



## **City Council Regular Meeting**

**February 14, 2017  
MINUTES**

### **COUNCIL MEMBERS PRESENT:**

Reynosa, Launer, Harness, Morales, Thusu

### **COUNCIL MEMBERS ABSENT:**

None.

### **STAFF MEMBERS PRESENT:**

Barkley, Beltran, Hurtado, James, Launer, Patlan, Popovich, Thompson

## **1. OPENING CEREMONIES**

### **1.1. Welcome and Call to Order**

Mayor Harness called the meeting to order at 6:32 pm.

### **1.2. Invocation**

The invocation was led by Chaplain Susee.

### **1.3. Pledge of Allegiance**

The flag salute was led by Chief Thompson.

## **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 54956.8.*

Closed session removed from the agenda.

## **3. REQUEST TO ADDRESS COUNCIL**

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## **4. 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.*

**4.1. SUBJECT**

**City Council Meeting Minutes January 10; 24, 2017; City Council Special Meeting Minutes January 24, 2017 (LB)**

**RECOMMENDATION**

Council review and approve proposed meeting minutes.

**4.2. SUBJECT**

**City of Dinuba Relay for Life Team Sponsorship(CT)**

**RECOMMENDATION**

Council approves City of Dinuba Relay for Life Team sponsorship in the amount of \$3,000.

**4.3. SUBJECT**

**DHS Medical Academy Health Careers Affiliation Agreement(CT)**

**RECOMMENDATION**

Council approves the agreement between the City of Dinuba and the Dinuba Unified School District in connection with the Dinuba High School Medical Academy Health Careers Affiliation Program and authorize the Fire Chief to execute the agreement.

**4.4. SUBJECT**

**Professional Services Agreement for IT Consultant Services (DJ)**

**RECOMMENDATION**

Council approves professional services agreement with BCS Consulting for Information Technology Services and authorize the City Manager or designee to execute the agreement.

**4.5. SUBJECT**

**Action of Planning Commission Meeting, February 7, 2017 (CrC)**

**RECOMMENDATION**

This item is for information purposes only. No action is required.

**4.6. SUBJECT**

**Ordinance No. 2017-02 Repealing Ordinance No. 2012-04 establishing the Pro Youth Commission (SH)**

## **RECOMMENDATION**

Council conduct the first reading and introduction of Ordinance No. 2017-02 repealing Ordinance No. 2012-04 establishing the Pro Youth Commission and scheduling a public hearing on the ordinance for February 28, 2017.

### **4.7. SUBJECT**

**Acceptance of Economic Development Meeting Minutes, December 1, 2016 (DJ)**

## **RECOMMENDATION**

Consider to accept the approved meeting minutes of December 1, 2016.

A motion was made by Council Member Morales, second by Council Member Reynosa, to approve the consent calendar as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

## **5. WARRANT REGISTER**

### **5.1. SUBJECT**

**Approval of Warrant Register January 27; February 3; 10, 2017 (CS)**

## **RECOMMENDATION**

Council to review and approve warrant registers as presented.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to approve the warrant register as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

## **6. DEPARTMENT REPORTS**

### **6.1. SUBJECT**

**Request for Amendment to Tulare County Mutual Aid Request for Purchase of City Potable Water (BB)**

## **RECOMMENDATION**

Council consider request by Tulare County Office of Emergency Services to extend mutual aid request to purchase City potable water for the County's Household Tank Program.

Director Beltran requested Council agree to extend the agreement to provide water to the County's tank program. The agreement expired on January 31 and the County has submitted a request to extend the agreement which currently serves 103 households.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to extend the mutual aid request to purchase the City's potable water for the County's Household Tank Program.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

**6.2. SUBJECT**

**California Transit Security Grant Program Grant Application (BB)**

**RECOMMENDATION**

Council adopt Resolution No. 2017-04 authorizing the City Manager or designee to apply for \$14,257 in grant funding from the California Transit Security Grant Program for installation of ADA doors at the Dinuba Transit Center.

Business Manager Avila presented a request that the City Council authorize staff to apply for the Transit Security Grant through the California Transit Security Grant Program.

A motion was made by Council Member Reynosa, second by Council Member Morales, to adopt Resolution No. 2017-04 authorizing the City Manager or his designee to apply for the California Transit Security Grant.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

**6.3. SUBJECT**

**Authorization to Award Grant Administration Services for CDBG Funds (GA)**

**RECOMMENDATION**

Council award a professional services contract to the Adams Ashby Group in the amount of \$91,248 for grant administration services on the Randle Avenue Improvements Project funded by Community Development Block Grant (CDBG) funds.

Business Manager Avila presented a request to the City Council to authorize the award of a contract to the Adams Ashby Group for administration services for CDBG funds. If awarded, Adams Ashby Group will administer the Randle Avenue public improvements and the administrative services is built into the grant.

A motion was made by Council Member Morales, second by Vice Mayor Thusu, to authorize an award of contract to the Adams Ashby Group for administration services for the Randle Avenue improvements project.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

**6.4. SUBJECT**

**Resolution No. 2017-05 Approving Water Service Connection for 910 N. Crawford Avenue (BB)**

**RECOMMENDATION**

Council adopt Resolution No. 2017-05 approving agreement with Mr. and Mrs. Armando and Maria Isabel Flores to connect residence at 910 N. Crawford Avenue to City water services and authorize the City Manager or designee to execute the agreement.

Director Beltran presented a request from Armando and Maria Flores to connect their residence to the City's water system. The Flores' residential well has failed



and as a result would like to connect to the city's water system to ensure a reliable supply of water. The Flores residence is just outside the city limits but within the sphere of influence. Beltran informed the Council that a backflow preventer would be placed on the existing residential well to protect the city's water system from being contaminated.

The Council agreed that in order to protect the water system, the existing well should be abandoned as a condition of the approval to connect to the city's water system.

A motion was made by Council Member Launer, second by Vice Mayor Thusu, to adopt Resolution 2017-05 with the condition that the existing well be properly abandoned.

Ayes: Launer, Morales, Reynosa, Thusu

Nays: Harness

## **7. MAYOR/COUNCIL REPORTS**

Mayor Harness said he attended several activities throughout the community: A & W soft opening; Open Gate Ministries Soup and Salad luncheon; Alta Historical Society Museum tour

and he made presentations to Rotary and Kiwanis Clubs bilingual group about the goals of the city.

Vice Mayor Thusu said he attended the Good Morning Dinuba meeting. He plans to attend the Division League meeting on Thursday. He will be applying for a seat on the San Joaquin Valley Air District Board.

Council Member Morales said he attended the A&W soft opening

Council Member Reynosa said she attended the A&W soft opening; Soup luncheon Chamber banquet; Alta Historical Society Museum tour.

Council Member Launer attended the same meetings with the exception of A&W.

## **8. CITY MANAGER COMMUNICATIONS**

City Manager Patlan shared that the League Division dinner meeting is on Thursday evening this week. Monday is a holiday so City Hall will be closed. He attended the tour of the Alta Historical Society Museum; the Senior Center luncheon was sold out today. Staff will look at augmenting the budget for providing senior lunches in the next fiscal year. There will be a ribbon-cutting ceremony at College Park on February 23 for the grand opening of the CRS. Finally, he said he extended an offer of employment for the Administrative Services Director conditioned upon a background check and the applicant has verbally accepted.

## **9. CITY STAFF COMMUNICATIONS**

None.

## **10. CLOSED SESSION**

**10.1. Public Employee Appointment (LP)**

Pursuant to GC Section 54957, Public Employee Appointment  
Title: Administrative Services Director

The item was removed from discussion in closed session at the beginning of the meeting.

**11. ADJOURNMENT**

The meeting adjourned at 7:14 pm.



## City Council Staff Report

Department: CITY MANAGER'S OFFICE

February 14, 2017

**To:** Mayor and City Council

**From:** Linda Barkley, Deputy City Clerk

**Subject:** City Council Meeting Minutes January 10; 24, 2017; City Council Special Meeting Minutes January 24, 2017 (LB)

### **RECOMMENDATION**

Council review and approve proposed meeting minutes.

### **EXECUTIVE SUMMARY**

None.

### **OUTSTANDING ISSUES**

None.

### **DISCUSSION**

None.

### **FISCAL IMPACT**

None.

### **PUBLIC HEARING**

None.

### **ATTACHMENTS:**

[A. City Council Meeting Minutes, January 10, 2017](#)

[B. City Council Meeting Minutes, January 24, 2017](#)

[C. City Council Special Meeting, January 24, 2017](#)



## **City Council Regular Meeting**

**January 10, 2017  
MINUTES**

### **COUNCIL MEMBERS PRESENT:**

Reynosa, Launer, Harness, Thusu, Morales

### **COUNCIL MEMBERS ABSENT:**

None.

### **STAFF MEMBERS PRESENT:**

Barkley, Doyle, Hernandez, Hurtado, James, Jenner, Patlan, Popovich, Sanchez

## **1. OPENING CEREMONIES**

### **1.1. Welcome and Call to Order**

The meeting was called to order at 6:30 pm.

### **1.2. Invocation**

The invocation was led by Chaplain Garcia.

### **1.3. Pledge of Allegiance**

The flag salute was led by Mayor Harness.

## **2. AGENDA CHANGES OR DELETIONS**

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City Manager Patlan requested that the order of items 9.2. and 9.3. on the agenda be interchanged.

## **3. PRESENTATIONS/CEREMONIAL MATTERS**

### **3.1. Certificate of Recognition Presented to Dinuba 4-H Club for Downtown Christmas Decorative Lighting**

Mayor Harness presented a certificate of recognition to the 4-H Club for their contribution to the Chamber of Commerce downtown Christmas lighting display last month.

### **3.2. Presentation of Plaque to Chris Kapheim, Alta Irrigation District Retiree**

Mayor Harness presented a plaque to Chris Kapheim, former Executive Director

of Alta Irrigation District, recognizing 33 years of service to the District.

Council Members thanked Kapheim for many years of service.

Kapheim graciously accepted the plaque and thanked the council for the recognition.

#### **4. REQUEST TO ADDRESS COUNCIL**

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None were brought forward.

#### **5. NEW EMPLOYEES AND PROMOTIONS**

##### **5.1. Edgar Aguayo, Full Time Police Officer (DP)**

Police Officer Edgar Aguayo was introduced to the City Council as a new employee by Chief Popovich.

Mayor Harness administered the oath of office to Officer Aguayo. Aguayo's wife pinned the badge on his uniform.

Mayor Harness declared a brief break at 6:47 pm.

Mayor Harness reconvened the meeting at 6:56 p.m.

#### **6. CONSENT CALENDAR**

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##### **6.1. SUBJECT**

**Notice of Completion – College Park Recreation Center Heating, Ventilation and Air Conditioning (HVAC) System Replacement (BB)**

##### **RECOMMENDATION**

Council to accept the subject Project as complete and authorize the Building Official to file a Notice of Completion.

##### **6.2. SUBJECT**

**Historic Preservation Commission Meeting Minutes, November 14, 2016 (CrC)**

### **RECOMMENDATION**

Council to accept the approved meeting minutes of the Historic Preservation Commission.

#### **6.3. SUBJECT**

**Debt Management Policy (CS)**

### **RECOMMENDATION**

The City Council to adopt the Debt Management Policy, which satisfies the requirements of Senate Bill 1029.

#### **6.4. SUBJECT**

**Planning Commission Meeting Minutes, November 1, 2016 (BB)**

### **RECOMMENDATION**

Council to accept the approved meeting minutes of the Planning Commission.

#### **6.5. SUBJECT**

**Approval of City Council and Successor Agency Meeting Minutes, December 13, 2016 (LB)**

### **RECOMMENDATION**

Council review and approve draft meeting minutes of December 13, 2016.

A motion was made by Council Member Morales, second by Vice Mayor Thusu, to approve the Consent Calendar as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

## **7. WARRANT REGISTER**

#### **7.1. SUBJECT**

**Approval of Warrant Register December 16, 30, 2016; January 6, 2017 (CS)**

### **RECOMMENDATION**

Council to review and approve warrants as presented.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to approve the Warrant Register as presented.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

## **8. PUBLIC HEARING**

#### **8.1. SUBJECT**

**Ordinance No. 2017-01 adding Chapter 9.18 to Title 9, Regarding Abatement of Hazardous Weeds and Rubbish (CT)**

### **RECOMMENDATION**

Council introduce, read title and waive reading in full, and open a public hearing to accept testimony regarding the adoption of Ordinance no. 2017-01 adding Chapter 9.18 to Title 9 of the Dinuba Municipal Code relating to the abatement of weed and rubbish hazards on properties within the City of Dinuba.

Batallion Chief Doyle presented the information regarding the Weed Abatement Ordinance.

Mayor opened the hearing for comments. Seeing none, the Mayor closed the hearing.

Batallion Chief Doyle requested that the Council approve the first reading and introduction of the ordinance.

A motion was made by Vice Mayor Thusu, second by Council Member Launer, to approve the first reading and introduction of Ordinance No. 2017-01.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

### **8.2. SUBJECT**

**Public Hearing - Development Impact Fee Annual Report for FY 2015/16 (BB)**

### **RECOMMENDATION**

Council hold a public hearing, accept public comment regarding the FY 2015/16 Development Impact Fee Annual Report and upon conclusion of the public hearing, file the subject report with the Office of the City Clerk.

Fiscal Analyst Patino presented information in regard to the Development Impact Fee Annual Report.

Mayor Harness opened the hearing for public comment. Seeing none, the Mayor closed the hearing.

Patino requested that the Council accept the report, and direct staff to file it with the City Clerk.

A motion was made by Council Member Morales, second by Council Member Reynosa, to accept the report and have it filed with the City Clerk.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

### **8.3. SUBJECT**

**\$6,500,000 Issuance of Tax-Exempt Bonds by the California Statewide Communities Development Authority (CS)**

### **RECOMMENDATION**

City Council to adopt Resolution No. 2017-01 (Attachment A) approving the issuance of Bonds by the California Statewide Communities Development Authority not to exceed \$6,500,000, for the benefit of Self Help Enterprises, to provide financing for the acquisition, construction and equipping of a 43-unit multifamily rental housing project generally known as Dinuba Village Apartments.

Interim Finance Sanchez presented information in regard to the issuance of tax-exempt bonds by the California Statewide Communities Development Authority. The bonds if issued, will be applied toward the development of a 43-unit apartment complex that Self-Help Enterprises will develop. Sanchez requested the Mayor open the hearing for public comment.

Council Member Thusu asked how the city will be impacted if the bonds are issued.

Attorney Jenner said there are a limited amount of TEFRA bonds that the City can approve and it may affect future bond issuance.

Mayor Harness opened the hearing.

Betsey McGovern Garcia of Self-Help, was present to thank the council for the opportunity to build the project.

Tim Conklin asked if there are any plans for the public to view or will they be presented to the Planning Commission.

City Manager Patlan reported the project is approved at the staff level because of the zoning allowance.

Patlan said recently new setbacks were adopted and it applies to the new project to assure the setbacks are appropriate.

McGovern-Garcia said a noticing was done and a public meeting was held with little participation from the community.

There being no more comments from the public, Mayor Harness closed the hearing.

Vice Mayor Thusu said he appreciates a business who has spent three years preparing for a project. He said although at a fiduciary level there may be a better way to issue the bonds.

Mayor Harness said he does not believe there is a need for the project. There is a great concentration of units at the site near the school. There are 160 units today and the additional units will increase it to over 300 units. He said this is not the project he wants to see there at this time.

Mayor Harness asked legal counsel if Council is under obligation to approve the bonds.

Attorney Jenner said if the Council has a legitimate reason not to approve the project it can be opposed such as the density concerns.



Mayor Harness expressed concern about the density and proximity to schools as well as the distance to retail.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to oppose the issuance of the bonds and oppose the adoption of Resolution No. 2017-01.

Ayes: Harness, Morales, Thusu

Nays: Launer, Reynosa

## **9. DEPARTMENT REPORTS**

### **9.1. SUBJECT**

**Award Professional Service Contract to Quad Knopf for the East El Monte Way Land Use Strategic Plan (GA)**

#### **RECOMMENDATION**

Council award a professional services contract to Quad Knopf in the amount of \$49,957 for the preparation of a land use strategic plan for the East El Monte Economic Vitality and Community Sustainability Plan.

Business Manager Avila presented information for a land use strategic plan addressing economic development and retail retention. There were four (4) responses to the Request for Proposals and the selection committee selected Q-K Engineers.

Avila requested that the Council award the professional services contract to Q-K in the amount of \$49,957 for the preparation of a land use strategic plan for the East El Monte Economic Vitality and Community Sustainability Plan.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to award the professional services contract to Q-K Engineers in the amount of \$49,957 to prepare a land use strategic plan for the East El Monte Economic and Community Sustainability Plan.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

### **9.2. SUBJECT**

**Public Safety Memorial Project - Presented by Simon Andrews, Graphic Solutions, Inc. (DJ)**

#### **RECOMMENDATION**

Council to review and provide input on the proposed Public Safety Memorial designs.

Police Memorial site. Andrews presented information in regard to the Public Safety Memorial conceptual designs for the Council to review and provide input.

The Council reviewed the designs.

No action was taken.

**9.3. SUBJECT**

**Comprehensive Wayfinding Signage Program - Presented by Simon Andrews, Graphic Solutions, Inc. (DJ)**

**RECOMMENDATION**

Council to review and provide input on the proposed Comprehensive Wayfinding Signage designs.

IT Manager James presented information in regard to the comprehensive Wayfinding Signage Program. He introduced Simon Andrews with Graphic Solutions, Inc. who developed the program. He presented a map of the city with proposed signage to the Council.

The Council reviewed the proposed signs and the projected costs.

City Manager Patlan said this sign plan is conceptual at this point and it will be brought back later to finalize. No action is necessary at this time.

**9.4. SUBJECT**

**Resolution No. 2017-02, Historic Preservation Commission Two Year Action Plan – 2017 to 2019 (CrC)**

**RECOMMENDATION**

Council adopts Resolution No. 2017-02 approving the Historic Preservation Commission Two-Year Action Plan for 2017-2019.

Business Manager Avila presented the two-year action plan for the next two years for the Historic Preservation Commission.

Commission Chair Pelayo made himself available to answer questions the Council might have.

Avila requested that the Council approve the two-year action plan proposed by the Historic Preservation Commission.

A motion was made by Council Member Launer, second by Council Member Morales, to approve the two-year action plan proposed by the Historic Preservation Commission.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

**9.5. SUBJECT**

**City of Dinuba's Alternate Appointment to TCAG (LB)**

**RECOMMENDATION**

Council to appoint a Council Member as the City's alternate representative to the Tulare County Association of Governments Board (TCAG).

Deputy City Clerk Barkley presented an item to the City Council requesting that they select an alternate representative to the Tulare County Association of

Governments Board.

Vice Mayor Thusu requested that the Council consider and appoint Council Member Launer as the alternate appointment.

A motion was made by Vice Mayor Thusu, second by Council Member Morales, to appoint Council Member Launer as the alternate to the Tulare County Association of Governments Board.

Ayes: Harness, Launer, Morales, Reynosa, Thusu

## **10. MAYOR/COUNCIL REPORTS**

The Council thanked fire and police staff for their efforts of protecting the citizens during the recent shooting.

## **11. CITY MANAGER COMMUNICATIONS**

City Manager Patlan said he looks forward to working with the Council and staff in 2017.

## **12. CITY STAFF COMMUNICATIONS**

Chief Popovich thanked the Council for their support. Last week was a difficult week but the Officers involved are both doing well.

Mayor Harness adjourned the meeting to closed session at 8:04 pm,.

## **13. CLOSED SESSION**

### **13.1. Liability Claim (MA)**

Pursuant to Government Code Section 54956.95

Claimant(s): Severina and Cassandra Morales

Agency Claimed Against: City of Dinuba

The Council rejected the claim.

### **13.2. Liability Claim (MA)**

Pursuant to Government Code Section 54956.95

Claimant: Alexis Flores

Agency Claimed Against: City of Dinuba.

The Council rejected the claim.

## **14. ADJOURNMENT**

The meeting adjourned at 8:15 pm.



**City Council  
&  
Successor Agency to the Dinuba Redevelopment Agency  
Joint Meeting Agenda**

**January 24, 2017  
MINUTES**

**COUNCIL MEMBERS PRESENT:**

Reynosa, Launer, Harness, Thusu

**COUNCIL MEMBERS ABSENT:**

Morales

**STAFF MEMBERS PRESENT:**

Barkley, Beltran, Hurtado, James, Jenner, Patlan, Popovich, Sanchez, Thompson

**1. Work Session - 6:00 pm**

The work session was called to order at 6:01 pm.

**1.1. Marquis Homes Update**

Cristobal Carrillo Planner Tech presented information in regard to the update for Marquis Homes.

Betsy McGovern-Garcia Real Estate Development Director for Self-Help shared a brief history of self-help origins. She reported that the owners of Marquis Homes first approached Self-Help in 2015 in regard to the subdivision. She introduced Nancy Hammer representing the owners of the Marquis Homes site who in turn presented a history of the site.

McGovern-Garcia said Self-Help Enterprises (SHE) has been looking at the site since 2015 and is aware of the things that need to be done to the project. She reported some of the things that Self-Help has determined are that the ownership of streets could be dedicated to the city and set up maintenance fee within a lighting and landscape district. She requested the Council consider locking the fees at the 2009 level instead of the current fee level.

McGovern-Garcia reported that Self-Help has negotiated a purchase agreement with all owners of the subdivision except one. She said Self-Help desires to work with the City to see if there is some way to develop an oversizing agreement. She requested the Council consider waiving the requirement of a park in the project and proposed development of a lot intended to be a tot lot into a single-family residence.

City Manager Patlan said that assuming that the City Council wants to work with Self-Help, the lien resolution will take at least a year. He explained some of the issues are

that the streets are essentially substandard not designed to city standards and that is a development concession the council could consider as well as the fee waiver. He said he's not sure about the oversizing agreement and staff can go as fast or as slow as the Council wishes. He added that the city could consider eminent domain. He urged the Council to think about demolition should the city acquire the property.

Mayor Harness expressed that the last time the Marquis development owners were before the Council, the Council was very lenient and understanding. The land was designated to a certain project. He expressed that the City is in need of upper end housing and not only low income housing. Mayor Harness said the item will be discussed again.

## **2. OPENING CEREMONIES - 6:30 pm**

### **2.2. Welcome and Call to Order**

The meeting was called to order at 6:31 pm.

### **2.3. Invocation**

Kathy Lamb led the invocation.

### **2.4. Pledge of Allegiance**

Chief Popovich led the flag salute.

## **3. AGENDA CHANGES OR DELETIONS**

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None.

## **4. REQUEST TO ADDRESS COUNCIL**

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Ed Abair asked when does a citizen lose the right to his property. He said there are several bike route signs on his property and he was not asked permission to do so. He said he does not plan to remove them but he would have liked to have been notified prior to their placement.

Mayor Harness referred the item to staff.

Shayla Lever requested that the Council direct staff as to the next steps to take with the Marquis Homes subdivision.

## **5. CONSENT CALENDAR**

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### **5.1. SUBJECT**

**Second Reading and Adoption of Ordinance No. 2017-01, Abatement of Hazardous Weeds and Rubbish (CT)**

#### **RECOMMENDATION**

Council conduct second reading, waive reading of ordinance in full, and adopt Ordinance No. 2017-01.

### **5.2. SUBJECT**

**Historic Preservation Commission Meeting Minutes December 12, 2016 (BB)**

#### **RECOMMENDATION**

Council to review and accept the Historic Preservation Meeting Minutes as presented.

### **5.3. SUBJECT**

**Fiscal Year 2016-2017 First Quarter Financial Report (CS)**

#### **RECOMMENDATION**

The Council to accept the financial report for the 1<sup>st</sup> quarter of the 2017 fiscal year.

A motion was made by Vice Mayor Thusu, second by Council Member Reynosa, to approve the Consent Calendar as presented.

Ayes: Harness, Launer, Reynosa, Thusu

Absent: Morales

## **6. WARRANT REGISTER**

### **6.1. SUBJECT**

**Approval of Warrant Register January 13, 20, 2017 (CS)**

#### **RECOMMENDATION**

Council to review and approve warrants as presented.

A motion was made by Council Member Reynosa, second by Vice Mayor Thusu, to approve the Warrant Register as presented.

Ayes: Harness, Launer, Reynosa, Thusu

Absent: Morales

## **7. DEPARTMENT REPORTS**

### **7.1. SUBJECT**

**Resolution No. 2017-01 for the Sale of Real Property to Jose R. and Raquel R. Trevino (CS)**

#### **RECOMMENDATION**

That the Successor Agency adopts Resolution 2017-01 (Attachment A) approving the Real Property and Sale Agreement and Escrow Instructions (Attachment C) for the sale of property to Jose R. and Raquel R Trevino and authorize the Executive Director or designee to execute any and all documents in connection with the sale.

Interim Finance Director Sanchez presented information to the Successor Agency to approve Resolution 2017-01 for the sale of the property to Jose Trevino. Sanchez reported that staff recommends the Successor Agency Board adopt Resolution No. 2017-01.

A motion was made by Vice Mayor Thusu, second by Council Member Launer, to adopt Agency Resolution 2017-01 as presented.

Ayes: Harness, Launer, Reynosa, Thusu  
Absent: Morales

### **7.2. SUBJECT**

**Project Update - ATP Class II and III Bike Lanes (GA)**

#### **RECOMMENDATION**

Council receive information regarding proposed scope of work modifications to the ATP Class II and III Bike Lane Project.

Director Beltran presented an item in regard to the bike lanes project. Beltran shared information in regard to the proposed scope of work modifications to the ATP Class II and III Bike Lane Project. Changes will be conveyed to Caltrans who must authorize the changes in the scope of work.

A motion was made by Council Member Reynosa, second by Vice Mayor Thusu, to ask property owner Pablo Contreras for permission to place the sign adjacent to his property located at Alta and L Street, barring the blocking of his new structure.

Ayes: Harness, Launer, Reynosa, Thusu  
Absent: Morales

### **7.3. SUBJECT**

**Community Services & Dinuba Pro-Youth Commission (SH)**

#### **RECOMMENDATION**

Council consider repealing Ordinance No. 2012-04 establishing the Dinuba Pro-Youth Commission.

Hurtado presented a request to the Council to consider repealing Ordinance

2012-04 due to redundant roles of both the Pro-Youth Commission and the Parks and Community Services Commission.

Council Member Launer said the only fund raising for the Pro-Youth group is the location of the fireworks booth at the Walmart location. If we repeal the ordinance, what happens to the Pro-Youth fundraising efforts.

Attorney Jenner said there is no prohibition for city staff to assist the commission with their operations. the city could adopt a resolution to secure the Walmart site to assist to allow the site as a permanent site for fund-raising.

City Manager Patlan said this is for the Council's information and concurrence. Should the Council concur to repeal the ordinance and the adopt a resolution setting the site for fund raising, will be brought back for final action.

The Council concurred to bring the repeal of the ordinance back for consideration along with a resolution to establish the Pro-Youth fund-raising site.

## **8. MAYOR/COUNCIL REPORTS**

Mayor Harness said the much needed rain is a reminder to us to revisit the concerns of the downtown. Mayor Harness said he attended the Chamber meeting and reminded folks that the banquet is next Friday night.

Mayor Harness attended the City Selection Committee where Tulare City Mayor Jones was appointed as alternate to the LAFco Board. Jones is taking Craig Vejvoda's place since he is no longer a council member.

Vice Mayor Thusu said he attended the Revenue and Taxation meeting.

Council Member Launer reported she attended the New Mayors and Council Members Academy in Sacramento. She reported she attended the TCAG Board meeting as she is an alternate and she reported she is an alternate to the San Joaquin Valley Policy Committee.

## **9. CITY MANAGER COMMUNICATIONS**

City Manager Patlan reported that he and a few staff members will attend the TCAG Local Motion Awards luncheon this week. The three candidates for finance director were interviewed and the top two candidates will be interviewed on Monday.

## **10. CITY STAFF COMMUNICATIONS**

## **11. ADJOURNMENT**

The meeting adjourned at 7:00 pm.





## **City Council Special Meeting**

**January 24, 2017  
MINUTES**

### **COUNCIL MEMBERS PRESENT:**

Reynosa, Launer, Harness, Thusu

### **COUNCIL MEMBERS ABSENT:**

Morales

### **STAFF MEMBERS PRESENT:**

Barkley, Beltran, Hurtado, James, Jenner, Patlan, Popovich. Sanchez, Thompson

## **1. OPENING CEREMONIES**

### **1.1. Welcome and Call to Order**

The meeting was called to order at 5:31 pm.

## **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 54956.8.*

None.

## **3. 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 may be 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.*

None.

*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.*

## **4. DEPARTMENT REPORTS**

**4.1. SUBJECT**

**Annual Audit Report Fiscal Year 2015-2016**

**RECOMMENDATION**

Council to accept the Independent Auditor's Report for the Fiscal Year 2015-16.

Auditor Ben Zeng with Moss, Levy and Hartzheim presented highlights of the City's 2015-16 Comprehensive Annual Financial Report to the Council.

A motion was made by Vice Mayor Thusu, second by Council Member Launer, to accept the Fiscal Year 2015-16 Comprehensive Annual Financial Report as presented.

Ayes: Harness, Launer, Reynosa, Thusu

Absent: Morales

**5. CITY MANAGER COMMUNICATIONS**

None.

**6. ADJOURNMENT**

The meeting adjourned at 5:41 pm.



## City Council Staff Report

Department: FIRE SERVICES

February 14, 2017

**To:** Mayor and City Council  
**From:** Chad Thompson, Fire Chief  
**Subject:** City of Dinuba Relay for Life Team Sponsorship(CT)

### RECOMMENDATION

Council approves City of Dinuba Relay for Life Team sponsorship in the amount of \$3,000.

### EXECUTIVE SUMMARY

The 11th Annual Relay for Life Event will be held on April 22, 2017 at the Dinuba High School. The City Council has annually sponsored a City of Dinuba Relay for Life Team in the amount of \$3,000. Firefighters Cipriano Del Real and Joseph Cruz are coordinators for this year's event.

### OUTSTANDING ISSUES

None.

### DISCUSSION

The 11th Annual Relay for Life in Dinuba is scheduled for April 22, 2017 at the Dinuba High School. This amazing event raises much needed funds for the American Cancer Society to further research for a cure for cancer. Funds are also used by The American Cancer Society to provide various resources to support people living with this terrible disease.

Over the past ten (10) years, the City of Dinuba has sponsored a team consisting of city employees who volunteer their time to help raise money for this great cause and fire department employees have historically coordinated the team. This year, Firefighters Del Real and Cruz have enthusiastically taken over the coordination for our City team and are respectfully requesting that the City Council approve the \$3,000 sponsorship, which will cover the entry fee for the team. Any City employees who would like to participate are encouraged to contact Cipriano Del Real or Joseph Cruz for more information.

### FISCAL IMPACT

Staff budgeted \$21,000 in the Community Grant Fund for FY 2016/17. The \$3,000 sponsorship will be paid out of this fund. To date, \$5,000 has been expended leaving a balance of \$16,000. Should the Council approve the sponsorship, the balance in the fund will be \$13,000.

### PUBLIC HEARING

None.



## City Council Staff Report

Department: FIRE SERVICES

February 14, 2017

**To:** Mayor and City Council  
**From:** Chad Thompson, Fire Chief  
**Subject:** DHS Medical Academy Health Careers Affiliation Agreement(CT)

### RECOMMENDATION

Council approves the agreement between the City of Dinuba and the Dinuba Unified School District in connection with the Dinuba High School Medical Academy Health Careers Affiliation Program and authorize the Fire Chief to execute the agreement.

### EXECUTIVE SUMMARY

The City of Dinuba has authorized the Fire Department to participate in the Dinuba Unified School District's Medical Academy Health Careers Academy program over the past three years. The program exposes students to careers in the medical field. The Dinuba Fire Department has provided students the opportunity to observe paramedics perform their duties in an effort to encourage them to pursue careers as paramedics. Staff is recommending that the Council approve the agreement to continue participation in the program. Under the terms of the agreement, each party has the right to terminate the agreement without cause by giving the other party a 30 days written notice.

### OUTSTANDING ISSUES

None.

### DISCUSSION

Since 2013, the City of Dinuba Fire Department has allowed various students of the Medical Academy Health Careers program to visit the fire station and observe the various duties of a paramedic. This provides great insight into the career. It is necessary to enter into an agreement between the school district and the City in order to specify each agency's responsibilities and expectations. Under this agreement, the City of Dinuba Fire Department will allow for a student to visit the fire station for up to 15 hours per week, during regular school hours. The student will be only an observer and will not perform any patient care. The student will also shadow and observe all the routine duties performed by a paramedic. This program gives the student an excellent perspective of great career that they may like to pursue.

The agreement is enclosed herein as Attachment 'A'. All terms of the agreement remain the same except that each party can terminate participation in the program by giving a 30 days written notice. The prior agreement had a specific termination date.

### FISCAL IMPACT

The City of Dinuba will not incur any costs for the program.

### PUBLIC HEARING

None.

**ATTACHMENTS:**

[Attachment A - DHS Medical Academy Health Careers Agreement](#)

## DHS Medical Academy Health Careers Affiliation Agreement

DHS	DISTRICT	FACILITY
Med Academy	Dinuba Unified School District	Dinuba City Fire Department
340 E. Kern Street	1327 E. El Monte Way	496 E Tulare St, Dinuba, CA 93618
Dinuba, CA 93654	Dinuba, CA 93618	Dinuba, CA 93618
Phone:559-5957221	Phone: 559-5957200	<a href="tel:5595915931">(559) 591-5931</a>
Program: Med Academy Essentials in Medicine Class	Instructor Kellyn Schuster	Chad Thompson – Fire Chief

**THIS AGREEMENT** is entered into as of February 27, 2017 between Dinuba City Fire Department, hereinafter referred to as FACILITY, and Dinuba High School Medical Academy, hereinafter referred to as DHS, in conjunction with Dinuba Unified School District, with reference to the following:

- A. DHS, in conjunction with DISTRICT have a curriculum in **Essentials in Medicine**, hereinafter referred to as the PROGRAM, and clinical experience is a required and integral component of those curricula.
- B. DHS and DISTRICT desire the cooperation of FACILITY in implementing the clinical education portion of the PROGRAM at the facility and training students in the practical application of the PROGRAM.
- C. FACILITY will benefit from the contributions of the students participating in the PROGRAM.
- D. FACILITY wishes to assist DHS and DISTRICT in implementing the PROGRAM by providing a placement and opportunity for clinical experiences.

### **ACCORDINGLY, IT IS AGREED:**

1. **TERM:** This Agreement shall become effective as of February 27, 2017 and shall continue indefinitely unless otherwise terminated as provided in the Agreement.
2. **PROGRAM SCHEDULE:** The PROGRAM shall begin formal training for the school year and will spend time in the FACILITY for a period of up to 10-15 hours per week. Assignments to clinical experiences in the FACILITY will conform to the calendar adopted by the DISTRICT as to holidays, vacations, and similar events.

**3. FACILITY RESPONSIBILITIES:** In addition to the requirements set forth in Exhibit A, entitled "Student Health Careers Handbook," which exhibit is made a part of this Agreement by reference:

- a. FACILITY retains final responsibility for patient care.
- b. FACILITY is not responsible for wages, tips, or compensation of said students during the PROGRAM'S clinical hours.

**4. DHS/DISTRICT RESPONSIBILITIES:** In addition to the requirements set forth in Exhibit A:

- a. The learning experiences for the students shall be planned and supervised by the instructor of record and shall be provided by the DISTRICT.
- b. The supervision of the students shall be the responsibility of the instructor of record.
- c. The DISTRICT and the instructor of record will be responsible for all progress reports and evaluations of students' performance.

**5. STUDENT RESPONSIBILITIES:** in addition to the requirements set forth in Exhibit A:

- a. Students will be subject to the rules and regulations of the FACILITY during the hours they are on duty at the FACILITY.
- b. Students shall be subject to the discipline and authority of the instructor of record as to all matters not covered by the FACILITY rules and regulations.
- c. Students will wear the prescribed uniform of the FACILITY/PROGRAM while on duty at the FACILITY. Students will wear the identification badge provided by DHS.
- d. Students enrolled in the PROGRAM will be responsible for providing their own transportation to and from the FACILITY unless such transportation is provided by the DISTRICT.
- e. Students will complete the Emergency Data Sheet and Medical Authorization Consent form on file with the District.

**6. HIPAA REQUIREMENTS:** DHS and DISTRICT is not Business Associates of the FACILITY because DHS and DISTRICT do not meet the requirements of 45 CFR 160.103. As provided in Exhibit A- Declaration of Confidentiality, all personnel and students will observe the greatest confidentiality in all matters pertaining to the FACILITY'S business. It shall be the responsibility of the INSTRUCTOR OF RECORD to train the students on HIPAA requirements for the FACILITY. This will include the attendance by every student to a mandatory orientation meeting and to read and sign a HIPAA Compliance Agreement. This meeting and the Agreement will be provided by the Instructor of Record.

**7.INSURANCE:** DHS/DISTRICT agrees to secure an endorsement on its liability insurance policy to name FACILITY as an additional insured there under with respect to the operations of DISTRICT pursuant to this Agreement. The following insurance coverage is provided by DISTRICT:

- a. \$2,000,000. Central Tulare Schools Property/Liability Joint Powers Authority (CTCS JPA) B. \$4,800,000. Genesis Insurance Company c. \$15,000,000 Insurance Company PA
- Workers' Compensation liability for medical benefits and liability insurance covering student activities in the participating FACILITY and pursuant to the provision of Education Code section 51769 are covered under the Tulare County Schools Insurance Group.

**8. TERMINATION:** The right to terminate this Agreement under this provision may be exercised without prejudice to any other right or remedy to which the terminating party may be entitled under law or under this Agreement.

- b. Any party shall have the right to terminate this Agreement without cause by giving the other party thirty (30) days prior written notice of intention to terminate pursuant to this provision, specifying the date of termination.

9. **INDEMNIFICATION:** FACILITY, DISTRICT AND DHS shall hold each other harmless, defend and indemnify the other, its agents, officers, employees and students from and against any liability, claims, actions, costs, damages or losses of any kind including death or injury to any person and/or damage to any property, arising from, or in connection with, their performance or their agents, officers, employees or students under this Agreement. This indemnification specifically includes any claims that may be made against DISTRICT and DHS Medical Academy by any taxing authority asserting that an employer-employee exist by reason of this Agreement, and any claims made against DISTRICT and DHS alleging civil rights violations by facility under Government Code Section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement or any extension of this Agreement.

10. **NOTICES:** except as may be otherwise required by law, any notice to be given shall be written and shall be either personally delivered, sent by facsimile transmission or sent by first class mail, postage prepaid and addressed as specified at the top of this form.

**THE PARTIES,** having read and considered the provisions of this Agreement, indicate their agreement by their authorized signatures below.

Dinuba High School Medical Academy Date: 2/6/17

By: Kellyn Schuster

Kellyn Schuster, Internship Coordinator DHS.

Dinuba Unified School District Date: \_\_\_\_\_

By: \_\_\_\_\_ Superintendent/Designee

FACILITY Date: \_\_\_\_\_

BY \_\_\_\_\_ (Facility)

BY \_\_\_\_\_ (Facility)





## City Council Staff Report

Department: CITY MANAGER'S OFFICE

February 14, 2017

**To:** Mayor and City Council  
**From:** Daniel James, IT/Records Manager  
**Subject:** Professional Services Agreement for IT Consultant Services (DJ)

### RECOMMENDATION

Council approves professional services agreement with BCS Consulting for Information Technology Services and authorize the City Manager or designee to execute the agreement.

### EXECUTIVE SUMMARY

The City has contracted with BCS Consulting for information technology (IT) services since 2008. The current contract with BCS Consulting expired on December 31, 2016. Following an informal bid process, staff is recommending that the City Council select BCS Consulting as the City's IT consultant and approve a professional services agreement with the firm. BCS Consulting will be compensated \$5,500 per month to provide the City with continued IT, digital security, and telecommunication support services for the next three years.

### OUTSTANDING ISSUES

None.

### DISCUSSION

The existing contract with BCS Consulting for IT support services expired on December 31, 2016. Staff subsequently solicited informal bids from local providers. Four responses were received from the following providers: BCS Consulting, Valley Network Solutions, EMD Networking Services, Inc., and Valley Expetec. Upon completing site visits, discovery calls, and email correspondence over a three week period, only two of the four responsive bidders submitted formal bids to provide IT support services. These two bids received were from BCS Consulting and Valley Network Solutions enclosed herein as Attachment 'A' and Attachment 'B', respectively.

In carefully evaluating the two proposals, staff determined that BCS Consulting is the preferred firm based on the following reasons: BCS Consulting has a long-standing positive and professional relationship with the City, their team is very familiar with the City's IT systems, they have worked closely with staff for many years to develop and support a solid and reliable City-wide system, they have delivered outstanding service with a proven track record of customer service, and they have assisted the City in both short and long-range planning for the City's IT infrastructure. BCS Consulting also submitted the lowest price for their IT services.

For the reasons stated, staff is recommending that the City Council select BCS Consulting for IT services, approve the professional service agreement and authorize the City Manager or designee to execute the agreement. The agreement is for an additional three year period. A copy of the agreement is enclosed herein as Attachment 'C'.

### FISCAL IMPACT

\$5,500 per month from the General Fund for year one, and increasing by \$500 per month each year, for the remaining two years of the contract.

**PUBLIC HEARING**

None required.

**ATTACHMENTS:**

[Attachment A - BCS Proposal](#)

[Attachment B - Valley Expectec Proposal](#)

[Attachment C - BCS Agreement](#)



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To: Dinuba City Council  
From: Daniel James  
Date: February 6, 2017  
Subject: Managed Services Agreement: Informal Bids Process

This memo serves to comply with the informal bidding procedures of the City of Dinuba Purchasing Policy, and is required in the event that three qualified providers cannot be located.

Per the City of Dinuba Purchasing Policy, informal bids were requested on January 5, 2017 from local managed services providers. Four responses were received from the following providers: BCS Consulting, Valley Network Solutions, EMD Networking Services, Inc., and Valley Expetec. However, upon completing site visits, discovery calls, and email correspondence over a three week period, only two of the four responsive bidders submitted bids for contract. These two bids were received from BCS Consulting and Valley Network Solutions.

Due to the critical operational nature of the IT and telecommunication infrastructure, it is recommended that the informal bidding process be followed, and the two responsive bidders be considered as sufficient for compliance with the purchasing policy. Also, per the purchasing policy, this memorandum will be included with the adopted managed services agreement file.



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# **City of Dinuba**

## **Technology Support Proposal**

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**Contact: James Daniels, City IT Director**

**Produced By**



**Writer: Tim J. McLain, Valley Network Solutions**

**Email: [tim.mclain@vns.net](mailto:tim.mclain@vns.net)**

**Presented: Thursday, January 19, 2017**

**Revision: 1**

**Last Save Date: Thursday, January 19, 2017**

Produced By



364 West Fallbrook Avenue, Suite 101

Fresno, California 93711-5858

Voice: (559) 650-2600

Fax: (559) 650-2601

Email: info@vns.net

## Revision History

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DATE	AUTHOR	MODIFICATIONS
1/17/17	Tim McLain	

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**Table of Contents**

**1. INTRODUCTION.....4**

**1.1 SCOPE OF SERVICES.....5**

**1.2 SYSTEM DESCRIPTION.....5**

1.2.1 VALLEY NETWORK SOLUTIONS (VNS) OVERVIEW ..... 6

1.2.2 CUSTOMER BASE ..... 6

1.2.3 OTHER CAPABILITIES ..... 6

1.2.4 TECHNICAL COMPETENCY..... 7

**1.3 VNS APPROACH TO SYSTEM REQUIREMENTS.....8**

1.3.1 JUNIOR ENGINEER ..... 8

1.3.2 SENIOR ENGINEER ..... 8

1.3.3 NETCARE ..... 8

1.3.4 OFFI-SITE BACKUP 3TB .....**ERROR! BOOKMARK NOT DEFINED.**

**1.4 COSTS..... 11**

1.4.1 COST TABLE ..... 11

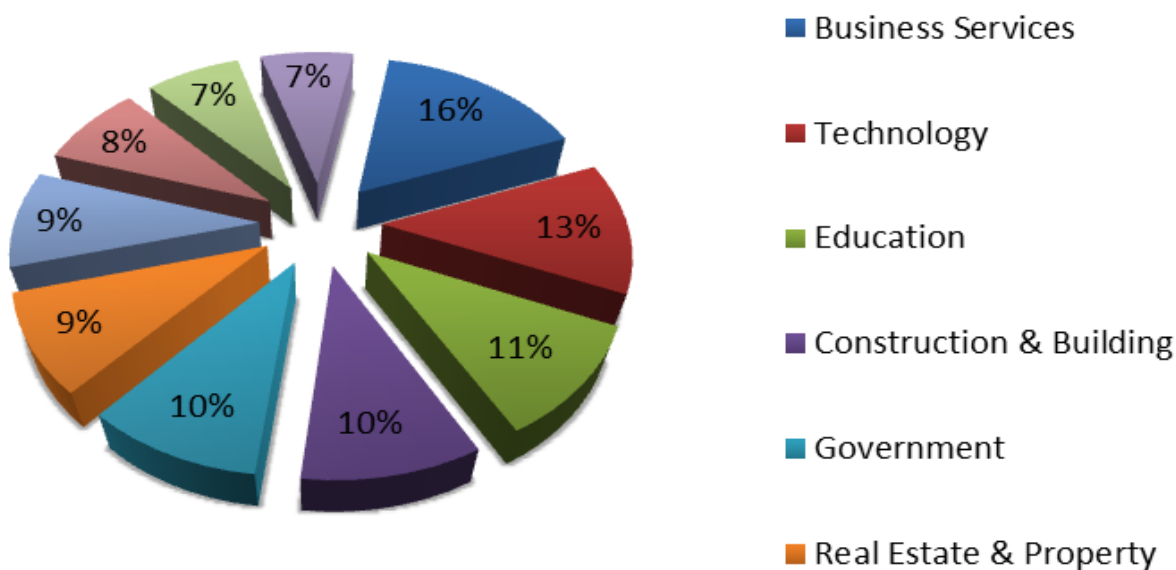
1.4.2 OFF-SITE BACKUP..... 11

## 1. INTRODUCTION

Valley Network Solutions, Inc., is pleased to provide this response to the City of Dinuba to their Request For Proposal for Technology Services. Based on the customer requirements outlined in Exhibit A of the request, we feel we are uniquely qualified to provide support.

VNS was established in 1996, and based in Fresno, Valley Network Solutions (VNS) provides Central California businesses with a highly-trained, experienced, and certified local resource for computer network design, procurement, installation, service, support and integration. Our Systems Engineers build and maintain high-availability networks and infrastructure to support the needs of our client's critical business functions, so that they can focus on their business. Our client base consists primarily of small/medium businesses, educational organizations, and government entities in the central San Joaquin Valley. Last year alone VNS provided services to over 364 clients over the last year. We run and/or monitor 70 networks throughout the valley utilizing our NetCare™ service.

### Top 10 Customer Verticals



## 2. Scope of Services

VNS will provide on-site IT and communications support services not exceeding 40 hours per week. VNS will generally have a representative onsite at the City on the City's regular business hours and business days. The types of services noted in the RFP, Exhibit A (noted below) may include but are not limited to:

- Installation, configuration and maintenance of workstations and servers;
- Thorough understanding of Windows Server 2008R2 and Windows 2012R2 server operating systems.
- Provide 24 hour monitoring and 2 hour SLA response time.
- Installation, configuration and maintenance of printers;
- Installation, configuration and maintenance of other hardware, e.g., network storage, routers, switches, firewalls, videoconferencing equipment, networked copiers, etc.
- Installation, configuration and maintenance of operating system software, virus protection software, and common office productivity applications (e.g., Microsoft Office)
- Assist with the installation, configuration and maintenance of the City's custom hardware and software applications in collaboration with the City's custom hardware and application vendors (e.g., Tyler/NewWorld Logos support, SharePoint, Laserfiche, and Public Safety applications.)
- Support VMWare vCenter environment and Hyper-V, hardware, and software.
- Assist in the management, configuration, troubleshooting, and support of Exchange 2010-2013, Server 2008R2 and 2012R2 Active Directory, with 14+ member servers.
- Provision of technical advice and consultation wherever needed.
- Solid understanding of iSCSI SAN architecture.
- IT Project Management coordination with all departments involved.
- Maintain up-to-date documentation procedures.
- Provides assistance with biannual Active Directory user audit.
- Functions as backup/escalation point for helpdesk personnel.
- VOIP deployment and troubleshooting of an onsite PBX
- City-wide WiFi and security video surveillance deployment and technical maintenance.
- Sonicwall, Watchguard and Cisco ASA firewall configuration, SSL VPN and site-to-site VPN.
- Cisco IOS configuration of ISR and Catalyst POE switches. Through understanding of QOS and Class of service.

Additionally, the consultant will provide offsite backup storage system for up to 3TB of city data.

### 2.1 System Description

The overall system responsibilities include the hardware and software that support city functions. The hardware includes 11 sites with 9 physical servers, 14 virtual servers, 172 workstations, numerous print,



copy and scan devices and specialized IT equipment such as firewalls, switches, wireless access points, storage devices, battery backup device. The software support will be for both system software such as Windows server, VMware, Anti-Virus, Backup software and application software such as Tyler/NewWorld Logos, SharePoint, Laserfiche, and other designated applications.

### 2.1.1 Valley Network Solutions (VNS) Overview

VNS is very familiar with all of the technology and tasks referenced above because we do this for over 70 networks throughout the Central Valley. We are partners with most major Vendors: Cisco, Dell, HP/HPE, WatchGuard, VMware, Citrix, Veeam, Aerohive, Ruckus, Nimble, Axis, Panasonic, EMC, Synology, etc. We must maintain certifications on their solutions to maintain our partner status. Our expertise crosses all technologies that run on IP networks: VoIP Systems, Surveillance cameras and management systems and entry control systems, and bring your own devices (BYOD).

Our 24/7 monitoring of SNMP compatible devices ensures network health is maintained and assists in diagnosing problems before they affect the end user. All alerts are reviewed daily M-F, 8am-5pm, and our staff ensures they are addressed.

We are the go between for the City and all of their Line of Business applications. We ensure the City computing platforms are optimized to run those applications efficiently and we work with the vendor when they need tuning, updating or troubleshooting.

### 2.1.2 Customer base

Several of our key accounts are state and local government customers, of which VNS was considered a primary supplier, including:

- Fresno County Sheriff's Department - 2200 Fresno St. Fresno, CA 93721
- County of Fresno - 2200 Fresno Street, Fresno, CA 93721
- Central Unified School District - 4605 N. Polk Ave. Fresno, CA 93722
- City of Selma - 1710 Tucker St. Selma, CA 93662
- City of Firebaugh - 1133 P Street, Firebaugh, CA 93622
- City of Orange Cove - 633 Sixth Street, Orange Cove, CA 93646
- Kingsburg Charter Elementary School District - 1310 Stroud Ave, Kingsburg, CA 93631

### 2.1.3 Other capabilities

Our other capabilities include cabling, both copper and fiber. Our satisfied customers include the City of Selma, Constellation Wines, Foster Farms, Anlin Industries, SaveMart and others. We are a licensed C7 low voltage contractor.

VNS also does both printer and computer repair. With HP we are certified to do warranty repairs. Other vendors we can do out of warranty work.

## 2.1.4 Technical competency

Valley Network Solutions Competency Table

Individual Certs	Company Certs
Cisco Certified Network Associate <input type="checkbox"/> Cisco Certified Design Associate Cisco Certified Network Professional Routing and Switching Cisco Certified Network Security Associate Cisco Certified Sales Expert Cisco Certified Network Voice Associate Cisco Certified Network Voice Professional Cisco Certified Solutions Expert Cisco Certified Network Voice Professional Cisco Certified IT Professional HP Accredited Technical Professional  HP and Compaq Notebook, Desktop, Server and Enterprise Server Certified HP Printer, Portable, Desktop, and Server Certified HP ASE (Accredited Systems Engineer) HP AIS (Accredited Integration Specialist) VMware Certified Professional VMware Certified Associate Microsoft MCSE (Microsoft Certified Systems Engineer) <input type="checkbox"/>	Adobe Academic Authorized Reseller Altiris Gold Business Partner  Cisco Premier Certified Partner  Cisco Wireless Specialized Partner  Citrix Silver Partner Watchguard Gold Partner  GFI Gold Authorized Reseller  Nimble Storage Gold Partner  HP Silver PartnerONE Business Partner  HP-Compaq Authorized Service Provider (ASP) HP-Compaq Government-Education-Medical (GEM) Authorized Partner  HP-Compaq Certified Education Partner (CEP)  HP-Compaq Small-Medium Business Partner (SMB) HP SMB Executive Advisory Council Member  IBM Business Partner  IBM Authorized Service Provider Lenovo Partner  Microsoft Top VAR

Microsoft MCSE+I (Microsoft Certified Systems Engineer + Internet) ☐  
 Microsoft MCDBA (Microsoft Certified Database Administrator)  
 Nimble Installation and Operations Professional  
 Nimble Technical Sales Professional

Microsoft Academic Authorized Reseller (AER)  
 Microsoft Authorized Reseller  
 Microsoft Gold Certified Solution Provider (MCP/MCSP)  
 Mitel Gold Solution Provider  
 NetIQ Select Reseller  
 Okidata Authorized Service Provider  
 SonicWALL Gold Medallion Partner  
 State of California Contractor Licensed  
 Symantec Gold Partner

## 2.2 VNS Approach to System Requirements

VNS will provide 40 hours of onsite support. VNS will utilize a blend of both entry level and senior engineer support to provide the City with a smoothly running network along with the responsiveness required for users experiencing lower level technical difficulties. Additionally we will provide 24/7 monitoring with a response time of no more than 2 hours. Our typical response time is 15 minutes to receive a call back from a customer reporting a problem during off duty hours.

### 2.2.1 Junior Systems Technician

Our Junior Engineer will be onsite the majority of the time (32 hours a week) to provide 1st level support for the network users. Provides user focused services and preventive maintenance activities on products with element exchange service and traditional maintenance.

### 2.2.2 Senior Engineer

Our Senior Engineer will be responsible for the proactive maintenance of the core network devices and applications. His time will be based on the number of hours forecasted to maintain servers and other network devices such as firewalls, servers, switches iSCSI systems and necessary system software such as hypervisors, server operating systems, backups, Anti-virus, etc. (8 hours per week).

### 2.2.3 NetCare

Our NetCare offering is based on the number of devices being monitored and the time it takes to maintain them using system best practices. This is a proactive approach where we do the necessary preventive maintenance so that your systems do not falter. This service includes 24/7 monitoring of all devices and patch management of all

systems so as to reduce vulnerabilities and maintain a high level of readiness. Our Network Support Center will review all alerts and notify the appropriate parties so as to schedule any necessary maintenance. Our SLA response time is 15 minutes from the time a customer call us reporting an outage

This is an annual contract where we monitor your network, provide monthly onsite proactive maintenance at a fixed price. The quotes are based on how long it takes to maintain a piece of equipment by industry best practices. Our proactive maintenance reduces reactive requirements, gives the customer flexibility to redirect the engineer to accomplish other priority tasks when hardware expectantly fails or new items need to be provisioned and added to the Network. Your labor price for any projects outside the scope of the NetCare agreement, is discounted based on total estimated annual hours (ie..your quote showed 4.25 hours a month per visit then the discounted rate would be based on  $4.25 \times 12 = 51$  hours for the year – so your NetCare Labor rate would be \$110 per hour – this is your rate for any work above and beyond the NetCare scope)

Services include:

- Support for daily problems and user support issues (8x5x5: M-F, 8am-5pm).
- Proactive, scheduled service visits by a VNS engineer for server, PC, printer, application and network device support issues. What we do:
  1. *Checked their backups. Specifically:*
    - a. *Made sure all jobs are completing without errors*
    - b. *Done test restores*
    - c. *Verified valid off-site synch/copies of all business critical data*
    - d. *Do they have a DR plan in the event that their building burns down or is robbed*
  2. *Checked their AV. Specifically:*
    - a. *Confirmed it's installed on all systems and centrally managed (so that end users cannot disable/defeat it)*
    - b. *Confirmed that all systems have latest updates*
    - c. *Reviewed logs for alerts*
    - d. *Reviewed user activity – ie:*
      - i. *are users bringing in USB drives?*
      - ii. *are they disabling their AV software?*
  3. *Checked their UPSs. Specifically:*
    - a. *Done battery calibrations to insure that when the batteries ARE needed, they work*
  4. *Checked product updates. Specifically:*
    - a. *Windows Updates (which OFTEN are made available to patch security vulnerabilities)*
    - b. *Application updates (ditto to above)*
    - c. *Firmware updates for hardware (ditto to above)*
    - d. *Driver updates for hardware*
  5. *Checked their DNS and domains. Specifically:*
    - a. *Do they have domains about to expire out from under them (thus breaking their email / web sites)?*
    - b. *Do they have SSL keys about to expire (ditto)?*
    - c. *Do they even know what SSL keys \*are\*, or why they matter?*
    - d. *Are they having IP address conflicts / is DHCP working properly?*
  6. *Checked their hardware for alerts. Specifically:*
    - a. *Pre-failure alerts from disk drives*
    - b. *Pre-failure alerts from power supplies*
    - c. *Disk space filling up, potentially taking a system offline*
    - d. *Are any amber/red lights on*
  7. *Checked client file access permissions. Specifically:*

- a. Do the right people and ONLY the right people have access to network resources?*
    - b. Are files secured from the wrong people getting access?*
    - c. Are users properly trained and saving things in the right places, with the right permissions?*
  8. *Checked their logs. Specifically:*
    - a. Do their firewall logs indicate any abnormal activity?*
    - b. Do their server logs indicate any abnormal activity?*
    - c. Do any of their key LOB applications show any problematic patterns?*
    - d. Do their Windows event logs show a lot of red and/or yellow activity?*
  9. *Checked their network security. Specifically:*
    - a. Is relaying disabled on their mail server and/or do they have proper spam control working?*
    - b. Are user passwords strong and being regularly changed?*
    - c. Are critical business resources physically secured?*
  10. *Documented their IT inventory for insurance/compliance purposes. Specifically:*
    - a. Do they have all software serials centrally documented?*
    - b. Do they have all hardware centrally documented?*
    - c. Do they have copies of all their business software saved centrally in the event that they needed to re-deploy?*
- Hardware and software inventory services.
  - Automatic weekly and monthly reports sent via email as PDFs.
  - Preferred product pricing offered at our best discount levels.
  - 24x7x365 remote systems monitoring.
  - A dedicated and backup engineer assigned to your account
  - An Account Executive watch over your account
  - An inside sales rep who tracks your equipment and software for expirations and automatically sends you quotes for renewal
  - A service dispatcher that coordinates engineers to ensure engineers are available when you need them – Tier 5 Customers get priority
  - A Technical Services Manager to oversee the engineering staff to ensure quality service
  - A Project Manager to oversee the execution of any customer projects to ensure quality service below, when requested.
  - Pre-scheduled, non-emergency services, delivered after normal business hours will be billed at 1.5X your standard hourly rate, shown below.
  - Emergency after-hours (5pm-8am M-F, weekends & holidays) response services at 2X your standard rates
  - Annual high level review of your service, pricing and overall network performance.
  - Microsoft systems patch management services

## 2.3 Costs

### 2.3.1 Cost table

Costs	Hourly	Hr/Wk	\$/Wk
Junior System Technician	\$30.00	32	\$960.00
Senior Engineer	\$112.00	8	\$896.00
NetCare monitoring, reporting and patch management			\$75.00
Weekly Costs			\$1,931.00
Yearly Costs			\$100,412.00
Average Monthly Cost			\$8,367.67

### 2.3.2 Off-Site backup

VNS offers an online backup service at a rate of \$0.45 per GB. This would be \$1350 per month for 3TB. We would recommend the City procure 2 Synology NAS devices because they have the capability of securely replication via the internet or local network. Then use one as a backup device and one in another building as an off-site backup. We do this at our business and have a lot of customers do the same to mitigate recurring costs. We would recommend 2 Synology 815RP with 4ea 1TB or larger Hard Drives in RAID 5, which would meet or exceed the 3TB requirement.

## CONSULTING AGREEMENT

This Consulting Agreement, dated effective February 14, 2016 (this "Agreement"), is made and entered into by and among the City of Dinuba, a California municipal corporation (the "City") and BCS Consulting LLC, a California limited liability company (the "Consultant").

### ARTICLE 1: SCOPE OF WORK

**Services.** The City has engaged Consultant to perform a variety of information technology related services. A non-exclusive list of said services is set forth in Exhibit A, which is hereby made a part of this Agreement.

**Base Time and Availability.** Consultant will devote up to 40 hours per week in performing technology related services for the City as stated herein. Consultant will generally have a representative onsite at the City on the City's regular business days. However, Consultant retains discretion in selecting the dates and times it performs such consulting services giving due regard to the needs of the City's business.

**Additional Time.** Consultant shall not be compensated for any services rendered in excess of 40 hours per week unless such additional services are authorized by the City in writing by the City Council or the City Manager.

**Offsite Backup Storage System.** Consultant will maintain a secure, offsite backup storage system for up to 3 terabytes of the City's data.

### ARTICLE 2: INDEPENDENT CONTRACTOR

**Independent Contractor.** Consultant is an independent contractor and is not an employee, partner, or co-venturer of, or in any other service relationship with, the City. The manner in which Consultant's services are rendered shall be within Consultant's sole control and discretion. Consultant is not authorized to speak for, represent, or obligate the City in any manner without the prior express written authorization from an officer of the City.

**Benefits.** Consultant, including its officers, employees and agents, will not be eligible for, and shall not participate in, any employee pension, health, welfare, or other fringe benefit plan of the City. No workers' compensation insurance shall be obtained by City covering Consultant or Consultant's officers, employees or agents.

### ARTICLE 3: COMPENSATION

**Base Compensation.** In exchange for the provision of the up to 40 hours per week of services described in Article I, the City shall pay to Consultant the amount of \$5500 on a monthly basis for the first year of this Agreement, \$6000 on a monthly basis for the second year of this Agreement and \$6500 per month for the third year of this Agreement. Payment shall be due on the first of each month.

**Offsite Backup Storage System.** In exchange for the provision of the offsite backup storage system described in Article I, the City shall pay to Consultant the amount of \$700 on a monthly basis. Payment shall be due on the first of each month.

**Additional Compensation.** In the event that additional time is authorized by the City as described in Article I or any necessary additional offsite backup system storage is so authorized, Consultant shall be entitled to

compensation for such additional time or storage at the rate agreed upon at the time of the authorization.

**Reimbursement.** The City agrees to reimburse Consultant for all actual reasonable and necessary expenditures, which are directly related to the consulting services. These expenditures include, but are not limited to, expenses related to travel (i.e., airfare, hotel, temporary housing, meals, parking, taxis, mileage, etc.), telephone calls, and postal expenditures. However, Consultant shall not request reimbursement from the City for the general day to day travel of its agents to, from and within the City of Dinuba

**Compensation Reflects Allocation of Risk.** The amount of compensation to be paid to Consultant is based on Consultant's ability to limit its liability as described in Article 4.

#### ARTICLE 4: LIMITATION OF LIABILITY

**Limitation of Liability.** To the fullest extent permitted by law, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of Consultant, including its officers, employees and agents, and any of them, to the City and anyone claiming by or through the City, for any and all claims, losses, costs or damages, ~~including attorneys' fees and costs and expert witness fees and costs of any nature whatsoever or claims expenses~~ resulting from or in any way related to this Agreement from any cause or causes shall not exceed the greater of \$50,000 or the total compensation received by Consultant under this Agreement. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

#### ARTICLE 5: ~~TERM~~ AND TERMINATION

**Term.** This Agreement shall continue in full force and effect for a period of three (3) years from the effective date of this Agreement or until the Agreement is otherwise terminated. Either party may terminate this Agreement at any time by providing the other party with written notice at least 90 days prior to the intended date of termination.

**Survival.** The provisions of Articles 6 of this Agreement shall survive the termination of this Agreement and remain in full force and effect thereafter.

#### ARTICLE 6: CONFIDENTIAL INFORMATION

**Obligation of Confidentiality.** In performing consulting services under this Agreement, Consultant, including its officers, employees and agents, ~~may be exposed to and will be required to use~~ certain "Confidential Information" (as hereinafter defined) of the City. Consultant agrees that Consultant will not and Consultant's employees, agents, or representatives will not use, directly or indirectly, such Confidential Information for the benefit of any person, entity, or organization other than the City, or disclose such Confidential Information without the written authorization of the City, either during or after the term of this Agreement, for as long as such information retains the characteristics of Confidential Information.

**Definition.** "Confidential Information" means information not generally known and proprietary to the City or to a third party for whom the City is performing work, including, without limitation, information concerning any patents or trade secrets, confidential or secret designs, processes, formulae, source codes, plans, devices or material, research and development, proprietary software, analysis, techniques, materials, or designs (whether or not patented or patentable), directly or indirectly useful in any aspect of the business of the City, any vendor names, customer and supplier lists, databases, management systems and sales and marketing plans of the City, any Confidential secret development or research work of the City, or any other confidential information or proprietary aspects of the business of the City. All information which Consultant



acquires or becomes acquainted with during the period of this Agreement, whether developed by Consultant or by others, which Consultant has a reasonable basis to believe to be Confidential Information, or which is treated by the City as being Confidential Information, shall be presumed to be Confidential Information.

#### ARTICLE 7: GENERAL PROVISIONS

**Construction of Terms.** If any provision of this Agreement is held unenforceable by a court of competent jurisdiction, that provision shall be severed and shall not affect the validity or enforceability of the remaining provisions.

**Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California.

**Complete Agreement.** This Agreement constitutes the complete agreement and sets forth the entire understanding and agreement of the parties as to the subject matter of this Agreement and supersedes all prior discussions and understandings in respect to the subject of this Agreement, whether written or oral.

Attorney's Fees. In the event litigation is commenced to enforce the terms of this agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs, including expert witness fees.

IN WITNESS WHEREOF, this Agreement is executed as of the date set forth above.

CITY OF DINUBA

BCS CONSULTING LLC

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By:   
Cory W. Brooks  
Managing Member

## **EXHIBIT A**

### **Scope of Services**

The following is a non-exclusive list of the types of services Consultant will provide to the City under this Agreement: **Requires a minimum of 5 days a week of onsite support.**

- Installation, configuration and maintenance of workstations and servers;
- Through understanding of Windows Server 2008R2 and Windows 2012R2 server operating systems.
- **24 hour monitoring and 2 hour SLA response time.**
- Installation, configuration and maintenance of printers;
- Installation, configuration and maintenance of other hardware, *e.g.*, network storage, routers, switches, firewalls, videoconferencing equipment, networked copiers, etc.
- Installation, configuration and maintenance of operating system software, virus protection software, and common office productivity applications (*e.g.*, Microsoft Office)
- Assist with the installation, configuration and maintenance of the City's custom hardware and software applications in collaboration with the City's custom hardware and application vendors (*e.g.*, AS400 support;
- Support VMWare vCenter environment and Hyper-V, hardware, and software.
- Assist in the management, configuration, troubleshooting, and support of Exchange 2010-2013, Server 2008R2 and 2012R2 Active Directory, with 14+ member servers.
- Provision of technical advice and consultation wherever needed.
- Solid understanding of iSCSI SAN architecture.
- IT Project Management coordination with all departments involved.
- Maintains up-to-date documentation procedures.
- Provides assistance with biannual Active Directory user audit.
- Functions as backup/escalation point for helpdesk personnel.
- VOIP deployment and troubleshooting of an onsite PBX
- City-wide WiFi and security video surveillance deployment and technical maintenance.
- Sonicwall, Watchguard and Cisco ASA firewall configuration, SSL VPN and site-to-site VPN.
- Cisco IOS configuration of ISR and Catalyst POE switches. Through understanding of QOS and Class of service.
- 
- The term "maintenance" includes preventative and remedial maintenance and encompasses the provision of appropriate security and backup protocols. The term does not include the provision of any hardware or software that may be needed to repair or replace existing systems.



## City Council Staff Report

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Department: PUBLIC WORKS

February 14, 2017

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**To:** Mayor and City Council  
**From:** Blanca Beltran, Public Works Director  
**By:** Cristobal Carrillo, Planner II  
**Subject:** Action of Planning Commission Meeting, February 7, 2017 (CrC)

### RECOMMENDATION

This item is for information purposes only. No action is required.

### EXECUTIVE SUMMARY

The Planning Commission took the following actions at the meeting:

- The Planning Commission approved the minutes of the December 6, 2016 Planning Commission Meeting.

### OUTSTANDING ISSUES

None.

### DISCUSSION

None.

### FISCAL IMPACT

None.

### PUBLIC HEARING

None.



## City Council Staff Report

Department: PARKS AND COMMUNITY SERVICES

February 14, 2017

**To:** Mayor and City Council  
**From:** Stephanie Hurtado - Interim Community Services Director  
**Subject:** Ordinance No. 2017-02 Repealing Ordinance No. 2012-04 establishing the Pro Youth Commission (SH)

### RECOMMENDATION

Council conduct the first reading and introduction of Ordinance No. 2017-02 repealing Ordinance No. 2012-04 establishing the Pro Youth Commission and scheduling a public hearing on the ordinance for February 28, 2017.

### EXECUTIVE SUMMARY

On January 24, 2017, staff recommended that the City Council abolish the City's appointed Pro Youth Commission by repealing Ordinance No. 2012-04. At the time, the Dinuba Pro-Youth group was a non-profit 501(c)(3) organization separate and independent from the City of Dinuba. When this group was merged as the City of Dinuba Pro-Youth Commission the non-profit status remained and the appointed commissioners served both entities. However, state law requires non-profit corporations to act separately and independently. Thus, staff is recommending that the City Council adopt resolution repealing Ordinance No. 2012-04 establishing the Dinuba Pro-Youth Commission. The current members will remain as board of directors for the non-profit Dinuba Pro-Youth organization.

### OUTSTANDING ISSUES

None.

### DISCUSSION

In 2012, Ordinance No. 2012-04 was amended to merge the Community Services Commission with the Dinuba Pro-Youth non-profit organization. At the time, the Dinuba Pro-Youth organization was formed as a non-profit 501(c)(3) under California law.

When this ordinance was enacted there was a misunderstanding that the City-appointed Pro-Youth Commission would serve as advisory body to the city council, parks and community services as well as board members for the Dinuba Pro-Youth non-profit 501 (c)(3) corporation. However, a California non-profit corporation is governed by the California Corporations Code. The statute requires that corporations be governed by an independent board of directors and maintain its own corporate records and accounting.

The State Attorney General, not the City of Dinuba, has jurisdiction to oversee California non-profit corporations. However, when the City-appointed Pro-Youth Commission was formed it inadvertently incorporated oversight of the non-profit Pro-Youth corporation. The Pro-Youth Commission discussed this matter and decided to retain the non-profit status and remain as board of directors for the corporation.

Staff is recommending that the City Council repeal Ordinance No. 2012-04 establishing the Dinuba Pro-Youth Commission. In addition, the Pro-Youth non-profit will continue to have exclusive access to use the Walmart parking lot for the annual 4th of July fireworks booth as stipulated in the Fireworks Ordinance. Repealing Ordinance 2012-04 will in no way compromise Dinuba Pro-Youth 501(c)(3) fireworks booth location.

Ordinance No. 2017-02 repealing Ordinance No. 2012-04 is enclosed herein as Attachment 'A'.

**FISCAL IMPACT**

None

**PUBLIC HEARING**

A public hearing will be scheduled for February 28, 2017 to consider second reading and adoption of Ordinance No. 2017-02.

**ATTACHMENTS:**

[A. Ordinance No. 2017-02 Repealing Ordinance No. 2012-04 Amending Division 2 and Title 2 of the Dinuba Municipal Code](#)

**ORDINANCENO. 2017-02**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DINUBA REPEALING ORDINANCE NO. 2012-04 AND AMENDING CERTAIN SECTIONS OF DIVISION 2 OF TITLE 2 OF THE DINUBA MUNICIPAL CODE CONCERNING THE COMMUNITY SERVICES COMMISSION AND DINUBA PRO-YOUTH COMMISSION**

**WHEREAS, the City Council of the City of Dinuba adopted Ordinance No. 2012-04 which deleted Title 2, Chapter 2.29 in its entirety; and, amended Chapter 2.28, by amending the Title of the Chapter to read “COMMUNITY SERVICES AND PRO-YOUTH COMMISSION”; and,**

**WHEREAS, there exists the Dinuba Pro-Youth, a 501 (c)(3) corporation and is governed by the California Corporations Code and its board of directors with specific statutory obligations; and,**

**WHEREAS, the Community Services and Pro Youth Commission is solely governed by the City Council of the City of Dinuba and its’ municipal laws; and**

**WHEREAS, the Dinuba Pro-Youth nonprofit can more adequately provide the services to youth in the City and therefore the Community Services and Pro Youth Commission is no longer necessary;**

**WHEREAS, it is in the best interests of the City to abolish the Dinuba Pro-Youth Commission; and,**

**WHEREAS, the proposed amendment is in the best interest of the residents of the City of Dinuba; and,**

**NOW, THEREFORE, the City Council of the City of Dinuba does ordain as follows:**

**Section I. Ordinance No. 2012-04 of the City Council of the City of Dinuba which was adopted on or about October 9, 2012, is hereby repealed in its entirety.**

**Section II. Title 2, Chapter 2.28, of the Municipal Code of the City of Dinuba is hereby deleted in its’ entirety.**

**Section III. Effective date and publishing of new Ordinance. Before the expiration of 15 days after its adoption, a summary of the ordinance shall be published once in a newspaper of general circulation in the City of Dinuba. This ordinance shall take effect and be enforced thirty (30) days from the date of its passage.**

**The foregoing Ordinance is hereby passed, adopted, and approved by the City Council of the City of Dinuba on this \_\_\_\_ of \_\_\_\_\_, 2017, by the following vote:**

**//**

**//**

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_,  
**Mayor of the City of Dinuba**

**ATTEST:**

\_\_\_\_\_  
**Linda Barkley, Deputy City Clerk**



## City Council Staff Report

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Department: CITY MANAGER'S OFFICE

February 14, 2017

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**To:** Mayor and City Council

**From:** Daniel James

**Subject:** Acceptance of Economic Development Meeting Minutes, December 1, 2016 (DJ)

### **RECOMMENDATION**

Consider to accept the approved meeting minutes of December 1, 2016.

### **EXECUTIVE SUMMARY**

None.

### **OUTSTANDING ISSUES**

None.

### **DISCUSSION**

None.

### **FISCAL IMPACT**

None.

### **PUBLIC HEARING**

None.

### **ATTACHMENTS:**

[Economic Development Meeting Minutes, October 6, 2016](#)





**ECONOMIC DEVELOPMENT  
COMMISSION  
REGULAR MEETING MINUTES  
Thursday, December 1, 2016 – 7:00 am**

**Dinuba City Hall**  
405 E. El Monte Way | Dinuba, CA 93618  
WWW.DINUBA.ORG

Dinuba City Staff  
City Manager  
Luis Patlan

Assistant City Manager/City Clerk  
Jayne Anderson

EDC Secretary  
Daniel James

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**1. OPENING CEREMONIES**

**1.1. Welcome and Call to Order**

The meeting was called to order at 7:08 am.

**1.2. Pledge of Allegiance**

The Pledge of Allegiance was led by Commissioner Rodriguez.

**1.3. Roll Call**

Roll call was taken by:

DEDC Members present were: Meinert, Sills, Rodriguez, and Thiesen

DEDC Members absent were: Pena, McElroy

Others present were Daniel James, City of Dinuba.

**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 54956.8.*

None.

**3. PUBLIC COMMENT**

*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 may be 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.*

None.

#### **4. PRESENTATIONS**

- 4.1.** None

#### **5. APPROVAL OF MINUTES**

- 5.1. SUBJECT:** Meeting Minutes for October 6, 2016

**RECOMMENDATION:** Commission to review draft minutes and adopt as final.

A motion was made by Commissioner Thiesen, second by Commissioner Meinert, to adopt the October 6, 2016 meeting minutes as presented.

Motion was unanimous to approve.

#### **6. NEW BUSINESS**

- 6.1. SUBJECT:** Monthly Development and Business License Reports

**RECOMMENDATION:** Information item only.

Information item only. No action.

- 6.2. 6.2. SUBJECT:** Monthly Update from the Workforce Investment Board (Sandy Miller)

**RECOMMENDATION:** Information item only.

Information item only. No action.

#### **7. CHAIR/COMMISSIONER'S COMMENTS**

- 7.1.** Items from Chair

Information only. No action.

- 7.2.** Items from Commissioners

Commissioner Meinert requested staff present updates at the next meeting for the following: Randle Update, ICSC Atlanta Update, Utility Rates Forum.

#### **8. STAFF COMMUNICATION**

- 8.1.** Items from Staff

Information only. No action.

## ADJOURNMENT

The meeting adjourned at 8:11 am.

  
Trinidad Rodriguez, Chair

ATTEST:

  
Daniel James, Secretary



## City Council Staff Report

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Department: CITY MANAGER'S OFFICE

February 14, 2017

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**To:** Mayor and City Council

**From:** Linda Barkley, Deputy City Clerk

**Subject:** Approval of Warrant Register January 27; February 3; 10, 2017 (CS)

### **RECOMMENDATION**

Council to review and approve warrant registers as presented.

### **EXECUTIVE SUMMARY**

None.

### **OUTSTANDING ISSUES**

None.

### **DISCUSSION**

None.

### **FISCAL IMPACT**

None.

### **PUBLIC HEARING**

None required.

### **ATTACHMENTS:**

[A. WR 01.27.17](#)

[B. WR 02.03.17](#)

[C. WR 02.10.17](#)



# Accounts Payable Invoice Report

Payment Date Range 01/22/17 - 01/27/17

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
<b>Vendor 1060 - A &amp; E Industrial Cleaning Equipment Corp.</b>									
30351	Fleet Equipment & Supplies	Paid by Check #11432		01/16/2017	01/27/2017	01/27/2017		01/27/2017	313.88
Vendor 1060 - A & E Industrial Cleaning Equipment Corp. Totals							Invoices	1	<u>\$313.88</u>
<b>Vendor 79 - AD Group DBA Shelton Turnbull</b>									
342472	January 2017	Paid by Check #11433		01/16/2017	01/27/2017	01/27/2017		01/27/2017	25.00
Vendor 79 - AD Group DBA Shelton Turnbull Totals							Invoices	1	<u>\$25.00</u>
<b>Vendor 326 - Advanced Flow Measurement</b>									
0002820	Supplies	Paid by Check #11434		01/13/2017	01/27/2017	01/27/2017		01/27/2017	500.00
Vendor 326 - Advanced Flow Measurement Totals							Invoices	1	<u>\$500.00</u>
<b>Vendor 20 - Ameritas Life Insurance</b>									
February 2017	010-007745-00001	Paid by Check #11435		01/10/2017	01/27/2017	01/27/2017		01/27/2017	17,964.64
Vendor 20 - Ameritas Life Insurance Totals							Invoices	1	<u>\$17,964.64</u>
<b>Vendor 351 - Anthem Blue Cross</b>									
000021307097	276A73739 Valdez 2/1/17	Paid by Check #11436		01/01/2017	01/27/2017	01/27/2017		01/27/2017	214.26
000021320426	141A75193 Tyler 2/1/17	Paid by Check #11439		01/01/2017	01/27/2017	01/27/2017		01/27/2017	157.86
000021325252	680A72915 Galchutt 2/1/17	Paid by Check #11437		01/01/2017	01/27/2017	01/27/2017		01/27/2017	198.04
000021350511	097M84206 Sano 12/1/16 - 2/28/17	Paid by Check #11438		01/01/2017	01/27/2017	01/27/2017		01/27/2017	532.23
Vendor 351 - Anthem Blue Cross Totals							Invoices	4	<u>\$1,102.39</u>
<b>Vendor 790 - Shayen Ashley</b>									
Educ. Reimb.	Company Officer 2A	Paid by Check #11440		01/03/2017	01/27/2017	01/27/2017		01/27/2017	345.00
Vendor 790 - Shayen Ashley Totals							Invoices	1	<u>\$345.00</u>
<b>Vendor 17 - AT&amp;T</b>									
23845182141/17	Telephone	Paid by Check #11441		01/07/2017	01/27/2017	01/27/2017		01/27/2017	66.89
93910544751/17	Communications	Paid by Check #11442		01/10/2017	01/27/2017	01/27/2017		01/27/2017	17.85
9391054470 1/17	9391054470 1/10/17	Paid by Check #11442		01/11/2017	01/27/2017	01/27/2017		01/27/2017	20.28
9391054471 1/17	9391054471 1/10/17	Paid by Check #11442		01/11/2017	01/27/2017	01/27/2017		01/27/2017	17.81
9391054479 1/17	9391054479 1/10/17	Paid by Check #11442		01/11/2017	01/27/2017	01/27/2017		01/27/2017	19.70
9391054742 1/17	9391054742 1/10/17	Paid by Check #11442		01/11/2017	01/27/2017	01/27/2017		01/27/2017	157.25
Vendor 17 - AT&T Totals							Invoices	6	<u>\$299.78</u>
<b>Vendor 195 - Battery Systems Inc.</b>									
3841079	Repairs/Maintenance	Paid by Check #11443		01/19/2017	01/27/2017	01/27/2017		01/27/2017	231.03
Vendor 195 - Battery Systems Inc. Totals							Invoices	1	<u>\$231.03</u>
<b>Vendor 822 - Boundtree Medical LLC</b>									
82376905	Supplies	Paid by Check #11444		01/12/2017	01/27/2017	01/27/2017		01/27/2017	251.67
Vendor 822 - Boundtree Medical LLC Totals							Invoices	1	<u>\$251.67</u>



# Accounts Payable Invoice Report

Payment Date Range 01/22/17 - 01/27/17

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 <b>204 - Burton's Fire Inc.</b>									
S35142	Repairs/Maintenance	Paid by Check #11445		01/11/2017	01/27/2017	01/27/2017		01/27/2017	252.26
		Vendor <b>204 - Burton's Fire Inc.</b> Totals				Invoices	1		<u>\$252.26</u>
Vendor <b>903 - Central Valley Fire Prevention Officers Assoc.</b>									
Lopez 2017	Lopez 2017	Paid by Check #11446		01/23/2017	01/27/2017	01/27/2017		01/27/2017	30.00
		Vendor <b>903 - Central Valley Fire Prevention Officers Assoc.</b> Totals				Invoices	1		<u>\$30.00</u>
Vendor <b>240 - Clean Cut Landscape Management Inc.</b>									
517	December 2016	Paid by Check #11447		12/31/2016	01/27/2017	01/27/2017		01/27/2017	17,581.70
		Vendor <b>240 - Clean Cut Landscape Management Inc.</b> Totals				Invoices	1		<u>\$17,581.70</u>
Vendor <b>85 - Dinuba Lions Club</b>									
January 2017	Membership	Paid by Check #11448		01/26/2017	01/27/2017	01/27/2017		01/27/2017	94.00
		Vendor <b>85 - Dinuba Lions Club</b> Totals				Invoices	1		<u>\$94.00</u>
Vendor <b>867 - Electric Motor Shop</b>									
RS-RI15656	Repairs/Maintenance	Paid by Check #11449		12/30/2016	01/27/2017	01/27/2017		01/27/2017	756.90
		Vendor <b>867 - Electric Motor Shop</b> Totals				Invoices	1		<u>\$756.90</u>
Vendor <b>527 - Everbank Commercial Finance, Inc.</b>									
4198970	5050N Copier	Paid by Check #11450		01/13/2017	01/27/2017	01/27/2017		01/27/2017	213.82
		Vendor <b>527 - Everbank Commercial Finance, Inc.</b> Totals				Invoices	1		<u>\$213.82</u>
Vendor <b>235 - FERGUSON ENTERPRISES, INC.</b>									
1231890	Supplies	Paid by Check #11451		11/18/2016	01/27/2017	01/27/2017		01/27/2017	859.60
		Vendor <b>235 - FERGUSON ENTERPRISES, INC.</b> Totals				Invoices	1		<u>\$859.60</u>
Vendor <b>825 - G &amp; K Services, Co.</b>									
1258363604	Transit Center - Janitorial Supplies	Paid by Check #11452		01/18/2017	01/27/2017	01/27/2017		01/27/2017	72.62
		Vendor <b>825 - G &amp; K Services, Co.</b> Totals				Invoices	1		<u>\$72.62</u>
Vendor <b>18 - The Gas Company</b>									
128552035971/17	Utilities	Paid by Check #11453		01/09/2017	01/27/2017	01/27/2017		01/27/2017	418.74
		Vendor <b>18 - The Gas Company</b> Totals				Invoices	1		<u>\$418.74</u>
Vendor <b>379 - Guardian EMS Products</b>									
5715056	Supplies	Paid by Check #11454		01/16/2017	01/27/2017	01/27/2017		01/27/2017	75.19
		Vendor <b>379 - Guardian EMS Products</b> Totals				Invoices	1		<u>\$75.19</u>
Vendor <b>496 - The Hanover Insurance Company</b>									
1/7/2017	1510035463-001-000	Paid by Check #11455		01/07/2017	01/27/2017	01/27/2017		01/27/2017	9,280.77
		Vendor <b>496 - The Hanover Insurance Company</b> Totals				Invoices	1		<u>\$9,280.77</u>



# Accounts Payable Invoice Report

Payment Date Range 01/22/17 - 01/27/17  
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
<b>Vendor 139 - Henry Schein Inc.</b>									
37971427	Supplies	Paid by Check #11456		01/16/2017	01/27/2017	01/27/2017		01/27/2017	1,644.92
Vendor 139 - Henry Schein Inc. Totals							Invoices	1	<u>\$1,644.92</u>
<b>Vendor 174 - Howard's Pest Control</b>									
0255477	Fy 16/17-Parks-Pest Control	Paid by Check #11457		01/03/2017	01/27/2017	01/27/2017	01/17/2017	01/27/2017	36.00
	Delgado/KC Parks								
0255314	Fy 16/17-Sportsplex-Pest control	Paid by Check #11457		01/05/2017	01/27/2017	01/27/2017	01/18/2017	01/27/2017	87.00
	for Sportsplex								
0255479	Fy 16/17-Parks-Pest Control for	Paid by Check #11457		01/09/2017	01/27/2017	01/27/2017	01/09/2017	01/27/2017	55.00
	Vuich Park								
Vendor 174 - Howard's Pest Control Totals							Invoices	3	<u>\$178.00</u>
<b>Vendor 159 - HR Direct</b>									
INV4676098	A01246306 Attendance Calendar	Paid by Check #11458		11/21/2016	01/27/2017	01/27/2017		01/27/2017	62.79
	Card								
Vendor 159 - HR Direct Totals							Invoices	1	<u>\$62.79</u>
<b>Vendor 837 - International Institute of Municipal Clerks</b>									
10916 2017	Membership	Paid by Check #11459		12/12/2016	01/27/2017	01/27/2017		01/27/2017	225.00
Vendor 837 - International Institute of Municipal Clerks Totals							Invoices	1	<u>\$225.00</u>
<b>Vendor 133 - J &amp; D Lighting &amp; Alarm</b>									
83550	Fy 16/17-Parks-Annual monitorig	Paid by Check #11460		01/17/2017	01/27/2017	01/27/2017	01/20/2017	01/27/2017	216.00
	Vuich 2/17-1/18								
83603	Fy 16/17-Parks-Annual wireless	Paid by Check #11460		01/17/2017	01/27/2017	01/27/2017	01/20/2017	01/27/2017	336.00
	mont fee KC-2/17-1/18								
Vendor 133 - J & D Lighting & Alarm Totals							Invoices	2	<u>\$552.00</u>
<b>Vendor 472 - Jacobson James &amp; Associates</b>									
1612.3846	Professional Services	Paid by Check #11461		01/19/2017	01/27/2017	01/27/2017		01/27/2017	300.00
1612.3847	Professional Services	Paid by Check #11461		01/19/2017	01/27/2017	01/27/2017		01/27/2017	2,451.60
Vendor 472 - Jacobson James & Associates Totals							Invoices	2	<u>\$2,751.60</u>
<b>Vendor 332 - Lexipol, LLC</b>									
19127	2/17-1/18	Paid by Check #11462		01/01/2017	01/27/2017	01/27/2017		01/27/2017	5,400.00
Vendor 332 - Lexipol, LLC Totals							Invoices	1	<u>\$5,400.00</u>
<b>Vendor 89 - Liebert Cassidy Whitmore</b>									
1433178	DI030-00001 12/31/16	Paid by Check #11463		12/31/2016	01/27/2017	01/27/2017		01/27/2017	1,797.50
Vendor 89 - Liebert Cassidy Whitmore Totals							Invoices	1	<u>\$1,797.50</u>



# Accounts Payable Invoice Report

Payment Date Range 01/22/17 - 01/27/17

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
<b>Vendor 160 - MidValley Publishing Inc.</b>									
0301437-IN	Dues & Subscriptions	Paid by Check #11464		12/29/2016	01/27/2017	01/27/2017		01/27/2017	43.85
Vendor 160 - MidValley Publishing Inc. Totals									<u>\$43.85</u>
<b>Vendor 22 - Moore Twining Associates Inc.</b>									
6136926	Professional Services	Paid by Check #11465		12/28/2016	01/27/2017	01/27/2017		01/27/2017	88.00
7123270	Professional Services	Paid by Check #11465		01/09/2017	01/27/2017	01/27/2017		01/27/2017	88.00
7123271	Professional Services	Paid by Check #11465		01/09/2017	01/27/2017	01/27/2017		01/27/2017	35.00
7123272	Professional Services	Paid by Check #11465		01/09/2017	01/27/2017	01/27/2017		01/27/2017	35.00
7123300	Professional Services	Paid by Check #11465		01/09/2017	01/27/2017	01/27/2017		01/27/2017	88.00
7123422	Professional Services	Paid by Check #11465		01/11/2017	01/27/2017	01/27/2017		01/27/2017	88.00
7123423	Professional Services	Paid by Check #11465		01/11/2017	01/27/2017	01/27/2017		01/27/2017	43.00
7123424	Professional Services	Paid by Check #11465		01/11/2017	01/27/2017	01/27/2017		01/27/2017	61.00
7123426	Professional Services	Paid by Check #11465		01/11/2017	01/27/2017	01/27/2017		01/27/2017	88.00
7123639	Professional Services	Paid by Check #11465		01/13/2017	01/27/2017	01/27/2017		01/27/2017	43.00
Vendor 22 - Moore Twining Associates Inc. Totals									<u>\$657.00</u>
<b>Vendor 123 - Emilio "Joey" Morales</b>									
Reimb. Donation	Miscellaneous	Paid by Check #11466		01/11/2017	01/27/2017	01/27/2017		01/27/2017	200.00
Vendor 123 - Emilio "Joey" Morales Totals									<u>\$200.00</u>
<b>Vendor 142 - Office Depot BSD</b>									
891470698001	Office Supplies	Paid by Check #11467		01/30/2016	01/27/2017	01/27/2017		01/27/2017	94.37
891381050001	Fy 16/17-Office Supplies	Paid by Check #11467		01/04/2017	01/27/2017	01/27/2017	01/18/2017	01/27/2017	83.17
892058080001	Office Supplies	Paid by Check #11467		01/05/2017	01/27/2017	01/27/2017		01/27/2017	24.73
892058154001	Office Supplies - Office Depot	Paid by Check #11467		01/05/2017	01/27/2017	01/27/2017		01/27/2017	27.95
892058157001	Office Supplies - Office Depot	Paid by Check #11467		01/05/2017	01/27/2017	01/27/2017		01/27/2017	12.13
892221260001	Fy 16/17-Sports-Office Supplies	Paid by Check #11467		01/05/2017	01/27/2017	01/27/2017	01/18/2017	01/27/2017	77.74
Vendor 142 - Office Depot BSD Totals									<u>\$320.09</u>
<b>Vendor 76 - Pacific Gas &amp; Electric</b>									
1686600158512/16	Utilities	Paid by Check #11469		12/29/2016	01/27/2017	01/27/2017		01/27/2017	25.00
0571296382512/16	Utilities	Paid by Check #11469		12/30/2016	01/27/2017	01/27/2017		01/27/2017	45.86
2125236871312/16	Utilities	Paid by Check #11469		12/30/2016	01/27/2017	01/27/2017		01/27/2017	40.93
8397932225812/16	Utilities	Paid by Check #11469		12/30/2016	01/27/2017	01/27/2017		01/27/2017	18.85
9237058126312/16	Utilities	Paid by Check #11469		12/30/2016	01/27/2017	01/27/2017		01/27/2017	16.41
15577109745 1/17	Utilities	Paid by Check #11468		01/10/2017	01/27/2017	01/27/2017		01/27/2017	373.90
29465207008 1/17	Utilities	Paid by Check #11468		01/10/2017	01/27/2017	01/27/2017		01/27/2017	53.53
502735657341/17	Utilities	Paid by Check #11469		01/10/2017	01/27/2017	01/27/2017		01/27/2017	41.23
73142748711 1/17	Utilities	Paid by Check #11468		01/10/2017	01/27/2017	01/27/2017		01/27/2017	1,455.97
83190240727 1/17	Utilities	Paid by Check #11468		01/10/2017	01/27/2017	01/27/2017		01/27/2017	21.33





# Accounts Payable Invoice Report

Payment Date Range 01/22/17 - 01/27/17

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
<b>Vendor 76 - Pacific Gas &amp; Electric</b>									
847471995151/17	Utilities	Paid by Check #11469		01/10/2017	01/27/2017	01/27/2017		01/27/2017	62.76
338077954231/17	Utilities	Paid by Check #11469		01/12/2017	01/27/2017	01/27/2017		01/27/2017	173.59
954874984791/17	Utilities	Paid by Check #11469		01/12/2017	01/27/2017	01/27/2017		01/27/2017	61.15
Vendor 76 - Pacific Gas & Electric Totals						Invoices	13		\$2,390.51
<b>Vendor 441 - Rabobank Visa Card</b>									
1657 1/3/17	Supplies	Paid by EFT #358		01/03/2017	01/27/2017	01/27/2017		01/27/2017	45.45
1715 1/3/17	Supplies	Paid by EFT #357		01/03/2017	01/27/2017	01/27/2017		01/27/2017	684.00
1723 1/3/17	Miscellaneous	Paid by EFT #364		01/03/2017	01/27/2017	01/27/2017		01/27/2017	2.99
1749 1/3/17	Miscellaneous	Paid by EFT #360		01/03/2017	01/27/2017	01/27/2017		01/27/2017	421.37
2154 1/3/17	Miscellaneous	Paid by EFT #361		01/03/2017	01/27/2017	01/27/2017		01/27/2017	385.42
4552 1/3/17	Miscellaneous	Paid by EFT #362		01/03/2017	01/27/2017	01/27/2017		01/27/2017	222.08
5088 1/3/17	Supplies	Paid by EFT #359		01/03/2017	01/27/2017	01/27/2017		01/27/2017	553.16
7251 1/3/17	Miscellaneous	Paid by EFT #363		01/03/2017	01/27/2017	01/27/2017		01/27/2017	912.65
9709 1/3/17	Supplies	Paid by EFT #365		01/03/2017	01/27/2017	01/27/2017		01/27/2017	1,216.96
Vendor 441 - Rabobank Visa Card Totals						Invoices	9		\$4,444.08
<b>Vendor 42 - Scout Specialties</b>									
104060	Fleet Equipment & Supplies	Paid by Check #11470		01/06/2017	01/27/2017	01/27/2017		01/27/2017	107.96
Vendor 42 - Scout Specialties Totals						Invoices	1		\$107.96
<b>Vendor 140 - State Board of Equilization</b>									
Oct - Dec 2016	Taxes	Paid by Check #11471		01/23/2017	01/27/2017	01/27/2017		01/27/2017	1,827.31
Vendor 140 - State Board of Equilization Totals						Invoices	1		\$1,827.31
<b>Vendor 214 - Stericycle, Inc.</b>									
3003714722	Supplies	Paid by Check #11472		02/01/2017	01/27/2017	01/27/2017		01/27/2017	114.94
Vendor 214 - Stericycle, Inc. Totals						Invoices	1		\$114.94
<b>Vendor 147 - Swanson-Farney Ford Sales</b>									
7435FOW	Repairs/Maintenance	Paid by Check #11473		01/18/2017	01/27/2017	01/27/2017		01/27/2017	428.48
Vendor 147 - Swanson-Farney Ford Sales Totals						Invoices	1		\$428.48
<b>Vendor 163 - TAG/AMS Inc.</b>									
2713067	Dues & Subscriptions	Paid by Check #11474		01/12/2017	01/27/2017	01/27/2017		01/27/2017	175.00
Vendor 163 - TAG/AMS Inc. Totals						Invoices	1		\$175.00
<b>Vendor 49 - Tulare County</b>									
Building purchas	APN 018-011-008-000, 018-011-017-000	Paid by Check #11475		01/26/2017	01/27/2017	01/27/2017		01/27/2017	57,896.79
Vendor 49 - Tulare County Totals						Invoices	1		\$57,896.79



# Accounts Payable Invoice Report

Payment Date Range 01/22/17 - 01/27/17  
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
<b>Vendor 440 - Tyco Intergrated Securtiy</b>									
27910440	Contractual	Paid by Check #11476		01/07/2017	01/27/2017	01/27/2017		01/27/2017	46.86
		Vendor 440 - Tyco Intergrated Securtiy Totals				Invoices	1		<u>\$46.86</u>
<b>Vendor 950 - United States Treasury</b>									
ExciseTax 123116	Taxes	Paid by Check #11477		01/23/2017	01/27/2017	01/27/2017		01/27/2017	67.62
		Vendor 950 - United States Treasury Totals				Invoices	1		<u>\$67.62</u>
<b>Vendor 359 - Valero Marketing &amp; Supply Company</b>									
71076939 1/17	December 2016	Paid by Check #11478		01/09/2017	01/27/2017	01/27/2017		01/27/2017	3,305.45
		Vendor 359 - Valero Marketing & Supply Company Totals				Invoices	1		<u>\$3,305.45</u>
<b>Vendor 129 - Valley Industrial &amp; Family Medical Group</b>									
316994	Professional Services	Paid by Check #11479		01/06/2017	01/27/2017	01/27/2017		01/27/2017	100.00
317550	Doyle DOT	Paid by Check #11479		01/13/2017	01/27/2017	01/27/2017		01/27/2017	100.00
		Vendor 129 - Valley Industrial & Family Medical Group Totals				Invoices	2		<u>\$200.00</u>
<b>Vendor 354 - Verizon Wireless</b>									
9778295252	Telephone	Paid by Check #11480		01/07/2017	01/27/2017	01/27/2017		01/27/2017	661.28
9778641766	January 2017	Paid by Check #11481		01/12/2017	01/27/2017	01/27/2017		01/27/2017	195.15
		Vendor 354 - Verizon Wireless Totals				Invoices	2		<u>\$856.43</u>
<b>Vendor 27 - The Visalia Times-Delta</b>									
TD0029781 1/17	Thru 4/30/17	Paid by Check #11482		01/23/2017	01/27/2017	01/27/2017		01/27/2017	48.50
		Vendor 27 - The Visalia Times-Delta Totals				Invoices	1		<u>\$48.50</u>
<b>Vendor 104 - Vision Service Plan</b>									
February 2017	12 003055 0002	Paid by Check #11483		01/19/2017	01/27/2017	01/27/2017		01/27/2017	3,199.50
		Vendor 104 - Vision Service Plan Totals				Invoices	1		<u>\$3,199.50</u>
<b>Vendor 14 - W &amp; E Electric</b>									
1610041	Repairs/Maintenance	Paid by Check #11484		10/12/2016	01/27/2017	01/27/2017		01/27/2017	90.00
1610103	Repairs/Maintenance	Paid by Check #11484		10/26/2016	01/27/2017	01/27/2017		01/27/2017	2,165.00
1610124	Repairs/Maintenance	Paid by Check #11484		10/27/2016	01/27/2017	01/27/2017		01/27/2017	90.00
		Vendor 14 - W & E Electric Totals				Invoices	3		<u>\$2,345.00</u>
<b>Vendor 549 - Wal-Mart</b>									
2435 1/9/17	Supplies	Paid by Check #11486		01/09/2017	01/27/2017	01/27/2017		01/27/2017	90.12
2443 1/9/17	Supplies	Paid by Check #11485		01/09/2017	01/27/2017	01/27/2017		01/27/2017	41.38
		Vendor 549 - Wal-Mart Totals				Invoices	2		<u>\$131.50</u>
		Grand Totals				Invoices	100		<u><u>\$142,087.67</u></u>



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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
<b>Vendor 1251 - A-Plus Automotive</b>									
21514	Repairs/Maintenance	Paid by Check #11488		12/15/2016	02/03/2017	02/03/2017		02/03/2017	44.75
21517	Repairs/Maintenance	Paid by Check #11488		12/15/2016	02/03/2017	02/03/2017		02/03/2017	44.75
21515	Repairs/Maintenance	Paid by Check #11488		12/16/2016	02/03/2017	02/03/2017		02/03/2017	44.75
21521	Repairs/Maintenance	Paid by Check #11488		12/16/2016	02/03/2017	02/03/2017		02/03/2017	44.75
21527	Repairs/Maintenance	Paid by Check #11488		12/16/2016	02/03/2017	02/03/2017		02/03/2017	44.75
Vendor 1251 - A-Plus Automotive Totals						Invoices	5		\$223.75
<b>Vendor 1143 - AAA Quality Services, Inc.</b>									
00249555	Fy 16/17-Parks-Potty rental-Centenl Park #3	Paid by Check #11489		01/16/2017	02/03/2017	02/03/2017	01/25/2017	02/03/2017	265.59
00249563	Fy 16/17-Parks-Potty rental-Nebraska Park #2	Paid by Check #11489		01/16/2017	02/03/2017	02/03/2017	01/25/2017	02/03/2017	265.59
00249564	Fy 16/17-Parks-Potty Rental for Alice Park #1	Paid by Check #11489		01/16/2017	02/03/2017	02/03/2017	01/27/2017	02/03/2017	265.59
Vendor 1143 - AAA Quality Services, Inc. Totals						Invoices	3		\$796.77
<b>Vendor 206 - ADT Security Services, Inc.</b>									
612408556	Contractual	Paid by Check #11490		01/12/2017	02/03/2017	02/03/2017		02/03/2017	149.97
Vendor 206 - ADT Security Services, Inc. Totals						Invoices	1		\$149.97
<b>Vendor 263 - Advantek Benefit Administrators</b>									
1/20/17	Funding request	Paid by Check #11491		01/20/2017	02/03/2017	02/03/2017		02/03/2017	54,975.33
Vendor 263 - Advantek Benefit Administrators Totals						Invoices	1		\$54,975.33
<b>Vendor 876 - Adventist Health</b>									
20161130-10	Professional Services	Paid by Check #11493		11/30/2016	02/03/2017	02/03/2017		02/03/2017	1,899.00
20161216-11	Professional Services	Paid by Check #11492		12/28/2016	02/03/2017	02/03/2017		02/03/2017	598.96
Vendor 876 - Adventist Health Totals						Invoices	2		\$2,497.96
<b>Vendor 249 - Air Exchange Inc..</b>									
39775	Plymovent Repair	Paid by Check #11494		01/24/2017	02/03/2017	02/03/2017		02/03/2017	139.30
Vendor 249 - Air Exchange Inc.. Totals						Invoices	1		\$139.30
<b>Vendor 97 - American Public Works Association</b>									
127336-1718	Dues & Subscriptions	Paid by Check #11495		01/10/2017	02/03/2017	02/03/2017		02/03/2017	640.00
Vendor 97 - American Public Works Association Totals						Invoices	1		\$640.00
<b>Vendor 17 - AT&amp;T</b>									
23434391596.16	Telephone	Paid by Check #11496		06/11/2016	02/03/2017	02/03/2017		02/03/2017	(393.89)
93910372771/17	Communications	Paid by Check #11496		01/10/2017	02/03/2017	02/03/2017		02/03/2017	21.68
93910544721/17	Communications	Paid by Check #11496		01/10/2017	02/03/2017	02/03/2017		02/03/2017	37.53
93910544741/17	Communications	Paid by Check #11496		01/10/2017	02/03/2017	02/03/2017		02/03/2017	41.26
93910544781/17	Communications	Paid by Check #11496		01/10/2017	02/03/2017	02/03/2017		02/03/2017	19.70
93910544681/17	Communications	Paid by Check #11496		01/11/2017	02/03/2017	02/03/2017		02/03/2017	17.81



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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
<b>Vendor 17 - AT&amp;T</b>									
93910544691/17	Communications	Paid by Check #11496		01/11/2017	02/03/2017	02/03/2017		02/03/2017	17.81
93910547401/17	Communications	Paid by Check #11496		01/11/2017	02/03/2017	02/03/2017		02/03/2017	391.14
93910547441/17	Telephone	Paid by Check #11496		01/11/2017	02/03/2017	02/03/2017		02/03/2017	217.78
Vendor 17 - AT&T Totals							Invoices	9	\$370.82
<b>Vendor 289 - AT&amp;T Mobility LLC</b>									
2870151847341/17	January 2017	Paid by Check #11497		01/16/2017	02/03/2017	02/03/2017		02/03/2017	326.08
2872412835621/17	Telephone	Paid by Check #11498		01/16/2017	02/03/2017	02/03/2017		02/03/2017	662.50
8287427051/17	Telephone	Paid by Check #11499		01/16/2017	02/03/2017	02/03/2017		02/03/2017	317.55
Vendor 289 - AT&T Mobility LLC Totals							Invoices	3	\$1,306.13
<b>Vendor 1044 - AutoZone, Inc.</b>									
2833021456	Repairs/Maintenance	Paid by Check #11500		01/21/2017	02/03/2017	02/03/2017		02/03/2017	9.03
Vendor 1044 - AutoZone, Inc. Totals							Invoices	1	\$9.03
<b>Vendor 1252 - Awesome Charters and Tours, LLC</b>									
5165	DSC Casino Trip 8/16/16	Paid by Check #11501		01/18/2017	02/03/2017	02/03/2017		02/03/2017	225.00
5302	DSC Casino Trip 9/6/16	Paid by Check #11501		01/18/2017	02/03/2017	02/03/2017		02/03/2017	60.00
5865	DSC Fair Trip 10/10/16	Paid by Check #11501		01/18/2017	02/03/2017	02/03/2017		02/03/2017	345.00
Vendor 1252 - Awesome Charters and Tours, LLC Totals							Invoices	3	\$630.00
<b>Vendor 748 - Bankcard Center</b>									
2360 1/14/17	Miscellaneous	Paid by Check #11502		01/14/2017	02/03/2017	02/03/2017		02/03/2017	2,395.42
6502 1/14/17	Miscellaneous	Paid by Check #11502		01/14/2017	02/03/2017	02/03/2017		02/03/2017	1,122.70
8025 1/14/17	Miscellaneous	Paid by Check #11502		01/14/2017	02/03/2017	02/03/2017		02/03/2017	903.18
Vendor 748 - Bankcard Center Totals							Invoices	3	\$4,421.30
<b>Vendor 376 - BCS Consulting</b>									
20272	Dell Server Repairs	Paid by Check #11503		01/29/2017	02/03/2017	02/03/2017		02/03/2017	655.76
Vendor 376 - BCS Consulting Totals							Invoices	1	\$655.76
<b>Vendor 445 - Behavior Analysis Training Institute</b>									
02272017	Travel & Training	Paid by Check #11504		01/24/2017	02/03/2017	02/03/2017		02/03/2017	614.00
Vendor 445 - Behavior Analysis Training Institute Totals							Invoices	1	\$614.00
<b>Vendor 328 - Bernard Professional Transcription Services</b>									
17-01	Professional Services	Paid by Check #11505		01/19/2017	02/03/2017	02/03/2017		02/03/2017	490.00
Vendor 328 - Bernard Professional Transcription Services Totals							Invoices	1	\$490.00
<b>Vendor 105 - Best Uniforms</b>									
40639	Uniforms	Paid by Check #11506		01/19/2017	02/03/2017	02/03/2017		02/03/2017	858.40
Vendor 105 - Best Uniforms Totals							Invoices	1	\$858.40



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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
<b>Vendor 116 - BSK Analytical Laboratories</b>									
A627186	Professional Services	Paid by Check #11507		11/03/2016	02/03/2017	02/03/2017		02/03/2017	121.00
A701535	Professional Services	Paid by Check #11507		01/18/2017	02/03/2017	02/03/2017		02/03/2017	139.00
A701622	Professional Services	Paid by Check #11507		01/19/2017	02/03/2017	02/03/2017		02/03/2017	108.00
A701702	Professional Services	Paid by Check #11507		01/19/2017	02/03/2017	02/03/2017		02/03/2017	108.00
Vendor 116 - BSK Analytical Laboratories Totals							Invoices	4	\$476.00
<b>Vendor 103 - BSN Sports</b>									
98616527	Fy 16/17-Sports-Referee shirts	Paid by Check #11508		12/30/2016	02/03/2017	02/03/2017	01/13/2017	02/03/2017	312.86
98652909	Fy 16/17-Sports-Supplies	Paid by Check #11508		01/13/2017	02/03/2017	02/03/2017	01/25/2017	02/03/2017	185.43
Vendor 103 - BSN Sports Totals							Invoices	2	\$498.29
<b>Vendor 739 - Business Card</b>									
0364 1/15/17	Miscellaneous	Paid by EFT #371		01/15/2017	02/03/2017	02/03/2017		02/03/2017	161.58
2283 1/15/17	Miscellaneous	Paid by EFT #368		01/15/2017	02/03/2017	02/03/2017		02/03/2017	29.99
6858 1/15/17	Miscellaneous	Paid by EFT #370		01/15/2017	02/03/2017	02/03/2017		02/03/2017	75.30
7424 1/15/17	Miscellaneous	Paid by EFT #369		01/15/2017	02/03/2017	02/03/2017		02/03/2017	439.88
Vendor 739 - Business Card Totals							Invoices	4	\$706.75
<b>Vendor 80 - California Business Machines</b>									
168399	Contractual	Paid by Check #11509		01/19/2017	02/03/2017	02/03/2017		02/03/2017	545.30
Vendor 80 - California Business Machines Totals							Invoices	1	\$545.30
<b>Vendor 732 - California Contractors Supplies, Inc.</b>									
T50472	Repairs/Maintenance	Paid by Check #11510		01/10/2017	02/03/2017	02/03/2017		02/03/2017	260.93
Vendor 732 - California Contractors Supplies, Inc. Totals							Invoices	1	\$260.93
<b>Vendor 44 - Central Valley Lock &amp; Safe</b>									
48899	Repairs/Maintenance	Paid by Check #11511		01/04/2017	02/03/2017	02/03/2017		02/03/2017	341.24
Vendor 44 - Central Valley Lock & Safe Totals							Invoices	1	\$341.24
<b>Vendor 901 - Chet's Plumbing &amp; Mechanical Inc.</b>									
456857	Repairs/Maintenance	Paid by Check #11512		01/18/2017	02/03/2017	02/03/2017		02/03/2017	174.00
456859	Repairs/Maintenance	Paid by Check #11512		01/18/2017	02/03/2017	02/03/2017		02/03/2017	58.00
Vendor 901 - Chet's Plumbing & Mechanical Inc. Totals							Invoices	2	\$232.00
<b>Vendor 170 - Comcast</b>									
0148160 1/11/17	Communications	Paid by Check #11513		01/11/2017	02/03/2017	02/03/2017		02/03/2017	136.12
0148178 1/12/17	Communications	Paid by Check #11514		01/12/2017	02/03/2017	02/03/2017		02/03/2017	231.12
0191269 1/22/17	Communications	Paid by Check #11515		01/22/2017	02/03/2017	02/03/2017		02/03/2017	212.28
Vendor 170 - Comcast Totals							Invoices	3	\$579.52
<b>Vendor 232 - Courier Printing and Village Printer</b>									
C25057	Supplies	Paid by Check #11516		01/17/2017	02/03/2017	02/03/2017		02/03/2017	54.26



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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 <b>232 - Courier Printing and Village Printer</b>									
C25069	Office Supplies	Paid by Check #11516		01/24/2017	02/03/2017	02/03/2017		02/03/2017	97.66
C25071	Supplies	Paid by Check #11516		01/24/2017	02/03/2017	02/03/2017		02/03/2017	48.83
Vendor <b>232 - Courier Printing and Village Printer</b> Totals							Invoices	3	\$200.75
Vendor <b>1035 - De Lage Landen Public Finance</b>									
ADV2012017	Lease 100-10130620	Paid by Check #11517		02/01/2017	02/03/2017	02/03/2017		02/03/2017	53,341.45
Vendor <b>1035 - De Lage Landen Public Finance</b> Totals							Invoices	1	\$53,341.45
Vendor <b>30 - Dinuba Chamber of Commerce</b>									
Pymnt #2 16/17	Business License Receipts	Paid by Check #11518		01/23/2017	02/03/2017	02/03/2017		02/03/2017	2,959.38
Vendor <b>30 - Dinuba Chamber of Commerce</b> Totals							Invoices	1	\$2,959.38
Vendor <b>200 - Dinuba Unified School District</b>									
1069	Senior Lunches - Dec. 2016	Paid by Check #11519		12/30/2016	02/03/2017	02/03/2017		02/03/2017	2,000.00
Vendor <b>200 - Dinuba Unified School District</b> Totals							Invoices	1	\$2,000.00
Vendor <b>839 - Doran's Backflow Service</b>									
11117	Repairs/Maintenance	Paid by Check #11520		01/11/2017	02/03/2017	02/03/2017		02/03/2017	300.00
Vendor <b>839 - Doran's Backflow Service</b> Totals							Invoices	1	\$300.00
Vendor <b>552 - Dragnet Pest Control</b>									
1289-07	DVC Pest Control Service Jan. 2017	Paid by Check #11521		01/17/2017	02/03/2017	02/03/2017		02/03/2017	65.00
1283-07	Pest Control Service DSC Jan. 2017	Paid by Check #11521		01/25/2017	02/03/2017	02/03/2017		02/03/2017	65.00
Vendor <b>552 - Dragnet Pest Control</b> Totals							Invoices	2	\$130.00
Vendor <b>395 - Environmental Concepts</b>									
217110	Supplies	Paid by Check #11522		01/18/2017	02/03/2017	02/03/2017		02/03/2017	1,887.90
Vendor <b>395 - Environmental Concepts</b> Totals							Invoices	1	\$1,887.90
Vendor <b>36 - Ewing Irrigation Products</b>									
2712488	Fy 16/17-L&L-Supplies	Paid by Check #11523		01/18/2017	02/03/2017	02/03/2017	01/27/2017	02/03/2017	55.08
Vendor <b>36 - Ewing Irrigation Products</b> Totals							Invoices	1	\$55.08
Vendor <b>35 - Federal Express Corporation</b>									
5-681-04168	Transit- MV Transportation	Paid by Check #11524		01/20/2017	02/03/2017	02/03/2017		02/03/2017	83.22
Vendor <b>35 - Federal Express Corporation</b> Totals							Invoices	1	\$83.22
Vendor <b>235 - FERGUSON ENTERPRISES, INC.</b>									
1231883	Water Meters	Paid by Check #11525		11/22/2016	02/03/2017	02/03/2017		02/03/2017	21,916.71
1236662	Actuator for reservoir	Paid by Check #11525		01/10/2017	02/03/2017	02/03/2017		02/03/2017	4,368.41
Vendor <b>235 - FERGUSON ENTERPRISES, INC.</b> Totals							Invoices	2	\$26,285.12



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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 <b>98 - FGL Environmental</b>									
644955A	Professional Services	Paid by Check #11526		01/06/2017	02/03/2017	02/03/2017		02/03/2017	441.00
645248A	Professional Services	Paid by Check #11526		01/19/2017	02/03/2017	02/03/2017		02/03/2017	242.50
645249A	Professional Services	Paid by Check #11526		01/19/2017	02/03/2017	02/03/2017		02/03/2017	316.75
Vendor <b>98 - FGL Environmental</b> Totals							Invoices	3	\$1,000.25
Vendor <b>202 - Fresno Tool and Industrial Supply</b>									
7811	Repairs/Maintenance	Paid by Check #11527		01/12/2017	02/03/2017	02/03/2017		02/03/2017	43.39
Vendor <b>202 - Fresno Tool and Industrial Supply</b> Totals							Invoices	1	\$43.39
Vendor <b>171 - Fruit Growers Supply Co.</b>									
91830609	Supplies	Paid by Check #11528		01/18/2017	02/03/2017	02/03/2017		02/03/2017	1,475.64
Vendor <b>171 - Fruit Growers Supply Co.</b> Totals							Invoices	1	\$1,475.64
Vendor <b>825 - G &amp; K Services, Co.</b>									
1258360715	Cleaning Supplies	Paid by Check #11529		01/11/2017	02/03/2017	02/03/2017		02/03/2017	83.51
1258360716	Supplies	Paid by Check #11529		01/11/2017	02/03/2017	02/03/2017		02/03/2017	37.12
1258363605	Cleaning Supplies	Paid by Check #11529		01/18/2017	02/03/2017	02/03/2017		02/03/2017	83.51
1258366555	Professional Services	Paid by Check #11529		01/25/2017	02/03/2017	02/03/2017		02/03/2017	83.51
1258366556	Professional Services	Paid by Check #11529		01/25/2017	02/03/2017	02/03/2017		02/03/2017	19.86
Vendor <b>825 - G &amp; K Services, Co.</b> Totals							Invoices	5	\$307.51
Vendor <b>18 - The Gas Company</b>									
113715786491/17	Utilities	Paid by Check #11530		01/06/2017	02/03/2017	02/03/2017		02/03/2017	194.36
Vendor <b>18 - The Gas Company</b> Totals							Invoices	1	\$194.36
Vendor <b>252 - Geil Enterprises, Inc.</b>									
318019	Fy 16/17-CS-College Park-Install of wireless transmitter	Paid by Check #11531		01/09/2017	02/03/2017	02/03/2017	01/20/2017	02/03/2017	545.00
Vendor <b>252 - Geil Enterprises, Inc.</b> Totals							Invoices	1	\$545.00
Vendor <b>712 - Golden State Overnight</b>									
3252372	Postage	Paid by Check #11532		01/15/2017	02/03/2017	02/03/2017		02/03/2017	41.31
Vendor <b>712 - Golden State Overnight</b> Totals							Invoices	1	\$41.31
Vendor <b>242 - Green Box Rentals, Inc.</b>									
45677	Fy 16/17-Parks-Vuich Park storage cont rental	Paid by Check #11533		01/26/2017	02/03/2017	02/03/2017	01/27/2017	02/03/2017	81.38
45721	Fy 16/17-Sports-Rental storage container	Paid by Check #11533		01/27/2017	02/03/2017	02/03/2017	01/27/2017	02/03/2017	70.53
Vendor <b>242 - Green Box Rentals, Inc.</b> Totals							Invoices	2	\$151.91



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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 <b>379 - Guardian EMS Products</b>									
5715856	Supplies	Paid by Check #11534		01/19/2017	02/03/2017	02/03/2017		02/03/2017	124.30
Vendor <b>379 - Guardian EMS Products</b> Totals									<u>\$124.30</u>
Invoices 1									
Vendor <b>139 - Henry Schein Inc.</b>									
38038211	Supplies	Paid by Check #11535		01/18/2017	02/03/2017	02/03/2017		02/03/2017	37.17
38167082	Supplies	Paid by Check #11535		01/20/2017	02/03/2017	02/03/2017		02/03/2017	427.49
Vendor <b>139 - Henry Schein Inc.</b> Totals									<u>\$464.66</u>
Invoices 2									
Vendor <b>1150 - Hoffman Security</b>									
314937	Security Monitoring	Paid by Check #11536		01/20/2017	02/03/2017	02/03/2017		02/03/2017	99.00
Vendor <b>1150 - Hoffman Security</b> Totals									<u>\$99.00</u>
Invoices 1									
Vendor <b>106 - J's Communciation Inc.</b>									
48171	Supplies	Paid by Check #11537		01/11/2017	02/03/2017	02/03/2017		02/03/2017	195.30
Vendor <b>106 - J's Communciation Inc.</b> Totals									<u>\$195.30</u>
Invoices 1									
Vendor <b>43 - Jack's Refrigeration Inc.</b>									
19845	Building Maintenance & Supplies	Paid by Check #11538		03/31/2016	02/03/2017	02/03/2017		02/03/2017	75.00
20096	Building Maintenance & Supplies	Paid by Check #11538		04/19/2016	02/03/2017	02/03/2017		02/03/2017	105.46
22571	Building Maintenance & Supplies	Paid by Check #11538		09/15/2016	02/03/2017	02/03/2017		02/03/2017	975.07
Vendor <b>43 - Jack's Refrigeration Inc.</b> Totals									<u>\$1,155.53</u>
Invoices 3									
Vendor <b>472 - Jacobson James &amp; Associates</b>									
1612.3845	Sentinel Well Monitoring - December 2016	Paid by Check #11539		01/19/2017	02/03/2017	02/03/2017		02/03/2017	5,542.72
Vendor <b>472 - Jacobson James &amp; Associates</b> Totals									<u>\$5,542.72</u>
Invoices 1									
Vendor <b>216 - Key Design Locksmithing</b>									
14093	Transit- Security door receiver & button key	Paid by Check #11540		01/25/2017	02/03/2017	02/03/2017		02/03/2017	252.83
Vendor <b>216 - Key Design Locksmithing</b> Totals									<u>\$252.83</u>
Invoices 1									
Vendor <b>1253 - Kings Canyon Unified School District</b>									
160266	Fuels	Paid by Check #11541		06/30/2016	02/03/2017	02/03/2017		02/03/2017	513.10
Vendor <b>1253 - Kings Canyon Unified School District</b> Totals									<u>\$513.10</u>
Invoices 1									
Vendor <b>796 - L.N. Curtis &amp; Sons</b>									
INV77425	SCBA Service	Paid by Check #11542		01/20/2017	02/03/2017	02/03/2017		02/03/2017	2,792.56
Vendor <b>796 - L.N. Curtis &amp; Sons</b> Totals									<u>\$2,792.56</u>
Invoices 1									





# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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 <b>1108 - Master Pitching Machine, Inc.</b>									
123263	Fy 16/17-Sportsplex-Repair on pitch machine & bats	Paid by Check #11543		01/19/2017	02/03/2017	02/03/2017	01/27/2017	02/03/2017	375.30
		Vendor <b>1108 - Master Pitching Machine, Inc.</b> Totals				Invoices	1		\$375.30
Vendor <b>609 - Tim Miller</b>									
Reimb2017 Medic	Reimbursement	Paid by Check #11544		01/30/2017	02/03/2017	02/03/2017		02/03/2017	269.00
		Vendor <b>609 - Tim Miller</b> Totals				Invoices	1		\$269.00
Vendor <b>22 - Moore Twining Associates Inc.</b>									
7123688	Professional Services	Paid by Check #11545		01/16/2017	02/03/2017	02/03/2017		02/03/2017	88.00
7123689	Professional Services	Paid by Check #11545		01/16/2017	02/03/2017	02/03/2017		02/03/2017	146.00
7123799	Professional Services	Paid by Check #11545		01/17/2017	02/03/2017	02/03/2017		02/03/2017	88.00
7123879	Professional Services	Paid by Check #11545		01/18/2017	02/03/2017	02/03/2017		02/03/2017	35.00
7123954	Professional Services	Paid by Check #11545		01/18/2017	02/03/2017	02/03/2017		02/03/2017	88.00
		Vendor <b>22 - Moore Twining Associates Inc.</b> Totals				Invoices	5		\$445.00
Vendor <b>59 - Motorola Credit Cororation</b>									
78373300	Contractual	Paid by Check #11546		02/01/2017	02/03/2017	02/03/2017		02/03/2017	180.96
		Vendor <b>59 - Motorola Credit Cororation</b> Totals				Invoices	1		\$180.96
Vendor <b>554 - Myers Stevens &amp; Toohey &amp; Co.</b>									
1225868	#1225868 1st Q 2017	Paid by Check #11547		11/17/2016	02/03/2017	02/03/2017		02/03/2017	378.00
		Vendor <b>554 - Myers Stevens &amp; Toohey &amp; Co.</b> Totals				Invoices	1		\$378.00
Vendor <b>142 - Office Depot BSD</b>									
892437971001	Office Supplies	Paid by Check #11548		01/06/2017	02/03/2017	02/03/2017		02/03/2017	116.94
892439805001	Supplies	Paid by Check #11548		01/10/2017	02/03/2017	02/03/2017		02/03/2017	35.79
894598035001	Office Supplies	Paid by Check #11548		01/13/2017	02/03/2017	02/03/2017		02/03/2017	125.45
894598207001	Office Supplies	Paid by Check #11548		01/16/2017	02/03/2017	02/03/2017		02/03/2017	32.03
		Vendor <b>142 - Office Depot BSD</b> Totals				Invoices	4		\$310.21
Vendor <b>76 - Pacific Gas &amp; Electric</b>									
7601272-3	PG&E Hayes Ave Project	Paid by Check #11550		12/13/2016	02/03/2017	02/03/2017		02/03/2017	2,000.00
640799572501/17	Utilities	Paid by Check #11552		01/12/2017	02/03/2017	02/03/2017		02/03/2017	841.27
432339024691/17	Utilities	Paid by Check #11549		01/13/2017	02/03/2017	02/03/2017		02/03/2017	73.82
723267973791/17	Utilities	Paid by Check #11551		01/13/2017	02/03/2017	02/03/2017		02/03/2017	15,582.55
854359817421/17	Utilities	Paid by Check #11549		01/13/2017	02/03/2017	02/03/2017		02/03/2017	238.54
901837373531/17	Utilities	Paid by Check #11549		01/13/2017	02/03/2017	02/03/2017		02/03/2017	1,064.48
917922255331/17	Utilities	Paid by Check #11552		01/13/2017	02/03/2017	02/03/2017		02/03/2017	1,038.37
919617675881/17	Utilities	Paid by Check #11549		01/13/2017	02/03/2017	02/03/2017		02/03/2017	65.77
238356094231/17	Utilities	Paid by Check #11549		01/18/2017	02/03/2017	02/03/2017		02/03/2017	37.68



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17  
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
<b>Vendor 76 - Pacific Gas &amp; Electric</b>									
316657841901/17	Utilities	Paid by Check #11552		01/18/2017	02/03/2017	02/03/2017		02/03/2017	60.86
594966555031/17	Utilities	Paid by Check #11552		01/18/2017	02/03/2017	02/03/2017		02/03/2017	28.32
674421567811/17	Utilities	Paid by Check #11552		01/18/2017	02/03/2017	02/03/2017		02/03/2017	2,459.07
886695643251/17	Utilities	Paid by Check #11552		01/18/2017	02/03/2017	02/03/2017		02/03/2017	1,191.16
Vendor 76 - Pacific Gas & Electric Totals							Invoices	13	\$24,681.89
<b>Vendor 611 - Michelle Pattillo</b>									
Reimburs 1.26.17	Safety Reimbursement running shoes	Paid by Check #11553		01/26/2017	02/03/2017	02/03/2017		02/03/2017	48.83
Vendor 611 - Michelle Pattillo Totals							Invoices	1	\$48.83
<b>Vendor 7 - Pena's Disposal Services</b>									
280472	Pena's Sidewalk project	Paid by Check #11554		01/01/2017	02/03/2017	02/03/2017		02/03/2017	89.92
282802	Fy 16/17-Parks-Vuich Park disposal fee	Paid by Check #11554		01/25/2017	02/03/2017	02/03/2017	01/27/2017	02/03/2017	320.54
282807	Cust No. 01-153360	Paid by Check #11554		01/25/2017	02/03/2017	02/03/2017		02/03/2017	2,399.56
Vendor 7 - Pena's Disposal Services Totals							Invoices	3	\$2,810.02
<b>Vendor 1051 - Provost &amp; Pritchard Consulting Group</b>									
60826	P & P Loma Country Club Estates	Paid by Check #11555		12/15/2016	02/03/2017	02/03/2017		02/03/2017	135.00
60827	P&P UWMP	Paid by Check #11555		12/15/2016	02/03/2017	02/03/2017		02/03/2017	1,987.60
61170	P & P Civil Eng Services	Paid by Check #11555		01/11/2017	02/03/2017	02/03/2017		02/03/2017	362.50
61171	P & P UWMP	Paid by Check #11555		01/11/2017	02/03/2017	02/03/2017		02/03/2017	478.90
61173	P & P Randy Redtke 012-300-22 & 23	Paid by Check #11555		01/11/2017	02/03/2017	02/03/2017		02/03/2017	640.50
61174	P & P Merlo	Paid by Check #11555		01/11/2017	02/03/2017	02/03/2017		02/03/2017	101.50
Vendor 1051 - Provost & Pritchard Consulting Group Totals							Invoices	6	\$3,706.00
<b>Vendor 349 - RES COM Pest Control</b>									
1494302	Professional Services	Paid by Check #11556		01/18/2017	02/03/2017	02/03/2017		02/03/2017	34.00
1494443	Professional Services	Paid by Check #11556		01/18/2017	02/03/2017	02/03/2017		02/03/2017	40.00
Vendor 349 - RES COM Pest Control Totals							Invoices	2	\$74.00
<b>Vendor 833 - Safechecks</b>									
0530268	Supplies	Paid by Check #11557		01/17/2017	02/03/2017	02/03/2017		02/03/2017	587.75
Vendor 833 - Safechecks Totals							Invoices	1	\$587.75
<b>Vendor 1255 - Setcom Corporation</b>									
29062	Supplies	Paid by Check #11558		01/30/2017	02/03/2017	02/03/2017		02/03/2017	810.80
Vendor 1255 - Setcom Corporation Totals							Invoices	1	\$810.80
<b>Vendor 431 - Sparkletts</b>									
5080520 011217	Supplies	Paid by Check #11559		01/12/2017	02/03/2017	02/03/2017		02/03/2017	153.48
5080509 011917	Contractual	Paid by Check #11559		01/19/2017	02/03/2017	02/03/2017		02/03/2017	24.66



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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 <b>431 - Sparkletts</b>									
15999355012617	Fy 16/17-Sportsplex-Bottled water delivery/rental	Paid by Check #11559		01/26/2017	02/03/2017	02/03/2017	01/27/2017	02/03/2017	18.95
Vendor <b>431 - Sparkletts</b> Totals							Invoices	3	\$197.09
Vendor <b>214 - Stericycle, Inc.</b>									
3003709627	Professional Services	Paid by Check #11560		02/01/2017	02/03/2017	02/03/2017		02/03/2017	792.48
Vendor <b>214 - Stericycle, Inc.</b> Totals							Invoices	1	\$792.48
Vendor <b>278 - Supplyworks</b>									
384970711	Cleaning Supplies	Paid by Check #11561		11/28/2016	02/03/2017	02/03/2017		02/03/2017	226.57
384970729	Cleaning Supplies	Paid by Check #11561		11/28/2016	02/03/2017	02/03/2017		02/03/2017	288.88
384970737	Cleaning Supplies	Paid by Check #11561		11/28/2016	02/03/2017	02/03/2017		02/03/2017	495.26
389490749	Cleaning Supplies	Paid by Check #11561		01/19/2017	02/03/2017	02/03/2017		02/03/2017	344.42
389490756	Cleaning Supplies	Paid by Check #11561		01/19/2017	02/03/2017	02/03/2017		02/03/2017	333.03
389490764	Cleaning Supplies	Paid by Check #11561		01/19/2017	02/03/2017	02/03/2017		02/03/2017	635.69
389884230	Cleaning Supplies	Paid by Check #11561		01/24/2017	02/03/2017	02/03/2017		02/03/2017	55.49
Vendor <b>278 - Supplyworks</b> Totals							Invoices	7	\$2,379.34
Vendor <b>846 - Thomson Reuters - West</b>									
835411432	Publications & Subscriptions	Paid by Check #11562		01/04/2017	02/03/2017	02/03/2017		02/03/2017	377.91
Vendor <b>846 - Thomson Reuters - West</b> Totals							Invoices	1	\$377.91
Vendor <b>311 - Top Dog Training Center</b>									
17-04	Professional Services	Paid by Check #11563		01/27/2017	02/03/2017	02/03/2017		02/03/2017	180.00
Vendor <b>311 - Top Dog Training Center</b> Totals							Invoices	1	\$180.00
Vendor <b>615 - Yoshimi Toyota</b>									
Reimb EMT Recert	Reimbursement	Paid by Check #11564		01/30/2017	02/03/2017	02/03/2017		02/03/2017	80.00
Vendor <b>615 - Yoshimi Toyota</b> Totals							Invoices	1	\$80.00
Vendor <b>49 - Tulare County</b>									
15033	Building Maintenance & Supplies	Paid by Check #11565		01/24/2017	02/03/2017	02/03/2017		02/03/2017	324.22
15034	Building Maintenance & Supplies	Paid by Check #11565		01/24/2017	02/03/2017	02/03/2017		02/03/2017	607.71
Vendor <b>49 - Tulare County</b> Totals							Invoices	2	\$931.93
Vendor <b>296 - Tulare Kings Veterinary Emergency</b>									
87654	Professional Services	Paid by Check #11566		01/23/2017	02/03/2017	02/03/2017		02/03/2017	352.00
Vendor <b>296 - Tulare Kings Veterinary Emergency</b> Totals							Invoices	1	\$352.00



# Accounts Payable Invoice Report

Payment Date Range 01/29/17 - 02/03/17

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 <b>273 - US Bank</b>									
12/1/16-12/31/16	Contractual	Paid by Check #11567		12/31/2016	02/03/2017	02/03/2017		02/03/2017	29.75
			Vendor <b>273 - US Bank</b> Totals			Invoices	1		<u>\$29.75</u>
Vendor <b>101 - Valley Soil &amp; Forest Products</b>									
29468	Supplies	Paid by Check #11568		01/18/2017	02/03/2017	02/03/2017		02/03/2017	368.90
			Vendor <b>101 - Valley Soil &amp; Forest Products</b> Totals			Invoices	1		<u>\$368.90</u>
Vendor <b>354 - Verizon Wireless</b>									
9778423999	Communications	Paid by Check #11569		01/10/2017	02/03/2017	02/03/2017		02/03/2017	1,822.74
9779114353	January 2017	Paid by Check #11570		01/22/2017	02/03/2017	02/03/2017		02/03/2017	40.01
			Vendor <b>354 - Verizon Wireless</b> Totals			Invoices	2		<u>\$1,862.75</u>
Vendor <b>1254 - Visalia Breakfast Rotary Community Support Assoc.</b>									
1705	2017 Annual Monitoring Fee for AED	Paid by Check #11571		01/15/2017	02/03/2017	02/03/2017		02/03/2017	300.00
			Vendor <b>1254 - Visalia Breakfast Rotary Community Support Assoc.</b> Totals			Invoices	1		<u>\$300.00</u>
Vendor <b>27 - The Visalia Times-Delta</b>									
TD0054706 020117	Publications & Subscriptions	Paid by Check #11572		01/27/2017	02/03/2017	02/03/2017		02/03/2017	15.50
TD1126859 022817	Dues & Subscriptions	Paid by Check #11572		02/01/2017	02/03/2017	02/03/2017		02/03/2017	15.50
			Vendor <b>27 - The Visalia Times-Delta</b> Totals			Invoices	2		<u>\$31.00</u>
Vendor <b>317 - Visible Computer Supply</b>									
852176996	Supplies	Paid by Check #11573		01/13/2017	02/03/2017	02/03/2017		02/03/2017	33.29
			Vendor <b>317 - Visible Computer Supply</b> Totals			Invoices	1		<u>\$33.29</u>
Vendor <b>549 - Wal-Mart</b>									
2450 1/16/17	Supplies	Paid by Check #11575		01/16/2017	02/03/2017	02/03/2017		02/03/2017	368.51
5851 0117	Transit- (stuff the trolley & break room supplies)	Paid by Check #11574		01/16/2017	02/03/2017	02/03/2017		02/03/2017	33.42
			Vendor <b>549 - Wal-Mart</b> Totals			Invoices	2		<u>\$401.93</u>
Vendor <b>Ralph Burciaga</b>									
Refund Firemed	Firemed Refund	Paid by Check #11576		01/30/2017	02/03/2017	02/03/2017		02/03/2017	65.00
			Vendor <b>Ralph Burciaga</b> Totals			Invoices	1		<u>\$65.00</u>
			Grand Totals			Invoices	164		<u><u>\$217,621.95</u></u>



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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
<b>Vendor 72 - A-C Electric Company</b>									
VT0742-002	AERATOR 3	Paid by Check #11588		01/18/2017	02/10/2017	02/10/2017		02/10/2017	806.81
Vendor 72 - A-C Electric Company Totals								Invoices	1
									<u>\$806.81</u>
<b>Vendor 263 - Advantek Benefit Administrators</b>									
1/27/2017	Funding request	Paid by Check #11589		01/27/2017	02/10/2017	02/10/2017		02/10/2017	6,227.23
1702 0011	February 2017	Paid by Check #11590		01/27/2017	02/10/2017	02/10/2017		02/10/2017	55,643.02
2/03/2017	Funding request	Paid by Check #11589		02/03/2017	02/10/2017	02/10/2017		02/10/2017	28,084.46
Vendor 263 - Advantek Benefit Administrators Totals								Invoices	3
									<u>\$89,954.71</u>
<b>Vendor 876 - Adventist Health</b>									
84571632	Professional Services	Paid by Check #11591		01/20/2017	02/10/2017	02/10/2017		02/10/2017	377.09
84611991	Professional Services	Paid by Check #11591		01/20/2017	02/10/2017	02/10/2017		02/10/2017	377.09
Vendor 876 - Adventist Health Totals								Invoices	2
									<u>\$754.18</u>
<b>Vendor 971 - Alert-O-Lite, Inc.</b>									
0009217-IN	Repairs/Maintenance	Paid by Check #11592		02/01/2017	02/10/2017	02/10/2017		02/10/2017	102.38
Vendor 971 - Alert-O-Lite, Inc. Totals								Invoices	1
									<u>\$102.38</u>
<b>Vendor 145 - Arbitrage Compliance Specialists</b>									
G5280	Bonds	Paid by Check #11593		12/27/2016	02/10/2017	02/10/2017		02/10/2017	2,500.00
Vendor 145 - Arbitrage Compliance Specialists Totals								Invoices	1
									<u>\$2,500.00</u>
<b>Vendor 17 - AT&amp;T</b>									
939105446411/16	Telephone	Paid by Check #11595		11/11/2016	02/10/2017	02/10/2017		02/10/2017	(47.65)
93910544761/17	Telephone	Paid by Check #11595		01/10/2017	02/10/2017	02/10/2017		02/10/2017	20.02
93910544771/17	Telephone	Paid by Check #11595		01/10/2017	02/10/2017	02/10/2017		02/10/2017	19.70
93910544611/17	Telephone	Paid by Check #11595		01/11/2017	02/10/2017	02/10/2017		02/10/2017	30.83
93910544661/17	Telephone	Paid by Check #11595		01/11/2017	02/10/2017	02/10/2017		02/10/2017	19.83
93910544671/17	Telephone	Paid by Check #11595		01/11/2017	02/10/2017	02/10/2017		02/10/2017	37.52
93910547381/17	Telephone	Paid by Check #11595		01/11/2017	02/10/2017	02/10/2017		02/10/2017	204.97
93910547411/17	Telephone	Paid by Check #11595		01/11/2017	02/10/2017	02/10/2017		02/10/2017	262.93
93910547561/17	Telephone	Paid by Check #11595		01/11/2017	02/10/2017	02/10/2017		02/10/2017	378.65
93910547291/17	Telephone	Paid by Check #11595		01/13/2017	02/10/2017	02/10/2017		02/10/2017	42.71
93910547331/17	Communications	Paid by Check #11595		01/20/2017	02/10/2017	02/10/2017		02/10/2017	42.71
93910547361/17	Communications	Paid by Check #11595		01/20/2017	02/10/2017	02/10/2017		02/10/2017	197.08
55959585831/17	Telephone	Paid by Check #11594		01/25/2017	02/10/2017	02/10/2017		02/10/2017	250.62
55959599991/17	Telephone	Paid by Check #11594		01/25/2017	02/10/2017	02/10/2017		02/10/2017	120.31
Vendor 17 - AT&T Totals								Invoices	14
									<u>\$1,580.23</u>
<b>Vendor 289 - AT&amp;T Mobility LLC</b>									
2870151831241/17	Telephone	Paid by Check #11611		01/16/2017	02/10/2017	02/10/2017		02/10/2017	424.47
2872350721991/17	Telephone	Paid by Check #11614		01/16/2017	02/10/2017	02/10/2017		02/10/2017	99.31
8320953571/17	Telephone	Paid by Check #11615		01/16/2017	02/10/2017	02/10/2017		02/10/2017	65.48



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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
<b>Vendor 289 - AT&amp;T Mobility LLC</b>									
9903987551/17	Telephone	Paid by Check #11612		01/16/2017	02/10/2017	02/10/2017		02/10/2017	228.93
9932121121/17	Communications	Paid by Check #11613		01/16/2017	02/10/2017	02/10/2017		02/10/2017	31.66
Vendor 289 - AT&T Mobility LLC Totals							Invoices	5	\$849.85
<b>Vendor 255 - Banc of America Public Center Corp.</b>									
R97904	2010 Refunding Certificates	Paid by Check #11616		01/20/2017	02/10/2017	02/10/2017		02/10/2017	6,525.00
Vendor 255 - Banc of America Public Center Corp. Totals							Invoices	1	\$6,525.00
<b>Vendor 65 - Banner Pest Control</b>									
178475	Professional Services	Paid by Check #11617		01/03/2017	02/10/2017	02/10/2017		02/10/2017	75.00
178615	Professional Services	Paid by Check #11617		01/16/2017	02/10/2017	02/10/2017		02/10/2017	75.00
Vendor 65 - Banner Pest Control Totals							Invoices	2	\$150.00
<b>Vendor 376 - BCS Consulting</b>									
20276	January 2017	Paid by Check #11618		02/05/2017	02/10/2017	02/10/2017		02/10/2017	4,250.00
Vendor 376 - BCS Consulting Totals							Invoices	1	\$4,250.00
<b>Vendor 103 - BSN Sports</b>									
98672191	Fy 16/17-Sportsplex-Supplies	Paid by Check #11619		01/20/2017	02/10/2017	02/10/2017	01/30/2017	02/10/2017	657.24
Vendor 103 - BSN Sports Totals							Invoices	1	\$657.24
<b>Vendor 302 - Bus West Fresno</b>									
BP147623	Repairs/Maintenance	Paid by Check #11620		02/03/2017	02/10/2017	02/10/2017		02/10/2017	212.05
Vendor 302 - Bus West Fresno Totals							Invoices	1	\$212.05
<b>Vendor 94 - California Public Employees Retirement</b>									
Feb17 25833	Accrual Liability Feb 2017 25833	Paid by Check #11621		02/10/2017	02/10/2017	02/10/2017		02/10/2017	2.33
Feb17 25834	Accrual Liability Feb 2017 25834	Paid by Check #11621		02/10/2017	02/10/2017	02/10/2017		02/10/2017	41.22
Feb17 27400	Accrual Liability Feb 2017 27400	Paid by Check #11621		02/10/2017	02/10/2017	02/10/2017		02/10/2017	5.39
Feb17 873	Accrual Liability Feb 2017 873	Paid by Check #11621		02/10/2017	02/10/2017	02/10/2017		02/10/2017	29,318.86
Feb17 874	Accrual Liability Feb 2017 874	Paid by Check #11621		02/10/2017	02/10/2017	02/10/2017		02/10/2017	46,463.45
Vendor 94 - California Public Employees Retirement Totals							Invoices	5	\$75,831.25
<b>Vendor 816 - California State Fire Training</b>									
Chastain	Fire Investigator I	Paid by Check #11622		02/06/2017	02/10/2017	02/10/2017		02/10/2017	65.00
Vendor 816 - California State Fire Training Totals							Invoices	1	\$65.00
<b>Vendor 1257 - Robert Canales</b>									
Reimbrse 1/21/17	Anthem Blue Cross Rx 2/1/17	Paid by Check #11623		01/21/2017	02/10/2017	02/10/2017		02/10/2017	24.30
Vendor 1257 - Robert Canales Totals							Invoices	1	\$24.30



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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
<b>Vendor 44 - Central Valley Lock &amp; Safe</b>									
48979	F150 Key	Paid by Check #11624		02/01/2017	02/10/2017	02/10/2017		02/10/2017	98.05
		Vendor 44 - Central Valley Lock & Safe Totals				Invoices	1		<u>\$98.05</u>
<b>Vendor 597 - Jason Chase</b>									
Medic 2017	Reimbursement	Paid by Check #11625		02/06/2017	02/10/2017	02/10/2017		02/10/2017	65.00
		Vendor 597 - Jason Chase Totals				Invoices	1		<u>\$65.00</u>
<b>Vendor 352 - Chem Quip Inc.</b>									
5511860	Supplies	Paid by Check #11626		01/23/2017	02/10/2017	02/10/2017		02/10/2017	140.25
		Vendor 352 - Chem Quip Inc. Totals				Invoices	1		<u>\$140.25</u>
<b>Vendor 239 - City of Fresno</b>									
RTC0002657	Travel & Training	Paid by Check #11627		01/06/2017	02/10/2017	02/10/2017		02/10/2017	372.00
RTC0002658	Travel & Training	Paid by Check #11627		01/06/2017	02/10/2017	02/10/2017		02/10/2017	372.00
		Vendor 239 - City of Fresno Totals				Invoices	2		<u>\$744.00</u>
<b>Vendor 931 - CLEARS, Inc.</b>									
031017	Dues & Subscriptions	Paid by Check #11628		02/03/2017	02/10/2017	02/10/2017		02/10/2017	70.00
		Vendor 931 - CLEARS, Inc. Totals				Invoices	1		<u>\$70.00</u>
<b>Vendor 238 - Clyde Stevenson Electrical</b>									
M150220	February 2017	Paid by Check #11629		02/02/2017	02/10/2017	02/10/2017		02/10/2017	35.00
		Vendor 238 - Clyde Stevenson Electrical Totals				Invoices	1		<u>\$35.00</u>
<b>Vendor 170 - Comcast</b>									
0000668 1/27/17	Communications	Paid by Check #11631		01/27/2017	02/10/2017	02/10/2017		02/10/2017	.05
0002177 1/27/17	Communications	Paid by Check #11632		01/27/2017	02/10/2017	02/10/2017		02/10/2017	88.11
0002763 1/27/17	Communications	Paid by Check #11633		01/27/2017	02/10/2017	02/10/2017		02/10/2017	236.12
0136611 1/27/17	Utilities	Paid by Check #11630		01/27/2017	02/10/2017	02/10/2017		02/10/2017	60.08
0181138 1/27/17	Communications	Paid by Check #11634		01/27/2017	02/10/2017	02/10/2017		02/10/2017	396.98
		Vendor 170 - Comcast Totals				Invoices	5		<u>\$781.34</u>
<b>Vendor 232 - Courier Printing and Village Printer</b>									
C25048	Office Supplies	Paid by Check #11635		01/06/2017	02/10/2017	02/10/2017		02/10/2017	406.88
		Vendor 232 - Courier Printing and Village Printer Totals				Invoices	1		<u>\$406.88</u>
<b>Vendor 77 - Department of Justice</b>									
217581	Professional Services	Paid by Check #11636		02/03/2017	02/10/2017	02/10/2017		02/10/2017	385.00
		Vendor 77 - Department of Justice Totals				Invoices	1		<u>\$385.00</u>



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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 <b>308 - Dinuba Rotary Club</b>									
2409	January 2017	Paid by Check #11637		01/31/2017	02/10/2017	02/10/2017		02/10/2017	111.00
		Vendor <b>308 - Dinuba Rotary Club</b> Totals				Invoices	1		<u>\$111.00</u>
Vendor <b>341 - Dinuba Tires LLC</b>									
69577	PD 27	Paid by Check #11638		10/20/2016	02/10/2017	02/10/2017		02/10/2017	460.00
69747	BUS 6	Paid by Check #11638		01/26/2017	02/10/2017	02/10/2017		02/10/2017	360.00
69754	DVC 2	Paid by Check #11638		01/30/2017	02/10/2017	02/10/2017		02/10/2017	135.00
69757	P 09	Paid by Check #11638		01/31/2017	02/10/2017	02/10/2017		02/10/2017	158.00
69762	M 34	Paid by Check #11638		02/03/2017	02/10/2017	02/10/2017		02/10/2017	15.00
		Vendor <b>341 - Dinuba Tires LLC</b> Totals				Invoices	5		<u>\$1,128.00</u>
Vendor <b>280 - Entersect</b>									
317EP31191	Professional Services	Paid by Check #11639		01/31/2017	02/10/2017	02/10/2017		02/10/2017	79.00
		Vendor <b>280 - Entersect</b> Totals				Invoices	1		<u>\$79.00</u>
Vendor <b>16 - Ernest Packaging Solutions</b>									
204977	Fy 16/17-Parks-Janitorial supplies	Paid by Check #11640		01/31/2017	02/10/2017	02/10/2017	02/03/2017	02/10/2017	1,190.27
		Vendor <b>16 - Ernest Packaging Solutions</b> Totals				Invoices	1		<u>\$1,190.27</u>
Vendor <b>314 - Financial Forms &amp; Supplies, Inc.</b>									
34381	Supplies	Paid by Check #11641		01/23/2017	02/10/2017	02/10/2017		02/10/2017	87.50
34386	Office Supplies	Paid by Check #11641		01/23/2017	02/10/2017	02/10/2017		02/10/2017	445.79
		Vendor <b>314 - Financial Forms &amp; Supplies, Inc.</b> Totals				Invoices	2		<u>\$533.29</u>
Vendor <b>222 - Forensic Nursing Specialists of Central California</b>									
3046	Professional Services	Paid by Check #11642		01/31/2017	02/10/2017	02/10/2017		02/10/2017	1,100.00
		Vendor <b>222 - Forensic Nursing Specialists of Central California</b> Totals				Invoices	1		<u>\$1,100.00</u>
Vendor <b>406 - Fred's Plumbing</b>									
17.0053	Building Maintenance & Supplies	Paid by Check #11643		01/30/2017	02/10/2017	02/10/2017		02/10/2017	26.04
		Vendor <b>406 - Fred's Plumbing</b> Totals				Invoices	1		<u>\$26.04</u>
Vendor <b>202 - Fresno Tool and Industrial Supply</b>									
7832	Hand Tools	Paid by Check #11644		02/02/2017	02/10/2017	02/10/2017		02/10/2017	104.13
		Vendor <b>202 - Fresno Tool and Industrial Supply</b> Totals				Invoices	1		<u>\$104.13</u>
Vendor <b>765 - Future Ford of Clovis</b>									
826333	BUS 9	Paid by Check #11645		01/25/2017	02/10/2017	02/10/2017		02/10/2017	257.69
		Vendor <b>765 - Future Ford of Clovis</b> Totals				Invoices	1		<u>\$257.69</u>
Vendor <b>825 - G &amp; K Services, Co.</b>									
1258357806	City Hall	Paid by Check #11646		01/04/2017	02/10/2017	02/10/2017		02/10/2017	50.20





# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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
<b>Vendor 825 - G &amp; K Services, Co.</b>									
1258357807	Transit	Paid by Check #11646		01/04/2017	02/10/2017	02/10/2017		02/10/2017	72.62
1258357809	Fire Dept Office	Paid by Check #11646		01/04/2017	02/10/2017	02/10/2017		02/10/2017	17.26
1258357810	Fire Dept	Paid by Check #11646		01/04/2017	02/10/2017	02/10/2017		02/10/2017	88.27
1258357831	Fleet maintenance	Paid by Check #11646		01/04/2017	02/10/2017	02/10/2017		02/10/2017	142.16
1258358449	Wastewater	Paid by Check #11646		01/05/2017	02/10/2017	02/10/2017		02/10/2017	71.93
1258358452	Parks	Paid by Check #11646		01/05/2017	02/10/2017	02/10/2017		02/10/2017	99.71
1258358453	PW Facility	Paid by Check #11646		01/05/2017	02/10/2017	02/10/2017		02/10/2017	55.36
0093995532	Supplies	Paid by Check #11646		01/11/2017	02/10/2017	02/10/2017		02/10/2017	102.85
1258360713	Senior Citizens	Paid by Check #11646		01/11/2017	02/10/2017	02/10/2017		02/10/2017	36.92
1258360714	City Hall	Paid by Check #11646		01/11/2017	02/10/2017	02/10/2017		02/10/2017	50.20
1258360717	Fire Dept	Paid by Check #11646		01/11/2017	02/10/2017	02/10/2017		02/10/2017	88.27
1258361355	Wastewater	Paid by Check #11646		01/12/2017	02/10/2017	02/10/2017		02/10/2017	71.93
1258361359	Parks	Paid by Check #11646		01/12/2017	02/10/2017	02/10/2017		02/10/2017	79.16
1258361360	PW Facility	Paid by Check #11646		01/12/2017	02/10/2017	02/10/2017		02/10/2017	55.36
1258361361	Fleet maintenance	Paid by Check #11646		01/12/2017	02/10/2017	02/10/2017		02/10/2017	142.16
1258363603	City Hall	Paid by Check #11646		01/18/2017	02/10/2017	02/10/2017		02/10/2017	50.20
1258363606	Fire Dept Office	Paid by Check #11646		01/18/2017	02/10/2017	02/10/2017		02/10/2017	17.26
1258363607	Fire Dept	Paid by Check #11646		01/18/2017	02/10/2017	02/10/2017		02/10/2017	88.27
1258364244	Wastewater	Paid by Check #11646		01/19/2017	02/10/2017	02/10/2017		02/10/2017	71.93
1258364247	Parks	Paid by Check #11646		01/19/2017	02/10/2017	02/10/2017		02/10/2017	79.71
1258364248	PW Facility	Paid by Check #11646		01/19/2017	02/10/2017	02/10/2017		02/10/2017	55.36
1258364249	Fleet maintenance	Paid by Check #11646		01/19/2017	02/10/2017	02/10/2017		02/10/2017	142.16
1258366553	City Hall	Paid by Check #11646		01/25/2017	02/10/2017	02/10/2017		02/10/2017	50.20
1258366554	Senior Citizens	Paid by Check #11646		01/25/2017	02/10/2017	02/10/2017		02/10/2017	36.92
1258366557	Fire Dept	Paid by Check #11646		01/25/2017	02/10/2017	02/10/2017		02/10/2017	88.27
1258367192	Wastewater	Paid by Check #11646		01/26/2017	02/10/2017	02/10/2017		02/10/2017	71.93
1258367196	Parks	Paid by Check #11646		01/26/2017	02/10/2017	02/10/2017		02/10/2017	79.71
1258367197	PW Facility	Paid by Check #11646		01/26/2017	02/10/2017	02/10/2017		02/10/2017	55.36
1258367198	Fleet maintenance	Paid by Check #11646		01/26/2017	02/10/2017	02/10/2017		02/10/2017	142.16
1258369430	Janitorial Supplies	Paid by Check #11646		02/01/2017	02/10/2017	02/10/2017		02/10/2017	72.62
Vendor 825 - G & K Services, Co. Totals							Invoices	31	\$2,326.42
<b>Vendor 12 - Gar Tootelian Inc.</b>									
1-725882	Fy 16/17-Parks-Supplies	Paid by Check #11647		01/05/2017	02/10/2017	02/10/2017	01/31/2017	02/10/2017	48.50
Vendor 12 - Gar Tootelian Inc. Totals							Invoices	1	\$48.50
<b>Vendor 18 - The Gas Company</b>									
15571580420 2/17	February 2017	Paid by Check #11648		02/03/2017	02/10/2017	02/10/2017		02/10/2017	202.39
Vendor 18 - The Gas Company Totals							Invoices	1	\$202.39



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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 <b>864 - Government Finance Officers Association</b>									
0123001 2017	Membership	Paid by Check #11649		01/24/2017	02/10/2017	02/10/2017		02/10/2017	190.00
		Vendor <b>864 - Government Finance Officers Association</b> Totals				Invoices	1		<u>\$190.00</u>
Vendor <b>68 - Grainger Inc.</b>									
9348156069	REPAIR KITS FOR HOSES & DEWATERING SYSTEM	Paid by Check #11650		02/01/2017	02/10/2017	02/10/2017		02/10/2017	226.23
		Vendor <b>68 - Grainger Inc.</b> Totals				Invoices	1		<u>\$226.23</u>
Vendor <b>242 - Green Box Rentals, Inc.</b>									
45820	Fy 16/17-CS-rental of storage container at rec cntr	Paid by Check #11651		02/03/2017	02/10/2017	02/10/2017	02/03/2017	02/10/2017	70.53
		Vendor <b>242 - Green Box Rentals, Inc.</b> Totals				Invoices	1		<u>\$70.53</u>
Vendor <b>150 - H &amp; H Tire Service Inc.</b>									
158890	M 34	Paid by Check #11652		02/02/2017	02/10/2017	02/10/2017		02/10/2017	30.00
		Vendor <b>150 - H &amp; H Tire Service Inc.</b> Totals				Invoices	1		<u>\$30.00</u>
Vendor <b>139 - Henry Schein Inc.</b>									
38399009	Supplies	Paid by Check #11653		01/30/2017	02/10/2017	02/10/2017		02/10/2017	168.45
		Vendor <b>139 - Henry Schein Inc.</b> Totals				Invoices	1		<u>\$168.45</u>
Vendor <b>974 - InfoSend, Inc.</b>									
113746	Utility Billing Printing and Mailing November 2016	Paid by Check #11654		11/30/2016	02/10/2017	02/10/2017	02/10/2017	02/10/2017	4,180.32
116038	PRINTING & POSTAGE UTILITY BILLING	Paid by Check #11654		01/20/2017	02/10/2017	02/10/2017	02/10/2017	02/10/2017	1,090.63
		Vendor <b>974 - InfoSend, Inc.</b> Totals				Invoices	2		<u>\$5,270.95</u>
Vendor <b>107 - Johnson Heating &amp; Air Conditioning</b>									
1081	Upstairs Heater	Paid by Check #11655		01/26/2017	02/10/2017	02/10/2017		02/10/2017	80.00
		Vendor <b>107 - Johnson Heating &amp; Air Conditioning</b> Totals				Invoices	1		<u>\$80.00</u>
Vendor <b>5 - Jorgensen &amp; Co.</b>									
5641126	Repairs	Paid by Check #11656		01/26/2017	02/10/2017	02/10/2017		02/10/2017	80.68
		Vendor <b>5 - Jorgensen &amp; Co.</b> Totals				Invoices	1		<u>\$80.68</u>
Vendor <b>256 - Kamps Propane Inc.</b>									
41601	FORKLIFT	Paid by Check #11657		01/31/2017	02/10/2017	02/10/2017		02/10/2017	20.84
		Vendor <b>256 - Kamps Propane Inc.</b> Totals				Invoices	1		<u>\$20.84</u>



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17

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 510 - The Kelly Group 224362	OFFICE SUPPLIES	Paid by Check #11658		01/23/2017	02/10/2017	02/10/2017	02/10/2017	02/10/2017	563.90
		Vendor 510 - The Kelly Group Totals				Invoices		1	\$563.90
Vendor 1063 - Kenneth Brady 328	Repairs/Maintenance	Paid by Check #11659		01/16/2017	02/10/2017	02/10/2017		02/10/2017	200.00
		Vendor 1063 - Kenneth Brady Totals				Invoices		1	\$200.00
Vendor 1253 - Kings Canyon Unified School District 170031	Fuel	Paid by Check #11660		01/24/2017	02/10/2017	02/10/2017		02/10/2017	12,485.16
		Vendor 1253 - Kings Canyon Unified School District Totals				Invoices		1	\$12,485.16
Vendor 1256 - Laser Technologies, Inc. 154104	Professional Services	Paid by Check #11661		01/06/2017	02/10/2017	02/10/2017		02/10/2017	382.35
		Vendor 1256 - Laser Technologies, Inc. Totals				Invoices		1	\$382.35
Vendor 53 - League of California Cities 7504	Membership	Paid by Check #11662		02/01/2017	02/10/2017	02/10/2017		02/10/2017	198.50
		Vendor 53 - League of California Cities Totals				Invoices		1	\$198.50
Vendor 22 - Moore Twining Associates Inc. 7124205	Professional Services	Paid by Check #11663		01/25/2017	02/10/2017	02/10/2017		02/10/2017	88.00
7124255	Professional Services	Paid by Check #11663		01/26/2017	02/10/2017	02/10/2017		02/10/2017	35.00
7124256	Professional Services	Paid by Check #11663		01/26/2017	02/10/2017	02/10/2017		02/10/2017	35.00
7124417	Professional Services	Paid by Check #11663		01/31/2017	02/10/2017	02/10/2017		02/10/2017	88.00
7124422	Professional Services	Paid by Check #11663		01/31/2017	02/10/2017	02/10/2017		02/10/2017	88.00
		Vendor 22 - Moore Twining Associates Inc. Totals				Invoices		5	\$334.00
Vendor 1149 - Morris Levin and Son 50068836	Fy 16/17-Sportsplex-sewer machine & cld system	Paid by Check #11664		01/23/2017	02/10/2017	02/10/2017	01/31/2017	02/10/2017	456.60
50068882	Fy 16/17-CS/College Prk-install 2 faucets	Paid by Check #11664		01/24/2017	02/10/2017	02/10/2017	02/02/2017	02/10/2017	1,449.00
		Vendor 1149 - Morris Levin and Son Totals				Invoices		2	\$1,905.60
Vendor 284 - MV Transportation, Inc. 73719	January 2017 Billing Charges	Paid by Check #11665		02/01/2017	02/10/2017	02/10/2017		02/10/2017	43,886.04
		Vendor 284 - MV Transportation, Inc. Totals				Invoices		1	\$43,886.04
Vendor 884 - Napa Auto Parts 352455	BUS 11	Paid by Check #11666		01/27/2017	02/10/2017	02/10/2017		02/10/2017	243.00



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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
<b>Vendor 884 - Napa Auto Parts</b>									
352477	BUS 11	Paid by Check #11666		01/27/2017	02/10/2017	02/10/2017		02/10/2017	244.46
Vendor 884 - Napa Auto Parts Totals									Invoices 2
									\$487.46
<b>Vendor 392 - O'Reilly Auto Parts</b>									
3641-488767	Vehicles	Paid by Check #11667		12/29/2016	02/10/2017	02/10/2017		02/10/2017	49.23
3641-488768	Vehicles	Paid by Check #11667		12/29/2016	02/10/2017	02/10/2017		02/10/2017	170.70
3641-488770	Vehicles	Paid by Check #11667		12/29/2016	02/10/2017	02/10/2017		02/10/2017	11.08
3641-488774	Vehicles	Paid by Check #11667		12/29/2016	02/10/2017	02/10/2017		02/10/2017	172.48
3641-488775	Vehicles	Paid by Check #11667		12/29/2016	02/10/2017	02/10/2017		02/10/2017	305.86
3641-488795	Vehicles	Paid by Check #11667		12/29/2016	02/10/2017	02/10/2017		02/10/2017	95.74
3641-488803	Vehicles	Paid by Check #11667		12/29/2016	02/10/2017	02/10/2017		02/10/2017	(129.13)
3641-488949	Vehicles	Paid by Check #11667		12/30/2016	02/10/2017	02/10/2017		02/10/2017	58.68
3641-489760	Vehicles	Paid by Check #11667		01/04/2017	02/10/2017	02/10/2017		02/10/2017	7.58
3641-489847	Vehicles	Paid by Check #11667		01/04/2017	02/10/2017	02/10/2017		02/10/2017	234.35
3641-490429	Vehicles	Paid by Check #11667		01/07/2017	02/10/2017	02/10/2017		02/10/2017	24.26
3641-491936	Vehicles	Paid by Check #11667		01/17/2017	02/10/2017	02/10/2017		02/10/2017	488.24
3641-492111	Vehicles	Paid by Check #11667		01/18/2017	02/10/2017	02/10/2017		02/10/2017	59.26
3641-492136	Vehicles	Paid by Check #11667		01/18/2017	02/10/2017	02/10/2017		02/10/2017	6.50
3641-492178	Vehicles	Paid by Check #11667		01/18/2017	02/10/2017	02/10/2017		02/10/2017	30.69
3641-492180	Vehicles	Paid by Check #11667		01/18/2017	02/10/2017	02/10/2017		02/10/2017	14.40
3641-492256	Vehicles	Paid by Check #11667		01/19/2017	02/10/2017	02/10/2017		02/10/2017	7.58
3641-492432	Vehicles	Paid by Check #11667		01/20/2017	02/10/2017	02/10/2017		02/10/2017	80.24
3641-492434	Vehicles	Paid by Check #11667		01/20/2017	02/10/2017	02/10/2017		02/10/2017	47.28
3641-492936	Vehicles	Paid by Check #11667		01/23/2017	02/10/2017	02/10/2017		02/10/2017	185.56
3641-492959	Vehicles	Paid by Check #11667		01/23/2017	02/10/2017	02/10/2017		02/10/2017	(354.78)
3641-492969	Vehicles	Paid by Check #11667		01/23/2017	02/10/2017	02/10/2017		02/10/2017	42.84
3641-493262	Vehicles	Paid by Check #11667		01/25/2017	02/10/2017	02/10/2017		02/10/2017	29.48
3641-493316	Vehicles	Paid by Check #11667		01/25/2017	02/10/2017	02/10/2017		02/10/2017	28.46
3641-493330	Vehicles	Paid by Check #11667		01/25/2017	02/10/2017	02/10/2017		02/10/2017	(90.00)
3641-493334	Vehicles	Paid by Check #11667		01/25/2017	02/10/2017	02/10/2017		02/10/2017	6.93
3641-493338	Vehicles	Paid by Check #11667		01/25/2017	02/10/2017	02/10/2017		02/10/2017	(29.48)
3641-493473	Vehicles	Paid by Check #11667		01/26/2017	02/10/2017	02/10/2017		02/10/2017	130.44
Vendor 392 - O'Reilly Auto Parts Totals									Invoices 28
									\$1,684.47
<b>Vendor 142 - Office Depot BSD</b>									
895665870001	OFFICE SUPPLIES	Paid by Check #11668		01/18/2017	02/10/2017	02/10/2017	01/20/2017	02/10/2017	455.18
897401190001	Fy 16/17-Sports-Supplies	Paid by Check #11668		01/24/2017	02/10/2017	02/10/2017	02/02/2017	02/10/2017	58.59
897412989001	Office Supplies	Paid by Check #11668		01/24/2017	02/10/2017	02/10/2017		02/10/2017	80.01
897755782001	Office Supplies	Paid by Check #11668		01/25/2017	02/10/2017	02/10/2017		02/10/2017	73.69
897413069001	Office Supplies	Paid by Check #11668		01/26/2017	02/10/2017	02/10/2017		02/10/2017	5.85



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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
<b>Vendor 142 - Office Depot BSD</b>									
897935865001	Office Supplies	Paid by Check #11668		01/26/2017	02/10/2017	02/10/2017		02/10/2017	111.61
899621931001	Office Supplies	Paid by Check #11668		02/01/2017	02/10/2017	02/10/2017		02/10/2017	24.90
Vendor 142 - Office Depot BSD Totals							Invoices	7	\$809.83
<b>Vendor 76 - Pacific Gas &amp; Electric</b>									
502221469091/17	Utilities	Paid by Check #11670		01/20/2017	02/10/2017	02/10/2017		02/10/2017	248.88
519248951321/17	Utilities	Paid by Check #11670		01/23/2017	02/10/2017	02/10/2017		02/10/2017	11.19
777130818081/17	Utilities	Paid by Check #11671		01/23/2017	02/10/2017	02/10/2017		02/10/2017	10.52
821880068191/17	Utilities	Paid by Check #11673		01/23/2017	02/10/2017	02/10/2017		02/10/2017	305.36
037563698501/17	Utilities	Paid by Check #11669		01/24/2017	02/10/2017	02/10/2017		02/10/2017	68.77
245952415711/17	Utilities	Paid by Check #11670		01/24/2017	02/10/2017	02/10/2017		02/10/2017	17.19
265692021581/17	Utilities	Paid by Check #11670		01/24/2017	02/10/2017	02/10/2017		02/10/2017	11.08
543881697541/17	Utilities	Paid by Check #11670		01/24/2017	02/10/2017	02/10/2017		02/10/2017	83.66
914674420581/17	Utilities	Paid by Check #11671		01/24/2017	02/10/2017	02/10/2017		02/10/2017	86.90
041816753171/17	Utilities	Paid by Check #11669		01/25/2017	02/10/2017	02/10/2017		02/10/2017	179.20
058483210131/17	Utilities	Paid by Check #11669		01/25/2017	02/10/2017	02/10/2017		02/10/2017	30.30
076626534141/17	Utilities	Paid by Check #11669		01/25/2017	02/10/2017	02/10/2017		02/10/2017	42.89
134955182531/17	Utilities	Paid by Check #11669		01/25/2017	02/10/2017	02/10/2017		02/10/2017	25.43
159468019561/17	Utilities	Paid by Check #11669		01/25/2017	02/10/2017	02/10/2017		02/10/2017	264.61
225348522841/17	DSC Street Light Elec.	Paid by Check #11669		01/25/2017	02/10/2017	02/10/2017		02/10/2017	12.08
312018483271/17	Utilities	Paid by Check #11672		01/25/2017	02/10/2017	02/10/2017		02/10/2017	1,549.92
323048378371/17	Utilities	Paid by Check #11672		01/25/2017	02/10/2017	02/10/2017		02/10/2017	42.85
360067439041/17	Utilities	Paid by Check #11670		01/25/2017	02/10/2017	02/10/2017		02/10/2017	71.04
459224718961/17	Utilities	Paid by Check #11672		01/25/2017	02/10/2017	02/10/2017		02/10/2017	38.12
468994256001/17	Utilities	Paid by Check #11670		01/25/2017	02/10/2017	02/10/2017		02/10/2017	11.87
497903928041/7	DSC Elec.	Paid by Check #11669		01/25/2017	02/10/2017	02/10/2017		02/10/2017	383.19
556426429401/17	Utilities	Paid by Check #11671		01/25/2017	02/10/2017	02/10/2017		02/10/2017	29.53
588309194011/17	Utilities	Paid by Check #11673		01/25/2017	02/10/2017	02/10/2017		02/10/2017	24.05
622008882871/17	Utilities	Paid by Check #11671		01/25/2017	02/10/2017	02/10/2017		02/10/2017	132.92
678266701751/17	Utilities	Paid by Check #11671		01/25/2017	02/10/2017	02/10/2017		02/10/2017	107.26
790546574281/17	Utilities	Paid by Check #11671		01/25/2017	02/10/2017	02/10/2017		02/10/2017	9.52
811658854351/17	Utilities	Paid by Check #11671		01/25/2017	02/10/2017	02/10/2017		02/10/2017	41.06
837649722671/17	Utilities	Paid by Check #11673		01/25/2017	02/10/2017	02/10/2017		02/10/2017	88.72
896878734581/17	Utilities	Paid by Check #11673		01/25/2017	02/10/2017	02/10/2017		02/10/2017	110.32
949217492251/17	Utilities	Paid by Check #11673		01/25/2017	02/10/2017	02/10/2017		02/10/2017	9.52
477215765291/17	Utilities	Paid by Check #11672		01/26/2017	02/10/2017	02/10/2017		02/10/2017	111.92
535548886271/17	Utilities	Paid by Check #11672		01/26/2017	02/10/2017	02/10/2017		02/10/2017	43.42
565766708991/17	Utilities	Paid by Check #11673		01/26/2017	02/10/2017	02/10/2017		02/10/2017	54.64
665766702521/17	Utilities	Paid by Check #11673		01/26/2017	02/10/2017	02/10/2017		02/10/2017	45.95
864715010301/17	Utilities	Paid by Check #11673		01/26/2017	02/10/2017	02/10/2017		02/10/2017	44.87
245914958171/17	Utilities	Paid by Check #11669		01/27/2017	02/10/2017	02/10/2017		02/10/2017	39.64



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17  
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
<b>Vendor 76 - Pacific Gas &amp; Electric</b>									
475197165681/17	Utilities	Paid by Check #11672		01/27/2017	02/10/2017	02/10/2017		02/10/2017	23.72
489591720231/17	Utilities	Paid by Check #11672		01/27/2017	02/10/2017	02/10/2017		02/10/2017	9.85
493969444871/17	Utilities	Paid by Check #11672		01/27/2017	02/10/2017	02/10/2017		02/10/2017	10.19
900149822931/17	Utilities	Paid by Check #11669		01/27/2017	02/10/2017	02/10/2017		02/10/2017	1,042.74
Vendor 76 - Pacific Gas & Electric Totals							Invoices	40	\$5,474.89
<b>Vendor 7 - Pena's Disposal Services</b>									
283066	DSC Annex Clean Up (Addntl Fees)	Paid by Check #11674		01/27/2017	02/10/2017	02/10/2017		02/10/2017	11.02
283260	Professional Services	Paid by Check #11674		02/01/2017	02/10/2017	02/10/2017		02/10/2017	62.77
Vendor 7 - Pena's Disposal Services Totals							Invoices	2	\$73.79
<b>Vendor 250 - Public Safety Center</b>									
5713890	Supplies	Paid by Check #11675		01/06/2017	02/10/2017	02/10/2017		02/10/2017	78.28
Vendor 250 - Public Safety Center Totals							Invoices	1	\$78.28
<b>Vendor 42 - Scout Specialties</b>									
102949	Fleet Equipment & Supplies	Paid by Check #11676		01/23/2017	02/10/2017	02/10/2017		02/10/2017	283.51
Vendor 42 - Scout Specialties Totals							Invoices	1	\$283.51
<b>Vendor 61 - Silvas Oil Company Inc.</b>									
141144CT	January 2017	Paid by Check #11677		01/31/2017	02/10/2017	02/10/2017		02/10/2017	630.70
Vendor 61 - Silvas Oil Company Inc. Totals							Invoices	1	\$630.70
<b>Vendor 229 - Snap on Tools</b>									
01271723682	Hand Tools	Paid by Check #11678		01/27/2017	02/10/2017	02/10/2017		02/10/2017	97.64
Vendor 229 - Snap on Tools Totals							Invoices	1	\$97.64
<b>Vendor 431 - Sparkletts</b>									
9406519020117	Fy 16/17-Parks-rental for bottled water/reantol of machine	Paid by Check #11679		02/01/2017	02/10/2017	02/10/2017	02/03/2017	02/10/2017	25.15
9407622020117	Fy 16/17-CS-Bottled water & rental of drinking wa machine	Paid by Check #11679		02/01/2017	02/10/2017	02/10/2017	02/03/2017	02/10/2017	23.15
Vendor 431 - Sparkletts Totals							Invoices	2	\$48.30
<b>Vendor 278 - Supplyworks</b>									
390409175	Cleaning Supplies	Paid by Check #11680		01/27/2017	02/10/2017	02/10/2017		02/10/2017	148.70
Vendor 278 - Supplyworks Totals							Invoices	1	\$148.70
<b>Vendor 92 - Target Specialtiy Products</b>									
PI0538175	Supplies	Paid by Check #11681		01/13/2017	02/10/2017	02/10/2017		02/10/2017	539.86
Vendor 92 - Target Specialtiy Products Totals							Invoices	1	\$539.86



# Accounts Payable Invoice Report

Payment Date Range 02/05/17 - 02/10/17

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
<b>Vendor 329 - Townsend Public Affairs</b>									
12443	January 2017	Paid by Check #11682		01/31/2017	02/10/2017	02/10/2017		02/10/2017	5,000.00
		Vendor 329 - Townsend Public Affairs Totals				Invoices	1		<u>\$5,000.00</u>
<b>Vendor 49 - Tulare County</b>									
17-2nd-Qtr	Professional Services	Paid by Check #11683		01/27/2017	02/10/2017	02/10/2017		02/10/2017	1,061.81
		Vendor 49 - Tulare County Totals				Invoices	1		<u>\$1,061.81</u>
<b>Vendor 722 - United States Postal Service</b>									
2/3/17	Postage meter replenishment	Paid by Check #11684		02/03/2017	02/10/2017	02/10/2017	02/10/2017	02/10/2017	2,500.00
		Vendor 722 - United States Postal Service Totals				Invoices	1		<u>\$2,500.00</u>
<b>Vendor 273 - US Bank</b>									
322400805	DSC Lanier Copier Lease	Paid by Check #11685		01/20/2017	02/10/2017	02/10/2017		02/10/2017	346.19
869360131704	Fuels	Paid by Check #11686		01/24/2017	02/10/2017	02/10/2017		02/10/2017	269.12
322814880	February 2017	Paid by Check #11688		01/26/2017	02/10/2017	02/10/2017		02/10/2017	422.41
322815564	Copy machine	Paid by Check #11689		01/26/2017	02/10/2017	02/10/2017		02/10/2017	2,880.24
322996638	ACCT# 530029	Paid by Check #11687		01/27/2017	02/10/2017	02/10/2017		02/10/2017	1,031.97
		Vendor 273 - US Bank Totals				Invoices	5		<u>\$4,949.93</u>
<b>Vendor 129 - Valley Industrial &amp; Family Medical Group</b>									
317763	Professional Services	Paid by Check #11690		01/19/2017	02/10/2017	02/10/2017		02/10/2017	200.00
		Vendor 129 - Valley Industrial & Family Medical Group Totals				Invoices	1		<u>\$200.00</u>
<b>Vendor 549 - Wal-Mart</b>									
2476 1/22/17	Supplies	Paid by Check #11691		01/22/2017	02/10/2017	02/10/2017		02/10/2017	867.97
2484 1/22/17	Supplies	Paid by Check #11692		01/22/2017	02/10/2017	02/10/2017		02/10/2017	65.28
		Vendor 549 - Wal-Mart Totals				Invoices	2		<u>\$933.25</u>
<b>Vendor 616 - Jordan Webster</b>									
Educ. Reimb.	S-290 Int. Wildland Fire Behavior	Paid by Check #11693		12/13/2016	02/10/2017	02/10/2017		02/10/2017	350.00
		Vendor 616 - Jordan Webster Totals				Invoices	1		<u>\$350.00</u>
		Grand Totals				Invoices	223		<u><u>\$285,540.90</u></u>





## City Council Staff Report

Department: PUBLIC WORKS

February 14, 2017

**To:** Mayor and City Council  
**From:** Blanca Beltran, Public Works Director  
**Subject:** Request for Amendment to Tulare County Mutual Aid Request for Purchase of City Potable Water (BB)

### RECOMMENDATION

Council consider request by Tulare County Office of Emergency Services to extend mutual aid request to purchase City potable water for the County's Household Tank Program.

### EXECUTIVE SUMMARY

The City entered into a one-year agreement with Tulare County to provide potable water for the County's Household Tank Program to serve households in the unincorporated areas within the Dinuba Unified School District Boundaries. The agreement expired on January 31, 2017. Tulare County has submitted a request to extend the term of the agreement for one additional year (Attachment A) while the County constructs a new well to serve the Monson area.

### OUTSTANDING ISSUES

None.

### DISCUSSION

In January 2016, the City Council entered into an agreement with Tulare County Office of Emergency Services (TCOES) to provide potable water to the Household Tank Program for residents in unincorporated Tulare County located within the DUSD boundary. To date, 26 households with approximately 103 residents have been served by this agreement.

Despite record rainfall this year, TCOES continues to receive reports of well failures. Tulare County continues to work on permanent solutions for their residents. The County received \$1.5m in funding to construct a water system in Monson, which can serve as a water supply for the Household Tank Program. The project is scheduled for completion in August 2017.

Over the last year, the County purchased 1,824 ccf or 1.3m gallons of water, below the maximum quantity as approved by the City Council. The County has complied with the terms of the agreement and there are no issues to report.

In consideration of the County's request for an extension, City staff analyzed the City's current groundwater levels. Recent well soundings show that groundwater levels in the City have risen slightly from levels reported in June 2016. Thus, the quantities of water provided to the County have had no negative effect on the City's groundwater supply. Furthermore, the winter rains will help recharge the groundwater over time.

Based on this information and the fact the County is actively working toward a permanent solution, staff recommends that the City Council approve extending the agreement with Tulare County for an additional 6 months through July 31, 2017 with an option to extend for additional 6 months through January 31, 2018 upon review and approval by the City Manager or designee. All other terms of the existing agreement shall remain unchanged. A copy of the agreement is enclosed herein as Attachment 'B'.

### FISCAL IMPACT



This agreement will generate approximately \$3,200 in revenue to the Water Fund.

## **PUBLIC HEARING**

None.

## **ATTACHMENTS:**

[Attachment A - Tulare County Request for Extension of Mutual Aid](#)

[Attachment B - Extension of Agreement with Tulare County for Mutual Aid](#)



## Office of Emergency Services

5957 South Mooney Boulevard, Visalia, California 93277  
(559) 624-7495 Telephone (559) 624-7499 Facsimile

January 17, 2017

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

RE: Request to Renew Agreement for Purchase of Potable Water

Mr. Patlan,

On January 12, 2016 the City of Dinuba voted unanimously to allow the County of Tulare to purchase potable water for the County's Household Tank Program. Key terms of the agreement were as follows:

1. Water purchased is to be used for temporary household tanks in Dinuba USD boundaries.
2. Quantity limited to 200,000 per month
3. \$1.75 per hundred cubic feet (ccf) - or \$468 per month at full utilization – subject to any and all rate increases by council during term of agreement.
4. 6 month term granting city manager or his designee a one-time extension for an additional six months.
5. City has authority to terminate the agreement if in the best interest of the city.
6. City be held harmless for quality of water during hauling and delivery of water.

Since the implementation of the above agreement, the one-time extension was granted, and the agreement will expire on January 31, 2017. The water currently provided by the City of Dinuba is being used as prescribed above to service 26 households with approximately 103 total occupants.

Tulare County continues to make every effort to implement permanent solutions for homeowners and communities to alleviate the need for temporary tanks as a water source for county residents; however, many are still without permanent solutions, and we continue to receive new reports of well failures. The County has received \$1.5 million in funding commitments for the construction of a water system in Monson, the well for which could also serve as a water supply for the Household Tank Program in northern Tulare County. The project is currently slated for completion in August 2017.

Given the above, the Tulare County Office of Emergency Services respectfully requests the water purchase agreement authorized by the Dinuba City Council in January 2016 be extended for an additional 12 months to allow for sustained service to temporary household tanks while long-term solutions are developed and implemented.

Sincerely,

A handwritten signature in cursive script, appearing to read "Andrew Lockman".

Andrew Lockman  
Emergency Services Manager

HOUSEHOLD TANK PROGRAM AGREEMENT  
BETWEEN THE CITY OF DINUBA AND THE  
COUNTY OF TULARE

This Household Tank Program Agreement ("Agreement") is made this \_\_\_\_\_ day of \_\_\_\_\_ 2017 by and between the City of Dinuba ("CITY") and the County of Tulare through its Office of Emergency Services ("COUNTY").

RECITALS

WHEREAS, the purpose of this Agreement is to supply water to COUNTY, on a temporary basis when drought conditions exist;

WHEREAS, COUNTY is a general law county and CITY is a chartered city within the State of California duly, and both were duly formed and operate under the laws of the State, and are empowered to enter into contracts to manage water supply available for the benefit of their constituents;

WHEREAS, COUNTY desires to have sufficient alternative water sources solely for use during drought or other emergency conditions;

WHEREAS, CITY has minimal water available and, in order to assist COUNTY and its drought relief efforts within the service area described hereafter, is agreeable to selling or transferring some of such water, on a temporary basis, to COUNTY pursuant to the terms and conditions set forth in this Agreement;

WHEREAS, CITY desires to require that COUNTY use the water to assist only residents within the Dinuba Unified School District Boundary, as defined in Exhibit A;

WHEREAS, CITY and COUNTY acknowledge that CITY's sale or transfer of water as provided herein in no way contemplates the transfer, whether permanent or otherwise, of any or all of CITY's entitlement(s) or rights, whether contractual or otherwise, to any water right(s) or water supply that CITY holds as of the date of this Agreement and that COUNTY is not acquiring any present or future right or entitlement, permanent or otherwise, to receive water from CITY's sources of water.

## AGREEMENT

1. Recitals. The recitals and facts set forth above are true and correct and are incorporated by reference.

2. Term. This Agreement shall terminate at 11:59:59 P.M. local time on July 31, 2017, unless mutually extended by the parties; provided that each party hereto shall have the right to terminate this Agreement without cause upon providing written notice to the other party at least fifteen (15) days prior to the effective date of termination.

### **3. Delivery and Cost of Water to COUNTY.**

a. CITY will make available to COUNTY up to 200,000 gallons per month of water for delivery from the effective date of this Agreement, through July 31, 2017 pursuant to a written schedule mutually approved by the parties managerial staff.

b. COUNTY shall be responsible for the safe transportation of all water acquired under this Agreement, which may occur through an appropriate vehicle such as a tanker truck. The point of delivery of water to COUNTY shall be a water meter located at the fire hydrant assigned by CITY staff, where the water shall be loaded by COUNTY onto its transport vehicle(s). Transfer of ownership of or responsibility for the water shall occur upon exit from said water meter. CITY may and COUNTY shall monitor the amount of water delivered to COUNTY during the term of this Agreement in order to ensure continued compliance with the requirements of this Agreement.

c. Not less than five (5) business days prior to the first transfer of water from CITY to COUNTY, COUNTY shall contact CITY and the parties must develop a mutually agreeable schedule for water deliveries, which must occur only during CITY's non-peak water-use hours and, in particular, such transfers must occur between 8:00 A.M. and 12:00 noon on weekdays.

d. Once water is delivered as indicated above, COUNTY shall become the owner of said water and shall be responsible for ensuring the water reaches its ultimate destination and shall be responsible for the quality and potability of said water.

e. COUNTY shall compensate CITY for the actual metered amount of water provided, at the rate of \$1.75 per hundred cubic foot which shall be due for each calendar month when this Agreement is in effect. The parties agree that CITY's actual cost for the delivered water may vary and, accordingly, may be adjusted upon prior written notice from CITY at least ten

(10) Business days before the effective date of the rate increase, especially if unanticipated expenses are incurred by CITY.

f. Notwithstanding any other provision within this Agreement, CITY shall not be obligated under this Agreement to supply any water to COUNTY six months after the effective date of this Agreement, unless this Agreement is extended in writing signed by both parties. No notice shall be required from CITY prior to discontinuing supplying water under the terms of this Agreement.

g. No later than the fifth business day of each calendar month, CITY shall provide COUNTY with a final accounting which shall include the total amount of water delivered in the preceding month, the rate per cubic foot and a total amount due.

h. COUNTY shall compensate CITY for the total amount due within twenty (20) business days of the date listed on the accounting provided by CITY.

i. Notwithstanding any other provision in this Agreement, CITY management may, at any time, immediately suspend the transfer and sale of water under this Agreement if in the sole discretion of management it is believed that water which would otherwise be transferred and sold should be preserved for use by customers of CITY.

#### **4. Approvals.**

a. COUNTY shall be responsible for the cost of obtaining any and all approvals legally required for purchase, sale, transfer and delivery of water under this Agreement.

b. The performance by both parties to this Agreement is contingent upon approval of the governing body of both CITY and COUNTY and any State or Federal agency from which approval is required prior to the sale and transfer of water.

c. Both parties shall cooperate in securing any and all necessary approvals.

#### **5. Miscellaneous**

a. Warranty. Each signatory hereto warrants that the foregoing recitals are true and correct, that each signatory to this Agreement has authority to enter into this Agreement on behalf their respective party.

b. Notices. Any notice to be given hereunder to either party shall be in writing and shall be given either by personal delivery (including express or courier service), telecopier transmission, or by registered or certified mail, with return receipt requested, postage prepaid and addressed as follows:

To: COUNTY            c/o Andrew Lockman, Emergency Services Manager  
                              **COUNTY OF TULARE**  
                              5957 S. Mooney Blvd.  
                              Visalia, California 93277  
                              Facsimile: 559-624-7499

To: CITY                Luis Patlan, City Manager  
                              **City of Dinuba**  
                              405 East El Monte Way  
                              Dinuba, California  
                              Phone: 559-591-5900  
                              Fax: 559-528-2770

c.        Indemnification. COUNTY agrees to protect, defend, indemnify and hold harmless CITY, its officers, agents, servants, employees and consultants from and against any and all losses, claims, liens, demands and causes of action of every kind and character on account of personal injuries, death or damage to property and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, connected with, or arising directly or indirectly out of the performance or non-performance by COUNTY hereunder or arising from the quality of water provided by CITY hereunder. This indemnification obligation of COUNTY includes any action by any person or governmental agency against CITY, whether for damages, civil penalties, equitable and/or declaratory relief, concerning any alleged harm to the claimant(s) or the claimant(s)' water rights, a misappropriation of water or violation of any law or regulation arising from or pertaining to a declared drought, allegedly arising to any degree from CITY's delivery of surplus water to COUNTY under this Agreement. This indemnification obligation shall continue beyond the term of this Agreement as to any acts or omissions occurring under this Agreement, water supplied hereunder or any extension of this Agreement.

d.        Successors and Assigns. The terms and provisions of this Agreement shall bind and shall inure to the benefit of the successors and assigns of the respective parties thereto.

e.        Amendments. Amendments to this Agreement shall be effective only if in writing, and then only when signed by the authorized representatives of the respective parties.

f.        Force Majeure. Except as otherwise provided herein, all obligations of the parties hereto shall be suspended so long as, and to the extent that, the performance thereof shall be prevented by earthquakes, fires, tornadoes, facility failure, floods, drowning, strikes, drought or other casualties or acts of God, orders of any court or

governmental agencies having jurisdiction over the subject matter thereof or other events or causes beyond the control of the parties hereto.

g. Contentions. Consistent with the provisions of Water Code §§ 475 and 1244, parties agree that neither this transfer nor this Agreement is evidence of the availability of additional water beyond the terms of this Agreement or lack of beneficial use by CITY of the water involved in this Agreement, and neither party shall contend otherwise.

h. Governing Law. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of California.

i. Severability. If any term or provision of this Agreement, or the application thereof to any person or circumstance, shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent allowed by law.

j. No Warranty or Guaranty of Water Quality. The parties further agree that CITY cannot and does not guaranty or warranty any minimum water quality and that the water sold to COUNTY under to this Agreement is sold as-is and with all faults, if any. Any minimum water quality obligations existing between COUNTY and its end-users shall remain the ultimate responsibility of COUNTY.

k. No Third-Party Beneficiaries Intended. Unless specifically set forth, the parties to this Agreement do not intend to provide any other party with any benefit or enforceable legal or equitable right or remedy.

l. Entire Agreement Represented. This Agreement represents the entire Agreement between CITY and COUNTY as to its subject matter and no prior oral or written understanding shall be of any force or effect. No part of this Agreement may be modified without the written consent of both parties.

m. Headings. Section headings are provided for organizational purposes only and do not in any manner affect the scope, meaning or intent of the provisions under the headings.

n.     Construction. This Agreement reflects the contributions of all undersigned parties and accordingly the provisions of Civil Code section 1654 shall not apply to address and interpret any alleged uncertainty or ambiguity.

o.     Waivers. The failure of either party to insist on strict compliance with any provision of this Agreement shall not be considered a waiver of any right to do so, whether for that breach or any subsequent breach. The acceptance by either party of either performance or payment shall not be considered to be a waiver of any preceding breach of the Agreement by the other party.

p.     Exhibits And Recitals. The recitals and the exhibits to this Agreement are fully incorporated into and are integral parts of this Agreement.

IN WITNESS THEREOF, the parties execute this Agreement on the date first written above.

CITY OF DINUBA

COUNTY OF TULARE

By; \_\_\_\_\_

By; \_\_\_\_\_

Luis Patlan, City Manager

\_\_\_\_\_

\_\_\_\_\_







## City Council Staff Report

Department: PUBLIC WORKS

February 14, 2017

**To:** Mayor and City Council  
**From:** Blanca Beltran, Public Works Director  
**By:** Roy Ramirez, Management Analyst  
**Subject:** California Transit Security Grant Program Grant Application (BB)

### RECOMMENDATION

Council adopt Resolution No. 2017-04 authorizing the City Manager or designee to apply for \$14,257 in grant funding from the California Transit Security Grant Program for installation of ADA doors at the Dinuba Transit Center.

### EXECUTIVE SUMMARY

The City of Dinuba is eligible to apply for \$14,257 in grant money from the California Transit Security Grant Program. Staff proposes to use this money to purchase and install American's with Disabilities Act (ADA) accessible doors for the Dinuba Transit Center.

### OUTSTANDING ISSUES

None.

### DISCUSSION

The California Transit Security Grant Program, California Transit Assistance Fund (CTSGP-CTAF) was approved as part of the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006. The purpose of this grant program is to fund projects that promote transit system safety and security and disaster response preparedness. Although funding is contingent on bond sales, the amount available statewide is approximately \$48 million. Grant funds will be apportioned based on population with Dinuba's share to be approximately \$14,257.

Upon assessing the needs of the City's transit system, staff has determined that the best use of these funds would be to purchase and install American's with Disabilities Act (ADA) accessible doors at the Dinuba Transit Center. ADA compliant doors would greatly assist transit riders and the general public with mobility restrictions. They could also help the elderly with accessing the building without straining to open the door. The existing entry doors have a pushrod opening mechanism that is difficult to use for wheelchair transit riders and some elderly customers. Staff has received numerous verbal requests for the entry door automatic openers.

Resolution No. 2017-04 authorizes the City Manager or his designee to submit an application for the funding, execute the associated contract, and perform any action necessary for the successful implementation of the described project.

### FISCAL IMPACT

The City could qualify for up to \$14,257 in grant funds for the Transit Center with no local match required.

### PUBLIC HEARING

None.

**ATTACHMENTS:**

[Resolution Number 2017-04](#)

**RESOLUTION 2017-04**

**A RESOLUTION OF THE CITY OF DINUBA AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO  
SUBMIT AN APPLICATION, ENTER INTO CONTRACT AND SIGN ALL APPROPRIATE DOCUMENTATION  
FOR THE FY 16-17 CALIFORNIA TRANSIT SECURITY GRANT PROGRAM, CALIFORNIA TRANSIT  
ASSISTANCE FUND (CTSGP-CTAF)**

**WHEREAS**, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 authorizes the issuance of general obligation bonds for specified purposes, including, but not limited to, funding made available for capital projects that provide increased protection against security and safety threats, and for capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems; and

**WHEREAS**, the California Governor's Office of Emergency Services (Cal OES) administers such funds deposited in the Transit System Safety, Security, and Disaster Response Account under the California Transit Security Grant Program (CTSGP); and

**WHEREAS**, the City of Dinuba is eligible to receive CTSGP funds; and

**WHEREAS**, the City of Dinuba will apply for FY 2016-17 CTSGP funds in an amount up to \$14,257 for the purchase of American's With Disabilities Act (ADA) accessible doors; and

**WHEREAS**, the City of Dinuba recognizes that it is responsible for compliance with all Cal OES CTSGP grant assurances, and state and federal laws, including, but not limited to, laws governing the use of bond funds; and

**WHEREAS**, Cal OES requires the City of Dinuba to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of the City of Dinuba to execute actions necessary to obtain CTSGP funds from Cal OES and ensure continued compliance with Cal OES CTSGP assurances, and state and federal laws.

**THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF DINUBA**, that the City Manager or his designee, is hereby authorized to execute for and on behalf of the City of Dinuba, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining financial assistance provided by the California Governor's Office of Emergency Services under the CTSGP.

The foregoing resolution was adopted upon motion of Council Member \_\_\_\_\_.  
Council Member \_\_\_\_\_ seconded the motion at a regular meeting of the City Council held on the 14th day of February, 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Approved: \_\_\_\_\_

Mayor

Attest: \_\_\_\_\_

City Clerk



## City Council Staff Report

Department: PUBLIC WORKS

February 14, 2017

**To:** Mayor and City Council  
**From:** Blanca Beltran, Public Works Director  
**By:** George Avila, Business Manager  
**Subject:** Authorization to Award Grant Administration Services for CDBG Funds (GA)

### RECOMMENDATION

Council award a professional services contract to the Adams Ashby Group in the amount of \$91,248 for grant administration services on the Randle Avenue Improvements Project funded by Community Development Block Grant (CDBG) funds.

### EXECUTIVE SUMMARY

The City of Dinuba was awarded a Community Development Block Grant (CDBG) in the amount of \$1.4 million to improve Randle Avenue in east Dinuba. Given the funding source, the City must comply with a variety of federal overlay requirements before, during, and after construction. To help in this regard, the City procured the services of a grant administrator. The Adams Ashby Group has submitted a responsive bid and it is requested that the City Council award them the subject contract in the amount of \$91,248.

### OUTSTANDING ISSUES

None.

### DISCUSSION

The City of Dinuba was awarded a \$2 million Community Development Block Grant (CDBG) through the 2015 CDBG funding cycle. Of the total grant award, \$1.4 million was allocated to fund the construction of a public improvement project on Randle Avenue and Sierra Way.

The extension of Randle Avenue was identified as key to improving circulation and access to the existing commercial development along E. El Monte Way as well as installing needed sewer and water infrastructure to encourage new development. The scope of work for this project includes installation of sewer and water mains, extension of Randle Avenue from E. Sierra Way to Franzen Way including curb, gutters, sidewalks, storm drain system and street lights.

CDBG funds must be expended in compliance with federal guidelines, which include environmental clearance, labor compliance, prevailing wages, fund drawn down and project administration. Failure to accurately comply with all federal overlay requirements can jeopardize CDBG funding. For this reason, staff determined that the City should retain a grant administrator familiar with these requirements to ensure compliance with all federal requirements.

On October 12, 2016 the City announced a Request for Proposals for Grant Administration Services. Only one proposal was received by the November 9, 2016 deadline. The evaluation committee determined that the proposal received from the Adams Ashby Group (Attachment 'A') was responsive and met or exceeded all selection criteria. The Adams Ashby Group has administered over \$37 million in CDBG Program grant funds and worked with several Valley cities such as San Joaquin, Firebaugh and Orange Cove.

Given that only one proposal was received, federal procurement guidelines require that the awarding agency request "Sole Source Procurement" authorization from the State's Department of Housing and Community Development (HCD). The City submitted this request on January 6, 2017 and provided all supporting documentation to affirm that our procurement process was open and fair. On January 27, 2017 the State confirmed that our process meets federal guidelines and we are cleared to use the sole source procurement process.

**FISCAL IMPACT**

The cost of the subject contract is \$91,248. This entire expense is funded with CDBG funds.

**PUBLIC HEARING**

None.

**ATTACHMENTS:**

[A. Adams Ashby Group RFP Submittal](#)

NOV  
2016

# CITY OF DINUBA CDBG CONTRACT ADMINISTRATION AND LABOR COMPLIANCE



770 L Street – Suite 950  
Sacramento, CA 95814  
916.449.3944 t - 916.449.3934 f  
[www.adamsashbygroup.com](http://www.adamsashbygroup.com)



# Adams Ashby Group

Adams Ashby Group has been designed to meet the needs of our clients. We bring together a strong team – in an environment that will allow us to take care of the department and community concerns. The Adams Ashby Group staff has more than 25 years of experience in community development services – specializing in CDBG Programs/Projects and would like to continue to put this experience to work for you!

**Mission Statement**

Our goal is to assist and train municipalities in identifying funding resources, maneuver through state and federal overlay requirements, and deliver these funds to accomplish various programs and projects.

## Statement of Professional Qualifications

Centrally located within the State – Adams Ashby Group has been designed to service clients from the inception of a project or program, through planning to design, access funding, and provide project coordination, administration and implementation. Lorie Ann Adams and Paul Ashby have assembled a team to include the industries brightest talents to ensure your program or project is a success and meets required regulations.

We have been working together for many years and bring over 25 years of community development experience and knowledge that is outlined in the following pages. The projects and program experiences outlined in this document were completed during our careers and we bring these experiences to the Adams Ashby Group.

We are a full service firm and our background will provide you with a broad knowledge base. Thank you for the opportunity to provide the City of Dinuba a preview of our firm and how we can effectuate success in your programs. We look forward to the future and including you as a part of it!

### Adams Ashby Group

770 L Street – Suite 950  
Sacramento, CA 95814

832 Richland Road  
Yuba City, CA 95993

916.449.3944 t - 916.449.3934 f

[www.adamsashbygroup.com](http://www.adamsashbygroup.com)

## Detailed History, Summary of Services & Experience

As the market changes and our government responds, each municipality is faced with maneuvering funding sources for project and program implementation. The Adams Ashby Group provides community development services throughout the State of California. Our firm is unique because we have a broad understanding of the variety of needs in the communities we service. We provide organizations with services that will assist in obtaining state and federal funds, conducting the necessary planning and housing studies, implementing and administration of housing programs and services, federal and state overlay requirements including labor compliance for public works projects, environmental studies, and many more services that benefit your community. We have spent many years of building relationships and accessing resources to guide our clients in short and long term project/program planning and implementation. Below is a general outline of the service we offer and have demonstrated experience in providing service to the City:

<p><b>Grant /Program Management Services</b></p> <ul style="list-style-type: none"> <li>Program Income management</li> <li>Portfolio management</li> <li>Project management</li> <li>Funding management</li> <li>Long Term Monitoring - HOME</li> </ul> <p><b>Program and Project Implementation Services</b></p> <ul style="list-style-type: none"> <li>Housing rehabilitation programs</li> <li>Home buyer programs</li> <li>RDA 20 percent set-aside programs</li> <li>TBRA Programs</li> <li>NSP Programs and Projects</li> </ul> <p><b>Planning and Community Studies</b></p> <ul style="list-style-type: none"> <li>Program design and development</li> <li>Economic development studies</li> <li>Housing condition surveys</li> <li>Special needs assessments</li> <li>Income surveys</li> <li>Public and community facilities</li> </ul> <p><b>Compliance/Overlay Requirement Services</b></p> <ul style="list-style-type: none"> <li>Federal and state</li> <li>Labor</li> </ul> <p><b>Environmental services</b></p> <ul style="list-style-type: none"> <li>CEQA</li> <li>NEPA</li> <li>Combination CEQA/NEPA</li> <li>Phase I /Phase II</li> </ul>	<p><b>Grant /Funding Services</b></p> <ul style="list-style-type: none"> <li>CDBG</li> <li>HOME</li> <li>EHAP</li> <li>CalHOME</li> <li>State bond programs</li> <li>Small Community Grants Program</li> <li>USDA – Rural Development</li> <li>Caltrans</li> <li>Safe Routes to Schools (State and Federal)</li> <li>STIP and RTIP</li> <li>Department of Parks and Recreation</li> <li>Roberti Z' Berg Harris Program</li> <li>Land and water conservation fund</li> <li>Recreational trail program</li> <li>I Bank</li> <li>Department of Water Resources</li> <li>State Water Resources Control Board</li> <li>CalRecycle</li> <li>Department of Transportation</li> <li>Environmental Protection Agency</li> <li>Department of Homeland Security</li> <li>Department of Justice</li> <li>Environmental Protection Agency</li> </ul> <p><b>Project Development</b></p> <ul style="list-style-type: none"> <li>Recreational Trail</li> <li>Park Development</li> <li>Infrastructure Project Development</li> <li>Water, Sewer, Storm Drainage, etc.</li> <li>Lighting</li> <li>Public Safety Facilities</li> <li>Multi-Family Housing</li> </ul>
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### **Grant Programs**

The Adams Ashby Group recognizes the importance of securing financial assistance for municipalities and can provide your community with the necessary resources and expertise to secure both private and public funding. As with any program or project, locating and securing funding is the key component to its success. Now more than ever, organizations have to put priority projects and programs on the shelf due to the lack of available monies in budgets. Our team monitors funding agencies and resources on a daily basis to ensure every available grant and loan program is examined to provide our clients with as many opportunities as possible. Our goal is to leverage funding to the highest extent possible.

The above table outlines the state and federal agencies that we have grant writing experience in and continuously monitor to ensure critical dates and funding announcements are distributed to our clients. The Adams Ashby Group is your one stop resource for identifying and securing state and federal funds.

### **Grant / Program Management Services**

Managing grant programs and funding is essential to the success of a grant awarded to a community, as performance can determine future awards and grant management must be a priority. Once a program has been completed, residual management of Program Income, Portfolio's and Long Term Monitoring are required and must continue. The Adams Ashby Group is trained and maintains certifications by HUD and other agencies to effectively provide these services to your agency and ensure compliance.

### **Program and Project Implementation Services**

There are a variety of programs and projects that can be implemented with grants funds depending on your community needs whether a housing program or public works project. Our goal is assist in the development, visioning and implementation of your programs and projects. Adams Ashby Group is prepared to implement your programs and projects and assist you in accessing the required funding to meet the needs of your community.

### **Planning and Community Studies**

Planning is always the first step in any project or program and understanding the variety of factors are critical to accessing funding. The Adams Ashby Group will provide focus and assist your community in accessing funding to complete the appropriate studies that are a priority for your community. Our firm can assist you in the development and preparation of the following types of planning and community studies: housing and other service oriented programs, update to housing element, special needs assessments, income surveys, and necessary design/engineering for your various public works and community projects. At the Adams Ashby Group we have been successful throughout our careers in accessing planning dollars, with more than \$800,000 secured for communities, which has resulted in the construction and completion of many projects.

**Compliance/Overlay Requirement Services**

Each granting agency has specific compliance and overlay requirements; for example, environmental, equal opportunity, Buy American, State prevailing wage/Davis Bacon labor standards and relocation requirements. Managing and having complete records of compliance is critical to ensure your project or program will not fail to meet these requirements. In some instances, failure to meet the requirements could result in a loss of funding or repayment of funds to the granting agency. The Adams Ashby Group manages these requirements for our clients to ensure compliance.

**Environmental Services**

Throughout their professional years, Ms. Adams and Mr. Ashby have completed the necessary environmental clearances for a variety of housing projects, programs and public works projects. Depending on your project needs, the following demonstrates the level of environmental services that the Adams Ashby Group can provide: CEQA Initial Study, NEPA Statutory Worksheet, Environmental Assessment, 8-Step Flood Impact Analysis, Environmental Findings Form, and HUD required environmental documents, and all public processes triggered by each. For high level CEQA and NEPA services Adams Ashby Group has developed relationships with firms to provide services based on the project needs.

**Project Development**

Throughout our careers we have been instrumental in guiding municipal agencies in the development and implementation of various projects and programs. We understand the steps necessary to produce an idea from an initial thought to the actions needed to develop, fund, and construct. The Adams Ashby Group can assist you in developing ideas and visions into completed projects.

## Grant Experience

Funding Agency/Program	Funding Managed
CalTrans Transportation Enhancement Program	\$294,000
CalTrans Safe Routes to School - State and Federal	\$1,715,000
CalTrans Bridge Replacement Program	\$428,000
CDBG - Project and Program Funds	\$37,612,214
CDBG - Planning Technical Assistance	\$1,000,000
CDBG - Planning Technical Assistance - ED	\$135,000
CalHOME - First Time Homebuyer Program	\$900,000
HOME - OOR, FTHB, and TBRA Programs	\$18,676,000
HOME - First Time Homebuyer Project	\$500,000
EHAP - Capital Development Project	\$1,000,000
California Integrated Waste Management Board - Tire Derived Grant Program	\$292,000
DWR - Prop 13 Water Project	\$2,300,000
DWR - Proposition 50 Funds	\$7,000,000
Department of Park and Recreation - Park/Trail Funding	\$973,000
USDA - Water and Sewer Infrastructure Program	\$7,700,000
Stewardship Council - Park Funds	\$300,000
First 5 - Fresno County - Park Funds	\$1,500,000
Board of Reclamation - Water Project	\$80,000
Joe Serna, Jr. Farmworker Housing Grant Program	\$2,000,000

## Recent CDBG Experience

### 2016 CDBG Awards for AAG Clients:

City of Crescent City	\$707,500	City of Orange Cove	\$225,000
City of Susanville	\$450,000	City of Livingston	\$1,700,000

### 2015 CDBG Awards for AAG Clients:

City of Marysville	\$1,800,000	City of Firebaugh	\$2,000,000
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### 2014 CDBG Awards for AAG Clients:

City of Crescent City	\$1,943,863	City of Capitola	\$500,000
City of San Joaquin	\$1,700,001		

### 2013 CDBG Awards for AAG Clients:

City of Anderson	\$1,878,967	City of Grover Beach	\$1,800,000
City of Lincoln	\$100,000	City of Livingston	\$1,600,000
City of Red Bluff	\$1,350,000	County of Tehama	\$1,500,000
County of Yolo	\$ 851,900		

### 2012 CDBG Awards for AAG Clients:

City of Firebaugh	\$794,703	City of Orange Cove	\$1,056,664
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**GRAND TOTAL** **\$21,958,598**

### CDBG Administration and Implementation over the past 5 years:

#### City of Anderson:

09-STBG-6409  
09-STAR-6382  
10-STBG-6698

#### City of Crescent City:

10-STBG-6708  
10-EDEF-7253  
12-CDBG-8380  
14-CDBG-9880

#### City of Red Bluff:

13-CDBG-8936

#### City of San Joaquin:

14-CDBG-9886

#### City of Firebaugh:

15-CDBG-10568  
10-STBG-6714  
12-CDBG-8387

#### City of Capitola:

14-CDBG-9877

#### City of Orange Cove:

12-CDBG-8403

#### City of Grover Beach:

13-CDBG-8961

#### City of Livingston:

13-CDBG-8960

## Experience of Firm and Team

Adams Ashby Group – is a group established in June 2009 and brings over 25 years of career experience to build a strong clientele whom continue to renew contracts. Lorie Adams has worked with funding under the CDBG program since 1991 as a city employee and continued her implementation and management of programs and projects serving as manager and director for two consultant firms before launching Adams Ashby Group with Paul Ashby. Ms. Adams has worked closely with the department over the years as a past and present member of the CDBG Advisory Committee as well as providing training during CDBG Conferences to colleagues during conference sessions.

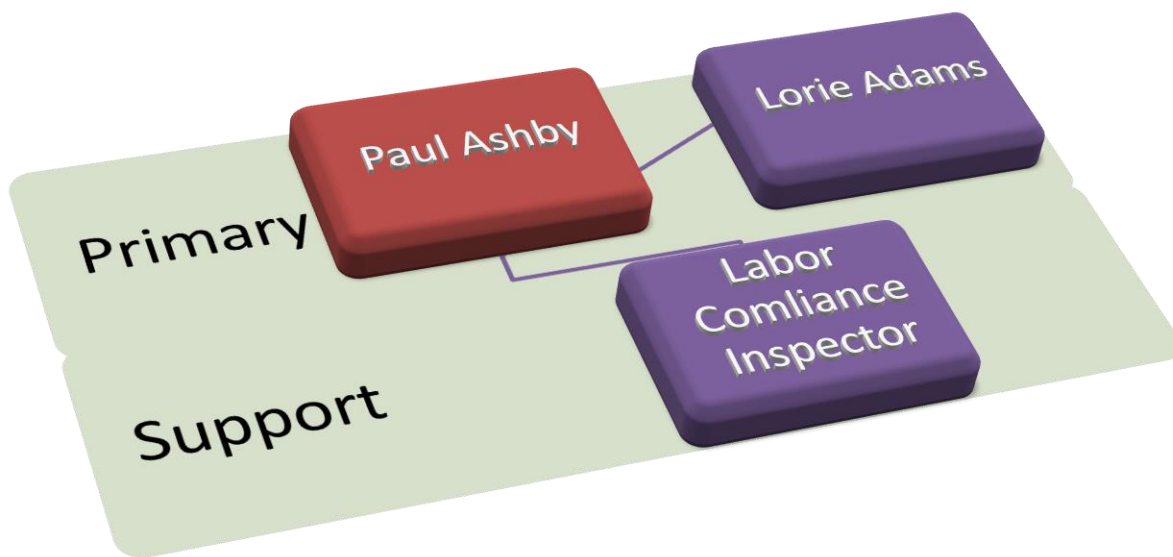
Mr. Ashby has worked with CDBG and other grant programs since 2006 and has built a foundation of service unsurpassed in the industry. Mr. Ashby brings a bachelor's degree in community and regional development with an emphasis in policy and planning that has provided the groundwork for his services and expertise. From constructing Head Start Centers, upgrading Water and Sewer Treatment Facilities, management of Public Services, to training staff – Lorie and Paul have the experience to support the needs of your team.

Our team understands the management of the Federal and State Regulations required for your project and programs to be successful and to eliminate the concern of “paying money back” to the State due to a minor oversight or error. We work to ensure the steps are taken in the proper order, communication of the process is clear and the tools are established to capture the necessary information and file management system is in order to ease your monitoring requirements. Having been a part of recent audits through the CDBG program – we were told by the auditor – “this was the best audit I have ever had” – the reason this statement was made is due to the work by our team.

Based on the activities outlined in the City's CDBG Contract, the requirements are extensive and development of several items will be necessary. At no time have we experienced an unresolved finding under the CDBG Program and have met the requirements for project through close-out for each contract. The interpretations and oversight of the procurement processes have changed recently and we are able to provide the expertise in ensuring these criteria are met both in your construction project and small purchases required by the projects outlined in your contract. Many changes have occurred under CDBG over the past two years and more are upon us as the State shifts staff and management and having a group that has a background with the program and is entrenched in the knowledge of CDBG would be a great benefit to your City.

## Organizational Chart

Paul Ashby will be the primary contact for the City for providing grant management services. Ms. Adams and Mr. Ashby have over 25 years of combined experience working for and with local government agencies in the administration and implementation of grant funds. Both provide an expertise of all intricacies related to grant programs, and have managed and implemented these programs from application through close out with CDBG, HOME, USDA, and others. Ms. Adams and Mr. Ashby have been highly successful throughout their career in securing funding for communities across California and offer grant writing experience for over 15 state and federal agencies. Additionally, Mr. Ashby brings vast experience in the environmental processes and procedures; ensuring that all federal and state regulations are followed and met for your projects. In addition to the primary team, Chris Lockhart will provide support services related to administration as needed.





## Reference and Project Listing

Below we have included a list of references and a brief overview of projects completed by Adams Ashby Group. We welcome contacting any of these clients, as we believe our work ethic and integrity speaks for itself.

### City of Firebaugh

Ben Gallagos, City Manger  
Rita Lazano, City Clerk  
1133 P Street  
Firebaugh, CA 93622  
Phone: (559) 659-2043

We have worked with the City for over a period of 7 years assisting with the implementation of the various housing programs and a variety of infrastructure projects in the City. Administration and implementation of more than \$5 million in infrastructure projects including labor compliance. We have prepared numerous applications for funding under DWR, Stewardship Council, RZH and Park Funds, HOME, CDBG, and Caltrans. We provide data and support information to ensure the housing element recommendations are implemented as well as development of strategies based on the current needs of the community.

#### CDBG Experience:

09-STAR-6389: Public Infrastructure Project  
10-STBG-6714: Public Infrastructure Project  
11-PTEC-7623: Planning Technical Assistance  
12-CDBG-8389: Public Infrastructure Project  
15-CDBG-10568: Public Infrastructure Project

### City of Orange Cove

Sam Escobar, City Manager  
633 Sixth Street  
Orange Cove, CA 93646  
Phone: (559) 626-4488

The Adams Ashby Group has worked with the City of Orange Cove for approximately 6 years. Staff has provided services to the City for CDBG, HOME, CalHOME and USDA. The City was awarded CDBG funds for improvements at their water treatment plant as well as two planning studies. Adams Ashby Group has administered this grant and provided labor compliance services throughout the project. Total grant award exceeds \$1 Million. In addition, we assisted the City conduct a forensic audit of Program Income to ensure reports and accounting systems were accurate and in compliance with federal guidelines.

#### CDBG Experience:

12-CDBG-8403: Water Treatment Plant Improvement

### City of Crescent City

Bridgette Lacy, CDBG Manager  
Linda Leaver, Finance Director  
Eric Wier, Public Works Director  
377 J St. Crescent City, CA 95531  
Phone: (707) 464-7483

Adams Ashby Groups newest client and one of the more complex communities. The City of Crescent city has an active CDBG portfolio, remote location, and projects that range from ED, community services and infrastructure all happening at once. We have worked to become an integral part of this dynamic team in a short time and have provided value in access to new funding sources and a fresh outlook on projects. Our main goal is to train staff and to manage compliance for the contracts.

#### CDBG Experience:

Program Income: PI Waiver Projects for Public Service  
10-STBG-6708: Public Services  
10-EDEF-7253: Business Assistance Programs  
11-PTEC-7618: Planning Technical Assistance  
12-CDBG-8380: Public Infrastructure  
14-CDBG-9880: Public Infrastructure

**City of San Joaquin**

Dianna Brooks, Assistant City Manager  
 Lupe Estrada, Grants Coordinator  
 21900 Colorado Avenue  
 San Joaquin, CA  
 Phone: (559)-693-4311

Adams Ashby Group has worked with the City for the past three years on a variety of projects/programs. This has included administration of their housing programs funded through program income. We have assisted their staff in reviewing applicant files, verification of income, reports and guidelines. Recently, we assisted the City in completing and being awarded a new CDBG grant in 2014. The grant includes funds for a new drinking water well and an owner-occupied rehabilitation program. AAG will be handling all the primary administration duties required by the CDBG grant

**CDBG Experience**

Program Income: PI Waiver Project for Public Facility  
 14-CDBG-9886: Water Storage Tank and Housing

**City of Anderson**

Bruce Crom, City Engineer  
 1887 Howard Street  
 Red Bluff, CA 96007  
 Phone: (530) 378-6626

Adams Ashby Group has worked with the City of Anderson for approximately 2 and 1/2 years on a variety of programs and projects. AAG has assisted the City in administering and implementing a CDBG funded water line replacement project, where our staff managed the project, completed all reporting, conducted labor compliance, and public outreach. More recently, the city brought our team on to assist the City Engineer in the most recent CDBG project and conducted the labor compliance for the project.

**County of Trinity**

Jim Cook, CDBG Representative  
 Trinity County Administration  
 PO Box 1613  
 Weaverville, CA 96093  
 Phone: (530) 623-1382

The County of Trinity is implementing disaster funding implemented by CDBG program. Adams Ashby Group is currently implementing CDBG Labor Compliance monitoring for a variety of projects funded under this grant including park rehabilitation, hospital re-roof/HVAC, bushing project and installation of water tanks. The projects are nearing completion and have been successful.

## Proposed Work Plan & Scope of Work

As outlined in the Request for Proposal, the City of Dinuba is seeking general administration and Labor Compliance activities as they relate to its newly awarded CDBG grant for a Water and Sewer Infrastructure Project. Our firm possesses the necessary knowledge and expertise to properly oversee all current and future CDBG programs/projects. Below is a brief scope of work for administrating such projects.

### Grant Administration

As you are aware - grantees are responsible for complying with many conditions under the grant contract. Following these requirements strictly, will ensure your projects perform efficiently and within state/federal regulations. Projects and programs that are found to be out of compliance run the risk of not being eligible to reapply for grant funds in future years or even having to return funds to the State that may have already been spent.

Our first step in the process will be to meet with staff, determine the roll of our team with yours, review the work completed to date, and set the schedule for the next steps to execute the project and program. CDBG has undergone numerous changes in the past few months and navigating this field has been cumbersome. We have been able to establish a strong working relationship with the new representative team and management. We are able to navigate you through the process of new forms, requirements, and staff without sacrifice to your project and program.

Once the tasks of each team member are established we will begin the process of procurement of the professional staff required to move your project through construction and support to your program as required. Procurement changes have heavily impacted the CDBG processes and we are prepared to provide the required drafts and documents. Our goal is to prepare your project for bid during the most optimal time frame and to communicate the requirements to the professional team in order to meet the grant regulations.

Below is a brief summary of the major tasks we would propose to assist your team in administering your CDBG grant contract.

#### ***Conduct all required public meetings and hearings***

Most granting agencies require public hearings and meetings are held throughout the term of a grant agreement. These meetings are imperative to providing outreach to the community in the process of implementing state and federal funds. Our staff will ensure all notices are provided for publishing prior to deadlines and we will be available to attend and lead hearings based on the needs of the City. Additionally, our team provides draft Council memorandum and draft resolutions (when required) to assist in training your team on the information needed and required to maintain citizen participation requirements. Many changes have been occurring at the State level regarding public outreach and affirmative marketing of programs. Adams Ashby Group will assist you team in the development of the LEP (LIMITED ENGLISH PROFICIENCY) Requirements and implementation thereof to meet the HUD requirements.

**Contract general / special conditions**

Once the City has received an executed contract, our staff will ensure that all special conditions are met to ensure compliance and funds are available in a timely manner. CDBG requires its own specific conditions to be met dependent on the program or project. Our team has experience in a variety of requirements, which may include but not be limited to: environmental compliance, project timelines, updated cost estimates, relocation plans, program guidelines, and more. Additionally, we will stay in close contact with your state representative to ensure strong communication is maintained throughout project/program setup.

**Environmental Compliance**

As a part of the general conditions clearance described above, NEPA will be a part of the package submitted to CDBG to ensure project compliance. Based on a brief review of the project, an Environmental Assessment (perhaps a statutory worksheet) will be required. Our staff is well versed in completing such documents, documenting correspondence with outside resources (i.e. SHPO), required public notice and submittal of authority to use grant funds.

**Program Guidelines**

Our team will work with the City to establish the process, forms, and procedures, and provide on-site training with staff to ensure compliance with CDBG, Federal and State regulations under the contract. Additionally, the City will be required to establish guidelines for each program activity. Adams Ashby Group will provide assistance to ensure the selected ratios; limits and other areas allowed meet the needs of the city and program. Additionally, our team will attend the monitoring and support staff in maintaining the required records through clearance.

**Procurement**

The contract provided will require various types of procurement. Adams Ashby Group possesses the necessary resources to fulfill this task for the City. We are aware of the stringent procurement processes that are involved with any state and federal funds, and realize the importance of obtaining competitive bids for various projects. We have experience in a variety of procurement fields and will assist with the request for proposal, solicitations, advertisements, and any other procurement issue the City may require assistance. Our team will review all documents to ensure compliance and inclusion of all information necessary to comply with the Federal and local procurement processes. Additionally, we will ensure compliance with Section 3 and MBE/WBE as these are becoming critical items during monitoring. Section 3 is a complex process that must be documented throughout the project. Our team will work directly with contractors to ensure compliance is attained and properly documented to avoid findings during monitoring.

Many changes have occurred this past year in procurement, attention to detail is necessary and the development of new process and procedures will be required – we will walk you through the necessary items, provide the resources, and train staff to meet the new requirements.

**Program Reporting**

A variety of reports are required for compliance with CDBG. The reporting timelines are established on a quarterly, semi-annual and annual basis. Our firm will send out a reminder 15 days prior to the end of the reporting period to ensure late reports do not result. Review of the reports, completing of the reports, or a shared approach will be reviewed as part of our relationship- this will ensure the training process will occur if staff is not yet ready to complete this part of the grant program process. Understanding reports is critical in ensuring a complete management process as much of the data required is collected ongoing throughout the program cycle. These reports will include, but may not be limited to: set-up and completion reports, drawdown requests, program income reports, annual reports, semi-annual labor compliance reports, and closeout reports.

**Maintain all Fiscal Records**

The City has the end responsibility of ensuring records and fiscal records are maintained and accurate. Adams Ashby Group will provide staff with a records system that will allow staff to manage these records. Additionally, we will keep a complete secondary set of records to ensure information is available upon request by the funding agency. Fiscal records will be requested and audited on a quarterly basis to ensure all financial data is accurate and recorded. We will additionally provide training and capacity building as needed.

**Prepare Public Information File**

Each funding source requires a document/recordkeeping system with specific files and forms to be available upon monitoring. It is critical these files are set up and managed from the beginning process – application through final close out. Maintenance of this system will ensure a smooth monitoring with the State or Federal agency. Additionally, the Federal Regulations require grant programs to be a public process. This includes the establishment and maintenance of a public information binder that is available to the public during regular office hours. Our team will work with staff to establish this binder for each program as required by the funding agency. As each program moves forward it is our goal to assist with the process and perform inspections of all required files to ensure consistency and accuracy.

**Communication**

With any grant program or project, it is critical to have strong coordination and clear communication between City staff and state/federal agencies. As your consultant, we will ensure that all parties involved will be clear of project logistics, tasks, responsibilities, and timelines. This high degree of coordination will allow City staff to stay abreast of all programs/projects, without devoting all of their time to such tasks.

Additionally, our team has developed strong relationships with many state and federal agencies throughout our professional careers. Having this background, will provide the City with an expertise of the intricacies of each program allowing for smoother projects and a bridge for communication should unforeseeable issues arise.

**Oversee Equal Opportunity compliance**

Each program requires compliance with equal opportunity laws to ensure discrimination has not occurred during the operation of a program. Adams Ashby Group will review all documents, advertising, and collect required data to adequately document compliance with the requirements.

***Preparation of program records after closeout***

Upon grant expiration, we will also meet with your staff to review the grant closeout process and what the ongoing responsibilities of the City will be even though the grant is being close out. Such programs as CDBG require efficient record keeping for many years after the grant, as well as other requirements that will ensure your projects are maintained and serviced properly. Our firm will work with your staff and your current CDBG manual to make certain that each role is identified and CDBG expectations are being satisfied.

## Labor Compliance Scope of Work

The Adams Ashby Group is well versed in both Federal and State Requirements for your recently funded CDBG project to ensure that your labor compliance duties are met.

Below we have provided a general scope of work for the project:

- **General Project Tasks**
  - Review/Obtain DIR and DOL wage rates and classifications for job
  - Conduct craft matching process and provide highest wage rate for payment to contractor/City for CDBG review
  - Verifying Contractor and Sub contractor Eligibility
  - Conduct Pre-construction conference meeting and provide labor compliance job handbooks;
  - Communicate and coordinate with General Contractor to obtain all certificates and authorization documents for general and subs;
  - Obtain Apprenticeship Program Certifications and Registration for General Contractor and all subs; This includes DIR and DOL Certifications and wage rates
  - Complete all required reports to CDBG;
  - Maintain project file in compliance with funding sources;
- **Payroll Reviews and Statement of Compliance**
  - Obtain and review weekly certified payrolls
  - Obtain and maintain all required reporting documents for the funding sources
  - Ensure compliance prior to payment
  - Review construction logs and compare to payrolls submitted for compliance
  - Review on-site interview data and compare to payrolls submitted
  - Verify Bona Fide Fringe Benefit plans and CAC payments
- **Reporting Documents**
  - Section 3 Reports
  - Prepare Semi Annual Labor Standards Enforcement Reports
  - Final Wage Compliance Report
- **On-site Employee Interviews**
  - Conduct on site employee interviews as needed - estimate 2-3 site visits
  - Mail interviews will also be used to collect trade/wage data from employees

Task*		Schedule	Time Allocation
Step 1: Applicability			
1.1	Advise State Representative of Labor Compliance Officer contact information	Immediate - upon award of contract.	16
1.2	Establish file and insert Start Construction Checklist. Begin set up of project and establish wage rate sheet. Prepare documents for bid package and review package before publication.	Once project is ready to move forward	
1.3	Secure Wage Rate Determination – update prior to bid release as required	Once project has been approved and design in at 95% completion.	
Step 2: Bid Process			
2.1	Obtain documentation of Advertise for Bids		
2.2	Calendar date of pre-bid conference, prepare handouts related to MBE/WBE and Section 3 and attend	At bid issuance	
2.3	Discuss wage classifications and if additional classification requests will be required	At pre-bid conference	
2.4	Obtain 10-day update prior to bid opening - receive and review if update has occurred.	Based on bid opening date	
2.5	Open & Award Bids (after 15 day waiting period)		
2.6	Notify representative of Bid Award	Approval of Board	24
Step 3: Verification of Contractors and Subcontractors			
3.1	Run EPLS and California license verification on all sub and general	At award - prior to contract execution	8
3.2	Review insurance coverage	At award - prior to contract execution	
Step 4: Notice of Award/Pre-Construction			
4.1	Obtain contract copy for file/including sub contracts – collect all required Section 3 data for reporting	Advise at Pre-Bid and obtain once contract is executed	40
4.2	Issue Notice of Award to required agency(ies)	Approval of Board	
4.3	Calendar Pre-Construction Conference and advise required state representatives	After Approval of Board	
4.4	Prepare agenda and Labor Compliance Book for General and all Subs – Schedule Training	7 Days prior to Pre-Construction Meeting	
4.5	Attend Pre-Construction Meting	As Scheduled	
4.6	Finalize forms/documents for final wage rates	Prior to notice being issued	



Step 5: Construction			
5.1	Obtain Notice to Proceed - Begin Payroll #1	As scheduled	
5.2	Notify Representative of Start of Construction	As scheduled	2
Step 6: Begin Labor Compliance Monitoring			
6.1	Review Contractor Work Schedule and discuss with project manager - Develop interview schedule	At construction start date	
6.2	Conduct employee interviews	Varies on construction	
6.3	Collect and Review/Approve Weekly Payrolls	Weekly	
6.6	Compare Payroll Forms to Interviews/project reports	As needed	
6.7	Submit/Reject payrolls and review reports for corrections	As needed	
6.8	Follow-up on payments to workers	As needed	
6.9	Report violations	As needed	
6.10	Report any violations to funding agency as required	As needed	60
Step 7: Monthly Labor Compliance Certification			
7.1	Provide required reports to Representative (as required)	Semi-Annual reports	
7.2	Complete Final Wage Compliance Report/Certifications	Project close-out	24
Step 8: Close-out			
8.1	Finalize project reports, files, audit and package for filing		24
		Total hours 198 x \$85 per hour	\$16,830

## Cost Proposal

Based on the information provided in the Request for Proposals, the City is seeking cost proposals for general consulting as it relates to CDBG grant administration and labor compliance. The Adams Ashby Group proposes to bill at an hourly rate up to and not exceeding the grant amounts listed below. For awarded grant programs and projects we would propose to bill our services at an hourly rate not to exceed the percentages outlined in your newly awarded contract. Each program allots for maximum %'s (CDBG 7.5%) that may be used for administration, and we always stay within those limits. We understand that you have hired an outside administrator for your housing programs, thus have accounted for a portion of these funds to remain in their contract. In addition, we always respect the needs of city staff and preserve a portion of the general administration allocation budget to be utilized by your staff to reimburse for times spent and outside expense needed for the projects, i.e. public notices, general conditions (which have been cleared), meetings, etc. We can assure you that we will effectively administer your CDBG projects on budget and without impacting your general fund dollars.

2016 Cost Schedule	Hourly Rate
Principal	\$85.00
Support Staff / Inspector	\$65.00

Task	Allowance	City	AAG
CDBG Administration (2015 Contract)	7.5% (139,535)	3.5% (\$65,117)	4% (\$74,418)
Labor Compliance	(can be taken from Activity Delivery Dollars)		\$16,830

As depicted in the table above, we will be utilizing a percentage of the allowable General Administration funds to account for the bulk of our time and costs. We again have attempted leave a significant portion of these funds to be available for your staff as well as your housing programs administrator. We will ensure we administer this grant in coordination with your staff to ensure reports and other efforts are not duplicated by your housing administrator.

We propose to bill on a monthly basis for time and materials as they are needed for each project. Our proposal attempts to take on the day to day tasks involved in the projects, thus allowing the already short staff to not become overburdened with such responsibilities. It is imperative that your staff be involved in the projects as these are your funds/contracts, which we always stress, but we hope that we can be an extension of your staff limiting the amount of attention you will need to devote to such projects.

## Time Schedules

The Adams Ashby Group understands just how important public improvements are, and that is even more enhanced when dealing with the City's roadways. As with any infrastructure component, it is imperative that the selected firm recognize the need for devoting time and resources to such a project, to ensure it is started and completed as soon as possible. One of our primary tasks to the City will be maintaining a high level of communication between the City, engineer, contractor and most importantly CDBG staff. We pride ourselves in keeping projects moving forward and at the fore-front, rather than allowing them to be bogged down in a sometimes overly bureaucratic system. Should we be selected, we are ready to begin working on your projects immediately, and will devote as much time and resources needed to get your projects underway.

## Certifications

The Adams Ashby Group has received a **Small Business Designation** from the State of California. Certification #1059345 Effective from July 22, 2009 – Present

## General Insurance / Professional Insurance / Workers Compensation

Adams Ashby Group Insurance Coverage is provided by USAA Insurance Agency – Hartford Casualty Insurance Company. The policy information is as follows:

General Liability: 65 SBA NW 6130	6/01/16 – 6/01/17	Each Occurrence	\$1,000,000
Fire Damage	\$300,000		
Med Exp	\$10,000		
P & ADV	\$1,000,000		
General Agg.	\$2,000,000		
Products –Comp	\$2,000,000		

Automobile Liability: 65 SBA NW6130	06/01/16 – 6/01/17	Combined Single	\$1,000,000
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Errors & Omissions Insurance: 596466820	5/19/16 -5/19/17	Single Limit	\$1,000,000
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State Farm Workers Compensation Policy: 90-CL-E629-8		Each Occurrence	\$1,000,000
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## EEO/Conflict of Interest Statement/Drug Free Workplace

Adams Ashby Group is an equal opportunity employer. Our policy is to recruit, hire, and promote on the basis of qualifications and merit without regard to race, color, ethnicity, national origin, religion, gender, sexual orientation, disability, or marital status.

Adams Ashby Group is in compliance with Executive Order 11246.

We are Drug-Free Workplace and maintain the requirement in force that meets required state and federal overlay regulations.



## City Council Staff Report

Department: PUBLIC WORKS

February 14, 2017

**To:** Mayor and City Council  
**From:** Blanca Beltran, Public Works Director  
**Subject:** Resolution No. 2017-05 Approving Water Service Connection for 910 N. Crawford Avenue (BB)

### RECOMMENDATION

Council adopt Resolution No. 2017-05 approving agreement with Mr. and Mrs. Armando and Maria Isabel Flores to connect residence at 910 N. Crawford Avenue to City water services and authorize the City Manager or designee to execute the agreement.

### EXECUTIVE SUMMARY

The City received a written request from Armando and Maria Isabel Flores to connect their residence at 910 N. Crawford to the City's water system (Attachment 'A'). The private well on their property has gone dry and they would like to connect to the city's water system to ensure a reliable supply of water. The Flores residence is located outside Dinuba's city limits but within the city's sphere of influence and will be annexed as future development occurs.

### OUTSTANDING ISSUES

None.

### DISCUSSION

The private residential well on the property of Armando and Maria Flores located at 910 N. Crawford Avenue has gone dry and they are in need of a reliable water supply. The Flores family has lived on this property for approximately nine years. Their well has been dry for over a month and the family is enduring the struggle of no water availability for their everyday needs.

As shown in the map enclosed herein as Attachment 'B', the Flores property is located outside the Dinuba City limits but within the city's sphere of influence (SOI). Properties within the city's SOI are intended to be annexed as development occurs. The Flores family has received a Household Tank for water through the Tulare County Office of Emergency Services. While this program provides an immediate supply of water to the Flores family for some of their needs, it is not a permanent solution for a potable water supply.

The City has a 10-inch water main located in Crawford Avenue that could serve the residence. Staff has determined that the City has adequate capacity to serve the property. In addition to the benefit provided to the property owner, the City benefits from the elimination of an unregulated groundwater supply source adjacent to the City's boundaries.

Resolution No. 2017-05 enclosed as Attachment 'C' would approve the water connection and authorize staff to execute the Utility Service Agreement attached as Exhibit 'A' to the resolution. The agreement has been signed by the Flores family and will be recorded against the property if approved tonight. The agreement outlines the conditions for connection to the City's water services, as follows:

1. Payment of all Water Connection and Development Impact Fees;
2. The water service will be metered;
3. The owners will pay water charges based on current rates;
4. Restrictions would be placed on future use of the private well;
5. Owner is required to install a Backflow Prevention Device to protect the City's water system;
6. Owner agrees not to protest the future annexation of the property into the City of Dinuba.

Due to the properties being located outside the City limits, the City is required to obtain an Extraterritorial Service Agreement from LAFCO to connect the properties to City services. Upon City Council's approval, staff will prepare and submit the required application to LAFCO, as well as pay the CEQA document fee of \$121. This fee will be reimbursed by the property owner.

#### **FISCAL IMPACT**

This agreement will generate approximately \$6,200 in connection and water impact fees, as well as monthly water utility charges at current rates.

#### **PUBLIC HEARING**

None.

#### **ATTACHMENTS:**

[A. Flores Request for Water Service Connection](#)

[B. Property site map](#)

[C. Resolution No. 2017-05](#)

[D. Agreement for Water Service Connection](#)

Armando & Maria Flores

910 N. Crawford Ave.

Dinuba, CA 93618

Dear City of Dinuba,

We are reaching out in desperation in hopes that we can have our home connected to the city water. It has approximately been a long and frustrating month since our well has dried out. It has been difficult for my wife and seven children, as well as myself, to endure the struggles of not having water for everyday necessities. It has an even bigger impact on wife, because she works from home and is the one who faces the reality of not having water for our family as well as her work. We have hoped that we can connect to the city water in order to put our struggle in the past. Please, if we are able to connect to the City of Dinuba water system, advise us on what is needed from our end as well as the financial cost for the process.

Thank you for your time.

Sincerely,

Flores family.





910 N. Crawford Ave.

Dinuba City Limit

CITY OF DINUBA

TULARE COUNTY

**RESOLUTION NO. 2017-05**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DINUBA  
APPROVING AN AGREEMENT FOR WATER UTILITY CONNECTION  
FOR ARMANDO AND MARIA ISABEL FLORES  
AT 910 N. CRAWFORD, AVENUE, DINUBA**

WHEREAS, Armando and Maria Isabel Flores are the owners of real property located at 910 N. Crawford Avenue in the County of Tulare; and

WHEREAS, the Flores' private residential well has gone dry due to the State's drought conditions and the Flores desire to connect to City water to secure a reliable source of potable water; and

WHEREAS, water mains currently exist across the frontage of the subject property in Crawford Avenue; and

WHEREAS, the Dinuba Municipal Code requires payment of connection charges and System Development Impact Fees to connect to the City's water system; and

WHEREAS, an Agreement for Water Utility Connection between the property owner and the City is required before utility service can be provided; and

WHEREAS, the City intends to applied for and obtain authorization from the Tulare Local Agency Formation Commission to provide utility service to the subject property.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DINUBA DOES RESOLVE AS FOLLOWS:

1. The Agreement for Utility Service for Armando and Maria Isabel Flores is hereby approved.
2. The City Manager or designee is authorized to sign the Utility Service Agreement, as shown in Exhibit 'A', on behalf of the City.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Dinuba held on the 14<sup>th</sup> day of February 2017, and passed at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:



The foregoing resolution is hereby approved.

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Scott Harness  
Mayor

ATTEST:

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Linda Barkley  
Interim City Clerk

RECORDED AT THE REQUEST OF  
AND WHEN RECORDED MAIL TO:

CITY CLERK  
CITY OF DINUBA  
405 E. El Monte Way  
DINUBA, CA 93618

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SPACE ABOVE THIS LINE FOR RECORDER'S USE

Address: 910 N. Crawford Avenue, Dinuba, CA 93618  
APN: 013-080-031

AGREEMENT FOR UTILITY SERVICE  
ARMANDO FLORES & MARIA ISABEL TREJO

This Agreement for Utility Service (the Agreement) is made this \_\_\_\_\_ day of \_\_\_\_\_, 2017 between the CITY OF DINUBA, a municipal corporation (City), and ARMANDO FLORES & MARIA ISABEL TREJO, husband and wife, as joint tenants (Owner).

**Recitals**

A. Owner is the record owner of that certain real property (Real Property) located at 910 N. Crawford, in the County of Tulare, California and more particularly described as follows:

*Beginning at a point 40 feet East of the Southwest corner of the Southwest quarter of the Northwest quarter of Section 9, Township 16 South, Range 24 East, Mount Diablo Base and Meridian, in the County of Tulare, State of California, according to the official plat thereof, thence East 266 feet; thence North 163.93 feet; thence West 266 feet; thence South 163.93 feet, more or less, to the point of beginning.*

B. Improvements to the Owner's Real Property include a residence (partially used as a business), a water well and septic system.

C. Owner desires to connect their existing residence to the water system of the City and to receive service from these systems.

**Agreement**

In consideration of the mutual promises contained herein, the parties agree as follows:

1. Payment of Fees. Owner agrees that he is obligated to pay Water System Connection and Water System Development Impact Fees to City in the amount of Six Thousand Three Hundred and Six Dollars and Forty-Three Cents (\$6,306.43) in order to receive water service from the City,

as shown in attached Exhibit A. Owner agrees to pay the Water Connection and Impact fees in 60 monthly installments of \$105.11 each. Installments shall begin with the first monthly utility billing after Owner is connected to either the City water system and shall continue until the entire amount is paid.

2. Utility Service Application and Service Rates. In addition to this Agreement, Owner agrees to complete a Utility Service Application which will apply for water services only and agrees to pay the water rates applicable to City residents which will be billed in accordance with City billing of City residents. As a new water service connection, Owner is required to pay for the required water meter at the rate established by the City.

3. Plumbing Permits; Restrictions on Well Use. Owner agrees to obtain and pay for Plumbing Permits from the City or County, whichever is applicable, for the connection of the residence on the Real Property to the City water system. If Owner chooses to maintain the existing water well, Owner agrees to use water produced by it for landscape irrigation purposes only, to disconnect the existing water pipeline from the well to the residence, and to install an approved backflow prevention device immediately downstream of his water meter and connection to the City water system. If after connection to the City water system, Owner ceases to use the existing well for irrigation purposes, Owner agrees to obtain and pay for a permit and abandon the existing well as required by law within 120 days of cessation of use of the water well.

4. Discontinuance of Utilities. The parties acknowledge that one result of the utility billing method of payment is to allow City to use the non-judicial remedy of discontinuing all utility services in the event of a default by Owner in the performance of its duties and obligations pursuant to the Agreement.

5. Arbitration. In addition to any other relief that may be available to the parties in connection with this Agreement, the parties agree that a court or arbitrator may, in appropriate circumstances, order either party to specifically perform its obligations as set forth in this Agreement.

6. No Assignment; Agreement Runs with the Land. The rights and obligations of the parties shall not be assigned or transferred to others without the prior written consent of the other party. This agreement shall be binding upon and insure to the benefit of the parties' successors or assigns. The burdens and benefits of this Agreement shall run with the land identified in Exhibit A attached hereto. This Agreement shall be executed in recordable form.

7. Notices. All notices to be given under this Agreement shall be in writing and either:  
(a) Sent by certified mail, return receipt requested, in which case notice shall be deemed delivered three (3) business days after deposit, postage prepaid in the United States Mail,  
(b) Sent by a nationally recognized overnight courier, in which case notice shall be deemed delivered one (1) business day after deposit with this courier, or  
(c) By telecopy or similar means, if a copy of the notice is also sent by United States Certified Mail, in which case notice shall be deemed delivered on transmittal by telecopier or other similar means provided that a transmission report is generated by reflecting the accurate transmission of the notices, as follows:

TO OWNER:

*Armando Flores & Maria Isabel Trejo  
910 N. Crawford Avenue  
Dinuba, CA 93618*

TO CITY: City Manager  
CITY OF DINUBA  
405 E. El Monte Way  
Dinuba, CA 93618

With Courtesy Notice to: City Attorney  
405 E. El Monte Way  
Dinuba, CA 93618

These addresses may be changed by written notice to the other party, provided that no notice of a change of address shall be effective until actual receipt by the parties of the notice. Copies of notices are for informational purposes only, and a failure to give or receive copies of any notice shall not be deemed a failure to give notice.

8. Attorneys Fees. If either party commences an action against the other to enforce this Agreement, or because of the breach by either party of this Agreement, the prevailing party in this action shall be entitled to recover attorney fees and costs incurred in connection with the prosecution or defense of this action, including any appeal of the action, in addition to all other relief. Prevailing party within the meaning of this Section shall include, without limitation, a party who successfully brings an action against the other party for sums allegedly due or performance of covenants allegedly breached, or that party who obtains substantially the relief sought in the action.

9. Entire Agreement. This Agreement contains the entire agreement between the parties as to the subject matter hereof. This Agreement shall not be construed to relieve Owner from properly maintaining improvements on Owner's property as required by any existing site plan or conditional use permit, to excuse compliance with any law or regulation of general application, or to address any developmental requirements that may be applied to any future development of Owner's property. Without limitation of the foregoing, Owner acknowledges that the Development Impact Fees paid as provided herein are for the existing residence only, and any additional residences or other uses or additional improvements will require the payment of additional Development Impact Fees as may be applicable to such additional residences, uses or improvements.

No promise, representation, warranty, or covenant not included in this Agreement has been or is relied on by either party. Each party has relied upon his own examination of this Agreement, the counsel of his own advisors, and the warranties, representations, and covenants in the Agreement itself. The failure or refusal of either party to read the Agreement or other documents, or to obtain legal or other advice relevant to this transaction constitutes a waiver of any objection, contention, or claim that might have been based on such reading, inspection, or advice.

10. Time of the Essence. Time is of the essence for each condition, term, and provision in this Agreement.

11. Counterpart Signatures. This Agreement may be executed in one or more counterparts. Each shall be deemed an original and all taken together shall constitute one and the same instrument. The execution of this Agreement is deemed to have occurred, and this Agreement shall be enforceable and effective only on the complete execution of this Agreement by the parties.

12. Severance. If any term or provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected.

13. No Waiver. A waiver or breach of a covenant or provision in this Agreement shall not be deemed a waiver of any other covenant or provision in this Agreement, and no waiver shall be valid unless in writing and executed by the waiving party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act.

13. Headings. Headings at the beginning of each section and subsection are solely for the convenience of the parties and are not a part of and shall not be used to interpret this Agreement. The singular form shall include the plural and vice versa. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties have prepared it. Unless otherwise indicated, all references to sections are to this Agreement. All exhibits referred to in this Agreement are attached to it and incorporated to it by this reference.

14. Applicable Law. This Agreement shall be governed and construed in accordance with California law. This Agreement concerns real property located in Dinuba, California and each party agrees that a court of competent jurisdiction for the judicial district including Dinuba, California would be the most appropriate court for any litigation that might arise in connection with this Agreement.

15. Authority to Sign. Each party signing below certifies that he or she is authorized to execute this Agreement and thereby obligate the party on whose behalf such signature is made. The authority of each signer was, if necessary, granted by appropriate corporate action.

16. Amendments to Agreement. This Agreement may be modified or amended only by a writing duly authorized and executed by both parties. It may not be amended or modified by oral agreements or understanding between the parties. This Agreement and any modification or amendment thereto shall only be effective if authorized by the City Council of the City of Dinuba.

17. Limitation on Use of City Water. The Owner agrees that the water provided by the City shall be used only for domestic use and residential landscape irrigation use. No use of City water for agricultural irrigation or other use atypical of residential use shall be allowed.

18. LAFCo Approval. The Real Property is located outside the corporate limits of the City of Dinuba. Due to this, the City must obtain authorization from the Tulare County Local Agency Formation Commission (LAFCo) to extend and/or connect utility services to the Real property. LAFCo authorization requires the submittal of an application for review and payment of an application fee. The City has prepared and submitted the required application, paid the application fee, and LAFCo has authorized the extension and/or connection of utility services to the Real Property. Owner agrees to pay their fair share amount of \$121.00 to the City to reimburse the City for the cost of preparation of the application, coordination of approval and the application fee.

19. Annexation. In accordance with LAFCo's condition of approval of the application to extend and/or connect utility services to the Real Property, Owner agrees not to protest the future annexation of the Real property into the City of Dinuba, if such annexation is not subject to conditions, excluding the facts pertaining to the annexation itself or the extension of water or sanitary sewer service,

which might materially prejudice those holding interest in the Real Property. Owner understands that this Agreement binds Owner and all subsequent owners of the subject Real Property and that this Agreement will be recorded with the Tulare County Recorder's Office.

IN WITNESS WHEREOF, the parties have executed this agreement the day and year first above written.

"CITY"

CITY OF DINUBA, a Municipal  
Corporation


Approved as to form

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Nancy Jenner, City Attorney

"OWNER"

Armando Flores & Maria Isabel Trejo

  
\_\_\_\_\_  
(Owner)

  
\_\_\_\_\_  
(Owner)

## EXHIBIT A – WATER CONNECTION FEES

**INVOICE**

City of Dinuba  
Public Works Services  
1088 E. Kamm Ave  
Dinuba, Ca. 93618  
(559) 591-5906

DATE: 02/07/2017

TO Armando & Maria Isabel Flores  
910 N. Crawford Ave.  
Dinuba, CA 93618

SHIP  
TO

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
	City Water					

ACCOUNT	UNITS	DESCRIPTION	UNIT PRICE		TOTAL
	1	1" Water Service Connection Fee	2,188.00		2,188.00
	1	1" Water Meter Fee (\$83.00+Cost of Meter)	532.00		532.00
	1	Back Flow Prevention Assembly Test	150.00		150.00
	1	System Development Charge (SDC Water)	3,304.43		3,304.43
	1	Water Lateral Permit Fee	132.00		132.00

If you have any questions please call: Rolando Garcia  
at (559) 591-5906

SUBTOTAL \$6,306.43

SALES TAX

TOTAL \$6,306.43



## City Council Staff Report

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Department: CITY MANAGER'S OFFICE

February 14, 2017

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**To:** Mayor and City Council  
**From:** Luis Patlan, City Manager  
**Subject:** Public Employee Appointment (LP)

### **RECOMMENDATION**

Pursuant to GC Section 54957, Public Employee Appointment  
Title: Administrative Services Director

### **EXECUTIVE SUMMARY**

### **OUTSTANDING ISSUES**

### **DISCUSSION**

### **FISCAL IMPACT**

### **PUBLIC HEARING**