

**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, NOVEMBER 3, 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:

Jeff O'Neal, City Planner – Informational item regarding modifications to the approved Prodigy Square Commercial Development at Manning and Academy

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 October 18, 2022 to October 31, 2022.
2. Approve the Minutes dated October 20, 2022

REGULAR BUSINESS:

3. **SUBJECT:** Consideration and Necessary Action on Resolution Authorizing City Manager to sign the contract with Bryant Jolley CPA for our Annual Financial Audits.

RECOMMENDATION: Staff recommends the City Council approve **Resolution No. 2022-55** to sign a 3-year contract with Bryan Jolley CPA for our Annual Financial Audits.

4. **SUBJECT:** Consideration and Necessary Action on Resolution No. 2022-56 Authorizing City Manager to sign the contract with Jaribu Nelson CPA for our Annual Daycare Financial Audits.

RECOMMENDATION: Staff recommends the City Council approve **Resolution No. 2022-56** to sign a 1-year contract with Jaribu Nelson CPA for our Annual Daycare Financial Audits 2021/2022.

5. **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.

BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:

CITY MANAGER:

CITY ATTORNEY:

CITY COUNCIL:

ADJOURNMENT

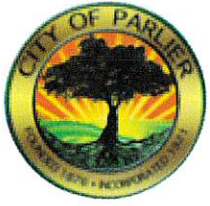
ADA NOTICE

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: 10/18/2022 - 10/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
AMA02	FRANCISCO AMADOR	10/21/2022	Regular	0.00	-3,743.35	59519
AMA02	FRANCISCO AMADOR	10/21/2022	Regular	0.00	3,743.35	59519
HDL01	HDL COREN & CONE	10/21/2022	Regular	0.00	-1,438.16	59520
HDL01	HDL COREN & CONE	10/21/2022	Regular	0.00	1,438.16	59520
AT&09	AT&T	10/24/2022	Regular	0.00	169.07	59521
BAN01	BANKCARD CENTER	10/24/2022	Regular	0.00	11,573.92	59522
	Void	10/24/2022	Regular	0.00	0.00	59523
	Void	10/24/2022	Regular	0.00	0.00	59524
	Void	10/24/2022	Regular	0.00	0.00	59525
ENE00	CHOICE PARTNERS, INC.	10/24/2022	Regular	0.00	2,322.00	59526
CIN01	CINTAS CORPORATION NO. 2	10/24/2022	Regular	0.00	441.66	59527
DEL00	DE LAGE LANDEN FINANCIAL	10/24/2022	Regular	0.00	963.11	59528
HOM01	HOME DEPOT CREDIT SERVICE	10/24/2022	Regular	0.00	1,454.27	59529
ADP00	ADP, INC.	10/24/2022	Regular	0.00	2,630.61	59530
	Void	10/24/2022	Regular	0.00	0.00	59531
ALT01	ALTA MONTCLAIR/EBSA	10/24/2022	Regular	0.00	17,600.00	59532
	Void	10/24/2022	Regular	0.00	0.00	59533
BOO02	BOOT BARN INC.	10/24/2022	Regular	0.00	877.60	59534
BREA1	BREAKING THE CHAINS	10/24/2022	Regular	0.00	1,909.94	59535
CAR03	CARDENAS, DEMETRIA B.	10/24/2022	Regular	0.00	770.00	59536
CEN19	CENTRAL SANITARY SUPPLY	10/24/2022	Regular	0.00	436.85	59537
DEL17	DE LOS SANTOS, ANNABEL	10/24/2022	Regular	0.00	770.00	59538
DEP03	DEPARTMENT OF TOXIC SUBSTANCES CONTRO	10/24/2022	Regular	0.00	4.33	59539
INF14	INFANTE, VERONICA	10/24/2022	Regular	0.00	770.00	59540
INT14	INTERSTATE GAS SERVICES, INC.	10/24/2022	Regular	0.00	1,480.00	59541
PPA02	PARLIER POLICE ASSO.	10/24/2022	Regular	0.00	3,825.00	59542
TIM01	TIMOTHY CANDELARIA	10/24/2022	Regular	0.00	625.00	59543
MID03	MID VALLEY DISPOSAL LLC	10/25/2022	Regular	0.00	460,521.17	59544
JOH01	MELANIE FLORES	10/27/2022	Regular	0.00	122.75	59545
A&M00	A&M CONSULTING ENGINEERS	10/31/2022	Regular	0.00	73,842.00	59547
ADT01	ADT SECURITY SERVICES	10/31/2022	Regular	0.00	1,384.18	59548
AM 01	AM CONSULTING ENGINEERS INC.	10/31/2022	Regular	0.00	16,050.00	59549
AME04	AMERICAN PAVING COMPANY	10/31/2022	Regular	0.00	491,602.88	59550
AT&08	AT&T	10/31/2022	Regular	0.00	443.08	59551
AT&02	AT&T MOBILITY	10/31/2022	Regular	0.00	831.80	59552
BEA01	BEATWEAR, INC.	10/31/2022	Regular	0.00	640.06	59553
BOO02	BOOT BARN INC.	10/31/2022	Regular	0.00	406.13	59554
CIN01	CINTAS CORPORATION NO. 2	10/31/2022	Regular	0.00	441.66	59555
COM05	COMCAST	10/31/2022	Regular	0.00	2,351.76	59556
COS03	COSTANZO & ASSOCIATES	10/31/2022	Regular	0.00	25,676.10	59557
DIA11	DIAMOND COMMUNICATIONS	10/31/2022	Regular	0.00	645.00	59558
EDD02	EMPLOYMENT DEVELOPMENT DE	10/31/2022	Regular	0.00	423.00	59559
GOO02	GOODSUITE	10/31/2022	Regular	0.00	59.95	59560
HDL02	HINDERLITER, DE LLAMAS & ASSOCIATES	10/31/2022	Regular	0.00	1,438.16	59561
INT14	INTERSTATE GAS SERVICES, INC.	10/31/2022	Regular	0.00	832.50	59562
JSC01	J'S COMMUNICATIONS, INC.	10/31/2022	Regular	0.00	740.00	59563
PAP01	MARY JANE PAPADOPOULOS	10/31/2022	Regular	0.00	1,720.00	59564
MET02	METLIFE - GROUP BENEFITS	10/31/2022	Regular	0.00	7.39	59565
ELI01	NDN INTERNATIONAL LLC	10/31/2022	Regular	0.00	599.11	59566
NEL01	NELSON'S POWER CENTER	10/31/2022	Regular	0.00	328.14	59567
NUN00	PABLO NUNEZ	10/31/2022	Regular	0.00	400.00	59568
P.G01	PACIFIC GAS & ELECTRIC	10/31/2022	Regular	0.00	4,711.79	59569
PRP01	PR PLUMBING, HEATING & AIR CONDITIONING	10/31/2022	Regular	0.00	125.00	59570
SHR00	SHRED-IT USA - FRESNO	10/31/2022	Regular	0.00	101.04	59571

Check Report

Date Range: 10/18/2022 - 10/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
SOL03	SOLIS, ROSALIA	10/31/2022	Regular	0.00	82.03	59572
SOU07	SOUTH COUNTY VETERINARY H	10/31/2022	Regular	0.00	668.30	59573
STE08	STERICYCLE, INC.	10/31/2022	Regular	0.00	101.04	59574
UNI05	UNITY IT	10/31/2022	Regular	0.00	361.91	59575
VOR01	VORTAL, INC.	10/31/2022	Regular	0.00	200.00	59576
PER01	CALPERS	10/21/2022	Bank Draft	0.00	20,355.92	DFT0000567
PER01	CALPERS	10/21/2022	Bank Draft	0.00	1,921.58	DFT0000568
PER01	CALPERS	10/21/2022	Bank Draft	0.00	2,758.73	DFT0000569

Bank Code APBNK Summary

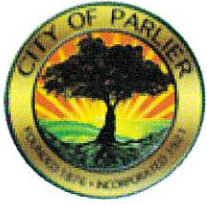
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	118	52	0.00	1,141,662.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	-5,181.51
Bank Drafts	3	3	0.00	25,036.23
EFT's	0	0	0.00	0.00
	121	62	0.00	1,161,517.52

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	118	52	0.00	1,141,662.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	-5,181.51
Bank Drafts	3	3	0.00	25,036.23
EFT's	0	0	0.00	0.00
	121	62	0.00	1,161,517.52

Fund Summary

Fund	Name	Period	Amount
999	POOL FUND	10/2022	1,161,517.52
			1,161,517.52



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
AMA02	FRANCISCO AMADOR	10/21/2022	Regular	0.00	-3,743.35	59519
AMA02	FRANCISCO AMADOR	10/21/2022	Regular	0.00	3,743.35	59519
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/8/22-10/21/2	Invoice	10/21/2022	Final Paycheck	0.00	3,743.35	
	100-5400-5000		SALARIES EXPENSE		3,743.35	
HDL01	HDL COREN & CONE	10/21/2022	Regular	0.00	-1,438.16	59520
HDL01	HDL COREN & CONE	10/21/2022	Regular	0.00	1,438.16	59520
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN020959	Invoice	09/14/2022	SALES TAX Q1 2022	0.00	1,438.16	
	100-5200-6542		CONTRACT SERVICES		719.08	
	602-8100-6542		CONTRACT SERVICES		719.08	
AT&09	AT&T	10/24/2022	Regular	0.00	169.07	59521
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000018922124	Invoice	10/19/2022	VARIOUS SVCS 9/22 BAN67	0.00	145.88	
	400-5300-6510		TELEPHONE/DATA & PAG		24.31	
	400-5600-6510		TELEPHONE/DATA/PAGER		24.32	
	401-5600-6510		TELEPHONE/DATA/PAGER		24.32	
	401-5600-6510		TELEPHONE/DATA/PAGER		24.31	
	401-5600-6510		TELEPHONE/DATA/PAGER		24.31	
	401-5600-6510		TELEPHONE/DATA/PAGER		24.31	
000018922470	Invoice	10/19/2022	WELL 2A SVCS 9/22 BAN65	0.00	23.19	
	400-5600-6510		TELEPHONE/DATA/PAGER		23.19	
BAN01	BANKCARD CENTER	10/24/2022	Regular	0.00	11,573.92	59522
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5419-SEP/22	Invoice	10/21/2022	ANNUAL REWARDS FEE	0.00	85.00	
	100-5100-6501		MEMBERSHIP DUES		17.00	
	100-5200-6501		MEMBERSHIP DUES		17.00	
	100-5400-6501		MEMBERSHIP DUES		17.00	
	401-5300-6501		MEMBERSHIP DUES		17.00	
	402-5300-6501		MEMBERSHIP DUES		17.00	
5576-SEP/22	Invoice	10/21/2022	ADM CREDIT CARD 9/22	0.00	3,849.21	
	100-5100-6503		TRAVEL, MEETINGS & TR		1.64	
	100-5100-6503		TRAVEL, MEETINGS & TR		29.02	
	100-5100-6503		TRAVEL, MEETINGS & TR		11.03	
	100-5100-6503		TRAVEL, MEETINGS & TR		8.93	
	100-5100-6503		TRAVEL, MEETINGS & TR		3.00	
	100-5100-6503		TRAVEL, MEETINGS & TR		1,844.01	
	100-5100-6503		TRAVEL, MEETINGS & TR		48.00	
	100-5100-6503		TRAVEL, MEETINGS & TR		59.57	
	100-5200-6503		TRAVEL, MEETINGS & TR		1,844.01	
7676-SEP/22	Invoice	10/21/2022	ADMIN CREDIT CARD 9/22	0.00	6,747.85	
	100-5100-6503		TRAVEL, MEETINGS & TR		248.61	
	100-5100-6503		TRAVEL, MEETINGS & TR		147.67	
	100-5100-6503		TRAVEL, MEETINGS & TR		5.56	
	100-5100-6503		TRAVEL, MEETINGS & TR		6.93	
	100-5200-6501		MEMBERSHIP DUES		16.34	

Check Report

Date Range: 10/18/2022 - 10/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-5200-6501	MEMBERSHIP DUES	MEMB-ZIPRECRUIT		9.99	
	100-5410-6002	PARTS & SUPPLIES	TRACTOR SUPPLY-COYOTE		151.89	
	100-5410-6002	PARTS & SUPPLIES	TRACTOR SUPPLY-RACoon		86.79	
	100-5615-6002	PARTS SUPPLIES	WALMART-SC SUPPLIES		65.69	
	100-5615-6504	FOOD SERVICES	STATE FOOD-SC FOOD SPPL		35.64	
	100-5615-6504	FOOD SERVICES	SHOP SAVE MART-SC FOOD		17.98	
	100-5615-6504	FOOD SERVICES	STATE FOODS-SC FOOD		9.18	
	100-5615-6504	FOOD SERVICES	LITTLE CAESAR-SC FOOD		31.58	
	100-5615-6504	FOOD SERVICES	LITTLE CAESARS-SC FOOD		31.58	
	100-5615-6504	FOOD SERVICES	COSTCO-SC FOOD		122.67	
	100-5615-6504	FOOD SERVICES	LITTLE CEASAR-SC FOOD		26.12	
	200-5600-6002	PARTS & SUPPLIES	AMAZON-BATTERIES		128.56	
	200-5600-6002	PARTS & SUPPLIES	TOMS MOBILE-UNIT 501		740.49	
	269-6303-6503	TRAVEL, MEETINGS & TR	AMERICAN AIRLINES-CARD		776.70	
	269-6303-6503	TRAVEL, MEETINGS & TR	AMERICAN AIRLINES-DE LO		776.70	
	269-6303-6503	TRAVEL, MEETINGS & TR	AMERICAN AIRLINES-INFAN		776.70	
	269-6303-6503	TRAVEL, MEETINGS & TR	STATE FOOD SAFETY		130.00	
	281-5420-6503	TRAVEL, TRAINING/MEET	CACEO TRAINING		425.00	
	400-5300-6000	OFFICE SUPPLIES - FIN	TYLER BUSINESS-AMBLC		141.47	
	400-5300-6501	MEMBERSHIP DUES	SOFTWARE-ADOBE		5.00	
	400-5600-6002	PARTS & SUPPLIES	TOMS MOBILE-UNIT 501		740.48	
	401-5300-6000	OFFICE SUPPLIES	TYLER BUSINESS-AMBLC		141.47	
	401-5300-6501	MEMBERSHIP DUES	SOFTWARE-ADOBE		5.00	
	401-5600-6000	OFFICE SUPPLIES	AMAZON-OFFICE SUPPLIES		59.13	
	401-5600-6002	PARTS SUPPLIES	TOMS MOBILE-UNIT 501		740.48	
	402-5300-6000	OFFICE SUPPLIES	TYLER BUSINESS-AMBLC		141.46	
	402-5300-6501	MEMBERSHIP DUES	SOFTWARE-ADOBE		4.99	
9320-SEP/22	Invoice	10/21/2022	PD CREDIT CARD 9/22	0.00	891.86	
	100-5400-5013	UNIFORM	UNIFORM-PLANTILLAS		43.29	
	100-5400-6000	OFFICE SUPPLIES	OFFICE SUPPLIES		432.82	
	100-5400-6000	OFFICE SUPPLIES	HD RETURN ITEM		-432.82	
	100-5400-6503	TRAVEL, MEETINGS & TR	TRAINING MEAL-SFST		49.99	
	100-5400-6503	TRAVEL, MEETINGS & TR	TRAINING MEAL-SFST		10.00	
	100-5400-6503	TRAVEL, MEETINGS & TR	CHIEFS EXECUTIVE TRAINING		553.98	
	100-5400-6503	TRAVEL, MEETINGS & TR	WALMART-TRAINING-SFST		58.90	
	100-5400-6503	TRAVEL, MEETINGS & TR	TRAINING MEAL-SFST		54.43	
	100-5400-6503	TRAVEL, MEETINGS & TR	STAR 1 TRAINING MEAL-SFST		5.50	
	100-5400-6503	TRAVEL, MEETINGS & TR	WALMART-TRAINING-SFST		57.10	
	100-5410-6002	PARTS & SUPPLIES	ACE-ANIMAL CONTROL		58.67	
	Void	10/24/2022	Regular	0.00	0.00	59523
	Void	10/24/2022	Regular	0.00	0.00	59524
	Void	10/24/2022	Regular	0.00	0.00	59525
ENE00	CHOICE PARTNERS, INC.	10/24/2022	Regular	0.00	2,322.00	59526
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
72678	Invoice	10/19/2022	ELEC ENERGY SVGS 8/22	0.00	2,322.00	
	401-5600-6520		PROFESSIONAL SERVICES		2,322.00	
CIN01	CINTAS CORPORATION NO. 2	10/24/2022	Regular	0.00	441.66	59527
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
4133429622	Invoice	10/19/2022	WK SVCS 10/5/22	0.00	214.34	
	100-5200-6520		PROFESSIONAL SERVICES/		23.50	
	100-5617-6520		PROFESSIONAL SERVICES/		37.30	
	400-5600-6520		PROFESSIONAL SERVICES/		76.77	
	401-5600-6520		PROFESSIONAL SERVICES		76.77	
4134121016	Invoice	10/19/2022	WK SVCS 10/12/22	0.00	227.32	
	100-5200-6520		PROFESSIONAL SERVICES/		23.75	
	100-5617-6520		PROFESSIONAL SERVICES/		37.55	

Check Report

Date Range: 10/18/2022 - 10/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	400-5600-6520	PROFESSIONAL SERVICES/	WK SVCS 10/12/22		83.01	
	401-5600-6520	PROFESSIONAL SERVICES	WK SVCS 10/12/22		83.01	
DE000	DE LAGE LANDEN FINANCIAL	10/24/2022	Regular	0.00	963.11	59528
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
77907869	Invoice	10/19/2022	COPY MCHN PROP TAX 22	0.00	73.50	
	100-5400-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		73.50	
77907870	Invoice	10/19/2022	COPY MCHN PROP TAX 22	0.00	889.61	
	100-5100-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		39.02	
	100-5200-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		78.41	
	100-5400-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		174.33	
	100-5700-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		39.03	
	100-5700-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		39.02	
	269-6303-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		174.51	
	400-5300-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		107.08	
	400-5600-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		65.57	
	401-5300-6520	PROFESSIONAL SERVICES/	COPY MCHN PROP TAX 22		107.08	
	401-5600-6520	PROFESSIONAL SERVICES	COPY MCHN PROP TAX 22		65.56	
HOM01	HOME DEPOT CREDIT SERVICE	10/24/2022	Regular	0.00	1,454.27	59529
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
11125	Invoice	10/20/2022	WELL PARTS	0.00	622.75	
	400-5600-6004	TOOLS & MINOR EQUIPM	WELL PARTS		622.75	
11179	Invoice	10/20/2022	WELL PARTS	0.00	351.06	
	400-5600-6004	TOOLS & MINOR EQUIPM	WELL PARTS		351.06	
8014564	Invoice	10/20/2022	REPAIRS-PA	0.00	480.46	
	269-6300-6002	PARTS SUPPLIES	REPAIRS-PA		480.46	
ADP00	ADP, INC.	10/24/2022	Regular	0.00	2,630.61	59530
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
616049654	Invoice	10/21/2022	T&A PAYROLL SVCS 9/22	0.00	2,630.61	
	100-5100-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		259.36	
	100-5200-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		111.15	
	100-5300-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		111.15	
	100-5400-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		815.12	
	100-5410-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		37.05	
	100-5610-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		74.10	
	100-5615-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		37.05	
	100-5617-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		37.05	
	100-5620-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		74.10	
	100-5700-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		111.15	
	102-5400-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		37.05	
	203-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		37.05	
	206-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		37.05	
	213-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		37.05	
	269-6303-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		444.63	
	281-5420-6520	PROFESSIONAL SERVICES	T&A PAYROLL SVCS 9/22		37.05	
	400-5300-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		111.15	
	400-5600-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		74.10	
	401-5300-6520	PROFESSIONAL SERVICES/	T&A PAYROLL SVCS 9/22		111.15	
	401-5600-6520	PROFESSIONAL SERVICES	T&A PAYROLL SVCS 9/22		37.05	
	Void	10/24/2022	Regular	0.00	0.00	59531
ALT01	ALTA MONTCLAIR/EBSA	10/24/2022	Regular	0.00	17,600.00	59532

Check Report				Date Range: 10/18/2022 - 10/31/2022			
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		
10/13/2022	Invoice	10/18/2022	(457) 9/24/22-10/7/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 9/24/22-10/7/22		1,925.00	
	100-22214		457-2 ROTH	(457) 9/24/22-10/7/22		275.00	
7/21/2022	Invoice	10/18/2022	(457) 7/2/22-7/15/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 7/2/22-7/15/22		1,925.00	
	100-22214		457-2 ROTH	(457) 7/2/22-7/15/22		275.00	
7/7/2022	Invoice	10/18/2022	(457) 6/18/22-7/1/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 6/18/22-7/1/22		1,925.00	
	100-22214		457-2 ROTH	(457) 6/18/22-7/1/22		275.00	
8/18/2022	Invoice	10/18/2022	(457) 7/30/22-8/12/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 7/30/8/12/22		1,925.00	
	100-22214		457-2 ROTH	(457) 7/30/8/12/22		275.00	
8/4/2022	Invoice	10/18/2022	(457) 7/16/22-7/29/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 7/16/22-7/29/22		1,925.00	
	100-22214		457-2 ROTH	(457) 7/16/22-7/29/22		275.00	
9/1/2022	Invoice	10/18/2022	(457) 8/13/22-8/26/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 8/13/22-8/26/22		1,925.00	
	100-22214		457-2 ROTH	(457) 8/13/22-8/26/22		275.00	
9/15/2022	Invoice	10/18/2022	(457) 8/27/22-9/9/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 8/27/22-9/9/22		1,925.00	
	100-22214		457-2 ROTH	(457) 8/27/22-9/9/22		275.00	
9/29/2022	Invoice	10/18/2022	(457) 9/10/22-9/23/22		0.00	2,200.00	
	100-22210		457 DEFERRED COMPENS	(457) 9/10/22-9/23/22		1,925.00	
	100-22214		457-2 ROTH	(457) 9/10/22-9/23/22		275.00	
	Void	10/24/2022	Regular		0.00	0.00	59533
BOO02	BOOT BARN INC.	10/24/2022	Regular		0.00	877.60	59534
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
INV00200156	Invoice	10/20/2022	SAFETY SHOES 22/23		0.00	877.60	
	100-5620-6002		PARTS SUPPLIES	SAFETY SHOES 22/23		133.34	
	400-5600-6002		PARTS & SUPPLIES	SAFETY SHOES 22/23		372.13	
	401-5600-6002		PARTS SUPPLIES	SAFETY SHOES 22/23		372.13	
BREA1	BREAKING THE CHAINS	10/24/2022	Regular		0.00	1,909.94	59535
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
32	Invoice	10/24/2022	BTC CASE MNGR / ADM 9/22		0.00	1,909.94	
	279-5700-6520		GRANT ADMINISTRATION	BTC CASE MNGR / ADM 9/22		1,909.94	
CAR03	CARDENAS, DEMETRIA B.	10/24/2022	Regular		0.00	770.00	59536
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
11/14-11/20/22	Invoice	10/21/2022	NAEYC CONFERENCE 2022		0.00	770.00	
	269-6303-6503		TRAVEL, MEETINGS & TR	NAEYC CONFERENCE 2022		770.00	
CEN19	CENTRAL SANITARY SUPPLY	10/24/2022	Regular		0.00	436.85	59537
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
1270538	Invoice	10/20/2022	PD FAC SUPPLIES		0.00	436.85	
	100-5400-6002		PARTS SUPPLIES	PD FAC SUPPLIES		436.85	
DEL17	DE LOS SANTOS, ANNABEL	10/24/2022	Regular		0.00	770.00	59538

Check Report

Date Range: 10/18/2022 - 10/31/2022

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		
11/14-11/20/22	Invoice	10/21/2022	NAEYC CONFERENCE 2022	0.00	770.00	
	269-6303-6503		TRAVEL, MEETINGS & TR		770.00	
DEP03	DEPARTMENT OF TOXIC SUBSTANCES CONTRO	10/24/2022	Regular	0.00	4.33	59539
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
22SM0351	Invoice	10/24/2022	LATE PAYMENT FEE - 102253-SM	0.00	4.33	
	100-5300-6540		MISCELLANEOUS EXPENS		4.33	
INF14	INFANTE, VERONICA	10/24/2022	Regular	0.00	770.00	59540
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11/14-11/20/22	Invoice	10/21/2022	NAEYC CONFERENCE 2022	0.00	770.00	
	269-6303-6503		TRAVEL, MEETINGS & TR		770.00	
INT14	INTERSTATE GAS SERVICES, INC.	10/24/2022	Regular	0.00	1,480.00	59541
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7021663	Invoice	10/20/2022	SEWER BILLING 3-5/22	0.00	925.00	
	401-5300-6520		PROFESSIONAL SERVICES/		925.00	
7021678	Invoice	10/20/2022	SEWER BILLING 8/22	0.00	555.00	
	401-5300-6520		PROFESSIONAL SERVICES/		555.00	
PPA02	PARLIER POLICE ASSO.	10/24/2022	Regular	0.00	3,825.00	59542
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8/13/22-8/26/22	Invoice	10/18/2022	PPOA DUES	0.00	1,275.00	
	100-22196		PPOA DUES WITHHELD		1,275.00	
8/27/22-9/9/22	Invoice	10/18/2022	PPOA DUES	0.00	1,275.00	
	100-22196		PPOA DUES WITHHELD		1,275.00	
9/10/22-9/23/22	Invoice	10/18/2022	PPOA DUES	0.00	1,275.00	
	100-22196		PPOA DUES WITHHELD		1,275.00	
TIM01	TIMOTHY CANDELARIA	10/24/2022	Regular	0.00	625.00	59543
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10/13/2022	Invoice	10/18/2022	CATERING - PHS FOOTBALL TEAM	0.00	625.00	
	100-5100-6538		COMMUNITY PROMO		625.00	
MID03	MID VALLEY DISPOSAL LLC	10/25/2022	Regular	0.00	460,521.17	59544
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3-22 COR	Invoice	06/30/2022	DISPOSAL SVCS 3/22 COR	0.00	13,869.36	
	402-5300-6514		GARBAGE SERVICES		13,869.36	
4-22 COR	Invoice	06/30/2022	DISPOSAL SVCS 4/22 COR	0.00	13,664.91	
	402-5300-6514		GARBAGE SERVICES		13,664.91	
5-22	Invoice	06/30/2022	DISPOSAL SVCS 5/22	0.00	107,822.96	
	402-5300-6514		GARBAGE SERVICES		107,822.96	
6-22	Invoice	06/30/2022	DISPOSAL SVCS 6/22	0.00	108,139.86	
	402-5300-6514		GARBAGE SERVICES		108,139.86	
7-22	Invoice	10/25/2022	DISPOSAL SVCS 7/22	0.00	108,277.48	
	402-5300-6514		GARBAGE SERVICES		108,277.48	
8-22	Invoice	10/25/2022	DISPOSAL SVCS 8/22	0.00	108,746.60	
	402-5300-6514		GARBAGE SERVICES		108,746.60	
JOH01	MELANIE FLORES	10/27/2022	Regular	0.00	122.75	59545

Check Report

Date Range: 10/18/2022 - 10/31/2022

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		
10/8/22-10/21/2	Invoice	10/27/2022	6 Comp Time Hours	0.00	122.75	
	100-5400-5000		SALARIES EXPENSE		122.75	
A&M00	A&M CONSULTING ENGINEERS	10/31/2022	Regular	0.00	73,842.00	59547
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV12322021	Invoice	10/28/2022	SCHAFER TRACT 6287 9/22	0.00	1,518.00	
	100-5700-6520		PROFESSIONAL SERVICES/ SCHAFER TRACT 6287 9/22		1,518.00	
INV12342021	Invoice	10/28/2022	DOWNTOWN BEAUTIFICATION 9/22	0.00	1,380.00	
	250-5700-7006		DOWNTOWN BEAUTIFICA DOWNTOWN BEAUTIFICATION		1,380.00	
INV12352021	Invoice	10/28/2022	UFGP PROJECT 9/22	0.00	6,072.00	
	245-5700-6520		PROFESSIONAL SERVICES UFGP PROJECT 9/22		6,072.00	
INV12362021	Invoice	10/28/2022	UFGP PLANS & SPECS 9/22	0.00	64,872.00	
	245-5700-6520		PROFESSIONAL SERVICES UFGP PLANS & SPECS 9/22		64,872.00	
ADT01	ADT SECURITY SERVICES	10/31/2022	Regular	0.00	1,384.18	59548
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
401559711-10-22	Invoice	10/28/2022	PW SECURITY SVCS 10/22	0.00	460.08	
	400-5600-6520		PROFESSIONAL SERVICES/ PW SECURITY SVCS 10/22		460.08	
401966975-10-22	Invoice	10/28/2022	WWTP SECURITY SVCS 10/22	0.00	216.77	
	401-5600-6520		PROFESSIONAL SERVICES WWTP SECURITY SVCS 10/22		216.77	
402675472-10-22	Invoice	10/28/2022	CH SECURITY SVCS 10/22	0.00	55.93	
	100-5620-6520		PROFESSIONAL SERVICES/ CH SECURITY SVCS 10/22		55.93	
402676105-10-22	Invoice	10/28/2022	GD SECURITY SVCS 10/22	0.00	54.93	
	100-5620-6520		PROFESSIONAL SERVICES/ GD SECURITY SVCS 10/22		54.93	
402676106-10-22	Invoice	10/28/2022	TC SECURITY SVCS 10/22	0.00	49.66	
	100-5620-6520		PROFESSIONAL SERVICES/ TC SECURITY SVCS 10/22		49.66	
402676109-10-22	Invoice	10/28/2022	CC2 SECURITY SVCS 10/22	0.00	55.93	
	100-5620-6520		PROFESSIONAL SERVICES/ CC2 SECURITY SVCS 10/22		55.93	
402676110-10-22	Invoice	10/28/2022	SC SECURITY SVCS 10/22	0.00	122.18	
	100-5615-6520		PROFESSIONAL SERVICES/ SC SECURITY SVCS 10/22		122.18	
402676111-10-22	Invoice	10/28/2022	CCA SECURITY SVCS 10/22	0.00	54.93	
	100-5618-6520		PROFESSIONAL SERVICES CCA SECURITY SVCS 10/22		54.93	
402676112-10-22	Invoice	10/28/2022	PA SECURITY SVCS 10/22	0.00	54.93	
	269-6303-6520		PROFESSIONAL SERVICES/ PA SECURITY SVCS 10/22		54.93	
402676113-10-22	Invoice	10/28/2022	CC1 SECURITY SVCS 10/22	0.00	54.93	
	100-5620-6520		PROFESSIONAL SERVICES/ CC1 SECURITY SVCS 10/22		54.93	
402676456-10-22	Invoice	10/28/2022	PPR SECURITY SVCS 10/22	0.00	49.66	
	100-5616-6520		PROFESSIONAL SERVICES PPR SECURITY SVCS 10/22		49.66	
402676458-10-22	Invoice	10/28/2022	PSR SECURITY SVCS 10/22	0.00	49.66	
	100-5616-6520		PROFESSIONAL SERVICES PSR SECURITY SVCS 10/22		49.66	
402676461-10-22	Invoice	10/28/2022	CC SECURITY SVCS 10/22	0.00	54.93	
	100-5617-6520		PROFESSIONAL SERVICES/ CC SECURITY SVCS 10/22		54.93	
402829128-10-22	Invoice	10/28/2022	CCB SECURITY SVCS 10/22	0.00	49.66	
	100-5618-6520		PROFESSIONAL SERVICES CCB SECURITY SVCS 10/22		49.66	
AM 01	AM CONSULTING ENGINEERS INC.	10/31/2022	Regular	0.00	16,050.00	59549
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2022-259	Invoice	10/28/2022	ER GENERATORS 9/22	0.00	390.00	
	283-5600-6520		PROFESSIONAL SERVICES ER GENERATORS 9/22		390.00	
2022-260	Invoice	10/28/2022	TCP IMPROVEMENTS 9/22	0.00	4,900.00	

Check Report				Date Range: 10/18/2022 - 10/31/2022		
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	403-5600-7006	TCP CAPITAL PROJECT	TCP IMPROVEMENTS 9/22		4,900.00	
2022-261	Invoice	10/28/2022	WWTP 9/22	0.00	10,760.00	
	404-5600-6520	PROFESSIONAL SERVICES	WWTP 9/22		10,760.00	
AME04	AMERICAN PAVING COMPANY	10/31/2022	Regular	0.00	491,602.88	59550
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
221-040 5	Invoice	10/28/2022	DT BEAUTIFICATION PRJT	0.00	280,771.47	
	250-5700-7006		DOWNTOWN BEAUTIFICA	DT BEAUTIFICATION PRJT	280,771.47	
221-040 6	Invoice	10/28/2022	DT BEAUTIFICATION PRJT	0.00	210,831.41	
	250-5700-7006		DOWNTOWN BEAUTIFICA	DT BEAUTIFICATION PRJT	210,831.41	
AT&08	AT&T	10/31/2022	Regular	0.00	443.08	59551
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
000018925900	Invoice	10/28/2022	PD CONNECT 9/22	0.00	443.08	
	102-5400-6510		TELEPHONE/DATA/PAGER	PD CONNECT 9/22	443.08	
AT&02	AT&T MOBILITY	10/31/2022	Regular	0.00	831.80	59552
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
287289569526X1	Invoice	10/28/2022	PD MDTs 10/22	0.00	831.80	
	100-5400-6510		TELEPHONE/DATA/PAGER	PD MDTs 10/22	831.80	
BEA01	BEATWEAR, INC.	10/31/2022	Regular	0.00	640.06	59553
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
7675	Invoice	10/27/2022	UNIFORM - LOPEZ	0.00	640.06	
	100-5400-5013		UNIFORM	UNIFORM - LOPEZ	640.06	
BOO02	BOOT BARN INC.	10/31/2022	Regular	0.00	406.13	59554
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
INV00204201	Invoice	10/28/2022	SAFETY SHOES 22/23	0.00	406.13	
	281-5420-5013		CE UNIFORM	SAFETY SHOES 22/23	150.00	
	400-5300-6002		PARTS SUPPLIES	SAFETY SHOES 22/23	106.13	
	400-5600-6002		PARTS & SUPPLIES	SAFETY SHOES 22/23	75.00	
	401-5600-6002		PARTS SUPPLIES	SAFETY SHOES 22/23	75.00	
CIN01	CINTAS CORPORATION NO. 2	10/31/2022	Regular	0.00	441.66	59555
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
4134846370	Invoice	10/28/2022	WK SVCS 10/19/22	0.00	214.34	
	100-5200-6520		PROFESSIONAL SERVICES/	WK SVCS 10/19/22	23.50	
	100-5617-6520		PROFESSIONAL SERVICES/	WK SVCS 10/19/22	37.30	
	400-5600-6520		PROFESSIONAL SERVICES/	WK SVCS 10/19/22	76.77	
	401-5600-6520		PROFESSIONAL SERVICES	WK SVCS 10/19/22	76.77	
4135509501	Invoice	10/28/2022	WK SVCS 10/26/22	0.00	227.32	
	100-5200-6520		PROFESSIONAL SERVICES/	WK SVCS 10/26/22	23.75	
	100-5617-6520		PROFESSIONAL SERVICES/	WK SVCS 10/26/22	37.55	
	400-5600-6520		PROFESSIONAL SERVICES/	WK SVCS 10/26/22	83.01	
	401-5600-6520		PROFESSIONAL SERVICES	WK SVCS 10/26/22	83.01	
COM05	COMCAST	10/31/2022	Regular	0.00	2,351.76	59556
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
0230-10-22	Invoice	10/28/2022	CC2 DATA SVCS 10/22	0.00	93.69	
	100-5620-6510		TELEPHONE/DATA/PAGER	CC2 DATA SVCS 10/22	93.69	
0248-10-22	Invoice	10/28/2022	CC DATA SVCS 10/22	0.00	93.69	

Check Report

Date Range: 10/18/2022 - 10/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	100-5618-6510	TELEPHONE/ DATA	CC DATA SVCS 10/22		93.69	
0255-10-22	Invoice	10/28/2022	CC1 DATA SVCS 10/22	0.00	93.69	
	100-5620-6510	TELEPHONE/DATA/PAGER	CC1 DATA SVCS 10/22		93.69	
0263-10-22	Invoice	10/28/2022	TC DATA SVCS 10/22	0.00	160.60	
	279-5700-6510	TELEPHONE/DATA/PAGER	TC DATA SVCS 10/22		160.60	
1293-10-22	Invoice	10/28/2022	PA DATA SVCS 10/22	0.00	330.66	
	269-6303-6510	TELEPHONE/DATA/PAGER	PA DATA SVCS 10/22		330.66	
1665-10-22	Invoice	10/28/2022	PD DATA SVCS 10/22	0.00	263.64	
	100-5400-6510	TELEPHONE/DATA/PAGER	PD DATA SVCS 10/22		263.64	
1792-10-22	Invoice	10/28/2022	CH DATA SVCS 10/22	0.00	627.89	
	100-5620-6510	TELEPHONE/DATA/PAGER	CH DATA SVCS 10/22		627.89	
1851-10-22	Invoice	10/28/2022	PW DATA SVCS 10/22	0.00	241.26	
	400-5600-6510	TELEPHONE/DATA/PAGER	PW DATA SVCS 10/22		241.26	
9752-10-22	Invoice	10/28/2022	CH PD DATA SVCS 10/22	0.00	446.64	
	100-5400-6510	TELEPHONE/DATA/PAGER	CH PD DATA SVCS 10/22		446.64	
COS03	COSTANZO & ASSOCIATES	10/31/2022	Regular	0.00	25,676.10	59557
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
7128	Invoice	10/28/2022	GENERAL LEGAL SVCS 9/22	0.00	8,194.10	
	100-5200-6521	ATTORNEY SERVICES	GENERAL LEGAL SVCS 9/22		6,562.10	
	100-5300-6521	ATTORNEY SERVICES	GENERAL LEGAL SVCS 9/22		1,296.00	
	100-5400-6521	ATTORNEY SERVICES	GENERAL LEGAL SVCS 9/22		336.00	
7129	Invoice	10/28/2022	POLICE DEPT SVCS 9/22	0.00	221.00	
	100-5400-6521	ATTORNEY SERVICES	POLICE DEPT SVCS 9/22		221.00	
7130	Invoice	10/28/2022	PERSONNEL 9/22	0.00	544.00	
	100-5200-6521	ATTORNEY SERVICES	PERSONNEL 9/22		544.00	
7131	Invoice	10/28/2022	PPOA V. COP 9/22	0.00	2,210.00	
	100-5400-6521	ATTORNEY SERVICES	PPOA V. COP 9/22		2,210.00	
7132	Invoice	10/28/2022	RETAINER 9/22	0.00	3,000.00	
	100-5400-6521	ATTORNEY SERVICES	RETAINER 9/22		3,000.00	
7133	Invoice	10/28/2022	ARIAS 9/22	0.00	3,330.00	
	100-5200-6521	ATTORNEY SERVICES	ARIAS 9/22		3,330.00	
7134	Invoice	10/28/2022	COP V. JOSE GARZA 9/22	0.00	2,822.00	
	100-5400-6521	ATTORNEY SERVICES	COP V. JOSE GARZA 9/22		2,822.00	
7135	Invoice	10/28/2022	COP V. JUAN TORRES 9/22	0.00	5,355.00	
	100-5400-6521	ATTORNEY SERVICES	COP V. JUAN TORRES 9/22		5,355.00	
DIA11	DIAMOND COMMUNICATIONS	10/31/2022	Regular	0.00	645.00	59558
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
244455	Invoice	10/28/2022	CC FIRE ALARM SVCS	0.00	645.00	
	100-5618-6520	PROFESSIONAL SERVICES	CC FIRE ALARM SVCS		645.00	
EDD02	EMPLOYMENT DEVELOPMENT DE	10/31/2022	Regular	0.00	423.00	59559
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10064276624	Invoice	10/28/2022	UI BENEFITS 2ND QTR 2022	0.00	423.00	
	100-5400-5016	UNEMPLOYMENT INSURA	UI BENEFITS 2Q 2022		423.00	
GO002	GOODSUITE	10/31/2022	Regular	0.00	59.95	59560
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV158659	Invoice	10/28/2022	COPY MCHN SUPPLIES	0.00	11.99	
	100-5400-6002	PARTS SUPPLIES	COPY MCHN SUPPLIES		11.99	
INV159340	Invoice	10/28/2022	COPY MCHN SUPPLIES	0.00	11.99	

Check Report

Date Range: 10/18/2022 - 10/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	400-5300-6002	PARTS SUPPLIES	COPY MCHN SUPPLIES		11.99	
INV159405	Invoice	10/28/2022	COPY MCHN SUPPLIES	0.00	11.99	
	269-6303-6002	PARTS SUPPLIES	COPY MCHN SUPPLIES		11.99	
INV159933	Invoice	10/28/2022	COPY MCHN SUPPLIES	0.00	11.99	
	401-5300-6002	PARTS/ SUPPLIES	COPY MCHN SUPPLIES		11.99	
INV162812	Invoice	10/28/2022	COPY MCHN SUPPLIES	0.00	11.99	
	100-5200-6002	PARTS SUPPLIES	COPY MCHN SUPPLIES		11.99	
HDL02	HINDERLITER, DE LLAMAS & ASSOCIATES	10/31/2022	Regular	0.00	1,438.16	59561
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
SIN020959	Invoice	10/28/2022	SALES TAX Q1 2022	0.00	1,438.16	
	100-5200-6542		CONTRACT SERVICES		719.08	
	602-8100-6542		CONTRACT SERVICES		719.08	
INT14	INTERSTATE GAS SERVICES, INC.	10/31/2022	Regular	0.00	832.50	59562
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
7021675	Invoice	10/28/2022	SEWER BILLING 6-7/22	0.00	832.50	
	401-5300-6520		PROFESSIONAL SERVICES/		832.50	
JSC01	J'S COMMUNICATIONS, INC.	10/31/2022	Regular	0.00	740.00	59563
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
64417	Invoice	10/28/2022	PD ANTENNA REPAIR	0.00	740.00	
	100-5400-6510		TELEPHONE/DATA/PAGER		740.00	
PAP01	MARY JANE PAPADOPOULOS	10/31/2022	Regular	0.00	1,720.00	59564
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
10/17 - 10/21/22	Invoice	10/28/2022	FINANCE SVCS	0.00	1,720.00	
	100-5300-6520		PROFESSIONAL SERVICES/		1,720.00	
MET02	METLIFE - GROUP BENEFITS	10/31/2022	Regular	0.00	7.39	59565
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
TS05946702 8-22	Invoice	10/28/2022	COVERAGE ADJ 8/22	0.00	7.39	
	100-5400-5014		LIFE, LTD & STD		7.39	
ELI01	NDN INTERNATIONAL LLC	10/31/2022	Regular	0.00	599.11	59566
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
XF-1376	Invoice	10/27/2022	UNIFORM - JAURIQUE	0.00	599.11	
	100-5400-5013		UNIFORM		599.11	
NEL01	NELSON'S POWER CENTER	10/31/2022	Regular	0.00	328.14	59567
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
809844	Invoice	10/28/2022	PW PARTS	0.00	328.14	
	100-5610-6002		PARTS & SUPPLIES		164.07	
	213-5600-6002		PARTS SUPPLIES		164.07	
NUN00	PABLO NUNEZ	10/31/2022	Regular	0.00	400.00	59568
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
10/15/22	Invoice	10/28/2022	CC DEP - P.N. 10/15/22	0.00	400.00	
	100-23101		EVENT RENTAL DEPOSIT		400.00	
P.G01	PACIFIC GAS & ELECTRIC	10/31/2022	Regular	0.00	4,711.79	59569

Check Report

Date Range: 10/18/2022 - 10/31/2022

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			
16206-5-10-22	Invoice	10/28/2022	CC2 ELEC SVCS 10/22	0.00	632.14	
100-5620-6512	ELECTRICITY	CC2 ELEC SVCS 10/22	632.14			
52769-3-9-22	Invoice	10/28/2022	STREET LIGHT SVCS 9/22	0.00	3,821.69	
200-5600-6512	ELECTRICITY	STREET LIGHT SVCS 9/22	3,821.69			
65206-7-10-22	Invoice	10/28/2022	CC1 ELEC SVCS 10/22	0.00	130.39	
100-5620-6512	ELECTRICITY	CC1 ELEC SVCS 10/22	130.39			
80980-1-9-22	Invoice	10/28/2022	TRAFFIC LIGHT SVCS 9/22	0.00	127.57	
200-5600-6512	ELECTRICITY	TRAFFIC LIGHT SVCS 9/22	127.57			
PRP01	PR PLUMBING, HEATING & AIR CONDITIONING	10/31/2022	Regular	0.00	125.00	59570
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
179670	Invoice	10/27/2022	CC HVAC SVCS	0.00	125.00	
100-5617-6520	PROFESSIONAL SERVICES/	CC HVAC SVCS	125.00			
SHR00	SHRED-IT USA - FRESNO	10/31/2022	Regular	0.00	101.04	59571
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8002317355	Invoice	10/28/2022	PD DOC SHREDDING 9/22	0.00	101.04	
100-5400-6520	PROFESSIONAL SERVICES/	PD DOC SHREDDING 9/22	101.04			
SOL03	SOLIS, ROSALIA	10/31/2022	Regular	0.00	82.03	59572
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
09/28-29/2022	Invoice	10/28/2022	CPRA TRAINING REIM	0.00	82.03	
100-5400-6011	FUEL	CPRA TRAINING REIM	51.75			
100-5400-6503	TRAVEL, MEETINGS & TR	CPRA TRAINING REIM	30.28			
SOU07	SOUTH COUNTY VETERINARY H	10/31/2022	Regular	0.00	668.30	59573
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
264793	Invoice	10/28/2022	ANIMAL VACCINE	0.00	223.15	
100-5410-6013	ANIMAL COSTS (K-9)	ANIMAL VACCINE	223.15			
264970	Invoice	10/28/2022	ANIMAL DISPOSAL	0.00	445.15	
100-5410-6021	ANIMAL DISPOSAL	ANIMAL DISPOSAL	445.15			
STE08	STERICYCLE, INC.	10/31/2022	Regular	0.00	101.04	59574
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
8002317355	Invoice	10/28/2022	PD DOC SHREDDING 9/22	0.00	101.04	
100-5400-6520	PROFESSIONAL SERVICES/	PD DOC SHREDDING 9/22	101.04			
UNI05	UNITY IT	10/31/2022	Regular	0.00	361.91	59575
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
364496	Invoice	10/28/2022	PD IT SVCS 9/22	0.00	361.91	
100-5400-6520	PROFESSIONAL SERVICES/	PD IT SVCS 9/22	361.91			
VOR01	VORTAL, INC.	10/31/2022	Regular	0.00	200.00	59576
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1696	Invoice	10/28/2022	MUNICIPAL HOSTING 11/22	0.00	200.00	
100-5200-6520	PROFESSIONAL SERVICES/	MUNICIPAL HOSTING 11/22	200.00			

Check Report

Date Range: 10/18/2022 - 10/31/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
PER01	CALPERS	10/21/2022	Bank Draft	0.00	20,355.92	DFT0000567
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9/24/22-10/7/22	Invoice	10/20/2022	CalPERS Contributions	0.00	20,355.92	
	100-22104		PERS PAYABLE		9,155.12	
	100-5200-5010		PERS-PENSION		184.46	
	100-5300-5010		PERS-PENSION		21.06	
	100-5400-5010		PERS-PENSION		3,698.04	
	100-5410-5010		PERS- PENSION		123.05	
	100-5610-5010		PERS-PENSION		131.62	
	100-5615-5010		PERS-PENSION		43.21	
	100-5617-5010		PERS-PENSION		164.34	
	100-5620-5010		PERS-PENSION		164.34	
	100-5700-5010		PERS-PENSION		245.99	
	102-5400-5010		PERS-PENSION		581.45	
	160-5400-5010		PERS-PENSION		373.19	
	203-5610-5010		PERS-PENSION		70.96	
	206-5600-5010		PERS-PENSION		115.59	
	213-5600-5010		PERS-PENSION		121.76	
	269-6303-5010		PERS-PENSION		1,235.57	
	279-5400-5010		PERS-PENSION		313.62	
	281-5420-5010		PERS- PENSION		258.34	
	292-5400-5010		PERS PENSION		506.11	
	400-5200-5010		PERS PENSION		240.73	
	400-5300-5010		PERS PENSION		288.63	
	400-5600-5010		PERS PENSION		562.19	
	401-5200-5010		PERS PENSION		297.38	
	401-5300-5010		PERS PENSION		513.94	
	401-5600-5010		PERS PENSION		357.34	
	402-5200-5010		PERS-PENSION		148.69	
	402-5300-5010		PERS PENSION		186.56	
	602-8100-5010		PERS-PENSION		252.64	
PER01	CALPERS	10/21/2022	Bank Draft	0.00	1,921.58	DFT0000568
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
T.Rojas 1/15/22-5	Invoice	10/21/2022	CalPERS T. Rojas Adj.	0.00	1,921.58	
	100-22104		PERS PAYABLE		905.04	
	281-5420-5010		PERS- PENSION		1,016.54	
PER01	CALPERS	10/21/2022	Bank Draft	0.00	2,758.73	DFT0000569
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
N. O'Brien 4/9/22	Invoice	10/21/2022	N. O'Brien Contribution Adj.	0.00	2,758.73	
	100-22104		PERS PAYABLE		1,261.83	
	100-5400-5010		PERS-PENSION		1,496.90	

Bank Code APBNK Summary

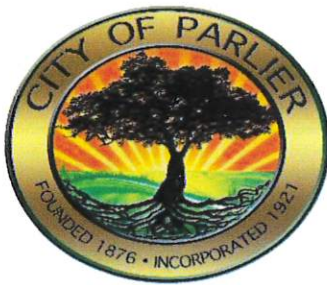
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	118	52	0.00	1,141,662.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	-5,181.51
Bank Drafts	3	3	0.00	25,036.23
EFT's	0	0	0.00	0.00
	121	62	0.00	1,161,517.52

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	118	52	0.00	1,141,662.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	7	0.00	-5,181.51
Bank Drafts	3	3	0.00	25,036.23
EFT's	0	0	0.00	0.00
	121	62	0.00	1,161,517.52

Fund Summary

Fund	Name	Period	Amount
999	POOL FUND	10/2022	1,161,517.52
			1,161,517.52



MINUTES
CITY COUNCIL OF PARLIER
REGULAR MEETING
THURSDAY, OCTOBER 20, 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 Council Meeting of the City of Parlier was held in the Council Chambers located on 1100 E. Parlier Avenue, Parlier, California 93648. The meeting was called to order by Mayor Alma Beltran at 6:30 p.m.

ROLL CALL:

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

Staff Present: Police Chief David Cerda, Financial Director Ellie Velliscue, City Attorney Neal Costanzo, City Manager Sonia Hall, City Engineer Javier Andrade & Assistant City Manager/Deputy City Clerk Bertha Augustine.

FLAG SALUTE: Mayor Alma M. Beltran

INVOCATION:

ADDITIONS/DELETIONS:

PRESENTATIONS/INFORMATIONAL:

Clancy Taylor, Fresno County Multi-Jurisdictional Housing Element Update Study Session.

Mr. Taylor provided an overview of the Housing Element, gave an Update process and spoke about the new laws. He shared information about the schedules and regional documents being Prepared. He also spoke about gathering initial input on potential housing issues and opportunities. Mayor Beltran thanked him for his presentation.

Nouzong Lynaolu, Market Development Manager - WelbeHealth Sequoia PACE.

Miss Lynadolu explained the program for people that are on Medicare and gave information to the audience. Fresno is growing so fast that they are planning a new 2nd facility.

Javier Andrade, City Engineer presentation on Downtown Façade and Water Service Replacement Procedures.

Mr. Andrade explained the structural exploration and that it is to continue. He also showed Picture slides to the Council and audience of the Downtown revitalization Architectural Phase and water service replacement procedures.

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:

Fernando Banuelos asked about Environmental impact.

Answered: Mayor Beltran explained that the city has an engineer and a City planner to make those decisions.

Cynthia Sandoval asked if the Seniors, & Parlier Lions Club have Board meetings? Answered yes.

Motorcycle run starts at 9:30 Am and ends at 4:30 am.

Antonio Cruz: Asked how long will meters run and when will they be installed.

Answered: Meters run automatic and they will be installed in 3 years.

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 October 3, 2022 to October 17, 2022.

M/S/C: Motion to approve item 1 of the Consent Calendar by Maldonado, 2nd by S. Rodriguez
Vote: 4-1 absent and carried.

REGULAR BUSINESS:

2. **SUBJECT:** Consideration and Necessary Action on Resolution Authorizing City Manager to Designate Department Heads to Execute Grant Funding Agreements and Other Documents Required for Grants as to which the City Manager was Previously Authorized by Council to Execute.

The City Council adopted **Resolution No. 2022-54** to Designate Department Heads to Execute Grant Funding Agreements and Other Documents Required for Grants as to which the City Manager was Previously Authorized by Council to Execute.

M/S/C: Motion to adopt Resolution 2022-54 by S. Rodriguez, 2nd by Maldonado a,

Vote: 3-1absent, 1-No and carried.

Yes votes: Mayor Beltran, Maldonado & S. Rodriguez.

No votes: Solorio

Absent - Mayor Pro-Temp Pimentel.

3. **SUBJECT:** Approval for City Manager and Assistant City Manager to attend the League of Cities Annual City Manager's Conference.

The City Council approved the City Manager and Assistant City Manager to attend the League of Cities Annual City Manager's Conference

M/S/C: Motion to approve the City Manager and Assistant City Manager to attend the League of Cities Annual City Manager's Conference by S. Rodriguez, 2nd by Maldonado, Vote: 4-1absent and carried.

4. **SUBJECT:** Approval for City Manager to contract professional services to update the website.

The City Council approved the City Manager to contract professional services to update the website.

M/S/C: Motion to approve the City Manager to contract professional services to update the website by S. Rodriguez, 2nd by Solorio, vote: 4-1 absent and carried.

PUBLIC COMMENT ON CLOSED SESSION None.

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

CLOSED SESSION:

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

BRIEF COMMENTS: COUNCIL COMMUNICATIONS/COMMENTS:

CITY MANAGER:

CITY ATTORNEY:

CITY COUNCIL:

ADJOURNMENT

Mayor Alma Beltran adjourned the Regular meeting at 8:09 P.M.

Dorothy Garza – City Clerk

Resolutions adopted: 2022-54 **(Next resolution 2022-55)**

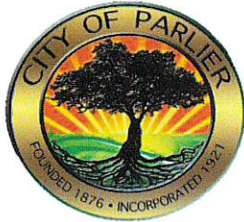
Ordinances adopted: None. **(Next Ordinance 2022-07)**

ADA NOTICE

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

DOCUMENTS

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



AGENDA ITEM:

3

MEETING DATE:

11/3/2022

DEPARTMENT:

Finance

REPORT TO CITY COUNCIL

SUBJECT: COUNCIL TO AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT WITH BRYANT JOLLEY CPA FOR OUR ANNUAL FINANCIAL AUDITS

RECOMMENDATION: Staff Recommends Council to authorize the City Manager to sign a 3-year contract with Bryan Jolley CPA for our Annual Financial Audits.

BACKGROUND:

Bryant Jolley CPA has been in business for 50 years and has and conducted our annual financial audits along with other CPA firms throughout the years. They also conduct the financial audits for many nearby cities in the area.

Purpose: Financial Audits are necessary to receive state allocations and to fund our programs such as our daycare.

Cost: 3 year contract will be \$40,000 for 21-22, \$41,000 for 22-23, \$42,000 for 23-24 and \$3,500 for each single audit required by the state annually.

Prepared by

Ellie Velicescu, Finance Director

RESOLUTION 2020-27

RESOLUTION AUTHORIZING THE CITY COUNCIL OF THE CITY OF PARLIER TO SUBMIT THE PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT

The City Council of the City of Parlier hereby consents to, adopts and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))).
- B. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
- 2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA \$801,148 in accordance with all applicable rules and laws.

3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
5. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
6. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
7. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
8. The Mayor, or City Administrator as the Designee, are authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the City of Parlier this
_____ day of _____ by the following vote:

AYES: _____ ABSTENTIONS: _____ NOES: _____ ABSENT: _____

Signature of Approving Officer

Mayor Alma Beltran

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Officer of [***Name of Attesting Officer***] does hereby attest and certify that the [foregoing / attached] Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City Council which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST:_____

Signature of Attesting Officer

BRYANT L. JOLLEY

CERTIFIED PUBLIC ACCOUNTANTS

Bryant L. Jolley C.P.A.
Ryan P. Jolley C.P.A.
Darryl L. Smith C.P.A.
Luis A. Perez C.P.A.
Lan T. Kimoto

October 27, 2022

To City Council and Ms. Sonia Hall
City of Parlier
1100 E. Parlier Avenue
Parlier, CA 93648

We are pleased to confirm our understanding of the services we are to provide for City of Parlier for the fiscal years ended June 30, 2022, June 30, 2023, and June 30, 2024.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund (with the exception of the Day Care Fund), and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the City of Parlier as of and for the fiscal years ended June 30, 2022, June 30, 2023, and June 30, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Parlier's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Parlier's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budgetary Comparison Schedules
- 3) Schedule of the City's Proportionate Share of Net Pension Liability
- 4) Schedule of Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Parlier's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

- 1) Schedule of expenditures of federal awards.
- 2) Combining Balance Sheet - Nonmajor Governmental Funds
- 3) Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Nonmajor Governmental Funds

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of controls
- Improper revenue recognition due to fraud

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Parlier's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards

applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Parlier's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the City of Parlier's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Parlier in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements;

schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on November 7, 2022.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our

current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the City Council; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Bryant L. Jolley and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the regulators or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Bryant L. Jolley, CPA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the federal and state agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Bryant L. Jolley, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately November 7, 2022.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$40,000 for June 30, 2022, \$41,000 for June 30, 2023, \$42,000 for June 30, 2024 and an additional \$3,500 for each major program tested annually. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered upon completion of the audit and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the City Council of the City of Parlier. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for

us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the City of Parlier and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

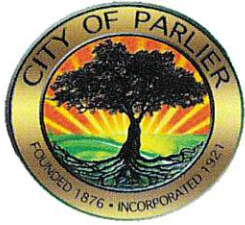
A handwritten signature in black ink, appearing to read 'Bryant L. Jolley', written in a cursive style.

Bryant L. Jolley, CPA

RESPONSE:

This letter correctly sets forth the understanding of the City of Parlier.

Sonia Hall, City Manager



AGENDA ITEM: _____

MEETING DATE: 11/03//2022

DEPARTMENT: Finance

REPORT TO CITY COUNCIL

SUBJECT: COUNCIL TO AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT WITH BRYANT JOLLEY CPA FOR OUR ANNUAL FINANCIAL AUDITS

RECOMMENDATION: Staff Recommends Council to authorize the City Manager to sign a 3-year contract with Bryan Jolley CPA for our Annual Financial Audits.

BACKGROUND:

Bryant Jolley CPA has been in business for 50 years and has and conducted our annual financial audits along with other CPA firms throughout the years. They also conduct the financial audits for many nearby cities in the area.

Purpose: Financial Audits are necessary to receive state allocations and to fund our programs such as our daycare.

Cost: 3 year contract will be \$40,000 for 21-22, \$41,000 for 22-23, \$42,000 for 23-24 and \$3,500 for each single audit required by the state annually.

Prepared by

Ellie Velicescu, Finance Director

RESOLUTION 2020-27

RESOLUTION AUTHORIZING THE CITY COUNCIL OF THE CITY OF PARLIER TO SUBMIT THE PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT

The City Council of the City of Parlier hereby consents to, adopts and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))).
- B. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
- 2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA \$801,148 in accordance with all applicable rules and laws.

3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
5. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
6. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
7. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
8. The Mayor, or City Administrator as the Designee, are authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the City of Parlier this
_____ day of _____ by the following vote:

AYES: _____ ABSTENTIONS: _____ NOES: _____ ABSENT: _____

Signature of Approving Officer

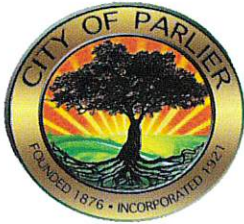
Mayor Alma Beltran

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Officer of [***Name of Attesting Officer***] does hereby attest and certify that the [foregoing / attached] Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City Council which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST: _____

Signature of Attesting Officer



AGENDA ITEM:

#4

MEETING DATE:

11/3/2022

DEPARTMENT:

Finance

REPORT TO CITY COUNCIL

SUBJECT: COUNCIL TO AUTHORIZE THE CITY MANAGER TO SIGN THE CONTRACT WITH JARIBU NELSON CPA FOR OUR ANNUAL 2021/2022 DAYCARE AUDIT

RECOMMENDATION: Staff Recommends Council to authorize the City Manager to sign a 1-year contract with Jaribu Nelson, CPA for our Annual Daycare Financial Audit 2021/2022.

BACKGROUND:

Jaribu Nelson, CPA has worked with Bryant Jolley CPA in the past and in 2020 he started his own firm. He has been helping Bryant Jolley CPA by doing the workpapers for our Daycare the past few years. This year Bryant Jolley CPA as well as other firms have been bombarded with clients and don't have enough staff to conduct the audits. As a result of this, Jaribu Nelson will be conducting the Daycare financial Audit for 2021/2022 and will be responsible for the full engagement.

Purpose: This Financial Audit is necessary to continue to receive funding to support the Daycare program in the City of Parlier.

Cost: 1-year contract will be no more than \$7,500 for 2021-2022 fiscal year financial audit.

Prepared by

Ellie Velicescu, Finance Director

RESOLUTION 2020-27

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The City Council of the City of Parlier hereby consents to, adopts and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))).
- B. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.

2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA \$801,148 in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
5. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
6. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
7. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
8. The Mayor, or City Administrator as the Designee, are authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the City of Parlier this _____ day of _____ by the following vote:

AYES: _____ ABSTENTIONS: _____ NOES: _____ ABSENT: _____

Signature of Approving Officer

Mayor Alma Beltran

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Officer of [***Name of Attesting Officer***] does hereby attest and certify that the [foregoing / attached] Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City Council which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST:_____

Signature of Attesting Officer



Jaribu W. Nelson, CPA

P.O. Box 1105, Clovis, CA 93613 • Ph: (559) 286-7546 • Email: jaribucpa@gmail.com

October 27, 2022

City Council

City of Parlier

Parlier Academy of Excellence (Daycare Center)

1100 E Parlier Ave

Parlier, CA 93648

We are pleased to confirm our understanding of the services we are to provide for City of Parlier (Parlier Academy of Excellence) for the year ended June 30, 2022.

We will audit the financial statements of City of Parlier (Parlier Academy of Excellence), which comprise the statements of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year ended June 30, 2022, and the related notes to the financial statements (the financial statements). Also, the following supplementary information accompanying the financial statements will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole in a separate written report accompanying our auditor's report on the financial statements:

- 1) Schedule of expenditures of federal and state awards
- 2) Audited attendance and fiscal report forms
- 3) Supplementary schedules as required by the CDE audit guide issued by the California Department of Education.

Audit Objectives

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the California Department of Education Audit Guide, and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of City of Parlier's financial statements. Our report will be addressed to the board of directors of City of Parlier. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter or other-matter paragraph. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or issue reports, or we may withdraw from this engagement.

We will also provide a report (which does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Parlier (Parlier Academy of Excellence) is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S.

generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Organization or to acts by management or employees acting on behalf of the Organization. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from the Organization's attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the Organization and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Parlier's (Parlier Academy of Excellence) compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the Organization in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

The other services are limited to the financial statement previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; and (3) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the organization from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the organization involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Organization complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. The Organization is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter the assistance with the preparation of the financial statements and related notes and that you have evaluated the

adequacy of our services and have reviewed and approved the results of the services, the financial statements, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to assume all management responsibilities for the financial statement preparation services, and any other nonattest services we provide; you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Organization; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Jaribu W. Nelson, CPA and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the California Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Jaribu W. Nelson, CPA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the California Department of Education. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Jaribu W. Nelson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit upon receipt of the signed engagement letter and to issue our report no later than December 15, 2022.

We estimate that our fees for the audit will not exceed \$7,500. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our invoices for this service will be rendered as follows:

\$3,750 due with the signing of the engagement letter

\$3,750 due with audit presentation.

We appreciate the opportunity to be of service to City of Parlier (Parlier Academy of Excellence) and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Jaribu W. Nelson, CPA

RESPONSE:

This letter correctly sets forth the understanding of City of Parlier (Parlier Academy of Excellence)

Management signature: _____

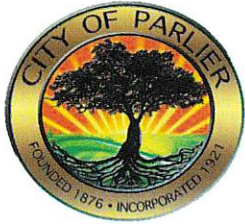
Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



AGENDA ITEM: _____
MEETING DATE: 11/03//2022
DEPARTMENT: Finance

REPORT TO CITY COUNCIL

**SUBJECT: COUNCIL TO AUTHORIZE THE CITY MANAGER TO SIGN THE
CONTRACT WITH JARIBU NELSON CPA FOR OUR ANNUAL 2021/2022
DAYCARE AUDIT**

RECOMMENDATION: Staff Recommends Council to authorize the City Manager to sign a 1-year contract with Jaribu Nelson, CPA for our Annual Daycare Financial Audit 2021/2022.

BACKGROUND:

Jaribu Nelson, CPA has worked with Bryant Jolley CPA in the past and in 2020 he started his own firm. He has been helping Bryant Jolley CPA by doing the workpapers for our Daycare the past few years. This year Bryant Jolley CPA as well as other firms have been bombarded with clients and don't have enough staff to conduct the audits. As a result of this, Jaribu Nelson will be conducting the Daycare financial Audit for 2021/2022 and will be responsible for the full engagement.

Purpose: This Financial Audit is necessary to continue to receive funding to support the Daycare program in the City of Parlier.

Cost: 1-year contract will be no more than \$7,500 for 2021-2022 fiscal year financial audit.

Prepared by

Ellie Velicescu, Finance Director

RESOLUTION 2020-27

RESOLUTION AUTHORIZING THE CITY COUNCIL OF THE CITY OF PARLIER TO SUBMIT THE PERMANENT LOCAL HOUSING ALLOCATION (PLHA) GRANT

The City Council of the City of Parlier hereby consents to, adopts and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$195 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2))).
- B. WHEREAS the State of California (the "State"), Department of Housing and Community Development ("Department") issued a Notice of Funding Availability ("NOFA") dated 02/26/2020 under the Permanent Local Housing Allocation (PLHA) Program;
- C. WHEREAS Applicant is an eligible Local government applying for the program to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation.
- D. WHEREAS the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement and other contracts between the Department and PLHA grant recipients;

NOW THEREFORE BE IT RESOLVED THAT:

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.

2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA \$801,148 in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
5. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
6. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
7. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
8. The Mayor, or City Administrator as the Designee, are authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

PASSED AND ADOPTED at a regular meeting of the City of Parlier this _____ day of _____ by the following vote:

AYES: _____ ABSTENTIONS: _____ NOES: _____ ABSENT: _____

Signature of Approving Officer

Mayor Alma Beltran

CERTIFICATE OF THE ATTESTING OFFICER

The undersigned, Officer of **[Name of Attesting Officer]** does hereby attest and certify that the [foregoing / attached] Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of the City Council which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

ATTEST:_____

Signature of Attesting Officer



AGENDA ITEM: #5
MEETING DATE: 11/4/22
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.

The background above is exactly what was on the staff report when I submitted it to you previously, but I neglected to put the amount on the guidelines when I said, "Anything above \$30,000..." would be a loan. This item corrects the guidelines and states that the cap amount is \$50,000 at 3% interest to be paid over 15 years. Other corrections include the following:

- Instead of 3 months to have the \$30,000 forgiven, it is extended to 1 year. You must keep the same employee for one year if it is used for an employee's wages.
- It is not only to retain employees but also to grow your business and hire more employees.
- To move the applications through faster, we must set up a process. The grant administrator will collect the documents from the list I develop; the Finance Director will prepare her opinion for approval and the City Manager's final approval.

I request the authority to make small changes in the guidelines that meet the program's goal to help these businesses grow.

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				