



# **CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA**

**December 5, 2019  
6:00 PM**

***The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.***

**Notice is hereby given that the City Council will hold a Regular Meeting, on December 5, 2019 in the City Council Chambers, 155 West Durian Avenue, Coalinga, CA. Persons with disabilities who may need assistance should contact the Deputy City Clerk at least 24 hours prior to the meeting at 935-1533 x130. Anyone interested in translation services should contact the Deputy City Clerk at least 24 hours prior to the meeting at 935-1533 x130. The Meeting will begin at 6:00 p.m. and the Agenda will be as follows:**

## **1. CALL TO ORDER**

1. Pledge of Allegiance
2. Changes to the Agenda
3. Council's Approval of Agenda

## **2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS**

1. Presentation by Superior Court of California, Fresno County
2. Presentation by Moses Stites, Fresno County Rural Transit Agency-40th Anniversary
3. Drug Free World Presentation by Larry Norton, Central California Coordinator

## **3. CITIZEN COMMENTS**

***This section of the agenda allows members of the public to address the City Council on any item within the jurisdiction of the Council. Members of the public, when recognized by the Mayor, should come forward to the lectern, identify themselves and use the microphone. Comments are normally limited to three (3) minutes. In accordance with State Open Meeting Laws, no action will be taken by the City Council this evening and all items will be referred to staff for follow up and a report.***

**4. PUBLIC HEARINGS (NONE)**

**5. CONSENT CALENDAR**

1. Check Register: 10/01/2019 - 10/31/2019
2. Approval of Agreement with the Economic Development Corporation Serving Fresno County for Marketing and Business Attraction Services
3. Council Approval of a Three-Year Professional Services Agreement with BSK Associates to Provide Analytical Testing Services for the Wastewater and Water Treatment Plants
4. Authorization to Establish an Amended Expenditure Plan for Funding for the City of Coalinga's Active Transportation Program Cycle 3 Sidewalk Gaps and Safety Enhancement Project
5. Adopt Resolution No. 3832 - Authorizing Signatories for Agreements Executed for State Funded Projects
6. Approval of the City of Coalinga's Adopt A Spot Program including Guidelines and Annual Budget Appropriations
7. Adopt Resolution No. 3933 Approving City of Coalinga Personnel Rules
8. Adopt Resolution No. 3934 Amending the Basic Pay Scale
9. Adopt Resolution No. 3935 Amending the Building Official Pay Scale
10. Adopt Resolution No. 3936 Amending the Department Head Pay Scale
11. Adopt Resolution No. 3937 Amending the Assistant City Manager Pay Scale
12. Authorize the Purchase and Installation of Automated External Defibrillators (AEDs) at the Coalinga Police Department, Public Works Yard, and Wastewater Plant
13. Quarterly Budget Report July 2019-September 2019 (Informational Only)
14. Public Works & Utilities Monthly Report for November 2019

**6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS**

1. Discussion, Direction and Potential Action regarding Superior Court of California, Fresno County Court Services  
**Marissa Trejo, City Manager**

**7. ANNOUNCEMENTS**

1. City Manager's Announcements
2. Councilmembers' Announcements/Reports
3. Mayor's Announcements

**8. FUTURE AGENDA ITEMS**

**9. CLOSED SESSION**

1. REAL PROPERTY NEGOTIATIONS - Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: Vacant Land (APNs: 072-131-06; 072-131-07; and 072-131-08) located in the City of Coalinga near the NW corner of Elm Avenue and Fourth Street. CITY NEGOTIATORS: City Manager, Marissa Trejo; and City Attorney, Mario Zamora. NEGOTIATING PARTIES: Walid Saif Muharram. UNDER NEGOTIATION: Price

and Terms of Payment

2. CONFERENCE WITH LABOR NEGOTIATORS – Government Code 54957.6.  
CITY NEGOTIATORS: City Manager, Marissa Trejo and City Attorney, Mario Zamora. EMPLOYEE (ORGANIZATION): Coalinga Police Officer's Association
3. CITY MANAGER'S PERFORMANCE EVALUATION – Government Code 54957(b)
4. CITY ATTORNEY'S PERFORMANCE EVALUATION – Government Code 54957(b)
5. REAL PROPERTY NEGOTIATIONS-Government Code Section 54956.8.  
CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN's 071-084-01, 071-084-02, 071-084-03, 071-084-21 and 07-084-06 located in the City of Colalinga on the SW Corner of Elm Avenue and Cherry Lane. CITY NEGOTIATORS: City Manager, Marissa Trejo and City Attorney Mario Zamora  
NEGOTIATING PARTIES: Tranquility Chevrolet, Inc. UNDER NEGOTIATION: Price and Terms of Payment

## **10. CLOSED SESSION REPORT**

**Closed Session:** A "Closed" or "Executive" Session of the City Council, Successor Agency, or Public Finance Authority may be held as required for items as follows: personnel matters; labor negotiations; security matters; providing instructions to real property negotiators; legal counsel regarding pending litigation; and protection of records exempt from public disclosure. Closed session will be held in the Administration Building at 155 W. Durian Avenue and any announcements or discussion will be held at the same location following Closed Session.

## **11. ADJOURNMENT**

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Check Register: 10/01/2019 - 10/31/2019  
**Meeting Date:** December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Vivian Saucedo, Financial Services Supervisor

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**I. RECOMMENDATION:**

**II. BACKGROUND:**

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

**ATTACHMENTS:**

File Name	Description
☐ Check_Register_Cover_Sheet_for_Council-10-2019.pdf	Check Register Cover Sheet - October 2019
☐ Expense_Approval_Rpt-10-2019.pdf	Check Register - October 2019





# CITY OF COALINGA

*The Sunny Side of the Valley*

## CHECK REGISTER

COUNCIL MEETING OF

December 5, 2019

**EXPENSES: 10/1/2019 through 10/31/2019**

### **ACCOUNTS PAYABLE:**

Month Ending: 10/31/2019

Registers: # 61154 - #61477

**\$ 1,799,882.05**

### **PAYROLL:**

Pay Period Ending: 9/29/2019

Payroll Check # 17890-17899

\$ 8,563.49

Pay Date: 10/4/2019

Direct Deposit

\$ 146,986.97

Separation Cash Out: 10/4/2019

Payroll Check # 17900-17901

\$ 845.49

**Payroll Total:**

**\$ 156,395.95**

Pay Period Ending: 10/13/2019

Payroll Check # 17904-17911

\$ 5,361.48

Pay Date: 10/18/2019

Direct Deposit

\$ 138,424.01

Separation Cash Out: 10/30/2019

Payroll Check # 17924

\$ 1,823.71

**Payroll Total:**

**\$ 145,609.20**

**TOTAL CHECK REGISTERS THROUGH:**

**10/31/19**

**\$ 2,101,887.20**



Coalinga, CA

# Expense Approval Report

## By Payment Number

Payment Dates 10/01/2019 - 10/31/2019

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
	Payable Number	Description			Item Amount
61154	10/3/2019	02057	BC Laboratories, Inc.		119.50
	B343912	6/19 WWP Outside Lab Work		503-520-88080	119.50
61155	10/3/2019	1322	Electric Motor Shop, Inc.		6,406.16
	RS-RI23639	6/19 WP Motor Repair Oil King		501-503-84020	6,406.16
61156	10/3/2019	1695	Office Depot		207.04
	316094975001	6/19 PD Chair for LT- S.Young		101-413-98030	207.04
61157	10/3/2019	1745	Quad Knopf Inc.		3,000.00
	100783	6/19 PW 2018-2019 AGOL Server Licensing		501-508-88121	1,000.00
	100783	6/19 PW 2018-2019 AGOL Server Licensing		502-510-88121	1,000.00
	100783	6/19 PW 2018-2019 AGOL Server Licensing		503-521-88121	1,000.00
61158	10/3/2019	1056	Angelica Corporation		484.75
	7000204493	9/19 FD Linens		101-416-75020	484.75
61159	10/3/2019	1063	Anthony Uribe		150.00
	20266	10/19 WP Advance for Meals - A. Uribe		501-503-86010	150.00
61160	10/3/2019	02108	AT&T 2630		1,128.70
	000013625245	9/19 FD Telephone Service		101-416-72030	1,128.70
61161	10/3/2019	1081	AT&T Mobility		135.90
	828278815X100220	9/19 CD Mobile Services		101-404-72030	64.06
	828278815X100220	9/19 SVC Mobile Services		101-431-72030	71.84
61162	10/3/2019	02057	BC Laboratories, Inc.		300.00
	B351942	9/19 WWP Outside Lab Work		503-520-88080	50.00
	B352187	9/19 WP Outside Lab Work		501-503-88081	105.00
	B352404	9/19 WP Outside Lab Work		501-503-88081	95.00
	B352986	9/19 WP Outside Lab Work		501-503-88081	50.00
61163	10/3/2019	1129	Brittani Avila		348.00
	10186	10/19 PD Meal Advance - B. Avila		101-413-86010	270.00
	10186	10/19 PD Parking Fees - B. Avila		101-413-86010	78.00
61164	10/3/2019	1142	California Business Machines		329.85
	236124	9/19 Copier Maint. Agreement COUNCIL		101-401-84010	2.23
	236124	9/19 Copier Maint. Agreement CD		101-404-84010	11.82
	236124	9/19 Copier Maint. Agreement CITY MGR		101-405-84010	19.81
	236124	9/19 Copier Maint. Agreement FINANCE		101-406-84010	3.13
	236124	9/19 Copier Maint. Agreement HR		101-408-84010	40.74
	236124	9/19 Copier Maint. Agreement HR		101-408-84010	3.82
	236124	9/19 Copier Maint. Agreement PD		101-413-84010	93.18
	236124	9/19 Copier Maint. Agreement FD		101-416-84010	14.00
	236124	9/19 Copier Maint. Agreement HR		107-422-84010	0.72
	236124	9/19 Copier Maint. Agreement FINANCE		501-406-84010	41.76
	236124	9/19 Copier Maint. Agreement HR		501-503-84010	3.84
	236124	9/19 Copier Maint. Agreement WP		501-503-84010	16.42
	236124	9/19 Copier Maint. Agreement HR		501-508-84010	2.84
	236124	9/19 Copier Maint. Agreement HR		502-510-84010	2.87
	236124	9/19 Copier Maint. Agreement FINANCE		503-406-84010	36.54
	236124	9/19 Copier Maint. Agreement SEWER		503-520-84010	3.92
	236124	9/19 Copier Maint. Agreement HR		503-520-84010	1.63
	236124	9/19 Copier Maint. Agreement HR		503-521-84010	1.08
	236124	9/19 Copier Maint. Agreement FINANCE		504-406-84010	20.88

## Expense Approval Report

Payment Dates: 10/01/2019 - 10/31/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	236124	9/19 Copier Maint. Agreement FINANCE		504-406-84010	2.09
	236124	9/19 Copier Maint. Agreement HR		504-535-84010	1.05
	236124	9/19 Copier Maint. Agreement HR		506-540-84010	1.90
	236124	9/19 Copier Maint. Agreement Transit		506-540-84010	2.70
	236124	9/19 Copier Maint. Agreement HR		820-610-84010	0.88
61166	10/3/2019	1192	Chemtrade Chemicals US LLC		9,043.47
	92725808	9/19 WP Chemical Alum Sulfate		501-503-70240	4,746.66
	92732281	9/19 WP Chemical Alum Sulfate		501-503-70240	4,296.81
61167	10/3/2019	1207	City of Coalinga		10,834.80
	0001147	90-11379-001 Animal House-Fresno/Coalinga Rd		101-413-72010	39.92
	0001147	70-08484-001 302 W Elm-Firehouse		101-416-72010	683.37
	0001147	70-08562-001 155 W Durian-Landscaping		101-432-72010	96.48
	0001147	70-08558-001 160 W Elm-Old City Hall		101-432-72010	14.59
	0001147	70-08559-001 160 W Elm-Annex		101-432-72010	39.49
	0001147	70-08563-002 155 W Durian-Bldg		101-432-72010	843.71
	0001147	90-10891-001 27500 W Phelps-AP Spencer House		101-435-72010	57.49
	0001147	90-11994-001 Airport-Median 4		101-435-72010	37.09
	0001147	90-10883-001 27500 W Phelps-AP Access Road		101-435-72010	46.83
	0001147	90-11991-001 Airport-Median 1		101-435-72010	32.92
	0001147	90-11993-001 Airport-Median 3		101-435-72010	32.92
	0001147	90-11992-001 Airport-Median 2		101-435-72010	32.92
	0001147	90-10892-002 Coalinga AP Res		101-435-72010	47.62
	0001147	51-04490-001 E Aport/Elm Lots		101-440-72011	23.81
	0001147	84-11980-001 Jayne Ave Landscaping		101-440-72011	23.81
	0001147	71-11970-001 Forest/Pacific		101-440-72011	29.52
	0001147	70-08679-001 Sunset/6th-Ventura		101-440-72011	235.25
	0001147	70-08445-001 6th/Elm-Parking		101-440-72011	52.13
	0001147	42-11981-001 W Gale & Hwy 198		101-440-72011	63.81
	0001147	71-08739-001 200 E Pacific		101-440-72011	1,156.18
	0001147	44-11880-001 Centennial Park		101-440-72011	1,064.75
	0001147	88-11697-003 Bourdeaux/Freisa		101-440-72011	360.41
	0001147	45-11979-001 Centennial Park Landscaping		101-440-72011	1,214.76
	0001147	82-10406-001 E Polk/Warthan Crk Lot		101-440-72011	72.39
	0001147	01-11879-001 Plaza Park		101-440-72011	96.67
	0001147	51-04491-001 E Elm Trees		101-440-72011	83.81
	0001147	41-03130-001 Monterey/Monroe		107-422-72010	411.84
	0001147	42-03438-001 Van Ness/Ash St. Lot		107-422-72010	972.45
	0001147	51-12025-001 E Elm/Van Ness Trees		107-422-72010	23.81
	0001147	52-11631-001 Cherry Ln-Median 1		107-422-72010	23.81
	0001147	52-06069-001 Van Ness/Second St Lot		107-422-72010	66.67
	0001147	22-11239-001 Creek Side Lot		107-422-72010	88.10
	0001147	82-10397-001 1075 W Elm/Pacific/Lucille		107-422-72010	95.20
	0001147	41-03193-001 Princeton/Wash Lot		107-422-72010	100.96
	0001147	82-11910-001 Hwy 198/Lucille-Landscaping		107-422-72010	23.81
	0001147	84-10692-001 Juniper Rdg/Jayne		107-422-72010	28.32
	0001147	84-10736-001 Sandalwood/Longhollow		107-422-72010	28.32
	0001147	70-11988-001 Elm/6th Landscaping		107-422-72010	35.24
	0001147	42-03294-001 Sunset/Fifth Lot		107-422-72010	38.10
	0001147	45-04297-002 Posa Chanet Blvd		107-422-72010	50.95
	0001147	84-10691-003 Juniper/Jayne		107-422-72010	212.58
	0001147	52-11632-001 Cherry Ln-Median 2		107-422-72010	23.81
	0001147	52-11633-001 Cherry Ln-Median 3		107-422-72010	23.81
	0001147	44-04178-001 San Simeon/Posa Chanet		107-422-72010	173.78
	0001147	61-06870-001 Lynch Park-Triangle		107-422-72010	23.81
	0001147	52-11634-001 Cherry Ln-Median 4		107-422-72010	23.81
	0001147	62-08395-001 Forest/Second St		107-422-72010	23.81
	0001147	70-11963-001 Cedar/Fifth Clock		107-422-72010	23.81
	0001147	84-11908-001 Copper/Canyon-Landscaping		107-422-72010	163.82

## Expense Approval Report

Payment Dates: 10/01/2019 - 10/31/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	0001147	84-10693-001	Juniper Rdg/Jayne	107-422-72010	104.00
	0001147	70-11990-001	Elm/6th Landscaping 2	107-422-72010	100.96
	0001147	01-00006-001	200 E Elm-Trees	107-422-72010	23.81
	0001147	01-11986-001	Elm/4th Landscaping	107-422-72010	23.81
	0001147	01-11987-001	Elm/4th Landscaping 2	107-422-72010	23.81
	0001147	22-08436-001	Forest/First Lot	107-422-72010	23.81
	0001147	32-01424-001	Hillview/Monterey	107-422-72010	73.81
	0001147	41-03184-001	W Joaquin/Wash Lot	107-422-72010	386.13
	0001147	51-04426-001	Baker/Rotary Lot	107-422-72010	100.96
	0001147	70-08463-001	290 W Elm-Museum	107-422-72010	76.27
	0001147	45-04295-002	Phelps/La Cuesta	107-422-72010	266.64
	0001147	82-11346-001	Waste Water Plant	503-520-72010	370.41
	0001147	82-10304-001	Service Yard	503-521-72010	69.01
	0001147	82-10306-001	Meter Shop	503-521-72010	28.10
61172	10/3/2019	1224	Coalinga Hardware		813.50
	788262	9/19 WWP	Paint Supplies for Clarifier	503-520-84020	90.23
	788275	9/19 WWP	Paint Mixer	503-520-84020	5.79
	788340	9/19 WWP	Paint Supplies for Clarifier	503-520-84020	77.57
	788367	9/19 WP	Wall Repairs	501-503-70140	31.21
	788397	9/19 WP	Paint Supplies	501-503-70140	55.24
	788421	9/19 WP	Wall Repairs	501-503-70140	16.55
	788546	9/19 FD	Door Stop Tip & Digital Meter	101-416-84030	69.34
	788550	9/19 WP	Outlet Cover	501-503-70140	4.33
	788584	9/19 FD	Anti-Slip Tape	101-416-84070	2.89
	788586	9/19 WWP	Caulk Material for Claifier	503-520-84020	68.25
	788591	9/19 WWP	Flexseal for Clarifier	503-520-84020	165.59
	788593	9/19 WWP	Bleach for Clarifier	503-520-84020	16.12
	788631	9/19 WWP	Flexseal for Clarifier	503-520-84020	107.17
	788638	9/19 WWP	Sealer for Clarifier	503-520-84020	20.47
	788675	9/19 WWP	Chip Brushes for Clarifier	503-520-84020	14.47
	788697	9/19 WWP	Flexseal for Clarifier	503-520-84020	93.16
	788698	9/19 WWP	Duct Tape	503-520-84020	29.99
	788881	9/19 PW	Installation of New Benches & Trash Cans	146-422-98222	38.29
	CM0000115	9/19 WWP	Flexseal	503-520-84020	-93.16
61174	10/3/2019	1249	Coti Seese		39.23
	014173	10/19 WP	Reimb for Muric Acid for Hypo Generator	501-503-70140	39.23
61175	10/3/2019	1282	Deluxe Business Forms		361.96
	02045463398	7/19 HR	Direct Deposit Check Order	101-408-70010	256.34
	02045463398	7/19 PW	Direct Deposit Check Order	107-422-70010	4.52
	02045463398	7/19 FIN	Direct Deposit Check Order	501-406-70010	7.17
	02045463398	7/19 WP	Direct Deposit Check Order	501-503-70010	21.17
	02045463398	7/19 PW	Direct Deposit Check Order	501-508-70010	14.84
	02045463398	7/19 FIN	Direct Deposit Check Order	502-406-70010	6.26
	02045463398	7/19 PW	Direct Deposit Check Order	502-510-70010	15.02
	02045463398	7/19 FIN	Direct Deposit Check Order	503-406-70010	4.13
	02045463398	7/19 WWP	Direct Deposit Check Order	503-520-70010	7.24
	02045463398	7/19 PW	Direct Deposit Check Order	503-521-70010	3.80
	02045463398	7/19 FIN	Direct Deposit Check Order	504-406-70010	0.36
	02045463398	7/19 SS	Direct Deposit Check Order	504-535-70010	3.62
	02045463398	7/19 TRANSIT	Direct Deposit Check Order	506-540-70010	11.94
	02045463398	7/19 RDA	Direct Deposit Check Order	820-610-70010	5.55
61176	10/3/2019	1288	Department of Justice		175.00
	405405	9/19 PD	Blood Alcohol Analysis	101-413-88080	175.00
61177	10/3/2019	02258	Destin Douglas Watkins		600.00
	6	9/19 PD	Warrant Builder Pro	101-413-88040	600.00

## Expense Approval Report

Payment Dates: 10/01/2019 - 10/31/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61178	10/3/2019 0001148	1300 10/19 WWP Boat Registration Renewal	DMV	503-520-86033	36.00 36.00
61179	10/3/2019 RS-RI23640	1322 9/19 WP P13, P14 & P15 Surge & Vibration Analysis	Electric Motor Shop, Inc.	501-503-84020	2,124.40 2,124.40
61180	10/3/2019 0339908-IN	1355 9/19 PW Insulator Tester for Gas Lines	Farwest Corrosion	502-510-98040	590.38 590.38
61181	10/3/2019 CALEM30630 CALEM30694	1356 9/19 FD Station Supplies 9/19 FD Station Supplies	Fastenal Company	101-416-70450 101-416-70450	134.62 68.83 65.79
61182	10/3/2019 11622296 11623279 11627228 11638208 11638260	1451 9/19 WP TU 5300 Turbidimeter 9/19 WP Lab Supplies Chemkey 9/19 WP Lab Supplies Wipes 9/19 WP Lab Supplies Reagent 9/19 WP Lab Supplies Reagent Pillow Packs	Hach Company	501-503-98052 501-503-70202 501-503-70202 501-503-70202 501-503-70202	4,226.86 3,043.67 42.05 29.53 948.34 163.27
61183	10/3/2019 32201868601	02253 9/19 HR TB Chest Exam - C. Mitchell Brown	Hanford Community Hospital	101-408-88060	130.09 130.09
61184	10/3/2019 1248419	1454 8/19 IRS VCP/ICMA Outside Attorney	Hanson Bridgett LLP	101-401-88010	6,040.00 6,040.00
61185	10/3/2019 10186	02042 10/19 PD Hotel Reservation for B. Avila	Harrah's Hotel	101-413-86010	661.20 661.20
61186	10/3/2019 I190918205	1479 9/19 WWP Bar Screen Repair	HR Electric	503-520-84020	262.50 262.50
61187	10/3/2019 20267	1512 10/19 WP Advance for Meals - J. Salona	Jared Salona	501-503-86010	150.00 150.00
61188	10/3/2019 778739	1528 9/19 PW Sandalwood Park Improvements	JOE ARNOLD	146-422-98222	10,207.67 10,207.67
61189	10/3/2019 44065 44065	1565 9/19 PW Signs for Park & Footbridge For Centennial 9/19 PW Gas Line Signage for Footbridge	KRC Safety CO., INC.	101-440-84050 502-510-70130	224.60 149.73 74.87
61190	10/3/2019 945707	1593 9/19 FD Medical Supplies	Life Assist, Inc.	101-416-75000	84.40 84.40
61191	10/3/2019 4316-313142 4316-313723	1692 9/19 FD Polish-Apparatus Lenses 9/19 FD Gates Comperssor Repair	O'Reilly Automotive, Inc.	101-416-84070 101-416-84020	51.85 10.89 40.96
61192	10/3/2019 2028247	1513 9/19 PD Jail Pay Phone Service	Pacific Telemanagement Services	101-413-72030	100.00 100.00
61193	10/3/2019 100784 100784 100784	1745 9/19 PW 2019-2020 AGOL Server Licensing 9/19 PW 2019-2020 AGOL Server Licensing 9/19 PW 2019-2020 AGOL Server Licensing	Quad Knopf Inc.	501-508-88121 502-510-88121 503-521-88121	3,000.00 1,000.00 1,000.00 1,000.00
61194	10/3/2019 1306438	02255 8/19 PD CPR Training	Richard Haahr	101-413-86010	260.00 260.00
61195	10/3/2019 0000022941	1828 8/19 FD Air Conditioning Diagnostic Analysis	Shaw's Air Conditioning & Heating	101-416-84020	80.00 80.00
61196	10/3/2019 I190728170	1852 7/19 WP Electrical Repair & Hach Equipment	Solomon Electric and Data, Inc	501-503-84020	712.50 712.50

## Expense Approval Report

Payment Dates: 10/01/2019 - 10/31/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61197	10/3/2019 9412248 090119	1858 9/19 WP Drinking Water	Sparkletts	501-503-72010	149.00 149.00
61198	10/3/2019	1944	U.S. Bank Corporate Payment Center		2,553.02
	USBFDAUG	8/19 FD Certified Mail		101-416-70030	20.55
	USBFDAUG	8/19 FD Bathroom Lighting Fixture		101-416-84030	54.67
	USBFDAUG19-2	8/19 FD Shower Curtains		101-416-84030	27.23
	USBFDAUG19-2	8/19 FD E171 Reservoir Cap		101-416-84060	15.99
	USBFDAUG-3	8/19 FD EMT Recert - J. Ramsey		101-416-86040	410.00
	USBFDEPT	9/19 FD Fire Inspector 1C & 1D		101-416-86010	385.00
	USBPDAUG	8/19 PD Residence Inn By Marriott - S. Saucedo		101-413-86010	778.21
	USBPDAUG	8/19 PD Hyatt Regency Parking		101-413-86010	68.00
	USBPDAUG	8/19 PD Extended Stay San Jose Training - M. Gomez		101-413-86010	170.99
	USBPDAUG	8/19 PD Fed Ex - Dispatch Background Packets		101-413-90070	48.44
	USBPDAUG-2	8/19 PD Web Network Solutions		101-401-86030	3.19
	USBPDAUG-2	8/19 PD Amazon - Clear Laminating Pouches for CC		101-413-70010	4.79
	USBPDAUG-2	8/19 PD Amazon - Clear Laminating Pouches for MM		101-413-70010	6.60
	USBPDAUG-2	8/19 PD Amazon - Plusrite Metal Halide Unprotected		101-413-70060	26.48
	USBPDAUG-2	9/19 PD Amazon Out of Service Magnets for Vehicles		101-413-70440	48.85
	USBPDAUG-2	8/19 PD Harrah's Lake Tahoe Hotel Res For B. Avila		101-413-86010	103.74
	USBPDAUG-2	9/19 PD Archive Social - Monthly Subscription		101-413-86030	219.00
	USBPDAUG-2	8/19 PD Adobe - Monthly Subscription		101-413-86030	52.99
	USBPDAUG-2	8/19 PD Chewy - Dog Food for K-9 Eli		101-413-92211	51.75
	USBPDAUG-2	8/19 PD Chewy - Dog Food for K-9 Eli		101-413-92211	51.75
	USBPDAUG-2	8/19 PD Web Network Solutions		107-422-86030	1.20
	USBPDAUG-2	8/19 PD Web Network Solutions		501-503-86030	0.60
	USBPDAUG-2	8/19 PD Web Network Solutions		501-508-86030	0.60
	USBPDAUG-2	8/19 PD Web Network Solutions		502-510-86030	1.20
	USBPDAUG-2	8/19 PD Web Network Solutions		503-520-86030	0.60
	USBPDAUG-2	8/19 PD Web Network Solutions		503-521-86030	0.60
61200	10/3/2019 INV00731792	02185 10/19 WP Internet Service	Unwired Broadband	501-503-72030	251.99 251.99
61201	10/3/2019	1973	Verizon Wireless Services, LLC		931.62
	9838413986	9/19 Sim card for Traffic Camera 385-6390		101-413-72030	20.02
	9838413986	9/19 D. Blevins 341-7512		101-413-72030	42.12
	9838413986	9/19 Rouch 974-6734		101-413-72030	48.34
	9838413986	9/19 Unlimited Text 15GB		101-413-72030	198.00
	9838413986	9/19 D. Blevins 317-7020		101-413-72030	38.01
	9838413986	9/19 Coalpd Lt15 365-9537		101-413-72030	38.01
	9838413986	9/19 Coalpd Lt08 538-4038		101-413-72030	38.01
	9838413986	9/19 Copdmdt 10 612-3536		101-413-72030	38.01
	9838413986	9/19 Coalpd Lt13 538-4473		101-413-72030	38.01
	9838413986	9/19 Copdmdt 11 612-3540		101-413-72030	38.01
	9838413986	9/19 Air Card 246-1934		101-413-72030	38.01
	9838413986	9/19 Copdmdt 09 612-3468		101-413-72030	38.01
	9838413986	9/19 Coalpd Lt12 538-4345		101-413-72030	38.01
	9838413986	9/19 Copdmdt 07 612-3444		101-413-72030	38.01
	9838413986	9/19 S Young 974-4689		101-413-72030	42.12
	9838413986	9/19 Coalpd Lt11 538-4304		101-413-72030	38.01
	9838413986	9/19 Copdmdt 16 612-3607		101-413-72030	38.01
	9838413986	9/19 D. Blevins 317-7257		101-413-72030	38.01
	9838413986	9/19 UC Investigations 209-620-2635		101-413-72030	43.64
	9838413986	9/19 Animal Control 240-1041		101-415-72030	43.25
61203	10/3/2019 M54344	1980 8/19 PW Regulators & Gas Meters	Vossler Co.	502-510-98071	6,111.34 6,111.34

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61204	10/3/2019 045472	1991 9/19 WWP Digester Repairs	West Hills Machine Shop, Inc.	503-520-84020	357.50 357.50
61205	10/3/2019 64685 64685	1993 9/19 WP Fuel for September 2019 9/19 WWP Fuel for September 2019	West Hills Oil, Inc.	501-503-70160 503-520-70160	877.21 701.77 175.44
61206	10/3/2019 00330526	2000 9/19 CD Plan Check for Community Health Center	Willdan	101-404-88120	840.00 840.00
61207	10/3/2019 0001128	1176 Unreimbursed Medical	CB&T COLUMBUS BANK & TRUST	950-000-34500	174.95 174.95
61208	10/3/2019 0001117	1205 CECA Dues	City Employee Contrib. Assoc.	950-000-33000	65.00 65.00
61209	10/3/2019 0001118	1223 Fire Union Dues	COALINGA FIREFIGHTERS	950-000-33300	600.00 600.00
61210	10/3/2019 0001120 0001122 0001123	1228 Mastagni Law Firm CPOA Dues PORAC Dues	COALINGA PEACE OFFICER'S ASSOCIATION	950-000-33200 950-000-33200 950-000-33200	745.92 245.00 245.00 255.92
61211	10/3/2019 0001105 0001106 0001107	1487 457 ICMA \$\$ Gen 457 ICMA % General 457 ICMA EE\$ / ER%	ICMA 457 RETIREMENT TRUST	950-000-32100 950-000-32100 950-000-32100	7,538.41 444.99 6,301.82 791.60
61212	10/3/2019 0001119	1586 Pre-Paid Legal Shield	LEGAL SHIELD	950-000-34060	120.11 120.11
61213	10/3/2019 0001121	02043 New York Life	New York Life Insurance	950-000-32400	853.96 853.96
61214	10/3/2019 0001124 0001125	1820 SEIU COPE SEIU Dues	SEIU Local 521 - Dues W/H	950-000-33000 950-000-33000	528.71 20.00 508.71
61215	10/10/2019 0001167	1176 Unreimbursed Medical	CB&T COLUMBUS BANK & TRUST	950-000-34500	174.95 174.95
61216	10/10/2019 0001161	1205 CECA Dues	City Employee Contrib. Assoc.	950-000-33000	65.00 65.00
61217	10/10/2019 0001149 0001150 0001151	1487 457 ICMA \$\$ Gen 457 ICMA % General 457 ICMA EE\$ / ER%	ICMA 457 RETIREMENT TRUST	950-000-32100 950-000-32100 950-000-32100	12,530.03 459.99 11,053.77 1,016.27
61218	10/10/2019 0001162	1586 Pre-Paid Legal Shield	LEGAL SHIELD	950-000-34060	120.11 120.11
61219	10/10/2019 0001152 0001153 0001154	1677 457 Newport \$\$ 457 Newport % 457 Newport EE\$ / ER%	Newport Trust Company	950-000-32100 950-000-32100 950-000-32100	4,264.23 330.00 2,385.96 1,548.27
61220	10/10/2019 0001163 0001164	1820 SEIU COPE SEIU Dues	SEIU Local 521 - Dues W/H	950-000-33000 950-000-33000	521.77 20.00 501.77
61221	10/10/2019 602271049 602271049	1068 9/19 PW Employee Uniforms (Coveralls & Mats) 9/19 PW Employee Uniforms (Coveralls & Mats)	Aramark	101-431-70100 101-432-84030	845.43 3.76 15.10

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	602271049	9/19 PW Employee Uniforms (Coveralls & Mats)		107-422-70100	10.29
	602271049	9/19 PW Employee Uniforms (Coveralls & Mats)		501-503-70100	7.52
	602271049	9/19 PW Employee Uniforms (Coveralls & Mats)		501-508-70100	10.29
	602271049	9/19 PW Employee Uniforms (Coveralls & Mats)		502-510-70100	10.29
	602271049	9/19 PW Employee Uniforms (Coveralls & Mats)		503-520-70100	7.52
	602271049	9/19 PW Employee Uniforms (Coveralls & Mats)		503-521-70100	10.29
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	13.07
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	32.68
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	31.48
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	32.68
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	32.67
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	31.47
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	32.67
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	13.07
	602271050	9/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	16.46
	602271051	9/19 PD Jail Blankets Cleaning Services		101-413-70380	177.99
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		101-431-70100	3.76
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		101-432-84030	15.10
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		107-422-70100	10.29
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		501-503-70100	7.52
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		501-508-70100	10.29
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		502-510-70100	10.29
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		503-520-70100	7.52
	602278223	10/19 PW Employee Uniforms (Coveralls & Mats)		503-521-70100	10.29
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	13.08
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	29.43
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	44.20
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	29.43
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	29.43
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	44.19
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	29.43
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	13.08
	602278224	10/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	16.46
61224	10/10/2019	1079	AT&T		33.03
	100119	10/19 PW Lift Station		503-521-72030	33.03
61225	10/10/2019	02094	AT&T 3310		2,878.26
	13696937	10/19 Internet Svc Acct 9391063310		101-413-72030	1,703.48
	13696937	10/19 Internet Svc Acct 9391063310		101-432-72030	116.31
	13696937	10/19 Internet Svc Acct 9391063310		101-432-72030	83.16
	13696937	10/19 Internet Svc Acct 9391063310		101-432-72030	15.86
	13696937	10/19 Internet Svc Acct 9391063310		101-432-72030	176.22
	13696937	10/19 Internet Svc Acct 9391063310		107-422-72030	17.62
	13696937	10/19 Internet Svc Acct 9391063310		107-422-72030	1.47
	13696937	10/19 Internet Svc Acct 9391063310		501-406-72030	211.46
	13696937	10/19 Internet Svc Acct 9391063310		501-503-72030	7.85
	13696937	10/19 Internet Svc Acct 9391063310		501-503-72030	26.43
	13696937	10/19 Internet Svc Acct 9391063310		501-508-72030	5.79
	13696937	10/19 Internet Svc Acct 9391063310		501-508-72030	17.62
	13696937	10/19 Internet Svc Acct 9391063310		502-406-72030	185.03
	13696937	10/19 Internet Svc Acct 9391063310		502-510-72030	44.06
	13696937	10/19 Internet Svc Acct 9391063310		502-510-72030	5.85
	13696937	10/19 Internet Svc Acct 9391063310		503-406-72030	105.73
	13696937	10/19 Internet Svc Acct 9391063310		503-520-72030	35.24
	13696937	10/19 Internet Svc Acct 9391063310		503-520-72030	3.32
	13696937	10/19 Internet Svc Acct 9391063310		503-521-72030	2.21
	13696937	10/19 Internet Svc Acct 9391063310		503-521-72030	35.24



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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	13696937	10/19 Internet Svc Acct 9391063310		504-406-72030	10.57
	13696937	10/19 Internet Svc Acct 9391063310		504-535-72030	2.15
	13696937	10/19 Internet Svc Acct 9391063310		506-540-72030	59.91
	13696937	10/19 Internet Svc Acct 9391063310		506-540-72030	3.88
	13696937	10/19 Internet Svc Acct 9391063310		820-610-72030	1.80
61227	10/10/2019	02056	AT&T 4711		301.34
	000013625631	9/19 PD DOJ/Clets Line		101-413-72030	301.34
61228	10/10/2019	02055	Backflow Distributors, Inc.		125.07
	52567	10/19 PW Backflow Supplies		501-508-70140	125.07
61229	10/10/2019	02057	BC Laboratories, Inc.		518.50
	B353018	8/19 WP Outside Lab Work		501-503-88081	75.00
	B353990	9/19 WP Outside Lab Work		501-503-88081	195.00
	B354535	8/19 WWP Outside Lab Work		503-520-88080	50.00
	B355030	9/19 WWP Outside Lab Work		503-520-88080	119.50
	B355035	9/19 WP Outside Lab Work		501-503-88081	79.00
61230	10/10/2019	1101	BECS Pacific LTD		707.50
	03 013000	8/19 PW Smog for Veh 7220, 7211, 7200, 7230, 721		101-416-84060	353.75
	03 013000	8/19 PW Smog for Vehicle 55		107-422-84060	35.37
	03 013000	8/19 PW Smog for Vehicle 85		501-508-84060	35.37
	03 013000	8/19 PW Smog for Vehicle 44		501-508-84060	23.58
	03 013000	8/19 PW Smog for Vehicle 55		501-508-84060	35.38
	03 013000	8/19 PW Smog for Vehicle 44		502-510-84060	23.58
	03 013000	8/19 PW Smog for Vehicle 44		503-521-84060	23.59
	03 013000	8/19 PW Smog for Vehicle 85		503-521-84060	35.38
	03 013000	8/19 PW Smog for Vehicle 88 & 87		504-535-84060	141.50
61231	10/10/2019	1102	BEEHIVE TRUCK & AUTO		125.00
	00001	9/19 WWP Propane for Burning Weeds		503-520-70140	125.00
61232	10/10/2019	02259	Bernice Nieto		810.00
	20232	10/19 PD Meal Advance for Training - B. Nieto		101-413-86010	270.00
	20233	10/19 PD Meal Advance for Training - B. Nieto		101-413-86010	270.00
	20234	10/19 Meal Advance for Training - B. Nieto		101-413-86010	270.00
61233	10/10/2019	02020	Boot Barn		435.12
	INV00014444	9/19 WP Boots - B. Smith		501-503-62081	150.00
	INV00014752	9/19 PW Boots for K. Zelenka & R. Cabral		501-508-62080	285.12
61234	10/10/2019	1131	BSK Analytical Laboratories		1,550.00
	A927609	9/19 WP Outside Lab Work UCMR4 Testing		501-503-88081	675.00
	A927963	10/19 WP Outside Lab Work UCMR4 Testing		501-503-88081	875.00
61235	10/10/2019	1141	California Building Standards Commission		341.10
	0001185	10/19 Q1 Building Standards Reports ( July-Sept)		101-000-10500	379.00
	0001185	10/19 Less 10% Retainer		101-400-48200	-37.90
61236	10/10/2019	1142	California Business Machines		142.41
	236553	10/19 PW Toner for Copy Machine		501-508-84010	47.47
	236553	10/19 PW Toner for Copy Machine		502-510-84010	47.47
	236553	10/19 PW Toner for Copy Machine		503-521-84010	47.47
61237	10/10/2019	1175	Carus Corporations		12,121.21
	SLS 10078472	9/19 WP Chemical Sodium Permanganate		501-503-70400	12,121.21
61238	10/10/2019	1189	Central Valley Toxicology, Inc.		312.00
	293099	8/19 PD Abuse Screen/Drug Conf Level - A. Cortez		101-413-88080	78.00
	293100	8/19 PD Abuse Screen/Drug Conf Level - V. Nieto		101-413-88080	78.00
	293101	8/19 PD Abuse Screen/Drug Conf Level - S. Morales		101-413-88080	78.00
	293102	8/19 PD Abuse Screen/Drug Conf Level - Y.Gutierrez		101-413-88080	78.00

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	40977	8/19 HR IT Monthly Contract		501-503-88040	6.58
	40977	8/19 PW IT Monthly Contract - Overage Billing		501-503-88040	1.53
	40977	8/19 HR IT Monthly Contract - Overage Billing		501-503-88040	0.68
	40977	8/19 PW IT Monthly Contract		501-508-88040	35.60
	40977	8/19 PW IT Monthly Contract		501-508-88040	9.86
	40977	8/19 HR IT Monthly Contract		501-508-88040	6.63
	40977	8/19 HR IT Monthly Contract		501-508-88040	4.86
	40977	8/19 PW IT Monthly Contract - Overage Billing		501-508-88040	1.02
	40977	8/19 HR IT Monthly Contract - Overage Billing		501-508-88040	0.50
	40977	8/19 FIN IT Monthly Contract - Overage Billing		502-406-88040	3.56
	40977	8/19 FIN IT Monthly Contract		502-406-88040	182.77
	40977	8/19 FIN IT Monthly Contract		502-406-88040	34.50
	40977	8/19 HR IT Monthly Contract - Overage Billing		502-510-88040	0.51
	40977	8/19 HR IT Monthly Contract		502-510-88040	4.91
	40977	8/19 HR IT Monthly Contract		502-510-88040	6.70
	40977	8/19 PW IT Monthly Contract		502-510-88040	24.64
	40977	8/19 PW IT Monthly Contract - Overage Billing		502-510-88040	2.54
	40977	8/19 PW IT Monthly Contract		502-510-88040	89.01
	40977	8/19 FIN IT Monthly Contract		503-406-88040	104.44
	40977	8/19 FIN IT Monthly Contract - Overage Billing		503-406-88040	2.04
	40977	8/19 FIN IT Monthly Contract		503-406-88040	19.71
	40977	8/19 HR IT Monthly Contract		503-520-88040	2.79
	40977	8/19 PW IT Monthly Contract - Overage Billing		503-520-88040	2.04
	40977	8/19 HR IT Monthly Contract - Overage Billing		503-520-88040	0.29
	40977	8/19 PW IT Monthly Contract		503-520-88040	19.71
	40977	8/19 HR IT Monthly Contract		503-520-88040	3.81
	40977	8/19 PW IT Monthly Contract		503-520-88040	71.21
	40977	8/19 HR IT Monthly Contract - Overage Billing		503-521-88040	0.19
	40977	8/19 PW IT Monthly Contract		503-521-88040	71.21
	40977	8/19 HR IT Monthly Contract		503-521-88040	2.53
	40977	8/19 PW IT Monthly Contract - Overage Billing		503-521-88040	2.04
	40977	8/19 HR IT Monthly Contract		503-521-88040	1.85
	40977	8/19 PW IT Monthly Contract		503-521-88040	19.71
	40977	8/19 FIN IT Monthly Contract		504-406-88040	1.97
	40977	8/19 FIN IT Monthly Contract - Overage Billing		504-406-88040	0.20
	40977	8/19 FIN IT Monthly Contract		504-406-88040	10.44
	40977	8/19 HR IT Monthly Contract		504-535-88040	2.46
	40977	8/19 HR IT Monthly Contract		504-535-88040	1.80
	40977	8/19 HR IT Monthly Contract - Overage Billing		504-535-88040	0.19
	40977	8/19 ADMIN IT Monthly Contract		506-540-88040	64.56
	40977	8/19 ADMIN IT Monthly Contract		506-540-88040	33.51
	40977	8/19 HR IT Monthly Contract		506-540-88040	4.44
	40977	8/19 HR IT Monthly Contract - Overage Billing		506-540-88040	0.34
	40977	8/19 HR IT Monthly Contract		506-540-88040	3.25
	40977	8/19 ADMIN IT Monthly Contract - Overage Billing		506-540-88040	3.46
	40977	8/19 HR IT Monthly Contract - Overage Billing		820-610-88040	0.16
	40977	8/19 HR IT Monthly Contract		820-610-88040	1.51
	40977	8/19 HR IT Monthly Contract		820-610-88040	2.06
61251	10/10/2019	1474	Home Depot Credit Services		1,151.46
	1592534	8/19 PW Pressure Washer/Misc Supplies		501-503-70140	67.05
	3106088	8/19 PW Pressure Washer to Clean Out SS & Clean E		501-508-84060	344.95
	3106088	8/19 PW Pressure Washer to Clean Out SS & Clean E		502-510-84060	344.95
	3106088	8/19 PW Pressure Washer to Clean Out SS & Clean E		504-535-84060	344.96
	3806117	8/19 PW Pressure Washer/Misc Supplies		501-508-84060	16.52
	3806117	8/19 PW Pressure Washer/Misc Supplies		502-510-84060	16.51
	3806117	8/19 PW Pressure Washer/Misc Supplies		504-535-84060	16.52

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61252	10/10/2019	1626	Marissa Trejo		403.09
	20382	9/19 ADMIN Meal & Mileage Reimb - M- Trejo		101-405-86010	403.09
61253	10/10/2019	1686	Northern Safety Co., Inc		667.54
	903642915	9/19 PW PPE Safety Supplies		501-508-70101	222.51
	903642915	9/19 PW PPE Safety Supplies		502-510-70101	222.52
	903642915	9/19 PW PPE Safety Supplies		503-521-70101	222.51
61254	10/10/2019	1695	Office Depot		276.79
	374168945001	10/19 PD Pens, Paper Clips, Shipping Tags		101-413-70010	69.18
	376491929001	10/19 PW Office Supplies		501-503-70010	33.79
	376491929001	10/19 PW Office Supplies		501-508-70010	16.30
	376491929001	10/19 PW Office Supplies		502-510-70010	16.30
	376491929001	10/19 PW Office Supplies		503-521-70010	16.31
	376492191001	10/19 PW Office Supplies		501-503-70010	5.22
	376492191001	10/19 PW Office Supplies		501-508-70010	3.88
	376492191001	10/19 PW Office Supplies		502-510-70010	3.88
	376492191001	10/19 PW Office Supplies		503-521-70010	3.89
	376492192001	10/19 PW Office Supplies		501-508-70010	0.80
	376492192001	10/19 PW Office Supplies		502-510-70010	0.79
	376492192001	10/19 PW Office Supplies		503-521-70010	0.80
	385028666001	10/19 FIN Office Supplies		101-406-70010	3.17
	385028666001	10/19 FIN Office Supplies		501-406-70010	42.26
	385028666001	10/19 FIN Office Supplies		502-406-70010	36.98
	385028666001	10/19 FIN Office Supplies		503-406-70010	21.13
	385028666001	10/19 FIN Office Supplies		504-406-70010	2.11
61256	10/10/2019	1692	O'Reilly Automotive, Inc.		1,005.93
	312419	9/19 PW Filters & Oil for Unit C231		101-413-84060	74.35
	312489	9/19 PW Oil Filters for Street Sweeper		504-535-84060	12.27
	312610	9/19 PW Air Filter for Street Sweeper		504-535-84060	175.41
	312989	9/19 PW New Master Cylinder for Shop Truck		101-431-84060	59.11
	313075	9/19 PW Pliers/Hydrometer for Unit 7207		101-416-84060	22.32
	313265	9/19 PW Battery for Unit C15 (K-9)		101-413-84060	143.84
	313598	9/19 PW Headlamp Bulbs for Unit C18		101-413-84060	97.09
	313615	9/19 PW Water Pump for Truck 34		101-431-84060	55.44
	313681	9/19 PW Battery for Unit 20		107-422-84060	41.26
	313681	9/19 PW Battery for Unit 20		501-508-84060	41.26
	313681	9/19 PW Battery for Unit 20		502-510-84060	41.25
	313681	9/19 PW Battery for Unit 20		503-521-84060	41.25
	313845	9/19 PW Oil Press SW for Unit C19		101-413-84060	49.15
	4316-313656	9/19 PD Headlight Bulbs for Patrol Vehicle		101-413-84060	151.93
61257	10/10/2019	1721	PG&E		61.25
	0001183	10/19 Frame Park Electricity (5120357172-7)		101-440-72011	61.25
61258	10/10/2019	1722	PG&E 1533-5		381.76
	0001184	7053841171 SW SW 7 20 15 Booster Station		501-503-72020	190.88
	0001184	7053841171 SW SW 7 20 15 Booster Station		501-503-72020	190.88
61259	10/10/2019	1797	Safariland, LLC		116.45
	1010-239869	9/19 PD NIK Tests for Evidence		101-413-90070	116.45
61260	10/10/2019	1802	San Joaquin Valley Unified		80.00
	296758	10/19 WP Annual Burn Permit Renewal		501-503-86030	40.00
	296758	10/19 WP Annual Burn Permit Renewal		503-520-86033	40.00
61261	10/10/2019	1818	Sean Young		50.00
	20239	10/19 PD Meal Advance - S. Young		101-413-86010	50.00
61262	10/10/2019	1830	Shell Energy North American (US), LP		10,704.98
	3251516	8/19 Natural Gas Deliveries		502-510-80030	10,704.98

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61263	10/10/2019	1852	Solomon Electric and Data, Inc		4,749.66
	I190930196	9/19 WP Rapid Mixer Repair/Filter I/O Cards Repair		501-503-84020	2,577.30
	I190930197	9/19 WP Security Gate Controller		501-503-84030	2,172.36
61264	10/10/2019	1879	Summit Safety, LLC		884.17
	238532B	7/19 PW Safety Vests		501-508-70101	294.72
	238532B	7/19 PW Safety Vests		502-510-70130	294.72
	238532B	7/19 PW Safety Vests		503-521-70101	294.73
61265	10/10/2019	1915	The Radar Shop		280.00
	12401	9/19 PD Radar Re-Certification on Patrol Vehicle		101-413-84060	280.00
61266	10/10/2019	1943	Tyler Technologies, Inc		6,856.59
	025-272881	9/19 SaaS Utility CIS System Config		101-406-88040	119.68
	025-272881	9/19 SaaS Utility CIS System Config		107-422-88040	59.84
	025-272881	9/19 SaaS Utility CIS System Config		110-424-88040	59.84
	025-272881	9/19 SaaS Utility CIS System Config		125-422-88040	59.84
	025-272881	9/19 SaaS Utility CIS System Config		127-422-88040	59.84
	025-272881	9/19 SaaS Utility CIS System Config		130-451-88040	59.84
	025-272881	9/19 SaaS Utility CIS System Config		140-422-88040	59.84
	025-272881	9/19 SaaS Utility CIS System Config		501-406-88040	748.00
	025-272881	9/19 SaaS Utility CIS System Config		502-406-88040	748.00
	025-272881	9/19 SaaS Utility CIS System Config		503-406-88040	748.00
	025-272881	9/19 SaaS Utility CIS System Config		504-406-88040	149.60
	025-272881	9/19 SaaS Utility CIS System Config		506-540-88040	59.84
	025-272881	9/19 SaaS Utility CIS System Config		820-610-88040	59.84
	025-272951	9/19 SaaS Utility CIS System Config		101-406-88040	78.75
	025-272951	9/19 SaaS Utility CIS System Config		107-422-88040	39.38
	025-272951	9/19 SaaS Utility CIS System Config		110-424-88040	39.38
	025-272951	9/19 SaaS Utility CIS System Config		125-422-88040	39.38
	025-272951	9/19 SaaS Utility CIS System Config		127-422-88040	39.38
	025-272951	9/19 SaaS Utility CIS System Config		130-451-88040	39.38
	025-272951	9/19 SaaS Utility CIS System Config		140-422-88040	39.38
	025-272951	9/19 SaaS Utility CIS System Config		501-406-88040	492.19
	025-272951	9/19 SaaS Utility CIS System Config		502-406-88040	492.19
	025-272951	9/19 SaaS Utility CIS System Config		503-406-88040	492.19
	025-272951	9/19 SaaS Utility CIS System Config		504-406-88040	98.44
	025-272951	9/19 SaaS Utility CIS System Config		506-540-88040	39.38
	025-272951	9/19 SaaS Utility CIS System Config		820-610-88040	39.33
	025-272952	9/19 SaaS Utility CIS System Config		101-406-88040	75.83
	025-272952	9/19 SaaS Utility CIS System Config		107-422-88040	37.92
	025-272952	9/19 SaaS Utility CIS System Config		110-424-88040	37.92
	025-272952	9/19 SaaS Utility CIS System Config		125-422-88040	37.92
	025-272952	9/19 SaaS Utility CIS System Config		127-422-88040	37.92
	025-272952	9/19 SaaS Utility CIS System Config		130-451-88040	37.92
	025-272952	9/19 SaaS Utility CIS System Config		140-422-88040	37.92
	025-272952	9/19 SaaS Utility CIS System Config		501-406-88040	473.96
	025-272952	9/19 SaaS Utility CIS System Config		502-406-88040	473.96
	025-272952	9/19 SaaS Utility CIS System Config		503-406-88040	473.96
	025-272952	9/19 SaaS Utility CIS System Config		504-406-88040	94.79
	025-272952	9/19 SaaS Utility CIS System Config		506-540-88040	37.92
	025-272952	9/19 SaaS Utility CIS System Config		820-610-88040	37.90
61269	10/10/2019	1973	Verizon Wireless Services, LLC		38.01
	9838402444	9/19 PD MDT Air Card		101-413-72030	38.01
61270	10/10/2019	02021	Visual Ink		68.96
	14775	8/19 PD Uniform Shirts for P.S.D. Cervantes		101-413-70101	68.96
61271	10/10/2019	1978	Vivian Saucedo		193.06
	8783	10/19 FIN LCW - Workshop Meal & Travel - V.Sauced		101-406-86010	10.28

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	8783	10/19 FIN LCW - Workshop Meal & Travel - V.Sauced		501-406-86010	30.84
	8783	10/19 FIN LCW - Workshop Meal & Travel - V.Sauced		502-406-86010	29.81
	8783	10/19 FIN LCW - Workshop Meal & Travel - V.Sauced		503-406-86010	20.56
	8783	10/19 FIN LCW - Workshop Meal & Travel - V.Sauced		504-406-86010	1.03
	8783	10/19 FIN LCW - Workshop Meal & Travel - V.Sauced		506-540-86010	10.28
	8785	8/19 FIN Deposition - Sanchez Case Travel Reimb		101-406-86010	4.55
	8785	8/19 FIN Deposition - Sanchez Case Travel Reimb		501-406-86010	13.64
	8785	8/19 FIN Deposition - Sanchez Case Travel Reimb		502-406-86010	13.19
	8785	8/19 FIN Deposition - Sanchez Case Travel Reimb		503-406-86010	9.10
	8785	8/19 FIN Deposition - Sanchez Case Travel Reimb		504-406-86010	0.45
	8785	8/19 FIN Deposition - Sanchez Case Travel Reimb		506-540-86010	4.55
	8786	8/19 FIN Deposition - Sanchez Case Travel Reimb		101-406-86010	4.48
	8786	8/19 FIN Deposition - Sanchez Case Travel Reimb		501-406-86010	13.43
	8786	8/19 FIN Deposition - Sanchez Case Travel Reimb		502-406-86010	12.99
	8786	8/19 FIN Deposition - Sanchez Case Travel Reimb		503-406-86010	8.96
	8786	8/19 FIN Deposition - Sanchez Case Travel Reimb		504-406-86010	0.45
	8786	8/19 FIN Deposition - Sanchez Case Travel Reimb		506-540-86010	4.47
61273	10/10/2019	1991	West Hills Machine Shop, Inc.		1,198.73
	045564	9/19 PW Banner Pole Mount Kits		101-440-92212	1,198.73
61274	10/10/2019	1993	West Hills Oil, Inc.		9,282.66
	064685	9/19 PW Fuel for September 2019		101-440-70160	539.11
	064685	9/19 PW Fuel for September 2019		107-422-70160	548.83
	064685	9/19 PW Fuel for September 2019		501-508-70160	539.10
	064685	9/19 PW Fuel for September 2019		502-510-70160	539.10
	064685	9/19 PW Fuel for September 2019		503-521-70160	539.11
	64682	9/19 CD Fuel for Sept 2019		101-404-70160	55.27
	64682	9/19 ADMIN Fuel for Sept 2019		101-405-70160	67.22
	64684	9/19 PD Fleet Fuel		101-413-70160	4,363.03
	64687	9/19 PW Fuel for September 2019		501-406-70160	311.10
	64687	9/19 PW Fuel for September 2019		502-406-70160	272.21
	64687	9/19 PW Fuel for September 2019		503-406-70160	178.88
	64687	9/19 PW Fuel for September 2019		504-406-70160	15.55
	64688	9/19 PW Fuel for September 2019		101-440-70160	66.87
	64688	9/19 PW Fuel for September 2019		107-422-70160	182.34
	64688	9/19 PW Fuel for September 2019		501-508-70160	66.87
	64688	9/19 PW Fuel for September 2019		502-510-70160	66.87
	64688	9/19 PW Fuel for September 2019		503-521-70160	66.88
	64689	9/19 SVC Fuel for September 2019		101-431-70160	87.26
	64689	9/19 SS Fuel for September 2019		504-535-70160	777.06
61276	10/10/2019	1997	Westside Supply		109.73
	10517	9/19 WWP V-Fles Respirator		503-520-70140	67.73
	W190930	9/19 WP Equipment/Cylinder Rental		501-503-82030	28.00
	WW190930	9/19 WWP Equipment/Cylinder Rental		503-520-82030	14.00
61277	10/10/2019	1826	Shar-Craft Incorporated		36,415.88
	66715	2/19 WWP Repair Effluent Pump		503-520-84020	36,415.88
61278	10/10/2019	1852	Solomon Electric and Data, Inc		3,170.00
	I90930195	6/19 WP Chemical Basement Flood Repair		501-503-84020	3,170.00
61279	10/10/2019	1528	JOE ARNOLD		8,700.00
	778740	10/19 PW Centennial Park Improvements		146-422-98221	8,700.00
61280	10/17/2019	02261	Acclaim Credit Technologies		224.72
	CCFD01	9/19 FD Collection Agency		101-416-75040	224.72
61281	10/17/2019	1008	American Water Works Association		433.00
	7001701171	10/19 WP Annual Membership Fee		501-503-86032	108.25
	7001701171	10/19 WP Annual Membership Fee		501-508-86030	108.25

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	7001701171	10/19 WP Annual Membership Fee		503-520-86030	108.25
	7001701171	10/19 WP Annual Membership Fee		503-521-86030	108.25
61282	10/17/2019	1051	AmeriGas		95.02
	3097042959	9/19 AP Propane Tank Annual Rental		101-435-72010	95.02
61283	10/17/2019	1065	APGA-SIF		395.00
	0001191	9/19 PW Natural Gas Distribution Integrity		502-510-86030	395.00
61284	10/17/2019	1068	Aramark		330.40
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		101-431-70100	3.76
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		101-432-84030	15.10
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		107-422-70100	10.29
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		501-503-70100	7.52
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		501-508-70100	10.29
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		502-510-70100	10.29
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		503-520-70100	7.52
	602285436	10/19 PW Employee Uniforms (Coveralls & Mats)		503-521-70100	10.29
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	13.08
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	29.43
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	39.42
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	29.43
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	29.43
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	39.41
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	29.43
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	13.08
	602285437	10/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	16.46
61286	10/17/2019	1074	Ascent Aviation Group, Inc		15,945.55
	631865	9/19 AP Fuel Purchase		101-435-80060	15,945.55
61287	10/17/2019	02080	AT&T 4050		1,146.75
	13485122	8/19 Internet Svc Acct 9391064050		101-413-72030	678.69
	13485122	8/19 Internet Svc Acct 9391064050		101-432-72030	70.21
	13485122	8/19 Internet Svc Acct 9391064050		101-432-72030	6.32
	13485122	8/19 Internet Svc Acct 9391064050		101-432-72030	33.13
	13485122	8/19 Internet Svc Acct 9391064050		101-432-72030	46.34
	13485122	8/19 Internet Svc Acct 9391064050		107-422-72030	0.59
	13485122	8/19 Internet Svc Acct 9391064050		107-422-72030	7.02
	13485122	8/19 Internet Svc Acct 9391064050		501-406-72030	84.25
	13485122	8/19 Internet Svc Acct 9391064050		501-503-72030	10.53
	13485122	8/19 Internet Svc Acct 9391064050		501-503-72030	3.13
	13485122	8/19 Internet Svc Acct 9391064050		501-508-72030	7.02
	13485122	8/19 Internet Svc Acct 9391064050		501-508-72030	2.31
	13485122	8/19 Internet Svc Acct 9391064050		502-406-72030	73.72
	13485122	8/19 Internet Svc Acct 9391064050		502-510-72030	17.55
	13485122	8/19 Internet Svc Acct 9391064050		502-510-72030	2.33
	13485122	8/19 Internet Svc Acct 9391064050		503-406-72030	42.13
	13485122	8/19 Internet Svc Acct 9391064050		503-520-72030	14.04
	13485122	8/19 Internet Svc Acct 9391064050		503-520-72030	1.32
	13485122	8/19 Internet Svc Acct 9391064050		503-521-72030	14.04
	13485122	8/19 Internet Svc Acct 9391064050		503-521-72030	0.88
	13485122	8/19 Internet Svc Acct 9391064050		504-406-72030	4.21
	13485122	8/19 Internet Svc Acct 9391064050		504-535-72030	0.86
	13485122	8/19 Internet Svc Acct 9391064050		506-540-72030	1.54
	13485122	8/19 Internet Svc Acct 9391064050		506-540-72030	23.87
	13485122	8/19 Internet Svc Acct 9391064050		820-610-72030	0.72
61289	10/17/2019	02057	BC Laboratories, Inc.		350.00
	B355068	9/19 WP Outside Lab Work		501-503-88081	175.00

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	B355250	9/19 WWP Outside Lab Work		503-520-88080	50.00
	B355794	9/19 WP Outside Lab Work		501-503-88081	75.00
	B356105	9/19 WWP Outside Lab Work		503-520-88080	50.00
61290	10/17/2019	1213	City Sourced Inc		3,600.00
	INV-101030	9/19 Subscription Fee to Platform 9/3/19-9/2/20		107-422-88100	514.29
	INV-101030	9/19 Subscription Fee to Platform 9/3/19-9/2/20		501-503-88100	514.29
	INV-101030	9/19 Subscription Fee to Platform 9/3/19-9/2/20		501-508-88100	514.28
	INV-101030	9/19 Subscription Fee to Platform 9/3/19-9/2/20		502-510-88100	514.29
	INV-101030	9/19 Subscription Fee to Platform 9/3/19-9/2/20		503-520-88100	514.29
	INV-101030	9/19 Subscription Fee to Platform 9/3/19-9/2/20		503-521-88100	514.28
	INV-101030	9/19 Subscription Fee to Platform 9/3/19-9/2/20		504-535-88100	514.28
61291	10/17/2019	1224	Coalinga Hardware		171.76
	788992	10/19 AP Maintenance Supplies		101-435-84030	53.81
	789033	10/19 FD Shower Head		101-416-84030	10.34
	789050	10/19 PW Concrete Adhesive Supplies		146-422-98221	49.21
	789110	10/19 CD Staples for Staple Gun		101-404-70060	5.17
	789238	10/19 PW Striping on Sixth Street		107-422-70190	28.54
	789259	10/19 PW Installation of New Tables at CP		146-422-98221	24.69
61292	10/17/2019	1271	DataProse, Inc.		1,519.65
	3P45202	9/19 FIN Mid Valley Fall Clean Up Insert		501-406-70040	296.78
	3P45202	9/19 FIN Mid Valley Fall Clean Up Insert		502-406-70040	259.68
	3P45202	9/19 FIN Mid Valley Fall Clean Up Insert		503-406-70040	170.65
	3P45202	9/19 FIN Mid Valley Fall Clean Up Insert		504-406-70040	14.85
	DP1903119	9/19 Postage Used		501-406-70030	168.20
	DP1903119	9/19 Search & Viewbill- Monthly Fee		501-406-70040	30.00
	DP1903119	9/19 Search & Viewbill (FTP or CD)		501-406-70040	6.55
	DP1903119	9/19 NCOALINK		501-406-70040	1.60
	DP1903119	9/19 10-day Notices		501-406-70040	104.72
	DP1903119	9/19 Postage Used		502-406-70030	147.18
	DP1903119	9/19 Search & Viewbill- Monthly Fee		502-406-70040	26.25
	DP1903119	9/19 10-day Notice		502-406-70040	91.63
	DP1903119	9/19 NCOALINK		502-406-70040	1.40
	DP1903119	9/19 Search & Viewbill (FTP or CD)		502-406-70040	5.73
	DP1903119	9/19 Postage Used		503-406-70030	96.72
	DP1903119	9/19 NCOALINK		503-406-70040	0.92
	DP1903119	9/19 Search & Viewbill (FTP or CD)		503-406-70040	3.77
	DP1903119	9/19 Search & Viewbill- Monthly Fee		503-406-70040	17.25
	DP1903119	9/19 10-day Notice		503-406-70040	60.21
	DP1903119	9/19 Postage Used		504-406-70030	8.41
	DP1903119	9/19 10-day Notice		504-406-70040	5.24
	DP1903119	9/19 Search & Viewbill- Monthly Fee		504-406-70040	1.50
	DP1903119	9/19 Search & Viewbill (FTP or CD)		504-406-70040	0.33
	DP1903119	9/19 NCOALINK		504-406-70040	0.08
61294	10/17/2019	1297	Diego Acosta		171.71
	0001193	6/19 FD Meal Reimbursement - D. Acosta		101-416-75010	65.96
	0001195	10/19 FD Meal Reimbursement - D. Acosta		101-416-75010	105.75
61295	10/17/2019	1360	FedEx		51.34
	6-758-46916	10/19 PW Shipping Charge - Backflow Distributors		501-508-70030	51.34
61296	10/17/2019	1424	Geil Enterprises, INC		1,941.76
	368358	9/19 BLDG Janitorial Supplies		101-432-84030	68.85
	369901	9/19 BLDG Janitorial Service		101-432-84030	1,715.00
	370583	10/19 BLDG Janitorial Supplies		101-432-84030	157.91
61297	10/17/2019	1451	Hach Company		501.29
	11673216	10/19 WP Lab Supplies		501-503-70202	501.29



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61298	10/17/2019 86197965	1941 9/19 BLDG Repair Smoke Detector/Sprinkler in Jail	Johnson Controls Fire Protection	101-432-84030	1,438.00 1,438.00
61299	10/17/2019 0001194	02232 10/19 FD Meal Reimbursement - J. Sanders	Josh Sanders	101-416-75010	74.22 74.22
61300	10/17/2019	1583	Leaf		855.46
	9907356	10/19 CC Copier Lease		101-401-84010	23.85
	9907356	10/19 CD Copier Lease		101-404-84010	23.85
	9907356	10/19 CM Copier Lease		101-405-84010	23.85
	9907356	10/19 FIN Copier Lease		101-406-84010	5.23
	9907356	10/19 HR Copier Lease		101-408-84010	93.16
	9907356	10/19 HR Copier Lease		101-408-84010	23.85
	9907356	10/19 PD Copier Lease		101-413-84010	244.84
	9907356	10/19 FD Copier Lease		101-416-84010	113.83
	9907356	10/19 HR Copier Lease		107-422-84010	1.65
	9907356	10/19 FIN Copier Lease		501-406-84010	69.78
	9907356	10/19 ADMN Copier Lease		501-503-84010	23.84
	9907356	10/19 HR Copier Lease		501-503-84010	8.79
	9907356	10/19 HR Copier Lease		501-508-84010	6.49
	9907356	10/19 FIN Copier Lease		502-406-84010	61.05
	9907356	10/19 ADMN Copier Lease		502-510-84010	23.84
	9907356	10/19 HR Copier Lease		502-510-84010	6.55
	9907356	10/19 FIN Copier Lease		503-406-84010	34.89
	9907356	10/19 ADMN Copier Lease		503-520-84010	23.84
	9907356	10/19 HR Copier Lease		503-520-84010	3.72
	9907356	10/19 HR Copier Lease		503-521-84010	2.47
	9907356	10/19 FIN Copier Lease		504-406-84010	3.49
	9907356	10/19 HR Copier Lease		504-535-84010	2.41
	9907356	10/19 HR Copier Lease		506-540-84010	4.34
	9907356	10/19 TR Copier Lease		506-540-84010	23.84
	9907356	10/19 HR Copier Lease		820-610-84010	2.01
61302	10/17/2019	1585	Lee Central California Newspapers		1,046.32
	090119	9/19 PW Phelps Ave Improvements		127-422-98901	304.31
	092919	9/19 PW Forest/Truman/Baker Reconstruction		140-422-98950	742.01
61303	10/17/2019	1593	Life Assist, Inc.		3,858.42
	949096	10/19 FD Medical Supplies		101-416-75000	3,431.16
	949185	10/19 FD Medical Supplies		101-416-75000	427.26
61304	10/17/2019	02114	Michee Baggett		61.10
	0001196	10/19 FD Meal Reimbursement - M. Baggett		101-416-75010	61.10
61305	10/17/2019	1661	Mountain Valley Pest Control		209.00
	100975	7/19 AC Monthly Pest Control Services		101-413-84030	28.00
	100975	7/19 AC Monthly Pest Control Services		101-432-84030	28.00
	102149	9/19 WP Pest Control		501-503-84030	45.00
	102150	9/19 WWP Pest Control		503-520-84030	30.00
	102154	9/19 BLDG Monthly Pest Control Services		101-432-84030	28.00
	102155	9/19 AP Monthly Pest Control Services		101-435-84030	50.00
61306	10/17/2019	1686	Northern Safety Co., Inc		983.62
	903642916	9/19 WP Bathroom Supplies		501-503-70140	312.22
	903644830	9/19 WP Paper Towels/Dispensers		501-503-70140	603.68
	903652706	10/19 WP Gloves		501-503-70140	67.72
61307	10/17/2019	1695	Office Depot		736.74
	352254179001	7/19 ADMIN Toner Cartridge		101-401-70010	89.15
	352254179001	7/19 ADMIN Toner Cartridge		101-405-70010	89.15
	383486961001	9/19 WP Office Supplies		501-503-70010	558.44

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	0420190806020019	8/19 ADMIN Breakroom Supplies		504-535-70010	0.03
	0420190806020019	8/19 ADMIN Breakroom Supplies		506-540-70010	0.03
	0420190822074334	8/19 ADMIN Breakroom Supplies		101-401-70010	5.10
	0420190822074334	8/19 ADMIN Breakroom Supplies		101-404-70010	5.10
	0420190822074334	8/19 ADMIN Breakroom Supplies		101-405-70010	5.10
	0420190822074334	8/19 ADMIN Breakroom Supplies		101-406-70010	5.10
	0420190822074334	8/19 ADMIN Breakroom Supplies		101-408-70010	3.69
	0420190822074334	8/19 ADMIN Breakroom Supplies		107-422-70010	1.08
	0420190822074334	8/19 ADMIN Breakroom Supplies		501-406-70010	0.10
	0420190822074334	8/19 ADMIN Breakroom Supplies		501-503-70010	1.32
	0420190822074334	8/19 ADMIN Breakroom Supplies		501-508-70010	1.23
	0420190822074334	8/19 ADMIN Breakroom Supplies		502-406-70010	0.09
	0420190822074334	8/19 ADMIN Breakroom Supplies		502-510-70010	1.23
	0420190822074334	8/19 ADMIN Breakroom Supplies		503-406-70010	0.10
	0420190822074334	8/19 ADMIN Breakroom Supplies		503-520-70010	1.12
	0420190822074334	8/19 ADMIN Breakroom Supplies		503-521-70010	0.05
	0420190822074334	8/19 ADMIN Breakroom Supplies		504-535-70010	0.02
	0420190822074334	8/19 ADMIN Breakroom Supplies		506-540-70010	0.17
	0420190831100407	8/19 PD Drinks for Inmate Meals		101-413-70380	10.43
	04201909101113217	9/19 PD Lunch Employee Appeal Committee		101-413-86010	81.17
	04201909111110614	9/19 ADMIN Breakroom Supplies		101-401-70010	3.82
	04201909111110614	9/19 ADMIN Breakroom Supplies		101-404-70010	3.82
	04201909111110614	9/19 ADMIN Breakroom Supplies		101-405-70010	3.81
	04201909111110614	9/19 ADMIN Breakroom Supplies		101-406-70010	3.81
	04201909111110614	9/19 ADMIN Breakroom Supplies		101-408-70010	2.76
	04201909111110614	9/19 ADMIN Breakroom Supplies		107-422-70010	0.82
	04201909111110614	9/19 ADMIN Breakroom Supplies		501-406-70010	0.08
	04201909111110614	9/19 ADMIN Breakroom Supplies		501-503-70010	0.98
	04201909111110614	9/19 ADMIN Breakroom Supplies		501-508-70010	0.92
	04201909111110614	9/19 ADMIN Breakroom Supplies		502-406-70010	0.06
	04201909111110614	9/19 ADMIN Breakroom Supplies		502-510-70010	0.92
	04201909111110614	9/19 ADMIN Breakroom Supplies		503-406-70010	0.02
	04201909111110614	9/19 ADMIN Breakroom Supplies		503-520-70010	0.84
	04201909111110614	9/19 ADMIN Breakroom Supplies		503-521-70010	0.04
	04201909111110614	9/19 ADMIN Breakroom Supplies		504-535-70010	0.05
	04201909111110614	9/19 ADMIN Breakroom Supplies		506-540-70010	0.15
	0420190919125858	9/19 PW Meeting		503-521-86010	23.66
	0420190923063601	9/19 PD Inmate Meals		101-413-70380	6.71
	042190829074258	8/19 ADMIN Breakroom Supplies		101-401-70010	2.91
	042190829074258	8/19 ADMIN Breakroom Supplies		101-404-70010	2.92
	042190829074258	8/19 ADMIN Breakroom Supplies		101-405-70010	2.91
	042190829074258	8/19 ADMIN Breakroom Supplies		101-406-70010	2.92
	042190829074258	8/19 ADMIN Breakroom Supplies		101-408-70010	2.12
	042190829074258	8/19 ADMIN Breakroom Supplies		107-422-70010	0.62
	042190829074258	8/19 ADMIN Breakroom Supplies		501-406-70010	0.08
	042190829074258	8/19 ADMIN Breakroom Supplies		501-503-70010	0.76
	042190829074258	8/19 ADMIN Breakroom Supplies		501-508-70010	0.70
	042190829074258	8/19 ADMIN Breakroom Supplies		502-406-70010	0.06
	042190829074258	8/19 ADMIN Breakroom Supplies		502-510-70010	0.70
	042190829074258	8/19 ADMIN Breakroom Supplies		503-406-70010	0.01
	042190829074258	8/19 ADMIN Breakroom Supplies		503-520-70010	0.65
	042190829074258	8/19 ADMIN Breakroom Supplies		503-521-70010	0.03
	042190829074258	8/19 ADMIN Breakroom Supplies		504-535-70010	0.02
	042190829074258	8/19 ADMIN Breakroom Supplies		506-540-70010	0.10
61322	10/17/2019	1817	Sean Brewer		121.24
	20268	10/19 CD Reimburse for Lyft Hotel to Dinner		101-405-86010	15.03
	20268	10/19 CD Reimburse for Lyft Dinner to Hotel		101-405-86010	12.49
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner to Airport		101-406-86010	0.70
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		101-406-86010	0.69

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	20268	10/19 CD Reimburse for Lyft Training to Dinner		101-406-86010	1.07
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		101-406-86010	0.85
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		107-422-86010	1.14
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		107-422-86010	1.42
	20268	10/19 CD Reimburse for Lyft Training to Dinner		107-422-86010	1.78
	20268	10/19 CD Reimburse for Lyft Dinner to Hotel		107-422-86010	2.08
	20268	10/19 CD Reimburse for Lyft Hotel to Dinner		107-422-86010	2.51
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		107-422-86010	1.17
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		501-406-86010	1.65
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		501-406-86010	1.69
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		501-406-86010	2.04
	20268	10/19 CD Reimburse for Lyft Training to Dinner		501-406-86010	2.56
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		501-503-86010	1.43
	20268	10/19 CD Reimburse for Lyft Dinner to Hotel		501-503-86010	2.09
	20268	10/19 CD Reimburse for Lyft Hotel to Dinner		501-503-86010	2.51
	20268	10/19 CD Reimburse for Lyft Training to Dinner		501-503-86010	1.77
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		501-503-86010	1.15
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		501-503-86010	1.18
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		501-508-86010	1.17
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		501-508-86010	1.14
	20268	10/19 CD Reimburse for Lyft Dinner to Hotel		501-508-86010	2.08
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		501-508-86010	1.42
	20268	10/19 CD Reimburse for Lyft Hotel to Dinner		501-508-86010	2.51
	20268	10/19 CD Reimburse for Lyft Training to Dinner		501-508-86010	1.78
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		502-406-86010	1.37
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		502-406-86010	1.70
	20268	10/19 CD Reimburse for Lyft Training to Dinner		502-406-86010	2.14
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		502-406-86010	1.41
	20268	10/19 CD Reimburse for Lyft Hotel to Dinner		502-510-86010	2.50
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		502-510-86010	1.14
	20268	10/19 CD Reimburse for Lyft Training to Dinner		502-510-86010	1.78
	20268	10/19 CD Reimburse for Lyft Dinner to Hotel		502-510-86010	2.08
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		502-510-86010	1.42
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		502-510-86010	1.17
	20268	10/19 CD Reimburse for Lyft Training to Dinner		503-406-86010	1.60
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		503-406-86010	1.03
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		503-406-86010	1.05
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		503-406-86010	1.28
	20268	10/19 CD Reimburse for Lyft Training to Dinner		503-520-86010	1.78
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		503-520-86010	1.18
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		503-520-86010	1.14
	20268	10/19 CD Reimburse for Lyft Hotel to Dinner		503-520-86010	2.51
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		503-520-86010	1.42
	20268	10/19 CD Reimburse for Lyft Dinner to Hotel		503-520-86010	2.08
	20268	10/19 CD Reimburse for Lyft Dinner to Hotel		503-521-86010	2.08
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		503-521-86010	1.17
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		503-521-86010	1.42
	20268	10/19 CD Reimburse for Lyft Training to Dinner		503-521-86010	1.78
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		503-521-86010	1.14
	20268	10/19 CD Reimburse for Lyft Hotel to Dinner		503-521-86010	2.50
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		504-406-86010	0.07
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		504-406-86010	0.07
	20268	10/19 CD Reimburse for Lyft Training to Dinner		504-406-86010	0.11
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		504-406-86010	0.09
	20268	10/19 CD Reimburse for Lyft Training to Dinner		506-540-86010	1.07
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		506-540-86010	0.85
	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		506-540-86010	0.70
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		506-540-86010	0.69
	20268	10/19 CD Reimburse for Lyft Hotel to Airport		820-610-86010	1.37

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	20268	10/19 CD Reimburse for Lyft Lunch/Dinner toAirport		820-610-86010	1.41
	20268	10/19 CD Reimburse for Lyft Airport to Hotel		820-610-86010	1.70
	20268	10/19 CD Reimburse for Lyft Training to Dinner		820-610-86010	2.14
61327	10/17/2019	1828	Shaw's Air Conditioning & Heating		110.00
	0000023263	9/19 WP AC Service Maintenance		501-503-88100	110.00
61328	10/17/2019	1858	Sparkletts		187.48
	9412248 100119	9/19 WP Drinking Water		501-503-72010	97.80
	9689215 091919	9/19 BLDG Water Delivery		101-432-72010	89.68
61329	10/17/2019	1935	Tri-City Engineering		53,110.90
	2580-19F	9/19 PW Forest/Truman Baker Reconstruction Sept		305-422-98950	3,600.00
	2606-12	8/19 PW Phelps Avenue Improvements		127-422-98901	2,775.00
	2745-10a	10/19 WP TTHM Reduction Perm Facilities (May-Jun		501-503-88100	280.00
	2745-10b	9/19 WP TTHM Reduction Permanent Facilities		501-503-88100	5,444.05
	2759-11	9/19 PW ATP Cycle 3 (Sept)		127-422-98970	9,196.00
	2770-17	8/19 FD Prevailing Wage Project		101-416-88100	115.00
	2770-17	8/19 PW Encroachment Permit/Land Developing Pro		107-422-88100	1,115.00
	2770-18	9/19 CD Environmental Assessment QuestionnaireSep		101-404-86500	1,277.50
	2772-11	9/19 PW Sunset Street Improvements - SB1		111-422-98910	24,696.25
	2829-01	9/19 WP Booster Pumps- Surge Vessel Replacement		501-503-88100	560.00
	2830-01	9/19 PW Striping Pan for Polk to Pacific		107-422-88100	560.00
	2831-01	9/19 CD Affordable Housing Project Meeting		101-404-86500	560.00
	2833-01	9/19 PW Sidewalk Vacation		107-422-88100	1,080.00
	2836-01	9/19 PW Phelps Avenue Improvements (Sept)		127-422-98901	1,852.10
61332	10/17/2019	1973	Verizon Wireless Services, LLC		1,354.79
	9838722355	9/19 FD Mobile Services		101-416-72030	228.06
	9839173051	10/19 AP 381-1120 Acct 516264995-00001		101-435-72030	39.15
	9839173051	10/19 PW 381-1988 40% Acct 516264995-00001		501-406-72030	12.42
	9839173051	10/19 WP Primary 383-4514 Acct 516264995-00001		501-503-72030	54.53
	9839173051	10/19 WP iPad-1 978-2846 Acct 516264995-00001		501-503-72030	45.02
	9839173051	10/19 WP Router-1 383-4004 Acct 516264995-0000		501-503-72030	58.52
	9839173051	10/19 WP iPad-2 383-4121 Acct 516264995-00001		501-503-72030	45.02
	9839173051	10/19 PW Director 20% 341-4461 Acct516264995-0		501-503-72030	7.11
	9839173051	10/19 WP Router-2 383-4119 Acct 516264995-0000		501-503-72030	84.87
	9839173051	10/19 WP On-call 341-9613 Acct 516264995-00001		501-503-72030	54.53
	9839173051	10/19 PW Director 20% 341-4461Acct 516264995-0		501-508-72030	7.11
	9839173051	10/19 PW UB Tablet 5 34% 401-9321(516264995-00		501-508-72030	19.89
	9839173051	10/19 PW UB Tablet 4 34% 401-9315(516264995-00		501-508-72030	19.89
	9839173051	10/19 PW UB Tablet 3 34% 401-9312(516264995-00		501-508-72030	19.89
	9839173051	10/19 PW Stand by 34% 383-4014Acct 516264995-0		501-508-72030	10.55
	9839173051	10/19 PW UB Tablet 2 34% 401-9271(516264995-00		501-508-72030	19.89
	9839173051	10/19 PW Superv 34% 974-1257 Acct 516264995-00		501-508-72030	18.54
	9839173051	10/19 PW UB Tablet 6 34% 401-9323(516264995-00		501-508-72030	19.96
	9839173051	10/19 PW Tablet 34% 240-3695 Acct 516264995-000		501-508-72030	12.92
	9839173051	10/19 PW UB Tablet 1 34% 401-9110(516264995-00		501-508-72030	19.90
	9839173051	10/19 PW 381-1988 35% Acct 516264995-00001		502-406-72030	10.86
	9839173051	10/19 PW Superv 33% 974-1257 Acct 516264995-00		502-510-72030	17.99
	9839173051	10/19 PW Stand by 33% 383-4014Acct 516264995-0		502-510-72030	10.24
	9839173051	10/19 PW UB Tablet 4 33% 401-9315(516264995-00		502-510-72030	19.31
	9839173051	10/19 PW UB Tablet 5 33% 401-9321(516264995-00		502-510-72030	19.31
	9839173051	10/19 Field Supervisor 50% Acct 516264995-00001		502-510-72030	15.31
	9839173051	10/19 PW UB Tablet 6 33% 401-9323(516264995-00		502-510-72030	19.32
	9839173051	10/19 PW Tablet 33% 240-3695 Acct 516264995-000		502-510-72030	12.54
	9839173051	10/19 PW Director 20% 341-4461Acct 516264995-0		502-510-72030	7.11
	9839173051	10/19 PW UB Tablet 1 33% 401-9110(516264995-00		502-510-72030	19.31
	9839173051	10/19 PW UB Tablet 2 33% 401-9271(516264995-00		502-510-72030	19.31
	9839173051	10/19 PW UB Tablet 3 33% 401-9312(516264995-00		502-510-72030	19.31
	9839173051	10/19 PW 381-1988 23% Acct 516264995-00001		503-406-72030	7.14

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	9839173051	10/19 WWP 341-3958 Acct 516264995-00001		503-520-72030	12.16
	9839173051	10/19 PW Director 20% 341-4461Acct 516264995-0		503-520-72030	7.11
	9839173051	10/19 WWP Wifi 383-4044 Acct 516264995-00001		503-520-72030	42.92
	9839173051	10/19 PW UB Tablet 6 33% 401-9323(516264995-00		503-521-72030	19.32
	9839173051	10/19 PW UB Tablet 5 33% 401-9321(516264995-00		503-521-72030	19.31
	9839173051	10/19 PW UB Tablet 4 33% 401-9315(516264995-00		503-521-72030	19.31
	9839173051	10/19 PW Stand by 33% 383-4014Acct 516264995-0		503-521-72030	10.24
	9839173051	10/19 PW UB Tablet 3 33% 401-9312(516264995-00		503-521-72030	19.31
	9839173051	10/19 PW UB Tablet 1 33% 401-9110(516264995-00		503-521-72030	19.31
	9839173051	10/19 PW Director 20% 341-4461Acct 516264995-0		503-521-72030	7.11
	9839173051	10/19 PW Superv 33% 974-1257 Acct 516264995-00		503-521-72030	17.99
	9839173051	10/19 Field Supervisor 50% Acct 516264995-00001		503-521-72030	15.31
	9839173051	10/19 PW Tablet 33% 240-3695 Acct 516264995-000		503-521-72030	12.54
	9839173051	10/19 PW UB Tablet 2 33% 401-9271(516264995-00		503-521-72030	19.31
	9839173051	10/19 PW 381-1988 2% Acct 516264995-00001		504-406-72030	0.62
	9839173051	10/19 Transit M.Garcia 246-6243Acct516264995-00		506-540-72030	39.79
	9839173051	10/19 Transit 246-1403 Acct 516264995-00001		506-540-72030	39.15
	9839173051	10/19 Transit 246-0331 Acct 516264995-00001		506-540-72030	39.15
61336	10/17/2019	1993	West Hills Oil, Inc.		5,337.81
	64369	8/19 TR Fuel for August 2019		506-540-70160	715.10
	64681	9/19 FD Fuel for Sept 2019		101-416-70160	3,793.09
	64683	9/19 TR Fuel for September 2019		506-540-70160	829.62
61337	10/17/2019	1997	Westside Supply		309.67
	10512	9/19 PW Installation of Sandalwood Park Equipment		146-422-98222	39.75
	10512	9/19 PW Installation of Sandalwood Park Equipment		501-508-70140	122.55
	10564	9/19 PW Water Leak Parts/Supplies		501-508-70140	49.37
	P190930	9/19 PW Cylinder Rental		501-508-70140	35.00
	S190930	9/19 SVC Cylinder Rental		101-431-70150	21.00
	W190831	8/19 WP Cylinder Rental for Aug		501-503-82030	28.00
	WW190831	8/19 WWP Cylinder Rental for Aug		503-520-82030	14.00
61338	10/17/2019	2001	Willdan Financial Services		5,472.26
	010-42370	9/19 RDA Arbitrage Rebate Services 2009 Series C		820-610-96511	1,750.00
	010-42371	9/19 RDA Arbitrage Rebate Services 2009 Series A		820-610-96511	1,750.00
	010-42474	10/19-12/19 AD1 Admin		130-603-88101	222.26
	010-42487	9/19 RDA Arbitrage Rebate Services 2009 Series B		820-610-96511	1,750.00
61339	10/17/2019	2002	Wittman Enterprises, LLC		4,849.19
	1908019	8/19 FD Ambulance Billing Fees		101-416-75040	4,849.19
61340	10/17/2019	2007	Zee Medical Service Co.		93.50
	66619025	10/19 WP First Aid Kit		501-503-84072	93.50
61342	10/22/2019	1176	CB&T COLUMBUS BANK & TRUST		124.95
	0001221	Unreimbursed Medical		950-000-34500	124.95
61343	10/22/2019	1205	City Employee Contrib. Assoc.		65.00
	0001209	CECA Dues		950-000-33000	65.00
61344	10/22/2019	1223	COALINGA FIREFIGHTERS		650.00
	0001210	Fire Union Dues		950-000-33300	650.00
61345	10/22/2019	1228	COALINGA PEACE OFFICER'S ASSOCIATION		745.92
	0001212	Mastagni Law Firm		950-000-33200	245.00
	0001214	CPOA Dues		950-000-33200	245.00
	0001215	PORAC Dues		950-000-33200	255.92
61346	10/22/2019	1487	ICMA 457 RETIREMENT TRUST		7,146.82
	0001197	457 ICMA \$\$ Gen		950-000-32100	459.99
	0001198	457 ICMA % General		950-000-32100	5,664.23

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	0001199	457 ICMA EE\$ / ER%		950-000-32100	1,022.60
61347	10/22/2019 0001211	1586 Pre-Paid Legal Shield	LEGAL SHIELD	950-000-34060	120.11 120.11
61348	10/22/2019 0001213	02043 New York Life	New York Life Insurance	950-000-32400	801.96 801.96
61349	10/22/2019 0001200 0001201 0001202	1677 457 Newport \$\$ 457 Newport % 457 Newport EE\$ / ER%	Newport Trust Company	950-000-32100 950-000-32100 950-000-32100	4,247.14 330.00 2,397.72 1,519.42
61350	10/22/2019 0001216 0001217	1820 SEIU COPE SEIU Dues	SEIU Local 521 - Dues W/H	950-000-33000 950-000-33000	510.39 20.00 490.39
61352	10/22/2019	1944	U.S. Bank Corporate Payment Center		14,628.33
	USBCDOCT19	10/19 CD Lodging for D2 Water Distrib - R.Cabral		502-510-86010	287.00
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		101-405-86010	39.51
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		101-406-86010	1.32
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-406-86010	3.16
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-503-86010	10.21
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-503-86010	2.78
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-503-86010	2.60
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-503-86010	2.59
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-503-86010	1.99
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-503-86010	2.64
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-508-86010	2.58
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-508-86010	2.64
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-508-86010	2.78
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-508-86010	10.21
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-508-86010	2.60
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		501-508-86010	1.98
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		502-406-86010	2.63
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		502-510-86010	2.58
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		502-510-86010	2.60
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		502-510-86010	10.20
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		502-510-86010	2.78
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		502-510-86010	1.98
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		502-510-86010	2.64
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-406-86010	1.98
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-520-86010	2.78
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-520-86010	1.98
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-520-86010	2.60
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-520-86010	2.64
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-520-86010	10.21
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-520-86010	2.58
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-521-86010	2.63
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-521-86010	2.60
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-521-86010	2.58
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-521-86010	1.98
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-521-86010	10.20
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		503-521-86010	2.77
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		504-406-86010	0.13
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		506-540-86010	1.32
	USBCDOCT19-01	10/19 CD Meals for Emergency Preparedness Trainin		820-610-86010	2.63
	USBCDOCT19-2	10/19 CD Lodging for Emergency Preparedness TR		501-503-86010	113.11
	USBCDOCT19-2	10/19 CD Lodging for Emergency Preparedness TR		501-508-86010	113.10
	USBCDOCT19-2	10/19 CD Lodging for Emergency Preparedness TR		502-510-86010	113.10
	USBCDOCT19-2	10/19 CD Lodging for Emergency Preparedness TR		503-520-86010	113.11

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	USBCDOCT19-2	10/19 CD Lodging for Emergency Preparedness TR		503-521-86010	113.10
	USBCMSEPT19	9/19 CM Ambassador Monthly Lunch		101-405-86010	73.68
	USBCMSEPT19-01	9/19 CM League Of California Registration R.Ramsey		101-401-86010	600.00
	USBCMSEPT19-02	9/19 CM Employee Wellness Program Expense		101-408-88230	300.08
	USBCMSEPT19-02	9/19 CM Employee Wellness Program Expense		101-408-88230	19.60
	USBCMSEPT19-03	9/19 CM League of California Reg- R. Singleton		101-401-86010	600.00
	USBCMSEPT19-04	9/19 CM Employee Wellness Program Expense		101-408-88230	905.67
	USBCMSEPT19-04	9/19 CM Employee Wellness Program Expense		101-408-88230	35.97
	USBCMSEPT19-05	9/19 CM ICSC Conference Los Angeles- Meals T.Stolz		101-401-86010	10.04
	USBCMSEPT19-05	9/19 CM ICSC Conference Los Angeles- Meals M.Trej		101-405-86010	10.05
	USBCMSEPT19-06	9/19 CM ICSC Conference Los Angeles Meal- T.Stolz		101-401-86010	10.50
	USBCMSEPT19-06	9/19 CM ICSC Conference Los Angeles Meal- M.Trejo		101-405-86010	11.21
	USBCMSEPT19-07	9/19 CM ICSC Conference Los Angeles Meal- T.Stolz		101-401-86010	22.71
	USBCMSEPT19-07	9/19 CM ICSC Conference Los Angeles Meal- M.Trejo		101-405-86010	19.43
	USBCMSEPT19-08	9/19 CM ICSC Conference Los Angeles Meal- T. Stolz		101-401-86010	3.56
	USBCMSEPT19-08	9/19 CM ICSC Conference Los Angeles Meal- M.Trejo		101-405-86010	3.55
	USBCMSEPT19-09	9/19 CM ICSC Conference Los Angeles Meal- T.Stolz		101-401-86010	20.51
	USBCMSEPT19-09	9/19 CM ICSC Conference Los Angeles Meal- M.Trejo		101-405-86010	22.45
	USBCMSEPT19-10	9/19 CM ICSC Conference LA Hotel- T. Stolz		101-401-86010	327.67
	USBCMSEPT19-10	9/19 CM ICSC Conference LA Hotel- M.Trejo		101-405-86010	327.67
	USBCMSEPT19-11	9/19 CM ICSC Conference LA Meal - T. Stolz		101-401-86010	12.01
	USBCMSEPT19-11	9/19 CM ICSC Conference LA Meal- M.Trejo		101-405-86010	15.28
	USBCMSEPT19-12	9/19 CM ICSC Conference LA Meal- T. Stolz		101-401-86010	9.61
	USBCMSEPT19-12	9/19 CM ICSC Conference LA Meal- M.Trejo		101-405-86010	10.71
	USBCMSEPT19-13	9/19 CM ICSC Conference LA Parking- T. Stolz		101-401-86010	38.00
	USBCMSEPT19-13	9/19 CM ICSC Conference LA Parking- M.Trejo		101-405-86010	38.00
	USBCMSEPT19-14	9/19 CM Meeting with Dan McKay		101-405-86010	8.10
	USBCMSEPT19-15	9/19 CM Advertising Expenses		101-408-89010	385.72
	USBCMSEPT19-16	9/19 CM HR Meeting with Insurance Broker		101-408-86010	11.70
	USBCMSEPT19-17	9/19 CM Advertising Expense		101-408-89010	24.00
	USBCMSEPT19-18	9/19 CM LCW Annual Conference 2020		101-408-86010	595.00
	USBCMSEPT19-19	9/19 CM Disaster Preparedness Meals - M. Trejo		101-405-86010	15.94
	USBCMSEPT19-19	9/19 CM Disaster Preparedness Meals - M. Garcia		101-405-86010	14.87
	USBCMSEPT19-19	9/19 CM Disaster Preparedness Meals - S. Jensen		101-405-86010	13.80
	USBCMSEPT19-20	9/19 CM Disaster Preparedness Meals - M. Trejo		101-405-86010	13.27
	USBCMSEPT19-20	9/19 CM Disaster Preparedness Meals - S. Jensen		101-405-86010	10.58
	USBCMSEPT19-20	9/19 CM Disaster Preparedness Meals - M. Garcia		101-405-86010	10.58
	USBCMSEPT19-21	9/19 CM Disaster Preparedness Meals - S. Jensen		101-405-86010	10.93
	USBCMSEPT19-21	9/19 CM Disaster Preparedness Meals - M. Trejo		101-405-86010	13.70
	USBCMSEPT19-21	9/19 CM Disaster Preparedness Meals - M. Garcia		101-405-86010	13.80
	USBCMSEPT19-21	9/19 CM Disaster Preparedness Meals - K. Krider		101-416-86010	16.32
	USBCMSEPT19-21	9/19 CM Disaster Preparedness Meals - R. Veliz		101-416-86010	16.32
	USBCMSEPT19-22	10/19 CM Disaster Preparedness Meals - M. Trejo		101-405-86010	7.09
	USBCMSEPT19-23	9/19 CM Disaster Preparedness Meals - M. Garcia		101-405-86010	8.02
	USBCMSEPT19-23	9/19 CM Disaster Preparedness Meals - S. Jensen		101-405-86010	9.27
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - M. Trejo		101-405-86010	24.16
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - S. Jensen		101-405-86010	20.98
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - J. Bains		101-406-86010	1.18
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - S. Brewer		107-422-86010	8.79
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - J. Bains		501-406-86010	2.84
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - S. Brewer		501-503-86010	8.78
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - S. Brewer		501-508-86010	8.80
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - J. Bains		502-406-86010	2.37
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - S. Brewer		502-510-86010	8.80
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - J. Bains		503-406-86010	1.78
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - S. Brewer		503-520-86010	8.79
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - S. Brewer		503-521-86010	8.80
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - J. Bains		504-406-86010	0.12
	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - J. Bains		506-540-86010	1.18



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	USBCMSEPT19-24	9/19 CM Disaster Preparedness Meals - J. Bains		820-610-86010	2.37
	USBCMSEPT19-25	9/19 CM Disaster Preparedness Meals - M. Trejo		101-405-86010	3.23
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		101-405-86010	7.60
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		101-413-86010	7.60
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		101-416-86010	15.20
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		107-422-86010	1.26
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		501-503-86010	1.27
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		501-508-86010	1.27
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		502-510-86010	1.27
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		503-520-86010	1.26
	USBCMSEPT19-26	9/19 CM Disaster Preparedness Training		503-521-86010	1.27
	USBCMSEPT19-27	9/19 CM Disaster Preparedness Meal - S. Jensen		101-405-86010	10.12
	USBCMSEPT19-27	9/19 CM Disaster Preparedness Meal - M. Garcia		101-405-86010	11.73
	USBCMSEPT19-27	9/19 CM Disaster Preparedness Meal - M. Trejo		101-405-86010	14.29
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - M. Trejo		101-405-86010	16.20
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - S. Jensen		101-405-86010	15.30
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - M. Garcia		101-405-86010	15.29
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - J. Bains		101-406-86010	0.94
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - R. Veliz		101-416-86010	7.83
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - S. Brewer		107-422-86010	2.01
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - J. Bains		501-406-86010	2.25
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - S. Brewer		501-503-86010	2.01
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - S. Brewer		501-508-86010	2.01
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - J. Bains		502-406-86010	1.87
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - S. Brewer		502-510-86010	2.01
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - J. Bains		503-406-86010	1.41
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - S. Brewer		503-520-86010	2.02
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - S. Brewer		503-521-86010	2.01
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - M. Trejo		504-406-86010	0.09
	USBCMSEPT19-28	9/19 CM Disaster Preparedness Meal - J. Bains		506-540-86010	0.94
	USBCMSEPT19-28	10/19 CM Disaster Preparedness Meal - J. Bains		820-610-86010	1.87
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Jensen		101-405-86010	29.20
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - M. Garcia		101-405-86010	35.55
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - M. Trejo		101-405-86010	22.20
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - J. Bains		101-406-86010	3.44
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Young		101-413-86010	32.10
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - D. Blevins		101-413-86010	22.20
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - D. Gabriel		101-416-86010	28.05
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - R. Veliz		101-416-86010	32.45
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Brewer		107-422-86010	4.87
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - J. Bains		501-406-86010	8.24
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Brewer		501-503-86010	4.86
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Brewer		501-508-86010	4.87
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - J. Bains		502-406-86010	6.87
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Brewer		502-510-86010	4.87
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - J. Bains		503-406-86010	5.15
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Brewer		503-520-86010	4.87
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - S. Brewer		503-521-86010	4.87
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - J. Bains		504-406-86010	0.34
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - J. Bains		506-540-86010	3.44
	USBCMSEPT19-29	10/19 CM Disaster Preparedness Meal - J. Bains		820-610-86010	6.87
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - M. Trejo		101-405-86010	23.20
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - S. Jensen		101-405-86010	25.12
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - J. Bains		101-406-86010	1.67
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - R. Veliz		101-416-86010	30.61
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - D. Gabriel		101-416-86010	22.46
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - K. Krider		101-416-86010	21.71
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - S. Brewer		107-422-86010	4.07
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - J. Bains		501-406-86010	4.02

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	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - S. Brewer		501-503-86010	4.08
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - S. Brewer		501-508-86010	4.07
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - J. Bains		502-406-86010	3.35
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - S. Brewer		502-510-86010	4.07
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - J. Bains		503-406-86010	2.51
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - S. Brewer		503-520-86010	4.07
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - S. Brewer		503-521-86010	4.07
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - J. Bains		504-406-86010	0.17
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - J. Bains		506-540-86010	1.67
	USBCMSEPT19-30	10/19 CM Disaster Preparedness Meal - J. Bains		820-610-86010	3.35
	USBCMSEPT19-31	10/19 CM Disaster Preparedness Meal - M. Garcia		101-405-86010	7.39
	USBCMSEPT19-31	10/19 CM Disaster Preparedness Meal - S. Jensen		101-405-86010	7.39
	USBCMSEPT19-31	10/19 CM Disaster Preparedness Meal - M. Trejo		101-405-86010	9.59
	USBCMSEPT19-31	10/19 CM Disaster Preparedness Meal - R. Veliz		101-416-86010	8.87
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - M. Trejo		101-405-86010	75.44
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - M. Trejo		101-405-86010	70.44
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - M. Trejo		101-405-86010	70.44
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - M. Trejo		101-405-86010	72.94
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		101-406-86010	7.54
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		101-406-86010	7.29
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		101-406-86010	7.04
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		101-406-86010	7.04
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		501-406-86010	16.91
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		501-406-86010	18.11
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		501-406-86010	16.91
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		501-406-86010	17.51
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		502-406-86010	14.09
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		502-406-86010	14.59
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		502-406-86010	15.09
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		502-406-86010	14.09
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		503-406-86010	10.57
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		503-406-86010	10.94
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		503-406-86010	11.32
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		503-406-86010	10.57
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		504-406-86010	0.70
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		504-406-86010	0.73
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		504-406-86010	0.75
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		504-406-86010	0.70
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		506-540-86010	7.54
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		506-540-86010	7.29
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		506-540-86010	7.04
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		506-540-86010	7.04
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		820-610-86010	14.09
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		820-610-86010	14.09
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		820-610-86010	15.09
	USBCMSEPT19-32	10/19 CM Disaster Preparedness Hotel - J. Bains		820-610-86010	14.59
	USBCMSEPT19-33	9/19 CM Disaster Preparedness Hotel - M. Garcia		101-405-86010	565.52
	USBCMSEPT19-34	9/19 CM Disaster Preparedness Hotel - R. Veliz		101-416-86010	563.52
	USBCMSEPT19-35	9/19 CM Disaster Preparedness Hotel - R. Veliz		101-405-86010	565.52
	USBFDOCT19	10/19 FD EMC Training - San Diego		101-416-86010	632.02
	USBFDSEPT19	9/19 FD Car Wash Brushes		101-416-70450	47.28
	USBFDSEPT19-01	9/19 FD Amazon - Make Comp Motor		101-416-84030	1,448.28
	USBFDSEPT19-01	9/19 FD Goin Postal		101-416-84030	8.86
	USBFDSEPT19-01	10/19 FD Rubios - San Diego EMC Training		101-416-84030	24.74
	USBFDSEPT19-01	9/19 FD Home Dept - Bathroom Light		101-416-84030	53.59
	USBFDSEPT19-01	10/19 FD The Sout House - San Diego EMC Training		101-416-84030	79.43
	USBFDSEPT19-01	9/19 FD Amazon - Training Room		101-416-84030	96.78
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Regist J. Bains		101-406-86010	43.00
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		101-408-86010	609.05

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	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		107-422-86010	10.75
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		501-406-86010	17.03
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Regist J. Bains		501-406-86010	103.20
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		501-503-86010	50.31
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		501-508-86010	35.26
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Regist J. Bains		502-406-86010	86.00
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		502-406-86010	14.88
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		502-510-86010	35.69
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Regist J. Bains		503-406-86010	64.50
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		503-406-86010	9.80
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		503-520-86010	17.20
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		503-521-86010	9.03
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		504-406-86010	0.86
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Regist J. Bains		504-406-86010	4.30
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		504-535-86010	8.60
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Regist J. Bains		506-540-86010	43.00
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		506-540-86010	28.38
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Redding/Aguila		820-610-86010	13.16
	USBFINSEPT19	9/19 FIN Government Tax Seminars - Regist J. Bains		820-610-86010	86.00
	USBFINSEPT19-01	9/19 FIN CSMFO - Regist Annual Conference J.Bains		101-406-86010	42.50
	USBFINSEPT19-01	9/19 FIN CSMFO - Regist Annual Conference J.Bains		501-406-86010	102.00
	USBFINSEPT19-01	9/19 FIN CSMFO - Regist Annual Conference J.Bains		502-406-86010	85.00
	USBFINSEPT19-01	9/19 FIN CSMFO - Regist Annual Conference J.Bains		503-406-86010	63.75
	USBFINSEPT19-01	9/19 FIN CSMFO - Regist Annual Conference J.Bains		504-406-86010	4.25
	USBFINSEPT19-01	9/19 FIN CSMFO - Regist Annual Conference J.Bains		506-540-86010	42.50
	USBFINSEPT19-01	9/19 FIN CSMFO - Regist Annual Conference J.Bains		820-610-86010	85.00
	USBFINSEPT19-02	9/19 FIN Lunch for Accountant Interview Panel		101-406-86010	5.87
	USBFINSEPT19-02	9/19 FIN Lunch for Accountant Interview Panel		101-406-86010	2.46
	USBFINSEPT19-02	9/19 FIN Lunch for Accountant Interview Panel		502-406-86010	4.89
	USBFINSEPT19-02	9/19 FIN Lunch for Accountant Interview Panel		503-406-86010	3.67
	USBFINSEPT19-02	9/19 FIN Lunch for Accountant Interview Panel		504-406-86010	0.24
	USBFINSEPT19-02	9/19 FIN Lunch for Accountant Interview Panel		506-540-86010	2.45
	USBFINSEPT19-02	9/19 FIN Lunch for Accountant Interview Panel		820-610-86010	4.89
	USBFINSEPT19-03	9/19 FIN CSMFO-Hotel Annual Confernce J.Bains		101-406-86010	33.22
	USBFINSEPT19-03	9/19 FIN CSMFO-Hotel Annual Confernce J.Bains		501-406-86010	79.75
	USBFINSEPT19-03	9/19 FIN CSMFO-Hotel Annual Confernce J.Bains		502-406-86010	66.46
	USBFINSEPT19-03	9/19 FIN CSMFO-Hotel Annual Confernce J.Bains		503-406-86010	49.84
	USBFINSEPT19-03	9/19 FIN CSMFO-Hotel Annual Confernce J.Bains		504-406-86010	3.32
	USBFINSEPT19-03	9/19 FIN CSMFO-Hotel Annual Confernce J.Bains		506-540-86010	33.23
	USBFINSEPT19-03	9/19 FIN CSMFO-Hotel Annual Confernce J.Bains		820-610-86010	66.46
	USBPWSEPT19	9/19 PW Microsoft Subscription Renewal		501-508-86030	33.33
	USBPWSEPT19	9/19 PW Microsoft Subscription Renewal		502-510-86030	33.33
	USBPWSEPT19	9/19 PW Microsoft Subscription Renewal		503-521-86030	33.33
	USBPWSEPT19-01	10/19 PW Parking for Supervisor TR Academy		501-503-86010	7.50
	USBPWSEPT19-01	10/19 PW Lodging for Supervisor TR Academy-A.Urib		501-503-86010	159.22
	USBPWSEPT19-01	10/19 PW Anthony & Jared TR Classes for Credits		501-503-86010	780.00
	USBPWSEPT19-01	10/19 PW Lodging for D2 Water Distribution Exam		502-510-86010	287.00
	USBPWSEPT19-01	10/19 PW Lodging for Supervisor TR Academy-A.Urib		503-520-86010	159.22
	USBPWSEPT19-01	10/19 PW Parking for Supervisor TR Academy		503-520-86010	7.50
61370	10/24/2019	1677	Newport Trust Company		7,754.23
	Gabriel 457 Correct	457 Newprt -EE\$\$/ER%-457 Newport-EE\$\$/ER%		950-000-32100	1,512.27
	Gabriel 457 Correct	457 Newport \$\$-General Both Ee & Er		950-000-32100	330.00
	Gabriel 457 Correct	457 Newport \$\$ Gen-457 Newport \$\$		950-000-32100	330.00
	Gabriel 457 Correct	457 Newport EE/ER % 457		950-000-32100	1,519.42
	Gabriel 457 Correct	457 Newport % Gen 457 Newport %		950-000-32100	1,967.34
	Gabriel 457 Correct	457 Newport% Gen-457 Newport % General		950-000-32100	2,095.20

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61371	10/28/2019	1013	ACCAPS		2,000.00
	2020-17	10/19 Membership Dues for 2020		101-401-86030	2,000.00
61372	10/28/2019	02264	Aera Energy, LLC		2,700.00
	101719	10/19 2018 Water Agreement		501-400-51020	1,350.00
	101719	10/19 2017 Water Agreement		501-400-51020	1,350.00
61373	10/28/2019	1068	Aramark		177.99
	602285438	10/19 PD Jail Blankets Cleaning Service		101-413-70380	177.99
61374	10/28/2019	02069	AT&T 2005		1,677.73
	13768274	10/19 PD 559-935-6008		101-413-72030	20.30
	13768274	10/19 PD Business Alarm 559-935-0359		101-413-72030	21.30
	13768274	10/19 PD Multi-line 559-935-8497		101-413-72030	278.33
	13768274	10/19 PD Crime Tip Line 559-935-3206		101-413-72030	21.30
	13768274	10/19 PD Chief 559-935-4210		101-413-72030	40.95
	13768274	10/19 PD Multi-line 559-935-8496		101-413-72030	278.33
	13768274	10/19 FD 559-935-1651		101-416-72030	100.07
	13768274	10/19 City Hall Main 559-935-1532		101-432-72030	245.46
	13768274	10/19 Bldg. Maint. 559-935-3050		101-432-72030	33.39
	13768274	10/19 Graffiti Hotline 559-935-3282		101-432-72030	19.64
	13768274	10/19 City Hall Modem 559-934-1306		101-432-72030	40.95
	13768274	10/19 Admin Fax 559-935-0789		101-432-72030	217.76
	13768274	10/19 AP Maint. 559-935-8594		101-435-72030	19.64
	13768274	10/19 AP Weather 559-935-5960		101-435-72030	78.58
	13768274	10/19 WP Alarm 559-935-3022		501-503-72030	60.60
	13768274	10/19 WP 559-935-1889		501-503-72030	21.30
	13768274	10/19 PW Yard 559-935-1185		502-510-72030	96.29
	13768274	10/19 Sewer Plant 559-935-2275		503-520-72030	19.64
	13768274	10/19 WWP Lift Station 559-935-5518		503-521-72030	21.30
	13768274	10/19 New Lift Station 559-935-1896		503-521-72030	21.30
	13768274	10/19 Echo Canyon Lift Station 559-935-1875		503-521-72030	21.30
61376	10/28/2019	02097	AT&T 2006		124.70
	13768302	10/19 PD Dispatch 559-935-1525		101-413-72030	62.23
	13768302	10/19 Courthouse 559-935-1560		101-432-72030	40.95
	13768302	10/19 PW 559-935-5004		107-422-72030	5.38
	13768302	10/19 PW 559-935-5004		501-508-72030	5.38
	13768302	10/19 PW 559-935-5004		502-510-72030	5.38
	13768302	10/19 PW 559-935-5004		503-521-72030	5.38
61377	10/28/2019	02080	AT&T 4050		2,293.52
	13625493	9/19 Internet Svc Acct 9391064050		101-413-72030	678.70
	13625493	9/19 Internet Svc Acct 9391064050		101-432-72030	6.32
	13625493	9/19 Internet Svc Acct 9391064050		101-432-72030	33.13
	13625493	9/19 Internet Svc Acct 9391064050		101-432-72030	70.21
	13625493	9/19 Internet Svc Acct 9391064050		101-432-72030	46.34
	13625493	9/19 Internet Svc Acct 9391064050		107-422-72030	7.02
	13625493	9/19 Internet Svc Acct 9391064050		107-422-72030	0.59
	13625493	9/19 Internet Svc Acct 9391064050		501-406-72030	84.25
	13625493	9/19 Internet Svc Acct 9391064050		501-503-72030	3.13
	13625493	9/19 Internet Svc Acct 9391064050		501-503-72030	10.53
	13625493	9/19 Internet Svc Acct 9391064050		501-508-72030	7.02
	13625493	9/19 Internet Svc Acct 9391064050		501-508-72030	2.31
	13625493	9/19 Internet Svc Acct 9391064050		502-406-72030	73.72
	13625493	9/19 Internet Svc Acct 9391064050		502-510-72030	17.55
	13625493	9/19 Internet Svc Acct 9391064050		502-510-72030	2.33
	13625493	9/19 Internet Svc Acct 9391064050		503-406-72030	42.13
	13625493	9/19 Internet Svc Acct 9391064050		503-520-72030	14.04
	13625493	9/19 Internet Svc Acct 9391064050		503-520-72030	1.32
	13625493	9/19 Internet Svc Acct 9391064050		503-521-72030	14.04

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	13625493	9/19 Internet Svc Acct 9391064050		503-521-72030	0.88
	13625493	9/19 Internet Svc Acct 9391064050		504-406-72030	4.21
	13625493	9/19 Internet Svc Acct 9391064050		504-535-72030	0.86
	13625493	9/19 Internet Svc Acct 9391064050		506-540-72030	23.87
	13625493	9/19 Internet Svc Acct 9391064050		506-540-72030	1.54
	13625493	9/19 Internet Svc Acct 9391064050		820-610-72030	0.72
	13761464	10/19 Internet Svc Acct 9391064050		101-413-72030	678.70
	13761464	10/19 Internet Svc Acct 9391064050		101-432-72030	6.32
	13761464	10/19 Internet Svc Acct 9391064050		101-432-72030	70.21
	13761464	10/19 Internet Svc Acct 9391064050		101-432-72030	46.34
	13761464	10/19 Internet Svc Acct 9391064050		101-432-72030	33.13
	13761464	10/19 Internet Svc Acct 9391064050		107-422-72030	0.59
	13761464	10/19 Internet Svc Acct 9391064050		107-422-72030	7.02
	13761464	10/19 Internet Svc Acct 9391064050		501-406-72030	84.25
	13761464	10/19 Internet Svc Acct 9391064050		501-503-72030	10.53
	13761464	10/19 Internet Svc Acct 9391064050		501-503-72030	3.13
	13761464	10/19 Internet Svc Acct 9391064050		501-508-72030	7.02
	13761464	10/19 Internet Svc Acct 9391064050		501-508-72030	2.31
	13761464	10/19 Internet Svc Acct 9391064050		502-406-72030	73.72
	13761464	10/19 Internet Svc Acct 9391064050		502-510-72030	17.55
	13761464	10/19 Internet Svc Acct 9391064050		502-510-72030	2.33
	13761464	10/19 Internet Svc Acct 9391064050		503-406-72030	42.13
	13761464	10/19 Internet Svc Acct 9391064050		503-520-72030	14.04
	13761464	10/19 Internet Svc Acct 9391064050		503-520-72030	1.32
	13761464	10/19 Internet Svc Acct 9391064050		503-521-72030	0.88
	13761464	10/19 Internet Svc Acct 9391064050		503-521-72030	14.04
	13761464	10/19 Internet Svc Acct 9391064050		504-406-72030	4.21
	13761464	10/19 Internet Svc Acct 9391064050		504-535-72030	0.86
	13761464	10/19 Internet Svc Acct 9391064050		506-540-72030	23.87
	13761464	10/19 Internet Svc Acct 9391064050		506-540-72030	1.54
	13761464	10/19 Internet Svc Acct 9391064050		820-610-72030	0.72
61381	10/28/2019	02056	AT&T 4711		301.34
	13761602	10/19 PD DOJ Line		101-413-72030	301.34
61382	10/28/2019	02057	BC Laboratories, Inc.		145.00
	B356649	10/19 WP Outside Lab Work		501-503-88081	75.00
	B356848	10/19 WP Outside Lab Work		501-503-88081	20.00
	B357104	10/19 WWP Outside Lab Work		503-520-88080	50.00
61383	10/28/2019	1106	Best Uniforms		1,022.59
	42078	9/19 PD Duty Belt Equipment for B. Mann		101-413-70101	1,022.59
61384	10/28/2019	1112	Billingsley Tire Service		40.00
	236316	8/19 PW Tire Repair for Truck #22		107-422-84060	5.00
	236316	8/19 PW Tire Repair for Truck #22		501-508-84060	5.00
	236316	8/19 PW Tire Repair for Truck #22		502-510-84060	5.00
	236316	8/19 PW Tire Repair for Truck #22		503-521-84060	5.00
	238479	9/19 PD Tires Check for Patrol C19		101-413-84060	20.00
61385	10/28/2019	1129	Brittani Avila		349.16
	10186-0	10/19 PD Mileage Reimb - B. Avila		101-413-86010	349.16
61386	10/28/2019	1133	Bureau of Reclamation		38,282.40
	101819	10/19 WP M&I Restoration 550AF		501-503-80010	11,517.00
	101819	10/19 WP December 2019 Estimate (389AF)		501-503-80010	31,936.90
	101819	9/19 Sept 2019 ADJ (Est 615AF/Act550AF)=65		501-503-80010	-5,336.50
	101819	10/19 WP M&I Trinity 550AF		501-503-80010	165.00
61387	10/28/2019	1142	California Business Machines		99.28
	236836	10/19 PW Toner for Copy Machine		501-508-84010	33.10
	236836	10/19 PW Toner for Copy Machine		502-510-84010	33.09

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	236836	10/19 PW Toner for Copy Machine		503-521-84010	33.09
61388	10/28/2019	1159	California Water Service		10,895.23
	0041633-IN	9/19 WP Water/Wastewater Consulting for Sept 201		501-503-88100	5,176.20
	0041633-IN	9/19 WP Water/Wastewater Consulting for Sept 20		501-503-98040	2,570.75
	0041633-IN	9/19 WP Water/Wastewater Consulting for Sept 201		503-520-88100	3,148.28
61389	10/28/2019	02262	CBA Lighting & Controls, Inc.		880.75
	190250	8/19 AP Lighting		101-435-84030	880.75
61390	10/28/2019	1192	Chemtrade Chemicals US LLC		4,705.24
	92754851	10/19 WP Chemical Alum Sulfate		501-503-70240	4,705.24
61391	10/28/2019	1224	Coalinga Hardware		157.22
	789093	10/19 WP Painting Supplies for Breakroom		501-503-84030	18.17
	789127	10/19 WP Painting Supplies for Breakroom		501-503-84030	32.16
	789240	10/19 WP Painting Supplies for Breakroom		501-503-84030	20.69
	789246	10/19 WP Painting Supplies for Breakroom		501-503-84030	28.09
	789292	10/19 PW Tape & Street Sealer		107-422-70130	33.29
	789334	10/19 WP Painting Supplies for Breakroom		501-503-84030	9.31
	789338	10/19 WP Painting Supplies for Breakroom		501-503-84030	15.51
61392	10/28/2019	1254	Creative Copy		493.87
	63376	8/19 PD Envelopes		101-413-70010	493.87
61393	10/28/2019	1288	Department of Justice		808.00
	406495	9/19 PD Livescans for Sept 2019		101-413-88100	642.00
	408679	9/19 HR Fingerprints - M. Soto		101-406-89070	3.20
	408679	9/19 HR Fingerprints - J. Del Cid		101-406-89070	3.20
	408679	9/19 HR Fingerprints - K. Sweazy		101-408-89070	32.00
	408679	9/19 HR Fingerprints - J. Del Cid		501-406-89070	7.68
	408679	9/19 HR Fingerprints - M. Soto		501-406-89070	11.52
	408679	9/19 HR Fingerprints - M. Soto		502-406-89070	10.08
	408679	9/19 HR Fingerprints - J. Del Cid		502-406-89070	6.40
	408679	9/19 HR Fingerprints - M. Soto		503-406-89070	6.62
	408679	9/19 HR Fingerprints - J. Del Cid		503-406-89070	4.80
	408679	9/19 HR Fingerprints - M. Soto		504-406-89070	0.58
	408679	9/19 HR Fingerprints - J. Del Cid		504-406-89070	0.32
	408679	9/19 HR Fingerprints - J. Del Cid		506-540-89070	3.20
	408679	9/19 HR Fingerprints - J. Del Cid		820-610-89070	6.40
	411861	10/19 PD Blood Alcohol Analysis		101-413-88080	70.00
61394	10/28/2019	1407	Fresno County Sheriff		335.82
	SO16879	9/19 PD RMS/JMS/CAD - Sept 2019		101-413-88100	335.82
61395	10/28/2019	02091	Frisch Engineering, Inc.		11,830.00
	8377	9/19 WP Engineering Services for Sept 2019		501-503-98441	11,830.00
61396	10/28/2019	1416	Galls LLC		53.61
	14105897-1	9/19 PD Medal of Valor Commendation Bar		101-413-70101	43.15
	14244665-1	10/19 PD Two Slide Bar		101-413-70101	10.46
61397	10/28/2019	1422	GCS Environmental Equipment Services		1,603.01
	20190	10/19 SS Brushes & Parts		504-535-84060	1,603.01
61398	10/28/2019	1424	Geil Enterprises, INC		1,715.00
	370894	10/19 BLDG Monthly Janitorial Service		101-432-84030	1,715.00
61399	10/28/2019	1445	Grainger		736.13
	9323906025	10/19 WP Sludge Pump		501-503-84020	736.13
61400	10/28/2019	02265	Gruber Technical Inc		27,414.78
	217012	8/19 PD New UPS System		101-413-98050	23,030.78

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	217571	8/19 PD Power Up at New UPS System		101-413-98050	4,384.00
61401	10/28/2019 07059632	1463 10/19 WP Chemical Ammonia	Hill Brothers Chemical Company	501-503-70210	5,400.70 5,400.70
61402	10/28/2019 651778 7250863 8699440 8758861 900432	1474 9/19 WP Small Tools & Equipment for Truck #28 10/19 WP Small Tools & Equipment for Truck #28 10/19 WP Small Tools & Equipment for Truck #28 10/19 WP Small Tools & Equipment for Truck #28 9/19 WP Small Tools & Equipment for Truck #28	Home Depot Credit Services	501-503-70060 501-503-70060 501-503-70060 501-503-70060 501-503-70060	915.17 261.05 30.91 20.46 496.57 106.18
61403	10/28/2019 7021510 7021510	1494 10/19 PW Utility Consulting for September 2019 10/19 PW Utility Consulting for September 2019	Interstate Gas Services, Inc.	501-503-88100 502-510-88100	6,934.40 2,179.38 4,755.02
61404	10/28/2019 2622 2622 2622 2622 2622	02017 9/19 FIN Shirt - O. Sanchez 9/19 FIN Shirt - O. Sanchez 9/19 FIN Shirt - O. Sanchez 9/19 FIN Shirt - O. Sanchez 9/19 FIN Shirt - O. Sanchez	JH Tackett Marketing	101-406-70010 501-406-70010 502-406-70010 503-406-70010 820-610-70010	35.37 11.14 12.73 3.54 7.32 0.64
61405	10/28/2019 4945 4990	1562 9/19 PD Re-Key Locks Cyclinder 9/19 PD Re-Key Locks & Cylinder	Kings County Mobile Locksmith Service	101-413-88100 101-413-88100	384.31 256.44 127.87
61406	10/28/2019 CA10-648989	1658 6/19 WWP Hydraulic Parts	Motion Industries	503-520-84020	136.30 136.30
61407	10/28/2019 102151 102153	1661 9/19 PD Pest Control Services 9/19 PW Pest Control for September 2019	Mountain Valley Pest Control	101-413-88100 503-521-84030	91.00 56.00 35.00
61408	10/28/2019 384280508001 384280529001 384280530001 385734736001	1695 10/19 PD OFC Suppiles for Dispatch/Patrol 10/19 PF Planner 2020 for B. Avila 10/19 PD Desk Calanders 2020 10/19 PD Shipping Labels	Office Depot	101-413-70010 101-413-70010 101-413-70010 101-413-70010	183.65 63.79 28.32 12.59 78.95
61409	10/28/2019 2030340	1513 10/19 PD Jail Payphone Service	Pacific Telemanagement Services	101-413-72030	100.00 100.00
61410	10/28/2019 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251 19-251	1712 8/19 CD W/C Claim SIR May 2019 8/19 CD W/C Claims SIR April 2019 8/19 CD W/C Claim SIR June 2019 8/19 ADMIN W/C Claim SIR June 2019 8/19 ADMIN W/C Claim SIR May 2019 8/19 ADMIN W/C Claim SIR May 2019 8/19 PD W/C Claims (7) SIR May 2019 8/19 PD W/C Claims (4) SIR April 2019 8/19 PD W/C Claims (4) SIR June 2019 8/19 PW Utilities W/C Claim SIR May 2019 8/19 PW Utilities W/C Claim SIR April 2019 8/19 PW Utilities W/C Claim SIR May 2019 8/19 PW Utilities W/C Claim SIR April 2019 8/19 ADMIN W/C Claim SIR June 2019	PARSAC	101-404-62070 101-404-62070 101-404-62070 101-405-62070 101-405-62070 101-405-62070 101-413-62070 101-413-62070 101-413-62070 501-503-62070 501-503-62070 503-520-62070 503-520-62070 820-610-62070	16,211.13 517.68 197.75 133.69 560.00 39.18 156.70 3,730.72 2,081.08 8,507.78 16.53 86.06 7.08 36.88 140.00
61411	10/28/2019 101119 101119 101119	1722 4893477005 NE 11 20 15 Telecom Bldg 705841037 7th & Elm FD Horn 7053841272 300 W Elm FD Lights	PG&E 1533-5	101-413-72020 101-416-72020 101-416-72020	115,592.75 62.36 32.20 1,830.68

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	101119	7053841516 PD/Jail/City Hall		101-432-72020	6,248.18
	101119	795617993 240 N 6th St		101-432-72020	1,420.54
	101119	7053841771 27500 Phelps Ave Ste 1		101-435-72020	74.30
	101119	7053841565 NW Cor Phelps-Airport Lights		101-435-72020	1,428.52
	101119	7053841899 27500 Phelps Ave Ste 19		101-435-72020	13.71
	101119	7053841921 Sunset & Washington-Wtr Ftn		101-440-72011	83.72
	101119	7053841050 5th & Cedar Tower Clock		101-440-72011	40.34
	101119	7053841936 408 S 5th Lynch Park		101-440-72011	13.30
	101119	7054189141 Sunset & 5th Ave		101-440-72011	10.75
	101119	7053841177 300 Coalinga Plaza Ped Frm Prk		101-440-72011	91.53
	101119	7053841536 160 W Elm Street Light Inv Proj		107-422-72021	85.65
	101119	7053841881 140 E Durian Prkg Lot Lights		107-422-72021	18.02
	101119	3289090333 260 1/2 Cambridge Ave		107-422-72021	218.94
	101119	7053841979 City Yard		107-422-72021	205.94
	101119	7053841791 745 W Forest Ave Landscape		107-422-72021	9.53
	101119	7053841244 TR 5344 Promontory Point		107-422-72021	171.46
	101119	7053841026 160W Elm Arpt 3144 Term Bldg		107-422-72021	169.72
	101119	7053841397 Cambridge & Elm Hwy 198		107-422-72021	131.07
	101119	7053841002 160W Elm Arpt 3144 Term Bldg		107-422-72021	929.30
	101119	7053841349 160 W Elm		107-422-72021	22.63
	101119	7053841016 160W Elm Arpt 3144 Term Bldg		107-422-72021	818.70
	101119	7053841555 TR 5451 Warthan & Meadows		107-422-72021	777.58
	101119	7053841429 TR 5339 Dorothy Allen Est		107-422-72021	328.89
	101119	7053841004 160W Elm Arpt 3144 Term Bldg		107-422-72021	286.02
	101119	7053841505 Cambridge & Elm Hwy 198		107-422-72021	236.16
	101119	7053841008 160 W. Elm Intrnl Arpt 3144 Bldg		107-422-72021	2,593.44
	101119	7053841848 SE Juniper Rdg Sprinklers		107-422-72021	20.45
	101119	3443128925 TR 5140 Sandalwood Const Jayne & Wil		107-422-72021	22.63
	101119	7053841501 410 El Rancho Blvd		107-422-72021	35.56
	101119	7053841485 Washington & Fresno		107-422-72021	9.73
	101119	7053841023 Monterey & Tyler Clock		107-422-72021	9.90
	101119	7053841439 Phelps & La Cuesta		107-422-72021	10.69
	101119	3443128775 TR 5208 Spano Ent Posa Chanet		107-422-72021	11.31
	101119	7053841014 160W Elm Arpt 3144 Term Bldg		107-422-72021	18.96
	101119	7053841909 200 El Rancho Blvd Irrigation Ctrl		107-422-72021	9.53
	101119	7053841619 Monterey & Tyler		107-422-72021	9.53
	101119	7054518044 Coolidge N Hachman		107-422-72021	8.50
	101119	7050007234 Coolidge N Hachman		107-422-72021	8.50
	101119	7053841204 SE Crn 1st & Forest Landscap Trees		107-422-72021	9.53
	101119	7053841206 Crn Posa & San Sim Lift Station		107-422-72021	9.53
	101119	7053841661 Forest & 5th		107-422-72021	7.41
	101119	7053841842 350 El Rancho Blvd Irrigation Ctrl		107-422-72021	9.53
	101119	7053841694 160 W Elm		107-422-72021	28.44
	101119	3443128591 City Sunset St Project PM#30257800		107-422-72021	87.32
	101119	7053841253 Cambridge & Joaquin		107-422-72021	192.36
	101119	7053841157 240 W Elm Storage Bldg		107-422-72021	47.55
	101119	7053841534 160 W Elm Street Light Inv Proj		107-422-72021	83.69
	101119	3249826069 TR 4492 Fox Hollow II		107-422-72021	67.90
	101119	1638874976 25 1/2 W Polk		107-422-72021	67.14
	101119	7053841538 160 W Elm Street Light Inv Proj		107-422-72021	40.61
	101119	705384308 Van Ness & Elm		107-422-72021	36.02
	101119	7053841379 Polk & Forest Ave		107-422-72021	65.30
	101119	3443128372 TR 5246 Phase I Stallion Sprg Sac & Frs		107-422-72021	47.96
	101119	3443128041 TR 5246 Phase II Stallion Spr		107-422-72021	129.89
	101119	7053841535 160 W Elm Street Light Inv Proj		107-422-72021	124.96
	101119	7053841365 Longhollow & Echo Canyon		107-422-72021	42.35
	101119	7053841990 160 W Elm		107-422-72021	18.96
	101119	7053841008 160W Elm Arpt 3144 Term Bldg		107-422-72021	-61.39
	101119	7053841913 N/S Valley St Lights		107-422-72021	42.50



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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	101119	3443128611 TR 4492 Fox Hollow II @ Frst & Cox		107-422-72021	45.26
	101119	3443128411 TR 5208 Spano Ent Posa Chanet		107-422-72021	98.63
	101119	9713313248 25 1/2 W polk Traffic Control		107-422-72021	88.45
	101119	7053841022 160W Elm Arpt 3144 Term Bldg		107-422-72021	88.43
	101119	7053841526 Palmer Ave		501-503-72020	79,989.04
	101119	7053841171 SW SW 7 20 15 Booster Station		501-503-72020	97.71
	101119	7053841036 NE SW 26 19 15 Booster Station		501-503-72020	2,700.76
	101119	7053841864 NE SW 31 20 15 Water Ctrl		501-503-72020	19.52
	101119	7053841518 NW NW 31 20 16 Chlorine Booster		501-503-72020	15.84
	101119	7053841615 SW SW SW 18 20 16 Reservoir		501-503-72020	14.94
	101119	7053841131 SW Crn Gale & Derrick Wtr Mtr		501-503-72020	9.53
	101119	7053841684 NW NW 11 20 15 Water Dept		501-503-72020	37.45
	101119	7053841979 City Yard		501-508-72020	205.93
	101119	7053841066 NE Crn Harvard & College		502-510-72020	39.35
	101119	7053841102 N end of Malple St		502-510-72020	40.49
	101119	7053841361 Alley S Pleasant & E Warthan		502-510-72020	36.88
	101119	7053841979 City Yard		502-510-72020	205.93
	101119	7053841657 Behind 595 Roosevelt Alley Light		502-510-72020	32.43
	101119	7053841243 Pine Alley		502-510-72020	51.99
	101119	7053841123 Cherry Ln		502-510-72020	54.66
	101119	7053841783 California Alley		502-510-72020	57.01
	101119	7053841466 Fres Alley Tyler & Polk		502-510-72020	59.75
	101119	7053841358 College Alley S Side Cat Pro		502-510-72020	33.68
	101119	7053841574 Coalinga Alley Madison & Mont		502-510-72020	60.08
	101119	7053841312 Thompson Btwn Valley & Polk		502-510-72020	36.28
	101119	7053841697 Baker Alley		502-510-72020	87.98
	101119	7053841893 Energy Eff Retrofit Loan Instl		503-000-11301	3,864.72
	101119	7056603692 SE 33 20 15 WWP		503-520-72020	1,632.85
	101119	7052100780 NE SE 33 20 15 WWP		503-520-72020	5,626.87
	101119	7053841194 Sewer Lift Pump Echo		503-521-72020	222.68
	101119	7053841979 City Yard		503-521-72020	205.93
	101119	7053841367 Sewer Lift Station Kim		503-521-72020	30.74
	101119	7053841328 Sewer Lift Pump P/L		503-521-72020	110.11
	101119	7053841845 Sewer Lift Station Polk		503-521-72020	64.82
61418	10/28/2019	1802	San Joaquin Valley Unified		42.00
	C297607	10/19 AP Annual Permits to Operate		101-435-92090	42.00
61419	10/28/2019	1804	San Luis & Delta-Mendota		51,216.41
	110119	11/19 WP November 2019 Estimate (930 AF)		501-503-80010	35,256.30
	110119	9/19 WP Sept 2019 Adj ( Est 615AF/Act1036AF)=421		501-503-80010	15,960.11
61420	10/28/2019	1818	Sean Young		220.00
	20230	10/19 PD Meal Advance - S. Young		101-413-86010	220.00
61421	10/28/2019	1830	Shell Energy North American (US), LP		13,957.35
	3262362	9/19 Natural Gas Deliveries		502-510-80030	13,957.35
61422	10/28/2019	1858	Sparkletts		47.97
	9689215 101719	10/19 BLDG Monthly Water Delivery		101-432-72010	47.97
61423	10/28/2019	1878	Stryker Sales Corporation		174,816.97
	2752967M	8/19 FD Power Load for Upgrading Current Ford AM		117-418-98042	1.92
	2759704M	8/19 FD Power Load for Upgrading Current Ford AM		117-418-98042	1,153.73
	2772845M	9/19 FD Power Load for New Ford AMB		117-418-98042	43,586.01
	2790021M	9/19 FD Power Load for Upgrading Current Ford AM		117-418-98042	40,069.05
	2791469M	9/19 FD Power Pro AMB Cot for New AMB		117-418-98042	19,185.13
	2793493M	9/19 FD Power Pro AMB Cot for New AMB		117-418-98042	19,185.13
	2794688M	9/19 FD 7 Years Preventative Maint Plan		117-418-98042	51,636.00
61424	10/28/2019	1881	Sun Run		122.70
	0001231	10/19 Seismic Residential and Building St Admin		101-000-10400	1.50

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	0001231	10/19 Electrical Permit Insurance Fee Refund (80%)		101-400-42050	42.00
	0001231	10/19 Solar Permit Insurance (80%)		101-400-42130	79.20
61425	10/28/2019	1898	Telstar Instruments, Inc.		2,740.00
	101188	10/19 WP Quarterly Maintenance Service		501-503-84020	2,740.00
61426	10/28/2019	1920	Thomson Reuters/Barclays		478.16
	841083061	9/19 PD MMJ Backgrounds		101-413-90070	478.16
61427	10/28/2019	1931	Trans Union LLC		154.32
	09930896	9/19 PD MMJ Backgrounds		101-413-90070	154.32
61428	10/28/2019	02246	Tricia Busby		400.00
	0001230	10/19 HR Pre-Employment Psycho Evaluation - B.Me		101-408-89060	400.00
61429	10/28/2019	1943	Tyler Technologies, Inc		12,267.50
	025-272905-0	9/19 CD Energov Conversion		101-404-88040	7,250.00
	025-274110-0	9/19 FIN Insite Transaction Fees 7/1/19-9/30/19		501-406-92090	1,294.50
	025-274110-0	9/19 FIN Insite Transaction Fees 7/1/19-9/30/19		502-406-92090	1,132.69
	025-274110-0	9/19 FIN Insite Transaction Fees 7/1/19-9/30/19		503-406-92090	744.34
	025-274110-0	9/19 FIN Insite Transaction Fees 7/1/19-9/30/19		504-406-92090	64.72
	025-274509-0	10/19 SaaS Utility CIS System Config		101-406-88040	71.25
	025-274509-0	10/19 SaaS Utility CIS System Config		107-422-88040	35.63
	025-274509-0	10/19 SaaS Utility CIS System Config		110-424-88040	35.63
	025-274509-0	10/19 SaaS Utility CIS System Config		125-422-88040	35.63
	025-274509-0	10/19 SaaS Utility CIS System Config		127-422-88040	35.63
	025-274509-0	10/19 SaaS Utility CIS System Config		130-451-88040	35.63
	025-274509-0	10/19 SaaS Utility CIS System Config		140-422-88040	35.63
	025-274509-0	10/19 SaaS Utility CIS System Config		501-406-88040	445.31
	025-274509-0	10/19 SaaS Utility CIS System Config		502-406-88040	445.31
	025-274509-0	10/19 SaaS Utility CIS System Config		503-406-88040	445.31
	025-274509-0	10/19 SaaS Utility CIS System Config		504-406-88040	89.06
	025-274509-0	10/19 SaaS Utility CIS System Config		506-540-88040	35.63
	025-274509-0	10/19 SaaS Utility CIS System Config		820-610-88040	35.60
61431	10/28/2019	1991	West Hills Machine Shop, Inc.		7.74
	045650	10/19 WP Pump Seal for Rapid Mix		501-503-70140	7.74
61432	10/28/2019	1992	West Hills Medical Group, Inc.		1,265.00
	2019-116	9/19 HR Physical & Drug Screen - J. Del Cid		101-406-89040	19.50
	2019-116	9/19 HR Physical & Drug Screen - R. Veliz		101-408-88060	130.00
	2019-116	9/19 HR Physical & Drug Screen - B. Mann		101-408-88060	30.00
	2019-116	9/19 HR Physical & Drug Screen - A. Basulto		101-408-88060	130.00
	2019-116	9/19 HR Physical & Drug Screen - D. Gabriel		101-408-89040	130.00
	2019-116	9/19 HR Physical & Drug Screen - C. Brown		101-408-89040	195.00
	2019-116	9/19 HR Physical & Drug Screen - E. Ramirez		101-440-89040	5.85
	2019-116	9/19 HR Physical & Drug Screen - E. Ramirez		107-422-89040	13.65
	2019-116	9/19 HR Physical & Drug Screen - J. Del Cid		501-406-89040	46.80
	2019-116	9/19 HR Physical & Drug Screen - J. Salona		501-503-88060	91.00
	2019-116	9/19 HR Physical & Drug Screen - A. Preciado		501-503-88060	91.00
	2019-116	9/19 HR Physical & Drug Screen - E. Ramirez		501-508-89040	78.00
	2019-116	9/19 HR Physical & Drug Screen - J. Del Cid		502-406-89040	39.00
	2019-116	9/19 HR Physical & Drug Screen - E. Ramirez		502-510-89040	78.00
	2019-116	9/19 HR Physical & Drug Screen - J. Del Cid		503-406-89040	29.25
	2019-116	9/19 HR Physical & Drug Screen - J. Salona		503-520-88060	39.00
	2019-116	9/19 HR Physical & Drug Screen - A. Preciado		503-520-88060	39.00
	2019-116	9/19 HR Physical & Drug Screen - E. Ramirez		503-521-89040	19.50
	2019-116	9/19 HR Physical & Drug Screen - J. Del Cid		504-406-89040	1.95
	2019-116	9/19 HR Physical & Drug Screen - J. Del Cid		506-540-89040	19.50
	2019-116	9/19 HR Physical & Drug Screen - J. Del Cid		820-610-89040	39.00

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	0001233	70-11990-001 Elm/6th Landscaping 2		107-422-72010	96.67
	0001233	41-03193-001 Princeton/Wash Lot		107-422-72010	98.10
	0001233	84-11908-001 Copper/Canyon-Landscaping		107-422-72010	98.10
	0001233	42-03294-001 Sunset/Fifth Lot		107-422-72010	32.38
	0001233	70-11963-001 Cedar/Fifth Clock		107-422-72010	39.53
	0001233	84-10693-001 Juniper Rdg/Jayne		107-422-72010	211.15
	0001233	45-04297-002 Posa Chanet Blvd		107-422-72010	43.81
	0001233	32-01424-001 Hillview/Monterey		107-422-72010	49.53
	0001233	52-06069-001 Van Ness/Second St Lot		107-422-72010	63.81
	0001233	70-11988-001 Elm/6th Landscaping		107-422-72010	72.39
	0001233	52-11634-001 Cherry Ln-Median 4		107-422-72010	23.81
	0001233	61-06870-001 Lynch Park-Triangle		107-422-72010	23.81
	0001233	62-08395-001 Forest/Second St		107-422-72010	23.81
	0001233	82-11910-001 Hwy 198/Lucille-Landscaping		107-422-72010	23.81
	0001233	84-10692-001 Juniper Rdg/Jayne		107-422-72010	28.32
	0001233	84-10736-001 Sandalwood/Longhollow		107-422-72010	28.32
	0001233	01-11987-001 Elm/4th Landscaping 2		107-422-72010	23.81
	0001233	70-08463-001 290 W Elm-Museum		107-422-72010	80.56
	0001233	51-04426-001 Baker/Rotary Lot		107-422-72010	89.53
	0001233	22-08436-001 Forest/First Lot		107-422-72010	23.81
	0001233	52-11633-001 Cherry Ln-Median 3		107-422-72010	23.81
	0001233	41-03184-001 W Joaquin/Wash Lot		107-422-72010	387.55
	0001233	44-04178-001 San Simeon/Posa Chanet		107-422-72010	140.92
	0001233	84-10691-003 Juniper/Jayne		107-422-72010	125.43
	0001233	22-11239-001 Creek Side Lot		107-422-72010	99.53
	0001233	45-04295-002 Phelps/La Cuesta		107-422-72010	415.22
	0001233	01-00006-001 200 E Elm-Trees		107-422-72010	23.81
	0001233	52-11631-001 Cherry Ln-Median 1		107-422-72010	23.81
	0001233	01-11986-001 Elm/4th Landscaping		107-422-72010	23.81
	0001233	51-12025-001 E Elm/Van Ness Trees		107-422-72010	23.81
	0001233	42-03438-001 Van Ness/Ash St. Lot		107-422-72010	1,001.03
	0001233	82-11346-001 Waste Water Plant		503-520-72010	363.27
	0001233	82-10306-001 Meter Shop		503-521-72010	26.67
	0001233	82-10304-001 Service Yard		503-521-72010	109.44
61449	10/31/2019	1224	Coalinga Hardware		33.10
	789351	10/19 FD Lighting Project		101-416-84030	5.17
	789484	10/19 FD Lighting Project		101-416-84030	27.93
61450	10/31/2019	1336	Entenmann-Rovin Company		1,300.00
	0147438-IN	10/19 PD New Badges		101-413-70101	1,300.00
61451	10/31/2019	1339	Eric Deleon		59.00
	20255-3	10/19 PW Meal Reimb - E. Deleon		501-508-86010	19.67
	20255-3	10/19 PW Meal Reimb - E. Deleon		502-510-86010	19.66
	20255-3	10/19 PW Meal Reimb - E. Deleon		503-521-86010	19.67
61452	10/31/2019	1411	Fresno Police Dept Regional Training Center		144.00
	5919	9/19 PD Range Fee for B. Meza		101-413-86010	144.00
61453	10/31/2019	1416	Galls LLC		43.15
	013799346	9/19 PD Medal of Valor Commendation Bar		101-413-70101	43.15
61454	10/31/2019	1445	Grainger		49.41
	9279307889	8/19 WP Trailer Parts		501-503-70140	49.41
61455	10/31/2019	02253	Hanford Community Hospital		542.03
	101019	10/19 WP Chest X-Ray Exam - A. Preciado		501-503-88060	379.42
	101019	10/19 WP Chest X-Ray Exam - A. Preciado		503-520-88060	162.61
61456	10/31/2019	02269	Jacob Del Cid		135.48
	8790	10/19 FIN CSMFO Chapter Meeting Mileage Reimb		101-406-86010	3.71

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	8790	10/19 FIN CSMFO Chapter Meeting Mileage Reimb		501-406-86010	8.91
	8790	10/19 FIN CSMFO Chapter Meeting Mileage Reimb		502-406-86010	7.42
	8790	10/19 FIN CSMFO Chapter Meeting Mileage Reimb		503-406-86010	5.57
	8790	10/19 FIN CSMFO Chapter Meeting Mileage Reimb		506-540-86010	0.37
	8790	10/19 FIN CSMFO Chapter Meeting Mileage Reimb		506-540-86010	3.72
	8790	10/19 FIN CSMFO Chapter Meeting Mileage Reimb		820-610-86010	7.42
	8791	10/19 FIN Tyler Tech Training Mileage Reimb		101-406-86010	9.84
	8791	10/19 FIN Tyler Tech Training Mileage Reimb		501-406-86010	23.61
	8791	10/19 FIN Tyler Tech Training Mileage Reimb		502-406-86010	19.67
	8791	10/19 FIN Tyler Tech Training Mileage Reimb		503-406-86010	14.75
	8791	10/19 FIN Tyler Tech Training Mileage Reimb		504-406-86010	0.98
	8791	10/19 FIN Tyler Tech Training Mileage Reimb		506-540-86010	9.84
	8791	10/19 FIN Tyler Tech Training Mileage Reimb		820-610-86010	19.67
61457	10/31/2019	1515	Jasmin Bains		620.81
	8787	10/19 FIN CalOES Disaster Preparedness Training		101-406-86010	62.08
	8787	10/19 FIN CalOES Disaster Preparedness Training		501-406-86010	148.99
	8787	10/19 FIN CalOES Disaster Preparedness Training		502-406-86010	124.16
	8787	10/19 FIN CalOES Disaster Preparedness Training		503-406-86010	93.12
	8787	10/19 FIN CalOES Disaster Preparedness Training		504-406-86010	6.21
	8787	10/19 FIN CalOES Disaster Preparedness Training		506-540-86010	62.08
	8787	10/19 FIN CalOES Disaster Preparedness Training		820-610-86010	124.17
61458	10/31/2019	1571	L.N. Curtis & Sons		320.00
	INV323477	9/19 FD Fit Testing		101-416-75060	320.00
61459	10/31/2019	1626	Marissa Trejo		282.65
	20390	10/19 ADMIN League Of CA Cities Conf		101-401-86010	129.34
	20390	10/19 ADMIN League Of CA Cities Conf		101-401-86010	5.92
	20390	10/19 ADMIN League Of CA Cities Conf		101-401-86010	4.04
	20390	10/19 ADMIN League Of CA Cities Conf		101-401-86010	4.04
	20390	10/19 ADMIN League Of CA Cities Conf		101-405-86010	5.93
	20390	10/19 ADMIN League Of CA Cities Conf		101-405-86010	4.04
	20390	10/19 ADMIN League Of CA Cities Conf		101-405-86010	129.34
61460	10/31/2019	1661	Mountain Valley Pest Control		28.00
	102152	9/19 FD Pest Control Services for Sept 2019		101-416-84050	28.00
61461	10/31/2019	1712	PARSAC		638,293.00
	20-11	6/19 Liability Insurance FY 19/20		101-401-90010	1,014.58
	20-11	6/19 Liability Insurance FY 19/20		101-404-90010	7,075.96
	20-11	6/19 Liability Insurance FY 19/20		101-405-90010	1,461.08
	20-11	6/19 Liability Insurance FY 19/20		101-406-90010	1,520.98
	20-11	6/19 Liability Insurance FY 19/20		101-408-90010	2,645.66
	20-11	6/19 Liability Insurance FY 19/20		101-413-90010	75,653.87
	20-11	6/19 Liability Insurance FY 19/20		101-416-90010	87,664.96
	20-11	6/19 Liability Insurance FY 19/20		101-431-90010	1,029.90
	20-11	6/19 Liability Insurance FY 19/20		101-440-90010	641.72
	20-11	6/19 Liability Insurance FY 19/20		107-422-90010	4,463.65
	20-11	6/19 Liability Insurance FY 19/20		501-406-90010	5,118.90
	20-11	6/19 Liability Insurance FY 19/20		501-503-90010	19,210.58
	20-11	6/19 Liability Insurance FY 19/20		501-508-90010	11,988.20
	20-11	6/19 Liability Insurance FY 19/20		502-406-90010	4,465.69
	20-11	6/19 Liability Insurance FY 19/20		502-510-90010	15,043.22
	20-11	6/19 Liability Insurance FY 19/20		503-406-90010	2,935.40
	20-11	6/19 Liability Insurance FY 19/20		503-520-90010	9,729.53
	20-11	6/19 Liability Insurance FY 19/20		503-521-90010	4,973.33
	20-11	6/19 Liability Insurance FY 19/20		504-406-90010	283.91
	20-11	6/19 Liability Insurance FY 19/20		504-535-90010	2,148.19
	20-11	6/19 Liability Insurance FY 19/20		820-610-90010	8,625.69
	20-119	6/19 Liability Insurance FY 19-20		101-432-90010	44,364.69

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	20-119	6/19 Liability Insurance FY 19-20		501-503-90010	12,596.47
	20-119	6/19 Liability Insurance FY 19-20		501-508-90010	12,596.47
	20-119	6/19 Liability Insurance FY 19-20		502-510-90010	967.96
	20-119	6/19 Liability Insurance FY 19-20		503-520-90010	5,499.29
	20-119	6/19 Liability Insurance FY 19-20		503-521-90010	5,499.29
	20-119	6/19 Liability Insurance FY 19-20		504-535-90010	628.83
	20-48	6/19 FIN Worker's Compensation FY 19-20		101-401-62070	1,071.60
	20-48	6/19 Worker's Compensation FY 19-20		101-404-62070	7,473.62
	20-48	6/19 Worker's Compensation FY 19-20		101-405-62070	1,543.20
	20-48	6/19 Worker's Compensation FY 19-20		101-406-62070	1,628.92
	20-48	6/19 Worker's Compensation FY 19-20		101-408-62070	2,794.34
	20-48	6/19 Worker's Compensation FY 19-20		101-413-62070	79,905.52
	20-48	6/19 Worker's Compensation FY 19-20		101-416-62070	92,591.61
	20-48	6/19 Worker's Compensation FY 19-20		101-431-62070	1,087.78
	20-48	6/19 Worker's Compensation FY 19-20		101-435-62070	417.32
	20-48	6/19 Worker's Compensation FY 19-20		101-440-62070	677.78
	20-48	6/19 Worker's Compensation FY 19-20		107-422-62070	4,714.50
	20-48	6/19 Worker's Compensation FY 19-20		501-406-62070	5,515.80
	20-48	6/19 Worker's Compensation FY 19-20		501-503-62070	20,290.19
	20-48	6/19 Worker's Compensation FY 19-20		501-508-62070	12,661.92
	20-48	6/19 Worker's Compensation FY 19-20		502-406-62070	4,716.66
	20-48	6/19 Worker's Compensation FY 19-20		502-510-62070	14,747.43
	20-48	6/19 Worker's Compensation FY 19-20		503-406-62070	3,100.36
	20-48	6/19 Worker's Compensation FY 19-20		503-520-62070	10,276.31
	20-48	6/19 Worker's Compensation FY 19-20		503-521-62070	5,252.82
	20-48	6/19 Worker's Compensation FY 19-20		504-406-62070	299.87
	20-48	6/19 Worker's Compensation FY 19-20		504-535-62070	9,110.45
	20-48	6/19 Worker's Compensation FY 19-20		504-535-62070	2,268.92
	20-48	6/19 Worker's Compensation FY 19-20		820-610-62070	5,254.08
	20-79	6/19 Commerical Crime Bond 19/20		501-406-90010	417.60
	20-79	6/19 Commerical Crime Bond 19/20		502-406-90010	365.40
	20-79	6/19 Commerical Crime Bond 19/20		503-406-90010	240.12
	20-79	6/19 Commerical Crime Bond 19/20		504-406-90010	20.88
61465	10/31/2019	1755	Raul Herrera		400.00
	COALFD-OCT22-201	10/19 HR Polygraph - K. Sweazy III		101-408-89050	200.00
	COALPD-OCT22-201	10/19 HR Polygraph - N. Alvarado		101-408-89050	200.00
61466	10/31/2019	02268	Ray Singleton		259.84
	20394	10/19 Council Mileage Reimb - R. Singleton		101-401-86010	259.84
61467	10/31/2019	1784	Ron Ramsey		115.61
	20389	10/19 Council Meal and Uber Reimb - R. Ramsey		101-401-86010	115.61
61468	10/31/2019	02249	Stanley Access Technologies		8,480.00
	905720314	9/19 BLDG City Hall Automatic Door Installation		101-432-84030	8,480.00
61469	10/31/2019	1902	Thatcher Company, Inc		2,934.78
	269839	10/19 WP Chlorine Chemical		501-503-70230	4,934.78
	269840	10/19 WP Container Refund		501-503-70230	-2,000.00
61470	10/31/2019	1944	U.S. Bank Corporate Payment Center		2,076.58
	USBPDOCT19	10/19 PD Rubio's - Training San Diego, CA		101-413-86010	39.26
	USBPDOCT19	10/19 PD Smash Burger - Training San Diego, CA		101-413-86010	25.62
	USBPDOCT19	10/19 PD Jersey Mike's - Training San Diego, CA		101-413-86010	33.77
	USBPDOCT19	10/19 PD Shogun - Training San Diego, CA		101-413-86010	113.30
	USBPDSEPT19	9/19 PD Web Network Solutions		101-401-86030	3.19
	USBPDSEPT19	9/19 PD Amazon - Key Tags and Wireless Mouse/KB		101-413-70010	48.78
	USBPDSEPT19	9/19 PD Amazon - Tratical Sling Backpack Military		101-413-70101	26.99
	USBPDSEPT19	9/19 PD HCD - Parts for Dodge Charger VIN#EH3508		101-413-84060	119.52
	USBPDSEPT19	10/19 PD Carl's JR - Training Meal		101-413-86010	29.72

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	USBDPDEPT19	10/19 PD Bear Buns Bakery - Training Meal		101-413-86010	24.78
	USBDPDEPT19	9/19 PD Cliffs Hotel and Spa for D. Blevins		101-413-86010	577.56
	USBDPDEPT19	10/19 PD Tacos El Gordo - Training San Diego, CA		101-413-86010	21.21
	USBDPDEPT19	9/19 PD Me N Eds - Lunch for Interview Panel		101-413-86010	44.14
	USBDPDEPT19	10/19 PD TSH and GK and Bar - Training Meal		101-413-86010	66.32
	USBDPDEPT19	10/19 PD Four Points SD - Training for D. Blevins		101-413-86010	563.52
	USBDPDEPT19	10/19 PD CA Burritos - Training San Diego, CA		101-413-86010	15.78
	USBDPDEPT19	10/19 PD Archive Social		101-413-86030	219.00
	USBDPDEPT19	9/19 PD Adobe Monthly Subscription		101-413-86030	52.99
	USBDPDEPT19	9/19 PD Chewy - Dog Food for K-9 Eli		101-413-92211	46.33
	USBDPDEPT19	9/19 PD Web Network Solutions		107-422-86030	1.20
	USBDPDEPT19	9/19 PD Web Network Solutions		501-503-86030	0.60
	USBDPDEPT19	9/19 PD Web Network Solutions		501-508-86030	0.60
	USBDPDEPT19	9/19 PD Web Network Solutions		502-510-86030	1.20
	USBDPDEPT19	9/19 PD Web Network Solutions		503-520-86030	0.60
	USBDPDEPT19	9/19 PD Web Network Solutions		503-521-86030	0.60
61472	10/31/2019	02185	Unwired Broadband		251.99
	INV00744507	11/19 WP Internet Service		501-503-72030	251.99
61473	10/31/2019	1973	Verizon Wireless Services, LLC		811.80
	9840444096	10/19 Air Card 246-1934		101-413-72030	38.01
	9840444096	10/19 Sim card for Traffic Camera 385-6390		101-413-72030	20.02
	9840444096	10/19 Coalpd Lt11 538-4304		101-413-72030	38.01
	9840444096	10/19 Copdmdt 16 612-3607		101-413-72030	38.01
	9840444096	10/19 Copdmdt 11 612-3540		101-413-72030	38.01
	9840444096	10/19 Copdmdt 10 612-3536		101-413-72030	38.01
	9840444096	10/19 Copdmdt 07 612-3444		101-413-72030	38.01
	9840444096	10/19 Copdmdt 09 612-3468		101-413-72030	38.01
	9840444096	10/19 Coalpd Lt15 365-9537		101-413-72030	38.03
	9840444096	10/19 D. Blevins 317-7257		101-413-72030	38.01
	9840444096	10/19 D. Blevins 317-7020		101-413-72030	38.01
	9840444096	10/19 UC Investigations 209-620-2635		101-413-72030	43.66
	9840444096	10/19 Coalpd Lt13 538-4473		101-413-72030	38.01
	9840444096	10/19 Coalpd Lt12 538-4345		101-413-72030	38.01
	9840444096	10/19 Coalpd Lt08 538-4038		101-413-72030	38.01
	9840444096	10/19 Unlimited Text 15GB		101-413-72030	78.00
	9840444096	10/19 Rouch 974-6734		101-413-72030	48.39
	9840444096	10/19 D. Blevins 341-7512		101-413-72030	42.14
	9840444096	10/19 S Young 974-4689		101-413-72030	42.14
	9840444096	10/19 Animal Control 240-1041		101-415-72030	43.30
61475	10/31/2019	02021	Visual Ink		40.70
	14332	9/19 PD Patrol Vehicle Stickers for K-9 Eli		101-413-92211	17.10
	14958	9/19 PD Stickers for Seneca Resources		101-413-84060	23.60
61476	10/31/2019	2002	Wittman Enterprises, LLC		3,452.54
	1909019	9/19 FD Ambulance Billing Fees		101-416-75040	3,452.54
61477	10/31/2019	1136	CA Department of Tax and Fee Administration		4,402.64
	TF500221	6/19 Council Measure J Tax Implementation FY 18/1		101-401-88100	4,402.64
DFT0000836	10/4/2019	1162	CalPERS		7,442.68
	0001155	Calpers Classic Adjustment Saftey		950-000-36000	104.67
	0001155	CalPERS Classic F/P ER 32048		950-000-36000	7,338.01
DFT0000837	10/4/2019	1162	CalPERS		4,935.69
	0001156	CalPERS Classic Misc ER 32047		950-000-36000	4,933.45
	0001156	Calpers Misc Classic Adjusment		950-000-36000	2.24

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DFT0000838	10/4/2019 0001157	1162 CalPERS PEPRA Misc 27481 EE	CalPERS	950-000-32000	2,336.53 2,336.53
DFT0000839	10/4/2019 0001158	1162 CalPERS PEPRA Misc 27481 ER	CalPERS	950-000-36000	2,417.88 2,417.88
DFT0000840	10/4/2019 0001159 0001159	1162 Pepra-Police 25890 EE CalPERS PEPRA Fire 25889 EE	CalPERS	950-000-32000 950-000-32000	2,683.33 988.59 1,694.74
DFT0000841	10/4/2019 0001160 0001160	1162 CalPERS PEPRA Police 25890 CalPERS Pepra Fire 25889	CalPERS	950-000-36000 950-000-36000	2,741.27 1,009.95 1,731.32
DFT0000843	10/4/2019 0001166	1869 SDU Fresno County	State Disbursement Unit	950-000-34010	407.99 407.99
DFT0000844	10/31/2019 0001168 0001168	1025 AFLAC After Tax AFLAC PreTax	AFLAC Group Insurance	950-000-34600 950-000-34600	1,647.46 437.40 1,210.06
DFT0000845	10/4/2019 0001169	02078 SDI	SDI	950-000-31500	1,945.65 1,945.65
DFT0000846	10/4/2019 0001170	02077 Mgr SDI	SDI (Mgr)	950-000-31500	190.38 190.38
DFT0000847	10/4/2019 0001171	1331 State WH	Employment Development Dept.	950-000-31200	8,840.01 8,840.01
DFT0000848	10/4/2019 0001172 0001172 0001172	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	57,172.17 21,644.37 28,788.62 6,739.18
DFT0000849	10/4/2019 0001173	02078 SDI	SDI	950-000-31500	13.47 13.47
DFT0000850	10/4/2019 0001174	1331 State WH	Employment Development Dept.	950-000-31200	88.93 88.93
DFT0000851	10/4/2019 0001175 0001175 0001175	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	502.59 296.43 167.08 39.08
DFT0000854	10/4/2019 0001178	02078 SDI	SDI	950-000-31500	28.93 28.93
DFT0000855	10/4/2019 0001179	1331 State WH	Employment Development Dept.	950-000-31200	142.16 142.16
DFT0000856	10/4/2019 0001180 0001180 0001180	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	844.05 401.41 358.74 83.90
DFT0000857	10/4/2019 0001181	02078 SDI	SDI	950-000-31500	11.31 11.31
DFT0000858	10/4/2019 0001182 0001182 0001182	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	190.75 17.71 140.24 32.80



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DFT0000860	10/18/2019 0001203	1162 CalPERS Classic F/P ER 32048	CalPERS	950-000-36000	7,267.10 7,267.10
DFT0000861	10/18/2019 0001204	1162 CalPERS Classic Misc ER 32047	CalPERS	950-000-36000	4,951.64 4,951.64
DFT0000862	10/18/2019 0001205	1162 CalPERS PEPRA Misc 27481 EE	CalPERS	950-000-32000	2,238.05 2,238.05
DFT0000863	10/18/2019 0001206	1162 CalPERS PEPRA Misc 27481 ER	CalPERS	950-000-32000	2,315.96 2,315.96
DFT0000864	10/18/2019 0001207	1162 CalPERS PEPRA Fire/Police	CalPERS	950-000-32000	2,758.27 2,758.27
DFT0000865	10/18/2019 0001208	1162 CalPERS PEPRA Fire/Police ER	CalPERS	950-000-36000	2,817.84 2,817.84
DFT0000866	10/18/2019 0001218	1162 CalPERS Classic EE w/SS Offset	CalPERS	950-000-32000	7,182.64 7,182.64
DFT0000867	10/18/2019 0001219	1869 SDU Fresno County	State Disbursement Unit	950-000-34010	407.99 407.99
DFT0000868	10/18/2019 0001220	1869 SDU Kings County DCSS	State Disbursement Unit	950-000-34010	245.07 245.07
DFT0000869	10/31/2019 0001222 0001222	1025 AFLAC PreTax AFLAC After Tax	AFLAC Group Insurance	950-000-34600 950-000-34600	1,583.08 1,160.80 422.28
DFT0000870	10/18/2019 0001223	02078 SDI	SDI	950-000-31500	1,659.45 1,659.45
DFT0000871	10/18/2019 0001224	02077 Mgr SDI	SDI (Mgr)	950-000-31500	176.88 176.88
DFT0000872	10/18/2019 0001225	1331 State WH	Employment Development Dept.	950-000-31200	6,800.81 6,800.81
DFT0000873	10/18/2019 0001226 0001226 0001226	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	47,447.16 17,238.80 24,282.98 5,925.38
DFT0000874	10/18/2019 0001227	02078 SDI	SDI	950-000-31500	9.00 9.00
DFT0000875	10/18/2019 0001228	1331 State WH	Employment Development Dept.	950-000-31200	12.46 12.46
DFT0000876	10/18/2019 0001229 0001229 0001229	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	181.93 44.23 111.60 26.10
DFT0000877	10/18/2019 CM0000117	02078 SDI	SDI	950-000-31500	-8.40 -8.40
DFT0000878	10/18/2019 CM0000118	1331 State WH	Employment Development Dept.	950-000-31200	-11.14 -11.14
DFT0000879	10/18/2019 CM0000119 CM0000119	1957 Fed W/H Social Security	United States Treasury	950-000-31100 950-000-31300	-165.60 -37.08 -104.16

## Expense Approval Report

Payment Dates: 10/01/2019 - 10/31/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	CM0000119	Medicare		950-000-31400	-24.36
DFT0000881	10/18/2019 CM0000120	02078 SDI	SDI	950-000-31500	-0.60 -0.60
DFT0000882	10/18/2019 CM0000121	1331 State WH	Employment Development Dept.	950-000-31200	-1.32 -1.32
DFT0000883	10/18/2019 CM0000122 CM0000122 CM0000122	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	-16.33 -7.15 -7.44 -1.74
Grand Total:					1,799,882.05

## Report Summary

## Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	618,671.45
107 - GAS TAX FUND	30,206.23
110 - LTF - ARTICLE VIII FUND	172.77
111 - SB1-ROAD REHAB MAINT ACCT FUND	24,696.25
117 - IGT-INTERGOVERNMENTAL TRANSFER	174,816.97
125 - MEASURE C-STREET MAINTENANCE	172.77
127 - MEASURE C-FLEXIBLE FUNDING	14,300.18
130 - SPECIAL ASSESSMENT DISTRICTS	1,547.78
140 - GENERAL CAPITAL PROJECTS FUND	914.78
146 - PARK IMPACT FEES	19,059.61
150 - COALINGA PUBLIC FINANCING AUTH	2,305.50
305 - CALTRANS GRANTS FUND	3,600.00
501 - WATER ENTERPRISE FUND	397,642.35
502 - GAS ENTERPRISE FUND	114,819.60
503 - SEWER ENTERPRISE FUND	117,911.76
504 - SANITATION ENTERPRISE FUND	19,508.31
506 - TRANSIT SYSTEM	3,179.70
820 - RORF-REDEV OBLIG RETIREMT FUND	23,451.20
950 - PAYROLL TRUST & AGENCY FUND	232,904.84
<b>Grand Total:</b>	<b>1,799,882.05</b>

## Account Summary

Account Number	Account Name	Payment Amount
101-000-10400	SMIP Payable	532.46
101-000-10500	State Bldg Standards Ad	379.00
101-400-42050	Building Permits	42.00
101-400-42130	Residential Solar Permit	79.20
101-400-48200	Administrative Fees	-64.45
101-401-62070	Workers Comp. Insuranc	1,071.60
101-401-70010	Office Supplies	102.60
101-401-84010	Office Equip Repairs &	26.08
101-401-86010	Training, Travel, & Confe	2,458.40
101-401-86030	Subs., Dues, & Publicatio	2,006.38
101-401-88010	City Attorney Fees	6,040.00
101-401-88040	Computer Programming	98.55
101-401-88100	Professional Services	4,402.64
101-401-90010	Liability & Property Insur	1,014.58
101-404-62070	Workers Comp. Insuranc	8,322.74
101-404-70010	Office Supplies	13.45
101-404-70060	Small Tools & Equipment	5.17
101-404-70160	Gasoline & Diesel	55.27
101-404-72030	Telephone	64.06
101-404-84010	Office Equip Repairs &	35.67
101-404-86500	Planning-Reimbursable F	1,837.50
101-404-88040	Computer Programming	7,604.02
101-404-88120	Reimbursable Bldg Plan	1,680.00
101-404-90010	Liability & Property Insur	7,075.96
101-405-62070	Workers Comp. Insuranc	2,299.08
101-405-70010	Office Supplies	102.58
101-405-70160	Gasoline & Diesel	67.22
101-405-84010	Office Equip Repairs &	43.66
101-405-86010	Training, Travel, & Confe	3,010.25
101-405-88040	Computer Programming	98.55
101-405-90010	Liability & Property Insur	1,461.08
101-406-62070	Workers Comp. Insuranc	1,628.92
101-406-70010	Office Supplies	27.75
101-406-84010	Office Equip Repairs &	8.36

**Account Summary**

Account Number	Account Name	Payment Amount
101-406-86010	Training, Travel, & Confe	262.76
101-406-88030	Accounting/Auditing	4,611.00
101-406-88040	Computer Programming	364.45
101-406-89040	Physical w/Drug & Alcoh	19.50
101-406-89070	Fingerprinting	6.40
101-406-90010	Liability & Property Insur	1,520.98
101-408-62070	Workers Comp. Insuranc	2,794.34
101-408-70010	Office Supplies	266.08
101-408-84010	Office Equip Repairs &	161.57
101-408-86010	Training, Travel, & Confe	1,215.75
101-408-88040	Computer Programming	172.21
101-408-88060	Medical - General	420.09
101-408-88230	Employee Wellness Prog	1,261.32
101-408-89010	Personnel Advertising	409.72
101-408-89040	Physical w/Drug & Alcoh	325.00
101-408-89050	Polygraphs	400.00
101-408-89060	Psychological Evaluation	400.00
101-408-89070	Fingerprinting	32.00
101-408-90010	Liability & Property Insur	2,645.66
101-413-62070	Workers Comp. Insuranc	94,225.10
101-413-70010	Office Supplies	806.87
101-413-70060	Small Tools & Equipment	54.97
101-413-70101	Uniforms-Safety Equipm	2,515.30
101-413-70160	Gasoline & Diesel	4,520.79
101-413-70380	Inmate Food/Jail Supplie	653.84
101-413-70440	Miscellaneous Supplies	48.85
101-413-72010	Water, Gas, Sanitation &	39.92
101-413-72020	Electric	62.36
101-413-72030	Telephone	7,167.12
101-413-84010	Office Equip Repairs &	338.02
101-413-84030	Buildings Repairs & Mai	173.00
101-413-84060	Vehicle Parts, Repairs &	959.48
101-413-86010	Training, Travel, & Confe	5,706.35
101-413-86030	Subs., Dues, & Publicatio	668.98
101-413-88040	Computer Programming	2,386.13
101-413-88080	Laboratory	592.00
101-413-88100	Professional Services	3,228.27
101-413-90010	Liability & Property Insur	75,653.87
101-413-90070	Investigative Expenses	797.37
101-413-92211	K-9 Program Expense	166.93
101-413-98030	Office Furniture & Equip	207.04
101-413-98050	Capital Purchases	27,414.78
101-415-72030	Telephone	86.55
101-415-88100	Professional Services	1,800.00
101-416-62070	Workers Comp. Insuranc	92,591.61
101-416-70030	Postage & Freight Out	20.55
101-416-70160	Gasoline & Diesel	3,793.09
101-416-70450	Station Supplies	181.90
101-416-72010	Water, Gas, Sanitation &	1,375.48
101-416-72020	Electric	1,862.88
101-416-72030	Telephone	2,585.53
101-416-75000	Medical Equipment & Su	5,264.83
101-416-75010	Meals-Ambulance Runs	307.03
101-416-75020	EMS-Linens	484.75
101-416-75040	Ambulance Billing Contr	11,629.54
101-416-75060	Mandated Annual Servic	320.00
101-416-84010	Office Equip Repairs &	127.83
101-416-84020	Major Equip Repairs &	120.96

**Account Summary**

Account Number	Account Name	Payment Amount
101-416-84030	Buildings Repairs & Mai	1,906.36
101-416-84050	Grounds Repairs & Main	28.00
101-416-84060	Vehicle Parts, Repairs &	392.06
101-416-84070	Misc. Repairs & Maint.	13.78
101-416-86010	Training, Travel, & Confe	1,780.36
101-416-86040	Required Certification Tr	410.00
101-416-88040	Computer Programming	630.95
101-416-88100	Professional Services	115.00
101-416-90010	Liability & Property Insur	87,664.96
101-431-62070	Workers Comp. Insuranc	1,087.78
101-431-70100	Uniforms	50.51
101-431-70150	Vehicle Parts & Supplies	21.00
101-431-70160	Gasoline & Diesel	87.26
101-431-72030	Telephone	71.84
101-431-84060	Vehicle Parts, Repairs &	114.55
101-431-90010	Liability & Property Insur	1,029.90
101-432-72010	Water, Gas, Sanitation &	2,119.57
101-432-72020	Electric	7,668.72
101-432-72030	Telephone	1,457.70
101-432-84030	Buildings Repairs & Mai	13,821.06
101-432-90010	Liability & Property Insur	44,364.69
101-435-62070	Workers Comp. Insuranc	417.32
101-435-72010	Water, Gas, Sanitation &	674.90
101-435-72020	Electric	1,516.53
101-435-72030	Telephone	167.37
101-435-80060	Fuel Purchases for Resal	15,945.55
101-435-84030	Buildings Repairs & Mai	984.56
101-435-92090	Taxes, Licenses & Fees	42.00
101-440-62070	Workers Comp. Insuranc	677.78
101-440-70160	Gasoline & Diesel	605.98
101-440-72011	Water/Electric - City Plot	8,948.35
101-440-84050	Grounds Repairs & Main	149.73
101-440-89040	Physical w/ Drug & Alco	5.85
101-440-90010	Liability & Property Insur	641.72
101-440-92212	Veterans Banner Prog Ex	1,198.73
107-422-62070	Workers Comp. Insuranc	4,714.50
107-422-70010	Office Supplies	7.38
107-422-70100	Uniforms	122.41
107-422-70130	Street Materials	33.29
107-422-70160	Gasoline & Diesel	731.17
107-422-70190	Street Stripe Paint	28.54
107-422-72010	Water/Electric - City Plot	7,827.84
107-422-72021	Street Light Electricity	8,596.67
107-422-72030	Telephone	47.30
107-422-84010	Office Equip Repairs &	2.37
107-422-84060	Vehicle Parts, Repairs &	81.63
107-422-86010	Training, Travel, & Confe	41.85
107-422-86030	Subs., Dues, & Publicatio	2.40
107-422-88040	Computer Programming	222.29
107-422-88100	Professional Services	3,269.29
107-422-89040	Physical w/Drug & Alcoh	13.65
107-422-90010	Liability & Property Insur	4,463.65
110-424-88040	Computer Programming	172.77
111-422-98910	Sunset St Improv-Phase	24,696.25
117-418-98042	IGT-EMS Program Expen	174,816.97
125-422-88040	Computer Programming	172.77
127-422-88040	Computer Programming	172.77
127-422-98901	Phelps Ave Improvemen	4,931.41

## Account Summary

Account Number	Account Name	Payment Amount
127-422-98970	ADA Improv-ATP Cycle 0	9,196.00
130-451-88040	Computer Programming	172.77
130-603-88101	Administrative Fees	1,375.01
140-422-88040	Computer Programming	172.77
140-422-98950	Forest Ave 1st-Elm Ave S	742.01
146-422-98221	Centenniel Park Improve	8,773.90
146-422-98222	Sandlewood Park Impro	10,285.71
150-751-96501	Fiscal Agent Fees-1998 A	1,152.75
150-757-96505	Fiscal Agent Fees-2012	1,152.75
305-422-98950	Forest Ave 1st-Elm Ave S	3,600.00
501-400-51020	Untreated Water Sales C	2,700.00
501-406-62070	Workers Comp. Insuranc	5,515.80
501-406-70010	Office Supplies	62.45
501-406-70030	Postage & Freight Out	168.20
501-406-70040	Printing & Binding	439.65
501-406-70160	Gasoline & Diesel	311.10
501-406-72030	Telephone	476.63
501-406-84010	Office Equip Repairs &	111.54
501-406-86010	Training, Travel, & Confe	639.29
501-406-88030	Accounting/Auditing	3,458.25
501-406-88040	Computer Programming	2,411.84
501-406-89040	Physical w/Drug & Alcoh	46.80
501-406-89070	Fingerprinting	19.20
501-406-90010	Liability & Property Insur	5,536.50
501-406-92090	Taxes, Licenses, & Fees	1,294.50
501-503-62070	Workers Comp. Insuranc	20,392.78
501-503-62081	Safety Boot Allowance	150.00
501-503-70010	Office Supplies	622.04
501-503-70060	Small Tools & Equipment	915.17
501-503-70100	Uniforms	137.66
501-503-70140	Utility Parts & Supplies	1,371.39
501-503-70160	Gasoline & Diesel	701.77
501-503-70202	Lab Supplies	1,684.48
501-503-70210	Chemicals Ammonia	5,400.70
501-503-70230	Chemicals Chlorine	2,934.78
501-503-70240	Chemicals Aluminate Sul	18,503.24
501-503-70400	Chemicals Sodium Perm	12,121.21
501-503-72010	Water, Gas, Sanitation &	246.80
501-503-72020	Electric	83,266.55
501-503-72030	Telephone	1,010.74
501-503-80010	Water Purchases	89,498.81
501-503-82030	Equipment Rental	56.00
501-503-84010	Office Equip Repairs &	52.89
501-503-84020	Major Equip Repairs &	18,466.49
501-503-84030	Buildings Repairs & Mai	2,375.67
501-503-84072	Safety Equip. Repairs &	365.23
501-503-86010	Training, Travel, & Confe	1,493.58
501-503-86030	Subs., Dues, & Publicatio	41.20
501-503-86032	Cert, Renewal, Subs & D	108.25
501-503-88040	Computer Programming	85.97
501-503-88060	Medical - General	561.42
501-503-88081	Outside Laboratory	2,494.00
501-503-88100	Professional Services	16,733.92
501-503-90010	Liability & Property Insur	31,807.05
501-503-98040	Major Machinery & Equi	2,570.75
501-503-98052	Improvements (Turbidim	3,043.67
501-503-98441	Water Revenue Bond Pr	11,830.00
501-508-62070	Workers Comp. Insuranc	12,661.92

**Account Summary**

Account Number	Account Name	Payment Amount
501-508-62080	Uniform Allowance	285.12
501-508-70010	Office Supplies	39.06
501-508-70030	Postage & Freight Out	51.34
501-508-70100	Uniforms	122.41
501-508-70101	Uniforms-Safety Equipm	517.23
501-508-70140	Utility Parts & Supplies	331.99
501-508-70160	Gasoline & Diesel	605.97
501-508-72020	Electric	205.93
501-508-72030	Telephone	225.32
501-508-84010	Office Equip Repairs &	89.90
501-508-84060	Vehicle Parts, Repairs &	502.06
501-508-86010	Training, Travel, & Confe	221.94
501-508-86030	Subs., Dues, & Publicatio	142.78
501-508-88040	Computer Programming	58.47
501-508-88100	Professional Services	514.28
501-508-88121	Geographic Information	2,168.00
501-508-89040	Physical w/Drug & Alcoh	78.00
501-508-90010	Liability & Property Insur	24,584.67
502-406-62070	Workers Comp. Insuranc	4,716.66
502-406-70010	Office Supplies	47.01
502-406-70030	Postage & Freight Out	147.18
502-406-70040	Printing & Binding	384.69
502-406-70160	Gasoline & Diesel	272.21
502-406-72030	Telephone	417.05
502-406-84010	Office Equip Repairs &	61.05
502-406-86010	Training, Travel, & Confe	546.04
502-406-88030	Accounting/Auditing	3,458.25
502-406-88040	Computer Programming	2,380.29
502-406-89040	Physical w/Drug & Alcoh	39.00
502-406-89070	Fingerprinting	16.48
502-406-90010	Liability & Property Insur	4,831.09
502-406-92090	Taxes, Licenses, & Fees	1,132.69
502-510-62070	Workers Comp. Insuranc	14,747.43
502-510-70010	Office Supplies	39.23
502-510-70100	Uniforms	122.40
502-510-70101	Uniforms-Safety Equipm	222.52
502-510-70130	Street Materials	369.59
502-510-70160	Gasoline & Diesel	605.97
502-510-72020	Electric	796.51
502-510-72030	Telephone	390.28
502-510-80020	PG&E Wholesale Transp	22,284.95
502-510-80030	Gas Purchases for Resale	24,662.33
502-510-84010	Office Equip Repairs &	113.82
502-510-84060	Vehicle Parts, Repairs &	431.29
502-510-86010	Training, Travel, & Confe	796.34
502-510-86030	Subs., Dues, & Publicatio	430.73
502-510-88040	Computer Programming	128.31
502-510-88100	Professional Services	5,269.31
502-510-88121	Geographic Information	2,168.00
502-510-89040	Physical w/Drug & Alcoh	78.00
502-510-90010	Liability & Property Insur	16,011.18
502-510-98040	Major Machinery & Equi	590.38
502-510-98071	Gas Meter Purchases	6,111.34
503-000-11301	CalPOP Energy Eff.Loan	3,864.72
503-406-62070	Workers Comp. Insuranc	3,100.36
503-406-70010	Office Supplies	32.72
503-406-70030	Postage & Freight Out	96.72
503-406-70040	Printing & Binding	252.80

**Account Summary**

Account Number	Account Name	Payment Amount
503-406-70160	Gasoline & Diesel	178.88
503-406-72030	Telephone	239.26
503-406-84010	Office Equip Repairs &	71.43
503-406-86010	Training, Travel, & Confe	404.81
503-406-88030	Accounting/Auditing	3,458.25
503-406-88040	Computer Programming	2,285.65
503-406-89040	Physical w/Drug & Alcoh	29.25
503-406-89070	Fingerprinting	11.42
503-406-90010	Liability & Property Insur	3,175.52
503-406-92090	Taxes, Licenses, & Fees	744.34
503-520-62070	Workers Comp. Insuranc	10,320.27
503-520-70010	Office Supplies	10.23
503-520-70100	Uniforms	137.63
503-520-70140	Utility Parts & Supplies	233.03
503-520-70160	Gasoline & Diesel	175.44
503-520-72010	Water, Gas, Sanitation &	733.68
503-520-72020	Electric	7,259.72
503-520-72030	Telephone	166.47
503-520-82030	Equipment Rental	28.00
503-520-84010	Office Equip Repairs &	33.11
503-520-84020	Major Equip Repairs &	38,746.89
503-520-84030	Buildings Repairs & Mai	30.00
503-520-86010	Training, Travel, & Confe	380.44
503-520-86030	Subs., Dues, & Publicatio	109.45
503-520-86033	Certifications,Renewals	76.00
503-520-88040	Computer Programming	99.85
503-520-88060	Medical - General	240.61
503-520-88080	Laboratory	489.00
503-520-88100	Professional Services	3,662.57
503-520-90010	Liability & Property Insur	15,228.82
503-521-62070	Workers Comp. Insuranc	5,252.82
503-521-70010	Office Supplies	25.01
503-521-70100	Uniforms	122.40
503-521-70101	Uniforms-Safety Equipm	517.24
503-521-70160	Gasoline & Diesel	605.99
503-521-70440	Miscellaneous Supplies	48.51
503-521-72010	Water, Gas, Sanitation &	233.22
503-521-72020	Electric	634.28
503-521-72030	Telephone	363.58
503-521-84010	Office Equip Repairs &	84.11
503-521-84030	Buildings Repairs & Mai	35.00
503-521-84060	Vehicle Parts, Repairs &	105.22
503-521-86010	Training, Travel, & Confe	219.33
503-521-86030	Subs., Dues, & Publicatio	142.78
503-521-88040	Computer Programming	97.53
503-521-88100	Professional Services	514.28
503-521-88121	Geographic Information	2,168.00
503-521-89040	Physical w/Drug & Alcoh	19.50
503-521-90010	Liability & Property Insur	10,472.62
503-521-92090	Taxes, Licenses, & Fees	143.00
504-406-62070	Workers Comp. Insuranc	299.87
504-406-70010	Office Supplies	2.47
504-406-70030	Postage & Freight Out	8.41
504-406-70040	Printing & Binding	22.00
504-406-70160	Gasoline & Diesel	15.55
504-406-72030	Telephone	23.82
504-406-84010	Office Equip Repairs &	26.46
504-406-86010	Training, Travel, & Confe	26.16



**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Payment Amount</b>
504-406-88030	Accounting/Auditing	461.10
504-406-88040	Computer Programming	444.50
504-406-89040	Physical w/Drug & Alcoh	1.95
504-406-89070	Fingerprinting	0.90
504-406-90010	Liability & Property Insur	304.79
504-406-92090	Taxes, Licenses, & Fees	64.72
504-535-62070	Workers Comp. Insuranc	11,379.37
504-535-70010	Office Supplies	3.74
504-535-70100	Uniforms	39.23
504-535-70160	Gasoline & Diesel	777.06
504-535-72030	Telephone	4.73
504-535-84010	Office Equip Repairs &	3.46
504-535-84060	Vehicle Parts, Repairs &	2,293.67
504-535-86010	Training, Travel, & Confe	8.60
504-535-88040	Computer Programming	4.45
504-535-88100	Professional Services	514.28
504-535-90010	Liability & Property Insur	2,777.02
506-540-70010	Office Supplies	12.39
506-540-70100	Uniforms	49.38
506-540-70160	Gasoline & Diesel	1,544.72
506-540-72030	Telephone	258.11
506-540-84010	Office Equip Repairs &	32.78
506-540-86010	Training, Travel, & Confe	285.64
506-540-88030	Accounting/Auditing	691.65
506-540-88040	Computer Programming	282.33
506-540-89040	Physical w/Drug & Alcoh	19.50
506-540-89070	Fingerprinting	3.20
820-610-62070	Workers Comp. Insuranc	5,394.08
820-610-70010	Office Supplies	6.19
820-610-72030	Telephone	3.96
820-610-84010	Office Equip Repairs &	2.89
820-610-86010	Training, Travel, & Confe	488.34
820-610-88030	Accounting/Auditing	3,458.25
820-610-88040	Computer Programming	176.40
820-610-89040	Physical w/Drug & Alcoh	39.00
820-610-89070	Fingerprinting	6.40
820-610-90010	Liability & Property Insur	8,625.69
820-610-96511	Arbitrage Rebate Fees	5,250.00
950-000-31100	Federal Withholding	39,598.72
950-000-31200	State Income Tax Withh	15,871.91
950-000-31300	FICA Withheld	53,737.66
950-000-31400	Medicare Insurance Wit	12,820.34
950-000-31500	State Disability Insuranc	4,026.07
950-000-32000	Employee Retirement W	19,514.78
950-000-32100	Employee Deferred Com	43,480.86
950-000-32400	Life Insurance	1,655.92
950-000-33000	CLOCEA Dues Withheld	1,755.87
950-000-33200	CPOA Dues Withheld	1,491.84
950-000-33300	Fire Assoc. Dues Withhel	1,250.00
950-000-34010	Other W/H Garnishment	1,061.05
950-000-34060	Prepaid Legal Services	360.33
950-000-34500	Unreimbursed Med/Dep	474.85
950-000-34600	AFLAC Insurance Withhe	3,230.54
950-000-36000	Employer Retirement	32,574.10
<b>Grand Total:</b>		<b>1,799,882.05</b>

Project Account Summary

Project Account Key  
\*\*None\*\*

Payment Amount  
1,799,882.05  

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1,799,882.05

Grand Total:

# **STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY**

**Subject:** Approval of Agreement with the Economic Development Corporation Serving Fresno County for Marketing and Business Attraction Services

**Meeting Date:** December 5, 2019

**From:** Marissa Trejo, City Manager

**Prepared by:** Marissa Trejo, City Manager

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## **I. RECOMMENDATION:**

City Manager recommends the City Council enter into an Agreement with the Economic Development Corporation *serving* Fresno County for marketing and business attraction services.

## **II. BACKGROUND:**

The Economic Development Corporation *serving* Fresno County (the "EDC"), was established in 1981 as a 501 (c) (6) private-nonprofit organization, funded by both public and private investments, and markets cities and communities within Fresno County as the premier location to expand and grow core industries. Not only does the EDC facilitate site selection for new businesses, but they also assist in the retention and expansion of existing businesses with the area.

The EDC maintains a well established relationship with the private sector business community, Fresno County and all 15 cities within Fresno County. The EDC is the primary source of all major industrial prospects for our County and has expanded their role into nation wide marketing for major commercial franchises.

## **III. DISCUSSION:**

As one of our most important priorities, the City of Coalinga is committed to a balanced and diversified economy to ensure the future well being of our citizens. A partnership with the EDC is crucial in order to maintain this priority and help reach our goal, as the EDC presents a superior level of marketing and other services that only they can provide.

The EDC, acting as a point-of-contact for industrial and other business prospects, is an invaluable partner in assisting the City in bringing in new investments into our community by marketing and promoting the City.

Staff agrees that the EDC plays a critical role in the future economic vision of the City of Coalinga and has been instrumental in the outreach services they provide.

Contract is attached.

## **IV. ALTERNATIVES:**

1. Council may approve the terms of the Agreement with the EDC.
2. Council may choose to modify the terms of the Agreement with the EDC.
3. Council may reject the Agreement and choose not to partnership with the EDC.

## **V. FISCAL IMPACT:**

For the performance and all services provided by the EDC for the 2019/2020 Fiscal Year, the City shall pay a one-time installment of \$6,000.00. This cost will come from the General Fund and is budgeted. There is also a discretionary item the City Manager may elect for an additional one-time fee of up to \$4,000 which will only be elected if needed and if the budget permits.

### **ATTACHMENTS:**

File Name	Description
City_of_Coalinga-EDC_Agreement_2019-2020-1.pdf	EDC Agreement

**AGREEMENT BETWEEN THE CITY OF COALINGA AND THE ECONOMIC  
DEVELOPMENT CORPORATION SERVING FRESNO COUNTY FOR FISCAL  
YEAR 2019-2020**

*(July 1, 2019- June 30, 2020)*

WHEREAS, the City of Coalinga (City) is committed to a balanced and diversified economy as one of its most important priorities to ensure the future well-being of the citizens of Coalinga; and

WHEREAS, the City has invested considerable resources to encourage a Coalinga location for new and expanding businesses and industries and to ensure the economic vitality of commercial areas; and

WHEREAS, EDC continues to maintain regional, national, and international marketing and promotional efforts to attract the location and expansion of businesses and industries in all of the communities within Fresno County; and

WHEREAS, the State of California (State) has designated the EDC as its regional contact and referral point for businesses and industries that contact the State while seeking a location for new or expanded facilities; and

WHEREAS, the City seeks to enhance its support of the EDC in order to utilize the unique position the EDC maintains within the business community, and to promote economic growth in the City; and

WHEREAS, the City recognizes the Fresno County Region's economic future is a top priority which demands focus and leadership by the EDC;

NOW, THEREFORE, the City and the EDC agree as follows:

1. The EDC agrees to assist the City in promoting the economic growth in the City by providing the following services to the City:
  - (a) Provide information to industrial and office representatives not currently located in Coalinga for the purpose of recruiting new businesses and industries to Coalinga.
  - (b) Maintain and update marketing materials used to attract new investment to Coalinga.
  - (c) Assist existing Coalinga businesses and industries that contact the EDC with informational and technical assistance needs through the BEAR Action Network.

- (d) Market the City of Coalinga to commercial and industrial brokers, developers, site selectors, and businesses.
- (e) Serve as a distribution point for City of Coalinga economic development materials.
- (f) BEAR Action Network will work towards fostering a closer working relationship with local business associations to enhance the accessibility of EDC and BEAR Action Network services to City of Coalinga employers. Level of partnership is dependent on willingness and capacity of local business associations to participate.
- (g) Provide City of Coalinga points-of-contact with login information and training on EDC Fresno County Cities self-management portal which offers the ability to keep up-to-date information on parcel availability and an economic profile.
- (h) Continue its leadership role in the promotion of High Speed Rail in Fresno County and the State and promote the City of Coalinga for business opportunities and housing.
- (i) Assist City of Coalinga point-of-contact in fully utilizing social media and online marketing tools to advance economic and community development efforts in the City of Coalinga.
- (j) The EDC will inform the City of Coalinga of legislation important to the Economic and Community Development of the region and advocate on their behalf.
- (k) The EDC shall submit quarterly reports to the City of Coalinga, detailing the progress of the EDC's activities.
- (l) The EDC shall assist in identifying economic development projects on the City's behalf for inclusion in the County of Fresno's Comprehensive Economic Development Strategy (CEDS) for possible grant funding.
- (m) The EDC and City of Coalinga recognize the need for updated industry and market data to aid in business attraction and to guide internal decision making. The EDC and the City of Coalinga understand that this sought after data is not available on the public domain but can be procured to develop targeted reports such as a retail leakage/gap analysis. Should the EDC procure such a resource, the City of Coalinga will supplement the FY19-20 contract amount by no more than \$4,000. In return, the City of Coalinga will be provided with an updated retail leakage/gap analysis at the City Manager's request.

2. For performance of the services described in Section 1, paragraphs (a) through (l), the City of Coalinga agrees to pay the EDC the amount of six thousand dollars (\$6,000.00) in one installment. The EDC will provide quarterly reports commencing July 1, 2019.

At the City Manager's request, for completion of services described in Section 1, paragraph (m), the City of Coalinga agrees to pay the EDC the amount of four thousand dollars (\$4,000.00) in one installment.

3. It is understood and agreed that in the performance of this agreement the EDC is an independent contractor. The EDC shall take out and maintain Workers compensation, State Disability, and other insurance coverage as required by law and shall in all other respects comply with applicable provisions of federal, state, and local laws, rules and regulations.
4. The EDC shall indemnify, hold harmless, and defend the City, its officers, agents, and employees, from all claims for money, damages, or other relief arising in any form from the performance of this agreement by the EDC, its officers, agents, or employees. The EDC shall take out and maintain for the full term of this agreement liability insurance providing protection for personal injury, wrongful death, and property damage; such insurance to be in amounts and issued by carriers acceptable to the City. The EDC shall provide the City with a Certificate of Insurance evidencing such coverage.
5. The funds provided EDC by the City pursuant to this agreement shall not be directly or indirectly used for any apolitical purpose whatsoever. This prohibition includes, but is not limited to, campaigns, events, promotions, literature, lobbying or other activities for, against or on behalf of any state, local or federal legislation, issue, candidate(s) or actions, whether partisan in nature or not.
6. This agreement will be extended automatically for successive 12-month terms unless the City sends the EDC written notice that the City does not want the agreement renewed at last 60 days before end of the fiscal year contract term.
7. This agreement sets forth the entire understanding and agreement among the parties with respect to the subject matter hereof and supersedes any prior or contemporaneous oral and-or written agreements or representations.
8. This agreement may not be altered or amended in any of its provisions except by the mutual written agreement of the parties.

9. This agreement may be executed in counterparts with the same force and effects as if executed in one complete document.

IN WITNESS WHEREOF, parties have executed this Agreement as of the day of the year first hereinabove written.

DATED: \_\_\_\_\_

CITY OF COALINGA

DATED: \_\_\_\_\_

ECONOMIC DEVELOPMENT

CORPORATION SERVING

FRESNO COUNTY

BY: \_\_\_\_\_

Marissa Trejo, City Manager

BY: \_\_\_\_\_

Lee Ann Eager, President/CEO





# **STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY**

**Subject:** Council Approval of a Three-Year Professional Services Agreement with BSK Associates to Provide Analytical Testing Services for the Wastewater and Water Treatment Plants  
**Meeting Date:** December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Sean Brewer, Assistant City Manager

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## **I. RECOMMENDATION:**

Authorize the City Manager to execute a three-year professional service agreement with BSK Associates to provide analytical testing services for the Wastewater and Water Treatment Plants in the amount of \$36,450 over three years.

## **II. BACKGROUND:**

A Request for Proposal (RFP) was advertised and placed on the City of Coalinga's website with a deadline for September 13, 2019. The City received two (2) proposals: BC Laboratories (the company we are currently using) and BSK Associates (a company we have used in the past). The purpose of the 3 year contract is ensure stability in pricing and limit unexpected expenses in future budgeting.

After careful review of the proposals considering price, experience and testing limitations, staff is recommending the use of BSK Associates.

## **III. DISCUSSION:**

BSK Associates specializes in the analyses of Drinking Water for CA Title 22 compliance, Wastewater for NPDES and SWQCB permit compliance, and ground and surface non-potable testing related to the Irrigated Lands and CalTox program for discharges to estuaries, bays, and other surface water bodies in the state. They specialize not only on the most current analytical methods associated with these industries, but also new methods required by the Drinking Water and Wastewater industries such as low-level Hexavalent Chromium, 1,2,3 TCP, the EPA's UCMR program (UCMR I, II, III and IV) and most recently Perfluorinated Compound (PFAS) analyses.

## **IV. ALTERNATIVES:**

None

## **V. FISCAL IMPACT:**

This agreement will have no impact to the General Fund as it is funded by the Water Plant Operations

fund. Sufficient funds exist in Water and Wastewater Enterprise to fulfill this total agreement in the amount of \$36,450. However, this will be broken down into three fiscal years costing the City \$12,150 per year.

**ATTACHMENTS:**

File Name	Description
❏ BSK_2019_Proposal_for_City_of_Coalinga_FINALSUBMITTAL1.pdf	BSK Proposal
❏ A._Qualifications_of_Laboratory.pdf	BC Laboratories Qualifications of Laboratory
❏ B._Experience.pdf	BC Laboratories Experience
❏ C._outline_of_services.pdf	BC Laboratories Outline of Services
❏ D._Turnaround_time_and_lab_results.pdf	BC Laboratories Turnaround Time & Lab Results
❏ E._1._NELAP_Certificate.pdf	BC Laboratories NELAP Certificate
❏ E._2._ELAP_Certificate.pdf	BC Laboratories ELAP Certificate
❏ E._3._UCMR_4_Subcontractor_Week_Lab.pdf	BC Laboratories UCMR4 Subcontractor Week Labs
❏ F._completion_of_service.pdf	BC Laboratories Completion of Service
❏ G._Fee_Proposal_-_NPDES.pdf	BC Laboratories Proposal - NPDES
❏ G._Fee_Proposal_-_UCMR_IV.pdf	BC Laboratories Fee Proposal - UCMR IV



## Request for Proposal for Analytical Testing Services for the City of Coalinga Wastewater and Water Treatment Plants including the Coalinga Canal Title 22 Testing

City of Coalinga  
Public Works and Utilities Department  
Due Date: September 13, 2019

Submitted by:  
BSK Associates Analytical Services Division  
Cyndi K. Moore  
Director of Analytical Sales  
951-295-6123  
[www.bskassociates.com](http://www.bskassociates.com)





September 13, 2019

City of Coalinga  
Public Works and Utilities Department  
155 W. Durian  
Coalinga, CA 93210

**Re: Response to Request for Proposal for Analytical Testing Services for the City of Coalinga**

Thank you for providing this proposal opportunity. Qualifications and supporting documentation to perform the services requested for analytical laboratory testing are enclosed. BSK provides the highest quality environmental analytical testing at the lowest credible cost. Our excellent reputation in the analytical industry is unmatched. All BSK clients receive:

- **Personalized Technical Assistance**
- **Experienced and Courteous Laboratory Staff**
- **Complimentary Customized Color-Coded Sampling Kits**
- **Specialized State-of-the-Art Sampling Equipment**
- **A Nearby Laboratory Location in Fresno**
- **Extensive testing capabilities recognized by California ELAP, The NELAC Institute (TNI) and the EPA to perform analyses in accordance with 40 CFR 136 and Standard Methods**
- **Proactive Project Management Staff who provide lab analysis reports and invoices in a timely manner**

As directed, our proposal outlines the submission requirements identified in Section III-Items A-H.

We appreciate your consideration and look forward to your careful decision.

Sincerely,  
BSK Associates Laboratory Services Division

A handwritten signature in blue ink, appearing to read "C. Moore", is placed over the typed name.

Cyndi K. Moore  
Director of Analytical Sales  
[cmoore@bskasssociates.com](mailto:cmoore@bskasssociates.com)  
951-295-6123

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## **A – BSK's Laboratory Qualifications**

### **Introduction to BSK Associates**

BSK Associates (BSK) is an employee-owned, professional services corporation based in California. BSK Associates' Analytical Laboratory was founded in July 1966 to support the Engineering Division's needs for testing services related to environmental remediation. Over the years, the laboratory has grown substantially, specializing in the analyses of Drinking Water for CA Title 22 compliance, Wastewater for NPDES and SWQCB permit compliance, and ground and surface non-potable testing related to the Irrigated Lands and CalTox program for discharges to estuaries, bays, and other surface water bodies in the state. We specialize not only on the most current analytical methods associated with these industries, but also new methods required by the Drinking Water and Wastewater industries such as low-level Hexavalent Chromium, 1,2,3 TCP, the EPA's UCMR program (UCMR I, II, III and IV) and most recently Perfluorinated Compound (PFAS) analyses.

Our primary facility in Fresno specializes in water quality analyses. It is a full-service environmental laboratory that encompasses over 16,000 sq. ft. Current accreditation is maintained for the States of California, Nevada, and Hawaii. Our laboratory in Vancouver, Washington covers the Pacific Northwest with certifications in both Oregon and Washington. Our Southern California Laboratory in San Bernardino is both ELAP and NELAC certified and services the lower portion of the state. In addition, BSK also provides testing for international bottled water clientele.

BSK's client base consists of over 2500 individual municipalities, utilities, water purveyors, corporations, and private individuals. Of these customers, the majority (>85%), utilize BSK for their Drinking Water and Wastewater testing services. Our clients vary in size from a handful of distribution points to the largest utility for deep-water production wells in the United States. Additionally, BSK provides analytical and technical support to private individuals, wastewater and surface water treatment plants, environmental engineering groups of various disciplines, and many special projects in support of private industry.

With over 52 years of experience in environmental analytical testing, BSK provides much more than routine analytical support. We frequently consult with our clients to deliver valuable information for non-routine work. BSK is proficient with emerging tests such as low-level NDMA, low-level Perchlorate, 1,2,3-TCP and PFAS. BSK has also participated in specialty projects such as tracer studies for plant optimization, special zone sampling for aquifer evaluations, and pump studies for the effects on water quality and treatment systems. Our diversity and experience with water testing and special studies enables us to be a valuable member of your problem-solving team, a valued-added service extended only to our clients.

### **Information Regarding BSK's subcontractor laboratory (Aquatic Bioassay Laboratories in Ventura, CA) for Acute Toxicity Testing**

The Aquatic Bioassay & Consulting Laboratories, Inc. (Aquatic Bioassay) team of scientists have been conducting toxicity testing and receiving water quality monitoring since 1979 for some of the largest (and smallest) NPDES receiving water monitoring programs on the West Coast. With our main office located in Ventura, California, we are the only Southern California firm that provides the full range of services, responsiveness and experience necessary to successfully complete your testing and monitoring requirements. Their field and laboratory capabilities include sampling and analysis for aquatic and sediment toxicity tests, sediment chemistry, benthic infauna, tissue bioaccumulation, trawled organisms, current meter studies,

ichthyoplankton, water quality profiling using electronic sensor packages, particle size, nutrient analysis, bacteria and video dive surveys.

#### **B – BSK’s Previous Experience Related to the Type of Project**

BSK is the City of Coalinga’s current laboratory services provider for UCMR4 testing. Our laboratory has also provided service to the City in years past. Our experience with other local water purveyors is listed below:

##### **California Water Service Company**

1720 North First Street

San Jose, CA 95112

Kristy Fournier (Manager of Laboratories)

Phone: 408-367-8314

Ongoing Services for the analysis of multiple types of environmental water samples.

##### **City of Fresno**

1910 University Avenue

Fresno, CA 93703

Contact: Bob Little (Supervisor)

Phone: (559) 621-5355

Services for complete support of the drinking water testing program for the City. Currently an ongoing program.

##### **City of Tulare**

3981 South K Street

Tulare, CA 93274

Contact: Tim Doyle (Manager)

Phone: 559-684-4286

On-going services in support of their environmental monitoring programs.



## **C – Outline of the Specific Services to be Performed and the Means by Which the Services will be Completed**

As in the past, Ms. True Lee will serve as the primary Project Manager for the City. She will be responsible for all sample scheduling and testing communications. Her attention to detail will help ensure the City stays in regulatory compliance with their sampling requirements. True is responsive and dependable. She also an expert with invoicing and special reporting options the lab currently offers. She has many years of experience in the environmental laboratory industry serving as a Project Manager. Her experience affords a tremendous understanding of all aspects of drinking water and wastewater rules and regulations as well as provides her the ability to address virtually every issue immediately over the phone should they occur. True can be contacted at: (559) 497-2888 ext. 119, Email address: [tlee@bskassociates.com](mailto:tlee@bskassociates.com), fax: (559) 485-6935.

The secondary contact for the City will be Mr. Stephane Maupas. He has been the Lead Project Manager for BSK's Fresno Laboratory for the past 4 years. Previously he was a project manager at the lab for over 5 years. He has worked closely with many Cities implementing, overseeing and executing their sampling programs. Stephane's contact information is: phone: (559) 497-2888 ext. 212, email address: [smaupas@bskassociates.com](mailto:smaupas@bskassociates.com).

To set ourselves apart from other laboratory service providers, it is BSK's philosophy to extend our vast pool of experience and knowledge to our clients. For the term of this contract, BSK commits to ensuring that all personnel remain unchanged unless extenuating circumstances dictate otherwise. Any changes in key personnel assignments will be provided in advance in writing as required by EID.

Key personnel for this project are listed below (resumes available upon request):

- True Lee – Project Manager
- Stephane Maupas – Lead Project Manager & Backup Project Manager
- Belinda Vega - Laboratory Director
- Dan Bennett - Organics Department Manager
- Joshua Scales – Inorganics Department Manager
- Norman Espinoza – Metals Department Manager
- Michael Ng - Quality Assurance/Quality Control Manager

In addition to the management listed above, BSK has a full complement of cross-trained analysts that are responsible for the routine generation of data. We do not designate specific analysts to clients. The 4 primary section managers who oversee these analysts will be our Inorganics, Metals, Organics, and QC managers. The Laboratory management staff are all degreed chemists. All SOP's are written by management and strictly adhered to. Our average employee work experience exceeds ten years of actual laboratory work and over half of the staff have been with BSK over ten years, illustrating a very dedicated, strong, and experienced work staff.

To ensure we stay ahead of industry trends and forthcoming regulations, BSK maintains many professional affiliations. We are members of the American Water Works Association (AWWA), the California Water Environment Association (CWEA) and the Association of California of Water Agencies (ACWA). Additionally, we are frequent presenters at local water organizations such as the Valley County Water Association (VCWA). Along with these memberships, we frequently attend trade shows and annual water conferences where we have presented on topics ranging from sample collection to report interpretation to disinfection byproducts. By staying in touch with these information sources as well as attending ELAP-NELAP Quality Control seminars,

BSK has stayed on the leading edge of analytical development that has enabled us to be ready for upcoming regulations before they take effect. For example:

- BSK is one of the few labs nationwide to be fully accredited for all test methods related to the EPA's UCMR 1, 2, 3 and 4 programs and is currently 1 of only 3 labs in the nation working directly for the EPA's Small Systems Testing UCMR4 contract.
- BSK developed low-level methodology for the analysis of 1,2,3-TCP and MTBE to enable utilities to have better early warning capabilities for analyte groundwater intrusion.
- BSK is on the forefront of getting approved for all Perfluorinated (PFAS) Compound testing with most of the compounds already approved by ELAP.

To stay current in matters related to quality assurance and data integrity, BSK regularly sends representatives to seminars and training sessions given by The NELAC Institute and other quality assurance consulting companies. These events keep us up to date on forthcoming regulatory compliance matters, QA/QC developments in new or existing methods, state and federal laboratory requirements, and overall good laboratory practices.

### **Quality Assurance and Control**

BSK's Quality Assurance Program is based on the NELAC ISO-based (ISO 17025) quality assurance standard and contains all pertinent sections required to generate high quality, traceable and legally defensible data. BSK's plan is established, having been the standard in the laboratory for approximately 16 years. It is reviewed biannually by California ELAP and NELAP auditors and has been deemed acceptable in all areas. All QA outlined in this RFP are covered in BSK's QA manual. Support QC Data is supplied in accordance with what is outlined in the analytical methods. With proper sample volume, appropriate MS/MSD and sample duplicate QC data points will be performed on the project's parent sample. Should data ranges go beyond the established QC limits, EID will be notified, and the anomaly discussed. All QC exceptions will be thoroughly documented in the Case Narrative section of the final report.

BSK's QA/QC Manager (Michael Ng) is responsible for updates, edits, implementation and overall administration of this program within the laboratory. A copy of BSK's current QA/QC Manual is available upon request.

In addition to the quality assurance program that applies to laboratory testing, BSK observes a very strict Ethics and Data Integrity Program. The program consists of components essential to ensuring that data is produced according to good laboratory practices in compliance with the NELAP Standard 5.4.2.6. On an annual basis, the Laboratory Director and QA/QC Manager conduct an hour-long comprehensive overview of the laboratory's Ethics Program. This annual training is a requirement for all staff and concludes with the signing of BSK's Ethics Agreement. All employees are required to sign and agree to this policy, a copy of which is kept in each employee's personnel folder. Additionally, all bench chemists involved with the generation or review/reporting of data receive additional training on proper data evaluation, documentation, error correction, and resolution of ethical dilemmas.

BSK Associates has invested a great amount of time and effort in developing a Laboratory Information Management System (LIMS) that has allowed for all phases of work to be integrated into a highly automated process. This includes:

- Sample receiving with automatic assignment of specific project tests.
- Sample tracking using bar codes to ensure sample integrity.
- Automatic transfer of peer reviewed data from instrument to reporting databases to reduce transcription errors.
- Daily automatic MCL reporting for immediate client notification for all MCL violations or pre-set trigger values.
- Automatically generated final report and invoice as soon as all sample data has undergone and passed final Quality Control review.
- Generated report and invoice undergo final review by the Project Manager then they are electronically distributed to the designated client recipient.
- California DPH .res files automatically generated and cued to be transferred to the State with the files saved for verification.

These automations result in increased laboratory efficiency in delivering the highest quality data while maintaining fast and consistent turnaround deliveries of reports and invoices, both of which can be set to automatically email the client via .pdf files immediately after review and release by the Project Manager.

As mentioned above, BSK will assign a dedicated Project Manager to the City. This single point of contact works well and helps facilitate concise lines of communication between the lab and the client for bottle orders, status reports, and quick evaluation of current data points to historical trends. Most importantly, an immediate response should there if a Drinking Water MCL exceedance is triggered. BSK's LIMS system runs a daily program to search for MCL exceedances. The PM is notified within no more than twenty-four hours of a result being approved in the system that it exceeds an established MCL. The client is notified the same day. This is as close to real-time data as possible and a service our clients have found invaluable for monitoring treatment systems or wells that need to be blended due to unfavorable water quality. By dedicating a PM as the client's single point of contact, this process functions very efficiently. In the unlikely event that an analysis will be delayed due to equipment failure or activities beyond our control, the PM will immediately notify the City of the situation. The PM will discuss all options with the City so that the best resolution in the interest of the City can be agreed upon. This will take place the same day the issue is brought to the attention of the PM.

BSK's Fresno laboratory is managed by the Laboratory Director who supervises the Department Managers. Department Managers manage the chemists and technicians, and supervisors assist with training and data review. The Department Managers are supported by our Quality Assurance and Safety staff who report to the Corporate VP of Laboratory Services and Corporate Safety Officer respectively, as well as a Technical Director who assists in maintaining instrumentation and Corporate IT who manage our computer and data systems. Weekly metrics such as TAT and holding times are utilized to ensure client satisfaction.

BSK operates under the management principal of providing our managers with all the tools, resources, and training to effectively manage their staff and then apply their analytical and technical expertise to optimize their departments. We encourage our managers to be innovative in problem solving while still operating under the constraints of the required methodology and quality control. We value continuous improvement utilizing root cause analysis, corrective actions and lean thinking.

#### **D – Turnaround Time for Sample Analyses and Laboratory Results**

Standard turnaround times for the City of Coalinga will be 10 business days. Laboratory results are available via pdf or hardcopy depending on which format the City prefers. Results may also be accessed on BSK's web-based portal at [www.bskassociates.com](http://www.bskassociates.com).

#### **E – Copies of BSK's ELAP, NELAP and UCMR4 Certifications**

Copies of BSK's certifications are attached at the end of this document.

**F – Time Schedule for Completion of Services and Necessary Tasks Identified in the RFP**

Day 1: Samples are collected by City Staff and picked up by the laboratory. Samples are logged in at the laboratory for further processing.

Day 2: Samples are prepped for analysis or shipped to the contract laboratory for further processing.

Days 3-5: Samples are batched, QC is checked, and results are determined.

Days 6-7: Sample results are peer reviewed and rechecks are done if results are suspect.

Days 8-10: Sample reports and invoices are completed. Results are posted on BSK's website or emailed to the client for review.

## G – BSK's Fee Proposal

BSK Associates RFP Pricing 2019		Unit Pricing	Annual Total			Unit Pricing	Annual Total
<b>Samples For Water treatment</b>	<b># OF TIMES SAMPLED IN A YEAR</b>			<b>Samples for Waste Water</b>	<b># OF TIMES SAMPLED IN A YEAR</b>		
PA	208	\$ 15.00	\$ 3,120.00	BOD	104	\$ 30.00	\$ 3,120.00
HPC	104	\$ 10.00	\$ 1,040.00	NO3-N	12	\$ 10.00	\$ 120.00
QUANTITRAY	24	\$ 20.00	\$ 480.00	TDS	2	\$ 15.00	\$ 30.00
ORTHOPHOSPHATE	28	\$ 15.00	\$ 420.00	EC	14	\$ 10.00	\$ 140.00
ALKALINITY	12	\$ 20.00	\$ 240.00	TKN	14	\$ 35.00	\$ 490.00
TOC	24	\$ 30.00	\$ 720.00	GENERAL MINERAL/INORGANICS	2	\$ 210.00	\$ 420.00
CALCIUM	4	\$ 15.00	\$ 60.00	MBAS	2	\$ 30.00	\$ 60.00
TTHM	8	\$ 50.00	\$ 400.00	AMMONIA,NITROGEN	2	\$ 35.00	\$ 70.00
HAA5	8	\$ 85.00	\$ 680.00	TOTAL PHOSPHOROUS	2	\$ 35.00	\$ 70.00
<b>COALINGA CANAL TITLE 22</b>			\$ -	ALKALINITY	2	\$ 25.00	\$ 50.00
SECONDARY/GENERAL MINERAL	1	\$ 25.00	\$ 25.00	PH	2	\$ 10.00	\$ 20.00
GENERAL MINERAL/INORGANIC	1	\$ 200.00	\$ 200.00	FLUORIDE	2	\$ 20.00	\$ 40.00
PERCHLORATE	1	\$ 40.00	\$ 40.00	TOTAL # OF SAMPLES	160		
NITRATE AS NO3	1	\$ 10.00	\$ 10.00				
NITRATE AS N	1	\$ -	\$ -				
REGULATED VOC	1	\$ 85.00	\$ 85.00				
TOTAL # OF SAMPLES	426			TOTAL # OF ALL SAMPLES	586		
<b>SUBTOTAL</b>			<b>\$ 7,520.00</b>				<b>\$ 4,630.00</b>
<b>GRAND TOTAL</b>	<b>\$ 12,150.00</b>						



SAMPLE DOCUMENT ONLY

BSKASSO-01

CDELOSSANTOS

# **CERTIFICATE OF LIABILITY INSURANCE**

 DATE (MM/DD/YYYY)  
 9/9/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0757778 HUB International Insurance Services Inc. 548 W Cromwell Avenue, Suite 101 Fresno, CA 93711		CONTACT NAME: Carmen De Los Santos PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL: carmen.delossantos@hubinternational.com ADDRESS:															
INSURED  BSK Associates 550 W Locust Ave Fresno, CA 93650		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Travelers Casualty Insurance Company of America</td> <td>19046</td> </tr> <tr> <td>INSURER B: Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER C: Illinois Union Insurance Company</td> <td>27960</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers Casualty Insurance Company of America	19046	INSURER B: Travelers Property Casualty Company of America	25674	INSURER C: Illinois Union Insurance Company	27960	INSURER D:		INSURER E:		INSURER F:	
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## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ACORD INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EL & Stop Gap-WA <input checked="" type="checkbox"/> \$1m/\$1mil/\$1m GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJ. <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER \$0 Deductible			6308K106928	5/1/2019	5/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (If applicable) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPO AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			8109M551054	5/1/2019	5/1/2020	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			EX8K35014A	5/1/2019	5/1/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in WA) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB8K027833	5/1/2019	5/1/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYER \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Hired Auto Phys Damg			8109M551054	5/1/2019	5/1/2020	\$1,000 ded/Limit 50,000
C	Pollution Liability			CPY G28179728 003	10/28/2018	5/1/2020	\$25,000 Ded/Limit 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

City of Coalinga Public Works and Utilities Department 155 W. Durian Coalinga, CA 93210	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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STATE WATER RESOURCES CONTROL BOARD  
REGIONAL WATER QUALITY CONTROL BOARDS

CALIFORNIA STATE



ENVIRONMENTAL LABORATORY ACCREDITATION PROGRAM

**CERTIFICATE OF ENVIRONMENTAL ACCREDITATION**

Is hereby granted to

**BSK Associates**

**Laboratory Services**

1414 Stanislaus Street

Fresno, CA 93706-1623

Scope of the certificate is limited to the  
"Fields of Testing"  
which accompany this Certificate.

Continued accredited status depends on successful completion of on-site inspection,  
proficiency testing studies, and payment of applicable fees.

This Certificate is granted in accordance with provisions of  
Section 100825, et seq. of the Health and Safety Code.

Certificate No.: **1180**

Expiration Date: **4/30/2020**

Effective Date: **5/1/2018**

A handwritten signature in black ink, appearing to read "Christine Sotelo".

Sacramento, California  
subject to forfeiture or revocation

Christine Sotelo, Chief  
Environmental Laboratory Accreditation Program





**CALIFORNIA STATE**  
**ENVIRONMENTAL LABORATORY ACCREDITATION PROGRAM**  
**Accredited Fields of Testing**



**BSK Associates**

Laboratory Services - Fresno Branch  
1414 Stanislaus Street  
Fresno, CA 93706-1623  
Phone: (559) 497-2888

**Certificate No. 1180**  
**Expiration Date 4/30/2020**

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**Field of Testing: 101 - Microbiology of Drinking Water**

101.010	001	Heterotrophic Bacteria	SM 9215 B
101.020	004	Total Coliform (Enumeration)	SM 9221 B,C
101.020	005	Fecal Coliform (Enumeration)	SM 9221 B,E
101.020	006	E. coli (Enumeration)	SM 9221 B,F
101.050	005	Total Coliform P/A	SM 9223 B (Colilert 18)
101.050	006	E. coli P/A	SM 9223 B (Colilert 18)
101.050	007	Total Coliform (Enumeration)	SM 9223 B (Colilert 18)
101.050	008	E. coli (Enumeration)	SM 9223 B (Colilert 18)

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**Field of Testing: 102 - Inorganic Chemistry of Drinking Water**

102.026	001	Calcium	EPA 200.7	
102.026	002	Magnesium	EPA 200.7	
102.026	003	Potassium	EPA 200.7	
102.026	004	Silica	EPA 200.7	
102.026	005	Sodium	EPA 200.7	
102.030	001	Bromide	EPA 300.0	
102.030	003	Chloride	EPA 300.0	
102.030	005	Fluoride	EPA 300.0	
102.030	006	Nitrate (as N)	EPA 300.0	
102.030	007	Nitrite (as N)	EPA 300.0	
102.030	008	Phosphate, Ortho (as P)	EPA 300.0	
102.030	009	Sulfate (as SO <sub>4</sub> )	EPA 300.0	
102.040	001	Bromide	EPA 300.1	
102.040	002	Chlorite	EPA 300.1	
102.040	003	Chlorate	EPA 300.1	
102.044	001	Bromate	EPA 317.0	
102.045	001	Perchlorate	EPA 314.0	
102.047	001	Perchlorate	EPA 331.0	Interim
102.095	001	Turbidity	SM 2130 B-2001	
102.100	001	Alkalinity	SM 2320 B-1997	
102.120	001	Hardness (Calculation)	SM 2340 B-1997	
102.130	001	Specific Conductance	SM 2510 B-1997	
102.140	001	Residue, Filterable TDS	SM 2540 C-1997	
102.174	001	Chlorine, Free	SM 4500-Cl F-2000	

102.174	002	Chlorine, Total Residual	SM 4500-Cl F-2000
102.175	001	Chlorine, Free	SM 4500-Cl G-2000
102.175	002	Chlorine, Total Residual	SM 4500-Cl G-2000
102.190	001	Cyanide, Total	SM 4500-CN E
102.203	001	Hydrogen Ion (pH)	SM 4500-H+ B-2000
102.240	001	Phosphate, Ortho (as P)	SM 4500-P E-1999
102.262	001	Total Organic Carbon TOC	SM 5310C-2000
102.263	001	Dissolved Organic Carbon (DOC)	SM 5310C-2000
102.270	001	Surfactants	SM 5540 C-2000
102.280	001	UV254	SM 5910 B-2011

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**Field of Testing: 103 - Toxic Chemical Elements of Drinking Water**


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103.130	001	Aluminum	EPA 200.7
103.130	003	Barium	EPA 200.7
103.130	008	Copper	EPA 200.7
103.130	009	Iron	EPA 200.7
103.130	011	Manganese	EPA 200.7
103.130	015	Silver	EPA 200.7
103.130	017	Zinc	EPA 200.7
103.130	018	Boron	EPA 200.7
103.140	002	Antimony	EPA 200.8
103.140	003	Arsenic	EPA 200.8
103.140	004	Barium	EPA 200.8
103.140	005	Beryllium	EPA 200.8
103.140	006	Cadmium	EPA 200.8
103.140	007	Chromium	EPA 200.8
103.140	008	Copper	EPA 200.8
103.140	009	Lead	EPA 200.8
103.140	011	Mercury	EPA 200.8
103.140	012	Nickel	EPA 200.8
103.140	013	Selenium	EPA 200.8
103.140	014	Silver	EPA 200.8
103.140	015	Thallium	EPA 200.8
103.140	016	Zinc	EPA 200.8
103.140	018	Vanadium	EPA 200.8
103.310	001	Chromium (VI)	EPA 218.6
103.311	001	Chromium (VI)	EPA 218.7

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**Field of Testing: 104 - Volatile Organic Chemistry of Drinking Water**


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104.030	001	1,2-Dibromoethane (EDB, Ethylene Dibromide)	EPA 504.1
104.030	002	1,2-Dibromo-3-chloropropane (DBCP)	EPA 504.1
104.035	001	1,2,3-Trichloropropane (TCP)	SRL 524M-TCP
104.040	000	Volatile Organic Compounds	EPA 524.2
104.040	001	Benzene	EPA 524.2

104.040	007	n-Butylbenzene	EPA 524.2
104.040	008	sec-Butylbenzene	EPA 524.2
104.040	009	tert-Butylbenzene	EPA 524.2
104.040	010	Carbon Tetrachloride	EPA 524.2
104.040	011	Chlorobenzene	EPA 524.2
104.040	015	2-Chlorotoluene	EPA 524.2
104.040	016	4-Chlorotoluene	EPA 524.2
104.040	019	1,3-Dichlorobenzene	EPA 524.2
104.040	020	1,2-Dichlorobenzene	EPA 524.2
104.040	021	1,4-Dichlorobenzene	EPA 524.2
104.040	022	Dichlorodifluoromethane	EPA 524.2
104.040	023	1,1-Dichloroethane	EPA 524.2
104.040	024	1,2-Dichloroethane	EPA 524.2
104.040	025	1,1-Dichloroethene (1,1-Dichloroethylene)	EPA 524.2
104.040	026	cis-1,2-Dichloroethene	EPA 524.2
104.040	027	trans-1,2-Dichloroethene	EPA 524.2
104.040	028	Dichloromethane (Methylene Chloride)	EPA 524.2
104.040	029	1,2-Dichloropropane	EPA 524.2
104.040	033	cis-1,3-Dichloropropene	EPA 524.2
104.040	034	trans-1,3-Dichloropropene	EPA 524.2
104.040	035	Ethylbenzene	EPA 524.2
104.040	037	Isopropylbenzene	EPA 524.2
104.040	039	Naphthalene	EPA 524.2
104.040	041	N-propylbenzene	EPA 524.2
104.040	042	Styrene	EPA 524.2
104.040	043	1,1,1,2-Tetrachloroethane	EPA 524.2
104.040	044	1,1,2,2-Tetrachloroethane	EPA 524.2
104.040	045	Tetrachloroethylene (Tetrachloroethene)	EPA 524.2
104.040	046	Toluene	EPA 524.2
104.040	047	1,2,3-Trichlorobenzene	EPA 524.2
104.040	048	1,2,4-Trichlorobenzene	EPA 524.2
104.040	049	1,1,1-Trichloroethane	EPA 524.2
104.040	050	1,1,2-Trichloroethane	EPA 524.2
104.040	051	Trichloroethene	EPA 524.2
104.040	052	Trichlorofluoromethane	EPA 524.2
104.040	054	1,2,4-Trimethylbenzene	EPA 524.2
104.040	055	1,3,5-Trimethylbenzene	EPA 524.2
104.040	056	Vinyl Chloride	EPA 524.2
104.040	057	Xylenes, Total	EPA 524.2
104.040	061	Carbon Disulfide	EPA 524.2
104.045	000	Trihalomethanes, Total	EPA 524.2
104.045	001	Bromodichloromethane	EPA 524.2

104.045	002	Bromoform	EPA 524.2
104.045	003	Chloroform	EPA 524.2
104.045	004	Dibromochloromethane	EPA 524.2
104.050	000	Gasoline Additives	EPA 524.2
104.050	002	Methyl tert-butyl Ether (MTBE)	EPA 524.2
104.050	003	tert-Amyl Methyl Ether (TAME)	EPA 524.2
104.050	004	Ethyl tert-butyl Ether (ETBE)	EPA 524.2
104.050	005	Trichlorotrifluoroethane	EPA 524.2
104.050	006	tert-Butyl Alcohol (TBA)	EPA 524.2

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**Field of Testing: 105 - Semi-volatile Organic Chemistry of Drinking Water**


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105.010	000	Pesticides	EPA 505
105.010	002	Alachlor	EPA 505
105.010	003	Atrazine	EPA 505
105.010	004	Chlordane	EPA 505
105.010	006	Endrin	EPA 505
105.010	007	Heptachlor	EPA 505
105.010	008	Heptachlor Epoxide	EPA 505
105.010	009	Hexachlorobenzene	EPA 505
105.010	010	Hexachlorocyclopentadiene	EPA 505
105.010	011	Lindane (HCH-gamma)	EPA 505
105.010	012	Methoxychlor	EPA 505
105.010	013	Simazine	EPA 505
105.010	015	PCBs as Aroclors (screen)	EPA 505
105.083	000	Chlorinated Acids	EPA 515.4
105.083	001	2,4-D	EPA 515.4
105.083	002	Dinoseb	EPA 515.4
105.083	003	Pentachlorophenol	EPA 515.4
105.083	004	Picloram	EPA 515.4
105.083	005	2,4,5-TP (Silvex)	EPA 515.4
105.083	006	Dalapon	EPA 515.4
105.083	007	Bentazon	EPA 515.4
105.083	008	Dicamba	EPA 515.4
105.091	000	Semi-volatile Organic Compounds	EPA 525.3
105.091	001	Alachlor	EPA 525.3
105.091	003	Atrazine	EPA 525.3
105.091	004	Benzo(a)pyrene	EPA 525.3
105.091	005	Butachlor	EPA 525.3
105.091	007	Diazinon	EPA 525.3
105.091	008	Di(2-ethylhexyl) Adipate	EPA 525.3
105.091	009	Di(2-ethylhexyl) Phthalate	EPA 525.3
105.091	017	Metolachlor	EPA 525.3
105.091	018	Metribuzin	EPA 525.3

105.091	019	Molinate	EPA 525.3	
105.091	021	Propachlor	EPA 525.3	
105.091	022	Simazine	EPA 525.3	
105.091	023	Thiobencarb	EPA 525.3	
105.100	000	Carbamates	EPA 531.1	
105.100	001	Aldicarb	EPA 531.1	
105.100	002	Aldicarb Sulfone	EPA 531.1	
105.100	003	Aldicarb Sulfoxide	EPA 531.1	
105.100	004	Carbaryl	EPA 531.1	
105.100	005	Carbofuran	EPA 531.1	
105.100	006	3-Hydroxycarbofuran	EPA 531.1	
105.100	007	Methomyl	EPA 531.1	
105.100	008	Oxamyl	EPA 531.1	
105.105	003	Perfluorobutanesulfonic Acid (PFBS)	EPA 537 Rev 1.1	Interim
105.105	006	Perfluoroheptanoic Acid (PFHpA)	EPA 537 Rev 1.1	Interim
105.105	007	Perfluorohexanesulfonic Acid (PFHxS)	EPA 537 Rev 1.1	Interim
105.105	009	Perfluorononanoic Acid (PFNA)	EPA 537 Rev 1.1	Interim
105.105	010	Perfluorooctanoic Acid (PFOA)	EPA 537 Rev 1.1	Interim
105.105	011	Perfluorooctylsulfonic Acid (PFOS)	EPA 537 Rev 1.1	Interim
105.120	001	Glyphosate	EPA 547	
105.140	001	Endothall	EPA 548.1	
105.150	001	Diquat	EPA 549.2	
105.201	001	Haloacetic Acids (HAA5)	EPA 552.3	

**Field of Testing: 106 - Radiochemistry of Drinking Water**

106.092	001	Uranium	EPA 200.8	
106.270	001	Gross Alpha by Coprecipitation	SM 7110 C	

**Field of Testing: 107 - Microbiology of Wastewater**

107.020	002	Total Coliform (Enumeration)	SM 9221 B-2006	
107.030	002	Total Coliform with Chlorine Present	SM 9221 B,C-2006	
107.040	002	Fecal Coliform (Enumeration)	SM 9221 C,E-2006	
107.050	002	Fecal Coliform with Chlorine Present	SM 9221 C,E-2006	
107.100	002	Fecal Streptococci	SM 9230 B-2007	
107.245	001	E. coli (Enumeration)	SM 9223 B (Colilert 18)	
107.247	001	E. coli (Enumeration)	SM 9221 B,F-2006	

**Field of Testing: 108 - Inorganic Chemistry of Wastewater**

108.112	001	Boron	EPA 200.7	
108.112	002	Calcium	EPA 200.7	
108.112	004	Magnesium	EPA 200.7	
108.112	005	Potassium	EPA 200.7	
108.112	006	Silica, Dissolved	EPA 200.7	
108.112	007	Sodium	EPA 200.7	
108.113	001	Boron	EPA 200.8	

108.120	001	Bromide	EPA 300.0
108.120	002	Chloride	EPA 300.0
108.120	003	Fluoride	EPA 300.0
108.120	008	Sulfate (as SO <sub>4</sub> )	EPA 300.0
108.120	012	Nitrate (as N)	EPA 300.0
108.120	013	Nitrate-Nitrite (as N)	EPA 300.0
108.120	014	Nitrite (as N)	EPA 300.0
108.120	015	Phosphate, Ortho (as P)	EPA 300.0
108.121	001	Bromide	EPA 300.1
108.209	001	Ammonia (as N)	EPA 350.1
108.211	002	Kjeldahl Nitrogen, Total (as N)	EPA 351.2
108.266	001	Phosphorus, Total	EPA 365.4
108.381	002	Oil & Grease Total	EPA 1664 B
108.385	001	Color	SM 2120 B-2001
108.390	001	Turbidity	SM 2130 B-2001
108.410	001	Alkalinity	SM 2320 B-1997
108.420	001	Hardness (Calculation)	SM 2340 B-1997
108.430	001	Specific Conductance	SM 2510 B-1997
108.439	001	Residue, Volatile	SM 2540 E-1997
108.440	001	Residue, Total	SM 2540 B-1997
108.441	001	Residue, Filterable TDS	SM 2540 C-1997
108.442	001	Residue, Non-filterable TSS	SM 2540 D-1997
108.443	001	Residue, Settleable	SM 2540 F-1997
108.460	001	Chlorine, Total Residual	SM 4500-Cl B-2000
108.464	001	Chlorine, Total Residual	SM 4500-Cl F-2000
108.465	001	Chlorine, Total Residual	SM 4500-Cl G-2000
108.470	001	Cyanide, Total	SM 4500-CN B or C-1999
108.472	001	Cyanide, Total	SM 4500-CN E-1999
108.480	001	Fluoride	SM 4500-F B, C-1997
108.490	001	Hydrogen Ion (pH)	SM 4500-H+ B-2000
108.529	001	Nitrate-Nitrite (as N)	SM 4500-NO <sub>3</sub> F-2000
108.532	001	Oxygen, Dissolved	SM 4500-O C-2001
108.540	001	Phosphate, Ortho (as P)	SM 4500-P E-1999
108.592	001	Biochemical Oxygen Demand	SM 5210B-2001
108.592	002	Carbonaceous BOD	SM 5210B-2001
108.595	001	Chemical Oxygen Demand	SM 5220D-1997
108.597	001	Organic Carbon-Total (TOC)	SM 5310C-2000
108.605	001	Surfactants	SM 5540 C-2000

**Field of Testing: 109 - Toxic Chemical Elements of Wastewater**

109.010	001	Aluminum	EPA 200.7
109.010	006	Boron	EPA 200.7
109.010	007	Cadmium	EPA 200.7

109.010	009	Chromium	EPA 200.7
109.010	011	Copper	EPA 200.7
109.010	012	Iron	EPA 200.7
109.010	013	Lead	EPA 200.7
109.010	015	Manganese	EPA 200.7
109.010	017	Nickel	EPA 200.7
109.010	021	Silver	EPA 200.7
109.010	024	Tin	EPA 200.7
109.010	025	Titanium	EPA 200.7
109.010	027	Zinc	EPA 200.7
109.020	001	Aluminum	EPA 200.8
109.020	002	Antimony	EPA 200.8
109.020	003	Arsenic	EPA 200.8
109.020	004	Barium	EPA 200.8
109.020	005	Beryllium	EPA 200.8
109.020	006	Cadmium	EPA 200.8
109.020	007	Chromium	EPA 200.8
109.020	008	Cobalt	EPA 200.8
109.020	009	Copper	EPA 200.8
109.020	010	Lead	EPA 200.8
109.020	011	Manganese	EPA 200.8
109.020	012	Molybdenum	EPA 200.8
109.020	013	Nickel	EPA 200.8
109.020	014	Selenium	EPA 200.8
109.020	015	Silver	EPA 200.8
109.020	016	Thallium	EPA 200.8
109.020	017	Vanadium	EPA 200.8
109.020	018	Zinc	EPA 200.8
109.020	021	Iron	EPA 200.8
109.020	022	Tin	EPA 200.8
109.104	001	Chromium (VI)	EPA 218.6
109.192	001	Mercury	EPA 245.7

**Field of Testing: 110 - Volatile Organic Chemistry of Wastewater**

110.040	000	Purgeable Organic Compounds	EPA 624
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**Field of Testing: 111 - Semi-volatile Organic Chemistry of Wastewater**

111.100	000	Base/Neutral & Acid Organics	EPA 625
111.103	000	Nitrosamines	EPA 625
111.170	000	Organochlorine Pesticides and PCBs	EPA 608

**Field of Testing: 114 - Inorganic Chemistry of Hazardous Waste**

114.010	003	Barium	EPA 6010 B
114.010	005	Cadmium	EPA 6010 B
114.010	006	Chromium	EPA 6010 B

114.010	007	Cobalt	EPA 6010 B
114.010	008	Copper	EPA 6010 B
114.010	009	Lead	EPA 6010 B
114.010	010	Molybdenum	EPA 6010 B
114.010	011	Nickel	EPA 6010 B
114.010	013	Silver	EPA 6010 B
114.010	015	Vanadium	EPA 6010 B
114.010	016	Zinc	EPA 6010 B
114.020	001	Antimony	EPA 6020
114.020	002	Arsenic	EPA 6020
114.020	003	Barium	EPA 6020
114.020	004	Beryllium	EPA 6020
114.020	005	Cadmium	EPA 6020
114.020	006	Chromium	EPA 6020
114.020	007	Cobalt	EPA 6020
114.020	008	Copper	EPA 6020
114.020	009	Lead	EPA 6020
114.020	010	Molybdenum	EPA 6020
114.020	011	Nickel	EPA 6020
114.020	012	Selenium	EPA 6020
114.020	013	Silver	EPA 6020
114.020	014	Thallium	EPA 6020
114.020	015	Vanadium	EPA 6020
114.020	016	Zinc	EPA 6020
114.025	001	Mercury	EPA 6020 A
114.106	001	Chromium (VI)	EPA 7199
114.221	001	Cyanide, Total	EPA 9012 A
114.240	001	Corrosivity - pH Determination	EPA 9040 B
114.241	001	Corrosivity - pH Determination	EPA 9045 C

**Field of Testing: 115 - Extraction Test of Hazardous Waste**

115.020	001	Toxicity Characteristic Leaching Procedure (TCLP)	EPA 1311 (TCLP)
115.021	001	TCLP Inorganics	EPA 1311 (TCLP)
115.030	001	Waste Extraction Test (WET)	CCR Chapter 11, Article 5, Appendix II

**Field of Testing: 116 - Volatile Organic Chemistry of Hazardous Waste**

116.080	000	Volatile Organic Compounds	EPA 8260 B
116.080	120	Oxygenates	EPA 8260 B
116.100	001	Total Petroleum Hydrocarbons - Gasoline (GRO)	LUFT GC/MS

**Field of Testing: 117 - Semi-volatile Organic Chemistry of Hazardous Waste**

117.010	001	Diesel-range Total Petroleum Hydrocarbons	EPA 8015 B
117.110	000	Extractable Organics	EPA 8270 C
117.111	071	Pesticides	EPA 8270 C
117.210	000	Organochlorine Pesticides	EPA 8081 A



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117.220	000	PCBs	EPA 8082	
117.280	000	Carbamates	EPA 8321 A	Aqueous Only



# OREGON

## Environmental Laboratory Accreditation Program



NELAP Recognized

**BSK Associates**

**4021**

1414 Stanislaus Street  
Fresno, CA 93706

IS GRANTED APPROVAL BY ORELAP UNDER THE 2009 TNI STANDARDS, TO PERFORM  
ANALYSES ON ENVIRONMENTAL SAMPLES IN MATRICES AS LISTED BELOW :

<i>Air</i>	<i>Drinking Water</i>	<i>Non Potable Water</i>	<i>Solids and Chem. Waste</i>	<i>Tissue</i>
	Chemistry Microbiology Radiochemistry	Chemistry Microbiology	Chemistry	

AND AS RECORDED IN THE LIST OF APPROVED ANALYTES, METHODS, ANALYTICAL  
TECHNIQUES, AND FIELDS OF TESTING ISSUED CONCURRENTLY WITH THIS CERTIFICATE  
AND REVISED AS NECESSARY.

ACCREDITED STATUS DEPENDS ON SUCCESSFUL ONGOING PARTICIPATION IN THE  
PROGRAM AND CONTINUED COMPLIANCE WITH THE STANDARDS.

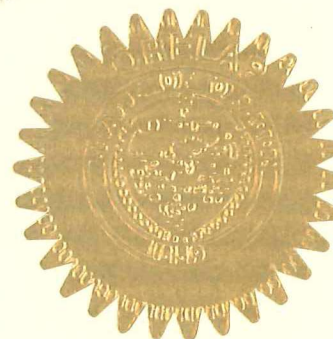
CUSTOMERS ARE URGED TO VERIFY THE LABORATORY'S CURRENT ACCREDITATION  
STATUS IN OREGON.

Alia D. Servin, Ph.D.  
Oregon State Public Health Laboratory  
ORELAP Program Manager  
7202 NE Evergreen Parkway, Suite 100  
Hillsboro, OR 97124

EFFECTIVE DATE : 01/30/2019

EXPIRATION DATE : 01/29/2020

Certificate No : 4021 - 011







# OREGON

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MATRIX	Reference	Code	Analyte	Code	Description
Drinking Water	EPA 200.2			10013000	Sample Preparation Procedure for Spectrochemical Determination of Total Recoverable Elements - Revision 2.8
		8031	Extraction/Preparation		
	EPA 200.7 4.4			10013806	ICP - metals
		1000	Aluminum		
		1015	Barium		
		1025	Boron		
		1035	Calcium		
		1055	Copper		
		1070	Iron		
		1085	Magnesium		
		1090	Manganese		
		1125	Potassium		
		1990	Silica as SiO <sub>2</sub>		
		1150	Silver		
		1155	Sodium		
		1190	Zinc		
	EPA 200.8 5.4			10014605	Metals by ICP-MS
		1005	Antimony		
		1010	Arsenic		
		1015	Barium		
		1020	Beryllium		
		1030	Cadmium		
		1040	Chromium		
		1055	Copper		
		1075	Lead		
		1095	Mercury		
		1105	Nickel		
		1140	Selenium		
		1150	Silver		
		1165	Thallium		
		3035	Uranium		
		1190	Zinc		
	EPA 218.6 3.3			10028009	Dissolved Hexavalent Chromium by Ion Chromatography
		1045	Chromium VI		



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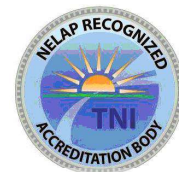
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### Drinking Water

EPA 218.7 1	10268414	Determination of Hexavalent Chromium in Drinking Water by Ion Chromatography with Post-column Derivatization and UV-VIS Spectroscopic Determination
1045	Chromium VI	
EPA 300.0 2.1	10053200	Methods for the Determination of Inorganic Substances in Environmental Samples
1540	Bromide	
1575	Chloride	
1730	Fluoride	
1810	Nitrate as N	
1823	Nitrate plus Nitrite as N	
1820	Nitrate-nitrite	
1840	Nitrite as N	
1870	Orthophosphate as P	
2000	Sulfate	
EPA 300.1	10053608	Ion chromatography - anions.
1540	Bromide	
1570	Chlorate	
1595	Chlorite	
EPA 314.0 EPA 314.0	10277006	Perchlorate in Drinking Water by Ion Chromatography
1895	Perchlorate	
EPA 317.0 EPA 317.0	10237602	Inorganic Oxyhalide Disinfection Byproducts in Drinking Water
1535	Bromate	
EPA 504.1 1.1	10082801	EDB/DBCP/TCP micro-extraction, GC/ECD
4570	1,2-Dibromo-3-chloropropane (DBCP)	
4585	1,2-Dibromoethane (EDB, Ethylene dibromide)	
EPA 505 2.1	10083406	Organohalide pesticides/PCBs (Drinking Water)
7005	Alachlor	
7025	Aldrin	
8880	Aroclor-1016 (PCB-1016)	
8885	Aroclor-1221 (PCB-1221)	
8890	Aroclor-1232 (PCB-1232)	
8895	Aroclor-1242 (PCB-1242)	
8900	Aroclor-1248 (PCB-1248)	
8905	Aroclor-1254 (PCB-1254)	
8910	Aroclor-1260 (PCB-1260)	
7065	Atrazine	
7250	Chlordane (tech.)	



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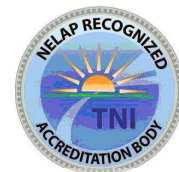
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#### Drinking Water

EPA 505.2.1

7470 Dieldrin  
7540 Endrin  
7120 gamma-BHC (Lindane, gamma-Hexachlorocyclohexane)  
7685 Heptachlor  
7690 Heptachlor epoxide  
6275 Hexachlorobenzene  
6285 Hexachlorocyclopentadiene  
7810 Methoxychlor  
8870 PCBs  
8125 Simazine  
8250 Toxaphene (Chlorinated camphene)

EPA 515.4.1

10088503

Chlorinated acids Liquid/Solid and GC/ECD

8655 2,4,5-T  
8545 2,4-D  
8560 2,4-DB  
8600 3,5-Dichlorobenzoic acid  
8505 Acifluorfen  
8530 Bentazon  
8540 Chloramben  
8550 Dacthal (DCPA)  
7347 Dacthal Acid Metabolites  
8555 Dalapon  
8595 Dicamba  
8605 Dichloroprop (Dichloroprop)  
8620 Dinoseb (2-sec-butyl-4,6-dinitrophenol, DNBP)  
6605 Pentachlorophenol  
8645 Picloram  
8650 Silvex (2,4,5-TP)

EPA 524.2.4.1

10088809

Volatile Organic Compounds GC/MS Capillary Column

5105 1,1,1,2-Tetrachloroethane  
5160 1,1,1-Trichloroethane  
5110 1,1,2,2-Tetrachloroethane  
5195 1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)  
5165 1,1,2-Trichloroethane  
4630 1,1-Dichloroethane  
4640 1,1-Dichloroethylene  
4670 1,1-Dichloropropene  
5150 1,2,3-Trichlorobenzene  
5180 1,2,3-Trichloropropane  
5155 1,2,4-Trichlorobenzene





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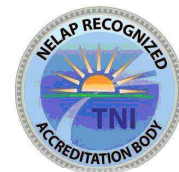
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#### Drinking Water

EPA 524.2 4.1

5210	1,2,4-Trimethylbenzene
4610	1,2-Dichlorobenzene
4635	1,2-Dichloroethane (Ethylene dichloride)
4655	1,2-Dichloropropane
5215	1,3,5-Trimethylbenzene
4615	1,3-Dichlorobenzene
4660	1,3-Dichloropropane
4620	1,4-Dichlorobenzene
4665	2,2-Dichloropropane
4410	2-Butanone (Methyl ethyl ketone, MEK)
4535	2-Chlorotoluene
4860	2-Hexanone (MBK)
4540	4-Chlorotoluene
4910	4-Isopropyltoluene (p-Cymene)
4995	4-Methyl-2-pentanone (MIBK)
4315	Acetone
4375	Benzene
4385	Bromobenzene
4390	Bromochloromethane
4395	Bromodichloromethane
4400	Bromoform
4455	Carbon tetrachloride
4475	Chlorobenzene
4575	Chlorodibromomethane
4485	Chloroethane (Ethyl chloride)
4505	Chloroform
4645	cis-1,2-Dichloroethylene
4680	cis-1,3-Dichloropropene
4595	Dibromomethane (Methylene bromide)
4625	Dichlorodifluoromethane (Freon-12)
9375	Di-isopropylether (DIPE)
4765	Ethylbenzene
4770	Ethyl-t-butylether (ETBE) (2-Ethoxy-2-methylpropane)
4835	Hexachlorobutadiene
4900	Isopropylbenzene (Cumene)
5240	m+p-xylene
4950	Methyl bromide (Bromomethane)
4960	Methyl chloride (Chloromethane)
5000	Methyl tert-butyl ether (MTBE)
4975	Methylene chloride (Dichloromethane)
5005	Naphthalene
4435	n-Butylbenzene
5090	n-Propylbenzene



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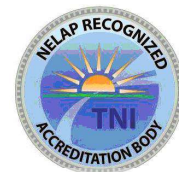
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### Drinking Water

EPA 524.2 4.1

- 5250 o-Xylene
- 4440 sec-Butylbenzene
- 5100 Styrene
- 4370 T-amylmethylether (TAME)
- 4420 tert-Butyl alcohol
- 4445 tert-Butylbenzene
- 5115 Tetrachloroethylene (Perchloroethylene)
- 5140 Toluene
- 5205 Total trihalomethanes
- 4700 trans-1,2-Dichloroethylene
- 4685 trans-1,3-Dichloropropylene
- 5170 Trichloroethene (Trichloroethylene)
- 5175 Trichlorofluoromethane (Fluorotrichloromethane, Freon 11)
- 5235 Vinyl chloride
- 5260 Xylene (total)

EPA 525.3 1

10287500

Determination of Semivolatile Organic Chemicals in Drinking Water by Solid Phase Extraction and Capillary Gas Chromatography/Mass Spectrometry (GC/MS )

- 5500 Acenaphthene
- 5505 Acenaphthylene
- 7005 Alachlor
- 5555 Anthracene
- 7065 Atrazine
- 5575 Benzo(a)anthracene
- 5580 Benzo(a)pyrene
- 5590 Benzo(g,h,i)perylene
- 5600 Benzo(k)fluoranthene
- 5585 Benzo[b]fluoranthene
- 6062 bis(2-Ethylhexyl)adipate
- 7130 Bromacil
- 7160 Butachlor
- 5670 Butyl benzyl phthalate
- 7300 Chlorpyrifos
- 5855 Chrysene
- 6065 Di(2-ethylhexyl) phthalate (bis(2-Ethylhexyl)phthalate, DEHP)
- 7410 Diazinon
- 5895 Dibenz(a,h) anthracene
- 6070 Diethyl phthalate
- 6135 Dimethyl phthalate
- 5925 Di-n-butyl phthalate
- 6200 Di-n-octyl phthalate



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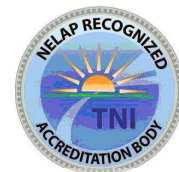
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#### Drinking Water

EPA 525.3 1

6265 Fluoranthene  
6270 Fluorene  
6315 Indeno(1,2,3-cd) pyrene  
7835 Metolachlor  
7845 Metribuzin  
7875 Molinate  
5005 Naphthalene  
6615 Phenanthrene  
8040 Prometryn  
8045 Propachlor (Ramrod)  
6665 Pyrene  
8125 Simazine  
8220 Thiobencarb  
8295 Trifluralin (Treflan)

EPA 531.1 3.1

7710 3-Hydroxycarbofuran  
7010 Aldicarb (Temik)  
7015 Aldicarb sulfone  
7020 Aldicarb sulfoxide  
7195 Carbaryl (Sevin)  
7205 Carbofuran (Furaden)  
7800 Methiocarb (Mesurol)  
7805 Methomyl (Lannate)  
7940 Oxamyl

10091006

Carbamates HPLC with post column derivatization

EPA 537 1.1

4846 N-Ethylperfluorooctane sulfonamido acetic acid NetFOSAA)  
4847 N-Methylperfluorooctane sulfonamido acetic acid  
6911 Perfluorobutane Sulfonate (PFBS)  
6905 Perfluorodecanoic acid (PFDA)  
6903 Perfluorododecanoic (PFDDA)  
6908 Perfluoroheptanoic acid (PFHpA)  
6910 Perfluorohexane Sulfonate (PFHS)  
6913 Perfluorohexanoic acid (PFHXA)  
6906 Perfluorononanoic acid (PFNA)  
6912 Perfluorooctanoic acid  
6909 Perfluorooctanoic Sulfonate (PFOS)  
6902 Perfluorotetradecanoic acid (PFTDA)  
9563 Perfluorotridecanoic (PFTRIA)  
6904 Perfluoroundecanoic acid (PFUDA)

10091675

Perfluorinated Alkyl Acids in Drinking Water by SPE and LC/MS/MS





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EPA 547	10092009	Glyphosate by Direct Aqueous Injection by Post-column Derivatization and HPLC/Fluorescence
9411 Glyphosate		
EPA 548.1 1	10092805	Endothall by Ion Exchange, Methylation and GC/MS
7525 Endothall		
EPA 549.2 1	10093400	Diquat/Paraquat by Liquid/Liquid Extraction and HPLC/UV-VIS
9390 Diquat		
9528 Paraquat		
EPA 552.3 1	10239608	Haloacetic Acid/Dalapon, Microextraction, Derivatization and GC/ECD
9312 Bromoacetic acid		
9315 Bromochloroacetic acid		
9336 Chloroacetic acid		
9357 Dibromoacetic acid		
9360 Dichloroacetic acid		
9414 Total haloacetic acids		
9642 Trichloroacetic acid		
GA Tech Ra-226/228 GA Tech Ra-226/228	90016005	Radium-226 and Radium-228 in Drinking Water by Gamma-ray Spectrometry using HPGE or Ge (Li) Detectors
2965 Radium-226		
2970 Radium-228		
SM 2120 B 22nd Ed	20039014	Color - Visual Comparison Method
1605 Color		
SM 2130 B-2011	20048220	Turbidity by Nephelometric Method
2055 Turbidity		
SM 2150 B 21st ED	20043601	Odor by Threshold Odor Test
1855 Odor		
SM 2320 B 22nd Ed	20045414	Alkalinity by Titration
1505 Alkalinity as CaCO <sub>3</sub>		
SM 2330 B 22nd Ed	20003365	Calcium Carbonate Indices
1615 Corrosivity		
SM 2340 B-2011 online	20046611	Hardness
1750 Hardness		
SM 2510 B 22nd Ed	20048413	Conductivity by Probe
1610 Conductivity		
SM 2540 C 22nd Ed	20050424	Total Dissolved Solids Dried at 180 deg C
1955 Residue-filterable (TDS)		



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SM 2550 B 21st ED	20053003	Temperature by Laboratory and Field Methods
2030 Temperature, deg. C		
SM 4500-Cl F 20th ED	20080506	Residual Chlorine by DPD Ferrous Titration
1945 Residual free chlorine		
1940 Total residual chlorine		
SM 4500-Cl G 22nd Ed	20081418	Chlorine (Residual) - DPD Colorimetric Method
1945 Residual free chlorine		
1940 Total residual chlorine		
SM 4500-CN E- 2011 2011	20096428	Cyanide by Colorimetric Method
1645 Total cyanide		
SM 4500-CN I- 2011	20098026	Weak Acid Dissociable Cyanide
2074 Weak Acid Dissociable Cyanide		
SM 4500-H+ B 22nd Ed	20105015	pH Value - Electrometric Method
1900 pH		
SM 4500-P E 22nd Ed	20124010	Phosphorus - Ascorbic Acid Method
1870 Orthophosphate as P		
SM 5310 C 22nd Ed	20138618	Total Organic Carbon (TOC) - Persulfate-Ultraviolet or Heated-Persulfate Oxidation Method
1710 Dissolved organic carbon (DOC)		
2040 Total organic carbon		
SM 5540 C- 2011	20145066	Surfactants as MBAS
2025 Surfactants - MBAS		
SM 5910 B 22nd Ed	20146218	UV-Absorbing Organic Constituents - Ultraviolet Absorption Method
2060 UV 254		
SM 7110 C (GPC) 22nd Ed	20158810	Gross alpha by Coprecipitation
2830 Gross-alpha		
SM 9215 B (PCA) 21st ED	20181402	Heterotrophic Plate Count Pour Plate (plate count agar): Heterotrophic Bacteria
2555 Heterotrophic plate count		
SM 9221 B (LTB) + C MPN 21st ED	20187002	Multiple Tube Fermentation Quantitative (LTB): Total Coliform
2500 Total coliforms		
SM 9221 B (LTB) + E (EC) + C MPN 20th ED	20188607	Multiple Tube Fermentation Quantitative (LTB/EC MUG): Total Coliform and Fecal coliform
2530 Fecal coliforms		



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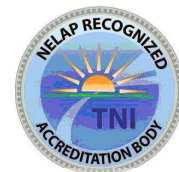
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Drinking Water	SM 9221 B (LTB) + F (EC MUG) + C MPN 21st ED	2525	Escherichia coli	20190607	Multiple Tube Fermentation Quantitative (LTB/EC MUG): E. Coli
	SM 9223 B (Colilert-18 Quanti-Tray)-2004 22nd ED	2525	Escherichia coli	20213610	Enzyme Substrate Coliform Test (Colilert-18 Quanti-Tray)
		2500	Total coliforms		
	SM 9223 B (Colilert-18) 22nd Ed	2525	Escherichia coli	20214419	Enzyme Substrate Coliform Test (Colilert-18)
		2500	Total coliforms		
Non-Potable Water	EPA 1664B			10261617	N-Hexane Extractable Material (Oil and Grease) by Extraction and Gravimetry
		6143	Hexane Extractable Material (HEM)		
		1803	n-Hexane Extractable Material (O&G)		
		1860	Oil & Grease		
	EPA 1664B (SGT-HEM)			10260628	Silica Gel Treated n-Hexane Extractable Material (Oil & Grease)
		2050	Total Petroleum Hydrocarbons (TPH)		
	EPA 200.2			10013000	Sample Preparation Procedure for Spectrochemical Determination of Total Recoverable Elements - Revision 2.8
		8031	Extraction/Preparation		
	EPA 200.7 4.4			10013806	ICP - metals
		1000	Aluminum		
		1015	Barium		
		1025	Boron		
		1030	Cadmium		
		1035	Calcium		
		1040	Chromium		
		1050	Cobalt		
		1055	Copper		
		1070	Iron		
		1075	Lead		
		1085	Magnesium		
		1090	Manganese		
		1100	Molybdenum		
		1105	Nickel		
		1125	Potassium		
		1990	Silica as SiO2		
		1150	Silver		
		1155	Sodium		
		1175	Tin		





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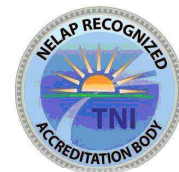
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#### Non-Potable Water

EPA 200.7 4.4	1180	Titanium	
	1185	Vanadium	
	1190	Zinc	
EPA 200.8 5.4			10014605 Metals by ICP-MS
	1000	Aluminum	
	1005	Antimony	
	1010	Arsenic	
	1015	Barium	
	1020	Beryllium	
	1025	Boron	
	1030	Cadmium	
	1040	Chromium	
	1050	Cobalt	
	1055	Copper	
	1070	Iron	
	1075	Lead	
	1090	Manganese	
	1100	Molybdenum	
	1105	Nickel	
	1140	Selenium	
	1150	Silver	
	1165	Thallium	
	1175	Tin	
	1185	Vanadium	
	1190	Zinc	
EPA 218.6 3.3			10028009 Dissolved Hexavalent Chromium by Ion Chromatography
	1045	Chromium VI	
EPA 218.7 1			10268414 Determination of Hexavalent Chromium in Drinking Water by Ion Chromatography with Post-column Derivatization and UV-VIS Spectroscopic Determination
	1045	Chromium VI	
EPA 245.7			10038003 Mercury by Cold Vapor Fluorescence
	1095	Mercury	
EPA 300.0 2.1			10053200 Methods for the Determination of Inorganic Substances in Environmental Samples
	1540	Bromide	
	1575	Chloride	
	1730	Fluoride	
	1810	Nitrate as N	
	1823	Nitrate plus Nitrite as N	
	1820	Nitrate-nitrite	



# OREGON

## Environmental Laboratory Accreditation Program

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ORELAP ID: 4021

EPA CODE: CA00079

Certificate: 4021 - 011



BSK Associates

1414 Stanislaus Street

Fresno, CA 93706

Issue Date: 1/30/2019 Expiration Date: 1/29/2020

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### Non-Potable Water

EPA 300.0 2.1	1840	Nitrite as N	
	1870	Orthophosphate as P	
	2000	Sulfate	
EPA 300.1			10053608 Ion chromatography - anions.
	1540	Bromide	
	1570	Chlorate	
	1595	Chlorite	
EPA 3010A			10133605 Acid Digestion of Aqueous samples and Extracts for Total Metals
	8031	Extraction/Preparation	
EPA 314.0 EPA 314.0			10277006 Perchlorate in Drinking Water by Ion Chromatography
	1895	Perchlorate	
EPA 317.0 2.0			10237602 Inorganic Oxyhalide Disinfection Byproducts in Drinking Water
	1535	Bromate	
EPA 350.1 2			10063602 Ammonia Nitrogen - Colorimetric, Auto Phenate
	1515	Ammonia as N	
EPA 351.2 2			10065404 Total Kjeldahl Nitrogen - Block Digest, Phenate
	1790	Kjeldahl nitrogen	
EPA 365.4			10071008 Phosphorous - Colorimetric, automated block.
	1910	Phosphorus, total	
EPA 365.4			10071202 Phosphorous - Colorimetric, automated block.
	1910	Phosphorus, total	
EPA 6010B			10155609 ICP - AES
	1990	Silica as SiO <sub>2</sub>	
EPA 608			10103603 Organochlorine Pesticides & PCBs by GC/ECD
	7355	4,4'-DDD	
	7360	4,4'-DDE	
	7365	4,4'-DDT	
	7025	Aldrin	
	7110	alpha-BHC (alpha-Hexachlorocyclohexane)	
	8880	Aroclor-1016 (PCB-1016)	
	8885	Aroclor-1221 (PCB-1221)	
	8890	Aroclor-1232 (PCB-1232)	
	8895	Aroclor-1242 (PCB-1242)	
	8900	Aroclor-1248 (PCB-1248)	
	8905	Aroclor-1254 (PCB-1254)	
	8910	Aroclor-1260 (PCB-1260)	



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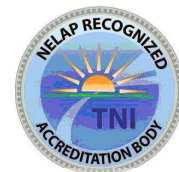
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#### Non-Potable Water

EPA 608

- 7115 beta-BHC (beta-Hexachlorocyclohexane)
- 7250 Chlordane (tech.)
- 7105 delta-BHC
- 7470 Dieldrin
- 7510 Endosulfan I
- 7515 Endosulfan II
- 7520 Endosulfan sulfate
- 7540 Endrin
- 7530 Endrin aldehyde
- 7535 Endrin ketone
- 7120 gamma-BHC (Lindane, gamma-Hexachlorocyclohexane)
- 7685 Heptachlor
- 7690 Heptachlor epoxide
- 7810 Methoxychlor
- 8250 Toxaphene (Chlorinated camphene)

EPA 608.3 GC-ECD

10296614

Organochlorine Pesticides and PCBs by GC/ECD

- 7355 4,4'-DDD
- 7360 4,4'-DDE
- 7365 4,4'-DDT
- 7025 Aldrin
- 7110 alpha-BHC (alpha-Hexachlorocyclohexane)
- 8880 Aroclor-1016 (PCB-1016)
- 8885 Aroclor-1221 (PCB-1221)
- 8890 Aroclor-1232 (PCB-1232)
- 8895 Aroclor-1242 (PCB-1242)
- 8900 Aroclor-1248 (PCB-1248)
- 8905 Aroclor-1254 (PCB-1254)
- 8910 Aroclor-1260 (PCB-1260)
- 8913 Aroclor-1268 (PCB-1268)
- 7115 beta-BHC (beta-Hexachlorocyclohexane)
- 7250 Chlordane (tech.)
- 7240 cis-chlordane (alpha-Chlordane)
- 7105 delta-BHC
- 7470 Dieldrin
- 7510 Endosulfan I
- 7515 Endosulfan II
- 7520 Endosulfan sulfate
- 7540 Endrin
- 7530 Endrin aldehyde
- 7535 Endrin ketone





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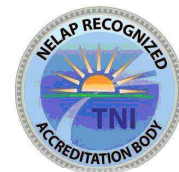
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#### Non-Potable Water

EPA 608.3 GC-ECD

- 7120 gamma-BHC (Lindane, gamma-Hexachlorocyclohexane)
- 7685 Heptachlor
- 7690 Heptachlor epoxide
- 6275 Hexachlorobenzene
- 7810 Methoxychlor
- 8250 Toxaphene (Chlorinated camphene)
- 7245 trans-chlordane (gamma-Chlordane)

EPA 624

10107207

Volatile Organic Compounds by purge and trap GC/MS

- 5105 1,1,1,2-Tetrachloroethane
- 5160 1,1,1-Trichloroethane
- 5110 1,1,2,2-Tetrachloroethane
- 5195 1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)
- 5165 1,1,2-Trichloroethane
- 4630 1,1-Dichloroethane
- 4640 1,1-Dichloroethylene
- 5150 1,2,3-Trichlorobenzene
- 5155 1,2,4-Trichlorobenzene
- 4585 1,2-Dibromoethane (EDB, Ethylene dibromide)
- 4610 1,2-Dichlorobenzene
- 4635 1,2-Dichloroethane (Ethylene dichloride)
- 4655 1,2-Dichloropropane
- 4615 1,3-Dichlorobenzene
- 4675 1,3-Dichloropropene
- 4620 1,4-Dichlorobenzene
- 4410 2-Butanone (Methyl ethyl ketone, MEK)
- 4500 2-Chloroethyl vinyl ether
- 4860 2-Hexanone (MBK)
- 4910 4-Isopropyltoluene (p-Cymene)
- 4995 4-Methyl-2-pentanone (MIBK)
- 4315 Acetone
- 4325 Acrolein (Propenal)
- 4340 Acrylonitrile
- 4375 Benzene
- 4395 Bromodichloromethane
- 4400 Bromoform
- 4450 Carbon disulfide
- 4455 Carbon tetrachloride
- 4475 Chlorobenzene
- 4575 Chlorodibromomethane
- 4485 Chloroethane (Ethyl chloride)
- 4505 Chloroform



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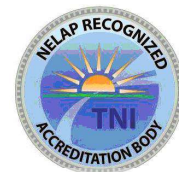
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#### Non-Potable Water

EPA 624

- 4645 cis-1,2-Dichloroethylene
- 4680 cis-1,3-Dichloropropene
- 4580 Dibromochloropropane
- 4625 Dichlorodifluoromethane (Freon-12)
- 4765 Ethylbenzene
- 5240 m+p-xylene
- 4950 Methyl bromide (Bromomethane)
- 4960 Methyl chloride (Chloromethane)
- 5000 Methyl tert-butyl ether (MTBE)
- 4975 Methylene chloride (Dichloromethane)
- 5005 Naphthalene
- 5250 o-Xylene
- 5100 Styrene
- 5115 Tetrachloroethylene (Perchloroethylene)
- 5140 Toluene
- 4700 trans-1,2-Dichloroethylene
- 4685 trans-1,3-Dichloropropylene
- 5170 Trichloroethene (Trichloroethylene)
- 5175 Trichlorofluoromethane (Fluorotrichloromethane, Freon 11)
- 5235 Vinyl chloride
- 5260 Xylene (total)

EPA 624.1

10298121

Purgeables by GC/MS

- 5105 1,1,1,2-Tetrachloroethane
- 5160 1,1,1-Trichloroethane
- 5110 1,1,2,2-Tetrachloroethane
- 5185 1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)
- 5165 1,1,2-Trichloroethane
- 4630 1,1-Dichloroethane
- 4640 1,1-Dichloroethylene
- 4670 1,1-Dichloropropene
- 5150 1,2,3-Trichlorobenzene
- 5180 1,2,3-Trichloropropane
- 5155 1,2,4-Trichlorobenzene
- 5210 1,2,4-Trimethylbenzene
- 4585 1,2-Dibromoethane (EDB, Ethylene dibromide)
- 4610 1,2-Dichlorobenzene
- 4635 1,2-Dichloroethane (Ethylene dichloride)
- 4655 1,2-Dichloropropane
- 5215 1,3,5-Trimethylbenzene
- 4615 1,3-Dichlorobenzene
- 4660 1,3-Dichloropropane





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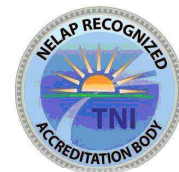
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#### Non-Potable Water

EPA 624.1

4675	1,3-Dichloropropene
4620	1,4-Dichlorobenzene
4665	2,2-Dichloropropane
4410	2-Butanone (Methyl ethyl ketone, MEK)
4500	2-Chloroethyl vinyl ether
4535	2-Chlorotoluene
4860	2-Hexanone (MBK)
4540	4-Chlorotoluene
4910	4-Isopropyltoluene (p-Cymene)
4995	4-Methyl-2-pentanone (MIBK)
4315	Acetone
4325	Acrolein (Propenal)
4340	Acrylonitrile
4375	Benzene
4385	Bromobenzene
4390	Bromochloromethane
4395	Bromodichloromethane
4400	Bromoform
4450	Carbon disulfide
4455	Carbon tetrachloride
4475	Chlorobenzene
4575	Chlorodibromomethane
4485	Chloroethane (Ethyl chloride)
4505	Chloroform
4645	cis-1,2-Dichloroethylene
4680	cis-1,3-Dichloropropene
4580	Dibromochloropropane
4595	Dibromomethane (Methylene bromide)
4625	Dichlorodifluoromethane (Freon-12)
9375	Di-isopropylether (DIPE)
4765	Ethylbenzene
4770	Ethyl-t-butylether (ETBE) (2-Ethoxy-2-methylpropane)
4835	Hexachlorobutadiene
4840	Hexachloroethane
4870	Iodomethane (Methyl iodide)
4900	Isopropylbenzene (Cumene)
5240	m+p-xylene
4950	Methyl bromide (Bromomethane)
4960	Methyl chloride (Chloromethane)
5000	Methyl tert-butyl ether (MTBE)
4975	Methylene chloride (Dichloromethane)
5005	Naphthalene
4435	n-Butylbenzene



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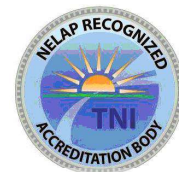
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#### Non-Potable Water

EPA 624.1

5250 o-Xylene  
4440 sec-Butylbenzene  
5100 Styrene  
4370 T-amylmethylether (TAME)  
4420 tert-Butyl alcohol  
4445 tert-Butylbenzene  
5115 Tetrachloroethylene (Perchloroethylene)  
5140 Toluene  
4700 trans-1,2-Dichloroethylene  
4685 trans-1,3-Dichloropropylene  
5170 Trichloroethene (Trichloroethylene)  
5175 Trichlorofluoromethane  
(Fluorotrichloromethane, Freon 11)  
5225 Vinyl acetate  
5235 Vinyl chloride  
5260 Xylene (total)

EPA 625

10300002

Base/Neutrals and Acids by GC/MS

5155 1,2,4-Trichlorobenzene  
4610 1,2-Dichlorobenzene  
6221 1,2-Diphenylhydrazine  
4615 1,3-Dichlorobenzene  
4620 1,4-Dichlorobenzene  
6165 1,4-Dinitrobenzene  
6380 1-Methylnaphthalene  
6840 2,4,6-Trichlorophenol  
6000 2,4-Dichlorophenol  
6130 2,4-Dimethylphenol  
6175 2,4-Dinitrophenol  
6185 2,4-Dinitrotoluene (2,4-DNT)  
6190 2,6-Dinitrotoluene (2,6-DNT)  
5795 2-Chloronaphthalene  
5800 2-Chlorophenol  
6360 2-Methyl-4,6-dinitrophenol (4,6-Dinitro-2-methylphenol)  
6385 2-Methylnaphthalene  
6490 2-Nitrophenol  
5945 3,3'-Dichlorobenzidine  
6355 3-Methylcholanthrene  
5660 4-Bromophenyl phenyl ether (BDE-3)  
5700 4-Chloro-3-methylphenol  
5825 4-Chlorophenyl phenylether  
6500 4-Nitrophenol  
5500 Acenaphthene  
5505 Acenaphthylene



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## Environmental Laboratory Accreditation Program

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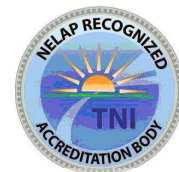
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#### Non-Potable Water

EPA 625

5555 Anthracene  
5595 Benzidine  
5575 Benzo(a)anthracene  
5580 Benzo(a)pyrene  
5590 Benzo(g,h,i)perylene  
9309 Benzo(j)fluoranthene  
5600 Benzo(k)fluoranthene  
5585 Benzo[b]fluoranthene  
5760 bis(2-Chloroethoxy)methane  
5765 bis(2-Chloroethyl) ether  
5780 bis(2-Chloroisopropyl) ether  
5670 Butyl benzyl phthalate  
5855 Chrysene  
6065 Di(2-ethylhexyl) phthalate (bis(2-Ethylhexyl)phthalate, DEHP)  
9354 Dibenz(a, h) acridine  
5900 Dibenz(a, j) acridine  
5895 Dibenz(a,h) anthracene  
9348 Dibenzo(a, h) pyrene  
9351 Dibenzo(a, i) pyrene  
5890 Dibenzo(a,e) pyrene  
6070 Diethyl phthalate  
6135 Dimethyl phthalate  
5925 Di-n-butyl phthalate  
6200 Di-n-octyl phthalate  
6265 Fluoranthene  
6270 Fluorene  
6275 Hexachlorobenzene  
4835 Hexachlorobutadiene  
6285 Hexachlorocyclopentadiene  
4840 Hexachloroethane  
6315 Indeno(1,2,3-cd) pyrene  
6320 Isophorone  
5005 Naphthalene  
5015 Nitrobenzene  
6530 n-Nitrosodimethylamine  
6545 n-Nitrosodi-n-propylamine  
6535 n-Nitrosodiphenylamine  
6605 Pentachlorophenol  
6608 Perylene  
6615 Phenanthrene  
6625 Phenol  
6665 Pyrene





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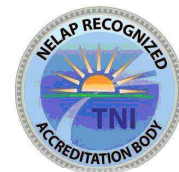
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#### Non-Potable Water

EPA 625.1

10300024

Base/Neutrals and Acids by GC/MS

5155 1,2,4-Trichlorobenzene  
4610 1,2-Dichlorobenzene  
6221 1,2-Diphenylhydrazine  
4615 1,3-Dichlorobenzene  
4620 1,4-Dichlorobenzene  
6165 1,4-Dinitrobenzene  
6380 1-Methylnaphthalene  
6840 2,4,6-Trichlorophenol  
6000 2,4-Dichlorophenol  
6130 2,4-Dimethylphenol  
6175 2,4-Dinitrophenol  
6185 2,4-Dinitrotoluene (2,4-DNT)  
6190 2,6-Dinitrotoluene (2,6-DNT)  
5795 2-Chloronaphthalene  
5800 2-Chlorophenol  
6360 2-Methyl-4,6-dinitrophenol (4,6-Dinitro-2-methylphenol)  
6385 2-Methylnaphthalene  
6490 2-Nitrophenol  
5945 3,3'-Dichlorobenzidine  
6355 3-Methylcholanthrene  
5660 4-Bromophenyl phenyl ether (BDE-3)  
5700 4-Chloro-3-methylphenol  
5825 4-Chlorophenyl phenylether  
6500 4-Nitrophenol  
5500 Acenaphthene  
5505 Acenaphthylene  
5555 Anthracene  
5595 Benzidine  
5575 Benzo(a)anthracene  
5580 Benzo(a)pyrene  
5590 Benzo(g,h,i)perylene  
9309 Benzo(j)fluoranthene  
5600 Benzo(k)fluoranthene  
5585 Benzo[b]fluoranthene  
5760 bis(2-Chloroethoxy)methane  
5765 bis(2-Chloroethyl) ether  
5780 bis(2-Chloroisopropyl) ether  
5670 Butyl benzyl phthalate  
5855 Chrysene  
6065 Di(2-ethylhexyl) phthalate (bis(2-Ethylhexyl)phthalate, DEHP)  
9354 Dibenz(a, h) acridine



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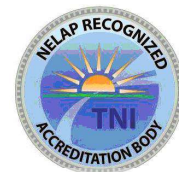
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### Non-Potable Water

EPA 625.1	5900	Dibenz(a, j) acridine		
	5895	Dibenz(a,h) anthracene		
	9348	Dibenzo(a, h) pyrene		
	9351	Dibenzo(a, i) pyrene		
	5890	Dibenzo(a,e) pyrene		
	6070	Diethyl phthalate		
	6135	Dimethyl phthalate		
	5925	Di-n-butyl phthalate		
	6200	Di-n-octyl phthalate		
	6265	Fluoranthene		
	6270	Fluorene		
	6275	Hexachlorobenzene		
	4835	Hexachlorobutadiene		
	6285	Hexachlorocyclopentadiene		
	4840	Hexachloroethane		
	6315	Indeno(1,2,3-cd) pyrene		
	6320	Isophorone		
	5005	Naphthalene		
	5015	Nitrobenzene		
	6530	n-Nitrosodimethylamine		
	6545	n-Nitrosodi-n-propylamine		
	6535	n-Nitrosodiphenylamine		
	6605	Pentachlorophenol		
	6608	Perylene		
	6615	Phenanthrene		
	6625	Phenol		
	6665	Pyrene		
EPA 9040B			10197203	pH Electrometric Measurement
	1900	pH		
EPA 9045C			10198400	Soil and Waste pH
	1900	pH		
NWTPH-Dx			90018409	Oregon DEQ TPH Diesel Range
	9369	Diesel range organics (DRO)		
	9488	Jet Fuel		
	9499	Motor Oil		
	2050	Total Petroleum Hydrocarbons (TPH)		
NWTPH-GX (GC/MS)			90018658	Oregon DEQ TPH Gasoline Range Organics by GC/MS Purge & Trap
	9408	Gasoline range organics (GRO)		
SM 2120 B 22nd Ed			20039014	Color - Visual Comparison Method
	1605	Color		



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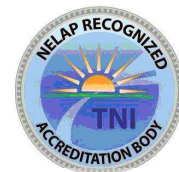
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#### Non-Potable Water

SM 2130 B-2011	2055	Turbidity	20048220	Turbidity by Nephelometric Method
SM 2320 B 22nd Ed	1505	Alkalinity as CaCO <sub>3</sub>	20045414	Alkalinity by Titration
SM 2340 B-2011 online	1750	Hardness	20046611	Hardness
SM 2510 B 22nd Ed	1610	Conductivity	20048413	Conductivity by Probe
SM 2540 B-2011 2011	1950	Residue-total	20049416	Total Solids Dried at 103 - 105C
SM 2540 C 22nd Ed	1955	Residue-filterable (TDS)	20050424	Total Dissolved Solids Dried at 180 deg C
SM 2540 D-2011	1960	Residue-nonfilterable (TSS)	20051212	Total Suspended Solids Dried at 103 - 105 C
SM 2540 E-2011 2011	1725	Total, fixed, and volatile residue	20051596	Fixed & Volatile Solids Ignited at 550 C
SM 2540 F-2011	1965	Residue-settleable	20052215	Settleable Solids
SM 2550 B 21st ED	2030	Temperature, deg. C	20053003	Temperature by Laboratory and Field Methods
SM 4500-Cl B 20th	1580	Chlorine	20783000	Chloride by Iodometric Method I
SM 4500-Cl F 20th ED	1945	Residual free chlorine	20080506	Residual Chlorine by DPD Ferrous Titration
	1940	Total residual chlorine		
SM 4500-Cl G 22nd Ed	1945	Residual free chlorine	20081418	Chlorine (Residual) - DPD Colorimetric Method
	1940	Total residual chlorine		
SM 4500-CN E-2011 2011	1645	Total cyanide	20096428	Cyanide by Colormetric Method
SM 4500-CN <sup>-</sup> C-2011	1645	Total cyanide	20065663	Cyanide (Total) After Distillation
SM 4500-CN <sup>-</sup> I-2011	2074	Weak Acid Dissociable Cyanide	20098026	Weak Acid Dissociable Cyanide





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#### Non-Potable Water

SM 4500-F <sup>-</sup> C-2011 online	20102414	Fluoride by Ion Selective Electrode
1730 Fluoride		
SM 4500-H <sup>+</sup> B 22nd Ed	20105015	pH Value - Electrometric Method
1900 pH		
SM 4500-NO <sub>3</sub> <sup>-</sup> F 21st ED	20116409	Nitrate by Automated Cadmium Reduction Method
1820 Nitrate-nitrite		
SM 4500-O C 21st ED	20120609	Oxygen by Azide Modification
1880 Oxygen, dissolved		
SM 4500-O G 21st ED	20121408	Oxygen by Membrane Electrode Method
1880 Oxygen, dissolved		
SM 4500-P B5-2011	20123368	Phosphorus by Persulfate Digestion Method
1910 Phosphorus, total		
SM 4500-P E 22nd Ed	20124010	Phosphorus - Ascorbic Acid Method
1870 Orthophosphate as P		
1910 Phosphorus, total		
SM 5210 B 22nd ED	20135017	Biochemical Oxygen Demand (BOD) 5-Day
1530 Biochemical oxygen demand		
1555 Carbonaceous BOD, CBOD		
SM 5220 D-2011 2011	20136816	Chemical Oxygen Demand by Closed Reflux and Colorimetric Determination
1565 Chemical oxygen demand		
SM 5310 C 22nd Ed	20138618	Total Organic Carbon (TOC) - Persulfate-Ultraviolet or Heated-Persulfate Oxidation Method
1710 Dissolved organic carbon (DOC)		
2040 Total organic carbon		
SM 5520 B-2011	20141666	Oil and Grease by Partition-Gravimetric Method
1803 n-Hexane Extractable Material (O&G)		
1860 Oil & Grease		
SM 5520 F-2011	20143413	Oil and Grease Hydrocarbons
2050 Total Petroleum Hydrocarbons (TPH)		
SM 5540 C-2011	20145066	Surfactants as MBAS
2025 Surfactants - MBAS		
SM 9215 B (PCA) 21st ED	20181402	Heterotrophic Plate Count Pour Plate (plate count agar): Heterotrophic Bacteria
2555 Heterotrophic plate count		



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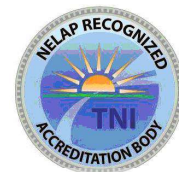
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#### Non-Potable Water

SM 9221 B (LTB) + C MPN 21st ED	2500	Total coliforms	20187002	Multiple Tube Fermentation Quantitative (LTB): Total Coliform
SM 9221 B (LTB) + E (EC) + C MPN 20th ED	2530	Fecal coliforms	20188607	Multiple Tube Fermentation Quantitative (LTB/EC MUG): Total Coliform and Fecal coliform
SM 9221 B (LTB) + F (EC MUG) + C MPN 20th ED	2525	Escherichia coli	20190403	Multiple Tube Fermentation Quantitative (LTB/EC MUG): E. Coli
SM 9223 B (Colilert-18 Quanti-Tray)- 2004 22nd ED	2525 2500	Escherichia coli Total coliforms	20213610	Enzyme Substrate Coliform Test (Colilert-18 Quanti-Tray)
SM 9223 B (Colilert-18) 22nd Ed	2525 2500	Escherichia coli Total coliforms	20214419	Enzyme Substrate Coliform Test (Colilert-18)
SM 9230 B (BEA) 22nd ED	2540	Fecal streptococci	20037712	Fecal Streptococcus and Enterococcus Groups - Multiple Tube Technique

#### Solids

EPA 1311	8031	Extraction/Preparation	10118806	Toxicity Characteristic Leaching Procedure
EPA 300.0 2.1	1575 1730 1810 1823 1820 1840 1870 2000	Chloride Fluoride Nitrate as N Nitrate plus Nitrite as N Nitrate-nitrite Nitrite as N Orthophosphate as P Sulfate	10053200	Methods for the Determination of Inorganic Substances in Environmental Samples
EPA 3010A	8031	Extraction/Preparation	10133605	Acid Digestion of Aqueous samples and Extracts for Total Metals
EPA 3050B	8031	Extraction/Preparation	10135601	Acid Digestion of Sediments, Sludges, and soils
EPA 3060A	8031	Extraction/Preparation	10136604	Alkaline Digestion for Hexavalent Chromium





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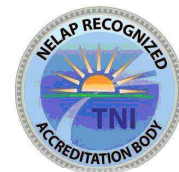
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Solids	EPA 350.1 2		10063602	Ammonia Nitrogen - Colorimetric, Auto Phenate
	1515	Ammonia as N		
	EPA 3510C		10138202	Separatory Funnel Liquid-liquid extraction
	8031	Extraction/Preparation		
	EPA 3520C		10139001	Continuous Liquid-liquid extraction
	8031	Extraction/Preparation		
	EPA 3540C		10140202	Soxhlet Extraction
	8031	Extraction/Preparation		
	EPA 3550B		10141807	Ultrasonic Extraction
	8031	Extraction/Preparation		
	EPA 3550C		10142004	Ultrasonic Extraction
	8031	Extraction/Preparation		
	EPA 5030B		10153409	Purge and trap for aqueous samples
	8031	Extraction/Preparation		
	EPA 5030C		10284603	Purge-and-Trap for Aqueous Samples
	8031	Extraction/Preparation		
	EPA 5035		10154004	Closed-System Purge-and-Trap and Extraction for Volatile Organics in Soil and Waste Samples
	8031	Extraction/Preparation		
	EPA 5035A		10284807	Closed-System Purge-and-Trap and Extraction for Volatile Organics in Soil and Waste Samples
	8031	Extraction/Preparation		
	EPA 6010B		10155609	ICP - AES
	1000	Aluminum		
	1015	Barium		
	1025	Boron		
	1030	Cadmium		
	1035	Calcium		
	1040	Chromium		
	1050	Cobalt		
	1055	Copper		
	1070	Iron		
	1075	Lead		
	1085	Magnesium		
	1090	Manganese		
	1100	Molybdenum		
	1105	Nickel		
	1125	Potassium		
	1150	Silver		



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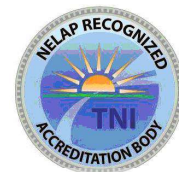
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#### Solids

EPA 6010B

1155 Sodium  
1175 Tin  
1185 Vanadium  
1190 Zinc

EPA 6010D 4

1000 Aluminum  
1015 Barium  
1025 Boron  
1030 Cadmium  
1035 Calcium  
1040 Chromium  
1050 Cobalt  
1055 Copper  
1070 Iron  
1075 Lead  
1085 Magnesium  
1090 Manganese  
1100 Molybdenum  
1105 Nickel  
1125 Potassium  
1150 Silver  
1155 Sodium  
1175 Tin  
1185 Vanadium  
1190 Zinc

10155916

Metals by ICP - AES

EPA 6020

10156000

Inductively Coupled Plasma-Mass Spectrometry

1005 Antimony  
1010 Arsenic  
1015 Barium  
1020 Beryllium  
1030 Cadmium  
1040 Chromium  
1050 Cobalt  
1055 Copper  
1075 Lead  
1100 Molybdenum  
1105 Nickel  
1140 Selenium  
1150 Silver  
1165 Thallium  
1185 Vanadium  
1190 Zinc



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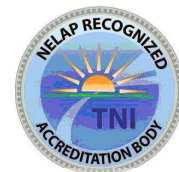
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Solids	EPA 6020A 1	10156419	Inductively Coupled Plasma -Mass Spectrometry
	1095 Mercury		
	EPA 6020B 2	10156420	Inductively Coupled Plasma-Mass Spectrometry
	1005 Antimony		
	1010 Arsenic		
	1015 Barium		
	1020 Beryllium		
	1030 Cadmium		
	1040 Chromium		
	1050 Cobalt		
	1055 Copper		
	1075 Lead		
	1095 Mercury		
	1100 Molybdenum		
	1105 Nickel		
	1140 Selenium		
	1150 Silver		
	1165 Thallium		
	1185 Vanadium		
	1190 Zinc		
	EPA 7199 EPA 7199	10163005	Determination of Hexavalent Chromium in Drinking Water, Groundwater and Industrial Wastewater Effluents by Ion Chromatography
	1045 Chromium VI		
	EPA 8081A	10178606	Organochlorine Pesticides by GC/ECD
	8580 2,4'-DDD		
	8585 2,4'-DDE		
	8590 2,4'-DDT		
	7355 4,4'-DDD		
	7360 4,4'-DDE		
	7365 4,4'-DDT		
	7025 Aldrin		
	7110 alpha-BHC (alpha-Hexachlorocyclohexane)		
	7115 beta-BHC (beta-Hexachlorocyclohexane)		
	7250 Chlordane (tech.)		
	7240 cis-chlordane (alpha-Chlordane)		
	7105 delta-BHC		
	7460 Dicofof		
	7470 Dieldrin		
	7510 Endosulfan I		





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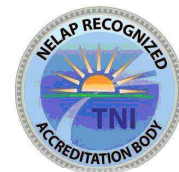
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#### Solids

EPA 8081A

7515 Endosulfan II  
7520 Endosulfan sulfate  
7540 Endrin  
7530 Endrin aldehyde  
7535 Endrin ketone  
7120 gamma-BHC (Lindane, gamma-HexachlorocyclohexanE)  
7685 Heptachlor  
7690 Heptachlor epoxide  
6275 Hexachlorobenzene  
6285 Hexachlorocyclopentadiene  
7810 Methoxychlor  
8250 Toxaphene (Chlorinated camphene)  
7245 trans-chlordane (gamma-Chlordane)

EPA 8081B

10178800

Organochlorine Pesticides by GC/ECD

8580 2,4'-DDD  
8585 2,4'-DDE  
8590 2,4'-DDT  
7355 4,4'-DDD  
7360 4,4'-DDE  
7365 4,4'-DDT  
7025 Aldrin  
7110 alpha-BHC (alpha-Hexachlorocyclohexane)  
7115 beta-BHC (beta-Hexachlorocyclohexane)  
7250 Chlordane (tech.)  
7240 cis-chlordane (alpha-Chlordane)  
7105 delta-BHC  
7460 Dicofol  
7470 Dieldrin  
7510 Endosulfan I  
7515 Endosulfan II  
7520 Endosulfan sulfate  
7540 Endrin  
7530 Endrin aldehyde  
7535 Endrin ketone  
7120 gamma-BHC (Lindane, gamma-HexachlorocyclohexanE)  
7685 Heptachlor  
7690 Heptachlor epoxide  
6275 Hexachlorobenzene  
6285 Hexachlorocyclopentadiene  
7810 Methoxychlor



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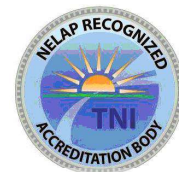
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Solids	EPA 8081B	8250	Toxaphene (Chlorinated camphene)		
		7245	trans-chlordane (gamma-Chlordane)		
	EPA 8082			10179007	Polychlorinated Biphenyls (PCBs) by GC/ECD
		8880	Aroclor-1016 (PCB-1016)		
		8885	Aroclor-1221 (PCB-1221)		
		8890	Aroclor-1232 (PCB-1232)		
		8895	Aroclor-1242 (PCB-1242)		
		8900	Aroclor-1248 (PCB-1248)		
		8905	Aroclor-1254 (PCB-1254)		
		8910	Aroclor-1260 (PCB-1260)		
	EPA 8082A			10179201	Polychlorinated Biphenyls (PCBs) by GC/ECD
		8880	Aroclor-1016 (PCB-1016)		
		8885	Aroclor-1221 (PCB-1221)		
		8890	Aroclor-1232 (PCB-1232)		
		8895	Aroclor-1242 (PCB-1242)		
		8900	Aroclor-1248 (PCB-1248)		
		8905	Aroclor-1254 (PCB-1254)		
		8910	Aroclor-1260 (PCB-1260)		
	EPA 8260B			10184802	Volatile Organic Compounds by purge and trap GC/MS
		5105	1,1,1,2-Tetrachloroethane		
		5160	1,1,1-Trichloroethane		
		5110	1,1,2,2-Tetrachloroethane		
		5195	1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)		
		5165	1,1,2-Trichloroethane		
		4630	1,1-Dichloroethane		
		4640	1,1-Dichloroethylene		
		4670	1,1-Dichloropropene		
		5150	1,2,3-Trichlorobenzene		
		5180	1,2,3-Trichloropropane		
		5155	1,2,4-Trichlorobenzene		
		5210	1,2,4-Trimethylbenzene		
		4570	1,2-Dibromo-3-chloropropane (DBCP)		
		4585	1,2-Dibromoethane (EDB, Ethylene dibromide)		
		4610	1,2-Dichlorobenzene		
		4635	1,2-Dichloroethane (Ethylene dichloride)		
		4655	1,2-Dichloropropane		
		5215	1,3,5-Trimethylbenzene		
		4615	1,3-Dichlorobenzene		
		4660	1,3-Dichloropropane		
		4620	1,4-Dichlorobenzene		



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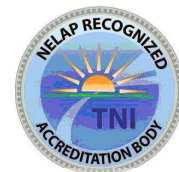
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#### Solids

EPA 8260B

- 4665 2,2-Dichloropropane
- 4410 2-Butanone (Methyl ethyl ketone, MEK)
- 4500 2-Chloroethyl vinyl ether
- 4535 2-Chlorotoluene
- 4860 2-Hexanone (MBK)
- 4540 4-Chlorotoluene
- 4910 4-Isopropyltoluene (p-Cymene)
- 4995 4-Methyl-2-pentanone (MIBK)
- 4315 Acetone
- 4320 Acetonitrile
- 4325 Acrolein (Propenal)
- 4340 Acrylonitrile
- 4375 Benzene
- 4385 Bromobenzene
- 4390 Bromochloromethane
- 4395 Bromodichloromethane
- 4400 Bromoform
- 4450 Carbon disulfide
- 4455 Carbon tetrachloride
- 4475 Chlorobenzene
- 4575 Chlorodibromomethane
- 4485 Chloroethane (Ethyl chloride)
- 4505 Chloroform
- 4525 Chloroprene (2-Chloro-1,3-butadiene)
- 4645 cis-1,2-Dichloroethylene
- 4680 cis-1,3-Dichloropropene
- 4580 Dibromochloropropane
- 4595 Dibromomethane (Methylene bromide)
- 4625 Dichlorodifluoromethane (Freon-12)
- 9375 Di-isopropylether (DIPE)
- 4750 Ethanol
- 4810 Ethyl methacrylate
- 4765 Ethylbenzene
- 4770 Ethyl-t-butylether (ETBE) (2-Ethoxy-2-methylpropane)
- 4835 Hexachlorobutadiene
- 4840 Hexachloroethane
- 4870 Iodomethane (Methyl iodide)
- 4875 Isobutyl alcohol (2-Methyl-1-propanol)
- 4900 Isopropylbenzene (Cumene)
- 5240 m+p-xylene
- 4925 Methacrylonitrile
- 4950 Methyl bromide (Bromomethane)
- 4960 Methyl chloride (Chloromethane)





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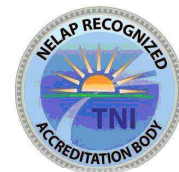
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#### Solids

EPA 8260B

4990 Methyl methacrylate  
5000 Methyl tert-butyl ether (MTBE)  
4975 Methylene chloride (Dichloromethane)  
5005 Naphthalene  
4435 n-Butylbenzene  
5090 n-Propylbenzene  
5250 o-Xylene  
5080 Propionitrile (Ethyl cyanide)  
4440 sec-Butylbenzene  
5100 Styrene  
4370 T-amylmethylether (TAME)  
4420 tert-Butyl alcohol  
4445 tert-Butylbenzene  
5115 Tetrachloroethylene (Perchloroethylene)  
5140 Toluene  
4700 trans-1,2-Dichloroethylene  
4685 trans-1,3-Dichloropropylene  
4605 trans-1,4-Dichloro-2-butene  
5170 Trichloroethene (Trichloroethylene)  
5175 Trichlorofluoromethane  
(Fluorotrichloromethane, Freon 11)  
5225 Vinyl acetate  
5235 Vinyl chloride  
5260 Xylene (total)

EPA 8260D

10307127

Volatile Organic Compounds By GC/MS

5105 1,1,1,2-Tetrachloroethane  
5160 1,1,1-Trichloroethane  
5110 1,1,2,2-Tetrachloroethane  
5185 1,1,2-Trichloro-1,2,2-trifluoroethane  
(Freon 113)  
5165 1,1,2-Trichloroethane  
4630 1,1-Dichloroethane  
4640 1,1-Dichloroethylene  
4670 1,1-Dichloropropene  
5150 1,2,3-Trichlorobenzene  
5180 1,2,3-Trichloropropane  
5155 1,2,4-Trichlorobenzene  
5210 1,2,4-Trimethylbenzene  
4570 1,2-Dibromo-3-chloropropane (DBCP)  
4585 1,2-Dibromoethane (EDB, Ethylene  
dibromide)  
4610 1,2-Dichlorobenzene  
4635 1,2-Dichloroethane (Ethylene dichloride)  
4655 1,2-Dichloropropane



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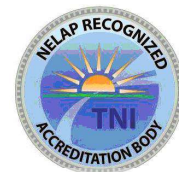
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#### Solids

EPA 8260D

5215 1,3,5-Trimethylbenzene  
4615 1,3-Dichlorobenzene  
4660 1,3-Dichloropropane  
4620 1,4-Dichlorobenzene  
4665 2,2-Dichloropropane  
4410 2-Butanone (Methyl ethyl ketone, MEK)  
4500 2-Chloroethyl vinyl ether  
4535 2-Chlorotoluene  
4860 2-Hexanone (MBK)  
4540 4-Chlorotoluene  
4910 4-Isopropyltoluene (p-Cymene)  
4995 4-Methyl-2-pentanone (MIBK)  
4315 Acetone  
4325 Acrolein (Propenal)  
4340 Acrylonitrile  
4375 Benzene  
4385 Bromobenzene  
4390 Bromochloromethane  
4395 Bromodichloromethane  
4400 Bromoform  
4450 Carbon disulfide  
4455 Carbon tetrachloride  
4475 Chlorobenzene  
4575 Chlorodibromomethane  
4485 Chloroethane (Ethyl chloride)  
4505 Chloroform  
4645 cis-1,2-Dichloroethylene  
4680 cis-1,3-Dichloropropene  
4595 Dibromomethane (Methylene bromide)  
4625 Dichlorodifluoromethane (Freon-12)  
9375 Di-isopropylether (DIPE)  
4750 Ethanol  
4810 Ethyl methacrylate  
4765 Ethylbenzene  
4770 Ethyl-t-butylether (ETBE) (2-Ethoxy-2-methylpropane)  
4835 Hexachlorobutadiene  
4870 Iodomethane (Methyl iodide)  
4875 Isobutyl alcohol (2-Methyl-1-propanol)  
4900 Isopropylbenzene (Cumene)  
5240 m+p-xylene  
4925 Methacrylonitrile  
4950 Methyl bromide (Bromomethane)  
4960 Methyl chloride (Chloromethane)





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#### Solids

EPA 8260D

4990 Methyl methacrylate  
5000 Methyl tert-butyl ether (MTBE)  
4975 Methylene chloride (Dichloromethane)  
5005 Naphthalene  
4435 n-Butylbenzene  
5090 n-Propylbenzene  
5250 o-Xylene  
4440 sec-Butylbenzene  
5100 Styrene  
4370 T-amylmethylether (TAME)  
4420 tert-Butyl alcohol  
4445 tert-Butylbenzene  
5115 Tetrachloroethylene (Perchloroethylene)  
5140 Toluene  
4700 trans-1,2-Dichloroethylene  
4685 trans-1,3-Dichloropropylene  
4605 trans-1,4-Dichloro-2-butene  
5170 Trichloroethene (Trichloroethylene)  
5175 Trichlorofluoromethane  
(Fluorotrichloromethane, Freon 11)  
5225 Vinyl acetate  
5235 Vinyl chloride  
5260 Xylene (total)

EPA 8270C

10185805

Semivolatile Organic compounds by  
GC/MS

6715 1,2,4,5-Tetrachlorobenzene  
5155 1,2,4-Trichlorobenzene  
4610 1,2-Dichlorobenzene  
6155 1,2-Dinitrobenzene  
6221 1,2-Diphenylhydrazine  
6885 1,3,5-Trinitrobenzene (1,3,5-TNB)  
4615 1,3-Dichlorobenzene  
6160 1,3-Dinitrobenzene (1,3-DNB)  
4620 1,4-Dichlorobenzene  
6165 1,4-Dinitrobenzene  
6420 1,4-Naphthoquinone  
6630 1,4-Phenylenediamine  
6380 1-Methylnaphthalene  
6425 1-Naphthylamine  
6735 2,3,4,6-Tetrachlorophenol  
6835 2,4,5-Trichlorophenol  
6840 2,4,6-Trichlorophenol  
6000 2,4-Dichlorophenol  
6130 2,4-Dimethylphenol



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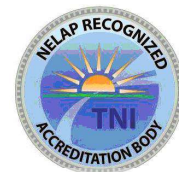
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Issue Date: 1/30/2019 Expiration Date: 1/29/2020



As of 1/30/2019 this list supersedes all previous lists for this certificate number.

#### Solids

EPA 8270C

6175	2,4-Dinitrophenol
6185	2,4-Dinitrotoluene (2,4-DNT)
6005	2,6-Dichlorophenol
6190	2,6-Dinitrotoluene (2,6-DNT)
5515	2-Acetylaminofluorene
5795	2-Chloronaphthalene
5800	2-Chlorophenol
6360	2-Methyl-4,6-dinitrophenol (4,6-Dinitro-2-methylphenol)
5145	2-Methylaniline (o-Toluidine)
6385	2-Methylnaphthalene
6400	2-Methylphenol (o-Cresol)
6430	2-Naphthylamine
6460	2-Nitroaniline
6490	2-Nitrophenol
5945	3,3'-Dichlorobenzidine
6120	3,3'-Dimethylbenzidine
6355	3-Methylcholanthrene
6405	3-Methylphenol (m-Cresol)
6465	3-Nitroaniline
5540	4-Aminobiphenyl
5660	4-Bromophenyl phenyl ether (BDE-3)
5700	4-Chloro-3-methylphenol
5745	4-Chloroaniline
5825	4-Chlorophenyl phenylether
6105	4-Dimethyl aminoazobenzene
6410	4-Methylphenol (p-Cresol)
6470	4-Nitroaniline
6500	4-Nitrophenol
6570	5-Nitro-o-toluidine
6115	7,12-Dimethylbenz(a) anthracene
5500	Acenaphthene
5505	Acenaphthylene
5510	Acetophenone
7030	Allethrin
5545	Aniline
5555	Anthracene
7065	Atrazine
7075	Azinphos-methyl (Guthion)
5562	Azobenzene
5595	Benzidine
5575	Benzo(a)anthracene
5580	Benzo(a)pyrene
5590	Benzo(g,h,i)perylene



# OREGON

## Environmental Laboratory Accreditation Program

### ORELAP Fields of Accreditation

ORELAP ID: 4021

EPA CODE: CA00079

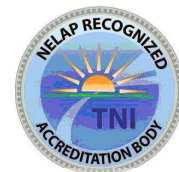
Certificate: 4021 - 011

BSK Associates

1414 Stanislaus Street

Fresno, CA 93706

Issue Date: 1/30/2019 Expiration Date: 1/29/2020



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#### Solids

EPA 8270C

9309 Benzo(j)fluoranthene  
5600 Benzo(k)fluoranthene  
5585 Benzo[b]fluoranthene  
5610 Benzoic acid  
5630 Benzyl alcohol  
7117 Bifenthrin  
5760 bis(2-Chloroethoxy)methane  
5765 bis(2-Chloroethyl) ether  
5780 bis(2-Chloroisopropyl) ether  
6062 bis(2-Ethylhexyl)adipate  
7125 Bolstar (Sulprofos)  
5670 Butyl benzyl phthalate  
7260 Chlorobenzilate  
7300 Chlorpyrifos  
5855 Chrysene  
7965 cis-Permethrin  
7315 Coumaphos  
7340 Cyanazine  
7345 Cyfluthrin  
7346 Cypermethrin  
200 Deltamethrine  
7395 Demeton-o  
7385 Demeton-s  
6065 Di(2-ethylhexyl) phthalate (bis(2-Ethylhexyl)phthalate, DEHP)  
7405 Diallate  
7410 Diazinon  
9354 Dibenz(a, h) acridine  
5900 Dibenz(a, j) acridine  
5895 Dibenz(a, h) anthracene  
9348 Dibenzo(a, h) pyrene  
9351 Dibenzo(a, i) pyrene  
5890 Dibenzo(a, e) pyrene  
5905 Dibenzofuran  
7435 Dichloran  
8610 Dichlorvos (DDVP, Dichlorvos)  
7460 Dicofof  
6070 Diethyl phthalate  
7475 Dimethoate  
6135 Dimethyl phthalate  
5925 Di-n-butyl phthalate  
6200 Di-n-octyl phthalate  
6205 Diphenylamine  
8625 Disulfoton





# OREGON

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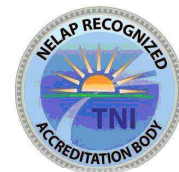
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1414 Stanislaus Street

Fresno, CA 93706

Issue Date: 1/30/2019 Expiration Date: 1/29/2020



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#### Solids

EPA 8270C

7550 EPN  
7565 Ethion  
7570 Ethoprop  
6260 Ethyl methanesulfonate  
7580 Famphur  
201 Fenpropathrin  
7600 Fensulfothion  
7605 Fenthion  
7620 Fenvalerate  
6265 Fluoranthene  
6270 Fluorene  
6275 Hexachlorobenzene  
4835 Hexachlorobutadiene  
6285 Hexachlorocyclopentadiene  
4840 Hexachloroethane  
6295 Hexachloropropene  
6315 Indeno(1,2,3-cd) pyrene  
7725 Isodrin  
6320 Isophorone  
6325 Isosafrole  
7740 Kepone  
202 Lambda-Cyhalothrin  
7770 Malathion  
6345 Methapyrilene  
6375 Methyl methanesulfonate  
7825 Methyl parathion (Parathion, methyl)  
7850 Mevinphos  
7880 Monocrotophos  
7905 Naled  
5005 Naphthalene  
5015 Nitrobenzene  
6525 n-Nitrosodiethylamine  
6530 n-Nitrosodimethylamine  
5025 n-Nitroso-di-n-butylamine  
6545 n-Nitrosodi-n-propylamine  
6535 n-Nitrosodiphenylamine  
6550 n-Nitrosomethylethylamine  
6560 n-Nitrosopiperidine  
6565 n-Nitrosopyrrolidine  
8290 o,o,o-Triethyl phosphorothioate  
7955 Parathion, ethyl  
7960 Pendimethalin (Penoxalin)  
6590 Pentachlorobenzene



# OREGON

## Environmental Laboratory Accreditation Program

### ORELAP Fields of Accreditation

ORELAP ID: 4021

EPA CODE: CA00079

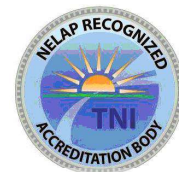
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1414 Stanislaus Street

Fresno, CA 93706

Issue Date: 1/30/2019 Expiration Date: 1/29/2020



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#### Solids

EPA 8270C

6600 Pentachloronitrobenzene  
6605 Pentachlorophenol  
6608 Perylene  
6610 Phenacetin  
6615 Phenanthrene  
6625 Phenol  
7985 Phorate  
8000 Phosmet (Imidan)  
9550 Piperonyl butoxide  
203 Prallethrin  
8040 Prometryn  
6650 Pronamide (Kerb)  
6665 Pyrene  
5095 Pyridine  
8110 Ronnel  
6685 Safole  
8125 Simazine  
8155 Sulfotepp  
8160 Sumithrin (Phenothrin)  
204 Tefluthrin  
8200 Tetrachlorvinphos (Stirophos, Gardona)  
Z-isomer  
8220 Thiobencarb  
8235 Thionazin (Zinophos)  
8245 Tokuthion (Prothiophos)  
7970 trans Permethrin  
8275 Trichloronate  
8295 Trifluralin (Treflan)

EPA 8270E

10242543

Semivolatile Organic compounds by  
GC/MS

6715 1,2,4,5-Tetrachlorobenzene  
5155 1,2,4-Trichlorobenzene  
4610 1,2-Dichlorobenzene  
6155 1,2-Dinitrobenzene  
6221 1,2-Diphenylhydrazine  
6885 1,3,5-Trinitrobenzene (1,3,5-TNB)  
4615 1,3-Dichlorobenzene  
6160 1,3-Dinitrobenzene (1,3-DNB)  
4620 1,4-Dichlorobenzene  
6165 1,4-Dinitrobenzene  
6420 1,4-Naphthoquinone  
6630 1,4-Phenylenediamine  
6380 1-Methylnaphthalene  
6425 1-Naphthylamine



# OREGON

## Environmental Laboratory Accreditation Program

### ORELAP Fields of Accreditation

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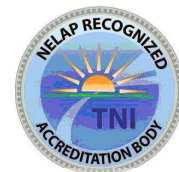
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Fresno, CA 93706

Issue Date: 1/30/2019 Expiration Date: 1/29/2020



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#### Solids

EPA 8270E

6735 2,3,4,6-Tetrachlorophenol  
6835 2,4,5-Trichlorophenol  
6840 2,4,6-Trichlorophenol  
6000 2,4-Dichlorophenol  
6130 2,4-Dimethylphenol  
6175 2,4-Dinitrophenol  
6185 2,4-Dinitrotoluene (2,4-DNT)  
6005 2,6-Dichlorophenol  
6190 2,6-Dinitrotoluene (2,6-DNT)  
5515 2-Acetylaminofluorene  
5795 2-Chloronaphthalene  
5800 2-Chlorophenol  
6360 2-Methyl-4,6-dinitrophenol (4,6-Dinitro-2-methylphenol)  
5145 2-Methylaniline (o-Toluidine)  
6385 2-Methylnaphthalene  
6400 2-Methylphenol (o-Cresol)  
6430 2-Naphthylamine  
6460 2-Nitroaniline  
6490 2-Nitrophenol  
5945 3,3'-Dichlorobenzidine  
6120 3,3'-Dimethylbenzidine  
6355 3-Methylcholanthrene  
6405 3-Methylphenol (m-Cresol)  
6465 3-Nitroaniline  
5540 4-Aminobiphenyl  
5660 4-Bromophenyl phenyl ether (BDE-3)  
5700 4-Chloro-3-methylphenol  
5745 4-Chloroaniline  
5825 4-Chlorophenyl phenylether  
6105 4-Dimethyl aminoazobenzene  
6410 4-Methylphenol (p-Cresol)  
6470 4-Nitroaniline  
6500 4-Nitrophenol  
6570 5-Nitro-o-toluidine  
6115 7,12-Dimethylbenz(a) anthracene  
5500 Acenaphthene  
5505 Acenaphthylene  
5510 Acetophenone  
5545 Aniline  
5555 Anthracene  
7065 Atrazine  
7075 Azinphos-methyl (Guthion)  
5562 Azobenzene





# OREGON

## Environmental Laboratory Accreditation Program

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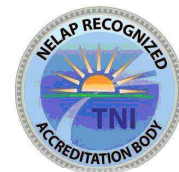
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Fresno, CA 93706

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#### Solids

EPA 8270E

5595 Benzidine  
5575 Benzo(a)anthracene  
5580 Benzo(a)pyrene  
5590 Benzo(g,h,i)perylene  
9309 Benzo(j)fluoranthene  
5600 Benzo(k)fluoranthene  
5585 Benzo[b]fluoranthene  
5610 Benzoic acid  
5630 Benzyl alcohol  
5760 bis(2-Chloroethoxy)methane  
5765 bis(2-Chloroethyl) ether  
5780 bis(2-Chloroisopropyl) ether  
6062 bis(2-Ethylhexyl)adipate  
7125 Bolstar (Sulprofos)  
5670 Butyl benzyl phthalate  
7260 Chlorobenzilate  
7300 Chlorpyrifos  
5855 Chrysene  
7315 Coumaphos  
7340 Cyanazine  
7390 Demeton  
7395 Demeton-o  
7385 Demeton-s  
6065 Di(2-ethylhexyl) phthalate (bis(2-Ethylhexyl)phthalate, DEHP)  
7405 Diallate  
7410 Diazinon  
9354 Dibenz(a, h) acridine  
5900 Dibenz(a, j) acridine  
5895 Dibenz(a,h) anthracene  
9348 Dibenzo(a, h) pyrene  
9351 Dibenzo(a, i) pyrene  
5890 Dibenzo(a,e) pyrene  
5905 Dibenzofuran  
8610 Dichlorvos (DDVP, Dichlorvos)  
7460 Dicofof  
6070 Diethyl phthalate  
7475 Dimethoate  
6135 Dimethyl phthalate  
5925 Di-n-butyl phthalate  
6200 Di-n-octyl phthalate  
6205 Diphenylamine  
8625 Disulfoton  
7550 EPN



# OREGON

## Environmental Laboratory Accreditation Program

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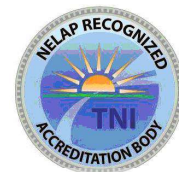
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Fresno, CA 93706

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#### Solids

EPA 8270E

7565 Ethion  
7570 Ethoprop  
6260 Ethyl methanesulfonate  
7580 Famphur  
7600 Fensulfothion  
7605 Fenthion  
6265 Fluoranthene  
6270 Fluorene  
6275 Hexachlorobenzene  
4835 Hexachlorobutadiene  
6285 Hexachlorocyclopentadiene  
4840 Hexachloroethane  
6295 Hexachloropropene  
6315 Indeno(1,2,3-cd) pyrene  
7725 Isodrin  
6320 Isophorone  
6325 Isosafrole  
7740 Kepone  
7770 Malathion  
6345 Methapyrilene  
6375 Methyl methanesulfonate  
7825 Methyl parathion (Parathion, methyl)  
7850 Mevinphos  
7880 Monocrotophos  
7905 Naled  
5005 Naphthalene  
5015 Nitrobenzene  
6525 n-Nitrosodiethylamine  
6530 n-Nitrosodimethylamine  
5025 n-Nitroso-di-n-butylamine  
6545 n-Nitrosodi-n-propylamine  
6535 n-Nitrosodiphenylamine  
6550 n-Nitrosomethylethylamine  
6560 n-Nitrosopiperidine  
6565 n-Nitrosopyrrolidine  
8290 o,o,o-Triethyl phosphorothioate  
7955 Parathion, ethyl  
7960 Pendimethalin\ (Penoxalin)  
6590 Pentachlorobenzene  
6600 Pentachloronitrobenzene  
6605 Pentachlorophenol  
6608 Perylene  
6610 Phenacetin





# OREGON

## Environmental Laboratory Accreditation Program

### ORELAP Fields of Accreditation

ORELAP ID: 4021

EPA CODE: CA00079

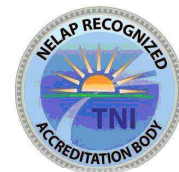
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BSK Associates

1414 Stanislaus Street

Fresno, CA 93706

Issue Date: 1/30/2019 Expiration Date: 1/29/2020



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#### Solids

EPA 8270E

6615 Phenanthrene  
6625 Phenol  
7985 Phorate  
8000 Phosmet (Imidan)  
6650 Pronamide (Kerb)  
6665 Pyrene  
5095 Pyridine  
8110 Ronnel  
6685 Safole  
8125 Simazine  
8155 Sulfotepp  
8200 Tetrachlorvinphos (Stirophos, Gardona)  
Z-isomer  
8235 Thionazin (Zinophos)  
8245 Tokuthion (Prothiophos)  
8275 Trichloronate  
8295 Trifluralin (Treflan)

EPA 8321A

10189001

Solvent Extractable non-volatile compounds by HPLC/TS/MS

7710 3-Hydroxycarbofuran  
7010 Aldicarb (Temik)  
7015 Aldicarb sulfone  
7020 Aldicarb sulfoxide  
7080 Barban  
7195 Carbaryl (Sevin)  
7205 Carbofuran (Furaden)  
7275 Chloropropham  
7395 Demeton-o  
7385 Demeton-s  
8625 Disulfoton  
7505 Diuron  
7765 Linuron (Lorox)  
7795 Methamidophos  
7800 Methiocarb (Mesurol)  
7805 Methomyl (Lannate)  
7940 Oxamyl  
8080 Propoxur (Baygon)

EPA 8321B

10189205

Solvent Extractable non-volatile compounds by HPLC/TS/MS

7710 3-Hydroxycarbofuran  
7010 Aldicarb (Temik)  
7015 Aldicarb sulfone  
7020 Aldicarb sulfoxide  
7080 Barban



# OREGON

## Environmental Laboratory Accreditation Program

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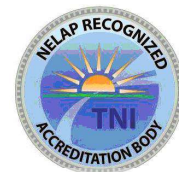
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<b>Solids</b>	EPA 8321B	7195	Carbaryl (Sevin)		
		7205	Carbofuran (Furaden)		
		7275	Chloropropham		
		7505	Diuron		
		7765	Linuron (Lorox)		
		7800	Methiocarb (Mesuro)		
		7805	Methomyl (Lannate)		
		7940	Oxamyl		
		8080	Propoxur (Baygon)		
	EPA 9012A			10193405	Total and Amenable Cyanide (automated colorimetric with off-line distillation)
		1645	Total cyanide		
	EPA 9012B			10243206	Total and Amenable Cyanide (automated colorimetric with off-line distillation)
		1645	Total cyanide		
	EPA 9040B			10197203	pH Electrometric Measurement
		1900	pH		
	EPA 9040C			10244403	pH Electrometric Measurement
		1900	pH		
	EPA 9045C			10198400	Soil and Waste pH
		1900	pH		
	EPA 9045D			10244607	Soil and Waste pH
		1900	pH		
	EPA 9071B			10201602	Oil and Grease Extraction Method for sludge and sediment samples
		1860	Oil & Grease		
	EPA 9214			10206403	Potentiometric Determination of Fluoride in Aqueous Samples with Ion-Selective Electrode
		1730	Fluoride		
	NWTPH-GX (GC/MS)			90018658	Oregon DEQ TPH Gasoline Range Organics by GC/MS Purge & Trap
		9408	Gasoline range organics (GRO)		
	SM 2320 B 22nd Ed			20045414	Alkalinity by Titration
		1505	Alkalinity as CaCO <sub>3</sub>		
	SM 2510 B 22nd Ed			20048413	Conductivity by Probe
		1610	Conductivity		
	SM 5210 B 22nd ED			20135017	Biochemical Oxygen Demand (BOD) 5-Day
		1530	Biochemical oxygen demand		



# OREGON

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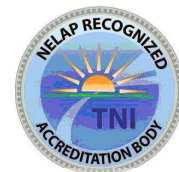
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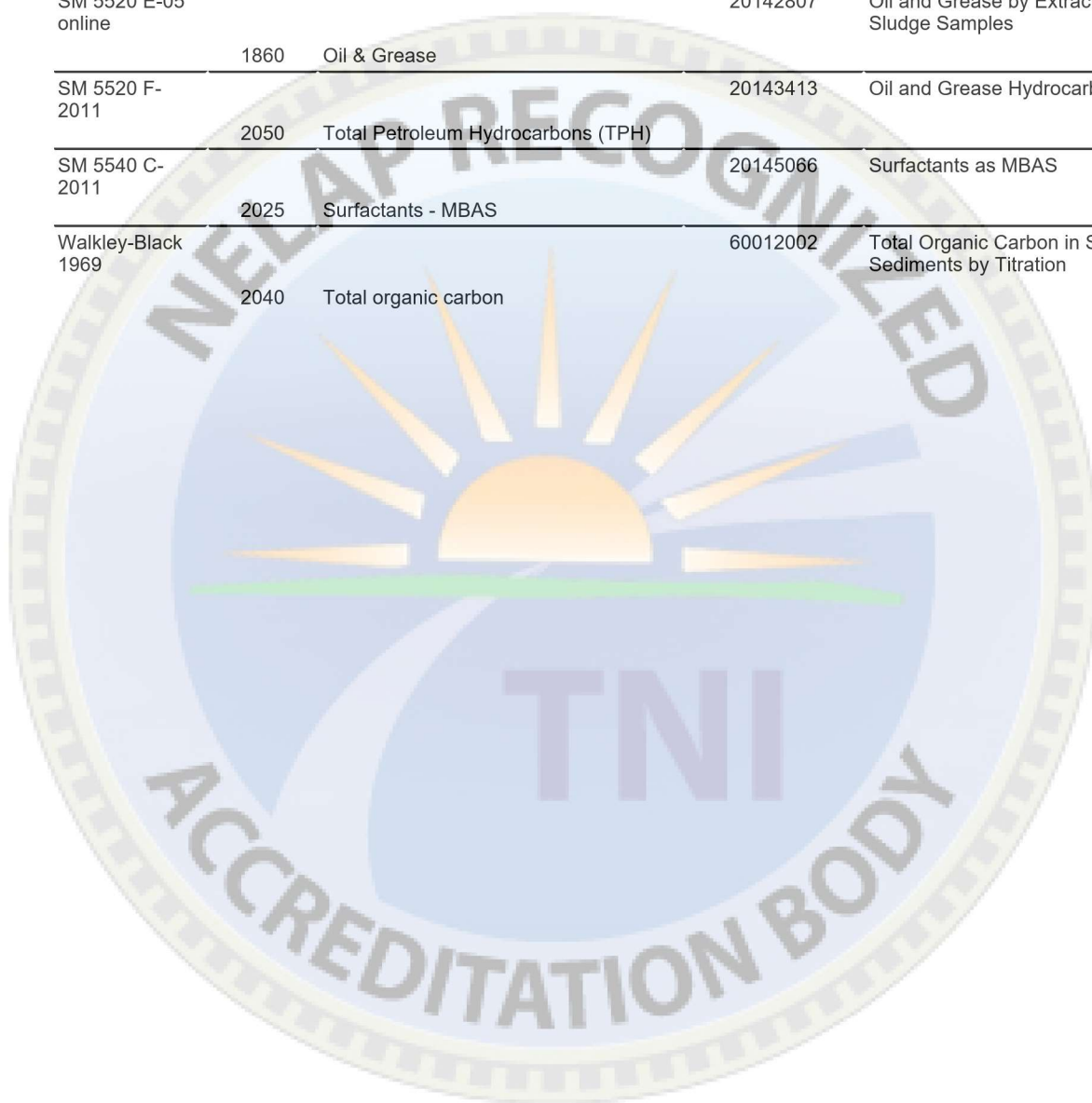
Fresno, CA 93706

Issue Date: 1/30/2019 Expiration Date: 1/29/2020



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Solids	SM 5520 E-05 online	20142807	Oil and Grease by Extraction Method for Sludge Samples
	1860 Oil & Grease		
	SM 5520 F- 2011	20143413	Oil and Grease Hydrocarbons
	2050 Total Petroleum Hydrocarbons (TPH)		
	SM 5540 C- 2011	20145066	Surfactants as MBAS
	2025 Surfactants - MBAS		
	Walkley-Black 1969	60012002	Total Organic Carbon in Soils and Sediments by Titration
	2040 Total organic carbon		





United States Environmental Protection Agency  
Office of Water  
Office of Ground Water and Drinking Water  
Technical Support Center  
UCMR Laboratory Approval Program

Based on the review of submitted applications for each of the listed methods, EPA has granted the status of "authorized" to your laboratory for the method(s) listed below to the following laboratory at the listed address:

BSK Associates  
1414 Stanislaus Street  
Fresno, CA 93706

The application criteria are listed in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0." Your laboratory is now "authorized" to conduct UCMR 4 analyses using the following method(s):

**LabID:** CA00079

Method Name	Status	Date
SM 5310 C	Authorized	12/23/2016
EPA 300.1	Authorized	12/23/2016
EPA 300.0 (Rev. 2.1)	Authorized	12/23/2016

**End of Method List**

This information will be included in the list of UCMR 4 approved laboratories. Your status will be maintained during UCMR 4 by continuing to meet the criteria given in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0," and any revisions to the aforementioned document. Please be aware that you are only permitted to conduct UCMR 4 analyses using those methods for which you have EPA approval. Should you wish to comment on any of these determinations, please write to:

UCMR 4 Laboratory Approval Coordinator  
USEPA, Technical Support Center  
26 W. Martin Luther King Drive (MS 140)  
Cincinnati, OH 45268  
[UCMR\\_Lab\\_Approval@epa.gov](mailto:UCMR_Lab_Approval@epa.gov)



United States Environmental Protection Agency  
Office of Water  
Office of Ground Water and Drinking Water  
Standards and Risk Management Division  
Technical Support Center  
UCMR Laboratory Approval Program

Based on the review of submitted applications and successful participation in a Proficiency Testing (PT) Study for the fourth Unregulated Contaminant Monitoring Rule (UCMR 4), EPA has granted the status of "approved" to your laboratory for the method(s) listed below to the following laboratory at the listed address:

BSK Associates  
1414 Stanislaus St  
Fresno, CA 93706

The application and PT criteria are listed in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0." Your laboratory is now "approved" to conduct UCMR 4 analyses using the following method(s):

**LabID:** CA00079

Method Name	Status	Date
EPA 200.8	Approved	2/6/2017
EPA 525.3	Approved	4/3/2017
EPA 530	Approved	2/6/2017
EPA 541	Approved	2/6/2017
EPA 544	Approved	4/3/2017
EPA 545	Approved	4/3/2017
EPA 546	Approved	6/19/2017
EPA 552.3	Approved	4/3/2017
EPA 557	Approved	6/19/2017

**End of Method List**

This information will be included in the list of UCMR 4 approved laboratories on our website. Your approval status will be maintained during UCMR 4 by continuing to meet the criteria given in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0," and any revisions to the aforementioned document. Please be aware that you are only permitted to conduct UCMR 4 analyses using those methods for which you have EPA approval. Should you wish to comment on any of these determinations, please write to:

UCMR 4 Laboratory Approval Coordinator  
USEPA, Technical Support Center  
26 W. Martin Luther King Drive (MS 140)  
Cincinnati, OH 45268  
[UCMR\\_Lab\\_Approval@epa.gov](mailto:UCMR_Lab_Approval@epa.gov)





**CALIFORNIA STATE  
ENVIRONMENTAL LABORATORY ACCREDITATION PROGRAM  
Accredited Fields of Testing**



**Aquatic Bioassay & Consulting Laboratories, Inc.**

29 North Olive Street  
Ventura, CA 93001  
Phone: (805) 643-5621

**Certificate No. 1907  
Expiration Date 7/31/2018  
INTERIM**

**Field of Testing: 113 - Whole Effluent Toxicity of Wastewater**

113.010	001A	Fathead Minnow ( <i>P. promelas</i> )	EPA 600/4-90/027F, Static	Interim
113.010	001B	Fathead Minnow ( <i>P. promelas</i> )	EPA 600/4-90/027F, Static Renewal	Interim
113.010	003A	Rainbow trout ( <i>O. mykiss</i> )	EPA 600/4-90/027F, Static	Interim
113.010	003B	Rainbow trout ( <i>O. mykiss</i> )	EPA 600/4-90/027F, Static Renewal	Interim
113.010	005A	Daphnid ( <i>C. dubia</i> )	EPA 600/4-90/027F, Static	Interim
113.010	005B	Daphnid ( <i>C. dubia</i> )	EPA 600/4-90/027F, Static Renewal	Interim
113.010	006A	Daphnia spp.	EPA 600/4-90/027F, Static	Interim
113.010	006B	Daphnia spp.	EPA 600/4-90/027F, Static Renewal	Interim
113.010	008A	Topsmelt ( <i>A. affinis</i> )	EPA 600/4-90/027F, Static	Interim
113.010	008B	Topsmelt ( <i>A. affinis</i> )	EPA 600/4-90/027F, Static Renewal	Interim
113.010	009A	Silverside ( <i>Menidia</i> spp.)	EPA 600/4-90/027F, Static	Interim
113.010	009B	Silverside ( <i>Menidia</i> spp.)	EPA 600/4-90/027F, Static Renewal	Interim
113.010	012A	Mysid ( <i>M. bahia</i> )	EPA 600/4-90/027F, Static	Interim
113.010	012B	Mysid ( <i>M. bahia</i> )	EPA 600/4-90/027F, Static Renewal	Interim
113.021	001A	Fathead Minnow ( <i>P. promelas</i> )	EPA 2000 (EPA-821-R-02-012), Static	Interim
113.021	001B	Fathead Minnow ( <i>P. promelas</i> )	EPA 2000 (EPA-821-R-02-012), Static Renewal	Interim
113.022	003A	Rainbow trout ( <i>O. mykiss</i> )	EPA 2019 (EPA-821-R-02-012), Static	Interim
113.022	003B	Rainbow trout ( <i>O. mykiss</i> )	EPA 2019 (EPA-821-R-02-012), Static Renewal	Interim
113.025	009A	Silverside ( <i>Menidia</i> spp.)	EPA 2006 (EPA-821-R-02-012), Static	Interim
113.025	009B	Silverside ( <i>Menidia</i> spp.)	EPA 2006 (EPA-821-R-02-012), Static Renewal	Interim
113.027	012A	Mysid ( <i>M. bahia</i> )	EPA 2007 (EPA-821-R-02-012), Static	Interim
113.027	012B	Mysid ( <i>M. bahia</i> )	EPA 2007 (EPA-821-R-02-012), Static Renewal	Interim
113.028	008A	Topsmelt ( <i>A. affinis</i> )	EPA-821-R-02-012, Static	Interim
113.028	008B	Topsmelt ( <i>A. affinis</i> )	EPA-821-R-02-012, Static Renewal	Interim
113.029	001A	Hyalella spp.	EPA-821-R-02-012, Static	Interim
113.029	001B	Hyalella spp.	EPA-821-R-02-012, Static Renewal	Interim
113.040	001	Fathead Minnow ( <i>P. promelas</i> )	EPA 1000 (EPA/600/4-91/002)	Interim
113.041	001	Fathead Minnow ( <i>P. promelas</i> )	EPA 1000 (EPA-821-R-02-013)	Interim
113.050	005	Daphnid ( <i>C. dubia</i> )	EPA 1002 (EPA/600/4-91/002)	Interim
113.051	005	Daphnid ( <i>C. dubia</i> )	EPA 1002 (EPA-821-R-02-013)	Interim
113.060	020	Green algae ( <i>S. capricornutum</i> )	EPA 1003 (EPA/600/4-91/002)	Interim
113.061	020	Green algae ( <i>S. capricornutum</i> )	EPA 1003 (EPA-821-R-02-013)	Interim
113.080	009	Silverside ( <i>Menidia</i> spp.)	EPA 1006 (EPA/600/4-91/003)	Interim
113.081	009	Silverside ( <i>Menidia</i> spp.)	EPA 1006 (EPA-821-R-02-014)	Interim
113.090	012	Mysid ( <i>M. bahia</i> )	EPA 1007 (EPA/600/4-91/003)	Interim
113.091	012	Mysid ( <i>M. bahia</i> )	EPA 1007 (EPA-821-R-02-014)	Interim
113.120	008	Topsmelt ( <i>A. affinis</i> )	EPA 600/R-95/136	Interim
113.120	014	Pacific oyster ( <i>C. gigas</i> )	EPA 600/R-95/136	Interim

113.120	015D	Sand dollar ( <i>D. excentricus</i> )	EPA 600/R-95/136, Fertilization Test	Interim
113.120	017D	Purple sea urchin ( <i>S. purpuratus</i> )	EPA 600/R-95/136, Fertilization Test	Interim
113.120	017E	Purple sea urchin ( <i>S. purpuratus</i> )	EPA 600/R-95/136, Development Test	Interim
113.120	019	Mussels ( <i>Mytilus</i> spp.)	EPA 600/R-95/136	Interim
113.120	022	Giant kelp ( <i>M. pyrifera</i> )	EPA 600/R-95/136	Interim
113.120	023	Red abalone ( <i>H. rufescens</i> )	EPA 600/R-95/136	Interim
113.170	027	Midge ( <i>C. tentans</i> )	EPA 600/R-99/064, EPA 100.2	Interim
113.210	030	Amphipod ( <i>E. estuarius</i> )	EPA 600/R-94/025, EPA 100.4	Interim

**Field of Testing:** 119 - Toxicity Bioassay of Hazardous Waste

119.010	001	Fathead Minnow ( <i>P. promelas</i> )	Polisini & Miller (CDFG 1988)	Interim
119.010	003	Rainbow trout ( <i>O. mykiss</i> )	Polisini & Miller (CDFG 1988)	Interim
119.050	030	Amphipod ( <i>E. estuarius</i> )	EPA 100.4	Interim

**Field of Testing:** 126 - Microbiology of Recreational Water

126.010	001	Total Coliform (Enumeration)	SM9221B,C-2006	
126.030	001	Fecal Coliform (Enumeration)	SM9221B,E-2006	
126.050	001	Total Coliform (Enumeration)	SM9223B (Colilert/Quanti-Tray)	
126.050	002	<i>E. coli</i> (Enumeration)	SM9223B (Colilert/Quanti-Tray)	
126.080	001	Enterococci	Enterolert	

## BC Laboratories, Inc.

When Bakersfield Core Laboratory, Woman Owned Business (CHS #7JN00053), Certifications was founded in 1949, "environmental" was just another word in the dictionary. BC Laboratories, Inc. has gradually evolved from an agricultural-petroleum based service into a full service environmental laboratory. Diversified sample matrices from drinking waters to solids and sludge are routinely analyzed for general minerals, metals, and 500-600-8000 series organics. A fully equipped field services department is maintained to complement analytical efforts and extend laboratory capabilities.



BC Laboratories, Inc. has more than 29,000 square foot facility specifically designed to assist the quality sector of the analytical process. Departments, 1) Organic (Volatiles, Semi-Volatiles, and Organic Preparation) and 2) Inorganic (Preparation, Solid Waste, and Metals), are segregated and/or are on separate air systems to reduce inter-laboratory contamination. Refrigerated storage space is in excess of 1,200 cubic feet, thus high volumes of samples can be accommodated under preserved conditions. In order to comply with OSHA standards, the laboratory is equipped with a multitude of safety showers, eye wash stations, laboratory hoods (24), fire extinguishers (24), and other protective equipment such as chemical spill kits, fire blankets, and first aid stations. The facility was built from the ground up to be an environmental laboratory.

Within the facility, highly trained personnel work with state-of-the-art instrumentation under an active QA/QC program to provide reliable quality results. Instrumentation includes 16 GC/MS instruments, 14 GC's dedicated to specific analyses, 2 HPLCs, 3 ICP/MS, 3 ICAP's, 7 IC's, 1 Smartchem analyzer, 1 Konelab20 analyzer and various other equipment necessary to guarantee backup systems to every test run. All (114) employees are on a continuing training program that includes interviewed evaluations conducted on an annual basis. Constant reinvestment by the ownership has kept BC Laboratories, Inc. current with new instrumentation and advanced analytical technologies.

BC Laboratories, Inc., handles environmental-related work including: Title 22, SUPERFUND, Groundwater Monitoring, LUFT Manual, Waste Acceptance, and State Drinking Water Standards. Operating two shifts has allowed for increased capacity and has aided in maintaining acceptable turnaround and holding times for out of state work.

BC Laboratories Inc. is striving to become the quality leader of the industry. We supply a quality, fully documented product at reasonable cost with conscientious service. Custom reporting can be provided with the aid of a full time LIMS manager and 2 full time assistants who update and maintain a custom Laboratory Information Management System, and modify report requirements or formats. Electronic Disk Deliverable (EDD) reporting is done routinely, from sampling to final reporting.



# Company Overview

Weck Laboratories, Inc. was established in 1964 in the City of Industry, California, as a consulting firm and contract laboratory dedicated to solve industrial problems, including production, operations and environmental aspects. Through the years, the company has grown significantly in facility, personnel and equipment, becoming a full service analytical laboratory dedicated predominately to environmental testing.

The environmental services available are analysis of drinking water, wastewater, groundwater surface water, desalination, water re-use, hazardous waste, soil and air. Also available are sampling services and consultation with chemists and environmental professionals.



Weck Laboratories, Inc. is organized as a privately held California corporation and offers a full range of analytical services to industrial, engineering, utility and government clients, operating from its facility in the Los Angeles area. The laboratory employs over 60 people and has more than 22,000

square feet of modern laboratory and office space.

Weck Laboratories has been conducting water testing and other analytical services for over 50 years and has continuously maintained State accreditation since 1972 when it was originally certified by the California Department of Health Services for complete chemical and bacteriological analysis of water.





Welcome to ***Aquatic Testing Laboratories***. We are a private laboratory dedicated solely to providing our clients with quality aquatic toxicity testing. We accomplish this by our vigorous QA/QC program, culturing most of our test organisms in-house, and providing our clients with prompt, individualized service. ***Aquatic Testing Laboratories*** specializes in conducting a wide variety of aquatic toxicity testing ranging from simple acute [bioassays](#) to more sophisticated chronic toxicity tests examining toxic effects upon sensitive life stages. Our staff has over 30 years of experience in this field, testing a wide variety of samples using both fresh and salt water test organisms, all done with total quality in mind.

## B. Experience

### Project Team Experience

CLIENT	Description of work performed
1. Yolo County 44090 County Road 28H Woodland, CA 95776 Tel: 530-666-8858 Contact: John Borrego Email:john.borrego@yolocounty.org	<p><b>Period of Work or Contract Duration:</b> May 2012 – June 2020</p> <p>Provide analytical testing for aqueous, soil, and air samples for the Yolo County Central Landfill as required under various regulations, including RWQCB oversees the monitoring requirements for the landfill. BC Lab provides analytical data and reports that meet the RWQCB Waste Discharge Requirements (WDR), Monitoring and Reporting Programs (MRP): Order No. R5-2016-0094 for the landfill site. BC Laboratories has been contracted to Yolo County since 2012 and has recently been re-awarded this contract through 2020.</p> <p><b>Project Cost</b> - \$35k Annually</p>
2. County of Sacramento 9850 Goethe Road Sacramento, CA 95827 Tel: 916-875-4556 Contact: Mike Koza Email:kozam@saccounty.net	<p><b>Period of Work or Contract Duration:</b> May 2016 – June 2019</p> <p>Provide Laboratory services for Inorganic Water Quality Testing for Kiefer, Grand Island, and Elk Grove Semiannual and Quarterly Groundwater.</p> <p>Electronic Deliverable Format data deliverables (EDFs) are provided to the County for upload to Geotracker and Electronic Data Deliverables (EDDs) in the Earthsoft, Inc. Due to superior performance, Sacramento County has added Volatile Organic Chemical analysis to the suite of testing they request from BC Laboratories.</p> <p><b>Project Cost</b> - \$30k Annually</p>
3. SCS Engineers 3117 Fite Circle #108 Sacramento, CA 95827 Tel: 916-361-1297 Contact: Wayne Pearce Email: wpearce@scsengineers.com	<p><b>Period of Work:</b> April 2010 – December 2017</p> <p>Provide a wide variety of laboratory services including volatile organic compounds, heavy metal analysis, petroleum hydrocarbons, and air analysis to numerous and various landfills located throughout the State of California. BC Laboratories has been partnered with SCS in their many offices providing services to their clients. Our relationship has been cemented for over 10 years as each firm grows and improves upon our tandem services for municipal and private Landfill Operators.</p> <p><b>Project Cost</b> - \$70K Annually</p>
4. Sacramento Municipal Utility District 6301 S. St. Sacramento, CA 95817 Tel: 916-732-5335	<p><b>Period of Work:</b> September 2014 – August 2018</p> <p>Perform analytical testing including organic and inorganic analysis of sample media that will include to soils, sludge,</p>



LABORATORIES, INC

4100 Atlas Ct. Bakersfield, Ca. 93308

Tel: (800) 878 - 4911

Website: [www.bclabs.com](http://www.bclabs.com)

Contact: Derrick McCarty  
Email: [derrick.mccarty@smud.org](mailto:derrick.mccarty@smud.org)

sediments, waste-water, ground-water, drinking water, surface water, petroleum products, dielectric oil, PCB-contaminated oil, metals and other waste materials. Daily courier service to SMUD Headquarters. Supply sampling containers, labels, chain of custody forms, and coolers.

**Project Cost** - \$600K (4 years)

## Reference - Bay Area

- Lawrence Berkeley National Laboratory  
1 Cyclotron MS 75B0101  
Berkeley, CA 94720  
John Jelinski  
(510) 486-7616  
[jajelinski@lbl.gov](mailto:jajelinski@lbl.gov)

City of San Jose  
200 E. Santa Clara, St. 10<sup>th</sup> Floor  
San Jose, CA 95113  
Geoffrey Blair  
(408) 975-2576  
[geoffrey.blair@sanjoseca.gov](mailto:geoffrey.blair@sanjoseca.gov)

Golder Associates  
425 Lakeside Drive  
Sunnyvale, CA 94085 USA  
Kris Johnson  
(408) 220-9223  
[kris.johnson@golder.com](mailto:kris.johnson@golder.com)

## NPDES

Dynegy/Moss Landing Power Plant  
Highway 1 an Dolan Road/ P O Box 690  
Moss Landing, CA 95039-0690  
Ernie Bloecher  
(831) 633-6785  
[ernie.bloecher@vistaenergy.com](mailto:ernie.bloecher@vistaenergy.com)

City of Watsonville  
500 Clearwater Lane  
Watsonville, CA 95076  
Michael Crane  
(831) 768-3179  
[mcrane@ci.watsonville.ca.us](mailto:mcrane@ci.watsonville.ca.us)

## C. Outline of Specific Services

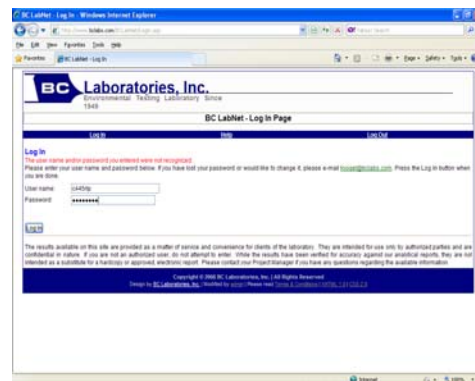
Throughout our 70 years, we have developed expertise in all aspects of environmental testing through our experience of analyzing a diverse group of matrices: NPDES, Wastewater, Drinking Water, Groundwater, Biosolids and Stormwater are within BC Laboratories capabilities, experience and expertise. We understand the regulatory requirements and nuances required by the SWRCB. Effort and emphasis has been placed over these many years to continually develop and refine our methodologies to meet your needs.

### SCOPE OF SERVICES

- **Web-based client access portal and data reporting system.**

**BCLabNet** is our web-based portal that allows registered users to access our secure site to manage their projects. This comprehensive interactive access allows our clients to view sample data within our database, wherever, at any time, day or night. BC LabNet provides near real-time data, direct from our Laboratory Information Management System (LIMS).

With **BCLabNet** you can manage your project from start to finish. You can monitor when your samples are logged in and check for your results as the analyses are completed. Finally you can download the results into a spreadsheet and/or view the Final Report. All this and more can be done from anywhere you have internet access, anytime of day or night.



- **Dedicated Project Manager**

Project Managers with many years of tenure with us add their familiarity and understanding to the process, communicating your specific needs to our technical staff and assuring you a solid communication link to our lab. The assigned Project Manager will be Tina Green (Tel 661-852-4272, email [tina@bclabs.com](mailto:tina@bclabs.com)). Tina has been with BC Laboratories for 25 years. She is responsible for a large number of the municipal and cities contracts we provide services for. Her experience with cities clients will provide City of Coalinga an experienced Project Manager with intimate understanding of your needs. Tina will be the contact for the City when requesting results, sampling supplies and all other contacts you may require.

- **Quality Assurance/Quality Control (QA/QC)**

BC Laboratories Quality Assurance/Quality Control Program has been designed to meet the quality program requirements of the National Environmental Laboratory Accreditation Program (NELAP), ISO/IEC Guide 17025:2005 and U.S. Department of Energy (DOE). BC Lab Quality Assurance Programs is to assure that all processes and procedures, which are components of environmental data production, meet established industry requirements, are adequately documented from a procedural and data traceability perspective and consistently executed by the staff. A copy of QA/QC is available for the city upon request.

- **Reporting Limits**

All reports generated include:

- Cover sheet – contain information pertaining to sampling procedures (project name/title, collection date, sampling location, sampled by, receipt date)
- Analysis requested – contain information such as analyses, results, units, **reporting limits, method detection limits, methods**, prep date, analyze date, dilution, lab qualifiers and approval signatures
- Any data flags
- Quality Control Reports
- Chain of custody and sample receipt form

- **Chain of Custody Forms**

City has the option to complete the chain of custody in advance and can be emailed to their project manager prior to samples being received.

BC Lab electronic chain of custody can be downloaded,, completed, printed (or saved) from our website: [www.bclabs.com](http://www.bclabs.com).



The screenshot shows a web browser window displaying the BC Laboratories Chain of Custody form. The browser's address bar shows the URL: <http://www.bclabs.com/images/coc.pdf>. The form itself is titled "BC LABORATORIES" and includes a header with the company's address and contact information. The form is divided into several sections: "Client Information", "Test Information", "Sample Information", and a large table for "Sample Analysis". The "Sample Analysis" table has columns for "Sample #", "Date", "Time", "Location", "Description", "Container", "Volume", "Weight", "Temperature", "Analysis", and "Remarks". The form also includes a "Chain of Custody" section with a table for "ANALYSIS REQUESTED". The browser window shows the standard Windows Internet Explorer interface from the early 2000s, including the address bar, menu bar, and toolbar.

Once the specifications are defined, BC Lab project manager develops a schedule with the City contact and generate the bottle order configuration to match the analytical specifications.

Sample containers will be pre-labeled with information regarding preservation and constituents that will be analyzed from that container. BC Lab will provide preprinted Chain of Custody matching the bottle order to aid the sample collection process

BC Lab project manager will work with the City Manager to any specifications into clear instructions for the laboratory.

- Rush Turn-Around Time and Courier Service**

Analytical done in house results (both electronically and hardcopy) will be reported within 10 working days of sample receipt. Standard Turnaround time for analyses is 10 working days unless otherwise requested. The following surcharges apply for analytical reporting request shorter than 10 day standard turnaround time.

- 24 hour turnaround time = 100% surcharge
- 48 hour turnaround time = 50% surcharge
- 3-5 day turnaround time = 25% surcharge

- **Electronic Data Deliverables**

Our advanced LIMS system provides ability to directly report to EPA and State required reporting systems (Geotracker) as well as provide our clients customized EDD's. This includes EDT to the State's Safe Drinking Water Information System (SDWIS). Analytical results will be reported both electronically (PDF and CSV or Excel) and hardcopy.

- **Analytical Reports**

BC Laboratories will provide high quality analytical services in accordance with a fully established Quality Assurance/Quality Control Program. At a minimum, reports will include

- Customer Information
- Sample Description: Project name / Title
- Sample receipt date
- Date analysis
- Laboratory number
- Analytical Results, Reporting Limits
- QA/QC data
- Chain of Custody
- Case narrative to include discussion of any relevant analytical problems and/or observations
- Electronic copy will be uploaded into City's LIMS
- Invoice

#### D. Turnaround Time and Laboratory Results

BC Laboratories, Inc. utilizes Promium's Element Laboratory Information Management System (LIMS) for all laboratory data management operations

All reports generated by BC Laboratories include information necessary for proper sample, client identification, and complete results reporting. Report package includes:

- Cover sheet – contain information pertaining to sampling procedures (project name/title, collection date, sampling location, sampled by, receipt date)
- Analysis requested – contain information such as analyses, results, units, reporting limits, method detection limits, methods, prep date, analyze date, dilution, lab qualifiers and approval signature.
- Any data flags
- Quality Control Reports
- Chain of Custody and sample receipt form

Results are accessible through our web portal (BCLabNet) or can be email directly to the City's project manager.

Analytical results will be reported within 10 working days of sample receipt. Standard turnaround time for analyses done in house is 10 working days. Subcontract analyses (UCMR 4) will be reported within 20 working days. The following surcharges will apply for analytical reporting requests shorter than 10 day.

24 hour turnaround time – 100%

48 hour turnaround time – 50%

3-5 day turnaround time – 25%



# OREGON

## Environmental Laboratory Accreditation Program

### ORELAP Fields of Accreditation

ORELAP ID: 4032

EPA CODE: CA00014

Certificate: 4032 - 006



BC Laboratories Inc

4100 Atlas Court

Bakersfield, CA 93308

Issue Date: 4/23/2019 Expiration Date: 4/22/2020

As of 4/23/2019 this list supersedes all previous lists for this certificate number.

MATRIX	Reference	Code	Analyte	Code	Description
Drinking Water	EPA 245.1			10036201	Mercury by Cold Vapor Atomic Absorption
		1095	Mercury		
	EPA 314.0			10055400	Perchlorate in Drinking Water by Ion Chromatography
		1895	Perchlorate		
Non-Potable Water	EPA 200.7.5			10014003	ICP - metals
		1000	Aluminum		
		1005	Antimony		
		1010	Arsenic		
		1015	Barium		
		1020	Beryllium		
		1025	Boron		
		1030	Cadmium		
		1035	Calcium		
		1040	Chromium		
		1050	Cobalt		
		1055	Copper		
		1070	Iron		
		1075	Lead		
		1085	Magnesium		
		1090	Manganese		
		1100	Molybdenum		
		1105	Nickel		
		1125	Potassium		
		1140	Selenium		
		1150	Silver		
		1155	Sodium		
		1160	Strontium		
		1165	Thallium		
		1175	Tin		
		1180	Titanium		
		1185	Vanadium		
		1190	Zinc		
	EPA 200.8.5.4			10014605	Metals by ICP-MS
		1005	Antimony		
		1010	Arsenic		
		1015	Barium		



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#### **Non-Potable Water**

EPA 200.8 5.4

1020 Beryllium  
1030 Cadmium  
1040 Chromium  
1050 Cobalt  
1055 Copper  
1075 Lead  
1090 Manganese  
1100 Molybdenum  
1105 Nickel  
1140 Selenium  
1150 Silver  
1160 Strontium  
1165 Thallium  
1175 Tin  
1185 Vanadium  
1190 Zinc

EPA 300.0

1540 Bromide  
1575 Chloride  
1730 Fluoride  
1810 Nitrate as N  
2000 Sulfate

10053006

Ion chromatography - anions.

EPA 6010B

10155609

ICP - AES

1000 Aluminum  
1005 Antimony  
1010 Arsenic  
1015 Barium  
1020 Beryllium  
1025 Boron  
1030 Cadmium  
1035 Calcium  
1040 Chromium  
1050 Cobalt  
1055 Copper  
1070 Iron  
1075 Lead  
1085 Magnesium  
1090 Manganese  
1100 Molybdenum  
1105 Nickel  
1125 Potassium  
1140 Selenium  
1150 Silver



# OREGON

## Environmental Laboratory Accreditation Program

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#### Non-Potable Water

EPA 6010B

1155 Sodium  
1160 Strontium  
1165 Thallium  
1175 Tin  
1180 Titanium  
1185 Vanadium  
1190 Zinc

EPA 6020

10156000

Inductively Coupled Plasma-Mass Spectrometry

1005 Antimony  
1010 Arsenic  
1015 Barium  
1020 Beryllium  
1030 Cadmium  
1040 Chromium  
1050 Cobalt  
1055 Copper  
1075 Lead  
1090 Manganese  
1100 Molybdenum  
1105 Nickel  
1140 Selenium  
1150 Silver  
1160 Strontium  
1165 Thallium  
1175 Tin  
1185 Vanadium  
1190 Zinc

EPA 624

10107207

Volatile Organic Compounds by purge and trap GC/MS

5105 1,1,1,2-Tetrachloroethane  
5190 1,1,1-Trichloro-2-propanone  
5160 1,1,1-Trichloroethane  
5110 1,1,2,2-Tetrachloroethane  
5195 1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)  
5165 1,1,2-Trichloroethane  
4630 1,1-Dichloroethane  
4640 1,1-Dichloroethylene  
4670 1,1-Dichloropropene  
5150 1,2,3-Trichlorobenzene  
5180 1,2,3-Trichloropropane  
5182 1,2,3-Trimethylbenzene  
5155 1,2,4-Trichlorobenzene





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#### Non-Potable Water

EPA 624

- |      |  |
|------|--|
| 5210 | 1,2,4-Trimethylbenzene                             |
| 4570 | 1,2-Dibromo-3-chloropropane (DBCP)                 |
| 4585 | 1,2-Dibromoethane (EDB, Ethylene dibromide)        |
| 4695 | 1,2-Dichloro-1,1,2,2-tetrafluoroethane (Freon-114) |
| 4610 | 1,2-Dichlorobenzene                                |
| 4635 | 1,2-Dichloroethane (Ethylene dichloride)           |
| 4655 | 1,2-Dichloropropane                                |
| 5215 | 1,3,5-Trimethylbenzene                             |
| 4615 | 1,3-Dichlorobenzene                                |
| 4660 | 1,3-Dichloropropane                                |
| 4675 | 1,3-Dichloropropene                                |
| 4620 | 1,4-Dichlorobenzene                                |
| 4735 | 1,4-Dioxane (1,4- Diethyleneoxide)                 |
| 4510 | 1-Chlorohexane                                     |
| 5222 | 2,2-Dichloro-1,1,1-trifluoroethane (Freon 123)     |
| 4665 | 2,2-Dichloropropane                                |
| 4668 | 2,3-Dichloropropene                                |
| 4410 | 2-Butanone (Methyl ethyl ketone, MEK)              |
| 4500 | 2-Chloroethyl vinyl ether                          |
| 4535 | 2-Chlorotoluene                                    |
| 4860 | 2-Hexanone (MBK)                                   |
| 4540 | 4-Chlorotoluene                                    |
| 4910 | 4-Isopropyltoluene (p-Cymene)                      |
| 4995 | 4-Methyl-2-pentanone (MIBK)                        |
| 4315 | Acetone  |
| 4320 | Acetonitrile                                       |
| 4325 | Acrolein (Propenal)                                |
| 4330 | Acrylamide   |
| 4340 | Acrylonitrile                                      |
| 4355 | Allyl chloride (3-Chloropropene)                   |
| 4375 | Benzene  |
| 4385 | Bromobenzene                                       |
| 4390 | Bromochloromethane                                 |
| 4395 | Bromodichloromethane                               |
| 4397 | Bromoethane (Ethyl Bromide)                        |
| 4400 | Bromoform  |
| 4450 | Carbon disulfide                                   |
| 4455 | Carbon tetrachloride                               |
| 4475 | Chlorobenzene                                      |
| 4575 | Chlorodibromomethane                               |
| 4485 | Chloroethane (Ethyl chloride)                      |



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BC Laboratories Inc

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As of 4/23/2019 this list supersedes all previous lists for this certificate number.

#### Non-Potable Water

EPA 624

4505	Chloroform
4525	Chloroprene (2-Chloro-1,3-butadiene)
4705	cis & trans-1,2-Dichloroethene
4645	cis-1,2-Dichloroethylene
4680	cis-1,3-Dichloropropene
4600	cis-1,4-Dichloro-2-butene
4580	Dibromochloropropane
4595	Dibromomethane (Methylene bromide)
4625	Dichlorodifluoromethane (Freon-12)
9375	Di-isopropylether (DIPE)
4750	Ethanol
4765	Ethylbenzene
4770	Ethyl-t-butylether (ETBE) (2-Ethoxy-2-methylpropane)
4840	Hexachloroethane
4870	Iodomethane (Methyl iodide)
4875	Isobutyl alcohol (2-Methyl-1-propanol)
4895	Isopropyl alcohol (2-Propanol, Isopropanol)
4900	Isopropylbenzene (Cumene)
5240	m+p-xylene
4950	Methyl bromide (Bromomethane)
4960	Methyl chloride (Chloromethane)
5000	Methyl tert-butyl ether (MTBE)
4975	Methylene chloride (Dichloromethane)
5245	m-Xylene
5005	Naphthalene
4435	n-Butylbenzene
4855	n-Hexane
5250	o-Xylene
5035	Pentachloroethane
5080	Propionitrile (Ethyl cyanide)
5255	p-Xylene
4440	sec-Butylbenzene
5100	Styrene
4370	T-amylmethylether (TAME)
4420	tert-Butyl alcohol
4445	tert-Butylbenzene
5115	Tetrachloroethylene (Perchloroethylene)
5120	Tetrahydrofuran (THF)
5140	Toluene
5205	Total trihalomethanes
4700	trans-1,2-Dichloroethylene
4685	trans-1,3-Dichloropropylene



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#### Non-Potable Water

EPA 624	4605	trans-1,4-Dichloro-2-butene	
	5170	Trichloroethene (Trichloroethylene)	
	5175	Trichlorofluoromethane (Fluorotrichloromethane, Freon 11)	
	5225	Vinyl acetate	
	5230	Vinyl bromide (Bromoethane)	
	5235	Vinyl chloride	
EPA 7470A	5260	Xylene (total)	
	10165807	Mercury in Liquid Waste by Cold Vapor Atomic Absorption	
EPA 8260B	1095	Mercury	
	10184802	Volatile Organic Compounds by purge and trap GC/MS	
	5105	1,1,1,2-Tetrachloroethane	
	5160	1,1,1-Trichloroethane	
	5110	1,1,2,2-Tetrachloroethane	
	5195	1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)	
	5165	1,1,2-Trichloroethane	
	4630	1,1-Dichloroethane	
	4640	1,1-Dichloroethylene	
	4670	1,1-Dichloropropene	
	5150	1,2,3-Trichlorobenzene	
	5180	1,2,3-Trichloropropane	
	5182	1,2,3-Trimethylbenzene	
	5155	1,2,4-Trichlorobenzene	
	5210	1,2,4-Trimethylbenzene	
	4570	1,2-Dibromo-3-chloropropane (DBCP)	
	4585	1,2-Dibromoethane (EDB, Ethylene dibromide)	
	4610	1,2-Dichlorobenzene	
	4635	1,2-Dichloroethane (Ethylene dichloride)	
	4655	1,2-Dichloropropane	
	6800	1,3,5-Trichlorobenzene	
	5215	1,3,5-Trimethylbenzene	
	4615	1,3-Dichlorobenzene	
	4660	1,3-Dichloropropane	
	4675	1,3-Dichloropropene	
	4620	1,4-Dichlorobenzene	
	4735	1,4-Dioxane (1,4- Diethyleneoxide)	
	4665	2,2-Dichloropropane	
	4410	2-Butanone (Methyl ethyl ketone, MEK)	
	4500	2-Chloroethyl vinyl ether	
	4535	2-Chlorotoluene	
	4860	2-Hexanone (MBK)	



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#### Non-Potable Water

EPA 8260B

- 4540 4-Chlorotoluene
- 4910 4-Isopropyltoluene (p-Cymene)
- 4995 4-Methyl-2-pentanone (MIBK)
- 4315 Acetone
- 4320 Acetonitrile
- 4325 Acrolein (Propenal)
- 4330 Acrylamide
- 4340 Acrylonitrile
- 4355 Allyl chloride (3-Chloropropene)
- 4375 Benzene
- 5635 Benzyl chloride
- 4385 Bromobenzene
- 4390 Bromochloromethane
- 4395 Bromodichloromethane
- 4397 Bromoethane (Ethyl Bromide)
- 4400 Bromoform
- 4450 Carbon disulfide
- 4455 Carbon tetrachloride
- 4475 Chlorobenzene
- 4575 Chlorodibromomethane
- 4577 Chlorodifluoromethane (Freon-22)
- 4485 Chloroethane (Ethyl chloride)
- 4505 Chloroform
- 4525 Chloroprene (2-Chloro-1,3-butadiene)
- 4705 cis & trans-1,2-Dichloroethene
- 4645 cis-1,2-Dichloroethylene
- 4680 cis-1,3-Dichloropropene
- 4600 cis-1,4-Dichloro-2-butene
- 4595 Dibromomethane (Methylene bromide)
- 4625 Dichlorodifluoromethane (Freon-12)
- 9375 Di-isopropylether (DIPE)
- 4750 Ethanol
- 4765 Ethylbenzene
- 4770 Ethyl-t-butylether (ETBE) (2-Ethoxy-2-methylpropane)
- 9408 Gasoline range organics (GRO)
- 4840 Hexachloroethane
- 4870 Iodomethane (Methyl iodide)
- 4875 Isobutyl alcohol (2-Methyl-1-propanol)
- 4895 Isopropyl alcohol (2-Propanol, Isopropanol)
- 4900 Isopropylbenzene (Cumene)
- 5240 m+p-xylene
- 4950 Methyl bromide (Bromomethane)



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#### Non-Potable Water

EPA 8260B

4960 Methyl chloride (Chloromethane)  
5000 Methyl tert-butyl ether (MTBE)  
4975 Methylene chloride (Dichloromethane)  
5245 m-Xylene  
5005 Naphthalene  
4425 n-Butyl alcohol (1-Butanol, n-Butanol)  
4435 n-Butylbenzene  
5250 o-Xylene  
5035 Pentachloroethane  
5255 p-Xylene  
5095 Pyridine  
4440 sec-Butylbenzene  
5100 Styrene  
4370 T-amylmethylether (TAME)  
4420 tert-Butyl alcohol  
4445 tert-Butylbenzene  
5115 Tetrachloroethylene (Perchloroethylene)  
5120 Tetrahydrofuran (THF)  
5140 Toluene  
5205 Total trihalomethanes  
4700 trans-1,2-Dichloroethylene  
4685 trans-1,3-Dichloropropylene  
4605 trans-1,4-Dichloro-2-butene  
5170 Trichloroethene (Trichloroethylene)  
5175 Trichlorofluoromethane (Fluorotrichloromethane, Freon 11)  
5225 Vinyl acetate  
5230 Vinyl bromide (Bromoethane)  
5235 Vinyl chloride  
5260 Xylene (total)

EPA 8270C

10185805

Semivolatile Organic compounds by GC/MS

5155 1,2,4-Trichlorobenzene  
4610 1,2-Dichlorobenzene  
6155 1,2-Dinitrobenzene  
6221 1,2-Diphenylhydrazine  
6800 1,3,5-Trichlorobenzene  
4615 1,3-Dichlorobenzene  
6160 1,3-Dinitrobenzene (1,3-DNB)  
4620 1,4-Dichlorobenzene  
6165 1,4-Dinitrobenzene  
4735 1,4-Dioxane (1,4-Diethyleneoxide)  
6420 1,4-Naphthoquinone  
6630 1,4-Phenylenediamine



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#### Non-Potable Water

EPA 8270C

5790	1-Chloronaphthalene
6380	1-Methylnaphthalene
9501	1-Methylphenanthrene
6425	1-Naphthylamine
4659	2,2-Oxybis(1-chloropropane)
6735	2,3,4,6-Tetrachlorophenol
6738	2,3,4-Trichlorophenol
6740	2,3,5,6-Tetrachlorophenol
6742	2,3,5-Trichlorophenol
5983	2,3-Dichlorophenol
6835	2,4,5-Trichlorophenol
9643	2,4,6-Tribromophenol
6840	2,4,6-Trichlorophenol
6000	2,4-Dichlorophenol
6130	2,4-Dimethylphenol
6175	2,4-Dinitrophenol
6185	2,4-Dinitrotoluene (2,4-DNT)
5992	2,5-Dichlorophenol
6005	2,6-Dichlorophenol
6190	2,6-Dinitrotoluene (2,6-DNT)
5515	2-Acetylaminofluorene
5735	2-Chloroaniline
5795	2-Chloronaphthalene
5800	2-Chlorophenol
6360	2-Methyl-4,6-dinitrophenol (4,6-Dinitro-2-methylphenol)
6385	2-Methylnaphthalene
6400	2-Methylphenol (o-Cresol)
6430	2-Naphthylamine
6460	2-Nitroaniline
6490	2-Nitrophenol
9507	2-Nitrotoluene
6412	3 & 4 Methylphenol
5945	3,3'-Dichlorobenzidine
5740	3-Chloroaniline
4742	3-Chlorophenol
6355	3-Methylcholanthrene
6405	3-Methylphenol (m-Cresol)
6465	3-Nitroaniline
7355	4,4'-DDD
7360	4,4'-DDE
7365	4,4'-DDT
5660	4-Bromophenyl phenyl ether (BDE-3)
5700	4-Chloro-3-methylphenol





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#### Non-Potable Water

EPA 8270C

5745 4-Chloroaniline  
5805 4-Chlorophenol  
5825 4-Chlorophenyl phenylether  
6410 4-Methylphenol (p-Cresol)  
6470 4-Nitroaniline  
6500 4-Nitrophenol  
9513 4-Nitrotoluene  
5695 5-Chloro-2-methylaniline  
6115 7,12-Dimethylbenz(a) anthracene  
6125 a-a-Dimethylphenethylamine  
5500 Acenaphthene  
5505 Acenaphthylene  
7025 Aldrin  
7110 alpha-BHC (alpha-Hexachlorocyclohexane)  
5535 Aminoazobenzene  
5545 Aniline  
5555 Anthracene  
8912 Aroclor-1262 (PCB-1262)  
8913 Aroclor-1268 (PCB-1268)  
5562 Azobenzene  
5565 Benzal chloride  
5595 Benzidine  
5575 Benzo(a)anthracene  
5580 Benzo(a)pyrene  
5590 Benzo(g,h,i)perylene  
5600 Benzo(k)fluoranthene  
5585 Benzo[b]fluoranthene  
5610 Benzoic acid  
5630 Benzyl alcohol  
5635 Benzyl chloride  
7115 beta-BHC (beta-Hexachlorocyclohexane)  
5760 bis(2-Chloroethoxy)methane  
5765 bis(2-Chloroethyl) ether  
5780 bis(2-Chloroisopropyl) ether  
5670 Butyl benzyl phthalate  
5855 Chrysene  
7240 cis-chlordane (alpha-Chlordane)  
5862 Cresols, Total  
7105 delta-BHC  
6065 Di(2-ethylhexyl) phthalate (bis(2-Ethylhexyl)phthalate, DEHP)  
7405 Diallate



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#### Non-Potable Water

EPA 8270C

5895	Dibenz(a,h) anthracene
5905	Dibenzofuran
7460	Dicofol
7470	Dieldrin
6070	Diethyl phthalate
6135	Dimethyl phthalate
5925	Di-n-butyl phthalate
6200	Di-n-octyl phthalate
6205	Diphenylamine
7510	Endosulfan I
7515	Endosulfan II
7520	Endosulfan sulfate
7540	Endrin
7530	Endrin aldehyde
7535	Endrin ketone
4810	Ethyl methacrylate
6260	Ethyl methanesulfonate
7580	Famphur
6265	Fluoranthene
6270	Fluorene
7120	gamma-BHC (Lindane, gamma-HexachlorocyclohexanE)
7685	Heptachlor
7690	Heptachlor epoxide
6275	Hexachlorobenzene
4835	Hexachlorobutadiene
6285	Hexachlorocyclopentadiene
4840	Hexachloroethane
6290	Hexachlorophene
6295	Hexachloropropene
6315	Indeno(1,2,3-cd) pyrene
7725	Isodrin
6320	Isophorone
6325	Isosafrole
7740	Kepone
7810	Methoxychlor
6375	Methyl methanesulfonate
5005	Naphthalene
5015	Nitrobenzene
6525	n-Nitrosodiethylamine
6530	n-Nitrosodimethylamine
5025	n-Nitroso-di-n-butylamine
6545	n-Nitrosodi-n-propylamine
6535	n-Nitrosodiphenylamine



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#### Non-Potable Water

EPA 8270C

6550 n-Nitrosomethylethylamine  
6555 n-Nitrosomorpholine  
6560 n-Nitrosopiperidine  
6565 n-Nitrosopyrrolidine  
8290 o,o,p-Triethyl phosphorothioate  
6590 Pentachlorobenzene  
6600 Pentachloronitrobenzene  
6605 Pentachlorophenol  
6608 Perylene  
6615 Phenanthrene  
6625 Phenol  
9663 p-Phenylenediamine  
6665 Pyrene  
5095 Pyridine  
6685 Safole  
8235 Thionazin (Zinophos)  
7245 trans-chlordane (gamma-Chlordane)

#### Solids

EPA 6010B

10155609 ICP - AES

1000 Aluminum  
1005 Antimony  
1010 Arsenic  
1015 Barium  
1020 Beryllium  
1025 Boron  
1030 Cadmium  
1035 Calcium  
1040 Chromium  
1050 Cobalt  
1055 Copper  
1070 Iron  
1075 Lead  
1085 Magnesium  
1090 Manganese  
1100 Molybdenum  
1105 Nickel  
1125 Potassium  
1140 Selenium  
1150 Silver  
1155 Sodium  
1160 Strontium  
1165 Thallium  
1175 Tin



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#### Solids

EPA 6010B	1180	Titanium	
	1185	Vanadium	
	1190	Zinc	
EPA 6020	10156000	Inductively Coupled Plasma-Mass Spectrometry	
	1005	Antimony	
	1010	Arsenic	
	1015	Barium	
	1020	Beryllium	
	1030	Cadmium	
	1040	Chromium	
	1050	Cobalt	
	1055	Copper	
	1075	Lead	
	1090	Manganese	
	1100	Molybdenum	
	1105	Nickel	
	1140	Selenium	
	1150	Silver	
	1160	Strontium	
	1165	Thallium	
	1175	Tin	
	1185	Vanadium	
	1190	Zinc	
EPA 7471A	10166208	Mercury in Solid Waste by Cold Vapor Atomic Absorption	
	1095	Mercury	
EPA 8260B	10184802	Volatile Organic Compounds by purge and trap GC/MS	
	5105	1,1,1,2-Tetrachloroethane	
	5160	1,1,1-Trichloroethane	
	5110	1,1,2,2-Tetrachloroethane	
	5195	1,1,2-Trichloro-1,2,2-trifluoroethane (Freon 113)	
	5165	1,1,2-Trichloroethane	
	4630	1,1-Dichloroethane	
	4640	1,1-Dichloroethylene	
	4670	1,1-Dichloropropene	
	5150	1,2,3-Trichlorobenzene	
	5180	1,2,3-Trichloropropane	
	5182	1,2,3-Trimethylbenzene	
	5155	1,2,4-Trichlorobenzene	
	5210	1,2,4-Trimethylbenzene	
	4570	1,2-Dibromo-3-chloropropane (DBCP)	



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#### Solids

EPA 8260B

- 4585 1,2-Dibromoethane (EDB, Ethylene dibromide)
- 4610 1,2-Dichlorobenzene
- 4635 1,2-Dichloroethane (Ethylene dichloride)
- 4655 1,2-Dichloropropane
- 6800 1,3,5-Trichlorobenzene
- 5215 1,3,5-Trimethylbenzene
- 4615 1,3-Dichlorobenzene
- 4660 1,3-Dichloropropane
- 4675 1,3-Dichloropropene
- 4620 1,4-Dichlorobenzene
- 4735 1,4-Dioxane (1,4- Diethyleneoxide)
- 4665 2,2-Dichloropropane
- 4410 2-Butanone (Methyl ethyl ketone, MEK)
- 4500 2-Chloroethyl vinyl ether
- 4535 2-Chlorotoluene
- 4860 2-Hexanone (MBK)
- 4540 4-Chlorotoluene
- 4910 4-Isopropyltoluene (p-Cymene)
- 4995 4-Methyl-2-pentanone (MIBK)
- 4315 Acetone
- 4320 Acetonitrile
- 4325 Acrolein (Propenal)
- 4330 Acrylamide
- 4340 Acrylonitrile
- 4355 Allyl chloride (3-Chloropropene)
- 4375 Benzene
- 5635 Benzyl chloride
- 4385 Bromobenzene
- 4390 Bromochloromethane
- 4395 Bromodichloromethane
- 4397 Bromoethane (Ethyl Bromide)
- 4400 Bromoform
- 4450 Carbon disulfide
- 4455 Carbon tetrachloride
- 4475 Chlorobenzene
- 4575 Chlorodibromomethane
- 4577 Chlorodifluoromethane (Freon-22)
- 4485 Chloroethane (Ethyl chloride)
- 4505 Chloroform
- 4525 Chloroprene (2-Chloro-1,3-butadiene)
- 4705 cis & trans-1,2-Dichloroethene
- 4645 cis-1,2-Dichloroethylene
- 4680 cis-1,3-Dichloropropene



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#### Solids

EPA 8260B

4600 cis-1,4-Dichloro-2-butene  
4595 Dibromomethane (Methylene bromide)  
4625 Dichlorodifluoromethane (Freon-12)  
9375 Di-isopropylether (DIPE)  
4750 Ethanol  
4765 Ethylbenzene  
4770 Ethyl-t-butylether (ETBE) (2-Ethoxy-2-methylpropane)  
9408 Gasoline range organics (GRO)  
4840 Hexachloroethane  
4870 Iodomethane (Methyl iodide)  
4875 Isobutyl alcohol (2-Methyl-1-propanol)  
4895 Isopropyl alcohol (2-Propanol, Isopropanol)  
4900 Isopropylbenzene (Cumene)  
5240 m+p-xylene  
4950 Methyl bromide (Bromomethane)  
4960 Methyl chloride (Chloromethane)  
5000 Methyl tert-butyl ether (MTBE)  
4975 Methylene chloride (Dichloromethane)  
5245 m-Xylene  
5005 Naphthalene  
4425 n-Butyl alcohol (1-Butanol, n-Butanol)  
4435 n-Butylbenzene  
5250 o-Xylene  
5035 Pentachloroethane  
5255 p-Xylene  
5095 Pyridine  
4440 sec-Butylbenzene  
5100 Styrene  
4370 T-amylmethylether (TAME)  
4420 tert-Butyl alcohol  
4445 tert-Butylbenzene  
5115 Tetrachloroethylene (Perchloroethylene)  
5120 Tetrahydrofuran (THF)  
5140 Toluene  
5205 Total trihalomethanes  
4700 trans-1,2-Dichloroethylene  
4685 trans-1,3-Dichloropropylene  
4605 trans-1,4-Dichloro-2-butene  
5170 Trichloroethene (Trichloroethylene)  
5175 Trichlorofluoromethane (Fluorotrichloromethane, Freon 11)  
5225 Vinyl acetate





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#### Solids

EPA 8260B

- 5230 Vinyl bromide (Bromoethane)
- 5235 Vinyl chloride
- 5260 Xylene (total)

EPA 8270C

10185805

Semivolatile Organic compounds by GC/MS

- 5155 1,2,4-Trichlorobenzene
- 4610 1,2-Dichlorobenzene
- 6155 1,2-Dinitrobenzene
- 6221 1,2-Diphenylhydrazine
- 6800 1,3,5-Trichlorobenzene
- 4615 1,3-Dichlorobenzene
- 6160 1,3-Dinitrobenzene (1,3-DNB)
- 4620 1,4-Dichlorobenzene
- 6165 1,4-Dinitrobenzene
- 4735 1,4-Dioxane (1,4-Diethyleneoxide)
- 6420 1,4-Naphthoquinone
- 6630 1,4-Phenylenediamine
- 5790 1-Chloronaphthalene
- 6380 1-Methylnaphthalene
- 9501 1-Methylphenanthrene
- 6425 1-Naphthylamine
- 4659 2,2-Oxybis(1-chloropropane)
- 6735 2,3,4,6-Tetrachlorophenol
- 6738 2,3,4-Trichlorophenol
- 6740 2,3,5,6-Tetrachlorophenol
- 6742 2,3,5-Trichlorophenol
- 5983 2,3-Dichlorophenol
- 6835 2,4,5-Trichlorophenol
- 9643 2,4,6-Tribromophenol
- 6840 2,4,6-Trichlorophenol
- 6000 2,4-Dichlorophenol
- 6130 2,4-Dimethylphenol
- 6175 2,4-Dinitrophenol
- 6185 2,4-Dinitrotoluene (2,4-DNT)
- 5992 2,5-Dichlorophenol
- 6005 2,6-Dichlorophenol
- 6190 2,6-Dinitrotoluene (2,6-DNT)
- 5515 2-Acetylaminofluorene
- 5735 2-Chloroaniline
- 5795 2-Chloronaphthalene
- 5800 2-Chlorophenol
- 6360 2-Methyl-4,6-dinitrophenol (4,6-Dinitro-2-methylphenol)
- 6385 2-Methylnaphthalene



# OREGON

## Environmental Laboratory Accreditation Program

### ORELAP Fields of Accreditation

ORELAP ID: 4032

EPA CODE: CA00014

Certificate: 4032 - 006

BC Laboratories Inc

4100 Atlas Court

Bakersfield, CA 93308

Issue Date: 4/23/2019 Expiration Date: 4/22/2020



**As of 4/23/2019 this list supersedes all previous lists for this certificate number.**

#### Solids

EPA 8270C

6400 2-Methylphenol (o-Cresol)  
6430 2-Naphthylamine  
6460 2-Nitroaniline  
6490 2-Nitrophenol  
9507 2-Nitrotoluene  
6412 3 & 4 Methylphenol  
5945 3,3'-Dichlorobenzidine  
5740 3-Chloroaniline  
4742 3-Chlorophenol  
6355 3-Methylcholanthrene  
6405 3-Methylphenol (m-Cresol)  
6465 3-Nitroaniline  
7355 4,4'-DDD  
7360 4,4'-DDE  
7365 4,4'-DDT  
5660 4-Bromophenyl phenyl ether (BDE-3)  
5700 4-Chloro-3-methylphenol  
5745 4-Chloroaniline  
5805 4-Chlorophenol  
5825 4-Chlorophenyl phenylether  
6410 4-Methylphenol (p-Cresol)  
6470 4-Nitroaniline  
6500 4-Nitrophenol  
9513 4-Nitrotoluene  
5695 5-Chloro-2-methylaniline  
6115 7,12-Dimethylbenz(a) anthracene  
6125 a-a-Dimethylphenethylamine  
5500 Acenaphthene  
5505 Acenaphthylene  
7025 Aldrin  
7110 alpha-BHC (alpha-Hexachlorocyclohexane)  
5535 Aminoazobenzene  
5545 Aniline  
5555 Anthracene  
8912 Aroclor-1262 (PCB-1262)  
8913 Aroclor-1268 (PCB-1268)  
5562 Azobenzene  
5565 Benzal chloride  
5595 Benzidine  
5575 Benzo(a)anthracene  
5580 Benzo(a)pyrene  
5590 Benzo(g,h,i)perylene  
5600 Benzo(k)fluoranthene



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#### Solids

EPA 8270C

5585 Benzo[b]fluoranthene  
5610 Benzoic acid  
5630 Benzyl alcohol  
5635 Benzyl chloride  
7115 beta-BHC (beta-Hexachlorocyclohexane)  
5760 bis(2-Chloroethoxy)methane  
5765 bis(2-Chloroethyl) ether  
5780 bis(2-Chloroisopropyl) ether  
5670 Butyl benzyl phthalate  
5855 Chrysene  
7240 cis-chlordane (alpha-Chlordane)  
5862 Cresols, Total  
7105 delta-BHC  
6065 Di(2-ethylhexyl) phthalate (bis(2-Ethylhexyl)phthalate, DEHP)  
7405 Diallate  
5895 Dibenz(a,h) anthracene  
5905 Dibenzofuran  
7460 Dicofo  
7470 Dieldrin  
6070 Diethyl phthalate  
6135 Dimethyl phthalate  
5925 Di-n-butyl phthalate  
6200 Di-n-octyl phthalate  
6205 Diphenylamine  
7510 Endosulfan I  
7515 Endosulfan II  
7520 Endosulfan sulfate  
7540 Endrin  
7530 Endrin aldehyde  
7535 Endrin ketone  
4810 Ethyl methacrylate  
6260 Ethyl methanesulfonate  
7580 Famphur  
6265 Fluoranthene  
6270 Fluorene  
7120 gamma-BHC (Lindane, gamma-HexachlorocyclohexanE)  
7685 Heptachlor  
7690 Heptachlor epoxide  
6275 Hexachlorobenzene  
4835 Hexachlorobutadiene  
6285 Hexachlorocyclopentadiene



# OREGON

## Environmental Laboratory Accreditation Program

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### **Solids**

EPA 8270C

4840 Hexachloroethane  
6290 Hexachlorophene  
6295 Hexachloropropene  
6315 Indeno(1,2,3-cd) pyrene  
7725 Isodrin  
6320 Isophorone  
6325 Isosafrole  
7740 Kepone  
7810 Methoxychlor  
6375 Methyl methanesulfonate  
5005 Naphthalene  
5015 Nitrobenzene  
6525 n-Nitrosodiethylamine  
6530 n-Nitrosodimethylamine  
5025 n-Nitroso-di-n-butylamine  
6545 n-Nitrosodi-n-propylamine  
6535 n-Nitrosodiphenylamine  
6550 n-Nitrosomethylethylamine  
6555 n-Nitrosomorpholine  
6560 n-Nitrosopiperidine  
6565 n-Nitrosopyrrolidine  
8290 o,o,o-Triethyl phosphorothioate  
6590 Pentachlorobenzene  
6600 Pentachloronitrobenzene  
6605 Pentachlorophenol  
6608 Perylene  
6615 Phenanthrene  
6625 Phenol  
9663 p-Phenylenediamine  
6665 Pyrene  
5095 Pyridine  
6685 Safrole  
8235 Thionazin (Zinophos)  
7245 trans-chlordane (gamma-Chlordane)





STATE WATER RESOURCES CONTROL BOARD  
REGIONAL WATER QUALITY CONTROL BOARDS

CALIFORNIA STATE



ENVIRONMENTAL LABORATORY ACCREDITATION PROGRAM

**CERTIFICATE OF ENVIRONMENTAL ACCREDITATION**

Is hereby granted to

**BC Laboratories, Inc.**

4100 Atlas Court

Bakersfield, CA 93308

Scope of the certificate is limited to the  
"Fields of Testing"  
which accompany this Certificate.

Continued accredited status depends on successful completion of on-site inspection,  
proficiency testing studies, and payment of applicable fees.

This Certificate is granted in accordance with provisions of  
Section 100825, et seq. of the Health and Safety Code.

Certificate No.: **1186**

Expiration Date: **5/31/2020**

Effective Date: **6/1/2018**

Sacramento, California  
subject to forfeiture or revocation

A handwritten signature in black ink, appearing to read "Christine Sotelo".

Christine Sotelo, Chief  
Environmental Laboratory Accreditation Program



**CALIFORNIA STATE  
ENVIRONMENTAL LABORATORY ACCREDITATION PROGRAM  
Accredited Fields of Testing**



**BC Laboratories, Inc.**

4100 Atlas Court  
Bakersfield, CA 93308  
Phone: 6613274911

**Certificate No. 1186  
Expiration Date 5/31/2020**

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**Field of Testing: 101 - Microbiology of Drinking Water**

101.010	001	Heterotrophic Bacteria	SM 9215 B
101.020	001	Total Coliform P/A	SM 9221 B
101.020	002	Fecal Coliform P/A	SM 9221 B,E
101.020	004	Total Coliform (Enumeration)	SM 9221 B,C
101.020	005	Fecal Coliform (Enumeration)	SM 9221 B,E
101.050	001	Total Coliform P/A	SM 9223 B Colilert
101.050	002	E. coli P/A	SM 9223 B Colilert
101.050	003	Total Coliform (Enumeration)	SM 9223 B Colilert
101.050	004	E. coli (Enumeration)	SM 9223 B Colilert
101.170	001	Enterococci	Enterolert

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**Field of Testing: 102 - Inorganic Chemistry of Drinking Water**

102.026	001	Calcium	EPA 200.7
102.026	002	Magnesium	EPA 200.7
102.026	003	Potassium	EPA 200.7
102.026	004	Silica	EPA 200.7
102.026	005	Sodium	EPA 200.7
102.026	006	Hardness (Calculation)	EPA 200.7
102.030	001	Bromide	EPA 300.0
102.030	003	Chloride	EPA 300.0
102.030	005	Fluoride	EPA 300.0
102.030	006	Nitrate (as N)	EPA 300.0
102.030	009	Sulfate (as SO <sub>4</sub> )	EPA 300.0
102.045	001	Perchlorate	EPA 314.0
102.050	001	Cyanide, Total	EPA 335.4
102.061	001	Nitrite (as N)	EPA 353.2
102.100	001	Alkalinity	SM 2320 B
102.130	001	Specific Conductance	SM 2510 B
102.140	001	Residue, Filterable TDS	SM 2540 C
102.174	002	Chlorine, Total Residual	SM 4500-Cl F
102.262	001	Total Organic Carbon TOC	SM 5310 C
102.263	001	Dissolved Organic Carbon (DOC)	SM 5310 C
102.270	001	Surfactants	SM 5540 C-2011

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**Field of Testing: 103 - Toxic Chemical Elements of Drinking Water**

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As of 5/31/2019, this list supersedes all previous lists for this certificate number.  
Customers: Please verify the current accreditation standing with the State.



103.130	001	Aluminum	EPA 200.7
103.130	003	Barium	EPA 200.7
103.130	004	Beryllium	EPA 200.7
103.130	005	Cadmium	EPA 200.7
103.130	007	Chromium	EPA 200.7
103.130	008	Copper	EPA 200.7
103.130	009	Iron	EPA 200.7
103.130	011	Manganese	EPA 200.7
103.130	012	Nickel	EPA 200.7
103.130	015	Silver	EPA 200.7
103.130	017	Zinc	EPA 200.7
103.130	018	Boron	EPA 200.7
103.140	001	Aluminum	EPA 200.8
103.140	002	Antimony	EPA 200.8
103.140	003	Arsenic	EPA 200.8
103.140	004	Barium	EPA 200.8
103.140	005	Beryllium	EPA 200.8
103.140	006	Cadmium	EPA 200.8
103.140	007	Chromium	EPA 200.8
103.140	008	Copper	EPA 200.8
103.140	009	Lead	EPA 200.8
103.140	010	Manganese	EPA 200.8
103.140	012	Nickel	EPA 200.8
103.140	013	Selenium	EPA 200.8
103.140	014	Silver	EPA 200.8
103.140	015	Thallium	EPA 200.8
103.140	016	Zinc	EPA 200.8
103.140	017	Boron	EPA 200.8
103.140	018	Vanadium	EPA 200.8
103.160	001	Mercury	EPA 245.1
103.310	001	Chromium (VI)	EPA 218.6

**Field of Testing:** 104 - Volatile Organic Chemistry of Drinking Water

104.030	001	1,2-Dibromoethane (EDB, Ethylene Dibromide)	EPA 504.1
104.030	002	1,2-Dibromo-3-chloropropane (DBCP)	EPA 504.1
104.035	001	1,2,3-Trichloropropane (TCP)	SRL 524M-TCP
104.040	000	Volatile Organic Compounds	EPA 524.2
104.040	001	Benzene	EPA 524.2
104.040	007	n-Butylbenzene	EPA 524.2
104.040	008	sec-Butylbenzene	EPA 524.2
104.040	009	tert-Butylbenzene	EPA 524.2
104.040	010	Carbon Tetrachloride	EPA 524.2
104.040	011	Chlorobenzene	EPA 524.2

104.040	015	2-Chlorotoluene	EPA 524.2
104.040	016	4-Chlorotoluene	EPA 524.2
104.040	019	1,3-Dichlorobenzene	EPA 524.2
104.040	020	1,2-Dichlorobenzene	EPA 524.2
104.040	021	1,4-Dichlorobenzene	EPA 524.2
104.040	022	Dichlorodifluoromethane	EPA 524.2
104.040	023	1,1-Dichloroethane	EPA 524.2
104.040	024	1,2-Dichloroethane	EPA 524.2
104.040	025	1,1-Dichloroethene (1,1-Dichloroethylene)	EPA 524.2
104.040	026	cis-1,2-Dichloroethene	EPA 524.2
104.040	027	trans-1,2-Dichloroethene	EPA 524.2
104.040	029	1,2-Dichloropropane	EPA 524.2
104.040	033	cis-1,3-Dichloropropene	EPA 524.2
104.040	034	trans-1,3-Dichloropropene	EPA 524.2
104.040	035	Ethylbenzene	EPA 524.2
104.040	037	Isopropylbenzene	EPA 524.2
104.040	041	N-propylbenzene	EPA 524.2
104.040	042	Styrene	EPA 524.2
104.040	043	1,1,1,2-Tetrachloroethane	EPA 524.2
104.040	044	1,1,2,2-Tetrachloroethane	EPA 524.2
104.040	045	Tetrachloroethylene (Tetrachloroethene)	EPA 524.2
104.040	046	Toluene	EPA 524.2
104.040	047	1,2,3-Trichlorobenzene	EPA 524.2
104.040	048	1,2,4-Trichlorobenzene	EPA 524.2
104.040	049	1,1,1-Trichloroethane	EPA 524.2
104.040	050	1,1,2-Trichloroethane	EPA 524.2
104.040	051	Trichloroethene	EPA 524.2
104.040	052	Trichlorofluoromethane	EPA 524.2
104.040	054	1,2,4-Trimethylbenzene	EPA 524.2
104.040	055	1,3,5-Trimethylbenzene	EPA 524.2
104.040	056	Vinyl Chloride	EPA 524.2
104.040	057	Xylenes, Total	EPA 524.2
104.040	061	Carbon Disulfide	EPA 524.2
104.045	000	Trihalomethanes, Total	EPA 524.2
104.045	001	Bromodichloromethane	EPA 524.2
104.045	002	Bromoform	EPA 524.2
104.045	003	Chloroform	EPA 524.2
104.045	004	Dibromochloromethane	EPA 524.2
104.050	002	Methyl tert-butyl Ether (MTBE)	EPA 524.2
104.050	003	tert-Amyl Methyl Ether (TAME)	EPA 524.2
104.050	004	Ethyl tert-butyl Ether (ETBE)	EPA 524.2
104.050	005	Trichlorotrifluoroethane	EPA 524.2

104.050 006 tert-Butyl Alcohol (TBA) EPA 524.2

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**Field of Testing:** 105 - Semi-volatile Organic Chemistry of Drinking Water

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105.035	001	Aldrin	EPA 508
105.035	002	Dieldrin	EPA 508
105.035	003	Endosulfan I	EPA 508
105.035	004	Endosulfan II	EPA 508
105.035	005	Endosulfan Sulfate	EPA 508
105.035	006	Endrin	EPA 508
105.035	007	Endrin Aldehyde	EPA 508
105.035	008	Heptachlor	EPA 508
105.035	009	Heptachlor Epoxide	EPA 508
105.035	010	Hexachlorobenzene	EPA 508
105.035	011	Lindane (HCH-gamma)	EPA 508
105.035	012	Methoxychlor	EPA 508
105.035	014	Chlordane	EPA 508
105.035	015	Toxaphene	EPA 508
105.035	016	PCBs as Aroclors	EPA 508
105.035	017	Aroclor 1016	EPA 508
105.035	018	Aroclor 1221	EPA 508
105.035	019	Aroclor 1232	EPA 508
105.035	020	Aroclor 1242	EPA 508
105.035	021	Aroclor 1248	EPA 508
105.035	022	Aroclor 1254	EPA 508
105.070	001	Bentazon	EPA 515.1
105.070	002	2,4-D	EPA 515.1
105.070	003	Dalapon	EPA 515.1
105.070	004	Dicamba	EPA 515.1
105.070	005	Dinoseb	EPA 515.1
105.070	006	Pentachlorophenol	EPA 515.1
105.070	007	Picloram	EPA 515.1
105.070	008	2,4,5-TP (Silvex)	EPA 515.1
105.090	001	Alachlor	EPA 525.2
105.090	002	Aldrin	EPA 525.2
105.090	003	Atrazine	EPA 525.2
105.090	004	Benzo(a)pyrene	EPA 525.2
105.090	005	Butachlor	EPA 525.2
105.090	007	Dieldrin	EPA 525.2
105.090	008	Di(2-ethylhexyl) Adipate	EPA 525.2
105.090	009	Di(2-ethylhexyl) Phthalate	EPA 525.2
105.090	013	Endrin	EPA 525.2
105.090	014	Heptachlor	EPA 525.2
105.090	015	Heptachlor Epoxide	EPA 525.2

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105.090	016	Hexachlorobenzene	EPA 525.2
105.090	017	Hexachlorocyclopentadiene	EPA 525.2
105.090	019	Methoxychlor	EPA 525.2
105.090	022	Molinate	EPA 525.2
105.090	025	Simazine	EPA 525.2
105.101	000	Carbamates	EPA 531.2
105.101	001	Carbofuran	EPA 531.2
105.101	002	Oxamyl	EPA 531.2
105.101	003	Aldicarb	EPA 531.2
105.101	004	Aldicarb Sulfone	EPA 531.2
105.101	005	Aldicarb Sulfoxide	EPA 531.2
105.101	006	Carbaryl	EPA 531.2
105.101	007	3-Hydroxycarbofuran	EPA 531.2
105.101	008	Methomyl	EPA 531.2
105.120	001	Glyphosate	EPA 547
105.140	001	Endothall	EPA 548.1
105.150	001	Diquat	EPA 549.2
105.201	001	Haloacetic Acids (HAA5)	EPA 552.3

**Field of Testing: 106 - Radiochemistry of Drinking Water**

106.092	001	Uranium	EPA 200.8
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**Field of Testing: 107 - Microbiology of Wastewater**

107.020	002	Total Coliform (Enumeration)	SM 9221 B-2006
107.040	002	Fecal Coliform (Enumeration)	SM 9221 C,E-2006

**Field of Testing: 108 - Inorganic Chemistry of Wastewater**

108.020	001	Specific Conductance	EPA 120.1
108.090	001	Residue, Volatile	EPA 160.4
108.110	001	Turbidity	EPA 180.1
108.112	001	Boron	EPA 200.7
108.112	002	Calcium	EPA 200.7
108.112	003	Hardness (Calculation)	EPA 200.7
108.112	004	Magnesium	EPA 200.7
108.112	005	Potassium	EPA 200.7
108.112	006	Silica, Dissolved	EPA 200.7
108.112	007	Sodium	EPA 200.7
108.120	001	Bromide	EPA 300.0
108.120	002	Chloride	EPA 300.0
108.120	003	Fluoride	EPA 300.0
108.120	008	Sulfate (as SO <sub>4</sub> )	EPA 300.0
108.120	012	Nitrate (as N)	EPA 300.0
108.183	001	Cyanide, Total	EPA 335.4
108.209	001	Ammonia (as N)	EPA 350.1
108.211	002	Kjeldahl Nitrogen, Total (as N)	EPA 351.2

108.232	003	Nitrate-Nitrite (as N)	EPA 353.2
108.232	004	Nitrite (as N)	EPA 353.2
108.260	001	Phosphate, Ortho	EPA 365.1
108.266	001	Phosphorus, Total	EPA 365.4
108.323	001	Chemical Oxygen Demand	EPA 410.4
108.362	001	Phenols, Total	EPA 420.4
108.381	002	Oil & Grease Total	EPA 1664 B
108.410	001	Alkalinity	SM 2320 B-1997
108.430	001	Specific Conductance	SM 2510 B-1997
108.440	001	Residue, Total	SM 2540 B-1997
108.441	001	Residue, Filterable TDS	SM 2540 C-1997
108.442	001	Residue, Non-filterable TSS	SM 2540 D-1997
108.443	001	Residue, Settleable	SM 2540 F-1997
108.464	001	Chlorine, Total Residual	SM 4500-Cl F-2000
108.490	001	Hydrogen Ion (pH)	SM 4500-H+ B-2000
108.536	001	Oxygen, Dissolved	SM 4500-O G-2001
108.584	001	Sulfide (as S)	SM 4500-S D-2000
108.585	001	Sulfide (as S)	SM 4500-S F-2000
108.592	001	Biochemical Oxygen Demand	SM 5210 B -2001
108.592	002	Carbonaceous BOD	SM 5210 B -2001
108.595	001	Chemical Oxygen Demand	SM 5220 D-1997
108.597	001	Organic Carbon-Total (TOC)	SM 5310 C-2000
108.605	001	Surfactants	SM 5540 C-2000

**Field of Testing:** 109 - Toxic Chemical Elements of Wastewater

109.010	001	Aluminum	EPA 200.7
109.010	002	Antimony	EPA 200.7
109.010	003	Arsenic	EPA 200.7
109.010	004	Barium	EPA 200.7
109.010	005	Beryllium	EPA 200.7
109.010	006	Boron	EPA 200.7
109.010	007	Cadmium	EPA 200.7
109.010	009	Chromium	EPA 200.7
109.010	010	Cobalt	EPA 200.7
109.010	011	Copper	EPA 200.7
109.010	012	Iron	EPA 200.7
109.010	013	Lead	EPA 200.7
109.010	015	Manganese	EPA 200.7
109.010	016	Molybdenum	EPA 200.7
109.010	017	Nickel	EPA 200.7
109.010	019	Selenium	EPA 200.7
109.010	021	Silver	EPA 200.7
109.010	023	Thallium	EPA 200.7

109.010	024	Tin	EPA 200.7
109.010	025	Titanium	EPA 200.7
109.010	026	Vanadium	EPA 200.7
109.010	027	Zinc	EPA 200.7
109.020	001	Aluminum	EPA 200.8
109.020	002	Antimony	EPA 200.8
109.020	003	Arsenic	EPA 200.8
109.020	004	Barium	EPA 200.8
109.020	005	Beryllium	EPA 200.8
109.020	006	Cadmium	EPA 200.8
109.020	007	Chromium	EPA 200.8
109.020	008	Cobalt	EPA 200.8
109.020	009	Copper	EPA 200.8
109.020	010	Lead	EPA 200.8
109.020	011	Manganese	EPA 200.8
109.020	012	Molybdenum	EPA 200.8
109.020	013	Nickel	EPA 200.8
109.020	014	Selenium	EPA 200.8
109.020	015	Silver	EPA 200.8
109.020	016	Thallium	EPA 200.8
109.020	017	Vanadium	EPA 200.8
109.020	018	Zinc	EPA 200.8
109.020	022	Tin	EPA 200.8
109.190	001	Mercury	EPA 245.1

**Field of Testing: 110 - Volatile Organic Chemistry of Wastewater**

110.040	000	Purgeable Organic Compounds	EPA 624
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**Field of Testing: 111 - Semi-volatile Organic Chemistry of Wastewater**

111.100	000	Base/Neutral & Acid Organics	EPA 625
111.103	000	Nitrosamines	EPA 625
111.170	000	Organochlorine Pesticides and PCBs	EPA 608
111.210	000	Carbamates	EPA 632

**Field of Testing: 114 - Inorganic Chemistry of Hazardous Waste**

114.010	001	Antimony	EPA 6010 B
114.010	002	Arsenic	EPA 6010 B
114.010	003	Barium	EPA 6010 B
114.010	004	Beryllium	EPA 6010 B
114.010	005	Cadmium	EPA 6010 B
114.010	006	Chromium	EPA 6010 B
114.010	007	Cobalt	EPA 6010 B
114.010	008	Copper	EPA 6010 B
114.010	009	Lead	EPA 6010 B
114.010	010	Molybdenum	EPA 6010 B



114.010	011	Nickel	EPA 6010 B
114.010	012	Selenium	EPA 6010 B
114.010	013	Silver	EPA 6010 B
114.010	014	Thallium	EPA 6010 B
114.010	015	Vanadium	EPA 6010 B
114.010	016	Zinc	EPA 6010 B
114.020	001	Antimony	EPA 6020
114.020	002	Arsenic	EPA 6020
114.020	003	Barium	EPA 6020
114.020	004	Beryllium	EPA 6020
114.020	005	Cadmium	EPA 6020
114.020	006	Chromium	EPA 6020
114.020	007	Cobalt	EPA 6020
114.020	008	Copper	EPA 6020
114.020	009	Lead	EPA 6020
114.020	010	Molybdenum	EPA 6020
114.020	011	Nickel	EPA 6020
114.020	012	Selenium	EPA 6020
114.020	013	Silver	EPA 6020
114.020	014	Thallium	EPA 6020
114.020	015	Vanadium	EPA 6020
114.020	016	Zinc	EPA 6020
114.025	001	Mercury	EPA 6020 A
114.106	001	Chromium (VI)	EPA 7199
114.140	001	Mercury	EPA 7470 A
114.141	001	Mercury	EPA 7471 A
114.221	001	Cyanide, Total	EPA 9012 A
114.240	001	Corrosivity - pH Determination	EPA 9040 B
114.241	001	Corrosivity - pH Determination	EPA 9045 C

**Field of Testing:** 115 - Extraction Test of Hazardous Waste

115.020	001	Toxicity Characteristic Leaching Procedure (TCLP)	EPA 1311 (TCLP)
115.021	001	TCLP Inorganics	EPA 1311 (TCLP)
115.030	001	Waste Extraction Test (WET)	CCR Chapter 11, Article 5, Appendix II
115.040	001	Synthetic Precipitation Leaching Procedure (SPLP)	EPA 1312 (SPLP)

**Field of Testing:** 116 - Volatile Organic Chemistry of Hazardous Waste

116.020	031	Ethanol and Methanol	EPA 8015 B
116.040	041	Methyl tert-butyl Ether (MTBE)	EPA 8021 B
116.080	000	Volatile Organic Compounds	EPA 8260 B
116.080	120	Oxygenates	EPA 8260 B
116.100	001	Total Petroleum Hydrocarbons - Gasoline (GRO)	LUFT GC/MS
116.100	010	BTEX and MTBE	LUFT GC/MS

**Field of Testing:** 117 - Semi-volatile Organic Chemistry of Hazardous Waste

117.010	001	Diesel-range Total Petroleum Hydrocarbons	EPA 8015 B
117.015	001	Diesel-range Total Petroleum Hydrocarbons	LUFT GC/MS
117.016	001	Diesel-range Total Petroleum Hydrocarbons	LUFT
117.110	000	Extractable Organics	EPA 8270 C
117.111	071	Pesticides	EPA 8270 C
117.140	000	Polynuclear Aromatic Hydrocarbons	EPA 8310
117.170	000	Nitroaromatics and Nitramines	EPA 8330
117.210	000	Organochlorine Pesticides	EPA 8081 A
117.220	000	PCBs	EPA 8082
117.240	000	Organophosphorus Pesticides	EPA 8141 A
117.250	000	Chlorinated Herbicides	EPA 8151 A

**Field of Testing:** 120 - Physical Properties of Hazardous Waste

120.010	001	Ignitability	EPA 1010
120.022	001	Ignitability	EPA 1030
120.040	001	Reactive Cyanide	Section 7.3 SW-846
120.050	001	Reactive Sulfide	Section 7.3 SW-846
120.070	001	Corrosivity - pH Determination	EPA 9040 B
120.080	001	Corrosivity - pH Determination	EPA 9045 C

**Field of Testing:** 126 - Microbiology of Recreational Water

126.010	001	Total Coliform (Enumeration)	SM 9221 B,C-2006
126.030	001	Fecal Coliform (Enumeration)	SM 9221 B,E-2006



United States Environmental Protection Agency  
Office of Water  
Office of Ground Water and Drinking Water  
Standards and Risk Management Division  
Technical Support Center  
UCMR Laboratory Approval Program

Based on the review of submitted applications and successful participation in a Proficiency Testing (PT) Study for the fourth Unregulated Contaminant Monitoring Rule (UCMR 4), EPA has granted the status of "approved" to your laboratory for the method(s) listed below to the following laboratory at the listed address:

Weck Laboratories, Inc.  
14859 E. Clark Ave  
Industry, CA 91745

The application and PT criteria are listed in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0." Your laboratory is now "approved" to conduct UCMR 4 analyses using the following method(s):

**LabID:** CA00211

Method Name	Status	Date
EPA 200.8	Approved	2/6/2017
EPA 525.3	Approved	11/21/2017
EPA 530	Approved	6/19/2017
EPA 541	Approved	6/19/2017
EPA 544	Approved	4/3/2017
EPA 545	Approved	4/3/2017
EPA 546	Approved	4/3/2017
EPA 552.3	Approved	4/3/2017

**End of Method List**

This information will be included in the list of UCMR 4 approved laboratories on our website. Your approval status will be maintained during UCMR 4 by continuing to meet the criteria given in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0," and any revisions to the aforementioned document. Please be aware that you are only permitted to conduct UCMR 4 analyses using those methods for which you have EPA approval. Should you wish to comment on any of these determinations, please write to:

UCMR 4 Laboratory Approval Coordinator  
USEPA, Technical Support Center  
26 W. Martin Luther King Drive (MS 140)  
Cincinnati, OH 45268  
UCMR\_Lab\_Approval@epa.gov



United States Environmental Protection Agency  
Office of Water  
Office of Ground Water and Drinking Water  
Technical Support Center  
UCMR Laboratory Approval Program

Based on the review of submitted applications for each of the listed methods, EPA has granted the status of "authorized" to your laboratory for the method(s) listed below to the following laboratory at the listed address:

Weck Laboratories, Inc.  
14859 E. Clark Ave  
Industry, CA 91745

The application criteria are listed in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0." Your laboratory is now "authorized" to conduct UCMR 4 analyses using the following method(s):

**LabID:** CA00211

Method Name	Status	Date
EPA 300.1	Authorized	10/25/2017
SM 5310 B	Authorized	7/21/2017
SM 5310 C	Authorized	12/27/2016
EPA 300.0 (Rev. 2.1)	Authorized	12/27/2016

**End of Method List**

This information will be included in the list of UCMR 4 approved laboratories. Your status will be maintained during UCMR 4 by continuing to meet the criteria given in the "UCMR 4 Laboratory Approval Requirements and Information Document, Version 2.0," and any revisions to the aforementioned document. Please be aware that you are only permitted to conduct UCMR 4 analyses using those methods for which you have EPA approval. Should you wish to comment on any of these determinations, please write to:

UCMR 4 Laboratory Approval Coordinator  
USEPA, Technical Support Center  
26 W. Martin Luther King Drive (MS 140)  
Cincinnati, OH 45268  
[UCMR\\_Lab\\_Approval@epa.gov](mailto:UCMR_Lab_Approval@epa.gov)



**F. COMPLETION OF SERVICES**

City of Coalinga and BC Laboratories have worked together since June 2018 and developed a long standing working relationship that has been beneficial to both. We understand the importance of the project associated with this proposal and commit our complete compliment of services and staffing to deliver what the City need for success.

Picking up samples at the testing site, delivering reliable, high quality results on time, and a dedicated Project Manager are a few of the services we will provide to assure the City of successful completion of this project.

## Analytical Services Quotation

**City of Coalinga -**

**A. NPDES**

### Pricing Summary

Parameter	Method	Quantity	TAT (days)	Unit Price	Extended Price
<b>Water</b>					
SM 9223B - Total Coliform + E. Coli (Colilert P/A)	SM-9223B	1	10	\$25.00	\$25.00
EPA 160.2 - Total Suspended Solids (Glass Fiber)	EPA-160.2	1	10	\$15.00	\$15.00
EPA 160.5 - Settleable Solids	EPA-160.5	1	10	\$15.00	\$15.00
EPA 180.1 - Turbidity	EPA-180.1	1	10	\$15.00	\$15.00
Aquatic Toxicity (Subcontract)	EPA-600/4-90/02	1	10	\$292.00	\$292.00
Title 22 - General Mineral, Physical, Inorganic	varies	1	10	\$360.00	\$360.00
<b>Any test not listed will be invoiced at 40% discount from BC Lab price list..</b>				<b>Bid Total:</b>	<b>\$722.00</b>



## Analytical Services Quotation

### Analysis Details

Analyte	MDL	Reporting Limit	Surr %R	Duplicate RPD	Matrix Spike %R	BlankSpike/LCS RPD	BlankSpike/LCS %R	RPD
<b>SM 9223B - Total Coliform + E. Coli (Colilert P/A) in Water (SM-9223B)</b>								
<b>Container:</b> B04: Bacteriological, Sterile PE 100ml					<b>Holding Time (days):</b> 1.25			
Total Coliform			-					
E. Coli			-					

### Aggressive Index in Water (Calc)

Aggressive Index	0.00	0.00 NA
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### Alkalinity in Water (Calc)

Alkalinity as CaCO <sub>3</sub>	4.1	4.1 mg/L
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### Hardness (TRM) in Water (Calc)

Hardness as CaCO <sub>3</sub>	0.10	0.50 mg/L
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### Langlier Index in Water (Calc)

Langlier Index	-2.00	-2.00 NA
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### Nitrate + Nitrite as N in Water (Calc)

Nitrate + Nitrite as N	0.018	0.10 mg/L
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### Total Anions in Water (Calc)

Total Anions	0.10	0.10 meq/L
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### Total Cations (TRM) in Water (Calc)

Total Cations	0.10	0.10 meq/L
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## Analytical Services Quotation

### Analysis Details

Analyte	MDL	Reporting Limit	Surr %R	Duplicate RPD	Matrix Spike %R	BlankSpike/LCS RPD	BlankSpike/LCS %R
<b>EPA 150.1 - pH in Water (EPA-150.1)</b>							
Container: I16: GMPI (WHITE), PE 1000ml, No Preserve					Holding Time (days): 0.01		
pH	0.05000	0.05000 pH Units		20			95 - 105
<b>EPA 160.2 - Total Suspended Solids (Glass Fiber) in Water (EPA-160.2)</b>							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 7		
Total Suspended Solids (Glass Fiber)	0.50	0.50 mg/L		10			
<b>EPA 160.5 - Settleable Solids in Water (EPA-160.5)</b>							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 2		
Settleable Solids	0.10	0.10 ml/L		10			
<b>EPA 180.1 - Turbidity in Water (EPA-180.1)</b>							
Container: I16: GMPI (WHITE), PE 1000ml, No Preserve					Holding Time (days): 2		
Turbidity	0.10	0.10 NT Units		10			
Turbidity	0.10	0.10 NT Units		10			
<b>EPA 200.7 - Total Recoverable Calcium, ICP in Water (EPA-200.7)</b>							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Calcium	0.014	0.10 mg/L		20	75 - 125	20	85 - 115 20
<b>EPA 200.7 - Total Recoverable Magnesium, ICP in Water (EPA-200.7)</b>							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Magnesium	0.019	0.050 mg/L		20	75 - 125	20	85 - 115 20
<b>EPA 200.7 - Total Recoverable Potassium, ICP in Water (EPA-200.7)</b>							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Potassium	0.10	1.0 mg/L		20	75 - 125	20	85 - 115 20
<b>EPA 200.7 - Total Recoverable Sodium, ICP in Water (EPA-200.7)</b>							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Sodium	0.051	0.50 mg/L		20	75 - 125	20	85 - 115 20

## Analytical Services Quotation

### Analysis Details

Analyte	MDL	Reporting Limit	Surr %R	Duplicate RPD	Matrix Spike %R	BlankSpike/LCS %R	RPD
<b>EPA 300.0 - Chloride, Ion Chromatograph in Water (EPA-300.0)</b>							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 28		
Chloride	0.15	0.50 mg/L		10	80 - 120	10	90 - 110
<b>EPA 300.0 - Fluoride, Ion Chromatograph in Water (EPA-300.0)</b>							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 28		
Fluoride	0.015	0.050 mg/L		10	80 - 120	10	90 - 110
<b>EPA 300.0 - Nitrate as N, Ion Chromatograph in Water (EPA-300.0)</b>							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 2		
Nitrate as NO <sub>3</sub>	0.19	0.44 mg/L		10	80 - 120	10	90 - 110
Nitrate as N	0.042	0.10 mg/L		10	80 - 120	10	90 - 110
<b>EPA 300.0 - Sulfate, Ion Chromatograph in Water (EPA-300.0)</b>							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 28		
Sulfate	0.20	1.0 mg/L		10	80 - 120	10	90 - 110
<b>EPA 335.4 - Total Cyanide in Water (EPA-335.4)</b>							
Container: I08: Cyanide (GREEN), PE 500ml, NaOH to pH>12					Holding Time (days): 14		
Total Cyanide	1.3	5.0 ug/L		10	90 - 110	20	90 - 110
<b>EPA-353.2 - Nitrite as N, Colorimetric in Water (EPA-353.2)</b>							
Container: I16: GMPI (WHITE), PE 1000ml, No Preserve					Holding Time (days): 2		
Nitrite as N	0.010	0.050 mg/L		10	90 - 110	10	90 - 110
Nitrite as NO <sub>2</sub>	0.040	0.17 mg/L		10	90 - 110	10	90 - 110
<b>SM2120 B - Color in Water (SM-2120B)</b>							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 2		
Color	1.0	1.0 Color Units		20			
<b>SM2150 B - Odor in Water (SM-2150B)</b>							
Container: I28: Odor, Glass Amber 500ml, No Preserve					Holding Time (days): 7		
Odor	1.0	1.0 Odor Units					

## Analytical Services Quotation

### Analysis Details

Analyte	MDL	Reporting Limit	Surr %R	Duplicate RPD	Matrix Spike %R	Matrix Spike RPD	BlankSpike/LCS %R	BlankSpike/LCS RPD
<b>SM2320 B - Carbonate, Titrimetric in Water (SM-2320B)</b>								
<b>Container:</b> X48: Plastic 1000 ml (quart)					<b>Holding Time (days):</b> 14			
Carbonate	2.5	2.5 mg/L		10				
<b>SM2320 B - Bicarbonate, Titrimetric in Water (SM-2320B)</b>								
<b>Container:</b> X48: Plastic 1000 ml (quart)					<b>Holding Time (days):</b> 14			
Bicarbonate	5.0	5.0 mg/L		10		10		
<b>SM2320 B - Hydroxide, Titrimetric in Water (SM-2320B)</b>								
<b>Container:</b> X48: Plastic 1000 ml (quart)					<b>Holding Time (days):</b> 14			
Hydroxide	1.4	1.4 mg/L		10				
<b>SM2510B - EC in Water (SM-2510B)</b>								
<b>Container:</b> X48: Plastic 1000 ml (quart)					<b>Holding Time (days):</b> 28			
Electrical Conductivity @ 25 C	1.00	1.00 umhos/cm		10			90 - 110	
<b>SM2540C - Total Dissolved Solids @ 180 C in Water (SM-2540C)</b>								
<b>Container:</b> X48: Plastic 1000 ml (quart)					<b>Holding Time (days):</b> 7			
Total Dissolved Solids @ 180 C	5.0	10 mg/L		10			90 - 110	
<b>SM5540 C - MBAS (Surfactants) in Water (SM-5540C)</b>								
<b>Container:</b> I16: GMPI (WHITE), PE 1000ml, No Preserve					<b>Holding Time (days):</b> 2			
MBAS	0.025	0.10 mg/L		20	80 - 120	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Aluminum, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Aluminum	26	50 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Barium, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Barium	3.5	10 ug/L		20	75 - 125	20	85 - 115	20

## Analytical Services Quotation

### Analysis Details

Analyte	MDL	Reporting Limit	Surr %R	Duplicate RPD	Matrix Spike %R	BlankSpike/LCS RPD	BlankSpike/LCS %R	RPD
<b>EPA 200.7 - Total Recoverable Chromium, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Chromium	1.2	10 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Copper, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Copper	1.2	10 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Iron, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Iron	30	50 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Manganese, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Manganese	4.0	10 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Nickel, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Nickel	2.3	10 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Silver, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Silver	1.3	10 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.7 - Total Recoverable Zinc, ICP in Water (EPA-200.7)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Zinc	9.5	50 ug/L		20	75 - 125	20	85 - 115	20
<b>EPA 200.8 - Total Recoverable Antimony, ICP-MS in Water (EPA-200.8)</b>								
<b>Container:</b> M08: Inorganic Chemical Metals (RED), PE 1000ml					<b>Holding Time (days):</b> 181			
Total Recoverable Antimony	0.11	2.0 ug/L		20	70 - 130	20	85 - 115	20

## Analytical Services Quotation

### Analysis Details

Analyte	MDL	Reporting Limit	Surr %R	Duplicate RPD	Matrix Spike %R	BlankSpike/LCS %R	RPD
EPA 200.8 - Total Recoverable Arsenic, ICP-MS in Water (EPA-200.8)							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Arsenic	0.70	2.0 ug/L		20	70 - 130	20	85 - 115 20
EPA 200.8 - Total Recoverable Beryllium, ICP-MS in Water (EPA-200.8)							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Beryllium	0.14	1.0 ug/L		20	70 - 130	20	85 - 115 20
EPA 200.8 - Total Recoverable Cadmium, ICP-MS in Water (EPA-200.8)							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Cadmium	0.11	1.0 ug/L		20	70 - 130	20	85 - 115 20
EPA 200.8 - Total Recoverable Lead, ICP-MS in Water (EPA-200.8)							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Lead	0.10	1.0 ug/L		20	70 - 130	20	85 - 115 20
EPA 200.8 - Total Recoverable Selenium, ICP-MS in Water (EPA-200.8)							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Selenium	0.19	2.0 ug/L		20	70 - 130	20	85 - 115 20
EPA 200.8 - Total Recoverable Thallium, ICP-MS in Water (EPA-200.8)							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 181		
Total Recoverable Thallium	0.10	1.0 ug/L		20	70 - 130	20	85 - 115 20
EPA 245.1 - Total Recoverable Mercury, CV in Water (EPA-245.1)							
Container: M08: Inorganic Chemical Metals (RED), PE 1000ml					Holding Time (days): 28		
Total Recoverable Mercury	0.041	0.20 ug/L		20	70 - 130	20	85 - 115 20
Aquatic Toxicity in Water (EPA-600/4-90/02) (Subcontract)							
Container: X48: Plastic 1000 ml (quart)					Holding Time (days): 1.5		
Aquatic Toxicity (% Survival)		See Analyte					
Aquatic Toxicity (LC50 mg/L)		See Analyte					
Control Group (% Survival)		See Analyte					



## Analytical Services Quotation

City of Coalinga

C. UCMR IV

### Pricing Summary

Parameter	Method	Quantity	TAT (days)	Unit Price	Extended Price
<b>Water</b>					
EPA 300.0 - Bromide, Ion Chromatograph	EPA-300.0	1	10	\$12.00	\$12.00
EPA 415.1 - Non-Volatile Organic Carbon	EPA-415.1	1	10	\$22.00	\$22.00
EPA 552.2 - Haloacetic Acids (HAA9) UCMR4 (Subcontract)	EPA-552.2	1	20	\$130.00	\$130.00
				<b>Bid Total:</b>	<b>\$164.00</b>



## Analytical Services Quotation

### Analysis Details

Analyte	MDL	Reporting Limit	Surr %R	Duplicate RPD	Matrix Spike %R	Matrix Spike RPD	BlankSpike/LCS %R	BlankSpike/LCS RPD
<b>EPA 300.0 - Bromide, Ion Chromatograph in Water (EPA-300.0)</b>								
<b>Container:</b> X48: Plastic 1000 ml (quart)					<b>Holding Time (days):</b> 28			
Bromide	0.076	0.20 mg/L		10	80 - 120	10	90 - 110	10
<b>EPA 415.1 - Non-Volatile Organic Carbon in Water (EPA-415.1)</b>								
<b>Container:</b> I44: TOC (YELLOW), GA 500ml, H2SO4 to pH<2					<b>Holding Time (days):</b> 28			
Non-Volatile Organic Carbon	0.30	1.0 mg/L		10	80 - 120	10	85 - 115	20

# **STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY**

**Subject:** Authorization to Establish an Amended Expenditure Plan for Funding for the City of Coalinga's Active Transportation Program Cycle 3 Sidewalk Gaps and Safety Enhancement Project

**Meeting Date:** December 5, 2019

**From:** Marissa Trejo, City Manager

**Prepared by:** Sean Brewer, Assistant City Manager

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## **I. RECOMMENDATION:**

City Council Authorization to establish an amended expenditure plan for funding the City of Coalinga's ATP Cycle 3 Sidewalk Gap Closure and Pedestrian Improvements Project.

## **II. BACKGROUND:**

In June of 2018, the City was awarded ATP Cycle 3 Safe Routes to School grant funds in the amount of \$1,284,000 for a sidewalk gap improvement project through the State of California's Active Transportation Grant Program. During the course of the design phase construction costs have continued to increase and staff proceeded with a scope change to reduce the scope of the project to ensure completion of work within the awarded amount.

The Scope change included reducing the scope of the project and several safety enhancements such as bulb outs, crosswalks and sidewalk repairs near the school as recommended in the City's Adopted Active Transportation Plan. The Project will close several sidewalk gaps of varying lengths and will add approximately 98 ADA-compliant curb ramps, new crosswalks, and bulb outs in an area containing the City's Coalinga's multi-school campus. Gaps currently force students onto roadways and narrow shoulders and discourage walking and biking to school. Non-compliant curbs present mobility barriers.

## **III. DISCUSSION:**

Staff began discussions with the State regarding the scope change it was conveyed to the City that the California Transportation Commission (CTC) would not approve the scope change and that the City would need to perform the entire project as programmed. The project including the additional scope near the school increased the total estimated project costs to \$2,482,370.00. The additional scope did not attribute to all the increased costs. The City was awarded 1,283,640.00 from ATP (\$174,640 local match) leaving approximately \$1,198,730 in additional local funds needed to fully fund the project.

In order to fund the difference, staff is recommending deprogramming \$550,000 for segments 13 and 14 of the multi-use trail from CMAQ lifeline and program the \$550,000 to the ATP project. In order to fund segments 13 and 14 in the near future staff has included these segments in the 2019 CMAQ grant application in addition to COG's commitment to locate funding for the project. In addition to the CMAQ lifeline dollars, the City will need to budget \$412,000 in TDA streets funds, and \$412,000 in Measure C Flexible Funding to cover the difference and local match.

## **Timeline**

The deadline to request allocation for construction for this project is Feb 28, 2021 which would mean the City would have to have everything ready for the January 2021 CA Transportation Commission meeting.

## **Next Steps**

The City will have to request COG amend the project into the FTIP to add the updated scope and new amount including \$550k in CMAQ funds. Once amended, the City will need to complete NEPA environmental since Federal Funds are being introduced to the scope. This was originally a state only funded project and only CEQA was necessary but since we are adding federal CMAQ funds NEPA must be complete. The City will need to request a scope change for bulb outs showing increase of benefits to original project. This will need to be approved by CTC along with the allocation.

## **IV. ALTERNATIVES:**

Do not approve the following and direct staff accordingly:

- Divert \$550,000 in CMAQ Lifeline Funds to the ATP Project
- Allocation of \$412,000 in Measure C Flexible Funding
- Allocation of \$412,000 in TDA Streets Funds
- Submission of Scope Change to the CTC

## **V. FISCAL IMPACT:**

The City Council's action would have the following fiscal impact:

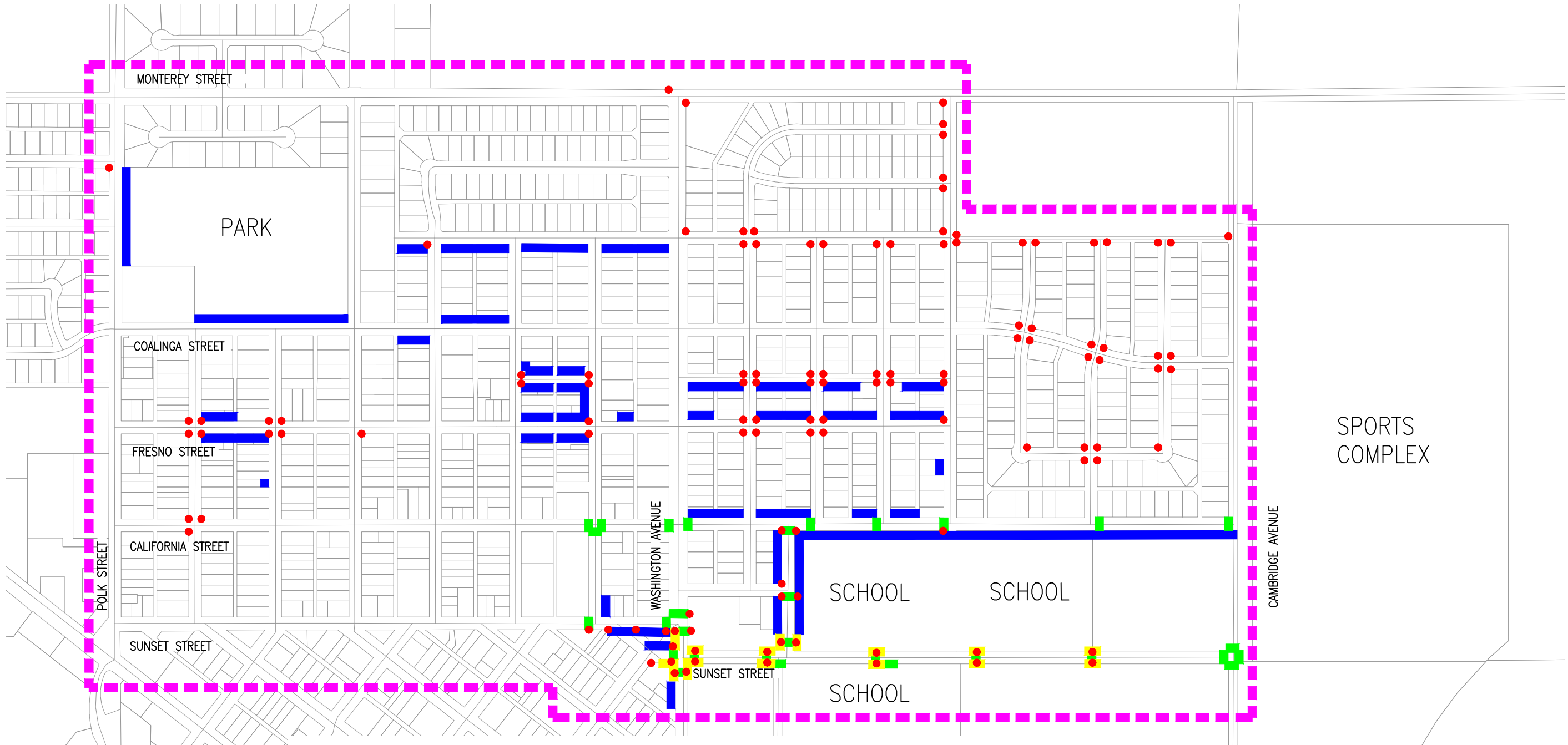
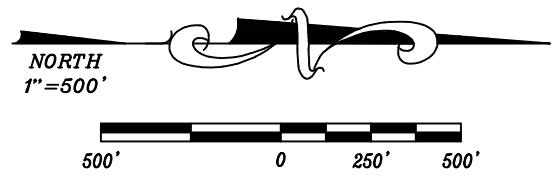
- - Divert \$550,000 in CMAQ Lifeline Funds to the ATP Project
  - Allocation of \$412,000 in Measure C Flexible Funding
  - Allocation of \$412,000 in TDA Streets Funds

## **ATTACHMENTS:**

File Name	Description
 2759_ATP_3_Orig_Scope_Plus_Bulb_Outs_Exhibit_(1).pdf	ATP Cycle 3 Scope of Work Exhibit

# LEGEND

- NEW CURB RAMP
- NEW SIDEWALK/DRIVEWAY
- NEW BULB OUT
- NEW CROSSWALK
- ATP CYCLE 3 PROJECT LIMITS



## REVISED PROJECT LAYOUT MAP ATP CYCLE 3 SIDEWALK GAP CLOSURE & PEDESTRIAN IMPROVEMENT PROJECT



Tri City Engineering  
Engineers      Surveyors  
4630 W. Jennifer Ave. #101  
Fresno, CA 93722-6415  
PH: 559-447-9075  
FAX 559-447-9074  
www.TriCityEngineering.com



UPDATED JULY 2019

# STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

**Subject:** Adopt Resolution No. 3832 - Authorizing Signatories for Agreements Executed for State Funded Projects  
**Meeting Date:** December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Sean Brewer, Assistant City Manager

---

## I. RECOMMENDATION:

The Council adopt Resolution No. 3932 authorizing the City Manager to execute an agreement between the City and the State for the ATP Cycle 4 Active Transportation Program Grant (Project ATPSB1L-5146(023)).

## II. BACKGROUND:

In December 2017 an award notification for ATP Cycle 4 was provided to the City authorizing a funding allocation in the amount of \$885,000 for segments 14, 2 and 3 of the multi use trail.

## III. DISCUSSION:

The next step in moving forward to expend funds allocated to the City for the active transportation project is to execute all agreements between the State and the City. As part of this process the State requires that the local agency certify an authorizing resolution that clearly identifies not only the project but the official authorized to execute said agreements.

Therefore, staff has attached Resolution No. 3932 authorizing the City Manager to the execute said Agency-State Master Agreement and Program Supplement Agreement.

## IV. ALTERNATIVES:

1. The Council may change who the authorized official is to execute agreements but someone must be identified in order to proceed with this grant.

## V. FISCAL IMPACT:

There is no impact to the General Fund or Streets funds as this project is fully funded by the State with a local match coming from local street funds.

### ATTACHMENTS:

File Name	Description
State_Project_Signitories_Resolution_3932.doc	Resolution 3932

RESOLUTION NO. 3932

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA AUTHORIZING  
SIGNATORIES FOR FORMS PREPARED IN COMPLIANCE WITH STATE FUNDED  
PROJECTS (ATP CYCLE 4)

At a regular meeting of the City Council of the City of Coalinga duly called and held on the 2<sup>nd</sup> day of December 2019 at 6:00 p.m. and upon a motion of Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, and duly carried, the following resolution was adopted:

WHEREAS, the City of Coalinga has been awarded state funds for the and construction of a 14-foot-wide bicycle/pedestrian trails to complete approximately 0.95 miles (5,000 linear feet) of Coalinga Perimeter Trail and Loop and Spur Network (ATPL-5146(023)); and

WHEREAS, it is necessary for the City of Coalinga to execute an Program Supplement Agreement in order to receive funds allocated for the development of this project; and

WHEREAS, it is required of the state that the City Council designate an official authorized to execute agreements on behalf of the City; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Coalinga hereby authorizes the City Manager to act as signatory to execute all agreements related to the ATP Cycle 4 Grant award as mentioned above.

Passed and adopted at a regular meeting of the City of Coalinga, held on the 5<sup>th</sup> day of December 2019 by the following vote.

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED: \_\_\_\_\_  
Mayor, Ron Lander

ATTEST: \_\_\_\_\_  
City Clerk/Deputy City Clerk

# **STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY**

**Subject:** Approval of the City of Coalinga's Adopt A Spot Program including Guidelines and Annual Budget Appropriations  
**Meeting Date:** December 5, 2019  
**From:** City Manager, Marissa Trejo  
**Prepared by:** Public Utilities Coordinator, Larry Miller

---

## **I. RECOMMENDATION:**

It is staff's recommendation to accept the prepared Adopt – A – Spot program including a budget allocation for the remaining fiscal year.

## **II. BACKGROUND:**

This item was originally brought forward by Councilman Ramsey. Furthermore, businesses such as Have-A-Heart have expressed interest in such a program.

## **III. DISCUSSION:**

The Adopt-A-Spot Program will allow citizens to take beautifying their community into their own hands. Citizens will be able to, on a voluntary basis, be able to apply to locations such as parks, city owned lots, streets, and other publicly owned areas. Within this program, the City will provide basic hand tools, safety equipment, and basic resources like trash bags. Appropriate forms for tool requests, reporting, and application have been made ready and will be available both via our website or upon request. Additionally, signs signifying whom the adopting parties will be made available.

## **IV. ALTERNATIVES:**

Take no action - staff does not recommend.

## **V. FISCAL IMPACT:**

An initial budget of \$600.00 is requested to kickstart the program with a yearly impact of \$500.00 coming from Grounds and Maintenance which is part of the General Fund. This is an unbudgeted expense.

### **ATTACHMENTS:**

File Name	Description
 Adopt-A-Spot_Guidelines.pdf	Adopt A Spot Guidelines





## Adopt-A-Spot Program

The Adopt-A-Spot program was created to meet a need of our community. The program allows volunteers to keep a portion of public areas beautified and properly maintained. Volunteers can adopt a spot that is important to them, their families, and their community. Most public spaces are eligible for adoption such as: city owned lots, streets, and parks.

Applicants should adhere to the following guidelines and Safety rules:

1. An application must be completed, indicating all relevant contact information, group information if you are volunteering as part of a group, program selection and right-of way selection. The selection of a public area should be precise and clearly identifiable. Please include a map depicting the location you have chosen and its boundaries.

**The application can be found as part of this packet, or if you are viewing this document digitally, follow this link: [Application.pdf](#)**

2. Each volunteer must sign and complete the Release of Liability form. **ONLY** volunteers with a completed form on file will be allowed to participate in any activities surrounding your adopted location. All new volunteers must sign and complete the form prior to picking up cleaning supplies.

**Waivers can be found as part of this packet, or if you are viewing this document digitally, follow this link: [Waiver.pdf](#)**

3. The City will provide volunteers with vests and hand tools such as rakes, shovels, pruners, trash bags, dusk masks, etc. by filling out tool request form.

**Tool Request Forms can be found as part of this packet, or if you are viewing this document digitally, follow this link: [ToolRequestForm.pdf](#)**

4. The safety of all applicants/groups/individuals is paramount. All applicants/groups/individuals are always expected to follow all safety guidelines and practice safe habits. A copy of the **Safety Guidelines** must be signed by both the applicant and a representative of the Public Works Department.

**Safety Guidelines can be found at the end of this packet.**

5. The City of Coalinga will **NOT** provide any motorized equipment. The use of motorized equipment will be at the discretion of the volunteers, and will be limited to mowers, trimmers, and blowers.
6. All volunteers under the age of 18 are required to have a parent/guardian complete their Release, Waiver, Hold Harmless, and Indemnity form. Volunteers under the age of 15 must be accompanied by adult supervision.
7. It will be at the discretion of Public Works to allow or deny the scope of work at any given location.
8. Applicants are required to clean their specified location at least once monthly.
9. Applicants must commit to cleaning their specified location for a minimum of 1 year. At least 3 months prior to the end of your 1-year commitment, a renewal application will be required.
10. Major events relative to the cleaning of your location which would produce a significant amount of trash and debris should be coordinated with the Public Works Department.
11. The safety of all applicants/groups/individuals is paramount. All applicants/groups/individuals are always expected to follow all safety guidelines and practice safe habits. Safety information can be found in the **Safety Guidelines** directly following this document.
12. If you cannot keep your adoption commitment, you are required to inform the City of Coalinga within 30 days. Your spot will then become eligible for another applicant.
13. Never make unauthorized changes to City property or right-of-way, including landscaping.

Examples of unauthorized changes would be:

- Removal/Addition of unplanned plants
- Removal/Addition of medium such as bark
- Painting

Authorized changes may be made, but as a generally, these changes must be in kind and authorization must be given in written form.

14. It will be the groups or volunteers solely responsibility for insuring your own property, equipment, automotive and any/all other legal liability. In no way will the City of

Coalinga be required or expected to maintain any insurance coverage for your group, or its volunteer members.

- 15.** The City of Coalinga reserves the right to preserve the integrity of the public right-of-way limited the number of adoptable spots in any given area.

For information requests, coordination efforts, or notices, please contact:

**Kristi Anderson**, Public Works Secretary

1(559)935-1533 x150

Office hours are Monday through Thursday | 7:00 AM through 5:30 PM

## Safety Guidelines

The following are safety guidelines for the Adopt-A-Spot Program. All groups and individual volunteers are urged to review and consider them accordingly:

1. Hold safety meetings with group prior to clean up activities.
2. Park vehicles away from roadways.
3. Keep work group to a manageable size relative to the size of the location you have selected.
4. Closely supervise youth. Volunteers age 15 and under should be discouraged from collecting litter in streets.
5. Always keep sight of all participants and be aware of your surroundings.
6. Stay clear of construction zones.
7. If working near traffic, wear a bright reflective work vest or bright-colored clothing.
8. Do not work during inclement weather, hours of darkness, or hours of peak traffic.
9. Consider bringing plenty of water when working in hot temperatures and pace yourself.
10. Be aware of possible contact with poisonous plants, stinging insects, fire ants, snakes and rodents.
11. Consider the possibility of any participant's known allergies prior to litter pickup.
12. Do not allow participants to partake of, possess, or distribute alcoholic beverages or drugs while involved in beautifying the work area.
13. Make participants aware that they are working in a potentially dangerous environment and caution them to act accordingly.
14. Use gloves and protective clothing and urge all participants to do so.
15. Never place your back toward traffic, always face traffic.

**16.** Safety cones may be required at certain adopted locations.

**17.** Consider bringing a First Aid Kit to the adopted location.

**18.** Do not remove hazardous materials found on the site.

For removal of such items, please contact:

**Kristi Anderson**, Public Works Secretary

1(559)935-1533 x150

Office hours are Monday through Thursday | 7:00 AM through 5:30 PM

**I have read and understand the safety guidelines outlined above.**

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Public Works Representative Signature**

\_\_\_\_\_  
**Date**

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Adopt Resolution No. 3933 Approving City of Coalinga Personnel Rules  
**Meeting Date:** Thursday, December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Marissa Trejo, City Manager

---

**I. RECOMMENDATION:**

City Manager recommends adopting Resolution 3933 approving the City of Coalinga Personnel Rules, Policies and Procedures

**II. BACKGROUND:**

Council previously approved a grant through PARSAC to update the City's Personnel Rules. The City Manager has gone through the meet and consult process with the bargaining units and the Rules are read for adoption.

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

Do not adopt the Resolution

**V. FISCAL IMPACT:**

There is no fiscal impact for adoption

**ATTACHMENTS:**

	File Name	Description
☐	Resolution_3933.doc	Resolution
☐	Personnel_Rules.pdf	Personnel Rules

**RESOLUTION NO. 3933**

**A RESOLUTION TO ADOPT THE CITY OF COALINGA PERSONNEL RULES,  
POLICIES AND PROCEDURES**

**WHEREAS**, the governing body of the City of Coalinga is authorized to prepare, install, revise and maintain personnel rules, policies and procedures;

**NOW, THEREFORE, BE IT RESOLVED,**

- I. That the City Council of the City of Coalinga hereby adopts personnel rules, policies and procedures to be revised effective December 5, 2019.

The foregoing resolution was approved and adopted at a meeting of the City Council of the City of Coalinga held on the 5 day of December, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk/Deputy City Clerk



# **City of Coalinga**



## **Personnel Rules Policies and Procedures**

Prepared by  
Human Resources Department  
City of Coalinga  
December 5, 2019

The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.

## **Personnel Rules**

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# City of Coalinga Personnel Rules

(Revisions through 12/5/19)

## **RULE I. INTEGRATION CLAUSE AND THE RIGHT TO REVISE**

SECTION 1.01. The Personnel Rules, Policies, and Procedures ("Personnel Rules") do not create a legally enforceable agreement. It is not a contract with employees and expresses only guidelines for employees regarding City policies. All policies can be modified by the City at any time. These Personnel Rules supersede any previous written or unwritten policies.

If a provision of these rules conflicts with any provision of an applicable memorandum of understanding entered into by the City of Coalinga and a recognized employee organization, to the extent of such conflict, the provision of the memorandum of understanding shall be deemed controlling unless the provision of these rules has been negotiated more recently.

## **RULE II. COVERED EMPLOYEES**

SECTION 2.01 At-will employees are not provided the full guarantees of due process prior to removal from employment, and are not covered by or subject to the rights under the discipline policy.

Seasonal, temporary, or per diem employees may not have the right to certain benefits provided in the policies to regular employees.

All employees are expected to abide by the rules set out in the policies as required for continued employment with the City of Coalinga.

## **RULE III. DEFINITION OF TERMS**

The terms used in these rules shall have the meaning as defined below:

SECTION 3.01. "Administrative Leave": The temporary assignment of an employee to a status of leave with or without pay.

SECTION 3.02. "Advancement": A salary increase within the limits of a pay range established for a class.

SECTION 3.03. "Allocation": The assignment of a single position to its proper class in accordance with the duties performed, and the authority and responsibilities exercised.

SECTION 3.04. "Appointing Authority": The officers of the City who, in their individual capacities, or as a board, commission, or City Council, have the final authority to make the appointment to the position to be filled.

SECTION 3.05. "Appointment": The offer, and acceptance by a person, of a position authorized by the appointing authority.

SECTION 3.06. "Assignment": The allocation of a single position to its proper class in accordance with the duties performed and the authority and responsibilities exercised.

SECTION 3.07. "Class": All positions sufficiently similar in duties, authority, and responsibility, to permit grouping under a common title in the application with equity of common standards of selection, transfer, demotion, and salary. (8/15/96)

SECTION 3.08. "Committee For Employee Appeals": There is hereby created a Committee for Employee Appeals to consist of three members, to be appointed by the Mayor, by and with the consent of the City Council. Members of the Committee for Employee Appeals shall serve for two-year staggered terms. The Committee for Employee Appeals shall adopt rules of procedure and shall select a chairperson from among its members who shall act as presiding officer.

Vacancies on the Committee for Employee Appeals shall be filled by appointment by the Mayor with the approval of the City Council for the un-expired term. Each member shall serve until a successor is appointed and qualified. A four-fifths vote of the City Council shall be required to remove a member of the Committee for Employee Appeals prior to expiration of his or her term.

Members of the Committee for Employee Appeals shall be residents of the City. The City Council shall give preference to naming members with previous personnel experience. No person shall be appointed to the Committee for Employee Appeals who holds any salaried office or employment with this City.

The Committee for Employee Appeals shall have the right of subpoena, the power to examine witnesses under oath, the power to compel the attendance of witnesses and the power to require the production of evidence by subpoena. Subpoenas shall be issued in the name of the City and attested by the City Clerk. Each member of the Committee for Employee Appeals shall have the power to administer oaths to witnesses.

The Committee for Employee Appeals shall determine the order of business for the conduct of its meetings, and shall meet regularly or on call of the chairperson or a majority of the members of the Committee for Employee Appeals. A majority of the members of the Committee shall constitute a quorum for the transaction of business.

The Committee for Employee Appeals, as provided by these rules, shall hear appeals submitted by any person in the competitive service relative to disciplinary actions including termination, demotion, reduction in pay, or suspension, and shall certify its findings and recommendations as provided in these rules.

SECTION 3.09. "Competitive Service": All positions of employment in the service of the City except those excluded by the Personnel Ordinance.

SECTION 3.10. "Contract Employee": An employee who negotiates an agreement with the City of Coalinga to provide professional services on a contractual basis.

SECTION 3.11. "Days": Means calendar days unless otherwise stated.

SECTION 3.12. "Demotion": The movement of an employee from one class to another class having a lower maximum base rate of pay.

SECTION 3.13. "Department Head/Division Head". An employee having authority, in the interest of the City, to transfer, suspend, recall assign, promote, reward, or discipline other employees, or responsibly to direct them, or to adjust their grievances, or effectively to recommend such action if, in connection with the foregoing, the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment. (Amend 6/19/03)

This includes, but is not limited to, the following job titles: Financial Services Director, Human Resources Director, Fire Chief, Police Chief, Senior Administrative Analyst, Assistant City Manager, Community Development Director, Public Works and Utilities Director, or other positions designated by the City Manager. (Amend 4/22/09)

SECTION 3.14. "Disciplinary Action": The termination, demotion, reduction in pay or suspension of a regular employee for punitive reasons and not for non-punitive reasons. (8/15/96)

SECTION 3.15. "Eligible": A person whose name is on a current open or promotional employment list.

SECTION 3.16. "Employment List":

- (a) Open Employment List: A list of names of persons who have taken an open-competitive examination for a class in the competitive service and have qualified.
- (b) Promotional Employment List: A list of names of persons who have taken a promotional examination for a class in the competitive service and have qualified.
- (c) Re-employment List: A list of names of probationary and regular employees who have been laid-off or demoted in lieu of lay-off.

SECTION 3.17. "Examination":

- (a) Open-competitive Examination: An examination for a particular class which is open to all persons meeting the qualifications for the class.
- (b) Promotional Examination: An examination for a particular class which is open only to employees meeting the qualifications for the class.
- (c) Continuous Examination: An open-competitive examination which is administered periodically and whose names are placed on an employment list, in order of final scores, for a period of not more than one year.

SECTION 3.18. "Grievance": A dispute involving the interpretation or application of the City of Coalinga's rules, regulations, and procedures. Disciplinary actions and employee evaluations are not grievable.

With respect to grievances, the term "employee" shall mean also a group of employees having the same grievance. In such event, one employee shall be designated by the group to act as spokesperson and be responsible for processing the grievance.

Additionally, with respect to the grievance procedure, the term "days" shall mean working days.

- SECTION 3.19. "Lateral Entry": Refers to the appointment of an individual whose employment is based upon special qualifications, training, and/or experience in a given job classification. Individuals hired by lateral entry shall have special qualifications, training, or experience which exceed minimum requirements at entry level.
- SECTION 3.20. "Lay-off": The separation of employees from the active work force due to lack of work or funds, or to the abolition of positions by the City Council for the above reasons or due to organization changes.
- SECTION 3.21. "Middle-Management Employee": An employee who is exempt from the overtime provisions of the Fair Labor Standards Act with respect to the payment of overtime.
- SECTION 3.22. "Nepotism-Employment Limitations": A relative is considered to be any person who is related within the second degree by blood, marriage, or adoption; a parent, child, spouse, domestic partner, brother, sister, first cousin, nephew, niece, aunt, uncle, in-law, and step-child of a full-time City employee, elected or appointed City official.
- SECTION 3.23. "Part-Time Employee": An employee who works less than 40 scheduled hours per week. Part-time employees may be assigned a work schedule in advance or may work on an as-needed basis.
- SECTION 3.24. "Personnel Officer": The Human Resources Manager/Director appointed by the City Manager to maintain the personnel records and establish the employment lists of the City.
- SECTION 3.25. "Personnel Ordinance": Ordinance No. 604, which creates a personnel system for the City of Coalinga.
- SECTION 3.26. "Position": A group of duties and responsibilities in the competitive service requiring the full time or part-time employment of one person.
- SECTION 3.27. "Premises": All areas within the ownership and/or control of the City of Coalinga, including but not limited to, buildings, offices, work areas, lounges, parking lots, desks, storage areas and any other City of Coalinga owned property on which employees may work.
- SECTION 3.28. "Probationary Period": A period to be considered an integral part of the examination, recruiting, testing, and selection process during which an employee is required to demonstrate fitness for the position to which the employee is appointed by actual performance of the duties of the position.
- SECTION 3.29. "Promotion": The movement of an employee from one class to another class having a higher maximum base rate of pay.
- SECTION 3.30. "Provisional Appointment": An appointment of a person who possesses the minimum qualifications established for a particular class and who has been appointed to a position in that class in the absence of available candidates on a current eligibility list for a particular class. In no instance shall a provisional appointment exceed six months.

- SECTION 3.31. "Regular Employee": An employee in the competitive service who has successfully completed the probationary period and has been retained as hereafter provided in these Rules.
- SECTION 3.32. "Reinstatement": The re-employment without examination of a former regular employee or probationary employee to a classification in which the employee formerly served as a regular non-probationary employee.
- SECTION 3.33. "Safety Employee": Any person employed in a non-clerical regular position with the Coalinga Fire Department or in a sworn peace officer position with the Coalinga Police Department.
- SECTION 3.34. "Suspension": The temporary separation from service of an employee without pay for disciplinary purposes.
- SECTION 3.35. "Temporary Employee": An employee who is appointed to a non-regular position for a limited period of time. Temporary employee assignments will generally be a period of six months or less; however, such assignments may be extended.
- SECTION 3.36. "Termination": The separation of an employee from the City service by any means other than lay-off or retirement, whether it be voluntary or involuntary.
- SECTION 3.37. "Transfer": A change of an employee from one position to another position in the same class or in a comparable class.

#### **RULE IV. STATEMENT OF PRINCIPLES**

- SECTION 4.01. Adoption of Personnel System: In order to establish an equitable and uniform procedure for dealing with personnel matters, to attract to municipal service the best and most competent persons available, to assure that appointments and promotions of employees will be based on merit and fitness, and to provide a reasonable degree of security for qualified employees, the following personnel system is hereby adopted.
- SECTION 4.02. Adoption of Personnel Rules: The City Manager shall present to the City Council Personnel Rules to be adopted. The Personnel Rules shall govern the personnel system including but not limited to:
- (a) Preparation, installation, revision, and maintenance of a position classification plan covering all positions in the City service, including employment standards and qualifications for each class.
  - (b) Preparation, revision, and administration of a plan of compensation directly correlated with the position classification plan, providing a rate or range of pay for each class.
  - (c) Public announcement of all examinations and acceptance of applications for employment.
  - (d) Preparation and conduct of tests and the establishment and use of resulting employment lists containing names of persons eligible for appointment.

- (e) Certification and appointment of persons from employment lists and making of provisional, temporary, and part-time appointments.
- (f) Evaluation of employees during the probationary period and their tenure with the City service.
- (g) Termination, lay-off, demotion, and suspension.
- (h) Transfer, promotion, reinstatement, and disciplinary action of those in the classified service.
- (i) Standardization of work hours, attendance, leave, working conditions, and the development of employee morale, welfare, and training.
- (j) The establishment and maintenance of adequate personnel records.
- (k) The establishment of grievance and appeal procedures.

SECTION 4.03. Amendment and Revisions of Personnel Rules: Amendments and revisions may be suggested by the City Manager or any aggrieved party and shall be submitted to the City Council through the City Manager. Proposed amendments or revisions to the Personnel Rules shall be publicly posted for at least ten (10) consecutive days prior to consideration by the City Council. During the process of consideration, any recognized employee organization shall be consulted on any amendment or rule which affects them, and any interested party may appear and be heard by the City Council. Amendments and revisions shall become effective upon adoption by the City Council unless otherwise specified.

SECTION 4.04. Appointments: Appointments to vacant positions in the City service shall be made in accordance with these Personnel Rules. Appointments and promotions shall be based on merit and fitness to be ascertained so far as practicable by competitive examination. Examinations shall be used and conducted to aid in the selection of qualified employees and shall consist of selection techniques which will test fairly the qualifications of candidates, such as written tests, personal interviews, performance, work samples, or any combination of these or other tests. Physical and medical tests may be given as a part of any examination, consistent with applicable law.

Appointments shall be made by the City Manager, upon the recommendation of department heads.

When an appointment is to be made to a vacancy in the City service, the Personnel Officer shall transmit to the department head the names of all persons on the appropriate certified employment list in the order in which they appear on the list.

In the absence of appropriate employment lists, a provisional appointment may be made, not to exceed six months, by the City Manager of a person meeting the minimum training and experience qualifications for the position. A provisional employee may be removed at any time without the right of appeal or hearing. During the period of suspension, demotion or termination of an employee, such vacancy may be filled by the City Manager subject to the provisions of these Rules and regulations.



SECTION 4.05. Personnel Officer: The City Manager shall appoint a Personnel Officer (Human Resources Manager/Director) in accordance with Coalinga Municipal Code Section 2-4.303. The Personnel Officer, who shall be responsible to the City Manager, shall administer the personnel system of the City, including:

- (a) Publish or post notices of examinations for positions in the classified service, receive applications, prepare, conduct, and score examinations and certify to the department heads a list of all persons eligible for appointment in the classified service.
- (b) Administer all the provisions of this resolution and of the Personnel Rules not specifically reserved to the City Council and City Manager.
- (c) Prepare and recommend to the City Manager revisions and amendments to the personnel system. The City Attorney shall review the legality of such Rules and amendments prior to their submission to the City Council, where applicable.
- (d) Prepare and recommend to the City Manager, a position classification plan, including class specifications and revisions of the plan. The plan and any revisions to the plan shall become effective upon review and approval of the City Manager and City Council.
- (e) Prepare a compensation plan and revisions to the compensation plan, covering all classifications in the classified service. The plan and any revisions shall become effective upon approval by the City Manager and City Council.
- (f) Assume responsibility for development of training programs.
- (g) Perform such other duties as may be assigned by the City Manager consistent with the Personnel Rules.

#### **RULE V. GENERAL PROVISIONS**

SECTION 5.01 Acceptance of Gifts, Entertainment, and Services: An employee or his or her immediate family may not accept gifts, entertainment, and/or other services or benefits from any individual or companies doing business with, or seeking to do business with, the City of Coalinga/Coalinga Redevelopment Agency/Coalinga Public Finance Authority, or who have action pending before the City Council/Redevelopment Agency Board unless the transaction meets all of the following guidelines:

- (a) It is not an individual gift but provided and available to all members of City staff.
- (b) Is customary and gives no appearance of impropriety and does not have more than a nominal value.
- (c) Cannot be viewed as extravagant, excessive, or too frequent considering all the circumstances.
- (d) Does not impose any sense of obligation on either the giver or the receiver.
- (e) Is given and received with no effort to conceal the full facts by either the giver or receiver.
- (f) Cannot be considered a favor or gratuity for services required on the job.

The City Manager shall have full discretion to interpret and judge the appropriateness of gifts as it relates to the above guidelines, subject to applicable laws.

SECTION 5.02. Badges, Insignias, Employee Identification Cards: No City employee who is issued a badge, insignia, or identification card as evidence of employment or authority shall allow it to be used by any other individual nor shall he/she use his/her badge, insignia, or identification card to advance a private interest. An employee may use his/her badge, insignia, or identification card to establish proof of employment in government service. Badges, insignias, and employee identifications must be surrendered upon termination. Any infraction of the above policy shall result in immediate disciplinary action up to and including discharge.

SECTION 5.03. Cellular Telephones: City Employees who are required to be available to the public twenty-four (24) hours a day shall be issued a cellular telephone by the City. City Council members may be issued a cellular telephone.

- (a) Personal calls made by the employee on City-issued equipment will be reimbursed to the City on a monthly basis as bills to the City come due.
- (b) If the employee already has a personal cellular telephone, the City shall reimburse the employee for the costs associated with any City-related use of the personal cellular phone, subject to department head approval. Said employee shall also be reimbursed for any City related calls made on the employee's equipment.
- (c) Personal calls made by Council members on the City-issued equipment will be reimbursed to the City on a monthly basis as the bills come due.
- (d) If the Council member already has a personal cellular telephone, the City shall reimburse the Council member for the actual costs associated with use of the cellular phone for City-related business directly related to his or her duties.
- (e) During civic or natural emergencies, all portable cellular telephones issued to City Council members shall be returned to City Administration for the redistribution to emergency personnel as needed.

SECTION 5.04 Computer, Network and Telephone Usage Policy: The City Computer, Network and Telephone Systems are the sole property of the City of Coalinga. They may not be used by any person without the proper authorization of the City. They are intended for City work related purposes only. Employees shall have no expectation of privacy.

- (a) Conditions of Use: Computer users must respect copyrights and licenses to software and other online information. No user shall attempt to modify, add or remove computer equipment, software or peripherals without proper authorization.

City employees must not interfere with others' access and use of City computers. This includes but is not limited to the sending of chain letters.

No user shall use the City's computer resources, network or telephone system to transmit any message, create communication of any kind, or store information which violates any City policy regarding discrimination, harassment, retaliation, is

defamatory, obscene, or which constitutes the unauthorized release of confidential information.

- (b) Disclosure: The City reserves the right to monitor all use of the City's computer resources, network and telephone system to assure compliance with this policy. Users should be aware that they have no expectation of privacy in the use of the City computer resources, network and/or telephone system. Users must be aware of the possibility of unintended disclosure of communications. It is possible for information entered on or transmitted via computer and communications systems to be retrieved even if a user has deleted such information. Computer transmissions and electronically stored information may be discoverable in litigation.

All suspected violations of the Computer, Network and Telephone Usage Policy by any City employee shall be reported to the Personnel Officer. A user of City information resources who is found to have violated this policy will be subject to disciplinary action up to and including termination.

The California Public Records Act includes computer transmissions in the definition of "public record" and nonexempt communications made on the City network and computer must be disclosed if requested by a member of the public.

- (c) Disclaimer: The City is not responsible for loss of information from computing misuse or malfunction. It cannot be guaranteed that copies of critical data will be retained for all systems. It is ultimately the responsibility of computer users to obtain secure backup copies of their own files for disaster recovery.

The City cannot guarantee that users will not receive electronic communications they may find offensive nor can the City assure the authenticity of electronic communications received were in fact sent by the alleged sender. Users are solely responsible for materials they access on the City computer and network system.

SECTION 5.05. Confidentiality Policy: Each employee is responsible for safeguarding confidential information obtained during employment. In the course of employment, an employee may have access to confidential information regarding the City, its suppliers, its citizens, or perhaps even fellow employees. It is the responsibility of each employee to in no way reveal or divulge any such information unless it is necessary to do so in the performance of the employee's duties. Access to confidential information should be on a need-to-know basis and must be authorized by an appropriate supervisor. Any breach of this policy will not be tolerated and violation of the policy is grounds for discipline, up to and including termination. All confidentiality provisions remain in force after termination of the employment relationship. This policy does not apply to employee rights protected by the Meyers-Milias-Brown Act ("MMBA").

SECTION 5.06. Direct Deposit of Paychecks: Employees shall have the option of receiving their paychecks personally, or having them deposited directly into their bank accounts. Employees choosing to have direct deposit shall have their payroll checks deposited in their designated banks on the day before each regular payday. Management encourages all employees to utilize direct deposit banking.

SECTION 5.07. Educational Expense Reimbursement: If an employee attends a job-related seminar or class, the employee shall be entitled to educational expense reimbursement if the following conditions are met:

- (a) Approval to attend class or seminar is received by the employee from his/her department head.
- (b) For a seminar, proof of successful completion or attendance at the seminar.
- (c) For a college course, employee receives grade of "C" or better.

The City Manager shall retain the right to limit attendance at seminars or courses.

SECTION 5.08. Employee Lists: The names and addresses of City employees shall not be provided to any group, organization, commercial venture, or individual without specific permission from the employee, unless required by law.

SECTION 5.09. Fraternization Policy: The City desires to avoid misunderstandings, actual or potential conflicts of interest, complaints of favoritism, possible claims of sexual harassment, and the employee morale and dissension problems that can potentially result from romantic relationships in the workplace.

Accordingly, all department heads and supervisors are discouraged from fraternizing or becoming romantically involved with one another or with any other City employee, especially their direct subordinates. Additionally, all employees, both managerial and non-managerial, are discouraged from fraternizing or becoming romantically involved with other employees.

When personal relationships create or cause the appearance of a conflict of interest/favoritism, cause disruption, create a negative or unprofessional work environment, or present concerns regarding supervision, safety, security, or morale, the City may take remedial action including but not limited to a transfer, reassignment, demotion, or dismissal, to mitigate issues that arise from a romantic workplace relationship. Any transfer or reassignment to mitigate issues that arise from a romantic workplace relationship that does not result in a reduction in salary or compensation is not disciplinary and is not subject to any grievance, hearing, or appeal. If circumstances warrant it, the City may also take disciplinary action against an employee whose romantic relationship disrupts the workplace.

A supervisor involved with a subordinate must immediately and fully disclose the relevant circumstances to their supervisor or department head so that a determination can be made as to whether remedial action is necessary. If the City determines that a potential for conflict and disruption is present, the City may take whatever action appears appropriate according to the circumstances, up to and including transfer or discharge. A supervisor's failure to disclose a relationship with a subordinate may lead to disciplinary action, up to and including termination.

If continuing employment of employees in a relationship prohibited by this Policy cannot be accommodated consistent with the City's interest in promotion of safety, security, morale and efficiency, then the City retains sole discretion to separate one of the parties from City employment. Absent resignation by one affected employee, the less senior, in terms of overall City service, of the involved employees shall be subject to separation.

All employees should also remember that the City maintains a strict policy against unlawful harassment of any kind, including sexual harassment. Whenever a romantic workplace relationship implicates the City's Harassment/Discrimination Policy, the City will vigorously enforce this policy consistent with all applicable federal, state, and local laws.

SECTION 5.10. Meal Allowances: The maximum daily reimbursement (per diem) rate differs by travel location and is regulated by the United States General Services Administration. The City Financial Services Department will maintain a copy of updated tables for employee use.

If a meal or meals are included in either registration or hotel accommodations, the employee's per diem rate will not be affected.

This policy only covers meals unsupported by a receipt during one day (overnight) or longer travel periods, and does not preclude an employee, if they so desire, from supplying a receipt for reimbursement of actual meal costs. Travel of less than one day, such as a trip to Fresno, shall require a receipt.

Provision of a receipt alone should not be meant to infer a blank check. Meal expenses should be reasonable and appropriate in cost for the area visited as evaluated by the department head.

SECTION 5.1. Memorandum of Understanding: In any case where the provisions of these Rules are in conflict with the provisions of a duly-executed Memorandum of Understanding or Employment Contract, the Memorandum of Understanding or Employment Contract shall be controlling.

SECTION 5.12. Mileage Reimbursement: City employees who use their personal vehicles for approved City-related business will be reimbursed at a rate equal to the standard mileage rate established by the Internal Revenue Service for that taxable year. The rate will be reviewed each January 1st, and adjusted if need be in accordance with the mileage rate established by the Internal Revenue Service.

SECTION 5.13. Nepotism-Employment Limitations: For the purposes of this section, a relative is considered to be any person who is related within the second degree by blood, marriage, or adoption; a parent, child, spouse, domestic partner, brother, sister, first cousin, nephew, niece, aunt, uncle, in-law, and step-child of to a full-time City employee, elected or appointed City official.

(a) The Personnel Rules provide that appointments to full-time City positions be based upon merit and fitness as determined by impartial selection processes. However, when, in the judgment of the City Manager, the City's impartial operations and effective working relations would be jeopardized, the City will:

1. Refuse to place a relative in a supervisory relationship of another relative where the placement has the potential for creating adverse impact on supervision, safety, security, morale, or a conflict of interest.
2. Refuse to place both relatives in the same department, division, or facility where the placement has the potential for creating adverse impact on

supervision, safety, security, or morale, or involves potential conflicts of interest.

- (b) Upon the marriage or other creation of a relative relationship between two City employees due to marriage or adoption, or a City employee and an appointed or elected official, the Personnel Officer shall be notified in writing by the employees involved and the department head(s). The Personnel Officer shall consult with the department head(s) and specific employees in reaching a recommendation in accordance with Personnel Rules and the following suggested options. The City Manager shall be the final determining authority in such matters.
  - 1. The employment relationship is acceptable if no adverse impact is anticipated; related employees are not in a supervisory relationship or in direct contact in the same or related departments; and the relationship will in no way detrimentally affect departmental operations.
  - 2. Transferring one relative to an unrelated department, where a vacancy exists, may be approved where problems occur or are anticipated.
  - 3. Adjustment of shifts may be approved if it is believed the relationship will interfere with the work environment.
  - 4. Termination of one of the related employees may be recommended if the department head cannot find a solution to the problems involved. Absent resignation by one affected employee, the less senior, in terms of overall City service, of the involved employees shall be subject to separation.
- (c) Relatives currently employed by the City on the date these Personnel Rules are adopted shall not be affected by the provisions of this section, except:
  - 1. If continued employment in a specific area has or is proven to be detrimental to departmental or City operations, in which case the options in Section 4.12 (b) shall apply.
  - 2. In case of a potential promotion or transfer of related employees, should such action prove detrimental to departmental or City operations, all provisions of this section shall apply.
- (d) The Personnel Rules limiting full-time appointments in Rule IV, Section 12, shall also be applied to part-time appointments as follows:
  - 1. No relative of any full-time employee shall be appointed to a part-time position within the same department.
  - 2. No relative of a part-time employee shall be appointed to any part-time or full-time position in which any direct or indirect supervisory relationship would exist.

SECTION 5.14. Outside Employment: Employees may engage in outside employment, in addition to their City employment, only under the following conditions:

- (a) There shall be no conflict of interest or incompatibility with the employee's City employment.
- (b) The time involved in outside employment shall not adversely affect the employee's attitude or efficiency in City employment.
- (c) No telephone calls or personal contacts concerning the outside employment shall be made during the hours of City employment.
- (d) The City's time, facilities, equipment, supplies, uniform, prestige, and influence are used for private gain or advantage.
- (e) It shall not involve receipt of money or other consideration for the performance of acts that the employee would be required or expected to render as part of his or her services to the City.
- (f) It shall not involve an act that may later be subject directly or indirectly to the control, inspection, review, audit, enforcement by the employee or his or her department.
- (g) Each employee shall report all outside employment to the department head and shall secure the written approval of such department head and the City Manager prior to the commencement of outside employment. If so employed upon first being considered by the City for employment, the prospective employee shall declare such employment if it is intended that outside employment shall continue after being employed by the City.

SECTION 5.15. Personnel Action Form: Every appointment, transfer, promotion, demotion, change of salary rate, or any other temporary or permanent change in status of the employee shall be reported to the Personnel Officer in such manner as may be prescribed.

SECTION 5.16. Personnel Records: The Human Resources Manager is the designated Personnel Officer for the City of Coalinga. Under the direction of the City Manager, the Personnel Officer with the assistance of the confidential Personnel Assistant shall maintain the personnel record for each employee in the service of the City. Such personnel records shall include, but not be limited to the following:

- 1. Documentation of significant events, including discipline or commendations.
- 2. Employee history log (data and status record), May include emergency notification information.
- 3. Status changes (personnel action forms).
- 4. Selection records (employment requisition, application, resume, hiring checklist, background information, skills tests, recommendation for employment by Department Head, offer/acceptance letter).
- 5. Employment development records and performance records (employee performance appraisals, education updates, training received, etc.).



6. Miscellaneous, including benefit records and separation records (resignation letter, termination checklist, CORBA notification, exit interview, reference waiver, job description and specification information).

Sensitive and privileged employee information will be maintained in a file separate from the employee personnel file. This information will include all material of a confidential nature including, but not necessarily limited to: medical examination information, drug/alcohol test results, psychological profiles (brief report), polygraph results (brief report); background check report, background information questionnaires completed by former employers and personal references.

Full written reports of psychological profiles and polygraph results shall be returned to the testing agency and not maintained by the City of Coalinga.

Personnel files are the property of the City, and access to the information they contain is restricted to protect employee privacy interests. Access to the confidential files may be allowed if the City Manager feels access would be helpful, necessary or warranted for administrative purposes. Access will be available only to the City Manager, Personnel Officer, and Department Head with approval of the City Manager.

Department Heads are responsible for forwarding documents for inclusion in the Personnel Record. Separate personnel files shall not be maintained by individual departments. However, working files containing copies of employee information may be maintained by the Departments. Information which may be included in the Department files may include copies of personnel action forms, copies of appropriate certificates as necessary for employment and copies of educational certificates. All other material shall be included in the Personnel Record maintained by the Personnel Officer. Training files may be maintained by the various Departments with copies of training certificates to be forwarded to the Personnel Officer for inclusion in the Personnel Record. Department Heads or other supervisory personnel who violate this policy by placing or allowing to be placed in the Departments working file any document not also properly placed in the official Personnel Record shall be subject to discipline.

All employee information shall be treated as confidential except when requested to verify information relating to job title, department, base salary, and dates of employment. Information contained in the personnel file will not be released to the public without the express written permission of the employee, provided, unless otherwise permitted by law.

Information contained in the Personnel Records of all past or current employees may be released only by the City Manager, the Personnel Officer or his/her designee. Information contained in Personnel Records of sworn employees of the Police Department other than job title, department, base salary, and dates of employment, shall not be released without a notarized waiver of release signed by the current or former employee, unless otherwise permitted by law.

The employee Personnel Records shall be maintained according to the Personnel Records Retention Scheduled adopted by the City Council on August 17, 1997 by Resolution 2607 as follows:

Retention Schedule of Personnel Records and Related Employee Information Files:

<u>Records to Retain</u>	<u>Minimum Retention Period</u>
Recruitment records used in the hiring or promotion of employees including job announcement, job description, applications, test results, and eligibility list.	Two years from date of personnel action.
Personnel files of terminated employees (includes training records).	Five years after date of termination unless otherwise required by State or Federal law.
Disciplinary actions (Letters of Instruction, Letters of Reprimand, Suspensions, Demotions) in employee Personnel file.	Permanent information, not to be removed.
Validated Citizen Complaints in personnel file.	Permanent information, not to be removed.
I-9 Forms.	Three years from date of hire, or one year from date of termination, whichever is longer. Retention of this document may be altered at any time as mandated by US Department of Justice, Immigration and Naturalization Service.
Basic employee information, payroll, time cards, collective bargaining agreements, and merit/seniority system records.	Three years.
Employee medical benefits files.	Period of plan plus one year beyond termination.
Employment retirement plans files (ICMA 401 and 457 plans).	No expiration. Retain until one year after last reported activity from ICMA.
Supporting documents of benefits plans or reports.	Six years after filing date of documents.
Records relevant to complaints of legal hiring checklist, actions.	One year after action is resolved.
Affirmative Action programs with supporting documentation and related EEO documents.	Not specified by Federal or State law. Recommend five years.
OSHA logs of injuries and illnesses and supplemental injuries.	Five years beyond year log refers to.
OSHA records of monitoring of exposure to hazardous materials.	Thirty years.

The City reserves the right to adjust minimum retention periods based on changes regulated by the Office of Contract Compliance Programs, The Department of Homeland Security and other governing agencies.

SECTION 5.17.

Political Activities: An officer or an employee of the City shall not, directly or indirectly, solicit political funds or contributions knowingly, from other officers or employees of the

City or from persons appearing on any employment list maintained by the City of Coalinga or any of its departments. Nothing herein, however, shall prohibit an officer or employee of the City from communicating through the mail or by other means a request for political funds or contributions to a significant segment of the public which may include officers or employees of the City of Coalinga. No officer or employee of the City shall participate in political activities of any kind while in uniform. No officer or employee of the City of Coalinga shall engage or participate in any political activity during working hours, on City premises, or in facilities owned or operated by the City. Employees are free to support candidates of their choice outside their employment for the City.

SECTION 5.18. Prescription Safety Glasses: City employees who work in an environment where their department head requires the use of safety glasses are eligible to receive \$50.00 annually towards the cost of a pair of prescription safety glasses. For reimbursement, an invoice for their safety glasses should be attached to an employee expense claim form signed by the employee and department head, then submitted to the Administrative Services Director.

SECTION 5.19. Provisions of State or Federal Law: In any case where the provisions of these Personnel Rules are in conflict with the provisions of any law of the State of California or any law of the United States of America, the provisions of law shall be controlling.

SECTION 5.20. Release of Personnel Information: The City of Coalinga is extremely concerned about the accuracy of any information provided to individuals outside the City of Coalinga regarding current or former employees.

All requests for personnel references must be directed to the Personnel Officer. No other department head, supervisor, or employee is authorized to release references for current or former employees. The City's policy as to references for employees who have left the City is to disclose only the dates of employment and position or positions held. If an employee or former employee authorizes disclosure in writing, or if the disclosure is required by law, the City will also provide additional information to the prospective employer as may be required by law. For employment verification of current employees, the City's policy is to disclose only that the employee is currently employed on the date of verification request, and confirm salary if provided on rental or credit application of the employee. Employment and salary information requested for mortgage loan purposes will be provided only if the employee has signed the request form.

Employees and former employees of the City have a right to inspect their personnel file, as provided by law, in the presence of the Personnel Officer at a mutually convenient time during regular office hours. Employees and former employees may receive a copy of the personnel file upon paying the cost of copying.

Any request for information from personnel files must be directed to the Personnel Officer. Only the Personnel Officer is authorized to release information about current or former employees. Disclosure of personnel information to outside sources will be limited. However, the City will cooperate with requests from authorized law enforcement or local, state, or federal agencies conducting official investigations as legally required.

SECTION 5.21. Requests For Leave: Employees who plan on being away from their normally scheduled duties (i.e. for vacation, doctor appointment, etc.) should complete a Request for Leave form.

With the exception of emergencies, these forms should be completed and submitted to the department head two weeks prior to the planned absence.

Each department head should approve or deny an employee's request for leave within two working days after receiving it, except when such leave is of an emergency nature.

All requests for leave will be granted at the discretion of the Department Head. The City also reserves the right to revoke any approved leave should conditions warrant such action.

SECTION 5.22. Residence: The Memorandums of Understanding that exist between the City of Coalinga and the Associations representing City employees document negotiated response times for safety and public works personnel. Although the City encourages that employees live within the City of Coalinga, it is not required.

SECTION 5.23. Seatbelts: State Law and common sense require the wearing of seatbelts. It is the City's policy that all employees, with the exception of transit drivers driving vehicles where no seatbelt is available or required, wear seatbelts while operating a vehicle on duty. Violation of this policy will result in disciplinary action.

SECTION 5.24. Security: The security of facilities as well as the welfare of City employees requires that every individual be constantly aware of potential security risks. Employees should immediately notify their supervisor or department head when unknown persons are acting in a suspicious manner, in or around that facility, or when keys, security passes, access cards, or identification badges are lost or misplaced.

SECTION 5.25. Smoking: Use of tobacco products, including any electronic or vaping devices, shall not be allowed in City-owned buildings or vehicles. Smoking is prohibited within twenty (20) feet of all building entrances.

SECTION 5.26. Timekeeping Requirements: All non-exempt employees are required to record time worked on a time card. Salaried and exempt employees also may be required to record their time on a time card.

All employees are required to sign their time card to certify the hours they have worked. The signature should be placed at the bottom of the time card after completion of the time worked for the appropriate two-week period. Those cards not signed will be returned for signature.

When an employee, for one reason or another (such as vacation, illness, etc.) is not available to sign his/her time card until a later date, the employee should complete and sign his/her time card in advance. If this is not possible, then the time card should be completed for the employee, and submitted to the Payroll Department so the employee will be paid timely. Where the time card is submitted for the employee, the employee will sign the time card upon return to work. Shift employees can complete and sign their timecard upon completion of their last work shift for the respective payroll period, if they so desire.

Time cards are a legal document, and as such should be completed with care and accuracy by the employee. Any error on an employee's time card should be reported by the employee to his/her supervisor, who will attempt to correct legitimate errors.

Forging, falsifying or illegally altering a timecard is grounds for discipline up to and including termination.

#### SECTION 5.27.

Worker's Compensation Claims: By law, the City is required to provide insurance for employees who are injured on the job or become ill as a result of their job. The City is required to report any injury to the Worker's Compensation carrier within five (5) working days of the injury. The incident must be reported regardless of whether or not medical attention is required and/or time off from work occurs.

The procedure outlined below should be followed for reporting work-related employee injuries/illness:

1. An employee who is injured in any way while on duty, must **immediately** report said injury to his/her supervisor. If the employee's injury prohibits him/her from reporting the accident to his/her supervisor, the employee's department head is then responsible for reporting the accident.
2. The employee must complete an Employee's Claim For Worker's Compensation Benefits, form DWC-1, the same day as the accident and return the form to his/her supervisor for completion. The report describes the injury and how, when, and where the accident occurred.
3. The supervisor of the injured employee must complete the employer portion of the Employee's Claim for Workers' Compensation Benefits' and give the employee the designated copies of this form. Employee will receive Employee's Copy for his/her records, in addition to Employee's Temporary Receipt, which may be used as Workers' Compensation reference should medical attention be necessary for employee's injury/illness.
4. The supervisor must complete a Supervisor Accident Report. All copies of this report must be submitted along with the Employee's Claim For Workers' Compensation Benefits form and the Accident Investigation Report where applicable, to the Personnel Office immediately.
5. The Personnel Office is responsible for sending all claim forms to the Worker's Compensation carrier, and disbursing copies of claim and Supervisor Accident Report to appropriate City personnel. The Workers' Compensation carrier will notify the employee of eligibility and will explain any benefits to the employee.
6. Violation or disregard for these reporting procedures may result in the City's receiving a fine or an employee's forfeiting his/her workers' compensation benefits.

#### SECTION 5.28

Vehicle Use Policy: Employees who are required to drive a City vehicle or their own vehicle on City business will be required to show proof of current valid driving license and current effective insurance coverage before the first day of employment.

The city participates in a system that regularly checks state Department of Motor Vehicles (DMV) records of all employees who drive as part of their job.

The City retains the right to transfer to an alternative position, suspend, or terminate an employee whose license is revoked, or who fails to maintain personal automobile insurance coverage or who is uninsurable under the City's policy.

Employees who drive their own vehicle on City business will be reimbursed at the IRS mileage rate in effect at the time. Employees must keep a mileage log and submit a written request for reimbursement by the 1st of each month with a copy of the applicable mileage log entries attached.

All employees who drive in the course and scope of employment are subject to, and must be familiar with, the City Vehicle Use Policy.

## **RULE VI. EQUAL EMPLOYMENT OPPORTUNITY POLICIES**

SECTION 6.01. Equal Employment Opportunity Policy: The City of Coalinga prohibits discrimination against employees or applicants for employment on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age (40 and over), sexual orientation, or military and veteran status or any other basis protected by law. The City will afford equal employment opportunity to all qualified employees and applicants as to all terms and conditions of employment, including compensation, hiring, training, promotion, transfer, discipline, and termination. Employees who believe they have experienced any form of employment discrimination or harassment are encouraged to report this immediately to the Personnel Officer.

SECTION 6.02. Reasonable Accommodation Policy for Applicants and Employees with Disabilities:

(a) Policy: The City of Coalinga provides employment-related reasonable accommodations to qualified individuals with disabilities within the meaning of the California Fair Employment and Housing Act and the Americans with Disabilities Act; employees with conditions related to pregnancy, childbirth, or a related medical condition; employee victims of domestic violence, sexual assault, or stalking to promote the safety of the employee victim while at work; and employees who request reasonable accommodation to address a conflict between a religious belief or observance and any employment requirement.

(b) Procedure:

1. Request for Accommodation:

An applicant or employee who desires a reasonable accommodation in order to perform job functions should make such a request in writing to the Personnel Officer. The request must identify: a) the job-related function at issue; b) the desired accommodation(s).

2. Reasonable Documentation of Disability:

Following receipt of the request, the Personnel Officer or his/her designee may require additional information, such as reasonable documentation of the existence of a disability.

3. **Fitness for Duty Examination:**  
The City may require an employee to undergo a fitness for duty examination to determine whether the employee can perform the essential functions of the job with or without reasonable accommodation. The City may also require that a City-approved physician conduct the examination.
4. **Interactive Process Discussion:**  
After receipt of reasonable documentation of disability, fitness for duty report, or other information triggering the interactive process, the City will arrange for a discussion, in person or via telephone conference call, with the employee, and his or her representative(s), if any. The purpose of the discussion is to work in good faith to discuss all feasible potential reasonable accommodations.
5. **Case-by-Case Determination:**  
The City determines, with consideration given to the employee's preference, in its sole discretion, whether reasonable accommodation(s) can be made, and the type of accommodation(s) to provide. The City will not provide accommodation(s) that would pose an undue hardship upon City finances or operations, or that would endanger the health or safety of the employee or others. The City will inform the employee of its decision as to reasonable accommodation(s) in writing.

SECTION 6.03. Harassment/Discrimination/Retaliation Prevention Policy:

- (a) Purpose: It is the City's intent and the purpose of this Policy to provide all employees, applicants, and contractors with an environment that is free from any form of discriminatory harassment, discrimination or retaliation as it is defined in this Policy. This Policy prohibits harassment or discrimination on the basis of any of the following protected classifications: an individual's race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age (40 and over), sexual orientation, or military and veteran status or any other basis. It is also the policy of the City to provide a procedure for investigating alleged harassment, discrimination and retaliation in violation of this Policy. The protection from discrimination includes the protection from retaliation for having taken action whether as a complainant, or for assisting a complainant in taking action, or for acting as a witness or advocate on behalf of an employee in a legal or other proceeding to obtain a remedy for a breach of this policy.
- (b) Policy: The City has zero tolerance for any conduct that violates this policy. Conduct need not rise to the level of a violation of law in order to violate this Policy. Instead, a single act can violate this Policy and provide grounds for discipline or other appropriate sanctions. If you are in doubt as to whether or not any particular conduct may violate this Policy, do not engage in the conduct, and seek guidance from a supervisor or the Personnel Officer.
- (c) Definitions:
  1. **Protected Classifications:**



This policy prohibits harassment or discrimination because of an individual's protected classification(s). "Protected Classification" includes race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age (40 and over), sexual orientation, or military and veteran status or any other basis.

2. Policy Coverage:

This Policy Prohibits elected officials, officers, employees, interns, volunteers, and contractors from harassing or discriminating against applicants, officers, officials, employees, interns, volunteers, and contractors because: (a) of an individual's actual or perceived protected classification, (b) of the perception of an individual's protected classification, or (c) the individual associates with a person who has or is perceived to have a protected classification.

3. Discrimination:

This Policy prohibits treating individuals differently because of the individual's protected classification as defined by this Policy.

4. Harassment:

Harassment means unsolicited words or conduct which subjectively and objectively offend another person. Harassment includes, but is not limited to, the following examples of behavior undertaken because of an individual's protected classification:

- a. Verbal harassment, such as nicknames and slang terms, derogatory or suggestive comments, propositioning, jokes or slurs, including graphic verbal commentaries about an individual's body, or that identify a person on the basis of his or her protected classification. Verbal harassment includes comments on appearance and stories that tend to disparage those of a protected classification.
- b. Visual forms of harassment, such as derogatory posters, notices, bulletins, cartoons, drawings, sexually suggestive objects, or emails on the basis of a protected classification. Visual harassment includes mimicking the way someone walks or talks because of their protected classification.
- c. Physical harassment, such as assault, touching, impeding or blocking movement, grabbing, patting, leering, making express or implied job-related threats in return for submission to physical acts, taunting, or any other physical interference with normal work or movement.
- d. Sexual harassment, such as unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature or any of the above described conduct when:
  - i. Submission to such conduct is either an expressed or implied term or condition of an individual's employment, or
  - ii. Submission to or rejection of such conduct is used as the basis for employment decisions affecting such individual, or

- iii. Such conduct has the purpose or effect of altering work conditions as to make it more difficult for a person to do his or her job or creating a hostile, intimidating or offensive work environment.
  - iv. By definition, sexual harassment is not within the course and scope of an individual's employment with the City of Coalinga.
- (d) Romantic and Sexual Relationships between Supervisors and Subordinates: Romantic or sexual relationships between supervisors and subordinate employees are discouraged. There is an inherent imbalance of power and potential for exploitation in such relationships. The relationship may create an appearance of impropriety and lead to charges of favoritism by other employees. A welcome sexual relationship may change, with the result that sexual conduct that was once welcome becomes unwelcome and harassing. The City Manager has the authority to separate the supervisor and the subordinate employee by transfer of one or both employees at his/her discretion if he/she believes it is for the best interest of the City. Romantic or sexual relationships are subject to the City's Fraternization Policy.
- (e) Retaliation: Retaliation against a person, and his or her associates, who reports or provides information about harassment or discrimination is strictly prohibited. Any act of reprisal violates this Policy and will result in appropriate disciplinary action. Examples of actions that might be retaliation against a complainant, witness or other participant in the complaint process include: (a) singling a person out for harsher treatment; (b) lowering a performance evaluation; (c) failing to hire, failing to promote, withholding pay increases, assigning more onerous work, abolishing a position, demotion or discharge; or (d) real or implied threats of intimidation to prevent an individual from reporting harassment or discrimination.

Well-intentioned attempts to insulate or protect a complainant by changing his or her work environment or schedule or duties or by transferring the complainant to another office may be retaliatory. Before a supervisor takes such action, the supervisor must contact the Personnel Officer.

Any act of retaliation will be treated as a separate and distinct incident, regardless of the outcome of the harassment or discrimination complaint.
- (f) Reporting Harassment, Discrimination or Retaliation: An applicant, employee, officer, official, intern, volunteer, or contractor who feels he or she has been harassed, discriminated against or retaliated against in violation of this Policy should report the conduct immediately as outlined below so that the complaint can be resolved timely and fairly.

All employees involved in the complaint process may be represented by a person of their choosing at their own expense.

1. Oral Report

If a person who believes that this Policy has been violated should report the conduct to a supervisor, department head or any City management employee. The individual may also seek the advice, assistance or consultation of a supervisor, department head or any other City management employee without regard for the chain-of-command. Any supervisor or management employee

who receives such a report must in turn direct it to the Personnel Officer. The Personnel Officer will determine what level of investigation and response is necessary.

2. Written Process

An individual who believes this Policy has been violated may provide a written complaint to a supervisor, department head or any other City Management employee without regard to the chain-of-command. Any supervisor or management employee who receives such a report must in turn direct the complaint to Personnel Officer. Individuals are encouraged to use the Confidential Complaint Form for this purpose.

3. Option to Report to Outside Administrative Agencies

Applicants, employees, officials, officers, interns, volunteers, and contractors also have the option to report harassment, discrimination, or retaliation to the United States Equal Employment Opportunity Commission (EEOC) or the California Department of Fair Employment and Housing (DFEH).

(g) City's Response to Complaint of Harassment, Discrimination or Retaliation:

1. Investigation

Upon receipt of a complaint of alleged harassment, discrimination or retaliation, the Personnel Officer will be responsible for coordinating a thorough investigation, unless he/she is named in the complaint, in which case the City Manager or his/her designee will be responsible. The Personnel Officer may coordinate the investigation with the complainant's department head and may hire an outside investigator if the City deems it appropriate. The type of investigation undertaken, and the party chosen to conduct the investigation will depend on the nature of the complaint made and will be determined by the Personnel Officer. The Personnel Officer will report the status of investigations to the City Manager as appropriate.

The Personnel Officer, in concurrence with the City Manager, may take interim action to diffuse volatile circumstances.

The investigator will review the complaint allegations in an objective manner and to the extent that the City deems necessary. The investigation will normally include interviews with the reporting individual, the accused, and any other person who is believed to have relevant knowledge concerning the allegations. The investigator will remind all witnesses that retaliation against those who report alleged harassment or who participate in the investigation is prohibited.

The City takes a proactive approach to potential Policy violations and will conduct an investigation if its officers, supervisors, or managers become aware that harassment, discrimination or retaliation may be occurring, regardless of whether or not the recipient of the alleged action or a third party reports a potential violation.

2. Remedial and Disciplinary Action

If the investigation determines that the alleged conduct occurred and that the conduct violated this Policy, the City will notify the complainant and perpetrator

of the general conclusion(s) of the investigation and take effective remedial action that is designed to end and address the violation(s). Any employee or officer determined to have violated this Policy will be subject to disciplinary action, up to and including termination. Disciplinary action may also be taken against any official, supervisor or manager who condones or ignores potential violations of this Policy, or who otherwise fails to take appropriate action to enforce this Policy. Any intern, volunteer, official, or contractor found to have violated this Policy will be subject to appropriate sanctions.

3. Closure

At the conclusion of the investigation, the Personnel Officer will notify the complainant in general terms of the outcome of the investigation.

4. Confidentiality

Every possible effort will be made to assure the confidentiality of complaints made under this Policy. Complete confidentiality cannot occur, however, due to the need to fully investigate potential Policy violations and take effective remedial action. The City will not disclose a completed investigation report except as it deems necessary to support a disciplinary action, to take remedial action, to defend itself in adversarial proceedings, or to comply with the law or court order.

(h) Responsibilities of Employees, Management and Supervisory Employees:

1. Employees

In order to establish and maintain a professional working environment, while at the same time preventing harassment, discrimination, and retaliation, employees are expected to:

- a. Set an example of acceptable conduct by not participating in or provoking behavior that violates this Policy. Do not be angry or insulted if an individual tells you that your behavior is offensive. People have different ethical values and standards and may be offended by behavior you think is proper. Tell the individual you did not realize your behavior was offensive and immediately cease the conduct.
- b. Let fellow employees know when you consider behavior offensive. The City hires people from a wide variety of cultural and ethnic backgrounds, and an individual may not realize behavior he or she thinks is proper could be seen by others as offensive.
- c. Report harassment, discrimination or retaliation as quickly as possible, whether you are the target of the conduct or a witness.
- d. If you witness harassment, tell the individual being harassed that the City has a policy prohibiting such behavior and that he/she can demand that the harasser cease the behavior immediately.
- e. Maintain confidentiality as required by this Policy.

- f. Fully cooperate with the City's investigation of complaints made under this Policy.
  - g. Completing mandatory training as required by law or the City.
- 2. Management and Supervisory Employees:  
In addition to the responsibilities listed above, management and supervisory employees are responsible for the following:
  - a. Implementing this Policy by taking all complaints seriously and modeling behavior that is consistent with this Policy. Direct all complaints to the Personnel Officer.
  - b. Taking positive steps to eliminate any form of harassment, discrimination or retaliation observed or brought to his/her attention.
  - c. Making sure no department head, supervisor or other employee retaliates through any action of intimidation, restraint, coercion or discrimination.
  - d. Monitoring the work environment and taking appropriate action to stop potential Policy violations.
  - e. Following up with those who have complained to ensure the behavior complained of has ceased.
  - f. Informing complainants of their option to contact the EEOC or DFEH regarding potential Policy violation.
  - g. Completing mandatory training for supervisors/managers as required by law or the City.
- (i) Mandatory Training: As part of its commitment to ensuring a work environment free from harassment, or retaliation, and discrimination, the City requires that all of its employees receive a copy of this Policy at least once every two years. The Personnel Officer or his/her designee will also be responsible for assigning sexual harassment training to supervisors once a year.

#### SECTION 6.04

- Workplace Violence Policy: The City of Coalinga is committed to providing a safe workplace for its employees, guests, contractors, vendors, and the public and will not tolerate acts or threats of violence in the workplace. The workplace includes any location where City business is conducted, including vehicles and parking lots. Any violation of this Policy may lead to criminal prosecution, and disciplinary action, up to and including termination.
- (a) Workplace Violence Prohibition: The City strictly prohibits threatened or actual workplace violence. This includes, but is not limited to, any of the following conduct associated in or around the workplace, or otherwise related to employment:
  - (1) Threatening or actually injuring or damaging a person or property
  - (2) Fighting or threatening to fight another person

- (3) Using obscene or abusive language or gestures in a threatening manner
- (4) Raising voices in a threatening manner
- (5) Striking, punching, slapping, touching, or assaulting another person
- (6) Harassing or threatening phone calls.
- (7) Possessing a weapon during work hours unless the City issues the weapon for performance of the job. "Weapon" is defined as a firearm, chemical agent, club or baton, knife, or any other device, tool, or implement that can cause bodily harm if used as a weapon or displayed in such a manner to cause harm or threaten a person with harm.

Because of the potential for misunderstanding, joking about any of the above misconduct is also prohibited.

- (b) Reporting Violent Conduct: Any workplace violence incidents or incidents indicating a potential for violence are to be reported to the Personnel Officer immediately. Incident reports are to be completed as appropriate. If the City determines that an employee has violated this policy, the employee will be subject to immediate discipline up to an including termination.
- (c) Imminent Danger/Violent Incident Procedure: In the event of an employee reasonably believing that a situation with an aggressive employee, guest, citizen, contractor, vendor or other party may immediately become violent, putting the employee and/or others in danger, the employee should promptly leave the work area and immediately call 911 to request officer contact.

No disciplinary action shall be taken against any employee who leaves a work area when the employee has a reasonable belief that an emerging situation with an aggressive person is likely to turn violent at that time. The employee should coordinate the timing and circumstances of possible return to the area with police and his/her immediate supervisor.

- (d) Security Precautions: It is important that building security procedures are specifically followed at all times (i.e. doors being locked after hours, employees not disclosing door codes, etc.). Employees should inspect work areas periodically and identify conditions that are recognized as being unsafe.

#### SECTION 6.05.

Substance Abuse Policy: The City and its employees recognize that behavior resulting from the use of alcohol and/or other drugs may detrimentally affect work performance, safety, public confidence in the City's work force and may present a risk to City employees and the health and welfare of the citizens of the City of Coalinga.

In recognition of the City's responsibility to maintain a safe, healthful and productive work environment and each employee's responsibility to perform work for the public safety, effectively and efficiently, the City will act to eliminate any substance abuse which increases the risk of accidents, absenteeism, substandard performance, poor employee morale or damage to the City's reputation. Substance abuse includes the purchase, use, sale, manufacture, or possession of legal or illegal drugs, alcohol or

controlled substances which could or does impair an employee's ability to perform his or her job safely, effectively and efficiently.

The City of Coalinga believes that its employees are its most important assets. Thus, a primary objective of the policy is to ensure that public safety and the welfare of our employees are not endangered as a result of substance abuse. Additionally the City is committed to provide an employee with an opportunity for recovery and rehabilitation enabling the affected employee to return to a satisfactory performance level.

(a) Policy: It is the City's policy that no employees shall:

1. Report to work under the influence of alcohol or drugs;
2. Be under the influence of alcohol or drugs while on standby;
3. Possess alcohol or drugs while on the job site or City property except as authorized in the course and scope of duty;
4. Use alcohol and/or drugs while on the job site or City property or while on standby except as authorized in the course and scope of duty;
5. Sell, distribute, manufacture, or provide alcohol or drugs to any employee or to any person while such employees are on duty or subject to being called;
6. Have their ability to work impaired as a result of the use of alcohol or drugs, including prescribed medications;
7. Operate City vehicles or other equipment while under the influence of alcohol and/or drugs.

Violations of this policy may be grounds for disciplinary action, up to and including discharge.

While use of medically prescribed medication and drugs is not per se a violation of this policy, failure by the employee to notify his/her supervisor before beginning work when taking such medication or drugs which may interfere with the safe and effective performance of their duties or operations of City equipment will be considered a violation of this policy. In addition, taking prescribed medications in excess of the prescribed amount may be grounds for discipline if it affects the employee's ability to perform his or her duties. In the event there is a question regarding the employee's ability to safely and effectively perform the assigned duties while using such medication or drugs, clearance from a qualified physician will be required. Supervisors will be required to fill out a Substance Abuse Report.

Employees reasonably believed to be under the influence of alcohol or drugs shall be prevented from engaging in further work, and shall be detained for a reasonable time until an authorized City representative or law enforcement representative can transport the employee from the work site.

An employee may be required to submit to a drug and/or alcohol test consisting of the compulsory production and submission of breath, urine, or blood for chemical analysis to detect prohibited drug or alcohol usage when his/her department head or supervisor,

with the agreement of the Personnel Officer, has reasonable suspicion that the employee has a prohibited presence of drugs or alcohol in his/her system while on duty or subject to duty. Please note that some employees of the City may be subject to more stringent drug and alcohol testing policies as required by State or Federal law or department policy, including random drug testing.

Reasonable suspicion is defined as a belief based upon objective facts sufficient to lead a reasonable prudent supervisor or department head to suspect that an employee has a prohibited presence of drugs, controlled substances, or alcohol in his/her system so that the employee's ability to perform the functions of the job is impaired or so that the employee's ability to perform his/her job safely is reduced. For example, any of the following, alone or in conjunction, may constitute reasonable suspicion:

- slurred speech;
- alcohol odor on breath;
- unsteady walking and movements;
- accident involving City property;
- physical altercation;
- unusual behavior;
- possession of alcohol or drugs;
- information obtained from a reliable person with personal knowledge;
- disorientation or job impairment;
- inability to perform employee's job in a routine manner;
- glassy eyes;
- drowsiness;
- euphoria;
- mood swings;
- inattentiveness;
- excitement or confusion;
- irritability;
- aggressiveness;
- intoxicated behavior without odor of drugs/alcohol;

The above is not an exhaustive list.

Any department head or supervisor requesting an employee to submit to a drug and/or alcohol test shall document in writing the facts constituting reasonable suspicion that the employee in question has a prohibited presence of drugs, controlled substances or alcohol in his/her system.

Prior to the administration of any drug or alcohol testing, the department head or supervisor shall first obtain from the employee to be tested a completed signed consent form. Said consent shall provide for the employee's consent in writing to an alcohol or drug test and the release of the test results to the City. Refusal to sign the consent may be considered an insubordinate act resulting in disciplinary proceedings up to and including termination.

Disciplinary action up to and including dismissal, may be taken against an employee for positive results from any drug and/or alcohol test or other conduct in violation of this policy.



The City is committed to providing reasonable accommodation to those employees whose drug or alcohol problem classifies them as disabled under applicable law.

- (b) Application: This policy applies to all employees of the City. This policy applies to alcohol and to all substances, drugs or medications, legal or illegal, which could impair an employee's ability to effectively and safely perform the functions of the job.
- (c) Employee Assistance: The City pays 100% of the premium for the Employee Assistance Program (EAP) offered by Horizon Health Services through Standard Insurance. For confidential assistance, employees may contact Horizon Care at (888) 293-6948.

#### Section 6.06

Veterans Preference Policy: For purposes of this section, a "veteran" is one who has served on active-duty in the United States Armed Forces for a period of at least 730 continuous days of active duty and who has received an honorable discharge from active duty. The definition of the term "veteran" as used in this rule shall not include reserve or other inactive service.

Military veterans shall be given preference in initial appointment to City service, in accordance with this policy. "Veterans Preference" is only applicable on initial entrance into City service. The exercise of said veterans preference shall be exhausted upon appointment to a position from an eligibility list. The application of veterans preference on any recruitment following initial entrance into City service shall not apply. Veterans preference shall be solely for the purpose of determining the ranking position on an eligibility list and shall not guarantee employment with the City of Coalinga.

To receive veterans preference, the veteran must meet the minimum qualifications established for entrance to the examination, attain a passing score in each phase of the open recruitment examination process, and qualify for placement on an eligibility list. In the event of a tie between candidates for ranking on an eligibility list, and all phases of the examination process being equal, persons qualifying to receive veterans preference shall be placed one rank higher than non-veterans preference candidate with which the tie exists. In determining whether all phases of the examination process are equal, consideration will be given to the percentage value of written and oral board portions as established by the Department Head at the onset of the recruitment.

In the event of a tie between two or more candidates in which two or more of the candidates of the tie are eligible for veterans preference, ranking placement on the eligibility list shall be by lottery, with applicants to receive veterans preference placed in higher ranking than those candidates not eligible to receive veterans preference. All regulations mentioned above to determine ranking will be imposed.

Veterans who are in the process of separation from military service may file a written statement showing the anticipated date of discharge and certifying that the discharge is for honorable reasons. Such statements must be filed no later than the filing date for the recruitment. The veteran being discharged shall be entitled to veterans preference pursuant to this rule only if a certified copy of form DD-214 is filed with the Personnel Department prior to the date employment is to commence as stipulated in a letter from the City Manager offering appointment or in a letter stipulating employment date following completion of any medical, psychological, or polygraph examinations that may be required for specific positions. If such proof is not filed before date employment is to commence, veterans documents will not be accepted, and the

veteran's position on an eligibility list shall be adjusted to indicate that candidate is not eligible to receive veterans preference.

To claim veterans preference, a veteran must fill out and submit the Veterans Preference Application Form, along with a certified copy of their most recent discharge form (DD-214) to the Personnel Department, as evidence of military service, on or before the final filing date for the recruitment. Veteran preference must be established separately for each recruitment. Failure to request veterans preference on the application or to submit the required credentials (DD-214) prior to the final filing date for the recruitment will be deemed a waiver of veterans preference.

## **RULE VII. CLASSIFICATION**

- SECTION 7.01. Adoption, Amendment and Revision of Plan: The classification plan shall be adopted by the City Council and may be amended from time to time by resolution. During the process of consideration, any recognized employee organization affected shall be consulted and any other interested party may appear and be heard by the City Council. Amendments and revisions to the plan may be suggested by any interested party, including any recognized employee organization, and shall be submitted to the City Council through the City Manager. Notice of City Council consideration of the proposed classification plan, amendments or revisions shall be publicly posted on all City bulletin boards at least ten (10) days prior to City Council action.
- SECTION 7.02. Allocation of Positions: Following the adoption of the classification plan and consultation with any recognized employee organization affected, the Personnel Officer shall allocate every position in the competitive service to one of the classes established by the plan.
- SECTION 7.03. New Positions: When a new position is created, before the position may be filled, and except as otherwise provided by ordinance or these Personnel Rules, no person shall be appointed, employed, or transferred to fill any new position until the classification plan has been amended to provide for the position, an appropriate employment list established for the position, and the position has been authorized and funded.
- SECTION 7.04. Preparation of Plan: The Personnel Officer shall ascertain and record the duties and responsibilities of all positions in the competitive service and, after consulting with heads of departments affected, and any recognized employee organizations involved, shall recommend a classification plan for such positions. The competitive service shall be defined by class specifications including the title. The classification plan shall be so developed and maintained that all positions substantially similar with respect to duties, responsibilities, authority, and character of work are included within the same class and that the same schedules of compensation may be made to apply with equity under similar working conditions to all positions in the same class.
- SECTION 7.05. Reclassification: Positions, the assigned duties of which have been materially changed by the City, so as to necessitate reclassification, whether new or already created, shall be allocated by the Personnel Officer to a more appropriate class, whether new or already created. Reclassifications shall not be used for the purpose of avoiding restrictions concerning demotions and promotions, or to effect a change in salary in the absence of a significant change in assigned duties and responsibilities.

## **RULE VIII. COMPENSATION**

- SECTION 8.01. Adoption of Plan: The compensation plan is adopted and may be amended from time to time by action of the City Council. During the process of consideration, any recognized employee organization affected and any other interested party may appear and be heard. Amendments and revisions of the plan may be suggested by any interested party, including any recognized employee organization, and may be submitted to the City Council through the City Manager. Notice of City Council consideration of the proposed compensation plan, amendments or revisions shall be publicly posted prior to City Council action and copies shall be provided to all affected employees upon request at least ten (10) days prior to City Council action. Thereafter, no position may be assigned a salary not in conformance with the compensation plan unless the salary schedule for the class is amended in the same manner as provided for its adoption. Any person temporarily appointed to serve in a higher classification, and serving continuously in the classification for five (5) consecutive working days, shall receive the compensation established for the higher classification for the entire period of service in said classification.
- SECTION 8.02. Bi-lingual Pay Differential: When an employee is required to use bi-lingual skills on a continuous basis outside of his/her normal and typical job duties, that employee shall be granted \$50.00 a month for use of this skill. The City Manager shall determine the necessity of the use of bi-lingual skills and the Personnel Officer shall arrange for testing of employees interested in receiving bi-lingual pay prior to the granting of this amount. As information, this is a non-negotiated, management initiated policy, and may be modified or withdrawn at any time solely at the discretion of management.
- SECTION 8.03. Emergency Personnel: All part-time, temporary, and provisional personnel on an emergency basis, not included in the compensation plan, shall be paid in accordance with rates of pay established by the Personnel Officer, which rates shall not exceed the prevailing rates for similar classes within the area. Such rates may be established upon any reasonable basis, such as hourly, weekly, or monthly, and may be modified from time to time by the Personnel Officer as may be required by economic conditions.
- SECTION 8.04. Holiday Time Compensation for Exempt/Shift Employees: Employees who are exempt from FLSA overtime/comp time laws and normally work shifts will be compensated for holiday time with equal time off at a later date, which date and time shall be at the discretion of the department head.
- SECTION 8.05. Overtime: It shall be the duty of all department heads to operate their departments with a minimum of overtime. However, in cases of emergency or when otherwise necessary, an employee of the City may be required to work overtime. Overtime work is that work performed by an employee during a period of time other than normally scheduled for his or her specific employment. For employees not subject to a partial overtime exemption, work in excess of forty (40) hours in a seven day period, except as otherwise specified in these Rules, shall be considered overtime. With respect to non-clerical and non-exempt employees working in the Fire Department, work in excess of 182 hours in a 24-day work period shall be considered subject to overtime. All employees entitled to overtime shall be entitled to receive either hourly equivalent pay or equivalent time off, at a rate of one and one-half times pay or one and one-half time off for each hour of overtime worked.

All overtime work, to be eligible for overtime pay or equivalent time off, must have the approval of the City Manager through the department head. Employees who do not receive approval will be paid overtime, but may be subject to discipline.

No FLSA non-exempt General and Police employee shall accumulate more than eighty (80) hours of compensatory time off at any given time. No FLSA non-exempt employee of the Fire Department shall accumulate more than twenty-one (21) hours compensatory time off at any given time during a calendar month. All compensatory time off for Fire Department employees must be used within thirty (30) days of its accrual, unless otherwise authorized by the department head. Any amount of time over 21 or 80 hours, whichever is applicable, must be cashed out. The accumulation of compensatory time off is also calculated by the recording of fractional hours at the overtime rate. Upon termination, an employee will be paid for unused accrued compensatory time off.

The following positions are considered FLSA Exempt and will not be entitled to overtime:

Exempt Employees

City Manager  
Assistant City Manager  
Community Development Director  
Public Works and Utilities Director  
Financial Services Director  
Police Chief  
Police Commander  
Police Lieutenant  
Fire Chief  
Deputy Fire Chief  
Certified Building Official  
Human Resources Director  
Financial Services Supervisor  
Assistant to the City Manager/City Clerk  
Public Works Supervisor  
Utilities Supervisor  
Assistant Field Services Manager  
Senior Administrative Analyst

Overtime, like regular time, is calculated by the recording of fractional hours worked rounded up to the nearest 1/10th of an hour as shown below:

<u>Minutes Worked</u>	<u>Hour</u>
1 - 6	.1
7 - 12	.2
13 - 18	.3
19 - 24	.4
25 - 30	.5
31 - 36	.6
37 - 42	.7
43 - 48	.8

49 - 54	.9
55 - 60	1.0

Fire employees have a twenty-four (24) day work period which consists of eight (8), twenty-four (24) hour shifts.

SECTION 8.06. Preparation of Plan: The Personnel Officer shall prepare a compensation plan covering all classes of positions in the competitive service. In arriving at salary rates or ranges, consideration shall be given to prevailing rates of pay and consideration of working conditions for comparable work in other public and private employment, to current costs of living, to suggestions of department heads, to the City's financial condition and policies, and to other relevant factors. The Personnel Officer shall thereafter make such further studies of the compensation plan as may be requested by the City Council.

SECTION 8.07. Promotion and "Out-of-Class": If an employee is promoted and/or requested to temporarily work at a higher job classification, that employee shall be entitled to an increase in pay as stated in the Memorandum of Understanding between the City and the Association representing the employee.

Notwithstanding the above, all increases must be consistent with the pay plan and cannot exceed the step and range established for the position.

Out-of-Class for management and mid-management personnel not covered by a Memorandum of Understanding (MOU): If a mid-management or management employee is requested to work out-of class at a higher job classification for a period of greater than four consecutive weeks in length, that employee shall be entitled to the following increase in salary beginning on the first day of the fifth week of out-of-class work: a one-time \$750 bonus and, for mid-management, a 10% gross salary adjustment; for management employees, a 12.5% gross salary adjustment. Notwithstanding the above, all increases must be consistent with the pay plan and cannot exceed the lowest step and range established for the position. Upon the 32nd consecutive day, out-of -class pay shall be granted retroactive to day one for a period not to exceed six months. Approval of the City Manager is required for the out-of-class pay to continue beyond 6 months. Approval of the City Council is required for the out-of-class pay to continue beyond 6 months, for the City Manager position. Employees are restricted to one out-of-class pay increase at a time.

SECTION 8.08. Salary Rates and Step and Time Intervals for General Employees: The steps of each salary range will be interpreted and applied as follows based off of the Basic Employee Pay Scale:

Step A - Payable during probationary period. The first step is the minimum rate and shall normally be the hiring rate for the class. If it is difficult to secure qualified personnel at the normal hiring rate, or a person of unusually high qualifications is available, the City Manager may hire at a higher step.

Step B - Payable after one year of service at Step A, successful completion of probation and upon recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.

- Step C - Payable after one year of service at Step B and upon recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.
- Step D - Payable after one year of service at Step C and upon recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.
- Step E - Payable after one year of service at Step D and upon recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.
- Step F - Payable after one year of service at Step E and upon recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.

An accelerated merit may be granted by the City Manager, based on a request of the department head, to reward employees who are exceptional in performance. Salary rates and/or advancement to a higher step will be based on merit through the performance evaluation.

#### SECTION 8.09.

Salary Rates and Step and Time Intervals for Safety Employees: The steps of each salary range will be interpreted and applied as follows:

- Step A - Payable during probationary period. The first step is the minimum rate and shall normally be the hiring rate for the class. If it is difficult to secure qualified personnel at the normal hiring rate, or a person of unusually high qualifications is available, the City Manager may hire at a higher step.
- Step B - Payable after one year of service at Step A, successful completion of probation and upon the recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.
- Step C - Payable after one year of service at Step B, and upon the recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.
- Step D - Payable after one year of service at Step C, and upon the recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.
- Step E - Payable after one year of service at Step D, and upon the recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.
- Step F - Payable after one year of service at Step E, and upon the recommendation of the department head and approval of the City Manager, based on demonstrated standard or above performance.

An accelerated merit may be granted by the City Manager, based on a request of the department head, to reward employees who are exceptional in performance. Salary rates and/or advancement to a higher step will be based on merit through the performance evaluation.

SECTION 8.10. Seniority Bonus: Seniority bonuses are paid to employees for continuous years of service to the City. Bonus amounts and qualifying years of service vary by Association and are addressed in the Memorandums of Understanding between the City and the Associations.

SECTION 8.11. Standby for Emergency Work: Standby for emergency is defined as that period of time during which an employee is required to be available and on call for emergency work, which period of time shall be in addition to and not the same as the employee's normal work day. Employees who are required by the department head to be on standby for emergency work during off-duty hours shall be compensated in accordance with the following:

Employees who are required to be on standby for emergency work shall be compensated in accordance with the Memorandum of Understanding that exists between the City and the Association representing the employee.

Said compensation shall be paid to such an employee when he is required, as a condition of his or her employment, to remain at home or otherwise be available for immediate duty during off-duty hours.

SECTION 8.12. Notary Pay Differential: When an employee is required to use notary skills on a continuous basis, that employee shall be granted \$50.00 a month for use of this skill. The City Manager shall determine the necessity of the use of notary skills and the Personnel Officer shall confirm the appropriate certification of employees interested in receiving notary pay prior to the granting of this amount. As information, this is a non-negotiated management initiated policy, and may be modified or withdrawn at any time solely at the discretion of management.

## **RULE IX. APPLICATIONS AND APPLICANTS**

SECTION 9.01. Announcement: All examinations for classes in the competitive service shall be publicized by posting, on official City bulletin boards, and by such other methods as the Personnel Officer deems appropriate. The announcements shall specify the title and pay of the class for which the examination is announced; the nature of the work to be performed; preparation desirable for the performance of the work of the class; minimum qualifications required for the position; the manner of making application; and other pertinent information. Special recruiting shall be conducted, if necessary, to insure that all segments of the community are aware of the forthcoming examinations. In accordance with public sector guidelines, all vacancies shall remain open for a minimum of ten days.

SECTION 9.02. Application Forms: Applications shall be made as prescribed on the examination announcement. Application forms shall require information covering training, education, experience, and other pertinent information including relevant licenses or certificates and references.

SECTION 9.03. Confidential: All applications and examination papers, letters of reference, and all other written material relating to any applicant or application are confidential records of the City.

SECTION 9.04. Criminal Conduct - Ineligibility for Employment: Applicants who receive a conditional offer of employment will be required to disclose criminal convictions, except for misdemeanor marijuana-related convictions that are over two years old, or convictions that have been judicially sealed, eradicated, or expunged. Unless required by law, the City will not deny employment to an applicant solely because he or she has been convicted of a crime. For the purposes of this policy, a conviction includes pleas of guilty and nolo contendere. Where the employment is not legally barred, the appointing authority may disregard such conviction if it is found and determined by such appointing authority that mitigating circumstances exist. In making such determination, the appointing authority shall consider the following factors:

- (a) the classification, including sensitivity, to which the person is applying or being certified and whether the classification is unrelated to the conviction;
- (b) the nature and seriousness of the offense;
- (c) the circumstances surrounding the conviction;
- (d) the length of time elapsed since the conviction;
- (e) the age of the person at the time of the conviction;
- (f) the presence or absence of rehabilitation or efforts at rehabilitation;
- (g) contributing social or environmental conditions.

An applicant who is disqualified for employment under this section will receive notice of the disqualifying conviction; a copy of the conviction report, if any; and notice of the applicant's right to respond and submit additional evidence. The City will consider any information provided by the applicant before making a decision. If the City makes a final decision to disqualify the applicant, the applicant may appeal the determination of disqualification. Such appeal shall be in writing and filed with the City Manager within ten (10) days of the date of the final notice of disqualification. The City Manager shall hear and determine the appeal within ninety (90) days after it is filed. The determination of the City Manager on the appeal is final. The applicant may also file a complaint with the DFEH.

The above shall not apply to any position for which the City is required to conduct a background check or a position with the Police Department.

SECTION 9.05. Disqualification: The Personnel Officer may reject any application which indicates on its face that the applicant does not possess the minimum qualifications required for the position. Applications may be rejected if the application indicates facts that show that the applicant is physically or psychologically unable to perform the job applied for, and no reasonable accommodation, if required by law, can be made for such disability; is addicted to the habitual excessive use of drugs or intoxicating liquor; has made any false statement of any material fact; or practiced any deception or fraud in an



application. Whenever an application is rejected, notice of such rejection shall be mailed to the applicant by the Personnel Officer.

## **RULE X. EXAMINATIONS**

- SECTION 10.01. Conduct of Examinations: The City Council may contract with any competent agency or individual for the preparing and/or administering of examinations. In the absence of such a contract, the Personnel Officer shall see that such duties are performed. The Personnel Officer shall have broad discretion in determining the time, place, and manner of conducting examinations including the power to have examinations conducted outside the City, if necessary. The Personnel Officer shall arrange for the use of public buildings and equipment and shall be responsible for the conduct of examinations.
- SECTION 10.02. Continuous Examination: Open, competitive examinations may be administered periodically for a single class as the needs of the service require. Names shall be placed on employment lists, and shall remain on such lists, as prescribed in Rule XI.
- SECTION 10.03. Examination Process: The selection techniques used in the examination process shall be impartial and relate to those subjects which, in the opinion of the Personnel Officer, fairly measure the relative capacities of the persons examined to execute the duties and responsibilities of the class to which they seek to be appointed. Examinations shall consist of selection techniques which will test fairly the qualifications of candidates such as, but not necessarily limited to: achievement and aptitude tests; other written tests; personal interviews; other oral examinations; performance tests; physical agility tests; evaluation of education, training, experience and work history; daily work performance; work samples; medical tests; psychological tests; successful completion of prescribed training; or any combination of these or other tests.
- SECTION 10.04. Notification of Examination Results and Review of Papers: Each candidate in an examination shall be given notice of the results thereof, and if successful, of the final earned score and/or rank on the employment list.
- All candidates shall have the right to inspect their own test answer sheet within five working days after the notifications of examination results have been mailed. Any error in computation, if called to the attention of the Personnel Officer within this period, shall be corrected. Such corrections shall not, however, require invalidation of appointments previously made. Review of the examination questions shall not be permitted.
- SECTION 10.05. Promotional Examinations: Promotional examinations may be conducted whenever, in the opinion of the Personnel Officer, the needs of the service require. Promotional examinations may include any of selection techniques mentioned in Section 10.03 of this rule, or any combination of them. Regular or probationary employees or persons who have been filling the positions on a temporary basis who meet the requirements set forth in the promotional examination announcements may compete in promotional examinations.
- SECTION 10.06. Scoring Examinations and Qualifying Scores: A candidate's score on a given examination shall be the combination of the scores on each competitive part of the examination, weighted and averaged as shown in the examination announcement.

- (a) Unless otherwise provided in notices posted prior to holding the examination, the general average required for passing shall be no less than seventy (70) percent.
- (b) All applicants in the same examination shall be accorded uniform and equal treatment in all phases of the examination procedure.
- (c) All ties in final scores shall be broken by priority of application.
- (d) Failure in one part of the examination may be grounds for declaring such applicant or applicants as failing in the entire examination and disqualification from subsequent parts of the examination.
- (e) The Personnel Officer, may, at his/her discretion, include as part of the examination, tests, which are qualifying only.

SECTION 10.07. Medical Examinations: Each probationary and regular City employee shall be subject to satisfactorily completing a physical examination, which may include a drug screening test by a qualified medical examiner. The City may require periodic physical examinations of employees. Expense for such examinations shall be borne by the City.

## **RULE XI. EMPLOYMENT LISTS**

SECTION 11.01. Duration of Lists: Employment lists other than those resulting from a continuous examination shall remain in effect for six (6) months, unless sooner exhausted or abolished by the Personnel Officer. Such lists may be extended, prior to their expiration dates, by action of the Personnel Officer for additional periods, but in no event shall an employment list remain in effect for more than one (1) year.

Open, competitive lists created as a result of continuous examinations shall remain in effect for not more than one year after the last administration of the examination, unless sooner exhausted or abolished. Names placed on such lists may be merged with any others already on the list in order of final scores and shall remain on the list for not more than one year.

SECTION 11.02. Employment Lists: As soon as possible after the completion of an examination, the Personnel Officer shall prepare and maintain an employment list consisting of the names of candidates who qualified in the examination, arranged in order of final scores, from the highest to the lowest qualifying score.

SECTION 11.03. Re-employment Lists: The names of probationary and regular employees who have been laid off shall be placed on appropriate re-employment lists in the order of total continuous cumulative time served in probationary and regular status. Such names shall remain thereon for a period of one year unless such persons are sooner re-employed. After one year, upon written request, the names may be carried for an additional extension, not to exceed one year.

When a re-employment list is to be used to fill vacancies, the Personnel Officer shall certify all the names on the list for consideration by the appropriate department head.

SECTION 11.04. Removal of Names From List: The name of any person appearing on an employment, re-employment, or promotional list shall be removed by the Personnel Officer if the

eligible fails to respond to a notice of certification mailed to the last designated address, or for any of the reasons specified in Rule IX, section 9.04, of these Rules. The person affected shall be notified of the removal of the name by a notice mailed to the last known address. The names of persons on promotional employment lists who resign from the service shall automatically be dropped from such lists.

## **RULE XII. EMPLOYMENT POLICIES FOR TEMPORARY AND PART-TIME EMPLOYEES**

SECTION 12.01. Part-Time Employees Appointed Provisionally: All employees who are hired to work part-time are not classified or placed on any of the employee pay schedules. Instead, they will be given an hourly rate determined by the department head with the approval of the City Manager for all hours worked. Part-time employees will work scheduled hours (per department head). Any time worked in excess of scheduled hours, but less than 40 hours a week, will be paid at the assigned regular hourly rate and must be approved by appropriate department head or City Manager.

The following is a list of benefits, which part-time employees appointed provisionally are eligible to receive:

Workers Comp:	Yes
Unemployment:	Yes
Uniform:	Per Department

All part-time employees are encouraged to apply for full-time positions and in-house promotional opportunities for which they may qualify.

SECTION 12.02. Reserve Firefighters: All employees who are hired as reserves are not classified or placed in any of the City employee pay schedules. Instead, they will be given an hourly rate of pay.

Pay commences upon successful completion of Field Training by the Coalinga Fire Department.

Pay rates will be recommended by the Fire Chief and approved by the Personnel Officer and City Manager.

Uniform:	\$100 allowance and then \$100 allowance upon each anniversary date and recommendation of department head and approval of the City Manager, based on standard or above performance.
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All Reserves are encouraged to apply for full-time positions and in-house promotional opportunities for which they may qualify.

SECTION 12.03. Reserve Dispatchers: All employees who are hired to work part-time are not classified or placed in any of the City employee pay schedules. Instead, they will be given an hourly rate of pay.

Pay rates will be recommended by the Police Chief and approved by the Personnel Officer and City Manager.

Uniform: \$100 allowance and then \$100 allowance upon each anniversary date and recommendation of department head and approval of the City Manager, based on standard or above performance.

All part-time Dispatchers are encouraged to apply for full-time positions and in-house promotional opportunities for which they may qualify.

SECTION 12.04. Reserve Police Officers: All employees who are hired to work part-time are not classified or placed in any of the City employee pay schedules. Instead, they will be given an hourly rate of pay.

Pay commences upon successful completion of a Field Training Officer Program.

Pay rates will be recommended by the Police Chief and approved by the Personnel Officer and City Manager.

The following is a list of benefits which part-time paid Reserve Police Officers are eligible to receive:

Uniform: \$100 allowance upon completion of Field Training Program and then \$100 allowance upon each anniversary date from completion of Field Training Program and recommendation of department head and approval of the City Manager, based on standard or above performance.

All part-time Reserve Police Officers are encouraged to apply for full-time positions and in-house promotional opportunities for which they may qualify.

SECTION 12.05. Temporary Employees Appointed Provisionally: Temporary employees are not classified or placed on any of the employee pay schedules. Instead, they will be given an hourly rate determined by the department head with the approval of the City Manager for all hours worked. Temporary employees will work scheduled hours (per department head). Any time worked in excess of scheduled hours, but less than 40 hours a week, will be paid at the assigned regular hourly rate and must be approved by appropriate department head or City Manager.

The following is a list of benefits which temporary employees appointed provisionally are eligible to receive:

Uniform: Per Department

All temporary employees are encouraged to apply for full-time positions and in-house promotional opportunities for which they may qualify.

### **RULE XIII. METHOD OF FILLING VACANCIES**

SECTION 13.01. Appointment: After interview and investigation, the appointing power shall make appointments from among those certified, and shall immediately notify the Personnel Officer of the persons appointed. The person accepting appointment shall report to the Personnel Officer, or the Personnel Officer's designated representative, for processing on or before the date of appointment. If the applicant accepts the appointment and reports for duty within such period of time as the department head

shall prescribe, the applicant shall be deemed to be appointed; otherwise, the applicant shall be deemed to have declined the appointment.

SECTION 13.02. Certification of Eligible Individuals: If the Personnel Officer does not consider it in the City's best interest to fill the vacancy by reinstatement, transfer, or demotion, or if it is not possible to fill the vacancy by re-employment, certification shall be made from an appropriate employment list, provided eligible individuals are available.

When the department head requests a vacancy be filled by appointment from a promotional employment list or from an open employment list, the Personnel Officer shall certify from the specified list the names of all individuals willing to accept appointment. Whenever there are fewer than three names of individuals willing to accept appointment on a promotional employment list or on an appropriate employment list, the department head may make an appointment from among eligible individuals or may request the Personnel Officer establish a new list. When so requested, the Personnel Officer shall hold a new examination and establish a new employment list.

SECTION 13.03 Notice to Personnel Officer: If a vacancy in the competitive service is to be filled, the appointing power shall notify the Personnel Officer in the manner prescribed. If there is no re-employment list available for the class, the appointing power shall have the right to decide whether to fill the vacancy by reinstatement, transfer, demotion, appointment from a promotional employment list, or appointment from an appropriate employment list.

SECTION 13.04. Provisional Appointment: In the absence of there being names of individuals willing to accept appointment from appropriate appointment lists, a provisional appointment may be made by the department head of a person meeting the minimum training and experience qualifications for the position. Such an appointment may be made during the period of suspension, demotion, or discharge of an employee and such vacancy may be filled by the department head subject to the provisions of the ordinance and the Personnel Rules. A provisional employee may be removed at any time without the right of appeal or hearing. No provisional appointment shall exceed six (6) months.

A provisional appointee shall have no benefits other than those specifically enumerated herein. If a provisional appointee is selected for a full-time position with the City as a consequence of the normal recruitment process, the time served as a provisional appointee may be counted as time toward the satisfaction of the required probationary period.

No special credit shall be allowed in meeting any qualifications or in the giving of any test or the establishment of any open-competitive promotional lists, for service rendered under a provisional appointment.

SECTION 13.05. Types of Appointment: All vacancies in the competitive service shall be filled by promotion, transfer, demotion, re-employment, reinstatement, lateral entry or by a part-time employee who has special qualifications, training, or experience which, in the opinion of the Personnel Officer, exceeds the minimum qualifications at entry level for the position being sought; or from eligible employees certified by the Personnel Officer from an appropriate employment list, if available. In the absence of persons eligible for appointment in these ways, provisional appointments may be made in accordance with the Personnel Ordinance and these Personnel Rules.

## **RULE XIV. PERFORMANCE EVALUATIONS**

SECTION 14.01. Evaluation Report Schedule: Periodic performance evaluation reports are required for all employees who are either regular employees or probationary employees.

Evaluation reports are prepared according to the following schedule:

- (a) All regular employees: Once each year, according to anniversary date.
- (b) All probationary employees: Every three months throughout the probationary period.
- (c) Any employee who is due to receive a merit salary increase will be rated prior to the granting of the increase.
- (d) Any employee whose total performance evaluation is rated as unsatisfactory will be rated at least monthly.
- (e) Any employee whom the supervisor feels that, because of special performance problems, the employee should be rated more frequently.

The frequency of performance evaluations may vary depending upon length of service, job position, past performance, changes in job duties or recurring performance problems.

SECTION 14.02. Participants in the Evaluation Process:

- (a) The Rater: The supervisor is primarily responsible for translating the performance evaluation policy and process into play on a daily basis. The supervisor is directly responsible for training employees, developing their potential, and accomplishing the work of the unit. He/she must define the job and document all pertinent information related to the employees work performance. In addition, the supervisor must let employees know how well they are doing by discussing their work performance, not only when performance evaluations are due, but on a regular basis. In those instances where an employee is supervised by more than one supervisor, the performance evaluation should be written by the current supervisor, but should also include input from all other supervisors of the employee during the time period under review.
- (b) The Reviewer: The review function provides an opportunity for higher level managers to gain valuable insight into the supervisory capabilities of their subordinate managers. A thorough examination of performance evaluations prepared by subordinate managers can indicate to what degree they have internalized the philosophy and intentions of the department's performance evaluation policy. It can provide information on the supervisor's method of training, counseling, or disciplining employees, and indicate whether further supervisory training is needed.
- (c) The Employee: Characteristics being measured must be relevant to actual job duties.

To aid in the identification of relevant factors, a clear specification of job standards or goals must be developed and agreed upon.

Communication channels between the supervisor and employee must be open; the employee must be certain the rater has adequate knowledge of performance and of job-related problems.

SECTION 14.03. Purpose of Performance Evaluations: Performance evaluation is the process of determining how well employees do their jobs compared to a set of standards, and communicating that information to the employees.

Evaluation reports must be discussed with the employee privately and signed by the employee verifying the appraisal. The employee's signature does not indicate agreement with the report, only that the employee has read and discussed the report with the supervisor. If the employee disagrees with any part of the evaluation, the employee may comment on the evaluation or attach a supplement to the evaluation.

### **RULE XV. PROBATIONARY PERIOD**

SECTION 15.01. Objective of Probationary Period: The probationary period shall be regarded as a part of the testing process and shall be utilized for closely observing the employee's work and for securing the most effective adjustment of a new employee to his or her position.

SECTION 15.02. Regular Appointment Following Probationary Period: All original and promotional appointments shall be tentative and subject to a probationary period of not less than one year. After written notification, the department head/division head may extend such probationary period up to six (6) additional months. The probationary period shall commence from the date of appointment. In the event of illness or injury requiring absence from work, the number of days absent shall be added to the length of the probationary period.

The Personnel Officer shall notify the department head or division head of the probationer concerned two (2) to four (4) weeks prior to the termination of any probationary period. If the service of the probationary employee has been satisfactory to the department head/division head, then the department head/division head shall file with the Personnel Officer a statement in writing to such effect and stating that the retention of such employee in the service is desired. If such a statement is not filed, the employee will be deemed to be unsatisfactory and employment will be terminated at the expiration of the probationary period. Where a statement of satisfactory or unsatisfactory service has not been filed, the Personnel Officer shall serve notice of termination.

- (a) Every officer employed by the Police Department shall satisfactorily complete a probationary period of not less than twelve (12) months actual service. This requirement shall apply also to officers who enter the Police Department from another department of the City of Coalinga.

Every officer who is promoted or appointed to a higher position in the Police Department shall satisfactorily complete a probationary period of not less than twelve (12) months actual service.

- (b) All new employees entering the Fire Department shall satisfactorily complete a probationary period of not less than twelve (12) months. This requirement shall apply also to employees who enter the Fire Department from other City Departments.

Every employee in the Fire Department who is promoted to a higher position shall satisfactorily complete a probationary period of not less than twelve (12) months.

- (c) All General Employees entering into employment with the City of Coalinga shall satisfactorily complete a probationary period of not less than twelve (12) months. This requirement shall apply also to employees who transfer from one department to another into a different classification.

Every employee at the City who is promoted to a higher position shall satisfactorily complete a probationary period of not less than twelve (12) months.

- (d) All employees reclassified from one position to another within the same department shall not have to complete an additional probationary period so long as it is an actual reclassification and not a promotion.

SECTION 15.03. Rejection Following Promotion and Transfer: Any employee rejected during the probationary period following a promotional or transfer appointment, or at the conclusion of the probationary period by reason of failure of the department head to file a statement that his or her services have been satisfactory shall be reinstated to the position from which he was promoted or transferred unless charges are filed and he or she is discharged in the manner provided in these Personnel Rules for positions in the competitive service.

SECTION 15.04. Rejection of a Probationer: During the probationary period, a regular employee may be rejected at any time by the appointing power without cause and without the right of appeal, hearing, or any grievance procedure, unless otherwise required by law. Notification of rejection by the appointing authority department or division head shall be served on the probationer and copies filed with the City Manager and Personnel Officer.

## **RULE XVI. ATTENDANCE AND LEAVES**

The City may grant leaves of absence to employees in certain circumstances. It is important to request any leave in writing as far in advance as possible, to keep in touch with your supervisor and the Personnel Officer during your leave, and to give prompt notice if there is any change in your return date. If your leave expires and you have not contacted your supervisor or the Personnel Officer, it will be assumed that you do not plan to return and that you have terminated your employment. Upon return from a leave of absence, you will be credited with the full employment status which existed prior to the start of the leave.

SECTION 16.01. Annual Vacation Leave: Vacation shall be earned and granted according to current Memorandum of Understandings or Administrative Policy applicable to each employee in the Competitive Service.

New employees will be allowed to begin utilizing accrued vacation subject to approval of the department head and the City Manager.

The time at which regular employees shall take their vacations shall be determined in each case by the department head, due regard being given for the wishes of the employees, provided, however, that the wishes of the employee shall not be contrary to the best interests of the service.



Regular Employees may take vacation leave in the amount of days accumulated at the time of such leave. Provided that for good cause shown and upon prior approval of the department head, an employee may advance vacation in an amount not to exceed five (5) additional days. For purposes of computing annual vacation leave, a working day shall be considered as one-fifth of the number of working or duty hours in the established workweek. For purposes of computing annual vacation leave, a working day shall include all days used as vacation leave.

Vacation shall be granted according to the Memorandum of Understanding that exists between the City and the Association representing the employee.

Schedules for employee's vacation shall be prepared by each department head on an annual basis. When practical, employees will be scheduled for periods of leave based upon their preference and in order of length of tenure with the City. Any deviation from the schedule once prepared must be approved by the department head. Scheduled calendar dates for vacations may be transferred between employees within the same job classification with department head approval, however, vacation time shall not be transferred between employees in any manner that would increase or decrease the amount of vacation days allocated to each employee or incur overtime.

In the event one or more municipal holidays falls within an annual vacation leave, such holiday shall not be charged as vacation leave, and the vacation leave shall be extended accordingly if taken.

Vacation accruals are capped at an hourly maximum and vary by Memorandum of Understanding.

Employees who terminate employment, whether voluntarily or involuntarily, shall be paid in a lump sum for all accrued vacation leave earned prior to the effective date of termination; provided that vacation leave may not be taken without prior approval of the department head during the period following the employee's receipt of notice of intent to discharge the employee until final action has been taken pursuant to such notice.

#### SECTION 16.02.

Attendance: Employees shall be in attendance at their work site in accordance with the rules regarding hours of work, holidays, and leaves. All departments shall keep daily attendance records of employees which shall be reported to the Financial Services Director or his/her designee in the form and on the dates specified. Failure on the part of an employee, absent without leave, to return to duty within twenty-four (24) hours notice to return, shall be cause for immediate discharge, and such employee automatically waives all rights under the Personnel Rules.

The depositing in the United States mail of a First Class letter, postage paid, addressed to the employee's last known address shall be reasonable notice.

#### SECTION 16.03.

Bereavement Leave: Bereavement leave with pay shall be granted to all regular and probationary employees upon the death of a family member. Family members are defined to include husband, wife, father, mother, mother-in-law, father-in-law, brother, sister, brother-in-law, sister-in-law, stepfather, stepmother, aunt, uncle, children, stepchildren, grandmother, grandfather, grandchildren, or any relative living in the

same permanent residence as the employee. Such leave of absence is not to exceed three (3) days, or five (5) days if out-of-state travel is required except for non-clerical, non-exempt Fire Department employees. For these employees, bereavement leave shall be on a calendar day basis. However, an employee may use up to three (3) days of accrued sick leave in accordance with this Section in addition to bereavement leave.

SECTION 16.04. Holidays: Every employee in the competitive service, except members of the Police Department and Fire Department, who are required to be on duty, shall not be required to be on duty on holidays unless the employee's services are needed and required in the interests of the public health, safety, or general welfare, in which latter event any such employee shall be entitled to equivalent time and one half off at such time, as at the discretion of the department head, the employee's services are not needed or required.

When a holiday falls on a Saturday, the preceding Friday shall be observed. When a holiday falls on a Sunday, the following Monday shall be observed. If a holiday falls on an employee's regularly scheduled time off, equivalent time off shall be granted.

SECTION 16.05. Hours of Work: Except for safety employees whose workweek may vary, the normal work- week shall consist of forty (40) hours worked in a workweek and eighty (80) hours in a two week pay period. Shift work employees shall be granted five (5) working days of advance notice of changes in the scheduled shifts unless such change is due to illness or emergency. Notwithstanding the above, when public or operational necessity or efficiency of services are deemed by the City to require an other than normal workweek, workday, or work schedule, such will be prescribed by the City. Whenever there is a change in the existing workweek, work hours, or work schedule (except regularly scheduled shift changes) the City will advise the affected employee(s) of the reasons for the change. Nothing in this Section provides for or implies any additional compensation or benefit for work on another than normal workweek, workday, or work schedule.

The City reserves the right to institute a flexible or alternative workweek schedule. Recommendations for alternative workweek schedules shall be made to the Personnel Officer by the Department Head as deemed necessary. With approval from the City Manager, the Personnel Officer shall carry out all of the compliance duties for the implementation of the alternative work week schedule.

SECTION 16.06. Leave of Absence: The City Manager, in his/her unrestricted discretion, may grant a leave of absence without pay or gain in seniority for not to exceed three months. After three months, the leave of absence may be extended if so authorized. No such leave shall be granted except upon written request of the employee, setting forth the reason for the request, and the approval will be in writing. Upon expiration of a regularly approved leave or within a reasonable period of time after notice to return to duty, the employee shall be reinstated in the position held at the time leave was granted. Failure on the part of an employee on leave to report promptly at its expiration, or within a reasonable time after notice to return to duty shall be deemed to be discharged. The depositing in the United States mail of a first class letter, postage paid, addressed to the employee's last known place of address, shall be reasonable notice.

Department heads may grant a regular or probationary employee leave of absence without pay for not to exceed one calendar week. Such leave shall be reported to the Personnel Officer.

SECTION 16.07. Military Leave: The City of Coalinga grants leaves for uniformed service in compliance with all applicable federal and state laws. With exceptions and limitations, employees are entitled to reemployment and certain other benefits with the City of Coalinga during military service in accordance with applicable federal and state law.

Any employee who needs time off for uniformed service is to immediately notify his or her Department Head who will provide details regarding the leave with the assistance of the Personnel Officer.

If an employee is unable to provide notice prior to leaving for uniformed service, then a family member should notify his or her Department Head as soon as possible.

SECTION 16.08. Pregnancy-Related Disability Leave: An employee who is disabled because of pregnancy, childbirth, or a related medical condition is entitled to an unpaid pregnancy disability leave for up to four (4) months.

(a) Notice and Certification Requirements

1. Requests for pregnancy disability leave must be submitted in writing and must be approved by the employee's supervisor or department head before the leave begins. The request must be supported by a written certification from the attending physician stating that the employee is disabled from working due to pregnancy, childbirth or a related medical condition. The certification must state the expected duration of the disability and the expected date of return to work.
2. All leaves must be confirmed in writing, have an agreed-upon specific date of return, and be submitted to the department head prior to being taken. Requests for an extension of leave must be submitted in writing to the department head prior to the agreed date of return and must be supported by a written certification of the attending physician that the employee continues to be disabled due to pregnancy, childbirth, or a related medical condition. The maximum pregnancy disability leave is four (4) months.

(b) Compensation during Leave

Pregnancy disability leaves are without pay. However, the employee may first use accrued sick leave, vacation leave, and then any other accrued paid time off during the leave. If the employee receives State Disability Insurance (SDI), the employee may elect to submit the SDI payments to the payroll office to buy back sick hours.

(c) Benefits during Leave:

1. An employee on pregnancy disability leave may receive any group health insurance coverage that was provided before the leave on the same terms as provided to other employees. The City may recover premiums it paid to maintain health coverage, as provided by the family medical leave laws, if an employee does not return to work following pregnancy disability leave.

2. Sick and Vacation Leave Accrual: Sick leave and vacation leave do not accrue while an employee is on unpaid pregnancy disability leave.
- (d) Reinstatement:
1. Upon the expiration of pregnancy leave and the City's receipt of a written statement from the healthcare provider that the employee is fit to return to duty, the employee will be reinstated to her original or an equivalent position, so long as it was not eliminated for a legitimate business reason during the leave.
  2. If the employee's original position is no longer available, the employee will be assigned to an open position that is substantially similar in job content, status, pay, promotional opportunities, and geographic location as the employee's original position.
  3. If upon return from leave an employee is unable to perform the essential functions of her job because of a physical or mental disability, the City will initiate an interactive process with the employee in order to identify a potential reasonable accommodation.
  4. An employee who fails to return to work after the termination of her leave loses her reinstatement rights.

SECTION 16.09. Rest Periods: Rest periods will normally be provided to employees at the rate of fifteen (15) minutes for each four (4) hours worked. Further, except under unusual circumstances, rest periods will not be taken during the first or last hour of the workday. Since rest periods are paid time already, nothing in this section provides for or implies any additional compensation or benefit if a rest period is not received. The location at which such rest periods shall be taken may be determined by the appropriate department head or his or her designee.

SECTION 16.10. School Activities Leave: Any City employee who is a parent, guardian or grandparent having custody of one or more children in kindergarten or grades 1 through 12 or attending a licensed daycare facility shall be allowed up to forty (40) hours each school year, not to exceed eight (8) hours in any calendar month of the school year, without pay, to participate in activities of the school of their child. The employee must provide reasonable advance notice of the planned absence. The employee may be required to use vacation and or compensatory time off to cover the absence. The City may require the employee to provide documentation from the school as verification that the employee participated in school activities on a specific date and at a particular time. If both parents, guardians or grandparents having custody work for the agency at the same work site, only the first parent requesting will be entitled to leave under this provision.

SECTION 16.11. Sick Leave: Sick leave with pay shall be earned and granted according to current Administrative Policy applicable to each employee in the Competitive Service.

In accordance with California law, an employee may use one-half of their available annual accrual of sick leave for one of the following reasons:

- (a) For the employee's own diagnosis, care, or treatment of an existing health condition or preventative care; or

- (b) For the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including a child (including a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis), spouse or registered domestic partner, parent (including biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child), grandparent, or sibling.
- (c) To obtain relief or services related to being a victim of domestic violence, sexual assault, or stalking, as further defined under Section 6.16.

Any additional paid sick leave used by an employee in a calendar year beyond the use of one-half on their annual accrual of sick leave can only be used for the employee's own diagnosis, care, or treatment of an existing health condition or preventative care

For employees who are not in the competitive service, the City will provide each employee with 3 days or 24 hours, whichever is greater, of paid sick leave after 90 days of employment and at the beginning of each subsequent 12-month period. Any unused accrued paid sick leave does not carry over year to year. Sick leave may be used for the same reasons as described above for employees in the competitive service.

Sick leave shall not be considered as a right to be used at the employee's discretion. Abuse or misuse of an employee's sick leave privilege will not be tolerated by the City.

In order to receive compensation while absent on sick leave, the employee shall notify the immediate supervisor or the department head before the time set for beginning his/her daily duties, or as may be specified by the department head. In those situations which have rendered the employee incapable of reporting absence as specified above, the employee shall report at the earliest possible time. When absence is for more than three (3) working days, the employee will be required to submit medical evidence of illness and/or medical certification of fitness to return to work satisfactory to the Personnel Officer before sick pay will be given. If there is reason to believe that sick leave has been misused, medical evidence of illness may be required beginning with the first day of absence from work by the department head. Failure to produce medical evidence in this situation will result in loss of pay for the employee.

For purposes of computing sick leave, a workday shall be considered 1/5 of the number of working days or duty hours in the established workweek for each employee.

Sick leave shall be earned bi-weekly at the rate of twelve (12) days per calendar year during the period of July 1 through June 30 and also earned while on sick leave.

At termination, unused sick leave will be reimbursed based on the following schedule:

- (a) General and Fire: Employees who leave the City in good standing and who have completed ten (10) or more consecutive years of employment shall be paid for 25% accumulated sick leave up to a maximum of 160 hours at their then current rate.
- (b) Police: Employees leaving the City in good standing after completing ten (10) or more consecutive years of employment and having a sick leave balance that exceeds 640 hours will receive compensation for 10% or 110 hours, whichever is less. Additionally, any member who retires from the City service will receive compensation for 25% of their accumulated sick leave or 160 hours, whichever is less.

No payment shall be made for accumulated sick leave at the time of termination of employment for employees not subject to the above provisions.

An employee receiving temporary disability payments under the Workers' Compensation laws or California State Disability may use accumulated sick leave in order to continue to maintain regular income if Workers' Compensation or California State Disability payments are turned over to the City. However, all employees receiving other salaries in lieu of temporary disability payments pursuant to Section 4850 of the Labor Code are entitled to accumulate sick leave during such periods of disability.

When accumulated sick leave is exhausted, the employee's pay shall terminate until such time as the employee returns to work. However, an employee with vacation credits may, upon written request to the Administrative Services Director and approval of the department head, use all or any part of accrued vacation credits as sick leave with pay until the accumulated vacation credits are exhausted. The Personnel Officer may grant a leave of absence without pay for the duration of the illness. The City may also require employees to use accumulated leaves before an employee goes into an unpaid status.

Time used for sick leave is included in determining the length of an employee's continuous service with the City and any entitlement to any employee benefit dependent upon the employee's length of continuous service.

SECTION 16.12. Witness and Jury Duty: The City encourages employees to serve on jury selection or jury duty when called. Every classified employee of the City who is called or required to serve as a trial juror or as a witness under subpoena shall be entitled to be absent from duty with the City during the period of such service or while necessarily being present in court as a result of such call. Under such circumstances, the employee shall be paid the difference between any payment received (except travel pay) for such duty and regular salary.

The employee should notify his/her supervisor of the need for time off for jury duty as soon as a notice or summons from the court is received. The employee may be requested to provide written verification from the court clerk of having served.

SECTION 16.13. Kin Care: Employees may, in a calendar year, use up to one-half their annually accrued sick leave to attend to ill child, parent, or spouse. For the purposes of this section:

A child is defined as a biological, foster or adopted child, stepchild or a legal ward. A child also may be someone the employee has accepted the duties and responsibilities for raising, even if he/she is not the employee's legal child.

A parent is the employee's biological, foster, or adoptive parent, stepparent or legal guardian.

A spouse is the employee's legal spouse according to the laws of California. There is no 'common law' spouse in the state of California.

#### SECTION 16.14

Leave Donation: The City of Coalinga shall allow full-time employees to transfer accumulated sick leave, sick leave incentive, vacation, compensation time or holiday time, on a voluntary basis, to another full-time employee of the City who has exhausted his/her accumulated sick leave, sick leave incentive, vacation, compensation time and holiday time due to non-job related long-term illness or for any qualifying event under Family Care Leave (Personnel System Rules, Section 16.19), providing the receiving employee began his/her long term illness, catastrophic illness or qualifying event under Family Care Leave with an accumulated sick leave and/or vacation balance of one hundred twenty (120) hours (3 weeks). Employees who do not have the required accumulated sick leave and/or vacation balance of 120 hours may not receive donated sick leave or sick leave incentive under this policy but may still receive donated vacation, compensatory time off, and holiday time provided they do not have a documented history of sick leave abuse. However, at the discretion of the City Manager, an employee who does not qualify for Family Care Leave or who has less than 120 hours of sick leave may receive vacation donations to bond with a new born child within the first 12 months of the child's birth.

Employees may donate from their accrued vacation, compensation time, holiday time or sick leave incentive without reservation. Employees may donate from their accrued sick leave as follows:

- (a) Employees with more than two years service may donate a maximum of all of their accrued sick leave exceeding one hundred twenty (120) hours.
- (b) Employees with less than two years service may donate a maximum of all their accrued sick leave exceeding 66% of the sick leave they have earned since being employed
- (c) Employees who do not have any accrued vacation, compensation time, holiday time or sick leave incentive may donate up to 8 hours of accrued sick leave provided they have an accrued sick leave balance of at least 16 hours after the donation. This 8-hour donation may only be made once every three months.

Employees may offer to donate up to 120 hours at a time by filling out a "Leave Donation Authorization Form. When all hours designated for donation by an employee have been utilized, the employee may offer to donate up to another 120 hours if the employee has hours available that meet the required criteria.

Any donated time, whether sick leave, sick leave incentive, vacation, compensation time or holiday time shall be considered to be sick leave for the

recipient and paid as such. Employees meeting the above criteria that are recipients of donated time shall be considered to be on unpaid medical leave of absence and, as such, shall not accrue any sick leave, vacation hours, or holiday hours based solely on the time donated during the period when the employee is using donated time.

The value (dollar amount) of the time donated shall be converted to the value (dollar amount) of the recipients' hourly wage. The Personnel Officer will maintain a list of employees who have offered to donate time to another employee and will utilize donated leave equally (in eight hour increments) from among all employees who have offered to donate time in order of first offered, first used. The Personnel Office will notify employees when their donated time has been used utilizing Record of Use of Donated Leave Form. When the receiving employee no longer qualifies to receive donated leave, any time not used will be returned to the donating employee.

It is the responsibility of individual employees or employee organizations to canvass other employees for the donation of time. It is emphasized that donations are solely voluntary, and coercion of fellow employees to donate is a violation of City policy.

Any City employee or employee organization can request that another employee become eligible for receipt of donated time. The following procedures will be used:

- (a) A written request will be submitted to the Personnel Officer using the City of Coalinga Leave Donation Eligibility Request Form. Proper justification for why the employee is eligible to receive donated time must be verified by the employee's supervisor and included on the form. The Leave Donation Eligibility Request Form will only be valid for 90 days. If the qualifying condition still exists after 90 days, another form must be processed for continued utilization of this program.
- (b) The Department Head and Personnel Officer will review the written request and make recommendations for approval or denial to the City Manager.
- (c) The City Manager, or his designated representative, shall approve or deny the written request according to the provisions included herein.
- (d) When the written request is approved, the Personnel Officer will notify all department heads and bargaining unit presidents of the name of the qualified recipient and the effective dates for contribution. Leave Donation Authorization Forms may be obtained from the Personnel Office for employee use.
- (e) Leave Donation Authorization Forms should be delivered to the Personnel Officer. When time is to be donated, Leave Donation Authorization Forms must be received by the Personnel Office at least five (5) work days prior to the day timecards are due for the payday for which time is to be donated.
- (f) All donated leave will be removed from the records of the donating individual immediately after the donation is approved. Donated leave will be transferred to the recipient's records as it is needed. The use of donated leave will be



recorded on the Record of Use of Donated Leave Form. Any donated leave that is not used by the recipient will be returned to the donor after the recipient is no longer qualified to use donated leave. A copy of the Record of Use of Donated Leave form will be provided to the donating individuals when all leave has been used or the recipient no longer qualifies to receive donated leave.

SECTION 16.15. Workweek: Employees of the City of Coalinga are paid bi-weekly. In order to comply with the Fair Labor Standards Act, the established workweek for the purposes of overtime calculation and payroll processing will begin each calendar Monday and end each calendar Sunday unless otherwise provide by regulations of the Fair Labor Standards Act.

SECTION 16.16. Domestic Violence/Sexual Assault Leave: An employee who is a victim of domestic violence or a victim of sexual assault may take time off work to attend to any of the following:

1. To seek medical attention for injuries caused by domestic violence or sexual assault.
2. To obtain services from a domestic violence shelter program, or rape crisis center as a result of domestic violence or sexual assault; or
3. To obtain psychological counseling related to an experience of domestic violence or sexual assault; or
4. To participate in safety planning and take other actions to increase safety from future domestic violence or sexual assault, including temporary or permanent relocation.

As a condition of taking time off, the employee shall give the employer reasonable advance notice of the employee's intention to take time off, unless advance notice is not feasible. When an unscheduled absence occurs, no adverse action will be taken if the employee, within a reasonable time after the absence, provides certification in the form of:

1. A police report indicating that he or she was a victim of domestic violence or sexual assault; or
2. A court order protecting or separating the employee from the perpetrator of an act of domestic violence or sexual assault, or other evidence from the court or prosecuting attorney that the employee has appeared in court; or
3. Documentation from a medical professional, domestic violence advocate or advocate for victims of sexual assault, health care provider, or counselor that he or she was undergoing treatment for physical or mental injuries or abuse resulting in victimization from an act of domestic violence or sexual assault.

Employees shall utilize existing vacation or compensatory time off for purposes of the planned absence authorized by this section. If there is no accrued vacation or compensatory time off, employees will request leave without pay, however, this does not create a right for an employee to take unpaid leave exceeding what is provided for

in the federal Family and Medical Leave Act of 1993 or the California Family Medical Leave Act.

As required by law, the confidentiality of employees who request time off for any of the above reasons shall be maintained.

SECTION 16.17      Time Off to Vote: If an employee does not have sufficient time outside of working hours to vote at a statewide election, the employee may take up to two (2) hours off without loss of pay at the beginning or end of the regular working shift, whichever allows the most free time for voting and the least time off from the regular working shift, unless otherwise mutually agreed. Prior approval 48 hours before the leave for this time off by the employee's supervisor is required.

SECTION 16.18      Administrative Leave: The City has the right to place an employee on leave at any time with full pay. An employee may be placed on administrative leave pending investigation of misconduct, potential disciplinary action, or other reasons that the Personnel Officer, in his/her discretion, believes warrant such leave. The employee has no right to appeal if placed on administrative leave.

SECTION 16.19      Family and Medical Care Leave:

I. Policy: To the extent not already provided for under current leave policies and provisions, the City of Coalinga will provide family and medical care leave for eligible employees as required by state and federal law. The following provisions set forth certain of the rights and obligations with respect to such leave. Rights and obligations which are not specifically set forth below are set forth in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (FMLA), and the regulations of the California Family Rights Act (CFRA). Unless otherwise provided by this article, "Leave" under this article shall mean leave pursuant to the FMLA and CFRA.

II. Definitions:

- A. "12-Month Period" means a rolling 12-month period measured backward from the date leave is taken and continuous with each additional leave day taken.
- B. "Child" means a child under 18 years of age, or 18 years of age or older who is incapable of self care because of a mental or physical disability. An employee's child is one whom the employee has actual day-to-day responsibility for care and includes a biological, adopted, foster, or step-child.

A child is "incapable of self care" if he/she requires active assistance or supervision to provide daily self care in three or more of the activities of daily living or instrumental activities of daily living, such as, caring for grooming and hygiene, bathing, dressing and eating, cooking, cleaning, shopping, taking public transportation, paying bills, maintaining a residence, using telephones and directories, etc.

- C. "Parent" means the biological parent of any employee or an individual who stands or stood in loco parentis (in place of parent) to an employee when the employee was a child. This term does not include parents-in-law.

- D. "Spouse" means a husband or wife as defined or recognized under California State law for purposes of marriage.
- E. "Domestic Partner" as defined by Family Code §§ 297 and 299.2, shall have the same meaning as "Spouse" for purposes of CFRA leave.
- F. "Serious Health Condition" means an illness, injury, impairment, or physical or mental condition that involves:
  - 1. Inpatient Care in a hospital, hospice, or residential medical care facility, including any period of incapacity; or
  - 2. Continuing treatment by a healthcare provider: A serious health condition involving continuing treatment by a healthcare provider includes any one or more of the following:
    - a. A period of incapacity due to serious health condition of more than three consecutive calendar days, and any subsequent treatment for a period of incapacity relating to the same condition, that also involves:
      - i) Treatment two or more times by a healthcare provider, by a nurse or physician's assistant under direct supervision by a healthcare provider, or by a provider of healthcare services under orders of, or on referral by a healthcare provider; or
      - ii) Treatment by a healthcare provider on at least one occasion which results in a regimen of continuing treatment under the supervision of the healthcare provider. This includes, for example, a course of prescription medication or therapy requiring special equipment to resolve or alleviate the health condition. If the medication is over the counter, and can be initiated without a visit to a healthcare provider, it does not constitute a regimen of continuing treatment.
    - b. Any period of incapacity due to pregnancy or for prenatal care. (This entitlement applies only to FMLA leave not CFRA leave. Under California law, an employee disabled by pregnancy is entitled to Pregnancy Disability Leave.)
    - c. Any period of incapacity which is permanent or long term due to a chronic serious health condition. A chronic serious health condition is one which:
      - i) Requires periodic visits for treatment by a healthcare provider, or by a nurse or physician's assistant under direct supervision of a healthcare provider;
      - ii) Continues over an extended period of time; and

- iii) May cause episodic rather than a continuing period of incapacity. Absences for such capacity qualify for leave even if the absence lasts only one day.
- d. A period of incapacity which is permanent or long term due to a condition for which treatment may not be effective. The employee or family member must be under the continuing supervision of, but need not be receiving active treatment by, a healthcare provider.
- e. Any period of absence to receive multiple treatments, including any period of recovery there from, by a healthcare provider or by a provider of healthcare services under order of, or on referral by, a healthcare provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment.

G. "Healthcare Provider" means:

- 1. A doctor of medicine or osteopathy who is authorized to practice medicine or surgery by the State of California.
- 2. Individuals duly licensed as a physician, surgeon, or osteopathic physician or surgeon in another state or jurisdiction, including another country, who directly treats or supervises treatment of a serious health condition;
- 3. Podiatrists, dentists, clinical psychologists, optometrists, and chiropractors (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by X-ray to exist) authorized to practice in California and performing within the scope of their practice as defined under California State law;
- 4. Nurse practitioners and nurse-midwives and clinical social workers who are authorized to practice under California State law and who are performing within the scope of their practice as defined under California State law;
- 5. Christian Science practitioners listed with the First Church of Christ, Scientist in Boston Massachusetts; and
- 6. Any healthcare provider from whom an employer or group health plan's benefits manager will accept certification as the existence of a serious health condition to substantiate a claim for benefits.

H. "Active Duty" means a duty under a call to order of active, retired, reserves, or National Guard members of the United States Armed Forces by law or any other provision of law during a war or national emergency declared by the President or Congress.

- I. "Contingency Operation" means a military operation that is (1) designated by the Secretary of Defense as an operation in which members of the United States Armed Forces are or may become involved in military actions, operations, or hostilities against an enemy of the United States or against opposing military force; or (2) that results in the call to order of active duty members of the United States Armed Forces by law or any other provision of law during war or national emergency declared by the President or Congress.
- J. "Covered Service Member" means a member of the United States Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, in otherwise outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness.
- K. "Outpatient Status" means the status of a member of the United States Armed Forces assigned to: (1) a military medical treatment facility as an outpatient; or (2) a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.
- L. "Next of Kin" means the nearest blood relative of an injured service member.
- M. "Serious Injury or Illness" means an injury or illness incurred by a member of the Armed Forces in the line of duty on active duty that may render the member medically unfit to perform the duties of the member's office, grade, rank, or rating.

### III. Reasons for Leave

Leave is only permitted for the following reasons:

- 1. The birth of a child or to care for a newborn of an employee;
- 2. The placement of a child with an employee in connection with the adoption or foster care of a child;
- 3. Leave to care for a child, parent, spouse, or domestic partner who has a serious health condition;
- 4. Leave because of a serious health condition that makes the employee unable to perform the functions of his/her position;
- 5. Leave for "qualifying exigency" may be taken arising out of the fact that an employee's spouse, son, daughter, or parent is called to active military duty or has been notified of an impending call or order to active duty in support of a contingency operation involving the United States Armed Forces; or
- 6. Leave to care for a spouse, son, daughter, parent, or "next of kin" service member of the United States Armed Forces who has a

serious injury or illness incurred in the line of duty while on active military leave.

#### IV. Employees Eligible for Leave

An employee is eligible for leave if the employee:

1. Has been employed for at least 12 months; and
2. Has worked at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave.

#### V. Amount of Leave

Eligible employees are entitled to a total of 12 workweeks (or 26 workweeks to care for an injured service member) of leave during any 12-month period.

##### A. Minimum Duration of Leave

If leave is requested for the birth, adoption or foster care placement of a child of the employee, leave must be concluded within one year of the birth or placement of the child. In addition, the basic minimum duration of such leave is two weeks. However, an employee is entitled to baby bonding leave for at least one day, but less than two weeks duration on any two occasions.

If leave is requested to care for a child, parent, spouse or the employee him/herself with a serious health condition, there is no minimum amount of leave that must be taken. However, the notice and medical certification provisions of this policy must be complied with.

##### B. Spouses Both Employed by the City of Coalinga

In any case in which a husband and wife both employed by the City of Coalinga are entitled to leave, the aggregate number of workweeks of leave to which both may be entitled may be limited to 12 workweeks during any 12-month period if leave is taken for the birth or placement for adoption or foster care of the employee's child, including by bonding leave.

In any case in which a husband and wife both employed by the City of Coalinga are entitled to leave, the aggregate number of workweeks of leave to which both may be entitled may be limited to 26 workweeks during any 12-month period if leave is taken to care for an injured service member.

Except as noted above, this limitation does not apply to any other type of leave under this policy.

## VI. Employee Benefits While on Leave

Leave under this policy is unpaid, however, employees may elect to use accrued vacation, sick, and compensatory leave. While on leave, employees will continue to be covered by the City of Coalinga's group health insurance to the same extent that coverage is provided while the employee is on the job. However, employees are responsible for any shared costs they may have for coverage elected beyond the standard group health insurance once accrued leaves have been exhausted. Payments are due to the City at the same time they would have been made through a payroll deduction. If any monthly contributions required under this section are not received within thirty (30) days of their due date, the City may discontinue said benefit(s). If the City elects to provide the employee's contributions, the City may recover all contributions made on the employee's behalf when the employee returns from family leave. Employee contribution rates are subject to any change in rates that occurs while the employee is on leave.

An employee has the right to discontinue health insurance coverage for a spouse and/or any dependents as well as any other benefits offered or sponsored by the City to which the employee is required to make a monthly contribution so long as the discontinuance does not violate a court order.

If an employee fails to return to work after his/her leave entitlement has been exhausted or expires, the City of Coalinga shall have the right to recover its share of health plan premiums for the entire leave period, unless the employee does not return because of the continuation, recurrence, or onset of a serious health condition of the employee or his/her family member which would entitle the employee to leave, or because of circumstances beyond the employee's control. The City of Coalinga shall have the right to recover premiums through deduction from any sums due the City of Coalinga, such as, unpaid wages, vacation pay, etc.

## VII. Substitution of Paid Accrued Leave

While on leave under this policy, as set forth herein, an employee may elect to concurrently use paid accrued leaves. Similarly, the City of Coalinga may require an employee to concurrently use paid accrued leaves after requesting FMLA and/or CFRA leave, and may also require an employee to use family and medical care leave concurrently with a non-FMLA/CFRA leave which is FMLA/CFRA qualifying.

### A. Employee's Right to use Paid Accrued Leaves Concurrently With Family Leave

Where an employee has earned or accrued paid vacation, administrative leave, or compensatory time, or sick leave, that paid leave may be substituted for all or part of any otherwise unpaid leave under this policy.

### B. City of Coalinga's Right to Require an Employee to use Paid Leave when using FMLA/CFRA Leave

Employees must exhaust their accrued leaves concurrently with FMLA/CFRA leave to the same extent that employees have the right to use their accrued leaves concurrently with the exception that

employees are not required to use accrued compensatory time earned in lieu of overtime earned pursuant to the Fair Labor and Standards Act.

C, City of Coalinga's Right to Require an Employee to Exhaust FMLA/CFRA Leaves Concurrently with other Leaves

If an employee takes a leave of absence for any reason which is FMLA/CFRA qualifying, the City may designate that non-FMLA/CFRA leave as running concurrently with the employee's 12-week FMLA/CFRA leave entitlement. The only exception is for peace officers and firefighters who are on leave pursuant to Labor Code § 4850.

D. The City of Coalinga and the Employee's Rights if an Employee Requests Accrued Leave without Mentioning Either the FMLA or CFRA

If an employee requests to utilize accrued vacation leave or other accrued paid time off without reference to a FMLA/CFRA qualifying purpose, the City of Coalinga may not ask the employee if the leave is for a FMLA/CFRA qualifying purpose. However, if the City denies the employee's request and the employee provides information that the requested time off is for a FMLA/CFRA qualifying purpose, the City may inquire further into the reason for the absence. If the reason is FMLA/CFRA qualifying, the City may require the employee to exhaust accrued leave as described above.

#### VIII. Medical Certification

Employees who request leave for their own serious health condition or to care for a child, parent or spouse who has a serious health condition must provide written certification from the healthcare provider of the individual requiring care.

If the leave is requested because of the employee's own serious health condition, the certification must include a statement that the employee is unable to work at all or is unable to perform the essential functions of his/her position.

Employees who request leave to care for an injured service member who is a child, spouse, parent, or "next of kin" of the employee must provide written certification from a healthcare provider regarding the injured service member's serious injury or illness.

A. Time to Provide Certification

When an employee's leave is foreseeable and at least 30 days notice has been provided, if a medical certification is requested, the employee must provide it before the leave begins. When it is not possible, the employee must provide the requested certification to the City within the timeframe requested by the City, unless it is not practicable under the particular circumstances to do so despite the employee's diligent, good faith efforts.



B. Consequences for Failure to Provide an Adequate or Timely Certification

If an employee provides an incomplete medical certification, the employee will be given a reasonable opportunity to cure any such deficiency.

However, if an employee fails to provide a medical certification within the timeframe established by this policy, the City may delay the taking of FMLA/CFRA leave until the certification is provided.

The City has the right to deny FMLA/CFRA leave retroactively.

C. Recertification

If the City has reason to doubt the validity of a certification, the City may require a medical opinion of a second healthcare provider chosen and paid for by the City. If the second opinion is different from the first, the City may require the opinion of a third provider jointly approved by the City and the employee, but paid for by the City. The opinion of the third provider will be binding. An employee may request a copy of the healthcare provider's opinions when there is recertification.

D. Intermittent Leave or Leave on a Reduced Leave Schedule

If an employee requests leave intermittently or on a reduced leave schedule, the employee must provide certification that such leave is medically necessary.

IX. Employee Notice of Leave

Although the City recognizes that emergencies arise which may require employees to request immediate leave, employees are required to give as much notice as possible of their need for leave. If leave is foreseeable, at least 30 days' notice is required. In addition, if an employee knows that he/she will need leave in the future, but does not know the exact date(s), the employee shall inform his/her supervisor as soon as possible that such leave will be needed. Such notice may be given orally. If the City determines that an employee's notice is inadequate or the employee knew about the requested leave in advance of the request, the City may delay the granting of the leave until it can, in its discretion, adequately cover the position.

X. Reinstatement Upon Return from Leave

A. Right to Reinstatement

Upon expiration of leave, an employee is entitled to be reinstated to the position of employment held when the leave commenced, or to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment. Employees have no greater rights to reinstatement, benefits and other conditions of

employment than if the employee had been continuously employed during the FMLA/CFRA period.

B. Employee's Obligation to Periodically Report on His/Her Condition

Employee may be required to periodically report on their status and intent to return to work. This will avoid any delays to reinstatement when the employee is ready to return.

C. Fitness-for-Duty Certification

As a condition of reinstatement of an employee whose leave was due to the employee's own serious health condition, which made the employee unable to perform his/her job, the employee must obtain and present a fitness-for-duty certification from the healthcare provider that the employee is able to resume work. Failure to provide such certification will result in denial of reinstatement.

The City may require a medical opinion of a second healthcare provider chosen and paid for by the City.

D. Reinstatement of "Key Employees"

The City may deny reinstatement to a "key" employee if such denial is necessary to prevent substantial and grievous economic injury to the operations of the City, and the employee is notified of the City's intent to deny reinstatement on such basis at the time the employer determines that such injury would occur.

#### XI. Required Forms

Employees must complete the following forms in connection with leave under this policy:

1. Request for Family Medical Leave Form
2. Medical certification form if the leave is for the employee's own serious health condition or for the serious health condition of a child, parent, spouse, or domestic partner;
3. Authorization for payroll deductions for benefit plan coverage continuation; and
4. Fitness-for-duty to return from leave form; and
5. Authorization for release of medical information.

#### XII. Disclaimer

The City has the right to modify this policy at any time in accordance with state and federal law updates.

## **RULE XVII. PAY ADJUSTMENT**

SECTION 17.01. Advancement: No salary advancement shall be made so as to exceed any maximum rate established in the compensation plan for the class to which the advanced employee's position is allocated. Advancement shall not be automatic but shall depend upon increased service value of an employee to the City as exemplified by recommendations of the immediate supervisor, length of service, performance, record, special training undertaken, or other pertinent evidence within the advancement policy established by the pay plan.

An employee who is promoted from one class to another class that is allocated to a higher salary range shall receive no less than the equivalent of a five percent increase in the class to which the employee is promoted.

SECTION 17.02. Application of Rates: Employees occupying a position in the competitive service shall be paid a salary or wages established for that position's class under the compensation plan as provided by Rule VIII. The minimum rate, if provided, for the class generally shall apply to employees upon original appointment. However, the City Manager may, when circumstances warrant, authorize original appointment or reinstatement at other than the minimum rate.

## **RULE XVIII. TERMINATION, DEMOTION, PROMOTION, REINSTATEMENT, TRANSFER, SUSPENSION AND ADMINISTRATIVE LEAVE**

SECTION 18.01. Termination: The City Manager, upon the recommendation of the department head or division head, shall have the authority to terminate any regular employee for cause in accordance with procedures contained in the Personnel System Rules. Whenever it is the intention of the department head or division head to terminate a regular employee in the competitive service, the Personnel Officer shall be notified. Disciplinary termination action shall be taken in accordance with Section 21.

SECTION 18.02. Demotion: The appropriate department head or division head, with the approval of the City Manager or Personnel Officer, may demote an employee whose ability to perform the required duties falls below standard, or for disciplinary purposes. Upon request of the employee, and with the consent of the department head or division head, a demotion may be made to a vacant position. No employee shall be demoted to a position for which the employee does not possess the minimum qualifications. Written notice pursuant to Section 21.02 shall be given to any employee before the effective date of the disciplinary action.

SECTION 18.03. Promotion: Insofar as consistent with the best interests of the service, all vacancies in the competitive service shall be filled by promotion from within the competitive service, after a promotional examination has been given and a promotional list established.

If, in the opinion of the Personnel Officer, it is in the best interest of the municipal service, a vacancy in the position may be filled by an open-competitive examination instead of promotional examination, in which event, the Personnel Officer shall arrange for an open, competitive examination and for the preparation and certification of an open, competitive employment list.

SECTION 18.04. Reinstatement: With the approval of the appointing power, a regular employee or probationary employee who has completed at least six (6) months of probationary service, and who has resigned with a good record, may be reinstated within two (2) years of the effective date of the resignation, to a vacant position in the same or comparable class. Upon reinstatement, the employee shall be subject to the probationary period prescribed for the class. No credit for former employment shall be granted in computing salary, vacation, sick leave, or other benefits except on the specific recommendation of the appointing authority at time of reinstatement.

SECTION 18.05. Transfer: No person shall be transferred to a position for which that person does not possess the minimum qualifications. Upon notice to the Personnel Officer, an employee may be transferred by the appointing power or designee at any time from one position to another position in a comparable class. For transfer purposes, a comparable class is one with the same maximum salary, involves the performance of similar duties, and requires substantially the same basic qualifications.

If the transfer involves a change from one department to another, both department heads or division heads must consent thereto unless the City Manager orders the transfer. Transfer shall not be used to effectuate a promotion, demotion, advancement, or reduction, each of which may be accomplished only as provided in the Personnel Ordinance or these Rules.

SECTION 18.06. Suspension: The department head or division head, with the approval of the City Manager or Personnel Officer, may suspend, with or without pay, an employee from a position at any time for a disciplinary purpose. Suspension without pay shall not exceed thirty (30) calendar days. Department heads or division heads may suspend a subordinate employee for not more than three (3) working days at any one time without approval of the City Manager or Personnel Officer, and not more than once in a thirty (30) calendar day period without approval of the Personnel Officer. Police Department, Fire Department, and Claremont Custody Center disciplinary actions will be administered in accordance with these Rules. Written notice in accordance with Section 21.02 shall be given to an employee before the effective date of the proposed disciplinary action.

SECTION 18.07. Administrative Leave: Notwithstanding the provisions of this Rule, upon the recommendation of the Personnel Officer, the City Manager may approve the temporary assignment of an employee to a status of leave with pay pending conduct or completion of such investigations or opportunity to respond as may be required to determine if disciplinary action is to be taken.

## **RULE XIX. EMPLOYEE GRIEVANCE PROCEDURE**

SECTION 19.01. Unless otherwise specified in a memorandum of understanding, the following is the City's grievance procedure for City employees:

Policy: The goal of this grievance procedure is to make every reasonable effort to resolve applicable complaints as near as possible to the point of origin.

SECTION 19.02. Eligibility to File a Grievance: A grievant is a regular employee who is personally affected by an act or omission that occurred no more than ten (10) calendar days prior to the initiation of the grievance, provided that the act or omission comes within the definition of "grievance" as defined below.

SECTION 19.03. Definition of a "Grievance": Subject to the exclusions listed in this Policy, a grievance is defined as any dispute that: (1) is job-related, (2) is wholly or partially within the province of the City to rectify or remedy, (3) concerns terms and conditions of employment, (4) involves the interpretation, application, or alleged violation of these Policies or a current Memorandum of Understanding (MOU) between the City and a recognized employee organization representing City employees, and (5) is not subject to any other City dispute resolution process or procedure that is provided by statute, ordinance, resolution or agreement.

SECTION 19.04. Exclusions from the Grievance Procedure:

The following matters are excluded from the definition of "grievance":

1. Requests for changes in wages, hours, or working conditions, including any impasse or dispute in the meet and confer process or matter within the scope of representation;
2. Requests for changes in the content of employee evaluations or performance reviews, oral or written warnings, reprimands, or counseling memos;
3. Challenges to the decision to reclassify, layoff, transfer, deny reinstatement, or deny a step or merit increase;
4. Challenges to any disciplinary action; and
5. Challenges to examinations or the appointment to positions.

SECTION 19.05. Grievance Procedure:

The grievance procedure has the following four (4) steps. Failure at any step of this procedure to communicate the decision on a grievance shall permit the employee to proceed to the next step:

1. Step 1: Informal Discussion  
Within ten (10) calendar days of the occurrence of the act(s) that constitute the grievance, an employee shall discuss the grievance with his/her immediate supervisor who will investigate and attempt to resolve the matter. The supervisor will give the employee an oral reply within ten (10) calendar days after the discussion. If the employee is not satisfied with the reply, he/she may proceed to Step 2.
2. Step 2: Formal Discussion  
Any grievance not resolved at Step 1 may be submitted in writing to the immediate supervisor no later than ten (10) calendar days after the date of the supervisor's oral reply. The written grievance must identify all of the following:
  - a. Fully describe how the grievant is/was adversely affected by a specific act or omission which gave rise to the alleged violation, misinterpretation, or misapplication;

- b. Identify the specific provision of these Policies or an applicable MOU that was allegedly violated, misinterpreted, or misapplied;
- c. The date or dates on which the violation, misinterpretation, or misapplication allegedly occurred;
- d. The documents, witnesses or other evidence that support the grievance;
- e. The desired solution or remedy;
- f. The signature and identification of the grievant; and
- g. The person, if any, the grievant has chosen to be his/her representative.

The supervisor will provide the employee with a written response within ten (10) calendar days of receiving the grievance.

3. Step 3: Department Head

Any grievance not resolved at Step 2 may be submitted in writing to the department head no later than ten (10) calendar days after the date of the immediate supervisor's written reply. The grievant shall provide the department head with copies of the Step 2 response. Within ten (10) calendar days thereafter, the department head, may in his or her discretion, schedule a meeting with the grievant for the purpose of giving the parties the opportunity to resolve the grievance. The department head will give the grievant a written reply within ten (10) calendar days after receipt of the written grievance, or the meeting, whichever occurs later, and will file a copy in the grievance file. If the grievant is not satisfied with the response, he/she may proceed to Step 4.

4. Step 4: City Manager

Any grievance not resolved at Step 3 may be submitted in writing no later than ten (10) calendar days after the date of the department head's written reply. The grievant shall provide the City Manager with copies of the Step 2 and Step 3 responses. Within ten (10) calendar days thereafter, the City Manager may, at his or her discretion, schedule a meeting with the grievant to discuss the matter. After consideration of the facts and an investigation, if the City Manager deems necessary, he or she will give his or her written decision to the grievant.

5. City Manager's Decision on Grievance:

The decision of the City Manager will be final and binding. The City Manager's decision will be limited as follows:

- a. The decision shall neither add to, detract from, nor modify the language of these Policies or any applicable MOU.
- b. The decision shall be confined to the precise issue(s) the grievance has raised and that the grievant has submitted.
- c. Any monetary award in favor of the grievant may not exceed wages or benefits that the grievant has actually lost as a result of the matters alleged

in the grievance. In no event shall any grievance award include any compensatory damages or attorneys' fees.

SECTION 19.06. Settlement of Grievance: Any grievance will be deemed settled when it is not appealed to the next step within the specified time limit, unless an extension of time to a definite date has been mutually agreed upon in writing. Any grievance that the grievant fails to timely move to the next step shall be deemed resolved on the basis of last disposition.

SECTION 19.07. Representation: An employee may have a representative of his or her choice present at all stages of the grievance procedure, except that no one may be represented by an employee he or she supervises, and no employee may be represented by his or her supervisor or department head. If the employee's representative is a fellow employee, that employee will receive time off from his or her work assignment for the time of the grievance meeting or hearing plus reasonable travel time. Forty-eight hours prior to the grievance meeting, the employee shall inform the immediate supervisor, department head or City Manager whether he or she shall be represented at the grievance meeting and shall identify the representative.

SECTION 19.08. No Retribution: An employee shall not be penalized for using this procedure.

SECTION 19.09. Withdrawal: A grievant may withdraw any grievance at any time, without prejudice, by giving written notice to the City representative who last took action on the grievance, and by providing a copy of the notice to the Personnel Officer.

SECTION 19.10. Resubmission: Upon consent of the person hearing the grievance and the grievant, a grievance may be resubmitted to a lower step in the grievance procedure for reconsideration.

SECTION 19.11. Disclaimer: If an employee is given an order that he or she wishes to grieve, the employee must first comply with the order and file a grievance later, unless the employee reasonably believes that the assignment endangers the health or safety of the employee or others or if the employee reasonably believes that the requested assignment violates the employee's constitutional rights or the law.

SECTION 19.12. Delegation: The City Manager may delegate non-involved department heads or other management-level employees to act on his or her behalf in this process. The findings and recommendations they render will be advisory to the City Manager, whose ultimate decision will be final and binding.

## **RULE XX. CAUSE FOR DISCIPLINARY ACTION**

SECTION 20.01. Standards of Conduct

1. All employees of the City are expected to adhere to standards of reasonable and prudent conduct. Employees who violate these standards should expect City management and supervisors to take appropriate disciplinary actions. Conversely, employees who perform exceptionally well or go beyond the normal demands of a job should be commended.

2. The following Standards of Employee Conduct apply to all employees of the City. These standards are not to be considered as a total and complete statement of management's expectations of employee behavior and performance. They are designed to serve as a framework within which employees are expected to conduct themselves, and within which supervisors and management are expected to administer discipline should these standards be violated.
3. The following Standards of Employee Conduct include a variety of offenses as well as possible corrective actions to be considered by supervisors in determining whether an employee's actions constitute an offense subject to discipline. Not all possible offenses are listed; only those which are of greater significance and/or are most common. Various kinds of corrective actions for first, second, and third offenses are also listed. These corrective actions are recommendations only, and are for general reference. The appropriate actions may be either more or less severe depending on the circumstances of a case. City management will exercise its discretion in recognizing that a single minor offense by a long-term employee with a good work record could be less severe than if committed by a relatively new employee with a poor work record. Progressive discipline requires that repeated offenses will normally carry more severe corrective actions than first offenses. For example, if the corrective action for a second offense is less than termination, and a third offense occurs, the principle of progressive discipline will be followed and a more severe corrective action, appropriate to the situation, will be imposed. A pattern of offenses after successive corrective actions ultimately results in dismissal.
4. An offense is considered a "first" offense the first time formal action such as a written reprimand, suspension or demotion is taken by the supervisor under the applicable section of this guide. An offense will be considered as a "second" or "third" offense only when it is of the same general nature (not necessarily identical) as the previous offense and the undesirable action has been pointed out to the employee previously. When a previous offense has occurred, the time elapsed between that offense and the current offense will be considered in determining the corrective action.
5. An employee may commit various kinds of offenses over a period of time. If the offenses are completely unrelated, they may not be treated as second and/or third offenses. However, all past offenses in the absence of any intervening pattern of good conduct, are indicative of a pattern of unsatisfactory behavior and will be considered when determining an appropriate corrective action.
6. Department heads or division heads may establish additional reasonable rules of employee conduct.
7. Employees must perform their duties in a manner, which earns and maintains the trust and respect of their supervisors, other employees, and the public.
8. Employees must provide a high quality of service to the public and must consistently perform their duties effectively and efficiently.
9. Employees must perform all duties reasonably required of them and report for work as scheduled, unless ill, injured, or involved in an emergency.



10. Employees must cooperate and work well with other employees and the public.
11. While at work, employees must not do anything that would impair their ability to perform their duties, or discredit the City or the department and their employees.
12. Employees must perform their duties in a safe manner. This standard is not restricted to operating equipment or motor vehicles.
13. City employees must be characterized by high personal integrity both in securing employment and in the performance of their duties.
14. The City's adopted Harassment, Discrimination, and Retaliation Prevention policies and City Manager's instructions require employees to practice nondiscrimination in the performance of their duties.

SECTION 20.02. Causes for Disciplinary Action

1. Incompetency.
2. Inefficiency.
3. Insubordination.
4. Neglect of duty.
5. Absence without leave.
6. Dishonesty.
7. Fraud in securing employment.
8. Discourteous treatment of the public or other employees.
9. Drinking alcoholic beverages on the job or reporting for work while under the influence of alcohol or intoxicants.
10. Addiction to narcotics or other habit forming drugs.
11. Conviction of a felony or misdemeanor involving moral turpitude.
12. Failure to pay just debts as reflected by multiple or repeated salary executions, court judgments, and/or repeated contacts by creditors during working hours.
13. Willful violation of any City Code or lawful departmental or City regulation, rule or order.
14. Any conduct which bears some rational relationship to the employment and is of a character that can reasonably result in the impairment or disruption of City Service.

15. Persistent failure by a safety employee to take treatment or corrective measures for a disqualifying physical or mental condition identified in a periodic or special medical examination.
15. Abuse of sick or other types of leave.
16. Using official position or office for personal gain or advantage.
17. Engaging in any employment, activity, or enterprise which constitutes a conflict of interest.
18. Disclosing confidential information.
19. Falsifying City documents.
20. Theft of, or aiding in the theft of, City property.

SECTION 20.03. Exceptions: Upon recommendation of the department head or division head to the City Manager in those extraordinary emergency circumstances, wherein the City Manager determines immediate disciplinary action is necessary against a regular employee, the City Manager may proceed to impose disciplinary action in accordance with the provisions of these Rules without compliance with the procedures set forth in Rule XX. If such exceptional action has been taken against a regular employee, the employee shall be entitled to a written statement of the reasons for the action, the charges, and a copy of the material upon which the action was based. The City Manager shall have three (3) calendar days following the action to serve this written statement on the employee, and the appropriate department head or division head shall file copies of all written notices, statements, requests, and responses with the City Manager. The provisions of this Section shall not apply to reductions in pay which are part of a general plan to reduce salaries and wages. An employee served with a statement under this Section shall be given the right to respond, orally or in writing, to the authority who can make a determination on the action, and shall have the right to appeal under Rule XXI.

### **RULE XXI. NOTICE OF DISCIPLINARY ACTION**

- SECTION 21.01. Policy: Prior to disciplinary action involving a termination, suspension, demotion, or reduction in pay of a regular employee for disciplinary purposes, the procedure set forth in this rule shall be complied with.
- SECTION 21.02. Written Notice: Written notice of the proposed disciplinary action shall be affected in person, or by first-class mail, or by certified mail. Such notice shall include a statement of the reason(s) and the proposed action and the charge(s) being considered as provided in Section 20.02.
- SECTION 21.03. Employee Rights: The employee shall be given the opportunity to review the documents or materials upon which the proposed disciplinary action is based, and unless impractical to do so, the employee shall be supplied with a copy of the documents.
- SECTION 21.04. Employee Response: Within five (5) working days after the employee has had an opportunity to review the information provided above, the employee shall have the right

to respond, orally or in writing, to the person imposing and having authority to determine the proposed action.

SECTION 21.05. Temporary Re-Assignment: Notwithstanding any other provision in this rule, upon recommendation of the appropriate department head or division head, the City Manager or Personnel Officer may approve the temporary re-assignment of an employee to a status of leave with pay pending conduct or completion of such investigation or opportunity to respond as may be required to determine if the disciplinary action is to be taken.

SECTION 21.06. Notification of Employee and Right to Respond: Prior to any suspension without pay, demotion, reduction in pay, or termination of a regular employee for disciplinary purposes, the procedure set forth below shall be followed:

- (a) Written notice of the proposed disciplinary action shall be given to the employee by the appropriate department head or division head. Such notice shall include a statement of the reason(s) for the proposed action and the charge(s) being considered.
- (b) The employee shall be given an opportunity to review the documents or materials upon which the proposed disciplinary action is based, and, unless impracticable to do so, the employee shall be supplied with a copy of the documents.
- (c) Within five (5) working days after the employee has had an opportunity to review the notice of proposed disciplinary action, the employee shall have the right to respond, orally or in writing, to the department head or division head.
- (d) The final decision regarding the proposed disciplinary action will be made within ten (10) working days thereafter by the department head or division head.
- (e) When the department head or division head determines that termination is the appropriate discipline, regular employees may appeal disciplinary actions to an administrative hearing before the City Manager or his/her designee by filing a written request with the City Manager within five (5) working days of the imposition of the disciplinary action. For all other forms of disciplinary action, the employee may only appeal in accordance with Rule XXII.

## **RULE XXII. PERSONNEL APPEALS**

SECTION 22.01. Appeal Rights: An aggrieved regular employee in the competitive service may, within seven (7) working days after the effective date of a disciplinary action consisting of termination, demotion, reduction in pay or suspension, appeal to the Committee for Employee Appeals except where specifically prohibited by ordinance or these personnel system rules. If, within the seven day appeal period, the employee involved does not file said appeal, unless good cause for the failure is shown, the action of the City shall be considered conclusive and shall take effect as prescribed.

SECTION 22.02. Notice of Appeal: If, within the seven-day appeal period, the employee involved files such notice of appeal by giving written notice of appeal from the disciplinary action imposed to the Personnel Officer. The Personnel Officer shall set a date for a hearing on the appeal not less than fifteen (15) working days, nor more than forty-five (45) working days from the date of said delivery, notifying all interested parties of the date,

time, and place of the hearing. Said time period may be extended by mutual consent of the parties.

SECTION 22.03.

Conduct of Hearing: Hearings conducted by the Committee for Employee Appeals shall be conducted in accordance with the following procedures and shall be private; provided, however, that the appellate may request a hearing open to the public. During the examination of a witness, all other witnesses, except the parties, shall be excluded from the hearing upon motion of either party.

The Committee for Employee Appeals shall select one of its members as chairperson. The chairperson is authorized to issue subpoenas, in the name of the City, and attested by the City Clerk at the request of either party prior to commencement of the hearing on the appeal. After the commencement of such hearing, subpoenas shall be issued only at the discretion of the chairperson of the Committee for Employee Appeals. (Also see Section 3.08)

The hearing need not be conducted in accordance with technical rules relating to evidence and witnesses, but hearings shall be conducted in a manner most conducive to determinations of the truth. Any relevant evidence may be admitted if it is the sort of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which might make improper the admission of such evidence over objection in a civil action. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized as civil actions, and irrelevant and unduly repetitious evidence may be excluded. The Committee for Employee Appeals shall not be bound by technical rules of evidence. The Committee for Employee Appeals shall rule on the admission or exclusion of evidence.

Unless the Committee for Employee Appeals, for good cause shows and otherwise directs, the hearing shall proceed in the following order:

1. The party imposing discipline shall be permitted to make an opening statement.
2. The appealing party may be permitted to make an opening statement.
3. The party imposing disciplinary action shall produce the evidence on his/her part.
4. The party appealing from such disciplinary action may then open his/her defense and offer his/her evidence in support thereof.
5. The parties may then, in order, respectively offer rebutting evidence only, unless the Committee for Employee Appeals, for good cause, permits them to offer evidence upon their original case.
6. Arguments shall be permitted in the discretion of the Committee for Employee Appeals.

Each party shall have these rights:

1. To be represented by legal counsel or other person of his/her choice;
2. To call and examine witnesses;
3. To introduce evidence;
4. To cross-examine opposing witnesses on any matter relevant to the issues;
5. To impeach any witnesses regardless of which party first called him/her to testify;
6. And to rebut the evidence against him/her.

If the appellant does not testify in his/her own behalf, he/she may be called and examined as if under cross-examination.

SECTION 22.04. Findings and Recommendations: The Committee for Employee Appeals shall determine relevancy, weight, and credibility of testimony and evidence, and shall base its findings on the preponderance of the evidence. The Committee for Employee Appeals shall render its findings and recommendations as soon after the conclusion of the hearing or closing of the record as possible, and in no event later than ten (10) working days after concluding the hearing, unless otherwise stipulated by the parties. The decision of the Committee for Employee Appeals shall set forth its recommendations as to each of the charges and the reason therefore. Any member of the Committee for Employee Appeals may submit a minority or supplemental finding and recommendation.

SECTION 22.05. Review by the City Manager or His or Her Designee: The decision of the Committee for Employee Appeals is advisory only. The findings and recommendations of the Committee for Employee Appeals shall be mailed or delivered to the charged employee, Personnel Officer, and the City Manager or his/her designee, and shall set forth all findings and conclusions. If a dismissal is not recommended to be sustained by the Committee for Employee Appeals, the proposed decision and findings and recommendations of the Committee for Employee Appeals shall set forth a recommended effective date the employee is to be reinstated, which may be any time on or after the date the disciplinary action went into effect. Within ten (10) working days of delivery of the findings, conclusions, and recommendations of the Committee for Employee Appeals, the City Manager or his/her designee shall review the findings, conclusions, and recommendations of the Committee for Employee Appeals. The City Manager or his/her designee shall adopt, reject, or modify the proposed findings, conclusions, and recommendations of the Committee for Employee Appeals by written decision. Thereafter, the decision of the City Manager or his/her designee shall be final.

### **RULE XXIII. LAYOFFS**

SECTION 23.01. Layoff: Whenever it is the intention of the City Manager to discharge an employee in the competitive service, the appropriate department head shall be notified and consulted prior to discharge. An employee in the competitive service may be laid off

at any time by the City Manager. Written notice shall be given to any employee before the effective date of any action under this Section.

SECTION 23.02.

Layoff Policy and Procedure: Whenever, in the judgment of the City Manager and/or the City Council, it becomes necessary to abolish any position or employment, the employee holding such position or employment may be laid off or demoted without disciplinary action and without the right to appeal. In effecting any layoff or demotion under this section, the procedures set forth herein shall be followed:

- (a) Notification: Employees to be laid off shall be given, whenever possible, at least fourteen (14) calendar days prior notice.
- (b) Vacancy and Demotion: Except as otherwise provided, whenever there is a reduction in the work force, the appointing authority shall first demote to vacancy, if any, in a lower class for which the employee who is the latest to be laid off, in accordance with subsection (c) of this Rule, qualified. All persons so demoted shall have their names placed on the re-employment list.
- (c) Employee Rights: An employee affected by layoff shall have the right to displace an employee in the same department, who has less seniority in the same or in a lower class in the same class series, or in a lower classification in which the affected employee once had probationary or regular status. For the purpose of this section and subsection (d) of these Rules, seniority includes all periods of full-time service at or above the classification level where layoff is to occur.
- (d) Seniority: In order to retreat to a former or lower class, an employee must have more seniority than at least one of the incumbents in their retreat class and request displacement action in writing within five (5) working days of receipt of notice of layoff.

Employees retreating to a lower or similar class shall be placed at the salary step representing the least loss of pay. In no case shall the salary be increased above that received in the class from which the employee was laid off.

Employees retreating to a lower or similar class shall serve a probationary period in the new class unless they have previously successfully completed a probationary period in the class or a class in the class series.

- (e) Employment Status: In each class of position, employees shall be laid off according to employment status in the following order: temporary, provisional, probationary, and regular.

Temporary, provisional and probationary employees shall be laid off according to the needs of the service as determined by the appointing authority.

In cases where there are two (2) or more regular employees in the class from which the layoff is to be made, such employee shall be laid off on the basis of the last evaluation rating in the class, provided such rating has been on file at least thirty (30) days and no more than thirteen (13) months prior to layoff.

Employees within each category shall be laid off in inverse order of seniority of City service.

- (f) Re-Employment List: The names of persons laid off or demoted in accordance with these Rules shall be entered upon a re-employment list. Lists from different departments at different times for the same class of position shall be combined into a single list. Such list shall be used by every appointing authority when a vacancy arises in the same or lower class of position before certification is made from an eligible list.
- (g) Duration of Re-Employment List: Names of persons laid off shall be carried on a re-employment list for one (1) year, except that persons appointed to positions of the same level as that which was laid off, shall, upon such appointment, be dropped from the list. Persons who refuse re-employment shall be dropped from the list. Persons re-employed in a lower class, or on a temporary basis, shall be continued on the list for the higher position for at least one (1) year.

SECTION 23.03. Resignation: An employee wishing to leave the competitive service in good standing shall file with the appointing authority a written resignation stating the effective date and reasons for leaving at least two (2) weeks before leaving the service, unless such time limit is waived by the appointing authority. A statement as to the resigned employee's service performance and other pertinent information shall be forwarded to the Personnel Officer and placed in the employee's personnel file. The Personnel Officer shall schedule an exit interview prior to the employee's last date of employment. Failure to give notice as required by this Rule shall be cause for denying future employment with the City.

#### **RULE XXIV. TRAINING OF EMPLOYEES**

SECTION 24.01. Credit for Training: Participation in and successful completion of special courses of training may be considered in making advancement and promotions. Evidence of such activity shall be filed by the employee with the Personnel Officer.

SECTION 24.02. Responsibility for Training: The City Council encourages the training of employees. Responsibility for developing training programs for employees shall be assumed jointly by the City Manager, Personnel Officer, and department heads. Such training programs may include lecture courses, demonstrations, assignment of reading matter or such other devices as may be available for the purpose of improving the effectiveness and broadening the knowledge of municipal officers and employees in the performance of their respective duties.

#### **RULE XXV. VIOLATIONS**

SECTION 25.01. Violation of Rules: Violation of the provision of these Rules shall be grounds for rejection, suspension, demotion, dismissal, or other disciplinary action.

#### **RULE XXVI. MANAGEMENT RIGHTS**

SECTION 26.01 Management Rights Provision:

1. The City shall retain, whether exercised or not, solely and exclusively, all express and inherent rights and authority pursuant to law with respect to determining the level of, and the manner in which, the City's activities are conducted, managed, and administered, and the Associations and employees recognize the exclusive right to the City to establish and maintain departmental rules and procedures for administration of its departments.

2. The City has the exclusive right and authority to schedule work and/or overtime work as required in the manner most advantageous to the City.
3. Every incidental duty connected with operations enumerated in job descriptions is not always specifically described; nevertheless, it is intended that all such duties shall be performed by the employee.
4. The appointing authority reserves the right to discipline or discharge employees as set forth in the Civil Service procedures. The City reserves the right to lay off personnel of the City at any time.
5. The City shall determine assignments, and establish methods and processes by which assignments are performed.
6. The City shall have the exclusive right to transfer employees within departments and to positions outside a department in a manner most advantageous to the City.
7. The City shall have the authority, without prior meeting and conferring, to effect reorganizations and reallocation of work of the City.
8. The City has the right, without prior meeting and conferring, to contract for matters relating to municipal operations, including contracting out bargaining unit work. The right of contracting or subcontracting is vested exclusively in the City. When the City determines the need to contract out bargaining work, the City will provide written notification to the effected bargaining unit.
9. The inherent and express rights of the City , including those herein specifically referred to that are not expressly modified or restricted by a specific provision hereof, are not in any way, directly or indirectly, subject to meeting and conferring or the Grievance Procedure herein.



**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Adopt Resolution No. 3934 Amending the Basic Pay Scale  
**Meeting Date:** Thursday, December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Marissa Trejo, City Manager

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**I. RECOMMENDATION:**

City Manager recommends adopting Resolution 3934 amending the Basic Pay Scale.

**II. BACKGROUND:**

This Amendment to the Basic Pay Scale reflects a 5% COLA the Council agreed to provide the non-represented employees effective January 1, 2020.

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

Fiscal Impact of approximately \$20,048 for the remainder of Fiscal Year 19-20. Of that, approximately \$8,000 is allocated to the General Fund.

**ATTACHMENTS:**

	File Name	Description
□	Basic_Pay_Scale_1-1-20.docx	Basic Pay Scale
□	Resolution_3934.doc	Resolution

City of Coalinga Basic Pay Scale

Effective: January 1, 2020

Approved: December 5, 2019

Revised: December 5, 2019

<b>Grade</b>	<b>Position</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>
17							
	Annually	\$27,062.03	\$28,415.13	\$29,835.89	\$31,327.68	\$32,894.07	\$34,538.77
	Monthly	\$2,255.17	\$2,367.93	\$2,486.32	\$2,610.64	\$2,741.17	\$2,878.23
	Bi-Weekly	\$1,040.85	\$1,092.89	\$1,147.53	\$1,204.91	\$1,265.16	\$1,328.41
	Hourly	\$13.0106	\$13.6611	\$14.3442	\$15.0614	\$15.8145	\$16.6052
18	<b>Office Assistant Human Resources Assistant</b>						
	Annually	\$28,415.13	\$29,835.89	\$31,327.68	\$32,894.07	\$34,538.77	\$36,265.71
	Monthly	\$2,367.93	\$2,486.32	\$2,610.64	\$2,741.17	\$2,878.23	\$3,022.14
	Bi-Weekly	\$1,092.89	\$1,147.53	\$1,204.91	\$1,265.16	\$1,328.41	\$1,394.83
	Hourly	\$13.6611	\$14.3442	\$15.0614	\$15.8145	\$16.6052	\$17.4354
19							
	Annually	\$29,835.89	\$31,327.68	\$32,894.07	\$34,538.77	\$36,265.71	\$38,079.00
	Monthly	\$2,486.32	\$2,610.64	\$2,741.17	\$2,878.23	\$3,022.14	\$3,173.25
	Bi-Weekly	\$1,147.53	\$1,204.91	\$1,265.16	\$1,328.41	\$1,394.83	\$1,464.58
	Hourly	\$14.3442	\$15.0614	\$15.8145	\$16.6052	\$17.4354	\$18.3072
20	<b>Public Safety Dispatcher Property and Evidence Technician Animal Control Officer I Police Records Clerk</b>						
	Annually	\$31,327.68	\$32,894.07	\$34,538.77	\$36,265.71	\$38,079.00	\$39,982.95
	Monthly	\$2,610.64	\$2,741.17	\$2,878.23	\$3,022.14	\$3,173.25	\$3,331.91
	Bi-Weekly	\$1,204.91	\$1,265.16	\$1,328.41	\$1,394.83	\$1,464.58	\$1,537.81
	Hourly	\$15.0614	\$15.8145	\$16.6052	\$17.4354	\$18.3072	\$19.2226

<b>Grade</b>	<b>Position</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>
21							
	Annually	\$32,894.07	\$34,538.77	\$36,265.71	\$38,079.00	\$39,982.95	\$41,982.09
	Monthly	\$2,741.17	\$2,878.23	\$3,022.14	\$3,173.25	\$3,331.91	\$3,498.51
	Bi-Weekly	\$1,265.16	\$1,328.41	\$1,394.83	\$1,464.58	\$1,537.81	\$1,614.70
	Hourly	\$15.8145	\$16.6052	\$17.4354	\$18.3072	\$19.2226	\$20.1837
22							
	Annually	\$34,538.77	\$36,265.71	\$38,079.00	\$39,982.95	\$41,982.09	\$44,081.20
	Monthly	\$2,878.23	\$3,022.14	\$3,173.25	\$3,331.91	\$3,498.51	\$3,673.43
	Bi-Weekly	\$1,328.41	\$1,394.83	\$1,464.58	\$1,537.81	\$1,614.70	\$1,659.43

	Hourly	\$16.6052	\$17.4354	\$18.3072	\$19.2226	\$20.1837	\$21.1929
23	<b>Animal Control Officer II</b>						
	Annually	\$36,265.71	\$38,079.00	\$39,982.95	\$41,982.09	\$44,081.20	\$46,285.26
	Monthly	\$3,022.14	\$3,173.25	\$3,331.91	\$3,498.51	\$3,673.43	\$3,857.10
	Bi-Weekly	\$1,394.83	\$1,464.58	\$1,537.81	\$1,614.70	\$1,659.43	\$1,780.20
	Hourly	\$17.4354	\$18.3072	\$19.2226	\$20.1837	\$21.1929	\$22.2525
24							
	Annually	\$38,079.00	\$39,982.95	\$41,982.09	\$44,081.20	\$46,285.26	\$48,599.52
	Monthly	\$3,173.25	\$3,331.91	\$3,498.51	\$3,673.43	\$3,857.10	\$4,049.96
	Bi-Weekly	\$1,464.58	\$1,537.81	\$1,614.70	\$1,659.43	\$1,780.20	\$1,869.21
	Hourly	\$18.3072	\$19.2226	\$20.1837	\$21.1929	\$22.2525	\$23.3652
25	<b>Secretary Human Resources Generalist</b>						
	Annually	\$39,982.95	\$41,982.09	\$44,081.20	\$46,285.26	\$48,599.52	\$51,029.50
	Monthly	\$3,331.91	\$3,498.51	\$3,673.43	\$3,857.10	\$4,049.96	\$4,252.46
	Bi-Weekly	\$1,537.81	\$1,614.70	\$1,659.43	\$1,780.20	\$1,869.21	\$1,962.67
	Hourly	\$19.2226	\$20.1837	\$21.1929	\$22.2525	\$23.3652	\$24.5334
26	<b>Animal Control Officer III</b>						
	Annually	\$41,982.09	\$44,081.20	\$46,285.26	\$48,599.52	\$51,029.50	\$53,580.97
	Monthly	\$3,498.51	\$3,673.43	\$3,857.10	\$4,049.96	\$4,252.46	\$4,465.08
	Bi-Weekly	\$1,614.70	\$1,659.43	\$1,780.20	\$1,869.21	\$1,962.67	\$2,060.81
	Hourly	\$20.1837	\$21.1929	\$22.2525	\$23.3652	\$24.5334	\$25.7601

<b>Grade</b>	<b>Position</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>
27	<b>Accounting Technician Human Resources Analyst Administrative Secretary</b>						
	Annually	\$44,081.20	\$46,285.26	\$48,599.52	\$51,029.50	\$53,580.97	\$56,260.02
	Monthly	\$3,673.43	\$3,857.10	\$4,049.96	\$4,252.46	\$4,465.08	\$4,688.33
	Bi-Weekly	\$1,659.43	\$1,780.20	\$1,869.21	\$1,962.67	\$2,060.81	\$2,163.85
	Hourly	\$21.1929	\$22.2525	\$23.3652	\$24.5334	\$25.7601	\$27.0481
28							
	Annually	\$46,285.26	\$48,599.52	\$51,029.50	\$53,580.97	\$56,260.02	\$59,073.02
	Monthly	\$3,857.10	\$4,049.96	\$4,252.46	\$4,465.08	\$4,688.33	\$4,922.75
	Bi-Weekly	\$1,780.20	\$1,869.21	\$1,962.67	\$2,060.81	\$2,163.85	\$2,272.04
	Hourly	\$22.2525	\$23.3652	\$24.5334	\$25.7601	\$27.0481	\$28.4005
29	<b>Senior Administrative Analyst Financial Services Supervisor Economic Development Coordinator Junior Accountant</b>						

	Annually	\$48,599.52	\$51,029.50	\$53,580.97	\$56,260.02	\$59,073.02	\$62,026.67
	Monthly	\$4,049.96	\$4,252.46	\$4,465.08	\$4,688.33	\$4,922.75	\$5,168.89
	Bi-Weekly	\$1,869.21	\$1,962.67	\$2,060.81	\$2,163.85	\$2,272.04	\$2,385.64
	Hourly	\$23.3652	\$24.5334	\$25.7601	\$27.0481	\$28.4005	\$29.8205
30							
	Annually	\$51,029.50	\$53,580.97	\$56,260.02	\$59,073.02	\$62,026.67	\$65,128.00
	Monthly	\$4,252.46	\$4,465.08	\$4,688.33	\$4,922.75	\$5,168.89	\$5,427.33
	Bi-Weekly	\$1,962.67	\$2,060.81	\$2,163.85	\$2,272.04	\$2,385.64	\$2,504.92
	Hourly	\$24.5334	\$25.7601	\$27.0481	\$28.4005	\$29.8205	\$31.3115
31							
	Annually	\$53,580.97	\$56,260.02	\$59,073.02	\$62,026.67	\$65,128.00	\$68,384.40
	Monthly	\$4,465.08	\$4,688.33	\$4,922.75	\$5,168.89	\$5,427.33	\$5,698.70
	Bi-Weekly	\$2,060.81	\$2,163.85	\$2,272.04	\$2,385.64	\$2,504.92	\$2,630.17
	Hourly	\$25.7601	\$27.0481	\$28.4005	\$29.8205	\$31.3115	\$32.8771
32							
	Annually	\$56,260.02	\$59,073.02	\$62,026.67	\$65,128.00	\$68,384.40	\$71,803.63
	Monthly	\$4,688.33	\$4,922.75	\$5,168.89	\$5,427.33	\$5,698.70	\$5,983.64
	Bi-Weekly	\$2,163.85	\$2,272.04	\$2,385.64	\$2,504.92	\$2,630.17	\$2,761.68
	Hourly	\$27.0481	\$28.4005	\$29.8205	\$31.3115	\$32.8771	\$34.5210

<b>Grade</b>	<b>Position</b>	<b>Step A</b>	<b>Step B</b>	<b>Step C</b>	<b>Step D</b>	<b>Step E</b>	<b>Step F</b>
33	<b>Assistant Field Services Manager</b>						
	Annually	\$59,073.02	\$62,026.67	\$65,128.00	\$68,384.40	\$71,803.63	\$75,393.81
	Monthly	\$4,922.75	\$5,168.89	\$5,427.33	\$5,698.70	\$5,983.64	\$6,282.82
	Bi-Weekly	\$2,272.04	\$2,385.64	\$2,504.92	\$2,630.17	\$2,761.68	\$2,899.76
	Hourly	\$28.4005	\$29.8205	\$31.3115	\$32.8771	\$34.5210	\$36.2470
34	<b>Operations Superintendent Assistant to the City Manager/City Clerk Utilities Supervisor Public Works Supervisor Accountant</b>						
	Annually	\$62,026.67	\$65,128.00	\$68,384.40	\$71,803.63	\$75,393.81	\$79,163.50
	Monthly	\$5,168.89	\$5,427.33	\$5,698.70	\$5,983.64	\$6,282.82	\$6,596.96
	Bi-Weekly	\$2,385.64	\$2,504.92	\$2,630.17	\$2,761.68	\$2,899.76	\$3,044.75
	Hourly	\$29.8205	\$31.3115	\$32.8771	\$34.5210	\$36.2470	\$38.0594
35	<b>Police Lieutenant</b>						
	Annually	\$65,128.00	\$68,384.40	\$71,803.63	\$75,393.81	\$79,163.50	\$83,121.67
	Monthly	\$5,427.33	\$5,698.70	\$5,983.64	\$6,282.82	\$6,596.96	\$6,926.81
	Bi-Weekly	\$2,504.92	\$2,630.17	\$2,761.68	\$2,899.76	\$3,044.75	\$3,196.99
	Hourly	\$31.3115	\$32.8771	\$34.5210	\$36.2470	\$38.0594	\$39.9623

36	Police Commander						
	Annually	\$68,384.40	\$71,803.63	\$75,393.81	\$79,163.50	\$83,121.67	\$87,277.75
	Monthly	\$5,698.70	\$5,983.64	\$6,282.82	\$6,596.96	\$6,926.81	\$7,273.14
	Bi-Weekly	\$2,630.17	\$2,761.68	\$2,899.76	\$3,044.75	\$3,196.99	\$3,356.83
	Hourly	\$32.8771	\$34.5210	\$36.2470	\$38.0594	\$39.9623	\$41.96

**RESOLUTION NO. 3934**

**A RESOLUTION TO REVISE CITY OF COALINGA BASIC PAY SCALE**

**WHEREAS**, the governing body of the City of Coalinga is authorized to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service;

**NOW, THEREFORE, BE IT RESOLVED,**

- I. That the City Council of the City of Coalinga hereby established pay scales for all employees in all classifications of employment described on the Basic Pay Scale to be revised effective December 5, 2019.

The foregoing resolution was approved and adopted at a meeting of the City Council of the City of Coalinga held on the 5 day of December, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk/Deputy City Clerk

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Adopt Resolution No. 3935 Amending the Building Official Pay Scale  
**Meeting Date:** Thursday, December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Marissa Trejo, City Manager

---

**I. RECOMMENDATION:**

City Manager recommends adopting Resolution 3935 amending the Building Official Pay Scale.

**II. BACKGROUND:**

This amendment reflects a 5% COLA the Council agreed to provided the non-represented employees effective January 1, 2020.

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

Fiscal Impact of approximately \$1,990 for the remainder of FY 19-20 which is allocated to the General Fund.

**ATTACHMENTS:**

	File Name	Description
☐	Building_Official_Pay_Scale_1-1-20.docx	Pay Scale
☐	Resolution_3935.pdf	RESOLUTION

City of Coalinga Building Official Pay Scale

Effective: October 31, 2008

Approved: October 31, 2008

Revised: July 21, 2016

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
Contract	<b>Building Official</b>						
	Annually	\$54,000.00	\$56,700.00	\$59,535.00	\$62,511.75	\$65,637.33	\$68,919.19
	Monthly	\$4,500.00	\$4,725.00	\$4,961.25	\$5,209.31	\$5,469.77	\$5,743.26
	Bi-Weekly	\$2,076.92	\$2,180.76	\$2,289.80	\$2,404.29	\$2,524.51	\$2,650.73
	Hourly	\$25.9615	\$27.2596	\$28.6225	\$30.0537	\$31.5564	\$33.1342

Effective: September 6, 2018

Approved: September 20, 2018

Revised: September 6, 2018

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
Contract	<b>Building Official</b>						
	Annually	\$56,700.00	\$59,535.00	\$62,511.75	\$65,637.33	\$68,919.19	\$72,365.15
	Monthly	\$4,725.00	\$4,961.25	\$5,209.31	\$5,469.77	\$5,743.26	\$6,030.43
	Bi-Weekly	\$2,180.76	\$2,289.80	\$2,404.29	\$2,524.51	\$2,650.73	\$2,783.28
	Hourly	\$27.2596	\$28.6225	\$30.0537	\$31.5564	\$33.1342	\$34.79

Effective: January 1, 2020

Approved: December 5, 2019

Revised: December 5, 2019

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
Contract	<b>Building Official</b>						
	Annually	\$59,535.00	\$62,511.75	\$65,637.33	\$68,919.19	\$72,365.15	\$75,983.40
	Monthly	\$4,961.25	\$5,209.31	\$5,469.77	\$5,743.26	\$6,030.43	\$6,331.95
	Bi-Weekly	\$2,289.80	\$2,404.29	\$2,524.51	\$2,650.73	\$2,783.28	\$2,922.43
	Hourly	\$28.6225	\$30.0537	\$31.5564	\$33.1342	\$34.73	\$36.53



**RESOLUTION NO. 3935**

**A RESOLUTION TO REVISE CITY OF COALINGA BUILDING OFFICIAL PAY  
SCALE**

**WHEREAS**, the governing body of the City of Coalinga is authorized to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service;

**NOW, THEREFORE, BE IT RESOLVED,**

- I. That the City Council of the City of Coalinga hereby established pay scales for all employees in all classifications of employment described on the Building Official Pay Scale to be revised effective December 5, 2019.

The foregoing resolution was approved and adopted at a meeting of the City Council of the City of Coalinga held on the 5 day of December, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk/Deputy City Clerk

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Adopt Resolution No. 3936 Amending the Department Head Pay Scale  
**Meeting Date:** Thursday, December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Marissa Trejo, City Manager

---

**I. RECOMMENDATION:**

City Manager recommends adopting Resolution 3936 amending the Department Head Pay Scale.

**II. BACKGROUND:**

This item reflects a 5% COLA the Council agreed to give the non-represented employees effective January 1, 2020.

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

The Fiscal Impact is approximately \$9,398 for the remainder of FY 19-20 with approximately \$6,580 of that being allocated to the General Fund.

**ATTACHMENTS:**

	File Name	Description
☐	Department_Head_Pay_Scale_1-1-20.docx	DH Pay Scale
☐	Resolution_3936.doc	Resolution

City of Coalinga Department Head Pay Scale

Effective: October 31, 2008

Approved: October 31, 2008

Revised: July 21, 2016

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
	Fire Chief Police Chief Financial Services Director Human Resources Director						
	Annually	\$85,000.00	\$89,250.00	\$93,712.50	\$98,398.13	\$103,318.03	\$108,483.93
	Monthly	\$7,083.33	\$7,437.50	\$7,809.38	\$8,199.84	\$8,609.84	\$9,040.33
	Bi-Weekly	\$3,269.23	\$3,432.69	\$3,604.33	\$3,784.54	\$3,973.77	\$4,172.46
	Hourly	\$40.8654	\$42.9087	\$45.0541	\$47.3068	\$49.6721	\$52.1557

Approved: November 9, 2015

Revised: July 21, 2016

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
	Fire Chief Police Chief Financial Services Director Human Resources Director Community Development Director						
	Annually	\$85,000.00	\$89,250.00	\$93,712.50	\$98,398.13	\$103,318.03	\$108,483.93
	Monthly	\$7,083.33	\$7,437.50	\$7,809.38	\$8,199.84	\$8,609.84	\$9,040.33
	Bi-Weekly	\$3,269.23	\$3,432.69	\$3,604.33	\$3,784.54	\$3,973.77	\$4,172.46
	Hourly	\$40.8654	\$42.9087	\$45.0541	\$47.3068	\$49.6721	\$52.1557

Approved: July 5, 2016

Revised: July 21, 2016

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
	Fire Chief Police Chief Financial Services Director Human Resources Director Community Development Director Public Works and Utilities Director						
	Annually	\$85,000.00	\$89,250.00	\$93,712.50	\$98,398.13	\$103,318.03	\$108,483.93
	Monthly	\$7,083.33	\$7,437.50	\$7,809.38	\$8,199.84	\$8,609.84	\$9,040.33
	Bi-Weekly	\$3,269.23	\$3,432.69	\$3,604.33	\$3,784.54	\$3,973.77	\$4,172.46
	Hourly	\$40.8654	\$42.9087	\$45.0541	\$47.3068	\$49.6721	\$52.1557

Approved: September 20, 2018

Revised: September 6, 2018

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
	Fire Chief Police Chief Financial Services Director Human Resources Director Community Development Director Public Works and Utilities Director						
	Annually	\$89,250.00	\$93,712.50	\$98,398.13	\$103,318.03	\$108,483.93	\$113,908.12
	Monthly	\$7,437.50	\$7,809.38	\$8,199.84	\$8,609.84	\$9,040.33	\$9,492.34
	Bi-Weekly	\$3,432.69	\$3,604.33	\$3,784.54	\$3,973.77	\$4,172.46	\$4,381.08
	Hourly	\$42.9087	\$45.0541	\$47.3068	\$49.6721	\$52.1557	\$54.7635

Effective: January 1, 2020

Approved: December 5, 2019

Revised: December 5, 2019

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
	Fire Chief Police Chief Financial Services Director Human Resources Director Community Development Director Public Works and Utilities Director						
	Annually	\$93,712.50	\$98,398.13	\$103,318.03	\$108,483.93	\$113,908.12	\$119,603.52
	Monthly	\$7,809.38	\$8,199.84	\$8,609.84	\$9,040.33	\$9,492.34	\$9,966.96
	Bi-Weekly	\$3,604.33	\$3,784.54	\$3,973.77	\$4,172.46	\$4,381.08	\$4,600.13
	Hourly	\$45.0541	\$47.3068	\$49.6721	\$52.1557	\$54.7635	\$57.50

**RESOLUTION NO. 3936**

**A RESOLUTION TO REVISE CITY OF COALINGA DEPARTMENT HEAD PAY  
SCALE**

**WHEREAS**, the governing body of the City of Coalinga is authorized to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service;

**NOW, THEREFORE, BE IT RESOLVED,**

- I. That the City Council of the City of Coalinga hereby established pay scales for all employees in all classifications of employment described on the Department Head Pay Scale to be revised effective December 5, 2019.

The foregoing resolution was approved and adopted at a meeting of the City Council of the City of Coalinga held on the 5 day of December, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk/Deputy City Clerk

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Adopt Resolution No. 3937 Amending the Assistant City Manager Pay Scale  
**Meeting Date:** Thursday, December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Marissa Trejo, City Manager

---

**I. RECOMMENDATION:**

City Manger recommends adopting Resolution 3937 amending the Assistant City Manager Pay Scale

**II. BACKGROUND:**

This item reflects a 5% COLA the Council agreed to provide to non-represented employees effective January 1, 2020.

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

Fiscal Impact of approximately \$,602 for the remainder of FY 19-20 with approximately \$360 allocated to the General Fund.

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> Assistant_City_Manager_Pay_Scale_1-1-20.docx	Asst CM Pay Scale
<input type="checkbox"/> Resolution_3937.doc	Resolution

City of Coalinga Assistant City Manager Pay Scale

Effective: November 11, 2019

Approved: November 5, 2019

Revised: N/A

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
	Assistant City Manager						
	Annually	\$102,637.50	\$107,769.37	\$113,157.83	\$118,815.72	\$124,756.50	\$130,994.32
	Monthly	\$8,553.12	\$8,980.78	\$9,429.81	\$9,901.31	\$10,396.37	\$10,916.19
	Bi-Weekly	\$3,947.59	\$4,144.97	\$4,352.22	\$4,569.83	\$4,798.32	\$5,038.24
	Hourly	\$49.34	\$51.81	\$54.40	\$57.12	\$59.97	\$62.97

Effective: January 1, 2020

Approved: December 5, 2019

Revised: December 5, 2019

<u>Grade</u>	<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>
	Assistant City Manager						
	Annually	\$107,769.37	\$113,157.83	\$118,815.72	\$124,756.50	\$130,994.32	\$137,544.03
	Monthly	\$8,980.78	\$9,429.81	\$9,901.31	\$10,396.37	\$10,916.19	\$11,462.00
	Bi-Weekly	\$4,144.97	\$4,352.22	\$4,569.83	\$4,798.32	\$5,038.24	\$5,290.15
	Hourly	\$51.81	\$54.40	\$57.12	\$59.97	\$62.97	\$66.12

**RESOLUTION NO. 3937**

**A RESOLUTION TO REVISE CITY OF COALINGA ASSISTANT CITY MANAGER  
PAY SCALE**

**WHEREAS**, the governing body of the City of Coalinga is authorized to prepare, install, revise and maintain a position classification and compensation plan covering all positions in the competitive service;

**NOW, THEREFORE, BE IT RESOLVED,**

- I. That the City Council of the City of Coalinga hereby established pay scales for all employees in all classifications of employment described on the Assistant City Manager Pay Scale to be revised effective December 5, 2019.

The foregoing resolution was approved and adopted at a meeting of the City Council of the City of Coalinga held on the 5 day of December, 2019, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk/Deputy City Clerk



**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Authorize the Purchase and Installation of Automated External Defibrillators (AEDs) at the Coalinga Police Department, Public Works Yard, and Wastewater Plant

**Meeting Date:** December 5, 2019

**From:** Marissa Trejo, City Manager

**Prepared by:** Mercedes Garcia, Senior Administrative Analyst

---

**I. RECOMMENDATION:**

There is no staff recommendation. This information was requested as a future agenda item by Councilwoman Stolz.

**II. BACKGROUND:**

Councilwoman Stolz has requested having Automated External Defibrillator (AED) accessible to persons who experience sudden cardiac arrest. Providing AEDs in City Departments for use are covered by the Good Samaritan Laws.

**III. DISCUSSION:**

Councilwoman Stolz has requested an AED at Coalinga Police Department, City Hall, the Public Works Yard, the Water Plant and the Wastewater Plant. There is already an AED at City Hall and at the Water Plant.

Physio Control provided costs for each AED between \$1,200-\$2,500 depending on the type. There is also an ongoing maintenance cost.

AED TOTAL SOLUTION provided cost of \$895 for a complete package of a Hearsine 350P with Stop-the-Bleed Kit for League of Cities Conference attendees.

**IV. ALTERNATIVES:**

Do not approve.

**V. FISCAL IMPACT:**

Fiscal Impact of a one-time cost up to \$7,500 of which \$2,500 would come from the City's General Fund and an ongoing annual cost of approximately \$1,200 of which approximately \$300 would come from the City's General Fund. This fiscal impact is not budgeted. Prior to expensing any City funds, staff will explore any grant funding opportunities.

**ATTACHMENTS:**

File Name

Description



AED\_SOLUTION\_FLYER.pdf

AED SOLUTION FLYER



# 855-888-2771

## LEAGUE OF CITIES CONFERENCE **SPECIAL PRICING**

If you've ever considered purchasing AEDs for your organization, the time is now with this unbeatable package! The Heartsine Samaritan PAD 350P combines innovative life-saving technology and ease-of-use with the most durable and compact housing, and low cost of ownership.

**\$895** for a complete package including:



Heartsine 350P with Stop-the-Bleed Kit

- Heartsine PAD 350P Defibrillator with 8 year Warranty
- Premium Bleeding Control Kit
- 4 year Pad-Pak (combination AED Battery & Pads)
- AED Carry case
- Fast Response Kit  
(Contains CPR Mask, gloves, scissors, razor, gauze pad)
- AED Wall Sign
- AED Equipped facility window decal
- AED/CPR Quick Reference Poster
- First year enrollment in AED Total Solution included

**35% discount available on any other major AED manufacturer. Add AED wall cabinet for \$99**

### AED Total Solution

A comprehensive AED program that addresses all legal aspects and requirements, tracks and includes all new AED supplies at no additional cost, and provides all required post-event services.

#### AED Total Solution Includes:

- Physician Medical Oversight and AED Prescription
- Local and Regional AED Registration
- Placement and Liability Consultation, including written AED Policies and Procedures
- Customized web portal for AED inspections, tracking and protocols
- Automated email Notifications, Alerts and Reminders
- All AED supplies included and sent automatically
- CPR/AED Training Certification Tracking
- Real time access to printable reports covering every aspect of your AED Program
- Optional First Aid Supply Tracking with included supply replacement
- All Post-Event services including Loaner AED and Post-Event Physician Review



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**855.888.2771**  
Info@aedtotalsolution.com

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Quarterly Budget Report July 2019-September 2019 (Informational Only)  
**Meeting Date:** December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Jasmin Bains, Financial Services Director

---

**I. RECOMMENDATION:**

**II. BACKGROUND:**

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

**ATTACHMENTS:**

File Name	Description
<input type="checkbox"/> Budget_Report_July-Sept_2019.pdf	Quarterly Budget Report July 2019-Sept 2019



Coalinga, CA

# Budget Report Account Summary

For Fiscal: 2019-2020 Period Ending: 09/30/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 101 - GENERAL FUND</b>						
<b>Expense</b>						
<b>Department: 401 - ELECTED OFFICIALS</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
<b>SubCategory: 600 - SALARIES AND WAGES</b>						
<a href="#">101-401-60020</a> Salaries Part Time	23,850.00	23,850.00	1,961.52	5,584.56	18,265.44	76.58 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>	<b>23,850.00</b>	<b>23,850.00</b>	<b>1,961.52</b>	<b>5,584.56</b>	<b>18,265.44</b>	<b>76.58 %</b>
<b>SubCategory: 620 - BENEFITS</b>						
<a href="#">101-401-62020</a> Medical/Life Insurance	30,103.00	30,103.00	2,641.44	7,924.32	22,178.68	73.68 %
<a href="#">101-401-62030</a> Social Security FICA	1,479.00	1,479.00	104.82	295.86	1,183.14	80.00 %
<a href="#">101-401-62040</a> Medicare Insurance	346.00	346.00	24.58	69.36	276.64	79.95 %
<a href="#">101-401-62070</a> Workers Comp. Insurance	2,862.00	2,862.00	0.00	0.00	2,862.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>	<b>34,790.00</b>	<b>34,790.00</b>	<b>2,770.84</b>	<b>8,289.54</b>	<b>26,500.46</b>	<b>76.17 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>58,640.00</b>	<b>58,640.00</b>	<b>4,732.36</b>	<b>13,874.10</b>	<b>44,765.90</b>	<b>76.34 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">101-401-70010</a> Office Supplies	2,000.00	2,000.00	0.00	1.32	1,998.68	99.93 %
<a href="#">101-401-70030</a> Postage & Freight Out	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">101-401-70040</a> Printing & Binding	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">101-401-70070</a> Audio/Video Equipment Supplies	3,000.00	3,000.00	125.80	125.80	2,874.20	95.81 %
<a href="#">101-401-70200</a> Council Audio/Video Supply	2,660.00	2,660.00	0.00	0.00	2,660.00	100.00 %
<a href="#">101-401-72030</a> Telephone	0.00	0.00	23.49	70.47	-70.47	0.00 %
<a href="#">101-401-84010</a> Office Equip Repairs & Maint	480.00	480.00	46.88	147.91	332.09	69.19 %
<a href="#">101-401-86010</a> Training, Travel, & Conference	20,800.00	20,800.00	371.26	442.72	20,357.28	97.87 %
<a href="#">101-401-86030</a> Subs., Dues, & Publications	15,000.00	15,000.00	3.19	7,304.74	7,695.26	51.30 %
<a href="#">101-401-88010</a> City Attorney Fees	125,000.00	125,000.00	18,277.39	21,357.00	103,643.00	82.91 %
<a href="#">101-401-88040</a> Computer Programming/Consult.	4,500.00	4,500.00	130.09	193.87	4,306.13	95.69 %
<a href="#">101-401-88100</a> Professional Services	7,200.00	7,200.00	600.00	1,200.00	6,000.00	83.33 %
<a href="#">101-401-88220</a> Special Events Expense	0.00	0.00	61.99	61.99	-61.99	0.00 %
<a href="#">101-401-90010</a> Liability & Property Insurance	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>183,240.00</b>	<b>183,240.00</b>	<b>19,640.09</b>	<b>30,905.82</b>	<b>152,334.18</b>	<b>83.13 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>183,240.00</b>	<b>183,240.00</b>	<b>19,640.09</b>	<b>30,905.82</b>	<b>152,334.18</b>	<b>83.13 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>						
<a href="#">101-401-98030</a> Office Furniture & Equipment	150.00	150.00	0.00	0.00	150.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>	<b>150.00</b>	<b>150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150.00</b>	<b>100.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>150.00</b>	<b>150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150.00</b>	<b>100.00 %</b>
<b>Department: 401 - ELECTED OFFICIALS Total:</b>	<b>242,030.00</b>	<b>242,030.00</b>	<b>24,372.45</b>	<b>44,779.92</b>	<b>197,250.08</b>	<b>81.50 %</b>
<b>Department: 404 - COMMUNITY DEVELOPMENT</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
<b>SubCategory: 600 - SALARIES AND WAGES</b>						
<a href="#">101-404-60010</a> Salaries Regular	163,836.00	163,836.00	13,400.45	40,201.35	123,634.65	75.46 %
<a href="#">101-404-60050</a> Salaries Cash Outs	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>	<b>166,336.00</b>	<b>166,336.00</b>	<b>13,400.45</b>	<b>40,201.35</b>	<b>126,134.65</b>	<b>75.83 %</b>
<b>SubCategory: 620 - BENEFITS</b>						
<a href="#">101-404-62000</a> Retirement CALPERS	15,859.00	15,859.00	1,283.59	3,798.52	12,060.48	76.05 %
<a href="#">101-404-62020</a> Medical/Life Insurance	21,264.00	21,264.00	1,772.10	5,316.28	15,947.72	75.00 %
<a href="#">101-404-62030</a> Social Security FICA	10,158.00	10,158.00	849.49	2,537.43	7,620.57	75.02 %
<a href="#">101-404-62040</a> Medicare Insurance	2,376.00	2,376.00	198.67	593.43	1,782.57	75.02 %



## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">101-404-62050</a>	Disability Income Insurance	0.00	0.00	73.29	219.87	-219.87	0.00 %
<a href="#">101-404-62060</a>	Deferred Comp - 457 Retirement	7,373.00	7,373.00	743.56	2,020.36	5,352.64	72.60 %
<a href="#">101-404-62070</a>	Workers Comp. Insurance	19,660.00	19,660.00	0.00	0.00	19,660.00	100.00 %
<a href="#">101-404-62200</a>	Retirement CalPERS UL	1,344.00	1,344.00	0.00	0.00	1,344.00	100.00 %
<a href="#">101-404-62210</a>	Unemployment Claims	1,638.00	1,638.00	0.00	0.00	1,638.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>79,672.00</b>	<b>79,672.00</b>	<b>4,920.70</b>	<b>14,485.89</b>	<b>65,186.11</b>	<b>81.82 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>246,008.00</b>	<b>246,008.00</b>	<b>18,321.15</b>	<b>54,687.24</b>	<b>191,320.76</b>	<b>77.77 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-404-70010</a>	Office Supplies	1,250.00	1,250.00	45.36	46.68	1,203.32	96.27 %
<a href="#">101-404-70030</a>	Postage & Freight Out	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">101-404-70040</a>	Printing & Binding	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">101-404-70060</a>	Small Tools & Equipment	200.00	200.00	36.94	36.94	163.06	81.53 %
<a href="#">101-404-70100</a>	Uniforms	550.00	550.00	0.00	0.00	550.00	100.00 %
<a href="#">101-404-70160</a>	Gasoline & Diesel	1,000.00	1,000.00	103.85	186.40	813.60	81.36 %
<a href="#">101-404-72030</a>	Telephone	1,500.00	1,500.00	133.17	333.95	1,166.05	77.74 %
<a href="#">101-404-84010</a>	Office Equip Repairs & Maint	2,000.00	2,000.00	47.95	103.84	1,896.16	94.81 %
<a href="#">101-404-84060</a>	Vehicle Parts, Repairs & Maint	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">101-404-86010</a>	Training, Travel, & Conference	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">101-404-86030</a>	Subs., Dues, & Publications	6,500.00	6,500.00	1,280.29	5,091.25	1,408.75	21.67 %
<a href="#">101-404-86500</a>	Planning-Reimbursable Fees	30,000.00	30,000.00	1,060.00	1,390.00	28,610.00	95.37 %
<a href="#">101-404-88040</a>	Computer Programming/Consult.	3,000.00	3,000.00	509.21	757.87	2,242.13	74.74 %
<a href="#">101-404-88090</a>	General Engineering	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">101-404-88100</a>	Professional Services	6,000.00	6,000.00	0.00	606.25	5,393.75	89.90 %
<a href="#">101-404-88120</a>	Reimbursable Bldg Plan Ck Fee	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">101-404-88180</a>	Cannabis Professional Services	260,000.00	260,000.00	11,730.04	11,730.04	248,269.96	95.49 %
<a href="#">101-404-90010</a>	Liability & Property Insurance	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">101-404-92080</a>	Miscellaneous Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>337,700.00</b>	<b>337,700.00</b>	<b>14,946.81</b>	<b>20,283.22</b>	<b>317,416.78</b>	<b>93.99 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>337,700.00</b>	<b>337,700.00</b>	<b>14,946.81</b>	<b>20,283.22</b>	<b>317,416.78</b>	<b>93.99 %</b>
<b>Department: 404 - COMMUNITY DEVELOPMENT Total:</b>		<b>583,708.00</b>	<b>583,708.00</b>	<b>33,267.96</b>	<b>74,970.46</b>	<b>508,737.54</b>	<b>87.16 %</b>
<b>Department: 405 - ADMINISTRATIVE SERVICES DEPT.</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-405-60010</a>	Salaries Regular	34,006.00	34,006.00	2,993.41	8,217.78	25,788.22	75.83 %
<a href="#">101-405-60050</a>	Salaries Cash Outs	340.00	340.00	0.00	0.00	340.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>34,346.00</b>	<b>34,346.00</b>	<b>2,993.41</b>	<b>8,217.78</b>	<b>26,128.22</b>	<b>76.07 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-405-62000</a>	Retirement CALPERS	3,292.00	3,292.00	248.79	746.30	2,545.70	77.33 %
<a href="#">101-405-62020</a>	Medical/Life Insurance	7,125.00	7,125.00	527.64	1,583.02	5,541.98	77.78 %
<a href="#">101-405-62030</a>	Social Security FICA	2,108.00	2,108.00	183.67	502.82	1,605.18	76.15 %
<a href="#">101-405-62040</a>	Medicare Insurance	493.00	493.00	42.98	117.67	375.33	76.13 %
<a href="#">101-405-62050</a>	Disability Income Insurance	100.00	100.00	7.31	38.01	61.99	61.99 %
<a href="#">101-405-62060</a>	Deferred Comp - 457 Retirement	1,360.00	1,360.00	131.71	378.11	981.89	72.20 %
<a href="#">101-405-62070</a>	Workers Comp. Insurance	4,081.00	4,081.00	0.00	0.00	4,081.00	100.00 %
<a href="#">101-405-62200</a>	Retirement CalPERS UL	269.00	269.00	0.00	0.00	269.00	100.00 %
<a href="#">101-405-62210</a>	Unemployment Claims	340.00	340.00	0.00	0.00	340.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>19,168.00</b>	<b>19,168.00</b>	<b>1,142.10</b>	<b>3,365.93</b>	<b>15,802.07</b>	<b>82.44 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>53,514.00</b>	<b>53,514.00</b>	<b>4,135.51</b>	<b>11,583.71</b>	<b>41,930.29</b>	<b>78.35 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-405-70010</a>	Office Supplies	2,000.00	2,000.00	0.00	-17.67	2,017.67	100.88 %
<a href="#">101-405-70030</a>	Postage & Freight Out	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">101-405-70040</a>	Printing & Binding	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">101-405-70160</a>	Gasoline & Diesel	1,000.00	1,000.00	0.00	31.66	968.34	96.83 %
<a href="#">101-405-72030</a>	Telephone	0.00	0.00	70.51	211.53	-211.53	0.00 %

**Budget Report**

**For Fiscal: 2019-2020 Period Ending: 09/30/2019**

		<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Remaining</b>
<a href="#">101-405-76010</a>	General Advertising	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">101-405-84010</a>	Office Equip Repairs & Maint	1,000.00	1,000.00	38.86	126.13	873.87	87.39 %
<a href="#">101-405-84060</a>	Vehicle Parts, Repairs & Maint	800.00	800.00	0.00	7.00	793.00	99.13 %
<a href="#">101-405-86010</a>	Training, Travel, & Conference	7,700.00	7,700.00	395.66	783.95	6,916.05	89.82 %
<a href="#">101-405-86030</a>	Subs., Dues, & Publications	12,000.00	12,000.00	0.00	2,137.51	9,862.49	82.19 %
<a href="#">101-405-88040</a>	Computer Programming/Consult.	5,000.00	5,000.00	130.09	193.87	4,806.13	96.12 %
<a href="#">101-405-90010</a>	Liability & Property Insurance	3,600.00	3,600.00	0.00	0.00	3,600.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>38,400.00</b>	<b>38,400.00</b>	<b>635.12</b>	<b>3,473.98</b>	<b>34,926.02</b>	<b>90.95 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>38,400.00</b>	<b>38,400.00</b>	<b>635.12</b>	<b>3,473.98</b>	<b>34,926.02</b>	<b>90.95 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">101-405-98030</a>	Office Furniture & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>100.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>100.00 %</b>
<b>Department: 405 - ADMINISTRATIVE SERVICES DEPT. Total:</b>		<b>92,414.00</b>	<b>92,414.00</b>	<b>4,770.63</b>	<b>15,057.69</b>	<b>77,356.31</b>	<b>83.71 %</b>
<b>Department: 406 - FINANCE DIVISION</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-406-60010</a>	Salaries Regular	35,054.00	35,054.00	2,692.66	7,940.97	27,113.03	77.35 %
<a href="#">101-406-60030</a>	Salaries Overtime	700.00	700.00	0.00	0.00	700.00	100.00 %
<a href="#">101-406-60050</a>	Salaries Cash Outs	500.00	500.00	0.00	0.00	500.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>36,254.00</b>	<b>36,254.00</b>	<b>2,692.66</b>	<b>7,940.97</b>	<b>28,313.03</b>	<b>78.10 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-406-62000</a>	Retirement CALPERS	2,924.00	2,924.00	215.98	647.80	2,276.20	77.85 %
<a href="#">101-406-62020</a>	Medical/Life Insurance	7,239.00	7,239.00	539.86	1,619.62	5,619.38	77.63 %
<a href="#">101-406-62030</a>	Social Security FICA	2,173.00	2,173.00	164.84	486.42	1,686.58	77.62 %
<a href="#">101-406-62040</a>	Medicare Insurance	508.00	508.00	38.56	113.76	394.24	77.61 %
<a href="#">101-406-62050</a>	Disability Income Insurance	100.00	100.00	8.97	26.93	73.07	73.07 %
<a href="#">101-406-62060</a>	Deferred Comp - 457 Retirement	613.00	613.00	58.68	180.28	432.72	70.59 %
<a href="#">101-406-62070</a>	Workers Comp. Insurance	4,206.00	4,206.00	0.00	0.00	4,206.00	100.00 %
<a href="#">101-406-62200</a>	Retirement CalPERS UL	285.00	285.00	0.00	0.00	285.00	100.00 %
<a href="#">101-406-62210</a>	Unemployment Claims	351.00	351.00	0.00	0.00	351.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>18,399.00</b>	<b>18,399.00</b>	<b>1,026.89</b>	<b>3,074.81</b>	<b>15,324.19</b>	<b>83.29 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>54,653.00</b>	<b>54,653.00</b>	<b>3,719.55</b>	<b>11,015.78</b>	<b>43,637.22</b>	<b>79.84 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-406-70010</a>	Office Supplies	1,300.00	1,300.00	0.00	30.36	1,269.64	97.66 %
<a href="#">101-406-70030</a>	Postage & Freight Out	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">101-406-70040</a>	Printing & Binding	3,150.00	3,150.00	0.00	459.99	2,690.01	85.40 %
<a href="#">101-406-72030</a>	Telephone	300.00	300.00	5.60	16.80	283.20	94.40 %
<a href="#">101-406-82040</a>	Office Equipment Rental	4,180.00	4,180.00	0.00	0.00	4,180.00	100.00 %
<a href="#">101-406-84010</a>	Office Equip Repairs & Maint	1,700.00	1,700.00	40.85	55.64	1,644.36	96.73 %
<a href="#">101-406-86010</a>	Training, Travel, & Conference	500.00	500.00	4.66	4.66	495.34	99.07 %
<a href="#">101-406-86030</a>	Subs., Dues, & Publications	300.00	300.00	30.00	30.00	270.00	90.00 %
<a href="#">101-406-88030</a>	Accounting/Auditing	30,000.00	30,000.00	1,019.00	2,667.00	27,333.00	91.11 %
<a href="#">101-406-88040</a>	Computer Programming/Consult.	10,000.00	10,000.00	258.77	399.44	9,600.56	96.01 %
<a href="#">101-406-88100</a>	Professional Services	19,000.00	19,000.00	286.20	2,058.48	16,941.52	89.17 %
<a href="#">101-406-90010</a>	Liability & Property Insurance	3,200.00	3,200.00	0.00	0.00	3,200.00	100.00 %
<a href="#">101-406-92090</a>	Taxes, Licenses, & Fees	24,000.00	24,000.00	0.00	0.00	24,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>100,630.00</b>	<b>100,630.00</b>	<b>1,645.08</b>	<b>5,722.37</b>	<b>94,907.63</b>	<b>94.31 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>100,630.00</b>	<b>100,630.00</b>	<b>1,645.08</b>	<b>5,722.37</b>	<b>94,907.63</b>	<b>94.31 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>		<b>155,283.00</b>	<b>155,283.00</b>	<b>5,364.63</b>	<b>16,738.15</b>	<b>138,544.85</b>	<b>89.22 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 408 - HUMAN RESOURCES DEPT</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-408-60010</a>	Salaries Regular	59,692.00	59,692.00	4,433.92	13,319.44	46,372.56	77.69 %
<a href="#">101-408-60030</a>	Salaries Overtime	1,000.00	1,000.00	0.00	34.59	965.41	96.54 %
<a href="#">101-408-60050</a>	Salaries Cash Outs	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>62,192.00</b>	<b>62,192.00</b>	<b>4,433.92</b>	<b>13,354.03</b>	<b>48,837.97</b>	<b>78.53 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-408-62000</a>	Retirement CALPERS	4,169.00	4,169.00	309.69	925.10	3,243.90	77.81 %
<a href="#">101-408-62020</a>	Medical/Life Insurance	5,621.00	5,621.00	472.70	1,418.04	4,202.96	74.77 %
<a href="#">101-408-62030</a>	Social Security FICA	3,701.00	3,701.00	272.48	820.83	2,880.17	77.82 %
<a href="#">101-408-62040</a>	Medicare Insurance	866.00	866.00	63.73	191.96	674.04	77.83 %
<a href="#">101-408-62050</a>	Disability Income Insurance	700.00	700.00	0.00	0.00	700.00	100.00 %
<a href="#">101-408-62060</a>	Deferred Comp - 457 Retirement	5,200.00	5,200.00	2.94	14.66	5,185.34	99.72 %
<a href="#">101-408-62070</a>	Workers Comp. Insurance	7,163.00	7,163.00	0.00	0.00	7,163.00	100.00 %
<a href="#">101-408-62200</a>	Retirement CalPERS UL	383.00	383.00	0.00	0.00	383.00	100.00 %
<a href="#">101-408-62210</a>	Unemployment Claims	597.00	597.00	0.00	0.00	597.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>28,400.00</b>	<b>28,400.00</b>	<b>1,121.54</b>	<b>3,370.59</b>	<b>25,029.41</b>	<b>88.13 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>90,592.00</b>	<b>90,592.00</b>	<b>5,555.46</b>	<b>16,724.62</b>	<b>73,867.38</b>	<b>81.54 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-408-70010</a>	Office Supplies	1,250.00	1,250.00	0.00	0.96	1,249.04	99.92 %
<a href="#">101-408-70030</a>	Postage & Freight Out	400.00	400.00	0.00	22.12	377.88	94.47 %
<a href="#">101-408-70040</a>	Printing & Binding	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<a href="#">101-408-72030</a>	Telephone	0.00	0.00	49.91	149.73	-149.73	0.00 %
<a href="#">101-408-84010</a>	Office Equip Repairs & Maint	2,200.00	2,200.00	178.24	469.69	1,730.31	78.65 %
<a href="#">101-408-86010</a>	Training, Travel, & Conference	1,600.00	1,600.00	0.00	24.63	1,575.37	98.46 %
<a href="#">101-408-86030</a>	Subs., Dues, & Publications	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">101-408-88040</a>	Computer Programming/Consult.	1,400.00	1,400.00	197.68	295.30	1,104.70	78.91 %
<a href="#">101-408-88060</a>	Medical - General	6,500.00	6,500.00	130.09	130.09	6,369.91	98.00 %
<a href="#">101-408-88100</a>	Professional Services	5,600.00	5,600.00	0.00	0.00	5,600.00	100.00 %
<a href="#">101-408-89010</a>	Personnel Advertising	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<a href="#">101-408-89020</a>	Interview Expenses	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">101-408-89040</a>	Physical w/Drug & Alcohol Test	10,000.00	10,000.00	905.00	835.00	9,165.00	91.65 %
<a href="#">101-408-89050</a>	Polygraphs	2,500.00	2,500.00	600.00	1,200.00	1,300.00	52.00 %
<a href="#">101-408-89060</a>	Psychological Evaluation	3,200.00	3,200.00	1,200.00	2,000.00	1,200.00	37.50 %
<a href="#">101-408-89070</a>	Fingerprinting	1,500.00	1,500.00	230.00	294.00	1,206.00	80.40 %
<a href="#">101-408-89080</a>	Background Investigations Exp	5,000.00	5,000.00	0.00	1,800.00	3,200.00	64.00 %
<a href="#">101-408-90010</a>	Liability & Property Insurance	6,200.00	6,200.00	0.00	0.00	6,200.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>50,150.00</b>	<b>50,150.00</b>	<b>3,490.92</b>	<b>7,221.52</b>	<b>42,928.48</b>	<b>85.60 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>50,150.00</b>	<b>50,150.00</b>	<b>3,490.92</b>	<b>7,221.52</b>	<b>42,928.48</b>	<b>85.60 %</b>
<b>Department: 408 - HUMAN RESOURCES DEPT Total:</b>		<b>140,742.00</b>	<b>140,742.00</b>	<b>9,046.38</b>	<b>23,946.14</b>	<b>116,795.86</b>	<b>82.99 %</b>
<b>Department: 413 - POLICE DEPARTMENT</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-413-60010</a>	Salaries Regular	1,488,080.00	1,488,080.00	95,263.15	280,649.95	1,207,430.05	81.14 %
<a href="#">101-413-60020</a>	Salaries Part Time	107,484.00	107,484.00	1,204.91	3,343.62	104,140.38	96.89 %
<a href="#">101-413-60030</a>	Salaries Overtime	143,273.00	143,273.00	30,646.51	82,313.40	60,959.60	42.55 %
<a href="#">101-413-60050</a>	Salaries Cash Outs	39,574.00	39,574.00	0.00	0.00	39,574.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>1,778,411.00</b>	<b>1,778,411.00</b>	<b>127,114.57</b>	<b>366,306.97</b>	<b>1,412,104.03</b>	<b>79.40 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-413-62000</a>	Retirement CALPERS	183,181.00	183,181.00	9,953.92	30,528.13	152,652.87	83.33 %
<a href="#">101-413-62020</a>	Medical/Life Insurance	361,358.00	361,358.00	17,868.14	60,332.49	301,025.51	83.30 %
<a href="#">101-413-62030</a>	Social Security FICA	98,925.00	98,925.00	7,811.04	22,493.25	76,431.75	77.26 %
<a href="#">101-413-62040</a>	Medicare Insurance	23,136.00	23,136.00	1,826.73	5,260.41	17,875.59	77.26 %
<a href="#">101-413-62050</a>	Disability Income Insurance	1,200.00	1,200.00	74.80	202.99	997.01	83.08 %



## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">101-413-62060</a>	Deferred Comp - 457 Retirement	22,321.00	22,321.00	1,252.77	3,906.17	18,414.83	82.50 %
<a href="#">101-413-62070</a>	Workers Comp. Insurance	191,468.00	191,468.00	0.00	0.00	191,468.00	100.00 %
<a href="#">101-413-62080</a>	Uniform Allowance	24,200.00	24,200.00	0.00	0.00	24,200.00	100.00 %
<a href="#">101-413-62200</a>	Retirement CalPERS UL	11,857.00	11,857.00	0.00	0.00	11,857.00	100.00 %
<a href="#">101-413-62210</a>	Unemployment Claims	14,881.00	14,881.00	0.00	0.00	14,881.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>932,527.00</b>	<b>932,527.00</b>	<b>38,787.40</b>	<b>122,723.44</b>	<b>809,803.56</b>	<b>86.84 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>2,710,938.00</b>	<b>2,710,938.00</b>	<b>165,901.97</b>	<b>489,030.41</b>	<b>2,221,907.59</b>	<b>81.96 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-413-70010</a>	Office Supplies	5,000.00	5,000.00	134.37	642.27	4,357.73	87.15 %
<a href="#">101-413-70030</a>	Postage & Freight Out	1,500.00	1,500.00	74.90	168.18	1,331.82	88.79 %
<a href="#">101-413-70040</a>	Printing & Binding	2,000.00	2,000.00	0.00	679.24	1,320.76	66.04 %
<a href="#">101-413-70060</a>	Small Tools & Equipment	1,000.00	1,000.00	95.87	95.87	904.13	90.41 %
<a href="#">101-413-70070</a>	Audio/Video Equipment Supplies	500.00	500.00	0.00	227.10	272.90	54.58 %
<a href="#">101-413-70101</a>	Uniforms-Safety Equipment	8,500.00	8,500.00	0.00	1,570.53	6,929.47	81.52 %
<a href="#">101-413-70160</a>	Gasoline & Diesel	65,000.00	65,000.00	4,749.75	9,855.79	55,144.21	84.84 %
<a href="#">101-413-70380</a>	Inmate Food/Jail Supplies	5,500.00	5,500.00	485.27	1,321.71	4,178.29	75.97 %
<a href="#">101-413-70440</a>	Miscellaneous Supplies	6,000.00	6,000.00	1,313.81	1,313.81	4,686.19	78.10 %
<a href="#">101-413-72010</a>	Water, Gas, Sanitation & Sewer	750.00	750.00	39.92	39.92	710.08	94.68 %
<a href="#">101-413-72020</a>	Electric	2,500.00	2,500.00	82.24	157.12	2,342.88	93.72 %
<a href="#">101-413-72030</a>	Telephone	37,000.00	37,000.00	4,075.24	10,105.17	26,894.83	72.69 %
<a href="#">101-413-84010</a>	Office Equip Repairs & Maint	2,000.00	2,000.00	480.42	1,100.08	899.92	45.00 %
<a href="#">101-413-84020</a>	Major Equip Repairs & Maint.	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">101-413-84030</a>	Buildings Repairs & Maint.	2,500.00	2,500.00	0.00	4,214.22	-1,714.22	-68.57 %
<a href="#">101-413-84060</a>	Vehicle Parts, Repairs & Maint	30,000.00	30,000.00	5,056.12	5,367.48	24,632.52	82.11 %
<a href="#">101-413-86010</a>	Training, Travel, & Conference	25,000.00	25,000.00	3,018.18	26,186.73	-1,186.73	-4.75 %
<a href="#">101-413-86030</a>	Subs., Dues, & Publications	2,000.00	2,000.00	0.00	1,288.66	711.34	35.57 %
<a href="#">101-413-88040</a>	Computer Programming/Consult.	80,000.00	80,000.00	3,383.79	5,712.32	74,287.68	92.86 %
<a href="#">101-413-88080</a>	Laboratory	4,000.00	4,000.00	175.00	175.00	3,825.00	95.63 %
<a href="#">101-413-88100</a>	Professional Services	20,000.00	20,000.00	1,482.32	14,314.66	5,685.34	28.43 %
<a href="#">101-413-90010</a>	Liability & Property Insurance	95,000.00	95,000.00	0.00	0.00	95,000.00	100.00 %
<a href="#">101-413-90041</a>	Settlements & Judgments	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<a href="#">101-413-90070</a>	Investigative Expenses	9,000.00	9,000.00	559.60	1,562.24	7,437.76	82.64 %
<a href="#">101-413-92211</a>	K-9 Program Expense	0.00	0.00	1,837.14	2,083.66	-2,083.66	0.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>412,250.00</b>	<b>412,250.00</b>	<b>27,043.94</b>	<b>88,181.76</b>	<b>324,068.24</b>	<b>78.61 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>412,250.00</b>	<b>412,250.00</b>	<b>27,043.94</b>	<b>88,181.76</b>	<b>324,068.24</b>	<b>78.61 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">101-413-98030</a>	Office Furniture & Equipment	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">101-413-98040</a>	Major Machinery & Equipment	36,000.00	36,000.00	0.00	15,556.95	20,443.05	56.79 %
<a href="#">101-413-98050</a>	Capital Purchases	86,000.00	86,000.00	0.00	0.00	86,000.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>123,500.00</b>	<b>123,500.00</b>	<b>0.00</b>	<b>15,556.95</b>	<b>107,943.05</b>	<b>87.40 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>123,500.00</b>	<b>123,500.00</b>	<b>0.00</b>	<b>15,556.95</b>	<b>107,943.05</b>	<b>87.40 %</b>
<b>Department: 413 - POLICE DEPARTMENT Total:</b>		<b>3,246,688.00</b>	<b>3,246,688.00</b>	<b>192,945.91</b>	<b>592,769.12</b>	<b>2,653,918.88</b>	<b>81.74 %</b>
<b>Department: 415 - POLICE - ANIMAL CONTROL</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-415-60010</a>	Salaries Regular	0.00	0.00	0.00	1,265.16	-1,265.16	0.00 %
<a href="#">101-415-60030</a>	Salaries Overtime	0.00	0.00	0.00	948.87	-948.87	0.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,214.03</b>	<b>-2,214.03</b>	<b>0.00 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-415-62000</a>	Retirement CALPERS	0.00	0.00	0.00	86.56	-86.56	0.00 %
<a href="#">101-415-62020</a>	Medical/Life Insurance	0.00	0.00	0.00	334.48	-334.48	0.00 %
<a href="#">101-415-62030</a>	Social Security FICA	0.00	0.00	0.00	137.27	-137.27	0.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">101-415-62040</a>	Medicare Insurance	0.00	0.00	0.00	32.10	-32.10	0.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>590.41</b>	<b>-590.41</b>	<b>0.00 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,804.44</b>	<b>-2,804.44</b>	<b>0.00 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-415-70280</a>	Shelter Food/Supplies	0.00	0.00	0.00	299.40	-299.40	0.00 %
<a href="#">101-415-72010</a>	Water, Gas, Sanitation & Sewer	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">101-415-72020</a>	Electric	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">101-415-72030</a>	Telephone	0.00	0.00	23.50	157.00	-157.00	0.00 %
<a href="#">101-415-88100</a>	Professional Services	31,600.00	31,600.00	1,800.00	3,769.00	27,831.00	88.07 %
<a href="#">101-415-90010</a>	Liability & Property Insurance	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>35,100.00</b>	<b>35,100.00</b>	<b>1,823.50</b>	<b>4,225.40</b>	<b>30,874.60</b>	<b>87.96 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>35,100.00</b>	<b>35,100.00</b>	<b>1,823.50</b>	<b>4,225.40</b>	<b>30,874.60</b>	<b>87.96 %</b>
<b>Department: 415 - POLICE - ANIMAL CONTROL Total:</b>		<b>35,100.00</b>	<b>35,100.00</b>	<b>1,823.50</b>	<b>7,029.84</b>	<b>28,070.16</b>	<b>79.97 %</b>
<b>Department: 416 - FIRE/EMS DEPARTMENT</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-416-60010</a>	Salaries Regular	1,540,906.00	1,540,906.00	91,111.78	274,016.79	1,266,889.21	82.22 %
<a href="#">101-416-60020</a>	Salaries Part Time	112,000.00	112,000.00	610.08	3,798.24	108,201.76	96.61 %
<a href="#">101-416-60030</a>	Salaries Overtime	350,000.00	350,000.00	22,139.49	80,456.27	269,543.73	77.01 %
<a href="#">101-416-60050</a>	Salaries Cash Outs	57,852.00	57,852.00	0.00	0.00	57,852.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>2,060,758.00</b>	<b>2,060,758.00</b>	<b>113,861.35</b>	<b>358,271.30</b>	<b>1,702,486.70</b>	<b>82.61 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-416-62000</a>	Retirement CALPERS	200,849.00	200,849.00	11,105.97	32,963.23	167,885.77	83.59 %
<a href="#">101-416-62020</a>	Medical/Life Insurance	338,358.00	338,358.00	18,258.80	53,780.93	284,577.07	84.11 %
<a href="#">101-416-62030</a>	Social Security FICA	102,480.00	102,480.00	5,924.21	19,114.54	83,365.46	81.35 %
<a href="#">101-416-62040</a>	Medicare Insurance	23,967.00	23,967.00	1,385.50	4,470.34	19,496.66	81.35 %
<a href="#">101-416-62050</a>	Disability Income Insurance	0.00	0.00	91.56	296.59	-296.59	0.00 %
<a href="#">101-416-62060</a>	Deferred Comp - 457 Retirement	61,636.00	61,636.00	1,716.70	5,586.24	56,049.76	90.94 %
<a href="#">101-416-62070</a>	Workers Comp. Insurance	198,349.00	198,349.00	0.00	0.00	198,349.00	100.00 %
<a href="#">101-416-62080</a>	Uniform Allowance	29,300.00	29,300.00	0.00	0.00	29,300.00	100.00 %
<a href="#">101-416-62200</a>	Retirement CalPERS UL	7,279.00	7,279.00	0.00	0.00	7,279.00	100.00 %
<a href="#">101-416-62210</a>	Unemployment Claims	15,409.00	15,409.00	0.00	0.00	15,409.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>977,627.00</b>	<b>977,627.00</b>	<b>38,482.74</b>	<b>116,211.87</b>	<b>861,415.13</b>	<b>88.11 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>3,038,385.00</b>	<b>3,038,385.00</b>	<b>152,344.09</b>	<b>474,483.17</b>	<b>2,563,901.83</b>	<b>84.38 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-416-70010</a>	Office Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">101-416-70030</a>	Postage & Freight Out	200.00	200.00	0.00	15.35	184.65	92.33 %
<a href="#">101-416-70040</a>	Printing & Binding	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">101-416-70050</a>	Education Materials & Supplies	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">101-416-70060</a>	Small Tools & Equipment	1,000.00	1,000.00	75.54	75.54	924.46	92.45 %
<a href="#">101-416-70070</a>	Audio/Video Equipment Supplies	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">101-416-70102</a>	Uniforms (Turnout Gear)	30,000.00	30,000.00	0.00	620.91	29,379.09	97.93 %
<a href="#">101-416-70160</a>	Gasoline & Diesel	75,000.00	75,000.00	4,434.55	8,513.53	66,486.47	88.65 %
<a href="#">101-416-70440</a>	Miscellaneous Supplies	700.00	700.00	5.55	60.95	639.05	91.29 %
<a href="#">101-416-70450</a>	Station Supplies	2,500.00	2,500.00	134.62	134.62	2,365.38	94.62 %
<a href="#">101-416-72010</a>	Water, Gas, Sanitation & Sewer	7,300.00	7,300.00	656.39	656.39	6,643.61	91.01 %
<a href="#">101-416-72020</a>	Electric	18,500.00	18,500.00	2,886.61	5,386.55	13,113.45	70.88 %
<a href="#">101-416-72030</a>	Telephone	18,000.00	18,000.00	2,867.39	4,988.00	13,012.00	72.29 %
<a href="#">101-416-75000</a>	Medical Equipment & Supplies	39,000.00	39,000.00	5,710.50	7,683.03	31,316.97	80.30 %
<a href="#">101-416-75010</a>	Meals-Ambulance Runs	2,000.00	2,000.00	121.73	255.45	1,744.55	87.23 %
<a href="#">101-416-75020</a>	EMS-Linens	4,000.00	4,000.00	484.75	1,013.58	2,986.42	74.66 %
<a href="#">101-416-75030</a>	Tuition Reimbursement	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<a href="#">101-416-75040</a>	Ambulance Billing Contract	100,000.00	100,000.00	5,758.60	6,875.35	93,124.65	93.12 %
<a href="#">101-416-75060</a>	Mandated Annual Service	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %

**Budget Report**

**For Fiscal: 2019-2020 Period Ending: 09/30/2019**

		<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>Period Activity</b>	<b>Fiscal Activity</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Remaining</b>
<a href="#">101-416-84010</a>	Office Equip Repairs & Maint	3,500.00	3,500.00	126.60	368.02	3,131.98	89.49 %
<a href="#">101-416-84020</a>	Major Equip Repairs & Maint.	3,500.00	3,500.00	1,642.55	1,642.55	1,857.45	53.07 %
<a href="#">101-416-84030</a>	Buildings Repairs & Maint.	23,000.00	23,000.00	87.12	1,362.12	21,637.88	94.08 %
<a href="#">101-416-84050</a>	Grounds Repairs & Maint.	500.00	500.00	0.00	165.83	334.17	66.83 %
<a href="#">101-416-84060</a>	Vehicle Parts, Repairs & Maint	60,000.00	60,000.00	10,630.94	13,473.55	46,526.45	77.54 %
<a href="#">101-416-84070</a>	Misc. Repairs & Maint.	500.00	500.00	13.78	13.78	486.22	97.24 %
<a href="#">101-416-86010</a>	Training, Travel, & Conference	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">101-416-86030</a>	Subs., Dues, & Publications	2,000.00	2,000.00	406.37	406.37	1,593.63	79.68 %
<a href="#">101-416-86040</a>	Required Certification Train	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
<a href="#">101-416-88040</a>	Computer Programming/Consult.	6,600.00	6,600.00	1,084.12	1,609.71	4,990.29	75.61 %
<a href="#">101-416-88100</a>	Professional Services	8,000.00	8,000.00	1,180.00	1,250.00	6,750.00	84.38 %
<a href="#">101-416-90010</a>	Liability & Property Insurance	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00 %
<a href="#">101-416-92084</a>	Firefighter's Assn Stipend	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>544,600.00</b>	<b>544,600.00</b>	<b>38,307.71</b>	<b>56,571.18</b>	<b>488,028.82</b>	<b>89.61 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>544,600.00</b>	<b>544,600.00</b>	<b>38,307.71</b>	<b>56,571.18</b>	<b>488,028.82</b>	<b>89.61 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">101-416-98040</a>	Major Machinery & Equipment	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>20,000.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>100.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>20,000.00</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>100.00 %</b>
<b>Department: 416 - FIRE/EMS DEPARTMENT Total:</b>		<b>3,602,985.00</b>	<b>3,602,985.00</b>	<b>190,651.80</b>	<b>531,054.35</b>	<b>3,071,930.65</b>	<b>85.26 %</b>
<b>Department: 431 - SERVICE CENTER DEPARTMENT</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-431-60010</a>	Salaries Regular	23,400.00	23,400.00	1,792.90	5,378.70	18,021.30	77.01 %
<a href="#">101-431-60030</a>	Salaries Overtime	360.00	360.00	0.00	0.00	360.00	100.00 %
<a href="#">101-431-60050</a>	Salaries Cash Outs	450.00	450.00	0.00	0.00	450.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>24,210.00</b>	<b>24,210.00</b>	<b>1,792.90</b>	<b>5,378.70</b>	<b>18,831.30</b>	<b>77.78 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-431-62000</a>	Retirement CALPERS	2,265.00	2,265.00	173.56	513.62	1,751.38	77.32 %
<a href="#">101-431-62020</a>	Medical/Life Insurance	4,186.00	4,186.00	301.08	903.29	3,282.71	78.42 %
<a href="#">101-431-62030</a>	Social Security FICA	1,451.00	1,451.00	113.88	341.64	1,109.36	76.45 %
<a href="#">101-431-62040</a>	Medicare Insurance	339.00	339.00	26.64	79.92	259.08	76.42 %
<a href="#">101-431-62060</a>	Deferred Comp - 457 Retirement	702.00	702.00	55.40	166.20	535.80	76.32 %
<a href="#">101-431-62070</a>	Workers Comp. Insurance	2,808.00	2,808.00	0.00	0.00	2,808.00	100.00 %
<a href="#">101-431-62080</a>	Uniform Allowance	150.00	150.00	0.00	0.00	150.00	100.00 %
<a href="#">101-431-62200</a>	Retirement CalPERS UL	346.00	346.00	0.00	0.00	346.00	100.00 %
<a href="#">101-431-62210</a>	Unemployment Claims	234.00	234.00	0.00	0.00	234.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>12,481.00</b>	<b>12,481.00</b>	<b>670.56</b>	<b>2,004.67</b>	<b>10,476.33</b>	<b>83.94 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>36,691.00</b>	<b>36,691.00</b>	<b>2,463.46</b>	<b>7,383.37</b>	<b>29,307.63</b>	<b>79.88 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-431-70010</a>	Office Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">101-431-70060</a>	Small Tools & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">101-431-70100</a>	Uniforms	500.00	500.00	153.01	317.20	182.80	36.56 %
<a href="#">101-431-70150</a>	Vehicle Parts & Supplies	5,000.00	5,000.00	21.00	42.00	4,958.00	99.16 %
<a href="#">101-431-70160</a>	Gasoline & Diesel	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">101-431-70440</a>	Miscellaneous Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">101-431-72020</a>	Electric	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">101-431-72030</a>	Telephone	1,000.00	1,000.00	71.84	143.68	856.32	85.63 %
<a href="#">101-431-84060</a>	Vehicle Parts, Repairs & Maint	500.00	500.00	65.00	65.00	435.00	87.00 %
<a href="#">101-431-88040</a>	Computer Programming/Consult.	80.00	80.00	0.00	0.00	80.00	100.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">101-431-90010</a>	Liability & Property Insurance	5,740.00	5,740.00	0.00	0.00	5,740.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>15,170.00</b>	<b>15,170.00</b>	<b>310.85</b>	<b>567.88</b>	<b>14,602.12</b>	<b>96.26 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>15,170.00</b>	<b>15,170.00</b>	<b>310.85</b>	<b>567.88</b>	<b>14,602.12</b>	<b>96.26 %</b>
<b>Department: 431 - SERVICE CENTER DEPARTMENT Total:</b>		<b>51,861.00</b>	<b>51,861.00</b>	<b>2,774.31</b>	<b>7,951.25</b>	<b>43,909.75</b>	<b>84.67 %</b>
<b>Department: 432 - BLDGS &amp; GROUNDS MAINTENANCE</b>							
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-432-70010</a>	Office Supplies	75.00	75.00	0.00	0.00	75.00	100.00 %
<a href="#">101-432-70060</a>	Small Tools & Equipment	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">101-432-70440</a>	Miscellaneous Supplies	1,850.00	1,850.00	0.00	0.00	1,850.00	100.00 %
<a href="#">101-432-72010</a>	Water, Gas, Sanitation & Sewer	22,000.00	22,000.00	1,083.40	1,172.37	20,827.63	94.67 %
<a href="#">101-432-72020</a>	Electric	58,000.00	58,000.00	12,023.29	21,863.43	36,136.57	62.30 %
<a href="#">101-432-72030</a>	Telephone	22,000.00	22,000.00	1,227.37	2,571.37	19,428.63	88.31 %
<a href="#">101-432-84020</a>	Major Equip Repairs & Maint.	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">101-432-84030</a>	Buildings Repairs & Maint.	103,280.00	103,280.00	3,466.40	8,458.48	94,821.52	91.81 %
<a href="#">101-432-84050</a>	Grounds Repairs & Maintenance	9,000.00	9,000.00	1,500.00	1,500.00	7,500.00	83.33 %
<a href="#">101-432-84071</a>	Inspections	7,400.00	7,400.00	0.00	0.00	7,400.00	100.00 %
<a href="#">101-432-90010</a>	Liability & Property Insurance	7,190.00	7,190.00	0.00	0.00	7,190.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>241,295.00</b>	<b>241,295.00</b>	<b>19,300.46</b>	<b>35,565.65</b>	<b>205,729.35</b>	<b>85.26 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>241,295.00</b>	<b>241,295.00</b>	<b>19,300.46</b>	<b>35,565.65</b>	<b>205,729.35</b>	<b>85.26 %</b>
<b>Department: 432 - BLDGS &amp; GROUNDS MAINTENANCE Total:</b>		<b>241,295.00</b>	<b>241,295.00</b>	<b>19,300.46</b>	<b>35,565.65</b>	<b>205,729.35</b>	<b>85.26 %</b>
<b>Department: 435 - AIRPORT OPERATIONS</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-435-60010</a>	Salaries Regular	7,888.00	7,888.00	289.90	756.10	7,131.90	90.41 %
<a href="#">101-435-60030</a>	Salaries Overtime	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00 %
<a href="#">101-435-60050</a>	Salaries Cash Outs	300.00	300.00	0.00	0.00	300.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>9,288.00</b>	<b>9,288.00</b>	<b>289.90</b>	<b>756.10</b>	<b>8,531.90</b>	<b>91.86 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-435-62000</a>	Retirement CALPERS	764.00	764.00	22.57	66.79	697.21	91.26 %
<a href="#">101-435-62020</a>	Medical/Life Insurance	2,276.00	2,276.00	33.44	100.31	2,175.69	95.59 %
<a href="#">101-435-62030</a>	Social Security FICA	489.00	489.00	17.72	46.56	442.44	90.48 %
<a href="#">101-435-62040</a>	Medicare Insurance	114.00	114.00	4.14	10.87	103.13	90.46 %
<a href="#">101-435-62060</a>	Deferred Comp - 457 Retirement	237.00	237.00	3.60	18.00	219.00	92.41 %
<a href="#">101-435-62070</a>	Workers Comp. Insurance	947.00	947.00	0.00	0.00	947.00	100.00 %
<a href="#">101-435-62080</a>	Uniform Allowance	15.00	15.00	0.00	0.00	15.00	100.00 %
<a href="#">101-435-62200</a>	Retirement CalPERS UL	115.00	115.00	0.00	0.00	115.00	100.00 %
<a href="#">101-435-62210</a>	Unemployment Claims	79.00	79.00	0.00	0.00	79.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>5,036.00</b>	<b>5,036.00</b>	<b>81.47</b>	<b>242.53</b>	<b>4,793.47</b>	<b>95.18 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>14,324.00</b>	<b>14,324.00</b>	<b>371.37</b>	<b>998.63</b>	<b>13,325.37</b>	<b>93.03 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-435-70030</a>	Postage & Freight Out	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">101-435-70040</a>	Printing & Binding	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">101-435-72010</a>	Water, Gas, Sanitation & Sewer	5,550.00	5,550.00	-258.12	-0.81	5,550.81	100.01 %
<a href="#">101-435-72020</a>	Electric	10,640.00	10,640.00	2,009.02	3,653.54	6,986.46	65.66 %
<a href="#">101-435-72030</a>	Telephone	2,480.00	2,480.00	166.90	500.70	1,979.30	79.81 %
<a href="#">101-435-80060</a>	Fuel Purchases for Resale	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00 %
<a href="#">101-435-84020</a>	Major Equip Repairs & Maint.	20,295.00	20,295.00	0.00	0.00	20,295.00	100.00 %
<a href="#">101-435-84030</a>	Buildings Repairs & Maint.	5,600.00	5,600.00	50.00	220.00	5,380.00	96.07 %
<a href="#">101-435-84050</a>	Grounds Repairs & Maintenance	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">101-435-84060</a>	Vehicle Parts, Repairs & Maint	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">101-435-86010</a>	Training, Travel, & Conference	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">101-435-86030</a>	Subs., Dues, & Publications	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">101-435-88040</a>	Computer Programming/Consult.	1,145.00	1,145.00	0.00	0.00	1,145.00	100.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">101-435-88091</a>	Engineering and Consultants	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">101-435-88100</a>	Professional Services	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">101-435-90010</a>	Liability & Property Insurance	3,200.00	3,200.00	0.00	3,002.00	198.00	6.19 %
<a href="#">101-435-92090</a>	Taxes, Licenses & Fees	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>132,880.00</b>	<b>132,880.00</b>	<b>1,967.80</b>	<b>7,375.43</b>	<b>125,504.57</b>	<b>94.45 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>132,880.00</b>	<b>132,880.00</b>	<b>1,967.80</b>	<b>7,375.43</b>	<b>125,504.57</b>	<b>94.45 %</b>
<b>Department: 435 - AIRPORT OPERATIONS Total:</b>		<b>147,204.00</b>	<b>147,204.00</b>	<b>2,339.17</b>	<b>8,374.06</b>	<b>138,829.94</b>	<b>94.31 %</b>
<b>Department: 440 - MUNICIPAL GROUNDS MAINT</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">101-440-60010</a>	Salaries Regular	13,455.00	13,455.00	827.53	2,600.75	10,854.25	80.67 %
<a href="#">101-440-60020</a>	Salaries Part Time	0.00	0.00	264.60	480.04	-480.04	0.00 %
<a href="#">101-440-60030</a>	Salaries Overtime	1,400.00	1,400.00	124.56	326.77	1,073.23	76.66 %
<a href="#">101-440-60050</a>	Salaries Cash Outs	230.00	230.00	0.00	0.00	230.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>15,085.00</b>	<b>15,085.00</b>	<b>1,216.69</b>	<b>3,407.56</b>	<b>11,677.44</b>	<b>77.41 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">101-440-62000</a>	Retirement CALPERS	1,124.00	1,124.00	71.62	220.93	903.07	80.34 %
<a href="#">101-440-62020</a>	Medical/Life Insurance	3,890.00	3,890.00	223.39	720.78	3,169.22	81.47 %
<a href="#">101-440-62030</a>	Social Security FICA	834.00	834.00	74.61	208.32	625.68	75.02 %
<a href="#">101-440-62040</a>	Medicare Insurance	195.00	195.00	17.46	48.76	146.24	74.99 %
<a href="#">101-440-62060</a>	Deferred Comp - 457 Retirement	185.00	185.00	10.00	30.02	154.98	83.77 %
<a href="#">101-440-62070</a>	Workers Comp. Insurance	1,615.00	1,615.00	0.00	0.00	1,615.00	100.00 %
<a href="#">101-440-62080</a>	Uniform Allowance	85.00	85.00	0.00	0.00	85.00	100.00 %
<a href="#">101-440-62200</a>	Retirement CalPERS UL	184.00	184.00	0.00	0.00	184.00	100.00 %
<a href="#">101-440-62210</a>	Unemployment Claims	135.00	135.00	0.00	0.00	135.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>8,247.00</b>	<b>8,247.00</b>	<b>397.08</b>	<b>1,228.81</b>	<b>7,018.19</b>	<b>85.10 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>23,332.00</b>	<b>23,332.00</b>	<b>1,613.77</b>	<b>4,636.37</b>	<b>18,695.63</b>	<b>80.13 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">101-440-70060</a>	Small Tools & Equipment	1,000.00	1,000.00	0.00	399.95	600.05	60.01 %
<a href="#">101-440-70160</a>	Gasoline & Diesel	5,000.00	5,000.00	496.83	1,004.56	3,995.44	79.91 %
<a href="#">101-440-70441</a>	Irrigation Supplies	3,000.00	3,000.00	0.00	19.66	2,980.34	99.34 %
<a href="#">101-440-70442</a>	Tree Purchase/Planting	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">101-440-72011</a>	Water/Electric - City Plots	62,000.00	62,000.00	4,450.72	4,642.89	57,357.11	92.51 %
<a href="#">101-440-84050</a>	Grounds Repairs & Maintenance	8,000.00	8,000.00	2,750.72	4,431.21	3,568.79	44.61 %
<a href="#">101-440-84060</a>	Vehicle Parts, Repairs & Maint	3,000.00	3,000.00	858.94	1,781.95	1,218.05	40.60 %
<a href="#">101-440-84090</a>	Graffiti Removal Expense	2,000.00	2,000.00	75.29	178.20	1,821.80	91.09 %
<a href="#">101-440-86010</a>	Training, Travel, & Conference	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">101-440-89040</a>	Physical w/ Drug & Alcohol Test	0.00	0.00	23.40	29.25	-29.25	0.00 %
<a href="#">101-440-89070</a>	Fingerprinting	0.00	0.00	0.96	3.84	-3.84	0.00 %
<a href="#">101-440-90010</a>	Liability & Property Insurance	1,700.00	1,700.00	0.00	0.00	1,700.00	100.00 %
<a href="#">101-440-92212</a>	Veterans Banner Prog Expense	0.00	0.00	2,153.02	2,153.02	-2,153.02	0.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>90,900.00</b>	<b>90,900.00</b>	<b>10,809.88</b>	<b>14,644.53</b>	<b>76,255.47</b>	<b>83.89 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>90,900.00</b>	<b>90,900.00</b>	<b>10,809.88</b>	<b>14,644.53</b>	<b>76,255.47</b>	<b>83.89 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">101-440-98040</a>	Major Machinery & Equipment	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>100.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>100.00 %</b>
<b>Department: 440 - MUNICIPAL GROUNDS MAINT Total:</b>		<b>117,232.00</b>	<b>117,232.00</b>	<b>12,423.65</b>	<b>19,280.90</b>	<b>97,951.10</b>	<b>83.55 %</b>
<b>Expense Total:</b>		<b>8,656,542.00</b>	<b>8,656,542.00</b>	<b>499,080.85</b>	<b>1,377,517.53</b>	<b>7,279,024.47</b>	<b>84.09 %</b>
<b>Fund: 101 - GENERAL FUND Total:</b>		<b>8,656,542.00</b>	<b>8,656,542.00</b>	<b>499,080.85</b>	<b>1,377,517.53</b>	<b>7,279,024.47</b>	<b>84.09 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 105 - COPS GRANT FUND</b>						
Expense						
Department: 413 - POLICE DEPARTMENT						
Category: 70 - MAINT. & OPERATIONS						
SubCategory: 700 - MAINT. & OPERATIONS						
<a href="#">105-413-72030</a> Telephone	0.00	0.00	0.00	301.34	-301.34	0.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:	0.00	0.00	0.00	301.34	-301.34	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	0.00	301.34	-301.34	0.00 %
Category: 80 - DEBT SERVICE						
SubCategory: 800 - DEBT SERVICE						
<a href="#">105-413-96058</a> 2017 Police Vehicles Leases-Princip	43,816.00	43,816.00	0.00	0.00	43,816.00	100.00 %
<a href="#">105-413-96059</a> 2017 Police Vehicles Leases-Interes	6,983.00	6,983.00	0.00	0.00	6,983.00	100.00 %
SubCategory: 800 - DEBT SERVICE Total:	50,799.00	50,799.00	0.00	0.00	50,799.00	100.00 %
Category: 80 - DEBT SERVICE Total:	50,799.00	50,799.00	0.00	0.00	50,799.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES						
SubCategory: 980 - CAPITAL EXPENDITURES						
<a href="#">105-413-98041</a> COPS Grant Equipment Expense	49,201.00	49,201.00	0.00	0.00	49,201.00	100.00 %
SubCategory: 980 - CAPITAL EXPENDITURES Total:	49,201.00	49,201.00	0.00	0.00	49,201.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	49,201.00	49,201.00	0.00	0.00	49,201.00	100.00 %
Department: 413 - POLICE DEPARTMENT Total:	100,000.00	100,000.00	0.00	301.34	99,698.66	99.70 %
Expense Total:	100,000.00	100,000.00	0.00	301.34	99,698.66	99.70 %
Fund: 105 - COPS GRANT FUND Total:	100,000.00	100,000.00	0.00	301.34	99,698.66	99.70 %
<b>Fund: 106 - POLICE DEPT GRANTS</b>						
Expense						
Department: 413 - POLICE DEPARTMENT						
Category: 70 - MAINT. & OPERATIONS						
SubCategory: 700 - MAINT. & OPERATIONS						
<a href="#">106-413-70101</a> Uniforms-Safety Equipment	0.00	0.00	394.49	394.49	-394.49	0.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Department: 413 - POLICE DEPARTMENT Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Expense Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Fund: 106 - POLICE DEPT GRANTS Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
<b>Fund: 107 - GAS TAX FUND</b>						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 60 - PERSONNEL SERVICES						
SubCategory: 600 - SALARIES AND WAGES						
<a href="#">107-422-60010</a> Salaries Regular	95,021.00	95,021.00	6,060.17	18,558.86	76,462.14	80.47 %
<a href="#">107-422-60020</a> Salaries Part Time	0.00	0.00	617.40	1,120.09	-1,120.09	0.00 %
<a href="#">107-422-60030</a> Salaries Overtime	3,750.00	3,750.00	290.67	763.10	2,986.90	79.65 %
<a href="#">107-422-60050</a> Salaries Cash Outs	6,157.00	6,157.00	0.00	0.00	6,157.00	100.00 %
SubCategory: 600 - SALARIES AND WAGES Total:	104,928.00	104,928.00	6,968.24	20,442.05	84,485.95	80.52 %
SubCategory: 620 - BENEFITS						
<a href="#">107-422-62000</a> Retirement CALPERS	8,414.00	8,414.00	535.68	1,618.03	6,795.97	80.77 %
<a href="#">107-422-62020</a> Medical/Life Insurance	18,161.00	18,161.00	1,050.17	3,239.73	14,921.27	82.16 %
<a href="#">107-422-62030</a> Social Security FICA	5,836.00	5,836.00	436.95	1,280.26	4,555.74	78.06 %
<a href="#">107-422-62040</a> Medicare Insurance	1,365.00	1,365.00	102.17	299.29	1,065.71	78.07 %
<a href="#">107-422-62050</a> Disability Income Insurance	200.00	200.00	28.07	96.55	103.45	51.73 %
<a href="#">107-422-62060</a> Deferred Comp - 457 Retirement	2,851.00	2,851.00	241.53	729.78	2,121.22	74.40 %
<a href="#">107-422-62070</a> Workers Comp. Insurance	11,403.00	11,403.00	0.00	0.00	11,403.00	100.00 %
<a href="#">107-422-62080</a> Uniform Allowance	250.00	250.00	0.00	150.00	100.00	40.00 %
<a href="#">107-422-62200</a> Retirement CalPERS UL	867.00	867.00	0.00	0.00	867.00	100.00 %



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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">107-422-62210</a>	Unemployment Claims	950.00	950.00	0.00	0.00	950.00	100.00 %
	<b>SubCategory: 620 - BENEFITS Total:</b>	<b>50,297.00</b>	<b>50,297.00</b>	<b>2,394.57</b>	<b>7,413.64</b>	<b>42,883.36</b>	<b>85.26 %</b>
	<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>155,225.00</b>	<b>155,225.00</b>	<b>9,362.81</b>	<b>27,855.69</b>	<b>127,369.31</b>	<b>82.05 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">107-422-70010</a>	Office Supplies	200.00	200.00	0.00	0.28	199.72	99.86 %
<a href="#">107-422-70030</a>	Postage & Freight Out	6.00	6.00	0.00	0.39	5.61	93.50 %
<a href="#">107-422-70040</a>	Printing & Binding	8.00	8.00	0.00	0.00	8.00	100.00 %
<a href="#">107-422-70100</a>	Uniforms	1,370.00	1,370.00	261.20	718.78	651.22	47.53 %
<a href="#">107-422-70120</a>	Sidewalk Repairs	40,000.00	40,000.00	34.23	34.23	39,965.77	99.91 %
<a href="#">107-422-70130</a>	Street Materials	40,000.00	40,000.00	343.27	479.85	39,520.15	98.80 %
<a href="#">107-422-70140</a>	Utility Parts & Supplies	450.00	450.00	47.47	47.47	402.53	89.45 %
<a href="#">107-422-70160</a>	Gasoline & Diesel	10,000.00	10,000.00	579.69	1,419.17	8,580.83	85.81 %
<a href="#">107-422-70190</a>	Street Stripe Paint	8,000.00	8,000.00	72.81	1,344.85	6,655.15	83.19 %
<a href="#">107-422-70440</a>	Miscellaneous Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">107-422-72010</a>	Water/Electric - City Plots	36,000.00	36,000.00	3,887.47	3,887.47	32,112.53	89.20 %
<a href="#">107-422-72021</a>	Street Light Electricity	100,000.00	100,000.00	8,660.43	17,187.88	82,812.12	82.81 %
<a href="#">107-422-72030</a>	Telephone	600.00	600.00	37.08	56.92	543.08	90.51 %
<a href="#">107-422-84010</a>	Office Equip Repairs & Maint	200.00	200.00	2.64	6.94	193.06	96.53 %
<a href="#">107-422-84030</a>	Buildings Repairs & Maint.	400.00	400.00	0.00	0.00	400.00	100.00 %
<a href="#">107-422-84050</a>	Grounds Repairs & Maintenance	4,000.00	4,000.00	98.13	378.47	3,621.53	90.54 %
<a href="#">107-422-84060</a>	Vehicle Parts, Repairs & Maint	4,000.00	4,000.00	632.93	852.95	3,147.05	78.68 %
<a href="#">107-422-86010</a>	Training, Travel, & Conference	40.00	40.00	0.00	0.00	40.00	100.00 %
<a href="#">107-422-86030</a>	Subs., Dues, & Publications	5,550.00	5,550.00	21.45	1,737.32	3,812.68	68.70 %
<a href="#">107-422-88010</a>	City Attorney Fees	400.00	400.00	107.92	310.29	89.71	22.43 %
<a href="#">107-422-88040</a>	Computer Programming/Consult.	3,675.00	3,675.00	190.54	289.23	3,385.77	92.13 %
<a href="#">107-422-88060</a>	Medical - General	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">107-422-88100</a>	Professional Services	4,000.00	4,000.00	1,908.75	2,608.75	1,391.25	34.78 %
<a href="#">107-422-88130</a>	Grant Writing/Application	10,000.00	10,000.00	210.00	210.00	9,790.00	97.90 %
<a href="#">107-422-89010</a>	Personnel Advertising	25.00	25.00	0.00	0.00	25.00	100.00 %
<a href="#">107-422-89020</a>	Interview Expenses	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">107-422-89040</a>	Physical w/Drug & Alcohol Test	100.00	100.00	54.60	68.25	31.75	31.75 %
<a href="#">107-422-89070</a>	Fingerprinting	18.00	18.00	2.24	8.96	9.04	50.22 %
<a href="#">107-422-90010</a>	Liability & Property Insurance	8,705.00	8,705.00	0.00	0.00	8,705.00	100.00 %
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>278,848.00</b>	<b>278,848.00</b>	<b>17,152.85</b>	<b>31,648.45</b>	<b>247,199.55</b>	<b>88.65 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>278,848.00</b>	<b>278,848.00</b>	<b>17,152.85</b>	<b>31,648.45</b>	<b>247,199.55</b>	<b>88.65 %</b>
	<b>Category: 98 - CAPITAL EXPENDITURES</b>						
	<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>						
<a href="#">107-422-98040</a>	Major Machinery & Equipment	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
	<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>100.00 %</b>
	<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>100.00 %</b>
	<b>Department: 422 - PUBLIC WORKS Total:</b>	<b>437,073.00</b>	<b>437,073.00</b>	<b>26,515.66</b>	<b>59,504.14</b>	<b>377,568.86</b>	<b>86.39 %</b>
	<b>Expense Total:</b>	<b>437,073.00</b>	<b>437,073.00</b>	<b>26,515.66</b>	<b>59,504.14</b>	<b>377,568.86</b>	<b>86.39 %</b>
	<b>Fund: 107 - GAS TAX FUND Total:</b>	<b>437,073.00</b>	<b>437,073.00</b>	<b>26,515.66</b>	<b>59,504.14</b>	<b>377,568.86</b>	<b>86.39 %</b>
	<b>Fund: 110 - LTF - ARTICLE VIII FUND</b>						
	<b>Expense</b>						
	<b>Department: 424 - ARTICLE VIII</b>						
	<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">110-424-88040</a>	Computer Programming/Consult.	0.00	0.00	113.13	174.16	-174.16	0.00 %
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>113.13</b>	<b>174.16</b>	<b>-174.16</b>	<b>0.00 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>113.13</b>	<b>174.16</b>	<b>-174.16</b>	<b>0.00 %</b>

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	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Category: 98 - CAPITAL EXPENDITURES						
SubCategory: 980 - CAPITAL EXPENDITURES						
<a href="#">110-424-98940</a> 2016 Alley Paving Project	61,000.00	61,000.00	67.91	67.91	60,932.09	99.89 %
SubCategory: 980 - CAPITAL EXPENDITURES Total:	61,000.00	61,000.00	67.91	67.91	60,932.09	99.89 %
Category: 98 - CAPITAL EXPENDITURES Total:	61,000.00	61,000.00	67.91	67.91	60,932.09	99.89 %
Department: 424 - ARTICLE VIII Total:	61,000.00	61,000.00	181.04	242.07	60,757.93	99.60 %
Expense Total:	61,000.00	61,000.00	181.04	242.07	60,757.93	99.60 %
Fund: 110 - LTF - ARTICLE VIII FUND Total:	61,000.00	61,000.00	181.04	242.07	60,757.93	99.60 %
Fund: 111 - SB1-ROAD REHAB MAINT ACCT FUND						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 98 - CAPITAL EXPENDITURES						
SubCategory: 980 - CAPITAL EXPENDITURES						
<a href="#">111-422-98910</a> Sunset St Improv-Phase 1 Exp	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
SubCategory: 980 - CAPITAL EXPENDITURES Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Category: 98 - CAPITAL EXPENDITURES Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Department: 422 - PUBLIC WORKS Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Expense Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Fund: 111 - SB1-ROAD REHAB MAINT ACCT FUND Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Fund: 117 - IGT-INTERGOVERNMENTAL TRANSFER						
Expense						
Department: 418 - IGT-EMS AMBULANCE SERVICE						
Category: 70 - MAINT. & OPERATIONS						
SubCategory: 700 - MAINT. & OPERATIONS						
<a href="#">117-418-95020</a> IGT-Transfer to Other Funds	487,000.00	487,000.00	0.00	0.00	487,000.00	100.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:	487,000.00	487,000.00	0.00	0.00	487,000.00	100.00 %
Category: 70 - MAINT. & OPERATIONS Total:	487,000.00	487,000.00	0.00	0.00	487,000.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES						
SubCategory: 980 - CAPITAL EXPENDITURES						
<a href="#">117-418-98042</a> IGT-EMS Program Expense	0.00	0.00	0.00	67.65	-67.65	0.00 %
SubCategory: 980 - CAPITAL EXPENDITURES Total:	0.00	0.00	0.00	67.65	-67.65	0.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	0.00	0.00	0.00	67.65	-67.65	0.00 %
Department: 418 - IGT-EMS AMBULANCE SERVICE Total:	487,000.00	487,000.00	0.00	67.65	486,932.35	99.99 %
Expense Total:	487,000.00	487,000.00	0.00	67.65	486,932.35	99.99 %
Fund: 117 - IGT-INTERGOVERNMENTAL TRANSFER Total:	487,000.00	487,000.00	0.00	67.65	486,932.35	99.99 %
Fund: 125 - MEASURE C-STREET MAINTENANCE						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 70 - MAINT. & OPERATIONS						
SubCategory: 700 - MAINT. & OPERATIONS						
<a href="#">125-422-88040</a> Computer Programming/Consult.	0.00	0.00	113.13	174.16	-174.16	0.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:	0.00	0.00	113.13	174.16	-174.16	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	113.13	174.16	-174.16	0.00 %



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<b>Category: 98 - CAPITAL EXPENDITURES</b>						
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>						
<a href="#">125-422-98880</a> Elm/Cambridge Signal HSIP	192,000.00	192,000.00	0.00	0.00	192,000.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>192,000.00</b>	<b>100.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>192,000.00</b>	<b>100.00 %</b>
<b>Department: 422 - PUBLIC WORKS Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>113.13</b>	<b>174.16</b>	<b>191,825.84</b>	<b>99.91 %</b>
<b>Expense Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>113.13</b>	<b>174.16</b>	<b>191,825.84</b>	<b>99.91 %</b>
<b>Fund: 125 - MEASURE C-STREET MAINTENANCE Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>113.13</b>	<b>174.16</b>	<b>191,825.84</b>	<b>99.91 %</b>
<b>Fund: 127 - MEASURE C-FLEXIBLE FUNDING</b>						
<b>Expense</b>						
<b>Department: 422 - PUBLIC WORKS</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">127-422-88040</a> Computer Programming/Consult.	0.00	0.00	113.13	174.16	-174.16	0.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>113.13</b>	<b>174.16</b>	<b>-174.16</b>	<b>0.00 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>113.13</b>	<b>174.16</b>	<b>-174.16</b>	<b>0.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>						
<a href="#">127-422-98901</a> Phelps Ave Improvements	600,000.00	600,000.00	0.00	0.00	600,000.00	100.00 %
<a href="#">127-422-98970</a> ADA Improv-ATP Cycle 03 Exp	140,000.00	140,000.00	7,826.25	14,146.25	125,853.75	89.90 %
<a href="#">127-422-98983</a> Center Median Island Imprpov.	0.00	0.00	6,562.50	6,562.50	-6,562.50	0.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,388.75</b>	<b>20,708.75</b>	<b>719,291.25</b>	<b>97.20 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,388.75</b>	<b>20,708.75</b>	<b>719,291.25</b>	<b>97.20 %</b>
<b>Department: 422 - PUBLIC WORKS Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,501.88</b>	<b>20,882.91</b>	<b>719,117.09</b>	<b>97.18 %</b>
<b>Expense Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,501.88</b>	<b>20,882.91</b>	<b>719,117.09</b>	<b>97.18 %</b>
<b>Fund: 127 - MEASURE C-FLEXIBLE FUNDING Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,501.88</b>	<b>20,882.91</b>	<b>719,117.09</b>	<b>97.18 %</b>
<b>Fund: 130 - SPECIAL ASSESSMENT DISTRICTS</b>						
<b>Expense</b>						
<b>Department: 451 - ELM AVENUE A.D. 1992-1</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">130-451-88040</a> Computer Programming/Consult.	0.00	0.00	113.13	174.16	-174.16	0.00 %
<a href="#">130-451-88101</a> Administrative Fees	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>113.13</b>	<b>174.16</b>	<b>1,325.84</b>	<b>88.39 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>113.13</b>	<b>174.16</b>	<b>1,325.84</b>	<b>88.39 %</b>
<b>Department: 451 - ELM AVENUE A.D. 1992-1 Total:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>113.13</b>	<b>174.16</b>	<b>1,325.84</b>	<b>88.39 %</b>
<b>Department: 603 - RURAL WATER A.D. # 1</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">130-603-88101</a> Administrative Fees	800.00	800.00	0.00	262.91	537.09	67.14 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>800.00</b>	<b>800.00</b>	<b>0.00</b>	<b>262.91</b>	<b>537.09</b>	<b>67.14 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>800.00</b>	<b>800.00</b>	<b>0.00</b>	<b>262.91</b>	<b>537.09</b>	<b>67.14 %</b>
<b>Category: 80 - DEBT SERVICE</b>						
<b>SubCategory: 800 - DEBT SERVICE</b>						
<a href="#">130-603-96010</a> Bond Principal Payment	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00 %
<a href="#">130-603-96020</a> Bond Interest Payment	1,400.00	1,400.00	0.00	0.00	1,400.00	100.00 %
<b>SubCategory: 800 - DEBT SERVICE Total:</b>	<b>19,400.00</b>	<b>19,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,400.00</b>	<b>100.00 %</b>
<b>Category: 80 - DEBT SERVICE Total:</b>	<b>19,400.00</b>	<b>19,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,400.00</b>	<b>100.00 %</b>
<b>Department: 603 - RURAL WATER A.D. # 1 Total:</b>	<b>20,200.00</b>	<b>20,200.00</b>	<b>0.00</b>	<b>262.91</b>	<b>19,937.09</b>	<b>98.70 %</b>
<b>Expense Total:</b>	<b>21,700.00</b>	<b>21,700.00</b>	<b>113.13</b>	<b>437.07</b>	<b>21,262.93</b>	<b>97.99 %</b>
<b>Fund: 130 - SPECIAL ASSESSMENT DISTRICTS Total:</b>	<b>21,700.00</b>	<b>21,700.00</b>	<b>113.13</b>	<b>437.07</b>	<b>21,262.93</b>	<b>97.99 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 140 - GENERAL CAPITAL PROJECTS FUND</b>						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 70 - MAINT. & OPERATIONS						
SubCategory: 700 - MAINT. & OPERATIONS						
<a href="#">140-422-88040</a> Computer Programming/Consult.	0.00	0.00	113.13	174.16	-174.16	0.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:	0.00	0.00	113.13	174.16	-174.16	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	113.13	174.16	-174.16	0.00 %
Category: 98 - CAPITAL EXPENDITURES						
SubCategory: 980 - CAPITAL EXPENDITURES						
<a href="#">140-422-98881</a> HSIPL Elm/Cambridge Signal Exp	364,000.00	364,000.00	8,588.01	8,588.01	355,411.99	97.64 %
SubCategory: 980 - CAPITAL EXPENDITURES Total:	364,000.00	364,000.00	8,588.01	8,588.01	355,411.99	97.64 %
Category: 98 - CAPITAL EXPENDITURES Total:	364,000.00	364,000.00	8,588.01	8,588.01	355,411.99	97.64 %
Department: 422 - PUBLIC WORKS Total:	364,000.00	364,000.00	8,701.14	8,762.17	355,237.83	97.59 %
Expense Total:	364,000.00	364,000.00	8,701.14	8,762.17	355,237.83	97.59 %
Fund: 140 - GENERAL CAPITAL PROJECTS FUND Total:	364,000.00	364,000.00	8,701.14	8,762.17	355,237.83	97.59 %
<b>Fund: 146 - PARK IMPACT FEES</b>						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 98 - CAPITAL EXPENDITURES						
SubCategory: 980 - CAPITAL EXPENDITURES						
<a href="#">146-422-98221</a> Centennial Park Improvements	0.00	0.00	368.10	368.10	-368.10	0.00 %
<a href="#">146-422-98222</a> Sandlewood Park Improvements	0.00	0.00	114.93	114.93	-114.93	0.00 %
SubCategory: 980 - CAPITAL EXPENDITURES Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
Department: 422 - PUBLIC WORKS Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
Expense Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
Fund: 146 - PARK IMPACT FEES Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
<b>Fund: 150 - COALINGA PUBLIC FINANCING AUTH</b>						
Expense						
Department: 751 - 1998 SERIES A						
Category: 80 - DEBT SERVICE						
SubCategory: 800 - DEBT SERVICE						
<a href="#">150-751-96012</a> Principal-1998 Series A	410,000.00	410,000.00	0.00	0.00	410,000.00	100.00 %
<a href="#">150-751-96024</a> Interest-1998 Series A	71,081.00	71,081.00	0.00	0.00	71,081.00	100.00 %
<a href="#">150-751-96501</a> Fiscal Agent Fees-1998 A	0.00	0.00	1,893.55	2,305.55	-2,305.55	0.00 %
SubCategory: 800 - DEBT SERVICE Total:	481,081.00	481,081.00	1,893.55	2,305.55	478,775.45	99.52 %
Category: 80 - DEBT SERVICE Total:	481,081.00	481,081.00	1,893.55	2,305.55	478,775.45	99.52 %
Department: 751 - 1998 SERIES A Total:	481,081.00	481,081.00	1,893.55	2,305.55	478,775.45	99.52 %
Department: 752 - 1998 SERIES B						
Category: 80 - DEBT SERVICE						
SubCategory: 800 - DEBT SERVICE						
<a href="#">150-752-96502</a> Fiscal Agent Fees-1998 B	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
SubCategory: 800 - DEBT SERVICE Total:	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Category: 80 - DEBT SERVICE Total:	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Department: 752 - 1998 SERIES B Total:	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 753 - 1998 SERIES C</b>							
<b>Category: 80 - DEBT SERVICE</b>							
<b>SubCategory: 800 - DEBT SERVICE</b>							
<a href="#">150-753-96503</a>	Fiscal Agent Fees-1998 C	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
<b>SubCategory: 800 - DEBT SERVICE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>1,845.35</b>	<b>2,257.35</b>	<b>-2,257.35</b>	<b>0.00 %</b>
<b>Category: 80 - DEBT SERVICE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>1,845.35</b>	<b>2,257.35</b>	<b>-2,257.35</b>	<b>0.00 %</b>
<b>Department: 753 - 1998 SERIES C Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>1,845.35</b>	<b>2,257.35</b>	<b>-2,257.35</b>	<b>0.00 %</b>
<b>Department: 757 - PRINCIPAL &amp; INTEREST-2012 WATER/SEWER</b>							
<b>Category: 80 - DEBT SERVICE</b>							
<b>SubCategory: 800 - DEBT SERVICE</b>							
<a href="#">150-757-96016</a>	Principal-2012 Water/Sewer	215,000.00	215,000.00	0.00	0.00	215,000.00	100.00 %
<a href="#">150-757-96029</a>	Interest-2012 Water & Sewer	606,378.00	606,378.00	0.00	0.00	606,378.00	100.00 %
<b>SubCategory: 800 - DEBT SERVICE Total:</b>		<b>821,378.00</b>	<b>821,378.00</b>	<b>0.00</b>	<b>0.00</b>	<b>821,378.00</b>	<b>100.00 %</b>
<b>Category: 80 - DEBT SERVICE Total:</b>		<b>821,378.00</b>	<b>821,378.00</b>	<b>0.00</b>	<b>0.00</b>	<b>821,378.00</b>	<b>100.00 %</b>
<b>Department: 757 - PRINCIPAL &amp; INTEREST-2012 WATER/SEWER Tot</b>		<b>821,378.00</b>	<b>821,378.00</b>	<b>0.00</b>	<b>0.00</b>	<b>821,378.00</b>	<b>100.00 %</b>
<b>Expense Total:</b>		<b>1,302,459.00</b>	<b>1,302,459.00</b>	<b>5,584.25</b>	<b>6,820.25</b>	<b>1,295,638.75</b>	<b>99.48 %</b>
<b>Fund: 150 - COALINGA PUBLIC FINANCING AUTH Total:</b>		<b>1,302,459.00</b>	<b>1,302,459.00</b>	<b>5,584.25</b>	<b>6,820.25</b>	<b>1,295,638.75</b>	<b>99.48 %</b>
<b>Fund: 305 - CALTRANS GRANTS FUND</b>							
<b>Expense</b>							
<b>Department: 422 - PUBLIC WORKS</b>							
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">305-422-98910</a>	Sunset St Improv-Phase 1 Exp	500,000.00	500,000.00	0.00	0.00	500,000.00	100.00 %
<a href="#">305-422-98920</a>	CMAQ-Trail Seg 13/14 Expense	550,000.00	550,000.00	0.00	0.00	550,000.00	100.00 %
<a href="#">305-422-98930</a>	Polk Street Improv-5th to Elm	570,000.00	570,000.00	0.00	0.00	570,000.00	100.00 %
<a href="#">305-422-98940</a>	2016 Alley Paving Project	531,000.00	531,000.00	524.15	524.15	530,475.85	99.90 %
<a href="#">305-422-98950</a>	Forest Ave 1st-Elm Ave St Proj	1,275,000.00	1,275,000.00	0.00	0.00	1,275,000.00	100.00 %
<a href="#">305-422-98970</a>	ADA Improv-ATP Cycle 03 Exp	1,284,000.00	1,284,000.00	0.00	0.00	1,284,000.00	100.00 %
<a href="#">305-422-98980</a>	CMAQ-Trail Seg 10/11/12 Exp	599,000.00	599,000.00	0.00	0.00	599,000.00	100.00 %
<a href="#">305-422-98982</a>	Trail Improv-ATP Cycle 4 Exp	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>5,409,000.00</b>	<b>5,409,000.00</b>	<b>524.15</b>	<b>524.15</b>	<b>5,408,475.85</b>	<b>99.99 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>5,409,000.00</b>	<b>5,409,000.00</b>	<b>524.15</b>	<b>524.15</b>	<b>5,408,475.85</b>	<b>99.99 %</b>
<b>Department: 422 - PUBLIC WORKS Total:</b>		<b>5,409,000.00</b>	<b>5,409,000.00</b>	<b>524.15</b>	<b>524.15</b>	<b>5,408,475.85</b>	<b>99.99 %</b>
<b>Expense Total:</b>		<b>5,409,000.00</b>	<b>5,409,000.00</b>	<b>524.15</b>	<b>524.15</b>	<b>5,408,475.85</b>	<b>99.99 %</b>
<b>Fund: 305 - CALTRANS GRANTS FUND Total:</b>		<b>5,409,000.00</b>	<b>5,409,000.00</b>	<b>524.15</b>	<b>524.15</b>	<b>5,408,475.85</b>	<b>99.99 %</b>
<b>Fund: 501 - WATER ENTERPRISE FUND</b>							
<b>Expense</b>							
<b>Department: 406 - FINANCE DIVISION</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">501-406-60010</a>	Salaries Regular	118,987.00	118,987.00	9,854.38	29,716.49	89,270.51	75.03 %
<a href="#">501-406-60030</a>	Salaries Overtime	270.00	270.00	0.00	50.51	219.49	81.29 %
<a href="#">501-406-60050</a>	Salaries Cash Outs	1,074.00	1,074.00	0.00	0.00	1,074.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>120,331.00</b>	<b>120,331.00</b>	<b>9,854.38</b>	<b>29,767.00</b>	<b>90,564.00</b>	<b>75.26 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">501-406-62000</a>	Retirement CALPERS	9,978.00	9,978.00	804.42	2,463.03	7,514.97	75.32 %
<a href="#">501-406-62020</a>	Medical/Life Insurance	29,157.00	29,157.00	2,309.94	6,929.19	22,227.81	76.23 %
<a href="#">501-406-62030</a>	Social Security FICA	7,377.00	7,377.00	594.21	1,796.16	5,580.84	75.65 %
<a href="#">501-406-62040</a>	Medicare Insurance	1,725.00	1,725.00	139.02	420.21	1,304.79	75.64 %
<a href="#">501-406-62050</a>	Disability Income Insurance	280.00	280.00	22.40	69.17	210.83	75.30 %
<a href="#">501-406-62060</a>	Deferred Comp - 457 Retirement	2,082.00	2,082.00	184.76	563.27	1,518.73	72.95 %
<a href="#">501-406-62070</a>	Workers Comp. Insurance	14,278.00	14,278.00	0.00	0.00	14,278.00	100.00 %
<a href="#">501-406-62080</a>	Uniform Allowance	48.00	48.00	0.00	0.00	48.00	100.00 %
<a href="#">501-406-62200</a>	Retirement CalPERS UL	1,002.00	1,002.00	0.00	0.00	1,002.00	100.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">501-406-62210</a>	Unemployment Claims	1,190.00	1,190.00	0.00	0.00	1,190.00	100.00 %
	<b>SubCategory: 620 - BENEFITS Total:</b>	<b>67,117.00</b>	<b>67,117.00</b>	<b>4,054.75</b>	<b>12,241.03</b>	<b>54,875.97</b>	<b>81.76 %</b>
	<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>187,448.00</b>	<b>187,448.00</b>	<b>13,909.13</b>	<b>42,008.03</b>	<b>145,439.97</b>	<b>77.59 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">501-406-70010</a>	Office Supplies	1,500.00	1,500.00	0.00	644.91	855.09	57.01 %
<a href="#">501-406-70030</a>	Postage & Freight Out	11,200.00	11,200.00	882.39	1,438.62	9,761.38	87.16 %
<a href="#">501-406-70040</a>	Printing & Binding	6,500.00	6,500.00	641.60	2,662.00	3,838.00	59.05 %
<a href="#">501-406-70160</a>	Gasoline & Diesel	2,480.00	2,480.00	260.13	552.96	1,927.04	77.70 %
<a href="#">501-406-72030</a>	Telephone	3,700.00	3,700.00	428.54	685.74	3,014.26	81.47 %
<a href="#">501-406-84010</a>	Office Equip Repairs & Maint	1,500.00	1,500.00	544.69	742.00	758.00	50.53 %
<a href="#">501-406-86010</a>	Training, Travel, & Conference	600.00	600.00	11.16	11.16	588.84	98.14 %
<a href="#">501-406-86030</a>	Subs., Dues, & Publications	100.00	100.00	72.00	72.00	28.00	28.00 %
<a href="#">501-406-88010</a>	City Attorney Fees	0.00	0.00	0.00	137.35	-137.35	0.00 %
<a href="#">501-406-88030</a>	Accounting/Auditing	1,000.00	1,000.00	764.25	2,000.25	-1,000.25	-100.03 %
<a href="#">501-406-88040</a>	Computer Programming/Consult.	28,000.00	28,000.00	1,847.71	2,858.77	25,141.23	89.79 %
<a href="#">501-406-88060</a>	Medical - General	160.00	160.00	0.00	0.00	160.00	100.00 %
<a href="#">501-406-88100</a>	Professional Services	0.00	0.00	686.88	2,079.72	-2,079.72	0.00 %
<a href="#">501-406-88103</a>	Other Professional Services	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<a href="#">501-406-89010</a>	Personnel Advertising	40.00	40.00	0.00	0.00	40.00	100.00 %
<a href="#">501-406-89020</a>	Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">501-406-89040</a>	Physical w/Drug & Alcohol Test	160.00	160.00	0.00	0.00	160.00	100.00 %
<a href="#">501-406-89070</a>	Fingerprinting	30.00	30.00	0.00	0.00	30.00	100.00 %
<a href="#">501-406-90010</a>	Liability & Property Insurance	5,860.00	5,860.00	0.00	0.00	5,860.00	100.00 %
<a href="#">501-406-92090</a>	Taxes, Licenses, & Fees	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">501-406-94020</a>	Bad Debt Expense	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<a href="#">501-406-94030</a>	Cash Short/Over	40.00	40.00	-18.00	-28.00	68.00	170.00 %
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>75,075.00</b>	<b>75,075.00</b>	<b>6,121.35</b>	<b>13,857.48</b>	<b>61,217.52</b>	<b>81.54 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>75,075.00</b>	<b>75,075.00</b>	<b>6,121.35</b>	<b>13,857.48</b>	<b>61,217.52</b>	<b>81.54 %</b>
	<b>Category: 98 - CAPITAL EXPENDITURES</b>						
	<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>						
<a href="#">501-406-98030</a>	Office Furniture & Equipment	2,000.00	2,000.00	0.00	255.55	1,744.45	87.22 %
	<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>255.55</b>	<b>1,744.45</b>	<b>87.22 %</b>
	<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>255.55</b>	<b>1,744.45</b>	<b>87.22 %</b>
	<b>Department: 406 - FINANCE DIVISION Total:</b>	<b>264,523.00</b>	<b>264,523.00</b>	<b>20,030.48</b>	<b>56,121.06</b>	<b>208,401.94</b>	<b>78.78 %</b>
	<b>Department: 500 - UTILITY BILLING</b>						
	<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">501-500-94020</a>	Bad Debt Expense	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
	<b>Department: 500 - UTILITY BILLING Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
	<b>Department: 503 - WATER PLANT OPERATIONS</b>						
	<b>Category: 60 - PERSONNEL SERVICES</b>						
	<b>SubCategory: 600 - SALARIES AND WAGES</b>						
<a href="#">501-503-60010</a>	Salaries Regular	413,287.00	413,287.00	23,976.07	61,475.36	351,811.64	85.13 %
<a href="#">501-503-60020</a>	Salaries Part Time	0.00	0.00	4,704.00	13,324.50	-13,324.50	0.00 %
<a href="#">501-503-60030</a>	Salaries Overtime	37,000.00	37,000.00	3,688.20	8,728.55	28,271.45	76.41 %
<a href="#">501-503-60050</a>	Salaries Cash Outs	1,300.00	1,300.00	0.00	0.00	1,300.00	100.00 %
	<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>	<b>451,587.00</b>	<b>451,587.00</b>	<b>32,368.27</b>	<b>83,528.41</b>	<b>368,058.59</b>	<b>81.50 %</b>
	<b>SubCategory: 620 - BENEFITS</b>						
<a href="#">501-503-62000</a>	Retirement CALPERS	43,842.00	43,842.00	1,939.17	5,050.57	38,791.43	88.48 %
<a href="#">501-503-62020</a>	Medical/Life Insurance	93,323.00	93,323.00	6,186.33	15,871.28	77,451.72	82.99 %
<a href="#">501-503-62030</a>	Social Security FICA	25,624.00	25,624.00	1,995.35	5,119.63	20,504.37	80.02 %
<a href="#">501-503-62040</a>	Medicare Insurance	5,993.00	5,993.00	466.68	1,197.37	4,795.63	80.02 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">501-503-62050</a>	Disability Income Insurance	140.00	140.00	9.49	55.88	84.12	60.09 %
<a href="#">501-503-62060</a>	Deferred Comp - 457 Retirement	3,400.00	3,400.00	639.86	1,458.43	1,941.57	57.11 %
<a href="#">501-503-62070</a>	Workers Comp. Insurance	49,594.00	49,594.00	0.00	0.00	49,594.00	100.00 %
<a href="#">501-503-62081</a>	Safety Boot Allowance	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
<a href="#">501-503-62200</a>	Retirement CalPERS UL	4,606.00	4,606.00	0.00	0.00	4,606.00	100.00 %
<a href="#">501-503-62210</a>	Unemployment Claims	4,133.00	4,133.00	0.00	0.00	4,133.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>232,455.00</b>	<b>232,455.00</b>	<b>11,236.88</b>	<b>28,753.16</b>	<b>203,701.84</b>	<b>87.63 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>684,042.00</b>	<b>684,042.00</b>	<b>43,605.15</b>	<b>112,281.57</b>	<b>571,760.43</b>	<b>83.59 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">501-503-70010</a>	Office Supplies	3,000.00	3,000.00	0.00	0.34	2,999.66	99.99 %
<a href="#">501-503-70030</a>	Postage & Freight Out	2,000.00	2,000.00	0.00	1.83	1,998.17	99.91 %
<a href="#">501-503-70040</a>	Printing & Binding	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<a href="#">501-503-70060</a>	Small Tools & Equipment	10,000.00	10,000.00	580.36	1,418.61	8,581.39	85.81 %
<a href="#">501-503-70100</a>	Uniforms	2,000.00	2,000.00	322.00	908.57	1,091.43	54.57 %
<a href="#">501-503-70140</a>	Utility Parts & Supplies	40,000.00	40,000.00	523.63	1,634.04	38,365.96	95.91 %
<a href="#">501-503-70160</a>	Gasoline & Diesel	15,000.00	15,000.00	1,045.36	1,822.87	13,177.13	87.85 %
<a href="#">501-503-70202</a>	Lab Supplies	35,000.00	35,000.00	0.00	2,778.35	32,221.65	92.06 %
<a href="#">501-503-70210</a>	Chemicals Ammonia	38,000.00	38,000.00	0.00	5,427.63	32,572.37	85.72 %
<a href="#">501-503-70220</a>	Chemicals Zinc Ortho	45,000.00	45,000.00	0.00	32,369.21	12,630.79	28.07 %
<a href="#">501-503-70230</a>	Chemicals Chlorine	17,000.00	17,000.00	0.00	2,769.78	14,230.22	83.71 %
<a href="#">501-503-70240</a>	Chemicals Aluminate Sulfate	70,000.00	70,000.00	0.00	19,030.96	50,969.04	72.81 %
<a href="#">501-503-70270</a>	Chemicals Polymers	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
<a href="#">501-503-70300</a>	Chemicals Hypochlorite	10,000.00	10,000.00	0.00	4,713.66	5,286.34	52.86 %
<a href="#">501-503-70350</a>	Chemicals pH Adjustment Acid	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00 %
<a href="#">501-503-70400</a>	Chemicals Sodium Permanganate	60,000.00	60,000.00	0.00	12,130.02	47,869.98	79.78 %
<a href="#">501-503-72010</a>	Water, Gas, Sanitation & Sewer	1,000.00	1,000.00	0.00	95.21	904.79	90.48 %
<a href="#">501-503-72020</a>	Electric	600,000.00	600,000.00	88,978.15	175,824.80	424,175.20	70.70 %
<a href="#">501-503-72030</a>	Telephone	4,000.00	4,000.00	510.10	2,203.45	1,796.55	44.91 %
<a href="#">501-503-80010</a>	Water Purchases	1,000,000.00	1,000,000.00	306,727.53	579,521.18	420,478.82	42.05 %
<a href="#">501-503-82030</a>	Equipment Rental	3,500.00	3,500.00	28.00	28.00	3,472.00	99.20 %
<a href="#">501-503-84010</a>	Office Equip Repairs & Maint	500.00	500.00	44.79	121.95	378.05	75.61 %
<a href="#">501-503-84020</a>	Major Equip Repairs & Maint.	75,000.00	75,000.00	335.07	20,835.13	54,164.87	72.22 %
<a href="#">501-503-84030</a>	Buildings Repairs & Maint.	50,000.00	50,000.00	409.90	1,527.61	48,472.39	96.94 %
<a href="#">501-503-84051</a>	Grounds Chemicals & Maint.	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<a href="#">501-503-84060</a>	Vehicle Parts, Repairs & Maint	8,000.00	8,000.00	393.98	393.98	7,606.02	95.08 %
<a href="#">501-503-84072</a>	Safety Equip. Repairs & Maint.	4,000.00	4,000.00	0.00	325.31	3,674.69	91.87 %
<a href="#">501-503-86010</a>	Training, Travel, & Conference	25,000.00	25,000.00	413.68	1,051.06	23,948.94	95.80 %
<a href="#">501-503-86030</a>	Subs., Dues, & Publications	0.00	0.00	80.86	919.56	-919.56	0.00 %
<a href="#">501-503-86032</a>	Cert, Renewal, Subs & Dues	1,500.00	1,500.00	0.00	38.48	1,461.52	97.43 %
<a href="#">501-503-88010</a>	City Attorney Fees	1,500.00	1,500.00	107.92	471.39	1,028.61	68.57 %
<a href="#">501-503-88040</a>	Computer Programming/Consult.	5,000.00	5,000.00	129.53	192.66	4,807.34	96.15 %
<a href="#">501-503-88060</a>	Medical - General	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">501-503-88071</a>	Westlands Coalinga Canal Maint	250,000.00	250,000.00	0.00	122,540.00	127,460.00	50.98 %
<a href="#">501-503-88081</a>	Outside Laboratory	35,000.00	35,000.00	175.00	1,818.00	33,182.00	94.81 %
<a href="#">501-503-88100</a>	Professional Services	125,000.00	125,000.00	13,465.27	21,635.59	103,364.41	82.69 %
<a href="#">501-503-89010</a>	Personnel Advertising	25.00	25.00	0.00	0.00	25.00	100.00 %
<a href="#">501-503-89020</a>	Interview Expenses	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">501-503-89040</a>	Physical w/Drug & Alcohol Test	300.00	300.00	136.50	409.50	-109.50	-36.50 %
<a href="#">501-503-89070</a>	Fingerprinting	60.00	60.00	22.40	112.00	-52.00	-86.67 %
<a href="#">501-503-90010</a>	Liability & Property Insurance	18,707.00	18,707.00	0.00	0.00	18,707.00	100.00 %
<a href="#">501-503-92090</a>	Taxes, Licenses, & Fees	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>2,654,102.00</b>	<b>2,654,102.00</b>	<b>414,430.03</b>	<b>1,015,070.73</b>	<b>1,639,031.27</b>	<b>61.75 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>2,654,102.00</b>	<b>2,654,102.00</b>	<b>414,430.03</b>	<b>1,015,070.73</b>	<b>1,639,031.27</b>	<b>61.75 %</b>
<b>Category: 80 - DEBT SERVICE</b>							
<b>SubCategory: 800 - DEBT SERVICE</b>							
<a href="#">501-503-96051</a>	2012 Water Rev Bonds-Principal	165,000.00	165,000.00	0.00	0.00	165,000.00	100.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">501-503-96053</a>	2012 Water Rev Bonds-Interest	460,330.00	460,330.00	0.00	0.00	460,330.00	100.00 %
<a href="#">501-503-96500</a>	Fiscal Agent Fees	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<b>SubCategory: 800 - DEBT SERVICE Total:</b>		<b>628,330.00</b>	<b>628,330.00</b>	<b>0.00</b>	<b>0.00</b>	<b>628,330.00</b>	<b>100.00 %</b>
<b>Category: 80 - DEBT SERVICE Total:</b>		<b>628,330.00</b>	<b>628,330.00</b>	<b>0.00</b>	<b>0.00</b>	<b>628,330.00</b>	<b>100.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">501-503-98040</a>	Major Machinery & Equipment	300,000.00	300,000.00	0.00	0.00	300,000.00	100.00 %
<a href="#">501-503-98052</a>	Improvements (Turbidimeters)	20,000.00	20,000.00	4,640.16	4,640.16	15,359.84	76.80 %
<a href="#">501-503-98057</a>	Alum Sludge Removal	200,000.00	200,000.00	0.00	199,913.84	86.16	0.04 %
<a href="#">501-503-98058</a>	Filter Media Replacement	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<a href="#">501-503-98441</a>	Water Revenue Bond Projects	0.00	0.00	5,082.50	5,082.50	-5,082.50	0.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>570,000.00</b>	<b>570,000.00</b>	<b>9,722.66</b>	<b>209,636.50</b>	<b>360,363.50</b>	<b>63.22 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>570,000.00</b>	<b>570,000.00</b>	<b>9,722.66</b>	<b>209,636.50</b>	<b>360,363.50</b>	<b>63.22 %</b>
<b>Department: 503 - WATER PLANT OPERATIONS Total:</b>		<b>4,536,474.00</b>	<b>4,536,474.00</b>	<b>467,757.84</b>	<b>1,336,988.80</b>	<b>3,199,485.20</b>	<b>70.53 %</b>
<b>Department: 508 - WATER DISTRIBUTION</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">501-508-60010</a>	Salaries Regular	247,939.00	247,939.00	16,350.72	48,208.93	199,730.07	80.56 %
<a href="#">501-508-60020</a>	Salaries Part Time	0.00	0.00	3,528.00	6,400.50	-6,400.50	0.00 %
<a href="#">501-508-60030</a>	Salaries Overtime	13,600.00	13,600.00	1,660.97	4,359.07	9,240.93	67.95 %
<a href="#">501-508-60050</a>	Salaries Cash Outs	20,270.00	20,270.00	0.00	0.00	20,270.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>281,809.00</b>	<b>281,809.00</b>	<b>21,539.69</b>	<b>58,968.50</b>	<b>222,840.50</b>	<b>79.08 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">501-508-62000</a>	Retirement CALPERS	21,463.00	21,463.00	1,407.83	4,107.97	17,355.03	80.86 %
<a href="#">501-508-62020</a>	Medical/Life Insurance	63,830.00	63,830.00	3,964.90	12,280.76	51,549.24	80.76 %
<a href="#">501-508-62030</a>	Social Security FICA	15,372.00	15,372.00	1,324.27	3,613.78	11,758.22	76.49 %
<a href="#">501-508-62040</a>	Medicare Insurance	3,595.00	3,595.00	309.75	845.19	2,749.81	76.49 %
<a href="#">501-508-62050</a>	Disability Income Insurance	200.00	200.00	9.49	53.70	146.30	73.15 %
<a href="#">501-508-62060</a>	Deferred Comp - 457 Retirement	3,719.00	3,719.00	323.06	896.09	2,822.91	75.91 %
<a href="#">501-508-62070</a>	Workers Comp. Insurance	29,753.00	29,753.00	0.00	0.00	29,753.00	100.00 %
<a href="#">501-508-62080</a>	Uniform Allowance	390.00	390.00	0.00	0.00	390.00	100.00 %
<a href="#">501-508-62200</a>	Retirement CalPERS UL	3,296.00	3,296.00	0.00	0.00	3,296.00	100.00 %
<a href="#">501-508-62210</a>	Unemployment Claims	2,479.00	2,479.00	0.00	0.00	2,479.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>144,097.00</b>	<b>144,097.00</b>	<b>7,339.30</b>	<b>21,797.49</b>	<b>122,299.51</b>	<b>84.87 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>425,906.00</b>	<b>425,906.00</b>	<b>28,878.99</b>	<b>80,765.99</b>	<b>345,140.01</b>	<b>81.04 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">501-508-70010</a>	Office Supplies	500.00	500.00	0.00	0.32	499.68	99.94 %
<a href="#">501-508-70030</a>	Postage & Freight Out	100.00	100.00	0.00	1.28	98.72	98.72 %
<a href="#">501-508-70040</a>	Printing & Binding	25.00	25.00	0.00	0.00	25.00	100.00 %
<a href="#">501-508-70060</a>	Small Tools & Equipment	7,500.00	7,500.00	358.80	358.80	7,141.20	95.22 %
<a href="#">501-508-70100</a>	Uniforms	1,370.00	1,370.00	261.20	724.97	645.03	47.08 %
<a href="#">501-508-70101</a>	Uniforms-Safety Equipment	5,000.00	5,000.00	0.00	194.63	4,805.37	96.11 %
<a href="#">501-508-70130</a>	Street Materials	30,000.00	30,000.00	0.00	1,987.77	28,012.23	93.37 %
<a href="#">501-508-70140</a>	Utility Parts & Supplies	30,000.00	30,000.00	300.68	2,611.47	27,388.53	91.30 %
<a href="#">501-508-70160</a>	Gasoline & Diesel	7,500.00	7,500.00	496.82	1,004.55	6,495.45	86.61 %
<a href="#">501-508-70440</a>	Miscellaneous Supplies	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">501-508-72020</a>	Electric	2,000.00	2,000.00	256.22	470.21	1,529.79	76.49 %
<a href="#">501-508-72030</a>	Telephone	1,000.00	1,000.00	228.50	1,027.18	-27.18	-2.72 %
<a href="#">501-508-84010</a>	Office Equip Repairs & Maint	10,000.00	10,000.00	246.51	858.55	9,141.45	91.41 %
<a href="#">501-508-84030</a>	Buildings Repairs & Maint.	1,000.00	1,000.00	34.23	41.23	958.77	95.88 %
<a href="#">501-508-84060</a>	Vehicle Parts, Repairs & Maint	4,000.00	4,000.00	661.79	935.47	3,064.53	76.61 %
<a href="#">501-508-86010</a>	Training, Travel, & Conference	10,000.00	10,000.00	2,986.88	4,411.81	5,588.19	55.88 %
<a href="#">501-508-86030</a>	Subs., Dues, & Publications	750.00	750.00	20.85	978.02	-228.02	-30.40 %
<a href="#">501-508-88010</a>	City Attorney Fees	150.00	150.00	107.92	310.28	-160.28	-106.85 %
<a href="#">501-508-88040</a>	Computer Programming/Consult.	800.00	800.00	377.93	420.67	379.33	47.42 %



## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">501-508-88060</a>	Medical - General	350.00	350.00	0.00	0.00	350.00	100.00 %
<a href="#">501-508-88100</a>	Professional Services	25,000.00	25,000.00	0.00	1,751.83	23,248.17	92.99 %
<a href="#">501-508-88121</a>	Geographic Information Systems	8,000.00	8,000.00	343.47	418.14	7,581.86	94.77 %
<a href="#">501-508-88130</a>	Grant Writing/Application	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<a href="#">501-508-89010</a>	Personnel Advertising	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">501-508-89020</a>	Interview Expenses	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">501-508-89040</a>	Physical w/Drug & Alcohol Test	330.00	330.00	312.00	390.00	-60.00	-18.18 %
<a href="#">501-508-89070</a>	Fingerprinting	60.00	60.00	12.80	51.20	8.80	14.67 %
<a href="#">501-508-90010</a>	Liability & Property Insurance	13,305.00	13,305.00	0.00	0.00	13,305.00	100.00 %
<a href="#">501-508-92090</a>	Taxes, Licenses, & Fees	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>187,150.00</b>	<b>187,150.00</b>	<b>7,006.60</b>	<b>18,948.38</b>	<b>168,201.62</b>	<b>89.88 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>187,150.00</b>	<b>187,150.00</b>	<b>7,006.60</b>	<b>18,948.38</b>	<b>168,201.62</b>	<b>89.88 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">501-508-98040</a>	Major Machinery & Equipment	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00 %
<a href="#">501-508-98054</a>	Water Meters	80,000.00	80,000.00	0.00	5,543.79	74,456.21	93.07 %
<a href="#">501-508-98940</a>	2016 Alley Paving Project	0.00	0.00	485.35	485.35	-485.35	0.00 %
<a href="#">501-508-98950</a>	Forest Ave 1st-Elm Ave St Proj	16,500.00	16,500.00	0.00	0.00	16,500.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>176,500.00</b>	<b>176,500.00</b>	<b>485.35</b>	<b>6,029.14</b>	<b>170,470.86</b>	<b>96.58 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>176,500.00</b>	<b>176,500.00</b>	<b>485.35</b>	<b>6,029.14</b>	<b>170,470.86</b>	<b>96.58 %</b>
<b>Department: 508 - WATER DISTRIBUTION Total:</b>		<b>789,556.00</b>	<b>789,556.00</b>	<b>36,370.94</b>	<b>105,743.51</b>	<b>683,812.49</b>	<b>86.61 %</b>
<b>Expense Total:</b>		<b>5,600,553.00</b>	<b>5,600,553.00</b>	<b>524,159.26</b>	<b>1,498,853.37</b>	<b>4,101,699.63</b>	<b>73.24 %</b>
<b>Fund: 501 - WATER ENTERPRISE FUND Total:</b>		<b>5,600,553.00</b>	<b>5,600,553.00</b>	<b>524,159.26</b>	<b>1,498,853.37</b>	<b>4,101,699.63</b>	<b>73.24 %</b>
<b>Fund: 502 - GAS ENTERPRISE FUND</b>							
<b>Expense</b>							
<b>Department: 406 - FINANCE DIVISION</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">502-406-60010</a>	Salaries Regular	103,967.00	103,967.00	8,565.09	25,753.32	78,213.68	75.23 %
<a href="#">502-406-60030</a>	Salaries Overtime	203.00	203.00	0.00	44.07	158.93	78.29 %
<a href="#">502-406-60050</a>	Salaries Cash Outs	806.00	806.00	0.00	0.00	806.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>104,976.00</b>	<b>104,976.00</b>	<b>8,565.09</b>	<b>25,797.39</b>	<b>79,178.61</b>	<b>75.43 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">502-406-62000</a>	Retirement CALPERS	8,714.00	8,714.00	696.73	2,132.00	6,582.00	75.53 %
<a href="#">502-406-62020</a>	Medical/Life Insurance	25,477.00	25,477.00	1,993.82	5,981.26	19,495.74	76.52 %
<a href="#">502-406-62030</a>	Social Security FICA	6,446.00	6,446.00	516.46	1,556.50	4,889.50	75.85 %
<a href="#">502-406-62040</a>	Medicare Insurance	1,508.00	1,508.00	120.76	363.97	1,144.03	75.86 %
<a href="#">502-406-62050</a>	Disability Income Insurance	182.00	182.00	18.58	57.21	124.79	68.57 %
<a href="#">502-406-62060</a>	Deferred Comp - 457 Retirement	1,819.00	1,819.00	153.43	469.86	1,349.14	74.17 %
<a href="#">502-406-62070</a>	Workers Comp. Insurance	12,476.00	12,476.00	0.00	0.00	12,476.00	100.00 %
<a href="#">502-406-62080</a>	Uniform Allowance	42.00	42.00	0.00	0.00	42.00	100.00 %
<a href="#">502-406-62200</a>	Retirement CalPERS UL	981.00	981.00	0.00	0.00	981.00	100.00 %
<a href="#">502-406-62210</a>	Unemployment Claims	1,040.00	1,040.00	0.00	0.00	1,040.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>58,685.00</b>	<b>58,685.00</b>	<b>3,499.78</b>	<b>10,560.80</b>	<b>48,124.20</b>	<b>82.00 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>163,661.00</b>	<b>163,661.00</b>	<b>12,064.87</b>	<b>36,358.19</b>	<b>127,302.81</b>	<b>77.78 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">502-406-70010</a>	Office Supplies	1,500.00	1,500.00	0.00	80.67	1,419.33	94.62 %
<a href="#">502-406-70030</a>	Postage & Freight Out	10,500.00	10,500.00	772.10	1,258.81	9,241.19	88.01 %
<a href="#">502-406-70040</a>	Printing & Binding	5,500.00	5,500.00	561.41	2,329.32	3,170.68	57.65 %
<a href="#">502-406-70160</a>	Gasoline & Diesel	2,000.00	2,000.00	227.62	483.85	1,516.15	75.81 %
<a href="#">502-406-72030</a>	Telephone	2,500.00	2,500.00	374.98	600.04	1,899.96	76.00 %
<a href="#">502-406-84010</a>	Office Equip Repairs & Maint	1,200.00	1,200.00	476.59	649.22	550.78	45.90 %
<a href="#">502-406-86010</a>	Training, Travel, & Conference	600.00	600.00	9.52	9.52	590.48	98.41 %
<a href="#">502-406-86030</a>	Subs., Dues, & Publications	100.00	100.00	60.00	60.00	40.00	40.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">502-406-88030</a>	Accounting/Auditing	1,000.00	1,000.00	764.25	2,000.25	-1,000.25	-100.03 %
<a href="#">502-406-88040</a>	Computer Programming/Consult.	25,000.00	25,000.00	1,793.50	2,773.53	22,226.47	88.91 %
<a href="#">502-406-88060</a>	Medical - General	120.00	120.00	0.00	0.00	120.00	100.00 %
<a href="#">502-406-88100</a>	Professional Services	0.00	0.00	572.40	1,733.10	-1,733.10	0.00 %
<a href="#">502-406-88103</a>	Other Professional Services	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
<a href="#">502-406-89010</a>	Personnel Advertising	30.00	30.00	0.00	0.00	30.00	100.00 %
<a href="#">502-406-89020</a>	Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">502-406-89040</a>	Physical w/Drug & Alcohol Test	120.00	120.00	0.00	0.00	120.00	100.00 %
<a href="#">502-406-89070</a>	Fingerprinting	25.00	25.00	0.00	0.00	25.00	100.00 %
<a href="#">502-406-90010</a>	Liability & Property Insurance	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">502-406-94020</a>	Bad Debt Expense	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
<a href="#">502-406-94030</a>	Cash Short/Over	30.00	30.00	0.00	0.00	30.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>64,230.00</b>	<b>64,230.00</b>	<b>5,612.37</b>	<b>11,978.31</b>	<b>52,251.69</b>	<b>81.35 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>64,230.00</b>	<b>64,230.00</b>	<b>5,612.37</b>	<b>11,978.31</b>	<b>52,251.69</b>	<b>81.35 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">502-406-98030</a>	Office Furniture & Equipment	1,500.00	1,500.00	0.00	223.61	1,276.39	85.09 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>223.61</b>	<b>1,276.39</b>	<b>85.09 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>223.61</b>	<b>1,276.39</b>	<b>85.09 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>		<b>229,391.00</b>	<b>229,391.00</b>	<b>17,677.24</b>	<b>48,560.11</b>	<b>180,830.89</b>	<b>78.83 %</b>
<b>Department: 500 - UTILITY BILLING</b>							
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">502-500-94020</a>	Bad Debt Expense	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 500 - UTILITY BILLING Total:</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 510 - GAS OPERATIONS</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">502-510-60010</a>	Salaries Regular	294,996.00	294,996.00	17,032.82	52,377.19	242,618.81	82.24 %
<a href="#">502-510-60020</a>	Salaries Part Time	0.00	0.00	3,528.00	6,400.50	-6,400.50	0.00 %
<a href="#">502-510-60030</a>	Salaries Overtime	13,600.00	13,600.00	1,660.97	4,359.10	9,240.90	67.95 %
<a href="#">502-510-60050</a>	Salaries Cash Outs	19,629.00	19,629.00	0.00	0.00	19,629.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>328,225.00</b>	<b>328,225.00</b>	<b>22,221.79</b>	<b>63,136.79</b>	<b>265,088.21</b>	<b>80.76 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">502-510-62000</a>	Retirement CALPERS	25,399.00	25,399.00	1,439.00	4,401.87	20,997.13	82.67 %
<a href="#">502-510-62020</a>	Medical/Life Insurance	75,052.00	75,052.00	4,091.24	12,932.81	62,119.19	82.77 %
<a href="#">502-510-62030</a>	Social Security FICA	18,290.00	18,290.00	1,364.35	3,866.92	14,423.08	78.86 %
<a href="#">502-510-62040</a>	Medicare Insurance	4,277.00	4,277.00	319.14	904.38	3,372.62	78.85 %
<a href="#">502-510-62050</a>	Disability Income Insurance	200.00	200.00	9.49	60.24	139.76	69.88 %
<a href="#">502-510-62060</a>	Deferred Comp - 457 Retirement	2,950.00	2,950.00	315.95	986.52	1,963.48	66.56 %
<a href="#">502-510-62070</a>	Workers Comp. Insurance	35,400.00	35,400.00	0.00	0.00	35,400.00	100.00 %
<a href="#">502-510-62080</a>	Uniform Allowance	400.00	400.00	0.00	300.00	100.00	25.00 %
<a href="#">502-510-62200</a>	Retirement CalPERS UL	3,365.00	3,365.00	0.00	0.00	3,365.00	100.00 %
<a href="#">502-510-62210</a>	Unemployment Claims	2,950.00	2,950.00	0.00	0.00	2,950.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>168,283.00</b>	<b>168,283.00</b>	<b>7,539.17</b>	<b>23,452.74</b>	<b>144,830.26</b>	<b>86.06 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>496,508.00</b>	<b>496,508.00</b>	<b>29,760.96</b>	<b>86,589.53</b>	<b>409,918.47</b>	<b>82.56 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">502-510-70010</a>	Office Supplies	850.00	850.00	0.00	0.32	849.68	99.96 %
<a href="#">502-510-70030</a>	Postage & Freight Out	156.00	156.00	0.00	1.30	154.70	99.17 %
<a href="#">502-510-70040</a>	Printing & Binding	25.00	25.00	0.00	0.00	25.00	100.00 %
<a href="#">502-510-70060</a>	Small Tools & Equipment	10,000.00	10,000.00	362.95	622.79	9,377.21	93.77 %
<a href="#">502-510-70100</a>	Uniforms	1,370.00	1,370.00	261.18	884.05	485.95	35.47 %



## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">502-510-70101</a>	Uniforms-Safety Equipment	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">502-510-70130</a>	Street Materials	9,200.00	9,200.00	0.00	10.51	9,189.49	99.89 %
<a href="#">502-510-70140</a>	Utility Parts & Supplies	20,000.00	20,000.00	70.79	8,148.62	11,851.38	59.26 %
<a href="#">502-510-70160</a>	Gasoline & Diesel	9,500.00	9,500.00	496.82	1,004.56	8,495.44	89.43 %
<a href="#">502-510-70440</a>	Miscellaneous Supplies	400.00	400.00	0.00	0.00	400.00	100.00 %
<a href="#">502-510-72020</a>	Electric	6,800.00	6,800.00	888.26	1,557.46	5,242.54	77.10 %
<a href="#">502-510-72030</a>	Telephone	7,100.00	7,100.00	382.52	1,485.91	5,614.09	79.07 %
<a href="#">502-510-80020</a>	PG&E Wholesale Transportation	260,000.00	260,000.00	7,733.28	22,902.57	237,097.43	91.19 %
<a href="#">502-510-80030</a>	Gas Purchases for Resale	787,500.00	787,500.00	0.00	10,677.08	776,822.92	98.64 %
<a href="#">502-510-80100</a>	Gas Assistance Program	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00 %
<a href="#">502-510-84010</a>	Office Equip Repairs & Maint	2,000.00	2,000.00	270.45	733.35	1,266.65	63.33 %
<a href="#">502-510-84030</a>	Buildings Repairs & Maint.	8,000.00	8,000.00	59.85	59.85	7,940.15	99.25 %
<a href="#">502-510-84060</a>	Vehicle Parts, Repairs & Maint	10,000.00	10,000.00	661.78	935.45	9,064.55	90.65 %
<a href="#">502-510-86010</a>	Training, Travel, & Conference	25,000.00	25,000.00	6,398.69	6,823.60	18,176.40	72.71 %
<a href="#">502-510-86030</a>	Subs., Dues, & Publications	5,500.00	5,500.00	21.45	4,492.32	1,007.68	18.32 %
<a href="#">502-510-88010</a>	City Attorney Fees	200.00	200.00	107.92	859.52	-659.52	-329.76 %
<a href="#">502-510-88040</a>	Computer Programming/Consult.	1,750.00	1,750.00	488.94	585.67	1,164.33	66.53 %
<a href="#">502-510-88060</a>	Medical - General	335.00	335.00	0.00	0.00	335.00	100.00 %
<a href="#">502-510-88100</a>	Professional Services	30,000.00	30,000.00	20,640.33	22,392.15	7,607.85	25.36 %
<a href="#">502-510-88121</a>	Geographic Information Systems	20,000.00	20,000.00	343.47	418.14	19,581.86	97.91 %
<a href="#">502-510-88130</a>	Grant Writing/Application	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
<a href="#">502-510-89010</a>	Personnel Advertising	85.00	85.00	0.00	0.00	85.00	100.00 %
<a href="#">502-510-89020</a>	Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">502-510-89040</a>	Physical w/Drug & Alcohol Test	335.00	335.00	312.00	390.00	-55.00	-16.42 %
<a href="#">502-510-89070</a>	Fingerprinting	60.00	60.00	12.80	51.20	8.80	14.67 %
<a href="#">502-510-90010</a>	Liability & Property Insurance	14,115.00	14,115.00	0.00	0.00	14,115.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>1,248,786.00</b>	<b>1,248,786.00</b>	<b>39,513.48</b>	<b>85,036.42</b>	<b>1,163,749.58</b>	<b>93.19 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>1,248,786.00</b>	<b>1,248,786.00</b>	<b>39,513.48</b>	<b>85,036.42</b>	<b>1,163,749.58</b>	<b>93.19 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">502-510-98040</a>	Major Machinery & Equipment	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00 %
<a href="#">502-510-98071</a>	Gas Meter Purchases	80,000.00	80,000.00	3,026.39	3,026.39	76,973.61	96.22 %
<a href="#">502-510-98940</a>	2016 Alley Paving Project	0.00	0.00	214.76	214.76	-214.76	0.00 %
<a href="#">502-510-98950</a>	Forest Ave 1st-Elm Ave St Proj	36,600.00	36,600.00	0.00	0.00	36,600.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>196,600.00</b>	<b>196,600.00</b>	<b>3,241.15</b>	<b>3,241.15</b>	<b>193,358.85</b>	<b>98.35 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>196,600.00</b>	<b>196,600.00</b>	<b>3,241.15</b>	<b>3,241.15</b>	<b>193,358.85</b>	<b>98.35 %</b>
<b>Department: 510 - GAS OPERATIONS Total:</b>		<b>1,941,894.00</b>	<b>1,941,894.00</b>	<b>72,515.59</b>	<b>174,867.10</b>	<b>1,767,026.90</b>	<b>91.00 %</b>
<b>Expense Total:</b>		<b>2,181,285.00</b>	<b>2,181,285.00</b>	<b>90,192.83</b>	<b>223,427.21</b>	<b>1,957,857.79</b>	<b>89.76 %</b>
<b>Fund: 502 - GAS ENTERPRISE FUND Total:</b>		<b>2,181,285.00</b>	<b>2,181,285.00</b>	<b>90,192.83</b>	<b>223,427.21</b>	<b>1,957,857.79</b>	<b>89.76 %</b>
<b>Fund: 503 - SEWER ENTERPRISE FUND</b>							
<b>Expense</b>							
<b>Department: 406 - FINANCE DIVISION</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">503-406-60010</a>	Salaries Regular	68,331.00	68,331.00	5,922.73	17,782.87	50,548.13	73.98 %
<a href="#">503-406-60030</a>	Salaries Overtime	135.00	135.00	0.00	28.97	106.03	78.54 %
<a href="#">503-406-60050</a>	Salaries Cash Outs	537.00	537.00	0.00	0.00	537.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>69,003.00</b>	<b>69,003.00</b>	<b>5,922.73</b>	<b>17,811.84</b>	<b>51,191.16</b>	<b>74.19 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">503-406-62000</a>	Retirement CALPERS	5,727.00	5,727.00	483.16	1,475.92	4,251.08	74.23 %
<a href="#">503-406-62020</a>	Medical/Life Insurance	16,744.00	16,744.00	1,351.65	4,054.87	12,689.13	75.78 %
<a href="#">503-406-62030</a>	Social Security FICA	4,236.00	4,236.00	357.85	1,076.82	3,159.18	74.58 %
<a href="#">503-406-62040</a>	Medicare Insurance	991.00	991.00	83.67	251.71	739.29	74.60 %
<a href="#">503-406-62050</a>	Disability Income Insurance	120.00	120.00	13.90	42.68	77.32	64.43 %
<a href="#">503-406-62060</a>	Deferred Comp - 457 Retirement	1,196.00	1,196.00	111.68	341.68	854.32	71.43 %
<a href="#">503-406-62070</a>	Workers Comp. Insurance	8,200.00	8,200.00	0.00	0.00	8,200.00	100.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">503-406-62080</a>	Uniform Allowance	28.00	28.00	0.00	0.00	28.00	100.00 %
<a href="#">503-406-62200</a>	Retirement CalPERS UL	645.00	645.00	0.00	0.00	645.00	100.00 %
<a href="#">503-406-62210</a>	Unemployment Claims	683.00	683.00	0.00	0.00	683.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>38,570.00</b>	<b>38,570.00</b>	<b>2,401.91</b>	<b>7,243.68</b>	<b>31,326.32</b>	<b>81.22 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>107,573.00</b>	<b>107,573.00</b>	<b>8,324.64</b>	<b>25,055.52</b>	<b>82,517.48</b>	<b>76.71 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">503-406-70010</a>	Office Supplies	900.00	900.00	0.00	193.50	706.50	78.50 %
<a href="#">503-406-70030</a>	Postage & Freight Out	6,000.00	6,000.00	507.38	827.22	5,172.78	86.21 %
<a href="#">503-406-70040</a>	Printing & Binding	3,700.00	3,700.00	368.93	1,530.69	2,169.31	58.63 %
<a href="#">503-406-70160</a>	Gasoline & Diesel	1,500.00	1,500.00	149.58	317.96	1,182.04	78.80 %
<a href="#">503-406-72030</a>	Telephone	1,400.00	1,400.00	181.36	311.79	1,088.21	77.73 %
<a href="#">503-406-84010</a>	Office Equip Repairs & Maint	700.00	700.00	272.34	371.00	329.00	47.00 %
<a href="#">503-406-86010</a>	Training, Travel, & Conference	400.00	400.00	6.72	6.72	393.28	98.32 %
<a href="#">503-406-86030</a>	Subs., Dues, & Publications	100.00	100.00	45.00	45.00	55.00	55.00 %
<a href="#">503-406-88030</a>	Accounting/Auditing	1,000.00	1,000.00	764.25	2,000.25	-1,000.25	-100.03 %
<a href="#">503-406-88040</a>	Computer Programming/Consult.	26,000.00	26,000.00	1,630.88	2,517.82	23,482.18	90.32 %
<a href="#">503-406-88060</a>	Medical - General	80.00	80.00	0.00	0.00	80.00	100.00 %
<a href="#">503-406-88100</a>	Professional Services	0.00	0.00	429.30	1,299.83	-1,299.83	0.00 %
<a href="#">503-406-88103</a>	Other Professional Services	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">503-406-89010</a>	Personnel Advertising	20.00	20.00	0.00	0.00	20.00	100.00 %
<a href="#">503-406-89020</a>	Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">503-406-89040</a>	Physical w/Drug & Alcohol Test	80.00	80.00	0.00	0.00	80.00	100.00 %
<a href="#">503-406-89070</a>	Fingerprinting	15.00	15.00	0.00	0.00	15.00	100.00 %
<a href="#">503-406-90010</a>	Liability & Property Insurance	3,100.00	3,100.00	0.00	0.00	3,100.00	100.00 %
<a href="#">503-406-92090</a>	Taxes, Licenses, & Fees	210.00	210.00	0.00	0.00	210.00	100.00 %
<a href="#">503-406-94020</a>	Bad Debt Expense	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">503-406-94030</a>	Cash Short/Over	20.00	20.00	0.00	0.00	20.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>51,230.00</b>	<b>51,230.00</b>	<b>4,355.74</b>	<b>9,421.78</b>	<b>41,808.22</b>	<b>81.61 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>51,230.00</b>	<b>51,230.00</b>	<b>4,355.74</b>	<b>9,421.78</b>	<b>41,808.22</b>	<b>81.61 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">503-406-98030</a>	Office Furniture & Equipment	1,000.00	1,000.00	0.00	146.94	853.06	85.31 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>146.94</b>	<b>853.06</b>	<b>85.31 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>146.94</b>	<b>853.06</b>	<b>85.31 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>		<b>159,803.00</b>	<b>159,803.00</b>	<b>12,680.38</b>	<b>34,624.24</b>	<b>125,178.76</b>	<b>78.33 %</b>
<b>Department: 500 - UTILITY BILLING</b>							
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">503-500-94020</a>	Bad Debt Expense	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 500 - UTILITY BILLING Total:</b>		<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 520 - SEWER TREATMENT PLANT</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">503-520-60010</a>	Salaries Regular	211,314.00	211,314.00	11,744.58	30,918.41	180,395.59	85.37 %
<a href="#">503-520-60020</a>	Salaries Part Time	0.00	0.00	2,016.00	5,710.50	-5,710.50	0.00 %
<a href="#">503-520-60030</a>	Salaries Overtime	16,000.00	16,000.00	1,580.64	3,740.53	12,259.47	76.62 %
<a href="#">503-520-60050</a>	Salaries Cash Outs	1,400.00	1,400.00	0.00	0.00	1,400.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>228,714.00</b>	<b>228,714.00</b>	<b>15,341.22</b>	<b>40,369.44</b>	<b>188,344.56</b>	<b>82.35 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">503-520-62000</a>	Retirement CALPERS	18,804.00	18,804.00	938.75	2,505.24	16,298.76	86.68 %
<a href="#">503-520-62020</a>	Medical/Life Insurance	52,460.00	52,460.00	2,927.26	7,539.55	44,920.45	85.63 %
<a href="#">503-520-62030</a>	Social Security FICA	13,101.00	13,101.00	947.50	2,480.90	10,620.10	81.06 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">503-520-62040</a>	Medicare Insurance	3,064.00	3,064.00	221.54	580.10	2,483.90	81.07 %
<a href="#">503-520-62050</a>	Disability Income Insurance	300.00	300.00	9.49	58.05	241.95	80.65 %
<a href="#">503-520-62060</a>	Deferred Comp - 457 Retirement	2,641.00	2,641.00	345.29	844.43	1,796.57	68.03 %
<a href="#">503-520-62070</a>	Workers Comp. Insurance	25,358.00	25,358.00	0.00	0.00	25,358.00	100.00 %
<a href="#">503-520-62081</a>	Safety Boot Allowance	150.00	150.00	0.00	0.00	150.00	100.00 %
<a href="#">503-520-62200</a>	Retirement CalPERS UL	2,166.00	2,166.00	0.00	0.00	2,166.00	100.00 %
<a href="#">503-520-62210</a>	Unemployment Claims	2,113.00	2,113.00	0.00	0.00	2,113.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>120,157.00</b>	<b>120,157.00</b>	<b>5,389.83</b>	<b>14,008.27</b>	<b>106,148.73</b>	<b>88.34 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>348,871.00</b>	<b>348,871.00</b>	<b>20,731.05</b>	<b>54,377.71</b>	<b>294,493.29</b>	<b>84.41 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">503-520-70010</a>	Office Supplies	500.00	500.00	0.00	0.29	499.71	99.94 %
<a href="#">503-520-70030</a>	Postage & Freight Out	1,000.00	1,000.00	0.00	0.62	999.38	99.94 %
<a href="#">503-520-70040</a>	Printing & Binding	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">503-520-70060</a>	Small Tools & Equipment	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">503-520-70100</a>	Uniforms	1,700.00	1,700.00	321.96	908.48	791.52	46.56 %
<a href="#">503-520-70140</a>	Utility Parts & Supplies	20,000.00	20,000.00	211.22	440.53	19,559.47	97.80 %
<a href="#">503-520-70150</a>	Vehicle Parts & Supplies	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">503-520-70160</a>	Gasoline & Diesel	3,750.00	3,750.00	261.34	455.72	3,294.28	87.85 %
<a href="#">503-520-72010</a>	Water, Gas, Sanitation & Sewer	8,500.00	8,500.00	361.84	361.84	8,138.16	95.74 %
<a href="#">503-520-72020</a>	Electric	65,000.00	65,000.00	7,423.58	14,536.62	50,463.38	77.64 %
<a href="#">503-520-72030</a>	Telephone	500.00	500.00	159.62	362.16	137.84	27.57 %
<a href="#">503-520-82030</a>	Equipment Rental	5,000.00	5,000.00	14.00	14.00	4,986.00	99.72 %
<a href="#">503-520-84010</a>	Office Equip Repairs & Maint	100.00	100.00	31.54	97.44	2.56	2.56 %
<a href="#">503-520-84020</a>	Major Equip Repairs & Maint.	100,000.00	100,000.00	8,171.43	8,477.68	91,522.32	91.52 %
<a href="#">503-520-84030</a>	Buildings Repairs & Maint.	15,000.00	15,000.00	684.08	714.08	14,285.92	95.24 %
<a href="#">503-520-84051</a>	Grounds Chemicals & Maint.	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">503-520-84060</a>	Vehicle Parts, Repairs & Maint	2,000.00	2,000.00	0.00	51.62	1,948.38	97.42 %
<a href="#">503-520-84073</a>	Safety Equipment	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">503-520-86010</a>	Training, Travel, & Conference	2,000.00	2,000.00	107.59	744.96	1,255.04	62.75 %
<a href="#">503-520-86030</a>	Subs., Dues, & Publications	1,500.00	1,500.00	20.85	898.03	601.97	40.13 %
<a href="#">503-520-86033</a>	Certifications, Renewals & Test	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">503-520-88010</a>	City Attorney Fees	300.00	300.00	107.92	310.29	-10.29	-3.43 %
<a href="#">503-520-88040</a>	Computer Programming/Consult.	2,175.00	2,175.00	155.73	231.53	1,943.47	89.35 %
<a href="#">503-520-88060</a>	Medical - General	160.00	160.00	0.00	0.00	160.00	100.00 %
<a href="#">503-520-88080</a>	Laboratory	10,000.00	10,000.00	0.00	496.50	9,503.50	95.04 %
<a href="#">503-520-88100</a>	Professional Services	75,000.00	75,000.00	2,921.88	6,614.14	68,385.86	91.18 %
<a href="#">503-520-88113</a>	Sludge Removal Contract	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">503-520-89010</a>	Personnel Advertising	25.00	25.00	0.00	0.00	25.00	100.00 %
<a href="#">503-520-89020</a>	Interview Expense	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">503-520-89040</a>	Physical w/Drug & Alcohol Test	60.00	60.00	58.50	175.50	-115.50	-192.50 %
<a href="#">503-520-89070</a>	Fingerprinting	60.00	60.00	9.60	48.00	12.00	20.00 %
<a href="#">503-520-90010</a>	Liability & Property Insurance	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<a href="#">503-520-92090</a>	Taxes, Licenses & Fees	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>380,840.00</b>	<b>380,840.00</b>	<b>21,022.68</b>	<b>35,940.03</b>	<b>344,899.97</b>	<b>90.56 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>380,840.00</b>	<b>380,840.00</b>	<b>21,022.68</b>	<b>35,940.03</b>	<b>344,899.97</b>	<b>90.56 %</b>
<b>Category: 80 - DEBT SERVICE</b>							
<b>SubCategory: 800 - DEBT SERVICE</b>							
<a href="#">503-520-96045</a>	2012 Sewer Rev Bonds-Principal	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<a href="#">503-520-96048</a>	2012 Sewer Rev Bonds-Interest	146,048.00	146,048.00	0.00	0.00	146,048.00	100.00 %
<a href="#">503-520-96057</a>	CalPOP Energy Eff.Loan(PG&E)	23,118.00	23,118.00	0.00	0.00	23,118.00	100.00 %
<a href="#">503-520-96500</a>	Fiscal Agent Fees	900.00	900.00	0.00	0.00	900.00	100.00 %
<b>SubCategory: 800 - DEBT SERVICE Total:</b>		<b>220,066.00</b>	<b>220,066.00</b>	<b>0.00</b>	<b>0.00</b>	<b>220,066.00</b>	<b>100.00 %</b>
<b>Category: 80 - DEBT SERVICE Total:</b>		<b>220,066.00</b>	<b>220,066.00</b>	<b>0.00</b>	<b>0.00</b>	<b>220,066.00</b>	<b>100.00 %</b>
<b>Department: 520 - SEWER TREATMENT PLANT Total:</b>		<b>949,777.00</b>	<b>949,777.00</b>	<b>41,753.73</b>	<b>90,317.74</b>	<b>859,459.26</b>	<b>90.49 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 521 - SEWER COLLECTION</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">503-521-60010</a>	Salaries Regular	107,902.00	107,902.00	5,949.03	18,316.32	89,585.68	83.03 %
<a href="#">503-521-60020</a>	Salaries Part Time	0.00	0.00	882.00	1,600.12	-1,600.12	0.00 %
<a href="#">503-521-60030</a>	Salaries Overtime	3,600.00	3,600.00	415.26	1,089.84	2,510.16	69.73 %
<a href="#">503-521-60050</a>	Salaries Cash Outs	5,407.00	5,407.00	0.00	0.00	5,407.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>116,909.00</b>	<b>116,909.00</b>	<b>7,246.29</b>	<b>21,006.28</b>	<b>95,902.72</b>	<b>82.03 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">503-521-62000</a>	Retirement CALPERS	9,098.00	9,098.00	486.14	1,498.16	7,599.84	83.53 %
<a href="#">503-521-62020</a>	Medical/Life Insurance	24,858.00	24,858.00	1,331.80	4,068.48	20,789.52	83.63 %
<a href="#">503-521-62030</a>	Social Security FICA	6,690.00	6,690.00	448.59	1,297.05	5,392.95	80.61 %
<a href="#">503-521-62040</a>	Medicare Insurance	1,565.00	1,565.00	104.91	303.53	1,261.47	80.61 %
<a href="#">503-521-62050</a>	Disability Income Insurance	300.00	300.00	9.49	58.06	241.94	80.65 %
<a href="#">503-521-62060</a>	Deferred Comp - 457 Retirement	2,158.00	2,158.00	172.50	518.85	1,639.15	75.96 %
<a href="#">503-521-62070</a>	Workers Comp. Insurance	12,948.00	12,948.00	0.00	0.00	12,948.00	100.00 %
<a href="#">503-521-62080</a>	Uniform Allowance	105.00	105.00	0.00	0.00	105.00	100.00 %
<a href="#">503-521-62200</a>	Retirement CalPERS UL	977.00	977.00	0.00	0.00	977.00	100.00 %
<a href="#">503-521-62210</a>	Unemployment Claims	1,079.00	1,079.00	0.00	0.00	1,079.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>59,778.00</b>	<b>59,778.00</b>	<b>2,553.43</b>	<b>7,744.13</b>	<b>52,033.87</b>	<b>87.05 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>176,687.00</b>	<b>176,687.00</b>	<b>9,799.72</b>	<b>28,750.41</b>	<b>147,936.59</b>	<b>83.73 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">503-521-70010</a>	Office Supplies	20.00	20.00	0.00	0.01	19.99	99.95 %
<a href="#">503-521-70030</a>	Postage & Freight Out	5.00	5.00	0.00	0.33	4.67	93.40 %
<a href="#">503-521-70040</a>	Printing & Binding	6.00	6.00	0.00	0.00	6.00	100.00 %
<a href="#">503-521-70100</a>	Uniforms	1,370.00	1,370.00	261.18	724.91	645.09	47.09 %
<a href="#">503-521-70101</a>	Uniforms-Safety Equipment	5,000.00	5,000.00	0.00	159.12	4,840.88	96.82 %
<a href="#">503-521-70130</a>	Street Materials	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">503-521-70140</a>	Utility Parts & Supplies	5,600.00	5,600.00	0.00	0.00	5,600.00	100.00 %
<a href="#">503-521-70160</a>	Gasoline & Diesel	5,000.00	5,000.00	496.82	1,004.55	3,995.45	79.91 %
<a href="#">503-521-70440</a>	Miscellaneous Supplies	1,000.00	1,000.00	64.68	193.90	806.10	80.61 %
<a href="#">503-521-72010</a>	Water, Gas, Sanitation & Sewer	1,850.00	1,850.00	83.38	83.38	1,766.62	95.49 %
<a href="#">503-521-72020</a>	Electric	6,300.00	6,300.00	778.62	1,414.87	4,885.13	77.54 %
<a href="#">503-521-72030</a>	Telephone	3,000.00	3,000.00	360.86	1,455.98	1,544.02	51.47 %
<a href="#">503-521-84010</a>	Office Equip Repairs & Maint	1,000.00	1,000.00	240.06	644.65	355.35	35.54 %
<a href="#">503-521-84020</a>	Major Equip Repairs & Maint.	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">503-521-84030</a>	Buildings Repairs & Maint.	1,500.00	1,500.00	34.23	69.23	1,430.77	95.38 %
<a href="#">503-521-84060</a>	Vehicle Parts, Repairs & Maint	6,500.00	6,500.00	661.76	937.99	5,562.01	85.57 %
<a href="#">503-521-86010</a>	Training, Travel, & Conference	5,000.00	5,000.00	98.69	523.60	4,476.40	89.53 %
<a href="#">503-521-86030</a>	Subs., Dues, & Publications	1,000.00	1,000.00	20.85	898.02	101.98	10.20 %
<a href="#">503-521-88010</a>	City Attorney Fees	1,000.00	1,000.00	107.90	310.26	689.74	68.97 %
<a href="#">503-521-88040</a>	Computer Programming/Consult.	1,000.00	1,000.00	443.32	517.80	482.20	48.22 %
<a href="#">503-521-88060</a>	Medical - General	84.00	84.00	0.00	0.00	84.00	100.00 %
<a href="#">503-521-88100</a>	Professional Services	17,900.00	17,900.00	0.00	0.00	17,900.00	100.00 %
<a href="#">503-521-88121</a>	Geographic Information Systems	12,000.00	12,000.00	343.46	418.12	11,581.88	96.52 %
<a href="#">503-521-88130</a>	Grant Writing/Application	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">503-521-89010</a>	Personnel Advertising	25.00	25.00	0.00	0.00	25.00	100.00 %
<a href="#">503-521-89020</a>	Interview Expenses	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">503-521-89040</a>	Physical w/Drug & Alcohol Test	85.00	85.00	78.00	97.50	-12.50	-14.71 %
<a href="#">503-521-89070</a>	Fingerprinting	15.00	15.00	3.20	12.80	2.20	14.67 %
<a href="#">503-521-90010</a>	Liability & Property Insurance	3,800.00	3,800.00	0.00	0.00	3,800.00	100.00 %
<a href="#">503-521-92090</a>	Taxes, Licenses, & Fees	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>133,070.00</b>	<b>133,070.00</b>	<b>4,077.01</b>	<b>9,467.02</b>	<b>123,602.98</b>	<b>92.89 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>133,070.00</b>	<b>133,070.00</b>	<b>4,077.01</b>	<b>9,467.02</b>	<b>123,602.98</b>	<b>92.89 %</b>

**Budget Report**

**For Fiscal: 2019-2020 Period Ending: 09/30/2019**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Category: 98 - CAPITAL EXPENDITURES</b>							
<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>							
<a href="#">503-521-98040</a>	Major Machinery & Equipment	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00 %
<a href="#">503-521-98940</a>	2016 Alley Paving Project	0.00	0.00	447.83	447.83	-447.83	0.00 %
<a href="#">503-521-98950</a>	Forest Ave 1st-Elm Ave St Proj	96,050.00	96,050.00	0.00	0.00	96,050.00	100.00 %
<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>		<b>196,050.00</b>	<b>196,050.00</b>	<b>447.83</b>	<b>447.83</b>	<b>195,602.17</b>	<b>99.77 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>		<b>196,050.00</b>	<b>196,050.00</b>	<b>447.83</b>	<b>447.83</b>	<b>195,602.17</b>	<b>99.77 %</b>
<b>Department: 521 - SEWER COLLECTION Total:</b>		<b>505,807.00</b>	<b>505,807.00</b>	<b>14,324.56</b>	<b>38,665.26</b>	<b>467,141.74</b>	<b>92.36 %</b>
<b>Expense Total:</b>		<b>1,625,387.00</b>	<b>1,625,387.00</b>	<b>68,758.67</b>	<b>163,607.24</b>	<b>1,461,779.76</b>	<b>89.93 %</b>
<b>Fund: 503 - SEWER ENTERPRISE FUND Total:</b>		<b>1,625,387.00</b>	<b>1,625,387.00</b>	<b>68,758.67</b>	<b>163,607.24</b>	<b>1,461,779.76</b>	<b>89.93 %</b>
<b>Fund: 504 - SANITATION ENTERPRISE FUND</b>							
<b>Expense</b>							
<b>Department: 406 - FINANCE DIVISION</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">504-406-60010</a>	Salaries Regular	6,337.00	6,337.00	392.20	1,153.39	5,183.61	81.80 %
<a href="#">504-406-60030</a>	Salaries Overtime	68.00	68.00	0.00	2.72	65.28	96.00 %
<a href="#">504-406-60050</a>	Salaries Cash Outs	269.00	269.00	0.00	0.00	269.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>6,674.00</b>	<b>6,674.00</b>	<b>392.20</b>	<b>1,156.11</b>	<b>5,517.89</b>	<b>82.68 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">504-406-62000</a>	Retirement CALPERS	536.00	536.00	30.47	92.25	443.75	82.79 %
<a href="#">504-406-62020</a>	Medical/Life Insurance	1,529.00	1,529.00	83.19	250.45	1,278.55	83.62 %
<a href="#">504-406-62030</a>	Social Security FICA	393.00	393.00	23.99	70.65	322.35	82.02 %
<a href="#">504-406-62040</a>	Medicare Insurance	92.00	92.00	5.60	16.49	75.51	82.08 %
<a href="#">504-406-62050</a>	Disability Income Insurance	10.00	10.00	1.11	3.76	6.24	62.40 %
<a href="#">504-406-62060</a>	Deferred Comp - 457 Retirement	111.00	111.00	8.83	25.96	85.04	76.61 %
<a href="#">504-406-62070</a>	Workers Comp. Insurance	760.00	760.00	0.00	0.00	760.00	100.00 %
<a href="#">504-406-62080</a>	Uniform Allowance	2.00	2.00	0.00	0.00	2.00	100.00 %
<a href="#">504-406-62200</a>	Retirement CalPERS UL	58.00	58.00	0.00	0.00	58.00	100.00 %
<a href="#">504-406-62210</a>	Unemployment Claims	63.00	63.00	0.00	0.00	63.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>3,554.00</b>	<b>3,554.00</b>	<b>153.19</b>	<b>459.56</b>	<b>3,094.44</b>	<b>87.07 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>10,228.00</b>	<b>10,228.00</b>	<b>545.39</b>	<b>1,615.67</b>	<b>8,612.33</b>	<b>84.20 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">504-406-70010</a>	Office Supplies	100.00	100.00	0.00	19.36	80.64	80.64 %
<a href="#">504-406-70030</a>	Postage & Freight Out	1,000.00	1,000.00	44.12	71.93	928.07	92.81 %
<a href="#">504-406-70040</a>	Printing & Binding	400.00	400.00	32.08	133.09	266.91	66.73 %
<a href="#">504-406-70160</a>	Gasoline & Diesel	150.00	150.00	13.00	27.64	122.36	81.57 %
<a href="#">504-406-72030</a>	Telephone	150.00	150.00	55.25	68.09	81.91	54.61 %
<a href="#">504-406-84010</a>	Office Equip Repairs & Maint	100.00	100.00	27.23	37.10	62.90	62.90 %
<a href="#">504-406-86010</a>	Training, Travel, & Conference	100.00	100.00	0.51	0.51	99.49	99.49 %
<a href="#">504-406-86030</a>	Subs., Dues, & Publications	5.00	5.00	3.00	3.00	2.00	40.00 %
<a href="#">504-406-88010</a>	City Attorney Fees	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">504-406-88030</a>	Accounting/Auditing	200.00	200.00	101.90	266.70	-66.70	-33.35 %
<a href="#">504-406-88040</a>	Computer Programming/Consult.	5,000.00	5,000.00	304.49	469.40	4,530.60	90.61 %
<a href="#">504-406-88060</a>	Medical - General	40.00	40.00	0.00	0.00	40.00	100.00 %
<a href="#">504-406-88100</a>	Professional Services	0.00	0.00	28.62	86.66	-86.66	0.00 %
<a href="#">504-406-88103</a>	Other Professional Services	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">504-406-89010</a>	Personnel Advertising	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">504-406-89020</a>	Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">504-406-89040</a>	Physical w/Drug & Alcohol Test	40.00	40.00	0.00	0.00	40.00	100.00 %
<a href="#">504-406-89070</a>	Fingerprinting	10.00	10.00	0.00	0.00	10.00	100.00 %
<a href="#">504-406-90010</a>	Liability & Property Insurance	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">504-406-94020</a>	Bad Debt Expense	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %



## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">504-406-94030</a>	Cash Short/Over	10.00	10.00	0.00	0.00	10.00	100.00 %
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,920.00</b>	<b>10,920.00</b>	<b>610.20</b>	<b>1,183.48</b>	<b>9,736.52</b>	<b>89.16 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,920.00</b>	<b>10,920.00</b>	<b>610.20</b>	<b>1,183.48</b>	<b>9,736.52</b>	<b>89.16 %</b>
	<b>Category: 98 - CAPITAL EXPENDITURES</b>						
	<b>SubCategory: 980 - CAPITAL EXPENDITURES</b>						
<a href="#">504-406-98030</a>	Office Furniture & Equipment	500.00	500.00	0.00	12.78	487.22	97.44 %
	<b>SubCategory: 980 - CAPITAL EXPENDITURES Total:</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>12.78</b>	<b>487.22</b>	<b>97.44 %</b>
	<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>12.78</b>	<b>487.22</b>	<b>97.44 %</b>
	<b>Department: 406 - FINANCE DIVISION Total:</b>	<b>21,648.00</b>	<b>21,648.00</b>	<b>1,155.59</b>	<b>2,811.93</b>	<b>18,836.07</b>	<b>87.01 %</b>
	<b>Department: 500 - UTILITY BILLING</b>						
	<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">504-500-94020</a>	Bad Debt Expense	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
	<b>Department: 500 - UTILITY BILLING Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
	<b>Department: 530 - SANITATION FRANCHISE OPERATION</b>						
	<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">504-530-88170</a>	Mid Valley Sanitation Services	1,600,000.00	1,600,000.00	161,384.06	161,384.06	1,438,615.94	89.91 %
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>	<b>1,600,000.00</b>	<b>1,600,000.00</b>	<b>161,384.06</b>	<b>161,384.06</b>	<b>1,438,615.94</b>	<b>89.91 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>1,600,000.00</b>	<b>1,600,000.00</b>	<b>161,384.06</b>	<b>161,384.06</b>	<b>1,438,615.94</b>	<b>89.91 %</b>
	<b>Department: 530 - SANITATION FRANCHISE OPERATION Total:</b>	<b>1,600,000.00</b>	<b>1,600,000.00</b>	<b>161,384.06</b>	<b>161,384.06</b>	<b>1,438,615.94</b>	<b>89.91 %</b>
	<b>Department: 535 - STREET SWEEPING OPERATIONS</b>						
	<b>Category: 60 - PERSONNEL SERVICES</b>						
	<b>SubCategory: 600 - SALARIES AND WAGES</b>						
<a href="#">504-535-60010</a>	Salaries Regular	42,998.00	42,998.00	3,211.19	9,634.04	33,363.96	77.59 %
<a href="#">504-535-60030</a>	Salaries Overtime	7,200.00	7,200.00	585.32	1,463.79	5,736.21	79.67 %
<a href="#">504-535-60050</a>	Salaries Cash Outs	300.00	300.00	0.00	0.00	300.00	100.00 %
	<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>	<b>50,498.00</b>	<b>50,498.00</b>	<b>3,796.51</b>	<b>11,097.83</b>	<b>39,400.17</b>	<b>78.02 %</b>
	<b>SubCategory: 620 - BENEFITS</b>						
<a href="#">504-535-62000</a>	Retirement CALPERS	4,129.00	4,129.00	308.41	912.87	3,216.13	77.89 %
<a href="#">504-535-62020</a>	Medical/Life Insurance	12,269.00	12,269.00	1,571.27	4,713.79	7,555.21	61.58 %
<a href="#">504-535-62030</a>	Social Security FICA	2,666.00	2,666.00	206.81	602.30	2,063.70	77.41 %
<a href="#">504-535-62040</a>	Medicare Insurance	623.00	623.00	48.35	140.83	482.17	77.39 %
<a href="#">504-535-62050</a>	Disability Income Insurance	20.00	20.00	0.00	0.00	20.00	100.00 %
<a href="#">504-535-62060</a>	Deferred Comp - 457 Retirement	260.00	260.00	20.05	60.27	199.73	76.82 %
<a href="#">504-535-62070</a>	Workers Comp. Insurance	5,160.00	5,160.00	0.00	0.00	5,160.00	100.00 %
<a href="#">504-535-62080</a>	Uniform Allowance	150.00	150.00	0.00	0.00	150.00	100.00 %
<a href="#">504-535-62200</a>	Retirement CalPERS UL	776.00	776.00	0.00	0.00	776.00	100.00 %
<a href="#">504-535-62210</a>	Unemployment Claims	430.00	430.00	0.00	0.00	430.00	100.00 %
	<b>SubCategory: 620 - BENEFITS Total:</b>	<b>26,483.00</b>	<b>26,483.00</b>	<b>2,154.89</b>	<b>6,430.06</b>	<b>20,052.94</b>	<b>75.72 %</b>
	<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>76,981.00</b>	<b>76,981.00</b>	<b>5,951.40</b>	<b>17,527.89</b>	<b>59,453.11</b>	<b>77.23 %</b>
	<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
	<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>						
<a href="#">504-535-70010</a>	Office Supplies	15.00	15.00	0.00	0.01	14.99	99.93 %
<a href="#">504-535-70030</a>	Postage & Freight Out	5.00	5.00	0.00	0.31	4.69	93.80 %
<a href="#">504-535-70040</a>	Printing & Binding	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">504-535-70100</a>	Uniforms	650.00	650.00	53.52	182.97	467.03	71.85 %
<a href="#">504-535-70160</a>	Gasoline & Diesel	10,000.00	10,000.00	1,003.90	2,165.73	7,834.27	78.34 %
<a href="#">504-535-72030</a>	Telephone	100.00	100.00	8.31	18.82	81.18	81.18 %
<a href="#">504-535-84010</a>	Office Equip Repairs & Maint	40.00	40.00	3.86	10.15	29.85	74.63 %
<a href="#">504-535-84020</a>	Major Equip Repairs & Maint.	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">504-535-84060</a>	Vehicle Parts, Repairs & Maint	10,000.00	10,000.00	437.07	1,995.68	8,004.32	80.04 %

**Budget Report**

**For Fiscal: 2019-2020 Period Ending: 09/30/2019**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">504-535-88040</a>	Computer Programming/Consult.	750.00	750.00	5.11	7.63	742.37	98.98 %
<a href="#">504-535-88060</a>	Medical - General	80.00	80.00	0.00	0.00	80.00	100.00 %
<a href="#">504-535-88100</a>	Professional Services	600.00	600.00	0.00	202.36	397.64	66.27 %
<a href="#">504-535-89010</a>	Personnel Advertising	20.00	20.00	0.00	0.00	20.00	100.00 %
<a href="#">504-535-89020</a>	Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">504-535-89040</a>	Physical w/Drug & Alcohol Test	80.00	80.00	0.00	0.00	80.00	100.00 %
<a href="#">504-535-89070</a>	Fingerprinting	15.00	15.00	0.00	0.00	15.00	100.00 %
<a href="#">504-535-90010</a>	Liability & Property Insurance	2,655.00	2,655.00	0.00	0.00	2,655.00	100.00 %
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS Total:</b>		<b>25,520.00</b>	<b>25,520.00</b>	<b>1,511.77</b>	<b>4,583.66</b>	<b>20,936.34</b>	<b>82.04 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>		<b>25,520.00</b>	<b>25,520.00</b>	<b>1,511.77</b>	<b>4,583.66</b>	<b>20,936.34</b>	<b>82.04 %</b>
<b>Department: 535 - STREET SWEEPING OPERATIONS Total:</b>		<b>102,501.00</b>	<b>102,501.00</b>	<b>7,463.17</b>	<b>22,111.55</b>	<b>80,389.45</b>	<b>78.43 %</b>
<b>Expense Total:</b>		<b>1,734,149.00</b>	<b>1,734,149.00</b>	<b>170,002.82</b>	<b>186,307.54</b>	<b>1,547,841.46</b>	<b>89.26 %</b>
<b>Fund: 504 - SANITATION ENTERPRISE FUND Total:</b>		<b>1,734,149.00</b>	<b>1,734,149.00</b>	<b>170,002.82</b>	<b>186,307.54</b>	<b>1,547,841.46</b>	<b>89.26 %</b>
<b>Fund: 506 - TRANSIT SYSTEM</b>							
<b>Expense</b>							
<b>Department: 540 - TRANSIT OPERATIONS</b>							
<b>Category: 60 - PERSONNEL SERVICES</b>							
<b>SubCategory: 600 - SALARIES AND WAGES</b>							
<a href="#">506-540-60010</a>	Salaries Regular	169,366.00	169,366.00	11,970.60	34,521.35	134,844.65	79.62 %
<a href="#">506-540-60020</a>	Salaries Part Time	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">506-540-60030</a>	Salaries Overtime	21,500.00	21,500.00	2,239.93	6,295.79	15,204.21	70.72 %
<a href="#">506-540-60050</a>	Salaries Cash Outs	1,900.00	1,900.00	0.00	0.00	1,900.00	100.00 %
<b>SubCategory: 600 - SALARIES AND WAGES Total:</b>		<b>202,766.00</b>	<b>202,766.00</b>	<b>14,210.53</b>	<b>40,817.14</b>	<b>161,948.86</b>	<b>79.87 %</b>
<b>SubCategory: 620 - BENEFITS</b>							
<a href="#">506-540-62000</a>	Retirement CALPERS	15,084.00	15,084.00	979.49	2,926.71	12,157.29	80.60 %
<a href="#">506-540-62020</a>	Medical/Life Insurance	40,282.00	40,282.00	2,861.62	8,997.87	31,284.13	77.66 %
<a href="#">506-540-62030</a>	Social Security FICA	10,978.00	10,978.00	862.66	2,466.72	8,511.28	77.53 %
<a href="#">506-540-62040</a>	Medicare Insurance	2,567.00	2,567.00	201.67	576.66	1,990.34	77.54 %
<a href="#">506-540-62050</a>	Disability Income Insurance	220.00	220.00	11.90	42.14	177.86	80.85 %
<a href="#">506-540-62060</a>	Deferred Comp - 457 Retirement	3,387.00	3,387.00	197.14	676.52	2,710.48	80.03 %
<a href="#">506-540-62070</a>	Workers Comp. Insurance	21,524.00	21,524.00	0.00	0.00	21,524.00	100.00 %
<a href="#">506-540-62200</a>	Retirement CalPERS UL	2,041.00	2,041.00	0.00	0.00	2,041.00	100.00 %
<a href="#">506-540-62210</a>	Unemployment Claims	1,694.00	1,694.00	0.00	0.00	1,694.00	100.00 %
<b>SubCategory: 620 - BENEFITS Total:</b>		<b>97,777.00</b>	<b>97,777.00</b>	<b>5,114.48</b>	<b>15,686.62</b>	<b>82,090.38</b>	<b>83.96 %</b>
<b>Category: 60 - PERSONNEL SERVICES Total:</b>		<b>300,543.00</b>	<b>300,543.00</b>	<b>19,325.01</b>	<b>56,503.76</b>	<b>244,039.24</b>	<b>81.20 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>							
<b>SubCategory: 700 - MAINT. &amp; OPERATIONS</b>							
<a href="#">506-540-70010</a>	Office Supplies	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">506-540-70030</a>	Postage & Freight Out	50.00	50.00	0.00	1.03	48.97	97.94 %
<a href="#">506-540-70040</a>	Printing & Binding	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">506-540-70100</a>	Uniforms	870.00	870.00	68.36	213.82	656.18	75.42 %
<a href="#">506-540-70160</a>	Gasoline & Diesel	5,500.00	5,500.00	144.20	144.20	5,355.80	97.38 %
<a href="#">506-540-70440</a>	Miscellaneous Supplies	150.00	150.00	0.00	0.00	150.00	100.00 %
<a href="#">506-540-72030</a>	Telephone	2,200.00	2,200.00	292.36	699.17	1,500.83	68.22 %
<a href="#">506-540-84010</a>	Office Equip Repairs & Maint	450.00	450.00	38.02	111.52	338.48	75.22 %
<a href="#">506-540-84060</a>	Vehicle Parts, Repairs & Maint	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">506-540-86010</a>	Training, Travel, & Conference	800.00	800.00	6.86	6.86	793.14	99.14 %
<a href="#">506-540-86030</a>	Subs., Dues, & Publications	100.00	100.00	30.00	30.00	70.00	70.00 %
<a href="#">506-540-88030</a>	Accounting/Auditing	1,200.00	1,200.00	152.85	400.05	799.95	66.66 %
<a href="#">506-540-88040</a>	Computer Programming/Consult.	3,800.00	3,800.00	256.39	387.68	3,412.32	89.80 %
<a href="#">506-540-88060</a>	Medical - General	270.00	270.00	0.00	0.00	270.00	100.00 %
<a href="#">506-540-88100</a>	Professional Services	5,500.00	5,500.00	286.20	866.55	4,633.45	84.24 %
<a href="#">506-540-89010</a>	Personnel Advertising	70.00	70.00	0.00	0.00	70.00	100.00 %
<a href="#">506-540-89020</a>	Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">506-540-89040</a>	Physical w/Drug & Alcohol Test	270.00	270.00	0.00	69.00	201.00	74.44 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">506-540-89070</a> Fingerprinting	50.00	50.00	0.00	0.00	50.00	100.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:	21,935.00	21,935.00	1,275.24	2,929.88	19,005.12	86.64 %
Category: 70 - MAINT. & OPERATIONS Total:	21,935.00	21,935.00	1,275.24	2,929.88	19,005.12	86.64 %
Department: 540 - TRANSIT OPERATIONS Total:	322,478.00	322,478.00	20,600.25	59,433.64	263,044.36	81.57 %
Expense Total:	322,478.00	322,478.00	20,600.25	59,433.64	263,044.36	81.57 %
Fund: 506 - TRANSIT SYSTEM Total:	322,478.00	322,478.00	20,600.25	59,433.64	263,044.36	81.57 %
<b>Fund: 815 - LOW/MOD HOUSING ASSET FUND</b>						
Expense						
Department: 609 - LOW/MOD. OPERATIONS						
Category: 70 - MAINT. & OPERATIONS						
SubCategory: 700 - MAINT. & OPERATIONS						
<a href="#">815-609-88100</a> Professional Services	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
Department: 609 - LOW/MOD. OPERATIONS Total:	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
Expense Total:	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
Fund: 815 - LOW/MOD HOUSING ASSET FUND Total:	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
<b>Fund: 820 - RORF-REDEV OBLIG RETIREMT FUND</b>						
Expense						
Department: 610 - SUCCESSOR AGENCY-RDA						
Category: 60 - PERSONNEL SERVICES						
SubCategory: 600 - SALARIES AND WAGES						
<a href="#">820-610-60010</a> Salaries Regular	116,737.00	116,737.00	9,679.51	28,563.10	88,173.90	75.53 %
<a href="#">820-610-60030</a> Salaries Overtime	200.00	200.00	0.00	0.74	199.26	99.63 %
SubCategory: 600 - SALARIES AND WAGES Total:	116,937.00	116,937.00	9,679.51	28,563.84	88,373.16	75.57 %
SubCategory: 620 - BENEFITS						
<a href="#">820-610-62000</a> Retirement CALPERS	10,973.00	10,973.00	871.27	2,615.01	8,357.99	76.17 %
<a href="#">820-610-62020</a> Medical/Life Insurance	26,783.00	26,783.00	2,219.56	6,658.61	20,124.39	75.14 %
<a href="#">820-610-62030</a> Social Security FICA	7,238.00	7,238.00	575.83	1,696.16	5,541.84	76.57 %
<a href="#">820-610-62040</a> Medicare Insurance	1,693.00	1,693.00	134.71	396.90	1,296.10	76.56 %
<a href="#">820-610-62050</a> Disability Income Insurance	406.00	406.00	27.47	103.19	302.81	74.58 %
<a href="#">820-610-62060</a> Deferred Comp - 457 Retirement	4,086.00	4,086.00	395.70	1,153.82	2,932.18	71.76 %
<a href="#">820-610-62070</a> Workers Comp. Insurance	14,008.00	14,008.00	0.00	0.00	14,008.00	100.00 %
<a href="#">820-610-62200</a> Retirement CalPERS UL	961.00	961.00	0.00	0.00	961.00	100.00 %
<a href="#">820-610-62210</a> Unemployment Claims	1,167.00	1,167.00	0.00	0.00	1,167.00	100.00 %
SubCategory: 620 - BENEFITS Total:	67,315.00	67,315.00	4,224.54	12,623.69	54,691.31	81.25 %
Category: 60 - PERSONNEL SERVICES Total:	184,252.00	184,252.00	13,904.05	41,187.53	143,064.47	77.65 %
Category: 70 - MAINT. & OPERATIONS						
SubCategory: 700 - MAINT. & OPERATIONS						
<a href="#">820-610-70010</a> Office Supplies	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">820-610-70030</a> Postage & Freight Out	100.00	100.00	0.00	0.48	99.52	99.52 %
<a href="#">820-610-70040</a> Printing & Binding	50.00	50.00	0.00	0.00	50.00	100.00 %
<a href="#">820-610-72030</a> Telephone	0.00	0.00	3.98	6.84	-6.84	0.00 %
<a href="#">820-610-84010</a> Office Equip Repairs & Maint	0.00	0.00	3.23	8.48	-8.48	0.00 %
<a href="#">820-610-86010</a> Training, Travel, & Conference	600.00	600.00	7.35	7.35	592.65	98.78 %
<a href="#">820-610-86030</a> Subs., Dues, & Publications	100.00	100.00	60.00	60.00	40.00	40.00 %
<a href="#">820-610-88011</a> Legal Services	24,000.00	24,000.00	0.00	0.00	24,000.00	100.00 %
<a href="#">820-610-88030</a> Accounting/Auditing	15,000.00	15,000.00	764.25	2,000.25	12,999.75	86.67 %
<a href="#">820-610-88040</a> Computer Programming/Consult.	1,700.00	1,700.00	117.37	180.51	1,519.49	89.38 %
<a href="#">820-610-88060</a> Medical - General	125.00	125.00	0.00	0.00	125.00	100.00 %
<a href="#">820-610-88100</a> Professional Services	15,000.00	15,000.00	759.90	2,170.60	12,829.40	85.53 %
<a href="#">820-610-89010</a> Personnel Advertising	30.00	30.00	0.00	0.00	30.00	100.00 %
<a href="#">820-610-89020</a> Interview Expenses	5.00	5.00	0.00	0.00	5.00	100.00 %
<a href="#">820-610-89040</a> Physical w/Drug & Alcohol Test	120.00	120.00	0.00	0.00	120.00	100.00 %



## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">820-610-89070</a>	Fingerprinting	20.00	20.00	0.00	0.00	20.00	100.00 %
<a href="#">820-610-90010</a>	Liability & Property Insurance	6,500.00	6,500.00	0.00	0.00	6,500.00	100.00 %
<a href="#">820-610-92080</a>	Miscellaneous Expense	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
SubCategory: 700 - MAINT. & OPERATIONS Total:		65,450.00	65,450.00	1,716.08	4,434.51	61,015.49	93.22 %
Category: 70 - MAINT. & OPERATIONS Total:		65,450.00	65,450.00	1,716.08	4,434.51	61,015.49	93.22 %
Category: 80 - DEBT SERVICE							
SubCategory: 800 - DEBT SERVICE							
<a href="#">820-610-96022</a>	1993 Refunding Bonds Principal	355,000.00	355,000.00	0.00	0.00	355,000.00	100.00 %
<a href="#">820-610-96035</a>	1993 Refunding Bonds Interest	63,766.00	63,766.00	0.00	0.00	63,766.00	100.00 %
<a href="#">820-610-96038</a>	1993 Police Station Principal	90,000.00	90,000.00	0.00	0.00	90,000.00	100.00 %
<a href="#">820-610-96042</a>	1993 Police Station Interest	1,656.00	1,656.00	0.00	0.00	1,656.00	100.00 %
<a href="#">820-610-96060</a>	2018 TARB Principal	549,000.00	549,000.00	0.00	0.00	549,000.00	100.00 %
<a href="#">820-610-96061</a>	2018 TARB Interest	135,766.00	135,766.00	0.00	0.00	135,766.00	100.00 %
<a href="#">820-610-96500</a>	Fiscal Agent Fees	14,000.00	14,000.00	0.00	3,817.00	10,183.00	72.74 %
SubCategory: 800 - DEBT SERVICE Total:		1,209,188.00	1,209,188.00	0.00	3,817.00	1,205,371.00	99.68 %
Category: 80 - DEBT SERVICE Total:		1,209,188.00	1,209,188.00	0.00	3,817.00	1,205,371.00	99.68 %
Department: 610 - SUCCESSOR AGENCY-RDA Total:		1,458,890.00	1,458,890.00	15,620.13	49,439.04	1,409,450.96	96.61 %
Expense Total:		1,458,890.00	1,458,890.00	15,620.13	49,439.04	1,409,450.96	96.61 %
Fund: 820 - RORF-REDEV OBLIG RETIREMT FUND Total:		1,458,890.00	1,458,890.00	15,620.13	49,439.04	1,409,450.96	96.61 %
Report Total:		31,334,198.00	31,334,198.00	1,455,221.46	3,679,392.25	27,654,805.75	88.26 %

## Group Summary

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 101 - GENERAL FUND</b>						
<b>Expense</b>						
<b>Department: 401 - ELECTED OFFICIALS</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	23,850.00	23,850.00	1,961.52	5,584.56	18,265.44	76.58 %
620 - BENEFITS	34,790.00	34,790.00	2,770.84	8,289.54	26,500.46	76.17 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>58,640.00</b>	<b>58,640.00</b>	<b>4,732.36</b>	<b>13,874.10</b>	<b>44,765.90</b>	<b>76.34 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	183,240.00	183,240.00	19,640.09	30,905.82	152,334.18	83.13 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>183,240.00</b>	<b>183,240.00</b>	<b>19,640.09</b>	<b>30,905.82</b>	<b>152,334.18</b>	<b>83.13 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	150.00	150.00	0.00	0.00	150.00	100.00 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>150.00</b>	<b>150.00</b>	<b>0.00</b>	<b>0.00</b>	<b>150.00</b>	<b>100.00 %</b>
<b>Department: 401 - ELECTED OFFICIALS Total:</b>	<b>242,030.00</b>	<b>242,030.00</b>	<b>24,372.45</b>	<b>44,779.92</b>	<b>197,250.08</b>	<b>81.50 %</b>
<b>Department: 404 - COMMUNITY DEVELOPMENT</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	166,336.00	166,336.00	13,400.45	40,201.35	126,134.65	75.83 %
620 - BENEFITS	79,672.00	79,672.00	4,920.70	14,485.89	65,186.11	81.82 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>246,008.00</b>	<b>246,008.00</b>	<b>18,321.15</b>	<b>54,687.24</b>	<b>191,320.76</b>	<b>77.77 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	337,700.00	337,700.00	14,946.81	20,283.22	317,416.78	93.99 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>337,700.00</b>	<b>337,700.00</b>	<b>14,946.81</b>	<b>20,283.22</b>	<b>317,416.78</b>	<b>93.99 %</b>
<b>Department: 404 - COMMUNITY DEVELOPMENT Total:</b>	<b>583,708.00</b>	<b>583,708.00</b>	<b>33,267.96</b>	<b>74,970.46</b>	<b>508,737.54</b>	<b>87.16 %</b>
<b>Department: 405 - ADMINISTRATIVE SERVICES DEPT.</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	34,346.00	34,346.00	2,993.41	8,217.78	26,128.22	76.07 %
620 - BENEFITS	19,168.00	19,168.00	1,142.10	3,365.93	15,802.07	82.44 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>53,514.00</b>	<b>53,514.00</b>	<b>4,135.51</b>	<b>11,583.71</b>	<b>41,930.29</b>	<b>78.35 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	38,400.00	38,400.00	635.12	3,473.98	34,926.02	90.95 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>38,400.00</b>	<b>38,400.00</b>	<b>635.12</b>	<b>3,473.98</b>	<b>34,926.02</b>	<b>90.95 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	500.00	100.00 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>500.00</b>	<b>100.00 %</b>
<b>Department: 405 - ADMINISTRATIVE SERVICES DEPT. Total:</b>	<b>92,414.00</b>	<b>92,414.00</b>	<b>4,770.63</b>	<b>15,057.69</b>	<b>77,356.31</b>	<b>83.71 %</b>
<b>Department: 406 - FINANCE DIVISION</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	36,254.00	36,254.00	2,692.66	7,940.97	28,313.03	78.10 %
620 - BENEFITS	18,399.00	18,399.00	1,026.89	3,074.81	15,324.19	83.29 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>54,653.00</b>	<b>54,653.00</b>	<b>3,719.55</b>	<b>11,015.78</b>	<b>43,637.22</b>	<b>79.84 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	100,630.00	100,630.00	1,645.08	5,722.37	94,907.63	94.31 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>100,630.00</b>	<b>100,630.00</b>	<b>1,645.08</b>	<b>5,722.37</b>	<b>94,907.63</b>	<b>94.31 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>	<b>155,283.00</b>	<b>155,283.00</b>	<b>5,364.63</b>	<b>16,738.15</b>	<b>138,544.85</b>	<b>89.22 %</b>
<b>Department: 408 - HUMAN RESOURCES DEPT</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	62,192.00	62,192.00	4,433.92	13,354.03	48,837.97	78.53 %
620 - BENEFITS	28,400.00	28,400.00	1,121.54	3,370.59	25,029.41	88.13 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>90,592.00</b>	<b>90,592.00</b>	<b>5,555.46</b>	<b>16,724.62</b>	<b>73,867.38</b>	<b>81.54 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	50,150.00	50,150.00	3,490.92	7,221.52	42,928.48	85.60 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Category: 70 - MAINT. & OPERATIONS Total:	50,150.00	50,150.00	3,490.92	7,221.52	42,928.48	85.60 %
Department: 408 - HUMAN RESOURCES DEPT Total:	140,742.00	140,742.00	9,046.38	23,946.14	116,795.86	82.99 %
Department: 413 - POLICE DEPARTMENT						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	1,778,411.00	1,778,411.00	127,114.57	366,306.97	1,412,104.03	79.40 %
620 - BENEFITS	932,527.00	932,527.00	38,787.40	122,723.44	809,803.56	86.84 %
Category: 60 - PERSONNEL SERVICES Total:	2,710,938.00	2,710,938.00	165,901.97	489,030.41	2,221,907.59	81.96 %
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	412,250.00	412,250.00	27,043.94	88,181.76	324,068.24	78.61 %
Category: 70 - MAINT. & OPERATIONS Total:	412,250.00	412,250.00	27,043.94	88,181.76	324,068.24	78.61 %
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	123,500.00	123,500.00	0.00	15,556.95	107,943.05	87.40 %
Category: 98 - CAPITAL EXPENDITURES Total:	123,500.00	123,500.00	0.00	15,556.95	107,943.05	87.40 %
Department: 413 - POLICE DEPARTMENT Total:	3,246,688.00	3,246,688.00	192,945.91	592,769.12	2,653,918.88	81.74 %
Department: 415 - POLICE - ANIMAL CONTROL						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	0.00	0.00	0.00	2,214.03	-2,214.03	0.00 %
620 - BENEFITS	0.00	0.00	0.00	590.41	-590.41	0.00 %
Category: 60 - PERSONNEL SERVICES Total:	0.00	0.00	0.00	2,804.44	-2,804.44	0.00 %
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	35,100.00	35,100.00	1,823.50	4,225.40	30,874.60	87.96 %
Category: 70 - MAINT. & OPERATIONS Total:	35,100.00	35,100.00	1,823.50	4,225.40	30,874.60	87.96 %
Department: 415 - POLICE - ANIMAL CONTROL Total:	35,100.00	35,100.00	1,823.50	7,029.84	28,070.16	79.97 %
Department: 416 - FIRE/EMS DEPARTMENT						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	2,060,758.00	2,060,758.00	113,861.35	358,271.30	1,702,486.70	82.61 %
620 - BENEFITS	977,627.00	977,627.00	38,482.74	116,211.87	861,415.13	88.11 %
Category: 60 - PERSONNEL SERVICES Total:	3,038,385.00	3,038,385.00	152,344.09	474,483.17	2,563,901.83	84.38 %
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	544,600.00	544,600.00	38,307.71	56,571.18	488,028.82	89.61 %
Category: 70 - MAINT. & OPERATIONS Total:	544,600.00	544,600.00	38,307.71	56,571.18	488,028.82	89.61 %
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
Department: 416 - FIRE/EMS DEPARTMENT Total:	3,602,985.00	3,602,985.00	190,651.80	531,054.35	3,071,930.65	85.26 %
Department: 431 - SERVICE CENTER DEPARTMENT						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	24,210.00	24,210.00	1,792.90	5,378.70	18,831.30	77.78 %
620 - BENEFITS	12,481.00	12,481.00	670.56	2,004.67	10,476.33	83.94 %
Category: 60 - PERSONNEL SERVICES Total:	36,691.00	36,691.00	2,463.46	7,383.37	29,307.63	79.88 %
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	15,170.00	15,170.00	310.85	567.88	14,602.12	96.26 %
Category: 70 - MAINT. & OPERATIONS Total:	15,170.00	15,170.00	310.85	567.88	14,602.12	96.26 %
Department: 431 - SERVICE CENTER DEPARTMENT Total:	51,861.00	51,861.00	2,774.31	7,951.25	43,909.75	84.67 %
Department: 432 - BLDGS & GROUNDS MAINTENANCE						
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	241,295.00	241,295.00	19,300.46	35,565.65	205,729.35	85.26 %
Category: 70 - MAINT. & OPERATIONS Total:	241,295.00	241,295.00	19,300.46	35,565.65	205,729.35	85.26 %
Department: 432 - BLDGS & GROUNDS MAINTENANCE Total:	241,295.00	241,295.00	19,300.46	35,565.65	205,729.35	85.26 %
Department: 435 - AIRPORT OPERATIONS						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	9,288.00	9,288.00	289.90	756.10	8,531.90	91.86 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
620 - BENEFITS	5,036.00	5,036.00	81.47	242.53	4,793.47	95.18 %
Category: 60 - PERSONNEL SERVICES Total:	14,324.00	14,324.00	371.37	998.63	13,325.37	93.03 %
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	132,880.00	132,880.00	1,967.80	7,375.43	125,504.57	94.45 %
Category: 70 - MAINT. & OPERATIONS Total:	132,880.00	132,880.00	1,967.80	7,375.43	125,504.57	94.45 %
Department: 435 - AIRPORT OPERATIONS Total:	147,204.00	147,204.00	2,339.17	8,374.06	138,829.94	94.31 %
Department: 440 - MUNICIPAL GROUNDS MAINT						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	15,085.00	15,085.00	1,216.69	3,407.56	11,677.44	77.41 %
620 - BENEFITS	8,247.00	8,247.00	397.08	1,228.81	7,018.19	85.10 %
Category: 60 - PERSONNEL SERVICES Total:	23,332.00	23,332.00	1,613.77	4,636.37	18,695.63	80.13 %
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	90,900.00	90,900.00	10,809.88	14,644.53	76,255.47	83.89 %
Category: 70 - MAINT. & OPERATIONS Total:	90,900.00	90,900.00	10,809.88	14,644.53	76,255.47	83.89 %
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
Department: 440 - MUNICIPAL GROUNDS MAINT Total:	117,232.00	117,232.00	12,423.65	19,280.90	97,951.10	83.55 %
Expense Total:	8,656,542.00	8,656,542.00	499,080.85	1,377,517.53	7,279,024.47	84.09 %
Fund: 101 - GENERAL FUND Total:	8,656,542.00	8,656,542.00	499,080.85	1,377,517.53	7,279,024.47	84.09 %
Fund: 105 - COPS GRANT FUND						
Expense						
Department: 413 - POLICE DEPARTMENT						
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	0.00	0.00	0.00	301.34	-301.34	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	0.00	301.34	-301.34	0.00 %
Category: 80 - DEBT SERVICE						
800 - DEBT SERVICE	50,799.00	50,799.00	0.00	0.00	50,799.00	100.00 %
Category: 80 - DEBT SERVICE Total:	50,799.00	50,799.00	0.00	0.00	50,799.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	49,201.00	49,201.00	0.00	0.00	49,201.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	49,201.00	49,201.00	0.00	0.00	49,201.00	100.00 %
Department: 413 - POLICE DEPARTMENT Total:	100,000.00	100,000.00	0.00	301.34	99,698.66	99.70 %
Expense Total:	100,000.00	100,000.00	0.00	301.34	99,698.66	99.70 %
Fund: 105 - COPS GRANT FUND Total:	100,000.00	100,000.00	0.00	301.34	99,698.66	99.70 %
Fund: 106 - POLICE DEPT GRANTS						
Expense						
Department: 413 - POLICE DEPARTMENT						
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	0.00	0.00	394.49	394.49	-394.49	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Department: 413 - POLICE DEPARTMENT Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Expense Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Fund: 106 - POLICE DEPT GRANTS Total:	0.00	0.00	394.49	394.49	-394.49	0.00 %
Fund: 107 - GAS TAX FUND						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	104,928.00	104,928.00	6,968.24	20,442.05	84,485.95	80.52 %
620 - BENEFITS	50,297.00	50,297.00	2,394.57	7,413.64	42,883.36	85.26 %
Category: 60 - PERSONNEL SERVICES Total:	155,225.00	155,225.00	9,362.81	27,855.69	127,369.31	82.05 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	278,848.00	278,848.00	17,152.85	31,648.45	247,199.55	88.65 %
Category: 70 - MAINT. & OPERATIONS Total:	278,848.00	278,848.00	17,152.85	31,648.45	247,199.55	88.65 %
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
Department: 422 - PUBLIC WORKS Total:	437,073.00	437,073.00	26,515.66	59,504.14	377,568.86	86.39 %
Expense Total:	437,073.00	437,073.00	26,515.66	59,504.14	377,568.86	86.39 %
Fund: 107 - GAS TAX FUND Total:	437,073.00	437,073.00	26,515.66	59,504.14	377,568.86	86.39 %
<b>Fund: 110 - LTF - ARTICLE VIII FUND</b>						
Expense						
Department: 424 - ARTICLE VIII						
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	0.00	0.00	113.13	174.16	-174.16	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	113.13	174.16	-174.16	0.00 %
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	61,000.00	61,000.00	67.91	67.91	60,932.09	99.89 %
Category: 98 - CAPITAL EXPENDITURES Total:	61,000.00	61,000.00	67.91	67.91	60,932.09	99.89 %
Department: 424 - ARTICLE VIII Total:	61,000.00	61,000.00	181.04	242.07	60,757.93	99.60 %
Expense Total:	61,000.00	61,000.00	181.04	242.07	60,757.93	99.60 %
Fund: 110 - LTF - ARTICLE VIII FUND Total:	61,000.00	61,000.00	181.04	242.07	60,757.93	99.60 %
<b>Fund: 111 - SB1-ROAD REHAB MAINT ACCT FUND</b>						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Category: 98 - CAPITAL EXPENDITURES Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Department: 422 - PUBLIC WORKS Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Expense Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
Fund: 111 - SB1-ROAD REHAB MAINT ACCT FUND Total:	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
<b>Fund: 117 - IGT-INTERGOVERNMENTAL TRANSFER</b>						
Expense						
Department: 418 - IGT-EMS AMBULANCE SERVICE						
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	487,000.00	487,000.00	0.00	0.00	487,000.00	100.00 %
Category: 70 - MAINT. & OPERATIONS Total:	487,000.00	487,000.00	0.00	0.00	487,000.00	100.00 %
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	0.00	0.00	0.00	67.65	-67.65	0.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	0.00	0.00	0.00	67.65	-67.65	0.00 %
Department: 418 - IGT-EMS AMBULANCE SERVICE Total:	487,000.00	487,000.00	0.00	67.65	486,932.35	99.99 %
Expense Total:	487,000.00	487,000.00	0.00	67.65	486,932.35	99.99 %
Fund: 117 - IGT-INTERGOVERNMENTAL TRANSFER Total:	487,000.00	487,000.00	0.00	67.65	486,932.35	99.99 %
<b>Fund: 125 - MEASURE C-STREET MAINTENANCE</b>						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	0.00	0.00	113.13	174.16	-174.16	0.00 %
Category: 70 - MAINT. & OPERATIONS Total:	0.00	0.00	113.13	174.16	-174.16	0.00 %

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	192,000.00	192,000.00	0.00	0.00	192,000.00	100.00 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>192,000.00</b>	<b>100.00 %</b>
<b>Department: 422 - PUBLIC WORKS Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>113.13</b>	<b>174.16</b>	<b>191,825.84</b>	<b>99.91 %</b>
<b>Expense Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>113.13</b>	<b>174.16</b>	<b>191,825.84</b>	<b>99.91 %</b>
<b>Fund: 125 - MEASURE C-STREET MAINTENANCE Total:</b>	<b>192,000.00</b>	<b>192,000.00</b>	<b>113.13</b>	<b>174.16</b>	<b>191,825.84</b>	<b>99.91 %</b>
<b>Fund: 127 - MEASURE C-FLEXIBLE FUNDING</b>						
<b>Expense</b>						
<b>Department: 422 - PUBLIC WORKS</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	0.00	0.00	113.13	174.16	-174.16	0.00 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>113.13</b>	<b>174.16</b>	<b>-174.16</b>	<b>0.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	740,000.00	740,000.00	14,388.75	20,708.75	719,291.25	97.20 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,388.75</b>	<b>20,708.75</b>	<b>719,291.25</b>	<b>97.20 %</b>
<b>Department: 422 - PUBLIC WORKS Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,501.88</b>	<b>20,882.91</b>	<b>719,117.09</b>	<b>97.18 %</b>
<b>Expense Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,501.88</b>	<b>20,882.91</b>	<b>719,117.09</b>	<b>97.18 %</b>
<b>Fund: 127 - MEASURE C-FLEXIBLE FUNDING Total:</b>	<b>740,000.00</b>	<b>740,000.00</b>	<b>14,501.88</b>	<b>20,882.91</b>	<b>719,117.09</b>	<b>97.18 %</b>
<b>Fund: 130 - SPECIAL ASSESSMENT DISTRICTS</b>						
<b>Expense</b>						
<b>Department: 451 - ELM AVENUE A.D. 1992-1</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	1,500.00	1,500.00	113.13	174.16	1,325.84	88.39 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>113.13</b>	<b>174.16</b>	<b>1,325.84</b>	<b>88.39 %</b>
<b>Department: 451 - ELM AVENUE A.D. 1992-1 Total:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>113.13</b>	<b>174.16</b>	<b>1,325.84</b>	<b>88.39 %</b>
<b>Department: 603 - RURAL WATER A.D. # 1</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	800.00	800.00	0.00	262.91	537.09	67.14 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>800.00</b>	<b>800.00</b>	<b>0.00</b>	<b>262.91</b>	<b>537.09</b>	<b>67.14 %</b>
<b>Category: 80 - DEBT SERVICE</b>						
800 - DEBT SERVICE	19,400.00	19,400.00	0.00	0.00	19,400.00	100.00 %
<b>Category: 80 - DEBT SERVICE Total:</b>	<b>19,400.00</b>	<b>19,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>19,400.00</b>	<b>100.00 %</b>
<b>Department: 603 - RURAL WATER A.D. # 1 Total:</b>	<b>20,200.00</b>	<b>20,200.00</b>	<b>0.00</b>	<b>262.91</b>	<b>19,937.09</b>	<b>98.70 %</b>
<b>Expense Total:</b>	<b>21,700.00</b>	<b>21,700.00</b>	<b>113.13</b>	<b>437.07</b>	<b>21,262.93</b>	<b>97.99 %</b>
<b>Fund: 130 - SPECIAL ASSESSMENT DISTRICTS Total:</b>	<b>21,700.00</b>	<b>21,700.00</b>	<b>113.13</b>	<b>437.07</b>	<b>21,262.93</b>	<b>97.99 %</b>
<b>Fund: 140 - GENERAL CAPITAL PROJECTS FUND</b>						
<b>Expense</b>						
<b>Department: 422 - PUBLIC WORKS</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	0.00	0.00	113.13	174.16	-174.16	0.00 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>113.13</b>	<b>174.16</b>	<b>-174.16</b>	<b>0.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	364,000.00	364,000.00	8,588.01	8,588.01	355,411.99	97.64 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>364,000.00</b>	<b>364,000.00</b>	<b>8,588.01</b>	<b>8,588.01</b>	<b>355,411.99</b>	<b>97.64 %</b>
<b>Department: 422 - PUBLIC WORKS Total:</b>	<b>364,000.00</b>	<b>364,000.00</b>	<b>8,701.14</b>	<b>8,762.17</b>	<b>355,237.83</b>	<b>97.59 %</b>
<b>Expense Total:</b>	<b>364,000.00</b>	<b>364,000.00</b>	<b>8,701.14</b>	<b>8,762.17</b>	<b>355,237.83</b>	<b>97.59 %</b>
<b>Fund: 140 - GENERAL CAPITAL PROJECTS FUND Total:</b>	<b>364,000.00</b>	<b>364,000.00</b>	<b>8,701.14</b>	<b>8,762.17</b>	<b>355,237.83</b>	<b>97.59 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 146 - PARK IMPACT FEES</b>						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	0.00	0.00	483.03	483.03	-483.03	0.00 %
Category: 98 - CAPITAL EXPENDITURES Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
Department: 422 - PUBLIC WORKS Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
Expense Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
Fund: 146 - PARK IMPACT FEES Total:	0.00	0.00	483.03	483.03	-483.03	0.00 %
<b>Fund: 150 - COALINGA PUBLIC FINANCING AUTH</b>						
Expense						
Department: 751 - 1998 SERIES A						
Category: 80 - DEBT SERVICE						
800 - DEBT SERVICE	481,081.00	481,081.00	1,893.55	2,305.55	478,775.45	99.52 %
Category: 80 - DEBT SERVICE Total:	481,081.00	481,081.00	1,893.55	2,305.55	478,775.45	99.52 %
Department: 751 - 1998 SERIES A Total:	481,081.00	481,081.00	1,893.55	2,305.55	478,775.45	99.52 %
Department: 752 - 1998 SERIES B						
Category: 80 - DEBT SERVICE						
800 - DEBT SERVICE	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Category: 80 - DEBT SERVICE Total:	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Department: 752 - 1998 SERIES B Total:	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Department: 753 - 1998 SERIES C						
Category: 80 - DEBT SERVICE						
800 - DEBT SERVICE	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Category: 80 - DEBT SERVICE Total:	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Department: 753 - 1998 SERIES C Total:	0.00	0.00	1,845.35	2,257.35	-2,257.35	0.00 %
Department: 757 - PRINCIPAL & INTEREST-2012 WATER/SEWE						
Category: 80 - DEBT SERVICE						
800 - DEBT SERVICE	821,378.00	821,378.00	0.00	0.00	821,378.00	100.00 %
Category: 80 - DEBT SERVICE Total:	821,378.00	821,378.00	0.00	0.00	821,378.00	100.00 %
Department: 757 - PRINCIPAL & INTEREST-2012 WATER/SEWER Tot	821,378.00	821,378.00	0.00	0.00	821,378.00	100.00 %
Expense Total:	1,302,459.00	1,302,459.00	5,584.25	6,820.25	1,295,638.75	99.48 %
Fund: 150 - COALINGA PUBLIC FINANCING AUTH Total:	1,302,459.00	1,302,459.00	5,584.25	6,820.25	1,295,638.75	99.48 %
<b>Fund: 305 - CALTRANS GRANTS FUND</b>						
Expense						
Department: 422 - PUBLIC WORKS						
Category: 98 - CAPITAL EXPENDITURES						
980 - CAPITAL EXPENDITURES	5,409,000.00	5,409,000.00	524.15	524.15	5,408,475.85	99.99 %
Category: 98 - CAPITAL EXPENDITURES Total:	5,409,000.00	5,409,000.00	524.15	524.15	5,408,475.85	99.99 %
Department: 422 - PUBLIC WORKS Total:	5,409,000.00	5,409,000.00	524.15	524.15	5,408,475.85	99.99 %
Expense Total:	5,409,000.00	5,409,000.00	524.15	524.15	5,408,475.85	99.99 %
Fund: 305 - CALTRANS GRANTS FUND Total:	5,409,000.00	5,409,000.00	524.15	524.15	5,408,475.85	99.99 %
<b>Fund: 501 - WATER ENTERPRISE FUND</b>						
Expense						
Department: 406 - FINANCE DIVISION						
Category: 60 - PERSONNEL SERVICES						
600 - SALARIES AND WAGES	120,331.00	120,331.00	9,854.38	29,767.00	90,564.00	75.26 %
620 - BENEFITS	67,117.00	67,117.00	4,054.75	12,241.03	54,875.97	81.76 %
Category: 60 - PERSONNEL SERVICES Total:	187,448.00	187,448.00	13,909.13	42,008.03	145,439.97	77.59 %
Category: 70 - MAINT. & OPERATIONS						
700 - MAINT. & OPERATIONS	75,075.00	75,075.00	6,121.35	13,857.48	61,217.52	81.54 %
Category: 70 - MAINT. & OPERATIONS Total:	75,075.00	75,075.00	6,121.35	13,857.48	61,217.52	81.54 %

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SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	2,000.00	2,000.00	0.00	255.55	1,744.45	87.22 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>255.55</b>	<b>1,744.45</b>	<b>87.22 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>	<b>264,523.00</b>	<b>264,523.00</b>	<b>20,030.48</b>	<b>56,121.06</b>	<b>208,401.94</b>	<b>78.78 %</b>
<b>Department: 500 - UTILITY BILLING</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 500 - UTILITY BILLING Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 503 - WATER PLANT OPERATIONS</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	451,587.00	451,587.00	32,368.27	83,528.41	368,058.59	81.50 %
620 - BENEFITS	232,455.00	232,455.00	11,236.88	28,753.16	203,701.84	87.63 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>684,042.00</b>	<b>684,042.00</b>	<b>43,605.15</b>	<b>112,281.57</b>	<b>571,760.43</b>	<b>83.59 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	2,654,102.00	2,654,102.00	414,430.03	1,015,070.73	1,639,031.27	61.75 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>2,654,102.00</b>	<b>2,654,102.00</b>	<b>414,430.03</b>	<b>1,015,070.73</b>	<b>1,639,031.27</b>	<b>61.75 %</b>
<b>Category: 80 - DEBT SERVICE</b>						
800 - DEBT SERVICE	628,330.00	628,330.00	0.00	0.00	628,330.00	100.00 %
<b>Category: 80 - DEBT SERVICE Total:</b>	<b>628,330.00</b>	<b>628,330.00</b>	<b>0.00</b>	<b>0.00</b>	<b>628,330.00</b>	<b>100.00 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	570,000.00	570,000.00	9,722.66	209,636.50	360,363.50	63.22 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>570,000.00</b>	<b>570,000.00</b>	<b>9,722.66</b>	<b>209,636.50</b>	<b>360,363.50</b>	<b>63.22 %</b>
<b>Department: 503 - WATER PLANT OPERATIONS Total:</b>	<b>4,536,474.00</b>	<b>4,536,474.00</b>	<b>467,757.84</b>	<b>1,336,988.80</b>	<b>3,199,485.20</b>	<b>70.53 %</b>
<b>Department: 508 - WATER DISTRIBUTION</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	281,809.00	281,809.00	21,539.69	58,968.50	222,840.50	79.08 %
620 - BENEFITS	144,097.00	144,097.00	7,339.30	21,797.49	122,299.51	84.87 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>425,906.00</b>	<b>425,906.00</b>	<b>28,878.99</b>	<b>80,765.99</b>	<b>345,140.01</b>	<b>81.04 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	187,150.00	187,150.00	7,006.60	18,948.38	168,201.62	89.88 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>187,150.00</b>	<b>187,150.00</b>	<b>7,006.60</b>	<b>18,948.38</b>	<b>168,201.62</b>	<b>89.88 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	176,500.00	176,500.00	485.35	6,029.14	170,470.86	96.58 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>176,500.00</b>	<b>176,500.00</b>	<b>485.35</b>	<b>6,029.14</b>	<b>170,470.86</b>	<b>96.58 %</b>
<b>Department: 508 - WATER DISTRIBUTION Total:</b>	<b>789,556.00</b>	<b>789,556.00</b>	<b>36,370.94</b>	<b>105,743.51</b>	<b>683,812.49</b>	<b>86.61 %</b>
<b>Expense Total:</b>	<b>5,600,553.00</b>	<b>5,600,553.00</b>	<b>524,159.26</b>	<b>1,498,853.37</b>	<b>4,101,699.63</b>	<b>73.24 %</b>
<b>Fund: 501 - WATER ENTERPRISE FUND Total:</b>	<b>5,600,553.00</b>	<b>5,600,553.00</b>	<b>524,159.26</b>	<b>1,498,853.37</b>	<b>4,101,699.63</b>	<b>73.24 %</b>
<b>Fund: 502 - GAS ENTERPRISE FUND</b>						
<b>Expense</b>						
<b>Department: 406 - FINANCE DIVISION</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	104,976.00	104,976.00	8,565.09	25,797.39	79,178.61	75.43 %
620 - BENEFITS	58,685.00	58,685.00	3,499.78	10,560.80	48,124.20	82.00 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>163,661.00</b>	<b>163,661.00</b>	<b>12,064.87</b>	<b>36,358.19</b>	<b>127,302.81</b>	<b>77.78 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	64,230.00	64,230.00	5,612.37	11,978.31	52,251.69	81.35 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>64,230.00</b>	<b>64,230.00</b>	<b>5,612.37</b>	<b>11,978.31</b>	<b>52,251.69</b>	<b>81.35 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	1,500.00	1,500.00	0.00	223.61	1,276.39	85.09 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>223.61</b>	<b>1,276.39</b>	<b>85.09 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>	<b>229,391.00</b>	<b>229,391.00</b>	<b>17,677.24</b>	<b>48,560.11</b>	<b>180,830.89</b>	<b>78.83 %</b>



## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 500 - UTILITY BILLING</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 500 - UTILITY BILLING Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 510 - GAS OPERATIONS</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	328,225.00	328,225.00	22,221.79	63,136.79	265,088.21	80.76 %
620 - BENEFITS	168,283.00	168,283.00	7,539.17	23,452.74	144,830.26	86.06 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>496,508.00</b>	<b>496,508.00</b>	<b>29,760.96</b>	<b>86,589.53</b>	<b>409,918.47</b>	<b>82.56 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	1,248,786.00	1,248,786.00	39,513.48	85,036.42	1,163,749.58	93.19 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>1,248,786.00</b>	<b>1,248,786.00</b>	<b>39,513.48</b>	<b>85,036.42</b>	<b>1,163,749.58</b>	<b>93.19 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	196,600.00	196,600.00	3,241.15	3,241.15	193,358.85	98.35 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>196,600.00</b>	<b>196,600.00</b>	<b>3,241.15</b>	<b>3,241.15</b>	<b>193,358.85</b>	<b>98.35 %</b>
<b>Department: 510 - GAS OPERATIONS Total:</b>	<b>1,941,894.00</b>	<b>1,941,894.00</b>	<b>72,515.59</b>	<b>174,867.10</b>	<b>1,767,026.90</b>	<b>91.00 %</b>
<b>Expense Total:</b>	<b>2,181,285.00</b>	<b>2,181,285.00</b>	<b>90,192.83</b>	<b>223,427.21</b>	<b>1,957,857.79</b>	<b>89.76 %</b>
<b>Fund: 502 - GAS ENTERPRISE FUND Total:</b>	<b>2,181,285.00</b>	<b>2,181,285.00</b>	<b>90,192.83</b>	<b>223,427.21</b>	<b>1,957,857.79</b>	<b>89.76 %</b>
<b>Fund: 503 - SEWER ENTERPRISE FUND</b>						
<b>Expense</b>						
<b>Department: 406 - FINANCE DIVISION</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	69,003.00	69,003.00	5,922.73	17,811.84	51,191.16	74.19 %
620 - BENEFITS	38,570.00	38,570.00	2,401.91	7,243.68	31,326.32	81.22 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>107,573.00</b>	<b>107,573.00</b>	<b>8,324.64</b>	<b>25,055.52</b>	<b>82,517.48</b>	<b>76.71 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	51,230.00	51,230.00	4,355.74	9,421.78	41,808.22	81.61 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>51,230.00</b>	<b>51,230.00</b>	<b>4,355.74</b>	<b>9,421.78</b>	<b>41,808.22</b>	<b>81.61 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	146.94	853.06	85.31 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>146.94</b>	<b>853.06</b>	<b>85.31 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>	<b>159,803.00</b>	<b>159,803.00</b>	<b>12,680.38</b>	<b>34,624.24</b>	<b>125,178.76</b>	<b>78.33 %</b>
<b>Department: 500 - UTILITY BILLING</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 500 - UTILITY BILLING Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 520 - SEWER TREATMENT PLANT</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	228,714.00	228,714.00	15,341.22	40,369.44	188,344.56	82.35 %
620 - BENEFITS	120,157.00	120,157.00	5,389.83	14,008.27	106,148.73	88.34 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>348,871.00</b>	<b>348,871.00</b>	<b>20,731.05</b>	<b>54,377.71</b>	<b>294,493.29</b>	<b>84.41 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	380,840.00	380,840.00	21,022.68	35,940.03	344,899.97	90.56 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>380,840.00</b>	<b>380,840.00</b>	<b>21,022.68</b>	<b>35,940.03</b>	<b>344,899.97</b>	<b>90.56 %</b>
<b>Category: 80 - DEBT SERVICE</b>						
800 - DEBT SERVICE	220,066.00	220,066.00	0.00	0.00	220,066.00	100.00 %
<b>Category: 80 - DEBT SERVICE Total:</b>	<b>220,066.00</b>	<b>220,066.00</b>	<b>0.00</b>	<b>0.00</b>	<b>220,066.00</b>	<b>100.00 %</b>
<b>Department: 520 - SEWER TREATMENT PLANT Total:</b>	<b>949,777.00</b>	<b>949,777.00</b>	<b>41,753.73</b>	<b>90,317.74</b>	<b>859,459.26</b>	<b>90.49 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 521 - SEWER COLLECTION</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	116,909.00	116,909.00	7,246.29	21,006.28	95,902.72	82.03 %
620 - BENEFITS	59,778.00	59,778.00	2,553.43	7,744.13	52,033.87	87.05 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>176,687.00</b>	<b>176,687.00</b>	<b>9,799.72</b>	<b>28,750.41</b>	<b>147,936.59</b>	<b>83.73 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	133,070.00	133,070.00	4,077.01	9,467.02	123,602.98	92.89 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>133,070.00</b>	<b>133,070.00</b>	<b>4,077.01</b>	<b>9,467.02</b>	<b>123,602.98</b>	<b>92.89 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	196,050.00	196,050.00	447.83	447.83	195,602.17	99.77 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>196,050.00</b>	<b>196,050.00</b>	<b>447.83</b>	<b>447.83</b>	<b>195,602.17</b>	<b>99.77 %</b>
<b>Department: 521 - SEWER COLLECTION Total:</b>	<b>505,807.00</b>	<b>505,807.00</b>	<b>14,324.56</b>	<b>38,665.26</b>	<b>467,141.74</b>	<b>92.36 %</b>
<b>Expense Total:</b>	<b>1,625,387.00</b>	<b>1,625,387.00</b>	<b>68,758.67</b>	<b>163,607.24</b>	<b>1,461,779.76</b>	<b>89.93 %</b>
<b>Fund: 503 - SEWER ENTERPRISE FUND Total:</b>	<b>1,625,387.00</b>	<b>1,625,387.00</b>	<b>68,758.67</b>	<b>163,607.24</b>	<b>1,461,779.76</b>	<b>89.93 %</b>
<b>Fund: 504 - SANITATION ENTERPRISE FUND</b>						
<b>Expense</b>						
<b>Department: 406 - FINANCE DIVISION</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	6,674.00	6,674.00	392.20	1,156.11	5,517.89	82.68 %
620 - BENEFITS	3,554.00	3,554.00	153.19	459.56	3,094.44	87.07 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>10,228.00</b>	<b>10,228.00</b>	<b>545.39</b>	<b>1,615.67</b>	<b>8,612.33</b>	<b>84.20 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	10,920.00	10,920.00	610.20	1,183.48	9,736.52	89.16 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,920.00</b>	<b>10,920.00</b>	<b>610.20</b>	<b>1,183.48</b>	<b>9,736.52</b>	<b>89.16 %</b>
<b>Category: 98 - CAPITAL EXPENDITURES</b>						
980 - CAPITAL EXPENDITURES	500.00	500.00	0.00	12.78	487.22	97.44 %
<b>Category: 98 - CAPITAL EXPENDITURES Total:</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>12.78</b>	<b>487.22</b>	<b>97.44 %</b>
<b>Department: 406 - FINANCE DIVISION Total:</b>	<b>21,648.00</b>	<b>21,648.00</b>	<b>1,155.59</b>	<b>2,811.93</b>	<b>18,836.07</b>	<b>87.01 %</b>
<b>Department: 500 - UTILITY BILLING</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 500 - UTILITY BILLING Total:</b>	<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>
<b>Department: 530 - SANITATION FRANCHISE OPERATION</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	1,600,000.00	1,600,000.00	161,384.06	161,384.06	1,438,615.94	89.91 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>1,600,000.00</b>	<b>1,600,000.00</b>	<b>161,384.06</b>	<b>161,384.06</b>	<b>1,438,615.94</b>	<b>89.91 %</b>
<b>Department: 530 - SANITATION FRANCHISE OPERATION Total:</b>	<b>1,600,000.00</b>	<b>1,600,000.00</b>	<b>161,384.06</b>	<b>161,384.06</b>	<b>1,438,615.94</b>	<b>89.91 %</b>
<b>Department: 535 - STREET SWEEPING OPERATIONS</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	50,498.00	50,498.00	3,796.51	11,097.83	39,400.17	78.02 %
620 - BENEFITS	26,483.00	26,483.00	2,154.89	6,430.06	20,052.94	75.72 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>76,981.00</b>	<b>76,981.00</b>	<b>5,951.40</b>	<b>17,527.89</b>	<b>59,453.11</b>	<b>77.23 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	25,520.00	25,520.00	1,511.77	4,583.66	20,936.34	82.04 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>25,520.00</b>	<b>25,520.00</b>	<b>1,511.77</b>	<b>4,583.66</b>	<b>20,936.34</b>	<b>82.04 %</b>
<b>Department: 535 - STREET SWEEPING OPERATIONS Total:</b>	<b>102,501.00</b>	<b>102,501.00</b>	<b>7,463.17</b>	<b>22,111.55</b>	<b>80,389.45</b>	<b>78.43 %</b>
<b>Expense Total:</b>	<b>1,734,149.00</b>	<b>1,734,149.00</b>	<b>170,002.82</b>	<b>186,307.54</b>	<b>1,547,841.46</b>	<b>89.26 %</b>
<b>Fund: 504 - SANITATION ENTERPRISE FUND Total:</b>	<b>1,734,149.00</b>	<b>1,734,149.00</b>	<b>170,002.82</b>	<b>186,307.54</b>	<b>1,547,841.46</b>	<b>89.26 %</b>

## Budget Report

For Fiscal: 2019-2020 Period Ending: 09/30/2019

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 506 - TRANSIT SYSTEM</b>						
<b>Expense</b>						
<b>Department: 540 - TRANSIT OPERATIONS</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	202,766.00	202,766.00	14,210.53	40,817.14	161,948.86	79.87 %
620 - BENEFITS	97,777.00	97,777.00	5,114.48	15,686.62	82,090.38	83.96 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>300,543.00</b>	<b>300,543.00</b>	<b>19,325.01</b>	<b>56,503.76</b>	<b>244,039.24</b>	<b>81.20 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	21,935.00	21,935.00	1,275.24	2,929.88	19,005.12	86.64 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>21,935.00</b>	<b>21,935.00</b>	<b>1,275.24</b>	<b>2,929.88</b>	<b>19,005.12</b>	<b>86.64 %</b>
<b>Department: 540 - TRANSIT OPERATIONS Total:</b>	<b>322,478.00</b>	<b>322,478.00</b>	<b>20,600.25</b>	<b>59,433.64</b>	<b>263,044.36</b>	<b>81.57 %</b>
<b>Expense Total:</b>	<b>322,478.00</b>	<b>322,478.00</b>	<b>20,600.25</b>	<b>59,433.64</b>	<b>263,044.36</b>	<b>81.57 %</b>
<b>Fund: 506 - TRANSIT SYSTEM Total:</b>	<b>322,478.00</b>	<b>322,478.00</b>	<b>20,600.25</b>	<b>59,433.64</b>	<b>263,044.36</b>	<b>81.57 %</b>
<b>Fund: 815 - LOW/MOD HOUSING ASSET FUND</b>						
<b>Expense</b>						
<b>Department: 609 - LOW/MOD. OPERATIONS</b>						
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>497.25</b>	<b>1,314.50</b>	<b>-1,314.50</b>	<b>0.00 %</b>
<b>Department: 609 - LOW/MOD. OPERATIONS Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>497.25</b>	<b>1,314.50</b>	<b>-1,314.50</b>	<b>0.00 %</b>
<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>497.25</b>	<b>1,314.50</b>	<b>-1,314.50</b>	<b>0.00 %</b>
<b>Fund: 815 - LOW/MOD HOUSING ASSET FUND Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>497.25</b>	<b>1,314.50</b>	<b>-1,314.50</b>	<b>0.00 %</b>
<b>Fund: 820 - RORF-REDEV OBLIG RETIREMT FUND</b>						
<b>Expense</b>						
<b>Department: 610 - SUCCESSOR AGENCY-RDA</b>						
<b>Category: 60 - PERSONNEL SERVICES</b>						
600 - SALARIES AND WAGES	116,937.00	116,937.00	9,679.51	28,563.84	88,373.16	75.57 %
620 - BENEFITS	67,315.00	67,315.00	4,224.54	12,623.69	54,691.31	81.25 %
<b>Category: 60 - PERSONNEL SERVICES Total:</b>	<b>184,252.00</b>	<b>184,252.00</b>	<b>13,904.05</b>	<b>41,187.53</b>	<b>143,064.47</b>	<b>77.65 %</b>
<b>Category: 70 - MAINT. &amp; OPERATIONS</b>						
700 - MAINT. & OPERATIONS	65,450.00	65,450.00	1,716.08	4,434.51	61,015.49	93.22 %
<b>Category: 70 - MAINT. &amp; OPERATIONS Total:</b>	<b>65,450.00</b>	<b>65,450.00</b>	<b>1,716.08</b>	<b>4,434.51</b>	<b>61,015.49</b>	<b>93.22 %</b>
<b>Category: 80 - DEBT SERVICE</b>						
800 - DEBT SERVICE	1,209,188.00	1,209,188.00	0.00	3,817.00	1,205,371.00	99.68 %
<b>Category: 80 - DEBT SERVICE Total:</b>	<b>1,209,188.00</b>	<b>1,209,188.00</b>	<b>0.00</b>	<b>3,817.00</b>	<b>1,205,371.00</b>	<b>99.68 %</b>
<b>Department: 610 - SUCCESSOR AGENCY-RDA Total:</b>	<b>1,458,890.00</b>	<b>1,458,890.00</b>	<b>15,620.13</b>	<b>49,439.04</b>	<b>1,409,450.96</b>	<b>96.61 %</b>
<b>Expense Total:</b>	<b>1,458,890.00</b>	<b>1,458,890.00</b>	<b>15,620.13</b>	<b>49,439.04</b>	<b>1,409,450.96</b>	<b>96.61 %</b>
<b>Fund: 820 - RORF-REDEV OBLIG RETIREMT FUND Total:</b>	<b>1,458,890.00</b>	<b>1,458,890.00</b>	<b>15,620.13</b>	<b>49,439.04</b>	<b>1,409,450.96</b>	<b>96.61 %</b>
<b>Report Total:</b>	<b>31,334,198.00</b>	<b>31,334,198.00</b>	<b>1,455,221.46</b>	<b>3,679,392.25</b>	<b>27,654,805.75</b>	<b>88.26 %</b>

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
101 - GENERAL FUND	8,656,542.00	8,656,542.00	499,080.85	1,377,517.53	7,279,024.47	84.09 %
105 - COPS GRANT FUND	100,000.00	100,000.00	0.00	301.34	99,698.66	99.70 %
106 - POLICE DEPT GRANTS	0.00	0.00	394.49	394.49	-394.49	0.00 %
107 - GAS TAX FUND	437,073.00	437,073.00	26,515.66	59,504.14	377,568.86	86.39 %
110 - LTF - ARTICLE VIII FUND	61,000.00	61,000.00	181.04	242.07	60,757.93	99.60 %
111 - SB1-ROAD REHAB MAINT AC	640,682.00	640,682.00	9,197.50	20,898.75	619,783.25	96.74 %
117 - IGT-INTERGOVERNMENTAL	487,000.00	487,000.00	0.00	67.65	486,932.35	99.99 %
125 - MEASURE C-STREET MAINT	192,000.00	192,000.00	113.13	174.16	191,825.84	99.91 %
127 - MEASURE C-FLEXIBLE FUND	740,000.00	740,000.00	14,501.88	20,882.91	719,117.09	97.18 %
130 - SPECIAL ASSESSMENT DISTR	21,700.00	21,700.00	113.13	437.07	21,262.93	97.99 %
140 - GENERAL CAPITAL PROJECTS	364,000.00	364,000.00	8,701.14	8,762.17	355,237.83	97.59 %
146 - PARK IMPACT FEES	0.00	0.00	483.03	483.03	-483.03	0.00 %
150 - COALINGA PUBLIC FINANCIN	1,302,459.00	1,302,459.00	5,584.25	6,820.25	1,295,638.75	99.48 %
305 - CALTRANS GRANTS FUND	5,409,000.00	5,409,000.00	524.15	524.15	5,408,475.85	99.99 %
501 - WATER ENTERPRISE FUND	5,600,553.00	5,600,553.00	524,159.26	1,498,853.37	4,101,699.63	73.24 %
502 - GAS ENTERPRISE FUND	2,181,285.00	2,181,285.00	90,192.83	223,427.21	1,957,857.79	89.76 %
503 - SEWER ENTERPRISE FUND	1,625,387.00	1,625,387.00	68,758.67	163,607.24	1,461,779.76	89.93 %
504 - SANITATION ENTERPRISE FU	1,734,149.00	1,734,149.00	170,002.82	186,307.54	1,547,841.46	89.26 %
506 - TRANSIT SYSTEM	322,478.00	322,478.00	20,600.25	59,433.64	263,044.36	81.57 %
815 - LOW/MOD HOUSING ASSET	0.00	0.00	497.25	1,314.50	-1,314.50	0.00 %
820 - RORF-REDEV OBLIG RETIREN	1,458,890.00	1,458,890.00	15,620.13	49,439.04	1,409,450.96	96.61 %
<b>Report Total:</b>	<b>31,334,198.00</b>	<b>31,334,198.00</b>	<b>1,455,221.46</b>	<b>3,679,392.25</b>	<b>27,654,805.75</b>	<b>88.26 %</b>

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Public Works & Utilities Monthly Report for November 2019  
**Meeting Date:** December 5, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Sean Brewer, (I) Public Works & Utilities Director

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**I. RECOMMENDATION:**

Approve Public Works & Utilities Monthly Report for November 2019

**II. BACKGROUND:**

None.

**III. DISCUSSION:**

None.

**IV. ALTERNATIVES:**

None.

**V. FISCAL IMPACT:**

None.

**ATTACHMENTS:**

	File Name	Description
□	Monthly_Report_Nov.pdf	Monthly Report November 2019



**PUBLIC WORKS AND UTILITIES DEPARTMENT  
MONTHLY REPORT FOR  
NOVEMBER 2019**

**\*Note: New items and updates from last month's report are in bold print.**

**PUBLIC WORKS**

**Natural Gas Distribution:**

- Installed 3 new gas service lines for D.R. Horton
- **Started Short Survey of Catholically protected systems should be completed by mid-Dec.**

**Water Distribution:**

- Repaired water leak 450 Buckeye Springs
- Repaired water leak 255 El Camino
- **Repaired water leak 384 Hoover**
- **Repaired water leak 198 W. Forest**
- **Repaired water leak 152 E. Elm**

**Wastewater Collection:**

- Cleared sewer blockage 400 blk W. Elm
- Cleared sewer blockage 6<sup>th</sup> and Cedar
- **Cleared sewer blockage 400 W Elm. Elm/Forest**

**Sidewalks:**

**None at this time**

**Parks:**

- New park tables, trashcans, BBQs, drinking fountains and light poles have arrived for Sandalwood and Centennial Parks - We have started installing new trash receptacles in Sandalwood and Centennial Parks all new park equipment should be installed by end of September.-Installed 4 benches 2 at each park Sandalwood and Centennial. Concrete pads for tables and Awning have been poured for Sandalwood park. Centennial park to follow. Finished installing Awnings at Centennial and Sandalwood Parks.
- **Installed Dog Waste Stations at Sandalwood and Centennial Parks**

## Miscellaneous:

- Started removal of excessive red curb markings in Posa Chante Area. Should be completed first week of October. Completed
- Installed new vehicle restriction signs at both centennial and sandalwood parks
- Painted blue stripe on 6<sup>th</sup> Street
- Repaired section of 300 blk W. Polk St road patch 83 feet section
- 26 Dead trees have been removed along Monterey medians
- Started striping new diagonal striping along Cedar from 5<sup>th</sup> to 7<sup>th</sup> -**Completed**
- **Removed 16 dead trees along Washington St. medians**
- **Striped center line along S. Coalinga St. from Polk to Pacific**

## Targeted Efforts to Enhance City Image and Business Appeal/Attraction:

No activity for the month of **November**.

## UTILITIES

- Northwest Booster Station – P20 is down. P20 motor & pump have been sent out for repairs. **Repairs should be complete mid-December.**
- Northwest & Oil King Booster Sta. looking into replacing old air compressors and surge tanks with new equipment. Tri City Eng. now working on this. Getting info for them.
- City wide fire hydrant flushing. **Will began sometime in December.**
- Oil King Booster Station – P17 is down. P17 motor & pump have been sent out for repairs. Waiting for council approval to move forward with repairs. Council has approved repairs. **Repairs should be complete mid-December.**
- Cathodic Annual Testing is being done on Palmer & Calaveras Reservoir September 25, 2019. Has been completed
- **Northwest Booster Station – P19 motor has been sent in for repairs.**
- **Northwest booster Sta. to the NW Reservoir had an airlock in the transmission line. Water plant crew got it back in service and working again.**

## PUBLIC UTILITIES COORDINATOR

### MyCivic

I was assigned to coordinate with MyCivic to develop a mobile app to facilitate better communication between the City and citizens. This application is intended to supplement our online presence alongside our website.

- **MyCivic App has been launched.**

### CivicReady

Assigned to find a solution to requirements from the state to have an emergency notification plan (boil water notices, water events, natural gas emergencies, etc). CivicReady is an extension to our website, so it is an easy fit.

- Coordinated efforts for City Manager, Fire Chief, and myself to take necessary classes to be able to submit emergency notifications.
- State coordinator has received application and submitted it to FEMA on our behalf.

- **MOA has been fully executed**

### **Water Plant/Wastewater Video Surveillance**

I was asked to build out a site-to-site networked surveillance system for both the water plant and the wastewater plant.

- Received responses from Cell Plan Technologies and Global Solutions Group
- Proposals are under review
- **Reviewed proposals from vendors.**
- **Drafted an “in house” plan that would provide some level of protection while keeping costs down.**

### **SCADA Updates/WTP Network**

- **Provided updates/maintenance to systems including: PC’s, iPads, and VPN interface**
- **Installed 4 workstations at WTP facility. This includes networking each station into the water treatment facilities network.**
- 

### **Cross Connection Control**

- **112 Backflows have been tested.**

### **Natural Gas System**

I have been working with the Public Works department and Dan Bergman to help with the Natural Gas Audit of 2018. Additionally, I have been assisting with the response to PHMSA regulatory requirements.

- Trained staff on how to conduct electrical isolation test
- “Meter Short Survey” is in progress
- Sent various pieces of equipment for calibration/repair
- **Have received repaired RF/IT and will continue with “Meter Short Test Survey”**

### **Public Works iPads**

I have been working on an ecosystem of iPads for Public Works. These are intended to serve several purposes. Primarily, they will act as a conduit for information between the Finance Department and Public Works. All service orders will be submitted via an iPad App. Additionally, it will serve many other application workflows. For example, the new ‘Report an Issue’ module in our newly launched App.

- Setup 6 iPads with required programs
- Trained staff on operation of equipment

### **Adopt-A-Spot Program**

**The Public Works Supervisor and I have been collaborating to create an operable Adopt-A-Spot Program. This program would allow residents of Coalinga to adopt areas around town and aid in the task of beautifying spaces that they sign up to clean.**



- Drafted supporting documents including guidelines, waiver, and various forms.
- Submitted contents to City Attorney for review
- Finalized documents

## 2015 UWMP

I have been asked to draft and submit for proposal on the 2015 UWMP.

- Drafted RFP for 2015 UWMP
- Posted RFP to website.

## Grow.Coalinga.com

At the request of the City Manager I have been asked to create a subdomain of our current website. This space is to be known as grow.coalinga.com and will highlight economic growth opportunities available with Coalinga.

- Created Subdomain: <https://www.grow.coalinga.com>
- Requested that Code3IT resolve DNS issues related to this. (Not viewable from City Network, only outside networks)
- Installed WordPress on subdomain. This will allow for easy content generation (CMS)

## WATER TREATMENT PLANT (WTP)

Working on card lock system for rolling gates, control room project should be completed by end of December.

UCMR4 Sampling is schedule for March and once every ¼ after that for the rest of the 2019 year. BSK Lab is doing the testing. **Next testing dates will be December 13, 2019.**

Rosemounts and tank level sensors are being calibrated by Solomon Electric. This project hasn't started yet. **On hold.**

Solomon Electric is working on getting quote for backup Generator for the Water Plant. **On going**

Patriot Environmental Services will start to haul off some of the old chemical that was used years ago and not being used now. **Carbon liquid was removed.**

Patriot is also getting us a quote to haul off what is left in the fluoride tank and to wash it out. Chemicals should be removed and tank washed out by end of November. **Schedule for 11/21/19**

**Patriot is looking for a way to get rid of all the empty Sodium Permanganate barrels.**

**Westland Canal is planning a week long shut down tentatively schedule for the week of January 13<sup>th</sup>.**

Decant pump for Basin 1 & 2 has been repair and will be put back in service end of September. Having alignment problems. Decant pump & motor have been install and put back in service

Univar – Working with company to remove acid tank. **Signed service agreement now waiting for date to remove chemical.**

Fresno County Health came out and did inspection of the water plant. **Working on removal of chemical waste, Chlorine and Ammonia training & PHA.**

**Operators went BSK Lab for water sampling training class.**

**Hach quarterly maintenance is schedule for Nov. 18, 2019.**

**Chlorine Chlorinator annual maintenance schedule for mid December.**

Ammonia Safety Alarm System is 60% complete.

Basin 3 taken down for annual maintenance.

## **WASTEWATER TREATMENT PLANT (WWTP)**

### **Drying beds**

- City crew working on getting pond 3 & 4 cleaned by spraying and burning the weeds, cattails and small trees. Ponds 3 & 4 starting to look good, but still have spraying and burning to do. **On going**
- Old Rifle Range Tires – Waiting on Shamrock to sign city contract. All tires have been removed and project is complete.
- Clarifier has had some repairs done as well. Railing has been painted, all metal and the walls have been pressure wash to install protective coating and sweep arm has been taken down and is being worked on by West Hills Machine for repairs. Waiting on quotes for new weirs and sealant. Repairs are still being done on the Clarifier. Waiting on the arm repair. **Complete**
- **Clarifier and Digester are back in service and working great.**
- Effluent water is being directed to the radio field now.
- Garlic plant – Took water sample to see what is in the water before WWTP takes water from them. **Should get result from testing sometime the week of November 18<sup>th</sup>.**
- **Effluent flow meter waiting on parts to repair.**

## **CITY ENGINEER**

### **Project Status Update as of November, 2019:**

1. Cambridge Signalization
  - a. Caltrans has approved the Encroachment Permit.
  - b. The Right of Way Package was approved by Caltrans and the request for authorization of Construction was submitted on August 14<sup>th</sup>. Once we receive authorization for construction the project will be put out to bid.
  - c. Funding is exhausted for 18/19 FFY. Expedited Project Selection Procedure concurrence letter was approved by FresnoCOG on September 26, 2019 to move the CON portion of project to 19/20.
  - d. **Request for authorization of Construction was re- submitted on October 14<sup>th</sup>. Authorization still pending; Once we receive authorization for construction the project will be put out to bid.**
  - e. Construction anticipated Fall/Winter of 2019.
2. Rule 20A Undergrounding
  - a. City Engineer working with PG&E to underground overhead utilities on Elm Avenue from Cambridge Avenue to just south of Cherry Lane.
  - b. Project moving along slowly and is still years away from construction.

c. **Requested update from PG&E awaiting response.**

3. Phelps Ave Improvements

- a. Bids were open August 27<sup>th</sup> and project awarded at September 5<sup>th</sup> Council Meeting. The project is anticipated to begin construction on September 30<sup>th</sup>.
- b. Plans have been resubmitted to Caltrans and we are awaiting comments. There were some minor comments on the last submittal that were addressed. The encroachment permit will be approved pending State Clearinghouse approval of Notice of Exemption.
- c. State Clearinghouse approved Notice of Exemption and Encroachment Permit approved by Caltrans.
- d. Project Contractor obtaining Rider Permit approval from Caltrans. The project is anticipated to begin construction on November 4<sup>th</sup>.
- e. **Project is currently under construction.**

4. ATP 2017 Cycle 3 Sidewalk Gap Improvements

- a. City was awarded additional funds for the project for a total grant amount of \$1,284,000 and a local match of \$175,000.
- b. The project has been given an extension of 20 months to work with Caltrans and Fresno Council of Governments to find the best solution for the project.
- c. Meeting with the School went well and the design is taking the information from the meeting into account.
- d. **Additional Topographic survey in progress and design is underway.**

5. ATP Cycle 4

- a. City was awarded a grant in the amount of \$951,360 with a local match of \$66,360.
- b. The request for environmental studies was submitted to Caltrans on August 8<sup>th</sup>. The request will be on the October CTC agenda. Once the request is approved an RFQ will be released for Environmental Studies on the trail segments adjacent to the creek.
- c. **The request for environmental studies was approved by the CTC at the October Meeting. An RFQ is being prepared and will be released for Environmental Studies on the trail segments adjacent to the creek within the next 30 days**

6. RSTP - Forest/Truman from 1<sup>st</sup> to Elm

- a. City was awarded additional funds for the project for a total grant amount of \$1,400,000 and a local match of \$125,000.
- b. Caltrans has approved the Encroachment Permit.
- c. Project released for bidding on September 10<sup>th</sup> with a bid opening October 3rd.
- d. Bids were opened October 3rd and project awarded at the October 10<sup>th</sup> Council Meeting.
- e. **The project is to begin construction on December 2nd .**

7. CMAQ - Paving of Various Alleys Ph. 3

- a. Topographic survey has been completed and design is underway.
- b. **Construction has been put off until next fiscal year due to wanting to replace underground utilities in the alleys.**

8. Water Treatment Plant Permanent TTHM Reduction Project

- a. With Regional Water Resources Control Board review and approval permanent acid storage and feeding facilities changed to liquid CO2 for plant operator safety.
- b. **Design of permanent facilities in progress.**
- c. **Anticipate construction in Fall/Winter 2019.**



9. WWTP Concrete Yard Boxes and Ponds Rehabilitation Project
  - a. Bids opened on November 8, 2018 and they came in over budget.
  - b. **Working with the City to reduce project scope and re-release for bidding.**

## ASSISTANT CITY MANAGER

### PUBLIC WORKS/UTILITIES

- **Budget:** ASM has scheduled meetings with Utilities, Public Works and building to discuss all operational budgets in preparation of the mid-year review.
- **Street Light Acquisition:** Larry Miller and I are reviewing the tank feasibility study and plan to bring the report before the Council in the near future.
- **TTHM:** Executed updated Contract for Services with City Engineer and MKN Consulting to finish the plans and specifications for the TTHM Project due to the recent change in engineering support services. Site meeting with Frisch and MKN occurred in September and final design is underway. Plans and Specifications are at 30% and currently under City Engineer Review.
- **Derrick Bypass / Reservoir Assessment:** Staff has executed a contract with CSI inspection services to perform a tank inspection of Derrick Reservoir in January.
- Coordinating Water Plant staff and the City Engineer to continue the SCADA project moving forward with Frisch Engineering. Larry Miller coordinating project status meeting with Frisch Engineering to get status update and project schedule.
- **Coalinga Water Plant PSM/RMP:** Environmental Permitting Specialist met with plant staff and is currently developing all PSM/RMP programs for staff review in the next 2 months.
- **County Inspection (Water Plant):** Fresno County department of environmental health inspected the water plant and provided a correction plan which staff is currently working on to complete in the 30 days given by the County. Staff is currently working on the checklist items as addressed in the inspection report and coordinating with the EPS to establish a compliance schedule.
- **Secondary WWTP Access Road:** The City Engineer is reviewing the location and will then begin working on obtaining the appropriate easements for dedication. Property owners will need to be contacted in the near future.
- **Center Median Rehab:** The City Council approved a budget allocation and scope of work at the November 7<sup>th</sup> Meeting. Staff is working on finalizing the design for going out to bid.
- Staff has had back and forth conversations with Caltrans about the possibility of a school zone designations near the Faith Christian Academy School.
- Abandonment of the easement located on Monroe Street near Faith Christian H.S has a public hearing was approved in November 7<sup>th</sup> and the City Engineer will be recording the abandonment documents.
- **Grants:** The professional services agreement with Blais and associates has been executed and staff is currently trying to schedule a needs assessment meeting to discuss funding needs.
  - B&A are currently preparing applications for the STBG call for Projects due in December. The CMAQ application was submitted to COG on November 14, 2019 for future trail segments.
- Staff is working on ordinances and other necessary documents for submission to the State Controller's Office in order for the City to be subject to the Uniform Public Construction Cost Accounting Act.
- Working on standardized informal and formal bidding procedures for smaller public works projects to expedite project delivery.
- Submitted the 2010 Urban Water Management Plan to State of CA with approved resolution.
- The RFP for the completion of the 2015 Urban Water Management Plan was posted on November 14<sup>th</sup>.
- **State Parks Per Capita Program:** Resolution has been submitted to State and staff is awaiting allocation numbers from the State.

- Wastewater Consultant and City Engineer are working on opportunities for future uses of waste discharge, capital needs, and grant opportunities.
- Staff is finalizing the guidelines and policies for the City of Coalinga **Adopt-A-Spot program**.
- Working with the **Garlic Plant** owners to find solution for storm water discharge into Industrial Park basin. Staff has tested the discharge water and should have the results by the end of November.
- Continued discussions with Staff, IGS and City Engineer on developing a long-range **Capital Improvement Program** for the Water Infrastructure.
- Developing a list of amenities for the parks related to the **Per Capita Parks Program**
- City Engineer working on bid documents for the repair of the Surge Tanks for the water plant. Should bid project in December.
- Coordinating with Water and Waste Water Plant Staff to get costs related to back up generators at the WTP and WWTP and various booster stations and pumps. Staff submitted a State grant application for \$500,000 for a back-up generator at the WTP.
- Working with the City Engineer and PW's Staff to finalize design and cost estimates for a splash pad at Frame Park. Costs Estimates and Scope of Work is expected to come before the City Council in December/January.
- Coordinating Efforts with the Chamber of Commerce to provide banner installation services. Waiting on items from the Chamber prior to engaging in further discussions.
- Working on Policies for property owner responsibility for tree trimming and sidewalk repairs within the City for Council consideration.

## COMMUNITY DEVELOPMENT

- Working on presentation for the Council regarding a Cottage Home Program
- Continuing coordination with the County and surrounding agencies regarding Community Choice Solar.
- Working with Larry on Council Chambers Technology Modernization. Staff working in product list as well as streaming solutions.
- Staff continuing to work with Tyler Technologies on Energov Migration.
- Staff has been reviewing the Family Dollar building, landscape and sign plans for approval. Initial plan review was submitted to Family Dollar on November 19, 2019.
- Working with Self Help Enterprises on HOME application for housing rehabilitation and first-time home buyer program.
- Staff working with AMG and Associates on the AHSC Affordable Housing Grant Application at Pacific and Elm Ave.
- Council approved the rehabilitation of the hotel units on Valley Street. Staff is currently reviewing the administrative site plan application and should have that complete in the first week of December.
- The City Engineer is currently reviewing the Luxe Estates Final Map application. This project is located on the northeast corner of La Questa and Phelps.
- Staff is working with Ranch WIFI on a CUP application for a wireless network within the City of Coalinga.
- CDA 18-02 Application – UrbGreen cultivation facility is currently under the review of staff. Staff is awaiting an updated project application in order to proceed with processing the application further.
- Site Plan Review 19-01 – Western oil has submitted an application for a new office on W. Elm Ave. Staff is currently reviewing the application for completeness and will soon set a hearing date before the Planning Commission.
- Staff is working on an ordinance that will update the Large Family Daycare regulations to be consistent with State law related to land use.

## **STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY**

**Subject:** Discussion, Direction and Potential Action regarding Superior Court of California, Fresno County Court Services  
**Meeting Date:** November 7, 2019  
**From:** Marissa Trejo, City Manager  
**Prepared by:** Marissa Trejo, City Manager

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### **I. RECOMMENDATION:**

Staff has no recommendation on this item. Superior Court of California, Fresno County provided a presentation for discussion.

### **II. BACKGROUND:**

In early 2013 the Superior Court of California, Fresno County selected the cities of Coalinga and Mendota for a pilot project known as Remote Video Proceedings (“RVP”). The program was developed as a way to help service Fresno County residents living outside Fresno City limits.

RVP, which is in essence Skype via large screen televisions, provides residents with an opportunity to have their traffic cases heard by remote proceedings with a remote location held somewhere in the City of Coalinga. The Court understands that transportation can be a hardship for people residing in rural areas. Along with the travel to downtown Fresno and the long lines at the traffic courthouse, the current process is often an all-day event. This is a voluntary option. Residents still have the opportunity to appear at the traffic courthouse in downtown Fresno if they choose.

The following can be accomplished at the remote site:

1. Plead guilty or no contest, ask the judicial officer for a bail reduction and/or installment plan to pay the bail/fine;
2. Plead not guilty and set up a court trial. This allows individuals to contest the citation. Note: the police officer is present at the court trial and may appear at the remote site or at the traffic courthouse; and
3. An interpreter will be provided by using Video Remote Interpreting (VRI), if needed.

As part of the RVP project, the City is responsible for providing the location, physical materials and electronic equipment needed to conduct remote video proceedings for traffic court. These costs were approximately \$2,900 to \$3,500.

The court provides a court staff person to coordinate the proceedings, operate the Remote Video Proceedings equipment, and perform basic courtroom activities. The court also covers the monthly cost of the Court Call video teleconferencing service.

The RVP program has worked well and the City has continued to renew the contract.

### III. DISCUSSION:

Currently Superior Court of California, Fresno County have traffic remote proceedings in Coalinga and Mendota. While the primary function is for court proceedings, we are also interested in expanding the program to allow participants at the remote site to be able to ask court staff questions through a computer with a webcam, on how to obtain an extension, pay their bail/fine, attend traffic school, and many more options available to them. There is also the possibility of providing self-help services for family law matters, such as assistance with preparing restraining orders, divorce papers, and other self-help services in small claims and eviction proceedings. Again, these are areas we are still working on and hope to provide in the future.

#### **City Responsibility/Cost**

1. The City of Coalinga will staff the remote site one (1) day per week for four (4) hours. A sample of responsibilities include, but are not limited to:
  1. Test and turn on equipment before proceedings begin and turn off equipment after they have concluded;
  2. Obtain information from persons wanting to proceed through RVP. The Court will provide a check-in log with necessary information;
  3. Distribute consent forms and ensure all documentation is signed and faxed to court staff before proceedings begin; and
  4. Communicate with court staff and follow directions as given.

As previously mentioned, the facility/site location must be able to accommodate proceedings one (1) day per week, four (4) hours per session. Changes and/or increased sessions are subject to written mutual agreement. In addition, the following items are needed to be successful:

1. Space needs to accommodate **24** chairs, **2** tables, **1** podium and **2** microphones;
2. An analog conference phone and two analog Telco (POTS) lines. It is acceptable for the two lines to be provided via VoIP ATA, VoIP VG, PBX or CENTREX as long as both lines have a direct inward dial (DID) number and supports fax transmissions;
3. Internet connectivity with enough guaranteed available bandwidth to support the videoconferencing service. Wired or wireless (Wi-Fi) connectivity is acceptable;
4. Onsite technology support for immediate troubleshooting on court days; and
5. Maintaining the following necessary RVP equipment:
  - i. A wall-mounted television monitor up to 70" in size as appropriate for the size of the RVP room;
  - ii. A compact camera, a computer terminal, and monitor dedicated to the RVP feed; and
  - iii. A multi-functional device (printer, scanner, and fax) to support courtroom operations, and all necessary cables and adapters for the equipment.

#### **Court Responsibility/Cost**

1. Court shall provide training to the onsite representative on operating the ACCESS equipment and providing support duties on court days;
2. Court shall be responsible for providing the following necessary RVP equipment: a wall-mounted television monitor up to 65" in size as appropriate for the size of the room, two webcams, two computer terminals (one of which is dedicated to the ACCESS feed), one 21" monitor, two speaker

sets, one headphone/mic, a multi-functional device (printer/scanner/fax) to support courtroom operations, and all necessary cables and adapters for the equipment;

3. Court shall provide offsite technical support to troubleshoot problems on court days; and
4. Court shall provide a small stipend of \$100 per week for the onsite staff services, as well as supplies such as tables, chairs, paper, printer ink, etc.

#### **IV. ALTERNATIVES:**

Do not expand Remote Video Proceedings with the Superior Court of California, Fresno County.

#### **V. FISCAL IMPACT:**

Will be determined by City Council actions.

#### **ATTACHMENTS:**

File Name

Description

No Attachments Available