



Tuesday, December 14, 2021 / 5:30 PM / City Hall / 405 East El Monte Way, Dinuba

District 1	District 2	District 3	District 4	District 5
Rachel Nerio- Guerrero Council Member	Maribel Reynosa Vice Mayor	Armando Longoria Council Member	Kuldip Thusu Council Member	Linda Launer Mayor

All attendees are advised that electronic devices should be placed on silent upon entering the Council Chambers.

The City Council will take action on all items listed on the agenda.

1. Work Session - 5:30

1.1. American Rescue Plan Act (ARPA) Funding (KS)

2. OPENING CEREMONIES

2.1. Welcome and Call to Order

2.2. Invocation

2.3. Pledge of Allegiance

3. AGENDA CHANGES OR DELETIONS

To better accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code section 54954.2(b).

4. REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for any person who would like to address the Council on any item that is not on the agenda. Please be advised that State law does not allow the City Council to discuss or take any action on any issue not on the agenda. The City Council may direct staff to follow up on such item(s). Speakers are limited to three (3) minutes. If there is any person wishing to address the City Council at this time please approach the podium and state your name and nature of the request.

5. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.

5.1. SUBJECT

Award of Professional Services Agreement to Willdan Financial Services to Conduct Comprehensive User Fee Study (IH)

RECOMMENDATION

Council award a professional services agreement to Willdan Financial Services in the amount of \$14,880 to prepare a Comprehensive User Fee Study for Building, Planning and Engineering Services, and authorize the Public Works Director to execute the agreement.

5.2. SUBJECT

Correction of date for cancellation of City Council Meeting Scheduled on December 28, 2021 (DJ)

RECOMMENDATION

Council to reaffirm cancelling the scheduled City Council meeting of Tuesday, December 28, 2021, due to the Christmas holiday.

5.3. SUBJECT

Fiscal Year 2021-22 First Quarter Financial Report (KS)

RECOMMENDATION

Council to accept the First Quarter Financial Report for Fiscal Year 2021-22.

5.4. SUBJECT

Cash and Investment Report for the Year Ending June 30, 2021 (KS)

RECOMMENDATION

Council accept the City of Dinuba Cash and Investment report for the fourth quarter of fiscal year 2020/21 ending June 30, 2021.

5.5. SUBJECT

Cash Investment Report for the Quarter Ending September 30, 2021 (KS)

RECOMMENDATION

Council accept the City of Dinuba Cash and Investment report for the first quarter of fiscal year 2021/22 ending September 30, 2021.

5.6. SUBJECT

Annual Report on Community Facilities District No. 2018-1 (KS)

RECOMMENDATION

Council to accept the Annual Report for Community Facilities District No. 2018-1 for Fiscal Year Ending June 30, 2021.

5.7. SUBJECT

City Council Meeting Minutes, November 9, 2021 (LB)

RECOMMENDATION

Council to review and approve City Council meeting minutes of November 9, 2021 as presented.

5.8. SUBJECT

Resolution No. 2021-55 Amending the Fiscal Year 2021/22 Salary Schedule to Reflect Minimum Wage Adjustments (MA)

RECOMMENDATION

Council adopt Resolution No. 2021-55 amending the FY 2021/22 salary schedule to reflect increase in the minimum wage as required by state law.

5.9. SUBJECT

Resolution No. 2021-54 Recertifying Industrial Disability Retirement for Chad Georges (MA)

RECOMMENDATION

Council adopt Resolution No. 2021-54 recertifying industrial disability retirement for Chad Georges following an internal review by the California Public Employee Retirement System (CalPERS).

5.10. SUBJECT

Award Professional Services Agreement to Willdan Financial Services to Conduct a Comprehensive Utility Rate Study (IH)

RECOMMENDATION

Council award a professional services agreement to Willdan Financial Services in the amount of \$68,785 to perform a Comprehensive Utility Rate Study, and authorize the Public Works Director to execute the document.

5.11. SUBJECT

Resolution No. 2021-56 Authorizing Participation in National Prescription Opiate Litigation Settlement Funds (DY)

RECOMMENDATION

Council to adopt Resolution No. 2021-56 authorizing City Manager to execute two settlement participation forms for the City of Dinuba to be eligible to receive an allocation of settlement proceeds from litigation against Opioid drug manufacturer Janssen and three Opioid distributors.

6. WARRANT REGISTER

6.1. SUBJECT

Warrant Register November 5, 12, 19 & 26; December 3, 2021 (KS)

RECOMMENDATION

Council to review and approve the warrant register as presented.

7. PUBLIC HEARING

7.1. SUBJECT

Public Hearing on Amendments to Chapter 9.54 of the Dinuba Municipal Code related to Noise Regulations (KSch)

RECOMMENDATION

Council to receive staff report, conduct a public hearing, and take the following action by one motion:

1. Introduce and waive first reading of Ordinance No. 2021-05 amending Chapter 9.54 (Noise Regulations) of the Dinuba Municipal Code either as drafted, or subject to any revisions agreed to by the Council, and,
2. Schedule second reading and adoption of Ordinance No. 2021-05 for January 11, 2022, inclusive of any revisions agreed to by the Council.

7.2. SUBJECT

Close-Out Public Hearing for the Kern Street Storm Drain Improvements Project, 18-CDBG-12906 (IH)

RECOMMENDATION

Council to:

1. Receive information on the completion of the Kern Street Storm Drain Improvements Project, and
2. Conduct a close-out public hearing to receive public comment on the completion of the project.

8. DEPARTMENT REPORTS

8.1. SUBJECT

Award Contract to Clark Bros. for the Dinuba Wastewater Treatment Plant Improvements Project (WWTP) Improvements Project (DL)

RECOMMENDATION

Council award the contract for the Wastewater Treatment Plant Improvements Project to Clark Bros, Inc., in the amount of \$2,210,000, and authorize the City Manager or designee to execute contract documents.

8.2. SUBJECT

Review of Outside Agency Boards and Committees Appointments (LB)

RECOMMENDATION

Council to review current outside committee assignments and adjust appointments as necessary.

9. MAYOR/COUNCIL REPORTS

10. CITY MANAGER COMMUNICATIONS

11. CITY STAFF COMMUNICATIONS

12. ADJOURNMENT

This agenda was posted at least 72 hours prior to the regular meeting per GC Section 54954.2(a). A Citizens' Packet regarding this meeting is available at the City Clerk's Office located at City Hall, 405 East El Monte Way, Dinuba CA 93618.

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in the meeting, please contact the City Clerk's Office at 559-591-5900. Please provide at least 48 hours notification prior to the meeting to allow staff to make reasonable arrangements. (28 CFR 35.102-35.104 ADA Title II)

559.591.5900 / FAX 559.591.5902 . e-mail address: info@dinuba.ca.gov. www.dinuba.org



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Karina Solis, Administrative Services Director

Subject: American Rescue Plan Act (ARPA) Funding (KS)

RECOMMENDATION

Council receive information on the American Rescue Plan Act (ARPA) Funds and provide direction to staff on funding priorities for the expenditure of funds.

EXECUTIVE SUMMARY

The American Rescue Plan Act (ARPA) authorizes more than \$1.9 trillion in relief funds to address the continued impact of the COVID-19 pandemic. A portion of these funds provides \$350 billion in emergency funding for state, local, territorial, and Tribal governments. The City of Dinuba's portion of these funds amount to a total of \$5,851,592. The City received the first allotment of \$2,925,796 on July 13, 2021, and the second and final allotment of \$2,925,796 is scheduled to be released one year later. The purpose of the workshop is to present an overview of ARPA funding and seek input and direction from the City Council on the preparation of an ARPA Expenditure Plan.

OUTSTANDING ISSUES

None.

DISCUSSION

Background

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by President Biden. This legislation authorizes more than \$1.9 trillion in relief funds to address the continued impact of the COVID-19 pandemic on the economy, public health, state and local governments, individuals, and businesses.

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), established by

the American Rescue Plan Act of 2021 and administered by the U.S. Department of the Treasury, provides \$350 billion in emergency funding for state, local, territorial, and Tribal governments. The City of Dinuba's share of ARPA funds is \$5,851,592.

Although \$5.8 million is a substantial amount of funding, the overall demand and escalating costs for projects narrows the scope of projects to be funded.

Eligible Uses of ARPA funds

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) provide some flexibility for each jurisdiction to decide how to best meet the needs of their local communities – including support for households, small businesses, impacted industries, essential workers, and the communities hardest hit by the pandemic. Recipients can use funds for the following four statutory purposes:

1. Respond to the public health emergency or its negative economic impacts
2. Provide premium pay to eligible essential workers
3. Reimburse governments for lost revenues
4. Invest in water, sewer, or broadband infrastructure

Under each of these broad objectives, there are seven expenditure categories and sixty-six sub-categories. The seven expenditure categories are as follows:

Expenditure Category	Description
Category 1	Support Public Health Response
Category 2	Address Negative Economic Impacts
Category 3	Serve Disproportionately Impacted Communities
Category 4	Premium Pay for Essential Workers
Category 5	Water, Sewer, Broadband Infrastructure
Category 6	Public Sector Revenue Losses
Category 7	Administrative Expenses

Important Timelines

ARPA funds must be obligated by December 31, 2024 and all funds must be expended by December 31, 2026.

Draft ARPA Expenditure Plan

The purpose of the workshop is to present an overview of ARPA funding and seek input and direction from the City Council on the preparation of an ARPA Expenditure Plan. For the City Council's review and discussion, the following table identifies a list of possible projects, programs or activities to be funded by ARPA. Please note that this list is not all inclusive but represents projects identified by staff.

Public Health	Description
HVAC Systems	Replace HVAC systems at city facilities
Radio Base Equipment	Replace public safety communication equipment
Park Improvements	Upgrade all parks (benches, trails, restrooms)
Sportsplex Heating and Cooling	Install insulation, heating and cooling at Sportsplex
Pocket Parks	Purchase land and develop pocket parks
Negative Economic Impacts	Description
Food Security	Additional senior lunches
Rental Assistance	Utility, rent or mortgage assistance
Business Assistance	Downtown Façade Improvement Program
Business Assistance	One-time business license credit/rebate
Downtown Beautification	Benches, lights, planters, banners, signage
Homeless Assistance	Homeless outreach vehicle, food, clothing, supplies
Tourism, Travel or Hospitality	Marketing program
Mental Health Services	Pilot Homeless Outreach Program
Neighborhood Improvements	ADA sidewalks, blight elimination
Infrastructure	
WWTP Clarifier	Construct new clarifier at WWTP
New Water Well	Construct well No. 21
VFD at Water Wells	Install variable frequency drives at all wells
Workforce/Employees	
Employee premium pay	One-time premium pay to essential employees
Provisions of Government	
Administrative Expenses	Reimburse for cost of administering ARPA funds

FISCAL IMPACT

None.

PUBLIC HEARING

None.



City Council Staff Report

Department: PUBLIC WORKS

December 14, 2021

To: Mayor and City Council

From: Ismael Hernandez, Public Works Director

By: George Avila, Business Manager

Subject: Award of Professional Services Agreement to Willdan Financial Services to Conduct Comprehensive User Fee Study (IH)

RECOMMENDATION

Council award a professional services agreement to Willdan Financial Services in the amount of \$14,880 to prepare a Comprehensive User Fee Study for Building, Planning and Engineering Services, and authorize the Public Works Director to execute the agreement.

EXECUTIVE SUMMARY

The Public Works Department manages the City's Building, Planning and Engineering Services divisions. These divisions are funded in large part by user fees that must be developed or periodically updated, to ensure appropriate cost recovery. A request for proposals was issued and three consulting firms submitted a response. The evaluation committee is recommending that the City Council award a professional services agreement to Willdan Financial Services in the amount of \$14,880 to update and recommend changes to the city's various user fees.

OUTSTANDING ISSUES

None.

DISCUSSION

The City of Dinuba periodically reviews user fees for building, planning and engineering services about every five years. The City's last comprehensive fee study was completed in 2015. User fees are evaluated and adjusted to ensure that they are fair, reasonable and proportional to the actual cost of providing services. Thus, some user fees are increased, reduced or left unchanged based on the results of the study.

On October 5, 2021, staff prepared and released a Request for Proposals (RFP) soliciting proposals from qualified firms to conduct a comprehensive update of the City's user fees for building, planning and engineering services. A total of three proposals were received ranging in price from \$14,880 to \$34,680, as follows:

Consultants	Amount
1. Matrix Consulting Group	\$30,000
2. NBS	\$34,680
3. Willdan Financial Services	\$14,880

The City established an internal selection committee to review the proposals and to make a recommendation on the preferred firm to prepare the study. The committee determined that all three consultants are qualified to perform the work. However, the committee is recommending that the City select Willdan Financial Services due to their project team experience and competitive cost proposal of \$14,880. Willdan has worked with the City in the past and is very familiar with the City's team, financial systems, and departmental structure.

As detailed in their proposal enclosed as Attachment 'A', Willdan Financial Services proposes to provide the following services:

- Conduct an analysis that clearly identifies the total cost of providing services for which fees are charged including direct, indirect and third-party costs.
- Identify the amount of revenue currently being recovered and estimate future revenues so that recommended fees are set at appropriate levels.
- Review changes that may have occurred in the City's staffing and cost structure since the last review and ensure that proposed fees adequately recover known and anticipated costs.
- Work with City Staff to develop fee recommendations that are feasible and consistent with policy and community standards.
- Present proposed fees in a way that is readily understood by decision makers and the public.

The selection committee is recommending that the City Council award a professional services agreement to Willdan Financial Services in the amount of \$14,880. A copy of the agreement enclosed as Attachment 'B'.

FISCAL IMPACT

The cost of this user fee study was approved in the Fiscal Year 2021/22 Annual Budget and will be funded out of the General Fund.

PUBLIC HEARING

None.

ATTACHMENTS:

- A. Willdan Financial Services Proposal
- B. Proposed Willdan Professional Services Agreement

City of Dinuba

Proposal

Comprehensive User Fee Study

November 2, 2021



November 2, 2021

Mr. George Avila
Business Manager
City of Dinuba
405 East El Monte Way
Dinuba, California 93618

Via Email:
gavila@dinuba.ca.gov

Re: Proposal to Conduct a Comprehensive User Fee Study for Building, Planning and Engineering Services for the City of Dinuba

Dear Mr. Avila:

Most municipalities throughout California are continually confronted with the challenge of doing more with less. As cities are faced with limited financial resources to address numerous competing priorities and objectives, they are always striving to maintain high standards of service to their communities. Considering this, it is critical for the City of Dinuba ("City") to ensure that its fees for requested services have been developed or updated to ensure maximum appropriate cost recovery, so that the revenues generated by fees cover the cost of those services to the best extent possible. City Staff, and ultimately the Council, need a clear understanding of standards, service levels and the associated costs. Recognizing this, the City has responded by soliciting proposals for a Comprehensive User Fee Study for Building, Planning and Engineering Services.

Unique Combination of Services and Expertise/Public Engagement — Willdan Financial Services ("Willdan") is made up of a team of nearly 80 professionals who provide essential financial consulting services throughout California, and the United States. Willdan has provided the requested services to municipal clients for over two decades; and is the only firm providing these types of consulting services that also has a long history of providing contract staff support to public agencies for the delivery of municipal services. This direct experience as "agency staff" provides us with firsthand understanding of City operations and is uniquely useful in determining the full effort associated with service delivery and in developing a fee schedule that is easy to communicate and implement.

Direct Recent Experience with the City of Dinuba — Willdan worked previously with the City on the fiscal year 2014/2015 Water and Sewer Rate Study and successfully partnered with the City of the most recent Costa Allocation Plan, which will assist in informing this project. Through these engagements the City can be assured of the level of commitment, professionalism, and expertise that we bring to this project. ***Where possible, we will leverage our knowledge of your operations and key staff to facilitate and expedite our work, specifically the recent cost allocation analysis; focusing less time on data gathering and more on analysis, allowing City Staff to focus their time on direct City operations.***

Extensive Regional Experience with Similar Projects and Tested Approach — Willdan has worked with numerous cities in the area on user fee projects with objectives similar to the City. Recent studies include the County of San Benito, and the Cities of Coalinga, Galt, Gilroy, Goleta, Hayward, Manteca, Monterey, Patterson, Salinas, San Bruno and West Sacramento. ***Our local experience enables us to bring valuable perspective and insight, to other local cities' approaches to fees and their policies on fee setting and subsidies, and will assist us in conducting meaningful and efficient fee comparisons.***

Collaborative Approach, Proven Results and User-friendly Models and Reports — Willdan prides itself on working closely with City Staff to develop an approach that is targeted toward your specific objectives and reality, and then working together with you to gather first-hand information regarding the processes and tasks required to provide services to those requesting them. ***This is a distinct advantage we will bring in our approach with the City. A collaborative approach ensures we clearly understand your goals and challenges, and just as importantly, you understand the process and the results.***

We create user-friendly Excel-based models that the City can retain and conduct our analysis and develop the model collaboratively with City Staff. Rather than using an inflexible proprietary software program, we construct our models from the ground up, mirroring the City's budget format wherever possible. As a result, ***the information contained in our models is easy for City Staff to interpret, easy to update and adjust on-the-fly, and the familiar software ensures ease of navigation.***

Created directly from the models, our reports clearly and graphically illustrate full and recommended levels of cost recovery and projections of revenue for fee programs, break down the costs into direct and indirect overhead categories, and present the fee methodologies.

Our approach is geared toward delivering work on schedule and presenting results at public meetings and council workshops to stakeholders and elected officials who typically don't want or need to see the deep detailed analysis.

The Willdan Team is experienced at communicating complex analytical results in a manner that is easy to understand by non-finance-oriented individuals. We have coordinated or participated in numerous public and staff workshops regarding fees and cost of service-based charges.

Due to restrictions in place for COVID, in-person meetings have been replaced by online, virtual meetings. We have utilized virtual meetings for years to facilitate quick, on-demand discussions with clients. During the pandemic our capability to continue projects with clients never slowed down, and we have had great success shifting meetings that would have typically been held in person to virtual meeting spaces. Should these restrictions loosen sufficiently to allow for face-to-face meetings, and at the City's request, the meeting venue will be modified accordingly.

We are excited about this opportunity to continue to serve the City of Dinuba. To discuss any aspect of our proposal, please contact me; my contact information is provided in the table below.

Contact Information
Principal-in-Charge
Chris Fisher
Vice President and Group Director
27368 Via Industria, Suite 200, Temecula, CA 92590
Tel#: (800) 755-6864 Email: CFisher@Willdan.com

Sincerely,

WILLDAN FINANCIAL SERVICES



Chris Fisher
Vice President - Group Director
Financial Consulting Services



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Approach to Identified Scope of Work

Project Understanding

Willdan Financial Services (“Willdan”) is confident that we can meet the City of Dinuba’s (“City”) request for a Comprehensive User Fee Study for the Building, Planning and Engineering Divisions. Given our extensive experience, we have a clear understanding of the issues and concerns that are encountered with this type of project, and more importantly, how to address and overcome them. **Key critical issues and objectives that are addressed within our scope of services include the following:**

- Conducting an analysis that clearly identifies the **total cost** of providing services for which fees are charged by the Building, Planning and Engineering divisions, including direct, indirect and third-party costs;
- Identifying the amount of revenue being recovered based on current fee levels and development activity, and projecting future estimates so that recommended fees recover appropriate amounts of revenue;
- Focusing on any changes that may have occurred in the City’s staffing and cost structures to ensure that future fees adequately recover anticipated costs;
- Working with City Staff to develop meaningful recommendations for fee setting where charging fees that represent full cost recovery may not be reasonable for policy or political reasons;
- Implementing proven project management and communication processes to ensure work stays on schedule; and
- Presenting the results in a way that is readily understood by decision makers.

The overall goal is to establish an updated schedule of fees that is objective, fair and equitable. **We will deliver a straightforward model and report that clearly identifies the full cost of providing services, including overhead, direct and indirect costs; and provide recommendations for setting fees that maximize cost recovery in accordance with the City’s policies.**

The end product will include a report and a user-friendly Excel-based model, which City Staff will retain and can be easily updated in the future. The model will be used to calculate and analyze the components that make up the full cost of services provided by the City, the recommended level of cost recovery (taking into account appropriate subsidies), and the revenue impacts to the City of proposed changes in fees. Most importantly, we will ensure that the results and recommendations are clear and understandable, defensible, and easily implementable.

Rather than a costly and inflexible proprietary software, which can require expensive licensing fees, Willdan builds models utilizing Excel, from the ground up, employing the City’s budget as the gauge. This model, which is then the City’s to retain, gives City Staff the control to make on-the-fly adjustments and updates.

Using our extensive experience developing and analyzing cost allocation methodologies and approaches, **we will work with City Staff to incorporate appropriate central service overhead factors into this analysis. Inclusion of overhead is a principal element of any fee study, as it ensures that the full cost of service which we calculate, and upon which fee recommendations are based, includes costs of direct and indirect overhead, in addition to the direct cost of providing the services.**

For this fee study, we will meet directly with representatives from the Building, Planning and Engineering divisions, to discuss the best-suited approach and process; and then in more detail to identify processes and levels of activity and effort involved in providing services for which fees are paid. Through this process we will identify the full cost recovery amount for each fee related activity and compare this with the City’s current cost recovery levels. Then discuss with staff, policy and/or political concerns that need to be considered in developing recommended fees. **Final recommended fees will be the result of these collaborative discussions, so that they reflect realities and considerations that are specific to the City.**

We will review and analyze existing user fee programs, and based upon conversations with City Staff, a review of other neighboring cities, and our experience with fee programs in other cities, make suggestions as necessary for fees that may need to be added to the City’s fee schedule, for activities that occur with some regularity, or for which a fee is not currently being charged.

Willdan possesses the resources, practical experience, creative thinking, and collaborative consulting skills necessary to complete this important project. Key distinct advantages that Willdan brings to the City include the following.

On-site Data Gathering

Our experience has taught us that working together, via face-to-face discussions, is the most efficient and thorough way to ensure that results are accurate, and that studies are completed in a timely manner, which again, is critical in this proposed engagement. Consequently, through on-site interviews with your staff, Willdan will collect the majority of required data for studies. This method is better than the typical “time and motion surveys” that are provided to agency staff when studies like these are conducted. This process ensures that we gather the data we need in one coordinated step, rather than having to go through repeated follow-up and clarification. ***This approach and the dedication of our staff will help ensure we meet the City’s timeline and objectives and provide important information to City Staff and City Council as soon as possible.***

Public Engagement

Our models and project approach are geared toward delivering our work on schedule and presenting our analysis results at public meetings and Council workshops. While we understand that the City Council and local business community may be generally supportive of increasing fees where necessary, it will be important to present recommendations to them in a way that clearly demonstrates the rationale and supporting analysis.

The Willdan Team is experienced at communicating complex analytical results in a manner that is easy to understand by non-finance-oriented individuals and facilitates discussion. Our proposed principal-in-charge for this engagement has coordinated or participated in numerous public and staff workshops regarding fees and cost of service-based charges. As previously mentioned, our objective is to provide useful, detailed information to the City Council and City Staff, necessary to make important decisions. Our experience ensures that we can meet this objective.

User-friendly Models and Reports

Willdan prides itself on creating user-friendly Excel-based models that the City can retain and ***conducting our analysis and developing the models collaboratively with City Staff.*** With City Staff’s immediate input and collaboration, Willdan will design extremely flexible, intuitive Excel-based models. In the future, as the City assumes new responsibilities, modifies existing processes, and/or eliminates unnecessary services or programs, the models will be capable of adding or deleting funds, objects, departments, programs, staff positions, and activities. Willdan understands that issues facing the City are unique; consequently, we design our models to match your immediate and desired needs to ensure that end-results exceed staff expectations.

This model is then the City’s to retain, after our services are completed, and allows for the creation of revenue projections, highlighting potential new revenues, and levels of subsidy.

The model will be developed to allow the City to run “what-if” scenarios to address possible changes in staffing levels, working hours, etc.

A key element of these studies is presenting results and recommendations in a straightforward manner, that allows the City Council and staff to confidently make fee setting policy decisions and understand the impacts of those decisions. Rather than using an inflexible proprietary software program, we construct our models from the ground up, as previously discussed, mirroring the City’s budget format wherever possible. As a result, the information contained in our models are easy for City Staff to interpret, and the familiar software ensures ease of navigation. As the models are being designed and constructed, we will work with City Staff to determine the best and most effective features to include. After the project is completed, we will provide instruction, so that your staff can independently and efficiently evaluate the effects of changes in certain factors. Created directly from the models, our reports clearly and graphically illustrate bases for the full cost recovery level of fee programs, provide projections of revenue from fee programs, both at full cost recovery and at recommended levels, and present the fee methodologies.

User Fee Study Methodology

The following describes our proposed methodology and approach to prepare a user fee study.

To comprehensively update fees, the City should develop a fee schedule that accurately accounts for the true cost of providing services. Once the study is complete, the fee study model must be flexible so that the City can add, delete, and revise fees in the future.

To meet this goal, we will bring our expertise and unique perspectives to your fee study by approaching the project with the following three principles.

1) Defensibility

Our user fee projects have not been legally challenged since the inception of this practice area in our firm. We have accomplished this by closely working with legal counsel familiar with user fee studies, our engineering division and with agency staff. In this way, we can tailor the correct approach to ensure full cost recovery combined with a sound and reasonable basis for each user fee you implement.

We employ principles from Proposition 218 to make certain that your user fee and rate schedule is developed with fairness, equity, and proportionate cost recovery principles in mind. With the addition of Proposition 26, Willdan will review each analyzed user fee for compliance and appropriateness to ensure continued defensibility.

2) Project and Staff Time

The City must have a sound and technically defensible fee schedule to ensure costs are appropriately recovered, as applicants approach the City for its services. Our standards and approaches serve to get to the issues of your fee study quickly. Starting with the project kick-off, we will make certain that your staff understands the purpose and scope of the study and its corresponding on-site departmental interview. As Willdan is able to communicate directly with the service providers, this face-to-face interaction provides valuable time estimates.

3) Responsiveness

We take great pride in providing responsive service to our client agencies. Frequent communication is critical to a successful user fee study experience. We will provide a list of data requirements in advance of the project kick-off meeting. Due to this simple step, the introductory meeting can focus on the survey input process, answering questions, determining policy goals, and defining next steps in the project. We will follow up weekly with you at each step in the fee study process to make sure that staff “buys in” to the fee study approach and results.

Approach

Our approach to preparing the fee study and documentation for the City includes:

- Close coordination with your staff to devise a consensus approach. Different programs and/or different service delivery methods will necessitate different approaches. We will discuss specific pros and cons with City Staff as we determine which methods work best for various categories of fees;
- Strict adherence to key legal and policy issues with regard to user fees, including the percent of cost recovery that the City seeks to achieve. A fee shall not be set higher than the reasonable cost of providing a fee-generating service. Our approach provides you with a fee schedule that achieves maximum legal cost recovery while ensuring that each fee is supported by technically defensible documentation; and
- Technical analysis necessary for project participants to resolve policy issues.

As described below, there are two basic approaches to calculating user fees:

Approach 1: Case Study Method

This is also sometimes referred to as a cost build-up approach. Using a time and materials approach, the “Case Study Method” examines the tasks, steps and City Staff involved in providing a particular ‘unit’ of service, such as a permit review, and then uses that information to develop estimates of the actual labor and material costs associated with providing a unit of service to a single user. It is often used when a service is provided on a regular basis, and staff and other costs associated with the service can be segregated from available budget data.

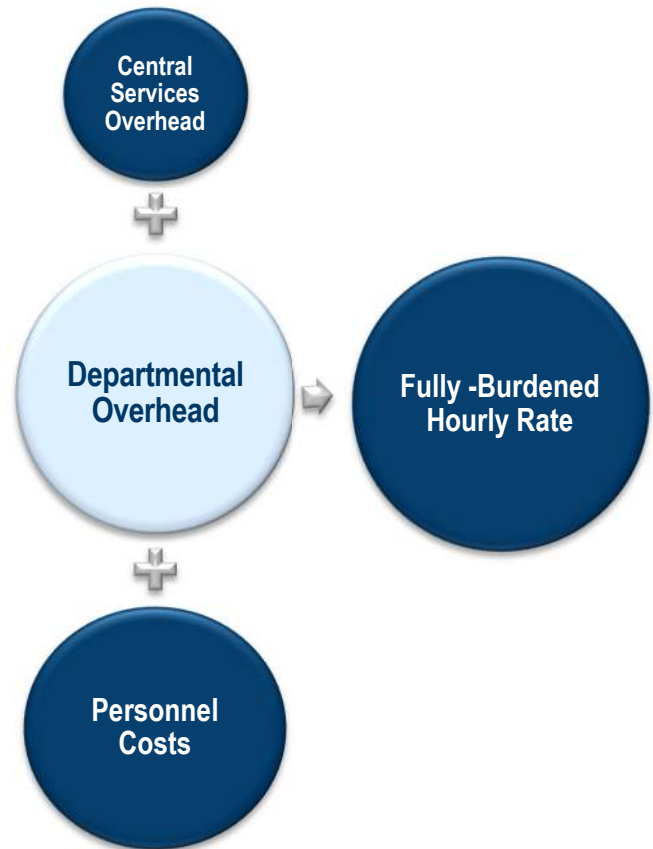
A typical case study fee model should comprise the following three general cost layers:

1. **Central Services Overhead:** This category may involve such costs as labor, services, and supplies that benefit more than one department, division, or project. The exact benefits to specific areas are impossible to ascribe to a single activity. Examples are purchasing, human resources, and liability insurance. As part of the user fee study, these costs are calculated in the overhead cost review.
2. **Department Overhead:** This category may include expenses related to such items as office supplies, outside consultants, and membership dues. It may include management, supervision, and administrative support that are not provided to a direct fee-generating service. Typically, these items are charged, on an item-by-item basis, directly to the department, division, or project.
3. **Personnel Costs:** This category refers to direct salary and benefit costs of staff hours spent on providing a fee-generating service (e.g., on-site building inspector).

Approach 2: Average Cost Method

This is also sometimes referred to as a programmatic approach, because it looks at costs at a program level, and then allocates them to participants on an occurrence basis. By taking total service costs across a substantial sample period (a year) and dividing by the total number of service units delivered over that same period, costs per unit of service is estimated.

This approach is useful when services or programs are provided in a more aggregate manner, where it might be difficult to identify a specific sequence of steps associated with one user or participant; or where it is not feasible to cost-effectively segregate costs associated with specific activities.



Project Team

Our management and supervision of the project team is very simple: staff every position with experienced, capable personnel in sufficient numbers to deliver a superior product to the City, on time and on budget. With that philosophy in mind, we have selected experienced professionals for this engagement. We are confident that our team maintains the depth of experience that will successfully fulfill your desired work performance.

Our employees know and understand the problems facing local government under the current economic climate, and we have oriented our practice to support an agency's modified budget policies and public service priorities.

Key Team Member	Project Role	Responsibility to the City of Dinuba Engagement
Chris Fisher	Principal-in-Charge	- Technical guidance - Project oversight - Quality assurance & control - Meeting and presentation attendance
Tony Thrasher	Technical Project Manager	- Task oversight - Model development - Produce key elements of the analyses - Responsible for project deliverables - Report evaluation - Meeting and presentation attendance
Priti Patel	Financial Analyst	- Collect, interpret, and analyze key data - Assistance with model development - Report preparation - Meeting and presentation attendance
Robert Quaid, CPA	Quality Assurance / Quality Control	- Third party reviewer - Report evaluation

Resumes

Resumes for Willdan's project team are presented on the following pages.

Chris Fisher

Principal-in-Charge

Education

San Francisco State University, Bachelor of Science, Finance

Areas of Expertise

Cost of Service Analyses

Multi-disciplinary Team Management

Special District Formations

Client Presentations

Proposition 218

Affiliations

California Society of Municipal Finance Officers

Municipal Management Association of Northern California

California Municipal Treasurers Association

21 Years' Experience

Mr. Chris Fisher, Vice President and Group Manager of Willdan's Financial Consulting Services group, will serve as Principal-in-Charge for the City's project. He will also share his extensive knowledge related to cost-of-service principles with members of the project team.

Mr. Fisher joined Willdan in April of 1999, and during that time has managed an array of financial consulting projects for public agencies in California, Arizona, Colorado, Texas, and Florida, coordinating the activities of resources within Willdan, as well as those from other firms working on these projects. He is one of the firm's leading experts for special district financing related to public infrastructure, maintenance, and services, including public safety.

Related Experience

City of Goleta, CA – Cost Allocation Plan and Comprehensive User Fee Study: Mr. Fisher is the principal-in-charge of the City of Goleta's ongoing Cost Allocation Plan and Comprehensive User Fee Study engagement. He is overseeing the project team.

City of Hayward, CA – Cost Allocation Plan and Comprehensive User Fee Study: Mr. Fisher served as the project manager for the City's full overhead cost allocation plan and OMB A-87 cost allocation plan, along with a comprehensive master user fee study. He worked with the City and Willdan staff to gather the necessary data and is overseeing Willdan's development of the cost allocation model. The City has a complicated and detailed budget and the cost allocation plan that Willdan developed is tailored to their structure and includes provision for several Internal Service Funds.

City of Petaluma, CA – Overhead Cost Allocation Plan and OMB Circular Plan, User Fee Study, CIP Rate Analysis, and Hourly Overhead Rate Study: Mr. Fisher served as project manager for the project team and provided oversight for this thorough and intensive study for the City of Petaluma. ***The City has hired Willdan for multiple updates since we completed the original study.***

City of Belmont, CA – Master Fee Study and Cost Allocation Refinement: Mr. Fisher served as the project manager for Willdan's work with the City of Belmont and the Belmont Fire Protection District's fee study. Willdan completed a Master Fee Study and an analysis and review of the existing Cost Allocation Plan for the City of Belmont, and a Fee and Rate Study for the Belmont Fire Protection District.

City of El Cerrito, CA – Building Fee Study: Mr. Fisher provided oversight and technical guidance for the City's analysis and update of its Building and Planning Fees. Our role included the development of the comprehensive financial model for calculating full cost of service, and the supporting report. We also assisted with the preparation of fee recommendations to the City Council based on local policy and comparisons to other regional cities.

City of Pittsburg, CA – Cost Allocation Plan and User Fee Study: Mr. Fisher provided policy guidance and quality assurance to the City's update and development of a comprehensive user fee study for the development of a master user fee and rate schedule and a cost allocation plan to recover overhead costs related to central service activities.

City of Salinas, CA – Comprehensive Fee Study and Full Cost Allocation Plan: Mr. Fisher served as the project manager for the City of Salinas engagement, to prepare an OMB A-87-compliant full cost allocation plan and comprehensive fee study for the development of a master list of fees. Mr. Fisher led an all-departments overview meeting, where the framework and general process was reviewed, and global practical and policy questions were addressed. Immediately following the overview meeting, individual meetings were held with representatives from each department to discuss their specific fee related activities and gather necessary information to update fees. ***Willdan was re-selected to update the Cost Allocation Plan.***

C. Fisher*Resume Continued*

City of Irvine, CA — OMB Cost Allocation Plan and Comprehensive User Fee Study: Willdan completed a cost allocation plan and user fee study for the City of Irvine. Mr. Fisher managed and provided quality assurance to this project, ensuring the accuracy of the models, as well as the final reports. He also presented the results to the City's Finance Commission and to the City Council.

City of National City, CA – Cost Allocation Plan, OMB Compliant Cost Allocation Plan, User Fee Study, and ISF Allocation Study: Mr. Fisher served as the principal-in-charge for the City of National City's Cost Allocation Plan, OMB Compliant Cost Allocation Plan, User Fee, and ISF Allocation Study.

City of Murrieta, CA – Cost Allocation & OMB Compliant Plan and Comprehensive User Fee Study: Mr. Fisher served as the project manager on the City's fee study. The primary objective for the cost allocation study was to ensure that general government costs were fairly and equitably allocated to appropriate programs and funds. ***The City recently re-engaged Willdan to conduct an update to both studies, it is currently in process.***

City of Signal Hill, CA – Cost Allocation Plan and User Fee Study: As principal-in-charge, Mr. Fisher oversaw the development and review of a Full and OMB compliant cost allocation study and a comprehensive user fee and rate study for the City's master list of fees.

City of Laguna Hills, CA – Comprehensive Cost Allocation Plan and Comprehensive User Fee Study: Mr. Fisher oversaw the update of the City's general overhead allocation plan and cost-of-service user fees.

City of Palm Desert, CA – Cost Allocation Plan and Comprehensive User Fee Study: Mr. Fisher is the principal-in-charge for the ongoing full cost allocation plan and user fee study. Willdan's work includes the gathering of necessary data and information, interviews with City Staff to identify overhead support services and how they are used and interviews to gather information related to fee-based services. We are also developing financial models to calculate overhead allocations and personnel rates and the full cost of services for which fees are charged. We are working with Staff to finalize cost recovery targets, prepare reports and present the results.

City of Indian Wells, CA – User Fee Study: Mr. Fisher was the principal-in-charge for the City's user fee study for the Administrative, Building, Planning and Public Works Departments. Our team gathered and confirmed data, met with City Staff to discuss the City's overhead support structure and how operating activities use and benefit from overhead support services. We conducted interviews to gather information related to fee-based services to be used in calculating the full cost of providing services. We developed financial models to calculate overhead allocations and the full cost of services and worked with Staff to develop fee-setting recommendations. We prepared reports and presented the results and met with the development community to address their questions about the study's methodology and results.

City of Union City, CA – Comprehensive Fee and Rate Study & Overhead Cost Allocation Plan: Mr. Fisher served as the principal-in-charge for the City's fee study. He oversaw the development of an overhead cost allocation plan, OMB compliant cost allocation plan, as well as a comprehensive user fee study.

City of DeSoto, TX – User Fee Study: Mr. Fisher served as the principal-in-charge for City's Comprehensive User Fee Study.

Tony Thrasher

Technical Project Manager

Education

*Bachelor of Science
in Economics;
California State
Polytechnic
University, Pomona*

Areas of Expertise

Cost Allocation Plans

*Fiscal Analysis for
User Fees and Rates*

*District Administration
Services*

Utility Rate Studies

*11 Years'
Experience*

Due to his cost allocation and user fee analyses experience, Mr. Tony Thrasher has been selected to serve as Technical Project Manager for the City's engagement. Currently, Mr. Thrasher is a Senior Project Manager within the Financial Consulting Services group, whereby his responsibilities include managing projects and conducting fiscal analyses for cost allocation plans, user fees, and utility rate studies.

Mr. Thrasher's prior employment was as a financial analyst working in bond, equity, and mortgage-backed security markets for Wells Fargo Bank, Bank of New York Mellon, and Deutsche Bank. His experience includes portfolio accounting, differential analysis, and forecasting.

Related Experience

City of Goleta, CA – Cost Allocation Plan and Comprehensive User Fee Study: Mr. Thrasher is the technical project manager for the City of Goleta's ongoing Cost Allocation Plan and Comprehensive User Fee Study engagement. He is working directly with the City contact, and the project team, throughout the engagement.

City of Hayward, CA – Cost Allocation Plan and User Fee Study: For this project, Mr. Thrasher provided analytical support, and was largely responsible for the development of the models. Primary duties include gathering and verifying necessary data, finalizing model figures and generating reports. ***The City hired Willdan to complete the original Cost Allocation Plan and User Fee Study, and has subsequently hired us for updates to both studies.***

City of Petaluma, CA – Overhead Cost Allocation Plan and OMB Circular Plan, User Fee Study, CIP Rate Analysis, and Hourly Overhead Rate Study: Mr. Thrasher provided analytical support for this engagement. His primary duties were to work with City Staff to gather data, provide assistance to the project manager, and produce reports. ***The City has hired Willdan for multiple updates since we completed the original study.***

City of El Cerrito, CA – Building Fee Study: Mr. Thrasher was the Project Manager for the City's analysis and update of its Building and Planning Fees. He managed the development of the comprehensive financial model to calculate full cost of service, and the supporting report. Also assisted with the preparation of fee recommendations to the City Council based on local policy and comparisons to other regional cities.

City of Salinas, CA – Full Cost Allocation Plan and Comprehensive Fee Study: Mr. Thrasher provided analytical support for the City of Salinas OMB A-87-compliant full cost allocation plan and comprehensive fee study engagement. He worked closely with City Staff to gather and analyze data to produce reports, participated in multiple meetings, and assisted the City appointed Project Manager in the adoption of the new fees. ***Willdan was re-selected to update the Cost Allocation Plan.***

City of Galt, CA – Cost Allocation Plan: As the assigned technical lead, Mr. Thrasher worked directly with City Staff to develop the Cost Allocation Model and report and worked with Staff to test and adjust the model and methodology where appropriate before finalizing. Following completion of the initial CAP, he worked with the City to update the model for the subsequent budget update.

City of Monterey, CA – Cost Allocation Plan: Mr. Thrasher is serving as the technical project manager for the City of Monterey Cost Allocation Plan engagement and updates. He is assisting in the development of the City's general overhead allocation plan, whereby he applies his expertise on alternative allocation methods. ***The City hired Willdan for the original study, and has since hired us for multiple updates.***

City of Mission Viejo, CA – Cost Allocation Plan and User Fee Study: Mr. Thrasher was assigned to work with the City on this project, providing analytical support, gathering data, working with staff to make refinements, and developing cost allocation and fee models to ensure full-cost recovery for building and safety, planning, community development, and public works departments.

*T. Thrasher**Resume Continued*

City of Irvine, CA – OMB Cost Allocation Plan and Comprehensive User Fee Study: Serving as the project's analyst, Mr. Thrasher provided analytical support; and designed micro-level allocation models to ensure full-cost recovery for public safety, public works, community development, community services, and administrative departments.

City of Chino Hills, CA – Cost Allocation Plan and Comprehensive User Fee Study: Mr. Thrasher served as the technical project manager for the City's Cost Allocation Plan and Comprehensive User Fee Study. He worked directly with the City contact throughout the engagement.

City of Cerritos, CA – Development Services User Fee Study: Mr. Thrasher served as the Technical Project Manager for this engagement, whereby he designed micro-level allocation models to ensure full-cost recovery for building and safety, planning, community development, and public works departments.

City of Bellflower, CA – OMB Cost Allocation Plan and Comprehensive User Fee Study Update: In Willdan's initial engagement with the City, Mr. Thrasher provided analytical support, with his primary duties including finalizing model figures and generating reports. In the subsequent update of both the CAP and the Fee Study, Mr. Thrasher assumed a lead technical role, working directly with the client to develop a new Cost Allocation Model, update the comprehensive fee model, and resolve policy and fee setting issues. He was directly responsible for delivery of reports and presentations to the City.

City of Indian Wells, CA – User Fee Study: Mr. Thrasher served as the technical project manager for the City's Administrative, Building, Planning and Public Works Departments. The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs cost recovery levels.

City of Palm Desert, CA – Cost Allocation Plan and Comprehensive User Fee Study: Mr. Thrasher is currently serving as the technical project manager for the City's full cost allocation plan and user fee study. He is directly responsible for the creation of both models for the study, gathering and verification of the data, managing the analysts working to support him and presenting results to the City.

City of National City, CA – Cost Allocation Plan, OMB Compliant Cost Allocation Plan, User Fee Study, and ISF Allocation Study: Mr. Thrasher served as the technical project manager for the City of National City's Cost Allocation Plan, OMB Compliant Cost Allocation Plan, User Fee, and ISF Allocation Study.

City of Richmond, CA – Cost Allocation Plan& User Fee Study: Mr. Thrasher serves as the Project Manager for the City of Richmond's fee study.

City of DeSoto, TX – User Fee Study: Mr. Thrasher served as the technical project manager for City's Comprehensive User Fee Study.

City of Missouri City, TX – Comprehensive User Fee Study and Cost Allocation Plan: Mr. Thrasher served as the technical project manager for City's Fee Study. **Project Fees: \$49,000.**

City of Mesquite, TX – Cost Allocation Plan: Mr. Thrasher served as the technical project manager for City's Cost Allocation Study.

City of Surprise, AZ – Cost Allocation Plan: Mr. Thrasher served as the technical project manager for the 2017 Cost Allocation Plan to identify the City's costs related to rendering internal central support services, and the allocation of those costs to operating departments.

Kentuckiana Works, KY – Cost Allocation Plan: Mr. Thrasher is the technical project manager for Kentuckiana Works Cost Allocation Plan. This is an ongoing project.

Priti Patel

Project Analyst

Education

Bachelor of Arts;
Business
Management,
Information Systems
and
International Business,
University of Cincinnati

Ms. Priti Patel is a Senior Analyst within the Financial Consulting Services group, whereby she supports project managers in conducting utility rate analyses, fee studies, cost allocation plans, monitoring Proposition 218 compliance, and forming special districts.

Coordinating and conducting activities associated with Cost Allocation Plans and User Fee Studies, including database integration and manipulation, revenue and expenditure analyses, and documentation preparation are just some of Ms. Patel's duties. With these duties, she interacts with clients on a regular basis.

Areas of Expertise

Cost Allocation Plans

User Fee Studies

Proposition 218

Ms. Patel joined Willdan as an analyst with the District Administration Group, while with DAS she performed research and analysis needed for local government financial issues related to district administration, including document data entry and updating, database management, research and report preparation. She also provided general information on questions pertaining to Assessment Districts and special taxes (such as Mello-Roos Pools), as well as the status of property delinquencies. Ms. Patel came to Willdan with more than five years' experience as an Analyst.

Related Experience

7 Years' Experience

City of Goleta, CA – Cost Allocation Plan and Comprehensive User Fee Study: Ms. Patel is the financial analyst for the City of Goleta's ongoing Cost Allocation Plan and Comprehensive User Fee Study engagement.

City of Richmond, CA – Cost Allocation Plan & User Fee Study: Ms. Patel is the financial analyst on the City of Richmond's ongoing User Fee Study and Cost Allocation Plan. She is assisting the project manager with gathering and validation of data, development of the models and related analysis, staff interviews and preparation of reports and presentations.

City of Pittsburg, CA – Cost Allocation Plan and User Fee Study: Ms. Patel was assigned to provide assistance to senior project team members on the City of Pittsburg Cost Allocation Plan and User Fee Study engagement. She will be a technical lead for the gathering of data, creation of the models and preparation of study reports and presentations. ***The City hired Willdan for the original study, and for two subsequent updates.***

City of Monterey, CA – Cost Allocation Plan: Ms. Patel is serving as the financial analyst for the City of Monterey Cost Allocation Plan and updates. In this role she is responsible for obtaining updated information and data, reviewing overhead structure and functions and preparing the updated model and report. ***The City originally hired Willdan for the creation of the first Cost Allocation Plan, and has hired us for multiple updates since then.***

City of Fillmore, CA – Full Cost Allocation Plan and User Fee Study: Ms. Patel helped develop a cost allocation plan and model that fully allocated central overhead costs to appropriate operating departments, funds, and/or programs. She assisted in the completion of the model and report and worked directly with senior staff to their feedback and revisions.

City of Chino Hills, CA – Cost Allocation Plan and Comprehensive User Fee Study: Providing analytical support in the preparation of a cost allocation plan and comprehensive fee study, Ms. Patel worked to identify and take into account direct and indirect costs, along with changes in staffing, structure, and service delivery methods. She also assisted in the preparation of user-friendly Excel-based models that City Staff can easily update in the future to determine the proper allocation of expenditures and ongoing full cost of City-provided services.

City of Laguna Hills, CA – Cost Allocation Plan and Comprehensive User Fee Study: Ms. Patel provided analytical support in the preparation of a full cost allocation plan and comprehensive fee study for the development of a master list of fees.

City of National City, CA – Cost Allocation Plan, OMB Compliant Cost Allocation Plan, User Fee Study, and ISF Allocation Study: Ms. Patel provided analytical support in the preparation of this study, her primary duties included development of the models, finalizing model figures and results, and generating reports.

*P. Patel**Resume Continued*

City of Palm Desert, CA – Cost Allocation Plan and Comprehensive User Fee Study: Ms. Patel is assigned as the analyst to the City of Palm Desert's full cost allocation plan and user fee study. She supports the project manager by gathering necessary data, preparing the initial draft models and reports, and working directly with City Staff to refine and update results during review iterations.

City of Indian Wells, CA – User Fee Study: Ms. Patel served as the analyst for the City's user fee study for the Administrative, Building, Planning and Public Works Departments. She led the analytical efforts by developing the User Fee model and report, and gathering and evaluating the data necessary for the study. She also participated in the on-site interviews with Staff to discuss service delivery processes.

City of Lake Elsinore, CA – User Fee Study and Cost Allocation Plan: Ms. Patel provided analytical support and gathering budget and allocation basis data for this engagement.

City of San Fernando, CA – Cost Allocation Plan and Comprehensive User Fee Study: Ms. Patel is currently providing support to senior team members in the preparation of a cost allocation plan, OMB compliant plan and comprehensive user fee study.

Rainbow Municipal Water District, CA – Cost Allocation Plan and OMB Compliant Plan: Ms. Patel provided analytical support to ensure that the District's Cost Allocation Plan and OMB compliant cost allocation model and plan fairly allocated general and administrative overhead service costs to appropriate activities and departments.

City of Yucaipa, CA – Cost Allocation Plan and Comprehensive User Fee Study: Provided analytical support in the preparation of a Cost Allocation Plan and OMB compliant cost allocation plan and comprehensive fee study for the development of a master list of fees. Ms. Patel worked to identify and take into account direct and indirect costs, along with changes in staffing, structure, and service delivery methods. She also assisted in the preparation of user-friendly Excel-based models that City Staff could easily update in the future to determine the proper allocation of expenditures and ongoing full cost of City-provided services.

City of Dinuba, CA – Cost Allocation Plan Update and Utility Rate Study: Ms. Patel assisted with a utility rate study and a cost allocation plan update for the City. Duties included reviewing relevant documentation, gathering information related to indirect staffing and functions, assisting in the preparation of a comprehensive draft cost allocation model and plan, and testing and reviewing the model and results with project management staff.

City of DeSoto, TX – User Fee Study: Ms. Patel served as the financial analyst for City's Comprehensive User Fee Study.

City of Missouri City, TX – Comprehensive User Fee Study and Cost Allocation Plan: Ms. Patel provided analytical support in the preparation of a full cost allocation plan and comprehensive fee study.

Kentuckiana Works, KY – Cost Allocation Plan: Ms. Patel is the financial analyst assigned to the Kentuckiana Works Cost Allocation Plan engagement.

Robert Quaid, CPA

Quality Assurance / Technical Advisor

Education
*Bachelor of Science,
University of Southern
California*

With his 35 years of extensive experience, Mr. Robert Quaid has been selected to provide quality assurance/quality control in the role of technical advisor. In his position as a Principal Consultant at Willdan, Mr. Quaid provides project management, procedural support, technical support, and quality review for Willdan’s District Administration group, as well as the Financial Services Consulting group specific to cost allocation plans, user fee studies, and special financial analysis.

Areas of Expertise
*Fiscal Analysis for
User Fees and Rates*

Prior to joining Willdan, Mr. Quaid worked in the private industry of real estate accounting and finance. He began his career with the public accounting firm formerly known as Haskins & Sells (currently known as “Deloitte & Touche”). His experience includes financial statement analyses, asset administration, computer conversion, and reporting to the Securities and Exchange Commission for several public real estate partnerships. In 1979, Mr. Quaid became a licensed California CPA.

Cost Allocation Plans
*Acquisition Audit
Services*

Related Experience

*Statutory Financial
Reporting*
Fund Audits

City of Thousand Oaks, CA – Cost Allocation Plan: Mr. Quaid served as project manager for the development of an OMB A-87 compliant cost allocation plan model using fiscal year actual costs as the basis for the allocations. He was responsible for the preparation of the Cost Allocation Plan report and provided cost allocation model training to City Staff.

*Quality Review of
Community Facilities,
Lighting &
Landscaping, and
Assessment Districts*

The objective of this project was to determine the appropriate allocation of indirect costs from City General Fund central service departments to the General Fund operating departments/programs and the non-General Fund departments/programs. The plan model included 16 allocation bases allocating costs to over 100 departments and divisions. Both full and OMB A-87 cost allocation models were delivered to the City. Willdan was awarded a four-year contract.

Affiliations
*California Society of
Municipal Finance
Officers*

Cities of Fontana, Gardena and Hawthorne, CA – Cost Allocation Plan Projects: For each of these cities, Mr. Quaid served in the role of task manager for the development of an OMB A-87 compliant cost allocation plan model using Microsoft Excel. He was responsible for the preparation of the cost allocation plan report and trained City Staff on how to use the cost allocation model.

*California Society of
CPAs*

City of Rialto, CA – Comprehensive User Fee Study: Project manager for the Comprehensive User Fee Study to develop a user fee model in Microsoft Excel and update fees for Planning, Engineering, Building, Public Works, Recreation, Police, Fire, City Clerk, Treasurer and Finance.

**Certifications/
Licenses**
*Certified Public
Accountant*

City of Cathedral City, CA – Comprehensive User Fee Study: Mr. Quaid served as project manager for a user fee study that required updating fees for Planning, Engineering, Building, Police, Fire, City Clerk, and Finance.

**35 Years’
Experience**

Mr. Quaid has provided Quality Assurance and Quality Control to multiple clients throughout California. Provided below are a few examples of clients in which services have been provided in the previous three years.

- City of Arcadia, CA
- City of Cerritos, CA
- City of Claremont, CA
- City of Coalinga, CA
- City of El Cerrito, CA
- City of Escondido, CA
- City of Galt, CA
- City of Hayward, CA
- City of Indian Wells, CA
- City of Goleta, CA
- City of Monterey, CA
- City of Petaluma, CA
- City of Rocklin, CA
- City of St. Helena, CA
- County of San Benito, CA
- City of San Bruno, CA
- City of Salinas, CA
- City of Union City, CA
- City of Watsonville, CA
- County of Placer, CA

Scope of Services

Our proposed work plan, described in detail by task, is provided below. We explain how each task will be accomplished and identify associated meetings and deliverables. We want to ensure our scope provides quality and clarity and is responsive to the City's needs and specific local circumstances. During the course of these tasks we will keep City Staff updated via email and/or telephone as to project progress, data needs and next steps.

We will work in concert with the City to adjust the scope as needed during the course of the study.

Task 1: Initial Document Request

Objective: Initial due diligence; obtain study-related data.

Description: Prior to the kick-off meeting, we will obtain and review relevant documentation to further enhance our understanding of the services, fees, and rates to be studied. A written request for data will be sent to the City. Please note that Time Survey data is not part of this request and will be gathered during the on-site interviews described in Task 5.

We will request information and documentation on current fees and fee programs, and budget and staffing information related specifically to programs and activities which have associated fees, and for which the City has this level of detail.

Deliverables: **Willdan:** Submit information request to City.

City: Provide requested data to Willdan (prior to Task 3, Kick-off Meeting/Refine Scope). We will follow up with the City to confirm receipt of requested data and information and highlight data elements that are outstanding.

Task 2: Compile Inventory of Current and Potential Fees

Objective: Willdan will verify the schedule of fees associated with this engagement and develop the methodology for calculating cost of service and updated fees, obtain and review the City's current methodology and approach to allocating indirect service costs, and obtain staffing, salary, and benefit information.

Description: Based on the results of the initial document request and independent research, incorporate into our model the existing fees, provided by the City, to comprise the parameters of the fee study.

As mentioned in the Project Understanding, we will work with staff to incorporate reasonable indirect overhead factors to include central service cost support since this engagement does not include the development of a full citywide cost allocation plan.

We will obtain data necessary to confirm or develop indirect cost allocation percentages to use in developing fully burdened hourly personnel rates. We will gather and review data and supporting analysis as necessary, related to the City's cost allocation approach. This information will be used to verify the allocation of indirect service costs to operating departments, and then will be incorporated with staffing, and salary and benefit data to develop a comprehensive schedule of Fully Burdened Hourly Rates (FBHR). These rates will form a basis for the calculation of the costs of providing services to residents and customers, for which fees are charged.

Meetings: It is possible that a conference call with the City may be necessary to discuss new fees to implement or existing fees that may no longer be required.

Deliverables: **Willdan:** One (1) draft list of current fees based on initial data provided (to be discussed and finalized during the kick-off call), and a schedule of Fully Burdened Hourly Rates.

City: Review completed fee schedules with comments/revisions to be discussed during the kick-off meeting.

Task 3: Kick-off / Refine Project Requirements, Objectives and Scope

Objective: Confirm goals and objectives for this user fee study. Identify and discuss policy issues typically raised by a user fee study prepared for Building, Planning and Engineering, address gaps in data, and refine appropriate existing or new fee categories (based on Task 2).

Description: Verify our understanding of the City's goals, the City's cost-recovery policy for fees and fill any gaps in data/information necessary for the project. It is important for the City and Willdan to identify and address any foreseeable problems and maintain open communication throughout the process.

During this discussion, we will ask that the City identify a project manager who will serve as the primary contact for the project. The project manager shall have responsibility for ensuring that all available data is provided in a timely manner, thereby maintaining adherence to the project's schedule.

Meetings: One (1) project kick-off call/web meeting to initiate the project, discuss data needs, and address policy issues.

Deliverables: **Willdan:** 1) Revised project scope and schedule (if needed); and 2) brief summary of policy decisions (if needed).

City: 1) Provide further data needs; and 2) determine/introduce City's project manager.

Task 4: Develop Comprehensive Fee Model and Overhead Allocation Factors

Objective: Develop and test fee model and incorporate overhead factors.

Description: This task involves the development of the model ultimately used to calculate fees, based on data and information gathered in previous tasks and in the Time Survey Interviews described in Task 5. To ensure that City policies are met through the imposition of the calculated fees, the model will be formatted to include appropriate costs.

As this project does not include the development of a separate Cost Allocation Plan, we will utilize the City's existing indirect cost allocation plan to determine the appropriate indirect cost factors to apply to personnel rates, to develop fully burdened hourly rates. These rates will serve as a basis for calculating the full cost of providing services.

Key model inputs will include staff and allocated overhead costs per position, and relevant budget data on salaries and benefits. This information will be obtained directly from the City and incorporated directly into the fee model. We will request clarification and/or additional data if necessary.

The model will provide an allocation of administrative and overhead costs to fee related activities, so that fees and billable rate schedules incorporate applicable costs. Furthermore, the fees and rates charged to customers will also reflect the cost of the services being provided, to the extent possible given policy and/or political considerations.

Deliverables: **Willdan:** One (1) user-friendly model in Microsoft Excel format, which, when finalized, City Staff can use to calculate fee changes annually, or as often as deemed appropriate by the City Council.

Task 5: Time Survey Interviews and On-site or Virtual Information Gathering

Objective: Meet with City Staff to complete time surveys and understand service delivery processes.

Description: To assist staff with the completion of the survey worksheets, we will attend on-site or virtual meetings with staff.

The Willdan Team will conduct interviews with managers, as well as other staff, as deemed appropriate and/or necessary, to determine the average time required by City Staff to provide each of the services for which a fee is collected.

The fee model is designed so that full cost recovery fees are calculated immediately upon input of staff time. These full costs are also compared to current cost recovery levels. This will allow Willdan and City Staff to conclude with a final meeting to review the draft full cost recovery fees, and adjust any times as necessary once all information has been compiled and input into the fee model.

We will schedule the interviews with City Staff to minimize any disruption to their normal workflow.

Meetings: Meetings/staff interviews as necessary to collect required information and feedback, currently anticipated at approximately four to six hours in total. In light of ongoing public health mandates associated with COVID-19, we will discuss with the City whether these meetings need to be conducted via WebEx or Zoom. We have been using these tools during the course of the shutdowns and they have proven effective and successful.

Deliverables: **Willdan and City:** Time surveys and draft full cost recovery fees.

Task 6: Common Fees Comparison

Objective: Examine up to five (5) comparable cities/agencies in Tulare County, or jurisdictions that are similar in either geography or profile to the City.

Description: We will access and use our knowledge of other jurisdictions to benchmark the City's five (5) most common fees specific to Building, Planning and Engineering, or highest yielding fees with comparable jurisdictions agreed.

Fee schedules are rarely readily or directly comparable from agency to agency due to definitional and operational differences. For example, a grading permit in one jurisdiction may include the plan check service, while the same permit in another jurisdiction may not, resulting in similar sounding services with widely varying costs. For this reason, Willdan takes a selection of the City's most commonly used and/or highest yielding fees.

The survey will contain: a comparison of common or similar fees and charges used by the City and other jurisdictions; current and proposed fees and charges unique to the City; fees and charges used by other public entities not currently used in the City; and If possible, identify characteristics and processes unique to the City that account for significant variances in fees and charges used by other jurisdictions.

Deliverables: **Willdan:** Recommendations provided in Task 8 will incorporate the data gathered during our examination.

Task 7: Data Analysis and Final Fee Schedule

Objective: Incorporate information obtained from on-site surveys to fully develop model.

Description: We will update the model, based on information received during the on-site surveys, to generate a comprehensive fee schedule. In addition, it is very common that a supplemental data request may be necessary, based on new fees identified that the City is not currently collecting.

Where appropriate, we will suggest and discuss with staff alternate approaches to existing fee programs and suggest potential areas where fees could be collected where they are not currently.

We will present the full cost recovery level for fees, both current and projected under the new calculated fees, and revenue projections, given certain assumptions about the levels of subsidy for different fees. Current levels of cost recovery will be compared to actual full costs calculated during the course of this study. Cost will be calculated at reasonable activity levels and include all appropriate direct and indirect costs and overhead. We will review fee programs for compliance with Propositions 218 and 26.

The fee data analysis and model development may take three (3) to four (4) weeks with frequent correspondence with City Staff to discuss current cost recovery amounts, necessary to recover full cost and frequency activity.

Meetings: Web meetings and/or conference calls, as necessary, to gather additional input, complete analysis and finalize fee schedule. Please see the note in Task 5 regarding COVID-19 and in-person meetings.

Deliverables: Final fee model for the City Council presentation and discussion.

Task 8: Prepare and Present Administrative Draft Results and Report, Conduct Presentations

Objective: Prepare and present draft results and administrative draft report.

Description: This task involves the preparation of the draft report that discusses the study's background, the methodologies utilized in the study, and the results and presentation to various stakeholder groups. As noted below, meetings may occur during this or the next task as appropriate. The calculations used to generate the fee study will be included textually, as well as in easy-to-understand tables.

Individual fee summaries and a comprehensive fee schedule will be included. The draft report will include the following:

- Key results and findings;
- Basic descriptions of each service;
- The full cost of each service and current cost recovery levels;
- Costs broken down graphically into indirect and direct components, with a graphic display of the level of cost recovery;
- Fee recommendations with associate levels of cost recovery;
- Recommendations for new fees, if any;
- Projections of potential fee revenue;
- Assessment of reasonableness of each City's costs; and
- Summary and recommendations.

The objective of the report is to communicate the recommendation of appropriate fees, which include the appropriate subsidy percentage for those fees where full cost recovery may be unrealistic.

Meetings: One (1) web meeting or conference call with the City Staff, to present draft results address questions and receive feedback.

Deliverables: **Willdan:** Draft report for City review and comment.

City: Review of draft report, with comments and edits.

Task 9:	Revise Administrative Draft Report/Determine Recommended Cost Recovery Levels for/Prepare Public Draft
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Objective: Review of draft report and fee model, and preparation of Public Draft Report.

Description: The goal of this task is to conduct an in-depth review of the draft report and model, incorporate feedback and changes as a result of previous discussions and meetings, and arrive at an optimum fee structure for presentation in the Public Draft.

Often through the course of an engagement, City Staff will volunteer insightful likes and dislikes regarding the existing fee structure. We listen to this feedback carefully because your staff members know the community best. Comments usually revolve around issues of:

- Understandability;
- Fairness to applicants;
- Ease of calculation
- Appropriate levels of cost recovery; and
- Full cost recovery hourly rates.

When adjusting fee recovery levels, we believe it is important to address these concerns.

Following one (1) round of comments and feedback from City staff on the draft report, we will prepare the final report for presentation to the City Council.

Meetings: Two (2) web meetings to review the model and finalize cost recovery levels.

Deliverables: Draft report, revised draft /final report.

Task 10: Prepare and Present Final Report/Train Staff on Model

- Objective:** Prepare final study report and PowerPoint and assist with preparation of staff report for presentation of results and recommendations to City Council. Instruct staff on the operation and use of the model for future modifications and provide documentation.
- Description:** This task is the culmination of the entire project. Based on staff comments received regarding the draft report, we will prepare the final report, PowerPoint and staff report for presentation.
- Meetings:** One (1) conference call/web meeting with City Staff to present results, and one web (1) meeting with City Council to present the results and adopt the updated fee schedule.
- Deliverables:** Provide one hard copy and one (1) electronic PDF file copy of the final report and models. Using Microsoft Word and Excel, an updateable electronic copy of the study and models, as well as related schedules, will also be provided on CD-ROM.

City Staff Support

To complete our tasks, we will need the cooperation of City Staff. We suggest that the City assign a key individual to represent the City as the project manager who can function as our primary contact. We anticipate that the City's project manager will:

1. Coordinate responses to requests for information;
2. Coordinate review of work products; and
3. Help resolve policy issues.

Willdan will endeavor to minimize the impact on City Staff in the completion of this project. We will ask for responses to initial information requests in a timely manner. If there are delays on the part of the City, we will contact the City's project manager to steer the project back on track. We will keep the City's project manager informed of data or feedback we need to keep the project on schedule.

Willdan will rely on the validity and accuracy of the City's data and documentation to complete the analysis. Willdan will rely on the data as being accurate without performing an independent verification of accuracy and will not be responsible for any errors that result from inaccurate data provided by the client or a third party.

Total Hours

The table below identifies the estimated number of hours each team member will devote to the tasks identified within the scope of services.

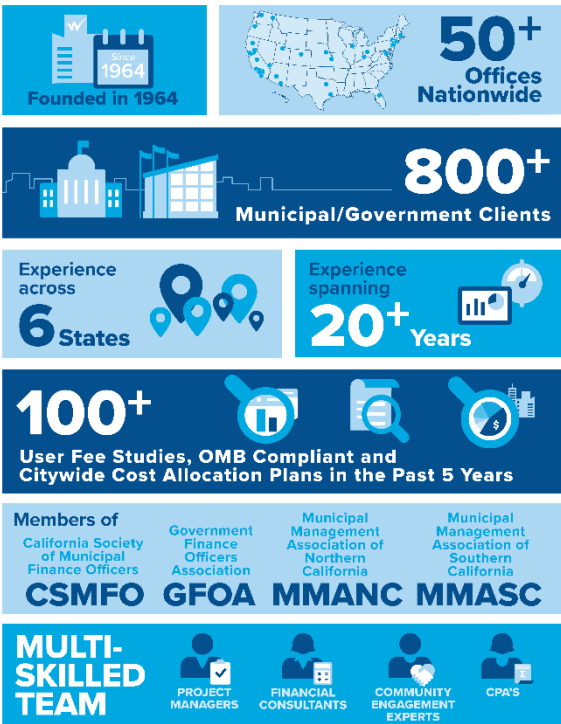
City of Dinuba					
Comprehensive User Fee Study - Building, Planning & Engineering Division					
Scope of Services	C. Fisher Principal-in- Charge	T. Thrasher Tech Project Manager	P. Patel Analytical Support	R. Quaid QA/Tech Advisor	Total Hours
Task 1: Initial Document Request	-	-	1.0	-	1.0
Task 2: Compile Inventory of Current and Potential Fees	-	1.0	1.0	-	2.0
Task 3: Kick-off /Refine Scope	-	1.0	1.0	-	2.0
Task 4: Develop Fee Model and Overhead Factors	0.5	4.0	20.0	1.0	25.5
Task 5: Time Survey Interviews and Information Gathering	-	4.0	10.0	-	14.0
Task 6: Common Fees Comparison	-	2.0	10.0	-	12.0
Task 7: Data Analysis and Final Fee Schedule	1.0	5.0	14.0	1.0	21.0
Task 8: Prepare and Present Draft Report	1.0	2.0	8.0	1.0	12.0
Task 9: Revise Draft/Determine Cost Recovery Levels	0.5	2.0	4.0	-	6.5
Task 10: Prepare and Present Final Report/Instruct Staff on Model	-	4.0	2.0	-	6.0
Total	3.0	25.0	71.0	3.0	102.0

Firm Profile

Willdan Financial Services, a California Corporation, is an operating division within Willdan Group, Inc. (WGI), which was founded in 1964 as an engineering firm working with local governments. Today, WGI is a publicly traded company (WLDN). WGI, through its divisions, provides professional technical and consulting services that ensure the quality, value and security of our nation's infrastructure, systems, facilities, and environment. The firm has pursued two primary service objectives since its inception—ensuring the success of its clients and enhancing its surrounding communities.

A financially stable company, Willdan has annual revenues in excess of \$400 million and over 1,400 employees working in over 25 states across the U.S. Our employees include a number of nationally recognized Subject Matter Experts for all areas related to the broadest definition of connected communities—four of whom are committed to contribute their expertise throughout the duration of the City of Dinuba's User Fee Study for Building, Planning and Engineering Services.

Willdan has solved economic, engineering and energy challenges for local communities and delivered industry-leading solutions that have transformed government and commerce. Today, we are leading our clients into a future accelerated by change in resources, infrastructure, technology, regulations, and industry trends.



Willdan Financial Services

Established on June 24, 1988, Willdan Financial Services, is a national firm and is one of the largest public sector economic and financial analysis consulting firms in the United States. Since that time, we have helped over 1,500 public agencies successfully address a broad range of infrastructure challenges.

Our staff of nearly 80 full-time employees support our clients by conducting year-round workshops and on-site training to assist them in keeping current with the latest developments in our areas of expertise.

Willdan assists local public agencies by providing the following services:

Willdan Financial Services	
Services	
- Utility rate and cost of service studies; - User fee studies; - Cost allocation studies; - Real estate economic analysis; - Tax increment finance district formation and amendment; - Property tax audits; - Economic development strategic plans;	- Development impact fee establishment and analysis; - District administration services; - Feasibility studies; - Municipal advisory services; - Arbitrage and Continuing Disclosure Services; - Debt issuance support; and - Long-term financial plans and cash flow modeling.

Similar Services

Listed in the table below, are public agencies in which similar services have been completed, or are currently in progress, in the previous five years. These studies have been completed by team members included herein.

Cost Allocation Plan and User Fee Study Experience	
Client	Project Description
City of Arcadia, CA	Cost Allocation Plan and Comprehensive User Fee Study
City of Aurora, CO	Cost Allocation Plan and Comprehensive User Fee Study
City of Bedford, TX	Cost Allocation Plan
City of Bellflower, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Study
City of Belmont, CA	User Fee Study and Refinement of Cost Allocation Plan
City of Blythe, CA	Cost Allocation Plan and OMB Compliant Plan
City of Brea, CA	Police Department Cost Allocation Plan
City of Chino Hills, CA	Cost Allocation Plan and Comprehensive User Fee Study, and Updates
City of Claremont, CA	Cost Allocation Plan and User Fee Study
City of Coalinga, CA	User Fee and Rate Study
City of Cudahy, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Study
City of Dinuba, CA	Cost Allocation Plan & Updates
City of El Centro, CA	Comprehensive User Fee Study
City of El Cerrito, CA	Cost Allocation Plan and Community Development Department User Fee Study
City of El Monte, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Study
City of Encinitas, CA	Development Services User Fee Study and Cost Allocation Plan
City of Escondido, CA	Cost Allocation Plan, OMB Compliant Plan, and Comprehensive User Fee Study
City of Fillmore, CA	Cost Allocation Plan, OMB Compliant Plan, and User Fee Study
City of Fountain Hills, AZ	Comprehensive User Fee Study
City of Galt, CA	Cost Allocation Plan and OMB Compliant Plan
City of Gilroy, CA	Cost Allocation Plan, OMB Compliant Plan, and Comprehensive User Fee Study
City of Glendale, AZ	Cost Allocation Plan
City of Goleta, CA	Cost Allocation Plan, OMB Compliant Plan, and Comprehensive User Fee Study
City of Hayward, CA	Comprehensive Master User Fee Study, Full Cost Allocation Plan, and updates, and Rental Inspection Program Fee Analysis
City of Hesperia, CA	Cost Allocation Plan
City of Hollister, CA	User Fee Study
City of Indian Wells, CA	Comprehensive User Fee Study

Cost Allocation Plan and User Fee Study Experience	
Client	Project Description
City of Irvine, CA	Overhead Cost Allocation, OMB Compliant Plan, Comprehensive User Fee Study & Building & Safety Fee Study
City of Irwindale, CA	Cost Allocation Plan, User Fee Study and Development Impact Fee Study
City of Kingsburg, CA	Cost Allocation Plan
City of La Mirada, CA	Cost Allocation Plan and User Fee Study Update
City of La Puente, CA	Cost Allocation Plan, OMB Compliant Plan, and User Fee Study
City of Laguna Hills, CA	Comprehensive User Fee Study and Cost Allocation Plan Update
City of Lomita, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Analysis
City of Los Angeles, CA	Building & Safety User Fee Study
City of Lynwood, CA	User Fee Study and Cost Allocation Plan, and Updates
City of Manteca, CA	Cost Allocation Plan
City of Mesquite, TX	Cost Allocation Plan and OMB Compliant Plan
City of Mission Viejo, CA	Comprehensive User Fee Study and Cost Allocation Plan
City of Missouri City, TX	Full and OMB Compliant Cost Allocation Plan and User Fee Study
City of Montebello, CA	Cost Allocation Plan
City of Monterey Park, CA	Cost Allocation Plan and User Fee Study, and Updates
City of Monterey, CA	Cost Allocation Plan and Indirect Cost Rate
City of Murrieta, CA	Comprehensive User Fee Study, Cost Allocation Plan, and OMB Compliant Plan and Updates
City of Napa, CA	Comprehensive User Fee Study, Full Cost Allocation Plan, and OMB Compliant Plan
City of National City, CA	Cost Allocation Plan, OMB Compliant Cost Allocation Plan, User Fee Study, and ISF Allocation Study
City of Oroville, CA	Cost Allocation Plan
City of Oviedo, FL	Cost Allocation Plan
City of Pacifica, CA	Comprehensive Citywide User Fee Study and Charges Rate Study
City of Palm Desert, CA	Cost Allocation Plan and Comprehensive User Fee Study
City of Paramount, CA	Cost Allocation Plan and Comprehensive User Fee Study
City of Patterson, CA	Comprehensive User Fee Study, Full Cost Allocation Plan, and OMB Compliant Plan
City of Petaluma, CA	Cost Allocation Plan, User Fee Study, CIP Admin Rate & Work Order Rate Analysis, Hourly Overhead Rates, and ISF Allocation Study, and Updates
City of Pittsburg, CA	User Fee Study and Cost Allocation Plan
City of Richmond, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Study
City of Rosemead, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Study

Cost Allocation Plan and User Fee Study Experience	
Client	Project Description
City of St. Helena, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Study
City of Salinas, CA	Full Cost Allocation Plan and Comprehensive Fee Study
City of San Bruno, CA	Comprehensive User Fee Study, Cost Allocation Plan, and OMB Compliant Plan
City of San Fernando, CA	Cost Allocation Plan, OMB Compliant Plan, User Fee Study and Development Impact Fee Study
City of San Marcos, CA	Cost Allocation Plan and Indirect Cost Rate Studies
City of Santa Ana, CA	User Fee Study
City of Signal Hill, CA	Comprehensive User Fee Study, Cost Allocation Plan, and OMB Compliant Plan
City of Soledad, CA	User Fee Study
City of Stanton, CA	Full Cost and OMB Compliant Allocation Plan & Comprehensive User Fee Study
City of Surprise, AZ	Full Cost Allocation Plan
City of Tulare, CA	Comprehensive User Fee and Rate Study, Full Cost Allocation Plan, and OMB Compliant Plan
City of Tustin, CA	Comprehensive User Fee Study
City of Twentynine Palms, CA	Comprehensive User Fee Study, Full Cost Allocation Plan, and OMB Compliant Plan
City of Union City, CA	Comprehensive User Fee Study, Full Cost Allocation Plan, and OMB Compliant Plan
City of Watsonville, CA	Comprehensive User Fee and Rate Study, Cost Allocation Plan, and OMB Compliant Plan, and Updates
City of West Hollywood, CA	Cost Allocation Plan and User Fee Study
City of West Sacramento, CA	Cost Allocation Plan, OMB Compliant Plan, and Comprehensive User Fee Study
City of Yucaipa, CA	Comprehensive User Fee and Rate Study, Full Cost Allocation Plan, and OMB Compliant Plan
County of Mono, CA	Comprehensive User Fee Study
County of Placer, CA	Land Development Fee Study
County of San Benito, CA	Comprehensive User Fee Study and Development Impact Fee Study
Housing Authority of the County of San Bernardino, CA	Cost Allocation Plan
Kentuckiana Works, KY	OMB Cost Allocation Plan and Updates
Rainbow Municipal Water District, CA	Cost Allocation Plan and OMB Compliant Plan
Town of Paradise Valley, AZ	Planning and Engineering Services Fee Study

Professional References

Below are recent project descriptions, including client contact information, that are similar in nature to those requested by the City. We are proud of our reputation for customer service and encourage you to contact these clients regarding our commitment to completing the projects within budget and agreed upon timelines.

City of Goleta, CA

Cost Allocation Plan Update and Comprehensive User Fee Study

The City of Goleta was seeking an outside consultant to complete a review and update of their current cost allocation plan and the preparation of a comprehensive user fee study for the development of its master list of fees. Our primary objective for the cost allocation study was to ensure that general government costs were fairly and equitably allocated to appropriate programs and funds, which are based on tailored and well thought out allocation factors.

For the Fee Study, the primary objective was to ensure that fees for requested services were calculated to account for the full cost of providing the services, and set appropriately, given City policy and financial objectives.

The Cost Allocation Plan and User Fee Study are both complete, with the presentation of results to Council scheduled for March 2021.

Client Contact: Mr. Luke Rioux, Finance Director
Tel #: (805) 562-5508 | Email: LRioux@cityofgoleta.org

City of Chino Hills, CA

Full Cost Allocation Plan and Comprehensive User Fee Study

The City of Chino Hills engaged Willdan to complete a comprehensive Cost Allocation Plan and Comprehensive User Fee Study. Willdan staff met with City staff to verify the City's objectives for the study, independently gathered most of the necessary data for the development of the CAP model and methodology and worked directly with City staff to gather additional detail or clarify information where necessary. We worked City staff to understand the various functions served by indirect staff in various City departments, and which operating departments or funds they served. We worked directly with City staff to develop and verify allocation bases and make adjustments through several iterations of the CAP model, as necessary.

We developed a cost-of-service analysis and model that updated existing fees and incorporated new fees and used it to create an updated comprehensive fee schedule.

Willdan is currently providing an update to the User Fee Study and Cost Allocation Plan.

Client Contact: Ms. Christa Buhagiar, Finance Director
Tel. #: (909) 364-2642 | Email: cbuhagiar@chinohills.org

City of Los Banos, CA

Full & OMB Compliant Cost Allocation Plan and Comprehensive User Fee Study

The City of Los Banos sought an outside consultant to prepare a comprehensive study of the City's user fees, as well as the preparation of a Full Cost Allocation Plan. Our primary objective for the cost allocation study update was to ensure that general government costs were fairly and equitably allocated to appropriate operating groups, programs and funds, based on tailored and well thought out allocation factors. The Cost Allocation Plan was also created to develop OMB compliant overhead allocations and indirect rates.

For the Cost Allocation Plan, Willdan prepared a comprehensive and flexible model that developed the current allocations and allowed for ease of updates for future years. We also presented the model and a report to the City. For the User Fee Study, Willdan reviewed and analyzed existing user fee programs, and developed a cost-of-service analysis and model that updated existing fees and incorporated new fees, and used it to create an updated comprehensive fee schedule.

Client Contact: Ms. Sonya Williams, Finance Director
Tel. #: (209) 827-7000 | Email: sonya.williams@losbanos.org

City of Hayward, CA

Full Overhead Cost Allocation Plan, OMB A-87 Cost Allocation Plan, and Comprehensive Master User Fee Study

Willdan completed a full overhead cost allocation plan ("CAP") and OMB A-87 CAP, along with a comprehensive master user fee study for the City of Hayward. The Willdan team worked with City Staff to gather the necessary data to develop the CAP model. The City had a complicated and detailed budget and the CAP developed is tailored to their structure and includes provisions for several Internal Service Funds. Willdan staff worked through the course of reorganizing staff functions and/or reducing staff, it was important to revisit the manner and methodology by which indirect overhead costs were distributed to the operating departments and, as appropriate, other chargeable funds and programs. The City needed a new CAP that would ensure the fair and equitable allocation of government expenses to appropriate departments, programs and funds, while utilizing tailored and well thought out allocation factors. Furthermore, Willdan updated many of its user fee programs, and the information developed during the cost allocation plan served as the basis for the study.

Willdan has been recently re-selected to provide Cost Allocation Plan and User Fee updates for multiple years.

Client Contact: Mr. Dustin Claussen, Director of Finance
Tel. #: (510) 583-4010 | Email: Dustin.Claussen@hayward-ca.gov

City of Pittsburg, CA

Citywide User Fee Study and Cost Allocation Plan Update

The City of Pittsburg sought an outside consultant to update their cost allocation plan, as well as a comprehensive study of the City's user fees. Willdan completed these studies in a manner that would fully identify and take into account all direct/indirect costs. Our primary objective for the cost allocation study update was to ensure that general government costs are fairly and equitably allocated to appropriate programs and funds, based on tailored and well thought out allocation factors. The Cost Allocation Plan was also created to be develop OMB compliant overhead allocations and indirect rates.

Willdan reviewed and analyzed existing user fee programs, and based upon conversations with staff, made suggestions, as necessary, for fees that may need to be added to the City's fee schedule for which fees were not currently being charged. We developed a cost of service analysis and model that updated existing fees and incorporated new fees, and used it to create an updated comprehensive fee schedule.

Willdan finalized the model, and completed a draft report, which after comment and review, was updated to reflect feedback received from City Staff. The report, which explained the background, approach, data gathering and model development processes, and provided narrative interpretation of the results, was then finalized, and presented to the City Council.

The City recently contracted with Willdan to assist the City with an update to the Cost Allocation Plan and calculation of fully burdened rates.

Client Contact: Ms. Margie Padua, Finance Division Manager – Revenue and Collections
Tel. #: (925) 252-4918 | Email: MPadua@ci.pittsburg.ca.us

City of Tulare, CA

Cost Allocation Plan, OMB Compliant Plan, and User Fee Study

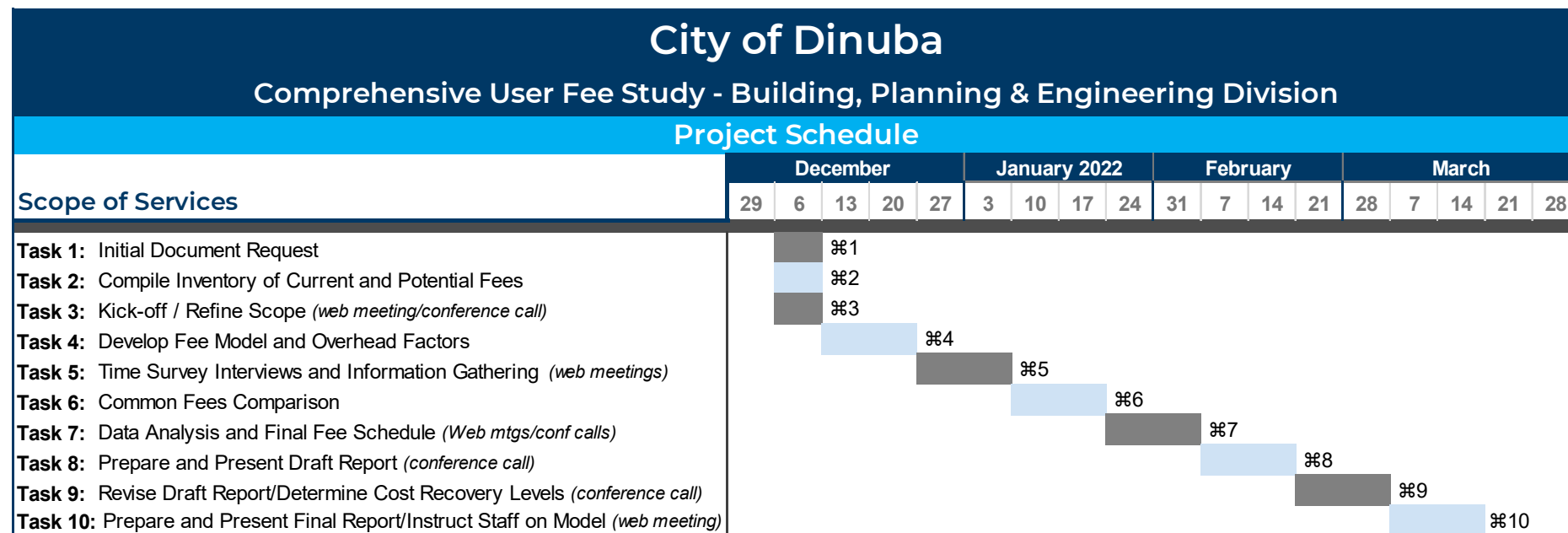
Willdan prepared a Cost Allocation Plan, OMB Compliant Cost Allocation Plan, and User Fee Study for the City of Tulare. Willdan developed a plan and model that fully allocated central overhead costs to appropriate operating departments, funds, and/or programs. This portion of the project involved the development of two models: a full Cost Allocation Plan and an OMB compliant Cost Allocation Plan. The OMB compliant plan was developed using the same model, utilizing a toggle to remove previously flagged costs that would not be allocable under OMB guidelines.

Utilizing the full CAP, Willdan completed the comprehensive user fee study. Both studies were completed concurrently, in a manner that fully identifies and takes into account direct and indirect costs, along with changes in staffing, structure, and methods of service delivery.

Client Contact: Ms. Darlene Thompson, Finance Director/Treasurer
Tel #: (559) 684-4255 | Email: dthompson@ci.tulare.ca.us

Project Schedule

Willdan understands time is of the essence for the City to begin this engagement. This schedule can only be met with the cooperation of City Staff. Delays in responding to our requests for data and review will result in corresponding delays to the project schedule. If that is the case, we will notify the City immediately of the possible impact on the schedule.



Deliverables:

- ⌘1: Information Request
- ⌘2: Draft List of Current Fees
- ⌘3: Revised Project Scope and Schedule (*if needed*)
- ⌘4: User-friendly Model in Microsoft Excel
- ⌘5: Time Surveys and Draft Full Cost Recovery Fees

- ⌘6: Common Fee Comparison
- ⌘7: Draft Fee Model Review
- ⌘8: Draft Report
- ⌘9: Revised Draft Report/Final Report
- ⌘10: Final Report – Hard and Electronic Copies

Cost Proposal

Willdan proposes a **total not-to-exceed fixed fee of \$14,880.00** to prepare the Comprehensive User Fee Study described herein.

City of Dinuba						
Comprehensive User Fee Study - Building, Planning & Engineering Division						
Cost Proposal						
Scope of Services	C. Fisher Principal-in- Charge	T. Thrasher Tech Project Manager	P. Patel Analytical Support	R. Quaid QA/Tech Advisor	Total	
	\$ 250	\$ 185	\$ 125	\$ 210	Hours	Cost
Task 1: Initial Document Request	-	-	1.0	-	1.0	\$ 125
Task 2: Compile Inventory of Current and Potential Fees	-	1.0	1.0	-	2.0	310
Task 3: Kick-off /Refine Scope	-	1.0	1.0	-	2.0	310
Task 4: Develop Fee Model and Overhead Factors	0.5	4.0	20.0	1.0	25.5	3,575
Task 5: Time Survey Interviews and Information Gathering	-	4.0	10.0	-	14.0	1,990
Task 6: Common Fees Comparison	-	2.0	10.0	-	12.0	1,620
Task 7: Data Analysis and Final Fee Schedule	1.0	5.0	14.0	1.0	21.0	3,135
Task 8: Prepare and Present Draft Report	1.0	2.0	8.0	1.0	12.0	1,830
Task 9: Revise Draft/Determine Cost Recovery Levels	0.5	2.0	4.0	-	6.5	995
Task 10: Prepare and Present Final Report/Instruct Staff on Model	-	4.0	2.0	-	6.0	990
Total	3.0	25.0	71.0	3.0	102.0	\$ 14,880

Notes

- The cost of preparing the user fee study can be included in the resulting new fee schedule. Therefore, over time, the City can recover the initial outlay of funds that was required to complete this study.
- Our fee includes all direct expenses associated with the project.
- We will invoice the City monthly based on percentage of project completed.
- Additional services may be authorized by the City and will be billed at our then-current hourly overhead consulting rates.
- City shall reimburse Willdan for any costs Willdan incurs, including without limitation, copying costs, digitizing costs, travel expenses, employee time and attorneys' fees, to respond to the legal process of any governmental agency relating to City or relating to the project. Reimbursement shall be at Willdan 's rates in effect at the time of such response.

Hourly Fee Schedule

Our current hourly rates are listed below.

Willdan Hourly Rate Schedule		
Position	Team Member	Hourly Rate
Group Director	Chris Fisher	\$250
Managing Principal		\$240
Principal Consultant	Bob Quaid	\$210
Senior Project Manager	Tony Thrasher	\$185
Project Manager		\$165
Senior Project Analyst		\$135
Senior Analyst	Priti Patel	\$125
Analyst II		\$110
Analyst I		\$100



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www.willdan.com

**AGREEMENT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF DINUBA AND WILLDAN FINANCIAL SERVICES**

This AGREEMENT FOR CONSULTANT SERVICES ("AGREEMENT"), is made and entered into this ____ day of _____ 20__, by and among the City of Dinuba, a California municipal corporation ("CITY") and Willdan Financial Services ("CONSULTANT").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

SECTION 1. TERM OF AGREEMENT.

Subject to the provisions of SECTION 19 "TERMINATION OF AGREEMENT" of this AGREEMENT, the term of this AGREEMENT shall be for a period of one (1) year from the date of execution of this AGREEMENT, as first shown above, or until both parties express in a writing that the services to be performed under this AGREEMENT are completed. Such term may be extended upon written agreement of both parties to this AGREEMENT.

SECTION 2. SCOPE OF SERVICES.

CONSULTANT agrees to perform the services set forth in EXHIBIT "A" "SCOPE OF SERVICES". EXHIBIT "A" "SCOPE OF SERVICES" IS HEREBY INCLUDED AS AN OPERATIVE PART OF THIS AGREEMENT.

SECTION 3. ADDITIONAL SERVICES.

CONSULTANT shall not be compensated for any services rendered in connection with its performance of this AGREEMENT which are in addition to or outside of those set forth in this AGREEMENT or listed in EXHIBIT "A" "SCOPE OF SERVICES", unless such additional services are authorized in advance and in writing by the City Council or City Manager of CITY. CONSULTANT shall be compensated for any such additional services in the amounts and in the manner agreed to by the City Council or City Manager.

SECTION 4. COMPENSATION AND METHOD OF PAYMENT.

(a) Subject to any limitations set forth in this AGREEMENT, CITY agrees to pay CONSULTANT the amounts specified in EXHIBIT "B" "COMPENSATION" EXHIBIT "B" "COMPENSATION" IS HEREBY INCLUDED AS AN OPERATIVE PART OF THIS AGREEMENT.. -The total compensation, including reimbursement for actual expenses, shall not exceed **(\$?) dollars**, unless additional compensation is approved in writing by the City Council or City Manager.

(b) Each month CONSULTANT shall furnish to CITY an original invoice for all work performed and expenses incurred during the preceding month. The

invoice shall detail charges by the following categories: labor (by sub-category), travel, materials, equipment, supplies, sub-consultant contracts and miscellaneous expenses. CITY shall independently review each invoice submitted by the CONSULTANT to determine whether the work performed and expenses incurred are in compliance with the provisions of this AGREEMENT. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection (c). In the event any charges or expenses are disputed by CITY, the original invoice shall be returned by CITY to CONSULTANT for correction and resubmission.

(c) Except as to any charges for work performed or expenses incurred by CONSULTANT which are disputed by CITY, CITY will use its best efforts to cause CONSULTANT to be paid within thirty (30) days of receipt of CONSULTANT's invoice.

(d) Payment to CONSULTANT for work performed pursuant to this AGREEMENT shall not be deemed to waive any defects in work performed by CONSULTANT.

SECTION 5. INSPECTION AND FINAL ACCEPTANCE.

CITY may inspect and accept or reject any of CONSULTANT'S work under this AGREEMENT, either during performance or when completed. CITY shall reject or finally accept CONSULTANT'S work within sixty (60) days after submitted to CITY. CITY shall reject work by a timely written explanation, otherwise CONSULTANT'S work shall be deemed to have been accepted. CITY'S acceptance shall be conclusive as to such work except with respect to latent defects, fraud and such gross mistakes as amount to fraud. Acceptance of any of CONSULTANT'S work by CITY shall not constitute a waiver of any of the provisions of this AGREEMENT including, but not limited to, sections 15 and 16, pertaining to indemnification and insurance, respectively.

SECTION 6. OWNERSHIP OF DOCUMENTS.

All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by CONSULTANT in the course of providing any services pursuant to this AGREEMENT shall become the sole property of CITY and may be used, reused or otherwise disposed of by CITY without the permission of the CONSULTANT. Upon completion, expiration or termination of this AGREEMENT, CONSULTANT shall turn over to CITY all such original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents.

SECTION 7. CONSULTANT'S BOOKS AND RECORDS.

(a) CONSULTANT shall maintain any and all documents and records demonstrating or relating to CONSULTANT'S performance of services pursuant to this AGREEMENT. CONSULTANT shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to CITY pursuant to this AGREEMENT. Any and all such documents or records shall be maintained in accordance with generally accepted accounting principles and shall be sufficiently complete and detailed so as to permit an accurate evaluation of the services provided by CONSULTANT pursuant to this AGREEMENT. Any and all such documents or records shall be maintained for three years from the date of execution of this AGREEMENT and to the extent required by laws relating to audits of public agencies and their expenditures.

(b) Any and all records or documents required to be maintained pursuant to this section shall be made available for inspection, audit and copying, at any time during regular business hours, upon written request by CITY or its designated representative. Copies of such documents or records shall be provided directly to the CITY for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at CONSULTANT'S address indicated for receipt of notices in this AGREEMENT.

(c) Where CITY has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or discarded due to dissolution or termination of CONSULTANT'S business, CITY may, by written request, require that custody of such documents or records be given to the requesting party and that such documents and records be maintained by the requesting party. Access to such documents and records shall be granted to CITY, as well as to its successors in interest and authorized representatives.

SECTION 8. STATUS OF CONSULTANT.

(a) CONSULTANT is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of CITY. CONSULTANT shall have no authority to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of or against CITY, whether by contract or otherwise, unless such authority is expressly conferred under this AGREEMENT or is otherwise expressly conferred in writing by the City Council or City Manager or his or her duly authorized representative.

(b) The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT'S exclusive direction and control. Neither CITY, nor any elected or appointed boards, officers,

officials, employees or agents of CITY, shall have control over the conduct of CONSULTANT or any of CONSULTANT'S officers, employees or agents, except as set forth in this AGREEMENT. CONSULTANT shall not at any time or in any manner represent that CONSULTANT or any of CONSULTANT'S officers, employees or agents are in any manner officials, officers, employees or agents of CITY.

(c) Neither CONSULTANT, nor any of CONSULTANT'S officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to CITY'S employees. CONSULTANT expressly waives any right CONSULTANT may have to any such rights.

SECTION 9. STANDARD OF PERFORMANCE.

CONSULTANT represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this AGREEMENT in a thorough, competent and professional manner. CONSULTANT shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this AGREEMENT, CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of CONSULTANT under this AGREEMENT.

SECTION 10. COMPLIANCE WITH APPLICABLE LAWS; PERMITS AND LICENSES.

CONSULTANT shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this AGREEMENT. CONSULTANT shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this AGREEMENT. Neither CITY, nor any elected or appointed boards, officers, officials, employees or agents of CITY, shall be liable, at law or in equity, as a result of any failure of CONSULTANT to comply with this section.

SECTION 11. NONDISCRIMINATION.

CONSULTANT shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, physical handicap, medical condition or marital status in connection with or related to the performance of this AGREEMENT.

SECTION 12. UNAUTHORIZED ALIENS.

CONSULTANT hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. §§ 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens as

defined therein. Should CONSULTANT so employ such unauthorized aliens for the performance of work and/or services covered by this AGREEMENT, and should the any liability or sanctions be imposed against CITY for such use of unauthorized aliens, CONSULTANT hereby agrees to and shall reimburse CITY for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by CITY. Furthermore, Consultant agrees to be subject to the duties and obligations set forth in Section 15 of this AGREEMENT pertaining to indemnification if such liability arises against City for violation of this section.

SECTION 13. CONFLICTS OF INTEREST.

(a) CONSULTANT covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of CITY or which would in any way hinder CONSULTANT'S performance of services under this AGREEMENT. CONSULTANT further covenants that in the performance of this AGREEMENT, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the City Manager. CONSULTANT agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of CITY in the performance of this AGREEMENT.

(b) CITY understands and acknowledges that CONSULTANT is, as of the date of execution of this AGREEMENT, independently involved in the performance of non-related services for other governmental agencies and private parties. CONSULTANT is unaware of any stated position of CITY relative to such projects. Any future position of CITY on such projects shall not be considered a conflict of interest for purposes of this section.

SECTION 14. CONFIDENTIAL INFORMATION; RELEASE OF INFORMATION.

(a) All information gained or work product produced by CONSULTANT in performance of this AGREEMENT shall be considered confidential, unless such information is in the public domain or already known to CONSULTANT. CONSULTANT shall not release or disclose any such information or work product to persons or entities other than CITY without prior written authorization from the City Manager, except as may be required by law.

(b) CONSULTANT, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the City Manager or unless requested by the City Attorney of CITY, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this AGREEMENT. Response to a subpoena or court order shall not be considered "voluntary" provided

CONSULTANT gives CITY notice of such court order or subpoena.

(c) If CONSULTANT, or any officer, employee, agent or subcontractor of CONSULTANT, provides any information or work product in violation of this AGREEMENT, then CITY shall have the right to reimbursement and indemnity from CONSULTANT for any damages, costs and fees, including attorneys' fees, caused by or incurred as a result of CONSULTANT'S conduct.

(d) CONSULTANT shall promptly notify CITY should CONSULTANT, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this AGREEMENT and the work performed thereunder. CITY retains the right, but has no obligation, to represent CONSULTANT or be present at any deposition, hearing or similar proceeding. CONSULTANT agrees to cooperate fully with CITY and to provide CITY with the opportunity to review any response to discovery requests provided by CONSULTANT. However, this right to review any such response does not imply or mean the right by CITY to control, direct, or rewrite said response.

SECTION 15. INDEMNIFICATION.

(a) CITY and its respective elected and appointed boards, officials, officers, agents, employees and volunteers (individually and collectively, "INDEMNITEES") shall have no liability to CONSULTANT or any other person for, and CONSULTANT shall indemnify, and hold harmless INDEMNITEES from and against, any and all liabilities, damages, judgments, reimbursement of reasonable related costs and expenses, including reasonable attorneys' fees and disbursements (collectively "CLAIMS"), which INDEMNITEES may suffer or incur or to which INDEMNITEES may become subject by reason of or arising out of any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise occurring to the extent found to be as a result of or caused by the CONSULTANT'S negligent performance of or negligent failure to perform any services under this AGREEMENT or by the negligent or willful acts or omissions of CONSULTANT, its agents, officers, directors, subcontractors or employees, committed in performing any of the services under this AGREEMENT.

(b) If any action or proceeding is brought against INDEMNITEES by reason of any of the matters against which CONSULTANT has agreed to indemnify INDEMNITEES as provided above, CONSULTANT shall reimburse City's reasonable defense costs tied directly to CONSULTANT'S determined percentage of fault as set forth in California Civil Code 2782.8 as it is written as of the date of this Agreement. Furthermore, per Civil Code 2728.8, a design professional consultant shall only be liable to the extent specified in Civil Code 2728.8. Upon notice from City, CONSULTANT shall defend INDEMNITEES by

counsel acceptable to CITY, such acceptance not to be unreasonably withheld. The insurance required to be maintained by CONSULTANT under Section 16 shall ensure CONSULTANT'S obligations under this section, but the limits of such insurance shall not limit the liability of CONSULTANT hereunder. The provisions of this section shall survive the expiration or earlier termination of this AGREEMENT.

b) If any action or proceeding is brought against INDEMNITEES by reason of any of the matters against which CONSULTANT has agreed to indemnify INDEMNITEES as provided above, CONSULTANT, upon notice from CITY, shall defend INDEMNITEES at by counsel acceptable to CITY, such acceptance not to be unreasonably withheld. INDEMNITEES need not have first paid for any of the matters to which INDEMNITEES are entitled to indemnification in order to be so indemnified. The insurance required to be maintained by CONSULTANT under Section 16 shall ensure CONSULTANT'S obligations under this section, but the limits of such insurance shall not limit the liability of CONSULTANT hereunder. The provisions of this section shall survive the expiration or earlier termination of this AGREEMENT.

SECTION 16. INSURANCE.

CONSULTANT agrees to obtain and maintain in full force and effect during the term of this AGREEMENT the insurance policies set forth in EXHIBIT "C" "INSURANCE" and made a part of this AGREEMENT. All insurance policies shall be subject to approval by CITY as to form and content. These requirements are subject to amendment or waiver if so approved in writing by the City Manager. CONSULTANT agrees to provide CITY with copies of required policies upon request.

SECTION 17. ASSIGNMENT.

The expertise and experience of CONSULTANT are material considerations for this AGREEMENT. CITY has an interest in the qualifications of and capability of the persons and entities who will fulfill the duties and obligations imposed upon CONSULTANT under this AGREEMENT. In recognition of that interest, CONSULTANT shall not assign or transfer this Agreement or delegate any portion of this AGREEMENT or the performance of any of CONSULTANT'S duties or obligations under this AGREEMENT without the prior written consent of the City Council. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this AGREEMENT entitling CITY to any and all remedies at law or in equity, including summary termination of this AGREEMENT. CITY acknowledges, however, that CONSULTANT, in the performance of its duties pursuant to this AGREEMENT, may utilize subcontractors.

SECTION 18. CONTINUITY OF PERSONNEL.

CONSULTANT shall make every reasonable effort to maintain the stability and continuity of CONSULTANT'S staff assigned to perform the services required under this AGREEMENT. CONSULTANT shall notify CITY of any changes in CONSULTANT'S staff assigned to perform the services required under this AGREEMENT, prior to any such performance.

SECTION 19. TERMINATION OF AGREEMENT.

(a) CITY may terminate this AGREEMENT, with or without cause, at any time by giving thirty (30) days written notice of termination to CONSULTANT. In the event such notice is given, CONSULTANT shall cease immediately all work in progress.

(b) CONSULTANT may terminate this AGREEMENT at any time upon thirty (30) days written notice of termination to CITY.

(c) If either CONSULTANT or CITY fail to perform any material obligation under this AGREEMENT, then, in addition to any other remedies, either CONSULTANT, or CITY may terminate this AGREEMENT immediately upon written notice.

(d) Upon termination of this AGREEMENT by either CONSULTANT or CITY, all property belonging exclusively to CITY which is in CONSULTANT'S possession shall be returned to CITY. CONSULTANT shall furnish to CITY a final invoice for work performed and expenses incurred by CONSULTANT, prepared as set forth in SECTION 4 of this AGREEMENT. This final invoice shall be reviewed and paid in the same manner as set forth in SECTION 4 of this AGREEMENT.

SECTION 20. DEFAULT.

In the event that CONSULTANT is in default under the terms of this AGREEMENT, the CITY shall not have any obligation or duty to continue compensating CONSULTANT for any work performed after the date of default and may terminate this AGREEMENT immediately by written notice to the CONSULTANT.

SECTION 21. EXCUSABLE DELAYS.

CONSULTANT shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of CONSULTANT. Such causes include, but are not limited to, acts of God, acts of the public enemy, acts of federal, state or local governments, acts of CITY, court orders, fires, floods, epidemics, strikes, embargoes, and

unusually severe weather. The term and price of this AGREEMENT shall be equitably adjusted for any delays due to such causes.

SECTION 22. COOPERATION BY CITY.

All public information, data, reports, records, and maps as are existing and available to CITY as public records, and which are necessary for carrying out the work as outlined in the EXHIBIT "A" "SCOPE OF SERVICES", shall be furnished to CONSULTANT in every reasonable way to facilitate, without undue delay, the work to be performed under this AGREEMENT.

SECTION 23. NOTICES.

All notices required or permitted to be given under this AGREEMENT shall be in writing and shall be personally delivered, or sent by telecopier or certified mail, postage prepaid and return receipt requested, addressed as follows:

To CITY:

Luis Patlan, City Manager
City of Dinuba
405 E. El Monte Way
Dinuba, CA 93618

To CONSULTANT:

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

SECTION 24. AUTHORITY TO EXECUTE.

The person or persons executing this AGREEMENT on behalf of CONSULTANT represents and warrants that he/she/they has/have the authority to so execute this AGREEMENT and to bind CONSULTANT to the performance of its obligations hereunder.

SECTION 25. BINDING EFFECT.

This AGREEMENT shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

SECTION 26. MODIFICATION OF AGREEMENT.

No amendment to or modification of this AGREEMENT shall be valid unless made in writing and approved by the CONSULTANT and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

SECTION 27. WAIVER.

Waiver by any party to this AGREEMENT of any term, condition, or covenant of this AGREEMENT shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this AGREEMENT shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this AGREEMENT. Acceptance by CITY of any work or services by CONSULTANT shall not constitute a waiver of any of the provisions of this AGREEMENT.

SECTION 28. LAW TO GOVERN; VENUE.

This Agreement shall be construed and enforced in accordance with the laws of the State of California. The parties further agree that this Agreement is entered into and to be performed in Tulare County, California. To the fullest extent permitted by law, the parties waive the venue removal provisions pursuant to California Code of Civil Procedure § 394.

SECTION 29. ATTORNEYS FEES, COSTS AND EXPENSES.

If any litigation is commenced between the parties to this Agreement concerning the Agreement or the rights and duties of either in relation to the Agreement, the party prevailing in that litigation shall be entitled, in addition to any other relief that may be granted in the litigation, to its costs for the litigation including expert witness fees and a reasonable sum and for its attorneys' fees in the litigation, which shall be determined by the court in that litigation or in a separate action brought for that purpose.

SECTION 30. ENTIRE AGREEMENT.

This AGREEMENT, including the attached EXHIBITS "A" through "C", is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between CONSULTANT and CITY prior to the execution of this AGREEMENT. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding. No amendment to this AGREEMENT shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

SECTION 31. COUNTERPARTS.

This Agreement may be executed in counterparts and/or by facsimile or other electronic means, and when each party has signed and delivered at least one such counterpart, each counterpart shall be deemed an original, and, when taken together with other signed counterpart, shall constitute one Agreement, which shall be binding upon and effective as to all Parties as of the date of the last signing party.

SECTION 32. SEVERABILITY.

If an term, condition or covenant of this AGREEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this AGREEMENT shall not be affected thereby and the AGREEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

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

CITY OF DINUBA

CONSULTANT:

By _____
(Authorized Officer)

By _____
Luis Patlan, City Manager

By _____
APPROVED AS TO FORM:
(Authorized Officer)

David J. Yanez, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

Scope of Services

Our proposed work plan, described in detail by task, is provided below. We explain how each task will be accomplished and identify associated meetings and deliverables. We want to ensure our scope provides quality and clarity and is responsive to the City's needs and specific local circumstances. During the course of these tasks we will keep City Staff updated via email and/or telephone as to project progress, data needs and next steps.

We will work in concert with the City to adjust the scope as needed during the course of the study.

Task 1: Initial Document Request

Objective: Initial due diligence; obtain study-related data.

Description: Prior to the kick-off meeting, we will obtain and review relevant documentation to further enhance our understanding of the services, fees, and rates to be studied. A written request for data will be sent to the City. Please note that Time Survey data is not part of this request and will be gathered during the on-site interviews described in Task 5.

We will request information and documentation on current fees and fee programs, and budget and staffing information related specifically to programs and activities which have associated fees, and for which the City has this level of detail.

Deliverables: **Willdan:** Submit information request to City.

City: Provide requested data to Willdan (prior to Task 3, Kick-off Meeting/Refine Scope). We will follow up with the City to confirm receipt of requested data and information and highlight data elements that are outstanding.

Task 2: Compile Inventory of Current and Potential Fees

Objective: Willdan will verify the schedule of fees associated with this engagement and develop the methodology for calculating cost of service and updated fees, obtain and review the City's current methodology and approach to allocating indirect service costs, and obtain staffing, salary, and benefit information.

Description: Based on the results of the initial document request and independent research, incorporate into our model the existing fees, provided by the City, to comprise the parameters of the fee study.

As mentioned in the Project Understanding, we will work with staff to incorporate reasonable indirect overhead factors to include central service cost support since this engagement does not include the development of a full citywide cost allocation plan.

We will obtain data necessary to confirm or develop indirect cost allocation percentages to use in developing fully burdened hourly personnel rates. We will gather and review data and supporting analysis as necessary, related to the City's cost allocation approach. This information will be used to verify the allocation of indirect service costs to operating departments, and then will be incorporated with staffing, and salary and benefit data to develop a comprehensive schedule of Fully Burdened Hourly Rates (FBHR). These rates will form a basis for the calculation of the costs of providing services to residents and customers, for which fees are charged.

Meetings: It is possible that a conference call with the City may be necessary to discuss new fees to implement or existing fees that may no longer be required.

Deliverables: **Willdan:** One (1) draft list of current fees based on initial data provided (to be discussed and finalized during the kick-off call), and a schedule of Fully Burdened Hourly Rates.

City: Review completed fee schedules with comments/revisions to be discussed during the kick-off meeting.

Task 3: Kick-off / Refine Project Requirements, Objectives and Scope

Objective: Confirm goals and objectives for this user fee study. Identify and discuss policy issues typically raised by a user fee study prepared for Building, Planning and Engineering, address gaps in data, and refine appropriate existing or new fee categories (based on Task 2).

Description: Verify our understanding of the City's goals, the City's cost-recovery policy for fees and fill any gaps in data/information necessary for the project. It is important for the City and Willdan to identify and address any foreseeable problems and maintain open communication throughout the process.

During this discussion, we will ask that the City identify a project manager who will serve as the primary contact for the project. The project manager shall have responsibility for ensuring that all available data is provided in a timely manner, thereby maintaining adherence to the project's schedule.

Meetings: One (1) project kick-off call/web meeting to initiate the project, discuss data needs, and address policy issues.

Deliverables: **Willdan:** 1) Revised project scope and schedule (if needed); and 2) brief summary of policy decisions (if needed).

City: 1) Provide further data needs; and 2) determine/introduce City's project manager.

Task 4: Develop Comprehensive Fee Model and Overhead Allocation Factors

Objective: Develop and test fee model and incorporate overhead factors.

Description: This task involves the development of the model ultimately used to calculate fees, based on data and information gathered in previous tasks and in the Time Survey Interviews described in Task 5. To ensure that City policies are met through the imposition of the calculated fees, the model will be formatted to include appropriate costs.

As this project does not include the development of a separate Cost Allocation Plan, we will utilize the City's existing indirect cost allocation plan to determine the appropriate indirect cost factors to apply to personnel rates, to develop fully burdened hourly rates. These rates will serve as a basis for calculating the full cost of providing services.

Key model inputs will include staff and allocated overhead costs per position, and relevant budget data on salaries and benefits. This information will be obtained directly from the City and incorporated directly into the fee model. We will request clarification and/or additional data if necessary.

The model will provide an allocation of administrative and overhead costs to fee related activities, so that fees and billable rate schedules incorporate applicable costs. Furthermore, the fees and rates charged to customers will also reflect the cost of the services being provided, to the extent possible given policy and/or political considerations.

Deliverables: **Willdan:** One (1) user-friendly model in Microsoft Excel format, which, when finalized, City Staff can use to calculate fee changes annually, or as often as deemed appropriate by the City Council.

Task 5: Time Survey Interviews and On-site or Virtual Information Gathering

Objective: Meet with City Staff to complete time surveys and understand service delivery processes.

Description: To assist staff with the completion of the survey worksheets, we will attend on-site or virtual meetings with staff.

The Willdan Team will conduct interviews with managers, as well as other staff, as deemed appropriate and/or necessary, to determine the average time required by City Staff to provide each of the services for which a fee is collected.

The fee model is designed so that full cost recovery fees are calculated immediately upon input of staff time. These full costs are also compared to current cost recovery levels. This will allow Willdan and City Staff to conclude with a final meeting to review the draft full cost recovery fees, and adjust any times as necessary once all information has been compiled and input into the fee model.

We will schedule the interviews with City Staff to minimize any disruption to their normal workflow.

Meetings: Meetings/staff interviews as necessary to collect required information and feedback, currently anticipated at approximately four to six hours in total. In light of ongoing public health mandates associated with COVID-19, we will discuss with the City whether these meetings need to be conducted via WebEx or Zoom. We have been using these tools during the course of the shutdowns and they have proven effective and successful.

Deliverables: **Willdan and City:** Time surveys and draft full cost recovery fees.

Task 6: Common Fees Comparison

Objective: Examine up to five (5) comparable cities/agencies in Tulare County, or jurisdictions that are similar in either geography or profile to the City.

Description: We will access and use our knowledge of other jurisdictions to benchmark the City's five (5) most common fees specific to Building, Planning and Engineering, or highest yielding fees with comparable jurisdictions agreed.

Fee schedules are rarely readily or directly comparable from agency to agency due to definitional and operational differences. For example, a grading permit in one jurisdiction may include the plan check service, while the same permit in another jurisdiction may not, resulting in similar sounding services with widely varying costs. For this reason, Willdan takes a selection of the City's most commonly used and/or highest yielding fees.

The survey will contain: a comparison of common or similar fees and charges used by the City and other jurisdictions; current and proposed fees and charges unique to the City; fees and charges used by other public entities not currently used in the City; and If possible, identify characteristics and processes unique to the City that account for significant variances in fees and charges used by other jurisdictions.

Deliverables: **Willdan:** Recommendations provided in Task 8 will incorporate the data gathered during our examination.

Task 7: Data Analysis and Final Fee Schedule

Objective: Incorporate information obtained from on-site surveys to fully develop model.

Description: We will update the model, based on information received during the on-site surveys, to generate a comprehensive fee schedule. In addition, it is very common that a supplemental data request may be necessary, based on new fees identified that the City is not currently collecting.

Where appropriate, we will suggest and discuss with staff alternate approaches to existing fee programs and suggest potential areas where fees could be collected where they are not currently.

We will present the full cost recovery level for fees, both current and projected under the new calculated fees, and revenue projections, given certain assumptions about the levels of subsidy for different fees. Current levels of cost recovery will be compared to actual full costs calculated during the course of this study. Cost will be calculated at reasonable activity levels and include all appropriate direct and indirect costs and overhead. We will review fee programs for compliance with Propositions 218 and 26.

The fee data analysis and model development may take three (3) to four (4) weeks with frequent correspondence with City Staff to discuss current cost recovery amounts, necessary to recover full cost and frequency activity.

Meetings: Web meetings and/or conference calls, as necessary, to gather additional input, complete analysis and finalize fee schedule. Please see the note in Task 5 regarding COVID-19 and in-person meetings.

Deliverables: Final fee model for the City Council presentation and discussion.

Task 8: Prepare and Present Administrative Draft Results and Report, Conduct Presentations

Objective: Prepare and present draft results and administrative draft report.

Description: This task involves the preparation of the draft report that discusses the study's background, the methodologies utilized in the study, and the results and presentation to various stakeholder groups. As noted below, meetings may occur during this or the next task as appropriate. The calculations used to generate the fee study will be included textually, as well as in easy-to-understand tables.

Individual fee summaries and a comprehensive fee schedule will be included. The draft report will include the following:

- Key results and findings;
- Basic descriptions of each service;
- The full cost of each service and current cost recovery levels;
- Costs broken down graphically into indirect and direct components, with a graphic display of the level of cost recovery;
- Fee recommendations with associated levels of cost recovery;
- Recommendations for new fees, if any;
- Projections of potential fee revenue;
- Assessment of reasonableness of each City's costs; and
- Summary and recommendations.

The objective of the report is to communicate the recommendation of appropriate fees, which include the appropriate subsidy percentage for those fees where full cost recovery may be unrealistic.

Meetings: One (1) web meeting or conference call with the City Staff, to present draft results address questions and receive feedback.

Deliverables: **Willdan:** Draft report for City review and comment.

City: Review of draft report, with comments and edits.

Task 9: Revise Administrative Draft Report/Determine Recommended Cost Recovery Levels for/Prepare Public Draft

Objective: Review of draft report and fee model, and preparation of Public Draft Report.

Description: The goal of this task is to conduct an in-depth review of the draft report and model, incorporate feedback and changes as a result of previous discussions and meetings, and arrive at an optimum fee structure for presentation in the Public Draft.

Often through the course of an engagement, City Staff will volunteer insightful likes and dislikes regarding the existing fee structure. We listen to this feedback carefully because your staff members know the community best. Comments usually revolve around issues of:

- Understandability;
- Fairness to applicants;
- Ease of calculation
- Appropriate levels of cost recovery; and
- Full cost recovery hourly rates.

When adjusting fee recovery levels, we believe it is important to address these concerns.

Following one (1) round of comments and feedback from City staff on the draft report, we will prepare the final report for presentation to the City Council.

Meetings: Two (2) web meetings to review the model and finalize cost recovery levels.

Deliverables: Draft report, revised draft /final report.

Task 10: Prepare and Present Final Report/Train Staff on Model

- Objective:** Prepare final study report and PowerPoint and assist with preparation of staff report for presentation of results and recommendations to City Council. Instruct staff on the operation and use of the model for future modifications and provide documentation.
- Description:** This task is the culmination of the entire project. Based on staff comments received regarding the draft report, we will prepare the final report, PowerPoint and staff report for presentation.
- Meetings:** One (1) conference call/web meeting with City Staff to present results, and one web (1) meeting with City Council to present the results and adopt the updated fee schedule.
- Deliverables:** Provide one hard copy and one (1) electronic PDF file copy of the final report and models. Using Microsoft Word and Excel, an updateable electronic copy of the study and models, as well as related schedules, will also be provided on CD-ROM.

City Staff Support

To complete our tasks, we will need the cooperation of City Staff. We suggest that the City assign a key individual to represent the City as the project manager who can function as our primary contact. We anticipate that the City's project manager will:

1. Coordinate responses to requests for information;
2. Coordinate review of work products; and
3. Help resolve policy issues.

Willdan will endeavor to minimize the impact on City Staff in the completion of this project. We will ask for responses to initial information requests in a timely manner. If there are delays on the part of the City, we will contact the City's project manager to steer the project back on track. We will keep the City's project manager informed of data or feedback we need to keep the project on schedule.

Willdan will rely on the validity and accuracy of the City's data and documentation to complete the analysis. Willdan will rely on the data as being accurate without performing an independent verification of accuracy and will not be responsible for any errors that result from inaccurate data provided by the client or a third party.

Total Hours

The table below identifies the estimated number of hours each team member will devote to the tasks identified within the scope of services.

City of Dinuba					
Comprehensive User Fee Study - Building, Planning & Engineering Division					
Scope of Services	C. Fisher Principal-in- Charge	T. Thrasher Tech Project Manager	P. Patel Analytical Support	R. Quaid QA/Tech Advisor	Total Hours
Task 1: Initial Document Request	-	-	1.0	-	1.0
Task 2: Compile Inventory of Current and Potential Fees	-	1.0	1.0	-	2.0
Task 3: Kick-off /Refine Scope	-	1.0	1.0	-	2.0
Task 4: Develop Fee Model and Overhead Factors	0.5	4.0	20.0	1.0	25.5
Task 5: Time Survey Interviews and Information Gathering	-	4.0	10.0	-	14.0
Task 6: Common Fees Comparison	-	2.0	10.0	-	12.0
Task 7: Data Analysis and Final Fee Schedule	1.0	5.0	14.0	1.0	21.0
Task 8: Prepare and Present Draft Report	1.0	2.0	8.0	1.0	12.0
Task 9: Revise Draft/Determine Cost Recovery Levels	0.5	2.0	4.0	-	6.5
Task 10: Prepare and Present Final Report/Instruct Staff on Model	-	4.0	2.0	-	6.0
Total	3.0	25.0	71.0	3.0	102.0

EXHIBIT "B"

COMPENSATION

Cost Proposal

Willdan proposes a **total not-to-exceed fixed fee of \$14,880.00** to prepare the Comprehensive User Fee Study described herein.

City of Dinuba						
Comprehensive User Fee Study - Building, Planning & Engineering Division						
Cost Proposal						
Scope of Services	C. Fisher Principal-in- Charge	T. Thrasher Tech Project Manager	P. Patel Analytical Support	R. Quaid QA/Tech Advisor	Total	
	\$ 250	\$ 185	\$ 125	\$ 210	Hours	Cost
Task 1: Initial Document Request	-	-	1.0	-	1.0	\$ 125
Task 2: Compile Inventory of Current and Potential Fees	-	1.0	1.0	-	2.0	310
Task 3: Kick-off /Refine Scope	-	1.0	1.0	-	2.0	310
Task 4: Develop Fee Model and Overhead Factors	0.5	4.0	20.0	1.0	25.5	3,575
Task 5: Time Survey Interviews and Information Gathering	-	4.0	10.0	-	14.0	1,990
Task 6: Common Fees Comparison	-	2.0	10.0	-	12.0	1,620
Task 7: Data Analysis and Final Fee Schedule	1.0	5.0	14.0	1.0	21.0	3,135
Task 8: Prepare and Present Draft Report	1.0	2.0	8.0	1.0	12.0	1,830
Task 9: Revise Draft/Determine Cost Recovery Levels	0.5	2.0	4.0	-	6.5	995
Task 10: Prepare and Present Final Report/Instruct Staff on Model	-	4.0	2.0	-	6.0	990
Total	3.0	25.0	71.0	3.0	102.0	\$ 14,880

Notes

- The cost of preparing the user fee study can be included in the resulting new fee schedule. Therefore, over time, the City can recover the initial outlay of funds that was required to complete this study.
- Our fee includes all direct expenses associated with the project.
- We will invoice the City monthly based on percentage of project completed.
- Additional services may be authorized by the City and will be billed at our then-current hourly overhead consulting rates.
- City shall reimburse Willdan for any costs Willdan incurs, including without limitation, copying costs, digitizing costs, travel expenses, employee time and attorneys' fees, to respond to the legal process of any governmental agency relating to City or relating to the project. Reimbursement shall be at Willdan 's rates in effect at the time of such response.

Hourly Fee Schedule

Our current hourly rates are listed below.

Willdan Hourly Rate Schedule		
Position	Team Member	Hourly Rate
Group Director	Chris Fisher	\$250
Managing Principal		\$240
Principal Consultant	Bob Quaid	\$210
Senior Project Manager	Tony Thrasher	\$185
Project Manager		\$165
Senior Project Analyst		\$135
Senior Analyst	Priti Patel	\$125
Analyst II		\$110
Analyst I		\$100

EXHIBIT "C"

INSURANCE

- A. Insurance Requirements. CONSULTANT shall provide and maintain insurance, acceptable to the City Manager or City Attorney, in full force and effect throughout the term of this AGREEMENT, against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by CONSULTANT, its agents, representatives or employees. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII. CONSULTANT shall provide the following scope and limits of insurance:
- a. Workers' compensation insurance with statutory limits, and employer's liability insurance with limits of not less than \$500,000 per accident.
 - b. Comprehensive general liability insurance with a combined single limit of not less than \$500,000 per occurrence covering injury to or death of any person or persons, and with limits of not less than \$500,000 per occurrence covering property damage. Such insurance shall 1) name the City of Dinuba, its appointed and elected officials, officers, employees and agents as insured; and 2) contain an endorsement that this insurance may not be canceled or reduced until thirty (30) days after the City Manager has received notice of such cancellation or reduction.
 - c. Comprehensive automobile liability insurance with a combined single limit of not less than \$500,000 covering per occurrence covering injury to or death of any person or persons, and with limits of not less than \$500,000 per occurrence covering property damage. Such insurance shall 1) name the City of Dinuba, its appointed and elected officials, officers, employees and agents as insured; and 2) contain an endorsement that this insurance may not be canceled or reduced until thirty (30) days after the City Manager shall have received notice of such cancellation or reduction.
- B. Insurance policies required by this AGREEMENT shall contain the following provisions:
- a. All Policies: Each insurance policy required by this paragraph shall be endorsed and state that the coverage shall not be suspended, voided, cancelled by the insurer or either party to this AGREEMENT, reduced in coverage or in limits except after 30 days' prior written notice by Certified mail, return receipt requested, has been given to George Avila, Business Manager, 405 E. El Monte Way, Dinuba, CA 93618.
 - b. Workers' Compensation and Employer's Liability Coverage: Unless the City Manager otherwise agrees in writing, the insurer shall agree to waive all rights of

subrogation against CITY, and its respective elected and appointed officers, officials, employees and agents for losses arising from work performed by CONSULTANT.

- c. General Liability and Automobile Liability Coverages:
 - i. CITY, and its respective elected and appointed officers, officials, and employees and volunteers are to be covered as additional insureds as respects: liability arising out of activities CONSULTANT performs; products and completed operations of CONSULTANT; premises owned, occupied or used by CONSULTANT; or automobiles owned, leased, hired or borrowed by CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to CITY, and their respective elected and appointed officers, officials, or employees.
 - ii. CONSULTANT'S insurance coverage shall be primary insurance with respect to CITY, and its respective elected and appointed, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by CITY, and its respective elected and appointed officers, officials, employees or volunteers, shall apply in excess of, and not contribute with, CONSULTANT'S insurance.
 - iii. CONSULTANT'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

C. Other provisions:

- a. Any failure to comply with the reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to CITY, and its respective elected and appointed officers, officials, employees or volunteers.
- b. CONSULTANT agrees to deposit with CITY, at or before the effective date of this contract, certificates of insurance necessary to satisfy CITY that the insurance provisions of this contract have been complied with. The City Attorney may require that CONSULTANT furnish CITY with copies of original endorsements effecting coverage required by this Section. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. CITY reserves the right to inspect complete, certified copies of all required insurance policies, at any time.
- c. CONSULTANT shall furnish certificates and endorsements from each subcontractor identical to those CONSULTANT provides.

- d. Any deductibles or self-insured retentions must be declared to and approved by CITY. At the option of CITY, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CITY or its respective elected or appointed officers, officials, employees and volunteers or the CONSULTANT shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims.
- e. The procuring of such required policy or policies of insurance shall not be construed to limit CONSULTANT'S liability hereunder nor to fulfill the indemnification provisions and requirements of this AGREEMENT.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

December 14, 2021

To: Mayor and City Council

From: Daniel James, Assistant City Manager

Subject: Correction of date for cancellation of City Council Meeting Scheduled on December 28, 2021 (DJ)

RECOMMENDATION

Council to reaffirm cancelling the scheduled City Council meeting of Tuesday, December 28, 2021, due to the Christmas holiday.

EXECUTIVE SUMMARY

The request before the Council is to consider cancellation of the December 28, 2021 City Council meeting due to the Christmas Holidays. This item was approved by City Council at the October 26, 2021 meeting, however, the date was listed incorrectly in the staff report.

OUTSTANDING ISSUES

None.

DISCUSSION

The City Council regularly meets the second and fourth Tuesday of the month. The Christmas holiday falls near the second Council meeting in December. Christmas day, December 25, 2021, falls on a Saturday this year, and a large number of city staff commonly schedule vacation at this time.

This request was approved at the October 26, 2021 City Council meeting. However, the date was listed incorrectly in the staff report. There is no City Council meeting scheduled for December 21, 2021. This action corrects the typographical error, and formally cancels the December 28, 2021 City Council meeting.

The request before the Council is to cancel the meeting scheduled on December 28, 2021. Should urgent matters dictate and a need for the Council to meet, the Mayor has the option to call a meeting.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Karina Solis, Administrative Services Director

Subject: Fiscal Year 2021-22 First Quarter Financial Report (KS)

RECOMMENDATION

Council to accept the First Quarter Financial Report for Fiscal Year 2021-22.

EXECUTIVE SUMMARY

The City Charter requires the preparation of a quarterly report comparing budgeted revenues and expenditures to actual amounts. The quarterly report summarizes the City's revenue and expenditure activity for the first quarter of the fiscal year from July 1, 2021 through September 30, 2021 by fund type. This report meets the charter requirements.

OUTSTANDING ISSUES

None.

DISCUSSION

General Fund Revenues (Attachment A)

As summarized in Attachment 'A', the General Fund revenues received in the first quarter ending September 30, 2021 total 17% of the annual budget estimates while expenditures are just a little below the benchmark at 21%. It is important to note that certain revenues are collected at various times throughout the year and, therefore, are not reflected in the first quarter report. For example, the first installment of property tax revenues are collected in December/January. Staff is confident that projected revenues and expenditures will be consistent with what was budgeted.

PROPERTY TAX – 0% The major portion of property tax revenue is not scheduled to be distributed to cities until the end of December or early January. The Mid-year, or second quarter report, will better reflect actual revenues compared to projections.

MOTOR VEHICLE IN LIEU – 0% The motor vehicle in lieu revenues are property tax shares allocated to cities and counties that began in fiscal year 2004-2005 as compensation of Vehicle License Fee previous allocated to cities and counties by the state. The first payment is made each year in the month of December.

SALES TAX – 18% The sales tax revenues represent the largest funding source in the general fund. At 18% actual revenues collected in the first quarter, revenues are expected to be on target.

UTILITY USERS TAX – 25% Utility user's tax is paid to the city one month in arrears, For the 1st quarter the amount received is \$382,146. Amounts vary because usage varies from one season (hot summer) to the next (mild fall) and the next (cold winter).

TRANSIENT OCCUPANCY TAX – 0% These taxes are received on a quarterly basis. The first payment will be received in October.

BUSINESS LICENSES – 105% The City receives a large portion of business license receipts at the beginning of each fiscal year; this revenue category will routinely appear high during the first quarter of every year.

PERMITS/FINES/SERVICE FEES– 21% Charges for services are on target for the quarter. Recreational activities and permits make up a large portion of these estimated revenues.

OVERHEAD/INTERNAL SERVICE -25% The internal services charges are on target. These charges are allocated to the appropriate funds on a monthly basis.

OTHER REVENUE – 6% Other revenues are from grants, franchise tax, investments, reimbursements, and miscellaneous receipts.

GENERAL FUND

EXPENDITURES (Attachment A)

The City has expended roughly 21% of its appropriations as of September 30, 2021. All departments are on target to their budgeted lines from actual to budget for the quarter.

REVENUES AND EXPENDITURES-ALL FUNDS (Attachment B)

As summarized in Attachment 'B' the summary of all funds revenues reflect the revenues and expenditures for the first quarter ending September 30, 2019 by fund type.

ENTERPRISE FUNDS

UTILITY FUNDS

Through September expenses exceed revenues in the Water, Sewer and Disposal funds. While revenues were at 9% or less through September for the utility funds, expenses were at 24%, 37% and 21% respectively. The difference is primarily due to semi-annually debt payments paid during the month of September. The difference is also due to the way revenues are received. At end of this quarter the utility fund revenues only reflect one month's worth of revenues due to the timing of the billing cycles.

TRANSIT

Expenses are at 5% of projected budget. The revenues are at 0% due to the way the receipts are handled in this fund. Funds are received from Fresno County, the State of California, and the federal government. The majority of these revenues are grants. The grants are not disbursed on a consistent basis, so revenues may lag at the beginning of the fiscal year.

AMBULANCE

The revenues in the Ambulance fund are at 10% due to the timing of payments received from IGT and GEMT. Staff is projecting that the fund will meet its budgeted revenue expectation. Expenses are at 17% through the first quarter.

INTERNAL SERVICE FUNDS

INSURANCE

For the first quarter the expenses are at 49% of the budgeted amounts. This is due to one-time payments made in the first quarter.

SPECIAL REVENUES

TRANSPORTATION

The fund is currently at a 9% in revenue and expenses are at 29%.

PUBLIC SAFETY SALES TAX

Current expenditures in the Public Safety Fund are a little below target at 18%. The fund is currently at 8% in revenue received. This reflects only one month of revenue as the state distributes the sales tax revenue two month in arrears. Staff anticipates the fund to be on target at the end of the year.

COPS AND POST TRAINING

Revenues for these funds are at 0% due to the nature of these grants, expenses are made first, and then the reimbursement is received. The expenses are currently at 30%.

SUCCESSOR AGENCY

The payments for the RDA debt service have not been made in the first quarter, making the expense 0%.

CAPITAL FUNDS

TRANSPORTATION CONSTRUCTION

Through September, expenses are at 2% while revenues are at 0%; however, the expense must be made in order to receive reimbursement.

DEBT SERVICE FUNDS

The long-term debt funds of Water, Sewer and the Financing Authority are all showing expenses up to 82% through the first quarter of the year. This is due to a significant debt service payment being made in the first quarter. These payments are made semiannually and thus skew the first quarter picture. Additionally, principal payments are paid in the fall and not in the spring. Revenues and expenses are projected to meet the budgeted amount by the end of the year.

FISCAL IMPACT

Revenues and expenditures for all fund types are expected to be on target.

PUBLIC HEARING

None.

ATTACHMENTS:

- A. General Fund Revenues and Expenses
- B. Summary of All Funds

GENERAL FUNDS

<u>REVENUES</u>	BUDGET 2021-2022	REVENUES AS OF 9/30/2021	PERCENTAGE REVENUES 9/30/2021
Property Tax	1,354,200	6,256	0%
Motor Vehicle In Lieu of VLF	2,250,000	0	0%
Sales Tax	13,100,000	2,406,460	18%
Utility Users Tax	1,528,000	382,146	25%
Transient Occupancy Tax	280,000	0	0%
Business Lic Tax	228,500	239,754	105%
Franchise Tax	264,000	0	0%
Permits/Fines/Service Fees	1,247,900	268,094	21%
Overhead	1,195,144	297,790	25%
Other	161,678	8,956	6%
<i>Total Revenues</i>	\$21,609,422	\$3,609,455	17%

<u>EXPENDITURES</u>	BUDGET 2021-2022	EXPENDITURES AS OF 9/30/2021	PERCENTAGE EXPENDITURES 9/30/2021
City Council	141,314	33,952	24%
City Attorney	117,300	20,551	18%
City Manager	375,699	77,494	21%
Human Resources	173,866	45,993	26%
Finance	897,402	166,274	19%
General Services	3,081,449	689,630	22%
Community Services	2,350,439	471,287	20%
Police Services	7,439,295	1,571,048	21%
Fire Services	2,585,371	587,737	23%
Community Development	1,195,231	192,898	16%
<i>Total Expenditures</i>	\$18,357,366	\$3,856,864	21%

FIRST QUARTERLY REPORT FUND ANALYSIS - ALL FUNDS
For the Period Ending 9/30/21

	REVENUES			APPROPRIATIONS		
	<u>FY 2021/22 BUDGET</u>	<u>REVENUES AS OF 9/30/21</u>	<u>PERCENT REC'S YTD</u>	<u>FY 2021/22 BUDGET</u>	<u>EXPENSES AS OF 9/30/21</u>	<u>PERCENT USED YTD</u>
<u>GENERAL FUND</u>						
General Fund	\$21,609,422	\$3,609,455	17%	\$18,357,366	\$3,856,864	21%
<u>ENTERPRISE FUNDS</u>						
Vocational Center	342,852	85,713	25%	10,000	11,973	120%
Ridge Creek Golf Club	2,296,804	717,490	31%	2,294,809	690,376	30%
Water	4,380,039	382,658	9%	4,423,468	1,068,303	24%
Sewer	3,737,804	328,697	9%	3,798,275	1,389,883	37%
Disposal	3,237,438	554,819	17%	3,049,706	640,907	21%
Transit	1,303,324	2,785	0%	1,292,993	61,139	5%
CNG Station	229,677	55,303	24%	211,864	33,135	16%
Ambulance	4,319,559	442,885	10%	3,016,305	523,563	17%
<i>Sub-total</i>	<i>\$19,847,497</i>	<i>\$2,570,350</i>	<i>13%</i>	<i>\$18,097,420</i>	<i>\$4,419,278</i>	<i>24%</i>
<u>SPECIAL REVENUE FUNDS</u>						
Special Community Events	13,250	2,169	16%	47,490	5,340	11%
Gas Tax	857,512	114,667	13%	1,048,131	140,290	13%
Transportation	1,047,516	67,725	6%	1,214,990	352,617	29%
Road Repair & Acctability Act (SB1)	579,861	85,840	15%	428,009	0	0%
Impact Fees	732,027	167,009	23%	2,630,756	315,517	12%
Public Safety Sales Tax	2,569,000	209,451	8%	2,251,704	408,871	18%
COPS/Post Training Fund	110,000	0	0%	110,180	32,714	30%
State Fire Suppression Reimb	0	0	0%	80,000	57,086	71%
HOME/CDBG	5,340,775	3,225	0%	5,394,988	-325,970	-6%
Successor Agency	3,500,000	4	0%	3,463,124	2,432,172	70%
Downtown Improvement District	8,600	8,201	0%	8,600	0	0%
Assessment Districts	499,840	0	0%	458,443	101,131	22%
Community Facilities Districts	62,347	0	0%	27,010	4,263	16%
<i>Sub-total</i>	<i>\$15,320,728</i>	<i>\$658,290</i>	<i>4%</i>	<i>\$17,163,425</i>	<i>\$3,524,031</i>	<i>21%</i>
<u>INTERNAL SERVICE FUNDS</u>						
Insurance Risk	1,859,040	471,150	25%	1,895,888	938,058	49%
Health	3,225,152	880,813	27%	3,001,500	640,546	21%
Technology Replacement	64,003	40,135	63%	70,873	8,843	12%
Fleet Maintenance	397,404	99,572	25%	397,404	78,212	20%
Property & Facility Maintenance	356,661	36,881	10%	396,164	62,267	16%
<i>Sub-total</i>	<i>\$5,902,260</i>	<i>\$1,528,551</i>	<i>26%</i>	<i>\$5,761,829</i>	<i>\$1,727,926</i>	<i>30%</i>
<u>CAPITAL FUNDS</u>						
Transportation Construction	4,645,061	0	0.0%	5,183,079	94,974	2%
MTBE	150,000	31,376	21%	150,000	14,407	10%
DBCP	0	0	0%	0	0	0%
Capital Facilities	283,000	0	0%	303,000	8,100	3%
<i>Sub-total</i>	<i>\$5,078,061</i>	<i>\$31,376</i>	<i>0.6%</i>	<i>\$5,636,079</i>	<i>\$117,481</i>	<i>2%</i>
<u>DEBT SERVICE FUNDS</u>						
General Debt	346,717	274,859	79%	346,717	274,858	79%
Water Debt	602,506	224,126	37%	602,496	224,125	37%
Sewer Debt	826,083	684,443	83%	829,916	684,434	82%
Financing Authority Debt	1,739,421	925,996	53%	1,739,421	927,988	53%
<i>Sub-total</i>	<i>\$3,514,727</i>	<i>\$2,109,424</i>	<i>60.0%</i>	<i>\$3,518,550</i>	<i>\$2,111,404</i>	<i>60%</i>



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Karina Solis, Administrative Services Director

Subject: Cash and Investment Report for the Year Ending June 30, 2021 (KS)

RECOMMENDATION

Council accept the City of Dinuba Cash and Investment report for the fourth quarter of fiscal year 2020/21 ending June 30, 2021.

EXECUTIVE SUMMARY

The investment report summarizes the city's cash and rates of return on investments. The cash investment report presented herein focuses on the fourth quarter of the 2020/21 fiscal year and summarizes the full fiscal year's return on investments.

OUTSTANDING ISSUES

None.

DISCUSSION

Cash and Investment Summary

The cash and investment summary for the fourth quarter of fiscal year 2020/21 covers the city's cash position and return on investments through the full twelve months of the fiscal year, particularly focusing on the last three months of the fiscal year ending June 30, 2021.

The city's cash and investments as of June 30, 2021 total \$45.53 million as reflected on Table 1 and summarized in Attachment 'A'.

Table 1: Cash Summary as of June 30, 2021

Investment Type	Amount (in millions)
-----------------	----------------------------

Portfolio	
Local Agency Investment Fund (LAIF)	\$38.09
Money Market Deposit	\$0.17
Trustee Cash and Investments	\$1.63
Banks & Deposits	\$5.63
Total Cash & Investments	\$45.53

Managed Investments

The city invests the majority of its cash in the Local Agency Investment Fund (LAIF). LAIF is a pooled investment fund established by the state to provide cities with safe investment option that is administered by the State of California Treasurer's Office. As such, earnings or returns are typically lower than more aggressive investment vehicles. A small portion of cash is also invested in the Public Investment Money Market Account (PIMMA).

As of June 30, 2021, the city has a total of \$38.26 million invested in LAIF and PIMMA with interest earnings of 0.26% and 0.04%, respectively.

The city's managed investment Summary is enclosed as Attachment 'A'. Performance summary for the city's cash investments are shown on Table 2.

Table 2: Managed Investment Summary

Quarter Ending	Portfolio Balance	City Monthly Portfolio Rate	2 Year Treasury	Federal Funds Rate
September 30, 2020	\$27.13M	0.68%	0.13%	0.00%
December 31, 2020	\$27.18M	0.54%	0.12%	0.00%
March 31, 2021	\$30.23M	0.36%	0.16%	0.00%
June 30, 2021	\$38.26M	0.26%	0.19%	0.00%
Fiscal Year End 2020-2021		0.46%		

Earnings are low due to the overall economic conditions and the conservative nature of the Local Agency Investment Fund. Staff is projecting the LAIF Rate to continue to drop into the new fiscal year due to the economic slowdown caused by the COVID-19 pandemic.

FISCAL IMPACT

None.

PUBLIC HEARING

None.

ATTACHMENTS:

- A. Cash and Investment Summary
- B. Managed Investments

CITY OF DINUBA CASH & INVESTMENTS SUMMARY
As of June 30, 2021

<u>INSTITUTION</u>	<u>PURPOSE</u>	<u>BALANCE</u>	<u>TOTAL</u>
<u>CASH IN BANKS</u>			
MECHANICS BANK	A/P, PAYROLL, GOLF	5,560,812	
BANK OF THE SIERRA	POLICE	60,276	
PETTY CASH	VARIOUS DEPTS	8,370	
	<i>Total Cash Deposits</i>		5,629,459
<u>CASH AND INVESTMENTS WITH FISCAL AGENTS (TRUSTEE)</u>			
US BANK			
	SAFE DRINKING WATER	274,380	
	2012 LEASE REVENUE BONDS	766,623	
	2012 WASTEWATER REVENUE BONDS	593,405	
	<i>Total Trustee Deposits</i>		1,634,409
<u>PORTFOLIO INVESTMENTS</u>			
MECHANICS BANK	MONEY MARKET DEPOSIT ACCOUNT	172,087	
LOCAL AGENCY INVESTMENT FUND		38,091,298	
	<i>Total Portfolio Investments</i>		38,263,385
	TOTAL CASH AND INVESTMENTS		<u>\$ 45,527,252</u>

Managed Investments 4th Quarter 20-21

Sep-20 Type	Value	Interest Rate		
LAIF	26,958,712	0.69%	184,667.18	
PIMMA	171,993	0.08%	137.59	
	<u>\$ 27,130,705</u>		<u>\$ 184,804.77</u>	0.68%
Dec-20 Type	Value	Interest Rate		
LAIF	27,015,962	0.54%	145,886.19	
PIMMA	172,024	0.08%	137.62	
	<u>\$ 27,187,986</u>		<u>\$ 146,023.81</u>	0.54%
Mar-21 Type	Value	Interest Rate		
LAIF	30,058,677	0.36%	107,309.48	
PIMMA	172,070	0.04%	68.83	
	<u>\$ 30,230,747</u>		<u>\$ 107,378.31</u>	0.36%
Jun-21 Type	Value	Interest Rate		
LAIF	38,091,298	0.26%	99,799.20	
PIMMA	172,087	0.04%	68.83	
	<u>\$ 38,263,385</u>		<u>\$ 99,868.04</u>	0.26%



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Karina Solis, Administrative Services Director

Subject: Cash Investment Report for the Quarter Ending September 30, 2021 (KS)

RECOMMENDATION

Council accept the City of Dinuba Cash and Investment report for the first quarter of fiscal year 2021/22 ending September 30, 2021.

EXECUTIVE SUMMARY

The investment report summarizes the city's cash and rates of return on investments. The cash investment report presented herein represents the first quarter of the 2021/22 fiscal year and summarizes the first quarter's return on investments.

OUTSTANDING ISSUES

None.

DISCUSSION

Cash and Investment Summary

The cash and investment summary for the first quarter of fiscal year 2021/22 covers the city's cash position and return on investments through the first three months of the fiscal year, ending September 30, 2021.

The city's cash and investments as of September 30, 2021 total \$45.66 million as reflected on Table 1 and summarized in Attachment 'A'.

Table 1: Cash Summary as of September 30, 2021

Investment Type	Amount (in millions)
Portfolio	

Local Agency Investment Fund (LAIF)	\$38.12
Money Market Deposit	\$0.17
Trustee Cash and Investments	\$1.35
Banks & Deposits	\$6.02
Total Cash & Investments	\$45.66

Managed Investments

The city invests the majority of its cash in the Local Agency Investment Fund (LAIF). LAIF is a pooled investment fund established by the state to provide cities with safe investment option that is administered by the State of California Treasurer's Office. As such, earnings or returns are typically lower than more aggressive investment vehicles. A small portion of cash is also invested in the Public Investment Money Market Account (PIMMA).

As of September 30, 2021, the city has a total of \$38.29 million invested in LAIF and PIMMA with interest earnings of 0.21% and 0.04%, respectively.

The city's managed investment Summary is enclosed as Attachment 'A'. Performance summary for the city's cash investments are shown on Table 2.

Table 2: Managed Investment Summary

Quarter Ending	Portfolio Balance	City	2 Year	Federal
		Monthly Portfolio Rate	Treasury	Funds Rate
September 30, 2021	\$38.29M	0.21%	0.28%	0.00%

Earnings are low due to the overall economic conditions and the conservative nature of the Local Agency Investment Fund. Staff is projecting the LAIF Rate to continue to drop throughout the fiscal year due impacts of COVID-19 pandemic on the economy.

FISCAL IMPACT

None.

PUBLIC HEARING

None.

ATTACHMENTS:

- A. Cash and Investment Summary
- B. Managed Investments

CITY OF DINUBA CASH & INVESTMENTS SUMMARY
As of September 30, 2021

<u>INSTITUTION</u>	<u>PURPOSE</u>	<u>BALANCE</u>	<u>TOTAL</u>
<u>CASH IN BANKS</u>			
MECHANICS BANK	A/P, PAYROLL, GOLF	5,945,136	
BANK OF THE SIERRA	POLICE	66,189	
PETTY CASH	VARIOUS DEPTS	6,670	
	<i>Total Cash Deposits</i>		6,017,995
<u>CASH AND INVESTMENTS WITH FISCAL AGENTS (TRUSTEE)</u>			
US BANK			
	SAFE DRINKING WATER	50,256	
	2012 LEASE REVENUE BONDS	711,539	
	2012 WASTEWATER REVENUE BONDS	588,416	
	<i>Total Trustee Deposits</i>		1,350,212
<u>PORTFOLIO INVESTMENTS</u>			
MECHANICS BANK	MONEY MARKET DEPOSIT ACCOUNT	172,104	
LOCAL AGENCY INVESTMENT FUND		38,118,595	
	<i>Total Portfolio Investments</i>		38,290,700
	TOTAL CASH AND INVESTMENTS		<u>\$ 45,658,906</u>

Managed Investments 1st Quarter 2021-22

Sep-21	Type	Value	Interest Rate		
	LAIF	38,118,595	0.21%	78,524.31	
	PIMMA	172,092	0.04%	68.84	
		\$ 38,290,687		\$ 78,593.14	0.21%



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Karina Solis, Administrative Services Director

By: Jacqueline Lopez, Fiscal Analyst I

Subject: Annual Report on Community Facilities District No. 2018-1 (KS)

RECOMMENDATION

Council to accept the Annual Report for Community Facilities District No. 2018-1 for Fiscal Year Ending June 30, 2021.

EXECUTIVE SUMMARY

The City of Dinuba established Community Facilities District No. 2018-1 to provide funding for the maintenance of public infrastructure within five residential subdivisions, including Laurabrook, Quail Run South, Tierra Vista II, Autumn Gate I, II and III. As required by state law, the City prepared and is submitting an annual report for Community Facilities District No. 2018-1 for City Council review and acceptance.

OUTSTANDING ISSUES

None.

DISCUSSION

Background

The City of Dinuba has been creating special assessment districts since the late 1980's. These special assessment districts, more commonly referred to as Landscape and Lighting Districts (LLD's) were being used to fund the cost of new public services and facilities created by new residential development. The last Landscape and Lighting District created was in late 2015 for the Parkside Village Phases II and III development. However, Landscape and Lighting Districts are no

longer the preferred funding mechanism for recovering the costs of servicing new development given the time consuming and costly legal requirement of separating and quantifying the special and general assessment amounts prior to the formation of the assessment district.

Community Families Districts

Similar to Landscape and Lighting District, community facilities districts (CFDs) are a type of special tax district formed when property owners within a geographic area agree to impose a tax on property in order to fund infrastructure improvements or services such as, maintenance and lighting of parks, parkways, street, roads, parks and open space. In summary, CFDs provide more flexibility in what recurring services or one-time public infrastructure projects can be funded by imposition of a special taxes on property.

The Community Facilities District (CFD) No. 2018-1 was formed in 2018 to provide funding for the maintenance of public infrastructure and operating costs of a variety of amenities in five subdivisions, including Laurabrook, Quail Run South, Tierra Vista II, Autumn Gate I, II and III. Revenues collected are used to fund maintenance of lighting, parks, parkways, and open space.

Special Bond and Accountability Act (SB 165)

Senate Bill 165 enacted on September 19, 2000 requires that local agencies with CFDs prepare and submit an annual report to the City Council identifying the amount of funds collected and expended in a given fiscal year. The annual report must be submitted to the City Council no later than January 1 of each year.

The Annual Report for CFD No. 2018-1 enclosed herein as Attachment 'A' complies with the requirements of the Act. This report is submitted for City Council review and acceptance.

FISCAL IMPACT

None.

PUBLIC HEARING

None.

ATTACHMENTS:

A. Annual Report Community Facilities District No. 2018-01 for Fiscal Year Ending June 30, 2021

Local Agency Special Tax and Bond Accountability Act (SB 165)

Senate Bill 165, filed with the Secretary of State on September 19, 2000, enacted the Local Agency Special Tax and Bond Accountability Act. This Act requires that any local special tax/local bond measure subject to voter approval contain a statement indicating the specific purposes of the special tax, requires that the proceeds of the special tax be applied to those purposes, requires the creation of an account into which the proceeds shall be deposited, and requires an annual report containing specified information concerning the use of the proceeds. The Act applies to local bond measures adopted on or after January 1, 2001 in accordance with Section 50075.1 and Section 53410 of the California Government Code.

Some of the requirements of the Act are handled at the formation of the Special Tax District and others are handled through annual reports. This report intends to comply with Section 50075.3 of the California Government Code that states:

“The chief fiscal officer of the issuing local agency shall file a report with its governing body no later than January 1, 2002, and at least once a year thereafter. The annual report shall contain all of the following:

- (a) The amount of funds collected and expended.
- (b) The status of any project required or authorized to be funded as identified in subdivision (a) of Section 50075.1 or Section 53410.”

The requirements of the Act apply to the Operating Fund for the following District:

City of Dinuba
Community Facilities District No. 2018-1 – Maintenance and Services
Established November 5, 2018

Purpose of Special Tax

The City of Dinuba formed Community Facilities District No. 2018-1 (the “District”) in 2018 to provide funding for the maintenance of public infrastructure. The services shall include, but not be limited to, maintenance and lighting of parks, parkways, streets, roads and open space, recreation program services and library services, public flood and storm protection services, as well as the provision of other public services authorized to be funded under Section 53313 of the California Government Code.

The District may fund any of the following related to the services described in the above mentioned items. Obtaining, constructing, furnishing, operating and maintaining equipment, apparatus, facilities or fixtures in areas to be maintained, paying the salaries and benefits of personnel necessary or convenient to provide the services, payment of insurance costs and other related expenses, as well as the provision of reserves for repairs and replacements and the future provision of services.

The services to be financed by the District are in addition to those provided in the territory of the District before the date of creation of the District, and will not supplant services already available within that territory when the District is created.

Fiscal Year 2020/21 Collections & Expenditures

Fund	6/30/2020 Balance	Amount Collected⁽¹⁾	06/30/2021 Balance	Expended Amount	Service Status
Services	\$(31,336.32)	\$58,512.76	\$17,201.72	\$9,974.72	Ongoing

(1) Represents special tax collections during fiscal year ended June 30, 2021.



City Council Staff Report

Department: CITY CLERK

December 14, 2021

To: Mayor and City Council

From: Linda Barkley, City Clerk

By: Maria Alaniz, Human Resources Manager

Subject: City Council Meeting Minutes, November 9, 2021 (LB)

RECOMMENDATION

Council to review and approve City Council meeting minutes of November 9, 2021 as presented.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

City Council Meeting Minutes 11.09.21



**November 9, 2021
MINUTES**

COUNCIL MEMBERS PRESENT:

Nerrio-Guerrero, Longoria, Launer, Reynosa, Thusu

COUNCIL MEMBERS ABSENT:

None.

STAFF MEMBERS PRESENT:

Alaniz, Avila, Hurtado, James, Montejano, Patlan, Popovich, Solis, Yanez

1. OPENING CEREMONIES

1.1. Welcome and Call to Order

Mayor Launer called the meeting to order at 6:30 p.m.

1.2. Invocation

The invocation was led by Chaplain Garcia. .

1.3. Pledge of Allegiance

The pledge of allegiance was let by Parks & Community Services Director Hurtado. .

2. AGENDA CHANGES OR DELETIONS

To better accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed. Additions to Agenda may be added only pursuant to California Government Code section 54954.2(b).

None.

3. PRESENTATIONS/CEREMONIAL MATTERS

3.1. Jaime Lopez, Police Officer, Retiring (DP)

Chief Popovich recognized Police Officer Jaime Lopez for his 15 years of service with the department and congratulated him on his retirement. Popovich expressed his gratitude for his hard work during his years of service to the community. A plaque was presented to Officer Lopez from the City of Dinuba.

Officer Nunez and the DPOA presented Officer Lopez with a shadow box with memorabilia of his years of service along with a gift certificate.

Officer Lopez expressed his gratitude for a successful career as an officer with the City of Dinuba and thanked Council for the opportunity.

Council provided words of gratitude for his service to the community.

4. REQUEST TO ADDRESS COUNCIL

This portion of the meeting is reserved for any person who would like to address the Council on any item that is not on the agenda. Please be advised that State law does not allow the City Council to discuss or take any action on any issue not on the agenda. The City Council may direct staff to follow up on such item(s). Speakers are limited to three (3) minutes. If there is any person wishing to address the City Council at this time please approach the podium and state your name and nature of the request.

Christopher and Richard Vargas addressed council regarding the intersection of El Monte and Lillie Avenue and stated the intersection was dangerous. They handed staff a Traffic Safety Request form with community signatures of support.

5. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.

5.1. SUBJECT

Dinuba Chamber of Commerce Request for Sponsorship of the 14th Annual Thanksgiving Community Dinner in the Amount of \$1,000 (DJ)

RECOMMENDATION

Council to approve request for sponsorship in an amount up to \$1,000 for the 14th Annual Thanksgiving Community Dinner to be held on Sunday, November 21, 2021, at The Island Convention Center, from 12 pm - 7 pm.

5.2. SUBJECT

Resolution 2021-53 Authorization to Execute Program Supplement for the use of Measure R funds for the Construction of the Alta Avenue and Nebraska Avenue Roundabout Project (IH)

RECOMMENDATION

Council to adopt Resolution No. 2021-53 approving the Program Supplement for the use of Measure R funds in the amount of \$635,000 for the construction of the Alta Avenue and Nebraska Roundabout project and authorize the City Manager or designee to execute the agreement.

5.3. SUBJECT

Approval of City Council Meeting Minutes (LB)

RECOMMENDATION

Council to review and approve City Council meeting minutes of October 26, 2021 as presented.

A motion was made by Council Member Longoria, second by Council Member

Thusu, to approve the consent calendar as presented.

Ayes: Launer, Longoria, Nerio-Guerrero, Reynosa, Thusu

6. WARRANT REGISTER

6.1. SUBJECT

Warrant Register October 29, 2021 (KS)

RECOMMENDATION

Council to review and approve the warrant register as presented.

A motion was made by Council Member Nerio-Guerrero, second by Council Member Longoria, to review and approve as presented.

Ayes: Launer, Longoria, Nerio-Guerrero, Reynosa, Thusu

7. DEPARTMENT REPORTS

7.1. SUBJECT

Proclamation No. 2021-06 Honoring Dylan Lee, Pitcher for the Atlanta Braves, 2021 World Series Champions (DJ)

RECOMMENDATION

Council to approve Proclamation 2021-06 honoring Dylan Lee, Pitcher for the Atlanta Braves, 2021 World Series Champions.

Council faceted Dylan Lee and presented him with the City Proclamation No. 3032-06. The Proclamation was presented by Mayor Launer. Council wished Dylan the best.

A motion was made by Council Member Thusu, second by Council Member Longoria, to approve Proclamation 2021-06 honoring Dylan Lee, Pitcher for the Atlanta Braves, 2021 World Series Champions.

Ayes: Launer, Longoria, Nerio-Guerrero, Reynosa, Thusu

8. MAYOR/COUNCIL REPORTS

Council Member Nerio-Guerrero reported she attended the Dylan Lee Baseball Clinic, she shared that it was a successful event.

Council Member Longoria requested the review of the City Noise Ordinance, due to community complaints.

Council Member Thusu requested input on future goals to take forth to the League of California Cities meeting. He expressed his appreciation with city staff on their work with the Ridge Creek community meeting for the Ridge Creek trail.

Vice Mayor Reynosa thanked Public Works and Parks staff for their work on lighting the path located on San Antonio. Reynosa advised Council that she has been unable to attend the water board committee and requested that another council member join in her place.

Mayor Launer requested a list of all ongoing committees and their members. She expressed citizens gratitude for the Griggs area park. Launer expressed community concerns about the homeless population in the Surabian Parkway area.

9. CITY MANAGER COMMUNICATIONS

City Manager Patlan reported the ribbon cutting is scheduled for November 19th at the Griggs Community Park. Patlan shared that he will be off on November 15-17.

10. CITY STAFF COMMUNICATIONS

City Attorney Yanez reported that the planning community meeting on redistricting went well. The next planning meeting will include redistricting maps. Yanez has been working on a court litigation which will be completed soon.

Director Hurtado reported that the soccer season has just finished and went well, now beginning with basketball sign ups. Hurtado also shared that the Christmas parade is scheduled for Saturday, December 4th.

11. ADJOURNMENT

Mayor Launer adjourned the meeting at 7:32 p.m.



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Maria Alaniz, Human Resources Manager

Subject: Resolution No. 2021-55 Amending the Fiscal Year 2021/22 Salary Schedule to Reflect Minimum Wage Adjustments (MA)

RECOMMENDATION

Council adopt Resolution No. 2021-55 amending the FY 2021/22 salary schedule to reflect increase in the minimum wage as required by state law.

EXECUTIVE SUMMARY

The city's salary schedule for FY 2021/22 has been revised to include the increase to positions to current state minimum wage as required by law.

OUTSTANDING ISSUES

None.

DISCUSSION

On April 4, 2016, Governor Edmund G. Brown signed Senate Bill 3 into law, raising the minimum wage for all industries. This bill created ground-breaking legislation increasing the \$10.00 per hour minimum wage each year starting in January 1, 2017 until it reached \$15.00 per hour by January 1, 2022.

On August 14, 2021, the City Council, by resolution, adopted the FY 2021/22 salary schedule. The salary schedule for FY 2021/22 reflects the increase to the positions that were below or at the minimum wage amount of \$15.00, excluding all salaried positions. These changes reflect the current state minimum wage as required by law.

Resolution No. 2021-55 enclosed as Attachment 'A' includes the revised salary scheduled for all applicable positions as shown in Exhibit 'A'.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

A: Resolution No. 2021-55

RESOLUTION NO. 2021-55

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DINUBA,
CALIFORNIA, AMENDING THE FISCAL YEAR 2021-22 SALARY
SCHEDULE**

WHEREAS, the City Council on September 14, 2021, by resolution, adopted the FY 2021/22 salary schedule;

WHEREAS, it is the intent of this Resolution to include the increase to positions to state minimum wage as required by law;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Dinuba, California, does hereby amend the Fiscal Year 2021-22 Salary Schedule, as follows:

A. Exhibit 'A' FY 2021-22 Position and Salary Ranges

THE FOREGOING RESOLUTION is approved and adopted by the City Council of the City of Dinuba this 14th day of December, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Launer, Mayor

ATTEST:

Linda Barkley, City Clerk

Exhibit 'A'

City of Dinuba

FY 2021/2022 Positions & Salary Ranges

*Effective 1/1/22 - 6/30/22

Title	Salary Range	Monthly Range Steps					Group
		A	B	C	D	E	
Accountant I	135	4,803	5,042	5,295	5,561	5,838	Professional
Accountant II	140	5,047	5,299	5,566	5,843	6,136	Professional
Accounting Technician I	97	3,435	3,611	3,789	3,980	4,177	Classified
Accounting Technician I (Y-Rated Range)	97Y	3,467	3,649	3,843	4,044	4,257	Classified
Accounting Technician II	102	3,612	3,793	3,983	4,181	4,389	Confidential
Administrative Assistant I	110	3,912	4,105	4,311	4,526	4,753	Classified
Administrative Assistant II	115	4,108	4,316	4,531	4,760	4,997	Classified
Administrative Services Director	196	8,812	9,253	9,717	10,201	10,712	Administrative
Administrative Technician	100	3,538	3,716	3,905	4,098	4,302	Classified
Assistant City Manager	185	7,901	8,292	8,708	9,145	9,601	Administrative
Associate Engineer	160	6,162	6,469	6,791	7,131	7,486	Professional
Billing Clerk	90	3,205	3,366	3,531	3,709	3,897	Classified
Billing/Collections Supervisor	140	5,047	5,299	5,566	5,843	6,136	Professional
Building Inspector/Code Enforcement Officer	115	4,108	4,316	4,531	4,760	4,997	Classified
Building Official	164	6,412	6,731	7,067	7,420	7,791	Professional
Building Official/Senior Building Inspector	156	5,919	6,214	6,526	6,852	7,195	Professional
Business Manager	160	6,162	6,469	6,791	7,131	7,486	Professional
Cashier/Customer Service Rep.	83	2,990	3,139	3,297	3,461	3,633	Classified
City Clerk	182	7,855	8,233	8,634	9,051	9,492	Administrative
City Engineer	223	11,528	12,104	12,711	13,347	14,016	Administrative
City Manager	228	12,581	13,187	13,823	14,492	15,184	Administrative
Code Enforcement Officer I	105	3,721	3,909	4,101	4,313	4,522	Classified
Code Enforcement Officer II	115	4,108	4,316	4,531	4,760	4,997	Classified
Community Service Officer	86	3,080	3,233	3,394	3,565	3,746	Classified
Deputy City Clerk	120	4,139	4,344	4,560	4,787	5,030	Professional
Dispatcher	92	3,468	3,642	3,824	4,018	4,217	Police
Engineer/Paramedic	159	6,416	6,737	7,073	7,427	7,798	Fire
Events Coordinator	107	3,796	3,987	4,186	4,394	4,616	Classified
Evidence Technician	85	3,049	3,201	3,361	3,529	3,706	Classified
Finance/Budget Services Manager	175	7,152	7,507	7,883	8,278	8,693	Professional
Fire Battalion Chief	185	7,901	8,292	8,708	9,145	9,601	Professional
Fire Captain	172	7,302	7,667	8,050	8,453	8,875	Fire
Fire Chief	196	8,812	9,253	9,717	10,201	10,712	Administrative
Fire Inspector	115	4,108	4,316	4,531	4,760	4,997	Classified
Firefighter I/EMT-B	138	5,206	5,466	5,740	6,027	6,328	Fire
Firefighter I/Paramedic	153	6,044	6,346	6,664	6,997	7,347	Fire
Fiscal Analyst I	130	4,571	4,798	5,039	5,290	5,555	Professional
Fiscal Analyst II	140	5,047	5,299	5,566	5,843	6,136	Professional
Grounds Maintenance Worker I	88	3,143	3,299	3,465	3,637	3,817	Classified
Grounds Maintenance Worker II	100	3,538	3,716	3,905	4,098	4,302	Classified
Grounds Maintenance Worker III	113	4,032	4,231	4,443	4,664	4,897	Classified
Human Resources Analyst I	130	4,571	4,798	5,039	5,290	5,555	Professional
Human Resources Manager	174	7,081	7,434	7,805	8,197	8,606	Professional
Human Resources Technician I	104	3,683	3,867	4,061	4,267	4,479	Confidential
Human Resources Technician II	114	4,070	4,274	4,486	4,711	4,947	Confidential
Information Technology/Records Manager	160	6,162	6,469	6,791	7,131	7,486	Professional
Lieutenant	185	7,901	8,292	8,708	9,145	9,601	Professional
Maintenance Worker I	98	3,470	3,645	3,824	4,018	4,219	Classified
Management Analyst	150	5,576	5,855	6,146	6,453	6,779	Professional
Mechanic I	110	3,912	4,105	4,311	4,526	4,753	Classified
Mechanic II	120	4,323	4,534	4,763	5,001	5,250	Classified
Mechanic Helper	100	3,538	3,716	3,905	4,098	4,302	Classified
Meter Reader	88	3,143	3,299	3,465	3,637	3,817	Classified
Paramedic Trainee	70	2,340	2,457	2,579	2,707	2,841	Classified
Parks & Community Services Director	190	8,303	8,715	9,152	9,610	10,093	Administrative
Parks Supervisor	125	4,538	4,768	5,006	5,254	5,519	Classified
Payroll Technician II	102	3,612	3,793	3,983	4,181	4,389	Confidential
Permit Technician	100	3,538	3,716	3,905	4,098	4,302	Classified
Planner I	125	4,347	4,566	4,794	5,034	5,285	Professional
Planner II	135	4,803	5,042	5,295	5,561	5,838	Professional
Planning Technician	100	3,538	3,716	3,905	4,098	4,302	Classified
Police Chief	197	9,076	9,516	9,981	10,464	10,975	Administrative
Police Officer	148	5,944	6,238	6,552	6,878	7,221	Police
Public Improvements Officer	126	4,585	4,815	5,056	5,309	5,574	Classified
Public Works Director	190	8,303	8,715	9,152	9,610	10,093	Administrative
Public Works Superintendent	160	6,162	6,469	6,791	7,131	7,486	Professional
Public Works Supervisor	145	5,306	5,571	5,848	6,141	6,448	Professional
Records Tech./Customer Service Rep.	85	3,538	3,716	3,905	4,098	4,302	Classified
Recreation Coordinator	107	3,796	3,987	4,186	4,394	4,616	Classified

Recreation Supervisor	125	4,347	4,566	4,794	5,034	5,285	Professional
Senior Accountant	145	5,306	5,571	5,848	6,141	6,448	Professional
Senior Accounting Technican	107	3,796	3,987	4,186	4,394	4,616	Classified
Senior Center Coordinator	107	3,796	3,987	4,186	4,394	4,616	Classified
Senior Center Supervisor	115	4,108	4,316	4,531	4,760	4,997	Classified
Senior Code Enforcement Officer	125	4,538	4,768	5,006	5,254	5,519	Classified
Senior Fiscal Analyst	150	5,576	5,855	6,146	6,453	6,779	Professional
Senior Planner	150	5,576	5,855	6,146	6,453	6,779	Professional
Senior Wastewater Treatment Plant Operator	108	3,834	4,011	4,228	4,439	4,659	Classified
Sergeant	168	7,249	7,611	7,989	8,391	8,811	Police
Single Role Paramedic	90	3,796	3,987	4,186	4,394	4,616	Classified
Sports Coordinator	107	3,796	3,987	4,186	4,394	4,616	Classified
Sportsplex Coordinator	107	3,796	3,987	4,186	4,394	4,616	Classified
Streets & Traffic Safety Supervisor	125	4,538	4,768	5,006	5,254	5,519	Classified
Utility Worker I	88	3,143	3,299	3,465	3,637	3,817	Classified
Utility Worker II	103	3,647	3,827	4,023	4,222	4,432	Classified
Utility Worker III	113	4,032	4,231	4,443	4,664	4,897	Classified
Wastewater Treatment Plant Operator I	98	3,470	3,645	3,824	4,018	4,219	Classified
Wastewater Treatment Plant Operator II	103	3,647	3,827	4,023	4,222	4,432	Classified
Wastewater Treatment Plant Operator Trainee	88	3,143	3,299	3,465	3,637	3,817	Classified
Wastewater Treatment Plant Superintendent	159	6,096	6,403	6,724	7,060	7,413	Professional
Wastewater Treatment Plant Supervisor	150	5,576	5,855	6,146	6,453	6,779	Professional
Water Quality Technician	105	3,721	3,909	4,101	4,313	4,522	Classified
Water System Specialist III	113	4,032	4,231	4,443	4,664	4,897	Classified
Water Systems Supervisor	125	4,538	4,768	5,006	5,254	5,519	Classified

*Revised 12/14/21

City of Dinuba

FY 2021/2022 Regular Part-time Positions & Salary Ranges

*Effective 1/1/22 - 6/30/22

Title	Salary Range	Hourly Range Steps					
		A	B	C	D	E	F
Accounting Technician I	97A-10%	17.84	19.82	20.83	21.86	22.96	24.10
Animal Control Officer	112A-20%	18.42	20.72	21.84	22.84	23.98	25.19
Assistant Recreation Leader	External survey	15.00	16.50	17.32	18.18	19.08	20.03
Billing Clerk	90A-10%	16.66	18.49	19.42	20.37	21.40	22.48
Clerical Assistant I		15.00	16.85	17.59	18.36	19.17	20.05
Code Enforcement Officer	115A-10%	21.33	23.70	24.90	26.14	27.46	28.83
Custodian I	88A-10%	16.32	18.13	19.03	19.99	20.98	22.02
Custodian II	93A-10%	17.15	19.06	20.01	21.01	22.04	23.15
Grounds Maintenance Worker I	88A-10%	16.32	18.13	19.03	19.99	20.98	22.02
Landscape Technician	121A-20%	20.14	22.66	23.79	24.98	26.23	27.54
Maintenance Worker Assistant	88A-10%	16.32	18.13	19.03	19.99	20.98	22.02
Maintenance Worker I	98A-10%	18.03	20.02	21.03	22.06	23.18	24.34
Meter Reader	88A-10%	16.32	18.13	19.03	19.99	20.98	22.02
Recreation Coordinator	127A-30%	18.69	21.37	22.45	23.57	24.75	25.99
Recreation Leader	External survey	16.84	18.31	19.12	19.90	20.85	21.78
Utility Worker I	88A-10%	16.32	18.13	19.03	19.99	20.98	22.02

*Revised 12/14/21

City of Dinuba

FY 2021/2022 Temporary Positions & Salary Ranges

*Effective 1/1/22- 6/30/22

Title	Salary Range	Hourly Range Steps					
		A	B	C	D	E	F
Clerical Assistant I		15.00	15.50	16.00	16.50	17.00	
Code Enforcement Officer I		21.33	23.70	24.90	26.14	27.46	
Events Coordinator		19.13	21.26	22.83	23.45	24.61	
Grounds Maintenance Worker I		16.32	18.13	19.03	19.99	20.98	
Lifeguard/Swim Instructor		15.00	15.50	16.00	16.50	17.00	
Maintenance Worker Asst.		16.32	18.13	19.03	19.99	20.98	
Paid Call Firefighter		15.00	15.50	16.00	16.50	17.00	
Pool Supervisor		16.50	17.00	17.50	18.00	18.50	
Site Supervisor		16.00	16.50	17.00	17.50	18.00	
Sports Official		15.00	15.50	16.00	16.50	17.00	
Sportsplex Assistant		15.00	15.50	16.00	16.50	17.00	
Reserve Dispatcher		16.72	17.44	18.19	19.93	19.62	
Reserve Firefighter		15.00	15.50	16.00	16.50	17.00	
Reserve Police Officer		15.00	24.38	25.67	27.03	28.46	29.96
Sports Official/Scorekeeper		15.00	15.50	16.00	16.50	17.00	

*Revised 12/14/21



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Maria Alaniz, Human Resources Manager

Subject: Resolution No. 2021-54 Recertifying Industrial Disability Retirement for Chad Georges (MA)

RECOMMENDATION

Council adopt Resolution No. 2021-54 recertifying industrial disability retirement for Chad Georges following an internal review by the California Public Employee Retirement System (CalPERS).

EXECUTIVE SUMMARY

Pursuant to the California Public Employees' Retirement Law, the City Council must adopt Resolution No. 2021-54 making a finding and determination that Chad Georges continues to be eligible for industrial disability retirement through the CalPERS Public Employees' Retirement System (CalPERS).

OUTSTANDING ISSUES

None.

DISCUSSION

On May 20, 2021, CalPERS sent the City of Dinuba a letter stating that it received an anonymous ethics complaint concerning Chad Georges and requested that the City investigate the complaint. Specifically, the complaint alleged that Georges was working in a capacity inconsistent with his industrial disability retirement from the city.

On August 6, 2021, the City provided CalPERS with medical information concerning the industrial disability retirement and documents related to the Georges' current employment. However, CalPERS requested additional medical information.

On September 7, 2021, the City further responded to CalPERS and provided a medical report from Georges' physician. According to the medical report, there is no

improvement. The initial determination is unchanged and competent medical evidence supports his continued incapacity from his previous position as a Police Officer.

The City has completed its investigation and provided competent medical evidence to CalPERS, which continues to support the determination that Chad Georges remains eligible for an industrial disability retirement. Under the Public Employees' Retirement Law, unless delegated, the City Council must make the recertification.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

A: Resolution No.2021-54

RESOLUTION NO. 2021-54

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF DINUBA**

(Government Code section 20221)

WHEREAS, the City of Dinuba (hereinafter referred to as City) is a contracting agency of the California Public Employees' Retirement System (CalPERS);

WHEREAS, the California Public Employees' Retirement Law requires that a contracting agency furnish the CalPERS Board information regarding the change in status of any former member resulting from reinstatement and any additional information concerning any former member that the CalPERS Board may require;

WHEREAS, a re-evaluation of the continued qualification of disability retirement of Chad Georges formerly employed by the City in the position of Police Officer was conducted based on the previous approved back condition;

WHEREAS, the City Council of the City of Dinuba has reviewed the medical and other evidence relevant to such approved condition and certify under the penalty of perjury that the determination was made based on competent medical opinion. The re-evaluation process is used to re-evaluate a former members previously approved disabling condition and is not used to discover a new disabling condition.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dinuba find and determine and it does hereby find and determine that Chad Georges continues to be substantially incapacitated within the meaning of the California Public Employees' Retirement Law for performance of his duties in the position of Police Officer and Chad Georges' disability retirement benefit will be continued.

PASSED AND ADOPTED this 14th day of December, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Launer, Mayor

ATTEST:

Linda Barkley, City Clerk



City Council Staff Report

Department: PUBLIC WORKS

December 14, 2021

To: Mayor and City Council

From: Ismael Hernandez, Public Works Director

By: George Avila, Business Manager

Subject: Award Professional Services Agreement to Willdan Financial Services to Conduct a Comprehensive Utility Rate Study (IH)

RECOMMENDATION

Council award a professional services agreement to Willdan Financial Services in the amount of \$68,785 to perform a Comprehensive Utility Rate Study, and authorize the Public Works Director to execute the document.

EXECUTIVE SUMMARY

The City of Dinuba provides almost 7,000 customers with water, sewer and disposal services. In order to maintain current service levels, perform regular maintenance on existing infrastructure and fund new capital improvements it is necessary to periodically review utility rates. A request for proposals for a utility rate study was issued and six consulting firms responded. Upon review of the proposals, City's selection committee recommends that the City Council award a professional services agreement to Willdan Financial Services in the amount of \$68,785.

OUTSTANDING ISSUES

None.

DISCUSSION

The City periodically evaluates utility rates about every five years. The last utility rate study was conducted on November 22, 2016. As a result of this study, the City raised rates over a three-year period for water and wastewater to cover basic operational costs as well as acquisition of vehicles and equipment. Disposal rates were not included in the 2016 rate study.

The City of Dinuba provides domestic water, sanitary sewer and disposal services to

almost 7,000 residential, commercial and industrial customers. The services provided by the City include the delivery, operation, maintenance and reserves for the replacement of depreciated utility infrastructure. The City contracts with Pena's Disposal for disposal and recycling services. Revenues to operate all three of these utilities come from user charges collected from customers. This revenue is kept in separate funds generally referred to as "enterprise funds".

On October 15, 2021, staff issued a Request for Proposals (RFP) requesting responses from firms qualified to perform a Comprehensive Utility Rate Study for the City's water, wastewater and disposal rates. A total of six responses were received, as follows:

Consultant	Cost
1. HF&H	\$128,956
2. IB Consulting	\$114,800
3. Lechowicz & Tseng	\$73,675
4. NBS	\$128,580
5. Stantec/R3	\$160,070
6. Willdan Financial Services	\$68,785

A staff review committee reviewed and rated the proposals. The scoring was based on evaluating three main criteria: 1) approach and understanding of the project highlighted in the RFP, 2) the team's demonstrated qualifications and technical experience, and 3) the firm's availability and schedule for completion of the study in a timely manner. The committee tallied the scores based on a weighted percentage and narrowed the number of qualified proposals to three firms. Based on the highest score, the selection committee is recommending Willdan Financial Services to conduct the Comprehensive Utility Rate Study in the amount of \$68,785. A copy of Willdan's proposal is enclosed as Attachment 'A'.

Staff is recommending that the City Council select Willdan Financial Services and authorize the Public Works Director to enter into a Professional Services Contract with the firm to conduct the Comprehensive Utility Rate Study. A copy of the contract is enclosed as Attachment 'B'.

FISCAL IMPACT

The study will cost an estimated \$68,785 and will be funded through the operating budgets in the Water, Wastewater and Disposal Funds.

PUBLIC HEARING

None.

ATTACHMENTS:

- A. Proposal from Willdan Financial Services
- B. Professional Services Agreement with Willdan Financial Services

City of Dinuba

Proposal

Comprehensive Utility Rate Study

November 12, 2021



November 12, 2021

Mr. George Avila
Business Manager
City of Dinuba
405 East El Monte Way
Dinuba, California 93618

Via Email:
gavila@dinuba.ca.gov

Re: Proposal to Conduct a Comprehensive Utility Rate Study for the City of Dinuba

Dear Mr. Avila:

Based on our review of your Request for Proposals, and our considerable experience in rate and financial consulting for utilities, Willdan Financial Services ("Willdan") is pleased to submit the following proposal to conduct a water, sewer and solid waste rate study on behalf of the City of Dinuba ("City"). Willdan's interactive approach will result in a customized Microsoft Excel financial model, that the City will retain, as well as a focused and tailored analysis of the current utility rates, revenues, capital project and operational expenditures, debt commitments, reserve funding, and other financial data.

The culmination of our analyses will be a comprehensive financial management plan that develops projected system operating results for the next ten fiscal years, with specific emphasis and suggested rates for the next five years. We will employ our proven interactive approach, supported with advanced financial modeling techniques, to develop a sophisticated and flexible financial model to help us guide the City through operating and financial scenarios, while evaluating the impact of policy assumptions and performing sensitivity analysis on utility rates and financial strategies.

Our ability to focus on the financial aspects of operating publicly owned utility systems is coupled with recognized leadership in strategic planning and operations, enabling us to bring unmatched value to our clients. Our team brings a set of nationally recognized qualifications and experts that sets us apart. These qualifications are detailed below.

Direct Recent Experience with the City of Dinuba — Willdan worked previously with the City on the fiscal year 2014/2015 Water and Sewer Rate Study and successfully partnered with the City of the most recent Cost Allocation Plan. Through these engagements the City can be assured of the level of commitment, professionalism, and expertise that we bring to this project. ***Where possible, we will leverage our knowledge of your operations and key staff to facilitate and expedite our work, specifically the recent cost allocation analysis; focusing less time on data gathering and more on analysis, allowing City Staff to focus their time on direct City operations.***

Unique Approach — Our approach to the development of utility rates has been carefully honed over the years. We will ***work collaboratively with City Staff to carefully assess and understand the City's unique utility system concerns and issues, clarify goals and objectives for the study, and develop a tailored approach that will best serve your needs.*** We do not use a "cookie-cutter" approach, but rather bring a combination of planning and financial expertise providing a thorough understanding of utility operations and management.

A key to our approach is the use of a sophisticated and dynamic model and dashboard that allows us to work collaboratively with the City to quickly evaluate alternatives resulting from changes in assumptions and input variables, to address different policy and financial objectives.

Unmatched Experience Developing and Implementing Utility Rates — Willdan is nationally recognized for its expertise in developing and implementing utility system financial planning, rate, and impact fee studies, and has extensive experience in California implementing **Proposition 218** compliant rate structures. ***We recently completed successful comprehensive studies for the Cities of Richmond, Lakeport, Sebastopol, Grover Beach, Pinole and Tulare and are currently working with the Cities of Soledad, La Palma and Lomita, with objectives and experience that relate closely to the goals of the City's proposed study. Further, we were just re-selected to complete a water and wastewater study for the City of Avenal for the third consecutive five-year cycle.***

Integrating Meter Performance Evaluation with Water Rate Study — As described in more detail within the Added Value section at the end of this submittal, Willdan is uniquely qualified to evaluate Dinuba's water meter performance based on our years of data understanding water and wastewater system dynamics. **As a part of this proposal Willdan's Performance Engineering (WPE) Team, led by Mrs. Carolyn Kiesner and Mr. Scott Griffith, will put together a comprehensive technology assessment that will audit current billing data and water production to determine Non-Revenue Water Loss. This effort can encourage revenue recovery and help to limit rate increases. WPE will review Dinuba's current systems and evaluate whether technologies such as AMI would be advantageous to deploy.** This process is unique in that it creates a benchmark of meter performance, recognizes down trending water meters, and improves revenue recovery. We will seamlessly integrate this effort into the water rate study, with minimal additional effort for City Staff, by utilizing meter and consumption data collected for this analysis, and integrating impacts into the financial plan and model that Willdan will develop.

Communicating the Results — Sound technical analysis is only one element of this process. It will be equally important to effectively communicate results and implications of the proposed rate structures to City Staff, City Council, key stakeholders, and **ultimately to those that will be subject to new rates.**

Most of our projects incorporate significant community and/or stakeholder involvement and education efforts, and our experienced consultants are able to communicate complicated technical analysis in a manner that is easy to follow and understand.

The intuitive setup of our financial models allows Willdan to discuss and present critical information in a way that maximizes engagement and facilitates outreach. Our reports and presentations provide a solid understanding of the project and the rationale behind the development of the rates.

Due to the COVID-19 restrictions in place, in-person meetings have been replaced by online, virtual meetings. We have utilized virtual meetings for years to facilitate quick, on-demand meetings with clients. During the pandemic our capability to continue projects with clients never slowed down, and we have had great success shifting meetings that would typically have been in-person to virtual meeting platforms.

I will serve as the primary contact person for this proposal, provided in the table below is my contact information.

Willdan Financial Services
Proposal Contact
Chris Fisher
Vice President – Director
27368 Via Industria, Suite 200 Temecula, CA 92590
Tel #: (951) 587-3500 Fax #: (951) 587-3510
Email: CFisher@Willdan.com

Willdan maintains exceptional experience in utility cost of service and rate analysis and is excited about this opportunity to use our skills and expertise to continue to serve the City of Dinuba.

Sincerely,

WILLDAN FINANCIAL SERVICES



Chris Fisher
Vice President – Director
Financial Consulting Services

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Approach to Identified Scope of Work

Project Understanding

The City of Dinuba ("City") provides water, sewer and solid waste utility services to approximately 6,311 service connections, serving a population of approximately 25,300. The City's utility systems are comprised of 91.5 miles of water mains, 73.8 miles of sewer mains, 3 reservoirs, 8 active wells and a wastewater treatment facility with a permitted capacity of 3.14 MGD. Solid waste disposal and recycling services are outsourced to Pena's Disposal Inc, with a franchise agreement valid through June 30, 2025.

Sewer rates were last increased on July 1, 2017, and the last water rate increase was made on July 1, 2018. The solid waste rates have not been increased since 2010. Furthermore, the cost associated with street sweeping and alley maintenance programs is covered by the City's disposal fund.

A brief review of the financial information available on the City's website indicates that all three of the utilities are relatively healthy. However, the water utility did incur a modest operating loss of (\$505K) for the Fiscal Year Ending (FYE) June 30, 2020, and was projected to incur a loss of (\$419K) for FYE June 30, 2021. Available fund balance is anticipated to offset the deficit, but ***the financial plan developed for this study will closely analyze the projected results for the next five years and if appropriate, recommend rate adjustments going forward so that revenues generated by the utilities cover expenses going forward.*** Both the water and sewer enterprises also have outstanding debt, so the financial plan will ensure that adequate debt service coverage is maintained, in order to comply with existing debt covenants.

According to the most recent available audited financial statements (for FYE June 30, 2020), the water enterprise generated \$3.2M in operating revenue against \$3.4M in operating expenses, for an operating loss of about (\$206K). The sewer enterprise generated \$3.7M in operating revenue, compared to \$2.7M in operating expenses, resulting in a positive net operating result of \$1M. Finally, the disposal enterprise generated \$3.2M in revenue and incurred \$3.1M in operating expenses, for a positive net result of \$47K. The 2021 audited results are not yet available, but as mentioned above, the 2022 Budget Book projects that for FYE June 30, 2022, expenses will exceed revenues for both the water and sewer utilities, while the disposal enterprise continues to be positive. For sewer and water, available fund balance will offset the projected loss. Both utilities have projected capital projects for FY 2021/22, with the wastewater replacement clarifier being paid for from the sewer fund. The comprehensive financial model and analysis for this study will incorporate the City's long range (five or ten year) Capital Improvement Plan, to ensure adequate funding is available to support both pay-as-you-go and/or debt-funded capital projects.

The main objective of the proposed comprehensive utility rate study is to undergo a professional and independent assessment of the City's utility funds and develop a five-year financial plan outlining the necessary resources to fund required operating revenue, capital maintenance and capital improvements. This analysis must comply with industry standard practices for utility rate setting, including those established by the American Water Works Association ("AWWA") and American Public Works Association ("APWA").

The project will entail three primary phases. The first is the development of a comprehensive financial plan for each utility, with projections for the next five years for the purposes of recommending rate adjustments extended out to ten years to provide a longer view of potential utility needs, particularly capital projects. The purpose of the financial plan is to arrive at the required revenue for each utility, which serves as the basis for recommendations going forward, and the development of updated rates, if necessary. Then, once the results of the financial plans are reviewed with City Staff, we will proceed with the cost-of-service analyses and development of rates, and preparation of a report.

Clearly all of the above-mentioned factors require a comprehensive and detailed look at each utility/fund. Our approach and model incorporate a robust Capital Plan Analysis to ensure the utilities will be best equipped to address upcoming projects and funding over the next five years. When developing the financial plan, it will be important to take into consideration updated costs of operating and maintaining the systems, as well as planned capital

projects and their funding sources (including grants) over the next five to ten years. We will produce financial analyses and recommendations to account for these critical needs, while balancing them with the potential impact on customers. ***Willdan will develop a comprehensive financial plan that considers updated forecasts for sales, operating expenses, as well as capital expenses, and provides for:***

- Sufficient and stable revenue for operations and routine maintenance, to meet financial obligations, and ensure long-term financial stability;
- Coverage for direct and indirect costs, and allocation of those costs to support Proposition 218 compliant cost-of-service rates;
- For solid waste, recommended rates will incorporate a provision for costs associated with the recycling of organic waste as outlined in SB 1833;
- Incorporate assumptions related to conservation and the impacts of the ongoing drought;
- Adequate debt service coverage for existing and/or proposed debt;
- Sufficient funds to support new debt issuance, if necessary;
- Accumulation and maintenance of appropriate reserves;
- Anticipated and routine repair and replacement of existing aging pipelines and infrastructure; and
- Major and minor capital projects.

This financial plan will serve as the basis for a full cost of service analyses and ultimately the development of recommendations for updated rates. The analyses will be conducted to ensure any new recommended rates comply with the requirements of Proposition 218 and recent legal decisions.

Specifically, we will review the City's current water rate structure as a baseline, and discuss options for base charges and volumetric tiered consumption charges, given Proposition 218 requirements and recent court decisions, including the San Juan Capistrano case. We worked recently with a leading Proposition 218 legal expert to enhance our approach and supporting detail for cost-of-service analysis to reinforce the development of defensible tiered rates in light of the constantly evolving Prop 218 legal landscape. We will bring this insight to the City of Dinuba for this study.

The financial plan will be created using a ***highly flexible and interactive model and dashboard that will allow us to work collaboratively with the City to present and evaluate different financial scenarios, and quickly make changes in underlying assumptions based on feedback and discussions.*** Our goal will be to arrive at a financial plan that meets the City's objectives, and that provides understanding and education to City Staff and ultimately the Council, as they make decisions regarding the proposed rates.

Project Methodology

As described herein, and detailed within the scope of services that follows, our approach to this utility rate study is ***built around three primary objectives:***

Primary Objectives		
		
Working collaboratively with the City to develop the comprehensive financial plan and model for the utilities	Using the model to develop and evaluate various rate, financial and capital funding scenarios	Arriving at a final plan and set of recommended rates that have a clear and transparent rationale and basis

We propose to conduct this process in a way in which staff and stakeholders gain understanding throughout the process of how the plan is developed, and how policy and financial decisions affect it, so that we can clearly communicate the process and results to the City Council and the community. The communication part of the process is critical in gaining acceptance and understanding of the broader community.

Our rate study analysis will include comprehensive financial management plan alternatives for the next ten fiscal years to support the proposed five-year rate plan. As part of this analysis, Willdan will develop a comprehensive financial analysis that incorporates the following:

- Revenue requirements such as operating expenses, transfers, reserve requirements;
- Major and minor capital expenses;
- Cash and debt-funded major capital expenditures, along with existing annual debt service expenses;
- Adequate funding of designated reserves including operating and existing debt service, and other reserves as outlined in the City's financial policies; and
- Functional cost breakdown consistent with Proposition 218 requirements and AWWA and APWA rate-making standards.

The culmination of the revenue requirements analysis, which will include a capital project financing plan and cost of service allocations, will be alternative rate plans which will provide sufficient revenue to meet the ongoing funding needs of each system, while recovering costs from customers in a manner which is fair, equitable and within reasonable customer impact parameters.

During this project, we will utilize our Microsoft Excel-based model, with its interactive dashboard, as a comprehensive financial tool to allow for planning and reviewing of variable inputs and assumptions, thereby creating a thorough analysis of revenue requirements to address the City's goal of ensuring predictable and stable revenue. These analyses are then seamlessly integrated with the rate development component of the model to demonstrate and project various rate design alternatives, and their effects on the City's financial outlook.

The model is used in meetings, in order to efficiently cycle through rate scenarios and establish the most viable rate plans for the City. During these interactive meetings, we invite City Staff to participate in scenario planning / "what-if" sessions, where we use the dashboard to demonstrate and evaluate the financial/rate impact of alternative data (CIP, operating costs, etc.) and assumptions (interest rates, customer growth, cost escalation, etc.) in real-time to focus on the most critical drivers of the analysis. This ensures the resulting rate plan alternatives are viable from a financial, operational, managerial and political perspective.

The financial planning component of the model provides transparency such that users can develop a viable financial plan and understand the reasons for needed revenue adjustments.

To the extent revenues are not projected to be sufficient to meet requirements including operating expenses, debt service payments and coverage requirements, planned capital expenditures and targeted operating reserves, the model can be used to evaluate variable outcomes and alternatives, providing basis for meaningful discussions with elected officials and stakeholders well in advance of the actual rate increase process.

Proposed Project Team

Our management and supervision of the project team is very simple: staff every position with experienced, capable personnel in sufficient numbers to deliver a superior product to the City, on time and on budget. With that philosophy in mind, we have selected the following experienced professionals for this engagement. We are confident that our team possesses the depth of experience that will successfully fulfill your desired work performance.

Mr. **Chris Fisher** will serve as the **principal-in-charge** for the City's engagement. With more than 22 years of experience at Willdan, Mr. Fisher has managed an array of financial consulting projects for public agencies in California, Texas, Arizona, Colorado and Florida, coordinating the activities of resources within Willdan, as well as those from other firms working conjointly on projects. He is one of the firm's leading experts for utility rate analysis and Proposition 218 compliance. Furthermore, as previously discussed, Mr. Fisher is well versed in the potential legal ramifications associated with multi-tiered rates and will share his knowledge and experience with the City related to this matter.

Mr. **Jeffrey McGarvey** will serve in the role of **project manager**, as well as **quality assurance/quality control manager** for the City's engagement. With over 25 years of experience, Mr. McGarvey is a Managing Principal in Willdan's Financial Consulting Services group; and has provided professional consulting services to municipal water, wastewater, solid waste, electric and natural gas utilities throughout the country.

Mr. **Kevin Burnett** will serve as the **lead project consultant** for the City's water and wastewater rate study. He has served as a municipal utility rate consultant for 19 years, during which he has conducted over 100 rate studies across the country. His experience extends across a variety of utility rate and financial analyses, including retail and wholesale rate and cost of service studies; connection/impact fee studies; miscellaneous fee and charge studies; bond feasibility reports; interactive rate model development; CIP financial scenario planning; rate ordinance drafting; and billing system validation/rate testing.

Mr. **Michael Cronan** will provide **analytical support** collecting, interpreting and analyzing the data necessary for the study. He will work with the team to develop and tailor the financial model to the City's specific needs and objectives and incorporate data. During his tenure, he has served jurisdictions throughout California, Colorado, and Florida.

Mrs. Carolyn Kiesner leads Willdan's Performance Engineering Team and will serve as the lead project director evaluating the City's water meter performance and AML opportunity. Her 13 years of experience in water and energy infrastructure projects with municipalities ensures a consultative approach to presenting the best solutions to the City.

Mr. Scott Griffith is a part of our Willdan Performance Engineering Team and is our Municipal Utility Manager and Water Meter Expert who will work alongside Mrs. Kiesner. He brings 25-plus years of industry knowledge in water and energy project development. His years of experience will bring sound practices and best in-class technology to the City's operations and infrastructure.

Resumes for the proposed team are included on the pages that follow.

Chris Fisher

Principal-in-Charge

Education

*Bachelor of
Science, Finance;
San Francisco
State University*

Areas of Expertise

*Multi-disciplinary Team
Management*

Special District Formations

Cost of Service Studies

Proposition 218

Utility Rate Studies

Affiliations

*California Society of
Municipal Finance Officers*

*Municipal Management
Association of
Northern California*

*California Municipal
Treasurers Association*

22 Years' Experience

Mr. Chris Fisher has been selected to serve as principal-in-charge of the City's engagement, due to his experience managing multi-disciplinary teams. He also possesses extensive knowledge specific to Proposition 218 compliance.

Mr. Fisher is a Willdan Financial Services Vice President and Financial Consulting Services Director. With 22 years at Willdan, he has managed an array of financial consulting projects for public agencies throughout California, Arizona, Texas, Colorado, and Florida; coordinating the activities of resources within Willdan, as well as those from other firms working on these projects.

Select Relevant Experience

City of Lakeport, CA – Water and Wastewater Fee Study: Mr. Fisher led the engagement for Lakeport in the role of the principal-in-charge. The project included the completion of a comprehensive financial model, with multiple iterations and alternatives to address a situation where the City had not increased rates in several years. He led discussions with staff to outline the options and make adjustments as necessary. He also worked closely with the City and its legal counsel to update rates and to incorporate tiers while ensuring compliance with Proposition 218 and the San Juan Capistrano Court decision.

City of Grover Beach, CA – Water and Wastewater Rate Study: In the role of principal-in-charge, Mr. Fisher led the City's utility rate study, which included the preparation of a comprehensive financial plan, along with cost-of-service analysis and development of updated rates. The financial plan prepared contained various options and scenarios for City Staff's consideration, including shifting from a uniform water rate structure to either a two- or three-tiered structure. The City's utilities were in relatively good health, so major increases were not recommended.

City of Sebastopol, CA – Water and Wastewater Rate Study: Mr. Fisher led the City of Sebastopol engagement in the role of the principal-in-charge. The objective of the study was to update water and wastewater rates to address capital needs for both utilities, and ensure rates provided adequate funding for ongoing operations and maintenance. Project work included development of a comprehensive financial model and preparation of rate scenarios for evaluation by staff and the City Council. Mr. Fisher and the project team presented the results to the City Council and instructed staff on the use of the model.

City of Tulare, CA – Water and Wastewater Rate Study: Mr. Fisher oversaw the development of the model and rates for the City of Tulare. The Willdan Team presented to both the City Council and Public Utilities Board in preparation of the City's water and wastewater utility rates. Updated rate structures were developed that complied with Proposition 218.

City of Guadalupe, CA – Water and Sewer Utility Rate Study: Mr. Fisher served as the principal-in-charge for the City's recent water and sewer rate study, providing technical assistance throughout the project, conducting working discussions with City Staff to evaluate financial and rate options, and coordinating the project. He oversaw the development of the comprehensive financial plan, and preparation of rate alternatives and analysis. This engagement included the development of a comprehensive financial model and updated water and sewer rates, including identification of the rates of comparable jurisdictions and a comparative rate and cost analysis.

C. Fisher
Resume Continued

City of Richmond, CA – Wastewater Rate Study: Mr. Fisher led the City of Richmond engagement as the principal-in-charge. The objective of the study was to prepare a comprehensive financial plan and updated wastewater rates to address funding for capital and operating needs. The effort included development of a comprehensive financial model and report, and preparation of rate scenarios, including revised scenarios to address the impacts of the COVID pandemic, for evaluation by staff and the City Council. Mr. Fisher and the project team presented the results to the City Council, whereby rate increases were approved.

McKinleyville Community Services District, CA – Water and Wastewater Capacity Fee Study: Mr. Fisher served as principal-in-charge of this project. The prior connection fees had not been updated for a number of years and were relatively low in comparison to similar agencies. In addition, there were several new local development projects in the planning stages requiring the District to provide utility services; placing even greater demand upon existing facilities and possibly requiring expansion of existing facilities, or construction of new ones. Willdan worked with staff to compile a list of proposed capital improvements and their estimated cost and conducted an analysis of existing and proposed development within the District's service boundaries. Finally, the team analyzed existing demand on the current utility systems and calculated remaining capacity to develop fair and equitable capacity fees.

Jeffrey McGarvey

Project Manager

Education

*Bachelor of Science,
Finance, University of
Central Florida*

Areas of Expertise

Alternatives Analysis

Strategic Planning

Rate Studies

Cost of Service Studies

Revenue Bonds

Feasibility Analyses

Capital Funding

Acquisitions

Valuation Analyses

Affiliations

*American Water Works
Association*

*The Water Environment
Federation*

*The Utility Management
Conference*

*The WaterReuse
Foundation*

25 Years' Experience

Mr. McGarvey is a Managing Principal in Willdan's Financial Consulting Services group, and for more than 25 years, has provided professional consulting services to municipal water, wastewater, solid waste, electric, and natural gas utilities throughout the country. He possesses a broad range of municipal utility systems experience, including special expertise in complex alternatives analyses; utility rate analyses; utility valuations and acquisitions; regionalization and consolidation studies; debt issuance support, such as the preparation of financial feasibility analyses associated with revenue bond issuance; capital financing analyses; strategic planning; rate and regulatory assistance; and instituting financial mechanisms to provide for the sufficient recovery of operating and capital costs.

Mr. McGarvey has extensive experience in utility rates and cost of service studies for water, wastewater, solid waste, electric and natural gas systems. This experience generally relates to performing budget analyses, customer and usage analyses, development of revenue requirements, cost of service allocations and sensitivity analyses related to the implementation of rate structures designed to promote desired usage characteristics.

Select Relevant Experience

Phelan Piñon Hills Community Services District (Phelan, CA) – Water Rate and Fee Study:

Mr. McGarvey served in the role of technical advisor for this comprehensive revenue requirement analysis and financial plan, which provided targeted rate and fee structure recommendations. A comprehensive proforma financial analysis was prepared focusing on primary rate and financial objectives. The analysis resulted in rate structures that provided adequate revenue to fund operations; and created a secure and reliable funding source for future capital improvements.

City of Flagstaff, AZ – Water, Wastewater and Reclaimed Water Rate Study:

Mr. McGarvey served as the technical advisor of the City of Flagstaff's utility rate analysis. In the wake of six water main breaks, the City was faced with decreasing revenues and increasing capital and operational costs. The proposed rates developed by Willdan reversed the City's trajectory of a falling operating reserve and provide the City with sufficient revenue to cover existing and future operations, maintenance, and debt service; all while being financially prudent and responsive to the concerns of the City's Water Commission. The proposed residential inclining block rate appropriately spreads the burden of increased costs based on a comprehensive analysis of customer demands.

City of Durango, CO – Water and Wastewater Rate Study:

Mr. McGarvey led the preparation of a long-term financial plan, cost of service-based rates and updated plant investment fees. The City needs to perform \$50 million in improvements to the wastewater treatment plant to comply with State wastewater treatment standards and to provide available capacity for new growth. A balanced financial plan was developed incorporating rate increases and anticipated debt to fully fund requirements and minimize customer impact.

City of Brentwood, TN – Water and Sewer Rate Study and Fee Update:

Mr. McGarvey served as principal-in-charge for this engagement, which included a comprehensive review of water and sewer rates as well as updating the City's water and sewer development charges (tap-on fees). One of the project objectives included maintaining their high bond rating, as such, the initial phase of this engagement involved assisting the City develop best management practices with regard to the financial management of the utility, including fund reserves, debt service coverage targets, and the frequency of future bond issues.

Kevin Burnett, MA

Lead Project Consultant

Education

Master of Arts, Economics,
State University of New
York, Buffalo

Bachelor of Arts,
University of Waterloo,
Ontario

Areas of Expertise

Financial Planning

Cost of Service Studies

Rate Design

Impact Fees

Bond Feasibility

Affiliations

American Water Works
Association

19 Years' Experience

Mr. Kevin Burnett is a senior project manager with 19 years of utility analysis experience, possessing extensive experience with rate and cost of service studies for retail and wholesale use. His project experience includes water, wastewater, reuse, and stormwater rate studies using state-of-the-art utility financial planning tools. He has developed both short and long-term financial plans for utilities of all sizes – including regional water authorities and regional wastewater providers with individual wholesale service contracts.

Select Relevant Experience

City of Sebastopol, CA – Water and Wastewater Fee Study: Mr. Burnett served as the lead project consultant for the City's water and wastewater utility rate study. The objective of the study was to update utility rates to address capital needs for both utilities, and ensure rates provided adequate funding for ongoing operations and maintenance. Mr. Burnett led the development of the financial model and scenarios for the City and presented the report and results to the Council.

City of Grover Beach, CA – Water and Wastewater Rate Study: Mr. Burnett led the City's water and wastewater rate study, which included the preparation of a comprehensive financial plan, along with cost-of-service analyses and development of updated rates. He presented the financial plan and outlined the various options and scenarios for City Staff's consideration, including shifting from a uniform water rate structure to a two-tiered structure.

City of Calexico, CA – Water and Sewer Rate and Capacity Fees Study: As lead project consultant, Mr. Burnett conducted a water and sewer rate study for the City of Calexico. Their previous rate study was dated, and the City wished to complete a new study to meet future revenue requirements and planned substantial capital improvement projects, and to ensure new rates followed Proposition 218 cost of service requirements. The City also requested the establishment of capacity fee charges. Mr. Burnett created the financial and rate model, completed the technical analysis and worked through financial scenarios and options with City Staff. He was also responsible for the preparation of the report and other study documents.

City of Tulare, CA – Water and Wastewater Rate Study: As project manager Mr. Burnett led the model and rate development, in addition to facilitating presentations to both the City Council and Public Utilities Board in preparation of the City's water and wastewater utility rates. He generated updated rate structures for the City, which met the requirements of Proposition 218.

City of Avenal, CA – Water and Sewer Rate Study: Served as project manager for the City's rate study. The objectives of this analysis were to develop a tiered rate structure for customers that: 1) generate sufficient revenues to meet operating and capital expenses associated with water in response to the rising cost of purchased water; 2) technically defensible and equitable across customer classes (Proposition 218 compliant); and 3) developed within spreadsheet models that are user-friendly and can be easily updated by City Staff in the future.

City of Fillmore, CA – Water and Sewer Rate Study: The City's rates were outdated and not generating sufficient revenue needed to operate, maintain and enhance the system. As project manager, Mr. Burnett led the Willdan Team and worked closely with the City, to redesign the rate structure. Willdan was responsible for the model and rate development, and generation of multiple alternative rate structures.

K. Burnett
Resume Continued

City of Dinuba, CA – Water, Sewer and Solid Waste Rate Study: The City had undergone a period of declining net revenues and an inability to fully fund capital repair and replacement needs. In the role of lead analyst, Mr. Burnett worked with City Staff to update the rate structures to ensure class cost of service-based water rates that promote conservation and adhere to Proposition 218 requirements. Multiple water and sewer financial plans were developed and presented to Council for consideration.

Michael Cronan

Financial Analyst

Education

*Bachelor of Arts and
Science; University of
Central Florida*

Areas of Expertise

Utility Rate Studies

User Fee Studies

*Financial Forecast
Modeling*

4 Years' Experience

Mr. Michael Cronan is an analyst with four years of experience within Willdan's Financial Consulting Services group. His primary function is to support project managers and senior analysts with utility rate studies. He specializes in analysis for a variety of clients, including cities, water districts, and public utilities.

Select Relevant Experience

City of Richmond, CA – Wastewater Rate Study: Mr. Cronan served as the project analyst and provided support for the City's rate study. He gathered and verified data for the project manager and lead project consultant and played a significant role in the development of the customer database and financial model.

City of Lakeport, CA – Water and Sewer Rate Study: Mr. Cronan provided analytical support to senior project team members as the project analyst for the City's utility rate study. He was the lead analyst in the development of the financial plan, model and reports. A key element of this project was the adjustment of the tiered rate structure and close work with Proposition 218 legal counsel to ensure compliance with the requirements of this proposition and the San Juan Capistrano court decision.

City of Guadalupe, CA – Water and Wastewater Rate Study: Mr. Cronan provided analytical support for the City's utility rate study. He was responsible for gathering and verifying data, as well as assisting with the development of the model. He also worked directly with City Staff to present results and options, and develop alternatives.

McKinleyville Community Services District, CA – Water and Sewer Utility Rate Study: Willdan was retained to update the models, develop the District's water and sewer rates and assist with the required Proposition 218 noticing process. Mr. Cronan provided analytical support to the project's senior team.

City of Claremont, CA – Sewer Rate Study: Mr. Cronan provided analytical support for the City's sewer rate study. He gathered and verified data for the project manager and principal consultant.

City of Twentynine Palms, CA – Sewer Treatment Facility Fair Share and Sewer Rate Analysis: Mr. Cronan provided analytical support in the development of the model to support the project's senior team on the City of Twentynine Palms' sewer treatment facility fair share analysis. This study also included a sewer rate study, specific to the new treatment plant and its customers.

City of Pinole, CA – Sewer Utility Rate Study: The City retained Willdan to prepare a sewer rate analysis that included a new sewer rate schedule that meets current and near-term projected system revenue requirements. Mr. Cronan provided analytical support for this engagement, gathering and verifying necessary data, and assisting in the development of the model and the completion of the report.

City of Fruita, CO – Sewer Rate Study: Mr. Cronan provided analytical support to the project manager and principal consultant for the City's comprehensive sewer rate study. The study sought to determine the costs of operating the utility for a five-year period while equitably recovering costs from each customer class. An evaluation of changing the current flat rate approach for residential customers to a volume based average winter consumption approach was also evaluated.

Carolyn Kiesner, CEM

Project Director – Water Meters

Education

*Bachelor of Science;
Mechanical Engineering,
Northern Illinois
University*

Registration

*Certified Energy
Manager, License #
21384*

13 Years' Experience

Mrs. Carolyn Kiesner brings over 13 years of trusted experience in all facets of energy project development including engineering, implementation, M&V, contracting and project financing. Her breadth of experience enables her to deliver customized energy programs to help cities across California maximize energy savings, leverage funding and achieve their infrastructure improvement goals.

In the role of lead project director, Mrs. Kiesner will coordinate and collaborate on all project activities with City stakeholders and the Willdan project team. Her focus is to help streamline communication and to ensure the City's project goals are achieved. Mrs. Kiesner will work closely with other members of the Willdan team to deliver on project schedules and ensure customer satisfaction.

Mrs. Kiesner has recently worked with the following agencies: City of Escalon, City of Madera, City of Gustine, Gustine Unified School District, City of Firebaugh, City of Atwater, City of Mendota, Merced Union High School District, El Dorado Union High School District, County of Shasta, County of Placer, NASA Ames and VA San Francisco Hospital.

Recent Relevant City Experience

City of Escalon, CA – Program managed and developed the following project scope: citywide AML water meter upgrades; citywide ionizers to prevent the spread of COVID-19; LED stadium lighting at Hogan Park; citywide HVAC and controls at Library and Police Department; citywide interior and exterior lighting; EV Chargers; and 582 kW of solar PC across 5 sites. The program was funded through a low interest tax exempt lease and CARES Act funding.

City of Madera, CA – Program managed and developed the following project scope: 1.2 MW of solar canopies at City Hall, Library, Airport, Firestation #6, Public Works, City Parks, PD and Community Centers; 3.24 MW groundmount of NEM and RESBCT at WWTP; citywide solar streetlights to increase community safety; citywide interior and exterior lighting; citywide HVAC and controls upgrades; EV Chargers at City Hall and Public Works; electrical switchgear replacements at Lions Town and Country Park; and Go-Green student internship program. The program was funded through a low interest tax exempt lease.

City of Gustine, CA – Program managed and developed the following project scope: citywide interior and exterior lighting; HVAC and controls at Police Department; VFD well upgrades; 477 kW of solar canopies at City Hall, Public Works, Police Department, Firestation and City parks; and funded local non-profit community program. The program was funded through a CEC 0% financing loan.

Merced Union High School District; Merced, CA – Program managed and developed the following project scope: 7.2MW of solar PV agreement across 8 sites; and districtwide student education program. The program was funded through a solar power purchase agreement.

El Dorado Union High School District; El Dorado, CA – Program managed and developed the following project scope: 3.2MW of Solar PV Agreement across 3 sites; interior lighting at 3 sites; and microgrid and battery back-up at 2 sites. The program was funded through a solar power purchase agreement, tax exempt lease and PG&E SGIP incentives.

Scott Griffith

Municipal Utility Manager and Water Meter Expert

Education

Bache Education

*Bachelor of Arts,
Architecture, Georgia
Institute of Technology*

*BVA – Design & Material
Sciences, Georgia State
University*

*Portfolio Completion,
Parsons School of Design,
NYC*

*International Business
Studies, University of Hong
Kong*

Certifications

LEED Green Associate

*Founding Member Energy
Services Coalition, New
Mexico*

*United Nations Commission
on Water Security*

35 Years' Experience

Mr. Scott Griffith has over 35 years of experience bringing innovative solutions to water conservation, helping municipalities preserve infrastructure and support critical water savings initiatives and policies unique to California. Mr. Griffith is currently consulting with UC Santa Barbara Bren School of Environment on California Ground Water and Electrical Savings Nexus. He utilizes state of the art data analytics to help improve water systems performance; optimizing AMR to AMI transitions, implementing SMART SCADA and integrating the billing systems to enhance customer experience and drive maximum revenue recovery.

Select Relevant Experience

City of Chino, CA – Total Water System Optimization Platform: Mr. Griffith served as the project development consultant for full system optimization. He led the plan to optimize the City's current investment in water technologies that were working independently of each other. Mr. Griffith helped create a SMART water platform to integrate SCADA, AMI, GIS Hydraulic Modeling and CMMS into one smart water platform. Empowering the City of Chino to reduce non-revenue water, reduce costs of production and reduce energy costs through pump optimization.

Dublin San Ramone Service District, CA – System Billing-AMR/AMI Optimization: Mr. Griffith led the process of taking AMR and AMI into a new digital customer portal, consolidated billing integration into a single platform allowing the operators to see the entire system in real time. This platform provided immediate leak detection, optimized AMR-AMI data so that it integrated with SCADA and the delivery pumps to optimize energy usage. He provided analytical support to senior project team members as the project analyst for the District's ongoing utility revenue recovery.

Padre Dam Municipal Water District, CA – System Billing-AMR/AMI Optimization: Mr. Griffith led the process of taking AMR and AMI into a new digital customer portal, consolidated billing integration into a single platform allowing the operators to see the entire system in real time. This platform provided immediate leak detection, optimized AMR-AMI data and provide a new billing platform. He provided analytical support to senior project team members as the project analyst for the District's ongoing utility revenue recovery.

Elsinore Valley Municipal Water District, CA – Customer Portal, Billing Integration, AMR-AMI transition: Mr. Griffith led the process of taking AMR and AMI into a new digital customer portal, consolidated billing integration into a single platform allowing the operators to see the entire system in real time. This platform provided immediate leak detection and optimized AMR-AMI data. He provided analytical support to senior project team members as the project analyst for the District's ongoing utility revenue recovery.

29 Palms Marine Base, CA – Water & Wastewater Upgrades: Mr. Griffith led the project development for water conservation, water security and solarization of mission critical facilities. Created new infrastructure, more responsive delivery systems and created policies to support the long-term water security for the mission. Systems were upgraded under the military command and saved over \$1.4 million annually in electrical costs. He provided support as a senior project team member.

City of Burlington, VT – Smart SCADA Platform: Mr. Griffith developed a COVID preparedness program through the sewer and wastewater system that included hourly reports that located COVID markers in areas of the City. This allowed the City to understand where "hot spots" were developing and be able to warn residents of the COVID levels in individual areas. Mr. Griffith provided analytical

S. Griffith
Resume Continued

support for this engagement, gathering and verifying necessary data, and assisting in the development of the model and the completion of the reporting system.

City of Houston, TX – Sanitary Sewer and Storm Drainage Benchmarking and Storm Drainage Smart SCADA: Mr. Griffith was the lead analyst on a benchmarking study to review and compare the City's current storm drain and sewer level reporting devices. The intent of the application was to identify potential areas that were vulnerable to hurricanes and floods. Mr. Griffith also served as the lead analyst for developing and implementing storm drainage impact fees based on system utilization.

City of Roswell, NM– AMI 19,500 Meters: Mr. Griffith developed an ESPC program to replace 19,500 meters with the first "Open Way Riva" network for water. Project NRW recovery was over \$3.5M per year with that paid for the \$19.5 million project in 20 years. This project was the first in the country to install remote shut off valves on 14,500 residential meter which saved the City truck rolls and O&M of over \$4.5 million dollars. Total project recovery \$46.8 million.

Silver City, NM – AMR 7,000 Meters: Mr. Griffith developed an ESPC program to replace 7,000 meters with an AMR system. Project NRW recovery was over \$400K per year with that paid for the \$4.5 million project in 15 years. Project also solarized the wastewater plant and provided a PPA of \$0.06 cents a kWh for 20 years. Total project recovery \$11.8 million.

Cucamonga Valley Water District, CA: Replaced or retrofitted 48,000 water meters and Itron ERT modules. The project lasted four years and was completed on time and on budget. Value \$32,400,000.00.

California Water Service Group, CA: Replaced 10,000 direct read water meters in several of their water districts. The project lasted two years and was completed on time and on budget. Value \$8,500,000.00.

Pacific Gas and Electric Company (PG&E), CA: Replaced 5,000 electric meters with new Landis+Gyr meters with Landis+Gyr AMI technology. Value: \$5,250,000.00.

City of Sacramento, CA: Audited 5,000 meters to confirm meter number matched CSI customer information. Value \$1,200,000.00.

City of Rincon, CA: Replaced and repaired an existing AMI network that was not meeting performance goals. Value \$250,000.00. Contract was for six months to stabilize solution.

City of Tucson, AZ: Replaced 45,000 meters with AMR modules. Consulting on their AMR solution for the past 25 years. Value \$20,000,000.00 and ongoing. Contracted for an additional five years to support all reading equipment, system support an AMR modules.

City of Phoenix, AZ: Replaced 10,000 meters with AMR modules. Contract to supplying water meters for the past three years. Value \$2,500,000.00. Contracted for additional five years to supply water meters.

City of Avondale, AZ: Replaced 10,000 water with AMR modules. Consulting on their AMR modules for the past 15 years. Value \$1,200,000.00. Contracted for additional three years for AMR modules.

City of Glendale, AZ: Consulting on meter reading technology, AMR modules and support for the past 25 years. Value \$1,500,000.00. Contracted for additional three years to supply AMR modules and meter reading equipment.

Colorado Springs Utilities, CO: Replaced and retrofitted 450,000 water, gas, and electric meters. Completed this project in three years. Value \$20,000,000.00. Project dates, 2006-2009.

Scope of Services

The following proposed scope of services is intended to capture the goals and objectives of the City. Willdan is confident the following will effectively meet the stated project objectives. A final scope and schedule will be determined following the selection of a consultant and based on further discussions with staff.

Willdan's work plan will culminate in the successful development of water, sewer and solid waste utility rates for five years, a ten-year financial plan, and the education of staff and key stakeholders.

Project Initiation

Task 1.1 – Data Collection and Review

Task 1.1.1 – Data Collection. The City will be provided with an initial list of basic data needed to conduct the study. The data request may include, but will not be limited to:

- Financial and operating data (budgets, audits, financial statements, cash balances, etc.);
- Customer account and billing data;
- Related reports prepared by others (i.e., Master Plans);
- Capital improvement programs, fixed asset records;
- System operating data for the utility;
- Service contracts, residential and commercial, for refuse collection, recycling and disposal services;
- Bond statements, debt service schedules;
- Ordinances, previous rate studies, City codes; and
- City financial, debt and reserve policies.

Task 1.1.2 – Data Review. We propose to conduct initial data collection and review prior to the kick-off meeting to allow for a more meaningful discussion to occur. This will allow for our review of data in advance of the meeting so that we can request clarifications or follow-up information as necessary. However, if the City's preference is to conduct the kick-off prior to collecting data, we will accommodate that request. The data will be reviewed for completeness and to ensure a sufficient understanding of historical utility operations. The data collection and review process will be ongoing throughout the process as the need for additional information arises.

Task 1.2 – Kick-off Meeting and Planning Discussion

Task 1.2.1 – Project Kick-off. Following initial data collection and review, Willdan will conduct a kick-off meeting with City Staff. During this meeting we will discuss goals and objectives of the study, the schedule, constraints or challenges that may be encountered, stakeholder considerations and objectives, and political concerns. Discussions may center around the following:

- Review of previous rate studies and existing rate structure and areas where existing rates have been successful and/or specific areas of focus;
- Review of service contracts;
- Review of recent financial performance for the utilities;
- Discussion of anticipated significant events (i.e., loss or gain of any major customers);
- Components to incorporate into the updated revenue requirements; such as, capital improvements, debt repayment, reserves, annual repair and replacement, ongoing maintenance, cost of imported water, etc.;
- Strategy and level of effort for outreach and education;
- Conduct a detailed review of the data used in the baseline financial forecast; and
- Review and resolve (or develop a plan for resolving) data issues and questions.

For further efficiency and collaboration, the kick-off meeting will include a financial policy discussion. This will serve to address and document the City's financial policies for the utilities to be studied.

Topics of discussion may include:

- Rate design approaches and alternatives;
- Rate policy objectives;
- City financial policies;
- Reserve options and target levels (operating, debt services, rate stabilization, repair and replacement);
- Conservation objectives and rate options;
- Capital Improvement Plan (CIP) financing options – i.e., PAYGO vs. debt vs. grants;
- Customer characteristics and classifications; and
- Cost of service factors and Proposition 218.

Water and Sewer Rate Study

Task 2.1 – Financial Plan, Revenue Requirements and Rate Determinants

Task 2.1.1 – Historical Billing Data Analysis. The data request document will provide instructions for the development of historical customer billing information. It is anticipated that the billing information will be provided in a format necessary to summarize the water and sewer system accounts and billable flows by customer class for a recent historical period for which audited revenues exist. The customers and flows provide the basis on which operating revenues are derived and are therefore the primary factors utilized in reviewing the user rates and charges. As such, the historical billing data provides an important basis for analyses that will be used to develop assumptions for projecting revenues under existing and/or proposed rates.

Task 2.1.2 – Customer and Flow Projections. The water and sewer system accounts and billable flows will be forecasted for a five-year planning period. Such projections will be developed by considering historical growth trends, peak demands, climatological patterns, local economic conditions, potential for adding/losing major utility customers, changes in customer class usage patterns over time, and experienced judgment. The billable flow projections will be based on the projected number of utility accounts and a usage per account analysis to differentiate the historical effects of account growth and increased (decreased) average usage by customer class.

Task 2.1.3 – Projected Revenues Under Existing Rates. Projections of utility system revenues under existing rates for the five-year planning period will be developed for water and sewer, recognizing projected accounts, flow volumes, and usage patterns by customer class (as determined in the billing analysis under the previous tasks).

Task 2.1.4 – Projected Revenue Requirements. Revenue requirements (i.e., system expenditures) will be developed for the utility systems based on an analysis of historical, currently budgeted, and anticipated operating and capital expenditures. The revenue requirements will be projected on a fiscal year cash flow basis, considering expected operational changes, changes in staffing or operating expenditures for new facilities, system growth occurring from new development, anticipated extraordinary expenses, and allowances for inflation. The projections will include, but not be limited to, the following:

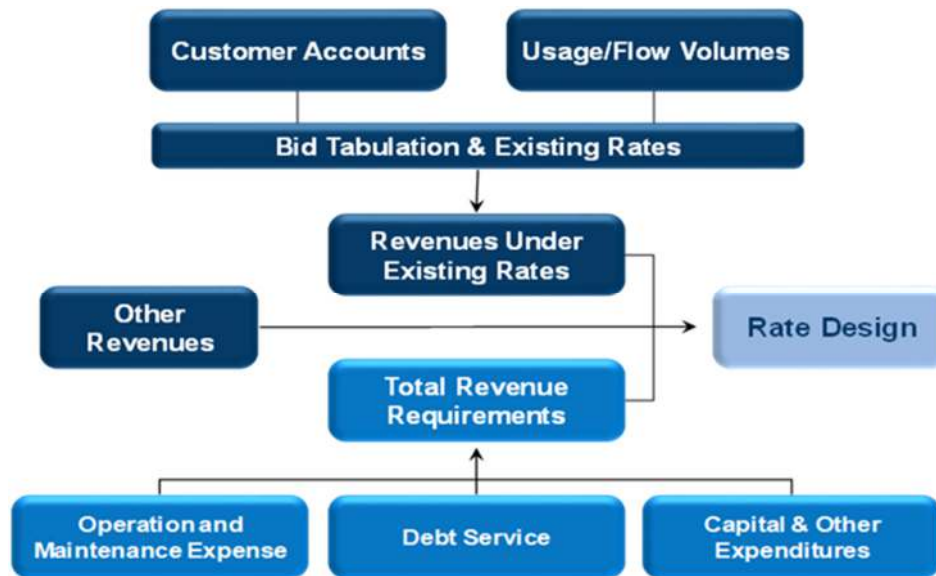
- Operation and maintenance expenses;
- Direct and indirect costs;
- Debt service and reserve requirements on existing and anticipated debt instruments;
- Outlay for annual capital additions and replacements;
- Other expenditures and transfers.

Task 2.1.5 – Projected Operating Results Based on Existing Rates. The projected revenues and revenue requirements will be summarized into a five and ten-year cash flow statement providing the projected operating results of the water and sewer systems under the existing rates.

The cash flow statement will be used to estimate annual adjustments in utility revenues necessary to fund operating and capital expenditure requirements, meet existing bond covenant requirements, and maintain prudent utility management practices. The estimated timing and magnitude of future debt issues required, if any, to finance proposed capital improvements will also be shown.

Concurrent with the development of the projected operating results, the study will review the general financial health of the utility operations and, as necessary, make recommendations for changes in fund balances, reserves, and debt service coverage ratios to maintain financial integrity and a stable bond rating.

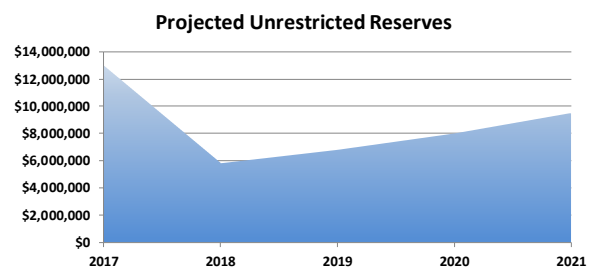
The graphic below demonstrates the general rate study methodology and major components of the rate process.



Task 2.2 – Capital Plan Analysis

Task 2.2.1 – Review Capital Improvement Program (CIP) and Asset Replacement Schedules. The City’s existing utility system five-year CIP and asset replacement schedules will be reviewed in conjunction with conversations with City Staff. The objective of such a review is to gain an understanding of the types of projects scheduled; the timing associated with such projects, associated expenditure requirements and the sources of funding each project. Examining the impacts on the financial objectives of the water and sewer utilities, as well as capital projects associated with rehabilitation and replacement of existing facilities, will be a key objective of not only this task but the entire project. The results of the financial plan will also help the City to prioritize projects identified within the CIP.

Task 2.2.2 – Develop Capital Needs Plan. Based on the findings made in the previous task and the Projected Operating Results described in Task 2.1.5, a plan will be developed to provide for the anticipated capital expenditure activities, including debt issuances, relative to the CIP. Such a plan will include consideration for the use of restricted and unrestricted funds, surplus operating reserves, capital recovery fees, and future rate adjustments. The analysis will also develop a projection of reserve fund balances and level of liquidity.



Task 2.2.3 – Capital Projects Model. The CIP will drive the future funding options and will directly impact rates. Therefore, the rate analysis will incorporate the City’s current five-year CIP. The rate model will have the ability to run various CIP funding scenarios and quickly show the estimated impact on utility rates.

Provide a system performance report and meter evaluation to determine Non-Revenue Water Loss and Recovery and how this will impact costs and rates. Provide cost scenarios for new equipment, system requirements, energy and water savings.

Since we are not serving as the financial/municipal advisor to the City for this project, we will rely on information relative to proposed debt or financing structures provided by the City or its designated financial/municipal advisor.

Task 2.3 – Cost-of-Service Allocations

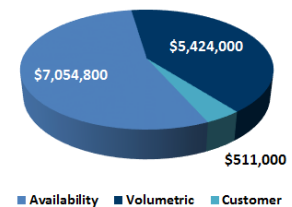
Allocation of Revenue Requirements
Water System



Task 2.3.1 – Functional Cost Allocations. The analysis will allocate the Test Year revenue requirement (i.e., costs of providing service) to the various cost/rate components that constitute functional classifications of the types of service provided. The functional cost allocations will evaluate such aspects as fixed costs, customer related costs and volumetric/usage related costs. The evaluation of allocation factors associated with applicable costs will be based on existing rate structures applied by the City, meter size, rate structures applied by other comparable utility systems

in the region, common industry practice and standard rate-making principals.

Allocation of Revenue Requirements
Wastewater System



Task 2.3.2 – Determination of Revenue Adequacy. Comparisons of revenues under the existing water and sewer rates with the allocated costs of service will be evaluated in order to determine the degree of cost recovery by the various cost components, and to identify areas that may possibly require adjustments to align the revenues from each rate component with the allocated costs.

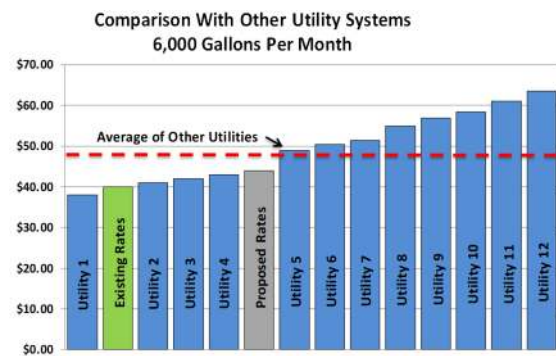
Task 2.4 – Rate Analysis and Design

Task 2.4.1 – Evaluation of Existing Rate Structures. The existing rate structures will be further evaluated for their effectiveness in equitably recovering costs of utility service from each customer class. The City's current rate structure will be evaluated, and recommendations will be made for potential modifications to the current rates.

As part of the rate design process, Willdan will discuss with departmental staff the current trends and philosophies in utility rate-making. Based on these discussions, the analysis will develop and recommend a rate design and philosophy that best meets the objectives of the City. The analysis model will be developed in a dynamic manner allowing the City to compare alternative annual incremental/phasing adjustments to achieve funding goals. Basic standards for rate design accepted by the industry are:

- **Full Cost Recovery** – rate revenue should provide sufficient income so that, when combined with other sources of funds, funding requirements for the system are covered including, all current long-term liabilities, debt obligations and future expansion-related and R&R-related capital needed to replace aging and infrastructure.
- **Fairness and Equity** – based on cost responsibility as reflected in cost-of-service allocations, in accordance with industry standards.
- **Technically Defensible** – apply industry proven standards and methodologies to help shield the City from potential legal challenges associated with the proposed utility rates.
- **Resource Conservation** – under conditions of scarcity, the pricing of water as a commodity should promote voluntary conservation, discourage unnecessary service use and extend the availability of supply.
- **Administrative Efficiency** – rates should be understandable to customers and efficiently administered by staff.
- **Customer Acceptance** – customers understand the rates, view them as fair, and consider them to be reasonable compared to other costs and other utilities.
- **Public Health and Welfare** – rates are structured so that essential service usage is encouraged through affordability.

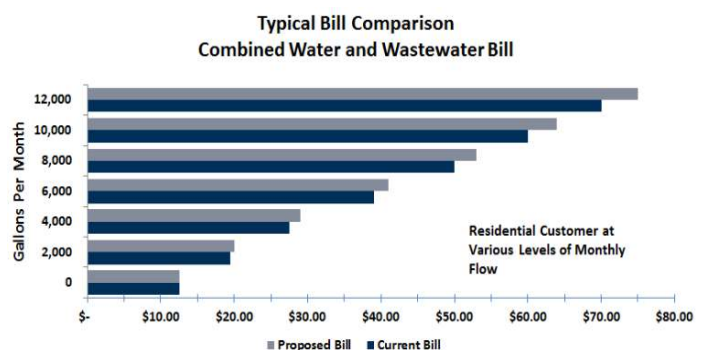
Task 2.4.2 – Rate Structure Alternatives. The rate model will be developed in a dynamic manner such that the Willdan Team and City Staff will be able to analyze “what if” scenarios detailing the financial impacts under each scenario utilizing an iterative dashboard view. Baseline rate structures will be recommended as required to fund the utility systems and consider annual inflationary indexed adjustments to rates as needed to maintain each utility. We will coordinate with City Staff to ensure suggested rate structures are compatible with the City’s utility billing software.



requirements, prudent management practices, and/or sound capital financing considerations.

Task 2.4.4 – Typical Bill Comparison. Comparisons of typical utility bills under the existing and proposed rates will be developed for each customer class under various levels of usage. The selected customer class usage levels will reflect the results of the billing analysis to better demonstrate rate impacts on typical customer accounts in each class.

Task 2.4.5 – Neighboring Utility Comparison. A comparison will be prepared to assess the difference between existing and proposed rates of the City with those of other comparable municipal utility systems.



Solid Waste Rate Study

The following section outlines the work tasks that will be executed to conduct the solid waste rate study. It is understood that the City’s solid waste program is outsourced to Pena’s Disposal Inc. and their franchise agreement is valid through June 30, 2025.

Task 3.1 – Develop Revenue Requirements

The first task in conducting the solid waste cost of service analysis will be the development of the annual revenue requirements. This represents the total revenue that the Disposal Enterprise Fund will need to recover during the year to fund expenses associated with the provision of services. Willdan will work with City Staff to select a one-year period that reflects typical operations. We will then review financial data and work with City Staff to make adjustments to costs in order to be representative of a typical year. Willdan will work with staff to project changes in costs due to inflation, salary increases, new equipment, new customers, etc. The result will be a five-year revenue requirement forecast.

Task 3.2 – Allocate Costs to Service Categories

Following the development of the revenue requirements, Willdan will assign and allocate costs to various service categories. The service categories represent the primary services provided by the Disposal Enterprise Fund.

Willdan will also identify and analyze direct costs within the solid waste utility's adopted budget. The intent is to capture overhead, personnel, administrative and operational costs to ensure that applicable costs of service are being fully accounted for and are allocated amongst the customer classes in a fair and equitable manner.

Task 3.3 – Allocate Costs to Customer Classes

Once the allocation of costs has been identified by overall service categories, Willdan will group the service categories based upon the customer classes that will recover each category's costs.

Task 3.4 – Determination of Billing Units

Willdan will identify the appropriate billing units for each customer class, incorporating existing policies and formulas as appropriate, to ensure the updated rates provide sufficient cost recovery and follow the cost-of-service principles of Proposition 218. Since the City's disposal fund also maintains the street sweeping and alley maintenance programs, the recommended rate structure will ensure these programs remain viable.

Preparation of Reports and Proposition 218 Notices

Task 4.1 – Reports and Deliverables

Task 4.1.1 – Preliminary Draft Report. A draft report will be developed to address study findings and proposed recommendations. Contents will also include assumptions relied upon for the projection of customers and usage characteristics, revenue requirements, revenues, operating results, the cost recovery profile for each class, the results of the fully allocated cost of service analyses and any proposed adjustments to the utility rates. Upon completion, an electronic PDF copy and ten copies of the draft report will be provided to staff for review. The report and presentations will also include a comparison of the City's current and proposed water and sewer rates with five other public agencies.

Task 4.1.2 – Final Report. Based on comments received from staff and other participants during the presentation of the Preliminary Draft Report, the Final Report will be revised to incorporate the agreed upon changes. Upon completion, an electronic PDF copy and ten copies of the Final Rate Study Report, as well as the dashboard model spreadsheet will be provided to the City.

Task 4.2 – Proposition 218 Notice Preparation and Mailing

Task 4.2.1 – Proposition 218 Notices. Based on our over 25-year history with Proposition 218 compliance, we will assist with the drafting of the notices that will explain:

- The purpose of the rates;
- The reason for the increases;
- How the rates are structured;
- The date, time, and place of the public hearing; and
- Details on what constitutes the existence of a majority protest, as it relates to the implementation of a new/increased utility rate structure.

Task 4.2.2 – Proposition 218 Notice Processing. We will develop the materials, create a parcel database of properties subject to the new proposed rates, and coordinate the printing and mailing of the materials in conjunction with a mailing house that we typically work with on these types of projects. The additional cost for these services is estimated at \$.75 per parcel and includes direct costs associated with the mailing. ***Our cost proposal does not include these direct costs. They will be billed directly to the City at the time of the mailing once the actual costs are known.***

Communicating Results - Presentations & Meetings

Task 5.1 – Meetings and Presentations

Task 5.1.1 – Project Kick-Off. As detailed in Task 1.2, a kick-off conference call will be scheduled with City Staff at the start of the project to discuss project requirements, finalize project scheduling/milestones and reporting requirements, and receive overall project direction. This discussion will provide the opportunity to review current utility rates, fees, charges, issues and deficiencies with staff.

Task 5.1.2 – Project Progress Web Conferences. During the project, and prior to meetings with the City Council, team web conferences will be scheduled to present the progression of the analysis to staff in order to obtain input and feedback associated with any rate adjustments that may be presented. These web meetings will assist in the completion of rate design for the utility systems and guide the development of the draft report.

Task 5.1.3 – Public Outreach. As necessary, we will work with City Staff to develop a public outreach strategy, should communications beyond the Proposition 218 notice be required. If requested, we will attend up to three (3) public outreach meeting.

Task 5.1.3 – Draft Financial Plan Meeting. The results of the Preliminary Financial Plan and Revenue Requirements will be presented to staff for comment, feedback and direction.

Task 5.1.4 – Draft Study/Final Report Meetings/Public Hearing. The draft report will be reviewed with City Staff to discuss findings and recommendations, gather feedback and address questions, then presented to the City Council.

The results of the Final Report will be presented to the City Council during two (2) public City Council meetings, including the Public Hearing required by Proposition 218. Willdan's project manager will be present to address any questions or concerns raised during the public hearings.

Please note, meetings may need to be conducted remotely using video collaboration software and/or conference calls depending on the public health mandates then in effect due to COVID-19.

Project Disclaimer

The City of Dinuba further represents, acknowledges, and agrees that:

- (i) The City uses the services of one or more municipal advisors registered with the U.S. Securities and Exchange Commission ("SEC") to advise it in connection with municipal financial products and the issuance of municipal securities;
- (ii) The City is not looking to Willdan to provide, and City shall not otherwise request or require Willdan to provide, any advice or recommendations with respect to municipal financial products or the issuance of municipal securities (including any advice or recommendations with respect to the structure, timing, terms, and other similar matters concerning such financial products or issues);
- (iii) The provisions of this proposal and the services to be provided hereunder as outlined in the scope of services are not intended (and shall not be construed) to constitute or include any municipal advisory services within the meaning of Section 15B of the U.S. Securities Exchange Act of 1934, as amended (the "Exchange Act"), and the rules and regulations adopted thereunder;
- (iv) For the avoidance of doubt and without limiting the foregoing, in connection with any revenue projections, cash-flow analyses, feasibility studies and/or other analyses Willdan may provide the City with respect to financial, economic or other matters relating to a prospective, new or existing issuance of municipal securities of the City, (A) any such projections, studies and analyses shall be based upon assumptions, opinions or views (including, without limitation, any assumptions related to revenue growth) established by the City, in conjunction with such of its municipal, financial, legal and other advisers as it deems appropriate; and (B) under no circumstances shall

Willdan be asked to provide, nor shall it provide, any advice or recommendations or subjective assumptions, opinions or views with respect to the actual or proposed structure, terms, timing, pricing or other similar matters with respect to any municipal financial products or municipal securities issuances, including any revisions or amendments thereto; and

- (v) Notwithstanding all of the foregoing, the City recognizes that interpretive guidance regarding municipal advisory activities is currently quite limited and is likely to evolve and develop during the term of the potential engagement and, to that end, the City will work with Willdan throughout the term of the potential Agreement to ensure that the Agreement and the services to be provided by Willdan hereunder, is interpreted by the parties, and if necessary amended, in a manner intended to ensure that the City is not asking Willdan to provide, and Willdan is not in fact providing or required to provide, any municipal advisory services.

Total Hours

The table below identifies the estimated number of hours each team member will devote to the tasks identified within the scope of services.

City of Dinuba						
Water, Sewer and Solid Waste Utility Rate Study						
Team Member Hours						
		C. Fisher Principal- in-Charge	J. McGarvey Proj Mgr & QA/QC	K. Burnett Lead Project Consultant	M. Cronan Analytical Support	Total Hours
Scope of Work						
Project Initiation						
Task 1.1 - Data Collection & Review		-	2.0	10.0	16.0	28.0
Task 1.2 - Kick-off Meeting & Planning Discussion		1.0	1.0	1.0	1.0	4.0
Water and Sewer Rate Study						
Task 2.1 - Financial Plan, Requirements & Determinants		8.0	4.0	22.0	66.0	100.0
Task 2.2 - Capital Plan Analysis		2.0	2.0	4.0	8.0	16.0
Task 2.3 - Cost-of-Service Allocations		4.0	3.0	8.0	18.0	33.0
Task 2.4 - Rate Analysis & Design		6.0	3.0	16.0	24.0	49.0
Solid Waste Rate Study						
Task 3.1 - Develop Revenue Requirements		1.0	4.0	8.0	20.0	33.0
Task 3.2 - Allocate Costs to Service Categories		1.0	2.0	8.0	16.0	27.0
Task 3.3 - Allocate Costs to Customer Classes		1.0	3.0	6.0	14.0	24.0
Task 3.4 - Determination of Billing Units		1.0	2.0	8.0	12.0	23.0
Preparation of Reports and Proposition 218 Notices						
Task 4.1 - Reports & Deliverables		6.0	4.0	16.0	40.0	66.0
Task 4.2 - Proposition 218 Notice Preparation & Mailing		8.0	1.0	4.0	8.0	21.0
Communicating Results - Presentations & Meetings						
Task 5.1 - Meetings & Presentations		12.0	3.0	14.0	14.0	43.0
Total Hours		51.0	34.0	125.0	257.0	467.0

Firm Profile

Willdan Financial Services, a California Corporation, is an operating division within Willdan Group, Inc. (WGI), which was founded in 1964 as an engineering firm working with local governments. Today, WGI is a publicly traded company (WLDN). WGI, through its subsidiaries, provides professional technical and consulting services that ensure the quality, value and security of our nation's infrastructure, systems, facilities, and environment. The firm has pursued two primary service objectives since its inception—ensuring the success of its clients and enhancing its surrounding communities.

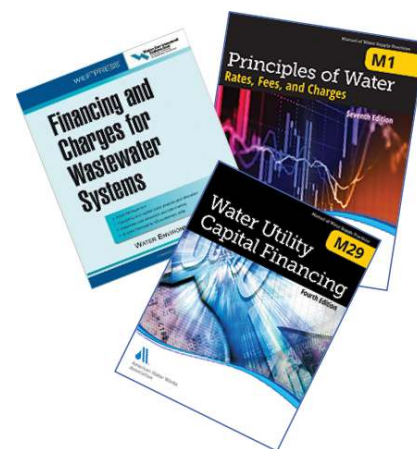
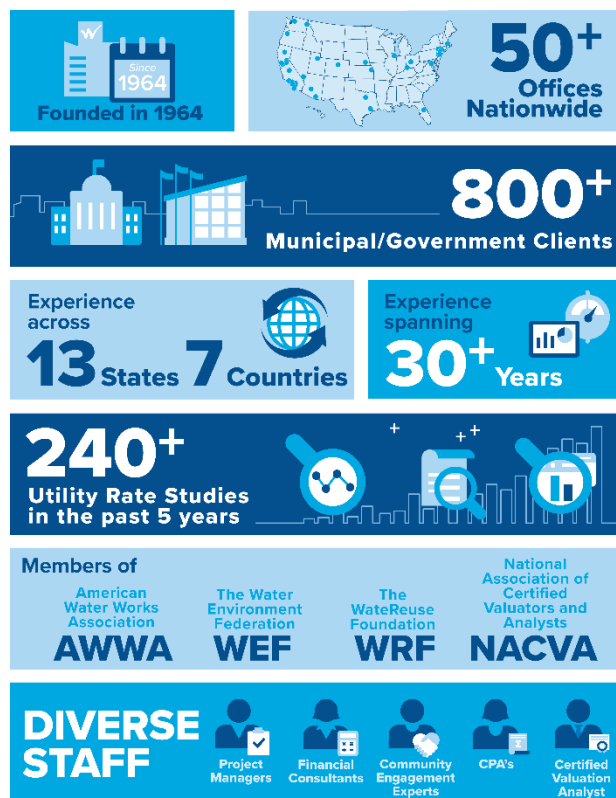
A financially stable company, Willdan has approximately 1,400 employees working in 26 states across the United States. Our employees include a number of nationally recognized subject matter experts for all areas related to the broadest definition of connected communities—*four of whom are committed to contribute their expertise throughout the duration of the City's utility rate study engagement.*

Willdan has solved economic, engineering and energy challenges for local communities and delivered industry-leading solutions that have transformed government and commerce. Today, we are leading our clients into a future accelerated by change in resources, infrastructure, technology, regulations and industry trends.

Utility Rate Experience

Willdan's professional staff has provided professional consulting services, including financial planning; rate and cost-of-service studies; alternative and feasibility analyses; and operational and management studies for water, reclaimed water, wastewater, solid waste, and stormwater utility clients across the United States for over two decades. Additionally, Willdan staff are involved with the development of the rate-setting methodologies set forth in the American Water Works Association (AWWA) M-1 manual "Principles of Water Rates, Fees and Charges," and the AWWA M-29 manual, "Water Utility Capital Financing." Willdan is nationally recognized for its expertise with staff frequently being called upon to speak or instruct on utility financial matters, as subject matter experts, including the AWWA Utility Management conference.

We are also deeply familiar with the procedural and substantive requirements of Proposition 218. Willdan staff (including Mr. Fisher, proposed as the principal-in-charge for this engagement) speak regularly to California industry groups such as the California Special Districts Association (CSDA) and the California Society of Municipal Finance Offices (CSMFO). Further, we recently completed a water and wastewater study for the City of Lakeport where *the same team proposed for this engagement worked closely with a leading Proposition 218 law firm in the state to update their tiered water rate structure to be compliant with the requirements of Proposition 218 and the City of San Juan Capistrano decision. We will bring this recent experience and insight to the City of Vacaville in reviewing the water rate structure for potential tiered volumetric rate options, while maintaining defensibility and compliance with Proposition 218.*



Willdan staff is experienced in a broad range of utility planning services; and therefore, understand the importance of an approach that integrates elements of utility planning, engineering, and finance. Willdan team members possess considerable experience in utility rate and cost-of-service studies and have performed these services for hundreds of utilities throughout the country. Our team includes staff with public sector experience spanning 30 years, and staff on the forefront of utility rate-making and rate-modeling. In addition, team members have held positions as finance directors, deputy city managers, and auditors, and therefore understand the financial, operational, and political realities faced by governmental staff and management; we craft solutions, which are sensitive to this.

Willdan will work with the City to identify, and prioritize operational and fiscal objectives, and match these to specific rate attributes; and use this information throughout the engagement to develop a comprehensive financial plan and design utility rates that effectively meet these goals. The culmination of our analyses will be rate policies that guide the rate setting process, and a financial management plan that develops projected system operating results for the utility for the forecasted period. Willdan will employ its proven interactive approach, coupled with advanced financial modeling techniques to design rates and a financial plan that meet established goals and performance criteria. These modeling techniques serve as a powerful decision-making tool and provide the City with genuine business solutions and recommendations as to the strategic direction of its utilities.

During rate and financial planning projects we employ tools and techniques, which focus on consensus building among stakeholders to ensure the team understands the future financial implications of current management decisions. Our extensive project expertise is bolstered by our unique interactive financial planning process and model.

Professional References

Provided below are recent project descriptions, including client contact information, that are similar in nature to those requested by the City.

City of Lakeport, CA Water and Sewer Rate Study

Willdan assisted the City of Lakeport with the development of a water and wastewater utility rate study. The scope of services included development of the financial plan, model and reports, including the adjustment of the tiered rate structure. The City was in the position of needing potentially significant rate increases, so we worked collaboratively with them throughout the process to evaluate options for the financial plan to address the needs of the utilities, while balancing the impact on ratepayers. Willdan team members worked closely with the City's Proposition 218 legal counsel to update the City's water rate structure while ensuring compliance with the applicable provisions of the California Constitution, as well as the San Juan Capistrano court decision.

Client Contact: Nick Walker, Assistant City Manager, Finance Director
225 Park Street, Lakeport, CA 95453
Tel #: (707) 263-5615 x 301 | Email: nwalker@cityoflakeport.com

City of Grover Beach, CA Water and Wastewater Rate Study

Willdan was selected in 2020 to complete a water and sewer rate study for the City of Grover Beach. The project included the completion of a comprehensive financial plan, along with cost-of-service analysis and development of updated rates. We collected and evaluated the necessary data, prepared the financial plan with various options and scenarios for City Staff's consideration, including shifting from a uniform water rate structure to either a two- or three-tiered structure, and prepared and submitted the rate study report with the selected approach.

The City's utilities were in relatively good health, so major increases were not recommended. Currently the City Council has received the rate report and recommendations, the date has been set for the Public Hearing as required by Proposition 218.

Client Contact: Deanne Purcell, Administrative Services Director
154 South 8th Street, Grover Beach, CA 93433
Tel #: (805) 473-4555 | Email: dpurcell@groverbeach.org

City of Guadalupe, CA Water and Wastewater Utility Rate Study

In 2021, Willdan worked with the City of Guadalupe to complete a utility rate study for its water and wastewater enterprises. The study included the development of a comprehensive financial plan and model, and the evaluation of alternatives for rate adjustments.

Willdan gathered and validated financial data for the project, including budget, historical financial results, and capital plans, evaluated adjustments to the base water and wastewater rate structures, prepared a comprehensive financial model, and presented alternatives and scenarios to City Staff.

We guided the City through the Proposition 218 process and completed a study report and developed and mailed Prop 218 notices. The study is complete and awaiting the Public Hearing in January 2022.

Client Contact: Shannon Sweeney, Director of Public Works
918 Obispo Street, Guadalupe, CA 93434
Tel #: (805) 356-3910 | Email: ssweeney@ci.guadalupe.ca.us

City of Hercules, CA Wastewater Rate and Connection Study

Willdan was engaged by the City of Hercules to prepare a comprehensive financial plan for its wastewater utility. The objective of this initial engagement is to study the financial condition of the utility, evaluate revenue and funding scenarios to provide information to City Management.

The initial financial plan, with several revisions and updates, has been completed, with the anticipated next step being a more complete study of the existing rates, and recommendations for adjustments moving forward.

Client Contact: Mike Roberts, Public Works Director/City Engineer
111 Civic Drive, Hercules, CA 94547
Tel #: (510) 799-8241 | Email: mikeroberts@ci.hercules.ca.us

City of Sebastopol, CA Water and Wastewater Rate Study

Willdan was selected in 2019 to assist the City of Sebastopol with a water and wastewater rate study, and preparation of a financial plan. The overall objective of the study was to update water and wastewater rates to address capital needs for both utilities, and ensure rates provided adequate funding for ongoing operations and maintenance.

For this project, Willdan gathered and validated extensive data for the project, including budget and customer usage data, simplified the water and wastewater rate structures, prepared a comprehensive financial model, and presented alternatives and scenarios to City Staff.

We presented the results and recommendations to City Council, addressing questions and concerns from the public and from Council, and assisted Staff after the conclusion of the project to understand how to use the model on their own going forward. The study is now complete and Council has adopted the study's recommendations.

Client Contact: Ana Kwong, Administrative Services Director
7120 Bodega Avenue, Sebastopol, CA 95472
Tel #: (707) 824-4879 | Email: akwong@cityofsebastopol.org

City of Richmond, CA

Wastewater Rate Study

Willdan was engaged by the City of Richmond to prepare a comprehensive financial plan and wastewater rate update for its wastewater utility. The objective of this engagement was to study the financial condition of the utility, evaluate revenue and funding scenarios, in order to provide information to City Management. The key objective was to develop a financial plan and recommended rates which will allow the City to address significant capital needs brought on by legal action and compliance orders, related to the discharge of effluent into San Francisco Bay.

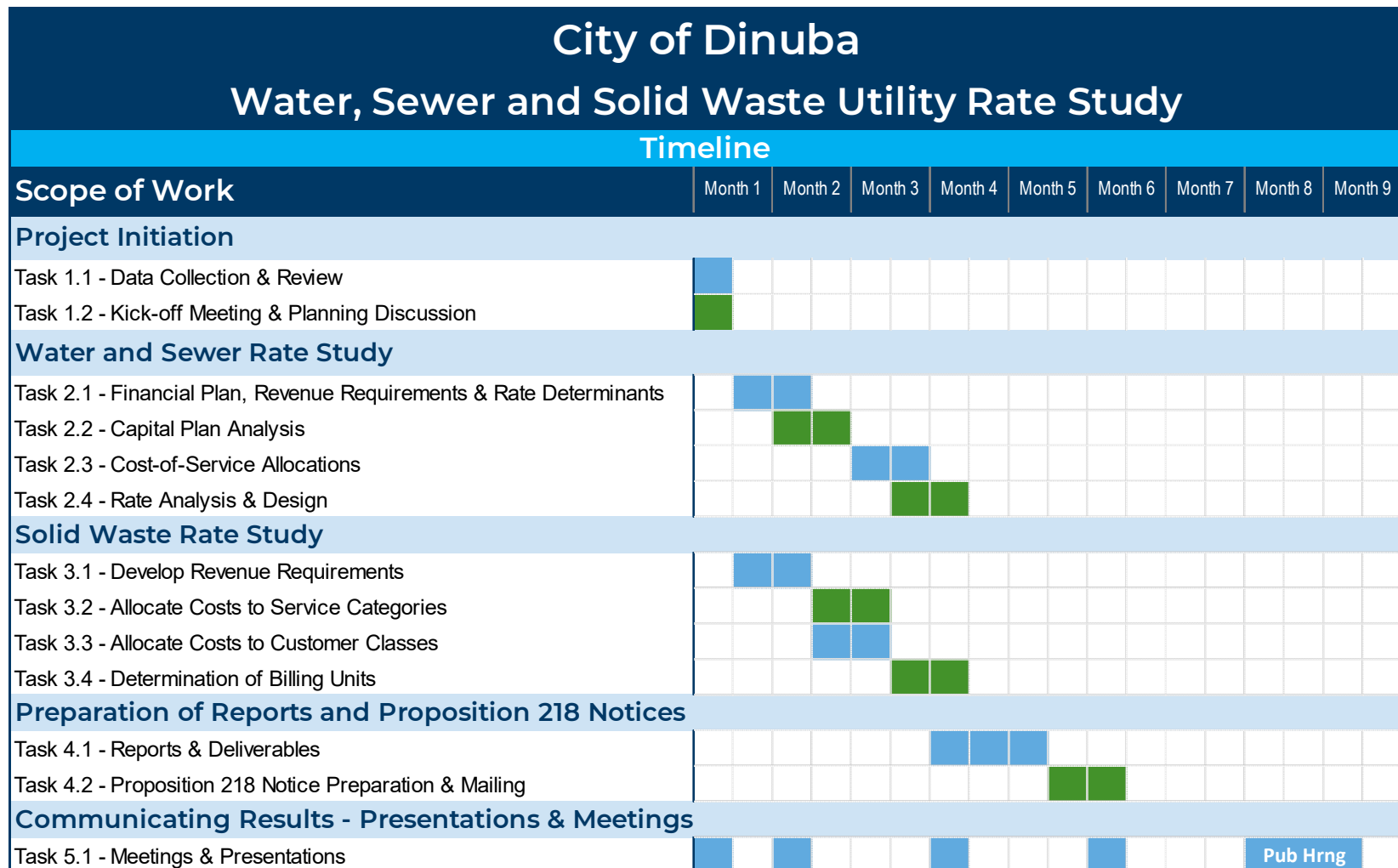
Willdan developed a detailed financial model, presented results at two public City Council meetings, and provided recommendations for updated rates. Our effort included development of a comprehensive financial model and report, and preparation of rate scenarios, including revised scenarios to address the impacts of the COVID pandemic. The results were finalized and presented to City Staff, the City Council and at a Public Hearing, with notices mailed to approximately 32,000 customers.

Client Contact: Mary Phelps, Water Resource Recovery Department/Public Works
450 Civic Center Plaza, Richmond, CA 94804
Tel #: (510) 621-1269 | Email: mary_phelps@ci.richmond.ca.us

Project Schedule and Cost Proposal

Project Schedule

The following outlines the estimated timeline to complete each task within our scope of services. It is understood that the anticipated contract term is 12-to-18-months, although in our experience this project could likely be completed within 9 months as shown below. Following the project kick-off meeting, a specific project schedule will be developed following consultation with, and in concert with, City Staff.



Project Budget

Based on our work plan provided in the scope of services, we propose a ***not-to-exceed fixed fee of \$68,785***. The table below provides a breakdown of this fee by task and project team member.

City of Dinuba						
Water, Sewer and Solid Waste Utility Rate Study						
Cost Proposal						
	C. Fisher Principal- in-Charge	J. McGarvey Proj Mgr & QA/QC	K. Burnett Lead Project Consultant	M. Cronan Analytical Support	Total	
	\$250	\$210	\$165	\$110	Hours	Cost
Scope of Work						
Project Initiation						
Task 1.1 - Data Collection & Review	-	2.0	10.0	16.0	28.0	\$ 3,830
Task 1.2 - Kick-off Meeting & Planning Discussion	1.0	1.0	1.0	1.0	4.0	735
Water and Sewer Rate Study						
Task 2.1 - Financial Plan, Requirements & Determinants	8.0	4.0	22.0	66.0	100.0	13,730
Task 2.2 - Capital Plan Analysis	2.0	2.0	4.0	8.0	16.0	2,460
Task 2.3 - Cost-of-Service Allocations	4.0	3.0	8.0	18.0	33.0	4,930
Task 2.4 - Rate Analysis & Design	6.0	3.0	16.0	24.0	49.0	7,410
Solid Waste Rate Study						
Task 3.1 - Develop Revenue Requirements	1.0	4.0	8.0	20.0	33.0	4,610
Task 3.2 - Allocate Costs to Service Categories	1.0	2.0	8.0	16.0	27.0	3,750
Task 3.3 - Allocate Costs to Customer Classes	1.0	3.0	6.0	14.0	24.0	3,410
Task 3.4 - Determination of Billing Units	1.0	2.0	8.0	12.0	23.0	3,310
Preparation of Reports and Proposition 218 Notices						
Task 4.1 - Reports & Deliverables	6.0	4.0	16.0	40.0	66.0	9,380
Task 4.2 - Proposition 218 Notice Preparation & Mailing	8.0	1.0	4.0	8.0	21.0	3,750
Communicating Results - Presentations & Meetings						
Task 5.1 - Meetings & Presentations	12.0	3.0	14.0	14.0	43.0	7,480
Total Cost Proposal	51.0	34.0	125.0	257.0	467.0	\$ 68,785

Proposition 218 Fees

The fixed fee does not include direct costs associated with the printing, processing and mailing of Proposition 218 notices. We will bill the City for these at our cost, plus ten percent (10%), based on actual quotes provided by our mailing house. These costs are estimated at 0.75 cents per mailed piece.

Notes

- The City will be invoiced on a monthly percentage-completion basis.
- Invoices will include a description of services, as well as a summary of costs to date by task.
- Willdan will rely on the validity and accuracy of the City's data and documentation to complete our analysis. Willdan will rely on the data as being accurate without performing an independent verification of accuracy, and that we will not be responsible for any errors that result from inaccurate data provided by the client or a third party.
- The City shall reimburse Willdan for any costs incurred to respond to the legal process of any governmental agency relating to the City or relating to this project. Examples of expenses include without limitation, copying costs, digitizing costs, travel expenses, employee time and attorneys' fees. Reimbursement shall be at Willdan's rates in effect at the time of such response.

Hourly Rates

Additional services may be authorized by the City and will be billed at our then-current hourly rates. Our current hourly rates are listed below.

Willdan Hourly Rate Schedule			
Position	Hourly Rate	Position	Hourly Rate
Vice President - Director	\$250	Managing Principal	\$240
Principal Consultant	\$185	Senior Project Manager	\$185
Project Manager	\$165	Senior Project Analyst	\$135
Senior Analyst	\$125	Analyst II	\$110
Analyst	\$100		

Added Value Components

Real-Time Financial Modeling

The goal of financial forecasting is to provide clear vision regarding the potential financial outcomes of current management decisions. Our goal is to help you mold the existing knowledge base of the City into a viable financial management and rate plan. At Willdan, the development and use of real-time financial models in an interactive, collaborative process is an integral part of the model development.

Any model is only as effective as the expertise of those who develop it; our state-of-the-art financial modeling techniques allow us to incorporate our considerable experience by asking the correct questions, evaluating and incorporating appropriate data, providing interactive consulting services and evaluating multiple scenarios with the City in a real-time setting.

Because our interactive model will be populated with specific data from the City (i.e., division and account structure), each alternative reviewed in real-time during interactive meetings with the City can be done with a complete understanding of specific customer impacts. Further, our experience ensures that the data loaded into the model is vetted and validated, and that the baseline results from which forecasts are developed are fully understood from the beginning, so that more time is spent on evaluation of potential solutions, rather than questioning whether the underlying data and assumptions are correct.

Model Development as Part of the Consulting Process

The financial planning model will be designed with the following elements:

- Graphical dashboard to clearly show the results of various scenarios to the user;
- Easily reviewed and modified assumptions;
- Validated data tables generated from the City's financial and operational information; and
- A powerful calculation engine.

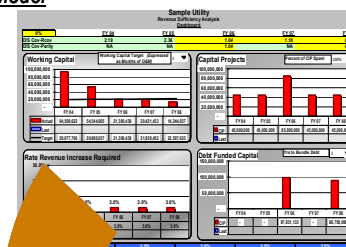
The model will be “baselined” after an initial meeting with staff to ensure that we have the correct data and a basic understanding of the financial dynamics of your systems. We will then conduct interactive financial planning sessions with City Staff. After validating our data, calculation approach, and baseline assumptions, we will explore alternative scenarios, varying a number of assumptions and financial planning techniques including:

- Rate increase magnitude and timing;
- Alternative timing of capital projects;
- Alternative financing options (alternative combinations of pay-as-you-go, revenue bond debt and other debt, for example);
- Alternative growth/demand forecasts and other “what if” analyses, such as the impact of a loss of one or more service areas or significant customers; and
- Effect of increases in other sources of funds.

Given any combination of cost requirements (both operating and capital), non-rate sources of funds, and forecast assumptions, the Willdan team will work with the City to develop a financial plan that:

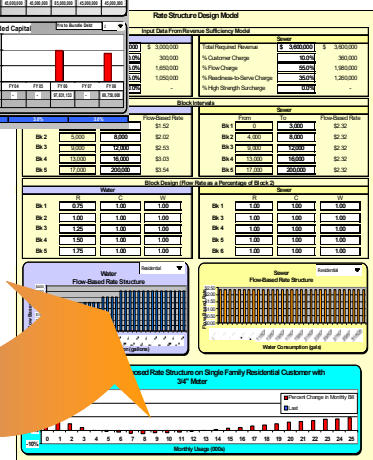
- Meets specified reserve targets;
- Addresses identified benchmarks or key performance indicators;

Financial Planning Model



Rate Design Model

Rate Revenue Requirements



- Fully funds capital expenditures using specified financing techniques; and
- Meets legal, policy and contractual requirements that are financially measurable, such as debt service coverage on revenue bonds.

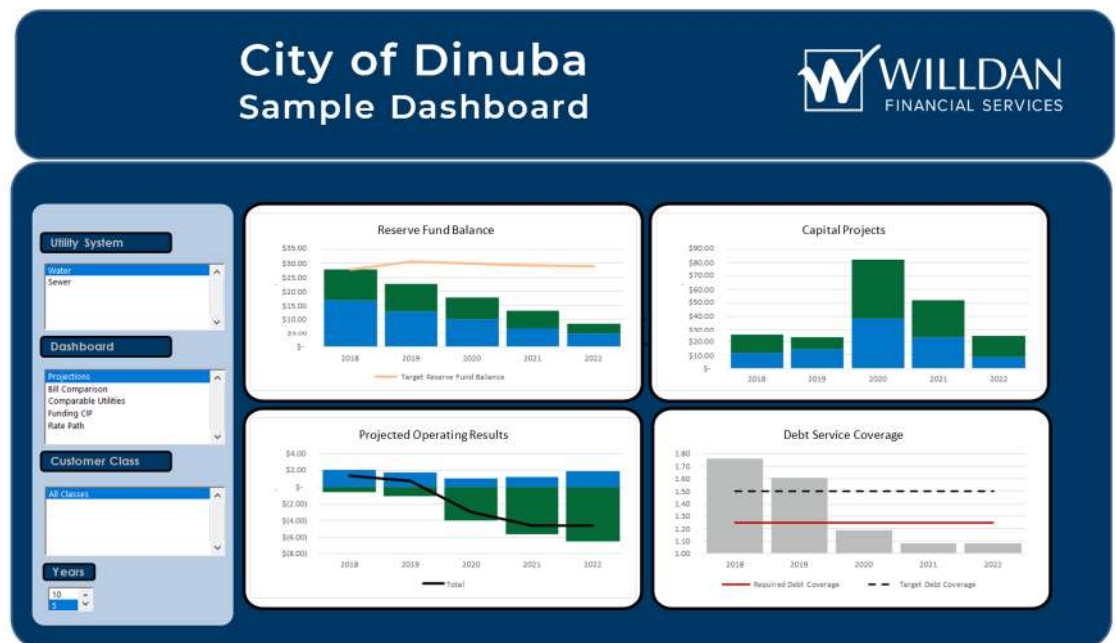
Subsequent to careful development and validation of the baseline forecast, a series of alternative forecasts will be prepared illustrating various results in the following general categories:

- **What if things turn out differently?** These alternatives will demonstrate the sensitivity of the forecast to the significant assumptions used. This results in a sound understanding of areas where a conservative forecast approach is warranted;
- **What happens when we try this?** This series of alternatives focuses on different financial management approaches. For example, the use of different financing techniques such as capitalized interest, interim short-term financing, and capital appreciation bonds may be explored;
- **What can we do to make it better?** This approach to forecasting identifies the factors that may be causing significant rate increases in a given year and explores alternatives. For example, if a large capital project in a single year is the culprit, we would work with staff and the consulting engineers to determine whether this project could be phased or delayed; and
- **How will any adjustments affect our customers?** In examining rate structure alternatives, we will demonstrate and discuss how users in various categories or classifications will be impacted. Our consultants will use our rate design model to explore the impact of various rate structures on bills for each customer class over the relevant consumption range.

Communication as Part of the Consulting Process

Willdan's experienced professionals are accustomed to communicating with a variety of stakeholder groups, from management and staff, boards and commissions, as well as the community. Our analytical and modeling approach will be customized to the City's specific needs. As mentioned, the custom graphical interfaces imbedded in our models allow our consultants to easily track key performance metrics and work through alternative scenarios with City Staff and management. Features of the Excel-based analysis model include the ability to incorporate line-item data and assumptions that are then summarized in a graphic dashboard to show key financial indicators for the utility systems.

The sample dashboard to the right illustrates how we can summarize data, assumptions and calculations into an easy-to-understand graphical interface that updates with each alternative scenario evaluated. A copy of the final dashboard model will be provided to the City upon completion of the project.



Rate Study Objectives

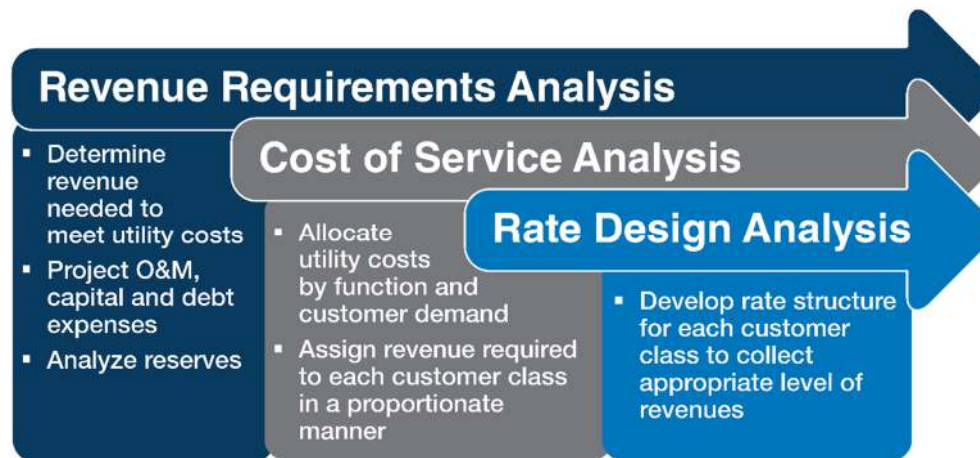
The overarching rate study objectives are outlined below.

Key Objectives



Rate Setting Process

The graphic below summarizes the standard approach commonly employed to develop utility rates. Willdan's rate-setting process and model has been developed through the completion of many successful studies over the course of time and continues to be the basis for developing proven, well-balanced financial plans that are supported by equitable rate structures. Willdan's combination of consulting experience and technical expertise helps distill the complex decisions into a clear and easy-to-understand process. As there are often competing objectives, for a successful rate study it is necessary to understand not only the technical details and corresponding rates, but also the social and political corollaries that can often jeopardize the implementation of a technically sound rate structure. Our rate experience goes beyond simply "running the numbers" by creating numerous scenarios and considering stakeholder considerations, such as customer impact (ability to pay) to ensure a complete and unimpeded rate analysis.



Each step of the three-step approach is typically performed in tandem. Although presented sequentially, the overall analysis is circular – as variables in one analysis may influence another. Thus, it is imperative to constantly review assumptions to determine if variables are fixed (i.e., debt service) or flexible (i.e., consumption or treatment) and monitor how changes in certain variables affect the overall analysis.

Water Meter Performance Evaluation

Willdan is in a unique position to provide the City of Dinuba with a comprehensive evaluation of water system performance, by bringing the experience and expertise of Willdan Performance Engineering (WPE). We provide an integrated approach that will result in a comprehensive metering evaluation, billing audit and water production costs. This resulting platform will create benchmarks for meter performance, identify failing water meters, and improve revenue recovery. The system recognizes unusual behavior, stopped meters, and provides an in-depth overview of leakage and system failures. Following a proprietary version of the AWWA M-36 Protocols, WPE will determine the Non-Revenue Water loss than could be recovered with more accurate equipment. WPE goes further and evaluates all pumps and electrical costs to save energy in system operations.

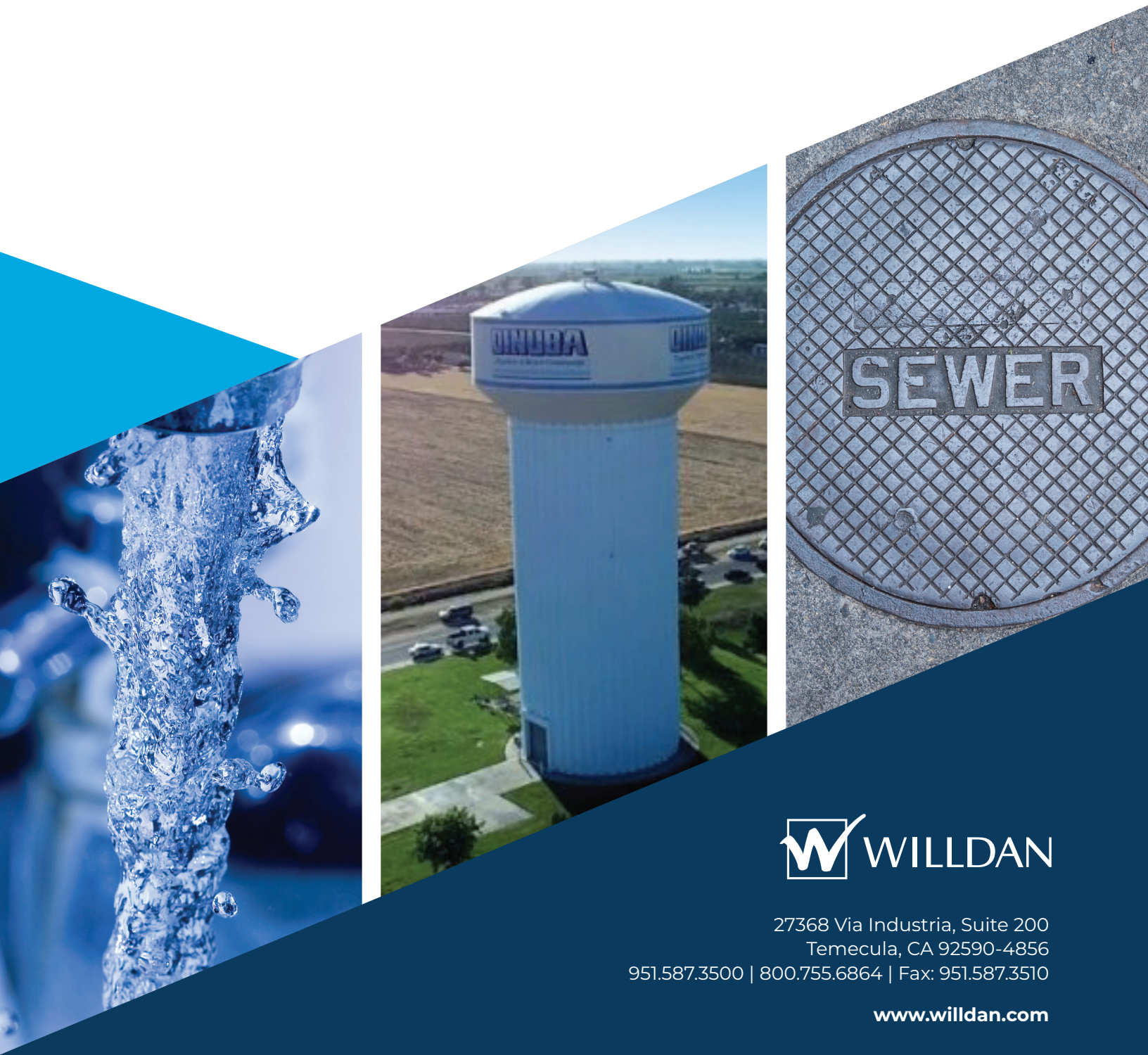
This process would also solve the difficult issue of identifying under-reporting meters on your existing system. Our program extrapolates years of meter data against consumption and creates a unique rating system which indicates which meters are underperforming; not just based on age as with the City's current program, but with data-driven performance benchmarks unique to your current water meter system.

WPE can offer several options for your meter replacement schedule. We are a qualified provider under California Government Code 4217 (CGC 4217) to provide a full meter change out for most of the City's underperforming meters that would be funded by the cumulative Non- Revenue Water Loss, System Optimization, System Energy Savings and Real Time Leak detection. The CGC 4217 process would not impact the utility budget and could fund a majority of the meter replacements in large group, or with a phased approach based on a selective meter replacement program. The revenue recovery from this process can help to hedge rate increases and also provide the most accurate equipment complaint with California Water Conservation Programs.

Willdan will determine which AMR to AMI technology works best for the City and oversee the very complicated billing integration process that accompanies the AMI transition. WFS has performed billing analysis and rate studies for over 160 California cities and water systems over the past 20 years and we have the largest data set unique to California and the challenges confronting public water systems.

We can determine the cost over time of issues associated with replacing water meters, determine which meters are under-performing, create a rate analysis based on how many meters to replace in a given year, create a major replacement to implement AMI with your current system, and help the transition from AMR to AMI move seamlessly so that bills are audited and consistently reflect accurate consumption and properly applied rate structures. WFS and WPE will perform a thorough technical and financial audit of the entire system to determine if the system is eligible for a CGC 4217 replacement which would limit the addition of the incremental costs of meter replacements to user rates.

Additionally, WFS can offer the creation of a "digital twin" of your current system, which would create savings and efficiencies system wide. When cities transition to AMI it is important that new data is optimized to help unify water delivery and wastewater costs. Willdan can implement Smart Scada and predictive modeling to develop demand strategies, asset management and water resource costs comparing kWh costs per gallons delivered.



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www.willdan.com

**AGREEMENT FOR CONSULTANT SERVICES BETWEEN
THE CITY OF DINUBA AND WILLDAN FINANCIAL SERVICES**

This AGREEMENT FOR CONSULTANT SERVICES ("AGREEMENT"), is made and entered into this ____ day of _____ 20__, by and among the City of Dinuba, a California municipal corporation ("CITY") and Willdan Financial Services ("CONSULTANT").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

SECTION 1. TERM OF AGREEMENT.

Subject to the provisions of SECTION 19 "TERMINATION OF AGREEMENT" of this AGREEMENT, the term of this AGREEMENT shall be for a period of one (1) year from the date of execution of this AGREEMENT, as first shown above, or until both parties express in a writing that the services to be performed under this AGREEMENT are completed. Such term may be extended upon written agreement of both parties to this AGREEMENT.

SECTION 2. SCOPE OF SERVICES.

CONSULTANT agrees to perform the services set forth in EXHIBIT "A" "SCOPE OF SERVICES". EXHIBIT "A" "SCOPE OF SERVICES" IS HEREBY INCLUDED AS AN OPERATIVE PART OF THIS AGREEMENT.

SECTION 3. ADDITIONAL SERVICES.

CONSULTANT shall not be compensated for any services rendered in connection with its performance of this AGREEMENT which are in addition to or outside of those set forth in this AGREEMENT or listed in EXHIBIT "A" "SCOPE OF SERVICES", unless such additional services are authorized in advance and in writing by the City Council or City Manager of CITY. CONSULTANT shall be compensated for any such additional services in the amounts and in the manner agreed to by the City Council or City Manager.

SECTION 4. COMPENSATION AND METHOD OF PAYMENT.

(a) Subject to any limitations set forth in this AGREEMENT, CITY agrees to pay CONSULTANT the amounts specified in EXHIBIT "B" "COMPENSATION" EXHIBIT "B" "COMPENSATION" IS HEREBY INCLUDED AS AN OPERATIVE PART OF THIS AGREEMENT.. -The total compensation, including reimbursement for actual expenses, shall not exceed **(\$?) dollars**, unless additional compensation is approved in writing by the City Council or City Manager.

(b) Each month CONSULTANT shall furnish to CITY an original invoice for all work performed and expenses incurred during the preceding month. The

invoice shall detail charges by the following categories: labor (by sub-category), travel, materials, equipment, supplies, sub-consultant contracts and miscellaneous expenses. CITY shall independently review each invoice submitted by the CONSULTANT to determine whether the work performed and expenses incurred are in compliance with the provisions of this AGREEMENT. In the event that no charges or expenses are disputed, the invoice shall be approved and paid according to the terms set forth in subsection (c). In the event any charges or expenses are disputed by CITY, the original invoice shall be returned by CITY to CONSULTANT for correction and resubmission.

(c) Except as to any charges for work performed or expenses incurred by CONSULTANT which are disputed by CITY, CITY will use its best efforts to cause CONSULTANT to be paid within thirty (30) days of receipt of CONSULTANT's invoice.

(d) Payment to CONSULTANT for work performed pursuant to this AGREEMENT shall not be deemed to waive any defects in work performed by CONSULTANT.

SECTION 5. INSPECTION AND FINAL ACCEPTANCE.

CITY may inspect and accept or reject any of CONSULTANT'S work under this AGREEMENT, either during performance or when completed. CITY shall reject or finally accept CONSULTANT'S work within sixty (60) days after submitted to CITY. CITY shall reject work by a timely written explanation, otherwise CONSULTANT'S work shall be deemed to have been accepted. CITY'S acceptance shall be conclusive as to such work except with respect to latent defects, fraud and such gross mistakes as amount to fraud. Acceptance of any of CONSULTANT'S work by CITY shall not constitute a waiver of any of the provisions of this AGREEMENT including, but not limited to, sections 15 and 16, pertaining to indemnification and insurance, respectively.

SECTION 6. OWNERSHIP OF DOCUMENTS.

All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by CONSULTANT in the course of providing any services pursuant to this AGREEMENT shall become the sole property of CITY and may be used, reused or otherwise disposed of by CITY without the permission of the CONSULTANT. Upon completion, expiration or termination of this AGREEMENT, CONSULTANT shall turn over to CITY all such original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents.

SECTION 7. CONSULTANT'S BOOKS AND RECORDS.

(a) CONSULTANT shall maintain any and all documents and records demonstrating or relating to CONSULTANT'S performance of services pursuant to this AGREEMENT. CONSULTANT shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, or other documents or records evidencing or relating to work, services, expenditures and disbursements charged to CITY pursuant to this AGREEMENT. Any and all such documents or records shall be maintained in accordance with generally accepted accounting principles and shall be sufficiently complete and detailed so as to permit an accurate evaluation of the services provided by CONSULTANT pursuant to this AGREEMENT. Any and all such documents or records shall be maintained for three years from the date of execution of this AGREEMENT and to the extent required by laws relating to audits of public agencies and their expenditures.

(b) Any and all records or documents required to be maintained pursuant to this section shall be made available for inspection, audit and copying, at any time during regular business hours, upon written request by CITY or its designated representative. Copies of such documents or records shall be provided directly to the CITY for inspection, audit and copying when it is practical to do so; otherwise, unless an alternative is mutually agreed upon, such documents and records shall be made available at CONSULTANT'S address indicated for receipt of notices in this AGREEMENT.

(c) Where CITY has reason to believe that any of the documents or records required to be maintained pursuant to this section may be lost or discarded due to dissolution or termination of CONSULTANT'S business, CITY may, by written request, require that custody of such documents or records be given to the requesting party and that such documents and records be maintained by the requesting party. Access to such documents and records shall be granted to CITY, as well as to its successors in interest and authorized representatives.

SECTION 8. STATUS OF CONSULTANT.

(a) CONSULTANT is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of CITY. CONSULTANT shall have no authority to bind CITY in any manner, nor to incur any obligation, debt or liability of any kind on behalf of or against CITY, whether by contract or otherwise, unless such authority is expressly conferred under this AGREEMENT or is otherwise expressly conferred in writing by the City Council or City Manager or his or her duly authorized representative.

(b) The personnel performing the services under this AGREEMENT on behalf of CONSULTANT shall at all times be under CONSULTANT'S exclusive direction and control. Neither CITY, nor any elected or appointed boards, officers,

officials, employees or agents of CITY, shall have control over the conduct of CONSULTANT or any of CONSULTANT'S officers, employees or agents, except as set forth in this AGREEMENT. CONSULTANT shall not at any time or in any manner represent that CONSULTANT or any of CONSULTANT'S officers, employees or agents are in any manner officials, officers, employees or agents of CITY.

(c) Neither CONSULTANT, nor any of CONSULTANT'S officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to CITY'S employees. CONSULTANT expressly waives any right CONSULTANT may have to any such rights.

SECTION 9. STANDARD OF PERFORMANCE.

CONSULTANT represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the services required under this AGREEMENT in a thorough, competent and professional manner. CONSULTANT shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. In meeting its obligations under this AGREEMENT, CONSULTANT shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing services similar to those required of CONSULTANT under this AGREEMENT.

SECTION 10. COMPLIANCE WITH APPLICABLE LAWS; PERMITS AND LICENSES.

CONSULTANT shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this AGREEMENT. CONSULTANT shall obtain any and all licenses, permits and authorizations necessary to perform the services set forth in this AGREEMENT. Neither CITY, nor any elected or appointed boards, officers, officials, employees or agents of CITY, shall be liable, at law or in equity, as a result of any failure of CONSULTANT to comply with this section.

SECTION 11. NONDISCRIMINATION.

CONSULTANT shall not discriminate, in any way, against any person on the basis of race, color, religious creed, national origin, ancestry, sex, age, physical handicap, medical condition or marital status in connection with or related to the performance of this AGREEMENT.

SECTION 12. UNAUTHORIZED ALIENS.

CONSULTANT hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. §§ 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens as

defined therein. Should CONSULTANT so employ such unauthorized aliens for the performance of work and/or services covered by this AGREEMENT, and should the any liability or sanctions be imposed against CITY for such use of unauthorized aliens, CONSULTANT hereby agrees to and shall reimburse CITY for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by CITY. Furthermore, Consultant agrees to be subject to the duties and obligations set forth in Section 15 of this AGREEMENT pertaining to indemnification if such liability arises against City for violation of this section.

SECTION 13. CONFLICTS OF INTEREST.

(a) CONSULTANT covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of CITY or which would in any way hinder CONSULTANT'S performance of services under this AGREEMENT. CONSULTANT further covenants that in the performance of this AGREEMENT, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the City Manager. CONSULTANT agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of CITY in the performance of this AGREEMENT.

(b) CITY understands and acknowledges that CONSULTANT is, as of the date of execution of this AGREEMENT, independently involved in the performance of non-related services for other governmental agencies and private parties. CONSULTANT is unaware of any stated position of CITY relative to such projects. Any future position of CITY on such projects shall not be considered a conflict of interest for purposes of this section.

SECTION 14. CONFIDENTIAL INFORMATION; RELEASE OF INFORMATION.

(a) All information gained or work product produced by CONSULTANT in performance of this AGREEMENT shall be considered confidential, unless such information is in the public domain or already known to CONSULTANT. CONSULTANT shall not release or disclose any such information or work product to persons or entities other than CITY without prior written authorization from the City Manager, except as may be required by law.

(b) CONSULTANT, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the City Manager or unless requested by the City Attorney of CITY, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this AGREEMENT. Response to a subpoena or court order shall not be considered "voluntary" provided

CONSULTANT gives CITY notice of such court order or subpoena.

(c) If CONSULTANT, or any officer, employee, agent or subcontractor of CONSULTANT, provides any information or work product in violation of this AGREEMENT, then CITY shall have the right to reimbursement and indemnity from CONSULTANT for any damages, costs and fees, including attorneys' fees, caused by or incurred as a result of CONSULTANT'S conduct.

(d) CONSULTANT shall promptly notify CITY should CONSULTANT, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this AGREEMENT and the work performed thereunder. CITY retains the right, but has no obligation, to represent CONSULTANT or be present at any deposition, hearing or similar proceeding. CONSULTANT agrees to cooperate fully with CITY and to provide CITY with the opportunity to review any response to discovery requests provided by CONSULTANT. However, this right to review any such response does not imply or mean the right by CITY to control, direct, or rewrite said response.

SECTION 15. INDEMNIFICATION.

(a) CITY and its respective elected and appointed boards, officials, officers, agents, employees and volunteers (individually and collectively, "INDEMNITEES") shall have no liability to CONSULTANT or any other person for, and CONSULTANT shall indemnify, and hold harmless INDEMNITEES from and against, any and all liabilities, damages, judgments, reimbursement of reasonable related costs and expenses, including reasonable attorneys' fees and disbursements (collectively "CLAIMS"), which INDEMNITEES may suffer or incur or to which INDEMNITEES may become subject by reason of or arising out of any injury to or death of any person(s), damage to property, loss of use of property, economic loss or otherwise occurring to the extent found to be as a result of or caused by the CONSULTANT'S negligent performance of or negligent failure to perform any services under this AGREEMENT or by the negligent or willful acts or omissions of CONSULTANT, its agents, officers, directors, subcontractors or employees, committed in performing any of the services under this AGREEMENT.

(b) If any action or proceeding is brought against INDEMNITEES by reason of any of the matters against which CONSULTANT has agreed to indemnify INDEMNITEES as provided above, CONSULTANT shall reimburse City's reasonable defense costs tied directly to CONSULTANT'S determined percentage of fault as set forth in California Civil Code 2728.8 as it is written as of the date of this Agreement. Furthermore, per Civil Code 2728.8, a design professional consultant shall only be liable to the extent specified in Civil Code 2728.8. Upon notice from City, CONSULTANT shall defend INDEMNITEES by

counsel acceptable to CITY, such acceptance not to be unreasonably withheld. The insurance required to be maintained by CONSULTANT under Section 16 shall ensure CONSULTANT'S obligations under this section, but the limits of such insurance shall not limit the liability of CONSULTANT hereunder. The provisions of this section shall survive the expiration or earlier termination of this AGREEMENT.

b) If any action or proceeding is brought against INDEMNITEES by reason of any of the matters against which CONSULTANT has agreed to indemnify INDEMNITEES as provided above, CONSULTANT, upon notice from CITY, shall defend INDEMNITEES at by counsel acceptable to CITY, such acceptance not to be unreasonably withheld. INDEMNITEES need not have first paid for any of the matters to which INDEMNITEES are entitled to indemnification in order to be so indemnified. The insurance required to be maintained by CONSULTANT under Section 16 shall ensure CONSULTANT'S obligations under this section, but the limits of such insurance shall not limit the liability of CONSULTANT hereunder. The provisions of this section shall survive the expiration or earlier termination of this AGREEMENT.

SECTION 16. INSURANCE.

CONSULTANT agrees to obtain and maintain in full force and effect during the term of this AGREEMENT the insurance policies set forth in EXHIBIT "C" "INSURANCE" and made a part of this AGREEMENT. All insurance policies shall be subject to approval by CITY as to form and content. These requirements are subject to amendment or waiver if so approved in writing by the City Manager. CONSULTANT agrees to provide CITY with copies of required policies upon request.

SECTION 17. ASSIGNMENT.

The expertise and experience of CONSULTANT are material considerations for this AGREEMENT. CITY has an interest in the qualifications of and capability of the persons and entities who will fulfill the duties and obligations imposed upon CONSULTANT under this AGREEMENT. In recognition of that interest, CONSULTANT shall not assign or transfer this Agreement or delegate any portion of this AGREEMENT or the performance of any of CONSULTANT'S duties or obligations under this AGREEMENT without the prior written consent of the City Council. Any attempted assignment shall be ineffective, null and void, and shall constitute a material breach of this AGREEMENT entitling CITY to any and all remedies at law or in equity, including summary termination of this AGREEMENT. CITY acknowledges, however, that CONSULTANT, in the performance of its duties pursuant to this AGREEMENT, may utilize subcontractors.

SECTION 18. CONTINUITY OF PERSONNEL.

CONSULTANT shall make every reasonable effort to maintain the stability and continuity of CONSULTANT'S staff assigned to perform the services required under this AGREEMENT. CONSULTANT shall notify CITY of any changes in CONSULTANT'S staff assigned to perform the services required under this AGREEMENT, prior to any such performance.

SECTION 19. TERMINATION OF AGREEMENT.

(a) CITY may terminate this AGREEMENT, with or without cause, at any time by giving thirty (30) days written notice of termination to CONSULTANT. In the event such notice is given, CONSULTANT shall cease immediately all work in progress.

(b) CONSULTANT may terminate this AGREEMENT at any time upon thirty (30) days written notice of termination to CITY.

(c) If either CONSULTANT or CITY fail to perform any material obligation under this AGREEMENT, then, in addition to any other remedies, either CONSULTANT, or CITY may terminate this AGREEMENT immediately upon written notice.

(d) Upon termination of this AGREEMENT by either CONSULTANT or CITY, all property belonging exclusively to CITY which is in CONSULTANT'S possession shall be returned to CITY. CONSULTANT shall furnish to CITY a final invoice for work performed and expenses incurred by CONSULTANT, prepared as set forth in SECTION 4 of this AGREEMENT. This final invoice shall be reviewed and paid in the same manner as set forth in SECTION 4 of this AGREEMENT.

SECTION 20. DEFAULT.

In the event that CONSULTANT is in default under the terms of this AGREEMENT, the CITY shall not have any obligation or duty to continue compensating CONSULTANT for any work performed after the date of default and may terminate this AGREEMENT immediately by written notice to the CONSULTANT.

SECTION 21. EXCUSABLE DELAYS.

CONSULTANT shall not be liable for damages, including liquidated damages, if any, caused by delay in performance or failure to perform due to causes beyond the control of CONSULTANT. Such causes include, but are not limited to, acts of God, acts of the public enemy, acts of federal, state or local governments, acts of CITY, court orders, fires, floods, epidemics, strikes, embargoes, and

unusually severe weather. The term and price of this AGREEMENT shall be equitably adjusted for any delays due to such causes.

SECTION 22. COOPERATION BY CITY.

All public information, data, reports, records, and maps as are existing and available to CITY as public records, and which are necessary for carrying out the work as outlined in the EXHIBIT "A" "SCOPE OF SERVICES", shall be furnished to CONSULTANT in every reasonable way to facilitate, without undue delay, the work to be performed under this AGREEMENT.

SECTION 23. NOTICES.

All notices required or permitted to be given under this AGREEMENT shall be in writing and shall be personally delivered, or sent by telecopier or certified mail, postage prepaid and return receipt requested, addressed as follows:

To CITY:

Luis Patlan, City Manager
City of Dinuba
405 E. El Monte Way
Dinuba, CA 93618

To CONSULTANT:

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile or, if mailed, three (3) days after deposit of the same in the custody of the United States Postal Service.

SECTION 24. AUTHORITY TO EXECUTE.

The person or persons executing this AGREEMENT on behalf of CONSULTANT represents and warrants that he/she/they has/have the authority to so execute this AGREEMENT and to bind CONSULTANT to the performance of its obligations hereunder.

SECTION 25. BINDING EFFECT.

This AGREEMENT shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

SECTION 26. MODIFICATION OF AGREEMENT.

No amendment to or modification of this AGREEMENT shall be valid unless made in writing and approved by the CONSULTANT and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

SECTION 27. WAIVER.

Waiver by any party to this AGREEMENT of any term, condition, or covenant of this AGREEMENT shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this AGREEMENT shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this AGREEMENT. Acceptance by CITY of any work or services by CONSULTANT shall not constitute a waiver of any of the provisions of this AGREEMENT.

SECTION 28. LAW TO GOVERN; VENUE.

This Agreement shall be construed and enforced in accordance with the laws of the State of California. The parties further agree that this Agreement is entered into and to be performed in Tulare County, California. To the fullest extent permitted by law, the parties waive the venue removal provisions pursuant to California Code of Civil Procedure § 394.

SECTION 29. ATTORNEYS FEES, COSTS AND EXPENSES.

If any litigation is commenced between the parties to this Agreement concerning the Agreement or the rights and duties of either in relation to the Agreement, the party prevailing in that litigation shall be entitled, in addition to any other relief that may be granted in the litigation, to its costs for the litigation including expert witness fees and a reasonable sum and for its attorneys' fees in the litigation, which shall be determined by the court in that litigation or in a separate action brought for that purpose.

SECTION 30. ENTIRE AGREEMENT.

This AGREEMENT, including the attached EXHIBITS "A" through "C", is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between CONSULTANT and CITY prior to the execution of this AGREEMENT. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding. No amendment to this AGREEMENT shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

SECTION 31. COUNTERPARTS.

This Agreement may be executed in counterparts and/or by facsimile or other electronic means, and when each party has signed and delivered at least one such counterpart, each counterpart shall be deemed an original, and, when taken together with other signed counterpart, shall constitute one Agreement, which shall be binding upon and effective as to all Parties as of the date of the last signing party.

SECTION 32. SEVERABILITY.

If an term, condition or covenant of this AGREEMENT is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this AGREEMENT shall not be affected thereby and the AGREEMENT shall be read and construed without the invalid, void or unenforceable provision(s).

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

CITY OF DINUBA

CONSULTANT:

By _____
(Authorized Officer)

By _____
Luis Patlan, City Manager

By _____
APPROVED AS TO FORM:
(Authorized Officer)

David J. Yanez, City Attorney

EXHIBIT "A"

SCOPE OF SERVICES

Scope of Services

The following proposed scope of services is intended to capture the goals and objectives of the City. Willdan is confident the following will effectively meet the stated project objectives. A final scope and schedule will be determined following the selection of a consultant and based on further discussions with staff.

Willdan's work plan will culminate in the successful development of water, sewer and solid waste utility rates for five years, a ten-year financial plan, and the education of staff and key stakeholders.

Project Initiation

Task 1.1 – Data Collection and Review

Task 1.1.1 – Data Collection. The City will be provided with an initial list of basic data needed to conduct the study. The data request may include, but will not be limited to:

- Financial and operating data (budgets, audits, financial statements, cash balances, etc.);
- Customer account and billing data;
- Related reports prepared by others (i.e., Master Plans);
- Capital improvement programs, fixed asset records;
- System operating data for the utility;
- Service contracts, residential and commercial, for refuse collection, recycling and disposal services;
- Bond statements, debt service schedules;
- Ordinances, previous rate studies, City codes; and
- City financial, debt and reserve policies.

Task 1.1.2 – Data Review. We propose to conduct initial data collection and review prior to the kick-off meeting to allow for a more meaningful discussion to occur. This will allow for our review of data in advance of the meeting so that we can request clarifications or follow-up information as necessary. However, if the City's preference is to conduct the kick-off prior to collecting data, we will accommodate that request. The data will be reviewed for completeness and to ensure a sufficient understanding of historical utility operations. The data collection and review process will be ongoing throughout the process as the need for additional information arises.

Task 1.2 – Kick-off Meeting and Planning Discussion

Task 1.2.1 – Project Kick-off. Following initial data collection and review, Willdan will conduct a kick-off meeting with City Staff. During this meeting we will discuss goals and objectives of the study, the schedule, constraints or challenges that may be encountered, stakeholder considerations and objectives, and political concerns. Discussions may center around the following:

- Review of previous rate studies and existing rate structure and areas where existing rates have been successful and/or specific areas of focus;
- Review of service contracts;
- Review of recent financial performance for the utilities;
- Discussion of anticipated significant events (i.e., loss or gain of any major customers);
- Components to incorporate into the updated revenue requirements; such as, capital improvements, debt repayment, reserves, annual repair and replacement, ongoing maintenance, cost of imported water, etc.;
- Strategy and level of effort for outreach and education;
- Conduct a detailed review of the data used in the baseline financial forecast; and
- Review and resolve (or develop a plan for resolving) data issues and questions.

For further efficiency and collaboration, the kick-off meeting will include a financial policy discussion. This will serve to address and document the City's financial policies for the utilities to be studied.

Topics of discussion may include:

- Rate design approaches and alternatives;
- Rate policy objectives;
- City financial policies;
- Reserve options and target levels (operating, debt services, rate stabilization, repair and replacement);
- Conservation objectives and rate options;
- Capital Improvement Plan (CIP) financing options – i.e., PAYGO vs. debt vs. grants;
- Customer characteristics and classifications; and
- Cost of service factors and Proposition 218.

Water and Sewer Rate Study

Task 2.1 – Financial Plan, Revenue Requirements and Rate Determinants

Task 2.1.1 – Historical Billing Data Analysis. The data request document will provide instructions for the development of historical customer billing information. It is anticipated that the billing information will be provided in a format necessary to summarize the water and sewer system accounts and billable flows by customer class for a recent historical period for which audited revenues exist. The customers and flows provide the basis on which operating revenues are derived and are therefore the primary factors utilized in reviewing the user rates and charges. As such, the historical billing data provides an important basis for analyses that will be used to develop assumptions for projecting revenues under existing and/or proposed rates.

Task 2.1.2 – Customer and Flow Projections. The water and sewer system accounts and billable flows will be forecasted for a five-year planning period. Such projections will be developed by considering historical growth trends, peak demands, climatological patterns, local economic conditions, potential for adding/losing major utility customers, changes in customer class usage patterns over time, and experienced judgment. The billable flow projections will be based on the projected number of utility accounts and a usage per account analysis to differentiate the historical effects of account growth and increased (decreased) average usage by customer class.

Task 2.1.3 – Projected Revenues Under Existing Rates. Projections of utility system revenues under existing rates for the five-year planning period will be developed for water and sewer, recognizing projected accounts, flow volumes, and usage patterns by customer class (as determined in the billing analysis under the previous tasks).

Task 2.1.4 – Projected Revenue Requirements. Revenue requirements (i.e., system expenditures) will be developed for the utility systems based on an analysis of historical, currently budgeted, and anticipated operating and capital expenditures. The revenue requirements will be projected on a fiscal year cash flow basis, considering expected operational changes, changes in staffing or operating expenditures for new facilities, system growth occurring from new development, anticipated extraordinary expenses, and allowances for inflation. The projections will include, but not be limited to, the following:

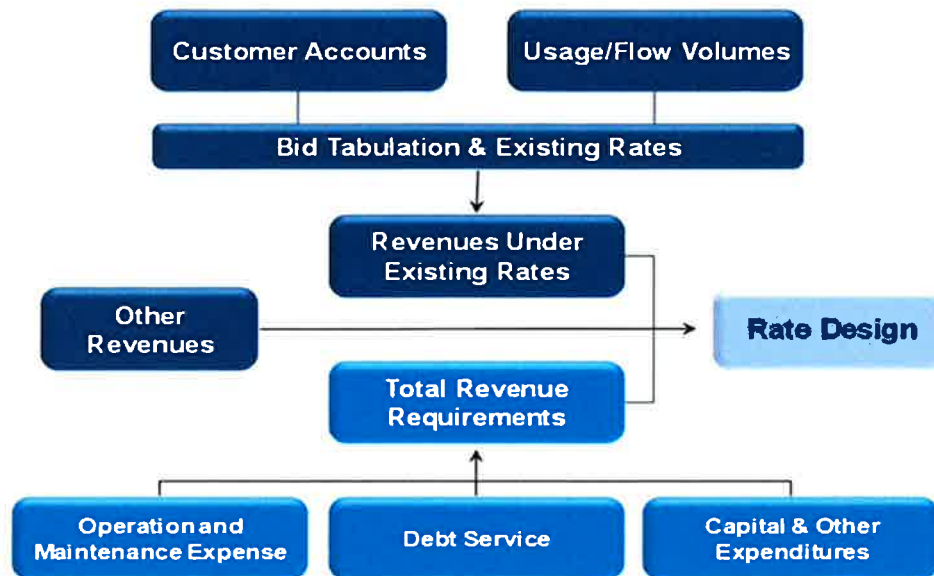
- Operation and maintenance expenses;
- Direct and indirect costs;
- Debt service and reserve requirements on existing and anticipated debt instruments;
- Outlay for annual capital additions and replacements;
- Other expenditures and transfers.

Task 2.1.5 – Projected Operating Results Based on Existing Rates. The projected revenues and revenue requirements will be summarized into a five and ten-year cash flow statement providing the projected operating results of the water and sewer systems under the existing rates.

The cash flow statement will be used to estimate annual adjustments in utility revenues necessary to fund operating and capital expenditure requirements, meet existing bond covenant requirements, and maintain prudent utility management practices. The estimated timing and magnitude of future debt issues required, if any, to finance proposed capital improvements will also be shown.

Concurrent with the development of the projected operating results, the study will review the general financial health of the utility operations and, as necessary, make recommendations for changes in fund balances, reserves, and debt service coverage ratios to maintain financial integrity and a stable bond rating.

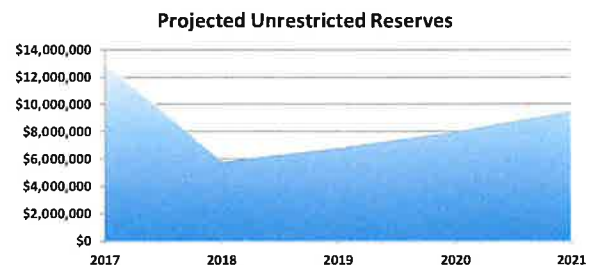
The graphic below demonstrates the general rate study methodology and major components of the rate process.



Task 2.2 – Capital Plan Analysis

Task 2.2.1 – Review Capital Improvement Program (CIP) and Asset Replacement Schedules. The City’s existing utility system five-year CIP and asset replacement schedules will be reviewed in conjunction with conversations with City Staff. The objective of such a review is to gain an understanding of the types of projects scheduled; the timing associated with such projects, associated expenditure requirements and the sources of funding each project. Examining the impacts on the financial objectives of the water and sewer utilities, as well as capital projects associated with rehabilitation and replacement of existing facilities, will be a key objective of not only this task but the entire project. The results of the financial plan will also help the City to prioritize projects identified within the CIP.

Task 2.2.2 – Develop Capital Needs Plan. Based on the findings made in the previous task and the Projected Operating Results described in Task 2.1.5, a plan will be developed to provide for the anticipated capital expenditure activities, including debt issuances, relative to the CIP. Such a plan will include consideration for the use of restricted and unrestricted funds, surplus operating reserves, capital recovery fees, and future rate adjustments. The analysis will also develop a projection of reserve fund balances and level of liquidity.



Task 2.2.3 – Capital Projects Model. The CIP will drive the future funding options and will directly impact rates. Therefore, the rate analysis will incorporate the City’s current five-year CIP. The rate model will have the ability to run various CIP funding scenarios and quickly show the estimated impact on utility rates.

Provide a system performance report and meter evaluation to determine Non-Revenue Water Loss and Recovery and how this will impact costs and rates. Provide cost scenarios for new equipment, system requirements, energy and water savings.

Since we are not serving as the financial/municipal advisor to the City for this project, we will rely on information relative to proposed debt or financing structures provided by the City or its designated financial/municipal advisor.

Task 2.3 – Cost-of-Service Allocations

Allocation of Revenue Requirements
Water System



Task 2.3.1 – Functional Cost Allocations. The analysis will allocate the Test Year revenue requirement (i.e., costs of providing service) to the various cost/rate components that constitute functional classifications of the types of service provided. The functional cost allocations will evaluate such aspects as fixed costs, customer related costs and volumetric/usage related costs. The evaluation of allocation factors associated with applicable costs will be based on existing rate structures applied by the City, meter size, rate structures applied by other comparable utility systems in the region, common industry practice and standard rate-making principals.

Allocation of Revenue Requirements
Wastewater System



Task 2.3.2 – Determination of Revenue Adequacy. Comparisons of revenues under the existing water and sewer rates with the allocated costs of service will be evaluated in order to determine the degree of cost recovery by the various cost components, and to identify areas that may possibly require adjustments to align the revenues from each rate component with the allocated costs.

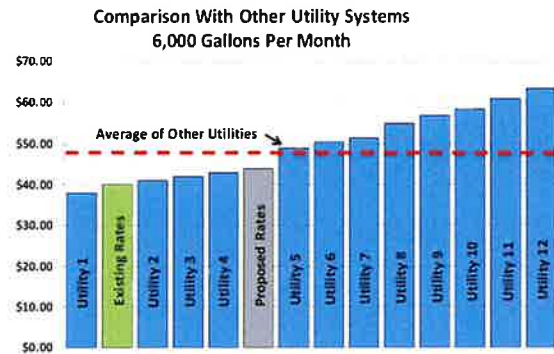
Task 2.4 – Rate Analysis and Design

Task 2.4.1 – Evaluation of Existing Rate Structures. The existing rate structures will be further evaluated for their effectiveness in equitably recovering costs of utility service from each customer class. The City's current rate structure will be evaluated, and recommendations will be made for potential modifications to the current rates.

As part of the rate design process, Willdan will discuss with departmental staff the current trends and philosophies in utility rate-making. Based on these discussions, the analysis will develop and recommend a rate design and philosophy that best meets the objectives of the City. The analysis model will be developed in a dynamic manner allowing the City to compare alternative annual incremental/phasing adjustments to achieve funding goals. Basic standards for rate design accepted by the industry are:

- **Full Cost Recovery** – rate revenue should provide sufficient income so that, when combined with other sources of funds, funding requirements for the system are covered including, all current long-term liabilities, debt obligations and future expansion-related and R&R-related capital needed to replace aging and infrastructure.
- **Fairness and Equity** – based on cost responsibility as reflected in cost-of-service allocations, in accordance with industry standards.
- **Technically Defensible** – apply industry proven standards and methodologies to help shield the City from potential legal challenges associated with the proposed utility rates.
- **Resource Conservation** – under conditions of scarcity, the pricing of water as a commodity should promote voluntary conservation, discourage unnecessary service use and extend the availability of supply.
- **Administrative Efficiency** – rates should be understandable to customers and efficiently administered by staff.
- **Customer Acceptance** – customers understand the rates, view them as fair, and consider them to be reasonable compared to other costs and other utilities.
- **Public Health and Welfare** – rates are structured so that essential service usage is encouraged through affordability.

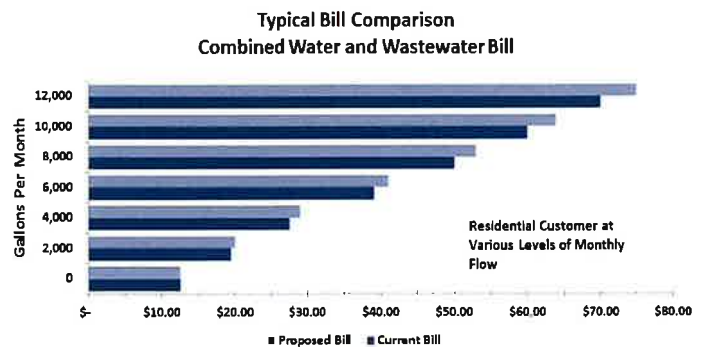
Task 2.4.2 – Rate Structure Alternatives. The rate model will be developed in a dynamic manner such that the Willdan Team and City Staff will be able to analyze “what if” scenarios detailing the financial impacts under each scenario utilizing an iterative dashboard view. Baseline rate structures will be recommended as required to fund the utility systems and consider annual inflationary indexed adjustments to rates as needed to maintain each utility. We will coordinate with City Staff to ensure suggested rate structures are compatible with the City’s utility billing software.



requirements, prudent management practices, and/or sound capital financing considerations.

Task 2.4.4 – Typical Bill Comparison. Comparisons of typical utility bills under the existing and proposed rates will be developed for each customer class under various levels of usage. The selected customer class usage levels will reflect the results of the billing analysis to better demonstrate rate impacts on typical customer accounts in each class.

Task 2.4.5 – Neighboring Utility Comparison. A comparison will be prepared to assess the difference between existing and proposed rates of the City with those of other comparable municipal utility systems.



Solid Waste Rate Study

The following section outlines the work tasks that will be executed to conduct the solid waste rate study. It is understood that the City’s solid waste program is outsourced to Pena’s Disposal Inc. and their franchise agreement is valid through June 30, 2025.

Task 3.1 – Develop Revenue Requirements

The first task in conducting the solid waste cost of service analysis will be the development of the annual revenue requirements. This represents the total revenue that the Disposal Enterprise Fund will need to recover during the year to fund expenses associated with the provision of services. Willdan will work with City Staff to select a one-year period that reflects typical operations. We will then review financial data and work with City Staff to make adjustments to costs in order to be representative of a typical year. Willdan will work with staff to project changes in costs due to inflation, salary increases, new equipment, new customers, etc. The result will be a five-year revenue requirement forecast.

Task 3.2 – Allocate Costs to Service Categories

Following the development of the revenue requirements, Willdan will assign and allocate costs to various service categories. The service categories represent the primary services provided by the Disposal Enterprise Fund.

Willdan will also identify and analyze direct costs within the solid waste utility's adopted budget. The intent is to capture overhead, personnel, administrative and operational costs to ensure that applicable costs of service are being fully accounted for and are allocated amongst the customer classes in a fair and equitable manner.

Task 3.3 – Allocate Costs to Customer Classes

Once the allocation of costs has been identified by overall service categories, Willdan will group the service categories based upon the customer classes that will recover each category's costs.

Task 3.4 – Determination of Billing Units

Willdan will identify the appropriate billing units for each customer class, incorporating existing policies and formulas as appropriate, to ensure the updated rates provide sufficient cost recovery and follow the cost-of-service principles of Proposition 218. Since the City's disposal fund also maintains the street sweeping and alley maintenance programs, the recommended rate structure will ensure these programs remain viable.

Preparation of Reports and Proposition 218 Notices

Task 4.1 – Reports and Deliverables

Task 4.1.1 – Preliminary Draft Report. A draft report will be developed to address study findings and proposed recommendations. Contents will also include assumptions relied upon for the projection of customers and usage characteristics, revenue requirements, revenues, operating results, the cost recovery profile for each class, the results of the fully allocated cost of service analyses and any proposed adjustments to the utility rates. Upon completion, an electronic PDF copy and ten copies of the draft report will be provided to staff for review. The report and presentations will also include a comparison of the City's current and proposed water and sewer rates with five other public agencies.

Task 4.1.2 – Final Report. Based on comments received from staff and other participants during the presentation of the Preliminary Draft Report, the Final Report will be revised to incorporate the agreed upon changes. Upon completion, an electronic PDF copy and ten copies of the Final Rate Study Report, as well as the dashboard model spreadsheet will be provided to the City.

Task 4.2 – Proposition 218 Notice Preparation and Mailing

Task 4.2.1 – Proposition 218 Notices. Based on our over 25-year history with Proposition 218 compliance, we will assist with the drafting of the notices that will explain:

- The purpose of the rates;
- The reason for the increases;
- How the rates are structured;
- The date, time, and place of the public hearing; and
- Details on what constitutes the existence of a majority protest, as it relates to the implementation of a new/increased utility rate structure.

Task 4.2.2 – Proposition 218 Notice Processing. We will develop the materials, create a parcel database of properties subject to the new proposed rates, and coordinate the printing and mailing of the materials in conjunction with a mailing house that we typically work with on these types of projects. The additional cost for these services is estimated at \$.75 per parcel and includes direct costs associated with the mailing. ***Our cost proposal does not include these direct costs. They will be billed directly to the City at the time of the mailing once the actual costs are known.***

Communicating Results - Presentations & Meetings

Task 5.1 – Meetings and Presentations

Task 5.1.1 – Project Kick-Off. As detailed in Task 1.2, a kick-off conference call will be scheduled with City Staff at the start of the project to discuss project requirements, finalize project scheduling/milestones and reporting requirements, and receive overall project direction. This discussion will provide the opportunity to review current utility rates, fees, charges, issues and deficiencies with staff.

Task 5.1.2 – Project Progress Web Conferences. During the project, and prior to meetings with the City Council, team web conferences will be scheduled to present the progression of the analysis to staff in order to obtain input and feedback associated with any rate adjustments that may be presented. These web meetings will assist in the completion of rate design for the utility systems and guide the development of the draft report.

Task 5.1.3 – Public Outreach. As necessary, we will work with City Staff to develop a public outreach strategy, should communications beyond the Proposition 218 notice be required. If requested, we will attend up to three (3) public outreach meeting.

Task 5.1.3 – Draft Financial Plan Meeting. The results of the Preliminary Financial Plan and Revenue Requirements will be presented to staff for comment, feedback and direction.

Task 5.1.4 – Draft Study/Final Report Meetings/Public Hearing. The draft report will be reviewed with City Staff to discuss findings and recommendations, gather feedback and address questions, then presented to the City Council.

The results of the Final Report will be presented to the City Council during two (2) public City Council meetings, including the Public Hearing required by Proposition 218. Willdan's project manager will be present to address any questions or concerns raised during the public hearings.

Please note, meetings may need to be conducted remotely using video collaboration software and/or conference calls depending on the public health mandates then in effect due to COVID-19.

Project Disclaimer

The City of Dinuba further represents, acknowledges, and agrees that:

- (i) The City uses the services of one or more municipal advisors registered with the U.S. Securities and Exchange Commission ("SEC") to advise it in connection with municipal financial products and the issuance of municipal securities;
- (ii) The City is not looking to Willdan to provide, and City shall not otherwise request or require Willdan to provide, any advice or recommendations with respect to municipal financial products or the issuance of municipal securities (including any advice or recommendations with respect to the structure, timing, terms, and other similar matters concerning such financial products or issues);
- (iii) The provisions of this proposal and the services to be provided hereunder as outlined in the scope of services are not intended (and shall not be construed) to constitute or include any municipal advisory services within the meaning of Section 15B of the U.S. Securities Exchange Act of 1934, as amended (the "Exchange Act"), and the rules and regulations adopted thereunder;
- (iv) For the avoidance of doubt and without limiting the foregoing, in connection with any revenue projections, cash-flow analyses, feasibility studies and/or other analyses Willdan may provide the City with respect to financial, economic or other matters relating to a prospective, new or existing issuance of municipal securities of the City, (A) any such projections, studies and analyses shall be based upon assumptions, opinions or views (including, without limitation, any assumptions related to revenue growth) established by the City, in conjunction with such of its municipal, financial, legal and other advisers as it deems appropriate; and (B) under no circumstances shall

EXHIBIT "B"

COMPENSATION

Project Budget

Based on our work plan provided in the scope of services, we propose a **not-to-exceed fixed fee of \$68,785**. The table below provides a breakdown of this fee by task and project team member.

City of Dinuba Water, Sewer and Solid Waste Utility Rate Study							
Cost Proposal							
	C. Fisher Principal- in-Charge	J. McGarvey Proj Mgr & QA/QC	K. Burnett Lead Project Consultant	M. Cronan Analytical Support	Total		
	\$250	\$210	\$165	\$110	Hours		Cost
Scope of Work							
Project Initiation							
Task 1.1 - Data Collection & Review	-	2.0	10.0	16.0	28.0	\$	3,830
Task 1.2 - Kick-off Meeting & Planning Discussion	1.0	1.0	1.0	1.0	4.0		735
Water and Sewer Rate Study							
Task 2.1 - Financial Plan, Requirements & Determinants	8.0	4.0	22.0	66.0	100.0		13,730
Task 2.2 - Capital Plan Analysis	2.0	2.0	4.0	8.0	16.0		2,460
Task 2.3 - Cost-of-Service Allocations	4.0	3.0	8.0	18.0	33.0		4,930
Task 2.4 - Rate Analysis & Design	6.0	3.0	16.0	24.0	49.0		7,410
Solid Waste Rate Study							
Task 3.1 - Develop Revenue Requirements	1.0	4.0	8.0	20.0	33.0		4,610
Task 3.2 - Allocate Costs to Service Categories	1.0	2.0	8.0	16.0	27.0		3,750
Task 3.3 - Allocate Costs to Customer Classes	1.0	3.0	6.0	14.0	24.0		3,410
Task 3.4 - Determination of Billing Units	1.0	2.0	8.0	12.0	23.0		3,310
Preparation of Reports and Proposition 218 Notices							
Task 4.1 - Reports & Deliverables	6.0	4.0	16.0	40.0	66.0		9,380
Task 4.2 - Proposition 218 Notice Preparation & Mailing	8.0	1.0	4.0	8.0	21.0		3,750
Communicating Results - Presentations & Meetings							
Task 5.1 - Meetings & Presentations	12.0	3.0	14.0	14.0	43.0		7,480
Total Cost Proposal	51.0	34.0	125.0	257.0	467.0	\$	68,785

Proposition 218 Fees

The fixed fee does not include direct costs associated with the printing, processing and mailing of Proposition 218 notices. We will bill the City for these at our cost, plus ten percent (10%), based on actual quotes provided by our mailing house. These costs are estimated at 0.75 cents per mailed piece.

Notes

- The City will be invoiced on a monthly percentage-completion basis.
- Invoices will include a description of services, as well as a summary of costs to date by task.
- Willdan will rely on the validity and accuracy of the City's data and documentation to complete our analysis. Willdan will rely on the data as being accurate without performing an independent verification of accuracy, and that we will not be responsible for any errors that result from inaccurate data provided by the client or a third party.
- The City shall reimburse Willdan for any costs incurred to respond to the legal process of any governmental agency relating to the City or relating to this project. Examples of expenses include without limitation, copying costs, digitizing costs, travel expenses, employee time and attorneys' fees. Reimbursement shall be at Willdan's rates in effect at the time of such response.

EXHIBIT "C"

INSURANCE

- A. Insurance Requirements. CONSULTANT shall provide and maintain insurance, acceptable to the City Manager or City Attorney, in full force and effect throughout the term of this AGREEMENT, against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by CONSULTANT, its agents, representatives or employees. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII. CONSULTANT shall provide the following scope and limits of insurance:
- a. Workers' compensation insurance with statutory limits, and employer's liability insurance with limits of not less than \$500,000 per accident.
 - b. Comprehensive general liability insurance with a combined single limit of not less than \$500,000 per occurrence covering injury to or death of any person or persons, and with limits of not less than \$500,000 per occurrence covering property damage. Such insurance shall 1) name the City of Dinuba, its appointed and elected officials, officers, employees and agents as insured; and 2) contain an endorsement that this insurance may not be canceled or reduced until thirty (30) days after the City Manager has received notice of such cancellation or reduction.
 - c. Comprehensive automobile liability insurance with a combined single limit of not less than \$500,000 covering per occurrence covering injury to or death of any person or persons, and with limits of not less than \$500,000 per occurrence covering property damage. Such insurance shall 1) name the City of Dinuba, its appointed and elected officials, officers, employees and agents as insured; and 2) contain an endorsement that this insurance may not be canceled or reduced until thirty (30) days after the City Manager shall have received notice of such cancellation or reduction.
- B. Insurance policies required by this AGREEMENT shall contain the following provisions:
- a. All Policies: Each insurance policy required by this paragraph shall be endorsed and state that the coverage shall not be suspended, voided, cancelled by the insurer or either party to this AGREEMENT, reduced in coverage or in limits except after 30 days' prior written notice by Certified mail, return receipt requested, has been given to George Avila, Business Manager, 405 E. El Monte Way, Dinuba, CA 93618.
 - b. Workers' Compensation and Employer's Liability Coverage: Unless the City Manager otherwise agrees in writing, the insurer shall agree to waive all rights of

subrogation against CITY, and its respective elected and appointed officers, officials, employees and agents for losses arising from work performed by CONSULTANT.

- c. General Liability and Automobile Liability Coverages:
 - i. CITY, and its respective elected and appointed officers, officials, and employees and volunteers are to be covered as additional insureds as respects: liability arising out of activities CONSULTANT performs; products and completed operations of CONSULTANT; premises owned, occupied or used by CONSULTANT; or automobiles owned, leased, hired or borrowed by CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to CITY, and their respective elected and appointed officers, officials, or employees.
 - ii. CONSULTANT'S insurance coverage shall be primary insurance with respect to CITY, and its respective elected and appointed, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by CITY, and its respective elected and appointed officers, officials, employees or volunteers, shall apply in excess of, and not contribute with, CONSULTANT'S insurance.
 - iii. CONSULTANT'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

C. Other provisions:

- a. Any failure to comply with the reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to CITY, and its respective elected and appointed officers, officials, employees or volunteers.
- b. CONSULTANT agrees to deposit with CITY, at or before the effective date of this contract, certificates of insurance necessary to satisfy CITY that the insurance provisions of this contract have been complied with. The City Attorney may require that CONSULTANT furnish CITY with copies of original endorsements effecting coverage required by this Section. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. CITY reserves the right to inspect complete, certified copies of all required insurance policies, at any time.
- c. CONSULTANT shall furnish certificates and endorsements from each subcontractor identical to those CONSULTANT provides.

- d. Any deductibles or self-insured retentions must be declared to and approved by CITY. At the option of CITY, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects CITY or its respective elected or appointed officers, officials, employees and volunteers or the CONSULTANT shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims.
- e. The procuring of such required policy or policies of insurance shall not be construed to limit CONSULTANT'S liability hereunder nor to fulfill the indemnification provisions and requirements of this AGREEMENT.



City Council Staff Report

Department: CITY MANAGER'S OFFICE

December 14, 2021

To: Mayor and City Council

From: David Yanez, City Attorney

Subject: Resolution No. 2021-56 Authorizing Participation in National Prescription Opiate Litigation Settlement Funds (DY)

RECOMMENDATION

Council to adopt Resolution No. 2021-56 authorizing City Manager to execute two settlement participation forms for the City of Dinuba to be eligible to receive an allocation of settlement proceeds from litigation against Opioid drug manufacturer Janssen and three Opioid distributors.

EXECUTIVE SUMMARY

The California Department of Justice has requested the City of Dinuba to sign onto two settlement agreements as the result of litigation brought by states and local political subdivisions against Opioid drug manufacturer Janssen and three Opioid distributors for their role in contributing to the national opioid epidemic. The settlement agreements include a release of claims against the Opioid distributors and manufacturers. The deadline for eligible cities to join these settlements is January 2, 2022, thus Council approval is now required.

OUTSTANDING ISSUES

The two settlement participation forms need to be executed by an authorized representative of the City (the City Manager) and submitted to the California Department of Justice by January 2, 2022. The City Attorney and City Manager are working together to complete this submission

DISCUSSION

On Wednesday, July 21, 2021, the National Prescription Opiate Litigation MDL Plaintiffs' Executive Committee, several State Attorneys General, and four major

defendants announced agreement on terms of proposed nationwide settlements to resolve all Opioids litigation brought by states and local political subdivisions against the three largest pharmaceutical distributors: McKesson, Cardinal Health and AmerisourceBergen (“Distributors”), and manufacturer Janssen Pharmaceuticals, Inc. and its parent company Johnson & Johnson (collectively, “J&J”). These settlements, if agreed and adopted, will provide substantial funds to states and subdivisions for abatement of the Opioids epidemic across the country and will impose transformative changes in the way the settling defendants conduct their business.

As part of the proposed settlement, California stands to receive a maximum of nearly \$2.34 billion if all California local governments sign on and eligible political subdivisions (i.e., cities) may elect to participate in either the Distributor Settlement or the Janssen Settlement, or in both. California expects to receive up to 9.92% of the national settlement funds. The amount California ultimately receives will depend on how many states and eligible cities and counties join the Settlements. The amounts that California may receive will be divided into three funds: 1) State fund 15%; 2) CA Subdivision Fund 15%; and 3) CA Abatement Accounts Fund 70%. Subdivisions that join can expect to receive their abatement percentage share of the CA Abatement Accounts Fund as provided in Appendix 1 to the Proposed California State-Subdivision Agreement. California may receive up to \$1.8 billion from the Distributors Settlement and \$423 million from the Janssen Settlement. The Distributors will make their payments over the course of 18 years, while Janssen will make payments over the course of 9 years.

More information can be found at the California Attorney General’s webpage at <https://oag.ca.gov/opioids> and at <https://nationalopioidsettlement.com/>.

FISCAL IMPACT

According to Settlement Agreement, the City of Dinuba’s monetary allocation will be 0.0116929% of California’s Abatement Accounts Funds. However, this allocation percentage is only an estimate due to the fact that at this time it is unknown how many local political subdivisions will sign onto the agreement.

PUBLIC HEARING

None required.

ATTACHMENTS:

A. Resolution No. 2021-56 Authorizing Participation in Opioid Settlement

Attachment "A"
RESOLUTION NO. 2021-56
A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF DINUBA

Authorization to Execute Participation Forms for City of Dinuba to be Eligible to
Receive Settlement Funds from National Opioid Litigation

WHEREAS, for many years the Opioid epidemic has been a public health crisis in the United States of America which has exacted a staggering toll on the lives and wellbeing of millions of its people and communities; and

WHEREAS, states and local governments sued the major distributors and manufacturer of prescription Opioid drugs in federal court to seek compensation for the significant costs borne by local governments due to drug abuse in the community and their subsequent abatement and response efforts; and

WHEREAS, on July 21, 2021, a national settlement was agreed upon between the states and local governments and the distributors and manufacturers of Opioid drugs wherein the State of California will be receiving up to \$2.34 Billion dollars, a portion of which the City of Dinuba is eligible; and

WHEREAS, the California Office of the Attorney General has requested that California cities and local political subdivisions sign onto the settlement agreements by executing participation forms which will qualify them to receive a percentage of the settlement funds destined to the State of California; and

WHEREAS, the City of Dinuba has expended resources, funds, and time to responding to the problem of prescription drug overdoses and would benefit from an allocation of these settlement funds.

NOW, THEREFORE, BE IT RESOLVED, that the Council Authorizes:

1. The City Manager to execute the participation forms for the aforementioned Opioid Settlement Agreements; and
2. that the City Manager take whatever other necessary actions may be required to receive the allocated funds from the National Opioid Settlements.

PASSED and ADOPTED this 14th day of December, 2021 by the following vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

Mayor

ATTEST:

Linda Barkley, City Clerk



City Council Staff Report

Department: FINANCE SERVICES

December 14, 2021

To: Mayor and City Council

From: Karina Solis, Administrative Services Director

By: Maria Alaniz, Human Resources Manager

Subject: Warrant Register November 5, 12, 19 & 26; December 3, 2021 (KS)

RECOMMENDATION

Council to review and approve the warrant register as presented.

EXECUTIVE SUMMARY

None.

OUTSTANDING ISSUES

None.

DISCUSSION

None.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

WR 11.05.2021
WR 11.12.2021
WR 11.19.2021
WR 11.26.2021
WR 12.03.2021



Accounts Payable Invoice Report

Payment Date Range 11/01/21 - 11/05/21
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1776 - A&M Consulting Engineers									
INV9302021	Truck Route Analysis	Paid by Check #33383		10/05/2021	11/05/2021	11/05/2021		11/05/2021	4,980.52
		Vendor 1776 - A&M Consulting Engineers Totals				Invoices	1		<u>\$4,980.52</u>
Vendor 1143 - AAA Quality Services, Inc.									
00317004	Fy 21/22-Parks-Portable potty rental/clng for Centennial park	Paid by Check #33384		10/23/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	254.13
00317005	Fy 21/22-Parks-Potty rental/service @ Nebraska park	Paid by Check #33384		10/23/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	276.13
		Vendor 1143 - AAA Quality Services, Inc. Totals				Invoices	2		<u>\$530.26</u>
Vendor 372 - Aecom USA, Inc.									
2000549865	DINUBA 2020 UWMP OCTOBER	Paid by Check #33385		10/15/2021	11/05/2021	11/05/2021		11/05/2021	8,985.00
		Vendor 372 - Aecom USA, Inc. Totals				Invoices	1		<u>\$8,985.00</u>
Vendor 351 - Anthem Blue Cross									
103230859I	Ramirez 010W01865	Paid by Check #33386		10/06/2021	11/05/2021	11/05/2021		11/05/2021	79.90
000206546409	Hartley 925M97595	Paid by Check #33387		10/07/2021	11/05/2021	11/05/2021		11/05/2021	222.72
000206559984	Ramirez 992W01856	Paid by Check #33388		10/07/2021	11/05/2021	11/05/2021		11/05/2021	179.95
000614559E	Miscellaneous	Paid by Check #33389		10/14/2021	11/05/2021	11/05/2021		11/05/2021	590.43
		Vendor 351 - Anthem Blue Cross Totals				Invoices	4		<u>\$1,073.00</u>
Vendor 21 - Aramark Uniform Services Inc.									
503000398251	Fy 21/22-Parks-Uniform services for week of 10/20/2021	Paid by Check #33390		10/20/2021	11/05/2021	11/05/2021	10/21/2021	11/05/2021	40.97
503000402676	Fy 21/22-Parks-Uniform services for week of 10/27/2021	Paid by Check #33390		10/27/2021	11/05/2021	11/05/2021	10/28/2021	11/05/2021	44.01
		Vendor 21 - Aramark Uniform Services Inc. Totals				Invoices	2		<u>\$84.98</u>
Vendor 17 - AT&T									
939105474410/21	PARKS	Paid by Check #33391		10/11/2021	11/05/2021	11/05/2021		11/05/2021	345.90
		Vendor 17 - AT&T Totals				Invoices	1		<u>\$345.90</u>
Vendor 289 - AT&T Mobility LLC									
2870151847341021	October 2021	Paid by Check #33392		10/16/2021	11/05/2021	11/05/2021		11/05/2021	88.24
2872932128681021	PW	Paid by Check #33393		10/16/2021	11/05/2021	11/05/2021		11/05/2021	283.35
		Vendor 289 - AT&T Mobility LLC Totals				Invoices	2		<u>\$371.59</u>
Vendor 65 - Banner Pest Control									
202896	PD - Removal of Pigeons - Downtown	Paid by Check #33394		10/05/2021	11/05/2021	11/05/2021		11/05/2021	75.00
203146	PD - Removal of Pigeons - Downtown	Paid by Check #33394		10/19/2021	11/05/2021	11/05/2021		11/05/2021	75.00
		Vendor 65 - Banner Pest Control Totals				Invoices	2		<u>\$150.00</u>
Vendor 195 - Battery Systems Inc.									



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7075689	STREETS SUPPLIES	Paid by Check #33395		10/20/2021	11/05/2021	11/05/2021		11/05/2021	757.36
7075834	STREET SUPPLIES	Paid by Check #33395		10/20/2021	11/05/2021	11/05/2021		11/05/2021	926.91
Vendor 195 - Battery Systems Inc. Totals									\$1,684.27
Vendor 105 - Best Uniforms									
42870	PD - Replaced Inv #42834 (Wrong Year Listed) - Jaime Zuniga	Paid by Check #33396		11/01/2021	11/05/2021	11/05/2021		11/05/2021	100.00
Vendor 105 - Best Uniforms Totals									\$100.00
Vendor 116 - BSK Analytical Laboratories									
AE24043	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33397		10/26/2021	11/05/2021	11/05/2021		11/05/2021	152.00
AE24209	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33397		10/27/2021	11/05/2021	11/05/2021		11/05/2021	133.00
AE24213	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33397		10/27/2021	11/05/2021	11/05/2021		11/05/2021	74.00
AE24344	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33397		10/29/2021	11/05/2021	11/05/2021		11/05/2021	152.00
Vendor 116 - BSK Analytical Laboratories Totals									\$511.00
Vendor 74 - Buddy's Trophies & Advertising Spec.									
32768	Fy 21/22-Sports Programs-Soccer trophies for 2021 season	Paid by Check #33398		10/22/2021	11/05/2021	11/05/2021	10/27/2021	11/05/2021	2,223.29
Vendor 74 - Buddy's Trophies & Advertising Spec. Totals									\$2,223.29
Vendor 151 - California Rural Water Association									
CRWA 2022	MEMBERSHIP RENEWAL 12/21-12/22	Paid by Check #33399		10/25/2021	11/05/2021	11/05/2021		11/05/2021	1,367.00
Vendor 151 - California Rural Water Association Totals									\$1,367.00
Vendor 8 - City of Dinuba									
PettyCash 1021	Petty Cash 10/21 FD	Paid by Check #33400		10/25/2021	11/05/2021	11/05/2021		11/05/2021	244.37
Vendor 8 - City of Dinuba Totals									\$244.37
Vendor 923 - City of Tulare									
Training	Espino, Chastain, Greco	Paid by Check #33401		11/02/2021	11/05/2021	11/05/2021		11/05/2021	750.00
Vendor 923 - City of Tulare Totals									\$750.00
Vendor 170 - Comcast									
0191269 10/22/21	201 N URUAPAN WAY	Paid by Check #33403		10/22/2021	11/05/2021	11/05/2021		11/05/2021	284.57
0136611 10/26/21	PD - 11/01/2021 - 11/30/2021 Billing Charges	Paid by Check #33402		10/26/2021	11/05/2021	11/05/2021		11/05/2021	54.25
Vendor 170 - Comcast Totals									\$338.82
Vendor 3 - Culligan Water									



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176968	WATER SALT PALLET	Paid by Check #33404		10/31/2021	11/05/2021	11/05/2021		11/05/2021	615.20
177288	PORTABLE EXCHANGE TANK, 1 HIC SERVICE, DI RENTAL - WWTP	Paid by Check #33404		10/31/2021	11/05/2021	11/05/2021		11/05/2021	74.00
177522	PORTABLE EXCHANGE TANK - PW	Paid by Check #33404		10/31/2021	11/05/2021	11/05/2021		11/05/2021	77.00
Vendor 3 - Culligan Water Totals						Invoices	3		\$766.20
Vendor 1759 - Davis Demographics									
21579	2020 CENSUS	Paid by Check #33405		10/25/2021	11/05/2021	11/05/2021		11/05/2021	7,125.00
Vendor 1759 - Davis Demographics Totals						Invoices	1		\$7,125.00
Vendor 30 - Dinuba Chamber of Commerce									
06011260	PD - LNTC Class Tuition - John Jobe	Paid by Check #33406		10/26/2021	11/05/2021	11/05/2021		11/05/2021	850.00
Vendor 30 - Dinuba Chamber of Commerce Totals						Invoices	1		\$850.00
Vendor 309 - Elbert Distributing									
PI0042619	FLEET SUPPLIES	Paid by Check #33407		10/19/2021	11/05/2021	11/05/2021		11/05/2021	135.05
Vendor 309 - Elbert Distributing Totals						Invoices	1		\$135.05
Vendor 280 - Entersect									
1021EP31191	PD - October 2021 Service	Paid by Check #33408		10/31/2021	11/05/2021	11/05/2021		11/05/2021	100.00
Vendor 280 - Entersect Totals						Invoices	1		\$100.00
Vendor 16 - Ernest Packaging Solutions									
90452960	Fy 21/22-Parks-Janitorial supplies for city parks/restrooms	Paid by Check #33409		10/20/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	329.76
Vendor 16 - Ernest Packaging Solutions Totals						Invoices	1		\$329.76
Vendor 36 - Ewing Irrigation Products									
15474405	Fy 21/22-Parks- Rotator,dimension,pesticide	Paid by Check #33410		10/21/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	340.47
Vendor 36 - Ewing Irrigation Products Totals						Invoices	1		\$340.47
Vendor 442 - Fastenal Company									
CAREE47453	SUPPLIES FOR WWTP	Paid by Check #33411		09/28/2021	11/05/2021	11/05/2021		11/05/2021	553.20
Vendor 442 - Fastenal Company Totals						Invoices	1		\$553.20
Vendor 1518 - Formation Environmental, LLC									
6606	Formation Environmental Wellfield Project	Paid by Check #33412		10/03/2021	11/05/2021	11/05/2021		11/05/2021	64,068.50
Vendor 1518 - Formation Environmental, LLC Totals						Invoices	1		\$64,068.50
Vendor 171 - Fruit Growers Supply Co.									



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92260947	Fy 21/22-Parks- Blade,sleeve,washer,screw,hex,ca rburator	Paid by Check #33413		10/12/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	195.04
92263230	Fy 21/222-Parks-Labor fees	Paid by Check #33413		10/25/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	135.00
		Vendor 171 - Fruit Growers Supply Co. Totals				Invoices	2		\$330.04
Vendor 712 - GLS US									
4565504	POSTAGE	Paid by Check #33414		10/15/2021	11/05/2021	11/05/2021		11/05/2021	33.17
		Vendor 712 - GLS US Totals				Invoices	1		\$33.17
Vendor 1588 - Jonathan Gonzalez									
Ed. Reimb 11/21	Educational Reimbursement	Paid by Check #33415		10/28/2021	11/05/2021	11/05/2021		11/05/2021	1,000.00
		Vendor 1588 - Jonathan Gonzalez Totals				Invoices	1		\$1,000.00
Vendor 1150 - Hoffman Security									
545932	DSC - Security Monitoring	Paid by Check #33416		10/20/2021	11/05/2021	11/05/2021		11/05/2021	105.00
		Vendor 1150 - Hoffman Security Totals				Invoices	1		\$105.00
Vendor 5 - Jorgensen & Co.									
59522358	Fy 20/21-Credit Memo from order date on 6/30/21	Paid by Check #33417		06/30/2021	11/05/2021	11/05/2021	08/20/2021	11/05/2021	(67.81)
5959297	Fy 21/22-Parks-Instrument calibration	Paid by Check #33417		08/13/2021	11/05/2021	11/05/2021	10/18/2021	11/05/2021	75.00
5970605	SUPPLIES FOR FIRST AID KIT	Paid by Check #33417		10/20/2021	11/05/2021	11/05/2021		11/05/2021	143.30
		Vendor 5 - Jorgensen & Co. Totals				Invoices	3		\$150.49
Vendor 785 - Judicial Council of California									
54A Q1FY21	SHARED COST DINUBA COURTHOUSE	Paid by Check #33418		10/15/2021	11/05/2021	11/05/2021		11/05/2021	318.84
		Vendor 785 - Judicial Council of California Totals				Invoices	1		\$318.84
Vendor 1747 - KRC Safety Co Inc									
51337	Fy 21/22-Sports Prog-Soccer supplies for soccer season 2021	Paid by Check #33419		08/12/2021	11/05/2021	11/05/2021	10/25/2021	11/05/2021	46.66
52272	Fy 21/22-Parks-Stop/Slow paddle	Paid by Check #33419		10/21/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	86.95
		Vendor 1747 - KRC Safety Co Inc Totals				Invoices	2		\$133.61
Vendor 449 - Les Schwab Tire Centers of Central California									
55100265458	BUS14	Paid by Check #33420		10/25/2021	11/05/2021	11/05/2021		11/05/2021	466.28
		Vendor 449 - Les Schwab Tire Centers of Central California Totals				Invoices	1		\$466.28
Vendor 89 - Liebert Cassidy Whitmore									
205440	Legal Services (lawyers)	Paid by Check #33421		09/30/2021	11/05/2021	11/05/2021		11/05/2021	152.00
205442	Legal Services (lawyers)	Paid by Check #33421		09/30/2021	11/05/2021	11/05/2021		11/05/2021	266.00
205443	Legal Services (lawyers)	Paid by Check #33421		09/30/2021	11/05/2021	11/05/2021		11/05/2021	418.00



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Vendor 89 - Liebert Cassidy Whitmore Totals									Invoices 3 \$836.00
Vendor 682 - Jose Lopez									
Ontario 10/21	JOSE LOPEZ JR - CALBO EDUCATION WEEK	Paid by Check #33422		10/14/2021	11/05/2021	11/05/2021		11/05/2021	223.00
Vendor 682 - Jose Lopez Totals									Invoices 1 \$223.00
Vendor 1723 - Matson Alarm Co, Inc.									
2273017	Fy 21/22-Sportsplex-Fire & burglar monit srvc @ sportsplex	Paid by Check #33423		11/01/2021	11/05/2021	11/05/2021	10/28/2021	11/05/2021	90.00
Vendor 1723 - Matson Alarm Co, Inc. Totals									Invoices 1 \$90.00
Vendor 1181 - McCormick, Kabot, Jenner & Lew									
13521	GENERAL	Paid by Check #33424		09/25/2021	11/05/2021	11/05/2021		11/05/2021	4,037.28
13522	RETAINER	Paid by Check #33424		09/25/2021	11/05/2021	11/05/2021		11/05/2021	3,300.00
Vendor 1181 - McCormick, Kabot, Jenner & Lew Totals									Invoices 2 \$7,337.28
Vendor 160 - Mid Valley Publishing Inc.									
0324143-IN	Printing	Paid by Check #33425		09/30/2021	11/05/2021	11/05/2021		11/05/2021	84.50
0324145-IN	Fy 21/22-Parks-Grounds Maint I worker ad for parks dept	Paid by Check #33425		09/30/2021	11/05/2021	11/05/2021	10/25/2021	11/05/2021	67.60
Vendor 160 - Mid Valley Publishing Inc. Totals									Invoices 2 \$152.10
Vendor 22 - Moore Twining Associates Inc.									
1375038	WATER SAMPLE TESTING WWTP - IN HOUSE	Paid by Check #33426		10/21/2021	11/05/2021	11/05/2021		11/05/2021	226.00
1375039	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33426		10/21/2021	11/05/2021	11/05/2021		11/05/2021	88.00
1375197	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33426		10/22/2021	11/05/2021	11/05/2021		11/05/2021	88.00
1375362	WATER SAMPLE TESTING WWTP - IN HOUSE	Paid by Check #33426		10/26/2021	11/05/2021	11/05/2021		11/05/2021	115.00
1375365	BIOSOLIDS MONITORING	Paid by Check #33426		10/26/2021	11/05/2021	11/05/2021		11/05/2021	1,265.00
1375384	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33426		10/27/2021	11/05/2021	11/05/2021		11/05/2021	88.00
1375410	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33426		10/27/2021	11/05/2021	11/05/2021		11/05/2021	88.00
Vendor 22 - Moore Twining Associates Inc. Totals									Invoices 7 \$1,958.00
Vendor 392 - O'Reilly Auto Parts									
3641-414889	Vehicles	Paid by Check #33427		09/30/2021	11/05/2021	11/05/2021		11/05/2021	42.12
3641-414913	Vehicles	Paid by Check #33427		09/30/2021	11/05/2021	11/05/2021		11/05/2021	10.84
3641-415712	Vehicles	Paid by Check #33427		10/04/2021	11/05/2021	11/05/2021		11/05/2021	259.03
3641-415722	Vehicles	Paid by Check #33427		10/04/2021	11/05/2021	11/05/2021		11/05/2021	9.57
3641-416148	Vehicles	Paid by Check #33427		10/06/2021	11/05/2021	11/05/2021		11/05/2021	14.09
3641-416573	Vehicles	Paid by Check #33427		10/08/2021	11/05/2021	11/05/2021		11/05/2021	373.94



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3641-416607	Vehicles	Paid by Check #33427		10/08/2021	11/05/2021	11/05/2021		11/05/2021	186.97
3641-417234	Vehicles	Paid by Check #33427		10/11/2021	11/05/2021	11/05/2021		11/05/2021	(259.03)
3641-417274	Vehicles	Paid by Check #33427		10/11/2021	11/05/2021	11/05/2021		11/05/2021	253.71
3641-417400	Vehicles	Paid by Check #33427		10/12/2021	11/05/2021	11/05/2021		11/05/2021	37.23
3641-417412	Vehicles	Paid by Check #33427		10/12/2021	11/05/2021	11/05/2021		11/05/2021	39.45
3641-417484	Vehicles	Paid by Check #33427		10/12/2021	11/05/2021	11/05/2021		11/05/2021	27.43
3641-417804	Vehicles	Paid by Check #33427		10/14/2021	11/05/2021	11/05/2021		11/05/2021	54.53
3641-417989	Vehicles	Paid by Check #33427		10/15/2021	11/05/2021	11/05/2021		11/05/2021	15.63
3641-418076	Vehicles	Paid by Check #33427		10/15/2021	11/05/2021	11/05/2021		11/05/2021	56.22
3641-418797	Vehicles	Paid by Check #33427		10/18/2021	11/05/2021	11/05/2021		11/05/2021	2,344.50
3641-418819	Vehicles	Paid by Check #33427		10/19/2021	11/05/2021	11/05/2021		11/05/2021	(1,074.85)
3641-418896	Vehicles	Paid by Check #33427		10/19/2021	11/05/2021	11/05/2021		11/05/2021	27.60
3641-419028	Vehicles	Paid by Check #33427		10/20/2021	11/05/2021	11/05/2021		11/05/2021	32.33
3641-419068	Vehicles	Paid by Check #33427		10/20/2021	11/05/2021	11/05/2021		11/05/2021	23.86
3641-419070	Vehicles	Paid by Check #33427		10/20/2021	11/05/2021	11/05/2021		11/05/2021	416.44
3641-419109	Vehicles	Paid by Check #33427		10/20/2021	11/05/2021	11/05/2021		11/05/2021	186.70
3641-419210	Vehicles	Paid by Check #33427		10/21/2021	11/05/2021	11/05/2021		11/05/2021	10.88
3641-419253	Vehicles	Paid by Check #33427		10/21/2021	11/05/2021	11/05/2021		11/05/2021	43.36
3641-419255	Vehicles	Paid by Check #33427		10/21/2021	11/05/2021	11/05/2021		11/05/2021	21.68
3641-419480	Vehicles	Paid by Check #33427		10/22/2021	11/05/2021	11/05/2021		11/05/2021	24.76
EB15558131	Vehicles	Paid by Check #33427		10/22/2021	11/05/2021	11/05/2021		11/05/2021	(8.77)
3641-420104	Vehicles	Paid by Check #33427		10/25/2021	11/05/2021	11/05/2021		11/05/2021	27.60
3641-420318	Vehicles	Paid by Check #33427		10/26/2021	11/05/2021	11/05/2021		11/05/2021	47.73
3641-420400	Vehicles	Paid by Check #33427		10/26/2021	11/05/2021	11/05/2021		11/05/2021	31.16
3641-420589	Vehicles	Paid by Check #33427		10/27/2021	11/05/2021	11/05/2021		11/05/2021	90.14
			Vendor	392 - O'Reilly Auto Parts Totals			Invoices	31	\$3,366.85
Vendor 142 - Office Depot BSD									
204730091001	Office Supplies	Paid by Check #33428		10/15/2021	11/05/2021	11/05/2021		11/05/2021	413.64
203462522001	Fy 21/22-Sportsplex-Fill-in erasable calendar	Paid by Check #33428		10/07/2021	11/05/2021	11/05/2021	10/20/2021	11/05/2021	38.62
203462524001	Fy 21/22-YS-Cardstock paper	Paid by Check #33428		10/07/2021	11/05/2021	11/05/2021	10/22/2021	11/05/2021	208.81
194233492001	PD - Invoice #193844030001 Credit / Digital Recorder	Paid by Check #33428		10/01/2021	11/05/2021	11/05/2021		11/05/2021	(33.03)
204713507001	PD - Supplies	Paid by Check #33428		10/15/2021	11/05/2021	11/05/2021		11/05/2021	464.85
205259348001	Office Supplies - Office Depot	Paid by Check #33428		10/20/2021	11/05/2021	11/05/2021		11/05/2021	73.48
			Vendor	142 - Office Depot BSD Totals			Invoices	6	\$1,166.37
Vendor 1773 - Pace Supply Corp.									
197122203-4	WATER DEPT SUPPLIES	Paid by Check #33429		10/14/2021	11/05/2021	11/05/2021		11/05/2021	1,845.91
197198317	WATER DEPT SUPPLIES	Paid by Check #33429		10/14/2021	11/05/2021	11/05/2021		11/05/2021	1,131.44
197199473	WATER DEPT SUPPLIES	Paid by Check #33429		10/14/2021	11/05/2021	11/05/2021		11/05/2021	957.27
197201945	WATER DEPT SUPPLIES	Paid by Check #33429		10/14/2021	11/05/2021	11/05/2021		11/05/2021	495.35



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197183250	WATER DEPT SUPPLIES	Paid by Check #33429		10/15/2021	11/05/2021	11/05/2021		11/05/2021	1,897.25
197198317-1	WATER DEPT SUPPLIES	Paid by Check #33429		10/19/2021	11/05/2021	11/05/2021		11/05/2021	301.35
197183250-1	WATER DEPT SUPPLIES	Paid by Check #33429		10/20/2021	11/05/2021	11/05/2021		11/05/2021	234.23
Vendor			1773 - Pace Supply Corp. Totals			Invoices		7	\$6,862.80
Vendor 76 - Pacific Gas & Electric									
6183054474010/21	Utilities	Paid by Check #33431		10/15/2021	11/05/2021	11/05/2021		11/05/2021	4,177.76
3166578419010/21	3007 W KAMM AVE	Paid by Check #33430		10/19/2021	11/05/2021	11/05/2021		11/05/2021	23.81
2257627333210/21	425 S ALTA AVE	Paid by Check #33447		10/05/2021	11/05/2021	11/05/2021		11/05/2021	11.98
9459141832510/21	W/COLLEGE N/MARSHALL	Paid by Check #33440		10/11/2021	11/05/2021	11/05/2021		11/05/2021	10.21
2946520700810/21	PARKS	Paid by Check #33445		10/12/2021	11/05/2021	11/05/2021		11/05/2021	145.93
7314274871110/21	PARKS	Paid by Check #33439		10/12/2021	11/05/2021	11/05/2021		11/05/2021	3,555.51
1557710974510/21	1851 E KAMM AVE	Paid by Check #33437		10/13/2021	11/05/2021	11/05/2021		11/05/2021	2,129.25
8319024072710/21	PARKS	Paid by Check #33441		10/13/2021	11/05/2021	11/05/2021		11/05/2021	24.68
4323390246910/21	VENTURA AND O ST	Paid by Check #33442		10/15/2021	11/05/2021	11/05/2021		11/05/2021	62.26
6021181187610/21	201 N URUAPAN WAY	Paid by Check #33438		10/15/2021	11/05/2021	11/05/2021		11/05/2021	2,158.70
8543598174210/21	PARKS	Paid by Check #33446		10/15/2021	11/05/2021	11/05/2021		11/05/2021	202.39
9018373735310/21	SAGINAW	Paid by Check #33443		10/15/2021	11/05/2021	11/05/2021		11/05/2021	907.51
9196176758810/21	SIERRA WAY BUENA VISTA	Paid by Check #33444		10/15/2021	11/05/2021	11/05/2021		11/05/2021	69.31
2459149581710/21	PW	Paid by Check #33434		10/04/2021	11/05/2021	11/05/2021		11/05/2021	23,026.41
0008050055-6	2099 W SIERRA WAY B	Paid by Check #33433		10/15/2021	11/05/2021	11/05/2021		11/05/2021	103.28
0915078178010/21	PW	Paid by Check #33432		10/15/2021	11/05/2021	11/05/2021		11/05/2021	1,127.14
7232679737910/21	PW	Paid by Check #33435		10/15/2021	11/05/2021	11/05/2021		11/05/2021	13,705.88
8866956432510/21	PW	Paid by Check #33436		10/19/2021	11/05/2021	11/05/2021		11/05/2021	1,306.84
Vendor			76 - Pacific Gas & Electric Totals			Invoices		18	\$52,748.85
Vendor 7 - Pena's Disposal Services									
619034	Fy 21/22-Parks-Disposal service for Vuich park	Paid by Check #33448		10/18/2021	11/05/2021	11/05/2021	10/21/2021	11/05/2021	1,400.79
619040	Cust No. 01-153360 - SWEEPER DIRT, DISPOSAL TRAILERS	Paid by Check #33448		10/18/2021	11/05/2021	11/05/2021		11/05/2021	1,745.92
Vendor			7 - Pena's Disposal Services Totals			Invoices		2	\$3,146.71
Vendor 275 - Proforce Marketing Inc.									
465585	PD - Supplies	Paid by Check #33449		10/29/2021	11/05/2021	11/05/2021		11/05/2021	169.07
Vendor			275 - Proforce Marketing Inc. Totals			Invoices		1	\$169.07
Vendor 1583 - Joel Ramirez									
11221 ONTARIO	HOTEL STAY REIMBURSEMENT - BOLA TRAINING, ONTARIO CA	Paid by Check #33450		11/02/2021	11/05/2021	11/05/2021		11/05/2021	887.94
Vendor			1583 - Joel Ramirez Totals			Invoices		1	\$887.94
Vendor 1311 - Cristian Ramos									
Reim. ACLS 2021	Reimbursement	Paid by Check #33451		11/01/2021	11/05/2021	11/05/2021		11/05/2021	144.00



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Vendor 1311 - Cristian Ramos Totals						Invoices	1		\$144.00
Vendor 1779 - RIX Industries									
60638	Supplies	Paid by Check #33452		02/04/2021	11/05/2021	11/05/2021		11/05/2021	873.40
Vendor 1779 - RIX Industries Totals						Invoices	1		\$873.40
Vendor 1707 - RRM Design Group									
2415-01-0921A	Dinuba Focused GP Leap-01 & 05	Paid by Check #33453		10/20/2021	11/05/2021	11/05/2021		11/05/2021	8,967.50
2415-01-921B	Dinuba Focused GP SB2-Task 07 October	Paid by Check #33453		10/20/2021	11/05/2021	11/05/2021		11/05/2021	1,200.00
Vendor 1707 - RRM Design Group Totals						Invoices	2		\$10,167.50
Vendor 42 - Scout Specialties									
149831	Fy 21/22-Sports Prog-Striping paint for soccer fields	Paid by Check #33454		10/15/2021	11/05/2021	11/05/2021	10/20/2021	11/05/2021	95.05
150008	Fy 21/22-Parks-6 eyesaline eyewash	Paid by Check #33454		10/21/2021	11/05/2021	11/05/2021	11/01/2021	11/05/2021	65.03
149985	FOOD GRADE BRAIDED HOSE	Paid by Check #33454		10/21/2021	11/05/2021	11/05/2021		11/05/2021	6.94
Vendor 42 - Scout Specialties Totals						Invoices	3		\$167.02
Vendor 1777 - Shur-Tite Products									
15997	STREETS SUPPLIES	Paid by Check #33455		09/02/2021	11/05/2021	11/05/2021		11/05/2021	4,718.40
Vendor 1777 - Shur-Tite Products Totals						Invoices	1		\$4,718.40
Vendor 247 - State Center Community College District									
16266875-76	PD - Mental Health Awareness Training - M. Lopez & E. Saldivar	Paid by Check #33456		09/15/2021	11/05/2021	11/05/2021		11/05/2021	9.20
16308529	PD - Interview & Interrogation Training - Keri Babcock	Paid by Check #33456		10/19/2021	11/05/2021	11/05/2021		11/05/2021	73.00
Vendor 247 - State Center Community College District Totals						Invoices	2		\$82.20
Vendor 121 - State of California									
5400170 2021	Fy 21/22-SE-3rd reporting quarter for Farmer's Mkt 7/1-9/30	Paid by Check #33457		09/30/2021	11/05/2021	11/05/2021	10/25/2021	11/05/2021	14.00
Vendor 121 - State of California Totals						Invoices	1		\$14.00
Vendor 214 - Stericycle, Inc.									
3005753765	November 2021	Paid by Check #33458		11/01/2021	11/05/2021	11/05/2021		11/05/2021	136.46
Vendor 214 - Stericycle, Inc. Totals						Invoices	1		\$136.46
Vendor 301 - T&T Pavement Markings and Products, Inc.									
2021418	T&T Pavement Markings	Paid by Check #33459		11/01/2021	11/05/2021	11/05/2021		11/05/2021	34,462.00
Vendor 301 - T&T Pavement Markings and Products, Inc. Totals						Invoices	1		\$34,462.00
Vendor 189 - Terminix International									
413413119	405 E EL MONTE WAY	Paid by Check #33460		10/05/2021	11/05/2021	11/05/2021		11/05/2021	63.00



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413260668	PD - Pest Control Service	Paid by Check #33460		10/15/2021	11/05/2021	11/05/2021		11/05/2021	60.00
Vendor 189 - Terminix International Totals									Invoices 2
									\$123.00
Vendor 1633 - Toyota Industries Commercial Finance, Inc.									
4003300962	LITTER VACUUM LEASE PAYMENT	Paid by Check #33461		10/14/2021	11/05/2021	11/05/2021		11/05/2021	950.73
Vendor 1633 - Toyota Industries Commercial Finance, Inc. Totals									Invoices 1
									\$950.73
Vendor 1762 - Trihydro Corporation									
0170124	SENTINEL WELL MONITORING - SEPTEMBER 2021	Paid by Check #33462		10/25/2021	11/05/2021	11/05/2021		11/05/2021	2,026.41
Vendor 1762 - Trihydro Corporation Totals									Invoices 1
									\$2,026.41
Vendor 49 - Tulare County									
18714	PD - Engraved Retirement Plaque - Jaime Lopez	Paid by Check #33463		10/28/2021	11/05/2021	11/05/2021		11/05/2021	61.96
Vendor 49 - Tulare County Totals									Invoices 1
									\$61.96
Vendor 286 - Valley Uniform Center									
26586-1	Calvillo	Paid by Check #33464		09/29/2021	11/05/2021	11/05/2021		11/05/2021	401.42
Vendor 286 - Valley Uniform Center Totals									Invoices 1
									\$401.42
Vendor 1434 - Vast Networks									
31538	Internet	Paid by Check #33465		11/01/2021	11/05/2021	11/05/2021		11/05/2021	4,554.07
Vendor 1434 - Vast Networks Totals									Invoices 1
									\$4,554.07
Vendor 354 - Verizon Wireless									
9890648555	Fy 21/22-Dept cell phone bill	Paid by Check #33467		10/14/2021	11/05/2021	11/05/2021	10/25/2021	11/05/2021	940.09
9890648554	ADMIN PHONE CHARGES	Paid by Check #33466		10/14/2021	11/05/2021	11/05/2021		11/05/2021	262.90
Vendor 354 - Verizon Wireless Totals									Invoices 2
									\$1,202.99
Vendor 14 - W & E Electric									
2107118	REPULL BAD WIRES AT POND	Paid by Check #33468		07/22/2021	11/05/2021	11/05/2021		11/05/2021	1,066.91
2107117	CATWALK - CLARIFIER 1	Paid by Check #33468		07/23/2021	11/05/2021	11/05/2021		11/05/2021	788.03
2109024	REPULL BAD WIRE BETWEEN CHRISTY BOXES - CLARIFIER 1	Paid by Check #33468		09/10/2021	11/05/2021	11/05/2021		11/05/2021	100.00
Vendor 14 - W & E Electric Totals									Invoices 3
									\$1,954.94
Vendor 1382 - XiO, Inc.									
201209027	MONTHLY PAYMENT FOR PHASE II	Paid by Check #33469		11/01/2021	11/05/2021	11/05/2021		11/05/2021	1,967.79
Vendor 1382 - XiO, Inc. Totals									Invoices 1
									\$1,967.79

Vendor **Richard Scott**



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Ref. FireMed	Firedmed Refund - Double Payment	Paid by Check #33470		11/01/2021	11/05/2021	11/05/2021		11/05/2021	65.00
			Vendor Richard Scott Totals			Invoices	1		\$65.00
Vendor SUNRUN INSTALLATION 136.90	REFUND FOR CANCELLED PERMIT	Paid by Check #33471		10/28/2021	11/05/2021	11/05/2021		11/05/2021	136.90
			Vendor SUNRUN INSTALLATION Totals			Invoices	1		\$136.90
Vendor WOODSIDE 06N,LP Woodside10-29-21	PERMIT FEES REFUND	Paid by Check #33472		10/29/2021	11/05/2021	11/05/2021		11/05/2021	1,216.50
			Vendor WOODSIDE 06N,LP Totals			Invoices	1		\$1,216.50
			Grand Totals			Invoices	162		\$244,917.27



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Vendor 1776 - A&M Consulting Engineers									
INV9602021	A&M Consulting Serv	Paid by Check #33482		11/03/2021	11/12/2021	11/12/2021		11/12/2021	5,860.52
		Vendor 1776 - A&M Consulting Engineers Totals				Invoices	1		<u>\$5,860.52</u>
Vendor 263 - Advantek Benefit Administrators									
2111 0011	Miscellaneous	Paid by Check #33483		10/25/2011	11/12/2021	11/12/2021		11/12/2021	67,723.95
10/22/2021	Miscellaneous	Paid by Check #33483		10/22/2021	11/12/2021	11/12/2021		11/12/2021	25,888.32
10/29/2021	Miscellaneous	Paid by Check #33483		10/29/2021	11/12/2021	11/12/2021		11/12/2021	100,578.71
		Vendor 263 - Advantek Benefit Administrators Totals				Invoices	3		<u>\$194,190.98</u>
Vendor 1599 - Adventist Health Toxicology									
1534	PD - Screening	Paid by Check #33484		11/01/2021	11/12/2021	11/12/2021		11/12/2021	1,313.00
		Vendor 1599 - Adventist Health Toxicology Totals				Invoices	1		<u>\$1,313.00</u>
Vendor 1264 - American Ambulance of Visalia									
Tck #A254303	Chiqueta Bolden	Paid by Check #33485		10/15/2021	11/12/2021	11/12/2021		11/12/2021	396.60
		Vendor 1264 - American Ambulance of Visalia Totals				Invoices	1		<u>\$396.60</u>
Vendor 20 - Ameritas Life Insurance									
11/1-11/30/21	010-007745-00000	Paid by Check #33486		10/15/2021	11/12/2021	11/12/2021		11/12/2021	20,685.04
11-1-21-11-30-21	Miscellaneous	Paid by Check #33486		10/15/2021	11/12/2021	11/12/2021		11/12/2021	20,685.04
		Vendor 20 - Ameritas Life Insurance Totals				Invoices	2		<u>\$41,370.08</u>
Vendor 21 - Aramark Uniform Services Inc.									
503000346169	Fy 21/22-Uniform services for 8/4/21	Paid by Check #33487		08/04/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	27.55
503000356002	Fy 21/22-Parks-Uniform services for week of 8/18/2021	Paid by Check #33487		08/18/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	33.68
503000379086	Fy 21/22-Parks-Uniform services for week of 09/22/2021	Paid by Check #33487		09/22/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	38.63
		Vendor 21 - Aramark Uniform Services Inc. Totals				Invoices	3		<u>\$99.86</u>
Vendor 17 - AT&T									
559596064910/21	PW	Paid by Check #33488		10/26/2021	11/12/2021	11/12/2021		11/12/2021	1,511.01
		Vendor 17 - AT&T Totals				Invoices	1		<u>\$1,511.01</u>
Vendor 1044 - AutoZone, Inc.									
2833491621	REPAIR PARTS FOR DS 2	Paid by Check #33489		10/28/2021	11/12/2021	11/12/2021		11/12/2021	23.20
		Vendor 1044 - AutoZone, Inc. Totals				Invoices	1		<u>\$23.20</u>
Vendor 105 - Best Uniforms									
42872	PD - Body Armor / Reynaldo Vela	Paid by Check #33490		11/04/2021	11/12/2021	11/12/2021		11/12/2021	1,056.41
		Vendor 105 - Best Uniforms Totals				Invoices	1		<u>\$1,056.41</u>
Vendor 725 - CDW Government									



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M444398	PART FOR ELVA'S COMPUTER	Paid by Check #33491		10/20/2021	11/12/2021	11/12/2021			143.62
Vendor 725 - CDW Government Totals									\$143.62
Vendor 381 - Cen Cal Distributing Inc.									
270154	Contractual	Paid by Check #33492		10/01/2021	11/12/2021	11/12/2021		11/12/2021	3.50
270155	Contractual	Paid by Check #33492		10/14/2021	11/12/2021	11/12/2021		11/12/2021	45.00
Vendor 381 - Cen Cal Distributing Inc. Totals									\$48.50
Vendor 44 - Central Valley Lock & Safe									
59056	CASH DRAWER KEYS	Paid by Check #33493		10/24/2021	11/12/2021	11/12/2021		11/12/2021	251.95
Vendor 44 - Central Valley Lock & Safe Totals									\$251.95
Vendor 333 - Cintas Corporation No. 2									
4097998081	Contractual	Paid by Check #33494		10/06/2021	11/12/2021	11/12/2021		11/12/2021	170.54
4097998101	Contractual	Paid by Check #33494		10/06/2021	11/12/2021	11/12/2021		11/12/2021	23.56
4097998110	Contractual	Paid by Check #33494		10/06/2021	11/12/2021	11/12/2021		11/12/2021	193.81
4097998143	Contractual	Paid by Check #33494		10/06/2021	11/12/2021	11/12/2021		11/12/2021	84.78
4097998146	Contractual	Paid by Check #33494		10/06/2021	11/12/2021	11/12/2021		11/12/2021	281.03
4097998148	Contractual	Paid by Check #33494		10/06/2021	11/12/2021	11/12/2021		11/12/2021	248.11
4098627660	Contractual	Paid by Check #33494		10/13/2021	11/12/2021	11/12/2021		11/12/2021	147.17
4098627746	Contractual	Paid by Check #33494		10/13/2021	11/12/2021	11/12/2021		11/12/2021	263.94
4098627850	Contractual	Paid by Check #33494		10/13/2021	11/12/2021	11/12/2021		11/12/2021	173.91
4099349158	Contractual	Paid by Check #33494		10/20/2021	11/12/2021	11/12/2021		11/12/2021	23.56
4099349239	Contractual	Paid by Check #33494		10/20/2021	11/12/2021	11/12/2021		11/12/2021	85.27
4099349284	Contractual	Paid by Check #33494		10/20/2021	11/12/2021	11/12/2021		11/12/2021	218.12
4099349292	Contractual	Paid by Check #33494		10/20/2021	11/12/2021	11/12/2021		11/12/2021	299.48
4099349312	Contractual	Paid by Check #33494		10/20/2021	11/12/2021	11/12/2021		11/12/2021	360.36
4099349343	Contractual	Paid by Check #33494		10/20/2021	11/12/2021	11/12/2021		11/12/2021	174.07
4099999650	Contractual	Paid by Check #33494		10/27/2021	11/12/2021	11/12/2021		11/12/2021	169.08
4099999674	Contractual	Paid by Check #33494		10/27/2021	11/12/2021	11/12/2021		11/12/2021	263.94
4098137669	Contractual	Paid by Check #33494		10/07/2021	11/12/2021	11/12/2021		11/12/2021	102.28
4098797144	Contractual	Paid by Check #33494		10/14/2021	11/12/2021	11/12/2021		11/12/2021	102.28
4099494984	Contractual	Paid by Check #33494		10/21/2021	11/12/2021	11/12/2021		11/12/2021	102.28
4100154366	Contractual	Paid by Check #33494		10/28/2021	11/12/2021	11/12/2021		11/12/2021	102.28
4099999773	PD - Janitorial Supplies	Paid by Check #33494		10/27/2021	11/12/2021	11/12/2021		11/12/2021	52.85
4098137686	PW	Paid by Check #33494		10/07/2021	11/12/2021	11/12/2021		11/12/2021	126.86
4098137700	PW	Paid by Check #33494		10/07/2021	11/12/2021	11/12/2021		11/12/2021	549.54
4098797080	PW	Paid by Check #33494		10/14/2021	11/12/2021	11/12/2021		11/12/2021	126.86
4098797215	PW	Paid by Check #33494		10/14/2021	11/12/2021	11/12/2021		11/12/2021	730.88
4099495000	PW	Paid by Check #33494		10/21/2021	11/12/2021	11/12/2021		11/12/2021	549.54
4099495023	PW	Paid by Check #33494		10/21/2021	11/12/2021	11/12/2021		11/12/2021	127.19
4099999751	Contractual	Paid by Check #33494		10/27/2021	11/12/2021	11/12/2021		11/12/2021	253.87
1902524923	Contractual	Paid by Check #33494		10/28/2021	11/12/2021	11/12/2021		11/12/2021	285.66



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1902525537	PW	Paid by Check #33494		10/28/2021	11/12/2021	11/12/2021		11/12/2021	288.98
4100154423	PW	Paid by Check #33494		10/28/2021	11/12/2021	11/12/2021		11/12/2021	126.86
4100154513	PW	Paid by Check #33494		10/28/2021	11/12/2021	11/12/2021		11/12/2021	732.35
Vendor 333 - Cintas Corporation No. 2 Totals									
						Invoices	33		\$7,541.29
Vendor 1419 - Collins & Schoettler Planning Consultant, Inc.									
1232	Collins Schoettler Planning Support	Paid by Check #33495		11/02/2021	11/12/2021	11/12/2021		11/12/2021	5,855.00
Vendor 1419 - Collins & Schoettler Planning Consultant, Inc. Totals									
						Invoices	1		\$5,855.00
Vendor 170 - Comcast									
0002177 10/27/21	1390 E ELIZABETH WAY	Paid by Check #33496		10/27/2021	11/12/2021	11/12/2021		11/12/2021	88.60
0181138 10/27/21	180 W MERCED ST	Paid by Check #33497		10/27/2021	11/12/2021	11/12/2021		11/12/2021	485.42
Vendor 170 - Comcast Totals									
						Invoices	2		\$574.02
Vendor 3 - Culligan Water									
177053	Service	Paid by Check #33498		10/31/2021	11/12/2021	11/12/2021		11/12/2021	299.73
Vendor 3 - Culligan Water Totals									
						Invoices	1		\$299.73
Vendor 1582 - Dell Financial Services LLC									
81069960	server	Paid by Check #33499		10/30/2021	11/12/2021	11/12/2021		11/12/2021	2,947.71
Vendor 1582 - Dell Financial Services LLC Totals									
						Invoices	1		\$2,947.71
Vendor 720 - Dell Marketing L.P.									
10527299065	PK-UPS SYSTEM/WW-BATTERY BACK UP	Paid by Check #33500		10/21/2021	11/12/2021	11/12/2021		11/12/2021	320.49
Vendor 720 - Dell Marketing L.P. Totals									
						Invoices	1		\$320.49
Vendor 77 - Department of Justice									
543864	PD / October 2021 - Fingerprints Service	Paid by Check #33501		11/03/2021	11/12/2021	11/12/2021		11/12/2021	530.00
Vendor 77 - Department of Justice Totals									
						Invoices	1		\$530.00
Vendor 200 - Dinuba Unified School District									
1702	DSC Senior Lunches - Oct. 2021	Paid by Check #33502		11/05/2021	11/12/2021	11/12/2021		11/12/2021	5,280.00
Vendor 200 - Dinuba Unified School District Totals									
						Invoices	1		\$5,280.00
Vendor 1506 - Enterprise FM Trust									
FBN4332607	Fy 21/22-Parks/L&L-Leased truck payments	Paid by Check #33503		11/04/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	1,802.72
FBN4332575	PD - (3) Malibus & (2) Durangos Lease	Paid by Check #33503		11/04/2021	11/12/2021	11/12/2021		11/12/2021	2,836.04
FBN4332556	ENTERPRISE - FLEET LEASE PAYMENT	Paid by Check #33503		11/04/2021	11/12/2021	11/12/2021		11/12/2021	6,848.84
Vendor 1506 - Enterprise FM Trust Totals									
						Invoices	3		\$11,487.60



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Vendor 1591 - Environment Control									
14534-299	ENVIRONMENT - JANITORIAL SERVICE, NOVEMBER 2021	Paid by Check #33504		11/01/2021	11/12/2021	11/12/2021		11/12/2021	10,597.32
		Vendor 1591 - Environment Control Totals				Invoices	1		\$10,597.32
Vendor 171 - Fruit Growers Supply Co.									
92263307	SAND BAGS	Paid by Check #33505		10/25/2021	11/12/2021	11/12/2021		11/12/2021	261.11
		Vendor 171 - Fruit Growers Supply Co. Totals				Invoices	1		\$261.11
Vendor 18 - The Gas Company									
1263155600311/21	DSC - Gas 10/4 - 11/3/21	Paid by Check #33506		11/05/2021	11/12/2021	11/12/2021		11/12/2021	138.40
		Vendor 18 - The Gas Company Totals				Invoices	1		\$138.40
Vendor 252 - Geil Enterprises, Inc.									
406026	INTALL NEW LTE-V CELLULAR COMMUNICATOR - CNG STATION	Paid by Check #33507		10/29/2021	11/12/2021	11/12/2021		11/12/2021	370.00
		Vendor 252 - Geil Enterprises, Inc. Totals				Invoices	1		\$370.00
Vendor 1717 - Golden Valley Ace Hardware									
23139	Repairs	Paid by Check #33508		11/04/2021	11/12/2021	11/12/2021		11/12/2021	41.54
		Vendor 1717 - Golden Valley Ace Hardware Totals				Invoices	1		\$41.54
Vendor 174 - Howard's Pest Control									
100810	493 L St	Paid by Check #33509		11/03/2021	11/12/2021	11/12/2021		11/12/2021	47.00
100807	November 2021	Paid by Check #33509		11/03/2021	11/12/2021	11/12/2021		11/12/2021	83.00
100795	Fy 21/22-Parks-Pest control service for Vuich park	Paid by Check #33509		11/03/2021	11/12/2021	11/12/2021	11/03/2021	11/12/2021	65.00
100804	Fy 21/22-Sportsplex-Pest control service for sportsplex	Paid by Check #33509		11/03/2021	11/12/2021	11/12/2021	11/03/2021	11/12/2021	107.00
100815	Fy 21/22-Parks-KC Park pest control service	Paid by Check #33509		11/03/2021	11/12/2021	11/12/2021	11/03/2021	11/12/2021	36.00
99202	PEST CONTROL SERVICES - WWTP	Paid by Check #33509		09/01/2021	11/12/2021	11/12/2021		11/12/2021	45.00
		Vendor 174 - Howard's Pest Control Totals				Invoices	6		\$383.00
Vendor 1237 - Hub International Insurance Services, Inc.									
0025	Fy 21/22-Hub Insurance for two park rentals in October, 2021	Paid by Check #33510		11/08/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	312.97
		Vendor 1237 - Hub International Insurance Services, Inc. Totals				Invoices	1		\$312.97
Vendor 974 - InfoSend, Inc.									
200967	UTILITY BILLING PRING AND MAIL	Paid by Check #33511		10/29/2021	11/12/2021	11/12/2021		11/12/2021	3,784.03
		Vendor 974 - InfoSend, Inc. Totals				Invoices	1		\$3,784.03
Vendor 969 - Kings River Tractor, Inc.									



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IR12290	REPAIR PART FOR WWRP	Paid by Check #33512		10/18/2021	11/12/2021	11/12/2021		11/12/2021	34.22
IR12293	RETURN CREDIT	Paid by Check #33512		10/18/2021	11/12/2021	11/12/2021		11/12/2021	(762.51)
IR12309	REPAIR PART FOR WWRP 08	Paid by Check #33512		10/19/2021	11/12/2021	11/12/2021		11/12/2021	637.91
IR12340	REPAIR PART FOR WWRP 08	Paid by Check #33512		11/01/2021	11/12/2021	11/12/2021		11/12/2021	357.92
Vendor 969 - Kings River Tractor, Inc. Totals						Invoices	4		\$267.54
Vendor 449 - Les Schwab Tire Centers of Central California									
55100263352	FLAT TIRE REPAIR U 06	Paid by Check #33513		10/01/2021	11/12/2021	11/12/2021		11/12/2021	20.00
Vendor 449 - Les Schwab Tire Centers of Central California Totals						Invoices	1		\$20.00
Vendor 1723 - Matson Alarm Co, Inc.									
2260446	Fy 21/22-Sportsplex-Fire & burglar monit srvc @ sportsplex	Paid by Check #33514		10/01/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	90.00
Vendor 1723 - Matson Alarm Co, Inc. Totals						Invoices	1		\$90.00
Vendor 160 - Mid Valley Publishing Inc.									
0012683 2021	Membership Renewal Dinuba City Hall Human Resources	Paid by Check #33515		10/22/2021	11/12/2021	11/12/2021		11/12/2021	30.00
Vendor 160 - Mid Valley Publishing Inc. Totals						Invoices	1		\$30.00
Vendor 1754 - Navia Benefits Solutions									
10387667	202101 - Sec. 125 Participant Fee	Paid by Check #33516		10/28/2021	11/12/2021	11/12/2021		11/12/2021	348.00
Vendor 1754 - Navia Benefits Solutions Totals						Invoices	1		\$348.00
Vendor 142 - Office Depot BSD									
207655793001	Jho	Paid by Check #33517		10/27/2021	11/12/2021	11/12/2021		11/12/2021	143.15
Vendor 142 - Office Depot BSD Totals						Invoices	1		\$143.15
Vendor 76 - Pacific Gas & Electric									
2337501511410/21	250 Saginaw	Paid by Check #33541		10/29/2021	11/12/2021	11/12/2021		11/12/2021	26.81
7022723403910/21	1480 El Monte	Paid by Check #33542		10/29/2021	11/12/2021	11/12/2021		11/12/2021	217.98
9001498229310.21	405 E El Monte	Paid by Check #33543		10/29/2021	11/12/2021	11/12/2021		11/12/2021	588.27
4979039280410/21	DSC - Electricity 9/28 - 10/26/21	Paid by Check #33518		10/27/2021	11/12/2021	11/12/2021		11/12/2021	819.74
1349716235710/21	Kamm/Green	Paid by Check #33522		10/18/2021	11/12/2021	11/12/2021		11/12/2021	18,633.07
3616571038910/21	2099 Sierra	Paid by Check #33525		10/22/2021	11/12/2021	11/12/2021		11/12/2021	5,115.05
5949665550310/21	6675 Ave 412	Paid by Check #33534		10/25/2021	11/12/2021	11/12/2021		11/12/2021	482,207.59
0375636985010/21	RD 76 & Ave 416	Paid by Check #33519		10/26/2021	11/12/2021	11/12/2021		11/12/2021	94.99
3120184832710/21	7387 Sierra	Paid by Check #33523		10/26/2021	11/12/2021	11/12/2021		11/12/2021	4,677.40
0418167531710/21	RD 72 & Sierra	Paid by Check #33520		10/27/2021	11/12/2021	11/12/2021		11/12/2021	374.82
0584832101310/21	Crawford/Gerald	Paid by Check #33521		10/27/2021	11/12/2021	11/12/2021		11/12/2021	82.81
3230483783710/21	Hayes/Gerald	Paid by Check #33524		10/27/2021	11/12/2021	11/12/2021		11/12/2021	9.53
4592247189610/21	111 Hayes	Paid by Check #33526		10/27/2021	11/12/2021	11/12/2021		11/12/2021	35.13
5883091940110/21	188 N L	Paid by Check #33533		10/27/2021	11/12/2021	11/12/2021		11/12/2021	25.68
8376497226710/21	Newton/Davis	Paid by Check #33538		10/27/2021	11/12/2021	11/12/2021		11/12/2021	129.48



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8968787345810/21	651 Saginaw	Paid by Check #33539		10/27/2021	11/12/2021	11/12/2021		11/12/2021	135.94
9492174922510/21	1315 Euclid	Paid by Check #33540		10/27/2021	11/12/2021	11/12/2021		11/12/2021	9.53
4751971656810/21	Hayes/Edwards	Paid by Check #33527		10/28/2021	11/12/2021	11/12/2021		11/12/2021	29.82
4772157652910/21	Alta/El Monte	Paid by Check #33528		10/28/2021	11/12/2021	11/12/2021		11/12/2021	127.98
4895917202310/21	1286 Euclid	Paid by Check #33529		10/28/2021	11/12/2021	11/12/2021		11/12/2021	9.53
4939694448710/21	110 S College	Paid by Check #33530		10/28/2021	11/12/2021	11/12/2021		11/12/2021	10.65
5355488862710/21	912 N Alta	Paid by Check #33531		10/28/2021	11/12/2021	11/12/2021		11/12/2021	54.86
5657667089910/21	Alice/El Monte	Paid by Check #33532		10/28/2021	11/12/2021	11/12/2021		11/12/2021	71.95
6657667025210/21	Utilities	Paid by Check #33535		10/28/2021	11/12/2021	11/12/2021		11/12/2021	55.07
6744215678110/21	6675 Ave 412	Paid by Check #33536		10/28/2021	11/12/2021	11/12/2021		11/12/2021	3,053.48
8218800681910/21	2099 Sierra	Paid by Check #33537		10/28/2021	11/12/2021	11/12/2021		11/12/2021	3,043.52
			Vendor 76 - Pacific Gas & Electric Totals				Invoices	26	\$519,640.68
Vendor 7 - Pena's Disposal Services									
622780	SOLID MIXED WASTE, YARD WASTE	Paid by Check #33544		11/01/2021	11/12/2021	11/12/2021		11/12/2021	318.88
			Vendor 7 - Pena's Disposal Services Totals				Invoices	1	\$318.88
Vendor 42 - Scout Specialties									
150151	ELECTRICAL SYSTEM TESTER	Paid by Check #33545		10/27/2021	11/12/2021	11/12/2021		11/12/2021	750.80
			Vendor 42 - Scout Specialties Totals				Invoices	1	\$750.80
Vendor 1691 - Silver & Wright LLP									
28551	740 Harvard	Paid by Check #33546		11/01/2021	11/12/2021	11/12/2021		11/12/2021	383.00
			Vendor 1691 - Silver & Wright LLP Totals				Invoices	1	\$383.00
Vendor 1396 - Social Vocational Services, Inc.									
40S2104-IN	Fy 21/22-Parks-Sept, 2021 Grounds maintenance	Paid by Check #33547		09/30/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	1,850.00
40J2104-IN	Fy 21/22-Parks-Oct., 2021 Grounds maintenance	Paid by Check #33547		10/31/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	1,850.00
			Vendor 1396 - Social Vocational Services, Inc. Totals				Invoices	2	\$3,700.00
Vendor 758 - Solenis LLC									
131877652	SOLENIS - POLYMER FOR WWTP	Paid by Check #33548		10/01/2021	11/12/2021	11/12/2021		11/12/2021	5,110.59
			Vendor 758 - Solenis LLC Totals				Invoices	1	\$5,110.59
Vendor 431 - Sparkletts									
9406519 110121	Fy 21/22-Bottled wa & delivery service	Paid by Check #33549		11/01/2021	11/12/2021	11/12/2021	11/02/2021	11/12/2021	68.85
			Vendor 431 - Sparkletts Totals				Invoices	1	\$68.85
Vendor 1447 - Monte Sylvester									
11/01/2021	ANTHEM	Paid by Check #33550		11/01/2021	11/12/2021	11/12/2021		11/12/2021	291.13



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			Vendor 1447 - Monte Sylvester Totals				Invoices	1	\$291.13
Vendor 92 - Target Specialty Products									
INVP500628566	SUPPLIES FOR WWTP	Paid by Check #33551		10/20/2021	11/12/2021	11/12/2021		11/12/2021	533.04
INVP500628576	SUPPLIES FOR WWTP	Paid by Check #33551		10/20/2021	11/12/2021	11/12/2021		11/12/2021	2,059.88
INVP500628578	SUPPLIES FOR WWTP	Paid by Check #33551		10/20/2021	11/12/2021	11/12/2021		11/12/2021	3,506.03
INVP500628579	SUPPLIES FOR WWTP	Paid by Check #33551		10/20/2021	11/12/2021	11/12/2021		11/12/2021	1,877.06
			Vendor 92 - Target Specialty Products Totals				Invoices	4	\$7,976.01
Vendor 189 - Terminix International									
413760079	Fy 21/22-CS-Pest control serv for rec office	Paid by Check #33552		10/08/2021	11/12/2021	11/12/2021	11/08/2021	11/12/2021	74.00
			Vendor 189 - Terminix International Totals				Invoices	1	\$74.00
Vendor 1082 - 3R Construction or The Island Convention Center									
005020	3R Construction Sidewalk	Paid by Check #33553		10/22/2021	11/12/2021	11/12/2021		11/12/2021	14,000.00
			Vendor 1082 - 3R Construction or The Island Convention Center Totals				Invoices	1	\$14,000.00
Vendor 1778 - TKE Engineering									
2021-3040	LRPMP	Paid by Check #33554		10/20/2021	11/12/2021	11/12/2021		11/12/2021	2,492.50
			Vendor 1778 - TKE Engineering Totals				Invoices	1	\$2,492.50
Vendor 717 - TMI Research Services									
CITYOD 21-09-30	Professional Services	Paid by Check #33555		09/30/2021	11/12/2021	11/12/2021		11/12/2021	135.00
			Vendor 717 - TMI Research Services Totals				Invoices	1	\$135.00
Vendor 273 - US Bank									
8693601312144	Fuel	Paid by Check #33557		10/24/2021	11/12/2021	11/12/2021		11/12/2021	5,783.30
6302946	Miscellaneous	Paid by Check #33560		10/25/2021	11/12/2021	11/12/2021		11/12/2021	1,960.00
6303513	Miscellaneous	Paid by Check #33561		10/25/2021	11/12/2021	11/12/2021		11/12/2021	1,375.00
6304267	Measure R	Paid by Check #33559		10/25/2021	11/12/2021	11/12/2021		11/12/2021	1,250.00
456382597	Copy Machine	Paid by Check #33558		10/26/2021	11/12/2021	11/12/2021		11/12/2021	2,463.38
456382571	ACCT# 530029 - PW COPIER CHARGES	Paid by Check #33556		10/26/2021	11/12/2021	11/12/2021		11/12/2021	795.06
			Vendor 273 - US Bank Totals				Invoices	6	\$13,626.74
Vendor 129 - Valley Industrial & Family Medical Group									
441021	Professional Services	Paid by Check #33562		10/04/2021	11/12/2021	11/12/2021		11/12/2021	200.00
			Vendor 129 - Valley Industrial & Family Medical Group Totals				Invoices	1	\$200.00
Vendor 403 - Visalia Times-Delta									
TD0054706 11/21	PD - November 2021 Service	Paid by Check #33563		11/01/2021	11/12/2021	11/12/2021		11/12/2021	33.00
			Vendor 403 - Visalia Times-Delta Totals				Invoices	1	\$33.00
Vendor 820 - Vulcan Materials Company									



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73106288	AGGREGATE & ASPHALT	Paid by Check #33564		10/25/2021	11/12/2021	11/12/2021		11/12/2021	612.61
		Vendor	820 - Vulcan Materials Company	Totals		Invoices	1		\$612.61
Vendor	1067 - Yamabe & Horn Engineering Inc.								
47791	Y&H Commercial Eng Support	Paid by Check #33565		11/02/2021	11/12/2021	11/12/2021		11/12/2021	2,205.00
47800	Y&H Roadway Segment	Paid by Check #33565		11/02/2021	11/12/2021	11/12/2021		11/12/2021	75.00
47801	Y&H Road 74 Street Improv	Paid by Check #33565		11/02/2021	11/12/2021	11/12/2021		11/12/2021	105.00
		Vendor	1067 - Yamabe & Horn Engineering Inc.	Totals		Invoices	3		\$2,385.00
Vendor	209 - Zweigle Septic Service								
36262	Fy 21/22-Parks-Rental of portable potties @ Entertainment Plaza	Paid by Check #33566		11/01/2021	11/12/2021	11/12/2021	11/02/2021	11/12/2021	585.00
		Vendor	209 - Zweigle Septic Service	Totals		Invoices	1		\$585.00
Vendor	Notra Moseley								
Refund	Refund - Duplicate Payment	Paid by Check #33567		11/08/2021	11/12/2021	11/12/2021		11/12/2021	65.00
		Vendor	Notra Moseley	Totals		Invoices	1		\$65.00
		Grand Totals				Invoices	140		\$870,337.42



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Vendor 1284 - Adams Ashby Group, Inc.									
3907	Adams Ashby North Dinuba Griggs	Paid by Check #33568		11/09/2021	11/19/2021	11/19/2021		11/19/2021	3,000.00
3908	Adams Ashby North Dinuba Griggs	Paid by Check #33568		11/09/2021	11/19/2021	11/19/2021		11/19/2021	1,500.00
Vendor 1284 - Adams Ashby Group, Inc. Totals							Invoices	2	\$4,500.00
Vendor 263 - Advantek Benefit Administrators									
11/12/21	Miscellaneous	Paid by Check #33569		11/12/2021	11/19/2021	11/19/2021		11/19/2021	10,838.16
Vendor 263 - Advantek Benefit Administrators Totals							Invoices	1	\$10,838.16
Vendor 372 - Aecom USA, Inc.									
2000559115	PROJECT 60664187 DINUBA 2020 UWMP	Paid by Check #33570		11/11/2021	11/19/2021	11/19/2021		11/19/2021	3,270.00
Vendor 372 - Aecom USA, Inc. Totals							Invoices	1	\$3,270.00
Vendor 1720 - Agee Construction Corporation									
7	Agee Construction North Dinuba Project	Paid by Check #33571		11/12/2021	11/19/2021	11/19/2021		11/19/2021	32,225.60
Vendor 1720 - Agee Construction Corporation Totals							Invoices	1	\$32,225.60
Vendor 1763 - Allied 100, LLC									
2020999	Equipment	Paid by Check #33572		10/22/2021	11/19/2021	11/19/2021		11/19/2021	973.51
2027382	Equipment	Paid by Check #33572		11/02/2021	11/19/2021	11/19/2021		11/19/2021	2,977.15
Vendor 1763 - Allied 100, LLC Totals							Invoices	2	\$3,950.66
Vendor 1058 - Alta District Historical Society, Inc.									
2021/2022	ANNUAL MEMBERSHIP DUES	Paid by Check #33573		11/02/2021	11/19/2021	11/19/2021		11/19/2021	50.00
Vendor 1058 - Alta District Historical Society, Inc. Totals							Invoices	1	\$50.00
Vendor 1229 - Sergio Armando Alvarado									
972021 ALVARADO	PC MEETING SEPTEMBER 7, 2021	Paid by Check #33574		09/07/2021	11/19/2021	11/19/2021		11/19/2021	25.00
1122021 ALVARADO	PC MEETING NOVEMBER 2, 2021	Paid by Check #33574		11/02/2021	11/19/2021	11/19/2021		11/19/2021	25.00
Vendor 1229 - Sergio Armando Alvarado Totals							Invoices	2	\$50.00
Vendor 20 - Ameritas Life Insurance									
11/1/21-11/30/21	010-007745-00000	Paid by Check #33575		10/15/2021	11/19/2021	11/19/2021		11/19/2021	20,685.04
Vendor 20 - Ameritas Life Insurance Totals							Invoices	1	\$20,685.04
Vendor 351 - Anthem Blue Cross									
103458829I	CANALES 530M82834	Paid by Check #33578		11/06/2021	11/19/2021	11/19/2021		11/19/2021	79.90
103462256I	HARMAN 532W04713	Paid by Check #33579		11/06/2021	11/19/2021	11/19/2021		11/19/2021	79.90
000209277723	CANALES 920M82828	Paid by Check #33576		11/07/2021	11/19/2021	11/19/2021		11/19/2021	713.04
000209307695	ROBERTS 210A78781	Paid by Check #33577		11/07/2021	11/19/2021	11/19/2021		11/19/2021	770.88
Vendor 351 - Anthem Blue Cross Totals							Invoices	4	\$1,643.72



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Vendor 21 - Aramark Uniform Services Inc.									
503000412013	Fy 21/22-Parks-Uniform services for week of 11/10/2021	Paid by Check #33580		11/10/2021	11/19/2021	11/19/2021	11/15/2021	11/19/2021	44.01
								Vendor 21 - Aramark Uniform Services Inc. Totals	Invoices 1 \$44.01
Vendor 17 - AT&T									
250127196111/21	Telephone	Paid by Check #33589		11/01/2021	11/19/2021	11/19/2021		11/19/2021	74.80
939105474311/21	Telephone	Paid by Check #33591		11/02/2021	11/19/2021	11/19/2021		11/19/2021	70.16
238451821411/21	Telephone	Paid by Check #33590		11/07/2021	11/19/2021	11/19/2021		11/19/2021	67.70
939105447611/21	Telephone	Paid by Check #33588		11/10/2021	11/19/2021	11/19/2021		11/19/2021	22.52
939105447011/21	11/10/2021	Paid by Check #33582		11/11/2021	11/19/2021	11/19/2021		11/19/2021	22.50
939105447111/21	11/10/2021	Paid by Check #33583		11/11/2021	11/19/2021	11/19/2021		11/19/2021	20.84
939105447911/21	11/10/2021	Paid by Check #33584		11/11/2021	11/19/2021	11/19/2021		11/19/2021	22.50
939105474211/21	11/10/2021	Paid by Check #33585		11/11/2021	11/19/2021	11/19/2021		11/19/2021	108.27
939105447511/21	CS UTILITIES	Paid by Check #33587		11/10/2021	11/19/2021	11/19/2021		11/19/2021	20.88
939106901211/21	SPORTSPLEX	Paid by Check #33586		11/10/2021	11/19/2021	11/19/2021		11/19/2021	63.57
939105446211/21	DSC - Telephone 10/11 - 11/01/2021	Paid by Check #33581		11/11/2021	11/19/2021	11/19/2021		11/19/2021	72.72
								Vendor 17 - AT&T Totals	Invoices 11 \$566.46
Vendor 289 - AT&T Mobility LLC									
2872350721991021	Council	Paid by Check #33592		10/16/2021	11/19/2021	11/19/2021		11/19/2021	71.48
								Vendor 289 - AT&T Mobility LLC Totals	Invoices 1 \$71.48
Vendor 195 - Battery Systems Inc.									
7109602	BATTERIES FOR STREETS	Paid by Check #33593		11/01/2021	11/19/2021	11/19/2021		11/19/2021	796.42
								Vendor 195 - Battery Systems Inc. Totals	Invoices 1 \$796.42
Vendor 376 - BCS Consulting, LLC									
2021128	IT Services Monthly	Paid by Check #33594		11/08/2021	11/19/2021	11/19/2021		11/19/2021	6,200.00
								Vendor 376 - BCS Consulting, LLC Totals	Invoices 1 \$6,200.00
Vendor 1393 - Estevan Benavides									
972021 BENAVIDES	PC MEETING SEPTEMBER 7, 2021	Paid by Check #33595		09/07/2021	11/19/2021	11/19/2021		11/19/2021	25.00
11221 BENAVIDES	PC MEETING NOVEMBER 2, 2021	Paid by Check #33595		11/02/2021	11/19/2021	11/19/2021		11/19/2021	25.00
								Vendor 1393 - Estevan Benavides Totals	Invoices 2 \$50.00
Vendor 105 - Best Uniforms									
42875	PD - Body Amor - Eric Trevino	Paid by Check #33596		11/09/2021	11/19/2021	11/19/2021		11/19/2021	1,056.41
								Vendor 105 - Best Uniforms Totals	Invoices 1 \$1,056.41
Vendor 116 - BSK Analytical Laboratories									
AE24349	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33597		11/03/2021	11/19/2021	11/19/2021		11/19/2021	152.00



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Vendor			116 - BSK Analytical Laboratories Totals			Invoices		1	\$152.00
Vendor 80 - California Business Machines									
284899	PD - Printers Maintenance Fees	Paid by Check #33598		11/10/2021	11/19/2021	11/19/2021		11/19/2021	445.35
Vendor			80 - California Business Machines Totals			Invoices		1	\$445.35
Vendor 94 - California Public Employees Retirement									
10/24-11/06/2021	Payroll 10/24/21-11/06/2021	Paid by EFT #1768		11/12/2021	11/15/2021	11/15/2021		11/15/2021	80,891.49
2022-00000176	31 - 457 - Employee CalPERS \$*	Paid by EFT #1767		11/12/2021	11/15/2021	11/15/2021		11/15/2021	11,224.10
Vendor			94 - California Public Employees Retirement Totals			Invoices		2	\$92,115.59
Vendor 1201 - Alberto Cendejas II									
972021 CENDEJAS	PC MEETING SEPTEMBER 7, 2021	Paid by Check #33599		09/07/2021	11/19/2021	11/19/2021		11/19/2021	25.00
11221 CENDEJAS	PC MEETING NOVEMBER 2, 2021	Paid by Check #33599		11/02/2021	11/19/2021	11/19/2021		11/19/2021	25.00
Vendor			1201 - Alberto Cendejas II Totals			Invoices		2	\$50.00
Vendor 333 - Cintas Corporation No. 2									
4098627824	PD - Janitorial Supplies	Paid by Check #33600		10/13/2021	11/19/2021	11/19/2021		11/19/2021	52.85
4101388379	PD - Janitorial Supplies	Paid by Check #33600		11/10/2021	11/19/2021	11/19/2021		11/19/2021	52.85
Vendor			333 - Cintas Corporation No. 2 Totals			Invoices		2	\$105.70
Vendor 240 - Clean Cut Landscape Management Inc.									
3303	October 2021	Paid by Check #33601		10/31/2021	11/19/2021	11/19/2021		11/19/2021	17,979.00
Vendor			240 - Clean Cut Landscape Management Inc. Totals			Invoices		1	\$17,979.00
Vendor 1419 - Collins & Schoettler Planning Consultant, Inc.									
1233	ZONING ORDINANCE UPDATE- AGENDA FOR KICKOFF MEETING	Paid by Check #33602		11/02/2021	11/19/2021	11/19/2021		11/19/2021	143.75
Vendor			1419 - Collins & Schoettler Planning Consultant, Inc. Totals			Invoices		1	\$143.75
Vendor 170 - Comcast									
0135597 11/02/21	405 E El Monte Way	Paid by Check #33604		11/02/2021	11/19/2021	11/19/2021		11/19/2021	69.40
0160181 11/7/21	1088 E KAMM AVE	Paid by Check #33603		11/07/2021	11/19/2021	11/19/2021		11/19/2021	32.12
Vendor			170 - Comcast Totals			Invoices		2	\$101.52
Vendor 910 - Timothy S. Conklin									
972021 CONKLIN	PC MEETING SEPTEMBER 7, 2021	Paid by Check #33605		09/07/2021	11/19/2021	11/19/2021		11/19/2021	25.00
11221 CONKLIN	PC MEETING NOVEMBER 2, 2021	Paid by Check #33605		11/02/2021	11/19/2021	11/19/2021		11/19/2021	25.00
Vendor			910 - Timothy S. Conklin Totals			Invoices		2	\$50.00
Vendor 1473 - Country View Nursery									
3691	Fy 21/22-L&L-Six crapemyrtle trees	Paid by Check #33606		11/02/2021	11/19/2021	11/19/2021	11/15/2021	11/19/2021	389.70
Vendor			1473 - Country View Nursery Totals			Invoices		1	\$389.70
Vendor 1460 - David Volz Design Landscape Architects, Inc.									



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422157	RIDGE CREEK PEDESTRIAN BIKE TRAIL	Paid by Check #33607		10/25/2021	11/19/2021	11/19/2021		11/19/2021	9,700.00
Vendor 1460 - David Volz Design Landscape Architects, Inc. Totals								Invoices 1	\$9,700.00
Vendor 720 - Dell Marketing L.P.									
10512815771	Laptop - Ambulance - Accident	Paid by Check #33608		08/20/2021	11/19/2021	11/19/2021		11/19/2021	2,431.71
Vendor 720 - Dell Marketing L.P. Totals								Invoices 1	\$2,431.71
Vendor 4 - Dinuba Lumber Company									
342213	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	28.64
342228	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	43.39
342246	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	22.44
342253	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	66.69
342268	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	5.50
342282	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	48.32
342292	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	31.56
342293	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	4.48
342297	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	5.85
342301	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	24.35
342315	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	10.48
342325	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	12.39
342685	Maintenance	Paid by Check #33609		10/01/2021	11/19/2021	11/19/2021		11/19/2021	8.18
343491	Maintenance	Paid by Check #33609		10/04/2021	11/19/2021	11/19/2021		11/19/2021	5.83
343510	Maintenance	Paid by Check #33609		10/04/2021	11/19/2021	11/19/2021		11/19/2021	29.22
343556	Maintenance	Paid by Check #33609		10/04/2021	11/19/2021	11/19/2021		11/19/2021	29.06
343560	Maintenance	Paid by Check #33609		10/04/2021	11/19/2021	11/19/2021		11/19/2021	23.89
343651	Maintenance	Paid by Check #33609		10/04/2021	11/19/2021	11/19/2021		11/19/2021	29.86
343757	Maintenance	Paid by Check #33609		10/04/2021	11/19/2021	11/19/2021		11/19/2021	23.11
343970	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	6.82
343999	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	(4.98)
344002	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	15.12
344062	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	53.45
344107	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	12.68
344203	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	10.24
344206	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	95.66
344215	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	198.48
344258	Maintenance	Paid by Check #33609		10/05/2021	11/19/2021	11/19/2021		11/19/2021	20.22
344432	Maintenance	Paid by Check #33609		10/06/2021	11/19/2021	11/19/2021		11/19/2021	5.84
344863	Maintenance	Paid by Check #33609		10/06/2021	11/19/2021	11/19/2021		11/19/2021	31.24
344918	Maintenance	Paid by Check #33609		10/07/2021	11/19/2021	11/19/2021		11/19/2021	16.38
345091	Maintenance	Paid by Check #33609		10/07/2021	11/19/2021	11/19/2021		11/19/2021	68.75
345097	Maintenance	Paid by Check #33609		10/07/2021	11/19/2021	11/19/2021		11/19/2021	10.24



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345210	Maintenance	Paid by Check #33609		10/07/2021	11/19/2021	11/19/2021		11/19/2021	24.78
345275	Maintenance	Paid by Check #33609		10/07/2021	11/19/2021	11/19/2021		11/19/2021	7.60
345409	Maintenance	Paid by Check #33609		10/08/2021	11/19/2021	11/19/2021		11/19/2021	69.18
345421	Maintenance	Paid by Check #33609		10/08/2021	11/19/2021	11/19/2021		11/19/2021	24.78
345453	Maintenance	Paid by Check #33609		10/08/2021	11/19/2021	11/19/2021		11/19/2021	3.97
345456	Maintenance	Paid by Check #33609		10/08/2021	11/19/2021	11/19/2021		11/19/2021	54.22
345472	Maintenance	Paid by Check #33609		10/08/2021	11/19/2021	11/19/2021		11/19/2021	34.63
346721	Maintenance	Paid by Check #33609		10/11/2021	11/19/2021	11/19/2021		11/19/2021	15.52
346856	Maintenance	Paid by Check #33609		10/11/2021	11/19/2021	11/19/2021		11/19/2021	8.17
346995	Maintenance	Paid by Check #33609		10/11/2021	11/19/2021	11/19/2021		11/19/2021	7.22
347571	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	8.78
347605	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	16.92
347624	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	28.31
347689	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	106.41
347772	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	8.96
347786	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	54.67
347787	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	2.81
347788	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	7.41
347789	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	9.27
347803	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	19.99
347876	Maintenance	Paid by Check #33609		10/13/2021	11/19/2021	11/19/2021		11/19/2021	29.37
348069	Maintenance	Paid by Check #33609		10/14/2021	11/19/2021	11/19/2021		11/19/2021	35.57
348159	Maintenance	Paid by Check #33609		10/14/2021	11/19/2021	11/19/2021		11/19/2021	25.38
348307	Maintenance	Paid by Check #33609		10/14/2021	11/19/2021	11/19/2021		11/19/2021	22.45
348380	Maintenance	Paid by Check #33609		10/14/2021	11/19/2021	11/19/2021		11/19/2021	61.51
348574	Maintenance	Paid by Check #33609		10/15/2021	11/19/2021	11/19/2021		11/19/2021	14.82
348757	Maintenance	Paid by Check #33609		10/15/2021	11/19/2021	11/19/2021		11/19/2021	34.59
348931	Maintenance	Paid by Check #33609		10/15/2021	11/19/2021	11/19/2021		11/19/2021	5.79
349751	Maintenance	Paid by Check #33609		10/18/2021	11/19/2021	11/19/2021		11/19/2021	7.76
349765	Maintenance	Paid by Check #33609		10/18/2021	11/19/2021	11/19/2021		11/19/2021	246.36
349856	Maintenance	Paid by Check #33609		10/18/2021	11/19/2021	11/19/2021		11/19/2021	82.00
349915	Maintenance	Paid by Check #33609		10/18/2021	11/19/2021	11/19/2021		11/19/2021	3.88
350062	Maintenance	Paid by Check #33609		10/18/2021	11/19/2021	11/19/2021		11/19/2021	.55
350272	Maintenance	Paid by Check #33609		10/19/2021	11/19/2021	11/19/2021		11/19/2021	19.39
350320	Maintenance	Paid by Check #33609		10/19/2021	11/19/2021	11/19/2021		11/19/2021	5.40
350321	Maintenance	Paid by Check #33609		10/19/2021	11/19/2021	11/19/2021		11/19/2021	3.90
350722	Maintenance	Paid by Check #33609		10/20/2021	11/19/2021	11/19/2021		11/19/2021	17.47
350727	Maintenance	Paid by Check #33609		10/20/2021	11/19/2021	11/19/2021		11/19/2021	20.47
350750	Maintenance	Paid by Check #33609		10/20/2021	11/19/2021	11/19/2021		11/19/2021	4.87
351236	Maintenance	Paid by Check #33609		10/21/2021	11/19/2021	11/19/2021		11/19/2021	18.53
351346	Maintenance	Paid by Check #33609		10/21/2021	11/19/2021	11/19/2021		11/19/2021	3.90
351375	Maintenance	Paid by Check #33609		10/21/2021	11/19/2021	11/19/2021		11/19/2021	97.63



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351502	Maintenance	Paid by Check #33609		10/21/2021	11/19/2021	11/19/2021		11/19/2021	31.03
351868	Maintenance	Paid by Check #33609		10/22/2021	11/19/2021	11/19/2021		11/19/2021	70.86
351961	Maintenance	Paid by Check #33609		10/22/2021	11/19/2021	11/19/2021		11/19/2021	14.43
352196	Maintenance	Paid by Check #33609		10/23/2021	11/19/2021	11/19/2021		11/19/2021	20.58
352879	Maintenance	Paid by Check #33609		10/24/2021	11/19/2021	11/19/2021		11/19/2021	6.49
352914	Maintenance	Paid by Check #33609		10/25/2021	11/19/2021	11/19/2021		11/19/2021	28.69
352915	Maintenance	Paid by Check #33609		10/25/2021	11/19/2021	11/19/2021		11/19/2021	40.03
352921	Maintenance	Paid by Check #33609		10/25/2021	11/19/2021	11/19/2021		11/19/2021	5.46
353033	Maintenance	Paid by Check #33609		10/25/2021	11/19/2021	11/19/2021		11/19/2021	5.29
353161	Maintenance	Paid by Check #33609		10/25/2021	11/19/2021	11/19/2021		11/19/2021	7.77
353410	Maintenance	Paid by Check #33609		10/26/2021	11/19/2021	11/19/2021		11/19/2021	9.55
353435	Maintenance	Paid by Check #33609		10/26/2021	11/19/2021	11/19/2021		11/19/2021	57.01
353762	Maintenance	Paid by Check #33609		10/27/2021	11/19/2021	11/19/2021		11/19/2021	290.78
353976	Maintenance	Paid by Check #33609		10/27/2021	11/19/2021	11/19/2021		11/19/2021	20.42
354654	Maintenance	Paid by Check #33609		10/28/2021	11/19/2021	11/19/2021		11/19/2021	78.13
354769	Maintenance	Paid by Check #33609		10/29/2021	11/19/2021	11/19/2021		11/19/2021	27.59
354803	Maintenance	Paid by Check #33609		10/29/2021	11/19/2021	11/19/2021		11/19/2021	183.57
354808	Maintenance	Paid by Check #33609		10/29/2021	11/19/2021	11/19/2021		11/19/2021	32.96
355011	Maintenance	Paid by Check #33609		10/29/2021	11/19/2021	11/19/2021		11/19/2021	11.28
355038	Maintenance	Paid by Check #33609		10/29/2021	11/19/2021	11/19/2021		11/19/2021	124.99
355492	Maintenance	Paid by Check #33609		10/30/2021	11/19/2021	11/19/2021		11/19/2021	6.62
355731	Maintenance	Paid by Check #33609		10/31/2021	11/19/2021	11/19/2021		11/19/2021	20.48
Vendor 4 - Dinuba Lumber Company Totals							Invoices	97	\$3,362.58
Vendor 341 - Dinuba Tires LLC									
072687	Repairs	Paid by Check #33610		11/11/2021	11/19/2021	11/19/2021		11/19/2021	30.00
Vendor 341 - Dinuba Tires LLC Totals							Invoices	1	\$30.00
Vendor 23 - Entenmann-Rovin Co.									
0162196-IN	PD - Badges	Paid by Check #33611		11/11/2021	11/19/2021	11/19/2021		11/19/2021	2,139.90
Vendor 23 - Entenmann-Rovin Co. Totals							Invoices	1	\$2,139.90
Vendor 16 - Ernest Packaging Solutions									
90465480	Fy 21/22-Parks-Janitorial supplies for city parks/restrooms	Paid by Check #33612		11/10/2021	11/19/2021	11/19/2021	11/15/2021	11/19/2021	393.71
Vendor 16 - Ernest Packaging Solutions Totals							Invoices	1	\$393.71
Vendor 1200 - Linda Faust									
972021 FAUST	PC MEETING SEPTEMBER 7, 2021	Paid by Check #33613		09/07/2021	11/19/2021	11/19/2021		11/19/2021	25.00
11221 FAUST	PC MEETING NOVEMBER 2, 2021	Paid by Check #33613		11/02/2021	11/19/2021	11/19/2021		11/19/2021	25.00
Vendor 1200 - Linda Faust Totals							Invoices	2	\$50.00
Vendor 35 - Federal Express Corporation									



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7-556-15132	SHIPPING CHARGES; JKS STATE BANK-HOT BOX DOCUMENTS	Paid by Check #33614		11/05/2021	11/19/2021	11/19/2021		11/19/2021	56.85
Vendor 35 - Federal Express Corporation Totals								Invoices 1	\$56.85
Vendor 18 - The Gas Company									
0990155800811/21	405 E El Monte Way	Paid by Check #33620		11/05/2021	11/19/2021	11/19/2021		11/19/2021	107.76
1557158042011/21	October 2021	Paid by Check #33617		11/05/2021	11/19/2021	11/19/2021		11/19/2021	5.16
1620158000411/21	October 2021	Paid by Check #33618		11/05/2021	11/19/2021	11/19/2021		11/19/2021	34.71
0486158404511/21	201 URUAPAN WAY	Paid by Check #33619		11/05/2021	11/19/2021	11/19/2021		11/19/2021	11.46
1830985449711/21	PD - 10/04/2021 - 11/03/2021	Paid by Check #33616		11/05/2021	11/19/2021	11/19/2021		11/19/2021	48.00
1641156700711/21	110 S College	Paid by Check #33621		11/05/2021	11/19/2021	11/19/2021		11/19/2021	36.38
1683513818711/21	180 W MERCED ST UNIT A	Paid by Check #33615		11/05/2021	11/19/2021	11/19/2021		11/19/2021	30.20
Vendor 18 - The Gas Company Totals								Invoices 7	\$273.67
Vendor 252 - Geil Enterprises, Inc.									
406025	180 W MERCED ST, LTE-V CELLULAR COMMUNICATOR	Paid by Check #33622		10/29/2021	11/19/2021	11/19/2021		11/19/2021	370.00
Vendor 252 - Geil Enterprises, Inc. Totals								Invoices 1	\$370.00
Vendor 1717 - Golden Valley Ace Hardware									
23228	Repairs	Paid by Check #33623		11/11/2021	11/19/2021	11/19/2021		11/19/2021	49.19
Vendor 1717 - Golden Valley Ace Hardware Totals								Invoices 1	\$49.19
Vendor 1328 - Ken Grover									
11/08/2021	ANTHEM	Paid by Check #33624		11/08/2021	11/19/2021	11/19/2021		11/19/2021	1,244.48
Vendor 1328 - Ken Grover Totals								Invoices 1	\$1,244.48
Vendor 605 - Frank Guerra									
11/08/2021	ANTHEM	Paid by Check #33625		11/08/2021	11/19/2021	11/19/2021		11/19/2021	185.41
Vendor 605 - Frank Guerra Totals								Invoices 1	\$185.41
Vendor 496 - The Hanover Insurance Company									
11/6/21	RHF A044134	Paid by Check #33626		11/06/2021	11/19/2021	11/19/2021		11/19/2021	12,215.20
Vendor 496 - The Hanover Insurance Company Totals								Invoices 1	\$12,215.20
Vendor 139 - Henry Schein Inc.									
12293310	Supplies	Paid by Check #33627		11/03/2021	11/19/2021	11/19/2021		11/19/2021	3,935.40
12356434	Supplies	Paid by Check #33627		11/04/2021	11/19/2021	11/19/2021		11/19/2021	87.74
12598513	Supplies	Paid by Check #33627		11/09/2021	11/19/2021	11/19/2021		11/19/2021	401.68
Vendor 139 - Henry Schein Inc. Totals								Invoices 3	\$4,424.82
Vendor 174 - Howard's Pest Control									
100769	PEST CONTROL SERVICES - WWTP	Paid by Check #33628		11/02/2021	11/19/2021	11/19/2021		11/19/2021	45.00



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100805	180 W MERCED ST-TRANSIT CENTER (ACCT# 27335)	Paid by Check #33628		11/03/2021	11/19/2021	11/19/2021		11/19/2021	65.00
100814	Customer No. KA1088	Paid by Check #33628		11/03/2021	11/19/2021	11/19/2021		11/19/2021	125.00
			Vendor 174 - Howard's Pest Control Totals				Invoices	3	\$235.00
Vendor 1237 - Hub International Insurance Services, Inc.									
0026	Fy 21/22-Hub Insurance for one park rental on Oct, 23, 2021	Paid by Check #33629		11/15/2021	11/19/2021	11/19/2021	08/05/2021	11/19/2021	128.09
			Vendor 1237 - Hub International Insurance Services, Inc. Totals				Invoices	1	\$128.09
Vendor 440 - Johnson Controls Security Solutions									
36615999	ANNUAL SERVICE CHARGE -405 E EL MONTE WAY	Paid by Check #33630		11/06/2021	11/19/2021	11/19/2021		11/19/2021	632.98
36616002	QUARTERLY BILLING - 199 N L ST	Paid by Check #33630		11/06/2021	11/19/2021	11/19/2021		11/19/2021	955.17
36616000	SECURITY SERVICES FOR WATER TOWER ON SIERRA	Paid by Check #33630		11/06/2021	11/19/2021	11/19/2021		11/19/2021	71.41
			Vendor 440 - Johnson Controls Security Solutions Totals				Invoices	3	\$1,659.56
Vendor 256 - Kamps Propane Inc.									
57069	PROPANE FOR FORKLIFT - WWTP	Paid by Check #33631		11/10/2021	11/19/2021	11/19/2021		11/19/2021	46.52
			Vendor 256 - Kamps Propane Inc. Totals				Invoices	1	\$46.52
Vendor 449 - Les Schwab Tire Centers of Central California									
55100265828	TIRE FOR U 06	Paid by Check #33632		10/28/2021	11/19/2021	11/19/2021		11/19/2021	365.84
55100265865	TIRES FOR DS 3	Paid by Check #33632		10/29/2021	11/19/2021	11/19/2021		11/19/2021	1,176.56
55100266018	TIRE FOR U 06	Paid by Check #33632		11/01/2021	11/19/2021	11/19/2021		11/19/2021	365.84
55100266255	ALIGNMENT FOR PD 05	Paid by Check #33632		11/03/2021	11/19/2021	11/19/2021		11/19/2021	124.99
			Vendor 449 - Les Schwab Tire Centers of Central California Totals				Invoices	4	\$2,033.23
Vendor 1780 - Tim McLean									
11/08/2021	ANTHEM	Paid by Check #33633		11/08/2021	11/19/2021	11/19/2021		11/19/2021	552.23
			Vendor 1780 - Tim McLean Totals				Invoices	1	\$552.23
Vendor 160 - Mid Valley Publishing Inc.									
0324372-IN	FALL CLEAN UP AD 2021	Paid by Check #33634		10/14/2021	11/19/2021	11/19/2021		11/19/2021	630.00
0324407-IN	CONDITONAL USE PERMIT 2021-01	Paid by Check #33634		10/21/2021	11/19/2021	11/19/2021		11/19/2021	180.00
0324443-IN	PC PUBLIC NOTICE FOR NOVEMBER 2021 MEETING	Paid by Check #33634		10/28/2021	11/19/2021	11/19/2021		11/19/2021	120.00
			Vendor 160 - Mid Valley Publishing Inc. Totals				Invoices	3	\$930.00
Vendor 22 - Moore Twining Associates Inc.									
1375581	WATER SAMPLE TESTING WWTP - IN HOUSE	Paid by Check #33635		11/02/2021	11/19/2021	11/19/2021		11/19/2021	70.00



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1375582	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33635		11/02/2021	11/19/2021	11/19/2021		11/19/2021	88.00	
1375642	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33635		11/04/2021	11/19/2021	11/19/2021		11/19/2021	88.00	
1375842	WATER SAMPLE TESTING WWTP - IN HOUSE	Paid by Check #33635		11/09/2021	11/19/2021	11/19/2021		11/19/2021	108.00	
1375843	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33635		11/09/2021	11/19/2021	11/19/2021		11/19/2021	88.00	
1375919	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33635		11/11/2021	11/19/2021	11/19/2021		11/19/2021	88.00	
		Vendor	22 - Moore Twining Associates Inc. Totals			Invoices		6	\$530.00	
Vendor 3274	1570 - Mountain Valley Environmental Services, Inc. CHIEF PLANT OPERATOR SERVICES WWTP - DECEMBER 2021			Paid by Check #33636	11/01/2021	11/19/2021	11/19/2021	11/19/2021	4,500.00	
		Vendor	1570 - Mountain Valley Environmental Services, Inc. Totals			Invoices		1	\$4,500.00	
Vendor INV06-012865	749 - MuniServices SUTA CA - Q2, 2021		Paid by Check #33637	10/22/2021	11/19/2021	11/19/2021	11/19/2021	11/19/2021	9,611.07	
		Vendor			749 - MuniServices Totals		Invoices		1	\$9,611.07
Vendor 260402	1593 - Nelson's Power Center REPLACED DAMAGED PART ON SPRAYER PUMP MOTOR		Paid by Check #33638	11/08/2021	11/19/2021	11/19/2021	11/19/2021	11/19/2021	64.75	
		Vendor	1593 - Nelson's Power Center Totals			Invoices		1	\$64.75	
Vendor 204730091002	142 - Office Depot BSD OFFICE SUPPLIES		Paid by Check #33639	10/25/2021	11/19/2021	11/19/2021	11/19/2021	11/19/2021	41.64	
		Vendor	142 - Office Depot BSD Totals			Invoices		1	\$41.64	
Vendor 76 - Pacific Gas & Electric										
2509717364211/21	L & M ALLEY	Paid by Check #33662		11/08/2021	11/19/2021	11/19/2021		11/19/2021	49.18	
9624769219511/21	225 S L ST	Paid by Check #33663		11/08/2021	11/19/2021	11/19/2021		11/19/2021	136.76	
5022214690910/21	PARKSIDE VILLAGE PHASE I	Paid by Check #33652		10/21/2021	11/19/2021	11/19/2021		11/19/2021	207.55	
2656920215810/21	EL MONTE & LILLIE	Paid by Check #33649		10/25/2021	11/19/2021	11/19/2021		11/19/2021	11.07	
5192489513210/21	502 RD 72 TIMER	Paid by Check #33653		10/25/2021	11/19/2021	11/19/2021		11/19/2021	10.99	
7771308180810/21	200 S ROAD 72	Paid by Check #33659		10/25/2021	11/19/2021	11/19/2021		11/19/2021	10.18	
067550421710/21	520 W SARA LN	Paid by Check #33645		10/26/2021	11/19/2021	11/19/2021		11/19/2021	11.39	
5438816975410/21	NEWTON & NORTHRIDGE	Paid by Check #33654		10/26/2021	11/19/2021	11/19/2021		11/19/2021	118.10	
9146744205810/21	DAVIS E/ALTA AVE	Paid by Check #33661		10/26/2021	11/19/2021	11/19/2021		11/19/2021	160.12	
0766265341410/21	1300 ROSEMARY AVE	Paid by Check #33646		10/27/2021	11/19/2021	11/19/2021		11/19/2021	258.25	
1349551825310/21	1300 SAGINAW AVE	Paid by Check #33647		10/27/2021	11/19/2021	11/19/2021		11/19/2021	25.02	
1594680195610/21	855 E EL MONTE WAY	Paid by Check #33648		10/27/2021	11/19/2021	11/19/2021		11/19/2021	299.05	
3600674390410/21	698 N LINCOLN AVE	Paid by Check #33650		10/27/2021	11/19/2021	11/19/2021		11/19/2021	13.44	



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4689942560010/21	1101 VISCAYA PKWY	Paid by Check #33651		10/27/2021	11/19/2021	11/19/2021		11/19/2021	10.45
5564264294010/21	VISCAYA PKWY	Paid by Check #33655		10/27/2021	11/19/2021	11/19/2021		11/19/2021	201.86
6220088828710/21	EL MONTE & MC KINLEY	Paid by Check #33657		10/27/2021	11/19/2021	11/19/2021		11/19/2021	34.24
8116588543510/21	1920 E LAUREN AVE	Paid by Check #33660		10/27/2021	11/19/2021	11/19/2021		11/19/2021	49.92
5751498437611/21	139 N K ST	Paid by Check #33656		11/01/2021	11/19/2021	11/19/2021		11/19/2021	37.47
6782667017511/21	ALICE & W NORTH WAY	Paid by Check #33658		11/01/2021	11/19/2021	11/19/2021		11/19/2021	106.80
6870376077411/21	PD 10/08/2021 - 11/07/2021	Paid by Check #33640		11/08/2021	11/19/2021	11/19/2021		11/19/2021	24.95
	Billing Charges								
5683054506911/21	PD - 10/08/2021 - 11/07/2021	Paid by Check #33641		11/09/2021	11/19/2021	11/19/2021		11/19/2021	4,839.16
	Billing Charges								
6407995725010/21	Utilities	Paid by Check #33671		10/25/2021	11/19/2021	11/19/2021		11/19/2021	4,807.92
8647150103010/21	El Monte/Perry	Paid by Check #33674		10/28/2021	11/19/2021	11/19/2021		11/19/2021	51.97
1686600158510/21	2255 El Monte	Paid by Check #33666		10/29/2021	11/19/2021	11/19/2021		11/19/2021	53.22
2125236871310/21	1215 El Monte	Paid by Check #33667		10/29/2021	11/19/2021	11/19/2021		11/19/2021	79.21
2459149581710.21	Utilities	Paid by Check #33668		10/29/2021	11/19/2021	11/19/2021		11/19/2021	20,683.65
3354641796610/21	KAMM/O	Paid by Check #33669		10/29/2021	11/19/2021	11/19/2021		11/19/2021	99.19
5064695483910/21	Crawford/El Monte	Paid by Check #33670		10/29/2021	11/19/2021	11/19/2021		11/19/2021	86.38
8397932225810/21	3481 El Monte	Paid by Check #33673		10/29/2021	11/19/2021	11/19/2021		11/19/2021	29.91
8981923387810/21	150	Paid by Check #33675		10/29/2021	11/19/2021	11/19/2021		11/19/2021	51.97
9237058126310/21	2813 El Monte	Paid by Check #33676		10/29/2021	11/19/2021	11/19/2021		11/19/2021	69.15
0571296382510.21	PW	Paid by Check #33664		10/31/2021	11/19/2021	11/19/2021		11/19/2021	97.57
1416294094510.21	389 W El Monte	Paid by Check #33665		10/31/2021	11/19/2021	11/19/2021		11/19/2021	54.86
7149346409411/21	Euclid/Lindara	Paid by Check #33672		11/01/2021	11/19/2021	11/19/2021		11/19/2021	3,102.11
4475716051811/21	180 W MERCED STE A	Paid by Check #33642		11/08/2021	11/19/2021	11/19/2021		11/19/2021	253.72
7681012419811/21	180 W MERCED STE C	Paid by Check #33644		11/08/2021	11/19/2021	11/19/2021		11/19/2021	151.71
9750865237311/21	180 W MERCED STE B	Paid by Check #33643		11/08/2021	11/19/2021	11/19/2021		11/19/2021	119.05
			Vendor 76 - Pacific Gas & Electric Totals				Invoices	37	\$36,407.54
Vendor 7 - Pena's Disposal Services									
11/21 FOR 10/21	NOVEMBER 2021 PAYMENT FOR	Paid by Check #33677		11/15/2021	11/19/2021	11/19/2021		11/19/2021	125,645.50
	OCTOBER 2021 Disposal Charges								
DECEMBER 2021	CONTRACT DISPOSAL PAYMENT	Paid by Check #33677		12/01/2021	11/19/2021	11/19/2021		11/19/2021	60,000.00
	FOR DECEMBER 2021								
			Vendor 7 - Pena's Disposal Services Totals				Invoices	2	\$185,645.50
Vendor 1565 - Quadient Finance USA, Inc.									
11.9.21	POSTAGE	Paid by Check #33678		11/09/2021	11/19/2021	11/19/2021		11/19/2021	2,500.00
			Vendor 1565 - Quadient Finance USA, Inc. Totals				Invoices	1	\$2,500.00
Vendor 968 - Quic Shop Markets, Inc.									
10562	CAR WASHES - OCTOBER 2021	Paid by Check #33679		11/03/2021	11/19/2021	11/19/2021		11/19/2021	12.00
			Vendor 968 - Quic Shop Markets, Inc. Totals				Invoices	1	\$12.00
Vendor 1311 - Cristian Ramos									



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S-290	Educational Reimbursement	Paid by Check #33680		09/20/2021	11/19/2021	11/19/2021			105.00
		Vendor 1311 - Cristian Ramos Totals				Invoices	1		\$105.00
Vendor 124 - Reedley Veterinary Hospital									
77	PD - Exam / October Disposal Fees	Paid by Check #33681		11/11/2021	11/19/2021	11/19/2021		11/19/2021	458.00
		Vendor 124 - Reedley Veterinary Hospital Totals				Invoices	1		\$458.00
Vendor 1677 - Rodeo Wild West									
328213	Fy 21/22-Parks-2022 work boots for Joe Bueno	Paid by Check #33682		11/13/2021	11/19/2021	11/19/2021	11/15/2021	11/19/2021	183.36
		Vendor 1677 - Rodeo Wild West Totals				Invoices	1		\$183.36
Vendor 800 - San Joaquin Valley Railroad Co.									
179016	SG WATER LINE 12" KAMM AVE 12/1/21-11/30/22	Paid by Check #33683		11/03/2021	11/19/2021	11/19/2021		11/19/2021	732.07
		Vendor 800 - San Joaquin Valley Railroad Co. Totals				Invoices	1		\$732.07
Vendor 42 - Scout Specialties									
150334	REPAIR ARM RAKES ON BOTH CLARIFIERS	Paid by Check #33684		11/04/2021	11/19/2021	11/19/2021		11/19/2021	121.02
		Vendor 42 - Scout Specialties Totals				Invoices	1		\$121.02
Vendor 46 - Self Help Enterprises									
DIN18HM 10-21	18-HOME-12599 GENERAL ADMIN	Paid by Check #33685		11/06/2021	11/19/2021	11/19/2021		11/19/2021	468.75
DINHMP1 10-21	HOME PI; SOSA, L (RE) & GENERAL ADMIN	Paid by Check #33685		11/06/2021	11/19/2021	11/19/2021		11/19/2021	15,130.00
		Vendor 46 - Self Help Enterprises Totals				Invoices	2		\$15,598.75
Vendor 61 - Silvas Oil Company Inc.									
613841	DIESEL FUEL WWTP	Paid by Check #33686		11/01/2021	11/19/2021	11/19/2021		11/19/2021	1,250.90
		Vendor 61 - Silvas Oil Company Inc. Totals				Invoices	1		\$1,250.90
Vendor 758 - Solenis LLC									
131894428	POLYMER FOR WWTP	Paid by Check #33687		11/04/2021	11/19/2021	11/19/2021		11/19/2021	5,284.86
		Vendor 758 - Solenis LLC Totals				Invoices	1		\$5,284.86
Vendor 92 - Target Specialty Products									
INVP500628592	SUPPLIES FOR STREETS	Paid by Check #33688		10/20/2021	11/19/2021	11/19/2021		11/19/2021	5,773.65
		Vendor 92 - Target Specialty Products Totals				Invoices	1		\$5,773.65
Vendor 189 - Terminix International									
329961 2022	405 E El Monte Way	Paid by Check #33689		11/18/2021	11/19/2021	11/19/2021		11/19/2021	637.00
		Vendor 189 - Terminix International Totals				Invoices	1		\$637.00
Vendor 426 - Tioga Solar									



Accounts Payable Invoice Report

Payment Date Range 11/15/21 - 11/19/21
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
SLB-8403	SOLAR PRODUCTION - OCTOBER 2021	Paid by Check #33690		10/31/2021	11/19/2021	11/19/2021		11/19/2021	15,686.79
			Vendor 426 - Tioga Solar Totals			Invoices	1		\$15,686.79
Vendor 310 - Total Filtration Services, Inc.									
PSV2194029	FILTERS FOR FACILITIES	Paid by Check #33691		11/03/2021	11/19/2021	11/19/2021		11/19/2021	116.23
			Vendor 310 - Total Filtration Services, Inc. Totals			Invoices	1		\$116.23
Vendor 329 - Townsend Public Affairs									
17691	CONSULTING NOVEMBER 2021	Paid by Check #33692		11/01/2021	11/19/2021	11/19/2021		11/19/2021	5,000.00
			Vendor 329 - Townsend Public Affairs Totals			Invoices	1		\$5,000.00
Vendor 1633 - Toyota Industries Commercial Finance, Inc.									
4003318099	PROPERTY TAX ON POLARIS	Paid by Check #33693		10/27/2021	11/19/2021	11/19/2021		11/19/2021	201.18
4003318713	POLARIS LEASE PAYMENT	Paid by Check #33693		10/28/2021	11/19/2021	11/19/2021		11/19/2021	296.74
			Vendor 1633 - Toyota Industries Commercial Finance, Inc. Totals			Invoices	2		\$497.92
Vendor 902 - Tractor Supply Credit Plan									
0027 10/29/2021	Supplies	Paid by Check #33694		10/29/2021	11/19/2021	11/19/2021		11/19/2021	103.03
			Vendor 902 - Tractor Supply Credit Plan Totals			Invoices	1		\$103.03
Vendor 1762 - Trihydro Corporation									
0170630	SENTINEL WELL MONITORING - OCTOBER 2021	Paid by Check #33695		11/10/2021	11/19/2021	11/19/2021		11/19/2021	2,445.28
			Vendor 1762 - Trihydro Corporation Totals			Invoices	1		\$2,445.28
Vendor 1352 - Trizetto Provider Solutions, LLC									
3U25112100	Contractual	Paid by Check #33696		11/01/2021	11/19/2021	11/19/2021		11/19/2021	195.52
			Vendor 1352 - Trizetto Provider Solutions, LLC Totals			Invoices	1		\$195.52
Vendor 49 - Tulare County									
227840004M	FIRST HALF 2021/22 MEMBERSHIP	Paid by Check #33697		10/18/2021	11/19/2021	11/19/2021		11/19/2021	5,185.51
			Vendor 49 - Tulare County Totals			Invoices	1		\$5,185.51
Vendor 296 - Tulare Kings Veterinary Emergency									
159027	PD - Emergency Service	Paid by Check #33698		11/13/2021	11/19/2021	11/19/2021		11/19/2021	122.18
			Vendor 296 - Tulare Kings Veterinary Emergency Totals			Invoices	1		\$122.18
Vendor 192 - UNUM Life Insurance Company of America									
12/1/21-12/31/21	0537123-001	Paid by Check #33699		11/09/2021	11/19/2021	11/19/2021		11/19/2021	23,329.12
			Vendor 192 - UNUM Life Insurance Company of America Totals			Invoices	1		\$23,329.12
Vendor 154 - USA Bluebook									
777955	WWTP SUPPLIES	Paid by Check #33700		11/01/2021	11/19/2021	11/19/2021		11/19/2021	85.12
778085	WWT	Paid by Check #33700		11/01/2021	11/19/2021	11/19/2021		11/19/2021	545.92



Accounts Payable Invoice Report

Payment Date Range 11/15/21 - 11/19/21
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
780783	Supplies	Paid by Check #33700		11/03/2021	11/19/2021	11/19/2021		11/19/2021	137.17
787217	WATER DEPT SUPPLIES	Paid by Check #33700		11/09/2021	11/19/2021	11/19/2021		11/19/2021	1,592.29
			Vendor 154 - USA Bluebook Totals				Invoices	4	\$2,360.50
Vendor 359 - Valero Marketing & Supply Company									
75727310	October 2021 - FD	Paid by EFT #1742		11/06/2021	11/19/2021	11/19/2021		11/19/2021	7,349.99
75721793	PD - 10/07/2021 - 11/06/2021	Paid by Check #33701		11/06/2021	11/19/2021	11/19/2021		11/19/2021	9,768.37
	Fuel Charges								
75725901	PW	Paid by EFT #1769		11/06/2021	11/19/2021	11/19/2021		11/19/2021	6,616.69
			Vendor 359 - Valero Marketing & Supply Company Totals				Invoices	3	\$23,735.05
Vendor 354 - Verizon Wireless									
9890648558	Administration	Paid by Check #33702		10/14/2021	11/19/2021	11/19/2021		11/19/2021	191.41
			Vendor 354 - Verizon Wireless Totals				Invoices	1	\$191.41
Vendor 14 - W & E Electric									
2110012	PD - Light Sensor	Paid by Check #33703		11/05/2021	11/19/2021	11/19/2021		11/19/2021	100.00
			Vendor 14 - W & E Electric Totals				Invoices	1	\$100.00
Vendor 1067 - Yamabe & Horn Engineering Inc.									
47783	Y&H City Projects Eng Support	Paid by Check #33704		11/02/2021	11/19/2021	11/19/2021		11/19/2021	59,774.50
47793	Y&H Subdivisions Eng Support	Paid by Check #33704		11/02/2021	11/19/2021	11/19/2021		11/19/2021	6,707.50
47802	Y&H Kamm Alta Roundabout	Paid by Check #33704		11/02/2021	11/19/2021	11/19/2021		11/19/2021	7,300.00
47803	Y&H Ridge Creek Bike and Ped Trail	Paid by Check #33704		11/02/2021	11/19/2021	11/19/2021		11/19/2021	6,860.50
47805	Y&H 21/22 Building Official	Paid by Check #33704		11/02/2021	11/19/2021	11/19/2021		11/19/2021	11,400.00
47806	Y&H General Engineering Support	Paid by Check #33704		11/02/2021	11/19/2021	11/19/2021		11/19/2021	13,093.50
			Vendor 1067 - Yamabe & Horn Engineering Inc. Totals				Invoices	6	\$105,136.00
Vendor 209 - Zweigle Septic Service									
36212	Fy 21/22-Parks-Rntl of portable potties @ Ent Plaza for Sept.	Paid by Check #33705		10/04/2021	11/19/2021	11/19/2021	11/15/2021	11/19/2021	485.00
			Vendor 209 - Zweigle Septic Service Totals				Invoices	1	\$485.00
Vendor William T McCord									
Refund	Refund - Duplicate Payment	Paid by Check #33706		11/15/2021	11/19/2021	11/19/2021		11/19/2021	65.00
			Vendor William T McCord Totals				Invoices	1	\$65.00
Vendor Agustin J Sanchez									
Refund	Fired Refund - Double Payment	Paid by Check #33707		11/15/2021	11/19/2021	11/19/2021		11/19/2021	65.00
			Vendor Agustin J Sanchez Totals				Invoices	1	\$65.00
			Grand Totals				Invoices	275	\$694,319.37



Accounts Payable Invoice Report

Payment Date Range 11/22/21 - 11/26/21
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 94 - California Public Employees Retirement									
11/07-11/20/2021	Payroll 11/07/21-11/20/21	Paid by EFT #1771		11/24/2021	11/26/2021	11/26/2021		11/26/2021	85,977.42
2022-00000192	31 - 457 - Employee CalPERS \$*	Paid by EFT #1770		11/24/2021	11/26/2021	11/26/2021		11/26/2021	11,069.83
Vendor 94 - California Public Employees Retirement Totals							Invoices	2	\$97,047.25
Vendor 441 - Mechanics Bank									
3520 11/01/2021	Maggie	No Need		11/01/2021	11/24/2021	11/24/2021			179.88
Vendor 441 - Mechanics Bank Totals							Invoices	1	\$179.88
Vendor 884 - Napa Auto Parts									
39116	Vehicles	Paid by Check #33708		10/01/2021	11/24/2021	11/24/2021		11/24/2021	24.18
39133	Vehicles	Paid by Check #33708		10/01/2021	11/24/2021	11/24/2021		11/24/2021	(43.60)
39177	Vehicles	Paid by Check #33708		10/01/2021	11/24/2021	11/24/2021		11/24/2021	6.75
39220	Vehicles	Paid by Check #33708		10/04/2021	11/24/2021	11/24/2021		11/24/2021	105.07
39223	Vehicles	Paid by Check #33708		10/04/2021	11/24/2021	11/24/2021		11/24/2021	61.02
39244	Vehicles	Paid by Check #33708		10/04/2021	11/24/2021	11/24/2021		11/24/2021	43.81
39255	Vehicles	Paid by Check #33708		10/04/2021	11/24/2021	11/24/2021		11/24/2021	70.16
39311	Vehicles	Paid by Check #33708		10/05/2021	11/24/2021	11/24/2021		11/24/2021	11.49
39403	Vehicles	Paid by Check #33708		10/05/2021	11/24/2021	11/24/2021		11/24/2021	157.97
39421	Vehicles	Paid by Check #33708		10/06/2021	11/24/2021	11/24/2021		11/24/2021	202.83
39422	Vehicles	Paid by Check #33708		10/06/2021	11/24/2021	11/24/2021		11/24/2021	157.15
39464	Vehicles	Paid by Check #33708		10/06/2021	11/24/2021	11/24/2021		11/24/2021	25.68
39657	Vehicles	Paid by Check #33708		10/08/2021	11/24/2021	11/24/2021		11/24/2021	128.64
39666	Vehicles	Paid by Check #33708		10/08/2021	11/24/2021	11/24/2021		11/24/2021	42.08
39790	Vehicles	Paid by Check #33708		10/11/2021	11/24/2021	11/24/2021		11/24/2021	(202.83)
39873	Vehicles	Paid by Check #33708		10/12/2021	11/24/2021	11/24/2021		11/24/2021	18.17
39914	Vehicles	Paid by Check #33708		10/12/2021	11/24/2021	11/24/2021		11/24/2021	78.11
39981	Vehicles	Paid by Check #33708		10/13/2021	11/24/2021	11/24/2021		11/24/2021	189.46
39997	Vehicles	Paid by Check #33708		10/13/2021	11/24/2021	11/24/2021		11/24/2021	215.92
39999	Vehicles	Paid by Check #33708		10/13/2021	11/24/2021	11/24/2021		11/24/2021	16.87
40028	Vehicles	Paid by Check #33708		10/13/2021	11/24/2021	11/24/2021		11/24/2021	14.79
40033	Vehicles	Paid by Check #33708		10/13/2021	11/24/2021	11/24/2021		11/24/2021	30.21
40043	Vehicles	Paid by Check #33708		10/13/2021	11/24/2021	11/24/2021		11/24/2021	5.20
40091	Vehicles	Paid by Check #33708		10/14/2021	11/24/2021	11/24/2021		11/24/2021	27.93
40136	Vehicles	Paid by Check #33708		10/15/2021	11/24/2021	11/24/2021		11/24/2021	31.45
40143	Vehicles	Paid by Check #33708		10/15/2021	11/24/2021	11/24/2021		11/24/2021	18.04
40259	Vehicles	Paid by Check #33708		10/18/2021	11/24/2021	11/24/2021		11/24/2021	202.50
40264	Vehicles	Paid by Check #33708		10/18/2021	11/24/2021	11/24/2021		11/24/2021	13.24
40415	Vehicles	Paid by Check #33708		10/19/2021	11/24/2021	11/24/2021		11/24/2021	35.15
40428	Vehicles	Paid by Check #33708		10/20/2021	11/24/2021	11/24/2021		11/24/2021	6.41
40430	Vehicles	Paid by Check #33708		10/20/2021	11/24/2021	11/24/2021		11/24/2021	189.86
40490	Vehicles	Paid by Check #33708		10/20/2021	11/24/2021	11/24/2021		11/24/2021	173.38



Accounts Payable Invoice Report

Payment Date Range 11/22/21 - 11/26/21
Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
40491	Vehicles	Paid by Check #33708		10/20/2021	11/24/2021	11/24/2021		11/24/2021	73.67
40596	Vehicles	Paid by Check #33708		10/21/2021	11/24/2021	11/24/2021		11/24/2021	39.56
40681	Vehicles	Paid by Check #33708		10/22/2021	11/24/2021	11/24/2021		11/24/2021	212.19
40737	Vehicles	Paid by Check #33708		10/25/2021	11/24/2021	11/24/2021		11/24/2021	32.54
40741	Vehicles	Paid by Check #33708		10/25/2021	11/24/2021	11/24/2021		11/24/2021	60.74
40824	Vehicles	Paid by Check #33708		10/26/2021	11/24/2021	11/24/2021		11/24/2021	48.13
40854	Vehicles	Paid by Check #33708		10/26/2021	11/24/2021	11/24/2021		11/24/2021	16.84
40868	Vehicles	Paid by Check #33708		10/26/2021	11/24/2021	11/24/2021		11/24/2021	25.88
40874	Vehicles	Paid by Check #33708		10/26/2021	11/24/2021	11/24/2021		11/24/2021	9.21
41061	Vehicles	Paid by Check #33708		10/26/2021	11/24/2021	11/24/2021		11/24/2021	200.71
40990	Vehicles	Paid by Check #33708		10/28/2021	11/24/2021	11/24/2021		11/24/2021	19.24
41065	Vehicles	Paid by Check #33708		10/29/2021	11/24/2021	11/24/2021		11/24/2021	156.22
Vendor 884 - Napa Auto Parts Totals							Invoices	44	\$2,952.02
Vendor 792 - Mayra Sanchez									
Reimb 11/22/21	Supplies for Silvia's celebration	Paid by Check #33709		11/22/2021	11/24/2021	11/24/2021		11/24/2021	124.96
Vendor 792 - Mayra Sanchez Totals							Invoices	1	\$124.96
Vendor 273 - US Bank									
11/24/2021	Safe Drinking Water	Paid by EFT #1777		11/24/2021	11/24/2021	11/24/2021		11/24/2021	398,200.00
Vendor 273 - US Bank Totals							Invoices	1	\$398,200.00
Grand Totals							Invoices	49	\$498,504.11



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Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 385 - 4 Creeks, Inc.									
23416	4 Creeks Kamm and Alta Roundabout	Paid by Check #33710		11/17/2021	12/03/2021	12/03/2021		12/03/2021	1,505.00
Vendor 385 - 4 Creeks, Inc. Totals						Invoices	1		\$1,505.00
Vendor 1143 - AAA Quality Services, Inc.									
00318098	Fy 21/22-Parks-Potty rental/service @ Centennial	Paid by Check #33711		11/20/2021	12/03/2021	12/03/2021	11/22/2021	12/03/2021	254.13
00318099	Fy 21/22-Parks-Potty rental/service @ Nebraska park	Paid by Check #33711		11/20/2021	12/03/2021	12/03/2021	11/22/2021	12/03/2021	276.13
Vendor 1143 - AAA Quality Services, Inc. Totals						Invoices	2		\$530.26
Vendor 263 - Advantek Benefit Administrators									
11/19/2021	Miscellaneous	Paid by Check #33712		11/19/2021	12/03/2021	12/03/2021		12/03/2021	121,966.37
11/24/2021	Miscellaneous	Paid by Check #33712		11/24/2021	12/03/2021	12/03/2021		12/03/2021	214,905.76
Vendor 263 - Advantek Benefit Administrators Totals						Invoices	2		\$336,872.13
Vendor 1222 - Jose Aguayo Cruz									
Safety 2021	Safety 2021	Paid by Check #33713		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
Vendor 1222 - Jose Aguayo Cruz Totals						Invoices	1		\$350.00
Vendor 1781 - Jacob Aguilar									
Safety 2021	Safety 2021	Paid by Check #33714		12/01/2021	12/03/2021	12/03/2021		12/03/2021	235.00
Vendor 1781 - Jacob Aguilar Totals						Invoices	1		\$235.00
Vendor 555 - Maria Alaniz									
Safety 2021	Safety 2021	Paid by Check #33715		12/01/2021	12/03/2021	12/03/2021		12/03/2021	275.00
Vendor 555 - Maria Alaniz Totals						Invoices	1		\$275.00
Vendor 620 - Lizet Aldaz									
Safety 2021	Safety 2021	Paid by Check #33716		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
Vendor 620 - Lizet Aldaz Totals						Invoices	1		\$350.00
Vendor 20 - Ameritas Life Insurance									
12/1/21-12/31/21	010-007745-00000	Paid by Check #33717		11/15/2021	12/03/2021	12/03/2021		12/03/2021	19,396.20
Vendor 20 - Ameritas Life Insurance Totals						Invoices	1		\$19,396.20
Vendor 351 - Anthem Blue Cross									
103456996I	MEDDERS 975A79192	Paid by Check #33723		11/06/2021	12/03/2021	12/03/2021		12/03/2021	79.90
103460574I	HARTLEY 919M97599	Paid by Check #33720		11/06/2021	12/03/2021	12/03/2021		12/03/2021	79.90
103461265I	RAMIREZ 010W01865	Paid by Check #33725		11/06/2021	12/03/2021	12/03/2021		12/03/2021	79.90
103475378I	TYLER 299A24237	Paid by Check #33727		11/06/2021	12/03/2021	12/03/2021		12/03/2021	84.20
103475671I	MAGYAR 792A24403	Paid by Check #33722		11/06/2021	12/03/2021	12/03/2021		12/03/2021	84.20
000209246006	TYLER 141A75193	Paid by Check #33726		11/07/2021	12/03/2021	12/03/2021		12/03/2021	228.38
000209247109	MAGYAR 730A75583	Paid by Check #33721		11/07/2021	12/03/2021	12/03/2021		12/03/2021	865.95



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Report By Vendor - Invoice
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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
000209272490	MEDDERS 936A79191	Paid by Check #33729		11/07/2021	12/03/2021	12/03/2021		12/03/2021	770.88
000209339364	HARTLEY 925M97595	Paid by Check #33719		11/07/2021	12/03/2021	12/03/2021		12/03/2021	222.72
000209354408	RAMIREZ 992W01856	Paid by Check #33724		11/07/2021	12/03/2021	12/03/2021		12/03/2021	179.95
000209359510	HARMAN 862W04709	Paid by Check #33728		11/07/2021	12/03/2021	12/03/2021		12/03/2021	391.53
000621271E	12/01/2021 to 01/01/2022	Paid by Check #33718		11/14/2021	12/03/2021	12/03/2021		12/03/2021	580.93
			Vendor 351 - Anthem Blue Cross Totals				Invoices	12	\$3,648.44
Vendor 21 - Aramark Uniform Services Inc.									
503000417129	Fy 21/22-Parks-Uniform services for week of 11/17/2021	Paid by Check #33730		11/17/2021	12/03/2021	12/03/2021	11/17/2021	12/03/2021	44.01
503000422217	Fy 21/22-Parks-Uniform services for week of 11/24/2021	Paid by Check #33730		11/24/2021	12/03/2021	12/03/2021	11/24/2021	12/03/2021	44.01
			Vendor 21 - Aramark Uniform Services Inc. Totals				Invoices	2	\$88.02
Vendor 1032 - Calixto Arias									
Safety 2021	Safety 2021	Paid by Check #33731		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
			Vendor 1032 - Calixto Arias Totals				Invoices	1	\$310.00
Vendor 621 - Thaddeus Ashford									
Safety 2021	Safety 2021	Paid by Check #33732		12/01/2021	12/03/2021	12/03/2021		12/03/2021	150.00
			Vendor 621 - Thaddeus Ashford Totals				Invoices	1	\$150.00
Vendor 17 - AT&T									
939105446111/21	Telephone	Paid by Check #33745		11/11/2021	12/03/2021	12/03/2021		12/03/2021	22.50
939105446611/21	Telephone	Paid by Check #33743		11/11/2021	12/03/2021	12/03/2021		12/03/2021	22.51
939105446711/21	Telephone	Paid by Check #33744		11/11/2021	12/03/2021	12/03/2021		12/03/2021	43.34
939105475611/21	Telephone	Paid by Check #33742		11/11/2021	12/03/2021	12/03/2021		12/03/2021	383.36
939105474411/21	Telephone	Paid by Check #33733		11/11/2021	12/03/2021	12/03/2021		12/03/2021	339.06
9391054469 11/21	PD - 10/11/2021 - 11/10/2021	Paid by Check #33734		11/11/2021	12/03/2021	12/03/2021		12/03/2021	20.84
	Billing Charges								
9391054740 11/21	PD - 10/11/2021 - 11/10/2021	Paid by Check #33735		11/11/2021	12/03/2021	12/03/2021		12/03/2021	263.29
	Billing Charges								
939103727711/21	PW	Paid by Check #33736		11/10/2021	12/03/2021	12/03/2021		12/03/2021	24.96
939105447211/21	PW	Paid by Check #33737		11/10/2021	12/03/2021	12/03/2021		12/03/2021	43.35
939105447411/21	PW	Paid by Check #33738		11/10/2021	12/03/2021	12/03/2021		12/03/2021	43.70
939105447711/21	PW	Paid by Check #33739		11/10/2021	12/03/2021	12/03/2021		12/03/2021	22.52
939105447811/21	PW	Paid by Check #33740		11/10/2021	12/03/2021	12/03/2021		12/03/2021	22.52
939105474111/21	PW	Paid by Check #33741		11/11/2021	12/03/2021	12/03/2021		12/03/2021	271.26
			Vendor 17 - AT&T Totals				Invoices	13	\$1,523.21
Vendor 289 - AT&T Mobility LLC									
2872350721991121	CITY COUNCIL	Paid by Check #33746		11/16/2021	12/03/2021	12/03/2021		12/03/2021	71.48
			Vendor 289 - AT&T Mobility LLC Totals				Invoices	1	\$71.48



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Vendor 667 - George Avila									
Safety 2021	Safety 2021	Paid by Check #33747		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
			Vendor 667 - George Avila Totals			Invoices	1		<u>\$310.00</u>
Vendor 623 - John Ayala									
Safety 2021	Safety 2021	Paid by Check #33748		12/01/2021	12/03/2021	12/03/2021		12/03/2021	75.00
			Vendor 623 - John Ayala Totals			Invoices	1		<u>\$75.00</u>
Vendor 992 - Keri Babcock									
Safety 2021	Safety 2021	Paid by Check #33749		12/01/2021	12/03/2021	12/03/2021		12/03/2021	170.00
			Vendor 992 - Keri Babcock Totals			Invoices	1		<u>\$170.00</u>
Vendor 596 - Michael Banks									
Safety 2021	Safety 2021	Paid by Check #33750		12/01/2021	12/03/2021	12/03/2021		12/03/2021	20.00
			Vendor 596 - Michael Banks Totals			Invoices	1		<u>\$20.00</u>
Vendor 65 - Banner Pest Control									
203481	PD - Downtown Removal of Pigeons	Paid by Check #33751		11/02/2021	12/03/2021	12/03/2021		12/03/2021	75.00
203505	PD - Downtown Removal of Pigeons	Paid by Check #33751		11/16/2021	12/03/2021	12/03/2021		12/03/2021	75.00
			Vendor 65 - Banner Pest Control Totals			Invoices	2		<u>\$150.00</u>
Vendor 557 - Linda Barkley									
Safety 2021	Safety 2021	Paid by Check #33752		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
			Vendor 557 - Linda Barkley Totals			Invoices	1		<u>\$350.00</u>
Vendor 40 - Richard Leroy Barkley									
10948	Fy 21/22-CS-Service call fee for racquetball courts	Paid by Check #33753		10/13/2021	12/03/2021	12/03/2021	11/24/2021	12/03/2021	150.00
10638	Fy 21/22-CS-Repairs to racquetball courts @ rec center	Paid by Check #33753		10/18/2021	12/03/2021	12/03/2021	11/24/2021	12/03/2021	2,638.89
			Vendor 40 - Richard Leroy Barkley Totals			Invoices	2		<u>\$2,788.89</u>
Vendor 668 - Steve Barron									
Safety 2021	Safety 2021	Paid by Check #33754		12/01/2021	12/03/2021	12/03/2021		12/03/2021	180.00
			Vendor 668 - Steve Barron Totals			Invoices	1		<u>\$180.00</u>
Vendor 376 - BCS Consulting, LLC									
2021130	PD - Interview Room Data Run / Wiring	Paid by Check #33755		11/22/2021	12/03/2021	12/03/2021		12/03/2021	1,151.00
2021131	PD - 911 Dispatch Data Run - Wiring	Paid by Check #33755		11/22/2021	12/03/2021	12/03/2021		12/03/2021	575.50
			Vendor 376 - BCS Consulting, LLC Totals			Invoices	2		<u>\$1,726.50</u>
Vendor 300 - Beatwear Inc.									



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7109	PD - CSO Diaz - Uniform	Paid by Check #33756		10/29/2021	12/03/2021	12/03/2021		12/03/2021	281.41
		Vendor	300 - Beatwear Inc. Totals			Invoices	1		\$281.41
Vendor	105 - Best Uniforms								
42880	PD - Body Armor / Michael Reyna	Paid by Check #33757		11/16/2021	12/03/2021	12/03/2021		12/03/2021	1,056.41
		Vendor	105 - Best Uniforms Totals			Invoices	1		\$1,056.41
Vendor	1259 - BestBuy.com, LLC								
Q3 2021	SALES TAX REVENUE	Paid by EFT #1779		11/03/2021	11/30/2021	11/30/2021		11/30/2021	2,005,193.00
		Vendor	1259 - BestBuy.com, LLC Totals			Invoices	1		\$2,005,193.00
Vendor	558 - Cecilia Bobst								
Safety 2021	Safety 2021	Paid by Check #33758		12/01/2021	12/03/2021	12/03/2021		12/03/2021	245.00
		Vendor	558 - Cecilia Bobst Totals			Invoices	1		\$245.00
Vendor	822 - Boundtree Medical LLC								
84290230	Supplies	Paid by Check #33759		11/15/2021	12/03/2021	12/03/2021		12/03/2021	141.68
		Vendor	822 - Boundtree Medical LLC Totals			Invoices	1		\$141.68
Vendor	116 - BSK Analytical Laboratories								
AE26136	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33760		11/17/2021	12/03/2021	12/03/2021		12/03/2021	176.00
AE26771	WATER SAMPLE TESTING - WATER DEPT	Paid by Check #33760		11/24/2021	12/03/2021	12/03/2021		12/03/2021	176.00
		Vendor	116 - BSK Analytical Laboratories Totals			Invoices	2		\$352.00
Vendor	562 - Joe Bueno								
Safety 2021	Safety 2021	Paid by Check #33761		12/01/2021	12/03/2021	12/03/2021		12/03/2021	255.00
		Vendor	562 - Joe Bueno Totals			Invoices	1		\$255.00
Vendor	1141 - Business Location Advisors, Inc.								
3 QTR-21	BESTBUY.COM	Paid by Check #33762		11/16/2021	12/03/2021	12/03/2021		12/03/2021	133,679.49
		Vendor	1141 - Business Location Advisors, Inc. Totals			Invoices	1		\$133,679.49
Vendor	305 - Cartozian Air Conditioning and Heating Inc.								
17825	CITY HALL	Paid by Check #33763		11/10/2021	12/03/2021	12/03/2021		12/03/2021	750.00
		Vendor	305 - Cartozian Air Conditioning and Heating Inc. Totals			Invoices	1		\$750.00
Vendor	626 - Lisa Casas								
Safety 2021	Safety 2021	Paid by Check #33764		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor	626 - Lisa Casas Totals			Invoices	1		\$350.00
Vendor	725 - CDW Government								
N542946	Office Supplies	Paid by Check #33765		11/12/2021	12/03/2021	12/03/2021		12/03/2021	94.02
N542948	Fy 21/22-CS-Updates to Stephanie's computer	Paid by Check #33765		11/12/2021	12/03/2021	12/03/2021	11/22/2021	12/03/2021	94.02



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Vendor 725 - CDW Government Totals				Invoices			2		\$188.04
Vendor 598 - Greg Chastain									
Safety 2021	Safety 2021	Paid by Check #33766		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
Vendor 598 - Greg Chastain Totals				Invoices			1		\$330.00
Vendor 564 - Cynthia Cisneros									
Safety 2021	Safety 2021	Paid by Check #33767		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
Vendor 564 - Cynthia Cisneros Totals				Invoices			1		\$350.00
Vendor 8 - City of Dinuba									
PD11292021	PD - Petty Cash Reimbursement	Paid by Check #33768		11/29/2021	12/03/2021	12/03/2021		12/03/2021	400.00
Vendor 8 - City of Dinuba Totals				Invoices			1		\$400.00
Vendor 972 - City of Sanger									
IGT 49 - Dinuba	October 2021	Paid by Check #33769		11/09/2021	12/03/2021	12/03/2021		12/03/2021	516.25
Vendor 972 - City of Sanger Totals				Invoices			1		\$516.25
Vendor 1669 - Colantuono, Highsmith & Whatley, PC									
49713	PG&E COALITION-UUT	Paid by Check #33770		11/07/2021	12/03/2021	12/03/2021		12/03/2021	133.99
Vendor 1669 - Colantuono, Highsmith & Whatley, PC Totals				Invoices			1		\$133.99
Vendor 1238 - Coleman & Horowitz, LLP									
448192	SGI/DOKKEN	Paid by Check #33771		10/31/2021	12/03/2021	12/03/2021		12/03/2021	762.70
448193	EAGLE FIRE & WATER RESTORATION, INC	Paid by Check #33771		10/31/2021	12/03/2021	12/03/2021		12/03/2021	2,788.00
Vendor 1238 - Coleman & Horowitz, LLP Totals				Invoices			2		\$3,550.70
Vendor 125 - College of the Sequoias									
202210-05-3	PD - PC 832 Laws of Arrest/CRN#14776 - ACO Robin Galvan	Paid by Check #33772		11/22/2021	12/03/2021	12/03/2021		12/03/2021	164.00
Vendor 125 - College of the Sequoias Totals				Invoices			1		\$164.00
Vendor 170 - Comcast									
0148160 11/11/21	1390 E ELIZABETH WAY	Paid by Check #33773		11/11/2021	12/03/2021	12/03/2021		12/03/2021	230.36
0191269 11/22/21	201 N URUAPAN WAY	Paid by Check #33775		11/22/2021	12/03/2021	12/03/2021		12/03/2021	284.57
0148178 11/12/21	680 S ALTA AVE	Paid by Check #33774		11/12/2021	12/03/2021	12/03/2021		12/03/2021	461.77
Vendor 170 - Comcast Totals				Invoices			3		\$976.70
Vendor 1576 - Creative Asphalt, Inc.									
7770	1125 UMBRELLA, 159 ARKONA - ASPHALT REPAIRS	Paid by Check #33776		11/15/2021	12/03/2021	12/03/2021		12/03/2021	2,280.00
Vendor 1576 - Creative Asphalt, Inc. Totals				Invoices			1		\$2,280.00
Vendor 1782 - Marleen Cruz									



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Safety 2021	Safety 2021	Paid by Check #33777		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
		Vendor 1782 - Marleen Cruz Totals				Invoices	1		\$310.00
Vendor 1221 - Daniel Cruz Barragan									
Safety 2021	Safety 2021	Paid by Check #33778		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 1221 - Daniel Cruz Barragan Totals				Invoices	1		\$330.00
Vendor 1759 - Davis Demographics									
21629	CONTRACTUAL	Paid by Check #33779		11/15/2021	12/03/2021	12/03/2021		12/03/2021	5,100.00
		Vendor 1759 - Davis Demographics Totals				Invoices	1		\$5,100.00
Vendor 999 - DavisFarr LLP									
10706	Contractual	Paid by Check #33780		10/25/2021	12/03/2021	12/03/2021		12/03/2021	3,535.00
		Vendor 999 - DavisFarr LLP Totals				Invoices	1		\$3,535.00
Vendor 720 - Dell Marketing L.P.									
10532196078	PD - SRO Officers (2) / Admin Asst. (1) Laptops	Paid by Check #33781		11/08/2021	12/03/2021	12/03/2021		12/03/2021	3,605.94
		Vendor 720 - Dell Marketing L.P. Totals				Invoices	1		\$3,605.94
Vendor 77 - Department of Justice									
547046	PD - Blood Alcohol Analysis - October 2021	Paid by Check #33782		11/04/2021	12/03/2021	12/03/2021		12/03/2021	140.00
		Vendor 77 - Department of Justice Totals				Invoices	1		\$140.00
Vendor 1750 - Antonio Diaz									
Safety 2021	Safety 2021	Paid by Check #33783		12/01/2021	12/03/2021	12/03/2021		12/03/2021	180.00
		Vendor 1750 - Antonio Diaz Totals				Invoices	1		\$180.00
Vendor 630 - Elizabeth Diaz									
Safety 2021	Safety 2021	Paid by Check #33784		12/01/2021	12/03/2021	12/03/2021		12/03/2021	255.00
		Vendor 630 - Elizabeth Diaz Totals				Invoices	1		\$255.00
Vendor 30 - Dinuba Chamber of Commerce									
07/2021-10/2021	DINUBA MAIN STREET FUND	Paid by Check #33785		11/17/2021	12/03/2021	12/03/2021		12/03/2021	8,884.11
		Vendor 30 - Dinuba Chamber of Commerce Totals				Invoices	1		\$8,884.11
Vendor 62 - Ed Dena's Auto Center									
308002	REPAIRS PARTS FO RM 735	Paid by Check #33786		11/05/2021	12/03/2021	12/03/2021		12/03/2021	132.02
		Vendor 62 - Ed Dena's Auto Center Totals				Invoices	1		\$132.02
Vendor 309 - Elbert Distributing									
PI0043181	OIL FOR SHOP	Paid by Check #33787		11/10/2021	12/03/2021	12/03/2021		12/03/2021	310.97
		Vendor 309 - Elbert Distributing Totals				Invoices	1		\$310.97
Vendor 701 - Brandon Enriquez									



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Safety 2021	Safety 2021	Paid by Check #33788		12/01/2021	12/03/2021	12/03/2021		12/03/2021	30.00
		Vendor 701 - Brandon Enriquez Totals				Invoices	1		\$30.00
Vendor 23 - Entenmann-Rovin Co.									
0162339-IN	PD - Badges Refinishing Charges	Paid by Check #33789		11/18/2021	12/03/2021	12/03/2021		12/03/2021	474.29
		Vendor 23 - Entenmann-Rovin Co. Totals				Invoices	1		\$474.29
Vendor 602 - Dustin Espino									
Safety 2021	Safety 2021	Paid by Check #33790		12/01/2021	12/03/2021	12/03/2021		12/03/2021	255.00
		Vendor 602 - Dustin Espino Totals				Invoices	1		\$255.00
Vendor 571 - Mario Estrada									
Safety 2021	Safety 2021	Paid by Check #33791		12/01/2021	12/03/2021	12/03/2021		12/03/2021	180.00
		Vendor 571 - Mario Estrada Totals				Invoices	1		\$180.00
Vendor 631 - Moises Estrada									
Safety 2021	Safety 2021	Paid by Check #33792		12/01/2021	12/03/2021	12/03/2021		12/03/2021	225.00
		Vendor 631 - Moises Estrada Totals				Invoices	1		\$225.00
Vendor 1703 - Dennis Fernandez									
Safety 2021	Safety 2021	Paid by Check #33793		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 1703 - Dennis Fernandez Totals				Invoices	1		\$350.00
Vendor 314 - Financial Forms & Supplies, Inc.									
39009	Office Supplies	Paid by Check #33794		11/18/2021	12/03/2021	12/03/2021		12/03/2021	254.00
		Vendor 314 - Financial Forms & Supplies, Inc. Totals				Invoices	1		\$254.00
Vendor 674 - Adam Flores									
Safety 2021	Safety 2021	Paid by Check #33795		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 674 - Adam Flores Totals				Invoices	1		\$330.00
Vendor 696 - Crystal Flores									
Safety 2021	Safety 2021	Paid by Check #33796		12/01/2021	12/03/2021	12/03/2021		12/03/2021	125.00
		Vendor 696 - Crystal Flores Totals				Invoices	1		\$125.00
Vendor 632 - Rosalva Flores									
Safety 2021	Safety 2021	Paid by Check #33797		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 632 - Rosalva Flores Totals				Invoices	1		\$350.00
Vendor 1518 - Formation Environmental, LLC									
6663	Formation Environmental Wellfield Project	Paid by Check #33798		10/31/2021	12/03/2021	12/03/2021		12/03/2021	85,770.98
		Vendor 1518 - Formation Environmental, LLC Totals				Invoices	1		\$85,770.98
Vendor 572 - Andrea Frausto									



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Safety 2021	Safety 2021	Paid by Check #33799		12/01/2021	12/03/2021	12/03/2021		12/03/2021	30.00
		Vendor 572 - Andrea Frausto Totals				Invoices	1		\$30.00
Vendor 1540 - G.E.T. Industries									
542	PD - Supplies	Paid by Check #33800		11/19/2021	12/03/2021	12/03/2021		12/03/2021	296.69
		Vendor 1540 - G.E.T. Industries Totals				Invoices	1		\$296.69
Vendor 1783 - Robin Galvan									
Safety 2021	Safety 2021	Paid by Check #33801		12/01/2021	12/03/2021	12/03/2021		12/03/2021	95.00
		Vendor 1783 - Robin Galvan Totals				Invoices	1		\$95.00
Vendor 588 - Lorena Gamboa									
Safety 2021	Safety 2021	Paid by Check #33802		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 588 - Lorena Gamboa Totals				Invoices	1		\$350.00
Vendor 1027 - Amy Garcia									
Safety 2021	Safety 2021	Paid by Check #33803		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 1027 - Amy Garcia Totals				Invoices	1		\$350.00
Vendor 676 - Rolando Garcia									
Safety 2021	Safety 2021	Paid by Check #33804		12/01/2021	12/03/2021	12/03/2021		12/03/2021	275.00
		Vendor 676 - Rolando Garcia Totals				Invoices	1		\$275.00
Vendor 573 - Crystal Garza									
Safety 2021	Safety 2021	Paid by Check #33805		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 573 - Crystal Garza Totals				Invoices	1		\$350.00
Vendor 18 - The Gas Company									
1620156700111/21	1390 E ELIZABETH WAY	Paid by Check #33806		11/05/2021	12/03/2021	12/03/2021		12/03/2021	69.58
0865742471211/21	1088 E KAMM AVE	Paid by Check #33807		11/05/2021	12/03/2021	12/03/2021		12/03/2021	487.37
1285520359711/21	1088 E KAMM AVE	Paid by Check #33808		11/08/2021	12/03/2021	12/03/2021		12/03/2021	69.18
		Vendor 18 - The Gas Company Totals				Invoices	3		\$626.13
Vendor 712 - GLS US									
4584051	POSTAGE - PLANS	Paid by Check #33809		11/15/2021	12/03/2021	12/03/2021		12/03/2021	26.44
		Vendor 712 - GLS US Totals				Invoices	1		\$26.44
Vendor 1588 - Jonathan Gonzalez									
Safety 2021	Safety 2021	Paid by Check #33810		12/01/2021	12/03/2021	12/03/2021		12/03/2021	245.00
		Vendor 1588 - Jonathan Gonzalez Totals				Invoices	1		\$245.00
Vendor 677 - Juan C Gonzalez									
Safety 2021	Safety 2021	Paid by Check #33811		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 677 - Juan C Gonzalez Totals				Invoices	1		\$330.00



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Vendor 604 - Ashley Greco									
Safety 2021	Safety 2021	Paid by Check #33812		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 604 - Ashley Greco Totals				Invoices	1		<u>\$350.00</u>
Vendor 1031 - Joe Grijalva									
Safety 2021	Safety 2021	Paid by Check #33813		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 1031 - Joe Grijalva Totals				Invoices	1		<u>\$350.00</u>
Vendor 1431 - Patricia Hartman									
11/29/2021	ANTHEM	Paid by Check #33814		11/29/2021	12/03/2021	12/03/2021		12/03/2021	79.90
		Vendor 1431 - Patricia Hartman Totals				Invoices	1		<u>\$79.90</u>
Vendor 139 - Henry Schein Inc.									
12598514	Supplies	Paid by Check #33815		11/10/2021	12/03/2021	12/03/2021		12/03/2021	442.65
		Vendor 139 - Henry Schein Inc. Totals				Invoices	1		<u>\$442.65</u>
Vendor 680 - Ismael Hernandez									
Safety 2021	Safety 2021	Paid by Check #33816		12/01/2021	12/03/2021	12/03/2021		12/03/2021	225.00
		Vendor 680 - Ismael Hernandez Totals				Invoices	1		<u>\$225.00</u>
Vendor 1605 - Roberto Hernandez									
Safety 2021	Safety 2021	Paid by Check #33817		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
		Vendor 1605 - Roberto Hernandez Totals				Invoices	1		<u>\$310.00</u>
Vendor 662 - Eloisa Huerta									
Safety 2021	Safety 2021	Paid by Check #33818		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 662 - Eloisa Huerta Totals				Invoices	1		<u>\$330.00</u>
Vendor 565 - Stephanie Hurtado									
Safety 2021	Safety 2021	Paid by Check #33819		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 565 - Stephanie Hurtado Totals				Invoices	1		<u>\$330.00</u>
Vendor 294 - International Code Council, Inc.									
3321835	GOVERNMENTAL MEMBERSHIP - 2022	Paid by Check #33820		11/09/2021	12/03/2021	12/03/2021		12/03/2021	145.00
		Vendor 294 - International Code Council, Inc. Totals				Invoices	1		<u>\$145.00</u>
Vendor 636 - Abel Iriarte									
Safety 2021	Safety 2021	Paid by Check #33821		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 636 - Abel Iriarte Totals				Invoices	1		<u>\$330.00</u>
Vendor 560 - Daniel James									
Safety 2021	Safety 2021	Paid by Check #33822		12/01/2021	12/03/2021	12/03/2021		12/03/2021	50.00
		Vendor 560 - Daniel James Totals				Invoices	1		<u>\$50.00</u>



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1718 - JCL Company, LLC									
CEP25062530	FLEET SUPPLIES	Paid by Check #33823		11/09/2021	12/03/2021	12/03/2021		12/03/2021	289.59
		Vendor 1718 - JCL Company, LLC Totals				Invoices	1		<u>\$289.59</u>
Vendor 637 - John Jobe									
Safety 2021	Safety 2021	Paid by Check #33824		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
		Vendor 637 - John Jobe Totals				Invoices	1		<u>\$310.00</u>
Vendor 5 - Jorgensen & Co.									
5974679	Service	Paid by Check #33825		11/15/2021	12/03/2021	12/03/2021		12/03/2021	62.14
5974495	ANNUAL FIRE EXT SERVICE - WWTP	Paid by Check #33825		11/12/2021	12/03/2021	12/03/2021		12/03/2021	602.26
		Vendor 5 - Jorgensen & Co. Totals				Invoices	2		<u>\$664.40</u>
Vendor 681 - Eric Jump									
Safety 2021	Safety 2021	Paid by Check #33826		12/01/2021	12/03/2021	12/03/2021		12/03/2021	115.00
		Vendor 681 - Eric Jump Totals				Invoices	1		<u>\$115.00</u>
Vendor 281 - Law and Associates Investigations									
2160	PD - Background - Underwood	Paid by Check #33827		11/18/2021	12/03/2021	12/03/2021		12/03/2021	700.00
		Vendor 281 - Law and Associates Investigations Totals				Invoices	1		<u>\$700.00</u>
Vendor 449 - Les Schwab Tire Centers of Central California									
55100267358	TIRES FOR M 734	Paid by Check #33828		11/17/2021	12/03/2021	12/03/2021		12/03/2021	1,398.83
		Vendor 449 - Les Schwab Tire Centers of Central California Totals				Invoices	1		<u>\$1,398.83</u>
Vendor 89 - Liebert Cassidy Whitmore									
205441	Legal Services (lawyers)	Paid by Check #33829		09/30/2021	12/03/2021	12/03/2021		12/03/2021	3,389.00
206955	Legal Services (lawyers)	Paid by Check #33829		10/31/2021	12/03/2021	12/03/2021		12/03/2021	922.00
207624	Legal Services (lawyers)	Paid by Check #33829		10/31/2021	12/03/2021	12/03/2021		12/03/2021	798.00
		Vendor 89 - Liebert Cassidy Whitmore Totals				Invoices	3		<u>\$5,109.00</u>
Vendor 587 - Jacqueline Lopez									
Safety 2021	Safety 2021	Paid by Check #33830		12/01/2021	12/03/2021	12/03/2021		12/03/2021	30.00
		Vendor 587 - Jacqueline Lopez Totals				Invoices	1		<u>\$30.00</u>
Vendor 682 - Jose Lopez									
https://store.fa	Safety 2021	Paid by Check #33831		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 682 - Jose Lopez Totals				Invoices	1		<u>\$350.00</u>
Vendor 641 - Gabriel Loreda									
Safety 2021	Safety 2021	Paid by Check #33832		12/01/2021	12/03/2021	12/03/2021		12/03/2021	255.00
		Vendor 641 - Gabriel Loreda Totals				Invoices	1		<u>\$255.00</u>
Vendor 1368 - Elijah Luna									



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Safety 2021	Safety 2021	Paid by Check #33833		12/01/2021	12/03/2021	12/03/2021		12/03/2021	20.00
Vendor 1368 - Elijah Luna Totals									\$20.00
Invoices									1
Vendor 643 - Ricky Mares									
Safety 2021	Safety 2021	Paid by Check #33834		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
Vendor 643 - Ricky Mares Totals									\$330.00
Invoices									1
Vendor 1697 - Bryan Marsh									
Safety 2021	Safety 2021	Paid by Check #33835		12/01/2021	12/03/2021	12/03/2021		12/03/2021	125.00
Vendor 1697 - Bryan Marsh Totals									\$125.00
Invoices									1
Vendor 608 - JESSE MARTIN									
Safety 2021	Safety 2021	Paid by Check #33836		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
Art of Smoke	Educational Reimbursement	Paid by Check #33836		11/05/2021	12/03/2021	12/03/2021		12/03/2021	250.00
Vendor 608 - JESSE MARTIN Totals									\$580.00
Invoices									2
Vendor 644 - Jessica Martin									
Safety 2021	Safety 2021	Paid by Check #33837		12/01/2021	12/03/2021	12/03/2021		12/03/2021	340.00
Vendor 644 - Jessica Martin Totals									\$340.00
Invoices									1
Vendor 1108 - Master Pitching Machine, Inc.									
135552	Fy 21/22-Sportsplex-Cable attach assembly	Paid by Check #33838		11/16/2021	12/03/2021	12/03/2021	11/22/2021	12/03/2021	49.75
Vendor 1108 - Master Pitching Machine, Inc. Totals									\$49.75
Invoices									1
Vendor 1723 - Matson Alarm Co, Inc.									
2285839	Fy 21/22-Sportsplex-Fire & burglar monit srvc @ sportsplex	Paid by Check #33839		12/01/2021	12/03/2021	12/03/2021	11/29/2021	12/03/2021	90.00
Vendor 1723 - Matson Alarm Co, Inc. Totals									\$90.00
Invoices									1
Vendor 441 - Mechanics Bank									
3520 11/01/2021B	Maggie	Paid by EFT #1776		11/01/2021	11/29/2021	11/29/2021		11/29/2021	179.88
Vendor 441 - Mechanics Bank Totals									\$179.88
Invoices									1
Vendor 683 - JUAN MEDINA									
Safety 2021	Safety 2021	Paid by Check #33840		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
Vendor 683 - JUAN MEDINA Totals									\$330.00
Invoices									1
Vendor 1784 - Martha Mendoza									
Safety 2021	Safety 2021	Paid by Check #33841		12/01/2021	12/03/2021	12/03/2021		12/03/2021	10.00
Vendor 1784 - Martha Mendoza Totals									\$10.00
Invoices									1
Vendor 609 - Tim Miller									
Safety 2021	Safety 2021	Paid by Check #33842		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
Vendor 609 - Tim Miller Totals									\$350.00
Invoices									1



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Vendor 1030 - Angelica Molina									
Safety 2021	Safety 2021	Paid by Check #33843		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 1030 - Angelica Molina Totals				Invoices	1		<u>\$350.00</u>
Vendor 589 - Rosa Montanez									
Safety 2021	Safety 2021	Paid by Check #33844		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 589 - Rosa Montanez Totals				Invoices	1		<u>\$350.00</u>
Vendor 590 - Guadalupe Montejano									
Safety 2021	Safety 2021	Paid by Check #33845		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 590 - Guadalupe Montejano Totals				Invoices	1		<u>\$350.00</u>
Vendor 575 - Maricela Montoya									
Safety 2021	Safety 2021	Paid by Check #33846		12/01/2021	12/03/2021	12/03/2021		12/03/2021	30.00
		Vendor 575 - Maricela Montoya Totals				Invoices	1		<u>\$30.00</u>
Vendor 22 - Moore Twining Associates Inc.									
1376110	PFAS TES	Paid by Check #33847		11/16/2021	12/03/2021	12/03/2021		12/03/2021	3,130.00
1376136	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33847		11/17/2021	12/03/2021	12/03/2021		12/03/2021	88.00
1376137	WATER SAMPLE TESTING WWTP - IN HOUSE	Paid by Check #33847		11/17/2021	12/03/2021	12/03/2021		12/03/2021	246.00
1376249	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33847		11/19/2021	12/03/2021	12/03/2021		12/03/2021	88.00
1376528	WATER SAMPLE TESTING WWTP - IN HOUSE	Paid by Check #33847		11/29/2021	12/03/2021	12/03/2021		12/03/2021	115.00
1376529	WATER SAMPLE TESTING WWTP - INDUSTRIAL	Paid by Check #33847		11/29/2021	12/03/2021	12/03/2021		12/03/2021	88.00
		Vendor 22 - Moore Twining Associates Inc. Totals				Invoices	6		<u>\$3,755.00</u>
Vendor 88 - Municipal Maintenance Equipment Inc.									
0165159-IN	REPAIR PART FOR T 20	Paid by Check #33848		11/08/2021	12/03/2021	12/03/2021		12/03/2021	910.42
		Vendor 88 - Municipal Maintenance Equipment Inc. Totals				Invoices	1		<u>\$910.42</u>
Vendor 591 - SILVIA MUNOZ									
15 yrs of srvc	Miscellaneous	Paid by Check #33849		11/30/2021	12/03/2021	12/03/2021		12/03/2021	150.00
Safety 2021	Safety 2021	Paid by Check #33849		12/01/2021	12/03/2021	12/03/2021		12/03/2021	50.00
		Vendor 591 - SILVIA MUNOZ Totals				Invoices	2		<u>\$200.00</u>
Vendor 109 - National Emblem Inc.									
395139	PD - Uniform Patches	Paid by Check #33850		11/19/2021	12/03/2021	12/03/2021		12/03/2021	1,869.83
		Vendor 109 - National Emblem Inc. Totals				Invoices	1		<u>\$1,869.83</u>
Vendor 60 - National Fire Protection Assoc.									
3518563 2021	Jordan Webster Membership	Paid by Check #33851		11/02/2021	12/03/2021	12/03/2021		12/03/2021	175.00



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Vendor 60 - National Fire Protection Assoc. Totals						Invoices	1		\$175.00
Vendor 1593 - Nelson's Power Center									
260642	PARTS FOR SPRAYER MOTOR - WWTP	Paid by Check #33852		11/15/2021	12/03/2021	12/03/2021		12/03/2021	34.03
Vendor 1593 - Nelson's Power Center Totals						Invoices	1		\$34.03
Vendor 648 - Marcos Nunez									
Safety 2021	Safety 2021	Paid by Check #33853		12/01/2021	12/03/2021	12/03/2021		12/03/2021	180.00
Vendor 648 - Marcos Nunez Totals						Invoices	1		\$180.00
Vendor 392 - O'Reilly Auto Parts									
3641-426727	Supplies	Paid by Check #33854		11/26/2021	12/03/2021	12/03/2021		12/03/2021	37.93
Vendor 392 - O'Reilly Auto Parts Totals						Invoices	1		\$37.93
Vendor 142 - Office Depot BSD									
208999676001	Office Supplies	Paid by Check #33855		11/10/2021	12/03/2021	12/03/2021		12/03/2021	133.89
209087026001	Fy 21/22-Office Supplies	Paid by Check #33855		11/10/2021	12/03/2021	12/03/2021	11/22/2021	12/03/2021	62.47
209087027001	Fy 21/22-CS-Desk pad calendars	Paid by Check #33855		11/10/2021	12/03/2021	12/03/2021	11/22/2021	12/03/2021	28.19
207215333001	PD - Supplies	Paid by Check #33855		11/04/2021	12/03/2021	12/03/2021		12/03/2021	32.66
207177310001	PD - Supplies	Paid by Check #33855		11/05/2021	12/03/2021	12/03/2021		12/03/2021	361.55
208911714001	PD - Supplies	Paid by Check #33855		11/10/2021	12/03/2021	12/03/2021		12/03/2021	230.19
208911717001	PD - Supplies	Paid by Check #33855		11/10/2021	12/03/2021	12/03/2021		12/03/2021	93.71
209364136001	Office Supplies - Office Depot	Paid by Check #33855		11/07/2021	12/03/2021	12/03/2021		12/03/2021	49.57
209363770001	Office Supplies - Office Depot	Paid by Check #33855		11/08/2021	12/03/2021	12/03/2021		12/03/2021	161.06
209364137001	Office Supplies - Office Depot	Paid by Check #33855		11/08/2021	12/03/2021	12/03/2021		12/03/2021	6.05
Vendor 142 - Office Depot BSD Totals						Invoices	10		\$1,159.34
Vendor 1708 - James Olvera									
11/29/2021	ANTHEM	Paid by Check #33856		11/29/2021	12/03/2021	12/03/2021		12/03/2021	210.41
Vendor 1708 - James Olvera Totals						Invoices	1		\$210.41
Vendor 1370 - Ruben Ortega									
Safety 2021	Safety 2021	Paid by Check #33857		12/01/2021	12/03/2021	12/03/2021		12/03/2021	180.00
Vendor 1370 - Ruben Ortega Totals						Invoices	1		\$180.00
Vendor 1773 - Pace Supply Corp.									
197201945-1	WATER DEPT SUPPLIES	Paid by Check #33858		11/11/2021	12/03/2021	12/03/2021		12/03/2021	309.58
Vendor 1773 - Pace Supply Corp. Totals						Invoices	1		\$309.58
Vendor 76 - Pacific Gas & Electric									
9196176758811/21	SUERRA WAY AND BUENA VISTA AVE	Paid by Check #33875		11/15/2021	12/03/2021	12/03/2021		12/03/2021	69.31
3166578419011/21	3007 W KAMM AVE	Paid by Check #33893		11/17/2021	12/03/2021	12/03/2021		12/03/2021	23.82
3547447107111/21	November 2021	Paid by Check #33876		11/09/2021	12/03/2021	12/03/2021		12/03/2021	401.38



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2257627333211/21	425 S ALTA AVE	Paid by Check #33864		11/03/2021	12/03/2021	12/03/2021		12/03/2021	10.71
2848783828711/21	1455 S CRAWFORD AVE	Paid by Check #33862		11/08/2021	12/03/2021	12/03/2021		12/03/2021	10.39
8607273249711/21	1001 E EL PASO AVE	Paid by Check #33863		11/08/2021	12/03/2021	12/03/2021		12/03/2021	26.83
1693144969411/21	KAMM & GREEN	Paid by Check #33869		11/09/2021	12/03/2021	12/03/2021		12/03/2021	169.03
3396308460411/21	KAMM & O ST	Paid by Check #33861		11/09/2021	12/03/2021	12/03/2021		12/03/2021	10.00
6021181187611/21	201 N URUAPAN WAY	Paid by Check #33870		11/09/2021	12/03/2021	12/03/2021		12/03/2021	1,787.65
7748430711911/21	1133 S COLLEGE AVE	Paid by Check #33866		11/09/2021	12/03/2021	12/03/2021		12/03/2021	33.02
7905465742811/21	1150 E NEBRASKA AVE	Paid by Check #33867		11/09/2021	12/03/2021	12/03/2021		12/03/2021	39.79
9459141832511/21	COLLEGE/MARSHALL	Paid by Check #33860		11/09/2021	12/03/2021	12/03/2021		12/03/2021	9.55
2946520700811/21	PARKS	Paid by Check #33868		11/10/2021	12/03/2021	12/03/2021		12/03/2021	62.96
7314274871111/21	PARKS	Paid by Check #33871		11/10/2021	12/03/2021	12/03/2021		12/03/2021	2,936.86
1557710974511/21	1851 E KAMM AVE	Paid by Check #33859		11/12/2021	12/03/2021	12/03/2021		12/03/2021	1,868.80
8319024072711/2	SW SW 16-16-24	Paid by Check #33865		11/12/2021	12/03/2021	12/03/2021		12/03/2021	24.26
4323390246911/21	CITRUS HEIGHTS VENTURA AND O	Paid by Check #33872		11/15/2021	12/03/2021	12/03/2021		12/03/2021	62.27
8543598174211/21	PARKS	Paid by Check #33873		11/15/2021	12/03/2021	12/03/2021		12/03/2021	204.70
9018373735311/21	DUNMORE HOMS VISCAYA 1 AT SAGINA	Paid by Check #33874		11/15/2021	12/03/2021	12/03/2021		12/03/2021	907.55
1344455159511/21	NW COR M & VENTURA AVE PARKING LOT LGTS	Paid by Check #33877		11/08/2021	12/03/2021	12/03/2021		12/03/2021	46.12
2104753778811/21	155 W MERCED AVE	Paid by Check #33882		11/08/2021	12/03/2021	12/03/2021		12/03/2021	140.20
6058049267011/21	148 S M ST	Paid by Check #33886		11/08/2021	12/03/2021	12/03/2021		12/03/2021	39.69
6308054466911/21	ALLEY BTWN L & K ST	Paid by Check #33887		11/08/2021	12/03/2021	12/03/2021		12/03/2021	10.18
8633990399811/21	WELL #14 SIERRA WAY	Paid by Check #33890		11/08/2021	12/03/2021	12/03/2021		12/03/2021	41,973.02
1834091213011/21	100 N/MARSHALL AVE W/WRIGHT	Paid by Check #33880		11/09/2021	12/03/2021	12/03/2021		12/03/2021	16.43
4964113683011/21	MILSAP & MYRTLE ALLEY	Paid by Check #33883		11/09/2021	12/03/2021	12/03/2021		12/03/2021	89.96
5167308560411/21	S/E KAMM & ALTA	Paid by Check #33885		11/09/2021	12/03/2021	12/03/2021		12/03/2021	89.80
6724721106211/21	TULARE & L STS	Paid by Check #33888		11/09/2021	12/03/2021	12/03/2021		12/03/2021	84.89
6766387770111/21	TULARE & L ST	Paid by Check #33889		11/09/2021	12/03/2021	12/03/2021		12/03/2021	55.23
8744095279111/21	301 E KAMM AVE	Paid by Check #33891		11/09/2021	12/03/2021	12/03/2021		12/03/2021	23.25
5027356573411/21	RANDLE AVE S/EL MONTE	Paid by Check #33884		11/10/2021	12/03/2021	12/03/2021		12/03/2021	42.32
8474719951511/21	ALTA & KAMME AVE	Paid by Check #33892		11/10/2021	12/03/2021	12/03/2021		12/03/2021	74.03
2073277197511/21	1088 E KAMM AVE	Paid by Check #33881		11/12/2021	12/03/2021	12/03/2021		12/03/2021	35,478.51
1561888272211/21	PW	Paid by Check #33878		11/13/2021	12/03/2021	12/03/2021		12/03/2021	112.75
9548749847911/21	ALTA & NEBRASKA AVE	Paid by Check #33879		11/13/2021	12/03/2021	12/03/2021		12/03/2021	69.07
Vendor 76 - Pacific Gas & Electric Totals						Invoices	35		\$87,004.33
Vendor 686 - Elva Patino									
Safety 2021	Safety 2021	Paid by Check #33894		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
Vendor 686 - Elva Patino Totals						Invoices	1		\$330.00



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Safety 2021	Safety 2021	Paid by Check #33895		12/01/2021	12/03/2021	12/03/2021		12/03/2021	200.00
		Vendor 611 - Michelle Pattillo Totals				Invoices	1		\$200.00
Vendor 7 - Pena's Disposal Services									
625074	Fy 21/22-Parks-Disposal service for vuich park	Paid by Check #33896		11/19/2021	12/03/2021	12/03/2021	11/24/2021	12/03/2021	691.06
624360	Mattress Charges	Paid by Check #33896		11/12/2021	12/03/2021	12/03/2021		12/03/2021	500.00
625080	Cust No. 01-153360	Paid by Check #33896		11/19/2021	12/03/2021	12/03/2021		12/03/2021	2,073.51
		Vendor 7 - Pena's Disposal Services Totals				Invoices	3		\$3,264.57
Vendor 1607 - Juan Pinedo									
Safety 2021	Safety 2021	Paid by Check #33897		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 1607 - Juan Pinedo Totals				Invoices	1		\$330.00
Vendor 687 - Cosme Pizano									
Safety 2021	Safety 2021	Paid by Check #33898		12/01/2021	12/03/2021	12/03/2021		12/03/2021	235.00
		Vendor 687 - Cosme Pizano Totals				Invoices	1		\$235.00
Vendor 651 - Devon Popovich									
Safety 2021	Safety 2021	Paid by Check #33899		12/01/2021	12/03/2021	12/03/2021		12/03/2021	340.00
		Vendor 651 - Devon Popovich Totals				Invoices	1		\$340.00
Vendor 1785 - Mary Prado									
Safety 2021	Safety 2021	Paid by Check #33900		12/01/2021	12/03/2021	12/03/2021		12/03/2021	142.50
		Vendor 1785 - Mary Prado Totals				Invoices	1		\$142.50
Vendor 577 - Jacqueline Ramirez									
Safety 2021	Safety 2021	Paid by Check #33901		12/01/2021	12/03/2021	12/03/2021		12/03/2021	50.00
		Vendor 577 - Jacqueline Ramirez Totals				Invoices	1		\$50.00
Vendor 1583 - Joel Ramirez									
Safety 2021	Safety 2021	Paid by Check #33902		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 1583 - Joel Ramirez Totals				Invoices	1		\$350.00
Vendor 653 - Teresa Ramirez									
Safety 2021	Safety 2021	Paid by Check #33903		12/01/2021	12/03/2021	12/03/2021		12/03/2021	20.00
		Vendor 653 - Teresa Ramirez Totals				Invoices	1		\$20.00
Vendor 1311 - Cristian Ramos									
Safety 2021	Safety 2021	Paid by Check #33904		12/01/2021	12/03/2021	12/03/2021		12/03/2021	255.00
		Vendor 1311 - Cristian Ramos Totals				Invoices	1		\$255.00
Vendor 1357 - Linda Ramos									
Safety 2021	Safety 2021	Paid by Check #33905		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
		Vendor 1357 - Linda Ramos Totals				Invoices	1		\$310.00



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Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 349 - RES COM Pest Control									
1973279	PD - Dog Kennel Pest Control Service	Paid by Check #33906		11/16/2021	12/03/2021	12/03/2021		12/03/2021	44.00
		Vendor 349 - RES COM Pest Control Totals				Invoices	1		<u>\$44.00</u>
Vendor 689 - Denis Richardson									
Safety 2021	Safety 2021	Paid by Check #33907		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 689 - Denis Richardson Totals				Invoices	1		<u>\$330.00</u>
Vendor 612 - Johnny Rieke									
Safety 2021	Safety 2021	Paid by Check #33908		12/01/2021	12/03/2021	12/03/2021		12/03/2021	150.00
		Vendor 612 - Johnny Rieke Totals				Invoices	1		<u>\$150.00</u>
Vendor 655 - John Rivas									
Safety 2021	Safety 2021	Paid by Check #33909		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 655 - John Rivas Totals				Invoices	1		<u>\$350.00</u>
Vendor 1139 - Robert E. Cendejas and Associates, Inc.									
3 QTR-21	BESTBUY.COM	Paid by Check #33910		11/16/2021	12/03/2021	12/03/2021		12/03/2021	133,679.49
		Vendor 1139 - Robert E. Cendejas and Associates, Inc. Totals				Invoices	1		<u>\$133,679.49</u>
Vendor 1526 - Robert Soria Trucking									
14899	BASE ROCK	Paid by Check #33911		11/18/2021	12/03/2021	12/03/2021		12/03/2021	168.00
		Vendor 1526 - Robert Soria Trucking Totals				Invoices	1		<u>\$168.00</u>
Vendor 656 - John Robison									
Safety 2021	Safety 2021	Paid by Check #33912		12/01/2021	12/03/2021	12/03/2021		12/03/2021	20.00
		Vendor 656 - John Robison Totals				Invoices	1		<u>\$20.00</u>
Vendor 1786 - Anissa Rodriguez									
Safety 2021	Safety 2021	Paid by Check #33913		12/01/2021	12/03/2021	12/03/2021		12/03/2021	10.00
		Vendor 1786 - Anissa Rodriguez Totals				Invoices	1		<u>\$10.00</u>
Vendor 592 - JOSEPHINE ROLDAN									
Safety 2021	Safety 2021	Paid by Check #33914		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 592 - JOSEPHINE ROLDAN Totals				Invoices	1		<u>\$330.00</u>
Vendor 593 - Alma Ruelas									
Safety 2021	Safety 2021	Paid by Check #33915		12/01/2021	12/03/2021	12/03/2021		12/03/2021	330.00
		Vendor 593 - Alma Ruelas Totals				Invoices	1		<u>\$330.00</u>
Vendor 709 - Gonzalo Ruiz									
Safety 2021	Safety 2021	Paid by Check #33916		12/01/2021	12/03/2021	12/03/2021		12/03/2021	10.00
		Vendor 709 - Gonzalo Ruiz Totals				Invoices	1		<u>\$10.00</u>



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 1494 - Meagan Saenz									
Safety 2021	Safety 2021	Paid by Check #33917		12/01/2021	12/03/2021	12/03/2021		12/03/2021	142.50
		Vendor 1494 - Meagan Saenz Totals				Invoices	1		<u>\$142.50</u>
Vendor 1371 - Faviola Salgado									
Safety 2021	Safety 2021	Paid by Check #33918		12/01/2021	12/03/2021	12/03/2021		12/03/2021	160.00
		Vendor 1371 - Faviola Salgado Totals				Invoices	1		<u>\$160.00</u>
Vendor 792 - Mayra Sanchez									
Safety 2021	Safety 2021	Paid by Check #33919		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 792 - Mayra Sanchez Totals				Invoices	1		<u>\$350.00</u>
Vendor 1700 - Noah Sanchez									
Safety 2021	Safety 2021	Paid by Check #33920		12/01/2021	12/03/2021	12/03/2021		12/03/2021	150.00
		Vendor 1700 - Noah Sanchez Totals				Invoices	1		<u>\$150.00</u>
Vendor 1733 - Gerardo Santana									
Safety 2021	Safety 2021	Paid by Check #33921		12/01/2021	12/03/2021	12/03/2021		12/03/2021	150.00
		Vendor 1733 - Gerardo Santana Totals				Invoices	1		<u>\$150.00</u>
Vendor 1240 - Ana Santillan									
Safety 2021	Safety 2021	Paid by Check #33922		12/01/2021	12/03/2021	12/03/2021		12/03/2021	30.00
		Vendor 1240 - Ana Santillan Totals				Invoices	1		<u>\$30.00</u>
Vendor 42 - Scout Specialties									
150637	PAVEMENT STRIPING PAINT	Paid by Check #33923		11/15/2021	12/03/2021	12/03/2021		12/03/2021	94.40
		Vendor 42 - Scout Specialties Totals				Invoices	1		<u>\$94.40</u>
Vendor 957 - Shred-It USA LLC									
8000405186	PD - Shredding Service	Paid by Check #33924		11/18/2021	12/03/2021	12/03/2021		12/03/2021	117.49
		Vendor 957 - Shred-It USA LLC Totals				Invoices	1		<u>\$117.49</u>
Vendor 1372 - Josue Silva									
Safety 2021	Safety 2021	Paid by Check #33925		12/01/2021	12/03/2021	12/03/2021		12/03/2021	320.00
		Vendor 1372 - Josue Silva Totals				Invoices	1		<u>\$320.00</u>
Vendor 1028 - Rosemary Silva									
Safety 2021	Safety 2021	Paid by Check #33926		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 1028 - Rosemary Silva Totals				Invoices	1		<u>\$350.00</u>
Vendor 690 - Richard Smith									
Safety 2021	Safety 2021	Paid by Check #33927		12/01/2021	12/03/2021	12/03/2021		12/03/2021	300.00
		Vendor 690 - Richard Smith Totals				Invoices	1		<u>\$300.00</u>
Vendor 1683 - Joshua Snodgrass									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Safety 2021	Safety 2021	Paid by Check #33928		12/01/2021	12/03/2021	12/03/2021		12/03/2021	275.00
		Vendor 1683 - Joshua Snodgrass Totals				Invoices	1		\$275.00
Vendor 594 - Karina Solis									
Safety 2021	Safety 2021	Paid by Check #33929		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 594 - Karina Solis Totals				Invoices	1		\$350.00
Vendor 214 - Stericycle, Inc.									
3005793974	December 2021	Paid by Check #33930		12/01/2021	12/03/2021	12/03/2021		12/03/2021	142.53
		Vendor 214 - Stericycle, Inc. Totals				Invoices	1		\$142.53
Vendor 1140 - Strategic Business Locations, Inc.									
3 QTR-21	BESTBUY.COM	Paid by Check #33931		11/16/2021	12/03/2021	12/03/2021		12/03/2021	133,679.49
		Vendor 1140 - Strategic Business Locations, Inc. Totals				Invoices	1		\$133,679.49
Vendor 1447 - Monte Sylvester									
11/29/2021	ANTHEM	Paid by Check #33932		11/29/2021	12/03/2021	12/03/2021		12/03/2021	291.13
		Vendor 1447 - Monte Sylvester Totals				Invoices	1		\$291.13
Vendor 581 - Michele Tapia									
Safety 2021	Safety 2021	Paid by Check #33933		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
		Vendor 581 - Michele Tapia Totals				Invoices	1		\$350.00
Vendor 866 - The Flower Box									
FB112321	PD - Plant Delivery - A. Aguilar	Paid by Check #33934		11/23/2021	12/03/2021	12/03/2021		12/03/2021	69.44
		Vendor 866 - The Flower Box Totals				Invoices	1		\$69.44
Vendor 1082 - 3R Construction or The Island Convention Center									
005021	3R Construction North K	Paid by Check #33935		11/16/2021	12/03/2021	12/03/2021		12/03/2021	14,000.00
		Vendor 1082 - 3R Construction or The Island Convention Center Totals				Invoices	1		\$14,000.00
Vendor 846 - Thomson Reuters - West									
843666928	PD - CA Evidence Code 2021 / CA Penal Code 2021 Subscription	Paid by Check #33936		01/04/2021	12/03/2021	12/03/2021		12/03/2021	532.74
844353342	PD - Federal Criminal Code & Rules April 2021 Subscription	Paid by Check #33936		05/04/2021	12/03/2021	12/03/2021		12/03/2021	218.09
845009234	PD - Federal Criminal Code & Rules August 2021 Subscription	Paid by Check #33936		09/04/2021	12/03/2021	12/03/2021		12/03/2021	106.33
		Vendor 846 - Thomson Reuters - West Totals				Invoices	3		\$857.16
Vendor 1787 - Jesus Torres									
Safety 2021	Safety 2021	Paid by Check #33937		12/01/2021	12/03/2021	12/03/2021		12/03/2021	180.00
		Vendor 1787 - Jesus Torres Totals				Invoices	1		\$180.00
Vendor 691 - Luz Torres									
Safety 2021	Safety 2021	Paid by Check #33938		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 691 - Luz Torres Totals						Invoices	1		\$350.00
Vendor 658 - Eric Trevino									
Safety 2021	Safety 2021	Paid by Check #33939		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
Vendor 658 - Eric Trevino Totals						Invoices	1		\$310.00
Vendor 49 - Tulare County									
2022	Ambulance License	Paid by Check #33940		11/29/2021	12/03/2021	12/03/2021		12/03/2021	154.00
Vendor 49 - Tulare County Totals						Invoices	1		\$154.00
Vendor 1098 - Tyler Technologies									
045-359974	SUPPORT & UPDATE LICENSING 01/2022 to 12/2022	Paid by Check #33941		12/01/2021	12/03/2021	12/03/2021		12/03/2021	83,097.58
Vendor 1098 - Tyler Technologies Totals						Invoices	1		\$83,097.58
Vendor 273 - US Bank									
457771723	November 2021	Paid by Check #33942		11/10/2021	12/03/2021	12/03/2021		12/03/2021	128.45
458222312	PD - Copiers Lease	Paid by Check #33943		11/17/2021	12/03/2021	12/03/2021		12/03/2021	907.08
Vendor 273 - US Bank Totals						Invoices	2		\$1,035.53
Vendor 154 - USA Bluebook									
791126	WWTP SUPPLIES	Paid by Check #33944		11/12/2021	12/03/2021	12/03/2021		12/03/2021	600.36
791292	WATER DEPT SUPPLIES	Paid by Check #33944		11/12/2021	12/03/2021	12/03/2021		12/03/2021	1,585.66
Vendor 154 - USA Bluebook Totals						Invoices	2		\$2,186.02
Vendor 101 - Valley Soil & Forest Products									
42479	FILL SAND	Paid by Check #33945		11/19/2021	12/03/2021	12/03/2021		12/03/2021	520.80
Vendor 101 - Valley Soil & Forest Products Totals						Invoices	1		\$520.80
Vendor 1788 - Luis Vasquez									
Safety 2021	Safety 2021	Paid by Check #33946		12/01/2021	12/03/2021	12/03/2021		12/03/2021	150.00
Vendor 1788 - Luis Vasquez Totals						Invoices	1		\$150.00
Vendor 1434 - Vast Networks									
32209	INTERNET	Paid by Check #33947		12/01/2021	12/03/2021	12/03/2021		12/03/2021	4,554.07
Vendor 1434 - Vast Networks Totals						Invoices	1		\$4,554.07
Vendor 693 - Pablo Velazquez									
Safety 2021	Safety 2021	Paid by Check #33948		12/01/2021	12/03/2021	12/03/2021		12/03/2021	350.00
Vendor 693 - Pablo Velazquez Totals						Invoices	1		\$350.00
Vendor 354 - Verizon Wireless									
9892856953	Administration	Paid by Check #33954		11/14/2021	12/03/2021	12/03/2021		12/03/2021	200.71
9892856954	CM	Paid by Check #33955		11/14/2021	12/03/2021	12/03/2021		12/03/2021	381.74
9892764800	December 2021	Paid by Check #33951		11/12/2021	12/03/2021	12/03/2021		12/03/2021	344.25



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9892856952	December 2021	Paid by Check #33950		11/14/2021	12/03/2021	12/03/2021		12/03/2021	278.09
9892491037	PD - 10/11/2021 - 11/10/2021 Billing Charges	Paid by Check #33952		11/10/2021	12/03/2021	12/03/2021		12/03/2021	1,991.78
9892326757	Acct# 972514922-00001	Paid by Check #33953		11/07/2021	12/03/2021	12/03/2021		12/03/2021	594.50
9892856950	ADMIN PHONE CHARGES	Paid by Check #33949		11/14/2021	12/03/2021	12/03/2021		12/03/2021	271.34
			Vendor 354 - Verizon Wireless Totals				Invoices	7	\$4,062.41
Vendor 14 - W & E Electric									
2110011	Fy 21/22-CS-VDA building change out wire outlet	Paid by Check #33956		10/01/2021	12/03/2021	12/03/2021	11/22/2021	12/03/2021	119.22
2110013	CHECK NORTH POND AERATOR - WWTP	Paid by Check #33956		10/07/2021	12/03/2021	12/03/2021		12/03/2021	200.00
2110063	CHECK SOUTH CLARIFIER - WWTP	Paid by Check #33956		10/18/2021	12/03/2021	12/03/2021		12/03/2021	260.16
2110091	CHECK PUMP - STORM DRAIN EAST OF FAMILY TREE	Paid by Check #33956		10/25/2021	12/03/2021	12/03/2021		12/03/2021	100.00
			Vendor 14 - W & E Electric Totals				Invoices	4	\$679.38
Vendor 616 - Jordan Webster									
Safety 2021	Safety 2021	Paid by Check #33957		12/01/2021	12/03/2021	12/03/2021		12/03/2021	40.00
			Vendor 616 - Jordan Webster Totals				Invoices	1	\$40.00
Vendor 583 - Chad Widman									
Safety 2021	Safety 2021	Paid by Check #33958		12/01/2021	12/03/2021	12/03/2021		12/03/2021	30.00
			Vendor 583 - Chad Widman Totals				Invoices	1	\$30.00
Vendor 1280 - Willdan Engineering									
00335553	Eilldan Eng. Inspector / Plan check	Paid by Check #33959		11/17/2021	12/03/2021	12/03/2021		12/03/2021	1,050.00
			Vendor 1280 - Willdan Engineering Totals				Invoices	1	\$1,050.00
Vendor 618 - Ryan Wilson									
Safety 2021	Safety 2021	Paid by Check #33960		12/01/2021	12/03/2021	12/03/2021		12/03/2021	310.00
English	Educational Reimbursement	Paid by Check #33960		09/08/2021	12/03/2021	12/03/2021		12/03/2021	634.50
			Vendor 618 - Ryan Wilson Totals				Invoices	2	\$944.50
Vendor 1067 - Yamabe & Horn Engineering Inc.									
47797	Y&H College AV SJVR Crossing Lumination	Paid by Check #33961		11/02/2021	12/03/2021	12/03/2021		12/03/2021	7,590.50
			Vendor 1067 - Yamabe & Horn Engineering Inc. Totals				Invoices	1	\$7,590.50
Vendor 584 - Christopher Zuniga									
Safety 2021	Safety 2021	Paid by Check #33962		12/01/2021	12/03/2021	12/03/2021		12/03/2021	160.00
			Vendor 584 - Christopher Zuniga Totals				Invoices	1	\$160.00
Vendor 209 - Zweigle Septic Service									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
36318	PD - Hand-Wash Station	Paid by Check #33963		11/22/2021	12/03/2021	12/03/2021		12/03/2021	65.00
		Vendor	209 - Zweigle Septic Service	Totals		Invoices	1		\$65.00
Vendor Sandra De Leon									
Refund fees	Fy 21/22-Refund on basketball reg fee for V.Martinez	Paid by Check #33964		11/04/2021	12/03/2021	12/03/2021	11/04/2021	12/03/2021	38.00
		Vendor	Sandra De Leon	Totals		Invoices	1		\$38.00
Vendor Christina Faulkner									
Refund fees	Fy 21/22-Rfund on t-shirt order for parents not rcvd C.Faulkner	Paid by Check #33965		11/29/2021	12/03/2021	12/03/2021	11/18/2021	12/03/2021	30.00
		Vendor	Christina Faulkner	Totals		Invoices	1		\$30.00
Vendor Manuel Guzman									
Refund fees	Fy 21/22-Refund on basketball reg fee for M.Guzman	Paid by Check #33966		11/24/2021	12/03/2021	12/03/2021	11/08/2021	12/03/2021	73.00
		Vendor	Manuel Guzman	Totals		Invoices	1		\$73.00
		Grand Totals				Invoices	296		\$3,149,123.73



City Council Staff Report

Department: CITY MANAGER'S OFFICE

December 14, 2021

To: Mayor and City Council

From: Ismael Hernandez, Public Works Director

By: Karl Schoettler, City Planning Consultant

Subject: Public Hearing on Amendments to Chapter 9.54 of the Dinuba Municipal Code related to Noise Regulations (KSch)

RECOMMENDATION

Council to receive staff report, conduct a public hearing, and take the following action by one motion:

1. Introduce and waive first reading of Ordinance No. 2021-05 amending Chapter 9.54 (Noise Regulations) of the Dinuba Municipal Code either as drafted, or subject to any revisions agreed to by the Council, and,
2. Schedule second reading and adoption of Ordinance No. 2021-05 for January 11, 2022, inclusive of any revisions agreed to by the Council.

EXECUTIVE SUMMARY

Staff conducted a review and update of the city's Noise Ordinance in response to an increase in calls for service regarding excessive noise. The goal of the proposed amendments to the ordinance is to protect the peace, health, safety, and general welfare of its' citizens from excessive, unnecessary, and unreasonable noise. The proposed amendments aim to clarify, increase its effectiveness and flexibility in enforcement.

OUTSTANDING ISSUES

None.

DISCUSSION

The Dinuba Noise Ordinance exists in Section 9.54 of the Dinuba Municipal Code

and was last updated in 1994. Due to concerns over difficulties with enforcement, the City Council directed staff to review and update the ordinance to make it easier to enforce, more effective and more flexible.

The City hired WJV Acoustic Consultants of Visalia to review the ordinance and suggest amendments. A summary of WJV's recommendations are included in Attachment 'A' (starting on p. 2 of the memo) while Attachment 'B' contains the noise ordinance with recommended amendments.

The consultant's main findings are that the existing ordinance is ambiguous in sections and can be difficult to enforce. The primary concern is that some of the provisions of the ordinance may not withstand legal challenge. Key issues and amendments include:

- While the existing noise ordinance contains a table with noise levels identified, these are not expressed as maximum noise levels that are permitted (before someone can be cited). The updated ordinance does include maximum permitted noise levels.
- Ambiguous terms such as "plainly audible" have also been eliminated.
- The "Purpose Statement" has been reworded and clarified.
- Definitions of terms used in the ordinance have been updated.
- The section on exemptions has been updated and clarified.

The new noise ordinance prohibits all disturbing, excessive, and offensive noises between the hours of 10 PM – 7 AM. It also allows for police to mitigate excessive and unnecessary noise via a low-level enforcement tool through issuance of citations.

FISCAL IMPACT

None, other than cost to prepare the analysis and ordinance amendments.

PUBLIC HEARING

A public hearing notice was published in the Mid Valley Times on December 2, 2021.

ATTACHMENTS:

- A. WJV Memo on Existing Noise Ordinance
- B. Ordinance 2021-05 (Noise Ordinance)



March 24, 2021

Mr. Karl Schoettler
COLLINS & SCHOETTLER
1002 W. Main Street
Visalia, CA 93291

**RE: CITY OF DINUBA NOISE ORDINANCE / MUNICIPAL CODE
RECOMMENDATIONS**

Dear Mr. Schoettler:

As you have requested, WJV Acoustics (WJVA) has conducted a review of the existing noise section and noise standards contained within the City of Dinuba Municipal Code (Noise Ordinance). WJVA provides revised recommended Noise Ordinance standards below.

It should be noted, the noise standards described below should be applied to stationary (non-transportation) noise sources only. While some noise ordinances do provide separate sets of standards for transportation noise sources as well as stationary noise sources, generally speaking, the noise ordinance should be applied to stationary noise sources only, because noise levels from transportation sources (roadway traffic, locomotives, aircraft, etc.) are regulated by federal and state standards, and are typically exempt from local noise ordinances. Transportation sources should generally be addressed by planning standards (General Plan) to keep noise-sensitive uses away from excessive transportation noise levels as defined by local jurisdictions. It should also be noted, noise associated with vehicles that occur off public roadways (such as parking lots, driveways, private property, etc.) are considered to be stationary noise sources, and are not exempt from established local noise sources and would be subject to noise standards established in the municipal code.

Appendix A provides definitions of acoustical terminology that may be included in this letter. All sound levels described are A-weighted sound pressure levels in decibels (dB). A-weighting de-emphasizes the very low and very high frequencies of sound in a manner similar to the human ear. Most community noise standards utilize A-weighted sound levels, as they correlate well

with public reaction to noise. Appendix B provides typical A-weighted sound levels for common noise sources.

Existing City of Dinuba Municipal Code (Noise Ordinance)

The existing City of Dinuba Noise Ordinance contained within the Municipal Code lacks concise and concrete noise standards that can be efficiently enforced and understood. Rather, section 9.54.020 of the Noise Ordinance provides assumed ambient noise levels for specific “Districts”, described as Residential, Commercial, Industrial, Public Parks, and City facilities. The assumed ambient noise levels (provided below in a table copied from the Noise Ordinance) for the specific land use types do not provide a specified noise metric, therefore resulting in ambiguity in respect to the intended noise metric. The most common noise metrics would include $L_{\max}$ (maximum allowable noise level) and L_{eq} (hourly equivalent), most frequently provided for a period of one hour. Based upon the assigned decibel values, WJVA assumes that these ambient noise levels provided below, from the current Noise Ordinance, are intended to be in terms of the $L_{\max}$ noise metric, but this cannot be determined with certainty.

District	Time	Sound Level Decibels
Residential	10:00 p.m. to 7:00 a.m.	50
Residential	7:00 a.m. to 10:00 p.m.	70
Commercial	10:00 p.m. to 7:00 a.m.	60
Commercial	7:00 a.m. to 10:00 p.m.	70
Industrial	anytime	80
Public parks and	10:00 p.m. to 10:00 a.m.	60
City facilities	10:00 a.m. to 11:00 p.m.	85

Section 9.54.040 (Excessive noise or sounds prohibited) of the existing City of Dinuba Noise Ordinance states the following:

- *“Emanating noise or sound shall be defined for these purposes as excessively, unnecessarily, unnaturally or unusually loud when it is plainly audible to a person at a*

minimum distance of ten feet from the source of such noise or sound. Proof of same shall be prima facie evidence of a violation of this section.”

and

- *“Alternative prima facie evidence that such noise or sound is excessively, unnecessarily, unnaturally or unusually loud is shown by a sound level exceeding the ambient sound level by more than five decibels measured at the property line or, in the case of common wall construction of condominiums, apartments or business facilities, measured within the adjoining occupied unit.”*

The application and enforcement of such standards would be considered challenging, at best.

Recommended Municipal Code / Noise Ordinance

WJVA provides the following recommended implementation measures, applicable standards and exemptions for the revised City of Dinuba Municipal Code/Noise Ordinance. WJVA provides no input on appropriate legal wording, and recommends that the following be reviewed by appropriate counsel. The following represents a basic framework for which to construct the noise ordinance and provides clear and enforceable noise standards. The City should use its own discretion as to the following recommendations:

1. Purpose: Establish permissible and enforceable noise level standards in order to:
 - a. Limit excessive, unwanted and annoying noise.
 - b. Provide a livable environment conducive to sleep, relaxation and comfort.
 - c. Protect the public health, safety and welfare of residents.
 - d. Limit incompatible land use adjacency.
2. Definitions:
 - a. Ambient Noise: The composite of noise from all sources near and far (excluding any alleged offensive noise sources). In this context, the ambient noise level constitutes the normal or existing level of environmental noise at a given location.

- b. Decibel (dB): A unit for describing the amplitude of sound, equal to 20 times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is 20 micropascals (20 micronewtons per square meter).
 - c. L_{eq} : Equivalent Sound Level. The sound level containing the same total energy as a time varying signal over a given sample period. For the purpose of this code, L_{eq} is assumed to be computed over a 1-hour sample period.
 - d. L_{max} : The maximum noise level recorded during a noise event. For the purpose of this code, the L_{max} represents the loudest noise level measured over a 1-hour sample period.
 - e. Noise-Sensitive Land Use: Residential uses, churches, hospitals, schools, office spaces, public library, or other specific land uses which are determined to be sensitive land uses identified in the General Plan Noise Element or directly by the City.
 - f. Sound Level: The sound pressure level in decibels as measured on a sound level meter using the A-weighting filter network. The A-weighting filter de-emphasizes the very low and very high frequency components of the sound in a manner similar to the response of the human ear and gives good correlation with subjective reactions to noise.
 - g. Sound Level Meter: an instrument meeting American National Standard Institute (ANSI) Standard S1.4-1971 for Type 1 or Type 2 sound level meters, for the purpose of measuring noise levels.
 - h. Stationary Noise Source: Also referred to as a “fixed” noise source. Typically refers to all noise sources that are non-transportation noise sources (vehicle, railroad, aircraft, etc.), including any mechanical equipment, machine or operation which creates sounds that is associated with a specific land use including but not limited to commercial, residential industrial, agricultural, etc.
3. Exterior Noise Limits
- a. The development of new (or expanded) noise-sensitive land uses shall not be permitted if existing stationary noise levels at the proposed development location exceed the noise standards provided below in Table I. Such projects will not be permitted without the implementation of appropriate noise attenuation measures required to reduce noise levels to at or below the standards provided

in Table I. Appropriate noise attenuation measures required for project compliance must be stipulated by an acoustic study prepared by a qualified acoustical consultant.

- b. The development of new (or expanded) noise-generating stationary sources shall not be permitted if associated noise levels would result in noise levels exceeding those provided in Table I, at existing noise-sensitive land uses. Such projects will not be permitted without the implementation of appropriate noise attenuation measures required to reduce noise levels to at or below the standards provided in Table I. Appropriate noise attenuation measures required for project compliance must be stipulated by an acoustic study prepared by a qualified acoustical consultant.
- c. When existing ambient noise levels equal or exceed those described in Table I, noise attenuation measures will be required as to not exceed existing ambient noise levels, as determined by appropriate noise level measurements conducted by a qualified acoustical consultant and described in an acoustic study. If the existing ambient noise levels (as determined by a qualified acoustical consultant) exceed those provided in Table I, the existing ambient noise levels will then be considered to be the maximum allowable noise levels.
- d. The noise standards provided in Table I shall be reduced by five (5) dB for noise sources consisting primarily of speech or music.

TABLE I RECOMMENDED NON-TRANSPORTATION NOISE LEVEL STANDARDS, dBA CITY OF DINUBA			
Daytime (7 a.m.-10 p.m.)		Nighttime (10 p.m.-7 a.m.)	
L _{eq}	L _{max}	L _{eq}	L _{max}
50	70	45	65
Source: WJV Acoustics, Inc.			

4. Exemptions- The following activities shall be exempted from the provisions of this chapter:
- a. The operation of warning or amplification devices by emergency, fire or law enforcement vehicles or personnel.
 - b. Lawful use of vehicle horns or backup warning devices.
 - c. Private or public warning or alarm equipment or systems.
 - d. The conduct of previously authorized and otherwise lawful public activity such as parades, speeches, lectures, ceremonies, entertainment, sports, music or recreation events.
 - e. The usual and customary operation of bells, gongs, buzzers or similar mechanical, electrical or electronic sound amplification devices to mark time or call to attendance for an otherwise lawful use or purpose.
 - f. Municipal solid waste collection. Collection of solid waste, vegetative waste and recyclable materials by the City of Dinuba (or under contract to the City of Dinuba) shall be exempt from the provisions of this chapter.
 - g. Public Works Construction Projects. Street, utility and similar construction projects undertaken by or under contract to the City of Dinuba, County of Tulare or state of California or a public utility regulated by the California Public Utilities Commission, or any activity or operation requisite of public utilities and services.
 - h. Federal and State Preempted Activities. Any other activity shall be exempt from the provisions of this chapter to the extent regulation thereof has been preempted by state or federal laws.
 - i. Unless specifically exempted by the building official, construction, repair or remodeling work accomplished pursuant to a building, electrical, plumbing, mechanical, or other construction permit issued by the city or other governmental agency, or to site preparation and grading, provided such work takes place between the hours of 7:00 a.m. and 7:00 p.m. on any day except Sunday and Holidays.

Mr. Karl Schoettler
COLLINS & SCHOETTLER
March 24, 2021
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Please do not hesitate to contact me at (559) 627-4923 or walter@wjavacoustics.com if you have any questions or would like additional information.

Sincerely,

WJV ACOUSTICS, INC.

A handwritten signature in blue ink, appearing to read "Walter J. Van Groningen". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Walter J. Van Groningen
President

APPENDIX A-1

ACOUSTICAL TERMINOLOGY

AMBIENT NOISE LEVEL:	The composite of noise from all sources near and far. In this context, the ambient noise level constitutes the normal or existing level of environmental noise at a given location.
CNEL:	Community Noise Equivalent Level. The average equivalent sound level during a 24-hour day, obtained after addition of approximately five decibels to sound levels in the evening from 7:00 p.m. to 10:00 p.m. and ten decibels to sound levels in the night before 7:00 a.m. and after 10:00 p.m.
DECIBEL, dB:	A unit for describing the amplitude of sound, equal to 20 times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is 20 micropascals (20 micronewtons per square meter).
DNL/L_{dn}:	Day/Night Average Sound Level. The average equivalent sound level during a 24-hour day, obtained after addition of ten decibels to sound levels in the night after 10:00 p.m. and before 7:00 a.m.
L_{eq}:	Equivalent Sound Level. The sound level containing the same total energy as a time varying signal over a given sample period. L _{eq} is typically computed over 1, 8 and 24-hour sample periods.
NOTE:	The CNEL and DNL represent daily levels of noise exposure averaged on an annual basis, while L _{eq} represents the average noise exposure for a shorter time period, typically one hour.
L_{max}:	The maximum noise level recorded during a noise event.
L_n:	The sound level exceeded "n" percent of the time during a sample interval (L ₉₀ , L ₅₀ , L ₁₀ , etc.). For example, L ₁₀ equals the level exceeded 10 percent of the time.

A-2

ACOUSTICAL TERMINOLOGY

**NOISE EXPOSURE
CONTOURS:**

Lines drawn about a noise source indicating constant levels of noise exposure. CNEL and DNL contours are frequently utilized to describe community exposure to noise.

**NOISE LEVEL
REDUCTION (NLR):**

The noise reduction between indoor and outdoor environments or between two rooms that is the numerical difference, in decibels, of the average sound pressure levels in those areas or rooms. A measurement of “noise level reduction” combines the effect of the transmission loss performance of the structure plus the effect of acoustic absorption present in the receiving room.

SEL or SENEL:

Sound Exposure Level or Single Event Noise Exposure Level. The level of noise accumulated during a single noise event, such as an aircraft overflight, with reference to a duration of one second. More specifically, it is the time-integrated A-weighted squared sound pressure for a stated time interval or event, based on a reference pressure of 20 micropascals and a reference duration of one second.

SOUND LEVEL:

The sound pressure level in decibels as measured on a sound level meter using the A-weighting filter network. The A-weighting filter de-emphasizes the very low and very high frequency components of the sound in a manner similar to the response of the human ear and gives good correlation with subjective reactions to noise.

**SOUND TRANSMISSION
CLASS (STC):**

The single-number rating of sound transmission loss for a construction element (window, door, etc.) over a frequency range where speech intelligibility largely occurs.

ORDINANCE NO. 2021-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DINUBA UPDATING NOISE REGULATIONS

THE CITY COUNCIL OF THE CITY OF DINUBA HEREBY DOES ORDAIN:

SECTION 1. FINDINGS.

- (a) The City administers a municipal code, including regulations pertaining to Public peace, Safety and Morals including Offenses Against Public Peace.
- (b) The Municipal Code includes Section 9.54 (Noise Regulations).
- (c) The purpose statement of the Noise Regulations is that “this chapter shall be the regulation of noise within the city limits for the direct protection and benefit of the inhabitants and property in the city.”
- (d) The existing Noise Ordinance regulations were adopted in 1994 and are in need of updating and modernization.

SECTION 2. Amendments were made to Title 9 (Public Peace, Safety and Morals) and are shown in Attachment “A” of this Ordinance. Text additions are shown in **bold underline** format. Text deletions are shown in ~~strikeout~~ format.

SECTION 3. SEVERABILITY.

Each of the provisions of this ordinance is severable from all other provisions. If any article, section, subsection, paragraph, sentence, clause or phrase of this ordinance is for any reason held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 4. The City Clerk is hereby directed to cause a summary of this Ordinance to be published by one insertion in a newspaper of general circulation in the community at least five (5) days prior to adoption and again fifteen (15) days after its adoption. If a summary of the ordinance is published, then the City Clerk shall cause a certified copy of the full text of the proposed ordinance to be posted in the office of the City Clerk at least five days prior to the Council meeting at which the ordinance is adopted and again after the meeting at which the ordinance is adopted. The summary shall be approved by the City Attorney.

This Ordinance shall take effect and be in full force thirty (30) days from and after its adoption.

Ordinance 2021-05 (Amendments to Dinuba Noise Ordinance (Chapter 9.54))

SECTION 5. The foregoing Ordinance No. 2021-05 introduced at a regular meeting of the City Council of the City of Dinuba on the 14th day of December, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Launer, Mayor of the City of Dinuba

ATTEST:

Linda Barkley, City Clerk

Attachment A: Proposed Amendments to Dinuba Noise Ordinance

**Chapter 9.54
NOISE REGULATIONS**

Sections:

9.54.010 Purposes.

9.54.020 Definitions.

9.54.030 Decibel measurement criteria.

9.54.040 Excessive noise or sounds prohibited.

9.54.050 Monitoring procedures.

9.54.060 Public address system.

9.54.070 Exceptions.

9.54.080 Enforcement and penalty for violation.

9.54.010 Purposes.

The purpose of this chapter shall be the regulation of noise within the city limits for the direct protection and benefit of the inhabitants and property in the city. (Ord. 94-14 § 2 (part), 1994)

9.54.020 Definitions.

Unless the particular provision of the context requires, the definitions and provisions contained in this section shall govern the construction, meaning, and application of words and phrases used in this chapter, and, except to the extent that a particular word or phrase is otherwise specifically defined in this section, the definitions and provisions contained herein shall also govern the construction, meaning, and application of words and phrases used in this chapter. The definition of each word or phrase shall constitute, to the extent applicable, the definition of each word or phrase which is derived from it, or from which it is a derivative, as the case may be.

A. “Ambient noise” means the all-encompassing noise associated with a given environment, being usually a composite of sounds from many sources near and far. **In this context, the ambient noise level constitutes the typical or existing level of environmental noise at a given location.** ~~Ambient noise level for the following districts are not to be determined as absolute:~~

District	Time	Sound Level Decibels
Residential	~~10:00 p.m. to 7:00 a.m.~~	50
Residential	~~7:00 a.m. to 10:00 p.m.~~	70
Commercial	~~10:00 p.m. to 7:00 a.m.~~	60

Commercial	~~7:00 a.m. to 10:00 p.m.~~	~~70~~
Industrial	anytime	80
Public parks and	~~10:00 p.m. to 10:00 a.m.~~	~~60~~
City facilities	~~10:00 a.m. to 11:00 p.m.~~	~~85~~

A. **“Decibel (dB)”**: A unit for describing the amplitude of sound, equal to 20 times the logarithm to the base 10 of the ratio of the pressure of the sound measured to the reference pressure, which is 20 micropascals (20 micronewtons per square meter). ~~“Decibel” means a unit of sound level when the base of the logarithm is the tenth root of ten and quantities concerned are proportional to power.~~

B. “Emergency work” means work necessary to restore property to a safe condition following a public calamity, work required to repair structures or otherwise protect persons or property from an imminent exposure to danger or damage, or work by private or public utilities when restoring or repairing utility service.

~~D. “Fixed noise source” means a stationary device which creates sounds while fixed or motionless, including but not limited to, residential, agricultural, industrial and commercial machinery and equipment, pumps, fans, compressors, air conditioners, and refrigeration equipment.~~

C. **“L_{eq}”**: Equivalent Sound Level: The sound level containing the same total energy as a time varying signal over a given sample period. For the purpose of this code, L_{eq} is assumed to be computed over a 1-hour sample period

~~D E.~~ **“L_{max}”**: The maximum noise level recorded during a noise event. For the purpose of this code, the L_{max} represents the loudest noise level measured over a 1-hour sample period.

E. “Mobile noise source” means any noise source other than a fixed noise source, **typically relating to transportation sources, including roadway traffic and railroad operations.**

~~F. “Motor vehicles” means and includes, but is not limited to minibikes and go-carts.~~

F. “Noise-Sensitive Land Use”: Residential uses, churches, hospitals, schools, office spaces, public library, or other specific land uses which are determined to be sensitive land uses identified in the General Plan Noise Element or directly by the City.

G. “Prima facie” means legally sufficient to establish a fact or a case unless disproved.

H. “Property” (line), means something to which a person has legal title and or use, and defines the legal boundaries of property.

I. “Sound Level”: The sound pressure level in decibels as measured on a sound level meter using the A-weighting filter network. The A-weighting filter de-emphasizes the very low and very high frequency components of the sound in a manner similar to the response of the human ear and gives good correlation with subjective reactions to noise.

J. “Sound Systems” or “Sound Amplifying Equipment or live music.” means any machine or device for the amplification of the human voice, music, or any other sound. Sound amplifying equipment shall not include standard automobile radios or tape players when heard only by the occupants of the vehicle in which the automobile radio is installed. Sound amplifying equipment as used in this chapter shall not include warning devices in authorized emergency vehicles, or horns or other warning devices in any vehicle, which are used only for traffic safety purposes. Live music refers to the performing of audible music which is amplified or non-amplified which is performed by an individual or group.

K. “Sound level”: The sound pressure level in decibels as measured on a sound level meter using the A-weighting filter network. The A-weighting filter de-emphasizes the very low and very high frequency components of the sound in a manner similar to the response of the human ear and gives good correlation with subjective reactions to noise. ~~(noise level), in decibels (db) means the sound pressure level as measured with the “A” weighted and slow response by a sound meter.~~

L. “Sound level meter”:an instrument meeting American National Standard Institute (ANSI) Standard S1.4-1971 for Type 1 or Type 2 sound level meters, for the purpose of measuring noise levels. ~~means an instrument including a microphone, an amplifier, an output meter, and frequency weighted networks for the measurement of sound levels which satisfy the pertinent specifications published by the American National Standards Institute, New York, New York, in “American Standard Sound Level Meters for the measurement of noise and Other Sounds,” S1.4-1971, or the most recent revision thereof.~~

~~L. “Sound truck” means any motor vehicle, or any other vehicle regardless of motive power, whether in motion or stationary, having mounted thereon, or attached thereto, any sound amplifying equipment. (Ord. 94-14 § 2 (part), 1994)~~

9.54.030 Decibel measurement criteria.

Decibel measurement made pursuant to the provision of this article shall be based on a reference sound pressure of 0.0002 microbars as measured with a sound level meter using the “A” weighted network. (Ord. 94-14 § 2 (part), 1994)

9.54.40 Exterior Noise Limits

A. The development of new (or expanded) noise-sensitive land uses shall not be permitted if existing stationary noise levels at the proposed development location exceed the noise standards provided below in Table I. Such projects will not be permitted without the

implementation of appropriate noise attenuation measures required to reduce noise levels to at or below the standards provided in Table I. Appropriate noise attenuation measures required for project compliance must be stipulated by an acoustic study prepared by a qualified acoustical consultant.

- B. The development of new (or expanded) noise-generating stationary sources shall not be permitted if associated noise levels would result in noise levels exceeding those provided in Table I, at existing noise-sensitive land uses. Such projects will not be permitted without the implementation of appropriate noise attenuation measures required to reduce noise levels to at or below the standards provided in Table I. Appropriate noise attenuation measures required for project compliance must be stipulated by an acoustic study prepared by a qualified acoustical consultant.
- C. When existing ambient noise levels equal or exceed those described in Table I, noise attenuation measures will be required as to not exceed existing ambient noise levels, as determined by appropriate noise level measurements conducted by a qualified acoustical consultant and described in an acoustic study. If the existing ambient noise levels (as determined by a qualified acoustical consultant) exceed those provided in Table I, the existing ambient noise levels will then be considered to be the maximum allowable noise levels.
- D. The noise standards provided in Table I shall be reduced by five (5) dB for noise sources consisting primarily of speech or music.
- E. The noise standards provided in Table I shall be applied at the outdoor activity area of any Noise Sensitive Land Use. Outdoor activity areas generally refer to backyards of single-family residences, outdoor common use areas of multi-family residences (pool areas, BBQ/picnic areas, play areas, etc.) and individual decks, patios and balconies of multi-family residences. Or any outdoor area intended to accommodate outdoor activities.

TABLE I
STATIONARY (NON-TRANSPORTATION) NOISE LEVEL STANDARDS, dBA
CITY OF DINUBA

Daytime (7 a.m.-10 p.m.)		Nighttime (10 p.m.-7 a.m.)	
<u>L_{eq}</u>	<u>L_{max}</u>	<u>L_{eq}</u>	<u>L_{max}</u>
50	70	45	65

Source: WJV Acoustics, Inc.

9.54.50 Exemptions

The following activities shall be exempted from the provisions of this chapter:

- A. The operation of warning or amplification devices by emergency, fire or law enforcement vehicles or personnel.**
- B. Lawful use of vehicle horns or backup warning devices.**
- C. Private or public warning or alarm equipment or systems.**
- D. The conduct of previously authorized and otherwise lawful public activity such as parades, speeches, lectures, ceremonies, entertainment, sports, music or recreation events.**
- E. The usual and customary operation of bells, gongs, buzzers or similar mechanical, electrical or electronic sound amplification devices to mark time or call to attendance for an otherwise lawful use or purpose.**
- F. Municipal solid waste collection. Collection of solid waste, vegetative waste and recyclable materials by the City of Dinuba (or under contract to the City of Dinuba) shall be exempt from the provisions of this chapter.**
- G. Public Works Construction Projects. Street, utility and similar construction projects undertaken by or under contract to the City of Dinuba, County of Tulare or state of California or a public utility regulated by the California Public Utilities Commission, or any activity or operation requisite of public utilities and services.**
- H. Federal and State Preempted Activities. Any other activity shall be exempt from the provisions of this chapter to the extent regulation thereof has been preempted by state or federal laws.**
- I. Unless specifically exempted by the building official, construction, repair or remodeling work accomplished pursuant to a building, electrical, plumbing, mechanical, or other construction permit issued by the city or other governmental agency, or to site preparation and grading, provided such work takes place between the hours of 7:00 a.m. and 7:00 p.m. on any day except Sunday and Holidays.**

9.54.040 Excessive noise or sounds prohibited.

It is unlawful for any person to make, continue, allow or cause to be made or emanate any excessively, unnecessarily, unnaturally or unusually loud noise or sound; or allow or cause to be

made any excessively, unnecessarily, unnaturally or unusually loud noise or sound from any radio, phonograph, disc player, tape deck, stereo, television or other mechanical, electrical or electronic sound amplification device or instrument which annoys, disturbs, injures or endangers the comfort, repose, quiet, health, peace or safety of other persons within the city; such act or acts hereby being declared a public nuisance. ~~In interpreting and applying this section, the following shall apply:~~

~~A. Emanating noise or sound shall be defined for these purposes as excessively, unnecessarily, unnaturally or unusually loud when it is plainly audible to a person at a minimum distance of ten feet from the source of such noise or sound. Proof of same shall be prima facie evidence of a violation of this section.~~

~~B. Prima facie evidence that such noise or sound annoys, disturbs, injures or endangers the comfort, repose, quiet, health, peace, business or safety of other persons is shown by proof of subsections (A) and (D) of this section, or a complaint by a person or persons regarding such noise or sound.~~

~~C. The distance from the source of such noise or sound shall be measured from the actual source itself except where the source is located on private property in which case the distance shall be measured from the property line.~~

~~D. Alternative prima facie evidence that such noise or sound is excessively, unnecessarily, unnaturally or unusually loud is shown by a sound level exceeding the ambient sound level by more than five decibels measured at the property line or, in the case of common wall construction of condominiums, apartments or business facilities, measured within the adjoining occupied unit.~~

~~E. Nothing in this section prohibits or declares unlawful or a nuisance:~~

~~1. The operation of warning or amplification devices by emergency, fire or law enforcement vehicles or personnel;~~

~~2. Lawful use of vehicle horns or backup warning devices;~~

~~3. Private or public warning or alarm equipment or systems;~~

~~4. The conduct of previously authorized and otherwise lawful public activity such as parades, speeches, lectures, ceremonies, entertainment, sports, music or recreation events; or~~

~~5. The usual and customary operation of bells, gongs, buzzers or similar mechanical, electrical or electronic sound amplification devices to mark time or call to attendance for an otherwise lawful use or purpose.~~

- A. Sound Amplification Devices - (Ref. Motor Vehicle Code, Section 27007):
- B. Sound Amplification Devices - 27007. No driver of a vehicle shall operate, or permit the operation of any sound amplification system which can be heard outside the vehicle from 50 or more feet when the vehicle is being operated upon a highway, unless that system is being operated to request assistance or warn of a hazardous situation. This section shall not apply to authorized emergency vehicles or vehicles operated by gas, electric, communications, or water utilities. This section does not apply to the sound systems of vehicles used for advertising, or in parades, political or other special events, except that use of sound systems on those vehicles may be prohibited by a local authority by ordinance or resolution.
- C. Sound Amplifying Equipment or Live Music. No person shall install, use or operate sound amplifying equipment, or perform, or allow to be performed, live music unless such activities comply with the following requirements. To the extent that these requirements conflict with any conditions of approval attached to an underlying land use permit, these requirements shall control. Sound amplifying equipment or live music is prohibited between the hours of 10:00 p.m. and 7:00 a.m.
- D. Power Tools and Equipment. No person shall operate any power tools or equipment between the hours of 10:00 p.m. and 7:00 a.m. such that the power tools or equipment are audible to the human ear inside an inhabited dwelling other than a dwelling in which the power tools or equipment may be located. No person shall operate any power tools or equipment at any other time such that the power tools
- E. Yelling and Shouting. Yelling, shouting, hooting, whistling, singing or blowing of horns on the public streets, particularly between the hours of ten p.m. and seven a.m. or at any time or place so as to annoy or disturb the quiet, comfort, or repose of persons in any office, or in any dwelling, hotel, motel, apartment or other type of residence, or of any persons in the vicinity.

~~G. Public Park/City Facilities.~~

- ~~1. Sound or noise produced by sound amplification equipment used at all city parks and other city facilities shall be measured at points not greater than one hundred feet from the sound source within city parks or facilities and shall not exceed eighty five decibels.~~
- ~~2. It should be the event sponsor's responsibility to monitor and measure the sound at regular intervals of approximately thirty minutes to insure that sound levels are below the standard decibels. The sponsor shall provide a sound level meter to accomplish this task.~~
- ~~3. Failure of the event sponsor to enforce the sound limits may result in any or all of the following:~~

- ~~a. The forced curtailment of activities as ordered by the police department.~~
- ~~b. Citation issued by the police department under the city's nuisance ordinance.~~
- ~~c. Forfeiture of deposits placed with the city by the sponsor for use of the facility.~~

~~H. Construction Sites. Sounds or noises produced by normal construction activity associated with construction of a building shall be limited to the sound levels listed below:~~

~~300 feet to the noise receiver~~	~~Unrestricted noise level~~
~~200 feet to the noise receiver~~	~~90 decibels at the property line of the noise source~~
~~100 feet to the noise receiver~~	~~80 decibels at the property line of the noise source~~
~~50 feet to the noise receiver~~	~~70 decibels at the property line of the noise source~~

~~These limits shall be measured from the property line of the inhabited building to the property line of the construction site. (Ord. 2002-03 § 1, 2002; Ord. 94-14 § 2 (part), 1994)~~

9.54.050 Monitoring procedures.

~~The following procedures shall be employed for monitoring and evaluating noise in the community unless otherwise specified in this section:~~

- ~~A. The evaluation shall be conducted any time of the day or night when the offending noise is being operated.~~
- ~~B. For outside measurements, the location selected for monitoring shall be at a point at least ten feet from any building, wall, or obstruction (trees, bushes, etc.) whenever possible. In cases where no point on the property line satisfies this criteria, readings will be taken as far as possible from the nearest obstruction and such distance will be noted. For inside measurements, the monitoring location shall be at least three feet from any wall.~~
- ~~C. The sound level meter shall be equipped with an omnidirectional microphone.~~
- ~~D. No individual other than the operator shall be within ten feet when possible of the sound level meter during the sample period. (Ord. 94-14 § 2 (part), 1994)~~

9.54.060 Public address system.

~~A. Registration Statements – Filing. Every user of sound amplifying equipment shall file a registration statement with the city ten days prior to the date on which the sound amplifying equipment is intended to be used, which statement shall contain the following information:~~

~~1. The name, address and telephone number of both the owner and user of the sound amplifying equipment;~~

~~2. The maximum sound producing power of the sound amplifying equipment which shall include the wattage to be used, the volume in decibels of sound which will be produced, and the approximate distance for which sound will be audible from the sound amplifying equipment.~~

~~3. The dates and times such equipment is intended to be used.~~

~~B. Registration Statements Approval. The city shall return to the applicant within five working days an approval copy of the registration statement or disapproval. In the event the registration statement is disapproved, the city shall endorse upon the statement its reasons for disapproval and return it forthwith to the applicant.~~

~~C. Revocation. The city shall revoke any existing or issued permit when it is found that the applicant has not met all the requirements and conditions specified in this chapter or the permit.~~

~~D. Appeal. Any person aggrieved by an action of the city regarding a registration statement may appeal such decision to the city council.~~

~~E. Regulations. No sound emanating from such sound amplifying equipment shall exceed fifteen decibels above the ambient noise as measured at any property line. In any event, the volume of sound shall be so controlled that it will not be a public nuisance or unreasonably loud, raucous, jarring, disturbing, or cause annoyance or discomfort to reasonable person of normal sensitivity within the area of audibility. (Ord. 94-14 § 2 (part), 1994)~~

~~9.54.070 Exceptions.~~

~~The provisions of this chapter shall not apply to:~~

~~A. Construction, repair or remodeling work accomplished pursuant to a building electrical, plumbing, mechanical, or other construction permit issued by the city or other governmental agency, or to site preparation and grading, provided such work takes place between the hours of seven a.m. and ten p.m. on any day.~~

~~B. Emergency work. (Ord. 94-14 § 2 (part), 1994)~~

9.54.080 Enforcement and penalty for violation.

A. ENFORCEMENT. The City of Dinuba Police Department and Code Enforcement Division shall have the primary responsibility for enforcing this ordinance. Violations shall be

prosecuted as described in Section 19.54.080 B. of this ordinance, but nothing in this ordinance shall prevent the City from engaging in efforts to obtain voluntary compliance by means of warnings, notices, or educational programs.

- B. DUTY TO COOPERATE.** No person shall refuse to cooperate with, or obstruct, the City's enforcement officials when they are engaged in the process of enforcing the provisions of this ordinance. This duty to cooperate may require a person to extinguish a sound source so that it can be determined whether sound emanating from the source violates the provisions of this ordinance.
- C. VIOLATIONS AND PENALTIES.** Any person who violates any provision of this ordinance once or twice within a one hundred and eighty (180) day period shall be guilty of an infraction. Any person who violates any provision of this ordinance more than twice within a one hundred and eighty (180) day period shall be guilty of a misdemeanor. Each day a violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such. Penalties shall not exceed the following amounts.
- 1. For the first violation within a one hundred and eighty (180) day period the minimum mandatory fine shall be one hundred dollars (\$100).**
 - 2. For the second violation within a one hundred and eighty (180) day period the minimum mandatory fine shall be two hundred dollars (\$200).**
 - 3. For any further violations within a one hundred and eighty (180) day period the minimum mandatory fine shall be five hundred dollars (\$5,000) or imprisonment in the County jail for a period not exceeding six (6) months, or both.**



City Council Staff Report

Department: PUBLIC WORKS

December 14, 2021

To: Mayor and City Council

From: Ismael Hernandez, Public Works Director

By: George Avila, Business Manager

Subject: Close-Out Public Hearing for the Kern Street Storm Drain Improvements Project, 18-CDBG-12906 (IH)

RECOMMENDATION

Council to:

1. Receive information on the completion of the Kern Street Storm Drain Improvements Project, and
2. Conduct a close-out public hearing to receive public comment on the completion of the project.

EXECUTIVE SUMMARY

The City was awarded a Community Development Block Grant (CDBG) to fund the Kern Street Storm Drain Improvements Project. The project consisted of installing storm drain infrastructure along Kern Street in order to mitigate flooding during heavy rain events. The selected construction contractor completed the project on July 9, 2021 and a Notice of Completion has been recorded with the Tulare County Recorder's Office. Pursuant to new guidance provided by the State, the City is required to hold a close-out public hearing to give citizens an opportunity to comment on the achievements of the completed project.

OUTSTANDING ISSUES

None.

DISCUSSION

The City of Dinuba applied for and received an award of \$3.6 million in Community

Development Block Grant (CDBG) funds for the Kern Street Storm Drain Improvements Project. This project was necessary in order to address downtown flooding. The existing storm drain infrastructure was severely undersized and unable to handle heavy rainfall resulting in extreme flooding impacting many property owners.

A final inspection was completed on July 9, 2021 and the project inspector confirmed that the work was completed in compliance with all approved plans and specifications. A request to authorize a Notice of Completion was approved by the City Council on August 10, 2021. Pursuant to new guidance provided by the State, the City has been advised that it must hold a close-out public hearing to give citizens an opportunity to comment on the completed project.

The total cost of the project including design/engineering, construction, construction management, and inspections totaled \$4.7M, of which \$3.6M was funded by the Community Development Block Grant Program. The remainder was funded by the City's local Transportation, Gas Tax, Storm Drain Impact, and Transportation Impact funds.

Projects funded with CDBG money must meet one of three national objectives as defined by the federal Housing and Urban Development Department. The Kern Street Storm Drain Improvements Project met all three national goals by 1) benefiting low and moderate income persons, 2) mitigating the prevention or elimination of blight, and 3) meeting an urgent community need.

The Kern Street Storm Drain Improvements Project was a significant capital project that mitigates major flooding in the downtown area. The CDGB grant was critical to getting this project completed.

FISCAL IMPACT

None.

PUBLIC HEARING

A public hearing notice was published in the Mid-Valley Times on December 2, 2021.



City Council Staff Report

Department: ENGINEER/PLANNING

December 14, 2021

To: Mayor and City Council

From: Derek Lapsley, City Engineer

Subject: Award Contract to Clark Bros. for the Dinuba Wastewater Treatment Plant Improvements Project (WWTP) Improvements Project (DL)

RECOMMENDATION

Council award the contract for the Wastewater Treatment Plant Improvements Project to Clark Bros, Inc., in the amount of \$2,210,000, and authorize the City Manager or designee to execute contract documents.

EXECUTIVE SUMMARY

The City of Dinuba identified the need to make additional improvements to the Wastewater Treatment Plant. The proposed improvements include the construction of a new 65' diameter circular clarifier, concrete diversion structure and miscellaneous site improvements. These improvements will add redundancy to the treatment plant and expand capacity. Staff bid the project and is requesting that the City Council award the contract to Clark Bros., Inc. in the amount of \$2,210,000 as the lowest responsive bid.

OUTSTANDING ISSUES

None.

DISCUSSION

The planned improvements to the existing Wastewater Treatment Plant include rehabilitating aged infrastructure and constructing a new circular clarifier to provide redundancy and add treatment capacity. Clarifiers are an integral part of the wastewater treatment process as they separate and remove solids from the raw incoming wastewater.

There are two existing clarifiers that are at capacity and have not received preventive maintenance in approximately 20 years. This 20-year timeframe is based upon WWTP records and conversations with City wastewater staff, including staff that are now retired but were part of the WWTP for at least those 20 years.

The only way to perform maintenance on the clarifiers is to drain them and take them out of service for the duration of the maintenance. Maintenance periods could range from 3 months to 1 year. Because the clarifiers are at capacity, wastewater staff is unable to drain either of the clarifiers to perform the maintenance.

An additional clarifier and the necessary appurtenances to support that clarifier provide redundancy in the system and will allow for preventive maintenance to be completed as necessary. The scope of the project includes the following improvements:

- Construction of a new 65' diameter circular clarifier with spiral blade rack arms; and
- Construction of a concrete diversion structure consisting of three downward opening weir gates mounted on the new concrete structure; and
- Miscellaneous Site Improvements including placement gravel around proposed and existing clarifiers.

A Notice Inviting Bids was advertised in the Dinuba Sentinel and circulated in the local builders' exchanges and on the City's bid portal. Additionally, other reputable contractors experienced with this type of construction were made aware of the project and invited to bid on the project.

On October 6, 2021, the City received and opened six bid proposals for this project, as follows:

Bidder	Bid Amount
1. Clark Bros, Inc.	\$2,210,000
2. W.M. Lyles Co.	\$2,333,069
3. Agee Construction Corp.	\$2,599,110
4. GSE Construction Company, Inc.	\$2,559,400
5. Cushman Contracting Corp.	\$2,719,746
6. HPS Plumbing Services	\$3,971,400

The engineer's estimate for the project was \$1,653,600. Bids have consistently been above estimates due to higher costs and availability of materials.

The bids were analyzed, and it was determined that Clark Bros, Inc. Inc. submitted the lowest responsive and responsible bid. Staff recommends that the City Council awards the contract to Clark Bros., Inc. for the WWTP Improvements Project in the amount of \$2,210,000. A copy of the contract is enclosed as

Attachment 'A'.

FISCAL IMPACT

The city budgeted \$2,000,000 in fiscal year 2021-22 for the project with funding from sewer operating reserves, Sewer Impact Fees, and the General Fund./American Rescue Plan Act (ARPA) Funds. However, the total project cost is \$2,604,000 which includes the bid from Clark Bros, Inc. in the amount of \$2,210,000 and additional costs of \$544,000 for project management, inspections, and a project contingency of ten (10) percent. Staff will prepare and present a budget amendment at mid-year for these additional costs.

PUBLIC HEARING

None.

ATTACHMENTS:

Attachment 'A'

CONTRACT

THIS CONTRACT is made by and between Clark Bros., Inc., hereinafter called the Contractor, and the City of Dinuba, hereinafter called the Owner.

W I T N E S S E T H:

The Contractor and the Owner, for the consideration hereinafter stated, agree as follows:

1. SCOPE OF WORK.

The Contractor agrees to furnish all labor and materials, including tools, implements, and appliances required, and to perform all the work in a good and workmanlike manner, free from any and all liens and claims of mechanics, teamsters, draymen, and laborers required for the

DINUBA WASTEWATER TREATMENT PLANT (WWTP) IMPROVEMENTS PROJECT

as shown on the plans prepared by Yamabe & Horn Engineering, Inc., in strict compliance with the Plans, Drawings and Specifications therefore prepared by the Owner and other Contract Documents relating thereto.

2. CONTRACT DOCUMENTS.

The term Contract includes all "Contract Documents" which include the following:

- A. Advertisement (Notice Inviting Bids)
- B. Wage Scale (Prevailing Wages)
- C. Standard Specifications
- D. Special Provisions
- E. Plans and Drawings
- F. Addenda and Bulletins
- G. Contractors Bid Proposal hereto attached
- H. This Contract

In the event of a conflict between this Contract and any portion of the Standard Specifications or Special Provisions, to the extent of such conflict, this Contract shall control.

3. COMPENSATION.

The Owner agrees to pay the Contractor for the performance of the Contract the sum of Two million, two-hundred and ten thousand dollars and zero cents (\$2,210,000.00).

It is understood that said price is based upon the estimated quantities of materials to be used as set forth in the Proposal; and upon completion of the project, the final contract price shall be revised, if necessary, to reflect the true quantities used at the stated unit price thereof as contained in the Contractor's Proposal hereto attached.

City of Dinuba
DINUBA WASTEWATER TREATMENT PLANT (WWTP)
IMPROVEMENTS PROJECT

4. SUSPENSION OF THE WORK.

- A. General: The Work may be suspended in whole or in part when determined by the Engineer that the suspension is necessary in the interest of the Owner. The Contractor shall comply immediately with any written order of the Engineer. Such suspension shall be without liability to the Contractor on the part of the Owner except as otherwise provided in subsection 7C.
- B. Archaeological and Paleontological Discoveries: If discovery is made of items of archaeological or paleontological interest, the Contractor shall immediately cease excavation in the area of discovery and shall not continue until ordered by the Engineer.

Discoveries which may be encountered may include, but not be limited to, dwelling sites, stone implements or other artifacts, animal bones, human bones, and fossils. The Contractor shall be entitled to an extension of time and compensation in accordance with Section 7.

5. TERMINATION OF THE CONTRACT FOR DEFAULT.

- A. General: If, prior to the acceptance of the Work, the Contractor:
- (1) Becomes insolvent, assigns its assets for the benefit of its creditors, is unable become due, or is otherwise financially unable to complete the Work;
 - (2) Abandons the Work by failing to report to the Work site and diligently prosecute the Work to completion;
 - (3) Disregards written instructions from the Engineer or materially violates provisions of the Contract Documents;
 - (4) Fails to prosecute the Work according to the schedule approved by the Engineer;
 - (5) Disregards laws or regulations of any public body having jurisdiction; or
 - (6) Commits continuous or repeated violations of regulatory or statutory safety requirements, then the Owner will consider the Contractor in default of the Contract.
- B. Notices: Notices and other written communications regarding default between the Contractor, the Owner, and the Surety shall be transmitted as follows:
- (1) Personal delivery with proof of delivery which may be made by declaration under penalty of perjury by any person over the age of 18 years. The proof of delivery shall show that delivery was performed in accordance with these provisions. Service shall be effective on the date of delivery. Notices given to the Contractor by personal delivery may be made to the Contractor's authorized representative at the Work site; or

- (2) Certified mail addressed to the mailing address of the recipient postage prepaid; return receipt requested. Service shall be effective on the date of the receipt of the mailing.

Simultaneously, the Owner may send the same notice by regular mail. If a notice that is sent by certified mail is returned unsigned, then delivery shall be effective pursuant to regular mail, provided that the notice that was sent by regular mail is not returned.

- C. Notice to Cure: The Owner will issue a written notice to cure the default to the Contractor and its Surety. The Contractor shall commence satisfactory corrective actions within 5 Working Days after receipt.
- D. Notice of Termination for Default: If the Contractor fails to commence satisfactory corrective action within 5 Working Days after receipt of the notice to cure, or to diligently continue satisfactory and timely correction of the default thereafter, then the Owner will recommend to the Board that the Contractor be found in default of the Contract and upon such finding by the Board:
- (1) Will terminate the Contractor's right to perform under the Contract by issuing a written notice of termination for default to the Contractor and its Surety;
 - (2) May use any materials, equipment, tools, or other facilities furnished by the Contractor to secure and maintain the Work site; and
 - (3) May furnish labor, equipment, and materials the Owner deems necessary to secure and maintain the Work site.

The provisions of this subsection shall be in addition to all other legal rights and remedies available to the Owner.

- E. Responsibilities of the Surety: Upon receipt of the written notice of termination for default, the Surety shall immediately assume all rights, obligations, and liabilities of the Contractor under the Contract. If the Surety fails to protect and maintain the Work site, the Owner may do so, and may recover all costs incurred. The Surety shall notify the Owner that it is assuming all rights, obligations, and liabilities of the Contractor under the Contract and all money that is due, or would become due, to the Contractor shall be payable to the Surety as the Work progresses, subject to the terms of the Contract.

Within 15 Working Days of receipt of the written notice of termination for default, the Surety shall submit to the Owner a written plan detailing the course of action it intends to take to remedy the default. The Owner will review the plan detailing and notify the Surety if the plan is satisfactory. If the Surety fails to submit a satisfactory plan, or if the Surety fails to maintain progress according to the plan accepted by the Owner, the Owner may, upon 48 hours written notice, exclude the Surety from the premises, take possession of all material and equipment, and complete the Work in any way the Owner deems to be expedient. The cost of completing the Work by the Owner shall be charged against the Surety and may be deducted from any monies due, or which would become due, the Surety. If the amounts due under the Contract are insufficient for completion, the Surety shall pay the Owner, within 30 Days after the Owner submits an invoice, all costs in excess of the remaining Contract Price.

- F. **Payment:** The Surety will be paid for completion of the Work in accordance less the value of damages caused to the Owner by the acts of the Contractor.

6. TERMINATION OF THE CONTRACT FOR CONVENIENCE.

The Owner may terminate the Contract if it becomes impossible or impracticable to proceed, or because of conditions or events beyond the control of the Owner.

- A. **Notice:** The Owner will issue a written notice of termination for convenience as follows:

- (1) Personal delivery, with proof of delivery which may be made by declaration under penalty of perjury by any person over the age of 18 years. The proof of delivery shall show that delivery was performed in accordance with these provisions. Service shall be effective on the date of delivery. Notices given to the Contractor by personal delivery may be made to the Contractor's authorized representative at the Work site; or
- (2) Certified mail addressed to the mailing address of the recipient postage prepaid; return receipt requested. Service shall be effective on the date of the receipt of the mailing.

Simultaneously, the Owner may send the same notice by regular mail. If a notice that is sent by certified mail is returned unsigned, then delivery shall be effective pursuant to regular mail, provided that the notice that was sent by regular mail is not returned.

- B. **Cessation of Work:** Upon receipt, the Contractor shall immediately cease work, except work the Contractor is directed to complete by the Engineer or required to complete for public safety and convenience. The Contractor shall immediately notify Subcontractors and suppliers to immediately cease their work.

- C. **Payment:** The Contractor will be paid without duplication for:

- (1) Work completed in accordance with Contract Documents prior to the effective date of termination for convenience;
- (2) Reasonable costs incurred in settlement of terminated contracts with Subcontractors, suppliers, and others; and
- (3) Reasonable expenses directly attributable to termination.

The Contractor shall submit a final termination settlement proposal to the Owner no later than 90 days from the effective date of termination, unless extended, in writing, by the Owner upon written request by the Contractor.

If the Contractor fails to submit a proposal, the Owner may determine the amount, if any, due the Contractor as a result of the termination. The Owner will pay the Contractor the amount it determines to be reasonable. If the Contractor disagrees with the amount determined by the Owner as being reasonable, the Contractor shall provide notice to the Owner within 30 Days of receipt of payment. Any amount due shall be as later determined by arbitration, if the Owner and the Contractor agree

thereto, or as fixed in a court of law.

7. DELAYS AND EXTENSIONS OF TIME.

- A. General: If delays are caused by unforeseen events beyond the control of the Contractor, such delays will entitle the Contractor to an extension of Contract time as provided herein, but the Contractor will not be entitled to damages or additional payment due to such delays, except as otherwise specified in Subsection 7C of this Contract. Such unforeseen events may include war, government regulations, labor disputes, strikes, fires, floods, adverse weather, or elements necessitating cessation of work, inability to obtain materials, labor, or equipment, required Extra Work, or other specific events as may be further described in the Special Provisions.

No extension of time will be granted for a delay caused by the Contractor's inability to obtain materials unless the Contractor furnishes to the Engineer documentary proof. The proof must be provided in a timely manner in accordance with the sequence of the Contractor's operations and the approved construction schedule.

If delays beyond the Contractor's control are caused by events other than those mentioned above, the Engineer may deem an extension of time to be in the best interests of the Owner. The Contractor will not be entitled to damages or additional payment due to such delays, except as otherwise specified in Subsection 7C of this Contract.

If delays beyond the Contractor's control are caused solely by action or inaction of the Owner, such delays will entitle the Contractor to an extension of time per subsection B of this Contract.

- B. Extensions of Time: Extensions of time, when granted, will be based upon the effect of delays to the Work. They will not be granted for non-controlling delays to minor portions of the Work unless it can be shown that such delays did or will delay the progress of the Work.
- C. Payment for Delays: Pursuant to Public Contract Code Section 7102, the Contractor will be compensated for damages incurred due to delays for which the Owner is responsible. Such actual costs will be determined by the Engineer. The Owner will not be liable for damages which the Contractor could have avoided by any reasonable means, such as judicious handling of forces, equipment, or plant. The determination of what damages the Contractor could have avoided will be made by the Engineer.
- D. Written Notice and Report: If the Contractor desires payment for a delay as specified in subsection C above or an extension of time, it shall file with the Engineer a written request and report of cause within 30 Days after the beginning of the delay. The request for payment or extension must be made at least 15 days before the specified completion date. Failure by the Contractor to file these items within the times specified will be considered grounds for refusal by the Owner to consider such a request.
- E. Time of Completion: The Contractor shall complete the Work in the time specified in the Contract or the Special Provisions. The Contractor shall complete each portion of the

Work within the time specified as in the Contract or the Special Provisions for such portion. Unless otherwise specified in the Contract or the Special Provisions, the time of completion of the Contract shall be expressed in Working Days.

- F. Contract Time Accounting: The Engineer will make a daily determination of each Working Day to be charged against Contract time. These determinations will be discussed, and the Contractor will be furnished a periodic statement showing the allowable number of Working Days of Contract time, as adjusted at the beginning of the reporting period. The statement will also indicate the number of Working Days charged during the reporting period and the number of Working Days of Contract time remaining. If the Contractor does not agree with the statement, it shall file a written protest within 15 Days after receipt, setting forth the facts of the protest. Otherwise, the statement will be deemed to have been accepted.

8. COMPLETION, ACCEPTANCE, AND WARRANTY.

- A. Completion: The Contractor shall submit a written assertion that the Work has been completed. If, in the Engineer's judgment, the Work has been completed in accordance with the Contract Documents, the Engineer will set forth in writing the date the Work was completed. This will be the date when the Contractor is relieved from responsibility to protect and maintain the Work and to which liquidated damages will be computed.
- B. Acceptance: Acceptance will occur after all of the requirements contained in the Contract Documents have been fulfilled. If, in the Engineer's judgment, the Contractor has fully performed the Contract, the Engineer will recommend to the Board that the Contractor's performance of the Contract be accepted.
- C. Warranty: The Work shall be warranted by the Contractor against defective materials and workmanship for a period of 1 year. The warranty period shall start on the date the Work was completed as determined by the Engineer.

The warranty period for specific items covered under manufacturers or suppliers' warranties shall commence on the date they are placed into service at the direction of or as approved by the Engineer in writing.

All warranties express or implied, from subcontractors, manufacturer, or suppliers, of any tier, for the materials furnished and work performed shall be assigned, in writing, to the Owner, and such warranties shall be delivered to the Engineer prior to acceptance of the Contractor's performance of the Contract.

The Contractor shall replace or repair defective materials and workmanship in a manner satisfactory to the Engineer, after notice to do so from the Engineer, and within the time specified in the notice. If the Contractor fails to make such replacement or repairs within the time specified in the notice, the Owner may perform the replacement or repairs at the Contractor's expense. If the Contractor fails to reimburse the Owner for the actual costs, the Contractor's Surety shall be liable for the cost thereof.

9. LIQUIDATED DAMAGES.

Failure of the Contractor to complete the Work within the time allowed will result in damages being sustained by the Owner. Such damages are, and will continue to be, impracticable and extremely difficult to determine. For each consecutive calendar day in excess of the time specified for completion of the Work, as adjusted in accordance with Section 7 above, the Contractor shall pay to the Owner, or have withheld from monies due it, the sum of \$1,500.00, unless otherwise specified in the Special Provisions.

Execution of the Contract shall constitute agreement by the Owner and the Contractor that \$1,500.00 per day is the minimum value of the costs and actual damage caused by the failure of the Contractor to complete the Work within the allotted time. Such sum is liquidated damages and shall not be construed as a penalty, and may be deducted from payments due the Contractor if such delay occurs.

10. INDEMNIFICATION

To the maximum extent permitted by Civil Code Section 2782 *et seq.*, Owner shall not be liable for, and Contractor shall defend, indemnify, and hold harmless Owner and its officers, agents, engineers, architects, consultants, employees and volunteers (collectively "Owner Parties"), against any and all claims, deductibles, self-insured retentions, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys' fees and court costs (collectively referred to as "Claims"), which arise out of or are in any way connected to the work covered by this Contract arising either directly or indirectly from any act, error, omission or negligence of Contractor or its officers, employees, agents, contractors, sub-contractors, licensees or servants, including, without limitation, Claims caused by the concurrent negligent act, error or omission, of Owner Parties. However, Contractor shall have no obligation to defend or indemnify Owner Parties against Claims caused by the active negligence, sole negligence, or willful misconduct of Owner Parties. This indemnification shall apply to all liability, as provided for above, regardless of whether any insurance policies are applicable, and insurance policy limits do not act as a limitation upon the amount of the indemnification to be provided by the Contractor.

11. INSURANCE.

Contractor, at its sole cost and expense, shall obtain and maintain in full force and effect throughout the entire term of this Contract, the following-described insurance coverage, insuring not only Contractor and its subcontractors, if any, but also, with the exception of workers' compensation and employer's liability insurance, the Owner, its officers, agents, and employees of each of them:

A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

- (1) Insurance Services Office Commercial General Liability coverage (Occurrence form CG 0001).
- (2) Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).

- (3) Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.

B. MINIMUM LIMITS OF INSURANCE

Contractor shall maintain limits no less than:

- (1) General Liability: \$1,000,000 per occurrence for bodily injury, personal injury, and property damage. If commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this product / location or the general aggregate limit shall be twice the required occurrence limit.
- (2) Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- (3) Employer's Liability: \$1,000,000 per accident for bodily injury or disease.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductible or self-insured retentions must be declared to and approved by the Owner. At the option of the Owner, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Owner, its officers, officials, employees, and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. OTHER INSURANCE PROVISIONS

The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

- (1) The Owner, its officers, officials, employees, agents, and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied, or used by the Contractor; or automobiles owned, leased, hired, or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Owner, its officers, officials, employees, agents, or volunteers.
- (2) For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the Owner, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the Owner, its officers, officials, employees, agents, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
- (3) Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the Owner, its officials, employees, agents, or volunteers.

- (4) The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- (5) Each insurance policy required by this clause shall be endorsed to state the coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the Owner.

E. ACCEPTABILITY OF INSURERS

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

F. VERIFICATION OF COVERAGE

Contractor shall furnish the Owner with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on forms provided by the Owner. All endorsements are to be received and approved by the Owner before work commences. As an alternative to the Owner's forms, the Contractor's insurer may provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

G. SUBCONTRACTOR

Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

Contractors Property Damage Liability insurance shall include coverage for property damage caused by blasting, collapse, structural injuries, or damage to underground utilities. The policy shall not contain "x", "c" or "u" exclusions.

Certificates of such insurance shall be filed with the Owner concurrently with the execution of this Contract or, with Owner's approval, within ten (10) days thereafter. Said certificates shall be subject to the approval of the Owner.

12. WORKERS COMPENSATION.

Contractor represents that he or she has secured the payment of Worker's Compensation in compliance with the provisions of the Labor Code of the State of California and during the performance of the work contemplated herein will continue so to comply with said provisions of said Code. Contractor shall supply the Owner with certificates of insurance, in triplicate, evidencing that Worker's Compensation Insurance is in effect and providing that the Owner will receive ten (10) days written notice of cancellation. If the Contractor self-insures Worker's Compensation, Certificate of Consent of self-insured shall be provided the Owner.

13. BONDS.

The Contractor shall forthwith furnish in triplicate two bonds, each in the amount of 100 percent of the Contract price. One shall serve as security for the faithful performance of the work (hereafter "Performance Bond"). The second bond shall serve as security for the faithful performance and satisfaction of the persons furnishing materials and performing labor on the work (hereafter "Payment Bond"). Both bonds shall be written by a surety company licensed to transact surety business in the State of California and in the form prescribed by law.

The Performance Bond shall remain in force throughout the period required to complete the work and thereafter for a period of 365 calendar days after final acceptance of the work. The Payment Bond will be released 35 days after the recording date of the Notice of Completion, provided no liens are filed with the Owner. The Payment Bond shall contain provisions such that if the Contractor or its subcontractor shall fail to pay (a) amounts due under the Unemployment Insurance Code with respect to work performed under the contract, or (b) any amounts required to be deducted, withheld and paid over to the Employment Development Department from the wages of the employees of the Contractor and subcontractors pursuant to Section 13020 of the Unemployment Insurance Code with respect to such work and labor, then the surety will pay these amounts. In case suit is brought upon the payment bond, the surety will pay reasonable attorneys' fees to be fixed by the court.

14. DEFECTIVE MATERIALS; DEFECTIVE WORK.

Should any of the materials or equipment prove defective or should the work as a whole prove defective, due to faulty workmanship, material furnished or methods of installation, or should the work or any part thereof fail to operate properly as originally intended and in accordance with the plans and specifications, due to any of the above causes, all within twelve (12) months after date on which the completed project is accepted by the Owner, the undersigned agrees to reimburse the Owner, upon demand, for its expenses incurred in restoring said work to the condition contemplated in said project, including the cost of any such equipment or materials replaced and the cost of removing and replacing any other work necessary to make such replacement or repairs, or, upon demand by the Owner, to replace any such materials and to repair said work completely without cost to the Owner so that said work will function successfully as originally contemplated.

The Owner shall have the unqualified right to make any needed replacement or repairs after a written notice to cure has been served upon the Contractor and a reasonable time to cure has expired. In the event the Owner elects to have said work performed by the undersigned, the undersigned agrees that the repairs shall be made within a reasonable time after the receipt of demand from the Owner. If the undersigned shall fail or refuse to comply with his obligations under this guaranty, the Owner shall be entitled to all costs and expenses, including attorney's fees, reasonably incurred by reason of the said failure or refusal.

15. LABOR STANDARDS.

- A. General: Contractor agrees that construction work shall be subject to the provisions of State and local regulations. In particular, Contractor agrees to comply with all applicable Labor Code requirements whether or not expressly stated herein.

B. Wages:

- (1) General: The Contractor and each subcontractor engaged in the work shall pay each employee an amount not less than the rate established for each trade or occupation listed by the Director of the Department of Industrial Relations, State of California. An employee whose type of work is not covered by any of the classified wage rates shall be paid not less than the rate of wage listed for the classification which most nearly corresponds to the type of work to be performed.
- (2) State: The Owner has obtained from the Department of Industrial Relations the general prevailing rate of wages in the vicinity of the work to be performed under this Contract. These wage rates are maintained on file by Owner at its principal office and will be made available to any interested party upon request.
- (3) Enforcement: These wage rates shall be enforced under Sections 1770 through 1780 of the California Labor Code. The Contractor shall be liable for forfeitures or penalties incurred from noncompliance with Labor Code provisions.
- (4) Payroll Records: Each Contractor and subcontractor shall keep an accurate payroll record, showing the name, address, social security number, work week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the work on the Project. Such records shall be certified and available for inspection at all reasonable hours at the principal place of the Contractor as required by Labor Code Section 1776. Certified payrolls shall be submitted weekly to Owner c/o Yamabe & Horn Engineering Inc. Electronic certified payrolls shall also be submitted weekly directly to the Labor Commissioner, Division of Labor Standards Enforcement.

C. Preference for Resident Labor: Whenever possible in the employment of labor for performance of the work, the Contractor shall give preference to qualified persons residing within the general area of the work.

D. Hours of Labor: Pursuant to the Labor Code, eight hours of labor shall constitute a legal day's work. The Contractor or any subcontractor shall not require any more than eight hours of labor in a day from any person employed in the performance of the work under this Contract except for authorized work as provided under paragraph Subsection E below. Failure of the Contractor to perform the work in accordance with this policy of the State of California shall be deemed a failure to comply with the provisions of this Contract.

E. Overtime Work: In accordance with Labor Code Section 1813, the Contractor shall as a penalty to the State or political subdivision on whose behalf the Contract is made or awarded, forfeit twenty-five (\$25.00) for each worker employed in the execution of the Contract by the Contractor or by any subcontractor for each calendar day during which said worker is required or permitted to work more than eight hours in any one calendar day and forty hours in any one calendar week in violation of Labor Code Sections 1810-1815.

Overtime and shift work may be established as a regular procedure by the Contractor with reasonable notice and written permission of the Owner. No work other than overtime and

shift work established as a regular procedure shall be performed between the hours of 6:00 p.m. and 7:00 a.m. nor on Saturdays, Sundays or holidays except such work as is necessary for the proper care and protection of the work already performed or in case of an emergency.

Contractor agrees to pay the costs of overtime inspection except those occurring as a result of overtime and shift work established as a regular procedure. Overtime inspection shall include inspection required during holidays, Saturdays, Sundays, and weekdays between the hours of 6:00 p.m. and 7:00 a.m. Costs of overtime inspection will cover engineering, inspection, general supervision, and overhead expenses which are directly chargeable to the overtime work. Contractor agrees that Owner shall deduct such charges from payments due the Contractor.

- F. Apprentices: The Contractor and subcontractors shall comply with the requirements of Sections 1777.5 and 1777.6 of the Labor Code in the employment of apprentices.

Information relative to apprenticeship standards, wage schedules, and other requirements may be obtained from the Director of Industrial Relations, ex officio the Administrator of Apprenticeship Standards and its branch offices.

- G. Compliance with SB 854: California Labor Code: Contractor represents that it has complied and will continue to comply with all applicable registration and disclosure requirements of SB 854 and acknowledges the following:

- (1) No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)]
- (2) No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.
- (3) This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
- (4) No bid proposals will be accepted, nor any contract entered into with a contractor without proof of registration described above.
- (5) Contractor must post any job site notices required by regulation. It is the Contractor's responsibility to know the current regulations.
- (6) Contractor must furnish electronic certified payroll records to the Division of Labor Standards Enforcement ("Labor Commissioner") as required. The Contractor is responsible for checking with the Department of Industrial Relations for any notices regarding this requirement.

16. LAWS, REGULATIONS AND PERMITS.

City of Dinuba
DINUBA WASTEWATER TREATMENT PLANT (WWTP)
IMPROVEMENTS PROJECT

- A. General: The Contractor shall give the notices required by law and comply with all laws, ordinances, rules, and regulations pertaining to the conduct of the work. The Contractor shall be liable for violations of the law in connection with work provided by the Contractor. If the Contractor observes that the drawings, specifications are at variance with any laws, ordinances, rules or regulations, the Contractor shall promptly notify the Engineer in writing of such variance. The Owner shall promptly review the matter and, if necessary, shall issue a change order or take any other action necessary to bring about compliance with the law, ordinance, rule, or regulation in question. Contractor agrees not to perform work known to be contrary to any laws, ordinances, rules, or regulations.
- B. Permits and Licenses: Unless otherwise specified herein, permits and licenses from governmental agencies which are necessary only for and during the prosecution of the work and the subsequent guarantee period shall be secured and paid for by the Contractor. Permits and licenses of regulatory agencies which are necessary to be maintained after completion of the guarantee period shall be secured and paid for by the Owner.
- C. Patents and Royalties: The costs involved in fees, royalties or claims for any patented invention, article, process, or method that may be used upon or in a manner connected with the work under this Contract or with the use of completed work by the Owner, shall be paid by the Contractor. The Contractor and Contractor's sureties shall protect, defend, and hold Owner together with Owner's officers, agents, and employees, harmless against any and all demands made for such fees or claims brought or made by the holder of any invention or patent. Before final payment is made on the account of this Contract, the Contractor shall, if requested by the Owner, furnish acceptable proof of a proper release from all such fees or claims.

Should the Contractor, agent, employee or any of them be enjoined from furnishing or using any invention, article, material or plans supplied or required to be supplied or used under this contract, the Contractor shall promptly pay such royalties and secure the requisite licenses; or, subject to acceptance by the Owner, substitute other articles, materials or appliances in lieu thereof which are of equal efficiency, quality, finish, suitability and market value to those planned or required under the Contract. Descriptive information of these substitutions shall be submitted to the Engineer for determination of general conformance to the design concept and the construction Contract. Should the Owner elect to refuse the substitution, the Contractor agrees to pay such royalties and secure such valid licenses as may be requisite for the Owner, Owner's officers, agents, and employees or any of them, to use such invention, article, material, or appliance without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof.

17. CALIFORNIA LAW AND VENUE.

The terms of this Contract shall be governed by and construed in accordance with the laws of the State of California applicable to contracts entered into and to be performed in California. In the event any part of this Contract shall be held to be invalid, void, or otherwise unenforceable for any reason, the Contract shall be modified rather than voided, if possible, in order to achieve the intent of the parties to the extent possible and in any event, all other provisions of this Contract shall remain valid and enforceable.

City of Dinuba
DINUBA WASTEWATER TREATMENT PLANT (WWTP)
IMPROVEMENTS PROJECT

18. MUTUAL NEGOTIATION.

Contractor acknowledges that the provisions herein have been mutually negotiated and neither party shall be construed to be the drafter of this Contract.

19. ATTORNEY'S FEES.

In the event of litigation concerning this Contract the prevailing party shall be awarded reasonable attorney fees and costs of suit, in addition to appropriate compensatory damages or other relief ordered for the benefit of the prevailing party.

IN WITNESS WHEREOF, the parties have executed this Contract this 26th day of October, 2021.

CITY OF DINUBA
(OWNER)

(CONTRACTOR)

By: _____
City Manager

By: _____

Title: _____

Approved as to Form:

Federal Taxpayer I.D. No.

City Attorney



City Council Staff Report

Department: CITY CLERK

December 14, 2021

To: Mayor and City Council

From: Daniel James, Assistant City Manager

Subject: Review of Outside Agency Boards and Committees Appointments (LB)

RECOMMENDATION

Council to review current outside committee assignments and adjust appointments as necessary.

EXECUTIVE SUMMARY

The City Council participates in a number of boards and committees for outside agencies. These at-will appointments are assigned by the City Council for each committee individually as needed. This item is presented to Council to provide an opportunity to review and discuss the appointments, and adjust assignments as needed.

OUTSTANDING ISSUES

None.

DISCUSSION

Dinuba City Council members participate individually on numerous boards and committees for outside agencies. These agencies include, but are not limited to, various committees of the League of CA Cities, the Tulare County Economic Development Committee, and the Upper Kings Basin Integrated Regional Water Management Authority. These at-will appointments are assigned by the City Council for each committee individually as needed. The full list of outside agencies assignments are attached herein as 'Attachment A.'

It was requested at the November 9, 2021 City Council meeting that the appointments to all outside agency boards and committees be included in the December 14, 2021 City Council agenda to provide Council with the opportunity to review and discuss the assignments.

Staff recommends Council review and discuss the appointments and make adjustments as needed.

FISCAL IMPACT

None.

PUBLIC HEARING

None required.

ATTACHMENTS:

A: Outside Agency Appointments

**City Council Representation Outside Agencies
2021**

Organization	Acronym	Assigned	Primary	Alt	Form 700	Agency Contact	Agency Address
Council of Cities	COC	Kuldip Thusu	X		No	Gladys Ruiz	Gladys.Ruiz@visalia.city
Meets "on call basis" City of Visalia		City Manager		X	No	559-713-4355	303 East Acequia Avenue, Visalia, 93291
League of CA Cities Revenue & Taxation Committee		Kuldip Thusu	X		No	Rajveer Rakkar	rrakkar@cacities.org
Meets quarterly						SSJV Regional Public Affairs Mgr	
						559-244-1849	
League of CA Cities Governance, Transparency & Labor		Maribel Reynosa	X		No	Rajveer Rakkar	rrakkar@cacities.org
Meets quarterly						SSJV Regional Public Affairs Mgr	
						559-244-1849	
Local Agency Formation Commission - City Selection Committee	LAFCo	Mayor	X		No	Leslie Davis	LDavis@TulareCOG.org
Meets 1st Wednesday ea month at 2:00 pm						559-623-0450/FAX 559-733-6720	210 No Church Ste B, Visalia 93291
League of CA Cities SSJVD Executive Board	SSJVD	Kuldip Thusu	X		No	Rajveer Rakkar	rrakkar@cacities.org
Bi-monthly 6:00 pm Tulare, La PiazzaRistorante						SSJV Regional Public Affairs Mgr	
						559-244-1849	
Tulare County Association of Governments & TCAT	TCAG/TCAT	Maribel Reynosa	X		Yes	Alyssa Blythe, Secretary I	ABlythe@TulareCOG.org
Meets 3rd Monday ea month at 1:00 pm					Yes	559-623-0450/FAX 559-733-6720	210 No Church Ste B, Visalia 93291
Tulare County Economic Development Committee	TCEDC		X		No	Karin Ford, Vice Pres & COO	karin@sequoiavalley.com
Meets 4th Wednesday ea month at 7:30 am different locations						559-592-1349	506 N Kaweah, 3A, Exeter 93221
Upper Kings Basin Integrated Regional Water Management Authority	UKBIRWMA	Maribel Reynosa	X		Yes	Randy Shilling, Mgr of Bus Operations	rshilling@krcd.org
		Rachel Nguerrero		X	Yes	559-237-5567 x106	4886 E Jensen Ave, Fresno 93725
		Ismael Hernandez		X	Yes	Soua Lee, Program Manager	slee@krcd.org
Groundwater Sustainability Agency	GSA	Linda Launer		X	No	Alta Irrigation District	
Launer is City's alternate appointment to GSA Board						559-591-0800	info@altaaid.org
South San Joaquin Valley Air Pollution Control District Special City Selection Committee	SSJVAPCD	Kuldip Thusu	X		No	Michelle Franco, Clerk of the Board	Michelle.Franco@valleyair.org
Meets "on call basis" Video Tele Conference, Fresno Regional Office		Linda Launer		X	No	559-230-6038/FAX 559-230-6061	1990 E Gettysburg Ave, Fresno 93726

NOTE: Check comment boxes