted : None.

ADA NOTICE

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (559) 646-3545 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



MINUTES
CITY COUNCIL OF PARLIER
REGULAR MEETING
THURSDAY, AUGUST 18, 2022

This meeting of the City of Parlier City Council is live streamed and may be accessed at
<https://www.youtube.com/channel/UCJs3ylcM9NWQGLdwpBCmoAQ>

CALL TO ORDER/WELCOME:

The Regular and Special meetings of the City of Parlier City Council were held in concurrently the Council Chambers located at 1100 E. Parlier Avenue, Parlier, California 93648. Mayor Alma Beltran called the meetings to order at 6:32 P.M.

ROLL CALL:

Council 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, City Engineer Javier Andrade, Former City Engineer Jeff O'Neal and Assistant City Manager/Deputy City Clerk Bertha Augustine.

FLAG SALUTE: Mayor Alma M. Beltran

INVOCATION:

ADDITIONS/DELETIONS:

PRESENTATIONS/INFORMATIONAL:

Steve Samuelian - California Consulting

Mr. Samuelian from California Consulting thanked City Manager Sonia Hall for her help with the grant writing. Miss Melissa Noriega gave presentation on the grants for the City of Parlier and also the benefits for the school district including a 1 Police Officer for the school.

Susan Bechara – Comprehensive Behavioral Services

Miss Bechara commented how she loves helping Parlier and school district. Planned events include kids playing a game of mush ball against the Parlier PD, car show and Parlier got talent show. Has \$5,000. To open a youth center. She is so excited about the plans. Councilwoman S. Rodriguez loves Susan's presentations because they are so uplifting.

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.

Comments

Resident- Commented that she is concerned about kids crossing the street on the Fresno and Newmark Avenues. She asked if there is any thing the city can do for example add lights.

Mayor Beltran- added that there is no control over kids crossing the streets.

PD Chief David Cerda- suggested lights or people to direct kids and traffic.

Javier Andrade City Engineer- Commented that he will work on ideas and bring to council.

Resident- My kids like to go swimming but there is no where that they can go for swimming lessons.

Mayor Beltran – The City is looking for grants for swimming lessons.

Evelia Mendez – Concerned about speeding on Manning and Whitner Avenues. Can the City do anything about it.

Javier Andrade City Engineer - We need signs to slow down traffic.

Mr. Lopez – Commented that the light by the Senior Center does not work.

CONSENT CALENDAR:

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

The City Council:

1. Approved the Check Reports dated August 2, 2022 to August 15, 2022.

2. Approved the Minutes dated Regular Meeting July 12, 2022 and August 4, 2022

M/S/C: Motion to approve item 1 Check Reports of the Consent Calendar by Mayor Pro-Temp Pimentel, 2nd by S. Rodriguez, Vote: 5-0 and carried.

M/S/C: Motion to approve item 2 Minutes dated July 12 and August 4, 2022 by Mayor Pro-Temp Pimentel, 2nd by Mayor Beltran, Vote: 3-2 and carried.

REGULAR BUSINESS:

3.SUBJECT: Consideration and Necessary Action on Resolution 2022-45 authorizing the contract award of the Parlier 2022 Road Rehab Project to Pavement Coatings Co.

The City Council Approved **Resolution No. 2022-45**, designating and authorizing the City Manager to award construction contracts for the applying fiberized black rock micro-surfacing, asphalt micro grinding, striping signage in various local streets, in the amount of \$577,839.90

M/S/C: Motion to approve Resolution 2022-45 by S. Rodriguez, 2nd by Maldonado, Vote: 5-0 and carried.

***Note:** Maldonado left 8:18 P.M. – returned 8:22 P.M.

4.SUBJECT: Consider adoption of a mitigated negative declaration for and approval of the Fig Tree Park Project.

PUBLIC HEARING:

a. Mayor Beltran opened the Public Hearing at 8:27 P.M.

b.Public input/testimony for or against.

Humberto Gomez Sr. commented that he did not approve of the name Fig Tree Park.

Sonia Hall City Manager commented that the Parlier Family is donating a fig tree for the park.

c.Mayor Beltran closed the Public Hearing at 8:33 P.M.

The City Council adopted **Resolution No. 2022-46**, adopting the mitigated negative declaration, adopted **Resolution No. 2022-47**, amending the land use designation of the site, and introduction and waived the first reading of **Ordinance No. 2022-04**, changing the zoning of the site.

M/S/C: Motion to adopt Resolution 2022-46, Resolution 2022-47 and Ordinance 2022-04 by Maldonado, 2nd by Mayor Pro-Temp Pimentel, Vote: 5-0 and carried.

5. SUBJECT: Consider amendments to the Cannabis Control Ordinance regarding the number of permissible dispensaries in the city.

PUBLIC HEARING:

a.Mayor Beltran opened the Public Hearing at 8:45 P.M.

b.Public input/testimony for or against.

Resident disapproves of Ordinance.

PD Chief David Cerda commented that the concern is not cannabis anymore or cocaine or heroin the biggest concern now is opioids pentanal.

c. Mayor Beltran closed the Public Hearing at 8:59 P.M.

The City Council introduced and waived the first reading of **Ordinance No. 2202-05**, increasing the permissible number of dispensaries in the city from one to two.

M/S/C: Motion to approve introduction and waive the first reading of Ordinance 2202-05 by Maldonado, 2nd by Mayor Pro-Temp Pimentel, Vote: 4-1 and carried.

Roll Call Vote:

Yes votes: Mayor Beltran, Mayor Pro-Temp Pimentel, Maldonado and S. Rodriguez.

No votes: Solorio.

***Note:** S. Rodriguez left 8:54 P.M. – returned 8:57 P.M.

PUBLIC COMMENT ON CLOSED SESSION None.

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

CLOSED SESSION: (9:01 P.M. thru 9:30 P.M.)

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

BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:

No Comments

CITY MANAGER: Sonia Hall

CITY ATTORNEY: Neal Costanzo

CITY COUNCIL:

ADJOURNMENT

Mayor Alma Beltran adjourned the Special and Regular meetings in concurrently at 9:30 P.M.

Dorothy Garza - Parlier City Clerk

Resolutions adopted: 2022- 45, 46,47,48 & 49

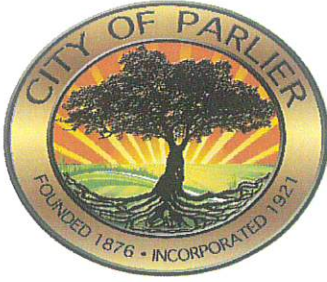
Ordinances: 2022-04 & 05 (introduced & waived first reading)

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



MINUTES
CITY COUNCIL OF PARLIER
SPECIAL MEETING
THURSDAY, AUGUST 18, 2022

This meeting of the City of Parlier City Council is live streamed and may be accessed at <https://www.youtube.com/channel/UCJs3ylcM9NWQGLdwpBCmoAQ>

CALL TO ORDER/WELCOME:

The Special Meeting for the City Council of Parlier was held concurrently with the Regular City Council Meeting. Council meetings were both held in the Council Chambers located at 1100 E. Parlier Avenue, Parlier, California 93648. Mayor Alma Beltran called the meetings to order at 6:32 P.M.

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

REGULAR BUSINESS:

1. **SUBJECT:** Consider approval of the final map of Tract No. 6356 and the accompanying subdivision improvement agreement.

The City Council adopted **Resolution No. 2022-48**, approving the final map of Tract No. 6356 and authorized the Mayor to execute a subdivision improvement agreement.

M/S/C: Motion to adopt Resolution 2022-48 by Mayor Pro-Temp Pimentel, 2nd by Maldonado, Vote: 5-0 and carried.

2. **SUBJECT:** Consideration and Necessary Action on Resolution No. 2022-49 Authorizing Expenditure of ARPA Funds up to \$72,000, for Compensation to Business Disrupted by Construction in Downtown Parlier Commissioned by the City using ARPA funds.

The City Council adopted Resolution No. 2022-49 Authorizing Expenditure of ARPA Funds up to \$72,000, for Compensation to Business Disrupted by Construction in Downtown Parlier Commissioned by the City using ARPA funds.

M/S/C: Motion to adopt Resolution 2022-49 by Maldonado, 2nd by S. Rodriguez, Vote: 5-0 and carried.

ADJOURNMENT

Mayor Alma Beltran adjourned the Special and Regular meetings concurrently at 9:30 P.M..

Dorothy Garza – Parlier City Clerk

Resolutions adopted: 2022-48 & 49

Ordinances adopted : None. (Next Ordinance 2022-06)

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 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: 09/01/2022
DEPARTMENT: FINANCE DEPT.

REPORT TO CITY COUNCIL

SUBJECT:

Request to consider the approval for Comprehensive Behavioral Services LLC (CBS) to utilize Veteran's Memorial Park on September 17, 2022 for a Mush Ball tournament CBS Vs Parlier Police Dept.

RECOMMENDATION:

Staff recommends the City Council to consider allowing Comprehensive Behavioral Services (CBS) to host a friendly Mush Ball tournament at Veteran's Memorial Park on September 17, 2022 from 8:30am – 12:30pm. CBS is also requesting to waive all fees for the referenced date.

BACKGROUND:

Comprehensive Behavioral Services (CBS) is a non-profit organization that works closely with minors and their families. CBS has hosted many events that have been successful. This particular event will be a friendly mush ball tournament between CBS Vs PPD.

PREPARED BY: ANGIE VALENCIA

APPROVED BY: SONIA HALL, CITY MGR



AGENDA ITEM:

#5

MEETING DATE:

9/1/2022

DEPARTMENT:

Administration

REPORT TO CITY COUNCIL

SUBJECT:

Consideration and necessary action on the approval of the use and fee waiver of the Parlier Community Center. Fresno State Enseñamos en el Valle Central and PUSD will be hosting in Parlier on September 9, 2022 from 8am to 4 pm.

RECOMMENDATION:

Staff recommends council to authorize the use and fee waiver of the Parlier Community Center for September 9, 2022, from 8 am to 4 pm with access the day prior for setup and the use of city equipment such as tables, chairs, podium, and projector screens.

BACKGROUND:

Enseñamos en el Valle Central is a Hispanic Serving Institution Initiative focused on cultivating critically conscious, community-responsive educators with a commitment to equity, justice, liberation, and anti-racism. Our mission and vision are for access to higher education and professional careers that value and promote service to the community, social awareness, and critical civic engagement for the public good. Community-responsive educators are defined as those who intentionally seek to transform the culture, curriculum, and broader climates of education systems so that they prioritize wellness-inner self, interpersonal, and interconnectedness-across three critical elements of pedagogical practice: relationships, relevance, and responsibility (Tintiangco-Cubales & Duncan-Andrade, 2021). Our four-part 2022 Fall Institute will include speakers, tailored workshops, and affinity group sessions. Which will be held in different communities throughout the Central San Joaquin Valley and are proud that Parlier is part of our mission.

Prepared By:

Approved By:

Eva Beltran
Grants/Events Administrative Coordinator

Sonia Hall
City Manager



Enseñamos en el Valle Central

August 29, 2022

Dear Dr. Guerrero,

The following memo provides a summary of our collaboration for the [Enseñamos Fall 2022 Institute](#) to be held in Parlier, CA on Friday, September 9, 2022. This will be the first of a four-part series and I am excited to be kicking things off and bringing students, educators/faculty, and counselors to the city of Parlier!

Our collaboration will include support from Parlier Unified School District to secure meeting space with the Parlier Community Center from **8:00am to 4:00pm on Friday, September 9, 2022** to include:

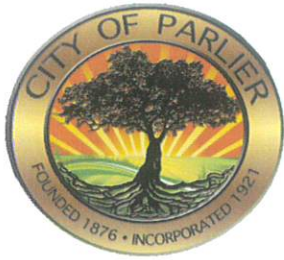
- Setup time on September 8, 2022 from 3:00 to 4:30pm
- Parking for approximately 50 participants;
- Wifi access;
- Tables and chairs;
- Podium;
- Two projection screens;
- Use of kitchen and ice chest (breakfast and lunch will be catered by local vendor);
- Cleanup time on September 9, 2022 from 4:00 to 5:00pm

As a collaborator, Enseñamos en el Valle Central will provide all meals (breakfast and lunch), and required materials for all workshop sessions on September 9. Participant fee waivers to all four Institutes will also be provided to members of the Parlier USD community.

Thank you for this exciting opportunity to collaborate and for hosting Fresno State! Please do not hesitate to contact me with any questions or additional information. I can be reached by phone at 512-565-1722 or via email: pdlopez@csufresno.edu.

Respectfully,

Patricia D. López, Ph.D.
Associate Professor of Social Foundations and Director of Enseñamos en el Valle Central
Kremen School of Education and Human Development
California State University, Fresno



AGENDA ITEM:

#6

MEETING DATE: September 1, 2022

DEPARTMENT: Community Development - Planning

REPORT TO CITY COUNCIL

SUBJECT:

City Council to consider an amendment to the City's Official Zoning Map in the matter of the City of Parlier Fig Tree Park Project.

RECOMMENDATION:

Staff recommends that the City Council waives the second reading of and adopts Ordinance No. 2022-04 to rezone the project site.

BACKGROUND:

In 2017, the Housing Authority of Fresno County demolished an existing 50-unit affordable housing community built in 1964 that occupied approximately 7.59 acres of land within the same parcel. The Housing Authority constructed a new 56-unit affordable housing apartment complex, occupying only approximately 4.82 acres of land in the same parcel. The City has received funding from the California Natural Resource Agency to fund design and construction of a park on part of the remaining area.

Following a public hearing at a regular meeting on August 18, 2022 the City Council took the following actions:

1. Adopted Resolution No. 2022-46, adopting a negative declaration for the project,
2. Adopted Resolution No. 2022-47, amending the General Plan Land Use Diagram to reflect the planned land use of the project site as Park, and
3. Introduced and waived the first reading of Ordinance No. 2022-04, which would change the zoning of the project site to Open Conservation.

PROPOSAL & DISCUSSION:

The project site is currently zoned R-2 (Low Density / Multiple Family Residential). Rezoning the site to O (Open Conservation) would provide consistency with the General Plan following the amendment from Medium Density Residential to Park. O is a consistent zone district for the Park General Plan land use designation.

ENVIRONMENTAL:

This proposal qualifies as a project under the California Environmental Quality Act (CEQA) because it is an activity directly carried out by a public agency. An Initial Study (IS) was prepared to analyze the potential for significant environmental effects that could result from the project. Based on the results of the IS, a preliminary determination was made that the project would result in less than significant environmental effects and that adoption of a Negative Declaration (ND) would be appropriate. The combined IS/ND was circulated through the State Clearinghouse for a 30-day period running from June 15, 2022 through July 14, 2022. No comments were received.

FISCAL IMPACT:

If the City Council adopts the IS/ND and decides to carry out the project, the City will be responsible for payment of a CEQA filing fee in the amount of \$2,598.00 upon filing the notice of determination with the County Clerk. This filing must occur within five business days of Council action.

Prepared by:



Jeffrey O'Neal, AICP
City Planner

Approved by:

Attachments:

- Ordinance No. 2022-04

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 type="checkbox"/> Action Item		<input type="checkbox"/> Other		
<input type="checkbox"/> Department Report		<input type="checkbox"/> Continued to: _____		
<input type="checkbox"/> Redevelopment Agency				

ORDINANCE NO. 2022-04

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARLIER AMENDING THE
OFFICIAL ZONING MAP OF THE CITY TO REFLECT A CHANGE OF ZONE FOR
ASSESSOR'S PARCEL NO. 355-028-07**

WHEREAS, at a regular meeting on August 18, 2022, the City Council of the City of Parlier did conduct a duly noticed public hearing to consider the Fig Tree Project (Project) on a portion of Fresno County Assessor's Parcel No. 355-028-07 (Site); and

WHEREAS, the Site is currently zoned R-2 (Low Density / Multiple Family Residential); and

WHEREAS, via adoption of Resolution No. 2022-47, the City Council did amend the Land Use Diagram of the City of Parlier General Plan to reflect the Site as Park; and

WHEREAS, the Project includes a change of zone for the Site to O (Open Space) as illustrated in Exhibit "A" hereto; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PARLIER DOES HEREBY ORDAIN AS FOLLOWS:

Section I. The Official Zoning Map of the City of Parlier is hereby amended to indicate the affected portion of Assessor's Parcel No. 355-028-07 as O (Open Space) as illustrated in Exhibit "A" hereto.

Section II. This ordinance shall take effect and be in full force and effect from and after thirty (30) days following its final passage and adoption. Within fifteen (15) days after its adoption, the ordinance, or a summary of the ordinance, shall be published once in a newspaper of general circulation.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Parlier on the 18th day of August 2022 and was passed and adopted at a regular meeting of the City Council on the 1st day of September 2022 by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Honorable Alma Beltran, Mayor

ATTEST:

Dorothy Garza, City Clerk

APPROVED AS TO FORM:

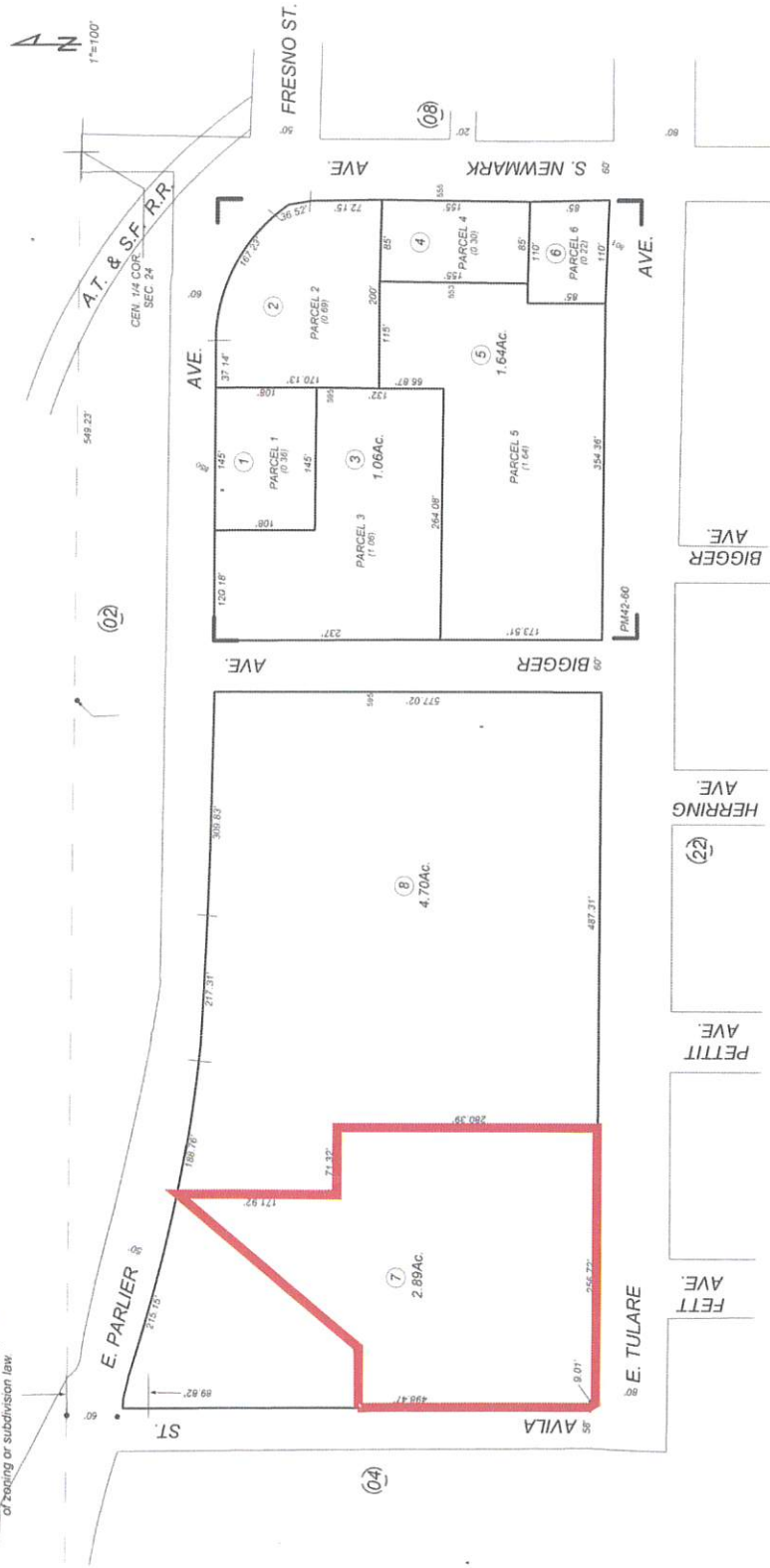
Neal E. Costanzo, City Attorney

Exhibit A

SUBDIVIDED LAND IN POR. SEC. 24, T.15S., R.22E., M.D.B.&M.

Tax Rate Area 355-28
7-011

NOTE:
This map is for Assessment purposes only.
It is not to be construed as portraying legal
ownership or divisions of land for purposes
of zoning or subdivision law.



Parcel Map No. 84-03 - Bk. 42, Pg. 60

Assessor's Map Bk. 355-Pg. 28
County of Fresno, Calif.

Note - Assessor's Block Numbers Shown in Ellipses
Assessor's Parcel Numbers Shown in Circles

Fig Tree Park Rezone (portion of APN 355-280-07)
R-2 to O

Project

11/21/2018



AGENDA ITEM:

#7

MEETING DATE:

September 1, 2022

DEPARTMENT:

Community Development -
Planning

REPORT TO CITY COUNCIL

SUBJECT:

City Council to Consider amendment to the Cannabis Control Ordinance regarding the number of dispensaries permissible within the city limits.

RECOMMENDATION:

Staff recommends that the City Council waives the second reading of and adopts Ordinance No. 2022-05, amending Parlier Municipal Code Section 18.55.050(B) to increase the number of dispensaries that may be allowed within the city limits from one (1) to two (2).

BACKGROUND:

The City Council established the City's Cannabis Control Ordinance (Parlier Municipal Code [PMC] Chapter 18.55) on November 15, 2017 via Ordinance No. 2017-03. The Ordinance was and is intended to regulate commercial cannabis activities, and to a lesser extent, recreational and medical use of cannabis, consistent with the provisions of the State's Medicinal and Adult Use Cannabis Regulation and Safety Act (MAUCRSA). To accommodate changes in the State's regulatory scheme as well as changes in local preference and policy, the Ordinance has been amended from time to time.

On November 19, 2020 the City Council adopted Ordinance No. 2020-5, which made certain amendments to the Cannabis Control Ordinance intended to authorize the Council to approve operation of a maximum of one (1) cannabis dispensary within the Parlier city limits. Under the revised provisions, such a dispensary could be allowed subject to approval of a cannabis regulatory permit at the Council's discretion. A follow-up ordinance revision added dispensaries to the list of uses in the C-4 Central Trading zone. One such retail facility has been approved and is at this time operational.

The most recent amendments to the Cannabis Control Ordinance occurred in May and June 2021 (Ordinance Nos. 2021-02 and 2021-03). Those amendments were intended to clarify the language added via Ordinance No. 2020-5 and address provisions for outdoor commercial cultivation. The City Council has since expressed a desire to facilitate additional storefront retail cannabis activities. Accordingly, the Council has directed staff to prepare an ordinance amendment allowing a maximum of two (2) storefront retail facilities (dispensaries), each subject to separate Council approval of a regulatory permit..

Following a public hearing at a regular meeting on August 18, 2022 the City Council introduced and waived the first reading of Ordinance No. 2022-05.

PROPOSAL & DISCUSSION:

Ordinance No. 2022-05 would provide that a maximum of two (2) dispensaries may be authorized city-wide subject to Council approval of a cannabis regulatory permit.

Environmental

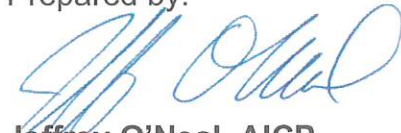
The proposed ordinance amendment does not approve or otherwise authorize any specific activity that could result in a physical change to the environment; it is solely an amendment to regulations. In cases where it can be shown with certainty that the project being considered has no possibility of causing 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. Future approval of additional commercial cannabis activities has the potential to increase the City's General Fund revenue by an unspecified amount.

Prepared by:

Approved by:



Jeffrey O'Neal, AICP
City Planner

Attachments:

- Ordinance No. 2022-05

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
_____ Consent		_____ Public Hearing		
_____ Info Item		_____ Matter Initiated by a Council Member		
_____ Action Item		_____ Other		
_____ Department Report		_____ Continued to: _____		
_____ Redevelopment Agency				

ORDINANCE NO. 2022-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARLIER
AMENDING SECTION 18.55.050(B) OF THE PARLIER
MUNICIPAL CODE REGARDING CANNABIS DISPENSARIES

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

Section I. Section 18.55.050(B) of Chapter 18.55 of Title 18 of the Parlier Municipal Code is hereby amended to read as follows:

- A. Dispensaries. ***Not more than two (2)*** A single cannabis dispensary ***dispensaries*** as defined in Section 18.55.020 ***may be*** is allowed within the City of Parlier if authorized by regulatory permit.

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

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

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

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of Parlier on the 18th day of August 2022 and was passed and adopted at a regular meeting of the City Council on the 1st day of September 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

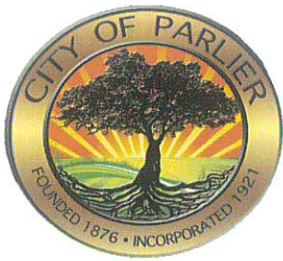
Honorable Alma Beltran, Mayor

ATTEST:

APPROVED AS TO FORM:

Dorothy Garza, City Clerk

Neal E. Costanzo, City Attorney



AGENDA ITEM:

#8

MEETING DATE:

September 1, 2022

DEPARTMENT:

Public Works

REPORT TO CITY COUNCIL

SUBJECT: Adoption of the Resolution No. 2022-____ Authorizing Contract Award of the TCP Removal Treatment at Wells #2A, #4A, #5, #8, and #9A Project to Clark Bros., Inc.

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 2022-____ awarding the construction contract for 1,2,3-TCP removal systems at Wells #2A, #4A, #5, #8, and #9A to Clark Bros., Inc. in the amount of \$10,782,972.00 and designating and authorizing the City Manager to sign the agreement on behalf of the City.

BACKGROUND:

The City of Parlier's TCP Removal Treatment at Wells #2A, #4A, #5, #8, and #9A Project includes the construction of TCP removal systems for Wells #2A, #4A, #8 and #9. These removal systems consist of granular activated carbon filters, backwash tanks, chemical buildings, and minor site improvements. Well #5 will be rehabilitated from a standby source into an active source.

A total of seven (7) bids were received, opened, and read aloud at 2:00 p.m. on August 23, 2022. The lowest responsive bid was submitted by Clark Bros., Inc. in the amount of \$10,782,972.00. The bid results are listed as follows:

#	Contractor	Total
1	Clark Bros., Inc.	\$ 10,782,972.00
2	Brough Construction, Inc.	\$ 10,889,700.00
3	Steve Dovali Construction, Inc.	\$ 11,158,054.75
4	Dawson-Mauldin, LLC	\$ 11,648,106.00
5	W. M. Lyles Co.	\$ 12,249,301.00
6	Syblon Reid	\$ 13,120,845.00
7	HPS Mechanical, Inc.	\$ 14,636,261.00

If the Construction contract is awarded to Clark Bros at this meeting, the anticipated completion for the construction of the improvements is October 2023. In order to maintain that completion date, the City would need to use the TCP settlement fund until the Final Budget is approved by the State. Final Budget Approval is typically obtained within 3 to 4 months.

FISCAL IMPACT: The total estimated project cost for the project is \$17,501,982.00, of which the construction subtotal is estimated at \$13,694,382.00 consisting of the construction bid, contingency, environmental mitigation, and construction administration. The procurement cost of

the granular activated carbon filters for the treatment systems is estimated at \$3,807,600.00. Funding for the project is provided by a Drinking Water State Revolving Fund grant.

Prepared by: Alfonso Manrique, AM Consulting Engineers, Inc.

Approved by: Sonia Hall, City Manager



Attachments:

1. Resolution 2022-____ Resolution of the City Council of the City of Parlier, California, Awarding Contract to Clark Bros., Inc. for the TCP Removal Treatment at Wells #2A, #4A, #5, #8, and #9A Project and Authorizing City Manager or Mayor to Execute the Agreement on Behalf of the City

TYPE OF ITEM:	COUNCIL ACTION:	APPROVED	DENIED	NO ACTION
____ Consent		____	Public Hearing	
____ Info Item		____	Matter Initiated by a Council	
Member				
__X__ Action Item		____	Other	
____ Department Report		____	Continued to: _____	
____ Redevelopment Agency				

RESOLUTION NO. 2022-_____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARLIER,
CALIFORNIA, AWARDED CONTRACT TO CLARK BROS., INC. FOR THE
TCP REMOVAL TREATMENT AT WELLS #2A, #4A, #5, #8, AND #9A
PROJECT AND AUTHORIZING CITY MANAGER OR MAYOR TO EXECUTE
THE AGREEMENT ON BEHALF OF THE CITY**

WHEREAS, the Invitation to Bid for the TCP Removal Treatment at Wells #2A, #4A, #5, #8, And #9A Project was published in the Business Journal starting on July 18, 2022; and

WHEREAS, the project will comprise of the installation of activated carbon filters, piping, backwash tanks, chemical buildings, backup generators, perimeter walls, and other miscellaneous site improvements at the listed well sites; and

WHEREAS, the following bids for the project were publicly opened and read aloud at the Parlier City Hall on August 23, 2022 at 2:00 p.m.:

CONTRACTOR	BID AMOUNT
Clark Bros., Inc.	\$ 10,782,972.00
Brough Construction, Inc.	\$ 10,889,700.00
Steve Dovali Construction, Inc.	\$ 11,158,054.75
Dawson-Mauldin, LLC	\$ 11,648,106.00
W. M. Lyles Co.	\$ 12,249,301.00
Syblon Reid	\$ 13,120,845.00
HPS Mechanical, Inc.	\$ 14,636,261.00

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Parlier as follows:

1. Upon the recommendation of the City Engineer that the TCP Removal Treatment at Wells #2A, #4A, #5, #8, And #9A Project be awarded to Clark Bros., Inc., 745 Broadway St., Fresno, CA 93721 in the amount of Ten Million Seven Hundred Eighty-Two Thousand Nine Hundred Seventy-Two Dollars and Zero Cents (\$10,782,972.00);
2. The City Manager, or designee, 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 September 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Alma M. Beltran, Mayor

ATTEST: _____
Dorothy Garza, City Clerk

AGENDA ITEM: #9

MEETING DATE: September 1, 2022

DEPARTMENT: Police Department

REPORT TO THE CITY COUNCIL

SUBJECT:

Public Hearing, Second Reading and Adoption of Ordinance Amending Parlier Municipal Code (PMC) Adding Section 2.16.040 Adopting a Policy Relating to the Police Department's Use of Military Equipment.

RECOMMENDATION:

Conduct Public Hearing, Waive Second Reading and Adopt Ordinance Adopting Policy Relating to Use of Military Equipment and schedule adoption for public hearing.

BACKGROUND:

The Legislature recently adopted Government Code §7070 through 7072. The legislation is an apparent effort to allow for public scrutiny of a police department's use of military equipment. The legislation is specific, and odd. It requires the Police Department to develop and adopt a policy relating to the use of military equipment and to disclose the military equipment it currently uses, and it also requires that the policy be adopted as a resolution. The proposed ordinance conforms to those new requirements by simply incorporating the policy adopted by the Police Department by reference. Adoption of this ordinance is necessary to bring the City into compliance with the new State law.

RECOMMENDATION:

Conduct Public Hearing, Waive Second Reading and Adopt Ordinance Adopting Policy Relating to Use of Military Equipment and schedule adoption for public hearing.

Prepared by:

Neal E. Costanzo, City Attorney

ORDINANCE NO. 2022-____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARLIER AMENDING
PARLIER MUNICIPAL CODE ADDING SECTION 2.16.040 ADOPTING A POLICY
RELATING TO THE POLICE DEPARTMENT'S USE OF MILITARY EQUIPMENT**

WHEREAS, Government Code §7070 through 7072 requires any Police Department that uses military equipment, of any type, to adopt a policy relating to its use and to declare the military equipment it has; and

WHEREAS, the Police Department has developed and adopted a policy satisfying the requirements of the aforementioned Government Code provisions relating to the approval, and position and reporting requirements for military equipment; and

WHEREAS, the aforementioned Government Code provisions require that the policy so adopted by the Police Department be approved, by ordinance, by the City Council.

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

Section 1: Title 2, Chapter 2.16, Section 2.16.040 is hereby added to read as follows:

2.16.040 – Military Equipment Policy

Pursuant to the provisions of Government Code §7070 et seq the Parlier Police Department is required to adopt a policy regulating the use of military equipment and to disclose the military equipment it currently owns. The Police Department has developed and adopted such a policy, a copy of which is attached and incorporated by reference as Exhibit A. Said policy, Exhibit A, is hereby adopted by the City Council as an ordinance.

Section 2: California Environmental Quality Act: The City Council having considered the Staff Report and all public comments, has determined that this ordinance is not a project under the California Environmental Quality Act because the ordinance has no potential for resulting in a physical change in the environment. Since the ordinance is not a project, no environmental documentation is required.

Section 3: Severability: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, the decision shall not affect the validity of the remaining portions of the Ordinance. The City Council

hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases have been declared invalid or unconstitutional.

Section 4: Effective Date and Posting of Ordinance: The Clerk of the City of Parlier shall cause a summary of this Ordinance to be published at least once within fifteen (15) days after its passage in a newspaper of general circulation in Fresno County with the names of those City Council Members voting for or against the Ordinance.

INTRODUCED at a regular meeting on August 3, 2022.

PASSED and ADOPTED, at a regular meeting of all Council on September 1, 2022, by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

Alma Beltran, Mayor of the City of Parlier

ATTEST:

Bertha Augustine
Deputy City Clerk of the City of Parlier

Military Equipment

706.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidelines for the approval, acquisition, and reporting requirements of military equipment (Government Code § 7070; Government Code § 7071; Government Code § 7072).

706.1.1 DEFINITIONS

Definitions related to this policy include (Government Code § 7070):

Governing body – The elected or appointed body that oversees the Department.

Military equipment – Includes but is not limited to the following:

- Unmanned, remotely piloted, powered aerial or ground vehicles.
- Mine-resistant ambush-protected (MRAP) vehicles or armored personnel carriers.
- High mobility multipurpose wheeled vehicles (HMMWV), two-and-one-half-ton trucks, five-ton trucks, or wheeled vehicles that have a breaching or entry apparatus attached.
- Tracked armored vehicles that provide ballistic protection to their occupants.
- Command and control vehicles that are either built or modified to facilitate the operational control and direction of public safety units.
- Weaponized aircraft, vessels, or vehicles of any kind.
- Battering rams, slugs, and breaching apparatuses that are explosive in nature. This does not include a handheld, one-person ram.
- Firearms and ammunition of .50 caliber or greater, excluding standard-issue shotguns and standard-issue shotgun ammunition.
- Specialized firearms and ammunition of less than .50 caliber, including firearms and accessories identified as assault weapons in Penal Code § 30510 and Penal Code § 30515, with the exception of standard-issue firearms.
- Any firearm or firearm accessory that is designed to launch explosive projectiles.
- Noise-flash diversionary devices and explosive breaching tools.
- Munitions containing tear gas or OC, excluding standard, service-issued handheld pepper spray.
- TASER® Shockwave, microwave weapons, water cannons, and long-range acoustic devices (LRADs).
- Kinetic energy weapons and munitions.
- Any other equipment as determined by a governing body or a state agency to require additional oversight.

Parlier Police Department

Parlier PD Policy Manual

Military Equipment

706.2 POLICY

It is the policy of the Parlier Police Department that members of this department comply with the provisions of Government Code § 7071 with respect to military equipment.

706.3 MILITARY EQUIPMENT COORDINATOR

The Chief of Police should designate a member of this department to act as the military equipment coordinator. The responsibilities of the military equipment coordinator include but are not limited to:

- (a) Acting as liaison to the governing body for matters related to the requirements of this policy.
- (b) Identifying department equipment that qualifies as military equipment in the current possession of the Department, or the equipment the Department intends to acquire that requires approval by the governing body.
- (c) Conducting an inventory of all military equipment at least annually.
- (d) Collaborating with any allied agency that may use military equipment within the jurisdiction of Parlier Police Department (Government Code § 7071).
- (e) Preparing for, scheduling, and coordinating the annual community engagement meeting to include:
 - 1. Publicizing the details of the meeting.
 - 2. Preparing for public questions regarding the department's funding, acquisition, and use of equipment.
- (f) Preparing the annual military equipment report for submission to the Chief of Police and ensuring that the report is made available on the department website (Government Code § 7072).
- (g) Establishing the procedure for a person to register a complaint or concern, or how that person may submit a question about the use of a type of military equipment, and how the Department will respond in a timely manner.

706.4 MILITARY EQUIPMENT INVENTORY

The following constitutes a list of qualifying equipment for the Department:

See attachment: [Military Attachments.pdf](#)

706.5 APPROVAL

The Chief of Police or the authorized designee shall obtain approval from the governing body by way of an ordinance adopting the military equipment policy. As part of the approval process, the Chief of Police or the authorized designee shall ensure the proposed military equipment policy is submitted to the governing body and is available on the department website at least 30 days prior to any public hearing concerning the military equipment at issue (Government Code § 7071). The military equipment policy must be approved by the governing body prior to engaging in any of the following (Government Code § 7071):

Parlier Police Department

Parlier PD Policy Manual

Military Equipment

- (a) Requesting military equipment made available pursuant to 10 USC § 2576a.
- (b) Seeking funds for military equipment, including but not limited to applying for a grant, soliciting or accepting private, local, state, or federal funds, in-kind donations, or other donations or transfers.
- (c) Acquiring military equipment either permanently or temporarily, including by borrowing or leasing.
- (d) Collaborating with another law enforcement agency in the deployment or other use of military equipment within the jurisdiction of this department.
- (e) Using any new or existing military equipment for a purpose, in a manner, or by a person not previously approved by the governing body.
- (f) Soliciting or responding to a proposal for, or entering into an agreement with, any other person or entity to seek funds for, apply to receive, acquire, use, or collaborate in the use of military equipment.
- (g) Acquiring military equipment through any means not provided above.

706.6 COORDINATION WITH OTHER JURISDICTIONS

Military equipment should not be used by any other law enforcement agency or member in this jurisdiction unless the military equipment is approved for use in accordance with this policy.

706.7 ANNUAL REPORT

Upon approval of a military equipment policy, the Chief of Police or the authorized designee should submit a military equipment report to the governing body for each type of military equipment approved within one year of approval, and annually thereafter for as long as the military equipment is available for use (Government Code § 7072).

The Chief of Police or the authorized designee should also make each annual military equipment report publicly available on the department website for as long as the military equipment is available for use. The report shall include all information required by Government Code § 7072 for the preceding calendar year for each type of military equipment in department inventory.

706.8 COMMUNITY ENGAGEMENT

Within 30 days of submitting and publicly releasing the annual report, the Department shall hold at least one well-publicized and conveniently located community engagement meeting, at which the Department should discuss the report and respond to public questions regarding the funding, acquisition, or use of military equipment.

Attachments

Military Attachments.pdf

Military Equipment

1. **Night Vision Goggles** – A night vision monocular in a rugged case was acquired by the Parlier Police Department.

a. Description quantity, capabilities, and purchase cost

A single night vision monocular in a rugged case was acquired November 15, 2013 at a cost of \$0.00. Night vision devices let you see in the dark. With quality night vision goggles and scopes, you can see people, animals, and objects up to 1,000 yards away on a dark night. Night vision monocular cameras let you take photographs and videos of things you can't see in the dark with your naked eyes.

b. Purpose

To be used during investigations and surveillance at night.

c. Authorized use

Any staff member can use this device.

d. Lifespan

N/A.

e. Fiscal Impact

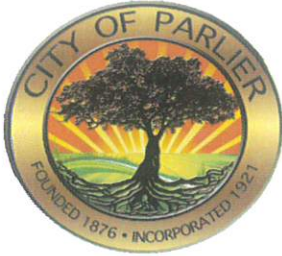
Annual maintenance cost is approximately \$0.00

f. Training

There is no training specified for this device.

g. Legal and Procedural Rules

Use shall be in accordance with California State law.



AGENDA ITEM: #10
MEETING DATE: 9/1/22
DEPARTMENT: Administration

REPORT TO CITY COUNCIL

SUBJECT: Update and Approval of the Guidelines for the City of Parlier Business Assistance Grant and Loan Guidelines

RECOMMENDATION: Approval City of Parlier Business Assistance Loan Guidelines

BACKGROUND: The City of Parlier received a grant to provide Business Assistance Grants/loans. The total amount awarded is \$125,000. The guidelines reflect a maximum assistance and the terms. Using only the CV 2/3 funds, they are able to have up to \$30,000 forgiven if the funds are used for certain specific things that assist the business in remaining open, expanding, paying employees, mortgage, rent, utilities, etc. Anything above \$30,000 would be a loan at 3% interest to be paid over 30 years.

FISCAL IMPACT: No fiscal impact. The loans are covered through a CDBG grant that was recently awarded.

Prepared by: Sonia Hall

Approved by: Sonia Hall, City Manager

Attachments:

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				

Guidelines

For

Parlier Business Economic Support Program

Funded By

City of Parlier

With

Community Development Block Grant
CDBG-CV Funding

Adopted: June 8, 2021

Resolution: 2021-33

TABLE OF CONTENTS

- 1. INTRODUCTION**
 - 1.1 Eligibility Threshold Requirements
 - 1.2 Duplication of Benefits
 - 1.3 Conflict of Interest Requirements
 - 1.4 Non-Discrimination Requirements
- 2. PARLIER BUSINESS ECONOMIC SUPPORT PROGRAM OVERVIEW**
 - 2.1 Program Outreach and Marketing
 - 2.2 Program Service Area
 - 2.3 Funding Source for Loans
- 3. CDBG PROGRAM REQUIREMENTS**
 - 3.1 Eligible Program Applicants
 - 3.2 Ineligible Program Applicants
 - 3.3 Eligible Use of Funds
 - 3.4 Ineligible Use of Funds
 - 3.5 Meeting CDBG National Objective Requirement
 - 3.6 Meeting Public Benefit Standard
 - 3.7 Other CDBG Federal Laws and Regulations
- 4. LOAN TERMS AND SECURITY**
 - 4.1 Type of Financial Assistance
 - 4.2 Terms of Loan Forgiveness
 - 4.3 Loan Terms and Fees
 - 4.4 Collateral and Security Requirement
 - 4.5 Loan Security Position
 - 4.6 Loan-to-Value Ratio
 - 4.7 Debt Service Coverage
- 5. APPLICATION PROCESSING FOR LOANS / GRANTS**
 - 5.1 Loan Application Process
 - 5.2 Program Loan Advisory Committee (LAC)
 - 5.3 Loan Applicant Confidentiality
 - 5.4 Dispute Resolution/Appeals Procedure
 - 5.5 Exceptions / Special Circumstances
 - 5.6 Loan Closing Process and Disbursing Funds
- 6. LOAN UNDERWRITING PROCESS**
 - 6.1 General Credit Requirements
 - 6.2 Management and Capacity Requirements
 - 6.3 Meeting Six Underwriting Standards
 - 6.4 Additional Project Underwriting Criteria
- 7. LOAN SERVICING**
 - 7.1 Loan Collection and Servicing
- 8. REQUIRED REPORTING**
- 9. PROGRAM ADMINISTRATION**

ATTACHMENT A: BUSINESS FINANCIAL ASSISTANCE APPLICATION FORMS

ATTACHMENT A.1 Application Form

ATTACHMENT A.2 Duplication of Benefits Affidavit

ATTACHMENT B: SAMPLE LOAN AGREEMENT FORMS

ATTACHMENT B.1: Loan Disbursement Schedule

ATTACHMENT B.2: Certification of No Conflict of Interest

ATTACHMENT B.3: Borrower's Certification of Compliance with Federal
Overlays

ATTACHMENT C: CITY'S BUSINESS LOAN SERVICING POLICIES

ATTACHMENT D: SAMPLE SUBROGATION AGREEMENT

**COMMUNITY DEVELOPMENT BLOCK GRANT CORONAVIRUS (CDBG-CV)
PARLIER BUSINESS ECONOMIC SUPPORT PROGRAM GUIDELINES**

COMMUNITY DEVELOPMENT BLOCK GRANT AND CORONAVIRUS RELIEF PROGRAMS

The Community Development Block Grant (CDBG) and Coronavirus Relief (CDBG-CV) program, administered by the California Department of Housing and Community Development (HCD), receives an annual allocation of federal funds from the US Department of Housing and Urban Development (HUD). The federal Coronavirus Aid, Relief, and Economic Security (CARES) Act allows for three tranches of one-time funding to prevent, prepare for, and respond to COVID-19 through the CDBG program as CDBG-CV funding. The CDBG-CV funding is subject to the same statutes and regulations as the CDBG allocation program with the exception of certain waivers published in the Federal Register as FR-6218-N-01.

Purpose – The primary purpose of the CDBG and CDBG-CV program is to benefit low- and moderate-income (LMI) persons, households, and neighborhoods. LMI is defined as 80 percent of the HUD adjusted median family income (HAMFI), adjusted by household size. For this program the benefit to low-moderate-income individuals is met by the business retaining LMI jobs.

1.0 INTRODUCTION

The City of Parlier (City) has made application to the State of California Department of Housing and Community Development (HCD) for federal funding from the United States Department of Housing and Urban Development (HUD) authorized by the Coronavirus Aid, Relief, and Economic Security (CARES) Act to perform activities related to COVID-19 response and recovery. The activity to be performed with this funding is Economic Development related to COVID-19, specifically business assistance to retain jobs.

The CDBG-CV Program (“the Program”) can provide eligible businesses with financial assistance to retain jobs in the form of a forgivable loan. Eligible businesses must meet all federal and local requirements and the assistance provided must be in response to the COVID-19 pandemic.

This Program is specifically designed to financially assist businesses that have been impacted by COVID-19. The financial assistance is in the form of a forgivable loan provided the business applicant retains jobs and meets all other Program criteria and requirements.

1.1 ELIGIBILITY THRESHOLD REQUIREMENTS INCLUDE:

- Business has been impacted by COVID-19 pandemic; and
- Financial assistance will result in jobs retained; and
- There is no duplication of financial assistance for the same costs; and
- Business has been in legal operation since January 21, 2019.

1.2 DUPLICATION OF BENEFIT

HUD guidance states “the duplication of benefit occurs when federal financial assistance is provided to a person and the person has (or would receive, by acting reasonably)

financial assistance for the same costs from any other source and the total amount received exceeds the total need for those costs.”

No duplication of benefits is eligible for the Program. The applicant(s) will complete and submit the Duplication of Benefits Affidavit as part of the application process. The applicant(s) is required to list all business assistance received from all sources, amounts of assistance and dates. The information must include assistance paid directly to a third party on applicant’s behalf and assistance applied for but not yet received. Applicant(s) will sign the affidavit acknowledging the requirement of re-payment should duplicate benefits be paid.

Applicants receiving funding through this Program will be required to execute a Subrogation Agreement.

Applications received that indicate assistance will be a duplication of benefits will be declined.

1.3 CONFLICT OF INTEREST REQUIREMENTS

No member of the governing body and no official, employee or agent of the City, nor any other person who exercises policy or decision-making responsibilities (including employees, the administrative agent, contractors and similar agencies) in connection with the planning and implementation of the Program shall directly or indirectly be eligible for this Program. City employees excluded from participation in the Program include the City Manager, Community Development Director and members of the Loan Approval Committee. Other City employees are eligible to participate in the Program.

1.4 NON-DISCRIMINATION REQUIREMENTS

Title VI of the Civil Rights Act of 1964 requires that, “No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The Program will be implemented in ways consistent with the City’s commitment to non-discrimination. No person shall be excluded from participation in, denied the benefit of, or be subject to discrimination under any program or activity funded with CDBG-CV funds on the basis of their religious affiliation, age, race, color, creed, gender, sexual orientation, marital status, familial status (children), physical or mental disability, national origin, or ancestry, or other arbitrary cause.

2.0 PARLIER BUSINESS ECONOMIC SUPPORT PROGRAM OVERVIEW

2.1 PROGRAM OUTREACH AND MARKETING PLAN

The City has secured the services of a qualified program administrator here after called “the Administrator”. The Administrator will market the program and accept and process applications. Due to COVID restrictions, applications may be accepted by both email and mail.

The availability of the Program will be posted on the City’s website. Program marketing will be conducted by the City and the Administrator. Examples of marketing include media coverage with ads in local papers, distribution of marketing brochures to local

chamber of commerce and business networking organizations. All electronic postings by the City and the guidelines and application material will be available in both English and Spanish.

The Administrator will:

- Originate Business financial assistance loans and/or grants;
- Market the Program;
- Accept and process applications;
- Complete 24 Code of Federal Regulations Part 5 Income Eligibility qualification and document an adequate number of employees;
- Underwrite and recommend approval of loans;
- Ensure a timely loan closing and disbursement of funds;
- Work with program participants and ensure compliance with these program guidelines.

2.2 PROGRAM SERVICE AREA

Financing under this Program is available to all eligible businesses or persons located in the City's jurisdictional limits. The assisted business must be physically located and maintain a physical business address within the Parlier City Limits.

2.3 FUNDING SOURCE FOR LOANS

The Program is paid for with CDBG-CV funds provided by HUD through the State Department of Housing and Community Development to the City of Parlier. As such, these funds have a number of federal requirements that must be met, as described below. CDBG funds are awarded to the City through a NOFA process.

3.0 CDBG-CV PROGRAM REQUIREMENTS

In addition to the eligibility threshold requirements in Section 1.1 The eligible applicant has a documented financial need due to the COVID-19 pandemic.

3.1 ELIGIBLE PROGRAM APPLICANTS

All eligible applicants must meet the definition of a business. For CDBG-CV purposes:

- An existing business; having been in the same business in Parlier since January 2019;
- Eligible applicants must have a physical business address in the program service area;
- A business that agrees to use loan proceeds to retain jobs;
- 51% of the jobs retained must be filled with persons whose household income is at or below 80% AMI.
- For this Program, jobs are defined as those that are on the business payroll and all payroll taxes are paid. Jobs are not defined as those paid on contract basis or in cash.

3.2 INELIGIBLE PROGRAM APPLICANTS

An ineligible existing business applicant is an applicant:

- That has no physical business address within the Parlier City Limits;
- That has a physical business location outside of the service area;
- Whose business location is their primary residence;
- Whose business is located outside of the Parlier City Limits;
- Has existing unpaid business tax liens;
- Whose employees are paid in any other manner than being on the business payroll (no 1099's or cash only payment);
- Have received other financial assistance used for the same purpose as the Program application (no duplication of benefits);
- Nonprofits businesses or agencies are not eligible for this Program.

3.3 ELIGIBLE USE OF LOAN FUNDS

The City will review the project scope of work proposed by the business. The City and the loan/grant applicant will collect third party cost estimates (such as cost estimates, invoices, payrolls, etc.) for all project costs at the application stage. CDBG funds are restricted to certain eligible costs, such as:

- Operating capital for staff salaries, leasing space, business rent and utility costs;
- Purchasing inventory, supplies, computer programs for accounting and inventory control or furniture, fixtures and equipment (FF&E);
- Rehabilitation of business owned or leased space (tenant improvements) including engineering, architectural and local permits or fees;
- Equipment purchase (with or without installation costs);
- Refinancing of existing business debt in conjunction with financing other eligible costs, except credit cards.

3.4 INELIGIBLE USE OF FUNDS

CDBG funds are non-discretionary, limited to certain eligible costs described in Section 3.3 above and there are also a number of ineligible costs including:

- Costs associated with residential housing development, i.e. on mixed use project;
- Costs associated with supporting other businesses the applicant owns;
- Costs on a funded project NOT meeting a national objective;
- Personal expenses such as cars, home repairs, not directly associated with the business;
- Providing CDBG loan as a revolving line of credit (LOC) is not eligible;
- Cash payments of any kind made directly to the assisted business owner(s) (wages or draws) from loan proceeds;
- Costs associated with a funded project when the owner(s) of business is found to be on federal debarred list;
- Public infrastructure in support of the business;
- Research and development costs for future production (speculative).

CDBG funds may not be shifted from one approved type of cost to another without resubmitting to the City for approval. Funds may not be used to support other businesses in which the borrower may have an interest.

3.5 MEETING CDBG NATIONAL OBJECTIVE REQUIREMENT

All eligible activities funded under this Program must meet a CDBG "National Objective" as described in federal regulations 24 CFR Part 570.483. Projects not documented as meeting a national objective are an ineligible activity.

For purposes of this Program the national objective is met when the business retains jobs and at least 51% of the retained job positions are filled with LMI qualified persons. The business must agree to allow the Lender, or their designated representative, to meet with persons in retained jobs and complete a Department Self Certification of Income Form. Payrolls will be collected by the Lender, or their designated representative, to document jobs retained and that 51% of the retained jobs were filled by LMI individuals.

Below are the current LMI household income limits.

State CDBG Maximum Income Limits - County of Fresno Effective 7/1/2021								
Household Size								
	1	2	3	4	5	6	7	8
80% AMI	\$43,650	\$49,850	\$56,100	\$62,300	\$67,300	\$72,300	\$77,300	\$82,250

Household: Means one or more persons who occupy a housing unit.

3.6 MEETING PUBLIC BENEFIT STANDARDS

All eligible project activities funded under the Program must meet a minimum CDBG "Public Benefit Standard" as described in federal regulations; 24 CFR Part 570.483(f)(g). Public Benefit is provided by the business loan recipient in return for use of subsidized federal funds and provides a funding limit or "cap".

For business projects meeting the national objective via jobs retained to LMI persons, the CDBG Public Benefit standard is jobs, and the maximum CDBG allowed loan funding \$35,000 per job. The maximum loan through this Program is \$30,000.

3.7 MEETING SIX UNDERWRITING STANDARDS

In addition to documenting that the project meets CDBG public benefit standard, the project must also be documented as meeting six HUD underwriting standards, per federal regulation 24 CFR Part 570.483(e). These underwriting standards are required to document a minimum "due diligence" of the Lender and ensure projects are financially sound enough to meet public benefit and national objective standards, i.e. retain existing job positions. The six HUD underwriting standards are general, qualitative and are supported by commercial underwriting standards in Section 6 of these guidelines. The Six Underwriting Standards are:

- project costs are documented as reasonable (typically, third party cost estimates);
- all sources of funding for the project are documented with final commitments;
- to the extent practicable, CDBG funds are not substituted for private (non-federal) funds;
- documentation that project is financially feasible (based on cash flow projections to support jobs and debt service, etc.);
- to the extent practicable, the return of the owner's equity investment is not unreasonable (based on level of equity and proposed CDBG loan terms);

- to the extent practicable, CDBG funds are disbursed on a pro-rata basis with other financing provided for the project.

3.8 OTHER CDBG FEDERAL REGULATIONS

There are a number of other federal laws and state regulations that are triggered with use of CDBG funding. The City, if applicable, will take the lead and ensure compliance with these requirements. Any impacts on a proposed project will be explained at the time of loan application screening so that the loan applicant knows and understands how the project might be impacted by these overlays.

An environmental review is required by HUD for each business funded with CDBG monies (24 CFR 58). The review must be completed prior to any activities commencing with the business and the review must encompass all aggregated activities for the business. The environmental review will comply with HUD's regulations regarding the National Environmental Policy Act (NEPA). The City is required to complete and certify the NEPA review along with any State environmental review under California's Environmental Quality Act (CEQA). The level of environmental review is determined by the type of proposed project and the associated activities. The loan applicant will be informed of any additional loan processing time due to the NEPA review. No costs will be charged to the applicant for this process.

Federal Davis Bacon regulations and related compliance Acts are required when utilizing CDBG funding for construction or equipment installation over \$2,000 which may add additional costs to projects. In addition, state prevailing wage may be triggered with the use of CDBG funding. The City will work with applicants to ensure that funded business projects are in compliance with state and federal prevailing wage laws. Applicants will be informed of any additional time, costs or administrative work required due to the prevailing wage regulations and any additional costs may be incorporated into the business loan.

Federal acquisition and Relocation laws may be triggered when using CDBG funds (24 CFR 570.606). Acquisition laws, both federal and state, must be followed when CDBG funds are used to assist in the purchase of real property. In the same way, federal and state relocation laws apply if a person or a business is displaced because of the use of CDBG funding. The City will work with loan applicants to ensure that the business is in compliance with any state or federal acquisition /relocation laws triggered by the project. Applicants will be informed of any additional time or costs or administrative work required due to acquisition or relocation regulations.

Federal regulations require the use of CDBG program income (PI) first when the City is operating a loan program activity with an open grant that is the same as an existing PI revolving loan account (RLA) activity.

All businesses receiving funds under this Program will be required to obtain a Dun and Bradstreet DUNS number. The DUNS number is free and can be obtained online. A copy of the printout with the applicable DUNS number should be kept in the program participant file.

Verification must be provided that all businesses and participants are not on the federal debarred list. The City will provide this documentation and there is no cost to the

applicant.

The Department requires the City collect certain income and demographic data from all program applicants and participants.

No conflict of Interest is allowed, in accordance with Title 24, Section 570.611 of the code of Federal Regulations. As such no member of the governing body and no official, employee or agent of the local government, nor any other person who exercises policy or decision-making responsibilities (including members of the loan committee and officers, employees, and agents of the loan committee, the administrative agent, contractors and similar agencies) in connection with the planning and implementation of the CDBG program shall directly or indirectly be eligible for this program.

City will verify and certify that a conflict of interest does not exist with the business or applicant. Exceptions to this policy can be made only after City's legal counsel makes a written determination that potential conflicts are acceptable.

4.0 LOAN TERMS AND SECURITY

4.1 TYPE OF FINANCIAL ASSISTANCE

Eligible businesses may be awarded up to \$30,000 in loan funds with this Program. Loans made with this Program are forgivable if the applicant business meets all requirements within the forgiveness period of three months. Should all requirements not be met during the term of the forgiveness period the loan term shall commence at the end of the forgiveness period and the loan will be repaid.

4.2 TERMS FOR LOAN FORGIVENESS

Loans made with this Program are forgivable if the applicant business meets all requirements within the forgiveness period of three months. The agreed to terms include:

- Retaining the required number of low/mod jobs;
- Payment of all other loan eligible expenses;
- Providing all required documentation.

4.3 LOAN TERMS AND FEES

Should the applicant not meet the loan requirements within the forgiveness period the loan shall be re-paid within a term of one to three years; depending on the type of financing and the security being offered by business. Typically, the loan terms are longer and more flexible than those used by conventional commercial Lenders.

The interest rate shall be three percent annual interest.

No direct loan fees will be charged to the borrower. There is no pre-payment penalty on the loans under this program.

4.4 COLLATERAL AND SECURITY REQUIREMENTS

All loans should be collateralized to the greatest extent possible. Both personal and business assets will be reviewed for collateral coverage. Types of collateral may include:

- Liens on real property with Deeds of Trust;
- Liens on machinery, equipment, or other fixtures;
- Lease assignments, as appropriate;
- City Named as Beneficiary on Life Insurance;
- Other collateral, as appropriate; and
- Personal and corporate guarantees.

All collateral shall be released upon applicant meeting the terms for loan forgiveness or upon payment of the loan in full.

4.5 LOAN SECURITY POSITION

All loans will be secured in the strongest possible position to ensure loan repayment in the event of a default. Loans may be secured in a second or third lien position.

4.6 LOAN-TO-VALUE RATIO (LTV)

All loans will be secured to the highest degree possible, up to and more than 100% of collateral value. In some instances the collateral being used to secure the loan may already be fully encumbered by another Lender, in which case the LTV ratio may exceed 100%. The City may choose to lien these assets although they are over encumbered.

4.7 DEBT SERVICE COVERAGE

The business must show that the loan payment will be covered by the projected revenue of the business. In addition, the business owner should be able to pay themselves a reasonable living wage. Typical debt coverage ratios for the program are 1.25; coverage as low as 1.10 will be accepted on a case by case basis.

The debt ratio will be calculated for the borrower's personal financials as well as the business financials. Borrower's personal financials and debt service levels must be reviewed to ensure the existing business is not adversely impacted by negative personal financials. In the same way, the business must contribute to the borrower's financial health. This is necessary because the financials of the borrower and business are closely tied.

5.0 APPLICATION PROCESSING FOR LOANS / GRANTS

5.1 LOAN APPLICATION PROCESSING

Loan applications will be processed on a first come first served basis. The Administrator will accept loan applications and review for income eligibility, number of employees and financial viability. Applications that do not meet basic requirements of the Program will be returned with an explanation of needed requirements. The Administrator will interview the applicants and review the application for funding in combination with these program guidelines. The Administrator will compile a loan package with all the credit, financial, and underwriting information required for loan analysis and forward to the City for review. All loan documents from application through loan approval and disbursement of CDBG funds will be contained in a project file for future monitoring by the Department.

5.2 PROGRAM LOAN ADVISORY COMMITTEE

The Loan Advisory Committee (LAC) shall have an odd number of members. LAC members shall volunteer for this board. The LAC members can be from local financial institutions, the City, or other interested parties who have the professional capacity to review and evaluate commercial loans.

LAC loan review will take place for each loan applicant prior to funding. LAC meetings will be scheduled by City staff once a loan has been underwritten and is ready for review and approval. LAC members are responsible for reviewing each loan application funding proposal and making recommendations to the City. LAC may request additional information and or attach contingencies for final approval and loan closing. The City Manager is responsible for the final approval of all loans.

5.3 LOAN APPLICANT CONFIDENTIALITY

The City and Administrator or any persons involved in the loan process for this Program will not disclose any of the applicant's business or personal confidential information as part of the loan review and approval process. All confidential information of businesses will only be disclosed to persons required to view the information as part of the loan review and approval. All personal and business financial information will be kept confidential. Program participant files with personal and business confidential information will be kept in locked secured storage units. If the City or Administrator receives a formal public records request for a loan applicant file, then only non-confidential information, as verified by legal counsel, will be provided.

5.4 DISPUTE RESOLUTION/APEALS PROCEDURE

Any person applying for a financial assistance loan through the CDBG-CV program has the right to appeal if their application is denied. The appeal must be made in writing to the Community Development Director, City of Parlier, 10183 Parlier Airport Road, Parlier, CA 96161. A written response to the appeal will be provided to the applicant by the City within 30 days of receipt of the applicant's appeal letter.

5.5 EXCEPTIONS / SPECIAL CIRCUMSTANCES

Exceptions are defined as any action, which would depart from policy and procedures stated in the guidelines.

5.6 LOAN CLOSING PROCESS

Upon local LAC approval, the loan request is referred to the Parlier City Manager for review and approval. Upon approval the Administrator and City will prepare for the loan closing.

The Administrator will prepare the loan closing documents including liens on real property; prepare title and lien searches, and UCC-1 filings, if appropriate. The City will prepare the escrow loan closing documents; prepare title and lien searches, and UCC-1 filings, as appropriate. Fees charged by a title company for real property lien filings may be paid with Program funds. After closing, the City requests funds from the Department or local finance department (depending on the source of funds; open grant or local program income funds).

All agreements and documents should be reviewed by the applicant's legal counsel, as necessary

CDBG-CV funds will only be disbursed for reimbursement to the borrower for documented eligible project expenses or may be paid directly to third party vendors for project costs. Ongoing operating costs for the business for working capital will be reimbursed based on monthly documented costs.

6.0 LOAN UNDERWRITING PROCESS

6.1 GENERAL CREDIT REQUIREMENTS

In the private sector, credit scoring is a generally accepted means to underwrite certain loans, particularly small loans where the cost of underwriting can exceed the interest and fee income generated by that loan.

6.2 MANAGEMENT AND CAPACITY REQUIREMENTS

A Loan Applicant must show:

- Ability to operate a business successfully;
- The business has been impacted by the COVID-19 pandemic;
- The Program loan is not a duplication of benefits for other financial assistance received or applied for;
- Adequate borrowing ability or equity to operate with the new loan payments, on a sound financial basis;
- The proposed loan is of sound value and provides for the current and future needs of the business; and
- The past earning records and future prospects of profits.

6.3 MEETING SIX UNDERWRITING STANDARDS

The project must also be documented as meeting six HUD underwriting standards, per federal regulation 24 CFR Part 570.483(e). These underwriting standards are required to document a minimum "due diligence" of the Lender and ensure projects are financially sound enough to meet public benefit and national objective standards, i.e. retain existing job positions. The six HUD underwriting standards are general, qualitative and are supported by commercial underwriting standards in Section 6 of these guidelines.

The Six Underwriting Standards are:

- project costs are documented as reasonable (typically, third party cost estimates);
- all sources of funding for the project are documented with final commitments;
- to the extent practicable, CDBG funds are not substituted for private (non-federal) funds;
- documentation that project is financially feasible (based on cash flow projections to support jobs and debt service, etc.);
- to the extent practicable, the return of the owner's equity investment is not unreasonable (based on level of equity and proposed CDBG loan terms);
- to the extent practicable, CDBG funds are disbursed on a pro-rata basis with other financing provided for the project.

6.4 ADDITIONAL PROJECT UNDERWRITING CRITERIA

Each project/business will be evaluated based on how it has performed in the past and its future financial forecasts:

- The past financial viability of the proposed project;
- The future financial viability of the proposed project;
- The demonstrated need for the funds; and
- Personal financial strength of borrowers.

Personal financial statements will be required for each person who owns 20% or more of the business. Financial statements need to show all assets and liabilities of the person. In addition to these statements, federal tax return statements for owners and the business for the past three years are needed to give a historic perspective of income.

7.0 LOAN SERVICING

7.1 LOAN COLLECTION AND SERVICING

The City is the loan collection agent for its CDBG economic development loans. The duties of the collection agent will include the following:

- Loan payment collection and accounting;
- Return all loan payments and payoffs to the City;
- Agent will provide monthly receipts of loan payments;
- Provide quarterly statements on each loan;
- Undertake loan collections, including asset liquidation;
- Obtain annual financial statements from each business to assess health of the business; and
- Negotiate any change in repayment terms to avoid foreclosure.

8.0 REQUIRED REPORTING

City staff will complete required CDBG reports and invoices for review, approval, signature and submittal by the City to the HCD.

9.0 PROGRAM ADMINISTRATION

The City of Parlier), is responsible for administering the Program, maintaining required records, and ensuring compliance with CDBG state and federal requirements.

The City of Parlier must maintain a file on each loan including:

- Approved application for assistance form that includes the essential CDBG-CV eligibility criteria, certified by the applicant; and
- Duplication of Benefits documentation; and
- Business eligibility; and
- LMI income verification documents (such as tax documents, pay stubs), household size, and the income level and
- Financial impact of COVID-19 on business jobs and jobs retained; and
- Ethnicity/race demographics for federal reports; and

These files will be maintained for a minimum of three years and will be available to HCD and/or HUD representatives for audit and/or compliance with CDBG requirements upon request by HCD or HUD.

APPLICATION CHECKLIST

In order to assist the City of Parlier staff in reviewing and processing your application as quickly as possible, we will require the following information:

- ☐ **APPLICATION:** All Business Owners must complete the application including the following attachments:
1. Exhibit A: Race and Ethnic Data Reporting Form (for each management staff)
 2. Exhibit C: Statistical Data Reporting Form (for each management staff)
 3. Exhibit D: Insurance Policies
 4. Exhibit E: Miscellaneous Information (explanation of any unusual circumstances)

Please submit COPIES of the following items (we cannot be responsible for originals):

- ☐ **PERSONAL FINANCIAL STATEMENTS** for each stockholder, partner, officer, and owner. Include the assets and liabilities of the spouse and any close relatives living in the household.

- ☐ **THREE (3) MOST RECENT PERSONAL FEDERAL INCOME TAX RETURNS** for each stockholder, partner, officer, and owner.

- ☐ **BUSINESS STRUCTURE:**

- ☐ Corporation: Articles of Incorporation of Filing Receipt from Secretary of State
Certificate of Good Standing
- ☐ Partnership: Partnership Agreement and Filing Receipt
- ☐ Sole Proprietorship: Filing Receipt
- ☐ Franchise: Franchise Agreement and FTC Disclosure Statement

- ☐ **BUSINESS PLAN.**

- ☐ **RESUMES OF KEY MANAGEMENT.**

- ☐ **BUSINESS FINANCIAL STATEMENTS for the past 3 years:**

- ☐ Balance Sheet
- ☐ Profit and Loss Statement
- ☐ Reconciliation of Net Worth
- ☐ Cash Flow Statement
- ☐ Federal Income Tax Returns
- ☐ Aging of Accounts Receivables and Payables
- ☐ Pro Forma Balance Sheet
- ☐ Debt Schedule

****If yearly financial statements are not current within 60 days of filing the application, interim statements must be included.****

- ☐ **BUSINESS FINANCIAL STATEMENTS for the projected 3 years:**

- ☐ Cash Flow Statement
- ☐ Balance Sheet (Start-Ups Only)
- ☐ Profit and Loss Statement (Start-Ups Only)

- ☐ **FUNDING SOURCES DOCUMENTATION.** Include documentation of funding committed to the project.

- ☐ **CURRENT INSURANCE POLICY.** Include Flood Insurance Policy, if required.

- ☐ **LAND AND BUILDING RENOVATION PROJECTS:**

- ☐ Purchase Offer/Purchase Agreement and/or Lease Agreement
- ☐ Appraisal
- ☐ Quotes for Construction/Renovation
- ☐ Plans and Specifications

- ☐ **EQUIPMENT PURCHASES.** Include a list of machinery/equipment along with price quotes with the seller's contact information.

- ☐ **COUNTY ASSESSOR'S PROPERTY TAX BILL or LEASE AGREEMENT or MORTGAGE STATEMENTS.**

CITY OF PARLIER
BUSINESS ECONOMIC SUPPORT APPLICATION
10183 PARLIER AIRPORT ROAD, PARLIER, CA 96161 PHONE: 530-582-7700

INFORMATION PROVIDED HEREIN SHALL BE KEPT CONFIDENTIAL AND SHALL BE USED FOR THE SOLE PURPOSE OF DETERMINING
ELIGIBILITY AND COLLECTING STATISTICAL DATA FOR THE CITY OF PARLIER'S BUSINESS ECONOMIC SUPPORT PROGRAM.

CONTACT INFORMATION

Name: _____
Last First Middle

Address: Street: _____
City: _____ State: _____ Zip: _____

Work Phone: () _____ **Cell Phone:** () _____ **Fax Number:** () _____

Email: _____

BUSINESS INFORMATION

Name: _____

Address: Street: _____
City: _____ State: _____ Zip: _____

Phone: () _____ **Website:** _____

Tax/Employer ID Number: _____ **DUNS Number:** _____

SIC Code: _____ **NAICS Code:** _____

Company Bank: _____ **Company Attorney:** _____

Company Accountant: _____

Is Your Business: ☐ Existing Since: _____

Type of Industry: ☐ Service ☐ Retail ☐ Wholesale

Legal Structure: ☐ Sole Proprietorship ☐ Partnership ☐ Corporation ☐ LLC (P)

Describe the type of product or service your business offers: _____

List any Local, State, or Federal licenses your business is required to have in order to operate: _____

Do you have these licenses? ☐ Yes ☐ No

Will this Business Operate: ☐ Full-Time ☐ Part-Time ☐ Seasonal

Your business employs: # _____ Full-Time # _____ Part-Time

What is the average number of hours per week you are working in this business? _____

Why did you choose to be in this business? _____



BUSINESS INFORMATION (CONTINUED)

Describe your experience in this business: _____

Is this business or proposed business your primary source of income?

☐ Yes
☐ No

MARKETING YOUR BUSINESS

For Existing Businesses, how do you promote your business?

Who is the primary customer for your business? List the general characteristics of your customers (where they live, family size, etc.).

List your competitors:

List the vendors, suppliers, and other who support your businesses functions:

BUSINESS SALES INFORMATION

This information should be actual sales data your business.

What are your average sales per customer? \$ _____

How many customers do you serve each day? _____

Approximately how many days are you open each month? _____



Total monthly sales? \$ _____

Total monthly expenses? \$ _____

What and how much is your three greatest expenditures each month? _____

What are your lowest sales months? _____

When is your peak season? ☐ Fall ☐ Winter ☐ Spring ☐ Summer

Does this business pay you a salary or wage? How much? \$ _____

DESCRIPTION OF BUSINESS ASSETS

	Present Market Value	Present Loan Balance	Collateral in the Name of:
Land & Building:			
	\$	\$	
	\$	\$	
Accounts Receivable:			
	\$	\$	
	\$	\$	
Inventory:			
	\$	\$	
	\$	\$	
Machinery/Equipment:			
	\$	\$	
	\$	\$	
Furniture/Fixtures:			
	\$	\$	
	\$	\$	
Other:			
	\$	\$	
	\$	\$	
TOTALS	\$	\$	

MANAGEMENT

Proprietor, partners, officers, directors and stockholders. 100% ownership must be shown. An Exhibit A and B must be submitted for every management person listed below.

Name: _____

Address: _____

% Ownership: () _____ **Date of Birth:** _____



Employed by City of Parlier?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____
Member of the Board Governing Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____
Name: _____			
Address: _____			
% Ownership: ()	Date of Birth: _____		
Employed by City of Parlier?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____
Member of the City's Governing Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____
Name: _____			
Address: _____			
% Ownership: ()	Date of Birth: _____		
Employed by City of Parlier?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____
Member of the City's Governing Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____
Name: _____			
Address: _____			
% Ownership: ()	Date of Birth: _____		
Employed by City of Parlier?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____
Member of the City's Governing Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, explain: _____

LOAN REQUEST

Loan Amount Requested: \$ _____

Repayment Terms (in months): _____ Interest Rate: _____ %

Source of Repayment: _____

How do you anticipate the proposed funding will benefit your business and the community? _____

PROJECT INFORMATION

	Bank Financing	BA Program (City)	Owner Equity	Other
Land Acquisition	\$	\$	\$	\$
New Construction / Expansion/ Renovation	\$	\$	\$	\$
Machinery / Equipment	\$	\$	\$	\$
Inventory	\$	\$	\$	\$



Working Capital	\$	\$	\$	\$
Soft Costs (Architects, Engineers, Legal)	\$	\$	\$	\$
Business Acquisition	\$	\$	\$	\$
Other (List):	\$	\$	\$	\$
Other (List):	\$	\$	\$	\$
Other (List):	\$	\$	\$	\$
TOTAL PROJECT COSTS	\$	\$	\$	\$

Project Description and Purpose: _____

Project Address and APN: _____

COLLATERAL

Collateral available to secure the loan. If any of the collateral offered below is in the name of a Trust, please provide a complete copy of the Trust Agreement. If any of the collateral offered below is real estate, please provide a legal description, assessor's parcel number (APN) and describe the exact vesting language. If equipment or machinery will be used as collateral to City of Parlier, provide an itemized list that contains serial and identification numbers.

Description of Item Offered as Collateral	Value	Owner's Name
	\$	
	\$	
	\$	
	\$	
	\$	

OTHER FINANCING

Identify what other programs or institutions you have contacted for financing.

First Source:

☐ Loan Request Approved

☐ Conditional Approval

Letter of Commitment Attached

Letter of Commitment Attached

Name of Funding Source	Amount Approved	Payment Amount	Loan Term	Interest Rate
	\$	\$		%



Second Source:
☐ Loan Request Approved
Letter of Commitment Attached

☐ Conditional Approval
Letter of Commitment attached

Name of Funding Source	Amount Approved	Payment Amount	Loan Term	Interest Rate
	\$	\$		%

Request Not Granted:
☐ Loan Request Rejected
Adverse Action Letter Attached

Name of Funding Source	Amount Approved	Payment Amount	Loan Term	Interest Rate
	\$	\$		%

PERSONAL GUARANTEES

Personal Guarantees **MAY BE** required of all principals who own 20% or more of the stock or play a key role in management.

Name of Guarantor	Personal Net Worth	Security to be Pledged
	\$	
	\$	
	\$	
	\$	

EMPLOYMENT PROJECTIONS

	Full-Time	Part-Time	Seasonal
Current Employment			
Retained Jobs			
Average Hourly Wage	\$	\$	\$
Average Annual Wage	\$	\$	\$

*Full-time Employment is defined as 1,750 hours per year.

CREDIT INFORMATION**Check the Appropriate Box:**

Yes No

Has the business on this application previously applied for a loan from the City?

☐ ☐

Has the business on this application previously received a loan from the City?

☐ ☐

Has the Company or any of the principals of the Company ever had a professional license revoked?

☐ ☐


☐ ☐

114

☐ ☐

100

1000

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.

Provide the name, address, contact person and phone numbers of at least one bank, two vendors, and three customer references.

Last

Middle

Street:

City:

State:

Zip:

()

Contact Name:

Vendor Name:			
	Last	First	Middle
Address:	Street:		
	City:	State:	Zip:
Phone:	()	Contact Name:	
Vendor Name:			
	Last	First	Middle
Address:	Street:		
	City:	State:	Zip:
Phone:	()	Contact Name:	
Customer Name:			
	Last	First	Middle
Address:	Street:		
	City:	State:	Zip:
Phone:	()	Contact Name:	
Customer Name:			
	Last	First	Middle
Address:	Street:		
	City:	State:	Zip:
Phone:	()	Contact Name:	
Customer Name:			
	Last	First	Middle
Address:	Street:		
	City:	State:	Zip:
Phone:	()	Contact Name:	

DISCLOSURES



IMPORTANT - READ BEFORE SIGNING:

I/We have read and understand the City of Parlier's Business Economic Support Program Guidelines and this application and I/We agree to abide by the regulations of the City of Parlier's Economic Support Program.

I/We acknowledge that a material misstatement or omission made by me/us in any statement or application by me/us in connection with my/our application for the City of Parlier's Business Economic Support Program will be grounds (at the discretion of the City) for immediate revocation by the City of the loan(s) made to me/us in conjunction with the Business Economic Support Program and will result in the immediate demand for repayment of all amounts due under the Promissory Note and/or the Unsecured Promissory Note executed by me/us in conjunction with the City of Parlier's Business Economic Support Program.

I/We acknowledge and agree that my/our business name may be publicly mentioned in connection with the City of Parlier's Business Economic Support Program.

In addition, I/we hereby acknowledge and understand that any false pretense, including any false statement or representation; or the fraudulent use of any instrument, facility, article, or other valuable item or service pursuant to my/our participation in any programs(s) administered by the City, may be subject to both civil and criminal prosecution and immediate disqualification from the City's Business Economic Support Program.

I/We certify that I/we have read and understood the provisions in this document and that I/we wish to proceed with the application for the City of Parlier's Business Assistance Program.

JOB RETENTION:

I/We certify of the jobs retained by the business, one full time employee for each \$35,000 borrowed, at least 51 percent of those jobs must be filled by members of low- to moderate-income households. A formal Employment Plan Agreement addressing employment requirements must be signed by me/us at the time of loan approval. In addition, I/we understand that if the City is unable to verify the creation of the jobs this will be grounds for immediate revocation by the City of the loan(s) made to me/us in conjunction with the Business Assistance Program and will result in the immediate demand for repayment of all amounts due under the Promissory Note and/or the Unsecured Promissory Note executed by me/us in conjunction with the City of Parlier's Business Economic Support Program.

RIGHT TO FINANCIAL PRIVACY:

This is a notice to you, as required by the Right to Financial Privacy Act of 1978, that the City of Parlier or its agents or designees have a right of access to financial records held by any financial institution in connection with the consideration or administration of the business assistance loan for which you have applied. Financial records involving your transactions will be available to the City of Parlier or its agents or designees without further notice or authorization, but will not be disclosed or released to another Government agency or department without your written consent except as required or permitted by law.

CONTINUED ON NEXT PAGE

DISCLOSURES (CONTINUED)

PENALTY FOR FALSE OR FRAUDULENT STATEMENT, U.S.C. Title 18, Section 1001, provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies or makes any false fictitious or fraudulent statements or representations, or makes or uses any false writing or documents knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than 5 years or both".

Applicant's Signature: _____

Date: _____

Applicant's Signature: _____

Date: _____

Applicant's Signature: _____

Date: _____

Applicant's Signature: _____

Date: _____

• EXHIBIT A •

RACE AND ETHNIC DATA REPORTING FORM

Program Name: BUSINESS ECONOMIC SUPPORT PROGRAM

Name: _____

PLEASE COMPLETE THIS FORM FOR EACH PERSON LISTED IN THE MANAGEMENT SECTION.

Ethnic Categories*	Select One
Hispanic or Latino	
Not-Hispanic or Latino	

Racial Categories*	Select All that Apply
American Indian or Alaska Native	
Asian	
Black or African American	
Native Hawaiian or Other Pacific Islander	
White	
Other	

There is no penalty for persons who do not complete the form.

Signature: _____

Date: _____

Public reporting burden for this collection is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits and voluntary. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. This information is authorized by the U.S. Housing Act of 1937 as amended, the Housing and Urban Rural Recovery Act of 1983 and Housing and Community Development Technical Amendments of 1984. This information is needed to be in compliance with OMB-mandated changes to Ethnicity and Race categories for recording the 50059 Data Requirements to HUD. Owners/agents must offer the opportunity to the head and co-head of each household to "self certify" during the application interview or lease signing. This process will allow the owner/agent to collect the needed information on all members of the household. Completed documents should be stapled together for each household and placed in the household's file. Parents or guardians are to complete the self-certification for children under the age of 18. This information is considered non-sensitive and does not require any special protection.

***Definitions of these categories may be found on the reverse side.**

INSTRUCTIONS FOR THE RACE AND ETHNIC DATA REPORTING

General Instructions:

This form is to be completed by individuals wishing to be served (applicants) by the Department of Housing and Urban Development.

Owner and agents are required to offer the applicant/tenant the option to complete the form. The form is to be completed at initial application or at lease signing. Once the form is completed it need not be completed again unless the head of household or household composition changes. There is no penalty for persons who do not complete the form. However, the owner or agent may place a note in the tenant file stating the applicant/tenant refused to complete the form. Parents or guardians are to complete the form for children under the age of 18.

The Office of Housing has been given permission to use this form for gathering race and ethnic data in assisted housing programs. Completed documents for the entire household should be stapled together and placed in the household's file.

1. **The two ethnic categories you should choose from are defined below.** You should check one of the two categories
 - a. **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term "Spanish origin" can be used in addition to "Hispanic" or "Latino."
 - b. **Not Hispanic or Latino.** A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
2. **The five racial categories to choose from are defined below.** You should check as many as apply to you.
 - a. **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
 - b. **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
 - c. **Black or African American.** A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black" or "African American."
 - d. **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
 - e. **White.** A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

▪ EXHIBIT B ▪

STATISTICAL DATA REPORTING FORM

Program Name: BUSINESS ECONOMIC SUPPORT PROGRAM

Name: _____

PLEASE COMPLETE THIS FORM FOR EACH PERSON LISTED IN THE MANAGEMENT SECTION.

AGE	
------------	--

GENDER	SELECT ONE
MALE	<input type="checkbox"/>
FEMALE	<input type="checkbox"/>

SINGLE PARENT	SELECT ONE
YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

VETERAN OF THE U.S. MILITARY	SELECT ONE
YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

OVER 62 YEARS	SELECT ONE
YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

FEMALE HEAD OF HOUSEHOLD	SELECT ONE
YES	<input type="checkbox"/>
NO	<input type="checkbox"/>

There is no penalty for persons who do not complete the form.

Signature: _____	Date: _____
-------------------------	--------------------

▪ EXHIBIT C ▪

INSURANCE

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION, OR A COPY OF YOUR INSURANCE POLICIES:

Applicant Name: _____

Name of Insurance Company: _____

Agents Name: _____

Agents Address: _____

Agents **Telephone** Number: _____

Agents **Fax** Number: _____

Type of Coverage: _____

Amount of Coverage: \$ _____

Policy Period: From _____ To _____

Annual Premium: _____

Applicant Name: _____

Name of Insurance Company: _____

Agents Name: _____

Agents Address: _____

Agents **Telephone** Number: _____

Agents **Fax** Number: _____

Type of Coverage: _____

Amount of Coverage: \$ _____

Policy Period: From _____ To _____

Annual Premium: _____

NOTE:

THIS FORM MUST BE FILLED IN COMPLETELY OR A COPY OF THE POLICY IS INCLUDED WITH YOUR LOAN APPLICATION BEING SUBMITTED FOR US TO PROCEED WITH PROCESSING.

JOB RETENTION STATEMENT

PENALTY FOR FALSE OR FRAUDULENT STATEMENT, U.S.C. Title 18, Section 1001, provides:
“Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies or makes any false fictitious or fraudulent statements or representations, or makes or uses any false writing or documents knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than 5 years or both”

Applicant's Signature: _____	Date: _____
Applicant's Signature: _____	Date: _____
Applicant's Signature: _____	Date: _____
Applicant's Signature: _____	Date: _____

ATTACHMENT A.2

Duplication of Benefits Affidavit ("Affidavit")

1. I/We is/are executing this Affidavit in connection with the Microenterprise assistance loan that we are receiving to help to respond to the coronavirus by providing us with a Microenterprise assistance ("Type of Assistance") loan for purpose of providing economic support due to the COVID pandemic from the City of Parlier ("Organization") through a program administered by the City of with funding from the U. S. Department of Housing and Urban Development.

2. I/We have requested a Microenterprise assistance loan in the amount of \$_____.

3. In addition, I/We have received or will receive the following amounts and types of assistance from the sources listed below ("Duplicative Assistance")

Source of Funds #1

Provider Name: _____
Purpose: _____
Amount: _____
(select source)
Government Loan: _____ Government Grant: _____ Government Forgivable Loan: _____
Nonprofit Grant: _____ Nonprofit Loan: _____ Nonprofit Forgivable Loan: _____
Private Loan: _____ Other: _____

Source of Funds #2

Provider Name: _____
Purpose: _____
Amount: _____
(select source)
Government Loan: _____ Government Grant: _____ Government Forgivable Loan: _____
Nonprofit Grant: _____ Nonprofit Loan: _____ Nonprofit Forgivable Loan: _____
Private Loan: _____ Other: _____

Source of Funds #3

Provider Name: _____
Purpose: _____
Amount: _____
(select source)
Government Loan: _____ Government Grant: _____ Government Forgivable Loan: _____
Nonprofit Grant: _____ Nonprofit Loan: _____ Nonprofit Forgivable Loan: _____
Private Loan: _____ Other: _____

Source of Funds #4

Provider Name: _____
Purpose: _____
Amount: _____
(select source)
Government Loan: _____ Government Grant: _____ Government Forgivable Loan: _____
Nonprofit Grant: _____ Nonprofit Loan: _____ Nonprofit Forgivable Loan: _____
Private Loan: _____ Other: _____

4. I/We have received no other assistance funds for the Type of Assistance listed in Paragraph 1 other than that set forth above in paragraph 3.

5. Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155), as amended by Section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-2 254; 132 Stat. 3442). prohibits federal agencies from providing assistance to any person for "any part of such loss" as to which he has received financial assistance under any other program or from insurance or any other source (such as, FEMA, the State of California, the City, etc.)

6. I/We understand that the amount of assistance received by from the City of Parlier must be reduced by the amount of Duplicative Assistance received or that will be received from other sources for the same purpose.

7. Therefore I/We understand that if I/We receive assistance from a source other than the City of Parlier for the same purpose, I/We must repay the assistance received from the City of Parlier.

8. I/We certify under State and Federal penalties for perjury and fraud that the information provided above is true and accurate and acknowledge that repayment of all assistance received by Me/Us from the City of Parlier, payment of fines and/or imprisonment may be required in the event that I/We provide false, incomplete or misleading information in this Affidavit or during the rest of this process. By executing this Affidavit, Applicant(s) acknowledge and understand that Title 18 of the United States Code Section 1001: (1) (a) makes it a violation of federal law for a person to knowingly and willfully (a) falsify, conceal, or cover up a material fact; (b) make any materially false, fictitious, or fraudulent statement or representation; or (c) make or use any false writing or document knowing it contains a materially false, fictitious, or fraudulent statement or representation, to any branch of the United States Government; and (2) requires a fine, imprisonment for not more than five (5) years, or both, which may be ruled a felony, for any violation of such Section.

Signature: _____

Printed Name: _____ Date: _____

Signature: _____

Printed Name: _____ Date: _____

Attachment B.1
PRE-APPROVED LOAN DISBURSEMENT SCHEDULE

Projected Dates & Amounts for Loan Disbursement

To be completed by Borrower and Lender prior to the signing of Loan Agreement:

After loan closing Borrowers are allowed to request payments from Lender to third party vendors or escrow upon documentation. Borrower may request payment for reimbursement of services or costs incurred after loan closing. Working capital payments may be made based on future cash flow as long as the costs are properly projected and documented of actual costs are provided for reconciliation.

Amount of Loan \$ _____

Payment Request #	Project Payment Est. Request Date	Item Paid	Payment Amounts
Final Request			
Total Projected Payments			

Attachment B.2

**BORROWER CERTIFICATION OF NO CONFLICT OF INTEREST
IN RECEIVING CDBG-CV FUNDS**

City of Parlier hereafter called City, will use federal CDBG-CV funds to provide financial assistance to eligible program participants, hereafter called Participants. These CDBG-CV funds are administered by the State Department of Housing and Community Development hereafter called Department. As part of receiving CDBG funds from the Department, the City is required to ensure there is no conflict of interest created when using these funds on eligible CDBG activities. As such, all Participants must certify that no conflict of interest has been created.

State Conflict of Interest: Pursuant to California Government Code 87100, et seq. CDBG financial assistance is not available if there is a conflict of interest. Any person / business loan participant that is an employee of the City, an elected official, or consultant involved in administering a business assistance activity would not be eligible to receive CDBG funds due to a conflict of interest. If there is a real or perceived conflict of interest, the City must have a legal determination that will be placed in the Participant's file.

Federal Conflict of Interest: Pursuant to the Code of Federal Regulations, Section 24 CFR 570.489 (h) a conflict of interest is not allowed when using CDBG funds as follows:

Conflicts prohibited. Except for eligible administrative or personnel costs, the general rule is that no persons described in paragraph (h)(3) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this subpart or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter.

Persons covered. The conflict-of-interest provisions for paragraph (h)(2) of this section apply to any person who is an employee, agent, consultant, officer, elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving CDBG funds.

If there is a real or perceived conflict of interest relative to the federal language above, the City must submit a request to the Department for an exception to the Conflict of Interest determination. The Department will render a written decision that will be placed in the Participant's file.

By signing below, I certify that no conflict of interest, as prohibited by California Government Code Section 87100 et seq. and/or by the Code of Federal Regulations Section 24 CFR 489 (h), is created.

Signature of Borrower

Print Name and Title

Date: _____

Attachment B.3

**BORROWER'S CERTIFICATION OF COMPLIANCE WITH FEDERAL OVERLAYS
RELATED CDBG-CV)
ECONOMIC DEVELOPMENT (ED) FINANCING**

The City of Parlier here after referred to as Responsible Entity (RE), are being requested to use federal CDBG-CV funds for a project located at: _____, CA _____. The RE received a CDBG application for funding from the Parlier Business Economic Support Program (BA) loan applicant on: _____ date.

There are three (3) significant federal overlay laws that must be adhered to as part of receiving CDBG ED BA funding: 1) federal environmental regulations; 2) federal relocation and real property acquisition laws; and 3) federal prevailing wage laws. All projects proposing to use CDBG federal funding must be documented as being in compliance with these laws.

ENVIRONMENTAL REVIEW: To be in compliance with federal environmental review law, National Environmental Policy Act (NEPA), an Environmental Review Record (ERR) must be completed and executed by the RE prior to awarding the project any CDBG funds. The ERR must also be completed prior to any additional work being done on the project after the date of application submittal, as shown above.

Any site work or legal agreements associated with the project, after the date of the CDBG application, could trigger a "choice limiting" action under NEPA regulations. Such an action will prohibit the RE from awarding CDBG-cv funds to the project. Specific choice limiting actions to be avoided by the applicant after BA application date are: 1) signing any contracts for any work on the project; 2) signing any real property purchase agreements or leases; 3) conducting any construction / maintenance work at the site.

Loan applicant does hereby acknowledge and certify that there is and will be no choice limiting actions taking place at the site until the RE has completed an ERR for the project. Applicant agrees to disclose the existing conditions of the project and will not proceed with any development work until such time as the RE has provided written permission to do so.

1. Statement of Project's Site Control.

Full site control, i.e. fee simple interest ownership of the property or executed lease agreement, was in place prior to BA loan application submittal date.

☐ Yes ☐ No

If no, what is proposed date will site control to be in place: _____.

2. Statement of Project's Construction Status.

Construction was started on the project prior to BA loan application submittal date stated above.

☐ Yes ☐ No

If yes, construction must stop at the date of application, or CDBG is prohibited.

If no, business certifies NO construction contracts will be executed and no

work at the site will start until RE provides written approval.

3. Consequences of Choice Limiting Action.

Any changes which trigger NEPA violation will force the RE to cancel the application.

RELOCATION AND ACQUISITION REVIEW: To be in compliance with federal acquisition and relocation law, the RE must verify that no "persons" have been displaced because of the use of CDBG funding AND that if CDBG funds are being used, in whole or in part to acquire real property, that federal laws are being complied with prior to award of funds.

Projects using CDBG funding for acquisition of real property are required to provide the seller with a proper disclosure of no use of eminent domain as part of the transaction.

Projects using CDBG funding that cause a person (resident of a housing unit, business or non-profit) to move as a direct result of the project's activity must follow federal relocation process and provide those affected persons with permanent relocation benefits.

1. Statement of Project's Use of Funds for Acquisition.

CDBG funds are being used to assist in purchase of real property.

☐ Yes

☐ No

If yes, what date was seller provided Acquisition Notice? _____.

2. Statement of Project's Relocation Compliance.

Persons were or will be displaced because of the proposed CDBG funding project activity / scope of work.

☐ Yes

☐ No

If yes, RE must evaluate relocation benefits required for the project to move forward and disclose the costs of the relocation to the BA applicant.

If no, business certifies NO persons are displaced by the project.

3. Consequences of Non-Compliance with Relocation or Acquisition Laws.

Any miss-representations that result in these federal laws being triggered will force the RE to cancel the application.

Loan applicant does hereby acknowledge and certify that there will be no relocation of persons taking place at the site until the RE has completed its review and analysis of any required relocation benefits. Applicant agrees to disclose the existing conditions of the project and will not proceed with any property purchase or development work until such time as the RE has provided written permission to do so.

FEDERAL PREVAILING WAGE REVIEW: To be in compliance with federal prevailing wage laws (Davis Bacon and associated legislation), the RE must verify that no CDBG funds are being utilized for project construction costs. If any CDBG funds are used for

construction, then RE must ensure federal prevailing wage rates will be paid by contractors. These wages will increase the project's costs.

1. Statement of Project's Use of Funds for Construction.

CDBG funds will pay for project construction costs.

☐ Yes ☐ No

If yes, what date was RE labor standards monitoring certification submitted to the Department? _____.

If no, federal prevailing wage compliance is not required.

2. Consequences of Non-Compliance with Davis Bacon and Related Acts.

Any miss-representations that result in these federal laws being triggered can require the RE to pay wage compensation to workers doing the construction.

Loan applicant does hereby acknowledge and certify that there will be no signing of construction contracts for any work taking place at the project site until the RE has completed its review and analysis of required labor standards compliance. Applicant agrees to disclose the existing conditions of the project and will not proceed with any property development work until such time as the RE has provided written permission to do so.

I hereby certify under the penalty of perjury that all the information contained in the CDBG request for funding (including all supporting documentation) is true and correct. I understand and acknowledge that making false statement on this certification, including any documents submitted in support of it, is a crime under federal and California state laws, which may result in criminal prosecution.

Signature of Borrower(s)

Print Name and Title

Date

ATTACHMENT C

CITY OF PARLIER COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BUSINESS LOAN SERVICING AND FORECLOSURE POLICIES AND PROCEDURES

The City of Parlier here after called "Lender" has formally adopted these business loan servicing policies and procedures in order to preserve its financial security instruments and related assets, provided by "Borrowers" that have been assisted with CDBG public funds. The Lender will, to the greatest extent possible, follow these policies and procedures. However, it is understood that each loan will be evaluated and handled on a case-by-case basis within the parameters of this document. The Lender has formulated this document to comply with state and federal regulations regarding the use of CDBG public funds and any loan covenants or restrictions, which are associated with the Borrower's financing. The State Department of Housing and Community Development, here after called "Department" is responsible for overseeing the Lender's collection of CDBG loan repayments and management of assets resulting from the use of State CDBG funding, which comes from the federal Department of Housing and Urban Development (HUD).

All administrative costs associated with the Lender's loan servicing and foreclosure policies and procedures are eligible expenses under HUD code 21A General Administration. Typically, CDBG General Administration funds paying for loan servicing and foreclosure costs come from annual CDBG program income receipts. See State CDBG Grant Management Manual Chapter 14 for guidance on managing, accounting and reporting on CDBG program income.

Loan servicing policies and procedures are broken down into the follow areas: 1) monitoring monthly loan payments or voluntary principle payments; 2) monitoring required payment of property taxes and insurance; 3) monitoring annual and quarterly financials of Borrowers 4) Borrower noticing of status changes and limitations on any changes in business location or assets with Lender liens; 5) Borrower noticing and process for requesting a subordination, restructuring of debt, liquidation of assets prior to loan pay off; 6) lender actions upon repayment of loan.

Loan foreclosure policies and procedures are broken down into the follow areas: 1) required Request for Notice of Default Lender loans not in first lien position; 2) foreclosure in case of default on senior lien loan; 3) foreclosure in case of default on CDBG loan in first lien position.

CDBG Loan Servicing Policies and Procedures

1. Monitoring Loan Repayments:

The Lender will collect monthly payments from those Borrowers who are obligated to do so under amortized promissory notes and loan agreements. Most business loans require monthly payment and are referred to as "Performing" loans.

Additional principle payments are allowed with no pre-payment penalty. Loan payments will be credited to the interest first and then to principal. The borrower may repay the full loan balance at any time with no penalty.

All repayments of CDBG loans (Program Income (PI)) must be deposited with the Lender and reported to the Department to ensure proper collection and reuse of PI in accordance with federal and state law.

2. Monitoring Payment of Property Taxes and Insurance:

Monitoring requirements for taxes, insurance and other loan requirements (job creation or retention) will be included in the loan agreement and other legal documents executed by the Borrower.

As part of keeping the loan from going into default, borrower must maintain property insurance coverage naming the Lender as loss payee in first position or additional insured if the loan is a junior lien. If borrower fails to maintain the necessary insurance, the Lender may take out forced place insurance to cover the property while the Borrower puts a new insurance policy in place. All costs for installing the necessary insurance will be added to the loan balance at time of installation of Borrower's new insurance.

When a property is located in a 100 year flood plain, the Borrower will be required to carry the necessary flood insurance. A certificate of insurance for flood and for standard property insurance will be required at close of escrow. The Lender will verify the flood insurance and other mandated insurance (liability, workman's compensation) on an annual basis. If Borrower fails to maintain proper insurance then the Lender will work with them to ensure proper policies are secured as required in the loan agreement.

Business loans also require the Borrower to maintain proper workman's compensation insurance and liability insurance. These insurance policies will be verified on an annual basis with other insurance policies discussed above.

Property taxes must be kept current for loans secured with real property. The Lender will verify property taxes are paid current annually during the term of the loan. If the Borrower fails to maintain payment of property taxes then the lender may pay the taxes current and add the balance of the tax payment plus any penalties to the balance of the loan. Wherever possible, the Lender encourages Borrower to have loan impound accounts set up with primary mortgagee so their taxes and insurance are paid as part of the monthly mortgage payment.

State and Federal taxes must be paid by the Borrower and the Lender will verify that

these are current and there are no income tax liens that originate over the course of the loan term. Tax liens can pose a major risk to the Lender if not resolved promptly. Lender will provide annual IRS documents on interest paid on the loan for the Borrower to declare on their taxes.

3. Monitoring Business and/or Personal Financials:

All CDBG Business loans being serviced by the Lender will require an annual review of personal and business financials as stipulated in the CDBG loan agreement and other legal documents executed by the Borrower. This annual financial review may be done by a third party consultant hired by the Lender to assist in loan servicing activities. Financials to be reviewed consist of federal tax returns (business and personal) and internal business financial records. The review will be conducted to establish if the Borrower is being successful in the ongoing operations of the business. If there appears to be problems with business operations or cash flows (owner is taking too much cash out of business, sales are too low to support the business, cost of goods (COGs) are not being managed well) then the Borrower may be required to submit an explanation of the identified problems and an "action plan" for correcting issues. This annual monitoring requirement will be included in the loan agreement and other legal agreements executed by the Borrower.

Some Business loans will have financials monitored on a quarterly basis. This is typically done for start-up businesses or high risk businesses. This requirement will be included in the loan agreement executed between the Borrower and Lender. On some owner occupant loans the Lender may require that Borrowers submit utility bills and/or other documentation annually to prove occupancy during the term of the loan. Other loans may have income and housing cost evaluations, which require a household to document that they are not able to make repayments, typically every five years. These loan terms are incorporated in the original note and deed of trust.

4. Monitoring Loan Covenants Restrictions and Business Location:

In all cases where CDBG funds are used to make loans under HUD CDBG activity of Special Economic Development, the Lender must monitor for and obtain documentation of job creation or retention and documentation of low/moderate income persons benefiting from the job creation/retention activities. This job and low/moderate income job monitoring may go on for years after the CDBG loan closes and funds are disbursed. Once proper jobs are documented and low mod jobs are documented then this monitoring will not continue.

In certain instances there are restrictions on debt coverage ratios for the business or limits on the amount of cash the owner can draw annually from the business. These types of restrictions are to ensure the Borrower is not unduly enriched by CDBG public funds or ensure the business stays healthy and profitable during the term of the CDBG loan.

Annual monitoring of site occupancy or use is done. If the business is to close, be sold or move, the Borrower must notify the Lender in writing of any change. Lender and Borrower will work together to ensure the assets secured by the CDBG loan are kept available for repayment if needed.

5. Processing Requests for Subordination, Loan Restructuring or Liquidation of Secured Collateral:

Subordination Requests: If the Borrower is refinancing existing senior lien holders and wishes to keep the CDBG loan in place, they must request a Subordination of the CDBG debt to the new senior lender. A request for subordination must also be requested if the CDBG loan is the senior lender and the Borrower wants to get a new senior lien in place or additional lenders to the project. The request for subordination must be in writing to the Lender. The Lender will use their staff and/or the loan servicing agent to re-underwrite the business. Based on the underwriting analysis done by staff, the Lender will recommend any new loan terms for the Borrower. This change in loan position must be approved by the Lenders Loan Approval Committee (LAC). If the approved, the subordination documents may be signed. Costs associated with the subordination will be paid for by the Borrower.

Loan Restructuring Requests: If a Borrower is not being as successful with their business as anticipated and they are not able to meet all or some of their monthly debt obligations, then the Borrower may make a written request to the Lender for a restructuring of their CDBG loan terms. In some cases the CDBG loan may have a balloon payment and the Borrower can request for the Lender to restructure the loan term rather than pay off the loan in full. The Lender will use their staff or the loan servicing agent to re-underwrite the business. Based on the underwriting analysis done by staff, the Lender will recommend any new loan terms for the Borrower. This change in loan terms must be approved by the Lenders Loan Approval Committee (LAC). If approved a new loan documents must be signed. Any costs for the loan restructuring will be charged to the Borrower and added to the principle of the loan.

Request for Sale of Collateral: If a Borrower no longer has use of equipment or real property being used as collateral for the CDBG loan, then the Borrower may make a written request to the Lender for permission to liquidate the asset being held as collateral for the loan. The Lender will use their staff and/or the loan servicing agent to analyses the risk exposure of the lender in allowing the collateralized asset to be liquidated. Based on the risk analysis done by staff, the Lender will recommend liquidation of the loan asset. This change in loan collateral must be approved by the Lenders CDBG Business Loan Approval Committee (LAC). If approved, a third party will be used to sell the asset to ensure maximum funding is collected from the asset. All funds collected from sale of the asset will be used to pay down the principle of the loan and be deposited as program income into the current revolving loan accounts per the Lender's CDBG program income reuse plan. Any costs for the sale of assets will be charged to the Borrower and added to the principle of the loan.

6. Processing Loan Payoffs:

Lump Sum Loan Payoff: If the Borrower wishes to pay off the loan in full, then they must provide written request to the Lender. The Lender staff will verify that all CDBG national objectives and public benefit requirements have been met by the Borrower and documentation of such is in the project file. The Lender will send a letter to the Borrower approving the early pay off of the loan and no pre-payment fee will be charged. After receiving the full balance of loan funds, the Lender will release all collateral (UCC liens, real property deeds of trust other loan covenant or restrictions) in regards to this loan. This lien release may take place at a title company or by using Lender and/or loan servicing staff. Lien release documents and paid in full note and deed of trust will be forwarded to the Borrower along with any other tax information (annual loan interest paid to date). Lender will keep copies of the loan and its payoff on file for the standard term under federal recordkeeping regulations.

Normal Loan Term Payoff: Upon receiving the final loan payment from the Borrower, the Lender will document that the CDBG national objective and public benefit was met (if applicable) and the loan is in compliance with any other covenants. A loan in good standing with principle balance of zero will allow the Lender to release all liens, the same as above, and send the Borrower a letter of full loan repayment with copies of the lien release documents.

CDBG Loan Foreclosure Policies and Procedures

Upon any condition of loan default: 1) default on senior lien holder loan; 2) non-payment of CDBG loan; 3) lack of insurance or tax payment; 4) violation of CDBG loan covenant or restriction in loan agreement; 5) dissolution of the business; 6) moving of the business outside jurisdiction, the Lender will send out a letter to the Borrower notifying them of the loan default situation. If the default situation continues then the Lender may start a formal process of loan collection/ foreclosure.

1. Required Request for Notice of Default:

When the Borrower's loan is in second position behind an existing first lien holder, it is the Lender's policy to prepare and record a "Request for Notice of Default" for each senior lien in front of Lender's loan. This document requires any senior lien holder listed in the notice to notify the lender of initiation of a foreclosure action. The Lender will then have time to contact the Borrower and assist them in bringing the first loan current. The Lender can also monitor the foreclosure process and go through the necessary analysis to determine if the loan can be made whole or preserved. When the Lender is in a third position and receives notification of foreclosure from only one senior lien holder, it is in their best interest to contact any other senior lien holders regarding the status of their loans.

2. Foreclosure Process When Lender a Junior Lien Holder:

When a senior lien holder starts a foreclosure process and the Lender is notified via a Request for Notice of Default, the Lender, who is the junior lien holder, may cancel the foreclosure proceedings by "reinstating" the senior lien holder. The reinstatement amount or payoff amount must be obtained by contacting the senior lien holder. This amount will include all delinquent payments, late charges and fees to date. Lender must confer with Borrower to determine if, upon paying the senior lien holder current, the Borrower can provide future payments. If this is the case then the Lender may cure the foreclosure and add the costs to the balance of the loan with a Notice of Additional Advance on the existing note.

If the Lender determines, based on information on the reinstatement amount and status of borrower, that bringing the loan current will not preserve the loan, then staff must determine if it is cost effective to protect their position by paying off the senior lien holder in total and restructure the debt such that the unit is made affordable to the Borrower. If the Lender does not have sufficient funds to pay the senior lien holder in full, then they may choose to cure the senior lien holder and foreclose on the property themselves. As long as there is sufficient value in the property, the Lender can afford to pay for the foreclosure process and pay off the senior lien holder and retain some or all of their investment.

If the Lender decides to reinstate, the senior lien holder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the Lender fails to reinstate the senior lien holder before five (5) days prior to the foreclosure sale date, the senior lien holder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the Lender determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lien holder to complete foreclosure, the Lender's lien may be eliminated due to insufficient sales proceeds.

3. Process When Lender is a Senior Lien holder

When the Lender is first position as a senior lien holder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the Lender may consider foreclosure. Below are the steps to be taken during the 90 collection process, prior to starting formal foreclosure.

Thirty Day Delinquencies

The Lender will send Borrower a registered letter seven days before the thirty day delinquency date noting the amount delinquent plus late charges. This letter will be followed by a telephone call reminding Borrower of the loan amount and due date. If no response is received by the thirty day delinquency date Borrower will be reported to all three credit bureau agencies.

Sixty Day Delinquencies

The Lender will send Borrower a registered letter seven days before the sixty day delinquency date noting the amount delinquent plus late charges. In this letter, a date and time will be set for a meeting between Borrower and Program Operator with the following items of discussion:

- Reasons for delinquency.
- Any changes in Borrower's health, family circumstances, or financial status in which limits repayment ability.
- Amount in arrears.

At the conclusion of this meeting, the following will be determined:

- How and when the amount in arrears will be paid.
- If financial counseling is needed.
- If personal emergency (loss of job, loss of spouse, serious illness, etc.) has restricted repayment ability.

If no response is received by the sixty day delinquency date Borrower will be reported to all three credit bureau agencies.

Ninety Day Delinquencies

The Lender will send Borrower a registered letter seven days before the ninety day delinquency date noting the amount delinquent plus late charges. In this letter, a date and time will be set for a meeting between Borrower, Loan Committee, and Program Operator. If Borrower is unable to afford the full monthly installment, due to an emergency, the Loan Committee may exercise one or more of the following options:

- Extend the time of payment or alter the terms of the indebtedness.
- Accept additional security of any kind including but not limited to: trust deeds or mortgages.
- Alter, substitute, or release any property securing the indebtedness.

If no response is received by the ninety day delinquency date Borrower will be reported to all three credit bureau agencies.

Evaluation after 90 Days but Before Foreclosure starts:

Lender's staff will consider the following factors before initiating foreclosure:

- 1) Can the loan be cured and can the rates and terms be adjusted to allow for affordable payments such that foreclosure is not necessary?
- 2) Can the Borrower refinance with a private lender and pay off the Lender?
- 3) Can the Borrower sell assets and pay off the Lender?

- 4) Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)
- 5) Will the sales price of assets "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the Lender may opt to initiate foreclosure. The Borrower must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the Lender to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the Lender should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lien holders. The service will advise the Lender of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the Lender informed of the progress of the foreclosure proceedings.

When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the Lender could sell the assets themselves or through a local professional. All proceeds of sale are considered CDBG program income and must be deposited in the Lender's CDBG Program Income Account.

ATTACHMENT D

SUBROGATION AGREEMENT

This Subrogation and Assignment Agreement ("Agreement") is made and entered into on this ____ day of _____, 20____, by and between _____ ("Business") and the City of Parlier ("Grantor/Lender").

In consideration of Business' receipt of funds or the commitment by Grantor/Lender to evaluate Business' application for the receipt of funds (collectively, the "Grant/Loan Proceeds") under the Parlier Business Economic Support Program (the "Program") administered by Grantor/Lender, Business hereby assigns to Grantor/Lender all of Business' future rights to reimbursement and all payments received from any grant, subsidized loan, or insurance policies of any type or coverage or under any reimbursement or relief program related to or administered by the Federal Emergency Management Agency ("FEMA") or the Small Business Administration ("SBA") (singularly, a "Disaster Program" and collectively, the "Disaster Programs") that was the basis of the calculation the Small Business Emergency Assistance Program to the extent of Grant/Loan Proceeds paid or to be paid to Business under the Program and that are determined in the sole discretion of [Grantor Name] to be a duplication of benefits ("DOB") as provided in this Agreement.

The proceeds or payments referred to in the preceding paragraph, whether they are from insurance, FEMA or the SBA or any other source, and whether or not such amounts are a DOB, shall be referred to herein as "Proceeds," and any Proceeds that are a DOB shall be referred to herein as "DOB Proceeds." Upon receiving any Proceeds not listed on the Duplication of Benefits Affidavit Business agrees to immediately notify the Grantor/Lender who will notify the [Grantor Name] of such additional amounts, and the [Grantor Name] will determine in its sole discretion if such additional amounts constitute a DOB. If some or all of the Proceeds are determined to be a DOB, the portion that is a DOB shall be paid to the Grantor/Lender, to be retained and/or disbursed as provided in this Agreement.

Business agrees to assist and cooperate with the Grantor/Lender elect to pursue any of the claims Business has against the insurers for reimbursement of DOB Proceeds under any such policies. Business' assistance and cooperation shall include but shall not be limited to allowing suit to be brought in Business' name(s) and providing any additional documentation with respect to such consent, giving depositions, providing documents, producing record and other evidence, testifying at trial and any other form of assistance and cooperation reasonably requested by the Grantor/Lender. Business further agrees to assist and cooperate in the attainment and collection of any DOB Proceeds that the Business would be entitled to under any applicable Disaster Program.

If requested by the Grantor/Lender, Business agrees to execute such further and additional documents and instruments as may be requested to further and better assign to the Grantor/Lender, to the extent of the Grant/Loan Proceeds paid to Business under the Program, the Policies, any amounts received under the Disaster Programs that are DOB Proceeds and/or any rights thereunder, and to take, or cause to be taken, all actions and to do, or cause to be done, all things requested by the Grantor/Lender to consummate and make effective the purposes of this Agreement.

Business explicitly allows the Grantor/Lender to request of any company with which Business held insurance policies, or FEMA or the SBA or any other entity from which Business has applied for or is receiving Proceeds, any non-public or confidential information determined to be reasonably necessary by the Grantor/Lender to

monitor/enforce its interest in the rights assigned to it under this Agreement and give Business' consent to such company to release said information to the Grantor/Lender.

If Business (or any lender to which DOB Proceeds are payable to such lender, to the extent permitted by superior loan documents) hereafter receives any DOB Proceeds, Business agrees to promptly pay such amounts to the Grantor/Lender, if Business received Grant/Loan Proceeds under the Program in an amount greater than the amount Business would have received if such DOB Proceeds had been considered in the calculation of Business' award.

In the event that the Business receives or is scheduled to receive any Proceeds not listed on its Duplication of Benefits Affidavit ("Subsequent Proceeds"), Business shall pay such Subsequent Proceeds directly to the Grantor/Lender, and the [Grantor Name] will determine the amount, if any, of such Subsequent Proceeds that are DOB Proceeds ("Subsequent DOB Proceeds"). Subsequent Proceeds in excess of Subsequent DOB Proceeds shall be returned to the Business. Subsequent DOB Proceeds shall be disbursed as follows:

1. If the Business has received full payment of the Grant/Loan Proceeds, any Subsequent DOB Proceeds shall be retained by the Grantor/Lender and remitted to the [Grantor Name].
2. If the Business has received no payment of the Grant/Loan Proceeds, any Subsequent DOB Proceeds shall be used by the Grantor/Lender to reduce payments of the Grant/Loan Proceeds to the Business, and all Subsequent DOB Proceeds shall be returned to the Business.
3. If the Business has received a portion of the Grant/Loan Proceeds, any Subsequent DOB Proceeds shall be used, retained and/or disbursed in the following order: (A) Subsequent DOB Proceeds shall first be used to reduce the remaining payments of the Grant/Loan Proceeds, and Subsequent DOB Proceeds in such amount shall be returned to the Business; and (B) any remaining Subsequent DOB Proceeds shall be retained by the Grantor/Lender and remitted to the [Grantor Name].
4. If the Grantor/Lender makes the determination that the Business does not qualify to participate in the Program or the Business determines not to participate in the Program, the Subsequent DOB Proceeds shall be returned to the Business, and this Agreement shall terminate.

Once the Grantor/Lender has recovered an amount equal to the Grant/Loan Proceeds paid to Business, the Grantor/Lender will reassign to Business any rights assigned to the Grantor/Lender pursuant to this Agreement.

Business represents that all statements and representations made by Business regarding Proceeds received by Business shall be true and correct as of the date of Closing.

NOTICE: Business and the person executing this Agreement on behalf of the Business are hereby notified that intentionally or knowingly making a materially false or misleading written statement to obtain property or credit, including a mortgage loan, is a violation of Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5155), as amended by section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-2 254; 132 Stat. 3442) and, depending upon the amount of the Grant/Loan Proceeds, is punishable by *[insert potential terms of violation]*.

The person executing this Agreement on behalf of the Business hereby represents that he\she has received, read, and understands this notice of penalties for making a materially false or misleading written statement to obtain the Grant/Loan Proceeds.

In any proceeding to enforce this Agreement, the Grantor/Lender shall be entitled to recover all costs of enforcement, including actual attorney's fees.

BUSINESS

[insert business name]

By: _____

Name: _____

Title: _____

GRANTOR/LENDER:

City of Parlier

By: _____

Name: _____

Title: _____

AGENDA ITEM: # 11

MEETING DATE: September 1, 2022

DEPARTMENT:

REPORT TO THE CITY COUNCIL

SUBJECT:

Public Hearing, First Reading, and Introduction of Ordinance Amending portions of Chapters 13.10 and 13.50 of the Parlier Municipal Code Relating to Application for Conditions of Furnishing Water and Sewer Services, Respectively.

RECOMMENDATION:

Conduct Public Hearing, Waive First Reading and Introduce Ordinance Amending Portions of Chapter 13.10 and 13.50 of the Parlier Municipal Code Relating to Application for and Conditions to Furnishing Water and Sewer Services, Respectively.

BACKGROUND:

Our ordinance already requires water and sewer accounts to be held in the name of the owner, however they refer to “new” accounts. The proposed amendments make clear that whether they are new or not, every account for water and sewer must be held in the name of the owner. The ordinance allows, with the owner’s written consent, that the bill be sent to a tenant, but the account remains in the owner’s name and the owner remains liable for all charges.

Other revisions are to the provisions concerning deposits which we have made as straight \$200 fee for both water and sewer. The deposit remains on deposit with the City until the account is terminated. The prior ordinances required return of the deposit, after one year.

The overall intent of these changes is simply to make collection of charges virtually certain.

RECOMMENDATION:

Conduct Public Hearing, Waive First Reading and Introduce Ordinance Amending Portions of Chapter 13.10 and 13.50 of the Parlier Municipal Code Relating to Application for and Conditions to Furnishing Water and Sewer Services, Respectively.

Prepared by:

Neal E. Costanzo, City Attorney

ORDINANCE NO. 2022-__

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PARLIER AMENDING
SECTIONS OF CHAPTERS 13.10 AND 13.50 RELATING TO APPLICATIONS AND
CONDITIONS FOR FURNISHING WATER AND SEWER SERVICE, RESPECTIVELY**

WHEREAS, Parlier Municipal Code (PMC) Section 13.10.020 and 13.10.260 establish an application requirement and deposit requirement for obtaining water service from the City and Section 13.50.030 and 13.50.040 establish application and deposit requirements for receiving sewer service provided by the City; and

WHEREAS, the forgoing sections of Chapters 13.10 and 13.50 require amendments as to more appropriately require deposits for service and clarify that service is to be provided under the name or names of the current property owner.

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

Section I: Title 13, Chapter 13.10, Section 13.10.020 is hereby amended to read as follows:

13.10.020 – Application for Service Required

A. All accounts for City water services shall be established by and held in the name(s) of the property owner(s) of any property where water services are provided by the City.

B. At the time application for water service is requested, and at the Chief Financial Officer's sole discretion, the applicant shall provide proof of ownership of the property to be served.

C. The record owner(s) of property receiving City water services shall be fully responsible and liable for the payment of all water service charges, any delinquent water service charges, and any penalties applicable the property receiving water service.

D. No property shall be connected to the City water service system except upon permit issued by the Water Superintendent. Before water service may be supplied to any premises, the property owner or his/her designated representative shall make application to the City and pay the fee for service as set by resolution of the City Council.

E. The Chief Financial Officer may at the Chief Financial Officer's sole discretion, send the bill for water services to a tenant or any other person or entity designated by the record owner(s) provided the record owner(s) or an authorized representative submits to the City a complete and signed request to bill the tenant or other designated person or entity on such form as may be specified by the Chief Financial Officer.

F. If, in accordance with subdivision E of this section, a bill is sent to a person or entity other than the record owner(s) then the service account shall remain in the name of the record owner(s) and the record owner(s) shall be fully responsible and liable for the payment of any water service charges, any delinquent water service charges, and penalties applicable to the owner(s) property as if the bill had been sent to the record owner(s).

Section 2: Title 13, Chapter 13.10, Section 13.10.260 is hereby amended to read as follows:

13.10.260 – Conditions to Furnishing Water

A. Before water service shall be supplied to any premises the applicant shall pay a deposit of \$200. The deposit shall not earn interest. The deposit shall be retained by the City until the applicant has terminated the account. At that time, if the fees and charges for water service have been paid in full, the deposit shall be refunded to the applicant. Otherwise, all outstanding fees and charges will be deducted from the deposit and the remaining deposit balance, if any, shall be refunded to the applicant.

Section 3: Title 13, Chapter 13.50, Section 13.50.030 is hereby amended to read as follows:

13.50.030 – Application for Service Required.

A. All accounts for City sewer services shall be established by and held in the name of the record owner(s) of the property where the sewer services are provided by the City.

B. At the time application for sewer service is requested, and at the Chief Financial Officer's sole discretion, the applicant shall provide proof of ownership of the property to be served.

C. The record owner(s) of a property receiving City sewer services shall be fully responsible and liable for the payment of all sewer service charges, any delinquent sewer service charges, and any penalties applicable to the property receiving sewer service.

D. No property shall be connected to the City sewer service except upon permit issued by the Director of Public Works.

E. Before new sewer service may be supplied to any premises, the record owner of the property receiving sewer services shall pay the fee for new service as set by resolution of the City Council.

F. The Chief Financial Officer may, in the Chief Financial Officer's sole discretion, send the bill for sewer services to a tenant or any other person or entity designated by the record owner(s) provided the record owner(s) or an authorized representative submits to the City a complete and signed request to bill the tenant or other designated person or entity on such form as may be specified by the Chief Financial Officer.

G. If, in accordance with subsection F of this section, a bill is sent to a person or entity other than the record owner(s), then the service account shall remain in the name of the record owner(s) and the record owner(s) shall be fully responsible and liable for the payment of any sewer service charges, any delinquent sewer service charges, and penalties applicable to his or her property as if the bill had been sent to the record owner(s).

Section 4: Title 13, Chapter 13.50, Section 13.50.040 is hereby amended to read as follows:

13.50.040 – Conditions to Furnishing Sewer Service.

A. Before sewer service shall be provided to any premises the applicant for sewer service shall pay a deposit of \$200. The deposit shall not earn interest. The deposit shall be retained by the City until the applicant has terminated the sewer service account. At that time, if the fees and charges for sewer services have been paid in full, the deposit shall be refunded to the applicant. Otherwise, all outstanding fees and charges will be deducted from the deposit and the remaining deposit balance, if any, shall be refunded to the applicant.

Section 5: Title 13, Chapter 13.50, Section 13.50.080 is hereby amended to read as follows – 13.50.080 Transfer of Deposits and Accounts.

Accounts of sewer service customers may be transferred to different premises within the City without a new deposit, provided that the account that is transferred is not delinquent.

Section 6: California Environmental Quality Act: The City Council having considered the Staff Report and all public comments, has determined that this ordinance is not a project under the California Environmental Quality Act because the ordinance has no potential for resulting in a physical change in the environment. Since the ordinance is not a project, no environmental documentation is required.

Section 7: Severability: If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, the decision shall not affect the validity of the remaining portions of the Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases have been declared invalid or unconstitutional.

Section 8: Effective Date and Posting of Ordinance: The Clerk of the City of Parlier shall cause a summary of this Ordinance to be published at least once within fifteen (15) days after its passage in a newspaper of general circulation in Fresno County with the names of those City Council Members voting for or against the Ordinance.

INTRODUCED at a regular meeting on September 1, 2022.

PASSED and ADOPTED, at a regular meeting of all Council on September 15, 2022, by the following vote:

AYES: COUNCIL MEMBERS

NOES: COUNCIL MEMBERS

ABSTAIN: COUNCIL MEMBERS

ABSENT: COUNCIL MEMBERS

Alma Beltran, Mayor of the City of Parlier

ATTEST:

Bertha Augustine
Deputy City Clerk of the City of Parlier