

**CORCORAN CITY COUNCIL,
JOINT POWERS FINANCE AUTHORITY,
SUCCESSOR AGENCY FOR CORCORAN RDA,
& HOUSING AUTHORITY
AGENDA**

**City Council Chambers
1015 Chittenden Avenue
Corcoran, CA 93212**

**Tuesday, July 27, 2021
5:30 P.M**

Public Inspection: A detailed City Council packet is available for review at the City Clerk's Office, located at Corcoran City Hall, 832 Whitley Avenue.

Notice of ADA Compliance: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk's Office at (559) 992-2151.

ROLL CALL

Mayor:	Patricia Nolen
Vice Mayor:	Jeanette Zamora-Bragg
Council Member:	Greg Ojeda
Council Member:	Sidonio "Sid" Palmerin
Council Member:	Jerry Robertson

INVOCATION

FLAG SALUTE

1. PUBLIC DISCUSSION

Members of the audience may address the Council on non-agenda items; however, in accordance with government code section 54954.2, the Council may not (except in very specific instances) take action on an item not appearing on the posted agenda.

This is the time for members of the public to comment on any matter within the jurisdiction of the Corcoran City Council. This is also the public's opportunity to request that a Consent Calendar item be removed from that section and made a regular agenda item. The councilmembers ask that you keep your comments brief and positive. Creative criticism, presented with appropriate courtesy, is welcome.

After receiving recognition from the chair, speakers shall state their name and address and proceed with comments. Each speaker will be limited to five (5) minutes.

2. **CONSENT CALENDAR** (VV)

All items listed under the consent calendar are considered to be routine and will be enacted by one motion. If anyone desires discussion of any item on the consent calendar, the item can be removed at the request of any member of the City Council and made a part of the regular agenda.

2-A. Approval of minutes of the meeting of the City Council on June 22, 2021.

2-B. Authorization to read ordinances and resolutions by title only.

2-C. Approval of Final Map 21-01, Tract 878 for Sequoia Subdivision, Unit 2 Phase 2

3. **APPROPRIATIONS** (VV)

Approval of Warrant Register dated July 8, 2021 and July 27, 2021. (Ruiz-Nuñez) (VV)

4. **PRESENTATIONS** – None

5. **PUBLIC HEARINGS** – None

6. **WRITTEN COMMUNICATIONS** – None

7. **STAFF REPORTS**

7-A. Approve letter of support for additional changes to H.R 1603 the Farm workforce Modernization Act of 2021. (Gatzka) (VV)

7-B. Consider Resolution No. 3090 regarding tax assessment roll for un- paid Code Enforcement contracted labor and cost recovery fees. (Tromborg) (VV)

7-C. Consider contract renewal with The CrisCom Company. (Gatzka) (VV)

7-D. Approve Resolution No. 3092 Purchasing Policy for the City of Corcoran. (Ruiz-Nuñez) (VV)

7-E. Consider Resolution No. 3091 to accept a Caltrans Sustainable Transportation Planning Grant awarded to the City of Corcoran and authorization to execute and implement agreement with CalTrans. (Tromborg) (VV)

7-F. Consider rejection of bids for Gateway Park and authorize staff to resolicit construction bids. (Faulkner)(VV)

7-G. Consider approval of Resolution No. 3102 Directing City Engineer to prepare a report on Assessment District No. 07-01, Subdivision Salyer Estates No. 3, Tract Map 853, Pursuant to Landscape & Lighting Act of 1972 and Resolution No. 3103 Intent to Levy and Collect Assessments on Assessment District No. 07-01,

Subdivision Salyer Estates No. 3, Tract Map 853, Pursuant to Landscape & Lighting Act of 1972. *(Faulkner)(VV)*

7-H. Consider approval of Resolution No. 3094 Directing City Engineer to prepare a report on Assessment District No. 07-02, Subdivision Pheasant Ridge (previously known as Sequoias Phase I), Tract Map 857, Pursuant to Landscape & Lighting Act of 1972 and Resolution No. 3095 Intent to Levy and Collect Assessments on Assessment District No. 07-02, Subdivision Pheasant Ridge (previously known as Sequoias Phase I), Tract Map 857, Pursuant to Landscape & Lighting Act of 1972. *(Faulkner)(VV)*

7-I. Consider approval of Resolution No. 3096 Directing City Engineer to prepare a Landscape & Lighting Act of 1972 and Resolution No. 3097 Intent to Levy and Collect Assessments on Assessment District No. 08-01, Subdivision Sunrise Villas, Tract Map 856, Pursuant to Landscape & Lighting Act of 1972. *(Faulkner)(VV)*

7-J. Consider approval of Resolution No. 3098 Directing City Engineer to prepare a report on Assessment District No. 08-02, Subdivision Patterson Avenue, Tract Map 785, Pursuant to Landscape & Lighting Act of 1972 and Resolution No. 3099 Intent to Levy and Collect Assessments on Assessment District No. 08-02, Subdivision Patterson Avenue, Tract Map 785, Pursuant to Landscape & Lighting Act of 1972. *(Faulkner)(VV)*

7-K. Consider approval of Resolution No. 3100 Directing City Engineer to prepare a report on Public Facility Maintenance District (PFMD) Assessment District No. 18-01, Subdivision Sierra Estates 2, Tract 925; and Resolution No. 3101 Intent to Levy and collect Assessments on Public Facility Maintenance District (PFMD) Assessment No. 18-01 *(Faulkner)(VV)*

8. **MATTERS FOR MAYOR AND COUNCIL**

8-A. Information Items

8-B. Staff Referral Items - *Items of Interest (Non-action items the Council may wish to discuss)*

8-C. Committee Reports

9. **CLOSED SESSION**

9-A. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR(S)**

With respect to every item of business to be discussed in closed session pursuant to Government Code Section 54956.8:

Property: 2410 Bell Ave

Agency negotiator: City Manager

Negotiating parties: _____

Under negotiation: Price/Terms _____

10. **ADJOURNMENT**

I certify that I caused this Agenda of the Corcoran City Council meeting to be posted at the City Council Chambers, 1015 Chittenden Avenue on July 23, 2021.



Marlene Spain, City Clerk

**MINUTES
CORCORAN CITY COUNCIL,
JOINT POWERS FINANCE AUTHORITY,
SUCCESSOR AGENCY FOR CORCORAN RDA,
& HOUSING AUTHORITY REGULAR MEETING**

Tuesday, June 22, 2021

The regular session of the Corcoran City Council was called to order by Mayor Nolen, in the City Council Chambers, 1015 Chittenden Avenue, Corcoran, CA at 5:35 P.M.

ROLL CALL

Councilmembers present: Greg Ojeda, Pat Nolen, Sidonio Palmerin, and Jerry Robertson

Councilmembers absent: Jeanette Zamora-Bragg

Staff present: Joseph Beery, Joseph Faulkner, Soledad Ruiz-Nuñez, Reuben Shortnacy, Marlene Spain and Kevin Tromborg

Press present: Tina Botill "The Corcoran Journal"

INVOCATION - Invocation was led by Councilmember Palmerin

At 5:37 p.m. Mayor Nolen requested a moment of silence for City of Visalia Councilmember Phil Cox and for the City of Lemoore contractor.

FLAG SALUTE – Flag salute was led by Councilmember Robertson

1-A. OATH OF OFFICE FOR RECENTLY APPOINTED CITY MANAGER

1. Oath for recently appointed City Manager, Greg Gatzka was conducted by Mayor Nolen.

At 5:48 p.m. Mayor Nolen requested a five minute recess for a photo opportunity.

Meeting reconvened at 5:53 p.m.

1-B. PUBLIC DISCUSSION

Richard Valle, District 2 Supervisor addressed the Council to congratulate Greg Gatzka and City Council on the new City Manager appointment.

2. **CONSENT CALENDAR (VV)**

All items listed under the consent calendar are considered to be routine and will be enacted by one motion. If anyone desires discussion of any item on the consent calendar, the item can be removed at the request of any member of the City Council and made a part of the regular agenda.

Following Council discussion, a **motion** was made by Palmerin and seconded by Ojeda to approve Consent Calendar. Motion carried by the following vote:

AYES: Nolen, Ojeda, Palmerin, and Robertson
NOES:
ABSENT: Zamora-Bragg

- 2-A. Approval of minutes of the meeting of the City Council on June 8, 2021 and June 11, 2021 Special Meeting.
- 2-B. Authorization to read ordinances and resolutions by title only.
- 2-C. Approve Resolution No. 3085, approving the Compensation and Benefit Plan for Fiscal Year 2021-2022.
- 2-D. Waive second reading and consider approval of Ordinance No. 641, Recycling and Diversion of Construction and Demolition Waste
- 2-E. Consider Resolution No. 3089 Adopting updated language in the Drug and Alcohol Policy for the Corcoran Area Transit Division (CAT).

3. **APPROPRIATIONS (VV)**

Following Council discussion, a **motion** was made by Palmerin and seconded by Ojeda to approve warrant register dated June 8, 2021. Motion carried by the following vote:

AYES: Nolen, Ojeda, Palmerin, and Robertson
NOES:
ABSENT: Zamora-Bragg

4. **PRESENTATIONS** – None

5. **PUBLIC HEARINGS** – None

6. **WRITTEN COMMUNICATIONS** – None

7. **STAFF REPORTS**

7-A. Following Council discussion a **motion** was made by Palmerin and seconded by Ojeda to approve Resolution No. 3084 Amendment for Fiscal Year 2020-2021. Motion carried by the following vote:

AYES: Nolen, Ojeda, Palmerin, and Robertson

NOES:

ABSENT: Zamora-Bragg

7-B. Following Council discussion a **motion** was made by Robertson and seconded by Ojeda approve Resolution No. 3086 adopting the City of Corcoran 2021-2022 Fiscal Year budget and appropriation for July 2021 to June 2022. Motion carried by the following vote:

AYES: Nolen, Ojeda, Palmerin, and Robertson

NOES:

ABSENT: Zamora-Bragg

7-C. Following Council discussion a **motion** was made by Robertson and seconded by Ojeda to approve Resolution No. 3088 accepting Temporary Emergency Vehicle Access Easement Grant Deed from Stonefield Home, Inc. Motion carried by the following vote:

AYES: Nolen, Ojeda, Palmerin, and Robertson

NOES:

ABSENT: Zamora-Bragg

8. **MATTERS FOR MAYOR AND COUNCIL**

8-A. Council received information items.

8-B. Staff received referral items.

8-C. Committee reports.

CLOSED SESSION – None

ADJOURNMENT **6:32P.M.**

Patricia Nolen, Mayor

Marlene Spain, City Clerk

APPROVED DATE: _____

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

**CONSENT CALENDAR
ITEM #: 2-C**

MEMORANDUM

TO: City Council

FROM: Kevin J. Tromborg: Community Development Director/Transit Director

DATE: July 21, 2021

MEETING DATE: July 27, 2021

SUBJECT: Consideration and acceptance of Final Map 21-01 for Sequoia Unit 2 Phase 2 Subdivision, Tract 878

Recommendation:

Staff recommends acceptance of Final Map 21-01 for Sequoia Unit 2 Phase 2 Subdivision, Tract 878.

Discussion:

On January 8, 2007, the Planning Commission reviewed and approved Tentative Subdivision Map (TSDM) Tract 878 (Resolution 07-04 as attached) regarding property bounded by Bainum Avenue, 6 ½ Avenue, Oregon Avenue and Dairy Avenue. The TSDM Map was reviewed and approved by the Community Development Director and the City Engineer. On March 11, 2021, the property owner applied for a Final Map for Phase 2. The map was submitted and vetted through the review process. The City Engineer and the Community Development Director signed and approved the map.

Budget Impact: There is no negative impact to the General fund.

Attachments

1. Final Map 20-01
2. Planning Commission Resolution 07-04, Tentative Tract Map 878

OWNER'S STATEMENT:

WE, THE UNDERSIGNED, HEREBY STATE THAT WE ARE ALL THE PARTIES HAVING RECORD TITLE INTEREST IN THE REAL PROPERTY HEREIN RECORDED AND SHOWING ON THIS FINAL MAP AND THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS A CLEAR TITLE TO SAID REAL PROPERTY, AND WE HEREBY WISH TO RECONVEY TO THE PREPARATOR AND FILING OF THIS MAP IN THE OFFICE OF THE COUNTY RECORDER OF KINGS COUNTY, CALIFORNIA.

WE ALSO OFFER FOR DESIGNATION TO THE PUBLIC FOR PUBLIC USE ALL PUBLIC UTILITY EASEMENTS, AVENUES AND STREET AND CONDUITS TO THE CITY OF CORCORAN ALL ACCESS RIGHTS DIRECTLY OWNED BY BANK OF AMERICA AS SHOWN ON THIS FINAL MAP.

OWNER: STANFORD HORN INC. A CALIFORNIA CORPORATION

[Signature]
SIGNATURE
PRINT NAME: **Greg Hostetler**

DATE: **6-29-21**

TRUSTEE: FIDELITY NATIONAL TITLE COMPANY

SIGNATURE

PRINT NAME

DATE

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE INSTRUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

NOTARY'S ACKNOWLEDGEMENT:

STATE OF CALIFORNIA
COUNTY OF Merced
I, S.S. Rejina A. Pablos, a Notary Public, do hereby certify that the foregoing instrument was signed by the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.
WITNESS MY HAND: Rejina Pablos PRINTED NAME: Rejina A. Pablos
PRINCIPAL COUNTY OF BUSINESS: Merced MY COMMISSION EXPIRES: Feb 9, 2025
COMMISSION NUMBER: 2245495

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

NOTARY'S ACKNOWLEDGEMENT:

STATE OF CALIFORNIA
COUNTY OF _____ S.S. _____
ON _____, BEFORE ME, _____, a Notary Public, personally appeared _____, whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.
WITNESS MY HAND: _____ PRINTED NAME: _____
PRINCIPAL COUNTY OF BUSINESS: _____ BY COMMISSION EXPIRES: _____
COMMISSION NUMBER: _____

PLANNING COMMISSION CERTIFICATE:

APPROVED BY THE CORCORAN PLANNING COMMISSION IN ACCORDANCE WITH THE REQUIREMENTS OF LAW IN DULY AUTHORIZED MEETING-HELD _____, 20__.

KING COUNTY COMMUNITY DEVELOPMENT DIRECTOR

6/13/25-6/26/25: 2025-06-29 10:57 AM

TRACT NO. 878

THE SEQUIOIAS

UNIT NO. 2, PHASE 2

BEING A SUBDIVISION OF LOT "A" AS SHOWN ON THAT CERTAIN MAP ENTITLED

"THE SEQUIOIAS UNIT NO. 2, PHASE 1" AS SHOWN IN VOLUME 26 OF LICENSED SURVEYOR'S PLATS, AT PAGE 70,

KINGS COUNTY RECORDS AND

SOUTH HALF OF A PORTION OF THE

22, TOWNSHIP 21 SOUTH, RANGE 22 EAST,

MOUNT DIABLO MERIDIAN

CITY OF CORCORAN, COUNTY OF KINGS, CALIFORNIA

JANUARY, 2021

NORTHSTAR ENGINEERING GROUP, INC.

620 12th Street, Modesto, CA 95354

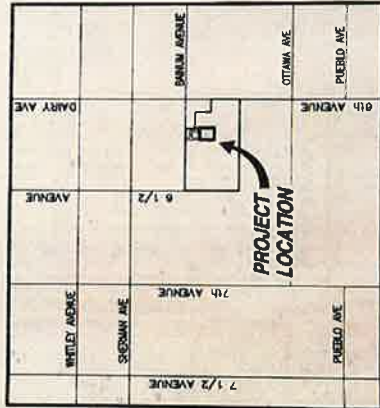
(209) 524-3525

LEGAL DESCRIPTION:

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF CORCORAN COUNTY OF KINGS, STATE OF CALIFORNIA AND IS DESCRIBED AS FOLLOWS:
LOT 1 OF TRACT NO. 878, THE SEQUOIAS UNIT NO. 2, PHASE 1, IN THE CITY OF CORCORAN, COUNTY OF KINGS, STATE OF CALIFORNIA, RECORDED MAP NO. 26, PAGE 70, OF PUBLIC MAPS OF OFFICIAL RECORDS.

PFMD STATEMENT

THE LOTS WITHIN THE SUBDIVISION SHOWN UPON THIS MAP ARE BEING INCLUDED IN A PUBLIC FACILITY MAINTENANCE DISTRICT WITH ASSESSMENTS FOR MAINTENANCE OF PUBLIC IMPROVEMENTS.



VICINITY MAP
N.T.S.

SOILS REPORT STATEMENT:

I, HEREBY STATE THAT A SOILS REPORT WAS PREPARED BY ME ON _____, 20__ IN ACCORDANCE WITH THE PROVISIONS OF STATE AND LOCAL STATUTES.

WITNESS MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 20__

PRINT NAME

SURVEYOR'S STATEMENT:

I, NICOLE CANNELLA, HEREBY STATE THAT I AM A LICENSED LAND SURVEYOR OF THE STATE OF CALIFORNIA AND THAT THIS MAP CONFORMS TO THE REQUIREMENTS OF THE SURVEYING ACT AND THAT THE SURVEY IS TRUE AND COMPLETE AS SHOWN.

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF FEBRUARY 31, 2017 (HERETOFOR STATE THAT ALL THE NECESSARY MEASUREMENTS OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED OR THAT THEY WILL BE MEASURED AND SET IN THOSE POSITIONS BEFORE AUGUST, 2021, AND THAT THE MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRIEVED, AND THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP.



[Signature]
NICOLE CANNELLA
6/28/21

CITY ENGINEER'S STATEMENT:

I, DRIFL WUJAZ, CITY ENGINEER OF THE CITY OF CORCORAN, DO HEREBY CERTIFY THAT I HAVE EXAMINED THIS MAP AND THAT THE SUBDIVISION IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP AND THAT I HAVE APPROVED ANY ALTERATIONS THEREOF. THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE MAP HAVE BEEN COMPLIED WITH (SMA 86-4426).

DATE

CITY ENGINEER, CITY OF CORCORAN

CITY SURVEYOR'S STATEMENT:

I, RICHARD F. ABBES, HEREBY STATE THAT I HAVE EXAMINED THIS MAP AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, I AM SATISFIED THAT THE MAP IS TECHNICALLY CORRECT.

DATE

CITY SURVEYOR, CITY OF CORCORAN

CITY CLERK'S STATEMENT:

THIS IS TO CERTIFY THAT AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF CORCORAN HELD ON THE _____ DAY OF _____, 20__ AT _____, THE CITY COUNCIL HAS APPROVED THIS MAP AND SUBDIVISION AND ACCESS RIGHTS AND EASEMENTS ON BEHALF OF THE PUBLIC, ALL OF THE STREETS, EASEMENTS AND ACCESS RIGHTS AS SHOWN AND INDICATED WITHIN THE BOUNDARIES OF THE SUBDIVISION SHOWN UPON THIS MAP.

WITNESS MY HAND AND OFFICIAL SEAL OF THE CITY OF CORCORAN THIS _____ DAY OF _____, 20__

MARLENE LOPEZ, CITY CLERK

TAX COLLECTOR'S / TREASURER'S STATEMENT:

THIS IS TO CERTIFY THAT THE PROVISIONS OF ARTICLE 8 OF CHAPTER 4 OF THE SUBDIVISION MAP ACT HAVE BEEN COMPLIED WITH REGARDING DEPOSITS.

DATED THIS _____ DAY OF _____, 20__

JAMES P. ERB, DIRECTOR OF FINANCE

DEPUTY

RECORDER'S CERTIFICATE:

DOCUMENT NUMBER: _____
RECORDED AT THE REQUEST OF TREWING PIONEER, LLC ON THIS _____ DAY OF _____, 20__ AT _____ MINUTES PAST _____ O'CLOCK _____ M. IN VOLUME _____ OF LICENSED SURVEYOR'S PLATS, AT PAGE _____ KINGS COUNTY RECORDS

KRISTINE LEE, KINGS COUNTY RECORDER

DEPUTY COUNTY RECORDER

CORCORAN CITY PLANNING COMMISSION
RESOLUTION 07-04
TENTATIVE TRACT MAP NO. 878

At a meeting of the Planning Commission of the City of Corcoran duly called and held on January 8, 2007, on motion of Chairman Tristao seconded by Commissioner Stiger, and duly carried, the following resolution was adopted:

WHEREAS, Tentative Subdivision Tract Map No. 878, as filed by reviewed by the Planning Commission of the City of Corcoran, and

WHEREAS, the proposed subdivision is proposed to subdivide one parcel of 69 ± acres into 297 single family lots; and

WHEREAS, the property is generally bounded by Bainum Avenue, 6 ½ Avenue, Oregon Avenue and Dairy Avenue; and

WHEREAS, the Planning Commission held a public hearing on January 8, 2007, and

WHEREAS, all affected public utility companies, various governmental department agencies and the Planning Commission staff have given careful consideration to this Tentative Map and have made recommendations thereon, and

WHEREAS, the environmental checklist supports the finding that the General Plan EIR and its mitigation measures sufficiently address the environmental impact of the build out of property zoned for single family residential development.

WHEREAS, the Planning Commission has made the following findings pursuant to Section 66474 of the Subdivision Map Act:

- (a) That the proposed map is consistent with the General Plan;
- (b) That the design or improvement of the proposed subdivision is consistent with the General Plan;
- (c) That the site is physically suitable for the type of development;
- (d) That the design of the subdivision and the proposed improvements are not likely to cause serious substantial environmental damage, or substantially and avoidably injure fish or wildlife or their habitat;
- (e) That the design of the tentative subdivision map and/or type of improvements are not likely to cause serious public health problems; and
- (f) That the design of the subdivision or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of the property within the proposed subdivision.

WHEREAS, the Planning Commission has carefully considered recommendations and testimony presented at the public hearing of January 8, 2007, and

THEREFORE, BE IT RESOLVED that Tentative Tract No. 878 be approved subject to the conditions listed in the Exhibits A, B, C and D and that the recommendation for approval be forwarded to the City Council.

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the City of Corcoran by the following vote:

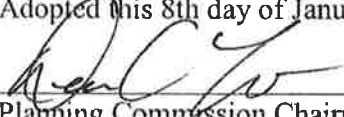
AYES: Commissioners: Cortez, Garcia, Kessler, Stiger, Tristao, and Venegas

NOES: None


ABSTAIN: None

ABSENT: None

Adopted this 8th day of January 2007



Planning Commission Chairman



Community Development

EXHIBIT A
RESOLUTION 07-04 CONDITIONS
TENTATIVE SUBDIVISION TRACT NO. 878

GENERAL DESIGN

1. That the applicant in consideration of the approval of said Tentative Tract hereby agrees to hold harmless the City of Corcoran and all of its departments, officers, agents, or employees free and harmless of, and from any claims or any kind or nature arising out of or by reason of said project, and the development of said land by any person, firm or corporation, public or private, and from the cost and expense of defending the same including attorneys fees.
2. That approval of this Tentative Tract does not exempt compliance with all applicable Sections of the City of Corcoran Zoning Ordinance, Public Works Improvement Standards, Fees or other City Ordinances in effect at the time the building permits are issued. This shall include, but not be limited to, capacity and impact fees which have been adopted by the City, have been approved in report form by the City but are awaiting enactment by resolution, and/or have been adopted by the City in resolution form, but have not yet become effective under such resolution. Such fees shall be paid prior to obtaining building permits for the project, or such earlier time set forth in the Corcoran Municipal Code.
3. That all approved proposal of the applicant be conditions of development if not mentioned herein.
4. That the general design of the tract be approved with minor modifications being approved by the Community Development and Public Works Departments.
5. That construction of the improvements be limited to day light hours.
6. That dust control measures be taken during the construction of improvements.
7. That the developer provide at least one medium sized tree on each lot.
8. That the developer provide street trees and irrigation system, approved by the Public Works Director, along all the local streets in the subdivision and along 6 ½ Avenue and Oregon Avenue.
9. That a building permit will not be issued until an all weather road is constructed.
10. That the placement of mail boxes must meet approval of Post Office (Contact Steven Reeves, Post Master (559) 992-4505).
11. That a decorative 6 ft. block wall, approved by the Public Works Director, be installed along 6 ½ Avenue and Bainum Avenue.

12. That sidewalks be provided from the day-lighted cul-de-sacs to connect to the sidewalk along the collector street.
13. Developer required to form a Landscape Lighting District in accordance with the Landscape Lighting District Act of 1972.
14. Developer shall pipe irrigation/drainage ditch from the corner of Bainum Avenue and Dairy Avenue to 034-220-026 at Developer's sole cost and expense. A portion of such improvements are adjacent to undeveloped/underdeveloped land. As such undeveloped/underdeveloped land is developed, Developer shall be reimbursed from the developer of such undeveloped/underdeveloped land in an amount and manner deemed appropriate by City.
15. That the developer comply with the mitigation measures stated in the Traffic Impact Analysis for The Sequoias Subdivision, prepared by KD Anderson & Associates, Inc. September 18, 2006.

PUBLIC WORKS/ENGINEERING CONDITIONS

1. See Exhibit "B"

TRAFFIC IMPACT ANALYSIS PREPARED BY KD ANDERSON & ASSOCIATES, SEPTEMBER 18, 2006 - MITIGATIONS

1. See Exhibit "C"

FIRE DEPARTMENT

1. See Exhibit "D"

SAN JOAQUIN VALLEY UNIFIED AIR POLLUTION CONTROL DISTRICT

1. Developer must comply with all provisions of the San Joaquin Valley Unified Air Pollution Control District

KINGS COUNTY AIRPORT LAND USE COMPATIBILITY PLAN

1. Developer must comply with the provisions of the Kings County Airport Land Use Compatibility Plan. An Overflight Easement is required for Zone C and a Deed Notice is required for Zone D.

ZONING

1. That the proposed tract is subject to the R-1-6 Single Family Residential zone district provisions.

ARCHEOLOGICAL:

1. That if any archeological resources are discovered during the construction, the contractor shall stop excavation and notify the Community Development Department for appropriate mitigation measures.

EXPIRATION:

1. That this tentative subdivision map become null and void after 24 months has elapsed from the date of approval, if the above conditions have not been satisfied or bonded for, and a final map recorded. A time extension may be granted by the Commission upon written request by the applicant. The time extension, if approved, may be subject to the improvement standards and fees in effect at the time the extension for the tentative map is granted.

Exhibit B
MEMORANDUM
CITY OF CORCORAN

TO: JERI GRANT, COMMUNITY DEVELOPMENT DIRECTOR
FROM: QUAD Engineering. - City Engineer
SUBJECT: Engineering Considerations - Tentative Subdivision No. 878
SENOVOIAS UNIT 2
LOCATION: BET DAIRY & 6 1/2 AVE'S AND
BET BAINUM & OREGON AVE'S.
DEVELOPER: KEMP LAND COMPANY
DATE: DEC 8, 2006

SOILS:

The Subdivider shall submit a preliminary soils report for structure foundation, which shall be prepared by a registered Civil Engineer based upon adequate soil test boring. The report shall be submitted to the City at the time of the filing of the Final Map.

The Developer shall have his soils investigated and make recommendations as to the correct method of trench backfill for the soils encountered in the subdivision so as to assure 90% relative compaction between the select bedding around the pipe to within 2 feet of the subbase. The top 2 feet shall be compacted to 95% relative compaction.

STREETS:

Street widths shall be as shown on tentative map, except as noted on Attachment "A"

R-Value tests will be required for the streets specified on Attachment "A".

The structural section of all streets shall be not less than 2" AC over 4" AB except as noted on Attachment "A", except that a greater thickness may be required by Soil Test results. Design of streets shall be asphalt concrete section with aggregate base.

All streets shall have the standard cross section with barrier curb, gutter and sidewalk, unless otherwise noted on Exhibit "A".

Utility services to each lot shall be placed in the streets prior to paving.

Knuckles and transition curves to knuckles shall have 50-foot radii.

Street monuments shall be installed at locations as required by the City Engineer.

Property line radius is to be 20 feet on all streets. (30' @ arterials)

A barricade shall be provided at ends of dead-end streets.

Each street intersection shall be as near to a right angle as practicable.

Cul de sacs shall not be more than 600 feet in length.

UNDERGROUND ELECTRIC LINES:

All new electric lines shall be installed underground in accordance with Pacific Gas & Electric Company standards.

SANITARY SEWERS:

Sanitary sewers shall be installed to City standards.

Sewer laterals shall be installed to the property line of all lots before the streets are surfaced.

STORM DRAINAGE:

The storm drain layout shall be designed to City standards.

Subdivider shall install pipelines so as to connect to existing City trunk lines.

FIRE HYDRANTS

Fire hydrants shall be installed at the locations as noted on Exhibit "A".

EASEMENTS:

Easements will be required for all utilities outside of dedicated rights-of-way.

Submit to the City Engineer a title report for areas outside of the parcel to be developed where easements are to be dedicated for City utilities.

WATER SUPPLY:

Water mains shall be installed to City standards.

Water services shall be installed to the property line of all lots before the streets are surfaced.

STREET NAME SIGNS:

Street name signs shall be installed at each intersection noted on Exhibit "A".

STOP SIGNS:

Stop signs shall be of the sizes and installed at the locations noted on Exhibit "A".

STREET LIGHTS AND ELECTRICAL SERVICE:

The Developer must make provisions for the installation of underground electrical service and street lighting. Street lights will be required at the locations noted on Exhibit "A". The cost of the systems shall be included in the subdivision bonds.

GAS SERVICE:

The Developer must make provisions for the installation of a gas distribution system on all streets and at the sizes determined by the Southern California Gas Company.

CABLE TELEVISION:

The Developer shall comply with the requirements set forth in City Ordinances with regard to Cable T.V.

TELEPHONE:

The Developer must make provisions for the installation of underground telephone service in accordance with Verizon Company standards.

WELLS:

Any existing wells on the site shall be abandoned and sealed in accordance with State Health Department standards.

ELEVATIONS:

All elevations shall be based on the official City datum, available at the office of the City Engineer.

STANDARDS:

All improvements shall be installed in accordance with the most recent City standards, specifications, and detail. In the absence of specific standards, improvements shall be installed as directed by the Director of Public Works and the City Engineer.

BOND OR DEPOSIT:

An engineer's estimate shall be submitted for all public works improvements. The Developer shall make provisions for a bond, deposit, or instrument of credit on all required improvements as follows:

- a. 100% faithful performance
- b. 50% labor and materials.

FEES:

The Developer shall pay to the City all applicable fees prior to recordation of the final map.

ATTACHMENT "A"

The engineering considerations checked below shall be made a condition of approval of the subject subdivision.

- ✓ 1. The minimum street right-of-way widths shall be as follows; also, the minimum structural street section shall be 2" asphalt concrete and 4" aggregate base, except as follows:

Street	R/W	Asphalt Concrete	Aggregate Base	R-Value Required
a) <u>BAINUM</u>	<u>68'</u>	<u>3</u>	<u>8</u>	<u>✓</u>
b) <u>OREGON</u>	<u>68'</u>	<u>3</u>	<u>8</u>	<u>✓</u>
c) <u>6 1/2 AVE</u>	<u>68'</u>	<u>3</u>	<u>8</u>	<u>✓</u>
d) <u>DAIRY</u>	<u>88'</u>	<u>3</u>	<u>8</u>	<u>✓</u>
e) <u>LOCALS</u>	<u>56'</u>			<u>✓</u>
f) <u>KELLY</u>	<u>68</u>	<u>3</u>	<u>8</u>	<u>✓</u>
g) <u>(SEQUENTIA ON PHASE 1)</u>				

- ✓ 2. Arterial Treatment: ALONG DAIRY, BAINUM,
AND 6 1/2 AVENUES.

- ✓ 3. The Developer shall submit a plan for irrigation of street trees along streets with arterial treatment, to be approved by the Director of Public Works.

- ✓ 4. A master plan for sanitary sewer for the entire development shall be submitted for approval prior to approval of any portion of the system.

DESIGNS TO INCORPORATE CITY'S SS & WASTEWATER
MASTER PLANS FOR SUBDIVISION AREA & DOWNSTREAM
IMPROVEMENTS TO MAINS AND LIFT STATIONS

5. A master plan for storm drainage for the entire development shall be submitted for approval prior to approval of any portion of the system.

DESIGNS TO INCORPORATE CITY'S S.D. WATER PLAN IMPROVEMENTS TO DISPOSE OF STORM WATER TO THE OTTAWA POND SITE

6. A master plan for water for the entire development shall be submitted for approval prior to approval of any portion of the system.

DESIGNS TO INCORPORATE CITY'S WATER WASTE PLAN IMPROVEMENTS, SUCH AS LOOPING OF SYSTEM TO DAIRY AVE.

7. BELONGSHIP ACCESS RIGHTS ALONG BAINBRIDGE & GILZ & DAIRY FOR LOTS BACKING TO THESE AVENUES.

8. CONSTR 2-WAY STREET IMPROVEMENTS ALONG OREGON, ALONG SUBDIVISION & BACK TO DAIRY.

9. SINCE THE METHOD OF PROPOSED PHASING IS NOT SHOWN, EACH PHASE IS SUBJECT TO WATER MAIN LOOPING & TRAFFIC CIRCUMVENTION EXTENSIONS AS DETERMINED @ TIME OF PHASING.

10. DITCH ALONG DAIRY TO BE PIPED PER CID REQUIREMENTS.

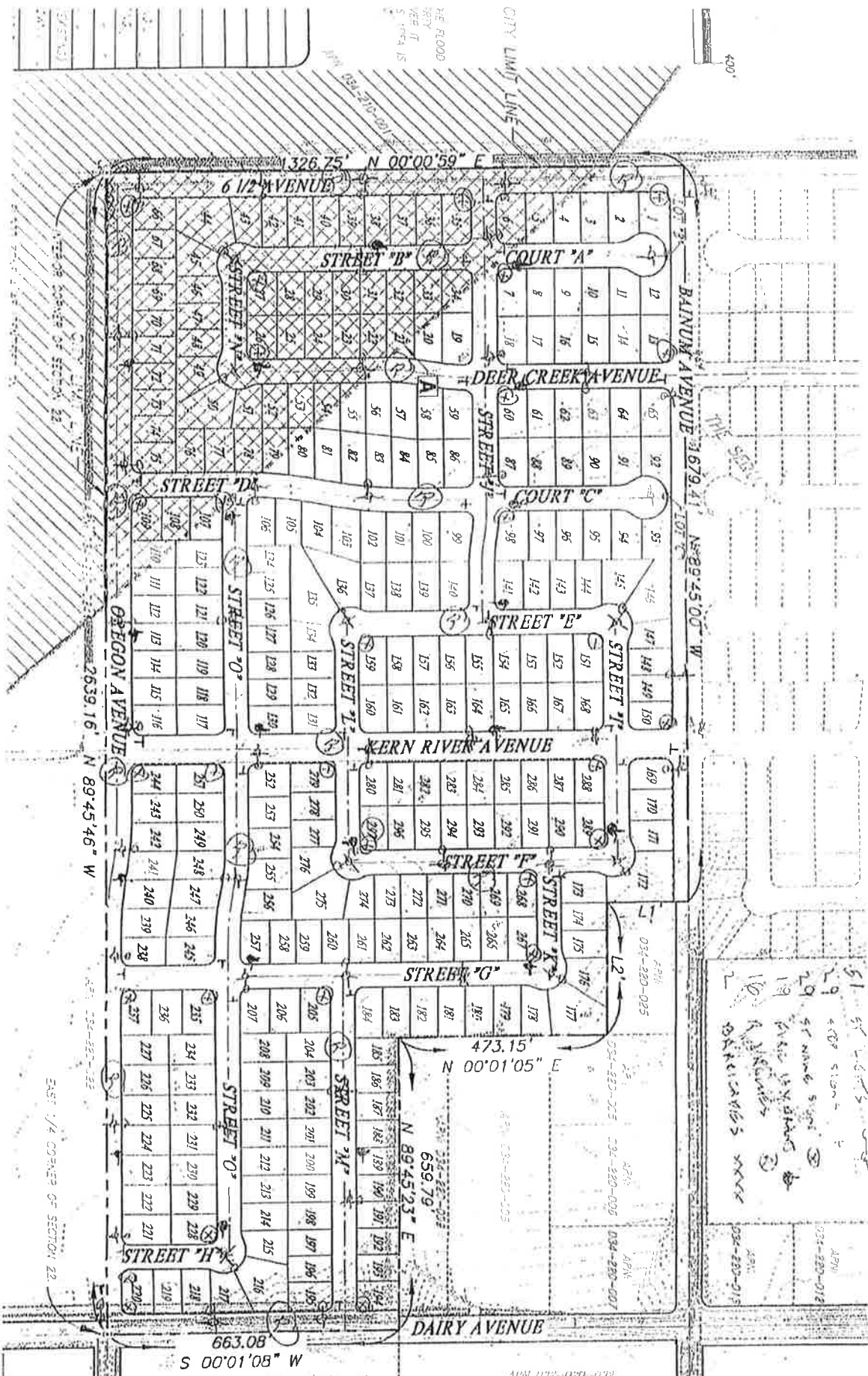
11. COMPLIANCE TO TRAFFIC IMPACT ANALYSIS (K.D. ANDERSON 9/06) IS REQUIRED

✓ 12 PHASING ALSO AFFECTS PLACEMENT OF STREET FURNITURE (E.G. F.H.'S, LIGHTS, ETC.)

✓ 13 SUBDIVISION IS SUBJECT TO PREVIOUSLY NEGOTIATED WATER, SANITARY SEWER, WASTEWATER & STORM DRAINAGE ITEMS AS AGREED TO WITH THE DIRECTOR OF PUBLIC WORKS (DETAILED TO IN HIS PREVIOUS CORRESPONDENCE).

SHEET	PROJECT	DATE
01	LOT 1-23-24	10/1/00
02	LOT 1-23-24	10/1/00
03	LOT 169-23	10/1/00

UNPLANNED UNIT DEVELOPMENT



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- 2. SITE AL
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Exhibit C Traffic Mitigations
Resolution 07-04
Tentative Subdivision Map
#878

TRAFFIC IMPACT ANALYSIS

FOR

THE SEQUOIAS SUBDIVISION
Corcoran, California

Prepared For:

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September 18, 2006

Job No. 4354-02

Concern: The Sequoias

Anderson & Associates, Inc.

Transportation Engineers

**TRAFFIC IMPACT ANALYSIS FOR
THE SEQUOIAS SUBDIVISION
Corcoran, CA**

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September 18, 2006

KDA

TRAFFIC IMPACT ANALYSIS FOR THE SEQUOIAS SUBDIVISION

INTRODUCTION

This report documents **KDAnderson & Associates'** assessment of traffic impacts associated with development of **The Sequoias Subdivision** project in the Kings County community of Corcoran. This analysis is intended to quantify the traffic impacts of the project and address circulation and access in the vicinity of the project site within the context of current background conditions.

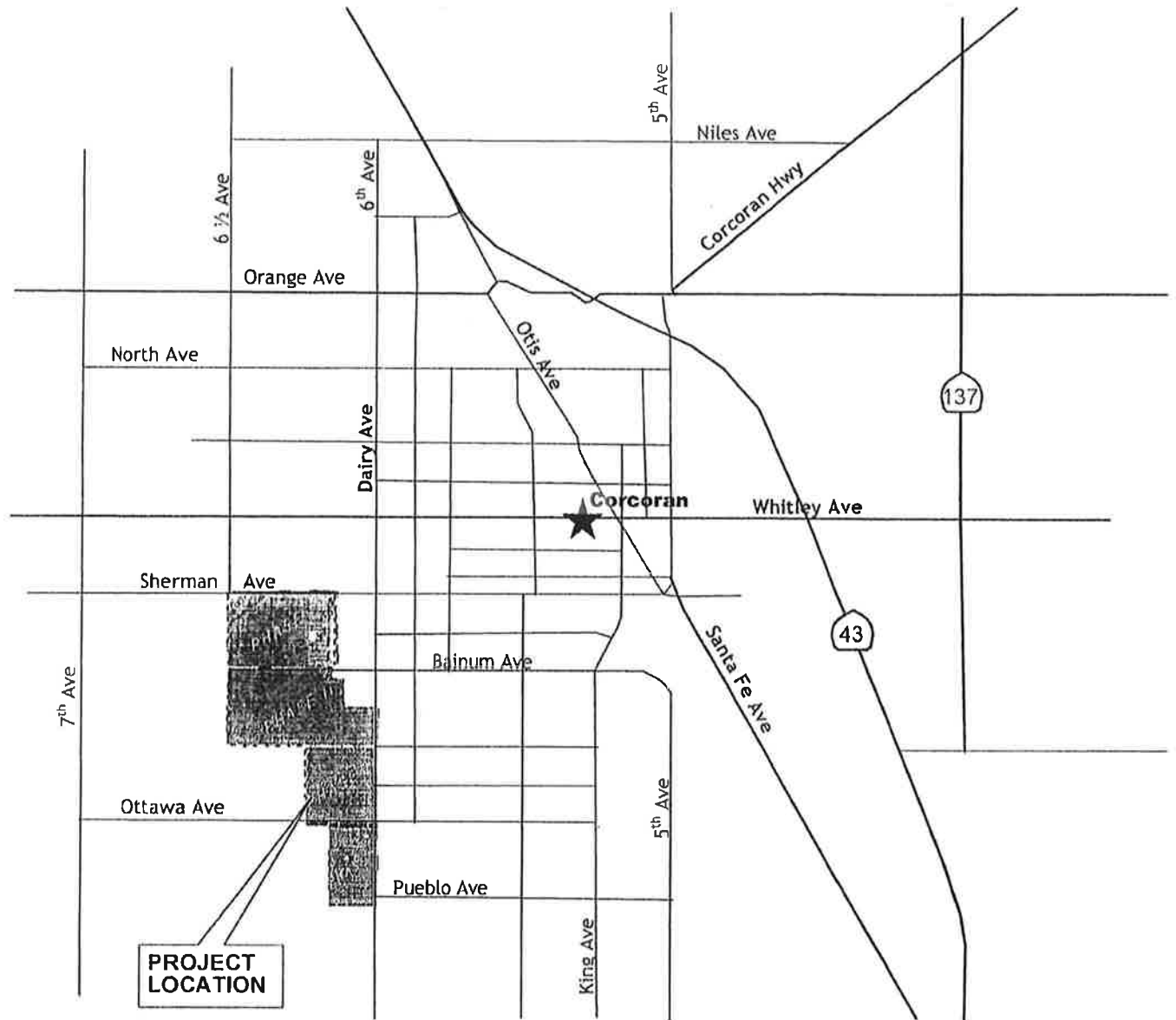
Project Description / Study Area

The Sequoias proposes phased development of up to 783 single family residential lots on a site located on the west side of Dairy Avenue between Sherman Avenue and Pueblo Avenue, as noted in Figure 1. The project is being developed in four phases which extend from the north to the south. Phase 1 has been approved by the City, and the 226 lots in Phase 1 lie in the area bounded by Sherman Avenue and the extension of Bainum Avenue. Subsequent phases will lie west of Dairy Avenue between the planned extension of Oregon Avenue, Ottawa Avenue and Pueblo Avenue

Various City streets link The Sequoias with the regional circulation system and with shopping, schools and employment centers within the community. Regional access to the Corcoran is provided via state highways and Kings County roads. State Route 43 links the community with Hanford to the north and rural Tulare County to the south. State Route 137 connects Corcoran with Tulare and Visalia to the east.

Arterial and collector streets will provide access to the project site. Whitley Avenue is the primary east-west arterial across Corcoran, and this road will connect the site with the commercial areas of Corcoran and with SR 137. Sherman Avenue is an important east-west collector that lies south of Whitley Avenue and will link the project with area schools. Dairy Avenue is a north-south arterial street that links the project with SR 43 north of Corcoran.

Locally, numerous local streets link existing development with the arterial / collector street system, and will be used by residents of The Sequoias. East-west streets such as Bainum Avenue, Oregon Avenue, Ottawa Avenue and Pueblo Avenue extend easterly from Dairy Avenue to King Avenue. Avenue 6½ extends north from Sherman Avenue across Whitley Avenue to the northern City limits.



KD Anderson & Associates, Inc.
Transportation Engineers

VICINITY MAP

EXISTING SETTING / TRAFFIC CONDITIONS

Study Area Circulation System - intersections

The limits of the area addressed by this study were considered and approved by the City of Corcoran. As the quality of traffic flow in urban areas is often governed by the operation of key intersections, the following intersections have been identified for evaluation in this study.

The **Dairy Avenue / Sherman Avenue** intersection is controlled by an all-way stop. The intersection is configured with separate left turn lanes on both Dairy Avenue approaches, but the Sherman Avenue approaches feature single lanes. School zone crosswalks exist at this intersection. Sight distance at the intersection is not obstructed.

The **Dairy Avenue / Bainum Avenue** intersection is controlled by stop signs on the eastbound and westbound Bainum Avenue approaches. Today the intersection is configured with single lanes on each approach. Sight distance at the intersection is not obstructed.

The **Dairy Avenue / Oregon Avenue** intersection is a "tee" intersection that will be extended westerly as The Sequoias is developed. Today the intersection is controlled by a stop sign on the westbound Oregon Avenue approach, and each approach has a single travel lane. Sight distance at the intersection is not obstructed.

Standards of Significance: Levels of Service - Methodology

To assess the quality of existing traffic conditions and provide a basis for analyzing project impacts, Levels of Service were calculated at study area intersections and on roadways in the area of the proposed project. "Level of Service" is a qualitative measure of traffic operating conditions employed by traffic engineers whereby a letter grade "A" through "F", corresponding to progressively worsening operating conditions, is assigned to an intersection or roadway segment. Table 1 presents general characteristics associated with each LOS grade.

Governing agencies establish goals for minimum Level of Service standards and prescribe accept methodologies for determining Levels of Service. The current City of Corcoran General Plan indicates that the City strives to maintain Level of Service "C". While various methodologies exist for determining Levels of Service, the procedures recommended in Caltrans *Guidelines for Preparing Traffic Impact Studies* have been used for this study.

Methodology for Determining Levels of Service at Unsignalized Intersections. At unsignalized intersections the length of delays experienced by motorists is the primary measure of the quality of traffic flow and is the basis for determining Level of Service. The procedures used for calculating unsignalized intersection Level of Service are as presented the *Highway Capacity Manual, 2000 edition*. Levels of Service at unsignalized intersections that are controlled by side street stop signs are indicative of the magnitude of the delay incurred by motorists that must yield the right of way at an intersection, but are not indicative of conditions for through traffic that does not stop.

A secondary measure of the quality of traffic flow is the extent to which traffic conditions satisfy criteria for installing a traffic signal. Various criteria, called *traffic signal warrants* are reviewed to determine whether signalization may be a preferred strategy for accommodating traffic demands. As recommended by Caltrans, the signal warrant criteria employed for this study are as presented in the *Manual of Uniform Traffic Control Devices (MUTCD)*, California Supplement. This analysis addresses warrants relating to peak hour traffic volume.

**TABLE 1
LEVEL OF SERVICE DEFINITIONS**

Level of Service	Signalized Intersection	Unsignalized Intersection	Roadway (Daily)
"A"	Uncongested operations, all queues clear in a single-signal cycle. Volume / capacity (V/C) < 0.60	Little or no delay. Delay ≤ 10 sec/veh	Completely free flow.
"B"	Uncongested operations, all queues clear in a single cycle. $0.60 \leq v/c < 0.70$	Short traffic delays. Delay > 10 sec/veh and ≤ 15 sec/veh	Free flow, presence of other vehicles noticeable.
"C"	Light congestion, occasional backups on critical approaches. $0.70 < V/C < 0.80$	Average traffic delays. Delay > 15 sec/veh and ≤ 25 sec/veh	Ability to maneuver and select operating speed affected.
"D"	Significant congestions of critical approaches but intersection functional. Cars required to wait through more than one cycle during short peaks. No long queues formed. $0.80 < V.C < 0.90$	Long traffic delays. Delay > 25 sec/veh and ≤ 35 sec/veh	Unstable flow, speeds and ability to maneuver restricted.
"E"	Severe congestion with some long standing queues on critical approaches. Blockage of intersection may occur if traffic signal does not provide for protected turning movements. Traffic queue may block nearby intersection(s) upstream of critical approach(es). $0.90 < V/C < 1.00$	Very long traffic delays, failure, extreme congestion. Delay > 35 sec/veh and ≤ 50 sec/veh	At or near capacity, flow quite unstable.
"F"	Total breakdown, stop-and-go operation. V/C > 1.00	Intersection often blocked by external causes. Delay > 50 sec/veh	Forced flow, breakdown.

Sources: 2000 Highway Capacity Manual, Transportation Research Board (TRB) Special Report 209.

Existing Traffic Volumes and Intersection Levels of Service

This analysis addresses traffic conditions occurring during the hours of peak weekday traffic. Peak hour traffic counts conducted in August 2006 during the evening (4:00 to 6:00 p.m.) peak hour have been used. The highest one-hour volume observed during each two hour period was employed for this analysis, and the results of these traffic counts are presented in Figure 2.



Not to Scale

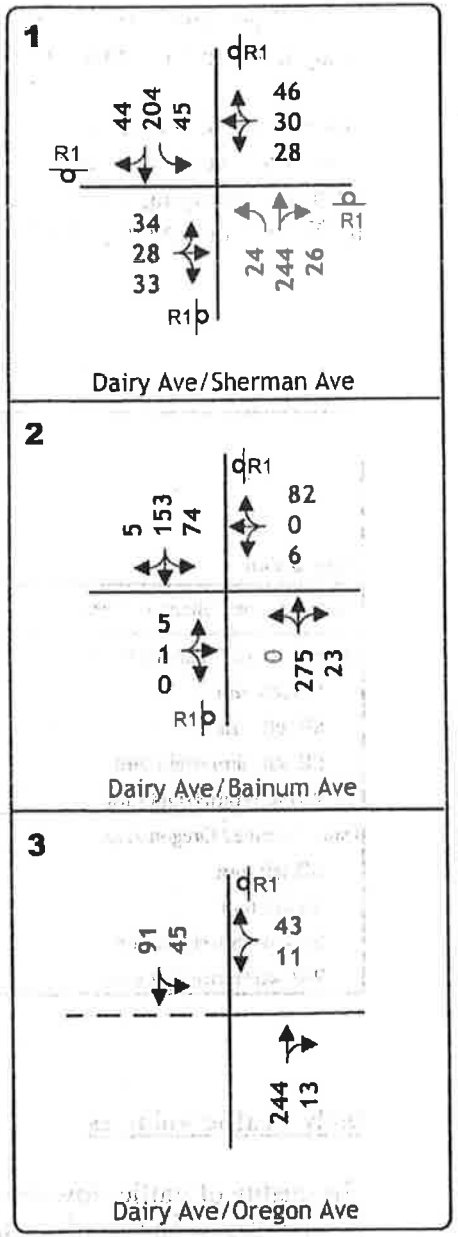
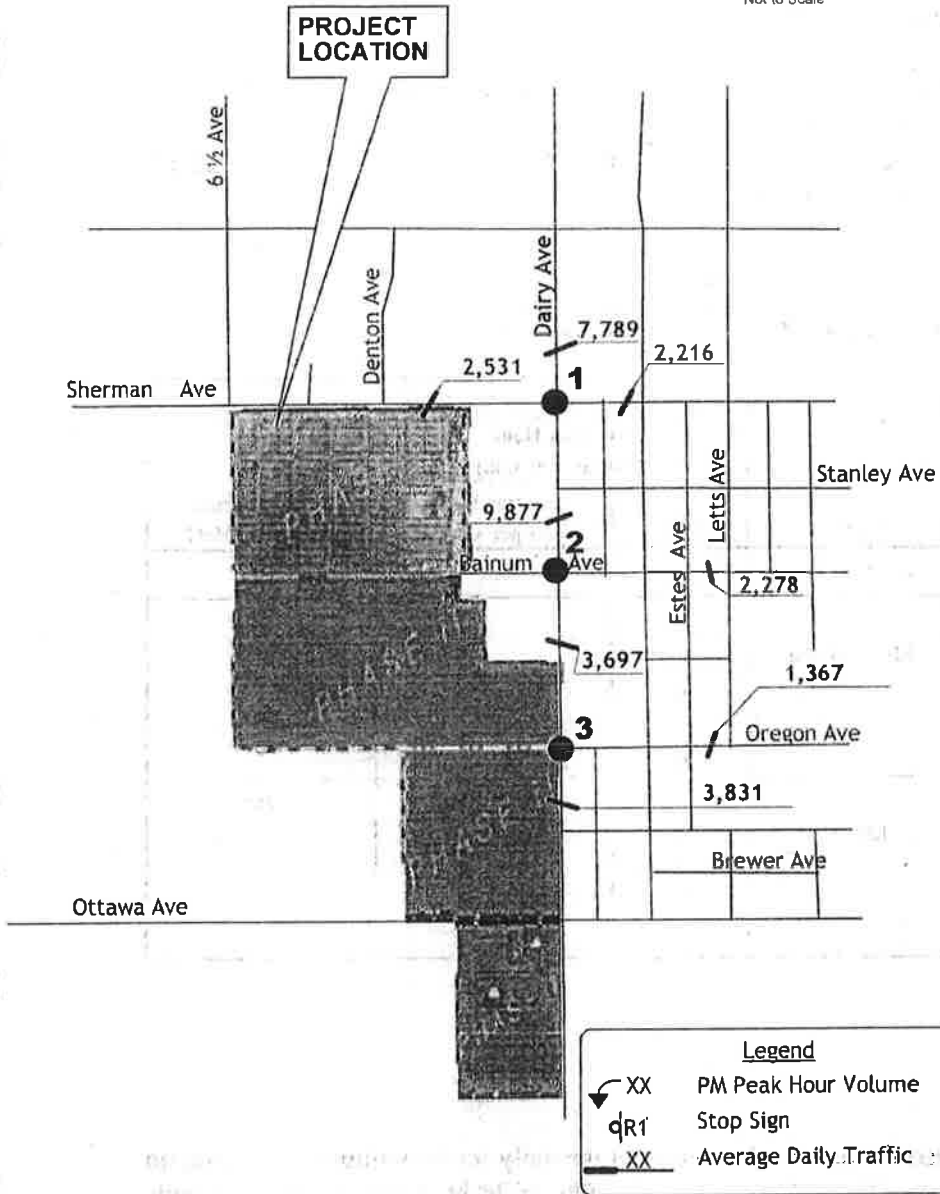


Table 2 presents current peak hour Level of Service at the study area intersections. As shown, all study intersections currently operate at LOS C or better.

An additional measure of the quality of traffic flow is the extent to which the traffic volumes at these intersections meet warrants for signalization. None of the unsignalized intersections carry volumes satisfying warrants during either the a.m. or p.m. peak hour. Based on this information, traffic signals are not judged to be needed at this time.

**TABLE 2
EXISTING INTERSECTION LEVEL OF SERVICE**

Intersection	Control	Weekday		
		PM Peak Hour (4:00 to 6:00 a.m.)		Traffic Signal Warrants Met?
		LOS	Average Delay (sec's per vehicle)	
Dairy Avenue / Sherman Avenue	All-Way Stop	B	11.3 sec	No
Dairy Avenue / Bainum Avenue	EB / WB Stop	-	-	No
NB left turn		A	8.1 sec	
SB left turn		C	17.2 sec	
EB left+thru+right turn WB left+thru+right turn		B	11.2 sec	
Dairy Avenue / Oregon Ave	EB Stop	-	-	No
NB left turn		A	7.9 sec	
SB left turn		-	-	
EB left+thru+right turn WB left+thru+right turn		B	10.6 sec	

Daily Traffic Volumes

The quality of traffic flow can also be described in terms of the daily traffic volumes occurring on local, collector and arterials streets. Table 3 presents the results of 24-hour traffic volume counts conducted in August 2006.

The traffic impact analysis conducted for the current City of Corcoran General Plan in 1996 established Level of Service thresholds based on daily traffic volumes for arterial streets and suggests that Average Daily Traffic (ADT) volumes of 12,325 vehicles per day are the limit of LOS C conditions on major two lane facilities. This threshold increases to 14,500 ADT in locations where a continuous two way left turn lane is available. As shown in Table 3, under General Plan thresholds Dairy Avenue carries volumes that are indicative of LOS A or B conditions.

**TABLE 3
EXISTING DAILY TRAFFIC VOLUMES**

Street	From	To	Daily Volume	Level of Service
Sherman Avenue (Collector)	Ave 6½	Dairy Avenue	2,531	A
	Dairy Avenue	Otis Ave	2,216	A
Bainum Avenue	Dairy Avenue	Van Dorsten Ave	2,278	n.a
Oregon Avenue	Dairy Avenue	Van Dorsten Ave	1,367	n.a
Dairy Avenue (Arterial)	Whitley Avenue	Sherman Avenue	7,789	A
	Sherman Avenue	Bainum Avenue	9,877	B
	Bainum Avenue	Oregon Avenue	3,697	A
	Oregon Avenue	Ottawa Avenue	3,831	A
n.a. Level of Service not applicable on defacto collector streets				

The GP includes similar thresholds for collector streets. The LOS C threshold for collectors is 7,700 ADT. This threshold implies that Sherman Avenue operates at LOS A today.

Finally, several local streets in the area east of the proposed project link residential areas with Arterials such as Dairy Avenue and King Avenue. These streets operate as defacto collector streets, and the Level of Service on these streets could be determined based on collector thresholds. As noted, the Level of Service on Bainum Avenue and Oregon Avenue would be LOS A under this approach. However, while the streets themselves may have the capacity to accommodate these traffic volumes residents of defacto collector streets with direct residential frontage often complain of “quality of life” issues such as noise and driveway access delays. Many communities have determined that these complaints become prevalent at daily volumes that are below the collector street LOS C threshold.

Left Turn Channelization. The extent to which left turn lanes are needed to accommodate existing or project traffic volume can also be evaluated quantitatively. The American Association of State Transportation and Highway Officials (AASHTO) has identified guidelines for the installation of left turn lanes in their publication *A Policy on Geometric Design of Highways and Streets*. These guidelines, which are presented in their Exhibit 9-75 (refer to Appendix), base the need for a left turn lane on the volume of traffic on the mainline road and the relative percentage of that traffic that turns.

Left turn lanes already exist at the Dairy Avenue / Sherman Avenue intersection. Current p.m. peak hour volumes at the Dairy Avenue / Bainum Avenue intersection are very near but slightly below guideline volumes for left turn channelization at 50 mph.

Pedestrian / Bicycle Facilities

Pedestrian and bicycle facilities are available in the area of the proposed project and are also being constructed as development occurs. There are currently class II bicycle lanes along Dairy Avenue in the area of the Sherman Avenue intersection. Sidewalks do not exist on the rural roads outside of Corcoran. Thus, new development that is annexed into the City is responsible for frontage improvements that include curb, gutter and sidewalk. Sidewalks exist on the east side of Dairy Road where development exists today, as well as along developed portions of other local and collector streets. Development in The Sequoias will construct sidewalks along the south side of Sherman Avenue from Avenue 6½ to the limits of current development and along Dairy Avenue along the project's frontage.

The most appreciable pedestrian issues in the area of the project are associated with travel to and from Corcoran schools. Corcoran High School and Bret Harte Elementary School are located along Letts Avenue. Students living in The Sequoias who choose to walk to school will have to cross Dairy Avenue

PROJECT IMPACTS

Project Characteristics

Trip Generation. The amount of new traffic associated with development projects is typically forecast using information developed from recognized national sources. The Institute of Transportation Engineers (ITE) publication *Trip Generation, 7th Edition* is a source recognized by Placer County and Caltrans, and applicable trip generation rates for single family residential development are presented in Table 4.

**TABLE 4
TRIP GENERATION RATES / FORECASTS**

Land Use	Quantity	Trip Generation						
		Daily	A.M. Peak Hour			P.M. Peak Hour		
			Inbound	Outbound	Total	Inbound	Outbound	Total
Single Family Detached	Dwelling	9.57	25%	75%	0.75	63%	37%	1.01
<i>The Sequoias</i>								
Phase I	226 du's	2,163	42	127	169	144	84	228
Phase II	276 du's	2,641	52	155	207	176	103	279
Phase III	170 du's	1,627	32	96	128	108	64	172
Phase IV	111 du's	1,062	21	62	83	71	41	112
Total	783 du's	7,493	147	440	587	499	292	791

As shown in Table 4, at build out The Sequoias could generate approximately 7,493 daily trips with 587 trips occurring during the a.m. peak hour and 791 trips generated during the p.m. peak hour.

Trip Distribution. Having determined the number of trips that are expected to be generated by the project, it is necessary to identify the directional distribution of project-generated traffic. For residences in this area of Corcoran, the directional distribution will be primarily influenced by the regional locations of employment and shopping, as well as the location of area schools. Dairy Avenue, Whitley Avenue and Sherman Avenue will be primary routes, but some residents may also use Bainum Avenue, Oregon Avenue, Ottawa Avenue and Pueblo Avenue for easterly travel and Avenue 6½ for northerly travel. Based on review of current travel patterns, the regional distribution summarized in Table 5 is expected.

**TABLE 5
DIRECTIONAL TRIP DISTRIBUTION**

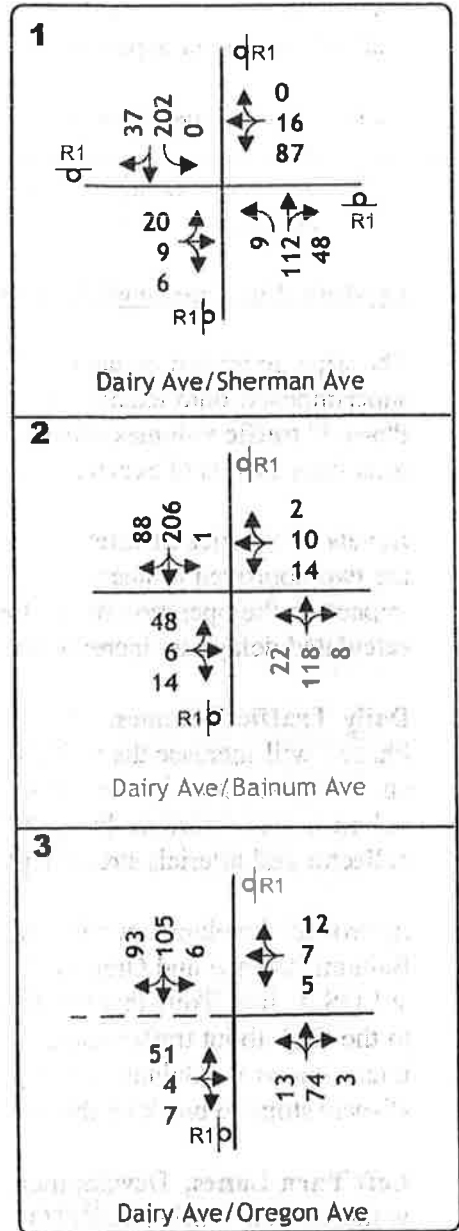
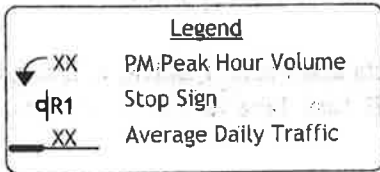
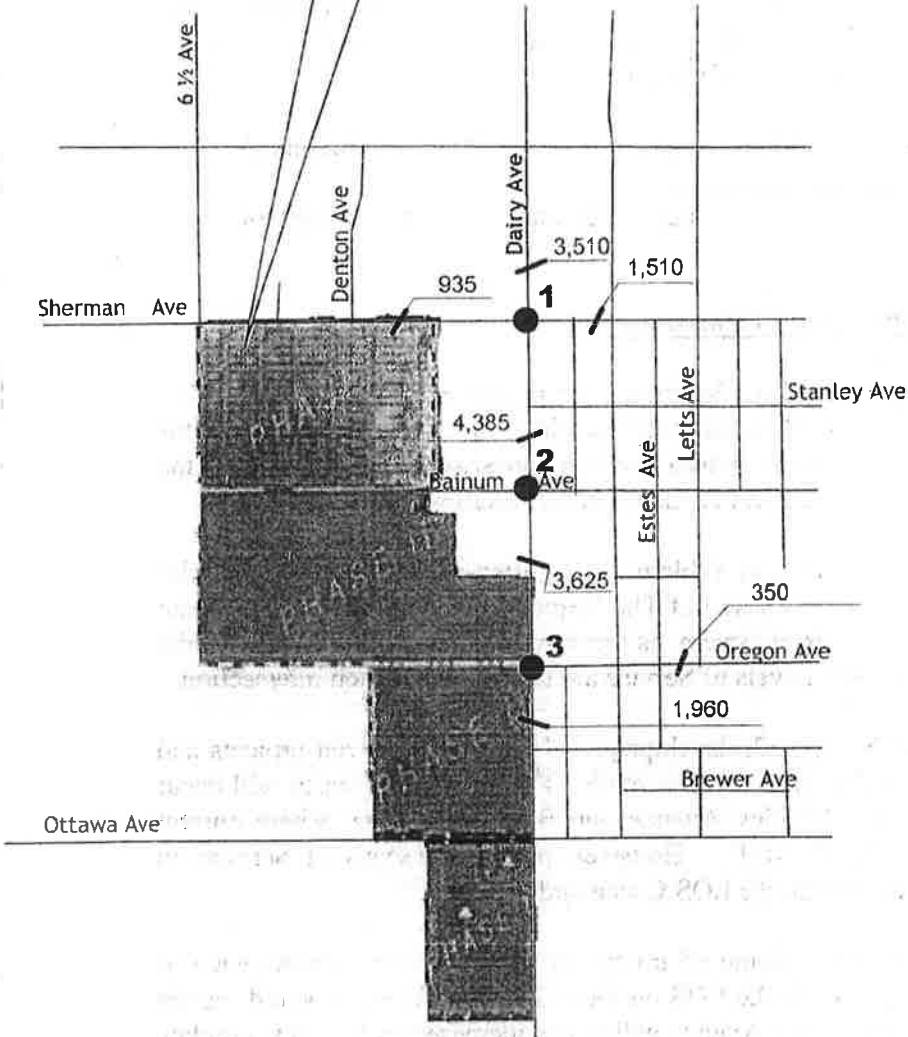
Direction	Route	Percent of Total Trips
		P.M. Peak Hour
North	Dairy Avenue beyond Whitley Avenue	15%
East	Whitley Avenue east of Dairy Avenue	35%
	Sherman Avenue east of Whitley Avenue	20%
	Bainum Avenue east of Dairy Avenue	5%
	Oregon Avenue east of Dairy Avenue	2.5%
	Ottawa Avenue east of Dairy Avenue	2.5%
South	Dairy Avenue beyond Pueblo Avenue	10%
West	Whitley Avenue beyond Ave 6½	5%
	Sherman Avenue beyond Ave 6½	5%
Total		100%

Project Trip Assignment. Using the regional trip distribution assumptions noted previously, project trips were assigned to the local street system assuming access as proposed. While no formal site plan exists for the unapproved project phases, access to Phase 1 has been approved, and it is possible to infer the location of planned access to the balance of the site from the preliminary site plan. Residences in Phase 1 will have access to Sherman Avenue via the southerly extension of Avenue 6½ and via two new local street intersections located towards the western end and middle of Phase I, respectively. Phase II is likely to have access via connections to the Bainum Avenue, Oregon Avenue and Avenue 6½ extensions, and another local street connection between Bainum Avenue and Oregon Avenue is illustrated in the preliminary plan. The initial plan for Phase III implies that this piece of the project will have access only to the extension of Oregon Avenue and the extension of Ottawa Avenue but not to Dairy Avenue. Finally, the Phase IV plan implies access to Dairy Avenue and to Ottawa Avenue, but not to Pueblo Avenue

Figure 3 presents resulting "Project only" traffic under build out conditions.



PROJECT LOCATION



EXISTING PLUS APPROVED PROJECTS CONDITIONS

The impacts of implementing the plans for The Sequoias have been evaluated within the context of short term future traffic conditions that assume occupancy of other approved projects. From discussions with City staff we understand that in addition to the first phase of The Sequoias, there are two other approved projects in this area of the community:

1. 70 unit apartment project located west of Dairy Avenue and south of Bainum Avenue, and
2. 40 single family residential lots located south of Bainum Avenue and east of Dairy Avenue.

Existing Plus Approved Projects Plus Phase I Conditions

The trips generated by approved projects and by the approved first phase of The Sequoias were superimposed onto existing traffic volumes to create the "Existing Plus Approved Projects Plus Phase I" traffic volumes illustrated in Figure 4. In turn, these volumes were used to calculate the peak hour Levels of Service shown in Table 6 and the daily traffic volumes shown in Table 7.

Levels of Service at intersections. As noted in Table 6, the addition of traffic associated with the two approved projects and generated by Phase I of The Sequoias does not have a significant impact on the operation of the local area street system, as measured by Levels of Service. While calculated delays are incrementally longer, Levels of Service are unchanged at each intersection.

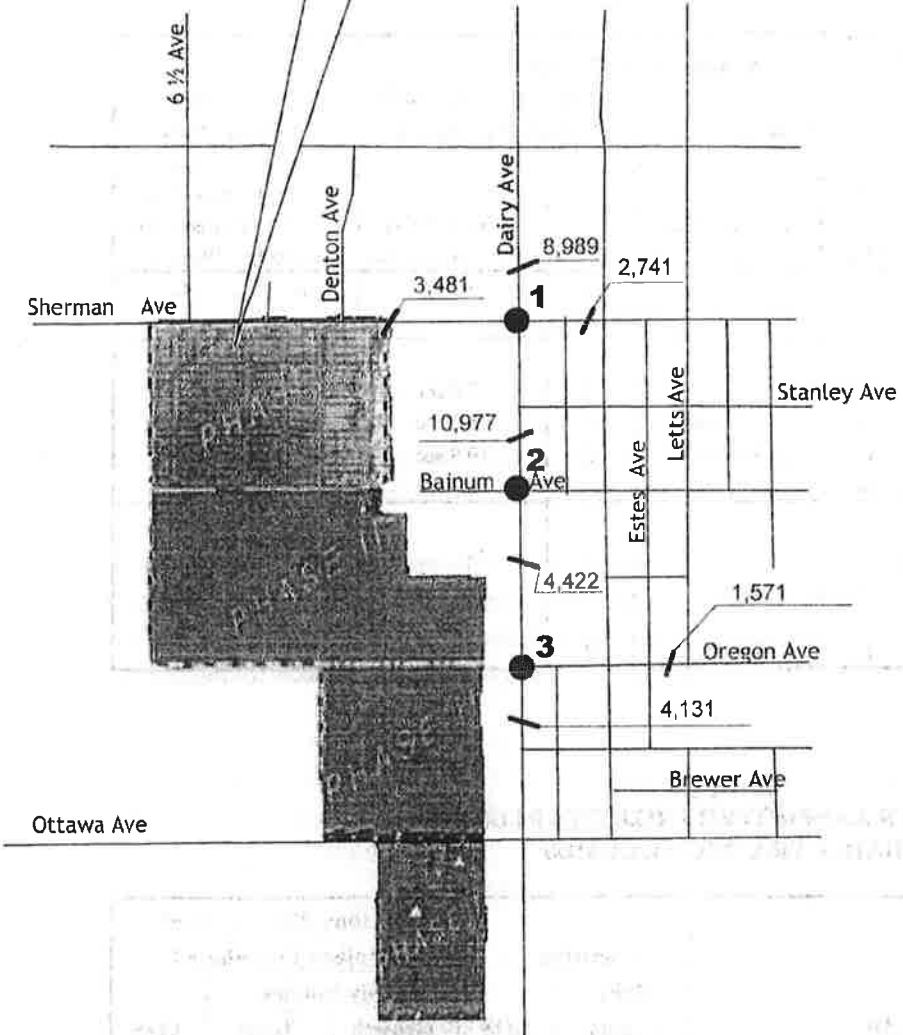
Daily Traffic Volumes. As shown in Table 7, development of the two approved projects and Phase I will increase the volume of traffic on study area roads. The greatest increases will occur on Dairy Avenue in the area between Whitley Avenue and Bainum Avenue, where current volumes may increase by 1,000 to 1,200 ADT. However, projected Levels of Service on collector and arterials streets will remain with the LOS C standard.

Approved development will increase the volume of traffic on local east-west streets such as Bainum Avenue and Oregon Avenue. While the LOS on these defacto collectors would remain at LOS A, it is likely that residents on Bainum Avenue will notice increased traffic and complain to the City about traffic noise and speed. The City may wish to monitor traffic conditions at key intersections on Bainum Avenue east of Dairy Avenue and consider the possibility of installing all-way stops to break up the flow of traffic through this area as conditions warrant.

Left Turn Lanes. Development of approved projects and Phase I traffic will result in peak hour volumes that reach AASHTO guidelines for a left turn lane at the Dairy Avenue / Bainum Avenue intersection.



PROJECT LOCATION



Legend

- PM Peak Hour Volume
- Stop Sign
- Average Daily Traffic

1

Dairy Ave/Sherman Ave

2

Dairy Ave/Bainum Ave

3

Dairy Ave/Oregon Ave

**TABLE 6
EXISTING PLUS APPROVED PROJECTS PLUS PHASE I
INTERSECTION LEVEL OF SERVICE**

Intersection	Control	Weekday P.M. Peak Hour				Traffic Signal Warrants Met?	
		Existing		Existing Plus Approved Projects Plus Phase I		Existing	Plus Approved Projects Plus Phase I
		LOS	Average Delay (sec's per vehicle)	LOS	Average Delay (sec's per vehicle)		
Dairy Ave / Sherman Ave	All-Way Stop	B	11.3 sec	B	14.1 sec	No	No
Dairy Avenue / Bainum Ave	EB / WB Stop	-	-	A	7.8 sec	No	No
NB left turn		A	8.1 sec	A	8.2 sec		
SB left turn		C	17.2 sec	C	19.9 sec		
EB left+thru+right turn		B	11.2 sec	B	12.7 sec		
Dairy Avenue / Oregon Ave	EB Stop	-	-	-	-	No	No
NB left turn		A	7.9 sec	A	8.0 sec		
SB left turn		-	-	-	0		
EB left+thru+right turn		B	10.6 sec	B	10.9 sec		

**TABLE 7
EXISTING PLUS APPROVED PROJECTS PLUS PHASE I
DAILY TRAFFIC VOLUMES**

Street	From	To	Existing		Existing Plus Approved Projects Plus Phase I		
			Daily Volume	LOS	Daily Volume		LOS
					Growth	Total	
Sherman Avenue	Ave 6½	Phase 1 Access	2,531	A	225	2,756	A
	Phase 1 Access	Dairy Avenue	2,531	A	950	3,481	A
	Dairy Avenue	Otis Ave	2,216	A	525	2,741	A
Bainum Avenue	Dairy Avenue	Van Dorsten Ave	2,278	n.a.	275	2,553	n.a.
Oregon Avenue	Dairy Avenue	Van Dorsten Ave	1,367	n.a.	150	1,517	n.a.
Dairy Avenue	Whitley Avenue	Sherman Avenue	7,789	A	1,200	8,989	A
	Sherman Avenue	Bainum Avenue	9,877	B	1,100	10,977	C
	Bainum Avenue	Oregon Avenue	3,697	A	725	4,422	A
	Oregon Avenue	Ottawa Avenue	3,831	A	300	4,131	A

KDA

EPAP PLUS THE SEQUOIAS PHASE II TO IV CONDITIONS

The impacts of developing Phases II – IV of the proposed project have been evaluated by superimposing project traffic onto the Existing Plus Approved Projects baseline conditions and recalculating Levels of Service.

EPAP Plus Phases I-II

Figure 5 superimposes the p.m. peak hour trips generated by Phase II of The Sequoias onto EPAP Plus Phase I background traffic volumes.

Levels of Service / Impacts. As noted in Table 8, under this condition the overall Level of Service at the Dairy Avenue / Sherwood Avenue intersection would remain within the City's LOS C minimum, but forecast traffic volumes would satisfy peak hour traffic volume warrants for "rural" (i.e., >40 mph) situations. If a signal is installed, it would operate at LOS C. The length of delays on the eastbound approach to the Dairy Avenue / Bainum Avenue intersection would be indicative of LOS D condition. While this approach Level of Service would exceed the minimum standard, projected traffic volumes would fall below peak hour warrants for signalization. The City may elect to monitor conditions at this location as development occurs and consider installing an all-way stop. While an all-way stop is not recommended for projected volumes based on the relatively small side street volume, an all-way stop controlled intersection would operate at LOS B during the p.m. peak hour.

The volume of traffic on study area roads will increase on a daily basis. As noted in Table 9, the segment of Dairy Avenue between Sherman Avenue and Bainum Avenue is projected to operate at LOS D. To deliver LOS C conditions it would be necessary to widen Dairy Avenue to provide a continuous two-way left turn lane in this area.

Left Turn Channelization. The volume of traffic at the Dairy Avenue / Bainum Avenue intersection will exceed AASHTO guidelines for left turn lanes on Dairy Avenue. The volumes at the Dairy Road / Oregon Avenue intersection will not.

EPAP Plus Phases I-III

Figure 6 superimposes the p.m. peak hour trips generated by Phases I thru III of The Sequoias onto EPAP background traffic volumes.

Levels of Service / Impacts. At this traffic volume level an all-way stop control at Dairy Avenue / Sherman Avenue would operate at LOS D. With signalization the intersection would operate at LOS C. Side street delays at the Dairy Avenue / Bainum Avenue intersection would lengthen, but projected volumes would still remain below warrants for signalization. If the City elected to install an all-way stop, it would operate at LOS C.

Daily Traffic. The segment of Dairy Avenue between Sherman Avenue and Bainum Avenue is projected to operate at LOS D-E. To deliver LOS C conditions it would be necessary to widen Dairy Avenue to provide a continuous two-way left turn lane in this area.

Left Turn Channelization. The volume of traffic at the Dairy Avenue / Bainum Avenue intersection will exceed AASHTO guidelines for left turn lanes on Dairy Avenue. The volumes of traffic forecast at the Dairy Avenue / Oregon Avenue intersection will not reach AASHTO guideline levels, but as frontage improvements will be made to Dairy Avenue both north and south of the intersection, installation of Dairy Avenue left turn lanes with Phase III would be appropriate.

EPAP Plus Phases I-IV

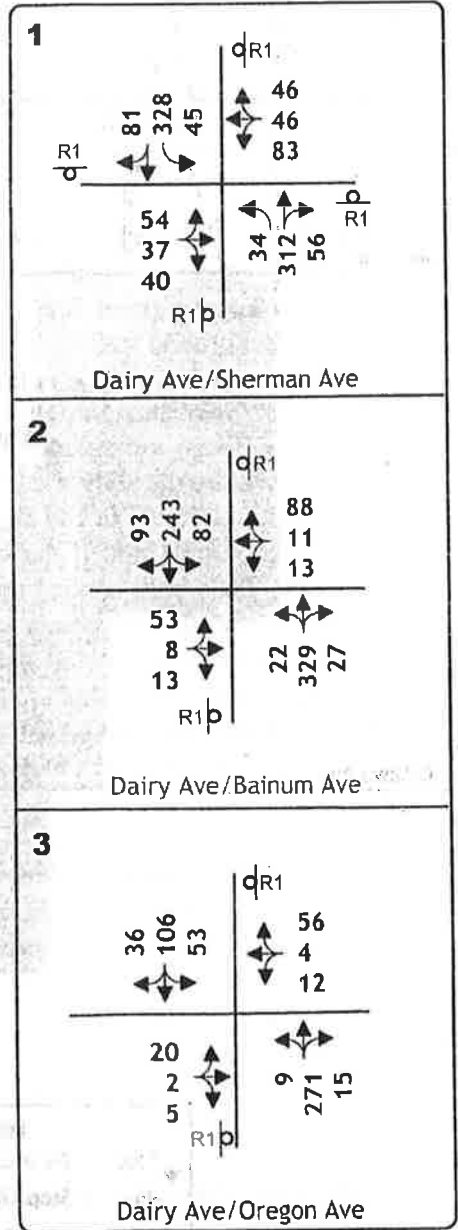
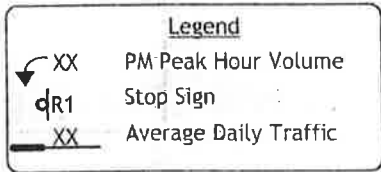
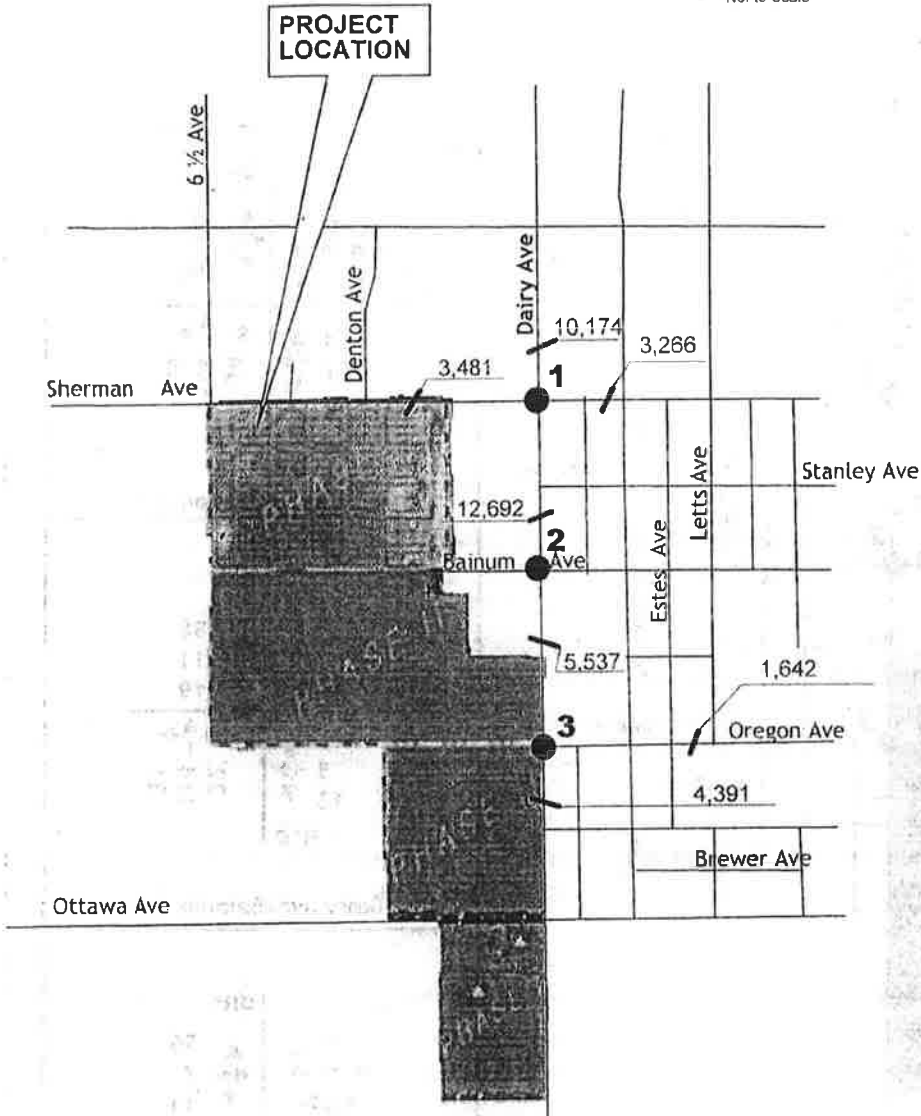
Figure 7 superimposes the p.m. peak hour trips generated by Phases I-IV of The Sequoias onto EPAP background traffic volumes.

Levels of Service / Impacts. Under this condition the overall Level of Service at the Dairy Avenue / Sherwood Avenue intersection would drop to LOS F with an all-way stop but would remain within the City's LOS C minimum with signalization. The length of delays on the eastbound approach to the Dairy Avenue / Bainum Avenue intersection would be indicative of LOS F condition, and if the intersection was controlled by an all-way stop, it would operate at LOS D. Thus both control options would result in conditions in excess of the City's minimum LOS. While this approach Level of Service would exceed the minimum standard, projected traffic volumes would fall below peak hour warrants for signalization. The City may elect to monitor conditions at this location as development occurs and consider installing an all-way stop. While an all-way stop is not recommended for projected volumes based on the relatively small side street volume, an all-way stop controlled intersection would operate at LOS B during the p.m. peak hour.

Daily Traffic Volumes. The volume of traffic on study area roads will increase on a daily basis. The segment of Dairy Avenue between Sherman Avenue and Bainum Avenue is projected to operate at LOS E. With a continuous two way left turn lane Dairy Avenue would deliver LOS D.

Technically, a four lane section would be needed to provide LOS C conditions. However, because planned intersection improvements are capable of maintaining peak hour LOS C or better conditions at the Sherman Avenue and Bainum Avenue intersections, further widening is probably not needed to ensure adequate traffic flow.

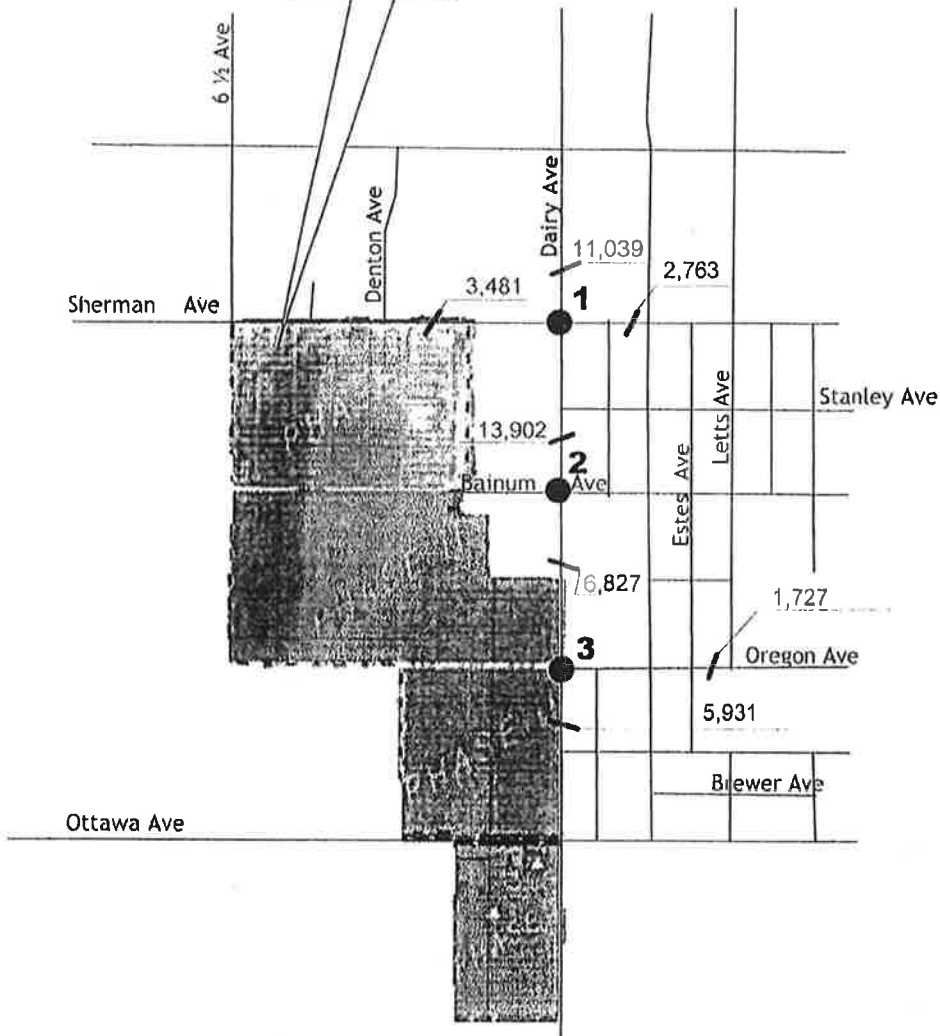
Left Turn Channelization. The volume of traffic at the Dairy Avenue / Bainum Avenue intersection will exceed AASHTO guidelines for left turn lanes on Dairy Avenue. While neither the Oregon Avenue nor Ottawa Avenue intersection is likely to carry peak hour volumes that satisfy AASHTO guidelines, because frontage improvements will be completed along Dairy Road, left turn lanes would be applicable.





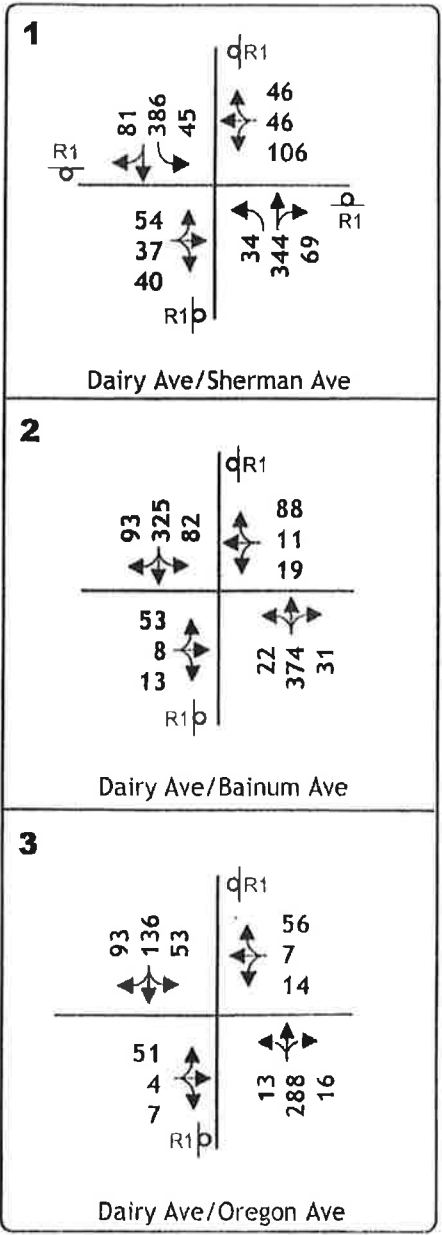
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PROJECT LOCATION



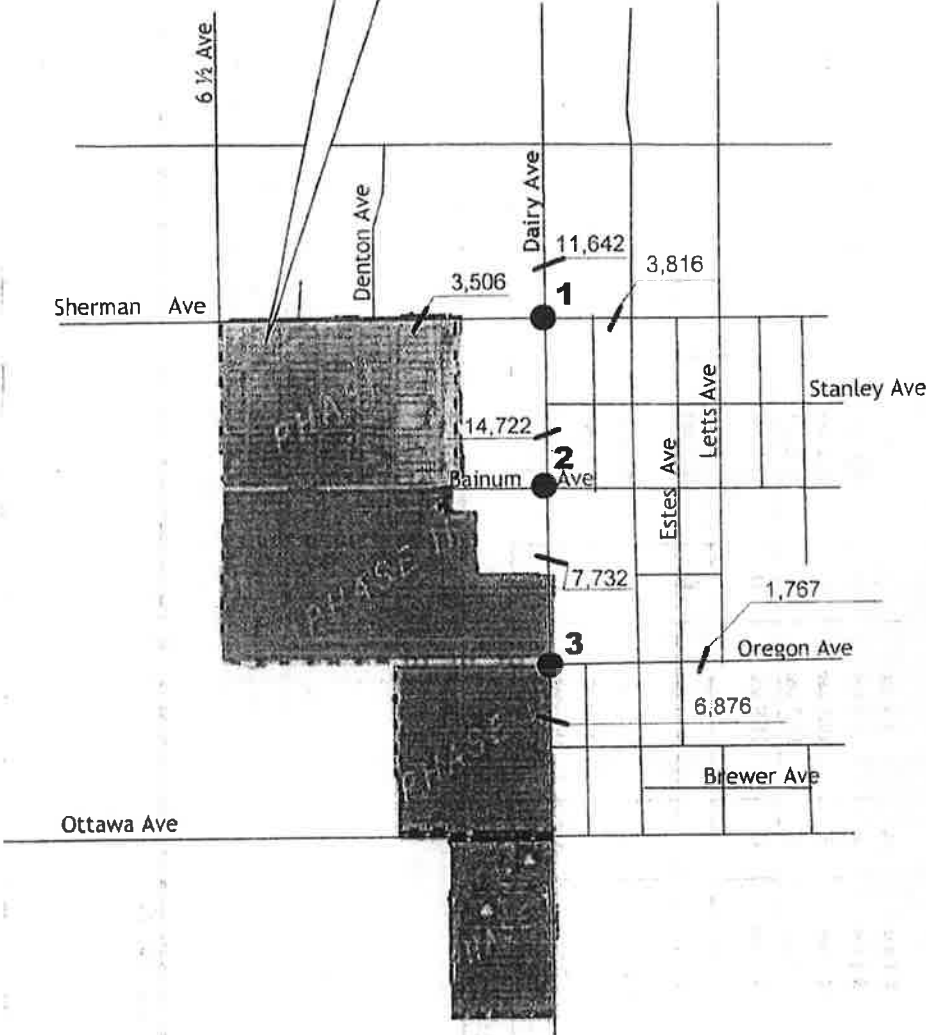
Legend

- PM Peak Hour Volume
- Stop Sign
- Average Daily Traffic



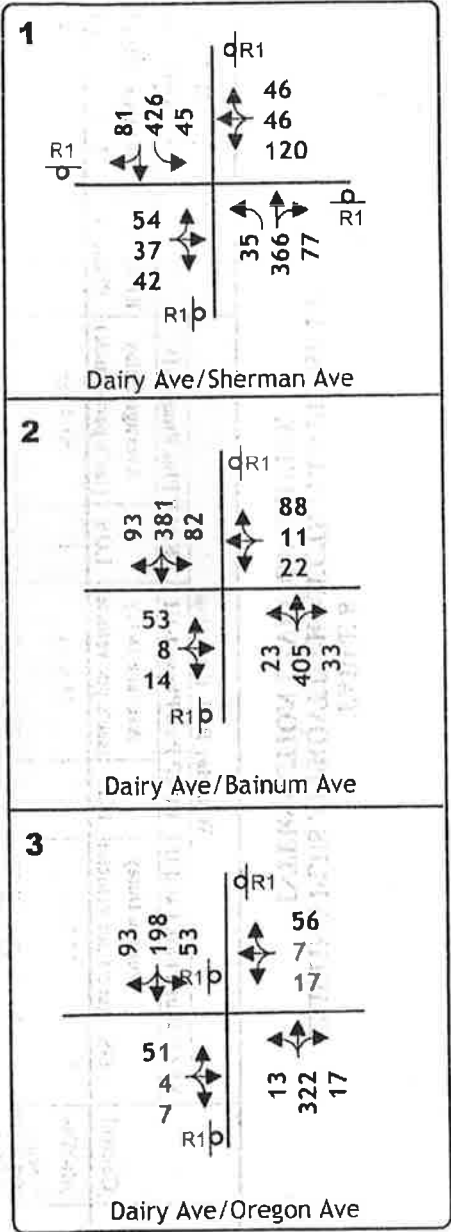


PROJECT LOCATION



Legend

- PM Peak Hour Volume
- Stop Sign
- Average Daily Traffic



**TABLE 8
EXISTING PLUS APPROVED PROJECTS PLUS PHASE I-IV
INTERSECTION LEVEL OF SERVICE**

Intersection	Control	Weekday P.M. Peak Hour						Traffic Signal Warrants Met?			
		EPAP Plus Phase I and II		EPAP Plus Phase I-III		EPAP Plus Phase I-IV		EPAP plus Phase -I	Plus Phase 1-II	Plus Phase 1-III	Plus Phase I-IV
		Average Delay (sec's per vehicle)	LOS	Average Delay (sec's per vehicle)	LOS	Average Delay (sec's per vehicle)	LOS				
Dairy Ave / Sherman Ave	All-Way Stop	21.3 sec	D	34.6 sec	F	51.4 sec	No	Yes	Yes	Yes	
Dairy Avenue / Bainum Ave	Signal	20.5 sec	C	21.4 sec	C	22.3 sec					
NB left turn	EB / WB	8.1 sec	A	8.4 sec	A	8.5 sec	No	No	No	Yes	
SB left turn	Stop	8.4 sec	A	8.5 sec	A	8.7 sec					
EB left-thru+right turn		34.1 sec	E	49.1 sec	F	66.1 sec					
WB left-thru+right turn		15.7 sec	B	19.7 sec	C	23.8 sec					
All-Way Stop		14.2 sec	C	18.9 sec	D	25.3 sec					
Signal					B	16.7 sec					
Dairy Avenue / Oregon Ave	EB Stop	7.5 sec	A	7.8 sec	A	7.9 sec	No	No	No	No	
NB left turn		8.0 sec	A	8.1 sec	A	8.2 sec					
SB left turn		14.7 sec	C	19.0 sec	C	22.4 sec					
EB left-thru+right turn		11.1 sec	B	12.8 sec	B	14.2 sec					
WB left-thru+right turn											

* signal warrants based on rural (i.e., >40 mph) criteria

KDA

**TABLE 9
EXISTING PLUS APPROVED PROJECTS PLUS PHASE I - IV
DAILY TRAFFIC VOLUMES**

Street	From	To	Phase I-II			Phase I-III			Phase I-IV		
			Daily Volume		LOS	Daily Volume		LOS	Daily Volume		LOS
			Growth	Total		Growth	Total		Growth	Total	
Sherman Avenue	Ave 6½	Phase 1 Access	225	2,756	A	225	2,756	A	250	2,781	A
	Phase 1 Access	Dairy Avenue	950	3,481	A	950	3,481	A	975	3,506	A
Bainum Avenue	Dairy Avenue	Otis Ave	1,050	3,266	A	1,395	3,611	A	1,600	3,816	A
	Dairy Avenue	Van Dorsten Ave	400	2,678	n.a.	485	2,763	n.a.	540	2,818	n.a.
Oregon Avenue	Dairy Avenue	Van Dorsten Ave	275	1,642	n.a.	360	1,727	n.a.	400	1,767	n.a.
Dairy Avenue	Whitley Avenue	Sherman Avenue	2,385	10,174	C	3,250	11,039	C	3,835	11,624	C
	Sherman Avenue	Bainum Avenue	2,815	12,692	D	4,025	13,902	D-E	4,845	14,722	E
Oregon Avenue	Bainum Avenue	Oregon Avenue	1,840	5,537	A	3,130	6,827	A	4,035	7,732	A
	Oregon Avenue	Ottawa Avenue	560	4,391	A	1,100	5,931	A	2,045	6,876	A

KDA

ACCESS / INTERNAL CIRCULATION

Local Street Intersections. As development of The Sequoias proceeds new local street intersections will be created onto the adjoining arterial and collector street system. As the preliminary plans for Phase II to IV are merely concepts, the feasibility of developing access as currently envisioned has been reviewed within the context of long term traffic conditions and generally accepted engineering practice.

Access to Dairy Avenue. Dairy Avenue is an arterial street. Standard practice is to prohibit residential frontage on arterials, to minimize local street connections onto arterials and to focus arterial access via collector streets. In the case of The Sequoias, there are three Dairy Road access issues in this regard.

First, the plan for Phase II suggests that a local street will traverse Phase II from Avenue 6½ to Dairy Road. This road would intersect Dairy Road south of the access to the approved Apartment project roughly midway between the Bainum Avenue and Oregon Avenue intersections. This new arterial street / local street intersection would be sufficiently distant from each intersection to be feasible, so long as a continuous two-way left turn lane was provided on Dairy Avenue between Oregon Avenue and Bainum Avenue. However, there are reasons to eliminate this connection. In the long term it would be preferable to minimize access to Dairy Avenue in order to maximize the capacity of this arterial. Development of a local street access near the apartment access, while possible, would not be recommended. In addition, the development of a long local street linking Dairy Avenue and Avenue 6½ could contribute to speeding problems on the new local street. For these reasons, we would recommend that the Phase II connection to Dairy Avenue be eliminated.

Secondly, the plan for Phase III includes no direct connection to Dairy Road. While this feature is desirable for many of the reasons cited above, there is already a local street intersection on Dairy Avenue midway between Ottawa Avenue and Oregon Avenue (i.e., Osage Avenue). If the final plan for Phase III was to include a Dairy Avenue connection, it should align with Osage Avenue.

Finally, the plan for Phase IV features two points of access to Dairy Avenue, as well as connections to Ottawa Avenue and no connection to Pueblo Avenue. As with the other phases, access to Dairy Avenue can be created a midway point between Ottawa Avenue and Pueblo Avenue if needed with the development of a continuous two-way left turn lane, but the secondary connection immediately adjoining the Pueblo Avenue intersection will have to be eliminated.

Design of Defacto Collector Streets. The preliminary plan for Phases II, III and IV identifies collector streets that will be extended westerly from Dairy Avenue, as well as north-south collector streets that will parallel Dairy Avenue. The plan suggests that Bainum Avenue, Oregon Avenue and Ottawa Avenue will extend through the site to Avenue 6½. to provide east-west collector streets on ¼ mile spacing. This configuration is reasonable, but as with the circulation system east of Dairy Avenue, this arrangement could result in relatively high traffic volumes on streets with direct residential frontage. This issue has been addressed on the extensions of Bainum Avenue and

Ottawa Avenue, as no direct frontage is shown onto these streets. However, continuous fronting lots are shown along the Oregon Avenue extension. It would be reasonable to suggest that fronting lots be eliminated on a portion of this street.

North-south routes will also be developed. As Avenue 6 ½ and Dairy Avenue are ½ mile apart, it is reasonable to suggest that another collector street will be needed roughly midway between these two routes. While the approved plan for Phase I eliminates the possibility of a continuous route between Sherman Avenue and Ottawa Avenue, the plan presents the possibility of a route from a cul-de-sac near Sherman Avenue on through phase II along the west side of Phase III to Ottawa Avenue. Direct residential frontage may exist along the portion of this route near Bainum Avenue, but not on the southern end of the route. Ideally, this midway route should be extended to Pueblo Avenue if the parcel west of Phase IV is developed. An alternative north-south route is also shown extending from a point just south of Bainum Avenue in Phase II through Phase III and across Phase IV to a point near Pueblo Avenue. If the midpoint route extends to Pueblo Avenue, then this alternative should include a stub to the west, but a connection to Pueblo Avenue is not necessary.

While the defector street system is needed to link the community, measures to control speed are needed. For example an east-west local street is shown through Phase II between Avenue 6 ½ and Dairy Avenue. Due to its distance this route should be made discontinuous, either with the addition of a roundabout intersection or off-set legs in order to avoid speeding. Similarly, the secondary north-south route through Phase II, III and IV should feature some form of traffic calming

Impacts to Alternative Transportation Modes

Transit. Development of the project could have a minor incremental impact on the demand for transit services in this area of Corcoran. However, the demands associated with new single family residential development would not be sufficient to require alternating current transit schedules or routes. While fixed route service is not available, Dial-a-Ride service is available. Based on the relative demand and available services, the project's impacts to transit are not judged to be significant.

Bicycles / Pedestrians. Development of the project may incrementally increase the number of pedestrians and bicyclists using south Corcoran streets. However, the City will require that existing roads fronting the site and all new roads include sidewalks. With the development of standard improvements, there will be adequate routes from The Sequoias to area schools and to the balance of the community.

MITIGATION SUMMARY

Mitigations for Phase II

The following improvements should be made as Phase II is developed:

1. **Signalize the Dairy Avenue / Sherman Avenue intersection.** As traffic signal warrants will be satisfied by the time Phase II is fully occupied, the proponents of The Sequoias should be responsible for designing and installing the traffic signal. The signal should be made operational as directed by the City Department of Public Works based on the actual schedule for occupancy of Phase II, but it would be reasonable to expect that the signal should be operating when 50% of the Phase II residences are occupied.
2. **Install Left Turn Lanes on Dairy Avenue at the Bainum Avenue intersection.** Traffic volumes associated with "Existing Plus Approved Projects Plus Phase I" will meet AASHTO guidelines for a southbound left turn lane. The project proponents should be responsible for installing northbound and southbound left turn lanes on Dairy Avenue at this intersection as Phase II is developed.
3. **Install Continuous Two Way Left Turn Lane on Dairy Road between Sherman Avenue and Bainum Avenue.**
4. **Incorporate Phase II Design Features discussed herein.** The design features discussed in this report should be considered as the tentative map for Phase II is prepared and considered by the City.
5. **Contribute to the cost of traffic calming measures on Bainum Avenue east of Dairy Avenue.** Project proponents should contribute their fair share to the cost of traffic calming measures on Bainum Avenue east of Dairy Avenue.

Mitigations for Phase III

6. **Install left turn lanes on Dairy Avenue at Oregon Avenue intersection.** Northbound and southbound left turn lanes should be installed on Dairy Avenue at the Oregon Avenue intersection when Phase III is developed. This improvement should be made prior to recording the final tentative map for Phase III.
7. **Incorporate Phase III Design Features discussed herein.** The design features discussed in this report should be considered as the tentative map for Phase III is prepared and considered by the City.

Mitigations for Phase IV

8. **Install left turn lanes on Dairy Avenue at Ottawa Avenue intersection.** Northbound and southbound left turn lanes should be installed on Dairy Avenue at the Ottawa Avenue intersection when Phase IV is developed. This improvement should be made prior to recording the final tentative map for Phase IV.

7. **Incorporate Phase IV Design Features discussed herein.** The design features discussed in this report should be considered as the tentative map for Phase IV is prepared and considered by the City.

Exhibit D

FIRE DEPARTMENT COMMENT SHEET

1. Spacing for fire hydrants shall be 600 feet.
2. No structure shall be farther than 300 feet from a fire hydrant.
3. Fire hydrants shall have two-two and one half inch outlets and one-four and one half inch outlet. Outlets shall be National Hose Standard Thread. All outlets shall have caps to prevent debris from accumulating within the hydrant.
4. Fire Hydrants shall have a minimum of 36 inches of clear space around the hydrant and shall be a minimum of 6 inches above grade
5. Fire hydrants and roads of an all-weather surface capable of supporting heavy fire apparatus shall be in place as soon as combustible construction materials begin to accumulate.
6. No portion of any structure shall be farther than 150 feet from fire apparatus access. Access roads may have to be provided if the maximum distance is exceeded.
7. Fire department access roads shall be a minimum of twenty feet in width and have a vertical clearance of 13' 6". Fire access roads shall be of an all-weather surface capable of supporting heavy fire apparatus.

Michael Virden,
Name



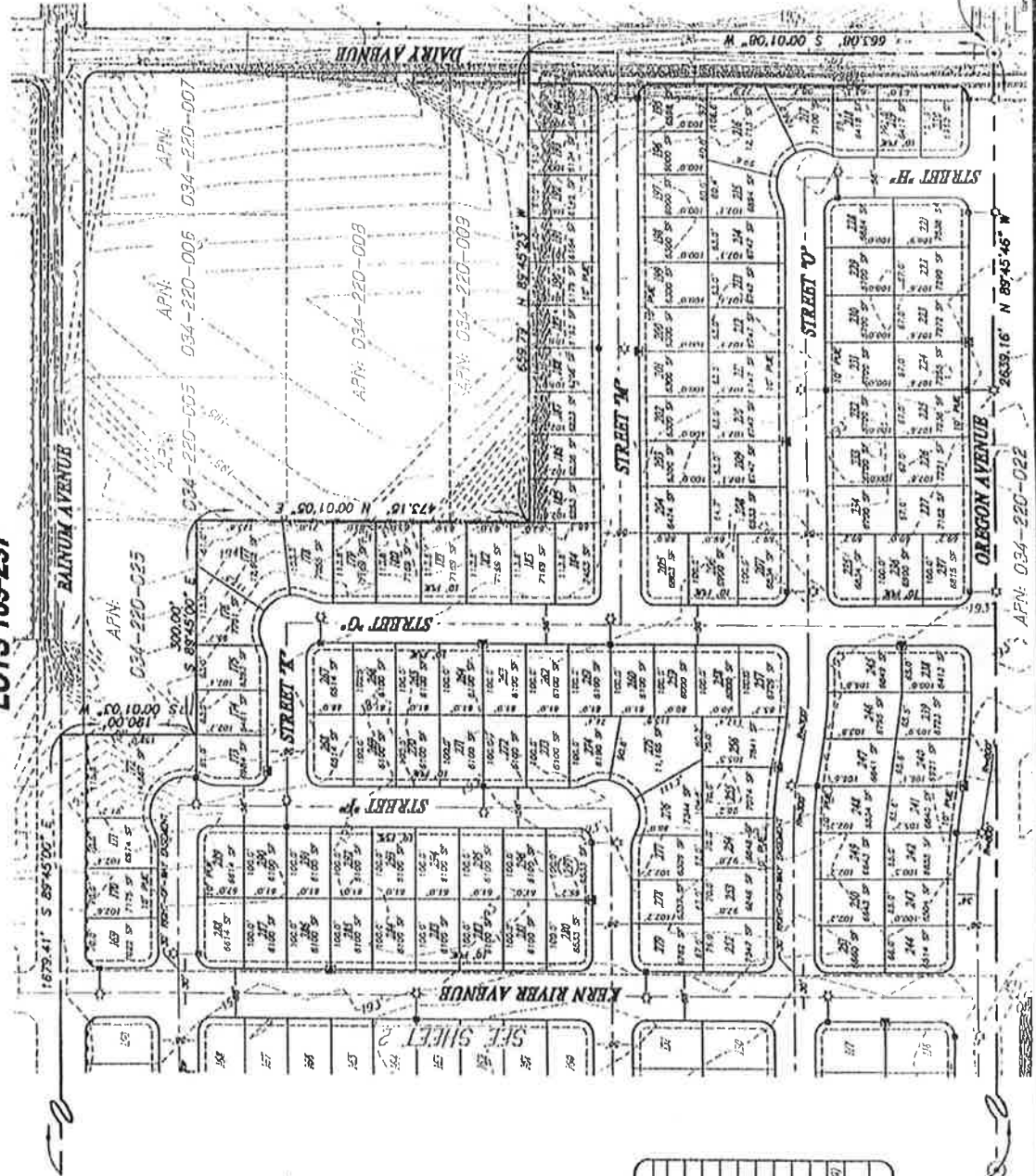
Assistant Chief / Fire Marshal
Title

December 21, 2006
Date

Tentative Subdivision Tract Map 878
City of Corcoran

THE SEQUIOIAS UNIT 2

SHEET 3
LOTS 169-297

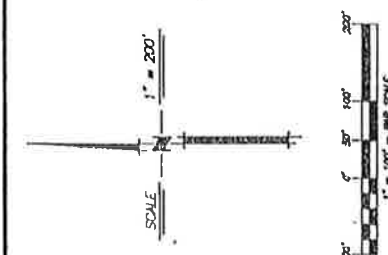


NO.	REVISIONS	DATE	APPROVED

TENTATIVE SUBDIVISION MAP
THE SEQUIOIAS UNIT 2
CALIFORNIA

Surveying Company, Inc.
105 GARDEN STREET, OAKLAND, CALIF. 94612
Phone 841-1100
FAX 841-1101

SHEET 03 OF 03
EAST 1/4 CORNER OF SECTION 22



SYMBOL	DEFINITION
—	EXISTING
---	PROPOSED
○	WATER WALK (EXISTING)
○	WATER WALK (PROPOSED)
○	SEWER MANHOLE (EXISTING)
○	SEWER MANHOLE (PROPOSED)
○	UTILITY BOX (EXISTING)
○	UTILITY BOX (PROPOSED)
○	PORE/ASSURANCE PILE (EXISTING)
○	PORE/ASSURANCE PILE (PROPOSED)
○	EXISTING IMPROVEMENTS SHOWN WITH DASHED LINES
○	MAKES SURE THE LOT IS NOT DEPENDENT UPON ADJACENT LOT

ARROW CORNER OF SECTION 22

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

February 26, 2007

Kemp Land Company
90 Village Drive
Brentwood, CA 94513
Attn: Norman Allinder

Northstar Engineering Group
909 14th Street
Modesto, CA 95354
Attn: Anthony Cannella

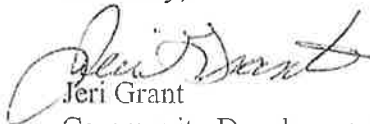
Subject: Application for Sequoias Unit 2, Tentative Subdivision Map #878

City Council approved Tentative Subdivision Map 828 on February 5, 2007 with the conditions stated in the January 8, 2007, Planning Commission Resolution 07-04. City Council also approved the condition that the developer pay the full cost of the fencing along the property line on the west side of 6 ½ Avenue between Bainum Avenue and Oregon Avenue (see attached resolution and minutes).

The tentative subdivision map will expire within two years of the City Council approval date. If you are unable to complete the subdivision map within that time and wish to have additional time, please submit a written request for an extension at least three weeks in advance of the expiration date.

We look forward to the development of this subdivision. If you have any questions regarding the engineering requirements of the final map please call the City Engineer, Charles Sanford, Quad Knopf, (559) 733-0440.

Sincerely,



Jeri Grant

Community Development Director

cc: Ron Hoggard
Steve Kroeker
Charles Sanford
Kevin Tromborg
Michael Virden

CITY OFFICES:

1033 Chittenden Avenue • Corcoran, CA 93212 • Phone 559/992-2151 • www.cityofcorcoran.com

NEW EMPLOYEE INTRODUCTION

Finance Director Joyce Venegas introduced new employee Lisa Mustain, Account Clerk.

3. APPROPRIATIONS

Following Council discussion a **motion** was made by Wadsworth and seconded by Lerma to approve the Warrant Register dated January 24, 2007 and February 5, 2007. Lerma abstained from voting on the warrant dated January 24, 2007 and made payable to ACCAP in the amount of \$175.00; and the warrant dated January 24, 2007 and made payable to Lake Natoma Inn in the amount of \$174.90; and the warrant dated January 24, 2007 and made payable to Raymond Lerma in the amount 399.04. Motion carried by the following vote:

AYES: 3 NOES: 0 ABSENT: 2 (Hanshew and Baltierra)

4. PRESENTATION

A. Georgina Vivian, VRPA Technologies Inc. gave a brief presentation regarding the Kings County Blueprint Planning Process to be held on Wednesday February 7, 2007 at Kings County Association of Governments.

B. Randy Rouda and James Alcorn of Quad Knopf gave a presentation regarding the General Plan Update Review.

5. PUBLIC HEARING

Grant gave a report. The public hearing to receive comments to consider Tentative Subdivision Tract Map 878, Sequoias Unit 2, submitted by Kemp Land Company for the property generally bounded by Bainum, 6 1/2, Oregon and Dairy Avenues, for 274 lots (APN 034-220-026) was declared open at 6:46 p.m. There was no written testimony. Oral testimony was provided by Norman Alinder, Kemp Land Company stating companies concerns with the condition for developer to pay full cost of fence on adjoining land owners property. He stated with the approval of TSM 857 the developer shared the cost of a fence with land owner Peter Rietkerk as opposed to current Planning Commission recommendation; Pete Rietkerk, 2844 Ottawa Avenue, the landowner located west of the development stated his support of planning commission recommendations. The hearing was declared closed at 7:02 p.m. Following Council discussion, a **motion** was made by Wadsworth and seconded by Lerma to approve the Tentative Subdivision Map 878 in accordance with conditions and provisions in Planning Commission Resolution 07-04 and the provision that the developer pay the full cost of fencing on the west side of 6 1/2 Avenue between Bainum Avenue and Oregon Avenue on the Rietkerk property line. Motion carried by the following vote:

AYES: 3 NOES: 0 ABSENT: 2 (Hanshew and Baltierra)

6. PUBLIC HEARING

Grant gave a report. The public hearing to obtain comments to consider Zone Amendment 07-01, proposing changes to title 11, Chapter 12, Section 11-12-1 regarding commercial zones and permitting of Multi-Family dwellings, proposed Ordinance No. 592, was declared open at 7:15 p.m. There was no written or oral testimony and the hearing was declared closed at 7:15 p.m. Following Council discussion, a **motion** was made by Wadsworth and seconded by Lerma to accept and waive first reading of Ordinance No. 592 regarding Zoning Amendment 07-01. Motion carried by the following vote:

AYES: 3 NOES: 0 ABSENT: 2 (Hanshew and Baltierra)

7. WRITTEN COMMUNICATIONS

Following Council discussion a **motion** was made by Lerma and seconded by Wadsworth to approve the request made by Corcoran High School Sober Graduation Committee to co-

- B. Council received an updated list of staff referral items.
- C. Committee reports.

16. **CLOSED SESSION**

At 7:50 p.m. Council recessed to closed session pursuant to Government Code Section 54957 – (e) – Personnel (1) Performance Evaluation of City Manager. No action taken.

ADJOURNMENT

8:10 P.M.



City Clerk



Mayor

APPROVED DATE: February 20, 2007

Accounts Payable Blanket Voucher Approval Document



User: spineda
Printed: 06/30/2021 - 5:40PM
Warrant Request Date: 6/30/2021
DAC Fund:

Batch: 00525.06.2021 - Wmnt Rgstr 06/30/21 FY21

Line	Claimant	Amount
1	661 Communications	213.30
2	A & M Consulting Engineers	55,665.36
3	A-I National Fence	1,642.00
4	American Office Solutions, LLC	1,935.30
5	ASCO Power Services, Inc.	8,297.36
6	Auto Zone, Inc.	74.60
7	Avison Construction Inc.	8,751.90
8	Az Auto Parts	172.93
9	Badger Meter	103.54
10	Brenntag Pacific, Inc.	8,147.45
11	BSK Associates	4,028.43
12	C. A. Reding Company, Inc	53.70
13	Cannon Financial Services, Inc.	94.18
14	City of Corcoran	371.05
15	City of Corcoran	336.00
16	Corcoran Chamber of Commerce	9,500.00
17	Corcoran Hardware	2,012.01
18	Corcoran Heating & Air	1,312.00
19	Corcoran Publishing Company	355.00
20	Cummins Sales & Service, Cummins Pacific	1,533.94
21	Data Ticket Inc	701.00
22	Deer Creek Asphalt	236.83
23	Dept of Justice	79.00
24	Direct Distributing, Inc.	1.00
25	Doctors Occupational Testing Solutions	250.00
26	Doug Borba Construction	6,174.86
27	Farley Law Firm	8,557.14
28	Fastenal Company	477.05
29	Ferguson Enterprises, Inc	104,211.03
30	Frontier Communications	385.99
31	Frontier Communications	938.72
32	Hanford Veterinary Hospital	52.50
33	Hinderliter, deLlames & Assoc	1,383.89
34	Home Depot Credit Services	455.37
35	Interstate Gas Services	4,171.40
36	Joseph Grier	100.17
37	Kings County Fire Department	190.00
38	Kings Industrial Occ. Med. Ctr., Inc.	190.00
39	Law & Associates Investigations	1,800.00
40	Lawrence Tractor	1,190.61
41	LexisNexis Risk Data Management, Inc.	150.00
42	Linde Inc.	10,148.41
43	Local Government Publications	143.56
44	Manuel Zapata Tree Service	1,148.98
45	Martin Lopez	2,250.00
46	Matson Alarm Co. Inc.	120.50

47	Mike's Mobile Washing Service	14,370.19
48	Miracle Play Systems	11,441.07
49	Navia Benefit Solutions	110.00
50	Pacific Orchard Development, Inc.	1,976.80
51	Performance Industrial Controls	3,706.80
52	PG&E	114,700.60
53	PG&E	11,571.08
54	Prudential Overall Supply	327.04
55	Quality Pool Service	2,995.67
56	Radius Tire Co.	1,515.61
57	Ramiro Sanchez	200.00
58	Richard's Chevrolet	490.16
59	S & R Specialty Equipment	1.46
60	SANZ Industrial Services, Inc.	5,200.00
61	Sawtelle Rosprim Machine Shop	220.83
62	Sherwin Williams Co	117.52
63	Shyam Bhaskar, MD	240.00
64	Sierra Glass & Screen, Inc	935.00
65	Simplot Grower Solutions	3,035.86
66	SJVAPCD	819.00
67	Superior Ag Construction Inc.	4,500.00
68	Target Specialty Products	685.70
69	Terminix	64.00
70	The Gas Company	4.93
71	The Gas Company	53.42
72	Turnupseed Electric Svc Inc	3,161.98
73	Univar USA Inc	8,424.57
74	US Bank Equipment Finance	202.58
75	Verizon Wireless	809.95
76	Verizon Wireless	1,380.20
77	Waxie Sanitary Supply	128.71
78	Wells Fargo Bank, N.A.	449.68
79	WEX BANK	11,899.16
80	Witbro Inc.	273,355.59
	Page Total:	\$479,095.16
	Grand Total:	\$729,203.22

Page Total: \$479,095.16

Accounts Payable Voucher Approval List



User: spineda
 Printed: 06/30/2021 - 5:42PM
 Batch: 00525.06.2021 - Wmt Rgstr 06/30/21 FY21Extra Batch

Warrant Date	Vendor	Description	Account Number	Amount
6/30/2021	661 Communications	SALES/LABOR	104-421-300-140	213.30
6/30/2021	A & M Consulting Engineers	HIP ROAD MAINT 5332-021 CONSTR.MANGT.	109-434-300-200	1,647.00
6/30/2021	A & M Consulting Engineers	STORM WATER MASTER PLAN 020-021	121-439-300-200	9,455.00
6/30/2021	A & M Consulting Engineers	WASTE WATER PLAN 220-022	105-437-300-200	8,835.00
6/30/2021	A & M Consulting Engineers	SEWER MASTER PLAN 020-023	120-435-300-200	8,731.15
6/30/2021	A & M Consulting Engineers	CALTRANS CMAQ 5223-019 CONST.MNGT	109-434-300-200	13,686.50
6/30/2021	A & M Consulting Engineers	CALTRANS CMAQ 5223-020 CONST.MGNT.	109-434-300-200	13,310.71
6/30/2021	A-1 National Fence	FENCE REPAIR AT WELL 10	105-437-300-140	1,642.00
6/30/2021	American Office Solutions, LLC	NEW SERVER #AAAQ1189	104-421-300-181	120.00
6/30/2021	American Office Solutions, LLC	J MARROOT PARK MILEAGE FOR CAMERA INSTALL	104-412-300-200	360.00
6/30/2021	American Office Solutions, LLC	ROUND TRIP CHARGES 2/8/21 J TERRELL FEB 2021	104-406-300-200	120.00
6/30/2021	American Office Solutions, LLC	BATTERY BACK UP DISP	104-421-300-181	120.00
6/30/2021	American Office Solutions, LLC	GETAK	104-421-300-181	120.00
6/30/2021	American Office Solutions, LLC	J MARROOT & FATHER WYATT PARK MILEAGE FOR CAMER	104-412-300-200	240.00
6/30/2021	American Office Solutions, LLC	CALOES FY 16-17 CAMERA TICKETS AAAQ1165 4/1/21	145-410-300-200	120.00
6/30/2021	American Office Solutions, LLC	CALOES FY 16-17 CAMERA TICKETS AAAQ1165 4/8/21	145-410-300-200	120.00
6/30/2021	American Office Solutions, LLC	NEW SERVER #AAAQ1189	104-421-300-181	120.00
6/30/2021	American Office Solutions, LLC	J MARROOT PARK MILEAGE FOR CAMERA REPLCE	104-412-300-200	120.00
6/30/2021	American Office Solutions, LLC	#AAAQ1235-DISPATCH	104-421-300-181	120.00
6/30/2021	American Office Solutions, LLC	CALOES FY 16-17 CAMERA TICKETS AAAQ1165 5/18/21	145-410-300-200	120.00
6/30/2021	American Office Solutions, LLC	ROUND TRIP CHRGS 6/18/21 J TERRELL REPLC BATTERY BA	104-406-300-200	135.30
6/30/2021	ASCO Power Services, Inc.	ARPA TRANSFER SWITCH FOR WWTP	120-435-500-540	8,297.36
6/30/2021	Auto Zone, Inc.	FULL WARRENTY BRAKE PADS UNIT 215	145-410-300-260	48.81
6/30/2021	Auto Zone, Inc.	WARRENTY BRAKE PADS UNIT 215	145-410-300-260	-48.81
6/30/2021	Auto Zone, Inc.	OIL FILTER UNIT 275	104-421-300-260	3.89
6/30/2021	Auto Zone, Inc.	CALIPER BRAKE PINS UNIT 215	145-410-300-260	7.67
6/30/2021	Auto Zone, Inc.	FILTERS FOR SERVICE UNIT 215	145-410-300-260	11.89
6/30/2021	Auto Zone, Inc.	FILTERS FOR SERVICE UNIT 202	109-434-300-260	11.89
6/30/2021	Auto Zone, Inc.	CLEANING SUPPLIES	104-421-300-260	27.37
6/30/2021	Auto Zone, Inc.	FILTERS UNIT 259	105-437-300-260	11.89
6/30/2021	Avison Construction Inc.	STP FUND-BRET HARTE	141-434-500-530	4,375.95
6/30/2021	Avison Construction Inc.	STORM DRAIN IMPROVEMENTS	121-439-500-531	4,375.95
6/30/2021	Az Auto Parts	WATER NOZZLE FOR PBW WASH RACK	104-433-300-210	16.19
6/30/2021	Az Auto Parts	OIL AND FILTER FOR SERVICE UNIT 281	105-437-300-260	36.86
6/30/2021	Az Auto Parts	TOOL FOR SHOP	104-433-300-210	32.41
6/30/2021	Az Auto Parts	PTN BOOT KIT UNIT 215	145-410-300-260	7.06

6/30/2021	Az Auto Parts	AIR FILTER FOR UNIT 275	104-421-300-260	10.32
6/30/2021	Az Auto Parts	TRANS FILTER KIT UNIT 202	109-434-300-260	52.09
6/30/2021	Az Auto Parts	WASHER PUMP UNIT 215	145-410-300-260	18.00
6/30/2021	Badger Meter	REGISTER FOR STOCK	105-437-300-210	103.54
6/30/2021	Brenntag Pacific, Inc.	FERRIC CHLORIDE CHEMICALS	105-437-300-219	8,147.45
6/30/2021	BSK Associates	STP EXCHANGE FUNDS: LETTIS/SHERMAN AVE IMPROV	141-434-500-550	2,710.93
6/30/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM E COLI	105-437-300-200	17.75
6/30/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM E COLI	105-437-300-200	159.75
6/30/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM E COLI	105-437-300-200	35.50
6/30/2021	BSK Associates	QUANTI TRAY NITRATE ARSENIC	105-437-300-200	62.25
6/30/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM E COLI	105-457-300-200	60.50
6/30/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM E COLI	105-437-300-200	159.75
6/30/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM E COLI	105-437-300-200	53.25
6/30/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM E COLI	105-437-300-200	298.00
6/30/2021	BSK Associates	WELL SAMPLES	105-437-300-200	120.00
6/30/2021	BSK Associates	WELL SAMPLES	105-437-300-200	93.50
6/30/2021	BSK Associates	QUANTI TRAY ARSENIC NITRATE	105-437-300-200	62.25
6/30/2021	BSK Associates	QUANTI TRAY ARSENIC NITRATE	105-437-300-200	195.00
6/30/2021	BSK Associates	PLANT INF/EFF/LAGOON	120-435-300-200	53.70
6/30/2021	C. A. Reding Company, Inc	DEPOT COPIER MAY 14-JUNE 13, 2021	145-410-300-180	94.18
6/30/2021	Cannon Financial Services, Inc.	COPIER RENTAL JUNE 2021 @PD	104-421-300-180	126.00
6/30/2021	City of Corcoran	BUS WASH USE APRIL TO JUNE 2021	145-410-300-260	60.00
6/30/2021	City of Corcoran	BUS WASH USE APRIL TO JUNE 2021	104-421-300-260	9.00
6/30/2021	City of Corcoran	BUS WASH USE APRIL TO JUNE 2021	104-431-300-260	45.00
6/30/2021	City of Corcoran	BUS WASH USE APRIL TO JUNE 2021	105-437-300-260	33.00
6/30/2021	City of Corcoran	BUS WASH USE APRIL TO JUNE 2021	104-412-300-260	39.00
6/30/2021	City of Corcoran	BUS WASH USE APRIL TO JUNE 2021	120-435-300-260	24.00
6/30/2021	City of Corcoran	BUS WASH USE APRIL TO JUNE 2021	104-406-300-260	18.55
6/30/2021	City of Corcoran	PD DONUTS	104-421-300-210	9.36
6/30/2021	City of Corcoran	COSTLESS-WATER	104-421-300-210	38.08
6/30/2021	City of Corcoran	RITE AID-WATER	104-421-300-210	90.00
6/30/2021	City of Corcoran	ELITE AUTO-UNIT WASH	104-421-300-260	86.76
6/30/2021	City of Corcoran	SPORTSMANS WH-AMMO-CHEE	104-421-300-210	24.00
6/30/2021	City of Corcoran	PER DIEM/MEECE-CARRILLO	104-421-300-270	24.00
6/30/2021	City of Corcoran	PER DIEM/MEECE-CASTRO	104-421-300-270	24.00
6/30/2021	City of Corcoran	FIREARMS-FLORES	104-421-300-270	24.00
6/30/2021	City of Corcoran	NOTARY EXAM-HAYHURST	104-421-300-270	56.30
6/30/2021	Corcoran Chamber of Commerce	APRIL TO JUNE 2021 GRANT TO CORCORAN CHAMBER	104-401-300-207	9,500.00
6/30/2021	Corcoran Hardware	DEPT SUPPL	104-412-300-210	243.42
6/30/2021	Corcoran Hardware	DEPT SUPPL	104-421-300-210	64.88
6/30/2021	Corcoran Hardware	DEPT SUPPL	104-432-300-210	75.23
6/30/2021	Corcoran Hardware	DEPT SUPPL	109-434-300-210	115.08
6/30/2021	Corcoran Hardware	DEPT SUPPL	109-434-300-260	66.14
6/30/2021	Corcoran Hardware	DEPT SUPPL	120-435-300-210	543.30
6/30/2021	Corcoran Hardware	DEPT SUPPL	105-437-300-210	390.96
6/30/2021	Corcoran Hardware	EQUIP REPAIR	105-437-300-140	263.14

6/30/2021	Corcoran Hardware	COVID 19 SUPPLIES	105-437-300-216	51.90
6/30/2021	Corcoran Hardware	VEHICLE REPAIRS	105-437-300-260	1.85
6/30/2021	Corcoran Hardware	DEPT SUPL	145-410-300-210	196.11
6/30/2021	Corcoran Heating & Air	AC SVC CITY HALL	104-432-300-200	348.00
6/30/2021	Corcoran Heating & Air	NEW/REPCL SVC DISCONNECT	105-437-300-140	225.00
6/30/2021	Corcoran Heating & Air	A/C SUMMER SVC 1116 SHERMAN	313-605-300-200	89.00
6/30/2021	Corcoran Heating & Air	AC SVC CITY HALL	104-432-300-200	650.00
6/30/2021	Corcoran Publishing Company	CAT AD MAY 6TH	145-410-300-156	283.00
6/30/2021	Corcoran Publishing Company	NIXLE MAY 6 & 20	104-421-300-156	72.00
6/30/2021	Cummins Pacific Cummins Sales & Service	STATION 2 GENERATOR TROUBLESHOOTING	105-437-300-140	1,533.94
6/30/2021	Data Ticket Inc	CODE ENFORCE CITATION PROCESSING FOR THE MONTH C	104-406-300-200	701.00
6/30/2021	Deer Creek Asphalt	REPAIR TO STREETS	109-434-300-213	236.83
6/30/2021	Dept of Justice	LIVE SCAN FEE A SIERRA DOI APP	104-412-300-200	79.00
6/30/2021	Direct Distributing, Inc.	FINANCE CHARGE	105-437-300-210	1.00
6/30/2021	Doctors Occupational Testing Solutions	RANDOM DRUG SCREEN E BOYETT	105-437-300-200	55.00
6/30/2021	Doctors Occupational Testing Solutions	BREATH & ALCOHOL FOR E JONES	145-410-300-200	30.00
6/30/2021	Doctors Occupational Testing Solutions	RANDOM DRUG SCREEN E JONES	145-410-300-200	55.00
6/30/2021	Doctors Occupational Testing Solutions	RANDOM DRUG SCREEN D ARREDONDO	105-437-300-200	55.00
6/30/2021	Doctors Occupational Testing Solutions	RANDOM DRUG SCREEN D MODESTO	120-435-300-200	55.00
6/30/2021	Doug Borba Construction	HOUSE REHAB 1630 BREWER AVE 3RD PAYMENT	313-605-300-200	6,174.86
6/30/2021	Farley Law Firm	LEGAL EXP THROUGH JUNE 2021	104-403-300-200	3,987.50
6/30/2021	Farley Law Firm	527 DAIRY AVE	104-403-300-200	459.00
6/30/2021	Farley Law Firm	RONALD AUSTIN VS CORCORAN	104-403-300-200	957.63
6/30/2021	Farley Law Firm	RETAINER FEE	104-403-300-200	250.00
6/30/2021	Farley Law Firm	KWRA	104-403-300-200	2,903.01
6/30/2021	Fastenal Company	SHOP SUPPLIES	104-403-300-200	477.05
6/30/2021	Ferguson Enterprises, Inc	STOCK PARTS FOR WTP	104-433-300-210	4,118.07
6/30/2021	Ferguson Enterprises, Inc	STOCK PARTS FOR WTP	105-437-300-210	6,100.80
6/30/2021	Ferguson Enterprises, Inc	OTIS/ORANGE AVE TO NORTH LOOPING	105-437-300-210	6,487.46
6/30/2021	Ferguson Enterprises, Inc	WATER SYSTEM IMPROV: OTIS BETWEEN ORANGE TO NOR	105-437-500-550	31,379.42
6/30/2021	Ferguson Enterprises, Inc	OTIS/ORANGE AVE TO NORTH LOOPING	105-437-500-550	891.30
6/30/2021	Ferguson Enterprises, Inc	PH ADJ CORNER ANGLES FOR CAUSTIC	105-437-500-551	275.69
6/30/2021	Ferguson Enterprises, Inc	PH ADJ POST BASES FOR CAUSTIC SODA	105-437-500-551	699.23
6/30/2021	Ferguson Enterprises, Inc	WATER SYSTEM IMPROV: OTIS BETWEEN ORANGE TO NOR	105-437-500-550	54,259.06
6/30/2021	Frontier Communications	ACCT#55999212160621185	104-421-300-220	86.35
6/30/2021	Frontier Communications	ACCT#55999212160621185	104-432-300-220	456.61
6/30/2021	Frontier Communications	ACCT#55999212160621185	120-435-300-220	110.50
6/30/2021	Frontier Communications	ACCT#55999212160621185	145-410-300-220	285.26
6/30/2021	Frontier Communications	ACCT#5599922430604085	104-432-300-220	385.99
6/30/2021	Hanford Veterinary Hospital	DOG FOOD	104-421-300-217	52.50
6/30/2021	Hinderliter, deLJames & Assoc	CONTRACT SERVICES TAX TRANSACTION	104-405-300-200	1,050.00
6/30/2021	Hinderliter, deLJames & Assoc	AUDIT SERVICES	104-405-300-200	33.89
6/30/2021	Hinderliter, deLJames & Assoc	CONTRACT SERVICES TAX TRANSACTION	104-405-300-200	300.00
6/30/2021	Home Depot Credit Services	BUILDING SUPPLIES	104-432-300-210	16.25
6/30/2021	Home Depot Credit Services	BUILDING SUPPLIES	104-432-300-210	14.37

6/30/2021	Home Depot Credit Services	CREDIT UNIT 259 TOOLS	120-435-300-210	-199.00
6/30/2021	Home Depot Credit Services	CREDIT PLYWOOD FOR BAINUM/VANDORSTEN MANHOLE	120-435-300-140	-115.07
6/30/2021	Home Depot Credit Services	CREDIT FRIDGE FOR SAMPLES	120-435-300-210	-179.00
6/30/2021	Home Depot Credit Services	STREETS SUPPLIES	109-434-300-210	70.61
6/30/2021	Home Depot Credit Services	BLDG SUPPLIES FOR CITY HALL	104-432-300-210	459.35
6/30/2021	Home Depot Credit Services	BULBS FOR CITY HALL	104-432-300-210	96.40
6/30/2021	Home Depot Credit Services	MAINT UNIT 202	109-434-300-260	88.13
6/30/2021	Home Depot Credit Services	RETURN : BLDG SUPPLIES FOR CITY HALL	104-432-300-210	-160.53
6/30/2021	Home Depot Credit Services	LIGHTS FOR CITY HALL	104-432-300-210	10.25
6/30/2021	Home Depot Credit Services	TOOL BOX FOR UNIT 203	104-412-300-260	320.68
6/30/2021	Home Depot Credit Services	CREDIT WWTP LIGHTS NEAR GARAGE	120-435-300-210	-101.30
6/30/2021	Home Depot Credit Services	PARKS FOUNTAIN	104-412-300-210	134.23
6/30/2021	Interstate Gas Services	REFUSE RELATED CONSULTING MAY 2021	112-438-300-200	926.98
6/30/2021	Interstate Gas Services	IMPACT FEES	105-437-300-200	463.54
6/30/2021	Interstate Gas Services	IMPACT FEES	120-435-300-200	463.48
6/30/2021	Interstate Gas Services	IMPACT FEES	121-439-300-200	463.48
6/30/2021	Interstate Gas Services	IMPACT FEES	104-412-300-200	463.48
6/30/2021	Interstate Gas Services	IMPACT FEES	104-421-300-200	463.48
6/30/2021	Interstate Gas Services	IMPACT FEES	104-401-300-200	463.48
6/30/2021	Interstate Gas Services	IMPACT FEES	112-438-300-200	463.48
6/30/2021	Joseph Orner	UTILITY ACCT REFUND	105-000-120-020	100.17
6/30/2021	Kings County Fire Department	SPR 21-01 COMMENTS	104-406-300-200	95.00
6/30/2021	Kings County Fire Department	SPR 21-01 /CUP 21-01 COMMENTS	104-406-300-200	95.00
6/30/2021	Kings Industrial Occ. Med. Ctr., Inc.	PHYSICAL EXAM DOT M CHAVEZ	105-437-300-200	95.00
6/30/2021	Kings Industrial Occ. Med. Ctr., Inc.	PHYSICAL EXAM DOT E BOYEIT	105-437-300-200	95.00
6/30/2021	Law & Associates Investigations	MAYDON-BACKGROUND INVESTIGATION	104-421-300-200	600.00
6/30/2021	Law & Associates Investigations	ALONZO-BACKGROUND INVESTIGATION	104-421-300-200	600.00
6/30/2021	Law & Associates Investigations	CASH-BACKGROUND INVESTIGATION	104-421-300-200	600.00
6/30/2021	Lawrence Tractor	REPAIR PARKS/EQUIPT MAINT	104-412-300-140	750.73
6/30/2021	Lawrence Tractor	REPAIR PARKS/ EQUIPT MAINT	104-412-300-140	439.88
6/30/2021	LexisNexis Risk Data Management, Inc.	BACKGROUND SVCS MAY 2021	104-421-300-200	150.00
6/30/2021	Linde Inc.	CO2 CHEMICALS	105-437-300-219	92.01
6/30/2021	Linde Inc.	CO2 CHEMICALS	105-437-300-219	6,271.72
6/30/2021	Linde Inc.	CO2 CHEMICALS	105-437-300-219	3,784.68
6/30/2021	Local Government Publications	CALIFORNIA LAND USE BOOK	104-406-300-170	143.56
6/30/2021	Manuel Zapata Tree Service	TREE TRIMMING & SHAPING	104-412-300-200	685.50
6/30/2021	Manuel Zapata Tree Service	TREE TRIMMING & SHAPING	104-412-300-210	463.48
6/30/2021	Martin Lopez	CALOES FY 16-17 PAINT INT OF DEPOT FACILITY UPGRADE	145-410-300-145	2,250.00
6/30/2021	Manson Alarm Co. Inc.	RAO ALARM SYSTEM MONITORING & SVC	104-432-300-200	120.50
6/30/2021	Mike's Mobile Washing Service	CALOES FY 16/17 RMVL OF & INSTALL OF TRUNCATED DOR	145-410-500-520	14,370.19
6/30/2021	Miracle Play Systems	RAC SPLASHPAD	138-413-500-540	11,441.07
6/30/2021	Navia Benefit Solutions	COBRA ADMIN JUNE 2021	104-402-300-200	110.00
6/30/2021	Pacific Orchard Development, Inc.	PISTACHIO PROJECT TYING PISTACHIO TREES	139-450-300-200	1,976.80
6/30/2021	Performance Industrial Controls	PANEL VIEW PLUS REPLC FOR TONKA FILTER PLC	105-437-300-140	1,985.00
6/30/2021	Performance Industrial Controls	RPCL PRESSURE TRNSMTR WELL 11, RPCL RADIO WELL 10, 105-437-300-140		1,721.80

6/30/2021	PG&E	ACCT#5304135173-4	11-601-300-240	74.32
6/30/2021	PG&E	ACCT#5304135173-4	11-602-300-200	1,060.66
6/30/2021	PG&E	ACCT#5304135173-4	11-603-300-240	10.45
6/30/2021	PG&E	ACCT#5304135173-4	11-604-300-240	91.91
6/30/2021	PG&E	ACCT#5304135173-4	11-605-300-200	343.16
6/30/2021	PG&E	ACCT#5304135173-4	104-412-300-240	11.33
6/30/2021	PG&E	ACCT#5304135173-4	109-434-300-240	4,732.45
6/30/2021	PG&E	ACCT#5304135173-4	111-601-300-240	74.32
6/30/2021	PG&E	ACCT#5304135173-4	111-602-300-200	256.90
6/30/2021	PG&E	ACCT#5304135173-4	111-603-300-240	10.45
6/30/2021	PG&E	ACCT#5304135173-4	111-604-300-240	91.02
6/30/2021	PG&E	ACCT#5304135173-4	111-605-300-200	78.17
6/30/2021	PG&E	ACCT#5304135173-4	104-412-300-240	11.33
6/30/2021	PG&E	ACCT#5304135173-4	109-434-300-240	4,724.61
6/30/2021	PG&E	ACCT#99497000756-9	111-601-300-240	9.53
6/30/2021	PG&E	ACCT#99497000756-9	145-410-300-240	757.51
6/30/2021	PG&E	ACCT#99497000756-9	138-413-300-200	3,336.66
6/30/2021	PG&E	ACCT#99497000756-9	104-412-300-240	1,268.09
6/30/2021	PG&E	ACCT#99497000756-9	104-432-300-240	4,281.40
6/30/2021	PG&E	ACCT#99497000756-9	104-432-320-240	250.34
6/30/2021	PG&E	ACCT#99497000756-9	109-434-300-240	402.29
6/30/2021	PG&E	ACCT#99497000756-9	120-435-300-240	10,200.80
6/30/2021	PG&E	ACCT#99497000756-9	121-439-300-240	509.15
6/30/2021	Prudential Overall Supply	ACCT#99497000756-9	105-437-300-240	93,684.83
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	145-410-300-200	34.86
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	136-415-300-200	25.54
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	104-432-300-200	111.44
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	104-432-300-200	31.75
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	104-432-320-200	16.25
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	104-433-300-200	22.94
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	104-433-300-200	12.22
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	120-435-300-200	34.86
6/30/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOP	105-437-300-200	37.18
6/30/2021	Quality Pool Service	BULK CHLORINE & HYDROCHLORIC ACID	138-413-300-200	2,995.67
6/30/2021	Radius Tire Co.	PARKS SUPPLY	104-412-300-210	527.83
6/30/2021	Radius Tire Co.	CHANGE RIM ON UNIT 28	109-434-300-140	140.00
6/30/2021	Radius Tire Co.	4 NEW TIRES UNIT 254	104-421-300-260	847.78
6/30/2021	Ramiro Sanchez	ID NUMBERS FOR TRACTORS	104-433-300-140	200.00
6/30/2021	Richard's Chevrolet	FUEL LATCH UNIT 221	104-421-300-260	118.68
6/30/2021	Richard's Chevrolet	REAR DIFFERENTIAL TROUBLESHOOTING UNIT 250	105-437-300-260	371.48
6/30/2021	S & R Specialty Equipment	REPLC SPRAY RIG	105-437-300-140	1.46
6/30/2021	SANZ Industrial Services, Inc.	SLUDGE REMOVAL	105-437-300-193	5,200.00
6/30/2021	Sawtelle Rosprum Machine Shop	CUT SHEET METAL FOR UNIT 285	105-437-300-200	128.82
6/30/2021	Sawtelle Rosprum Machine Shop	REPAIR REC CLARIFIER TRANSFER VAVLE	120-435-300-140	92.01
6/30/2021	Sherwin Williams Co	PEACH LATCH PAINT	105-437-300-210	117.52

6/30/2021	Shyam Bhaskar, MD	PRE EMPLOYMENT PHYSICAL FOR AFLARO	104-412-300-200	120.00
6/30/2021	Shyam Bhaskar, MD	PRE EMPLOYMENT PHYSICAL FOR BEWARDER	104-421-300-200	120.00
6/30/2021	Sierra Glass & Screen, Inc	LCTOP FY16/17 REPLC AD GLASS AT BUS STOP LOCATED AT	145-410-300-145	935.00
6/30/2021	Simplet Grower Solutions	PISTACHIO FARMING CHEMICALS	139-450-300-210	522.84
6/30/2021	Simplet Grower Solutions	PISTACHIO FARMING CHEMICALS	139-450-300-210	1,440.52
6/30/2021	Simplet Grower Solutions	PISTACHIO FARMING CHEMICALS	139-450-300-210	1,072.50
6/30/2021	SJVAPCD	21/22 PERMIT FEES: FACILITY ID C2488 895 PUEBLO AVE	120-435-300-160	529.00
6/30/2021	SJVAPCD	21/22 PERMIT FEES: FACILITY ID C9443 FOR 911 HANNA AVI	104-432-300-160	290.00
6/30/2021	Superior Ag Construction Inc,	DEMO AND CLEAN UP 527 DAIRY AVE.	104-406-300-198	4,500.00
6/30/2021	Target Specialty Products	PARKS CHEMICALS SUPPLIES	104-412-300-210	685.70
6/30/2021	Terminix	PEST CONTROL 2410 BELL AVE JUNE 2021	313-605-300-200	64.00
6/30/2021	The Gas Company	ACCT#17151733304	301-430-300-316	4.93
6/30/2021	The Gas Company	ACCT#11484795064	138-413-300-200	53.42
6/30/2021	Turnupseed Electric Svc Inc	NON PCTABLE PUMP NOT WORKING	120-435-300-200	2,326.16
6/30/2021	Turnupseed Electric Svc Inc	CLARIFIER VALVE	120-435-300-200	220.42
6/30/2021	Turnupseed Electric Svc Inc	CLARIFIER VALVE	120-435-300-200	606.16
6/30/2021	Turnupseed Electric Svc Inc	FINANCE CHARGE MAY 2021	120-435-300-200	9.24
6/30/2021	Univar USA Inc	SODIUM HYPOCHORITE CHEMICALS	105-437-300-219	4,749.22
6/30/2021	Univar USA Inc	PH INCREASE CHEMICALS	105-437-300-219	3,675.35
6/30/2021	US Bank Equipment Finance	PW COPIER LEASE	109-434-300-180	202.58
6/30/2021	Verizon Wireless	TRANSIT CELL PHN SVC	145-410-300-220	139.75
6/30/2021	Verizon Wireless	TRANSIT WIRELESS AIR CARDS	145-410-300-220	38.01
6/30/2021	Verizon Wireless	TRANSIT BUSES AIR CARDS X6	145-410-300-220	228.06
6/30/2021	Verizon Wireless	WATER ON CALL CELL PHN SVC	105-437-300-220	4.17
6/30/2021	Verizon Wireless	WATER WIRELESS AIR CARDS	105-437-300-220	76.02
6/30/2021	Verizon Wireless	CELL PHN SVC RICK	104-433-300-200	0.87
6/30/2021	Verizon Wireless	CELL PHN SVC JOE	104-431-300-200	1.96
6/30/2021	Verizon Wireless	PW WIRELESS AIR CARDS	104-431-300-200	38.01
6/30/2021	Verizon Wireless	COM DV PHONES	104-406-300-220	114.00
6/30/2021	Verizon Wireless	COM DV AIR CARDS X2	104-406-300-220	76.02
6/30/2021	Verizon Wireless	PW MOBILE MIFI HOTSPOT	104-431-300-200	38.01
6/30/2021	Verizon Wireless	CELL PHN SVC FINANCE	104-405-300-200	28.89
6/30/2021	Verizon Wireless	CELL PHN SVC MARLENE	104-402-300-200	26.18
6/30/2021	Verizon Wireless	CELL PHONE SVCE MAY 16 TO JUNE 15, 2021	104-421-300-221	1,380.20
6/30/2021	Waxie Sanitary Supply	COVID 19 SUPPLIES FOR GOV BLDGS	104-432-300-216	128.71
6/30/2021	Wells Fargo Bank, N.A	TEMP WORKER G PASTOR	104-432-300-216	204.40
6/30/2021	Wells Fargo Bank, N.A	TEMP WORKER G PASTOR	104-432-300-216	245.28
6/30/2021	WEX BANK	FUEL INVOICE	104-432-300-250	160.53
6/30/2021	WEX BANK	FUEL INVOICE	104-432-300-250	-75.92
6/30/2021	WEX BANK	FUEL INVOICE	104-406-300-250	240.59
6/30/2021	WEX BANK	FUEL INVOICE	104-421-300-250	4,842.69
6/30/2021	WEX BANK	FUEL INVOICE	105-437-300-250	2,175.75
6/30/2021	WEX BANK	FUEL INVOICE	120-435-300-250	689.48
6/30/2021	WEX BANK	FUEL INVOICE	109-434-300-250	581.71
6/30/2021	WEX BANK	FUEL INVOICE	104-412-300-250	805.86

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WEX BANK
WEX BANK
Witbro Inc.
Witbro Inc.

FUEL INVOICE
FUEL INVOICE
CAL TRANS CMAQ 3223-019 CONST PROGRESS
CAL TRANS CMAQ 5223-020 CONST PROGRESS

104-431-300-250
145-410-300-250
109-434-300-200
109-434-300-200

196.02
2,282.45
107,878.31
165,477.28

Warrant Total: 729,203.22

#2

Accounts Payable

Blanket Voucher Approval Document



User: spineda
Printed: 07/14/2021 - 10:06AM
Warrant Request Date: 7/1/2021
DAC Fund:

Batch: 00412.07.2021 - Criscom 07/01/2021 FY 2022

Line	Claimant	Amount
1	The Criscom Company	84,000.00
		Page Total: \$84,000.00
		Grand Total: \$84,000.00

Page Total: \$84,000.00

Accounts Payable

Voucher Approval List

User: spineda
Printed: 07/14/2021 - 10:08AM
Batch: 00412.07.2021 - Criscom 07/01/2021 FY 2022



Warrant Date	Vendor	Description	Account Number	Amount
7/1/2021	The Criscom Company	LOBBYIST CONTRACT	104-401-300-200	62,000.00
7/1/2021	The Criscom Company	LOBBYIST CONTRACT	105-437-300-200	11,000.00
7/1/2021	The Criscom Company	LOBBYIST CONTRACT	109-434-300-200	11,000.00

Warrant Total: 84,000.00

#3

Accounts Payable

Blanket Voucher Approval Document



User: spineda
Printed: 07/13/2021 - 5:09PM
Warrant Request Date: 7/13/2021
DAC Fund:

Batch: 00411.07.2021 - Wrnt Rgstr 07/13/2021 FY 2021

Line	Claimant	Voucher No.	Amount
1	A & M Consulting Engineers	000088132	5,837.30
2	American Office Solutions, LLC	000000000	240.00
3	AT&T Mobility	000088133	43.25
4	Auto Zone, Inc.	000088134	85.71
5	Az Auto Parts	000088135	30.02
6	Best Deal Food Co Inc.	000088136	28.31
7	BSK Associates	000088137	2,773.39
8	California Building Standards Comm	000088138	170.10
9	Central Valley Sweeping LLC	000088139	5,800.00
10	Corcoran Heating & Air	000088140	188.00
11	CUSD	000088141	28,748.01
12	CUSD	000088142	3,000.00
13	Dept of Conservation	000088143	423.18
14	Dept of Justice	000088144	368.00
15	Galindo Farms Discing	000088145	526.00
16	Jones Collision Center	000088146	4,289.14
17	Kings County Clerk	000088147	188.00
18	Kings County Planning Agency	000088148	36,251.28
19	Kings County Treasurer	000088149	9,636.79
20	Lacey Animal Hospital	000088150	129.00
21	Springbrook Holding Company LLC	000088151	1,570.00
22	Trans Union LLC	000088152	76.42
23	UNIFIRST Corporation	000088153	1,190.25
24	Verizon Wireless	000088154	836.22
25	W3i Engineering	000088155	7,926.40
26	Wells Fargo Bank, N.A.	000088156	286.16

Page Total: \$110,640.93

Grand Total: \$110,640.93

Page Total: \$110,640.93

Accounts Payable Voucher Approval List



User: spineda
 Printed: 07/13/2021 - 5:14PM
 Batch: 00411.07.2021 - Wmt Regstr 07/13/2021 FY 2021

Warrant Date	Vendor	Description	Account Number	Amount
7/13/2021	A & M Consulting Engineers	SD PC SEQ PHASE 2 (4-5-21)	104-406-300-200	620.00
7/13/2021	A & M Consulting Engineers	FINAL MAP SEQ PHASE (4-6-21)	104-406-300-200	387.50
7/13/2021	A & M Consulting Engineers	SD PC SEQ PHASE 2 (4-6-21)	104-406-300-200	620.00
7/13/2021	A & M Consulting Engineers	FINAL MAP SEQ PHASE (4-7-21)	104-406-300-200	620.00
7/13/2021	A & M Consulting Engineers	MEETING WITH D.R. HORTON (4-14-21)	104-406-300-200	283.65
7/13/2021	A & M Consulting Engineers	SPR 20-04	104-406-300-200	128.65
7/13/2021	A & M Consulting Engineers	FOX RUN TSDM REVIEW 5/3/21	104-406-300-200	465.00
7/13/2021	A & M Consulting Engineers	SPR 20-01 GAS STATION 43 REVIEW	104-406-300-200	1,162.50
7/13/2021	A & M Consulting Engineers	SD PC FOX RUN 5/27/21	104-406-300-200	852.50
7/13/2021	A & M Consulting Engineers	SD PC FOX RUN 5/28/21	104-406-300-200	697.50
7/13/2021	American Office Solutions, LLC	CPD SET UP SERIAL TO IP ADAPTOR TICKET#T20210520.0086	104-421-300-181	120.00
7/13/2021	American Office Solutions, LLC	COM DEV BACK UP BATTERY	145-410-300-200	120.00
7/13/2021	AT&T Mobility	ACCT#834605440 WWTP DUTY MAN CELL PHONE	120-435-300-220	43.25
7/13/2021	Auto Zone, Inc.	DOOR HANDLE FOR UNIT 217	104-421-300-260	73.82
7/13/2021	Auto Zone, Inc.	FILTERS FOR SERVICE UNIT 155	109-434-300-260	11.89
7/13/2021	Az Auto Parts	PULLER FOR UNIT 155	109-434-300-260	30.02
7/13/2021	Best Deal Food Co Inc.	GROCERIES -PD	104-421-300-210	28.31
7/13/2021	BSK Associates	PROP 68 GRANT GATEWAY PARK IMPORT TESTING	307-449-300-200	2,613.64
7/13/2021	BSK Associates	QUANTI TRAY NITRATE ARSENIC	105-437-300-200	159.75
7/13/2021	California Building Standards Comm	BLDG STNDS ADMIN SPCL REVL FND 4TH Q 2021 APR TO JUN	104-000-202-013	170.10
7/13/2021	Central Valley Sweeping LLC	STREET SWEEPING JUNE 2021	112-438-300-200	1,933.00
7/13/2021	Central Valley Sweeping LLC	STREET SWEEPING JUNE 2021	109-434-300-200	1,933.00
7/13/2021	Central Valley Sweeping LLC	STREET SWEEPING JUNE 2021	121-439-300-200	1,934.00
7/13/2021	Corcoran Heating & Air	A/C SUMMER SVC 24436 6 1/4 AVE.	313-605-300-200	188.00
7/13/2021	CUSD	DEVELOPER FEES APR TO JUNE 2021	104-000-202-016	29,637.12
7/13/2021	CUSD	CITY ADMIN FEE 3%	104-000-366-100	-889.11
7/13/2021	CUSD	4 SCHOLARSHIPS -TWO \$1,000.00 & TWO \$500.00	331-425-300-200	3,000.00
7/13/2021	Dept of Conservation	STRNG MOTION INS & MAP FEE 4TH Q 2021 APR TO JUNE 2021	104-000-202-013	423.18
7/13/2021	Dept of Justice	LIVE SCAN FEE JUNE 2021	104-421-300-148	368.00
7/13/2021	Galindo Farms Discing	2410 BELL REPAIR SWAMP COOLER & INSTALL OF SMOKE	A313-605-300-200	526.00
7/13/2021	Jones Collision Center	UNIT#242 REPAIR	104-421-300-260	4,289.14
7/13/2021	Kings County Clerk	FULL RECONVEYANCE 1619 DAIRY	301-430-300-200	20.00
7/13/2021	Kings County Clerk	TERM OF TITLE CLOUD 2625 ANDERSON	301-430-300-200	20.00
7/13/2021	Kings County Clerk	FULL RECONVEYANCE 1813 ESTES	301-430-300-200	20.00

7/13/2021	Kings County Clerk	TERM OF TITLE CLOUD 1004 PICKERELL	301-430-300-200	20.00
7/13/2021	Kings County Clerk	LOT LINE ADJ 920 VAN DORSTEN	301-430-300-200	108.00
7/13/2021	Kings County Planning Agency	COUNTY LOAN PAYMENTS 10/1/20 TO 6/30/21.	190-470-365-099	1,433.00
7/13/2021	Kings County Planning Agency	COUNTY LOAN PAYMENTS 10/1/20 TO 6/30/21.	193-474-365-099	24,818.55
7/13/2021	Kings County Planning Agency	COUNTY LOAN PAYMENTS 10/1/20 TO 6/30/21.	195-477-365-099	5,530.90
7/13/2021	Kings County Planning Agency	COUNTY LOAN PAYMENTS 10/1/20 TO 6/30/21.	196-478-365-099	5,590.00
7/13/2021	Kings County Treasurer	CITY SHARE 3%	301-430-366-100	-1,121.17
7/13/2021	Kings County Treasurer	COUNTY IMPACT FEES APR TO JUNE 2021	104-000-202-008	9,901.48
7/13/2021	Kings County Treasurer	CITY ADMIN FEE PFF FEE	104-000-366-100	-264.69
7/13/2021	Lacey Animal Hospital	EXAM/EUTHANASIA	104-421-300-203	129.00
7/13/2021	Springbrook Holding Company LLC	JUNE 2021 ONLINE PAYMENT	105-437-300-200	785.00
7/13/2021	Springbrook Holding Company LLC	JUNE 2021 ONLINE PAYMENT	112-436-300-200	392.50
7/13/2021	Springbrook Holding Company LLC	JUNE 2021 ONLINE PAYMENT	120-435-300-200	235.50
7/13/2021	Springbrook Holding Company LLC	JUNE 2021 ONLINE PAYMENT	121-439-300-200	157.00
7/13/2021	Trans Union LLC	PROF SVC/BACKGROUND	104-421-300-200	76.42
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X5	105-437-200-125	139.86
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X80%	120-435-200-125	68.07
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X20%	121-439-200-125	17.02
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X80%	120-435-200-125	78.61
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X20%	121-439-200-125	19.65
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X2	104-412-200-125	37.03
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X2	109-434-200-125	38.93
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	104-432-200-125	34.21
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	104-412-200-125	38.50
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	104-432-200-125	28.90
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	104-433-200-125	25.86
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	105-437-200-125	19.92
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	120-435-200-125	20.69
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X80%	121-439-200-125	5.17
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	109-434-200-125	28.26
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X80%	120-435-200-125	27.09
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	104-433-200-125	33.86
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	105-437-200-125	110.63
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X20%	121-439-200-125	6.77
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X3	145-410-200-125	115.29
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X3	145-410-200-125	66.76
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	104-433-200-125	50.86
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X1	104-433-200-125	56.96
7/13/2021	UNIFIRST Corporation	UNIFORMS COST X6	105-437-200-125	121.35
7/13/2021	Verizon Wireless	DATE SVC 5/27-6/26/21 ACCT#672038320-0001	104-421-300-221	836.22
7/13/2021	W3i Engineering	WEST LAGOON EXPANSION PROJECT JUNE 2021 PROF SVC	120-435-500-530	7,926.40
7/13/2021	Wells Fargo Bank, N.A.	TEMP WORKER G PASTOR	104-432-300-216	286.16

Warrant Total: 110,640.93

#4

Accounts Payable

Blanket Voucher Approval Document



User: spineda
 Printed: 07/13/2021 - 11:36AM
 Warrant Request Date: 7/13/2021
 DAC Fund:

Batch: 00401.07.2021 - Wrmt Rgstr 07/13/2021 FY 2022

Line	Claimant	Amount
1	American Office Solutions, LLC	720.00
2	CalPERS	825,648.00
3	Caves & Associates	525.00
4	CSJVRMA	477,793.00
5	Gonzalez Lawn Service	70.00
6	Law & Associates Investigations	600.00
7	Pizza Factory	189.77
8	Pumping Solutions, Inc	414.73
9	Sequoia Council Registration	999.00
10	Skyler Pfarr	219.00
11	Tulare-Kings Veterinary ER Svc	115.04
12	unWired Broadband	199.95
13	USC Foundation	131.00
Page Total:		\$1,307,624.49
Grand Total:		\$1,307,624.49

Page Total: \$1,307,624.49

Accounts Payable

Voucher Approval List

User: spineda
 Printed: 07/13/2021 - 11:37AM
 Batch: 00401.07.2021 - Wmt Regstr 07/13/2021 FY 2022



Warrant Date	Vendor	Description	Account Number	Amount
7/13/2021	American Office Solutions, LLC	ANNUAL SUBSCRIPTION AUG 2021 TO JULY 2022	104-421-300-181	720.00
7/13/2021	CaIPERS	UNFUNDED CALPERS ACCRUED LIABILITY SAFETY	104-421-200-122	446,298.00
7/13/2021	CaIPERS	UNFUNDED CALPERS ACCRUED LIABILITY PEPPA SAFETY	104-421-200-122	3,113.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	104-402-200-122	700.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	104-405-200-122	164.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	104-406-200-122	373.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	104-412-200-122	1,500.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	109-434-200-122	72.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	110-434-200-122	72.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	112-438-200-122	174.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	120-435-200-122	1,310.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	121-439-200-122	97.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	105-437-200-122	720.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	145-410-200-122	203.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	104-421-200-122	1,500.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	104-432-200-122	89.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	301-430-200-122	5.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	179-442-200-122	4.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	178-441-200-122	5.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	177-448-200-122	5.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC PEPPA	311-408-200-122	30.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	104-402-200-122	10,000.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	104-405-200-122	37,932.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	104-406-200-122	9,050.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	104-412-200-122	11,930.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	104-421-200-122	60,270.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	104-431-200-122	22,265.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	104-433-200-122	20,685.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	109-434-200-122	12,108.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	112-438-200-122	2,183.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	120-435-200-122	36,244.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	121-439-200-122	8,300.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	105-437-200-122	57,695.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	145-410-200-122	49,581.00

7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	178-441-200-122	3,848.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	301-430-200-122	2,345.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	311-408-200-122	22,323.00
7/13/2021	CaIPERS	UNFUNDED ACCRUED LIABILITY MISC	177-448-200-122	2,455.00
7/13/2021	Caves & Associates	NEGOTIATIONS JULY 2021	104-402-300-200	525.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-402-300-130	96.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-405-300-130	66.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-406-300-130	13.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-412-300-130	121.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-421-300-130	1,030.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-431-300-130	33.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-432-300-130	33.00
7/13/2021	CSIVRMA	GENERAL ADMIN	104-433-300-130	58.00
7/13/2021	CSIVRMA	GENERAL ADMIN	105-437-300-130	272.00
7/13/2021	CSIVRMA	GENERAL ADMIN	112-438-300-130	8.00
7/13/2021	CSIVRMA	GENERAL ADMIN	120-435-300-130	175.00
7/13/2021	CSIVRMA	GENERAL ADMIN	121-439-300-130	33.00
7/13/2021	CSIVRMA	GENERAL ADMIN	145-410-300-130	17.00
7/13/2021	CSIVRMA	GENERAL ADMIN	178-441-300-130	5.00
7/13/2021	CSIVRMA	GENERAL ADMIN	301-430-300-130	3.00
7/13/2021	CSIVRMA	GENERAL ADMIN	177-448-300-130	3.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-401-300-130	824.67
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-402-300-130	1,648.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-405-300-130	1,723.58
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-406-300-130	1,203.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-412-300-130	1,442.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	138-413-300-130	2,575.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-421-300-130	19,880.75
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-431-300-130	1,442.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-432-300-130	1,648.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	104-433-300-130	1,030.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	109-434-300-130	3,296.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	112-438-300-130	618.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	120-435-300-130	2,726.25
7/13/2021	CSIVRMA	LIABILITY PROGRAM	121-439-300-130	424.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	105-437-300-130	11,329.50
7/13/2021	CSIVRMA	LIABILITY PROGRAM	145-410-300-130	2,803.00
7/13/2021	CSIVRMA	LIABILITY PROGRAM	136-415-300-130	3,754.25
7/13/2021	CSIVRMA	LOW VALUE VEHICLE COVERAGE PROGRAM	104-433-300-130	230.00
7/13/2021	CSIVRMA	WORKERS COMP	104-402-200-121	1,757.25
7/13/2021	CSIVRMA	WORKERS COMP	104-405-200-121	1,250.00
7/13/2021	CSIVRMA	WORKERS COMP	104-406-200-121	1,000.00
7/13/2021	CSIVRMA	WORKERS COMP	104-412-200-121	4,332.50
7/13/2021	CSIVRMA	WORKERS COMP	104-431-200-121	645.25

7/13/2021	CSJVRMA	WORKERS COMP	104-433-200-121	2,080.75
7/13/2021	CSJVRMA	WORKERS COMP	109-434-200-121	3,120.25
7/13/2021	CSJVRMA	WORKERS COMP	112-438-200-121	312.50
7/13/2021	CSJVRMA	WORKERS COMP	120-435-200-121	5,682.00
7/13/2021	CSJVRMA	WORKERS COMP	121-439-200-121	1,951.75
7/13/2021	CSJVRMA	WORKERS COMP	105-437-200-121	9,022.75
7/13/2021	CSJVRMA	WORKERS COMP	145-410-200-121	9,615.75
7/13/2021	CSJVRMA	WORKERS COMP	104-421-200-121	40,638.75
7/13/2021	CSJVRMA	WORKERS COMP	104-432-200-121	929.75
7/13/2021	CSJVRMA	WORKERS COMP	301-430-200-121	375.00
7/13/2021	CSJVRMA	WORKERS COMP	178-441-200-121	312.50
7/13/2021	CSJVRMA	WORKERS COMP	177-448-200-121	312.50
7/13/2021	CSJVRMA	WORKERS COMP	179-442-200-121	312.50
7/13/2021	CSJVRMA	WORKERS COMP	110-434-200-121	749.50
7/13/2021	CSJVRMA	WORKERS COMP	311-408-200-121	643.75
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-421-300-130	40,274.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-402-300-130	11,987.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-405-300-130	11,987.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-406-300-130	11,987.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-431-300-130	4,288.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	145-410-300-130	5,803.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-401-300-130	1,464.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-412-300-130	13,617.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	105-437-300-130	111,237.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	120-435-300-130	37,502.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	301-430-300-130	1,650.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	121-439-300-130	18,379.00
7/13/2021	CSJVRMA	PROPERTY PROGRAM	104-401-300-130	581.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-402-300-130	1,500.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-405-300-130	1,500.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-406-300-130	2,400.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-412-300-130	3,000.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-421-300-130	3,000.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-431-300-130	1,650.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-432-300-130	1,650.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	104-433-300-130	1,650.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	105-437-300-130	3,000.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	112-438-300-130	1,500.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	120-435-300-130	1,500.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	121-439-300-130	1,705.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	145-410-300-130	2,998.00
7/13/2021	CSJVRMA	AUTO PHYSICAL DAMAGE PROGRAM	109-434-300-130	2,978.00
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-402-300-130	553.52
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-405-300-130	1,438.57

7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-406-300-130	907.57
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-412-300-130	1,054.08
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-421-300-130	14,888.21
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-431-300-130	608.29
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-432-300-130	351.01
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	104-433-300-130	703.06
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	105-437-300-130	2,892.33
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	112-438-300-130	109.27
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	120-435-300-130	1,491.75
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	121-439-300-130	571.18
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	145-410-300-130	2,784.76
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	109-434-300-130	659.45
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	301-430-300-130	33.00
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	311-408-300-130	297.01
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	110-434-300-130	220.16
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	177-448-300-130	33.00
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	179-442-300-130	33.00
7/13/2021	CSJVRMA	EMPLOYMENT PRACTICE LIABILITY PROGRAM	178-441-300-130	56.78
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	104-402-300-130	70.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	104-405-300-130	95.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	104-406-300-130	56.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	104-421-300-130	822.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	104-431-300-130	38.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	104-432-300-130	16.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	104-433-300-130	48.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	105-437-300-130	162.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	112-438-300-130	12.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	120-435-300-130	87.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	121-439-300-130	32.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	109-434-300-130	40.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	145-410-300-130	201.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	311-408-300-130	22.00
7/13/2021	CSJVRMA	EMPLOYEE ASSISTANCE	301-430-300-130	10.00
7/13/2021	Gonzalez Lawn Service	LAWN SVC 2410 BELL & 1116 SHEESMAN JULY 1 2021	301-430-300-200	70.00
7/13/2021	Law & Associates Investigations	BG INVESTIGATIONS	104-421-300-200	600.00
7/13/2021	Pizza Factory	SOCCER PIZZA DINNER-PAL 2021	331-425-300-210	189.77
7/13/2021	Pumping Solutions, Inc	PRESS JUMP REPAIRS	105-437-300-140	414.73
7/13/2021	Sequoia Council Registration	EXPLORER/ADVISOR REGISTRATION	330-429-300-210	924.00
7/13/2021	Sequoia Council Registration	POST ANNUAL FEE	330-429-300-210	75.00
7/13/2021	Skylar Pfister	LAW ENFORC FIREARMS INSTR. 7/25-29/21 PER DIEM	104-421-300-270	219.00
7/13/2021	Tulare-Kings Veterinary ER Svc	VET SVC /ANIMAL CONTROL	104-421-300-203	115.04
7/13/2021	um Wired Broadband	INTERNET SVC WTP	105-437-300-220	199.95
7/13/2021	USC Foundation	RENEWAL MEMBERSHIP J FAULKNER	104-431-300-170	131.00

Warrant Total: 1,307,624.49

Accounts Payable

Blanket Voucher Approval Document



User: spineda
Printed: 07/22/2021 - 4:30PM
Warrant Request Date: 7/27/2021
DAC Fund:

Batch: 00502.07.2021 - Wmt Rgstr 07/14/21 FY2022

Line	Claimant	Amount
1	American Office Solutions, LLC	2,400.00
2	American Office Solutions, LLC	82,440.00
3	American Office Solutions, LLC	27,825.00
4	Business Card- Bank of America Credit Cards	5,088.53
5	C. A. Reding Company, Inc	53.70
6	Cannon Financial Services, Inc.	228.40
7	City of Corcoran	302.52
8	CRWA	1,178.00
9	Doug Borba Construction	6,174.86
10	EV Connect Inc.	2,731.25
11	Ewing Irrigation Products, Inc	427.90
12	Frontier Communications	128.79
13	Frontier Communications	104.47
14	Frontier Communications	443.45
15	Frontier Communications	292.49
16	Frontier Communications	46.25
17	Gonzalez Lawn Service	70.00
18	Jonnie Toney	200.00
19	Joseph Faulkner	250.00
20	Kings County Environmental	979.52
21	Lowe's	1,472.80
22	Martin Lopez	1,750.00
23	Matson Alarm Co. Inc.	120.50
24	Pace Systems, Inc.	2,240.00
25	Proclean Supply	1,349.54
26	Prudential Overall Supply	327.04
27	SHI International Corp.	513.37
28	Sierra Sanitation	103.82
29	US Bank	3,190.00
30	US Bank Equipment Finance	132.80
31	Wells Fargo Bank, N.A.	582.54
	Page Total:	\$143,147.54
	Grand Total:	\$143,147.54

Page Total: \$143,147.54

Accounts Payable Voucher Approval List

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 Printed: 07/22/2021 - 4:32PM
 Batch: 00502.07.2021 - Wmt Rgstr 07/14/21 FY2022



Warrant Date	Vendor	Description	Account Number	Amount
7/27/2021	American Office Solutions, LLC	ANNUAL COVERAGE BACK UP RENEWAL 7/21 -6/22 FY2022	104-432-300-201	27,825.00
7/27/2021	American Office Solutions, LLC	ANNUAL RENEWAL SPAM FILTERING 7/21 -6/22 FY2022	104-432-300-201	2,400.00
7/27/2021	American Office Solutions, LLC	AGREEMENT WITH CITY 7/21-06/22 FY 2022	104-432-300-201	82,440.00
7/27/2021	Business Card- Bank of America Credit Cards	ELITE AUTO UNIT 270	104-406-300-170	66.50
7/27/2021	Business Card- Bank of America Credit Cards	STROBS N MORE REPLC LIGHT BAR UNIT 249	120-435-300-260	236.95
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON PARKS HEDGE TRIMMER	104-412-300-210	432.99
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON PARKS BACKPACK BLOWER	104-412-300-210	703.57
7/27/2021	Business Card- Bank of America Credit Cards	FARIA S TRAILER INC COUPLER FOR UNIT 285	105-437-300-210	108.25
7/27/2021	Business Card- Bank of America Credit Cards	CALBO TRAINING FOR KT & MC OCT 25-28 2021	312-406-300-270	1,290.00
7/27/2021	Business Card- Bank of America Credit Cards	CALED YEARLY DUES	104-406-300-170	570.00
7/27/2021	Business Card- Bank of America Credit Cards	APCO CALL SIGN KTY283	104-421-300-141	100.00
7/27/2021	Business Card- Bank of America Credit Cards	MARRIOT T ROCHA TRAINING	104-421-300-270	156.13
7/27/2021	Business Card- Bank of America Credit Cards	TACTICAL FIREARMS TRAINING	104-421-300-270	750.00
7/27/2021	Business Card- Bank of America Credit Cards	COMCAST MDTIS/PD	104-421-300-220	592.04
7/27/2021	Business Card- Bank of America Credit Cards	LOG ME IN MEETING ONLINE	104-421-300-216	8.00
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	28.98
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	45.12
7/27/2021	C. A. Reding Company, Inc	DEPOT COPIER 8/14-9/13/2021	145-410-300-180	53.70
7/27/2021	Canon Financial Services, Inc.	CONTRACT & INS CHARGE & USAGE PERIF PERIOD JUNE 202	104-432-300-180	228.40
7/27/2021	City of Corcoran	POSTAGE	104-432-300-152	2.52
7/27/2021	City of Corcoran	DONATION FOR MS. LUPERSIO TO ATTEND JR NATIL YNG LF 331-425-300-200	300.00	300.00
7/27/2021	CRWA	AUG 2021 TO AUG 2022 ANNUAL CRWA MEMBERSHIP FY202: 105-437-300-170	1,178.00	1,178.00
7/27/2021	Doug Borba Construction	HOUSE REHAB 1630 BREWER 4TH PYNT	313-605-300-200	6,174.86
7/27/2021	EY Connect Inc.	TWO ELECTRIC VEH CHARGING STATION FOR GATEWAY PA 104-412-300-210	2,731.25	2,731.25
7/27/2021	Ewing Irrigation Products, Inc	REPLACE BROKEN SPRINKLERS HOMELESS VANDALISM	104-412-300-210	219.45
7/27/2021	Ewing Irrigation Products, Inc	DEPT SUPPLIES	104-412-300-210	95.97
7/27/2021	Ewing Irrigation Products, Inc	SUPPLIES FOR GATEWAY PONDING BASIN	104-412-300-210	112.48
7/27/2021	Frontier Communications	ACCT#55999541850629065	105-437-300-220	292.49
7/27/2021	Frontier Communications	ACCT#55999222430604085	104-432-300-220	165.68
7/27/2021	Frontier Communications	ACCT#5999512160621185	120-435-300-220	92.59
7/27/2021	Frontier Communications	ACCT#55999512160621185	145-410-300-220	185.18
7/27/2021	Frontier Communications	ACCT#5599920200731195	104-421-300-220	104.47
7/27/2021	Frontier Communications	ACCT#20914815380301985	136-415-300-220	46.25
7/27/2021	Frontier Communications	ACCT#55999514080910985	104-432-300-220	128.79

7/27/2021	Gonzalez Lawn Service	LAWN SVC 2410 BELL & 1116 SHERMAN	301-430-300-200	70.00
7/27/2021	Jonnie Touey	REFUND VETS HALL DEPOSIT 7/3/21	104-000-362-085	200.00
7/27/2021	Joseph Faulkner	DONATION FOR BEAU FAULKNER AND HIS RACING TEAM	331-425-300-200	250.00
7/27/2021	Kings County Environmental	HAZ WASTE GEN FEE	104-433-300-160	279.52
7/27/2021	Kings County Environmental	SWIMMING POOL/SPA FEE	138-413-300-200	700.00
7/27/2021	Lowe's	SUPPLIES FOR STREETS AIR COMPRESSOR	109-434-300-210	1,472.80
7/27/2021	Martin Lopez	CALOES FY 16-17 PAINT OF EXTERIOR OF DOORS AND WIND	145-410-300-145	1,750.00
7/27/2021	Matson Alarm Co. Inc.	RAO ALARM SYSTEM MONITORING & SVC AUG 2021	104-432-300-200	120.50
7/27/2021	Pace Systems, Inc.	ANNUAL SOFTWARE SVC 7/15/21 TO 7/14/22	114-414-300-210	2,240.00
7/27/2021	Proclean Supply	COVID 19 SUPPLIES	104-432-300-216	1,349.54
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	145-410-300-200	34.86
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	136-415-300-200	25.54
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	104-432-300-200	111.44
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	104-432-300-200	31.75
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	104-432-320-200	16.25
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	104-433-300-200	22.94
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	104-433-300-200	12.22
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	120-435-300-200	34.86
7/27/2021	Prudential Overall Supply	ENTRANCE RUGS/SHOP TOWELS/DUST MOPS	105-437-300-200	37.18
7/27/2021	SHI International Corp.	PRINTER TONER CARTRIDGE	104-405-300-150	425.62
7/27/2021	SHI International Corp.	LTHACA RECEIPT PAPER SPECIAL ROLL	104-405-300-150	87.75
7/27/2021	Sierra Sanitation	COVID 19 PORTABLE RESTROOMS @ MAROOT PARK	104-412-300-216	103.82
7/27/2021	US Bank	SUCCESSOR AGENCY ADMIN FEES	311-408-300-200	3,190.00
7/27/2021	US Bank Equipment Finance	PW COPIER LEASE 7/5/21-8/5/21	109-434-300-180	132.80
7/27/2021	Wells Fargo Bank, N.A.	TEMP WORKER G PASTOR	104-432-300-216	367.92
7/27/2021	Wells Fargo Bank, N.A.	TEMP WORKER G PASTOR	104-432-300-216	214.62

Warrant Total: 143,147.54

Accounts Payable

Blanket Voucher Approval Document



User: spineda
 Printed: 07/22/2021 - 4:46PM
 Warrant Request Date: 7/27/2021
 DAC Fund:

Batch: 00522.07.2021 - Wrnt Rgstr 07/14/21 FY2021

Line	Claimant	Amount
1	A & M Consulting Engineers	26,668.45
2	American Office Solutions, LLC	381.31
3	American Office Solutions, LLC	456.96
4	ASCO Power Services, Inc.	9,363.63
5	Best Deal Food Co Inc.	143.09
6	BSK Associates	1,841.10
7	Business Card- Bank of America Credit Cards	10,686.90
8	CA Dept. of Tax & Fee Admin	18.00
9	California Surveying Draft Supply	1,299.00
10	Chemical Waste Management Inc	465.00
11	City of Corcoran	189.97
12	Corcoran Hardware	1,691.23
13	Corcoran Heating & Air	205.00
14	Corona Environmental Consulting	33,072.50
15	Direct Distributing, Inc.	373.00
16	Division of State Architect	129.20
17	Felder Communications	1,559.00
18	Gary V. Burrows Inc.	2,398.18
19	Interstate Gas Services	3,237.50
20	Kings Waste & Recycling	51,275.18
21	Lawrence Tractor	1,429.70
22	Lowe's	1,130.18
23	Mike's Mobile Washing Service	5,412.50
24	Miracle Play Systems	715.00
25	Morris Levin & Son	76.63
26	Nolan's Plumbing	685.00
27	Nutrien AG Solutions, Inc.	313.71
28	Office Depot	742.36
29	PG&E	219,928.66
30	Pick-Em Up Truck Store	682.99
31	Price, Paige & Company	1,155.00
32	Quality Pool Service	4,394.10
33	Quinn Company	91.51
34	Sawtelle & Rosprim Hardware, Inc.	903.42
35	Scelzi Equipment, Inc.	2,847.48
36	Sherwin Williams Co	633.36
37	Sierra Sanitation	54.91
38	Smith Construction Co	42,974.09
39	Superior Electric Works Inc.	40,100.75
40	T&T Pavement Markings, Inc.	838.08
41	The Gas Company	485.62
42	The Lawnmower Man	353.91
43	The Spray Company, LLC	720.00
44	TSA Consulting Group, Inc.	50.00
45	Tule Trash Company	98,518.45
46	Univar USA Inc	4,594.97

47	US Bank Equipment Finance	38.78	
48	Valley Power Systems North, Inc.	259,177.56	
49	Verizon Wireless	863.90	
			Page Total: \$260,080.24
			Grand Total: \$835,366.82

Page Total: \$260,080.24

Accounts Payable Voucher Approval List



User: spineda
 Printed: 07/22/2021 - 4:46PM
 Batch: 00522.07.2021 - Wmt Regstr 07/14/21 FY2021

Warrant Date	Vendor	Description	Account Number	Amount
7/27/2021	A & M Consulting Engineers	PLAN CHECK SEQ PHASE 2.	104-406-300-200	155.00
7/27/2021	A & M Consulting Engineers	PC FOX RUN 880	104-406-300-200	310.00
7/27/2021	A & M Consulting Engineers	EM FOX RUN	104-406-300-200	232.50
7/27/2021	A & M Consulting Engineers	PM FOX RUN 880	104-406-300-200	181.35
7/27/2021	A & M Consulting Engineers	PM FOX RUN 880	104-406-300-200	155.00
7/27/2021	A & M Consulting Engineers	PM FOX RUN 880	104-406-300-200	310.00
7/27/2021	A & M Consulting Engineers	PM FOX RUN 880	104-406-300-200	77.50
7/27/2021	A & M Consulting Engineers	PM FOX RUN 880	104-406-300-200	77.50
7/27/2021	A & M Consulting Engineers	PC I301 WHITLEY	104-406-300-200	387.50
7/27/2021	A & M Consulting Engineers	PC I301 WHITLEY	104-406-300-200	516.15
7/27/2021	A & M Consulting Engineers	PC I301 WHITLEY	104-406-300-200	387.50
7/27/2021	A & M Consulting Engineers	PC I301 WHITLEY	104-406-300-200	283.65
7/27/2021	A & M Consulting Engineers	FM REVIEW FOX RUN	104-406-300-200	23.80
7/27/2021	A & M Consulting Engineers	SR: FOX RUN	104-406-300-200	232.50
7/27/2021	A & M Consulting Engineers	CALTRANS CMAQ 5223-020 CONSTRUCTION MNGT.	109-434-300-200	10,163.50
7/27/2021	A & M Consulting Engineers	WATER MASTER PLAN 220-022	105-437-300-200	4,960.00
7/27/2021	A & M Consulting Engineers	SEWER MASTER PLAN 020-023	120-435-300-200	8,215.00
7/27/2021	American Office Solutions, LLC	DOWNSTAIRS CONF ROOM PHONE: WIRE PART	104-432-300-201	6.48
7/27/2021	American Office Solutions, LLC	COMP UPGRADE FOR M SPAIN SAMSUNG 860	104-402-300-200	216.48
7/27/2021	American Office Solutions, LLC	MOUNTING BRACKET FOR M SPAIN COMPUTER	104-402-300-200	10.81
7/27/2021	American Office Solutions, LLC	CRUTIAL KIT FOR M SPAIN COMPUTER	104-402-300-200	108.13
7/27/2021	American Office Solutions, LLC	POWER SELF ON TEST-CAPACITATOR PACK 36" CABLES-SM/	104-432-300-201	39.41
7/27/2021	ASCO Power Services, Inc.	INSTALL NEW PARTS	104-421-300-181	456.96
7/27/2021	Best Deal Food Co Inc.	MAIN POWER SWITCH	120-435-500-540	9,363.63
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	104-431-300-210	18.62
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	120-435-300-210	21.82
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	104-431-300-210	19.12
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	104-431-300-210	27.86
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	105-437-300-210	6.15
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	105-437-300-210	2.12
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	105-437-300-210	5.12
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	105-437-300-210	6.15
7/27/2021	Best Deal Food Co Inc.	DEPT SUPPLIES	105-437-300-210	7.94

7/27/2021	Best Deal Food Co Inc,	DEPT SUPPLIES	105-437-300-210	2.47
7/27/2021	Best Deal Food Co Inc,	DEPT SUPPLIES	105-437-300-210	6.54
7/27/2021	Best Deal Food Co Inc,	DEPT SUPPLIES	105-437-300-210	3.27
7/27/2021	Best Deal Food Co Inc,	DEPT SUPPLIES	105-437-300-210	15.91
7/27/2021	BSK Associates	STP EXCHANGE FUNDS: LETTIS/SHERMAN IMPROV,	141-434-500-550	85.00
7/27/2021	BSK Associates	WWTP MODIFICATION TESTING & INSPECTION	120-435-300-200	1,470.10
7/27/2021	BSK Associates	QUANTI TRAY TOTAL COLIFORM & ECO:1	105-437-300-200	117.25
7/27/2021	BSK Associates	PLANTS INF/EFF/LAGOON	120-435-300-200	106.50
7/27/2021	BSK Associates	QUANTI TRAY ARSENIC NITRATE	105-437-300-200	62.25
7/27/2021	Business Card- Bank of America Credit Cards	RETURN: AMAZON SWAMP COOLER	104-433-300-210	395.00
7/27/2021	Business Card- Bank of America Credit Cards	AWWA VIRTUAL EVENT J FAULKNER	104-431-300-270	479.90
7/27/2021	Business Card- Bank of America Credit Cards	KNOX: SAFE BOX AT PW YARD	104-431-300-210	479.91
7/27/2021	Business Card- Bank of America Credit Cards	KNOX: SAFE BOX AT WTP	105-437-300-210	479.91
7/27/2021	Business Card- Bank of America Credit Cards	KNOX: SAFE BOX AT WWTP	120-435-300-210	26.54
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON PARKS BOW SHACKLE	104-412-300-140	20.00
7/27/2021	Business Card- Bank of America Credit Cards	A&K SYSTEMS: PAPA LOW IMPACT GOPHER CONTROL TRAP	104-412-300-270	17.84
7/27/2021	Business Card- Bank of America Credit Cards	COSTLESS: COFFEE SUPPLIES	104-431-300-210	1,930.50
7/27/2021	Business Card- Bank of America Credit Cards	MEASURE A: HANFORD GRANITE VETS HALL PLAQUE	138-428-500-520	10.81
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	14.06
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	256.83
7/27/2021	Business Card- Bank of America Credit Cards	SS SHIRT EMPLOYEE HATS	105-437-200-125	171.20
7/27/2021	Business Card- Bank of America Credit Cards	SS SHIRT EMPLOYEE HATS	120-435-200-125	171.20
7/27/2021	Business Card- Bank of America Credit Cards	SS SHIRT EMPLOYEE HATS	109-434-200-125	85.60
7/27/2021	Business Card- Bank of America Credit Cards	SS SHIRT EMPLOYEE HATS	104-412-200-125	85.60
7/27/2021	Business Card- Bank of America Credit Cards	SS SHIRT EMPLOYEE HATS	104-433-200-125	12.99
7/27/2021	Business Card- Bank of America Credit Cards	ADOBE AEROBAT	104-431-300-200	150.00
7/27/2021	Business Card- Bank of America Credit Cards	STATE WATER BAORD WWTP OP CERT RENEWAL.D.MODES:	120-435-300-270	3.45
7/27/2021	Business Card- Bank of America Credit Cards	STATE WATER BAORD WWTP OP CERT RENEWAL.D.MODES:	120-435-300-270	77.76
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	145-410-300-210	25.92
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	145-410-300-210	73.57
7/27/2021	Business Card- Bank of America Credit Cards	PIZZA FACTORY DINNER BUDGET SESSION MEETING	104-401-300-210	7.40
7/27/2021	Business Card- Bank of America Credit Cards	RITE AID SUPPLIES FOR COUNCIL MTG	104-401-300-210	15.14
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	139.36
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	23.26
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	15.14
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON AMMO CRATES	104-421-300-210	160.10
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	34.28
7/27/2021	Business Card- Bank of America Credit Cards	EVIDENT SHURE SWABS	104-421-300-210	147.76
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	32.95
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	25.32
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	14.06
7/27/2021	Business Card- Bank of America Credit Cards	AMAZON OFFICE SUPPLIES	104-421-300-150	33.75

7/27/2021	Felder Communications	RADIO MAINT & REPAIR	105-437-300-141	59.50
7/27/2021	Felder Communications	RADIO MAINT & REPAIR	121-439-300-141	17.00
7/27/2021	Gary V. Burrows Inc.	FUEL STATEMENT	104-421-300-250	1,245.70
7/27/2021	Gary V. Burrows Inc.	FUEL STATEMENT	104-431-300-250	173.88
7/27/2021	Gary V. Burrows Inc.	FUEL STATEMENT	104-433-300-250	202.55
7/27/2021	Gary V. Burrows Inc.	FUEL STATEMENT	109-434-300-250	403.31
7/27/2021	Gary V. Burrows Inc.	FUEL STATEMENT	112-438-300-250	135.69
7/27/2021	Gary V. Burrows Inc.	FUEL STATEMENT	120-435-300-250	237.05
7/27/2021	Interstate Gas Services	REFUSE RELATED CONSULTING JUNE 2021	112-436-300-200	3,237.50
7/27/2021	Kings Waste & Recycling	GREEN WASTE 237.46 UNITS/TON	112-436-300-192	9,098.40
7/27/2021	Kings Waste & Recycling	BLUE CANS 88.21 UNITS/TON	112-436-300-192	3,528.40
7/27/2021	Kings Waste & Recycling	MISC COMMODITY 626.15 UNITS/TON	112-436-300-192	38,648.38
7/27/2021	Lawrence Tractor	PARKS REPAIR	104-412-300-140	1,429.70
7/27/2021	Lowe's	PORTACOOOL CYCLONE	104-433-300-210	1,130.18
7/27/2021	Mike's Mobile Washing Service	CALOES 16-17: GRINDING OF LIFTED SIDEWALKS @ DEPOT P	145-410-300-145	2,706.25
7/27/2021	Mike's Mobile Washing Service	SIDEWALK REPAIR AROUND CITY	109-434-366-101	2,706.25
7/27/2021	Miracle Play Systems	REPAIR & MAINT AT BURNHAM SMITH PARK	104-412-300-140	715.00
7/27/2021	Morris Levin & Son	GOPHER BAIT FOR WELLS	105-437-300-210	76.63
7/27/2021	Nolan's Plumbing	SEWER LINE SVC OLD CITY HALL	104-432-300-200	90.00
7/27/2021	Nolan's Plumbing	BLACK TOP REPAIR FOR WATER LINE WORK	105-437-300-210	595.00
7/27/2021	Nurrien AG Solutions, Inc.	WEED SPRAY	120-435-300-210	313.71
7/27/2021	Office Depot	OFFICE SUPPLIES	145-410-300-210	491.65
7/27/2021	Office Depot	OFFICE SUPPLIES	104-432-300-210	250.71
7/27/2021	PG&E	ACCT#994970007569	111-601-300-240	10.51
7/27/2021	PG&E	ACCT#994970007569	145-410-300-240	1,148.73
7/27/2021	PG&E	ACCT#994970007569	138-413-300-200	4,671.17
7/27/2021	PG&E	ACCT#994970007569	104-412-300-240	1,600.87
7/27/2021	PG&E	ACCT#994970007569	104-432-300-240	7,110.61
7/27/2021	PG&E	ACCT#994970007569	104-432-320-240	500.69
7/27/2021	PG&E	ACCT#994970007569	109-434-300-240	435.76
7/27/2021	PG&E	ACCT#994970007569	120-435-300-240	20,705.05
7/27/2021	PG&E	ACCT#994970007569	121-439-300-240	577.04
7/27/2021	PG&E	ACCT#994970007569	105-437-300-240	175,136.34
7/27/2021	PG&E	ACCT#02640094583	301-430-300-316	225.37
7/27/2021	PG&E	ACCT#13015938064	104-432-300-240	4,261.63
7/27/2021	PG&E	ACCT#335250173-3	104-432-300-240	483.46
7/27/2021	PG&E	ACCT#86707342837	301-430-300-316	45.12
7/27/2021	PG&E	ACCT#84659647279	301-430-300-316	9.85
7/27/2021	PG&E	ACCT#87964881111	301-430-300-316	38.86
7/27/2021	PG&E	ACCT#94172356415	301-430-300-316	19.19
7/27/2021	PG&E	ACCT#27777837660	105-437-300-240	2,948.41
7/27/2021	Pick-Em Up Truck Store	SPRAY BEDLINER UNIT 284	105-437-300-260	682.99
7/27/2021	Pnce, Paige & Company	CONSULTANT WORK	104-405-300-200	1,155.00

7/27/2021	Quality Pool Service	MONTHLY SVC JUNE 2021	138-413-300-200	850.00
7/27/2021	Quality Pool Service	BULK CHLORINE	138-413-300-200	1,260.75
7/27/2021	Quality Pool Service	BULK CHLORINE	138-413-300-200	1,260.75
7/27/2021	Quality Pool Service	BULK CHLORINE	138-413-300-200	1,022.60
7/27/2021	Quinn Company	FORD BACKHOE REPAIRS	105-437-300-140	91.51
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	SAFETY GLASSES SUPPLIES	105-437-300-210	6.50
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	PIPE WRAP FOR COMPRESSOR LINES	105-437-300-210	13.51
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	FOR LEAKS-STOCK	105-437-300-210	6.17
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	GRINDER BLADES & SUPPLIES	105-437-300-210	42.40
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	STAINLESS STEEL PARTS FOR FERRIC TANKS	105-437-300-210	24.46
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	MISC SUPPLIES	105-437-300-210	19.95
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	REPL CAMLOCK FITTINGS FOR HOSE	105-437-300-140	37.87
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	3 HYD HOSES FOR UNIT 86	109-434-300-140	187.92
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	PROPANE FOR FORKLIFT & SUPPLIES	105-437-300-210	47.57
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	ALUMINUM CAP FOR WTP	105-437-300-210	2.01
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	DRILL BIT & TAP FOR BROKAW TAP	105-437-300-210	37.82
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	GRINDER BLADES FOR FERRIC TANK	105-437-300-210	6.71
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	SUPPLIES FOR WTP	105-437-300-210	5.14
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	SUPPLIES FOR WWTP	120-435-300-210	452.40
7/27/2021	Sawtelle & Rosprim Hardware, Inc.	SAFETY GLASSES SUPPLIES	105-437-300-210	12.99
7/27/2021	Seelzi Equipment, Inc.	TOOLBOX FOR TRUCK #285	105-437-300-210	2,847.48
7/27/2021	Sherwin Williams Co	PEACH LATCH PAINT	105-437-300-210	235.05
7/27/2021	Sherwin Williams Co	PEACH LATCH PAINT	105-437-300-210	398.31
7/27/2021	Sierra Sanitation	COVID 19 PORTABLE RESTROOMS @ MARROOT PARK	104-412-300-216	51.91
7/27/2021	Sierra Sanitation	COVID 19 PORTABLE RESTROOMS @ MARROOT PARK	104-412-300-216	3.00
7/27/2021	Smith Construction Co	24694 CLARIFIER REHAB	120-435-500-530	42,974.09
7/27/2021	Superior Electric Works Inc.	CALOES GRNT: INSTALL MAUAL TRNFR SWITCH WELLS #B,6	105-437-500-540	40,100.75
7/27/2021	T&T Pavement Markings, Inc.	PAINT SUPPLIES FOR STREET STRIPING	109-434-300-210	838.08
7/27/2021	The Gas Company	ACCT 06888349024	145-410-300-242	21.80
7/27/2021	The Gas Company	ACCT00891595001	104-432-500-242	82.75
7/27/2021	The Gas Company	ACCT 0546325576	104-432-300-242	33.75
7/27/2021	The Gas Company	ACCT 20001594009	104-432-300-242	20.83
7/27/2021	The Gas Company	ACCT 11971525008	104-432-300-242	155.02
7/27/2021	The Gas Company	ACCT 115829731015	104-432-300-242	105.57
7/27/2021	The Gas Company	ACCT 06981596833	104-432-320-242	25.36
7/27/2021	The Gas Company	ACCT 063101527005	120-435-300-242	24.76
7/27/2021	The Gas Company	ACCT 12602978541	104-432-300-242	15.78
7/27/2021	The Lawnmower Man	18" SAW FOR ROOT CUTTING/TANK CUTTING FOR CLEAN UF	105-437-300-210	353.91
7/27/2021	The Spray Company, LLC	PISTACHIO FARMING CHEMICALS	139-450-300-210	720.00
7/27/2021	TSA Consulting Group, Inc.	JUNE 20221 SVC FEE FOR 401 A PLAN ADMIN	104-405-300-200	50.00
7/27/2021	Tule Trash Company	CONTRACT	112-436-300-200	113,054.35
7/27/2021	Tule Trash Company	FRANCHISE FEE 12.73%	104-000-316-024	-14,391.82
7/27/2021	Tule Trash Company	FRANCHISE FEE/JUNE 2021	112-436-316-023	-2,953.00

7/27/2021	Tule Trash Company	DUMP FEE PRISON1	112-436-300-192	402.22
7/27/2021	Tule Trash Company	PULL FEE PRISON1	112-436-300-200	535.60
7/27/2021	Tule Trash Company	DUMP FEE PRISON2	112-436-300-192	554.90
7/27/2021	Tule Trash Company	PULL FEE PRISON2	112-436-300-200	1,316.20
7/27/2021	Univar USA Inc	SODIUM HYPOCHLORITE CHEMICALS	105-437-300-219	4,594.97
7/27/2021	US Bank Equipment Finance	PW COPIER LEASE	109-434-300-180	38.78
7/27/2021	Valley Power Systems North, Inc.	CALOES GRANT MODEL #QAS625T4F	105-437-500-540	259,177.56
7/27/2021	Verizon Wireless	CELL PHONE SVC	145-410-300-220	138.68
7/27/2021	Verizon Wireless	WIRELESS AIR CARDS	145-410-300-220	38.01
7/27/2021	Verizon Wireless	BUS AIR CARDS X6	145-410-300-220	228.06
7/27/2021	Verizon Wireless	ON CALL CELL PHONE SVC	105-437-300-220	3.85
7/27/2021	Verizon Wireless	WIRELESS AIR CARDS	105-437-300-220	76.02
7/27/2021	Verizon Wireless	CELL PHN SVC RICK	104-433-300-200	0.53
7/27/2021	Verizon Wireless	CELL PHN SVC JOE	104-431-300-200	1.82
7/27/2021	Verizon Wireless	WIRELESS AIR CARDS	104-431-300-200	38.01
7/27/2021	Verizon Wireless	CELL PHN SVC	104-406-300-220	116.30
7/27/2021	Verizon Wireless	WIRELESS AIR CARDS X2	104-406-300-220	76.02
7/27/2021	Verizon Wireless	MOBILE MIFI HOTSPOT	104-431-300-200	38.01
7/27/2021	Verizon Wireless	CELL PHN SVC FINANCE	104-405-300-200	33.79
7/27/2021	Verizon Wireless	CELL PHN SVC MARLENE	104-402-300-200	26.24
7/27/2021	Verizon Wireless	CELL PHN SVC CM	104-402-300-200	48.56

Warrant Total: 835,366.82

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

**STAFF REPORT
ITEM #: 7-A**

MEMORANDUM

TO: City Council

FROM: Greg Gaztka, City Manager

DATE: July 20, 2021

MEETING DATE: July 27, 2021

SUBJECT: Letter of Support for additional changes to H.R. 1603, the Farm Workforce Modernization Act of 2021

Recommendation:

Approve letter of support for adding packing houses and processing plants as Farmworker eligible agricultural operations in proposed Federal Legislation H.R. 1603.

Discussion:

The Nisei Farmers League is requesting the Corcoran City Council consider submitting a letter of support to our California U.S Senators in seeking their support for the inclusion of packing houses and processing plants as recognized agricultural industry to the proposed legislation.

The Farm Workforce Modernization Act is a bipartisan bill that provides a pathway for undocumented farmworkers and their family members to seek legal immigration and citizenship. The bill imposes mandatory employment verification in agriculture by qualifying farmworkers through a "Certified Agricultural Worker" status. After completing a prospective work requirement, the farmworker can then apply for permanent resident status and eventually citizenship.

The House of Representatives passed this legislation on March 18, 2021, and is now sent to the Senate Committee on the Judiciary. The current proposed legislation, however, does not recognize agricultural related packing houses and processing facilities. Therefore, the Nisei Farmers League is seeking support letters to recommend the inclusion of these industries as Agricultural Workforce operations.

Budget Impact:

None

Attachments:

Letter of Support
H.R. 1603 Summary

City of

CORCORAN

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July 27, 2021

The Honorable U. S. Senator Alex Padilla
B03 Russell Senate Office Building
Washington, D. C. 20510

Dear Senator Padilla,

The City of Corcoran greatly appreciates the bipartisan support and United States House of Representatives passage of the Farm Workforce Modernization Act of 2021. Our City and surrounding community economy are highly reliant upon farming and the farmworkers that provide essential support to farming. We are hopeful that this bill will pass the Senate, and establish a reliable pathway for undocumented farmworkers to seek legal immigration and ultimately citizenship. The proposed legislation in its current form, however, does not take into account farmworkers who are the essential workforce for packing houses and processing plants.

Packing houses and processing plants are a vital industry component for agricultural commodities. These workers provide the essential services related to sorting, packing, and processing of fruits, nuts and vegetables immediately after delivery from the field. By not including these agricultural operations within the legislation's current definition, a whole segment of agricultural farmworker labor is missed and could potentially deter farmworkers from seeking employment in this post processing agricultural industry.

Without this needed change in the legislative definition for eligible agricultural industry, the undocumented workers in packing houses and processing plants will face greater uncertainty. This will create a disadvantage to those working in this type of agricultural industry and unintentionally deteriorate the available workforce.

The City of Corcoran respectfully requests that the definition of agricultural labor and services in the Farm Workforce Modernization Act of 2021 be modified to include employees who work in packing houses and processing plants, and that the legislation be passed by the Senate.

Sincerely,

Patricia Nolen
Mayor, City of Corcoran

City of

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July 27, 2021

The Honorable U. S. Senator Dianne Feinstein
331 Senate Hart Office Building
Washington, D. C. 20510

Dear Senator Feinstein,

The City of Corcoran greatly appreciates the bipartisan support and United States House of Representatives passage of the Farm Workforce Modernization Act of 2021. Our City and surrounding community economy are highly reliant upon farming and the farmworkers that provide essential support to farming. We are hopeful that this bill will pass the Senate, and establish a reliable pathway for undocumented farmworkers to seek legal immigration and ultimately citizenship. The proposed legislation in its current form, however, does not take into account farmworkers who are the essential workforce for packing houses and processing plants.

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The City of Corcoran respectfully requests that the definition of agricultural labor and services in the Farm Workforce Modernization Act of 2021 be modified to include employees who work in packing houses and processing plants, and that the legislation be passed by the Senate.

Sincerely,

Patricia Nolen
Mayor, City of Corcoran

H.R. 1603 Farm Workforce Modernization Act of 2021 Summary
Introduced by: Representatives Zoe Lofgren (D-CA) and Dan Newhouse (R-WA)

Passed House (03/18/2021)

This bill contains provisions related to alien farmworkers, including provisions establishing a certified agricultural worker (CAW) status and changing the H-2A temporary worker program.

The Department of Homeland Security (DHS) may grant CAW status to an applying alien who (1) performed at least 1,035 hours of agricultural labor during the two-year period prior to March 8, 2021; (2) on that date was inadmissible, deportable, or under a grant of deferred enforced departure or temporary protected status; and (3) has been continuously present in the United States from that date until receiving CAW status. The bill imposes additional crime-related inadmissibility grounds on CAW applicants and makes some other grounds inapplicable.

CAW status shall be valid for 5.5 years and may be extended. DHS may grant dependent status to the spouse or children of a principal alien.

An alien with a pending application may not be detained or removed by DHS and shall be authorized for employment until DHS makes a final decision on the application.

A CAW alien (and dependents) may apply for lawful permanent resident status after meeting various requirements, including performing a certain amount of agricultural labor for a number of years.

DHS shall create an electronic platform for (1) filing H-2A petitions, (2) facilitating the processing of H-2A cases, and (3) providing agencies a single tool for obtaining H-2A-related case information.

The bill makes various changes to the H-2A program, such as (1) modifying the method for calculating and making adjustments to the H-2A worker minimum wage, (2) specifying how an employer may satisfy requirements that it attempted to recruit U.S. workers, (3) requiring H-2A employers to guarantee certain minimum work hours, (4) making the program available for agricultural work that is not temporary or seasonal, and (5) reserving a visa allocation for the dairy industry.

DHS shall establish a pilot program allowing certain H-2A workers to apply for portable status, which gives the worker 60 days after leaving a position to secure new employment with a registered H-2A employer.

DHS shall establish an electronic system patterned on the E-Verify Program for employers to verify an individual's identity and employment authorization. Employers hiring individuals for agricultural employment must use the system.

This bill permanently establishes the Housing Preservation and Revitalization Program, which provides financing assistance for rural rental housing and off-farm labor housing and rental assistance for qualified tenants of such housing. It also authorizes the Department of Agriculture to provide various assistance, including funding for insuring loans and grants for new farmworker housing.

STAFF REPORT
ITEM #: 7-B

MEMORANDUM

TO: Corcoran City Council

FROM: Kevin J. Tromborg: Community Development Director
Planner, Building Official, Transit Director

DATE: July 21, 2021

MEETING DATE: July 27, 2021

SUBJECT: Resolution 3090 regarding tax assessment roll for un- paid Code Enforcement contracted labor and cost recovery fees.

RECOMMENDATION: (Voice Vote)

Consider approval of Resolution No. 3090 submitting invoices for tax assessment roll pertaining to various action of Code Enforcement, Planning and Building fees that have remained unpaid.

DISCUSSION: This is a procedural item. During the past several years, invoices and statements have been sent regarding the collection of past due debts owed to the City of Corcoran regarding contract labor, materials, legal fees, and cost recovery fees. If a debt is unpaid, our Municipal code allows for a tax assessment roll (Municipal code section 1-11-11). Attached is resolution that is required by code and by the Kings County Tax Assessors office prior to tax roll assessment.

BUDGET IMPACT: Positive impact to the general fund with the collection of unpaid debt.

ATTACHMENT:

- Resolution 3090
- Summary of Tax Roll Assessment- Attachment "C"

RESOLUTION NO. 3090

**A RESOLUTION OF THE CORCORAN CITY COUNCIL APPROVING
CERTIFICATION AND LEVY OF ASSESSMENTS FOR CODE ENFORCEMENT
ACTIONS AND COST RECOVERY FEES.**

Whereas, the City Council of the City of Corcoran mailed notices to property owners in the city of Corcoran to abate violations of the City municipal code, the California Title 24 Codes of Regulations, the California Health and Safety Code, and the Uniform Code for the abatement of Substandard housing; and

Whereas, the City of Corcoran, after several notices had work completed to abate these violations and public nuisances on said properties hereinafter described in Attachment "C"; and

Whereas, upon completion of the work, invoices were sent to the property owners specifying the work which had been done, a description of the real property and the assessment against each property, lot or parcel of land to be levied to pay the cost thereof; and

Whereas, the City Council considered that the proposed assessment is fair and equitable as proposed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Corcoran, hereby approves and confirms that the work and proposed assessment for the cost of Code Enforcement actions in the City of Corcoran. The City Council does hereby assess each of the parcels and lots with the amounts as set forth in Attachment "C" attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, that such cost, if not paid within ten (10) days after its confirmation shall constitute a special assessment against that parcel of property and shall be a lien on the property for the amount thereof from the time of recordation of the notice of lien, which lien shall continue until the assessment and all interest thereon is paid, or until it is discharged of record.

PASSED, APPROVED, AND ADOPTED by the Corcoran City Council at a regular meeting this 27th day of July 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

CLERK'S CERTIFICATION

STATE OF CALIFORNIA

City/County of Kings

I, Marlene Spain, City Clerk of the City of Corcoran, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 27th day of July, 2021.

Marlene Spain, City Clerk of the City of Corcoran,
State of California

ATTACHMENT "C"

CITY OF CORCORAN
2021-2022
TAX ASSESSMENT ROLL

TAX CODE	AP NUMBER	\$ AMOUNT
50506	030-141-001-000	3,981.00
50506	030-212-003-000	150.00
50506	030-262-038-000	150.00
50502	032-022-004-000	80.00
50506	032-032-004-000	405.00
50502	032-141-002-000	970.00
50506	032-192-012-000	110.00
50506	034-012-047-000	7,060.00
50506	034-060-025-000	2,373.00
50502	034-110-031-000	200.00
50502	034-130-029-000	490.00
50506	034-120-023-000	150.00
50506	030-113-011-000	220.00
50502	034-142-016-000	400.00

City of

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**STAFF REPORT
ITEM #: 7-C**

MEMORANDUM

TO: City Council

FROM: Greg Gaztka, City Manager

DATE: July 20, 2021

MEETING DATE: July 27, 2021

SUBJECT: Consider contract renewal with The CrisCom Company

Recommendation:

Staff recommends Council approve a three-year contract renewal with The CrisCom Company and authorize the Mayor to sign on behalf of the City.

Discussion:

The City of Corcoran initially partnered with The CrisCom Company in 2004. Over the years, CrisCom has diligently represented the City at the State and Federal level and has been extremely successful on multiple initiatives benefitting Corcoran. Due to their successful results for various Cities and Counties, their services are in high demand. Our current contract with CrisCom is set to expire at the end of this fiscal year. It is in the City's best interests to continue this contractual relationship with CrisCom to ensure a longer term commitment to Corcoran.

Most recently, CrisCom was able to work with Assemblyman Rudy Salas and help obtain \$1,500,000 in State funds for the construction of a replacement water well. In total, CrisCom has secured more than \$9,700,000 in funding for the City.

CrisCom's continued commitment to Corcoran is further demonstrated by its efforts to attract new businesses, strengthen local businesses and organizations, participate in community events, and support local students and service clubs.

Budget Impact:

Per the agreement, CrisCom will be paid \$84,000 per year which is the same rate as the past two contracts. For the term of the contract, CrisCom will be paid out of the General Fund, and other funds depending on the tasks and assignments being carried out.

Attachments:

Agreement between the City and CrisCom

CONSULTANT AGREEMENT

THIS AGREEMENT is made and effective _____, by and between the **CITY OF CORCORAN** (“City”), with its principal place of business located at 832 Whitley Ave., Corcoran, California, in the County of Kings, State of California, and **The CrisCom Company** (“CrisCom”), maintaining its principal place of business at 9550 Topanga Canyon Blvd., Chatsworth, California.

ARTICLE 1 BACKGROUND AND PURPOSE

Section 1.1 Background

The City has contracted with CrisCom since 2004 during which time CrisCom has served as the City’s lobbyist on State and Federal matters. Additionally, under the direction of the former Corcoran Redevelopment Agency, CrisCom has actively pursued economic development initiatives with the intent of attracting new businesses and creating employment opportunities within the community. The current agreement between the City and CrisCom will expire on June 30, 2022.

Section 1.2. Purpose

This Agreement formalizes the existing relationship between the City and CrisCom and outlines the terms and conditions hereinafter set forth.

ARTICLE 2 TERMS AND SERVICES

Section 2.1 Terms

As an extension to services already being provided, this Agreement will commence on July 1, 2022 and end on June 30, 2025. Either party may terminate this Agreement with thirty (30) days written notice.

Section 2.2 Services

CrisCom shall continue to provide the following services:

- Aggressively market Corcoran to potential developers
- Connect City officials and staff to retail, commercial, and other business contacts
- Help position Corcoran for federal and state funds through grants and appropriations
- Represent Corcoran as the City’s lobbyist
- Build relationships with elected and appointed federal and state officials
- Advocate for and in behalf of the City on pertinent issues

Section 2.3 Independent Contractor

CrisCom serves as an independent contractor for the City, and not an employee of the City.

ARTICLE 3 COMPENSATION

Section 3.1 Payment

City shall compensate CrisCom an amount of eighty-four thousand dollars (\$84,000) per City fiscal year. Payment shall be made in one lump sum and shall be considered payment in full for the entire fiscal year.

Section 3.2 Source of Funding

Compensation to CrisCom will be paid from the General Fund, , and other funds as allocated during the annual budgetary process.

Section 3.3 Early Termination

If for any reason the Agreement between the City and CrisCom is terminated prior to June 30, 2025, CrisCom shall remit to the City the pro rata amount of the lump sum payment.

ARTICLE 4 SUBCONTRACTS

Section 4.1 Subcontracts

CrisCom shall not subcontract or assign responsibility for performance of any portion of this Agreement without the prior written consent of the City. Except as otherwise specifically approved by the City, CrisCom shall include appropriate provisions of this Agreement in subcontracts so rights conferred to City by this Agreement shall not be affected or diminished by subcontract. There shall be no contractual relationship intended, implied or created between the City and any subcontractor with respect to services under this Agreement.

ARTICLE 5 INDEMNIFICATION

Section 5.1 Hold Harmless Agreement

CrisCom shall defend, indemnify, and hold harmless the City, its officers, employees and agents, from and against loss, injury, liability, or damages arising from any act of omission to act, including any negligent act or omission to act, by CrisCom or CrisCom's officers, employees, or agents.

ARTICLE 6 MISCELLANEOUS

Section 6.1 Breach of Agreement

The waiver by either party of any breach of this agreement shall not bar the other party from enforcing any subsequent breach thereof.

Section 6.2 Notices

Notices shall be deemed received when deposited in the U.S. Mail with postage prepaid and registered or certified addressed as follows unless advising in writing to the contrary:

City of Corcoran
Attn: City Manager
832 Whitley Ave.
Corcoran, CA 93212

CrisCom
Attn: Chuck Jelloian
9550 Topanga Canyon Blvd.
Chatsworth, CA 91311

Section 6.3 Attorney Fees

If any action at law or in equity is brought to enforce this agreement, the prevailing party shall be entitled to reasonable attorney fees and costs.

Section 6.4 Governing Law and Venue

This Agreement shall be interpreted and construed under, and the rights of the parties will be governed by the laws of the State of California. Venue in any legal action or proceeding shall be in the appropriate court for the County of Kings, California.

**ARTICLE 7
INTEGRATION**

Section 7.1 Integration

This Agreement represents the entire understanding of the City and CrisCom as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing, signed by both parties.

IN WITNESS WHEREOF, the parties hereby have caused this Agreement to be executed the date first above written.

APPROVED:
City of Corcoran

APPROVED:
The CrisCom Company

Mayor _____

CEO _____

Signature _____

Signature _____

Date _____

Date _____

City of

CORCORAN

A MUNICIPAL CORPORATION

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STAFF REPORT
ITEM #: 7D

MEMORANDUM

TO: City Council

FROM: Soledad Ruiz-Nuñez, Finance Director

DATE: July 21, 2021 **MEETING DATE:** July 27, 2021

SUBJECT: Approve the Purchasing Policy

Recommendation:

Motion to approve Resolution No. 3092 Purchasing Policy for the City of Corcoran.

Discussion:

The purpose of the Purchasing Policy is to provide a comprehensive set of policies and procedures that comply with applicable Federal, State and Local laws and regulations and promote the cost-effective procurement of goods and services. Staff will have a written policy to reference when making purchases through the various available forms.

During the audit for Fiscal Year 20, one of the findings was for not having a policy which addressed the use of Federal Funds 2 CFR 200.318-326. This policy brings the City in compliance with applicable Federal, State and Local laws and regulations requirements.

Budget Impact:

None.

Attachments:

Resolution No. 3092 and Purchasing Policy

RESOLUTION NO. 3092

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN

APPROVING THE PURCHASING POLICY

WHEREAS, the goal for the Finance Department is to be in compliance with applicable Federal, State, and Local laws and regulations; and,

WHEREAS, it is important for Departments to follow Federal, State, and Local laws and regulations regarding purchases; and,

WHEREAS, it is in the City's best interest to adopt the Purchasing Policy to be in compliance with Federal State and Local laws and regulations, and continue to carry out City Financial obligations.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Corcoran that the Purchasing Policy be approved to provide compliance and guidance.

BE IT FINALLY RESOLVED that the Purchasing Policy will be updated as needed in order to be in compliance with Federal, State and Local laws and regulations.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran duly called and held on the 27th day of July 2021, by the following vote of the members thereof:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____

Patricia Nolen, Mayor
City of Corcoran

ATTEST: _____

Marlene Spain, City Clerk

PURCHASING POLICY

The purpose of this policy is to provide a comprehensive set of policies and procedures that comply with applicable Federal, State and Local laws and regulations and promote the cost-effective procurement of goods and services.

The guiding principles of those involved in the purchasing function should be:

- To comply with Federal and State Laws, the Municipal code and adopted Budget on all purchases and contracts.
- To procure the supplies, services and equipment needed by the departments at the lowest possible cost, taking into consideration quality, service levels, and time constraints.
- To act in a professional and ethical manner.

Ethics General Code of Conduct and Legal Requirements

It is essential that all personnel involved in the procurement process conduct themselves in a manner that maintains impartiality and complete objectivity. The following are the City's standards in ethics for purchasing:

- To buy on the basis of value, recognizing that value represents a combination of quality, service and price which assures the greatest economy to the City.
- To be honest, courteous, and considerate in all City Dealings.
- To avoid statements that might injure or discredit legitimate suppliers and to avoid disclosure of confidential information that might give an unfair advantage in a competitive business transaction.

Gift Disclosures and Prohibitions, Fair Political Practices Commission (FPPC)

The purpose of this section is to highlight FPPC regulations regarding gifts for all personnel who may be engaged in the City's purchasing function. It is essential that all personnel involved in dealings with the business community exercise a strict rule of personal contact and abide by FPPC regulations when offered a "gift."

The FPPC defines a "gift" as any payment or other benefit that confers a personal benefit for which a public official does not provide payment or services of equal or greater value. A gift includes a rebate or discount in the price of anything of value unless the rebate or discount is made in the regular course of business to members of the public (Section 82028 of the FPPC). Except as discussed below, you have "received" or "accepted" a gift when you know that you have actual possession of the gift or when you take any action exercising direction or control over the gift, including discarding the gift or turning it over to another person (Regulation 18941.)

If you have questions, consult the FPPC at 1-866-275-3772 or advise@fppc.ca.gov or visit their website at www.fppc.ca.gov.

Employees of a local government agency who are designated in the agency's conflict of interest code may not accept gifts from any single source totaling more than the gift limit set by the FPPC in a calendar year (\$520 in 2022) if the employee is required to report receiving income or gifts from that source on his or her statement of economic interest (Form 700). (Section 899503(c).) The gift limit is adjusted biennially to reflect changes in the Consumer Price Index.

Gifts from a single source aggregating to \$50 or more must be disclosed, and gifts aggregating to \$520 or more or the FPPC limit during any 12 month period may subject you to disqualification with respect to the source.

Purchasing

Items included in the Approved Budget authorize the City Manager and designees to purchase the materials, supplies, services, and equipment in the budget document. Purchases for certain dollar amounts are subject to further rules, such as for Department Director level approvals, City Manager approvals, Council approvals, and/or bidding requirements.

Materials, Supplies, Equipment and Non-Public Project Contracts

- Up to \$25,000: Department Director discretion.
- \$25,001-\$50,000: Request three quotes, Department Director approval.
- Over \$50,000: Request three written quotes, Department Director and City Manager approval.

Professional Services Contracts (Non Construction)

- Up to \$50,000: Department Director approval if budgeted, otherwise City Manager approval
- \$50,001 - \$100,000: City Manager approval
- Over \$100,000: RFPs/RFQs, City Council approval

Federally Funded Projects/Grants Procurement, 2 CFR §200.320

- Up to \$10,000 Micro Purchase: Department Director
- \$10,001 - \$250,000 Small Purchase: Informal written quotes, City Council approval
- Over \$250,000 Formal Process: Competitive Bidding, (Sealed Bids, Competitive Proposals, or Sole Source), City Council approval

Public Projects, Uniform Public Construction Cost Accounting Act (UPCCA)

The most recently posted bid limits can be found at www.sco.ca.gov/ard_cuccac.html titled under New Informal Bid Limit Increase (Pursuant to PCC22032).

- Up to \$60,000: Department Director approval if budgeted, otherwise City Manager approval
- \$60,001-\$200,00: Contract by Informal procedures per UPCCA,
- Over \$200,000: Formal bidding procedure per UPCCA

Once the product or service has been received or accepted, payment authorization can be submitted to the Finance Department for payment. All goods should be shipped to a City facility to ensure receipt by City staff, unless otherwise approved by the Department Director.

There is no bidding requirement for contracts for professional services like attorneys, architects, engineers, surveyors, construction managers, bond counsel, bond underwriter, fiscal advisers, appraisers, auditors, data processing, public relations and promotions, elections services, negotiations/acquisition of land, or other services of a similar nature. Selection of professional services must be on the basis of demonstrated competence and on the professional qualifications necessary for the services in compliance with Government Code section 4526.

The City Municipal Code requires following certain bidding procedures when purchasing product, materials, supplies, or equipment; contracting for professional services; and contracting for public project and other projects. The competitive bidding process ensures that the City will obtain the best combination of pricing, quality, service, and availability of products and services. Splitting a purchase to circumvent the bidding limits is specifically prohibited by the City's Code and by State law. Please refer to the Public Projects section below regarding Public Projects bidding.

Accounts Payable Process

Payment for purchases are made by check to make reconciliation and request for reimbursement through grants and other funding sources the clearest to all invested parties.

As purchases are made by authorized designees, it is their responsibility to receive a copy of the invoice or receipt of purchase and forward it to the appropriate person in the Department as directed by the Department Director for account coding and approval and then to the Finance Department on the appropriate payment request form.

Payment request forms need to be submitted to the Finance Department on a timely basis in order for payments to be processed effectively and efficiently. Sufficient back-up needs to be included with the payment request including invoices, and quotes or staff reports if applicable. Checks to vendors will be mailed out or distributed the day following the Council meeting or at the approval of the Finance Director and City Manager.

Vendors

Department Directors should verify with the Finance Department if a vendor is already registered with the City as a vendor or if the vendor needs to submit a W-9 Request for Taxpayer Identification Number form in order to register as a vendor with the City, prior to the Department submitting payment request.

Purchase Orders

A purchase order authorizes the seller to ship and invoice materials or services as specified. If a vendor requires a purchase order prior to accepting an order, a purchase order can be initiated.

Petty Cash

Petty cash is used for small, incidental expenditures that could be impractical to process through the payment request process.

The Finance Director approves the establishment of all petty cash funds, determines the appropriate funding level for each fund, approves administrators, and is responsible for assuring compliance with the procedures. Each fund has a designated administrator who is responsible for the daily operations and security of the fund. Authorized departmental fund amounts are as follows:

Police Department	\$500
Finance Department	\$500

The Administrator is responsible for reconciling and replenishing the fund as needed, based on receipts received. Periodic audits may be performed by the Finance Department in order to ensure compliance with these procedures.

Credit Cards

Employees with a City issued Credit Card can make the same type of purchases that are allowed through the Accounts Payable Check issued process for materials, supplies or equipment. The Credit Card is not intended to, nor will it be used to circumvent any existing statutes, laws, or procurement procedures or policies.

The Department Director is responsible for reviewing and approving monthly expenditures for each employee under their supervision.

City employee assigned a Fuel Card are to fuel only City vehicles.

Credit Cardholder Responsibilities:

- Ensure the card is used only for legitimate business purposes and maintained in a secure location.
- Obtain receipts and submit them with the accounts payable request.
- Immediately report a lost or stolen card to the Finance Department and the card issuer.
- Under no circumstances shall personal purchases be made using the City credit card. However, in the case that this occurs, the employee shall inform the Administrative Services Department and make immediate restitution of the personal purchase made.

The credit limit for employees issued a Bank City Credit Card with their name:

- \$5,000 for Directors, City Clerk, Administrative Assistants, Executive Assistant
- \$10,000 for City Manager and Accountant
- \$35,000 for Finance Director

Vendor Credit cards issued to employees with their name:

- Department Director
- Park & Streets Maintenance Supervisor
- Water Chief Plant Operator
- Wastewater Chief Plant Operator
- Chief Fleet Mechanic
- Employees in a supervisory position with approval from the Department Director and City Manager.

City Charge Accounts

Department Directors are able to set up Charge Accounts with various vendors who they do business with and authorize employees to make purchases for supplies and equipment. Directors have the discretion to set employee limits. Example of Charge Accounts are Corcoran Hardware, Auto Zone, Cost Less, and Az.

The Department is responsible for reconciling the monthly statement to the receipts submitted by the employees and submitting a payment request to the Finance Department.

Non-Budgeted Items

Items which were not included in the budget, shall be discussed with the City Manager and Finance Director and taken to Council for approval prior to purchasing.

Emergency Purchases

In the event of a bona fide emergency, the City Manager or the Finance Director shall be contacted and the matter discussed. If they are not available, the Department Director or his/her designee shall use their own best judgement in making the purchase. Competitive bids or proposals are not required in an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety or the protection of City property. The City Manager may determine and declare that the public interest or necessity demands the immediate expenditure of public money to safeguard life, health or property, and thereupon they may proceed without advertising for bids, they may enter into a contract involving the expenditure of any money required in such emergency.

Grant Funded Programs and Projects

State or Federally funded programs have special requirements covering the acquisition of supplies, equipment, materials and services. It is the responsibility of the Department Directors using the grant funds to make purchases in accordance to the grant funds and to inform the Finance Department of any provisions in order to follow required procedures.

Federal Funded Projects/Grants Procurement (2 CFR 200)

The City will operate with the following regulation for the procurement of property or services stemming from Federal Aid. This section shall apply to the awarding of sub-grants and contracts by the City stemming from Federal Grants to the City. This section shall have the same application on the awarding of sub-grants and contracts to the City stemming from State, County or other non-federal government entity grants originating as Federal Grants.

Pass-thru Agencies, Sub recipients, and Contractors Determination of Federal Awards Requirements for (200.330 & 200.331)

The City may concurrently receive Federal awards as a recipient, a sub recipient, and a contractor, depending on the substance of its agreements with Federal awarding agencies and pass-through entities. Therefore, the City will make a case-by-case determination for each agreement it makes for the disbursement of Federal program funds that the party receiving the funds in the role of a sub recipient or a contractor. The City will comply with any additional guidance to support these determinations from the awarding agency provided such guidance does not conflict with this section.

(a) *Subrecipients.* A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. See definition for *Subaward* in §200.1 of this part. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

- (1) Determines who is eligible to receive what Federal assistance;
- (2) Has its performance measured in relation to whether objectives of a Federal program were met;
- (3) Has responsibility for programmatic decision-making;
- (4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and
- (5) In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

(b) *Contractors.* A contract is for the purpose of obtaining goods and services for the non-Federal entity's own use and creates a procurement relationship with the contractor. See the definition of *contract* in §200.1 of this part. Characteristics indicative of a procurement relationship between the non-Federal entity and a contractor are when the contractor:

- (1) Provides the goods and services within normal business operations;
- (2) Provides similar goods or services to many different purchasers;

- (3) Normally operates in a competitive environment;
- (4) Provides goods or services that are ancillary to the operation of the Federal program; and
- (5) Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

(c) *Use of judgment in making determination.* In determining whether an agreement between a pass-through entity and another non-Federal entity casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract.

Requirements for pass-through entities 2 CFR 200.332

All pass-through entities must:

- a) Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward. Required information includes:
 - 1. Federal award identification.
 - i. Subrecipient name (which must match the name associated with its unique entity identifier);
 - ii. Subrecipient's unique entity identifier;
 - iii. Federal Award Identification Number (FAIN);
 - iv. Federal Award Date (see the definition of *Federal award date* in §200.1 of this part) of award to the recipient by the Federal agency;
 - v. Subaward Period of Performance Start and End Date;
 - vi. Subaward Budget Period Start and End Date;
 - vii. Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient;
 - viii. Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation;
 - ix. Total Amount of the Federal Award committed to the subrecipient by the pass-through entity;
 - x. Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);
 - xi. Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;
 - xii. Assistance Listings number and Title; the pass-through entity must identify the dollar amount made available under each Federal award and the Assistance Listings Number at time of disbursement;
 - xiii. Identification of whether the award is R&D; and

- xiv. Indirect cost rate for the Federal award (including if the de minimis rate is charged) per §200.414.
 2. All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award;
 3. Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports;
 4. (i) An approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government. If no approved rate exists, the pass-through entity must determine the appropriate rate in collaboration with the subrecipient, which is either:
 - A. The negotiated indirect cost rate between the pass-through entity and the subrecipient; which can be based on a prior negotiated rate between a different PTE and the same subrecipient. If basing the rate on a previously negotiated rate, the pass-through entity is not required to collect information justifying this rate, but may elect to do so;
 - B. The de minimis indirect cost rate.

(ii) The pass-through entity must not require use of a de minimis indirect cost rate if the subrecipient has a Federally approved rate. Subrecipients can elect to use the cost allocation method to account for indirect costs in accordance with §200.405(d).
 5. A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of this part; and
 6. Appropriate terms and conditions concerning closeout of the subaward.
- b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:
- (1) The subrecipient's prior experience with the same or similar subawards;
 - (2) The results of previous audits including whether or not the subrecipient receives a Single Audit in accordance with Subpart F of this part, and the extent to which the same or similar subaward has been audited as a major program;
 - (3) Whether the subrecipient has new personnel or new or substantially changed systems; and

- (4) The extent and results of Federal awarding agency monitoring (*e.g.*, if the subrecipient also receives Federal awards directly from a Federal awarding agency).
- c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.208.
- d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:
- (1) Reviewing financial and performance reports required by the pass-through entity.
 - (2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.
 - (3) Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521.
 - (4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (*e.g.*, has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section §200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.
- e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:
- (1) Providing subrecipients with training and technical assistance on program-related matters; and
 - (2) Performing on-site reviews of the subrecipient's program operations;
 - (3) Arranging for agreed-upon-procedures engagements as described in §200.425.

- f) Verify that every subrecipient is audited as required by Subpart F of this part when it is expected that the subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in §200.501.
- g) Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to the pass-through entity's own records.
- h) Consider taking enforcement action against noncompliant subrecipients as described in §200.339 of this part and in program regulations.

General procurement standards.

- a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§200.317 through 200.327.
- b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- c)
 - (1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.
 - (2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus

purchase alternatives, and any other appropriate analysis to determine the most economical approach.

- e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.
- f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.214.
- i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- j)
 - (1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:
 - (i) The actual cost of materials; and
 - (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
 - (2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

- k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

Competition 2 CFR §200.319

- a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and §200.320.
- b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
 - (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
 - (2) Requiring unnecessary experience and excessive bonding;
 - (3) Noncompetitive pricing practices between firms or between affiliated companies;
 - (4) Noncompetitive contracts to consultants that are on retainer contracts;
 - (5) Organizational conflicts of interest;
 - (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

- d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
- 1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - 2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.
- f) Noncompetitive procurements can only be awarded in accordance with §200.320(c).

Methods of procurement to be followed 2 CFR §200.320

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

- a) *Informal procurement methods.* When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold (SAT)*, as defined in §200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:
- 1) *Micro-purchases*—
 - i. *Distribution.* The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in §200.1). To the maximum extent practicable,

the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

- ii. *Micro-purchase awards.* Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.
- iii. *Micro-purchase thresholds.* The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.
- iv. *Non-Federal entity increase to the micro-purchase threshold up to \$50,000.* Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with §200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:
 - A. A qualification as a low-risk auditee, in accordance with the criteria in §200.520 for the most recent audit;
 - B. An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
 - C. For public institutions, a higher threshold consistent with State law.
- v. *Non-Federal entity increase to the micro-purchase threshold over \$50,000.* Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

2) *Small purchases*—

- i. *Small purchase procedures.* The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.
 - ii. *Simplified acquisition thresholds.* The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.
- b) *Formal procurement methods.* When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with §200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:
1. *Sealed bids.* A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.
 - (i) In order for sealed bidding to be feasible, the following conditions should be present:
 - A. A complete, adequate, and realistic specification or purchase description is available;
 - B. Two or more responsible bidders are willing and able to compete effectively for the business; and
 - C. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

- A. Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- B. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- C. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- D. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- E. Any or all bids may be rejected if there is a sound documented reason.

2. *Proposals.* A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

- i. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- ii. The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;
- iii. Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
- iv. The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair

and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services through A/E firms that are a potential source to perform the proposed effort.

c) *Noncompetitive procurement.* There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

1. The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);
2. The item is available only from a single source;
3. The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
4. The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
5. After solicitation of a number of sources, competition is determined inadequate.

Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms 2 CFR §200.321.

a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

b) Affirmative steps must include:

1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

Contract cost and price 2 CFR §200.324

- a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.
- b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.
- d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

Federal awarding agency or pass-through entity review 2 CFR §200.325

- a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.
- b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

1. The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 2. The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 3. The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 4. The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 5. A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
1. The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
 2. The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

Suspended or Debarred Parties

City employees shall not enter into covered transactions with parties that are suspended or debarred or otherwise excluded from or ineligible for participation in Federal assistance programs and activities (2 CFR 200.213; 2 CFR 180). Check sam.gov for vendor debarment or suspension when the procurement process begins.

Procurements made pursuant to a federal award or subject to reimbursement, in whole or in part, with Federal Funds must comply with the City's procurement procedures, and the applicable Federal Procurement Requirements.

Public Projects, Uniform Construction Cost Accounting Act

Public project are bid in accordance to the Uniform Construction Cost Accounting Act as of December 15, 1997. If the project is federally funded, in whole or in part, the procurement must comply with the City's purchasing procedures, state law, and the applicable Federal Procurement Requirements.

As defined in Public Contract Code section 22002(c), all public projects performed by public agencies may include:

- Construction, reconstruction, erection, alteration, renovation, improvement, demolition and repair work involving any publicly owned, leased or operated facility.
- Painting or repainting of any publicly owned, leased or operated facility.
- In the case of publicly owned utility system, construction, erection, improvement or repair of dams, reservoirs, power plants and electrical transmission lines of 230,000 volts and higher.

"Public project" does not include maintenance work. For purposes of this section, "maintenance work" includes all of the following:

- Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes.
- Minor repainting.
- Resurfacing of streets and highways at less than one inch.
- Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.
- Work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems, including, but not limited to, dams, reservoirs, powerplants, and electrical transmission lines of 230,000 volts and higher.

Bid limitation, Public Contract Code section 22032 and 22034 (d):

- Public projects of \$60,000 or less may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order.
- Public projects of \$200,000 or less may be let to contract by informal procedures as set forth in this legislation.
- Public projects of more than \$200,000 shall, except as otherwise provided in this legislation, be let to contract by formal bidding procedures.
- If all bids received are in excess of \$200,000, the governing body of the public agency may by adoption of a resolution by a four-fifths vote, award the contract, at \$212,500 or less, to

the lowest responsible bidder, if it determines the cost estimate of the public agency was reasonable.

Separation of Work orders of Projects; Evasion of Provision of Article, Public Contract Code section 22033

It shall be unlawful to split or separate into smaller work orders or projects any project for the purpose of evading the provisions of this article requiring work to be done by contract after competitive bidding.

Notice Inviting Formal Bids; Information; Publication Public Contract Code section 22037

Notice inviting formal bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. The notice shall be published at least 14 calendar days before the date of opening the bids in a newspaper of general circulation, printed and published in the jurisdiction of the public agency; or, if there is no newspaper printed and published within the jurisdiction of the public agency, in a newspaper of general circulation which is circulated within the jurisdiction of the public agency, or, if there is no newspaper which is circulated within the jurisdiction of the public agency, publication shall be by posting the notice in at least three places within the jurisdiction of the public agency as have been designated by ordinance or regulation of the public agency as places for the posting of its notices. The notice inviting formal bids shall also be sent electronically, if available, by either facsimile or electronic mail and mailed to all construction trade journals specified in Section 22036. The notice shall be sent at least 15 calendar days before the date of opening the bids. In addition to notice required by this section, the public agency may give such other notice, as it deems proper.

Award of Bid

Public Contract Code section 22038 allows the public agency in its discretion to reject any bids presented. If the agency prior to rejecting all bids and declaring that the project can be more economically performed by employees of the agency provides a written notice to an apparent low bidder that:

- a) Informs the lowest responsible bidder of the agency's intention to reject the bid.
- b) Is mailed to at least two business days prior to the hearing at which the agency intends to reject the bid.

If after opening bids all bids are rejected, the public agency shall have the option, after reevaluating its cost estimates of the project, of one of the following:

- c) The public agency may abandon the project or re-advertise for bids in the manner described by this legislation; or
- d) By passage of a resolution by a four-fifths majority of its governing body declaring that its employees can perform the project more economically, the public agency may have the project done by force account without further complying with this legislation.

If a contract is awarded, it shall be awarded to the lowest bidder. If two or more bids are the same as the lowest, the public agency may accept the one it chooses.

If no bids are received, the project may be performed by employees of the public agency by force account or by informal bidding procedures set forth in section 22034 of the Public Contract Code.

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

STAFF REPORT
ITEM #: 7D

MEMORANDUM

TO: City Council

FROM: Soledad Ruiz-Nuñez, Finance Director

DATE: July 21, 2021 **MEETING DATE:** July 27, 2021

SUBJECT: Approve the Purchasing Policy

Recommendation:

Motion to approve Resolution No. 3092 Purchasing Policy for the City of Corcoran.

Discussion:

The purpose of the Purchasing Policy is to provide a comprehensive set of policies and procedures that comply with applicable Federal, State and Local laws and regulations and promote the cost-effective procurement of goods and services. Staff will have a written policy to reference when making purchases through the various available forms.

During the audit for Fiscal Year 20, one of the findings was for not having a policy which addressed the use of Federal Funds 2 CFR 200.318-326. This policy brings the City in compliance with applicable Federal, State and Local laws and regulations requirements.

Budget Impact:

None.

Attachments:

Resolution No. 3092 and Purchasing Policy

RESOLUTION NO. 3092

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN

APPROVING THE PURCHASING POLICY

WHEREAS, the goal for the Finance Department is to be in compliance with applicable Federal, State, and Local laws and regulations; and,

WHEREAS, it is important for Departments to follow Federal, State, and Local laws and regulations regarding purchases; and,

WHEREAS, it is in the City's best interest to adopt the Purchasing Policy to be in compliance with Federal State and Local laws and regulations, and continue to carry out City Financial obligations.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Corcoran that the Purchasing Policy be approved to provide compliance and guidance.

BE IT FINALLY RESOLVED that the Purchasing Policy will be updated as needed in order to be in compliance with Federal, State and Local laws and regulations.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran duly called and held on the 27th day of July 2021, by the following vote of the members thereof:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____

Patricia Nolen, Mayor
City of Corcoran

ATTEST: _____

Marlene Spain, City Clerk

PURCHASING POLICY

The purpose of this policy is to provide a comprehensive set of policies and procedures that comply with applicable Federal, State and Local laws and regulations and promote the cost-effective procurement of goods and services.

The guiding principles of those involved in the purchasing function should be:

- To comply with Federal and State Laws, the Municipal code and adopted Budget on all purchases and contracts.
- To procure the supplies, services and equipment needed by the departments at the lowest possible cost, taking into consideration quality, service levels, and time constraints.
- To act in a professional and ethical manner.

Ethics General Code of Conduct and Legal Requirements

It is essential that all personnel involved in the procurement process conduct themselves in a manner that maintains impartiality and complete objectivity. The following are the City's standards in ethics for purchasing:

- To buy on the basis of value, recognizing that value represents a combination of quality, service and price which assures the greatest economy to the City.
- To be honest, courteous, and considerate in all City Dealings.
- To avoid statements that might injure or discredit legitimate suppliers and to avoid disclosure of confidential information that might give an unfair advantage in a competitive business transaction.

Gift Disclosures and Prohibitions, Fair Political Practices Commission (FPPC)

The purpose of this section is to highlight FPPC regulations regarding gifts for all personnel who may be engaged in the City's purchasing function. It is essential that all personnel involved in dealings with the business community exercise a strict rule of personal contact and abide by FPPC regulations when offered a "gift."

The FPPC defines a "gift" as any payment or other benefit that confers a personal benefit for which a public official does not provide payment or services of equal or greater value. A gift includes a rebate or discount in the price of anything of value unless the rebate or discount is made in the regular course of business to members of the public (Section 82028 of the FPPC). Except as discussed below, you have "received" or "accepted" a gift when you know that you have actual possession of the gift or when you take any action exercising direction or control over the gift, including discarding the gift or turning it over to another person (Regulation 18941.)

If you have questions, consult the FPPC at 1-866-275-3772 or advise@fppc.ca.gov or visit their website at www.fppc.ca.gov.

Employees of a local government agency who are designated in the agency's conflict of interest code may not accept gifts from any single source totaling more than the gift limit set by the FPPC in a calendar year (\$520 in 2022) if the employee is required to report receiving income or gifts from that source on his or her statement of economic interest (Form 700). (Section 899503(c).) The gift limit is adjusted biennially to reflect changes in the Consumer Price Index.

Gifts from a single source aggregating to \$50 or more must be disclosed, and gifts aggregating to \$520 or more or the FPPC limit during any 12 month period may subject you to disqualification with respect to the source.

Purchasing

Items included in the Approved Budget authorize the City Manager and designees to purchase the materials, supplies, services, and equipment in the budget document. Purchases for certain dollar amounts are subject to further rules, such as for Department Director level approvals, City Manager approvals, Council approvals, and/or bidding requirements.

Materials, Supplies, Equipment and Non-Public Project Contracts

- Up to \$25,000: Department Director discretion.
- \$25,001-\$50,000: Request three quotes, Department Director approval.
- Over \$50,000: Request three written quotes, Department Director and City Manager approval.

Professional Services Contracts (Non Construction)

- Up to \$50,000: Department Director approval if budgeted, otherwise City Manager approval
- \$50,001- \$100,000: City Manager approval
- Over \$100,000: RFPs/RFQs, City Council approval

Federally Funded Projects/Grants Procurement, 2 CFR §200.320

- Up to \$10,000 Micro Purchase: Department Director
- \$10,001 - \$250,000 Small Purchase: Informal written quotes, City Council approval
- Over \$250,000 Formal Process: Competitive Bidding, (Sealed Bids, Competitive Proposals, or Sole Source), City Council approval

Public Projects, Uniform Public Construction Cost Accounting Act (UPCCA)

The most recently posted bid limits can be found at www.sco.ca.gov/ard_cuccac.html titled under New Informal Bid Limit Increase (Pursuant to PCC22032).

- Up to \$60,000: Department Director approval if budgeted, otherwise City Manager approval
- \$60,001-\$200,00: Contract by Informal procedures per UPCCAA,
- Over \$200,000: Formal bidding procedure per UPCCAA

Once the product or service has been received or accepted, payment authorization can be submitted to the Finance Department for payment. All goods should be shipped to a City facility to ensure receipt by City staff, unless otherwise approved by the Department Director.

There is no bidding requirement for contracts for professional services like attorneys, architects, engineers, surveyors, construction managers, bond counsel, bond underwriter, fiscal advisers, appraisers, auditors, data processing, public relations and promotions, elections services, negotiations/acquisition of land, or other services of a similar nature. Selection of professional services must be on the basis of demonstrated competence and on the professional qualifications necessary for the services in compliance with Government Code section 4526.

The City Municipal Code requires following certain bidding procedures when purchasing product, materials, supplies, or equipment; contracting for professional services; and contracting for public project and other projects. The competitive bidding process ensures that the City will obtain the best combination of pricing, quality, service, and availability of products and services. Splitting a purchase to circumvent the bidding limits is specifically prohibited by the City's Code and by State law. Please refer to the Public Projects section below regarding Public Projects bidding.

Accounts Payable Process

Payment for purchases are made by check to make reconciliation and request for reimbursement through grants and other funding sources the clearest to all invested parties.

As purchases are made by authorized designees, it is their responsibility to receive a copy of the invoice or receipt of purchase and forward it to the appropriate person in the Department as directed by the Department Director for account coding and approval and then to the Finance Department on the appropriate payment request form.

Payment request forms need to be submitted to the Finance Department on a timely basis in order for payments to be processed effectively and efficiently. Sufficient back-up needs to be included with the payment request including invoices, and quotes or staff reports if applicable. Checks to vendors will be mailed out or distributed the day following the Council meeting or at the approval of the Finance Director and City Manager.

Vendors

Department Directors should verify with the Finance Department if a vendor is already registered with the City as a vendor or if the vendor needs to submit a W-9 Request for Taxpayer Identification Number form in order to register as a vendor with the City, prior to the Department submitting payment request.

Purchase Orders

A purchase order authorizes the seller to ship and invoice materials or services as specified. If a vendor requires a purchase order prior to accepting an order, a purchase order can be initiated.

Petty Cash

Petty cash is used for small, incidental expenditures that could be impractical to process through the payment request process.

The Finance Director approves the establishment of all petty cash funds, determines the appropriate funding level for each fund, approves administrators, and is responsible for assuring compliance with the procedures. Each fund has a designated administrator who is responsible for the daily operations and security of the fund. Authorized departmental fund amounts are as follows:

Police Department \$500

Finance Department \$500

The Administrator is responsible for reconciling and replenishing the fund as needed, based on receipts received. Periodic audits may be performed by the Finance Department in order to ensure compliance with these procedures.

Credit Cards

Employees with a City issued Credit Card can make the same type of purchases that are allowed through the Accounts Payable Check issued process for materials, supplies or equipment. The Credit Card is not intended to, nor will it be used to circumvent any existing statutes, laws, or procurement procedures or policies.

The Department Director is responsible for reviewing and approving monthly expenditures for each employee under their supervision.

City employee assigned a Fuel Card are to fuel only City vehicles.

Credit Cardholder Responsibilities:

- Ensure the card is used only for legitimate business purposes and maintained in a secure location.
- Obtain receipts and submit them with the accounts payable request.
- Immediately report a lost or stolen card to the Finance Department and the card issuer.
- Under no circumstances shall personal purchases be made using the City credit card. However, in the case that this occurs, the employee shall inform the Administrative Services Department and make immediate restitution of the personal purchase made.

The credit limit for employees issued a Bank City Credit Card with their name:

- \$5,000 for Directors, City Clerk, Administrative Assistants, Executive Assistant
- \$10,000 for City Manager and Accountant
- \$35,000 for Finance Director

Vendor Credit cards issued to employees with their name:

- Department Director
- Park & Streets Maintenance Supervisor
- Water Chief Plant Operator
- Wastewater Chief Plant Operator
- Chief Fleet Mechanic
- Employees in a supervisory position with approval from the Department Director and City Manager.

City Charge Accounts

Department Directors are able to set up Charge Accounts with various vendors who they do business with and authorize employees to make purchases for supplies and equipment. Directors have the discretion to set employee limits. Example of Charge Accounts are Corcoran Hardware, Auto Zone, Cost Less, and Az.

The Department is responsible for reconciling the monthly statement to the receipts submitted by the employees and submitting a payment request to the Finance Department.

Non-Budgeted Items

Items which were not included in the budget, shall be discussed with the City Manager and Finance Director and taken to Council for approval prior to purchasing.

Emergency Purchases

In the event of a bona fide emergency, the City Manager or the Finance Director shall be contacted and the matter discussed. If they are not available, the Department Director or his/her designee shall use their own best judgement in making the purchase. Competitive bids or proposals are not required in an emergency when goods or services are immediately necessary for the preservation of the public health, welfare, or safety or the protection of City property. The City Manager may determine and declare that the public interest or necessity demands the immediate expenditure of public money to safeguard life, health or property, and thereupon they may proceed without advertising for bids, they may enter into a contract involving the expenditure of any money required in such emergency.

Grant Funded Programs and Projects

State or Federally funded programs have special requirements covering the acquisition of supplies, equipment, materials and services. It is the responsibility of the Department Directors using the grant funds to make purchases in accordance to the grant funds and to inform the Finance Department of any provisions in order to follow required procedures.

Federal Funded Projects/Grants Procurement (2 CFR 200)

The City will operate with the following regulation for the procurement of property or services stemming from Federal Aid. This section shall apply to the awarding of sub-grants and contracts by the City stemming from Federal Grants to the City. This section shall have the same application on the awarding of sub-grants and contracts to the City stemming from State, County or other non-federal government entity grants originating as Federal Grants.

Pass-thru Agencies, Sub recipients, and Contractors Determination of Federal Awards Requirements for (200.330 & 200.331)

The City may concurrently receive Federal awards as a recipient, a sub recipient, and a contractor, depending on the substance of its agreements with Federal awarding agencies and pass-through entities. Therefore, the City will make a case-by-case determination for each agreement it makes for the disbursement of Federal program funds that the party receiving the funds in the role of a sub recipient or a contractor. The City will comply with any additional guidance to support these determinations from the awarding agency provided such guidance does not conflict with this section.

(a) *Subrecipients.* A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. See definition for *Subaward* in §200.1 of this part. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

- (1) Determines who is eligible to receive what Federal assistance;
- (2) Has its performance measured in relation to whether objectives of a Federal program were met;
- (3) Has responsibility for programmatic decision-making;
- (4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and
- (5) In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

(b) *Contractors.* A contract is for the purpose of obtaining goods and services for the non-Federal entity's own use and creates a procurement relationship with the contractor. See the definition of *contract* in §200.1 of this part. Characteristics indicative of a procurement relationship between the non-Federal entity and a contractor are when the contractor:

- (1) Provides the goods and services within normal business operations;
- (2) Provides similar goods or services to many different purchasers;

- (3) Normally operates in a competitive environment;
- (4) Provides goods or services that are ancillary to the operation of the Federal program; and
- (5) Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

(c) *Use of judgment in making determination.* In determining whether an agreement between a pass-through entity and another non-Federal entity casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract.

Requirements for pass-through entities 2 CFR 200.332

All pass-through entities must:

- a) Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward. Required information includes:
 - 1. Federal award identification.
 - i. Subrecipient name (which must match the name associated with its unique entity identifier);
 - ii. Subrecipient's unique entity identifier;
 - iii. Federal Award Identification Number (FAIN);
 - iv. Federal Award Date (see the definition of *Federal award date* in §200.1 of this part) of award to the recipient by the Federal agency;
 - v. Subaward Period of Performance Start and End Date;
 - vi. Subaward Budget Period Start and End Date;
 - vii. Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient;
 - viii. Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation;
 - ix. Total Amount of the Federal Award committed to the subrecipient by the pass-through entity;
 - x. Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);
 - xi. Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;
 - xii. Assistance Listings number and Title; the pass-through entity must identify the dollar amount made available under each Federal award and the Assistance Listings Number at time of disbursement;
 - xiii. Identification of whether the award is R&D; and

- xiv. Indirect cost rate for the Federal award (including if the de minimis rate is charged) per §200.414.
 - 2. All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award;
 - 3. Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports;
 - 4. (i) An approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government. If no approved rate exists, the pass-through entity must determine the appropriate rate in collaboration with the subrecipient, which is either:
 - A. The negotiated indirect cost rate between the pass-through entity and the subrecipient; which can be based on a prior negotiated rate between a different PTE and the same subrecipient. If basing the rate on a previously negotiated rate, the pass-through entity is not required to collect information justifying this rate, but may elect to do so;
 - B. The de minimis indirect cost rate.(ii) The pass-through entity must not require use of a de minimis indirect cost rate if the subrecipient has a Federally approved rate. Subrecipients can elect to use the cost allocation method to account for indirect costs in accordance with §200.405(d).
 - 5. A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of this part; and
 - 6. Appropriate terms and conditions concerning closeout of the subaward.
- b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:
- (1) The subrecipient's prior experience with the same or similar subawards;
 - (2) The results of previous audits including whether or not the subrecipient receives a Single Audit in accordance with Subpart F of this part, and the extent to which the same or similar subaward has been audited as a major program;
 - (3) Whether the subrecipient has new personnel or new or substantially changed systems; and

- (4) The extent and results of Federal awarding agency monitoring (*e.g.*, if the subrecipient also receives Federal awards directly from a Federal awarding agency).
- c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.208.
- d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:
- (1) Reviewing financial and performance reports required by the pass-through entity.
 - (2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.
 - (3) Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521.
 - (4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (*e.g.*, has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section §200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.
- e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:
- (1) Providing subrecipients with training and technical assistance on program-related matters; and
 - (2) Performing on-site reviews of the subrecipient's program operations;
 - (3) Arranging for agreed-upon-procedures engagements as described in §200.425.

- f) Verify that every subrecipient is audited as required by Subpart F of this part when it is expected that the subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in §200.501.
- g) Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to the pass-through entity's own records.
- h) Consider taking enforcement action against noncompliant subrecipients as described in §200.339 of this part and in program regulations.

General procurement standards.

- a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§200.317 through 200.327.
- b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- c)
 - (1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.
 - (2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus

purchase alternatives, and any other appropriate analysis to determine the most economical approach.

- e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.
- f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.214.
- i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- j)
 - (1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:
 - (i) The actual cost of materials; and
 - (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
 - (2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

- k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

Competition 2 CFR §200.319

- a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and §200.320.
- b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
 - (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
 - (2) Requiring unnecessary experience and excessive bonding;
 - (3) Noncompetitive pricing practices between firms or between affiliated companies;
 - (4) Noncompetitive contracts to consultants that are on retainer contracts;
 - (5) Organizational conflicts of interest;
 - (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

- d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
 - 1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - 2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.
- f) Noncompetitive procurements can only be awarded in accordance with §200.320(c).

Methods of procurement to be followed 2 CFR §200.320

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

- a) *Informal procurement methods.* When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold (SAT)*, as defined in §200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:
 - 1) *Micro-purchases*—
 - i. *Distribution.* The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in §200.1). To the maximum extent practicable,

the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

- ii. *Micro-purchase awards.* Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.
- iii. *Micro-purchase thresholds.* The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.
- iv. *Non-Federal entity increase to the micro-purchase threshold up to \$50,000.* Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with §200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:
 - A. A qualification as a low-risk auditee, in accordance with the criteria in §200.520 for the most recent audit;
 - B. An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
 - C. For public institutions, a higher threshold consistent with State law.
- v. *Non-Federal entity increase to the micro-purchase threshold over \$50,000.* Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

(ii) If sealed bids are used, the following requirements apply:

- A. Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- B. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- C. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- D. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- E. Any or all bids may be rejected if there is a sound documented reason.

2. *Proposals.* A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

- i. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- ii. The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;
- iii. Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
- iv. The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair

and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

- c) *Noncompetitive procurement.* There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:
1. The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);
 2. The item is available only from a single source;
 3. The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
 4. The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
 5. After solicitation of a number of sources, competition is determined inadequate.

Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms 2 CFR §200.321.

- a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- b) Affirmative steps must include:
1. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 2. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 3. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 4. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

5. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
6. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

Contract cost and price 2 CFR §200.324

- a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.
- b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.
- d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

Federal awarding agency or pass-through entity review 2 CFR §200.325

- a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.
- b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

1. The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 2. The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 3. The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 4. The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 5. A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.
1. The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
 2. The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

Suspended or Debarred Parties

City employees shall not enter into covered transactions with parties that are suspended or debarred or otherwise excluded from or ineligible for participation in Federal assistance programs and activities (2 CFR 200.213; 2 CFR 180). Check sam.gov for vendor debarment or suspension when the procurement process begins.

Procurements made pursuant to a federal award or subject to reimbursement, in whole or in part, with Federal Funds must comply with the City's procurement procedures, and the applicable Federal Procurement Requirements.

Public Projects, Uniform Construction Cost Accounting Act

Public project are bid in accordance to the Uniform Construction Cost Accounting Act as of December 15, 1997. If the project is federally funded, in whole or in part, the procurement must comply with the City's purchasing procedures, state law, and the applicable Federal Procurement Requirements.

As defined in Public Contract Code section 22002(c), all public projects performed by public agencies may include:

- Construction, reconstruction, erection, alteration, renovation, improvement, demolition and repair work involving any publicly owned, leased or operated facility.
- Painting or repainting of any publicly owned, leased or operated facility.
- In the case of publicly owned utility system, construction, erection, improvement or repair of dams, reservoirs, power plants and electrical transmission lines of 230,000 volts and higher.

"Public project" does not include maintenance work. For purposes of this section, "maintenance work" includes all of the following:

- Routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes.
- Minor repainting.
- Resurfacing of streets and highways at less than one inch.
- Landscape maintenance, including mowing, watering, trimming, pruning, planting, replacement of plants, and servicing of irrigation and sprinkler systems.
- Work performed to keep, operate, and maintain publicly owned water, power, or waste disposal systems, including, but not limited to, dams, reservoirs, powerplants, and electrical transmission lines of 230,000 volts and higher.

Bid limitation, Public Contract Code section 22032 and 22034 (d):

- Public projects of \$60,000 or less may be performed by the employees of a public agency by force account, by negotiated contract, or by purchase order.
- Public projects of \$200,000 or less may be let to contract by informal procedures as set forth in this legislation.
- Public projects of more than \$200,000 shall, except as otherwise provided in this legislation, be let to contract by formal bidding procedures.
- If all bids received are in excess of \$200,000, the governing body of the public agency may by adoption of a resolution by a four-fifths vote, award the contract, at \$212,500 or less, to

the lowest responsible bidder, if it determines the cost estimate of the public agency was reasonable.

Separation of Work orders of Projects; Evasion of Provision of Article, Public Contract Code section 22033

It shall be unlawful to split or separate into smaller work orders or projects any project for the purpose of evading the provisions of this article requiring work to be done by contract after competitive bidding.

Notice Inviting Formal Bids; Information; Publication Public Contract Code section 22037

Notice inviting formal bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. The notice shall be published at least 14 calendar days before the date of opening the bids in a newspaper of general circulation, printed and published in the jurisdiction of the public agency; or, if there is no newspaper printed and published within the jurisdiction of the public agency, in a newspaper of general circulation which is circulated within the jurisdiction of the public agency, or, if there is no newspaper which is circulated within the jurisdiction of the public agency, publication shall be by posting the notice in at least three places within the jurisdiction of the public agency as have been designated by ordinance or regulation of the public agency as places for the posting of its notices. The notice inviting formal bids shall also be sent electronically, if available, by either facsimile or electronic mail and mailed to all construction trade journals specified in Section 22036. The notice shall be sent at least 15 calendar days before the date of opening the bids. In addition to notice required by this section, the public agency may give such other notice, as it deems proper.

Award of Bid

Public Contract Code section 22038 allows the public agency in its discretion to reject any bids presented. If the agency prior to rejecting all bids and declaring that the project can be more economically performed by employees of the agency provides a written notice to an apparent low bidder that:

- a) Informs the lowest responsible bidder of the agency's intention to reject the bid.
- b) Is mailed to at least two business days prior to the hearing at which the agency intends to reject the bid.

If after opening bids all bids are rejected, the public agency shall have the option, after reevaluating its cost estimates of the project, of one of the following:

- c) The public agency may abandon the project or re-advertise for bids in the manner described by this legislation; or
- d) By passage of a resolution by a four-fifths majority of its governing body declaring that its employees can perform the project more economically, the public agency may have the project done by force account without further complying with this legislation.

If a contract is awarded, it shall be awarded to the lowest bidder. If two or more bids are the same as the lowest, the public agency may accept the one it chooses.

If no bids are received, the project may be performed by employees of the public agency by force account or by informal bidding procedures set forth in section 22034 of the Public Contract Code.

City of

CORCORAN

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STAFF REPORT
ITEM #: 7-E

MEMORANDUM

TO: Corcoran City Council

FROM: Kevin J. Tromborg, Community Development Director

DATE: July 21, 2021

MEETING DATE: July 27, 2021

SUBJECT: Resolution No. 3091 to accept a Caltrans Sustainable Transportation Planning Grant awarded to the City of Corcoran and authorize the City Manager and or the Community Development Director to execute all grant agreements and amendments with the Department of Transportation for this grant.

RECOMMENDATION: (Voice Vote)

Move to accept and approve Resolution No. 3091 regarding Caltrans Sustainable Transportation Planning Grant awarded to the City of Corcoran.

DISCUSSION: Community Development Department staff has been working with Paul Zykofsky of Local Government Commission (LGC) on a Caltrans Sustainable Transportation Planning Grant. The grant will be used for an Active Transportation Master plan that will strengthen connections and improve safety, mobility and expand on our access for walking and bicycling. The plan will identify priority areas regarding pedestrian improvements. The amount of the awarded grant is 224,892 with an additional 11.47 percent of local match (\$29,137) which will be paid through staff time working with (LGC) for a total grant of \$254,029.

BUDGET IMPACT: This grant will not have a negative impact on the general fund other than staff time.

ATTACHMENT.

1. Resolution 3091
2. Award letter.

RESOLUTION NO. 3091

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
AUTHORIZING CITY MANAGER OR ITS DESIGNEE TO EXECUTE AND
IMPLEMENT AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF
TRANSPORTATION FOR THE SUSTAINABLE ACTIVE TRANSPORTATION
PLANNING GRANT**

WHEREAS, the City Council the City of Corcoran is eligible to receive Federal and/or State funding for certain transportation planning related plans, through the California Department of Transportation; and,

WHEREAS, a Restricted Grant Agreement is needed to be executed with the California Department of Transportation before such funds can be claimed through the Transportation Planning Grant Programs; and,

WHEREAS, City of Corcoran City Council delegate authorization to execute and implement this agreement and any amendments thereof;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the City Council does hereby accepted the award and authorize the City Manager and/or Community Development Director to execute all Grant Agreements and any amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED: _____
Patricia Nolen, Mayor

ATTEST: _____
Marlene Spain, City Clerk

Kevin Tromborg

From: Martinez-Velez, Priscilla@DOT <priscilla.martinez-velez@dot.ca.gov> on behalf of Regional Planning Grants@DOT <Regional.Planning.Grants@dot.ca.gov>
Sent: Tuesday, June 22, 2021 11:23 AM
To: Kevin Tromborg
Cc: Josh Meyer; Mendibles, Lorena@DOT; Hernandez, Edgar@DOT; Mariant, Kevin B@DOT
Subject: City of Corcoran's Caltrans Planning Grant Conditional Award Letter
Attachments: D06_SC_Corcoran_ATP.pdf

Dear Kevin Tromborg:

On behalf of the California Department of Transportation (Caltrans), please find the attached conditional award letter for the Fiscal Year 2021-22 Sustainable Transportation Planning Grant awarded to your agency.

Caltrans District staff will be contacting you to schedule a meeting to discuss the details of the attached conditional award letter. The purpose of the meeting is to clarify expectations, address any questions, and discuss next steps.

Please contact the staff listed in the attached conditional award letter if you have any questions.

Sincerely,
ERIN THOMPSON, Chief
Office of Regional and Community Planning
Division of Transportation Planning

California Department of Transportation

DIVISION OF TRANSPORTATION PLANNING
 P.O. BOX 942873, MS-32 SACRAMENTO, CA 94273-0001
 (916) 261-3326 | TTY 711
www.dot.ca.gov



06/22/21

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to congratulate you on your Fiscal Year 2021-22 Sustainable Transportation Planning Grant award.

Fiscal Year 2021-22 Sustainable Transportation Planning Grant Program					
Grant Category	Sustainable Communities - Road Maintenance and Rehabilitation Account				
Project Title	Active Transportation Plan				
Grantee/Agency	City of Corcoran				
Executive Director	Kindon Meik				
Grantee/Agency Contact	Kevin Tromborg				
Sub-Recipient(s)	Local Government Commission				
Caltrans District Contact(s)	Edgar Hernandez				
Caltrans District Contact(s) E-mail	edgar.hernandez@dot.ca.gov				
Grant Award	Local Match (Cash)	Local Match (In-Kind)	Total Local Match	% Local Match	Total Project Cost
\$224,892	\$29,137	\$0	\$29,137	11.47%	\$254,029
Conditions of Award Due to Caltrans		Grant Expiration Date		Final Invoice Due	
07/30/21		02/29/24		04/29/24	
* The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Project Cost and Schedule. Any change in Local Match that increases/decreases the Total Project Cost must be approved by Caltrans and may require a Formal Amendment. Each invoice must include the contractual/agreed upon local match % - any deviation to this amount requires an approved Tapered Local Match Amendment prior to invoice submittal. Any change to the Local Match Fund Source requires prior Caltrans approval and an Administrative Amendment.					

Next Steps

1. The Caltrans District Grant Manager will schedule a Conditional Award Teleconference, with your agency soon.
 - A list of conditions and project revisions necessary to accept grant funding will be provided at this meeting as well as a follow-up email outlining the discussion.
2. The required conditions must be submitted to the Caltrans District Grant Manager no later than the date listed in the table above.
 - Failure to satisfy these conditions will result in the forfeiture of grant funds.
3. The Caltrans District Grant Manager will review and approve all items required to fulfill the Conditions of Grant Acceptance outlined in the teleconference and follow-up email.
4. Once the required conditions are met and agreements in place, the Caltrans District Grant Manager will:
 - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is processed). **Grant work cannot begin until the Notice to Proceed letter is received by your agency.**
 - Coordinate and schedule a grant kick-off meeting with your agency.

If you have questions concerning your Conditional Grant Award, please reach out to your Caltrans District contact listed in the table above.

Sincerely,



ERIN THOMPSON
Chief, Office of Regional and Community Planning

City of

CORCORAN

Public Works Department

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STAFF REPORT
ITEM #:7-F

MEMO

TO: Corcoran City Council
FROM: Joseph Faulkner, Public Works Director
DATE: July 21, 2021 **MEETING DATE:** July 27, 2021
SUBJECT: Gateway Park

Recommendation:

That City Council reject bids and authorize staff to again, solicit construction bids for Gateway Park.

Background

On April 4, 2021, the Public Works Department advertised the construction of a new city park located at Orange and Otis Avenue. This project will create the new Corcoran Gateway Park. Constructing five picnic pavilions/BBQ areas with lighting; multi-use athletic field/storm water basin with security cameras and lighting; jogging/walking loop with lighting; BMX/skateboard/scooter pump track with lighting; multi-age playground with shade structure and lighting; multi-age splash pad with shade structure and lighting; five exercise fitness stations and a corn hole court; two restrooms with public art, and solar panels; Accessible pathway with environmental paving and lighting; one maintenance/storage building; two park entrances with signage and lighting; and a parking lot with bioswale, landscaping, and lighting.

Discussion:

On June 15, 2021, bids closed with four (4) construction companies bidding the project. Following receipt of the bids, City staff consulted with A&M Engineering and evaluated the proposals:

-Cal Valley Construction:	\$7,521,225.50
-American Paving Co.:	\$7,661,798.50
-Avison Construction:	\$7,782,707.00
-Granite Construction:	\$10,029,196.60

After detailed tabulation and evaluation, it was found the lowest bidder was 37% over our engineers' estimate of \$5,500,000.; for this reason staff is requesting City Council reject all four (4) bidders and authorize staff to again solicit construction bids.

Budget impact:

The cost to re-advertise will be apportioned to Prop 68 Grant funds.

City of

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STAFF REPORT

ITEM #: 7-G

MEMO

TO: Corcoran City Council

FROM: Joe Faulkner, Public Works Director

DATE: July 23, 2021

MEETING DATE: July 27, 2021

SUBJECT: Consider approval of Resolution No. 3102 Directing City Engineer to prepare a report on Assessment District No. 07-01, Subdivision Salyer Estates No. 3, Tract Map 853, Pursuant to Landscape & Lighting Act of 1972 and Resolution No. 3103 Intent to Levy and Collect Assessments on Assessment District No. 07-01, Subdivision Salyer Estates No. 3, Tract Map 853, Pursuant to Landscape & Lighting Act of 1972.

Recommendation: (Voice Vote)

Move to approve Resolution No. 3102 and Resolution No. 3102, regarding annual update of existing Landscaping Assessment District No. 07-01, Subdivision Salyer Estates No. 3, Tract Map 853.

Discussion:

This is the first step in the process for reviewing annual Landscaping Assessment Districts.

Budget Impact:

The assessments will pay for all costs relating to the maintenance of the district.

Attachments:

Resolution No. 3102

Resolution No. 3103

City Offices

RESOLUTION NO. 3102

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
DIRECTING ENGINEER TO PREPARE A REPORT ON ASSESSMENT DISTRICT
NO. 07-01, SUBDIVISION SALYER ESTATES NO. 3, PURSUANT TO LANDSCAPE
AND LIGHTING ACT OF 1972**

WHEREAS, the City of Corcoran has formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code) for the purpose of the following improvements:

Maintenance of turf areas, shrubs, trees, irrigation systems, walls, and street lighting

WHEREAS, the City Council needs to direct the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Corcoran does herewith direct and order the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping & Lighting Act of 1972.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

RESOLUTION NO. 3103

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN INTENT TO LEVY AND COLLECT ASSESSMENTS ON ASSESSMENT DISTRICT NO. 07-01, SUBDIVISION SALYER ESTATES NO. 3, PURSUANT TO LANDSCAPE AND LIGHTING ACT OF 1972

WHEREAS, the City of Corcoran formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code); AND

WHEREAS, the City Council directed the Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

WHEREAS, the City Council must conduct a public hearing to consider its intent to levy and collect assessments on said assessment district.

NOW, THEREFORE, BE IT RESOLVED, that a Public Hearing shall be held on August 10, 2021 to consider the intent to levy and collect assessments on Assessment District No. 07-01, Subdivision Salyer Estates No. 3.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

City of

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**STAFF REPORT
ITEM #: 7-H**

MEMO

TO: Corcoran City Council

FROM: Joe Faulkner, Public Works Director

DATE: July 23, 2021

MEETING DATE: July 27, 2021

SUBJECT: Consider approval of Resolution No. 3094 Directing City Engineer to prepare a report on Assessment District No. 07-02, Subdivision Pheasant Ridge (previously known as Sequoias Phase I), Tract Map 857, Pursuant to Landscape & Lighting Act of 1972 and Resolution No. 3095 Intent to Levy and Collect Assessments on Assessment District No. 07-02, Subdivision Pheasant Ridge (previously known as Sequoias Phase I), Tract Map 857, Pursuant to Landscape & Lighting Act of 1972.

Recommendation: (Voice Vote)

Move to approve Resolution No. 3094 and Resolution No. 3095, regarding annual update of existing Landscaping Assessment District No. 07-02, Subdivision Pheasant Ridge, Tract Map 857.

Discussion:

This is the first step in the process for reviewing annual Landscaping Assessment Districts.

Budget Impact:

The assessments will pay for all costs relating to the maintenance of the district.

Attachments:

Resolution No. 3094

Resolution No. 3095

City Offices

RESOLUTION NO. 3094

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
DIRECTING ENGINEER TO PREPARE A REPORT ON ASSESSMENT DISTRICT
NO. 07-02, SUBDIVISION PHEASANT RIDGE (PREVIOUSLY KNOWN AS
SEQUOIAS PHASE I), PURSUANT TO LANDSCAPE AND LIGHTING ACT OF
1972**

WHEREAS, the City of Corcoran has formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code) for the purpose of the following improvements:

Maintenance of turf areas, shrubs, trees and irrigation systems and walls and street lighting.

WHEREAS, the City Council needs to direct the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Corcoran does herewith direct and order the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping & Lighting Act of 1972.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

RESOLUTION NO. 3095

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
INTENT TO LEVY AND COLLECT ASSESSMENTS ON ASSESSMENT DISTRICT
NO. 07-02, SUBDIVISION PHEASANT RIDGE (PREVIOUSLY KNOWN AS
SEQUOIAS PHASE I), PURSUANT TO LANDSCAPE AND LIGHTING ACT OF
1972**

WHEREAS, the City of Corcoran formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code); AND

WHEREAS, the City Council directed the Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

WHEREAS, the City Council must conduct a public hearing to consider its intent to levy and collect assessments on said assessment district.

NOW, THEREFORE, BE IT RESOLVED, that a Public Hearing shall be held on August 10, 2021 to consider the intent to levy and collect assessments on Assessment District No. 07-02, Subdivision Pheasant Ridge.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

City of

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STAFF REPORT

ITEM #: 7-I

MEMO

TO: Corcoran City Council

FROM: Joe Faulkner, Public Works Director

DATE: July 23, 2021

MEETING DATE: July 27, 2021

SUBJECT: Consider approval of Resolution No. 3096 Directing City Engineer to prepare a report on Assessment District No. 08-01, Subdivision Sunrise Villas, Tract Map 856, Pursuant to Landscape & Lighting Act of 1972 and Resolution No. 3097 Intent to Levy and Collect Assessments on Assessment District No. 08-01, Subdivision Sunrise Villas, Tract Map 856, Pursuant to Landscape & Lighting Act of 1972.

Recommendation: (Voice Vote)

Move to approve Resolution No. 3096 and Resolution No. 3097, regarding annual update of existing Landscaping Assessment District No. 08-01, Subdivision Sunrise Villas, Tract Map 856.

Discussion:

This is the first step in the process for reviewing annual Landscaping Assessment Districts.

Budget Impact:

The assessments will pay for all costs relating to the maintenance of the district.

Attachments:

Resolution No. 3096

Resolution No. 3097

City Offices

RESOLUTION NO. 3096

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
DIRECTING ENGINEER TO PREPARE A REPORT ON ASSESSMENT DISTRICT
NO. 08"01, SUBDIVISION SUNRISE VILLAS, PURSUANT TO LANDSCAPE AND
LIGHTING ACT OF 1972**

WHEREAS, the City of Corcoran has formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code) for the purpose of the following improvements:

Maintenance of turf areas, shrubs, trees and irrigation systems and walls; street lighting; and park/pond.

WHEREAS, the City Council needs to direct the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Corcoran does herewith direct and order the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping & Lighting Act of 1972.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

RESOLUTION NO. 3097
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN INTENT
TO LEVY AND COLLECT ASSESSMENTS ON ASSESSMENT DISTRICT NO. 08-01,
SUBDIVISION SUNRISE VILLAS, PURSUANT TO LANDSCAPE AND LIGHTING
ACT OF 1972

WHEREAS, the City of Corcoran formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code); AND

WHEREAS, the City Council directed the Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

WHEREAS, the City Council must conduct a public hearing to consider its intent to levy and collect assessments on said assessment district.

NOW, THEREFORE, BE IT RESOLVED, that a Public Hearing shall be held on August 10, 2021 to consider the intent to levy and collect assessments on Assessment District No. 08-01, Subdivision Sunrise Villas.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

STAFF REPORT

ITEM #: 7-J

MEMO

TO: Corcoran City Council

FROM: Joe Faulkner, Public Works Director

DATE: July 23, 2021

MEETING DATE: July 27, 2021

SUBJECT: Consider approval of Resolution No. 3098 Directing City Engineer to prepare a report on Assessment District No. 08-02, Subdivision Patterson Avenue, Tract Map 785, Pursuant to Landscape & Lighting Act of 1972 and Resolution No. 3099 Intent to Levy and Collect Assessments on Assessment District No. 08-02, Subdivision Patterson Avenue, Tract Map 785, Pursuant to Landscape & Lighting Act of 1972.

Recommendation: (Voice Vote)

Move to approve Resolution No. 3098 and Resolution No. 3099, regarding annual update of existing Landscaping Assessment District No. 08-02, Subdivision Patterson Avenue, Tract Map 785.

Discussion:

This is the first step in the process for reviewing annual Landscaping Assessment Districts.

Budget Impact:

The assessments will pay for all costs relating to the maintenance of the district.

Attachments:

Resolution No. 3098

Resolution No. 3099

City Offices

RESOLUTION NO. 3098

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
DIRECTING ENGINEER TO PREPARE A REPORT ON ASSESSMENT DISTRICT
NO. 08-02, SUBDIVISION PATTERSON AVENUE, PURSUANT TO LANDSCAPE
AND LIGHTING ACT OF 1972**

WHEREAS, the City of Corcoran has formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code) for the purpose of the following improvements:

Maintenance of walls and street lighting.

WHEREAS, the City Council needs to direct the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Corcoran does herewith direct and order the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping & Lighting Act of 1972.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 3099

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
INTENT TO LEVY AND COLLECT ASSESSMENTS ON ASSESSMENT DISTRICT
NO. 08-02, SUBDIVISION PATTERSON AVENUE, PURSUANT TO LANDSCAPE
AND LIGHTING
ACT OF 1972**

WHEREAS, the City of Corcoran formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code); AND

WHEREAS, the City Council directed the Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

WHEREAS, the City Council must conduct a public hearing to consider its intent to levy and collect assessments on said assessment district.

NOW, THEREFORE, BE IT RESOLVED, that a Public Hearing shall be held on August 10, 2021 to consider the intent to levy and collect assessments on Assessment District No. 08-02, Subdivision Patterson Avenue.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

**STAFF REPORT
ITEM # 7-K**

MEMO

TO: Corcoran City Council

FROM: Joe Faulkner, Public Works Director

DATE: July 23, 2021

MEETING DATE: July 27, 2021

SUBJECT: Consider approval of Resolution No. 3100 Directing City Engineer to prepare a report on Public Facility Maintenance District (PFMD) Assessment District No. 18-01, Subdivision Sierra Estates 2, Tract 925; and Resolution No. 3101 Intent to Levy and collect Assessments on Public Facility Maintenance District (PFMD) Assessment No. 18-01

Recommendation: (Voice Vote)

Move to approve Resolution No. 3100 and Resolution No. 3101, regarding annual update of existing Public Facility Maintenance District (PFMD) Assessment District No. 18-01, Subdivision Sierra Estates 2, Tract 925

Discussion:

This is the first step in the process for reviewing annual Public Facility Maintenance District (PFMD) Assessment District.

Budget Impact:

The assessments will pay for all costs relating to the maintenance of the district.

Attachments:

Resolution No. 3100

Resolution No. 3101

RESOLUTION NO. 3100

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
DIRECTING ENGINEER TO PREPARE A REPORT ON PUBLIC FACILITY
MAINTENANCE DISTRICT (PFMD) ASSESSMENT DISTRICT NO. 18-01,
SUBDIVISION SIERRA ESTATES 2, TRACT 925**

WHEREAS, the City of Corcoran has formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code) for the purpose of the following improvements:

Maintenance of turf areas, shrubs, trees and irrigation systems and walls and street lighting.

WHEREAS, the City Council needs to direct the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Corcoran does herewith direct and order the City Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping & Lighting Act of 1972.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

RESOLUTION NO. 3101

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORCORAN
INTENT TO LEVY AND COLLECT ASSESSMENTS PUBLIC FACILITY
MAINTENANCE DISTRICT (PFMD) NO. 18-01, SUBDIVISION SIERRA ESTATES 2,
TRACT 925, PURSUANT TO LANDSCAPE AND LIGHTING ACT OF 1972**

WHEREAS, the City of Corcoran formed an assessment district pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code); AND

WHEREAS, the City Council directed the Engineer to prepare and file with the City a report in accordance with Article 4 of Chapter 1 of the Landscaping and Lighting Act of 1972.

WHEREAS, the City Council must conduct a public hearing to consider its intent to levy and collect assessments on said public facility maintenance district (PFMD).

NOW, THEREFORE, BE IT RESOLVED, that a Public Hearing shall be held on August 10, 2020 to consider the intent to levy and collect assessments on Public Facility Maintenance District (PFMD). 18-01, Sierra Estates Subdivision Tract 925.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Corcoran held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Patricia Nolen, Mayor

ATTEST:

Marlene Spain, City Clerk

MATTERS FOR MAYOR AND COUNCIL

ITEM #: 8

MEMORANDUM

MEETING DATE: July 27, 2021
TO: Corcoran City Council
FROM: Greg Gatzka, City Manager
SUBJECT: Matters for Mayor and Council

UPCOMING EVENTS / MEETINGS

- August 10, 2021 (Tuesday) City Council Meeting – 5:30 PM
- August 24, 2021 (Tuesday) City Council Meeting – 5:30 PM
- September 6, 2021 (Monday) City Offices Closed in Observance of Labor Day.
- September 14, 2021 (Tuesday) City Council Meeting – 5:30 PM

- A. City Manager's Report:
- B. Council Comments – *This is the time for council members to comment on matters of interest.*
 - 1. Staff Referral Items
- C. Committee Reports
 - 1. Kings Waste and Recycling Agency (KWRA)
 - 2. Kings County Association of Governments (KCAG)
 - 3. Kings Community Action Organization



**COUNCIL REQUESTS OR REFERRAL ITEMS
PENDING FURTHER ACTION or RESOLUTION BY STAFF**

DATE Sent to Council/ Request made	REQUEST	STATUS	DEPARTMENT RESPONSIBLE Dept/Division
01/20/21 09/06/20	Staff has been in contact with several members of the Corcoran Cemetery District Board. Effort is being made to coordinate a time for the requested meeting. Council requested informal meeting with two members of the Corcoran Cemetery District Board.	In progress	City Manager
06/13/20	Council directed Staff to begin preparing a public nuisance ordinance.	In progress	Community Development/Police Department
03/12/19	Council requested that Staff prepare ordinance specifically prohibiting smoking in public parks. It was recommended that the City also consider an ordinance prohibiting dogs in public parks.	In progress	Community Development

