



CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA

**January 2, 2020
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 January 2, 2020 in the City Council Chambers, 155 West Durian Avenue, Coalinga, CA. Persons with disabilities who may need assistance should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. Anyone interested in translation services should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113.

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. Swearing in of Police Commander Sean Young
2. Swearing in of Police Officer Brian Meza
3. Swearing in of Police Officer Nathan McGough
4. Presentation of the FY 2019-2020 Adopted Budget

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: 11/01/2019 - 11/30/2019
2. Direct Police Department to Carry Naloxone
3. Direct Staff to only Waive Business License Fees for New Businesses whose Business is Located within the City of Coalinga
4. Adoption of Resolution No. 3940 Authorizing the Submission of a HOME Application to the State Department of Housing and Community Development and Identifying the 32 Unit Coalinga Senior Apartments Project as the Project Beneficiary if Awarded and Further Authorizing the City Manager to Enter into an Owner Participation Loan Agreement for the Deferral of Impact Fees.
5. Housing Successor Agency Consideration of Resolution No. SA 332 Supporting the Allocation of Housing Bond Proceeds In the Form of a Loan to the 32 Unit Senior Housing Development Project Located at The Corner of Elm and Walnut
6. City Council of the City of Coalinga Adoption of Resolution No. 3938 Authorizing Submittal of a 2019 HOME Application for Funding, its Agreement, and any Amendments Related Thereto
7. City Council Approval of Resolution No. 3939 Approving Changes to the Homebuyer and Housing Rehabilitation Program Guidelines
8. City Council Adoption of Resolution No. 3941 Authorizing the Submission of an Application for the Affordable Housing and Sustainable Communities (AHSC) Program
9. Council Approval of a Professional Service Agreement with AM Consulting to Provide 2015 Urban Water Management Plan
10. Authorize the Purchase of Audio/Video Equipment to Modernize City Council Chambers
11. Transient Occupancy Tax 10 Year Revenue Projection (Informational Only)
12. Council Approval of a Budget Allocation for the Construction of a Splash Pad at Frame Park and Further Authorize the City Engineer to Advertise Bids
13. Approve the Renewal of the Exclusive Authorization and Right to Sell Agreement between the City of Coalinga and Mid State Realty
14. Police Department Monthly Report for October 2019 and November 2019

6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS

1. Review and Possible Approval Memorandum of Understanding between the City of Coalinga GSA and Pleasant Valley GSA

Mario Zamora, City Attorney

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: Portion of APN(S): 083-020-63ST, 60ST, 58ST, 56ST, Coalinga, CA. CITY NEGOTIATORS: City Manager, Marissa Trejo; City Attorney, Mario Zamora; and Sean Brewer, Assistant City Manager. NEGOTIATING PARTIES: AMG & Associates and/or assign. UNDER NEGOTIATION: Price and Terms of Payment
2. 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
3. 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

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: Presentation of the FY 2019-2020 Adopted Budget
Meeting Date: January 2, 2020
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
□ FY_2020_Adopted_Budget_06-20-2019.pdf	FY 2019-2020 Adopted Budget

FISCAL YEAR 2019 - 2020 ADOPTED BUDGET



CITY OF COALINGA
The Sunny Side of the Valley

CITY OF COALINGA

FISCAL YEAR 2019-2020 ADOPTED BUDGET

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CITY OF COALINGA

FISCAL YEAR 2019-2020 ADOPTED BUDGET

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City Council



MAYOR, RON LANDER

December 2016–December 2020



MAYOR PRO-TERM, RON RAMSEY

December 2018–December 2022



COUNCILWOMAN, TANYA STOLZ

December 2016–December 2020



COUNCILMAN, ADAM ADKISSON

December 2018–December 2022



COUNCILMAN, RAY SINGLETON

December 2018–December 2022



CLERK, SHANNON JENSEN

APPOINTED

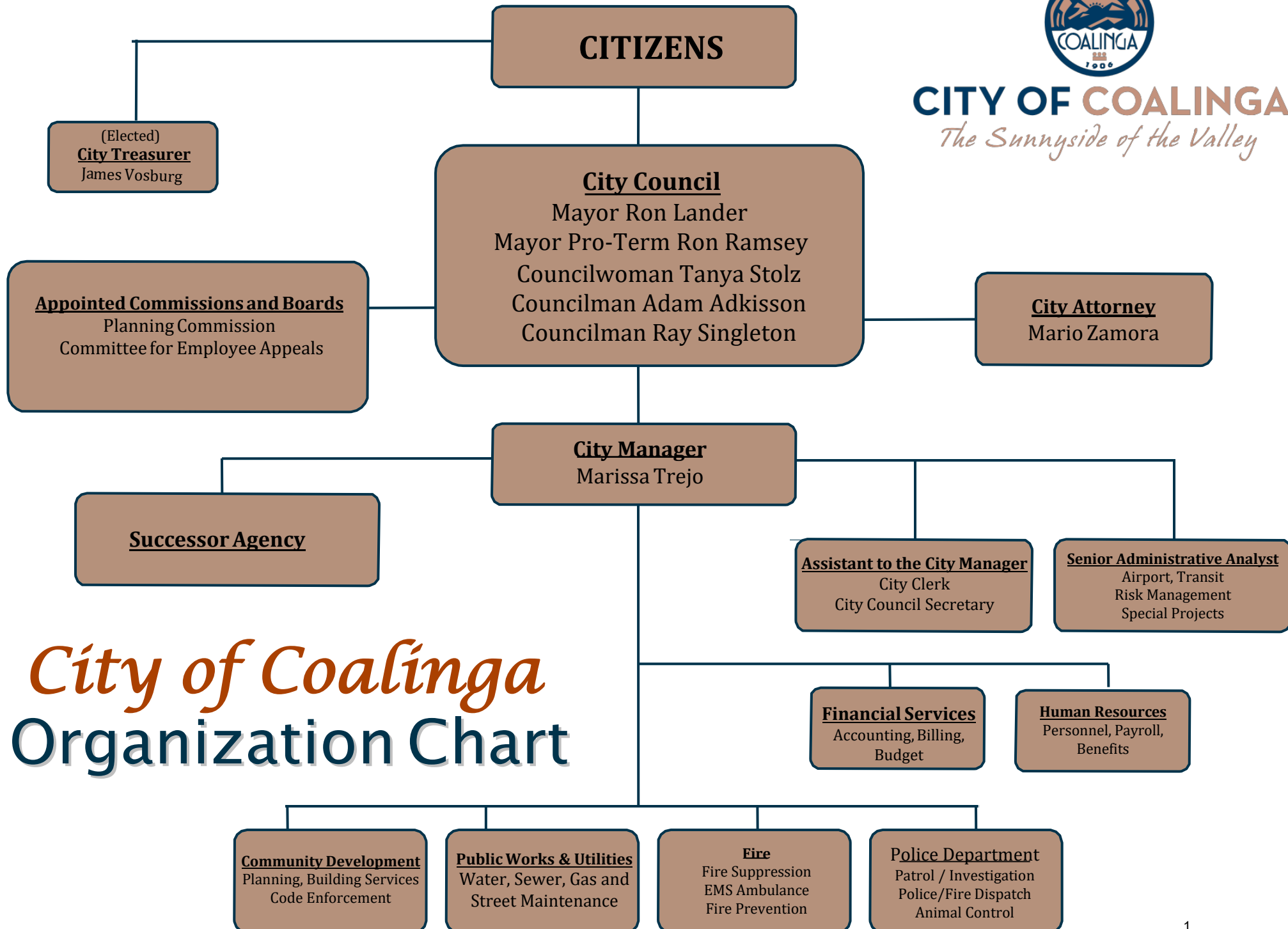


TREASURER, JAMES VOSBURG

December 2016–December
2020



CITY OF COALINGA
The Sunnyside of the Valley



City of Coalinga Organization Chart



June 20, 2019

Honorable Mayor Ron Lander and Members of the Coalinga City Council,

I am pleased to present the City of Coalinga's Fiscal Year 2019-2020 Annual Operating Budget. This budget establishes a scope of work and financial plan for the City to undertake during the fiscal year beginning on July 1, 2019 and ending on June 30, 2020.

The purpose of the budget document is to present the City Council and the community with a comprehensive plan for proposed operations. Its process is a reflection on our focus on transparency and it provides an overview of the exemplary delivery of public services to our citizens based on the Goals and Objectives adopted by City Council.

During the budget process and public workshops, Council expressed their commitment to the following Goals and Objectives for Fiscal Year 2019-2020:

Goal 1: Fiscal Sustainability

- 1.1: Maintain a balanced budget.
- 1.2: Locate and implement cost efficiencies.
- 1.3: Establish a General Fund reserve.
- 1.4: Identify new revenue sources.

Goal 2: Promote Economic Development

- 2.1: Attract and retain long-term businesses.
- 2.2: Improve business relations.
- 2.3: Promote business expansion.
- 2.4: Ensure a clean and safe community.
- 2.5: Establish business incentive programs.

Goal 3: Improved Quality of Life

- 3.1: Promote a positive work environment.
- 3.2: Increase the number of community events.
- 3.3: Promote an active lifestyle.
- 3.4: Enhance City beautification.
- 3.5: Promote positivity in the community.

Goal 4: Civic and regional Engagement

- 4.1: Improve communication with partner agencies.
- 4.2: Establish an annual Open House Event.
- 4.3: Promote involvement with other community agencies.
- 4.4: Promote community service by staff.
- 4.5: Locate and implement alternative communication methods.

Goal 5: Enhance Public Safety

- 5.1: Promote and enhance neighborhood safety.
- 5.2: Educate public on emergency preparedness.
- 5.3: Implement Citizen's Academy.
- 5.4: Promote use of City website and application.
- 5.5: Maintain public infrastructure.

Despite reduced staffing levels and budgetary constraints, staff is committed to working toward each of these goals and objectives.

The City's General Fund budget, which provides discretionary funds for services, includes a new line item for Fiscal Year 2019-2020, Measure J 1% Transaction Tax, which is a 1% sales tax successfully passed by the voters that went into effect on April 1, 2019. Staff and I have projected the revenue from the Measure J 1% Transaction Tax to be \$900,000.

Based on the passage of the Measure J 1% Transaction Tax, Council declared the following priorities, in no particular order, for expenses associated with this new revenue:

1. Hire three additional Firefighter/Paramedic positions – approximately \$234,000
2. Reinstate the ten Reserve Firefighter positions to assist with coverage of the community – approximately \$105,000
3. Hire two additional Police Officer positions bringing the Police Department from 15 sworn positions to 17 – approximately \$160,000
4. Reactivate the Police Department's Investigations Unit – no additional cost (can be done once staffing is at 17 sworn)
5. Make needed upgrades to the City's Emergency Command Center – approximately \$20,000
6. Hire additional public safety personnel as needed – cost dependent on needs
7. Purchase a Building Wide Uninterruptable Power Supply (UPS) to ensure that communication services are not dropped between the time of a power outage and the time the generator turns on – approximately \$75,000
8. Pay fair wages to employees, comparable to similar-sized cities in the Central Valley – cost dependent on wage comparisons
9. Hire a Deputy Fire Chief – approximately \$126,000
10. Improve recruitment, retention and employee morale – cost dependent on needs
11. Establish a safety net for the City to protect against the next economic downturn by instituting a financial reserve – cost dependent on Reserve Policy adopted by Council

The Measure J 1% Transaction Tax has a ten-year sunset. Within those ten years, the priorities listed above are what Council hopes to accomplish. For Fiscal Year 2019-2020, the Council has authorized the hiring of two additional Police Officers bringing the Police Department from 15 sworn positions to 17 sworn positions subsequently reactivating the Police Department's Investigations Unit, approved needed upgrades to the City's Emergency Command Center and the purchase of a Building Wide UPS and continue to work toward paying fair wages to employees by granting cost of living adjustments.

The City is on a steady financial course over the next ten years while the Measure J 1% Transaction Tax is in place, however, we still have a long way to go to achieve long-term fiscal sustainability.

Since 2011, with the closure of Claremont Custody Center, the City has faced some difficult challenges. However, our policies and budget planning have allowed us to successfully overcome those challenges and move forward into the future with a small General Fund budget surplus of expenses verses revenue under the leadership of the Council. While acknowledging our success is important, it is vital that the City remains true to its policies, goals and values that have allowed us to obtain fiscal health.

While we have experienced several personnel changes, we continue to work toward streamlining a number of operations to become a leaner, more efficient organization.

Each of our Department Heads participated and helped shape the Fiscal Year 2019-2020 Budget and I would like to thank them for their hard work and dedication to achieving a balanced budget.

I do believe that the City's greatest asset is its employees and we are a customer service organization at all levels. As your City Manager, I lead this City by the servant leadership approach and help all City employees embrace the ideal that we are an organization of people serving people.

Respectfully submitted,



Marissa Trejo
City Manager

Budget Resolution

RESOLUTION NO. 3902

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA
ADOPTING THE FINAL BUDGET OF THE CITY OF COALINGA FOR THE FISCAL
YEAR JULY 1, 2019 TO JUNE 30, 2020, PROVIDING FOR THE APPROPRIATION
AND EXPENDITURE OF ALL SUMS SET FORTH IN SAID FINAL BUDGET,
PROVIDING FOR THE TRANSFERS AND ADDITIONAL APPROPRIATIONS AND
REPEALING ALL RESOLUTIONS AND PARTS OF RESOLUTIONS IN CONFLICT
HEREWITH**

WHEREAS, the City Council of the City of Coalinga has submitted a Proposed Budget for the fiscal year July 1, 2019 through June 30, 2020; and

WHEREAS, after examination, deliberation and due consideration, the City Council of the City of Coalinga has approved the same with modifications; and

WHEREAS, it is the intention of the City Council to adopt the said budget as modified and amended by the City Council of the City of Coalinga as the Final Budget for the fiscal year 2019-2020.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF COALINGA AS FOLLOWS:**

1. That certain budget for the fiscal year July 1, 2019 through June 30, 2020, presently on file in the office of the Deputy City Clerk entitled, "CITY OF COALINGA - ANNUAL BUDGET - FISCAL YEAR 2019-20," which is hereby referred to and incorporated herein by reference as though fully set forth herein verbatim, is hereby adopted as modified and amended by the City Council of the City of Coalinga as the Final Annual Budget of the City of Coalinga for the fiscal year July 1, 2019 through June 30, 2020.

2. From and after the operative date of this resolution the several amounts stated in the Final Annual Budget hereinafter referred to as adopted expenditures shall become and thereafter be appropriated to the offices, departments, accounts, objects and purposes stated therein for the fiscal year to which said budget is to apply and said monies are hereby authorized to be expended for the purposes and objects specified in said budget.

3. All resolutions and parts of resolutions in conflict herewith, including, but not necessarily limited to, such resolutions or parts of resolutions relating to compensation, allowances or benefits as may be in conflict herewith, are hereby expressly repealed.

4. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Council of the City of Coalinga at its Regular Meeting on June 20, 2019 by the following vote:

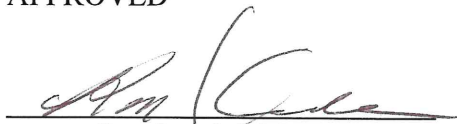
AYES: Ramsey, Stolz, Singleton, Lander

NOES: None

ABSTAIN: None

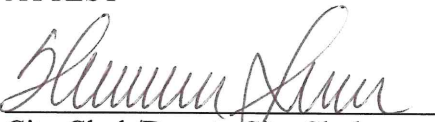
ABSENT: Adkisson

APPROVED

A handwritten signature in dark ink, appearing to read "Ron Lander", is written over a horizontal line.

Ron Lander, Mayor

ATTEST

A handwritten signature in dark ink, appearing to read "Sharon Lander", is written over a horizontal line.

City Clerk/Deputy City Clerk

RESOLUTION NO. PFA 19-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COALINGA PUBLIC FINANCING AUTHORITY ADOPTING THE FINAL BUDGET OF THE COALINGA PUBLIC FINANCING AUTHORITY FOR THE FISCAL YEAR JULY 1, 2019 TO JUNE 30, 2020, PROVIDING FOR THE APPROPRIATION AND EXPENDITURE OF ALL SUMS SET FORTH IN SAID FINAL BUDGET, PROVIDING FOR THE TRANSFERS AND ADDITIONAL APPROPRIATIONS AND REPEALING ALL RESOLUTIONS AND PARTS OF RESOLUTIONS IN CONFLICT HEREWITH

WHEREAS, the Board of Directors of the Coalinga Public Financing Authority has submitted to it a Proposed Budget for the fiscal year July 1, 2019 through June 30, 2020; and

WHEREAS, after examination, deliberation and due consideration, the Board of Directors of the Coalinga Public Financing Authority has approved the same with modifications; and

WHEREAS, it is the intention of the Board of Directors to adopt the said budget as modified and amended by the Board of Directors of the Coalinga Public Financing Authority as the Final Budget for the fiscal year 2019-2020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COALINGA PUBLIC FINANCING AUTHORITY AS FOLLOWS:

1. That the applicable portion of that certain budget for the fiscal year July 1, 2019 through June 30, 2020, presently on file in the office of the Deputy City Clerk entitled, "CITY OF COALINGA - ANNUAL BUDGET - FISCAL YEAR 2019-20," which is hereby referred to and incorporated herein by reference as though fully set forth herein verbatim, is hereby adopted as modified and amended by the Board of Directors of the Coalinga Public Financing Authority as the Final Annual Budget of the Coalinga Public Financing Authority for the fiscal year July 1, 2019 through June 30, 2020.

2. From and after the operative date of this resolution the several amounts stated in the Final Annual Budget hereinafter referred to as adopted expenditures shall become and thereafter be appropriated to the offices, departments, accounts, objects and purposes stated therein for the fiscal year to which said budget is to apply and said monies are hereby authorized to be expended for the purposes and objects specified in said budget.

3. All resolutions and parts of resolutions in conflict herewith, including, but not necessarily limited to, such resolutions or parts of resolutions relating to compensation, allowances or benefits as may be in conflict herewith, are hereby expressly repealed.

4. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Board of Directors of the Coalinga Public Financing Authority at its Regular Meeting on June 20, 2019, by the following vote:

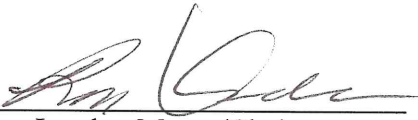
AYES: Ramsey, Stolz, Singleton, Lander

NOES: None

ABSTAIN: None

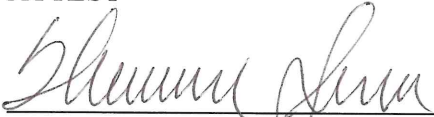
ABSENT: Adkisson

APPROVED



Ron Lander, Mayor/Chairman

ATTEST



City Clerk/Deputy City Clerk

RESOLUTION NO. SA-328

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF COALINGA ADOPTING THE FINAL BUDGET OF THE SUCCESSOR AGENCY FOR THE FISCAL YEAR JULY 1, 2019 TO JUNE 30, 2020, PROVIDING FOR THE APPROPRIATION AND EXPENDITURE OF ALL SUMS SET FORTH IN SAID FINAL BUDGET, PROVIDING FOR THE TRANSFERS AND ADDITIONAL APPROPRIATIONS AND REPEALING ALL RESOLUTIONS AND PARTS OF RESOLUTIONS IN CONFLICT HEREWITH

WHEREAS, the Board of Directors of the Successor Agency of the Former Redevelopment Agency of the City of Coalinga has submitted a Proposed Budget for the fiscal year July 1, 2019 through June 30, 2020; and

WHEREAS, after examination, deliberation and due consideration, the Board of Directors of the Successor Agency of the Former Redevelopment Agency of the City of Coalinga has approved the same with modifications; and

WHEREAS, it is the intention of the Board of Directors to adopt the said budget as modified and amended by the Board of Directors of the Successor Agency of the Former Redevelopment Agency of the City of Coalinga as the Final Budget for the fiscal year 2019-2020.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SUCCESSOR AGENCY OF THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF COALINGA AS FOLLOWS:

1. That the applicable part of that certain budget for the fiscal year July 1, 2019 through June 30, 2020, presently on file in the office of the Deputy City Clerk entitled, "CITY OF COALINGA - ANNUAL BUDGET - FISCAL YEAR 2019-20," which is hereby referred to and incorporated herein by reference as though fully set forth herein verbatim, is hereby adopted as modified and amended by the Board of Directors of the Successor Agency of the Former Redevelopment Agency of the City of Coalinga as the Final Annual Budget of the Successor Agency for the fiscal year July 1, 2019 through June 30, 2020.
2. From and after the operative date of this resolution the several amounts stated in the Final Annual Budget hereinafter referred to as adopted expenditures shall become and thereafter be appropriated to the offices, departments, accounts, objects and purposes stated therein for the fiscal year to which said budget is to apply and said monies are hereby authorized to be expended for the purposes and objects specified in said budget.
3. All resolutions and parts of resolutions in conflict herewith, including, but not necessarily limited to, such resolutions or parts of resolutions relating to compensation, allowances or benefits as may be in conflict herewith, are hereby expressly repealed.


Resolution No. SA-328

4. This resolution shall take effect immediately upon adoption.

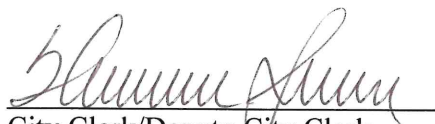
PASSED AND ADOPTED by the Board of Directors of the Successor Agency of the Former Redevelopment Agency of the City of Coalinga at its Regular Meeting on June 20, 2019, by the following vote:

AYES: Ramsey, Stolz, Singleton, Lander
NOES: None
ABSTAIN: None
ABSENT: Adkisson

APPROVED


Ron Lander, Mayor/Chairman

ATTEST


City Clerk/Deputy City Clerk

Resolution No. SA-328

RESOLUTION NO. 3903

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA
ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-2020**

WHEREAS, Article XIII B of the California Constitution requires cities to adopt annual appropriations limits; and

WHEREAS, Government Code Section 7910 requires each local government to establish its appropriation limit by resolution each year at a regularly scheduled meeting or a noticed special meeting; and

WHEREAS, the annual adjustment factors used in determining the appropriations limit requires a recorded vote of the City Council; and

WHEREAS, any challenge to the appropriations limit must be brought within 45 days of the effective date of this resolution.

NOW, THEREFORE, BE IT RESOLVED THAT the Appropriations Limit for the fiscal year 2019-2020 is hereby set at \$9,178,940 and that one copy of the Appropriations Limit Worksheet, attached hereto and made a part hereof, describes how the appropriations limit was computed.

BE IT FURTHER RESOLVED THAT the City of Coalinga has used the change in California's per capita personal income and the City of Coalinga's population growth as annual adjustment factors for determining the Appropriations Limit.

BE IT FURTHER RESOLVED THAT any challenges to said Appropriation Limit must be filed in writing with the City Manager by no later than 45 days after the adoption of this Resolution. If challenges are made, the matter shall be set for hearing before the City Council at its next regularly scheduled meeting.

This resolution shall take effect immediately upon adoption.

* * * * *

PASSED AND ADOPTED by the City Council of the City of Coalinga at its Regular Meeting on **June 20, 2019**, by the following vote:

AYES: Ramsey, Stolz, Singleton, Lander

NOES: None

ABSTAIN: None

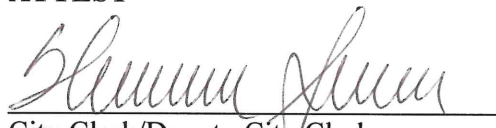
ABSENT: Adkisson

APPROVED



Ron Lander, Mayor

ATTEST



City Clerk/Deputy City Clerk

CITY OF COALINGA
APPROPRIATIONS LIMIT for FY 2019-2020

RESOURCES ***		***APPROPRIATIONS	
<u>PROCEEDS OF TAXES</u>		<u>SUBJECT TO LIMITATIONS</u>	
Property Taxes	409,200	4,533,200	General Fund
Ad Valorem Taxes (Public Safety)	393,000	445,134	Highway Users Tax-Streets
Sales Taxes	1,730,000		
Business License Fees	100,000		
Motor Vehicle In Lieu Fees	1,500,000		
Other Taxes	401,000		
Highway Users Tax	445,134		
Total Proceeds of Taxes	4,978,334	4,978,334	Total Appropriations Subject to Limitations
		\$9,178,940	Appropriations Limit for FY19

**FY 2020 Appropriation
Limit Calculation:**

FY19 Appropriation Limit	\$8,726,947	
x Population Factor	1.28%	City Population
= Increased Limit	\$8,838,652	
x Personal Income Factor	3.85%	
= FY20 Appropriation Limit	\$9,178,940	

Comparison

FY20 Appropriation Limit	\$9,178,940
FY20 Appropriations Subject to the Appropriations Limit	4,978,334
FY20 Appropriations under the Appropriations Limit	\$4,200,606

*Budgeted
Elected
Officials and
Staff*

Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Mayor	1	1	1	1	1	1	1	1
Mayor Pro-Tem	1	1	1	1	1	1	1	1
City Council	3	3	3	3	3	3	3	3
Treasurer	1	1	1	1	1	1	1	1
City Clerk	1	1	1	1	1	1	1	0
Total	7	7	7	7	7	7	7	6
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
City Manager	1	1	1	1	1	1	1	1
Assistant to City Manager/Dep City Clerk	1	1	1	1	1	1	1	0
Executive Assistant/Deputy City Clerk	0	0	0	0	0	0	0	0
Assistant to City Manager/City Clerk	0	0	0	0	0	0	0	1
Senior Administrative Analyst	1	1	1	1	1	1	1	1
Administrative Assistant	0	0	0	0	0	0	0	0
Custodian	2	1	1	1	1	0	0	0
Custodian (part-time)	0	0	0	0	1	0	0	0
Bus Driver	1	1	1	1	1	1	1	1
Lead Bus Driver	1	1	1	1	1	1	1	1
Relief Bus Driver	4	2	2	2	2	2	2	2
City Ambassador	0	0	0	0	0	1	10	10
Total	11	8	8	8	9	7	17	17
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Human Resources Director	1	1	1	1	0	0	0	0
Human Resources Manager	0	0	0	0	0	0	0	0
Human Resources Analyst	1	1	1	1	1	1	1	1
Human Resources Generalist	1	0	0	0	1	1	1	1
Human Resources Assistant	0	0	0	0	0	0	0	0
Human Resources Assistant (part-time)	0	0	0	1	0	0	0	0
Office Assistant (Confidential)	0	0	0	0	0	0	0	0
Committee for Employee Appeals	3	3	3	3	3	3	3	3
Committee for Employee Appeals (Alt)	2	2	2	2	2	2	2	2
Total	8	7	7	8	7	7	7	7
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Financial Services Director	1	1	1	1	1	1	1	1
Assistant Financial Services Director	1	0	0	0	0	0	0	0
Deputy Financial Services Manager	0	0	0	0	0	0	0	0
Finance Manager	1	1	1	1	0	0	0	0
Accounting Supervisor	0	0	0	0	0	0	0	0
Financial Services Supervisor	0	0	0	0	1	1	1	1
Junior Accountant/Accountant	0	0	0	0	0	0	1	1
Accounting Technician	1	0	0	0	1	1	0	1
Account Clerk III	1	1	1	0	0	0	0	1
Account Clerk II	0	0	0	1	1	1	1	2
Account Clerk I	3	3	3	3	3	3	3	0
Customer Service Representative	0	0	0	0	0	0	0	0
Account Clerk I- Part-time	0	0	0	0	0	0	0	0
Total	8	6	6	6	7	7	7	7

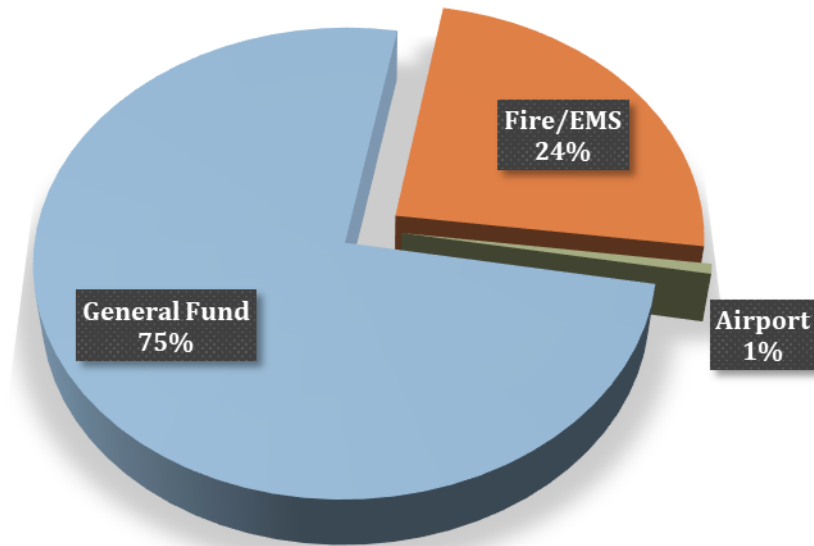
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Community Development Director	0	0	0	0	1	1	1	1
Asst Community Development Director	1	1	1	1	0	0	0	0
Community Development Coordinator	0	0	0	0	0	0	0	0
Associate Planner	0	0	0	0	0	0	0	0
Community Development Technician	0	0	0	0	0	0	0	0
Community Development Assistant	1	1	0	0	0	0	0	0
Office Assistant	0	0	0	0	0	0	0	0
Office Assistant (part-time)	0	0	1	1	0	0	0	0
Secretary	0	0	0	0	1	1	0	0
Certified Building Official	1	1	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	1	0	0	0
Senior Code Enforcement Officer	0	0	0	0	0	0	0	0
Planning Commissioner	5	5	5	5	5	5	5	5
Deputy Fire Marshall	0	0	0	0	0	0	0	0
Total	9	9	9	9	9	8	7	7
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Deputy Director RDO/Econ Dev Director	0	0	0	0	0	0	0	0
Economic Development Coordinator	0	1	0	0	1	1	0	0
Economic Development Assistant	1	0	0	0	0	0	0	0
Total	1	1	0	0	1	1	0	0
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Police Chief	1	1	1	1	1	1	1	1
Commander	0	0	0	0	0	0	1	0
Lieutenant	2	2	2	2	2	2	0	1
Sergeant	4	5	5	5	5	5	4	4
Detective	1	1	1	1	1	1	0	0
Corporal	3	2	2	2	2	2	2	2
School Resources Officer	0	0	0	0	0	2	2	2
Police Officer	10	10	10	10	11	11	5	7
Public Safety Dispatcher	7	7	7	7	7	5	4	4
Public Safety Dispatcher - Part-Time	0	0	0	0	0	2	4	4
Records Clerk	1	1	1	1	2	2	2	2
Property and Evidence Technician	1	1	1	1	1	0	0	0
Property and Evidence Technician (Reserve)	0	1	1	1	1	0	0	0
Secretary to Chief of Police	1	1	1	1	1	1	1	1
Animal Control/Com Services Officer	1	1	1	1	2	1	1	0
Animal Control/Com Services Officer (p/t)	1	1	1	1	1	1	0	0
Crossing Guard- Paid	3	3	3	3	3	0	0	0
Crossing Guard- Unpaid	1	1	1	1	1	0	0	0
Records Clerk- Volunteer	1	1	1	1	1	0	0	0
Reserve Sergeant- Paid	1	1	1	1	1	0	0	0
Reserve Police Officer- Paid	4	10	10	10	10	2	2	4
Reserve Police Officer- Unpaid	6	0	0	0	0	0	0	0
Citizen on Patrol- Volunteer	8	8	8	8	8	8	8	8
Total	57	58	58	58	61	46	37	40
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Fire Chief	1	1	1	1	1	1	1	1
Captain	3	3	3	3	3	3	3	3
Engineer	3	3	3	3	3	3	3	3
Firefighter/Paramedic	9	9	9	9	12	9	9	9
Firefighter/EMT	6	6	7	7	3	3	3	3

Administrative Assistant to the Fire Chief	0	0	0	0	0	0	0	0
Office Assistant	1	1	1	1	0	0	0	0
Office Assistant- Volunteer	1	1	1	1	1	0	0	0
Secretary	0	0	0	0	1	1	1	1
Reserve Firefighter/EMT/Paramedic	15	15	15	15	15	15	3	8
Total	39	39	40	40	39	35	23	28
Position	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Public Works & Utilities Director	0	0	0	0	1	1	1	1
Public Works Supervisor	0	0	0	0	0	0	1	1
Utilities Supervisor	0	0	0	0	0	0	1	1
Public Utilities Coordinator	0	0	0	0	0	0	1	1
Assistant Engineer	0	0	0	0	0	0	1	1
Secretary	0	0	0	0	1	1	1	1
Field Services Manager	1	1	1	1	1	1	0	0
Assistant Field Services Manager	2	2	2	2	2	2	1	0
Maintenance Worker III	1	1	1	1	3	3	3	3
Maintenance Worker I-II	6	6	6	6	4	7	7	7
Equipment Mechanic	2	2	2	2	2	1	1	1
Maintenance Worker I/Street Sweeper	1	1	1	1	1	1	1	1
Groundskeeper	4	4	3	3	3	0	0	0
Chief Plant Operator	1	1	1	1	1	1	0	1
Operations Superintendent	1	1	0	0	1	0	0	0
Water Operator/Analyst	1	1	1	1	0	0	0	0
Water Operator Grade III	0	0	2	2	1	1	1	1
Water Operator Grade I-II	3	3	3	3	4	6	6	7
Water Operator Apprentice	0	0	0	0	0	0	0	0
Water Operator Apprentice (part-time)	0	2	2	2	2	2	2	0
Maintenance Worker I- Water Plant	1	0	0	0	0	0	0	0
Total	24	25	25	25	27	27	28	27
	FY 2013							
Position	(Partial)	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Director	1	0	0	0	0	0	0	0
Assistant Director	1	0	0	0	0	0	0	0
Correctional Lieutenant	4	0	0	0	0	0	0	0
Correctional Sergeant	5	0	0	0	0	0	0	0
Correctional Corporal	0	0	0	0	0	0	0	0
Correctional Officer	60	0	0	0	0	0	0	0
Canteen Manager	1	0	0	0	0	0	0	0
Administrative Secretary	1	0	0	0	0	0	0	0
Account Clerk I	3	0	0	0	0	0	0	0
Food Service Manager	1	0	0	0	0	0	0	0
Cook Supervisor	4	0	0	0	0	0	0	0
Registered Nurse	1	0	0	0	0	0	0	0
Licensed Vocational Nurse	3	0	0	0	0	0	0	0
Maintenance Supervisor	2	0	0	0	0	0	0	0
Correctional Officer- On-call	10	0	0	0	0	0	0	0
Licensed Vocational Nurse- Part-time	1.5	0	0	0	0	0	0	0
Total	98.5	0	0	0	0	0	0	0
	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
<i>Total Number of City Employees</i>	262.5	160	160	161	166	144	133	139

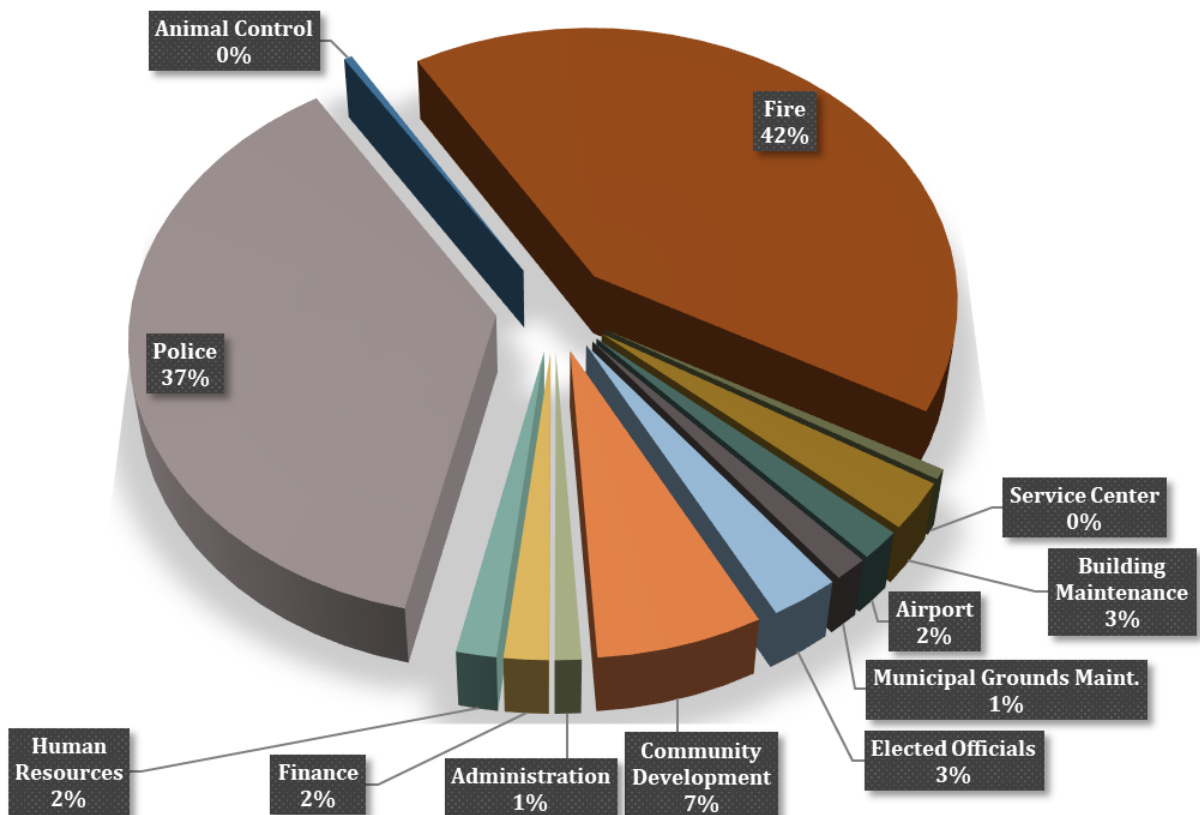
City of Coalinga

Fiscal Year 2019-2020 Adopted Budget

General Fund Revenues



General Fund Expenses



**City of Coalinga
General Fund
Revenue and Expense**

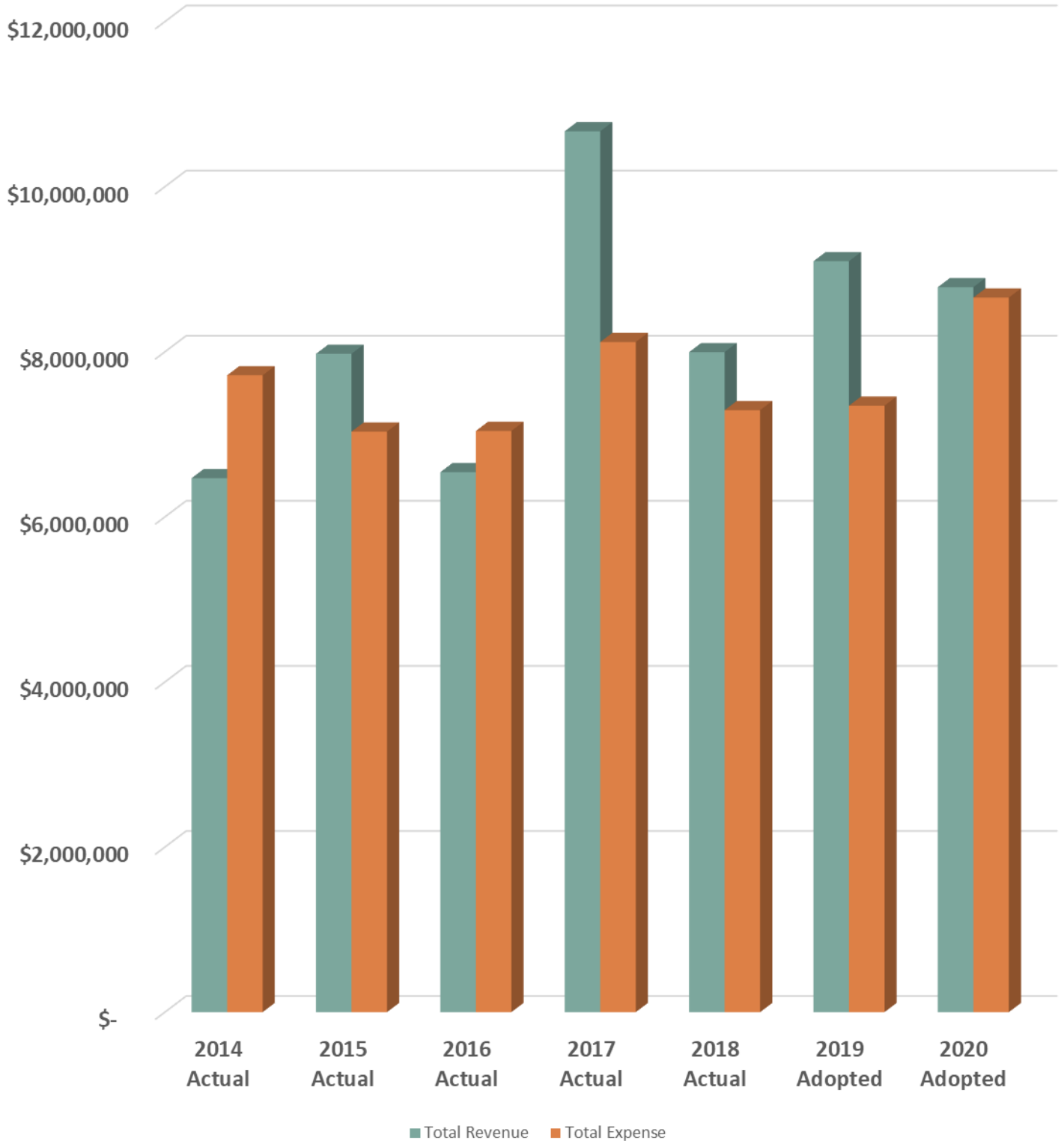
FY 2019-2020 Adopted Budget

Fiscal Years:	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	686,945	(697,315)	(36,837)	(1,208,626)	(1,551,596)	(1,551,596)	(848,666)	481,098
Revenue:								
General	4,699,923	6,033,650	5,025,679	9,381,523	5,475,336	6,206,323	7,348,100	6,590,714
Fire/EMS	1,666,570	1,871,867	1,431,496	1,199,476	2,465,100	1,704,192	1,646,100	2,133,100
Airport	102,555	69,569	84,246	90,604	102,850	84,974	102,850	59,250
TOTAL REVENUE:	6,469,048	7,975,086	6,541,421	10,671,603	8,043,286	7,995,489	9,097,050	8,783,064
Expense:								
Elected Officials	206,063	250,176	413,349	449,855	226,670	343,244	308,273	242,030
Community Development	321,946	276,812	317,657	428,936	447,036	351,520	426,359	583,708
Administration	220,847	76,481	68,685	127,960	139,539	91,838	88,634	92,414
Finance	137,486	142,651	222,684	175,509	170,417	122,205	173,135	155,283
Human Resources	219,751	153,458	112,500	107,744	140,452	117,599	127,951	140,742
Police	3,124,602	2,909,068	2,969,102	3,419,918	3,183,127	3,178,511	2,741,933	3,246,688
Animal Control	-	-	-	-	152,099	122,231	125,397	35,100
Fire	2,820,014	2,674,991	2,405,794	2,794,476	3,601,500	2,530,225	2,867,150	3,602,985
Service Center	159,291	156,790	159,407	165,066	111,888	91,744	50,998	51,861
Building Maintenance	150,636	127,655	141,381	201,137	190,955	191,321	198,715	241,295
Airport	217,477	125,659	80,648	111,461	121,156	54,436	123,683	147,204
Municipal Grounds Maint.	137,176	138,970	150,118	135,851	116,157	97,685	115,058	117,232
Sub Total	7,715,289	7,032,711	7,041,325	8,117,913	8,600,996	7,292,559	7,347,286	8,656,542
Prior Period Adjustments		241,000	671,885	-				
Enterprise Fund Allocations								
Cannabis Revenue Shortfall							(420,000)	
CCF Operations/Maintenance	138,018	40,897	-	2,896,660	-	-	-	-
TOTAL EXPENSE:	7,853,308	7,314,608	7,713,210	11,014,573	8,600,996	7,292,559	7,767,286	8,656,542
Ending Fund Balance	(697,315)	(36,837)	(1,208,626)	(1,551,596)	(2,109,306)	(848,666)	481,098	607,620
Variance: Revenue vs Expense	(1,384,260)	660,478	(1,171,789)	(342,970)	(557,710)	702,930	1,329,764	126,522

CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

General Fund Revenues and Expenses



**City of Coalinga
General Fund
Revenue and Expense**

FY 2019-2020 Adopted Budget

FY Percentage Change	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Adopted	FY 2018 Actual	FY 2019 Adopted	FY 2020 Adopted
Revenue:							
					actual vs. adopted		
General	28.4%	-16.7%	86.7%	-41.6%	13.4%	18.4%	-10.3%
Fire/EMS	12.3%	-23.5%	-16.2%	105.5%	-30.9%	-3.4%	29.6%
Airport	-32.2%	21.1%	7.5%	13.5%	-17.4%	21.0%	-42.4%
Total Revenue Percent Change:	23.3%	-18.0%	63.1%	-24.6%	-0.6%	13.8%	-3.5%
Expense:							
Elected Officials	21.4%	65.2%	8.8%	-49.6%	51.4%	-10.2%	-21.5%
Community Development	-14.0%	14.8%	35.0%	4.2%	-21.4%	21.3%	36.9%
Administration	-65.4%	-10.2%	86.3%	9.0%	-34.2%	-3.5%	4.3%
Finance	3.8%	56.1%	-21.2%	-2.9%	-28.3%	41.7%	-10.3%
Human Resources	-30.2%	-26.7%	-4.2%	30.4%	-16.3%	8.8%	10.0%
Police	-6.9%	2.1%	15.2%	-6.9%	-0.1%	-13.7%	18.4%
Animal Control					-19.6%	2.6%	-72.0%
Fire	-5.1%	-10.1%	16.2%	28.9%	-29.7%	13.3%	25.7%
Service Center	-1.6%	1.7%	3.6%	-32.2%	-18.0%	-44.4%	1.7%
Building Maintenance	-15.3%	10.8%	42.3%	-5.1%	0.2%	3.9%	21.4%
Airport	-42.2%	-35.8%	38.2%	8.7%	-55.1%	127.2%	19.0%
Municipal Grounds Maint.	1.3%	8.0%	-9.5%	-14.5%	-15.9%	17.8%	1.9%
Total Expense Percent Change:	-6.9%	5.4%	42.8%	6.0%	-15.2%	-14.6%	17.8%



General Fund

FUND 101

FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (unaudited)	2019 Adopted	2020 Adopted
GENERAL FUND REVENUES									
101-400-40010	Current Year Secured	297,019	305,612	324,451	328,631	325,000	336,111	325,000	330,000
101-400-40020	Prior Year Secured	2,789	9,890	1,606	-	10,000	5,427	-	-
101-400-40030	Supplemental Secured	19,109	18,983	14,213	15,861	20,000	25,569	20,000	25,000
101-400-40040	Current Year Unsecured	44,344	42,117	46,304	47,112	47,000	48,864	47,000	47,000
101-400-40050	Prior Year Unsecured	3,774	4,794	1,690	4,505	5,000	2,671	5,000	5,000
101-400-40060	Supplemental Unsecured	142	197	143	146	1,000	366	200	200
101-400-40070	Penalties & Interest	1,063	6,293	1,193	2,012	1,500	1,778	2,000	2,000
101-400-40080	Public Safety Pension	336,292	362,520	353,500	388,710	350,000	396,471	390,000	390,000
101-400-40090	Supplement Public Safety Pens.	1,023	3,842	3,272	2,292	3,000	5,680	3,000	3,000
101-400-40120	Property Tax in Lieu of VLF	1,337,964	1,384,359	1,431,028	1,485,193	1,430,000	1,547,483	1,500,000	1,500,000
101-400-40130	Triple Flip Property Tax	149,776	138,871	251,978	-	-	-	-	-
101-400-40140	RDA PassThru/Residual Distrib.	173,104	204,555	62,618	734,920	200,000	730,494	200,000	200,000
101-400-41010	Sales & Use Tax	605,295	725,999	732,436	748,856	748,000	792,327	748,000	800,000
101-400-41011	Measure J 1% Transaction Tax	-	-	-	-	-	-	-	900,000
101-400-41020	Public Safety Sales Tax	29,563	27,476	35,329	32,833	30,000	34,613	30,000	30,000
101-400-41030	Airplane Apportionment	2,653	2,761	2,691	2,580	2,700	3,341	2,700	2,700
101-400-41040	PG & E Franchise	50,609	62,821	60,635	64,993	60,000	76,011	65,000	75,000
101-400-41050	Coalinga CATV Franchise	20,195	17,470	9,315	-	-	-	-	-
101-400-41060	Transient Occupancy Tax	27,885	27,116	19,288	20,238	25,000	17,211	20,000	20,000
101-400-41070	Real Property Transfers	14,609	14,915	13,441	22,474	12,000	36,611	22,000	36,000
101-400-41080	Mid Valley Franchise Fees	249,497	228,961	241,513	257,511	265,000	269,133	260,000	270,000
101-400-42010	Business Licenses	122,056	117,173	98,115	102,856	120,000	108,856	120,000	100,000
101-400-42030	Animal Licenses	363	606	795	1,312	800	1,519	900	1,000
101-400-42040	Bicycle Licenses	-	36	35	5	50	5	50	10
101-400-42050	Building Permits	74,761	68,629	43,570	71,627	57,500	249,996	100,000	75,000
101-400-42060	Electrical Permits	5,534	7,708	2,499	1,218	-	1,679	-	-
101-400-42070	Plumbing Permits	14,528	11,553	2,325	580	-	332	-	-
101-400-42080	Mechanical Permits	4,407	6,660	1,491	498	-	337	-	-
101-400-42110	Local Gun Permits	4,001	4,086	1,707	3,454	4,000	4,331	3,500	4,000
101-400-42120	Encroachment Permits	325	375	375	325	500	1,894	1,000	1,000
101-400-42130	Residential Solar Permit Fees	2,840	7,109	13,800	10,965	10,000	16,639	10,000	8,000
101-400-42170	Cannabis Application Fees	-	-	-	94,800	45,000	67,818	12,000	6,000
101-400-42180	Cannabis Regulatory Permit Renewal	-	-	-	2,400	4,000	-	2,292	3,500
101-400-42190	Cannabis Revenue Raising Fee	-	-	-	83,139	433,000	169,859	1,003,425	755,818
101-400-42200	Cannabis Regulatory Licensing Fee	-	-	-	70,092	222,000	93,384	265,752	508,236
101-400-43010	Vehicle Code Fines	22,737	23,547	22,954	19,793	23,000	16,783	20,000	20,000
101-400-43020	Other Court Fines	1,419	306	285	314	1,000	322	500	500
101-400-44010	Interest Earned	148	536	15,689	5,863	500	3,020	4,000	3,000
101-400-44020	Land Rentals	34,482	35,298	27,562	44,365	45,000	67,060	55,000	65,000
101-400-44060	Pride Sign Rentals	-	-	-	-	-	977	1,000	1,000
101-400-45010	Motor Vehicle In Lieu Fees	8,107	7,831	6,669	8,103	10,000	9,521	12,000	9,500
101-400-45060	Homeowners Property Tax Relief	11,743	11,217	10,791	10,406	10,000	10,115	10,000	10,000
101-400-45211	P.O.S.T. Reimbursement	11,195	16,336	7,342	2,983	-	13,406	-	5,000
101-400-45250	ABC Grant	-	-	-	-	-	-	-	-
101-400-45371	Abandoned Veh. Abatement Pgm.	30,132	-	7,427	-	-	-	-	-
101-400-46020	Planning & Dev.Fees	9,775	15,286	17,902	195,334	25,000	50,795	35,000	45,000
101-400-46030	Planning Non-reimbursable Fees	1,000	-	-	-	-	-	-	-
101-400-46040	Plan Checking Fees	18,777	64,344	29,571	34,511	30,000	116,543	40,000	40,000
101-400-46050	Vacant Building Registration	4,050	4,800	2,250	2,550	2,000	1,800	2,000	2,000
101-400-46060	Yard Sale Permit	350	675	538	350	400	66	-	-
101-400-46070	Code Enforcement Citation Misc	815	100	550	3,450	1,000	400	-	-
101-400-46080	Weed & Lot Cleaning Fees	-	1,464	799	-	-	-	-	-
101-400-46090	Misc. Public Works Receipts	300	-	-	-	100	-	100	-
101-400-46120	Police Service Reimbursements	2,768	17,623	68,547	151,144	10,000	-	10,000	-
101-400-46130	Accident Report Fees	2,114	2,136	2,657	2,579	2,000	2,990	2,000	2,000
101-400-46140	Fingerprint Fees	10,378	9,740	12,738	12,240	16,000	9,201	10,000	10,000
101-400-46160	Miscellaneous Police Receipts	13,127	17,787	13,428	11,184	14,500	3,884	10,000	5,000
101-400-46170	Animal Shelter Fees	618	1,370	1,542	1,612	1,500	2,948	2,000	2,000
101-400-46200	Court Order Restitution	-	-	-	-	-	-	-	-

FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
101-400-46210	Building Inspection Services	-	-	-	-	-	-	-	-
101-400-46220	CHUSD Resource Officer Program	-	-	-	46,720	94,000	93,440	94,000	94,000
101-400-46230	WHCC Resource Officer Program	-	-	-	43,250	86,500	86,900	86,500	86,500
101-400-46240	Dispatch Contract Fee	-	-	-	-	-	-	50,000	86,000
101-400-46250	Prop 40 Park Grant-Reimburse	-	27,106	-	-	-	-	-	-
101-400-46270	Claremont Custody Service Fee	-	-	-	-	-	-	-	-
101-400-46410	Claremont Allocation	-	-	-	-	-	-	-	-
101-400-46420	Water Enterprise Fund	235,260	235,260	208,257	9,108	235,260	-	-	-
101-400-46430	Natural Gas Enterprise Fund	144,534	144,534	93,909	1,700	144,534	-	-	-
101-400-46440	Sewer Enterprise Fund	235,960	235,960	79,158	3,773	235,960	-	-	-
101-400-46450	Sanitation Enterprise Fund	20,037	20,037	16,596	2,544	20,037	-	-	-
101-400-46470	RDA-Successor Agency AdmnAllow	68,983	113,345	56,873	26,901	19,995	-	14,431	-
101-400-46670	Mattress Recycling Program	-	-	-	-	-	15	50	50
101-400-46530	Police Service Fees to Gas Fund	-	326,000	-	-	-	-	-	-
101-400-46580	ICMA 401 Forfeiture	(697,315)	-	-	-	-	-	-	-
101-400-46660	General CIP Fund 140	904,498	-	300,000	-	-	-	1,700,000	-
101-400-48000	Property Sale-DOF Final Review	-	283,676	-	-	-	-	-	-
101-400-48011	Sale City Property (EDA Bldgs)	-	333,340	216,795	-	-	-	-	-
101-400-48020	Sale of City Property	-	70,256	-	4,087,150	-	632,167	-	-
101-400-4810	Proceeds from Capital Leases	-	141,870	-	-	-	-	-	-
101-400-48101	HOME Grant-Administrative Svc	-	-	5,934	22,025	5,000	7,191	-	-
101-400-48160	Miscellaneous Revenues	8,413	47,606	27,560	25,919	10,000	4,082	30,000	5,000
101-400-48190	Donations	-	-	-	3,500	-	120	100	100
101-400-48200	Administrative Fees	-	-	-	14	-	25,487	400	400
101-400-48220	Special Events Revenue	-	-	-	-	-	280	200	200
101-400-46300	Service Center Allocation	-	10,780	-	-	-	-	-	-
Sub-Total		4,699,923	6,033,650	5,025,679	9,381,523	5,475,336	6,206,323	7,348,100	6,590,714
101-416-56010	OES-Forestry & Fire Protection	-	-	36,735	13,843	-	143,956	-	-
101-416-56020	OES-Response Reimbursement	221,791	257,376	-	14,028	-	3,197	-	-
101-416-56030	Fire-Homeland Security Grant	-	-	-	-	-	-	-	-
101-416-56040	Fire Department Fees	8,293	21,435	15,112	18,222	15,000	23,586	16,000	16,000
101-416-56510	Ambulance Receipts	1,385,821	1,338,342	1,326,427	1,073,709	1,550,000	1,473,718	1,550,000	1,550,000
101-416-56520	Fire/Amb Report Copy Reimb.	120	60	278	120	100	70	100	100
101-416-56530	Ambulance Contract-Fresno Co.	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000
101-416-56540	Collections - Outsource Group	5,545	2,305	7,944	3,952	5,000	9,811	5,000	5,000
101-416-56560	GEMT Medicare Reimbursement	-	57,339	-	30,602	50,000	4,854	30,000	30,000
101-416-56570	GEMT-Retro Reimbursement	-	150,009	-	-	-	-	-	-
101-416-56580	IGT Funds (Personnel Cost)	-	-	-	-	800,000	-	-	487,000
Sub-Total		1,666,570	1,871,867	1,431,496	1,199,476	2,465,100	1,704,192	1,646,100	2,133,100
101-435-48160	Miscellaneous Revenue	15,233	9,015	15,580	16,535	15,000	13,807	15,000	15,000
101-435-55020	Airport Building Lease	3,600	3,600	3,600	3,000	3,600	1,900	3,600	-
101-435-55040	Airport Fuel Sales	56,385	28,425	18,677	19,659	50,000	22,414	50,000	20,000
101-435-55050	Airport Hangar Leases	26,972	27,849	25,884	25,185	24,000	24,533	24,000	24,000
101-435-55060	Airport Tie Down Rentals	365	675	505	725	150	720	150	150
101-435-55070	Airport Overnight Parking Fee	-	5	-	100	100	-	100	100
101-435-55090	Federal Aviation Admn Grant	-	-	-	5,400	-	21,600	-	-
101-435-55100	State Airport Grant	-	-	20,000	20,000	10,000	-	10,000	-
Sub-Total		102,555	69,569	84,246	90,604	102,850	84,974	102,850	59,250
GENERAL FUND REVENUE TOTAL:		6,469,048	7,975,086	6,541,421	10,671,603	8,043,286	7,995,489	9,097,050	8,783,064



City Council

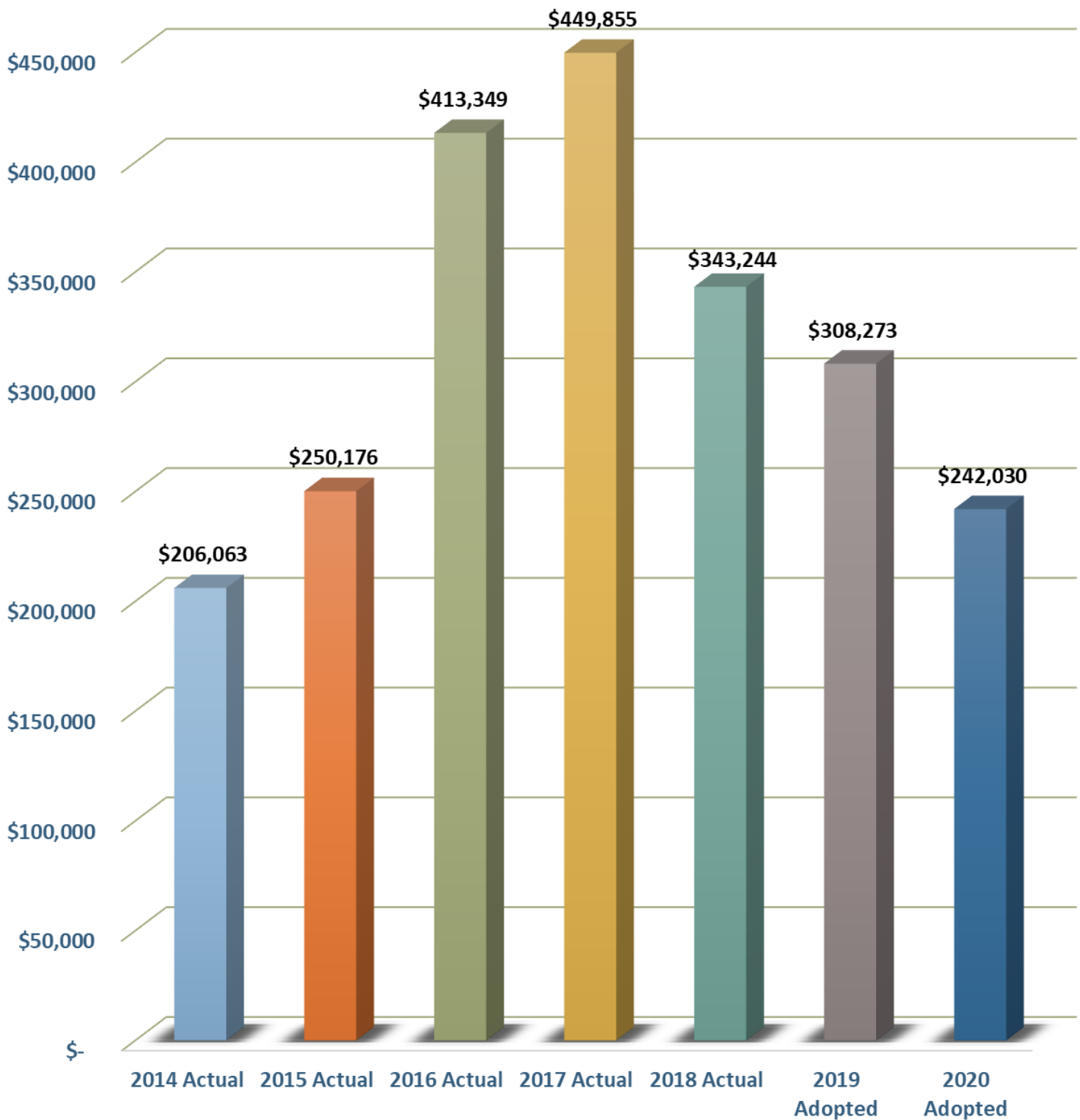
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Elected Officials Expenses



FY 2019-2020 Adopted Budget

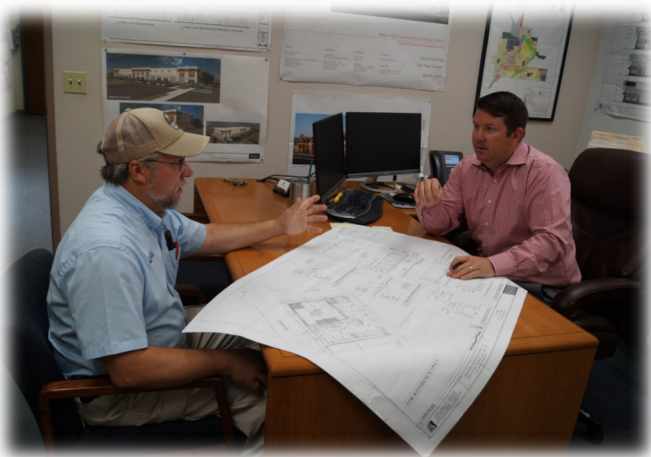
General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
GENERAL FUND EXPENSES									
Elected Officials									
101-401-60010	Salaries Regular	584	90	6,058	8,398	-	(415)	-	-
101-401-60020	Salaries Part Time	28,007	26,856	35,193	24,903	31,200	25,754	28,275	23,850
101-401-62000	Retirement CALPERS	60	-	412	627	-	-	-	-
101-401-62020	Medical/Life Insurance	54,041	50,696	41,907	40,982	42,568	37,819	41,532	30,103
101-401-62030	Social Security FICA	1,419	1,313	2,250	1,779	1,934	1,400	1,753	1,479
101-401-62040	Medicare Insurance	332	307	527	417	452	328	410	346
101-401-62050	Disability Income Insurance	-	48	91	69	-	58	-	-
101-401-62060	Deferred Comp - 457 Retirement	13	-	25	35	-	-	-	-
101-401-62070	Workers Comp. Insurance	2,330	497	1,033	1,689	1,841	1,053	3,393	2,862
101-401-62200	Retirement CalPERS UL	-	-	-	-	-	-	-	-
101-401-62210	Unemployment Claims	-	-	-	-	-	-	-	-
Personnel Cost:		86,787	79,806	87,496	78,899	77,995	65,997	75,363	58,640
101-401-70010	Office Supplies	1,214	1,170	1,445	4,756	1,700	2,048	2,000	2,000
101-401-70030	Postage & Freight Out	36	99	75	127	100	28	100	100
101-401-70040	Printing & Binding	68	115	-	282	575	31	500	500
101-401-70070	Video Equipment & Supplies	-	-	500	275	500	50	500	3,000
101-401-70200	Council Audio/Video Supply	-	94	200	34	200	145	160	2,660
101-401-70440	Miscellaneous Supplies	-	-	-	-	-	-	-	-
101-401-76010	General Advertising	-	-	-	219	-	(36)	-	-
101-401-84010	Office Equip Repairs & Maint	-	-	-	170	300	619	400	480
101-401-86010	Training, Travel, & Conference	1,976	2,549	5,804	5,425	6,000	10,229	31,000	20,800
101-401-86030	Subs., Dues, & Publications	6,312	11,107	6,340	3,128	5,000	11,224	4,600	15,000
101-401-88010	City Attorney Fees	86,666	138,817	301,166	297,572	125,000	175,431	125,000	125,000
101-401-88020	Outside Attorney Fees	-	2,500	-	-	-	547	-	-
101-401-88040	Computer Programming/Consult.	-	-	-	-	-	908	4,500	4,500
101-401-88100	Professional Services	4,950	6,334	6,633	54,892	7,200	7,259	7,000	7,200
101-401-88210	Centennial 2006 Celebration	-	-	-	-	-	-	-	-
101-401-88220	Special Events Expense	-	-	-	-	-	718	-	-
101-401-90010	Liability & Property Insurance	1,943	575	885	1,751	1,800	1,632	2,000	2,000
101-401-90050	Public Event Insurance	-	-	-	-	-	-	-	-
101-401-92060	Election Expense	-	5,804	-	-	-	66,353	55,000	-
101-401-92081	Fireworks Display	14,865	-	-	-	-	-	-	-
101-401-92090	Taxes, Licenses, & Fees	-	-	-	-	-	61	-	-
101-401-92110	Employee Christmas Party	-	-	-	-	-	-	-	-
101-401-98030	Office Furniture & Equipment	1,247	1,206	2,805	2,325	300	-	150	150
O & M Cost:		119,277	170,370	325,853	370,956	148,675	277,247	232,910	183,390
401 TOTAL:		206,063	250,176	413,349	449,855	226,670	343,244	308,273	242,030



Community Development

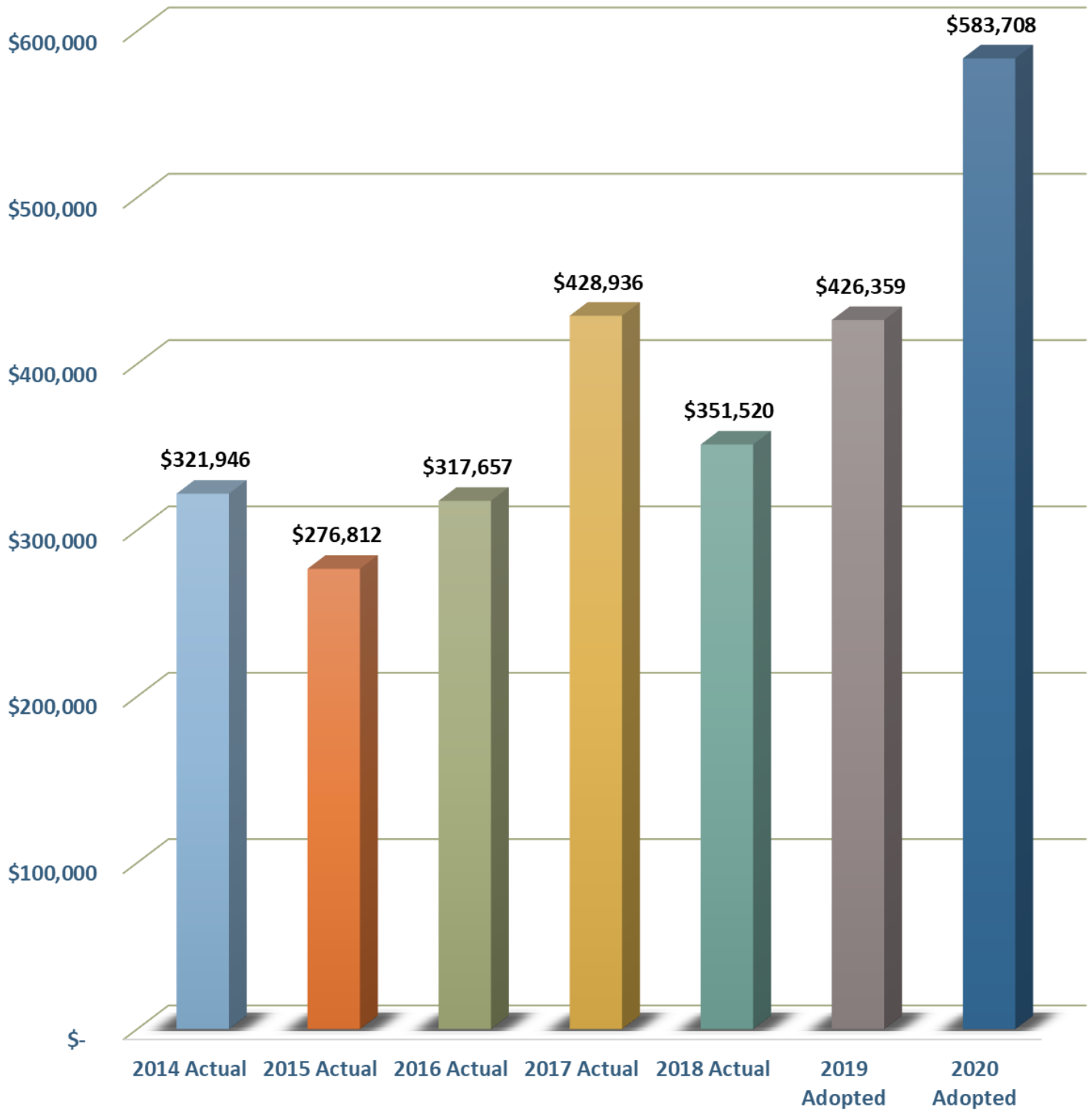
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Community Development Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Community Development									
(Merged prior divisions: Code Enforcement & Building Inspection)									
101-404-60010	Salaries Regular	189,013	148,268	143,100	183,152	173,629	163,438	148,009	163,836
101-404-60020	Salaries Part Time	9,353	12,581	6,380	4,636	-	5,046	-	-
101-404-6003	Overtime	-	-	-	-	100	-	-	-
101-404-60050	Salaries Cash Out	1,325	2,180	863	525	2,000	3,903	2,500	2,500
101-404-62000	Retirement CALPERS	14,520	11,769	12,507	16,317	14,049	12,800	13,161	15,859
101-404-62020	Medical/Life Insurance	35,169	29,950	27,904	37,498	31,561	22,024	24,365	21,264
101-404-62030	Social Security FICA	11,957	9,640	8,942	11,482	10,765	10,819	9,177	10,158
101-404-62040	Medicare Insurance	2,796	2,255	2,091	2,686	2,518	2,530	2,146	2,376
101-404-62050	Disability Income Insurance	-	169	313	291	-	520	-	-
101-404-62060	Deferred Comp - 457 Retirement	3,382	1,580	3,297	5,564	2,604	6,802	4,440	7,373
101-404-62070	Workers Comp. Insurance	16,076	6,179	26,650	9,240	10,244	6,046	17,761	19,660
101-404-62200	Retirement CalPERS UL	-	-	-	-	-	-	370	1,344
101-404-62210	Unemployment Claims	-	-	-	-	1,736	-	1,480	1,638
Personnel Cost:		283,592	224,572	232,047	271,391	249,206	233,928	223,409	246,008
101-404-70010	Office Supplies	2,589	2,912	3,054	2,653	1,500	839	1,250	1,250
101-404-70030	Postage & Freight Out	1,384	2,672	1,064	3,240	2,500	56	1,000	1,000
101-404-70040	Printing & Binding	-	174	188	78	150	145	150	200
101-404-70060	Small Tools & Equipment	364	-	496	97	200	-	200	200
101-404-70100	Uniforms	398	394	379	-	1,000	419	550	550
101-404-70160	Gasoline & Diesel	2,639	2,307	1,970	2,159	2,100	784	1,100	1,000
101-404-70201	Planning Audio/Video Supply	-	-	-	-	100	-	-	-
101-404-72030	Telephone	1,169	1,125	1,614	1,521	1,400	708	700	1,500
101-404-84010	Office Equip Repairs & Maint	-	-	751	2,159	2,400	1,391	2,000	2,000
101-404-84060	Vehicle Repairs/Maintenance	519	1,026	2,716	60	1,800	1,014	1,500	1,500
101-404-86010	Training, Travel, & Conference	428	169	907	2,044	3,000	427	3,000	5,000
101-404-86030	Subs., Dues, & Publications	8,427	6,778	4,208	6,406	5,000	4,510	5,000	6,500
101-404-86500	Planning-Reimbursable Fees	3,089	5,803	17,415	85,273	20,000	36,509	20,000	30,000
101-404-86510	Planning Dept Non-reimbursable	-	-	-	-	-	-	-	-
101-404-88040	Computer Programming/Consult.	680	362	-	5,144	1,680	4,453	2,500	3,000
101-404-88090	General Engineering	-	-	794	420	2,000	548	2,000	2,000
101-404-88100	Professional Services	1,995	3,903	19,948	4,340	5,000	1,995	6,000	6,000
101-404-88120	Reimbursable Plan Check Fee	1,099	10,985	13,683	1,109	5,000	6,924	5,000	5,000
101-404-88160	Housing Element	76	10,540	10,440	-	-	-	-	-
101-404-88180	Cannabis Professional Services	-	-	-	30,844	140,000	47,619	140,000	260,000
101-404-90010	Liability & Property Insurance	13,387	3,026	5,779	9,642	2,000	9,190	10,000	10,000
101-404-92080	Miscellaneous Expense	113	66	204	356	1,000	-	1,000	1,000
101-404-98030	Office Furniture & Equipment	-	-	-	-	-	-	-	-
101-404-98090	Taxes, Licenses, & Fees	-	-	-	-	-	61	-	-
O & M Cost:		38,354	52,241	85,610	157,545	197,830	117,592	202,950	337,700
404 TOTAL:		321,946	276,812	317,657	428,936	447,036	351,520	426,359	583,708



Administrative Services

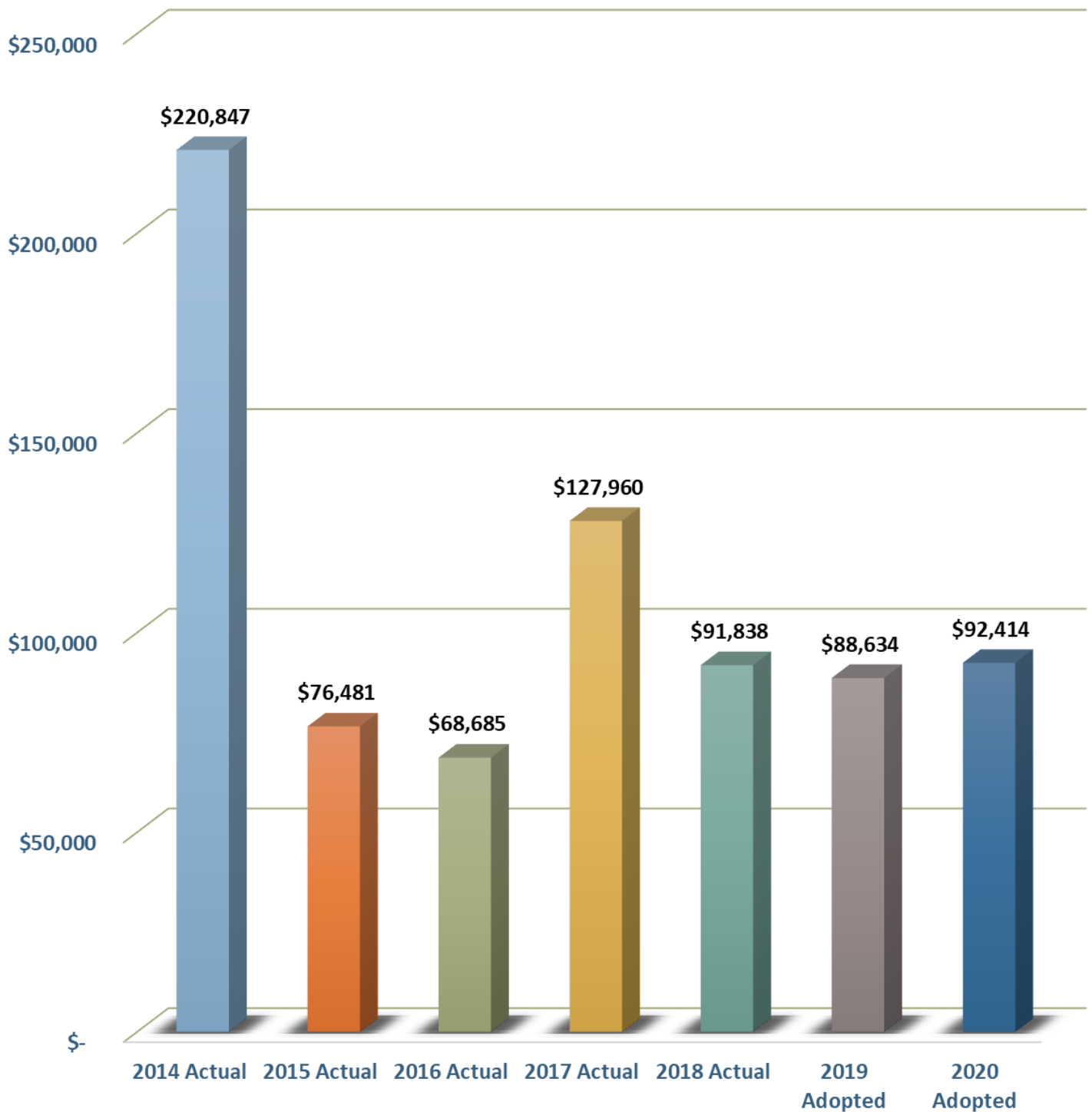
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Administrative Services Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Administrative Services									
101-405-60010	Salaries Regular	142,943	22,353	18,019	40,539	67,457	49,312	31,849	34,006
101-405-60020	Salaries Part Time	893	2,489	1,286	-	-	-	-	-
101-405-60050	Salaries Cash Outs	-	103	162	515	675	956	675	340
101-405-62000	Retirement CALPERS	5,205	1,825	1,405	3,411	5,679	3,807	2,832	3,292
101-405-62020	Medical/Life Insurance	7,613	3,797	3,009	7,593	12,022	10,351	6,747	7,125
101-405-62030	Social Security FICA	7,072	1,451	639	2,250	4,182	2,815	1,975	2,108
101-405-62040	Medicare Insurance	1,654	339	150	552	978	711	462	493
101-405-62050	Disability Income Insurance	272	80	-	75	100	160	100	100
101-405-62060	Deferred Comp - 457 Retirement	91	134	276	1,131	2,024	1,849	1,274	1,360
101-405-62070	Workers Comp. Insurance	5,251	(255)	557	1,131	3,980	2,298	3,822	4,081
101-405-62200	Retirement CalPERS UL	-	-	-	-	-	-	80	269
101-405-82050	Car Allowance	-	-	-	-	-	-	-	-
101-405-62210	Unemployment Claims	-	-	60	-	675	-	318	340
Personnel Cost:		170,994	32,316	25,563	57,197	97,772	72,259	50,134	53,514
101-405-70010	Office Supplies	1,715	1,616	1,724	2,393	2,100	1,063	2,000	2,000
101-405-70030	Postage & Freight Out	143	398	115	226	105	523	200	200
101-405-70030	Printing & Binding	34	-	43	107	112	2	100	100
101-405-70160	Gasoline & Diesel	1,607	1,335	856	1,554	1,200	777	1,000	1,000
101-405-7020	Council Audio/Video Supply	-	-	-	-	200	-	-	-
101-405-70440	Miscellaneous Supplies	-	-	-	-	-	-	-	-
101-405-76010	General Advertising	-	-	-	11,412	10,000	48	5,000	5,000
101-405-84010	Office Equip Repairs & Maint	76	-	-	952	600	503	600	1,000
101-405-84060	Vehicle Parts, Repairs & Maint	662	256	834	40	250	750	800	800
101-405-86010	Training, Travel, & Conference	1,124	942	33	4,064	4,200	3,360	7,700	7,700
101-405-86030	Subs., Dues, & Publications	12,332	11,397	10,637	18,790	16,000	7,854	12,000	12,000
101-405-88020	Outside Attorney Fees	-	-	-	-	-	593	-	-
101-405-88040	Computer Programming/Consult.	26,329	26,751	27,084	27,328	5,200	72	5,000	5,000
101-405-88100	Professional Services	-	100	32	1	-	410	-	-
101-405-90010	Liability & Property Insurance	4,458	(37)	558	1,571	1,300	3,563	3,600	3,600
101-405-90040	Claims & Judgments	-	-	-	-	-	-	-	-
101-405-92080	Miscellaneous Expense	125	-	-	-	-	-	-	-
101-405-92091	Settlement Agreement	-	-	-	-	-	61	-	-
101-405-98030	Office Furniture & Equipment	1,247	1,407	1,206	2,325	500	-	500	500
O & M Cost:		49,852	44,165	43,122	70,763	41,767	19,579	38,500	38,900
405 TOTAL:		220,847	76,481	68,685	127,960	139,539	91,838	88,634	92,414



Finance Department

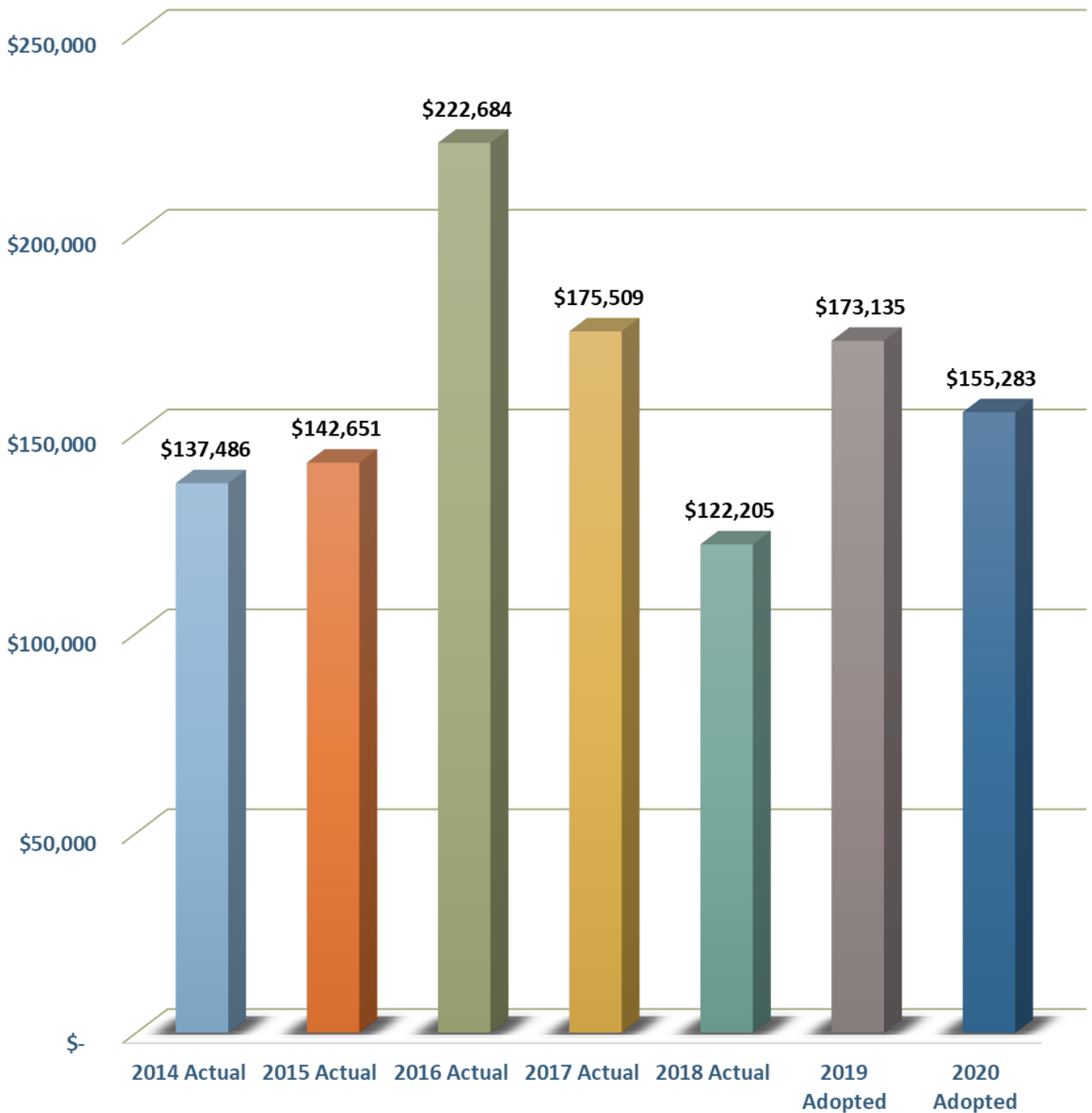
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Finance Department Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Finance									
101-406-60010	Salaries Regular	39,024	37,065	36,720	56,127	44,432	29,335	49,240	35,054
101-406-60020	Salaries Part Time	-	-	-	-	-	-	-	-
101-406-60030	Salaries Overtime	69	291	173	67	700	58	700	700
101-406-60050	Salaries Cash Outs	180	-	398	416	500	216	500	500
101-406-62000	Retirement CALPERS	2,982	2,991	2,729	4,110	3,312	2,261	3,920	2,924
101-406-62020	Medical/Life Insurance	8,278	6,520	7,105	8,646	9,359	4,796	10,092	7,239
101-406-62030	Social Security FICA	2,224	2,291	2,339	3,434	2,755	1,842	3,053	2,173
101-406-62040	Medicare Insurance	520	536	547	803	644	431	714	508
101-406-62050	Disability Income Insurance	116	111	135	100	100	101	100	100
101-406-62060	Deferred Comp - 457 Retirement	410	330	457	533	500	703	862	613
101-406-62070	Workers Comp. Insurance	3,087	937	1,364	2,313	2,621	1,539	5,909	4,206
101-406-6209	Other Payroll Expenses	-	-	16,229	-	-	-	-	-
101-406-62200	Retirement CalPERS UL	-	-	-	-	-	-	123	285
101-406-62210	Unemployment Claims	876	-	1,800	6,860	444	-	492	351
Personnel Cost:		57,765	51,071	69,996	83,409	65,367	41,282	75,705	54,653
101-406-70010	Office Supplies	1,206	1,025	1,330	1,719	1,300	354	1,300	1,300
101-406-70030	Postage & Freight Out	2,439	3,672	1,506	2,210	3,000	1,863	3,000	3,000
101-406-70040	Printing & Binding	1,645	2,257	3,254	2,399	3,150	456	3,150	3,150
101-406-72030	Telephone	223	55	48,112	346	200	284	200	300
101-406-82040	Office Equipment Rental	1,111	1,122	1,111	1,090	1,200	2,710	4,180	4,180
101-406-84010	Office Equip Repairs & Maint	1,710	1,738	2,083	3,300	1,700	281	1,700	1,700
101-406-86010	Training, Travel, & Conference	75	3	492	660	1,000	321	400	500
101-406-86030	Subs., Dues, & Publications	300	300	300	209	300	49	300	300
101-406-88030	Accounting/Auditing	20,760	20,100	14,235	4,665	30,000	33,791	30,000	30,000
101-406-88040	Computer Programming/Consult.	28,635	20,851	33,201	15,937	20,000	7,248	10,000	10,000
101-406-88100	Professional Services	-	12,603	18,032	26,393	19,000	8,082	19,000	19,000
101-406-90010	Liability & Property Insurance	3,280	1,972	2,507	3,489	3,200	2,418	3,200	3,200
101-406-9208	Miscellaneous Expense	-	5,646	-	-	-	-	-	-
101-406-92090	Taxes, Licenses, & Fees	18,336	20,235	26,525	29,683	21,000	23,066	21,000	24,000
O & M Cost:		79,721	91,580	152,688	92,100	105,050	80,923	97,430	100,630
406 TOTAL:		137,486	142,651	222,684	175,509	170,417	122,205	173,135	155,283



Human Resources

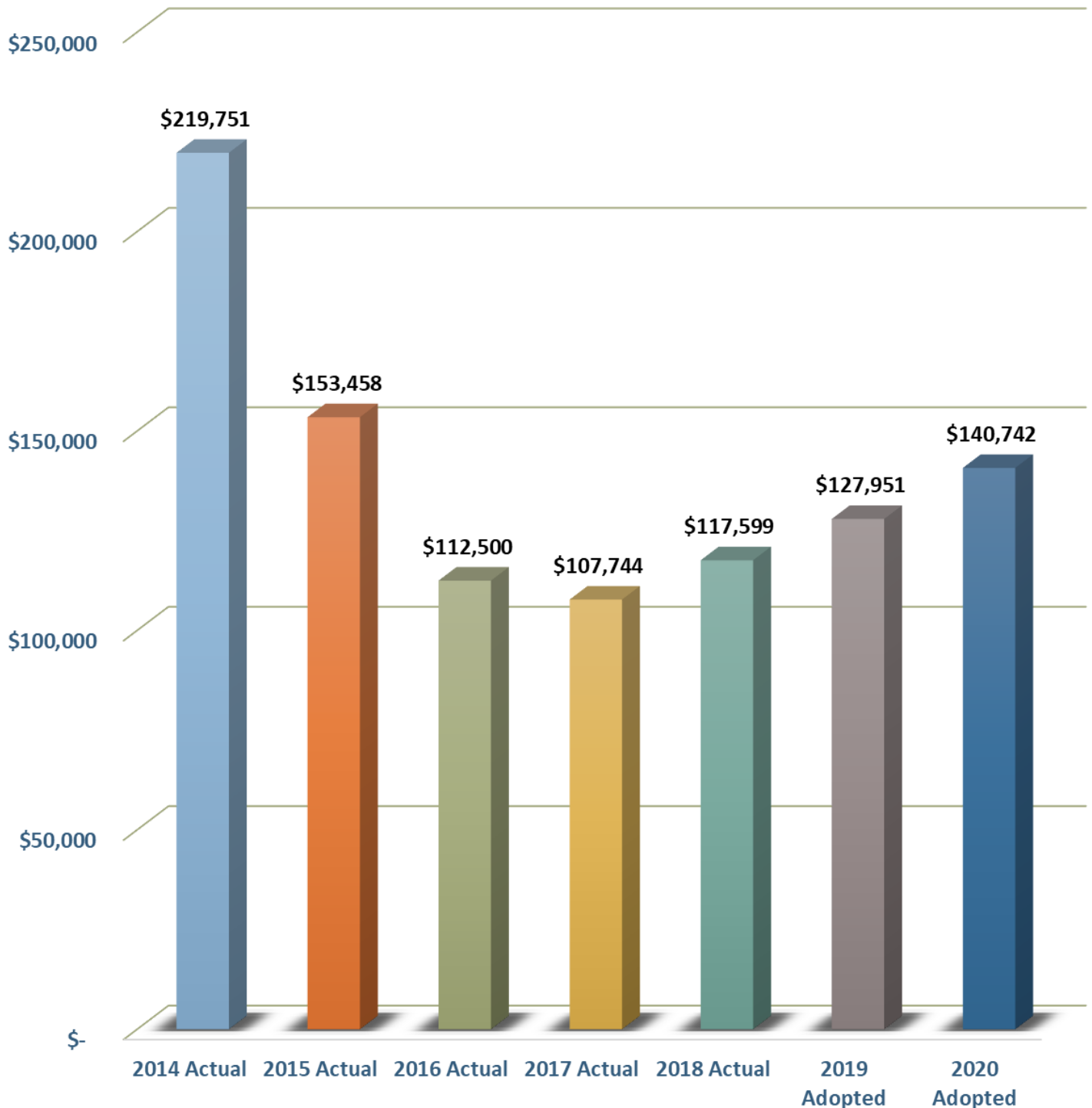
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Human Resources Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Human Resources									
101-408-60010	Salaries Regular	108,577	88,272	63,633	55,354	60,596	60,194	53,871	59,692
101-408-60020	Salaries Part Time	-	2,669	984	3,003	-	-	-	-
101-408-60030	Salaries Overtime	-	828	1,045	476	5,000	852	1,500	1,000
101-408-60050	Salaries Cash Outs	-	1,405	515	324	1,500	375	1,500	1,500
101-408-62000	Retirement CALPERS	8,385	7,558	4,675	3,870	4,577	3,913	4,297	4,169
101-408-62020	Medical/Life Insurance	18,708	22,221	8,221	4,672	6,046	6,075	4,674	5,621
101-408-62030	Social Security FICA	6,405	6,138	3,839	3,478	3,757	3,745	3,340	3,701
101-408-62040	Medicare Insurance	1,498	1,436	924	842	879	876	781	866
101-408-62050	Disability Income Insurance	639	713	175	105	700	-	700	700
101-408-62060	Deferred Comp - 457 Retirement	48	1,768	1,537	678	5,200	67	5,200	5,200
101-408-62070	Workers Comp. Insurance	8,052	2,127	4,036	3,748	3,575	2,263	6,464	7,163
101-408-62200	Retirement CalPERS UL	-	-	-	-	-	31	135	383
101-408-62210	Unemployment Claims	-	-	-	-	606	-	539	597
Personnel Cost:		152,311	135,135	89,584	76,550	92,436	78,391	83,001	90,592
101-408-70010	Office Supplies	1,101	1,234	1,208	2,330	1,200	1,420	1,250	1,250
101-408-70030	Postage & Freight Out	306	331	761	1,153	450	661	400	400
101-408-70040	Printing & Binding	(15)	-	555	875	2,200	2	1,200	1,200
101-408-84010	Office Equip Repairs & Maint	2,309	1,576	1,870	3,589	2,200	1,728	2,000	2,200
101-408-86010	Training, Travel, & Conference	535	602	471	2,421	1,200	998	1,600	1,600
101-408-86030	Subs., Dues, & Publications	44	44	189	88	389	44	300	300
101-408-88040	Computer Program & Consulting	55	-	600	-	865	1,497	900	1,400
101-408-88060	Medical General	210	1,078	1,470	2,075	6,655	4,852	6,500	6,500
101-408-88100	Professional Services	1,387	2,140	-	5,378	5,334	15,546	5,000	5,600
101-408-89010	Personnel Advertising	9,549	649	850	600	1,414	285	1,200	1,200
101-408-89020	Interview Expenses	-	-	130	42	71	33	100	100
101-408-89030	Employee Competency Testing	2,783	-	-	-	-	-	-	-
101-408-89040	Physical w/Drug & Alcohol Test	10,993	3,492	2,000	1,912	10,604	2,665	10,000	10,000
101-408-89050	Polygraphs	1,270	1,350	600	800	1,600	800	1,600	2,500
101-408-89060	Psychological Evaluation	16,010	3,000	3,300	3,300	3,000	1,875	2,800	3,200
101-408-89070	Fingerprinting Expense	4,177	408	1,269	1,262	1,600	832	1,400	1,500
101-408-89080	Background Investigations Exp	9,900	-	3,250	1,800	3,000	2,400	2,500	5,000
101-408-90010	Liability & Property Insurance	6,827	2,419	4,393	3,569	6,234	3,509	6,200	6,200
101-408-92090	Taxes, Licenses, & Fees	-	-	-	-	-	61	-	-
O & M Cost:		67,441	18,323	22,916	31,194	48,016	39,208	44,950	50,150
408 TOTAL:		219,751	153,458	112,500	107,744	140,452	117,599	127,951	140,742



Police Department

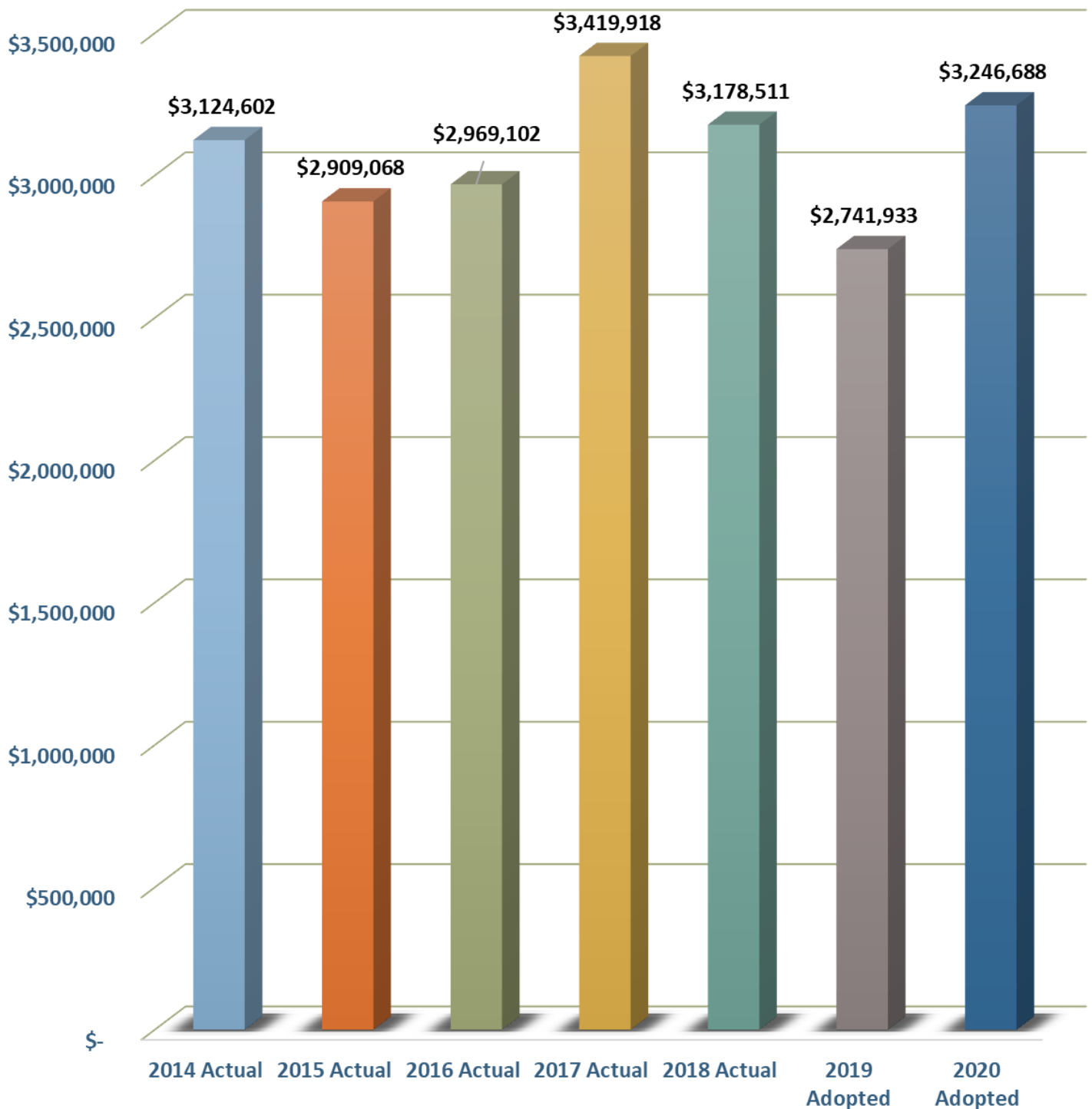
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Police Department Expenses



FY 2019-2020 Adopted Budget

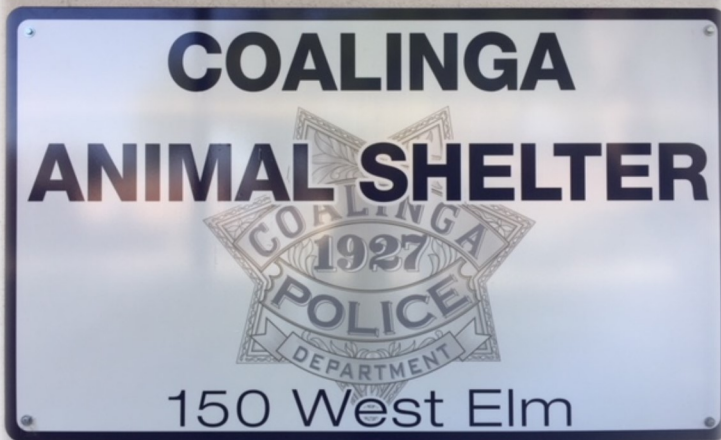
General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Police Department									
101-413-60010	Salaries Regular	1,552,397	1,566,641	1,549,163	1,713,938	1,615,782	1,379,960	1,300,920	1,488,080
101-413-60020	Salaries Part Time	19,196	25,455	34,257	17,571	37,539	16,195	72,678	107,484
101-413-60030	Salaries Overtime	256,231	234,898	264,274	293,774	250,000	255,035	125,000	143,273
101-413-60040	Salaries Overtime Training	-	-	-	-	-	-	-	-
101-413-60050	Salaries Cash Outs	36,948	6,834	33,986	11,203	39,574	46,021	39,574	39,574
101-413-62000	Retirement CALPERS	162,406	166,854	157,390	176,886	178,669	146,305	151,196	183,181
101-413-62010	Retirement 401A	15,631	14,259	72	-	-	-	-	-
101-413-62020	Medical/Life Insurance	309,463	307,876	294,969	317,570	324,813	262,998	266,839	361,358
101-413-62030	Social Security FICA	110,797	112,023	111,217	122,691	102,506	103,338	85,163	98,925
101-413-62040	Medicare Insurance	25,939	26,199	26,011	28,694	23,973	24,168	19,918	23,136
101-413-62050	Disability Income Insurance	970	1,134	5	545	1,009	988	1,200	1,200
101-413-62060	Deferred Comp - 457 Retirement	2,824	15,301	17,316	16,467	16,158	15,146	19,514	22,321
101-413-62070	Workers Comp. Insurance	164,821	84,624	102,443	131,306	97,546	139,803	164,832	191,468
101-413-62080	Uniform Allowance	1,200	17,090	14,400	15,792	30,400	13,800	22,800	24,200
101-413-62200	Retirement CalPERS UL	-	-	-	-	-	10	5,289	11,857
101-413-62210	Unemployment Claims	81	28	(361)	1,048	16,158	15,903	13,010	14,881
Personnel Cost:		2,658,904	2,579,215	2,605,142	2,847,485	2,734,127	2,419,670	2,287,933	2,710,938
101-413-70010	Office Supplies	8,332	6,078	8,947	7,261	7,000	4,897	7,000	5,000
101-413-70030	Postage & Freight Out	2,024	2,004	2,272	2,077	2,000	1,430	2,000	1,500
101-413-70040	Printing & Binding	468	960	3,245	3,512	3,000	659	2,000	2,000
101-413-70060	Small Tools & Equipment	2,236	2,467	2,600	1,296	1,000	1,253	1,000	1,000
101-413-70070	Audio/Video Equip. & Supplies	241	594	-	861	500	205	500	500
101-413-70101	Uniforms-Safety Equipment	38,421	7,605	15,437	19,014	10,000	19,070	10,000	8,500
101-413-70160	Gasoline & Diesel	90,495	76,979	65,261	71,938	65,000	60,810	65,000	65,000
101-413-70280	Shelter Food/Supplies	4,203	9,422	3,855	20,852	-	-	-	-
101-413-70290	Canine Food/Supplies	-	-	-	-	-	-	-	-
101-413-70380	Inmate Food/Jail Supplies	1,852	1,465	1,669	1,120	1,500	2,755	6,000	5,500
101-413-70440	Miscellaneous Supplies	1,617	1,888	2,210	2,431	15,000	14,443	10,000	6,000
101-413-72010	Water, Gas, Sanitation & Sewer	1,324	1,364	1,700	1,801	1,500	1,798	1,500	750
101-413-72020	Electric	6,300	3,372	228	526	5,000	696	5,000	2,500
101-413-72030	Telephone	18,469	16,664	17,822	26,706	32,000	56,751	32,000	37,000
101-413-84010	Office Equip Repairs & Maint	668	762	2,286	4,570	2,000	5,367	2,000	2,000
101-413-84020	Major Equip Repairs & Maint.	259	431	683	5,003	500	5,556	500	1,500
101-413-84030	Buildings Repairs & Maint.	5,451	3,016	7,917	34,810	8,000	6,503	-	2,500
101-413-84060	Vehicle Parts, Repairs & Maint	30,126	28,326	46,647	59,641	30,000	34,878	30,000	30,000
101-413-84080	Skunk Control Supplies & Maint	90	423	266	-	-	-	-	-
101-413-86010	Training, Travel, & Conference	27,877	39,496	28,852	42,250	30,000	27,058	25,000	25,000
101-413-86030	Subs., Dues, & Publications	2,350	2,373	2,490	1,025	2,000	2,391	2,000	2,000
101-413-88040	Computer Programming/Consult.	5,074	6,805	7,599	20,054	70,000	84,820	80,000	80,000
101-413-88080	Laboratory	3,759	3,347	4,173	4,176	4,000	2,797	4,000	4,000
101-413-88100	Professional Services	35,774	53,509	40,264	82,076	25,000	58,675	20,000	20,000
101-413-88110	2011 Homeland Security Grant	-	-	-	2,129	-	-	-	-
101-413-90010	Liability & Property Insurance	126,589	32,442	65,445	98,334	95,000	101,601	95,000	95,000
101-413-90041	Settlements & Judgments	4,639	-	720	28,280	6,000	210,108	6,000	6,000
101-413-90070	Investigative Expenses	14,926	15,621	19,147	20,861	15,000	14,591	10,000	9,000
101-413-92090	Taxes, Licenses, & Fees	-	-	-	-	-	61	-	-
101-413-92120	Booking Fees	335	36	-	-	1,500	-	-	-
101-413-98030	Office Furniture & Equipment	799	575	1,023	-	1,500	439	1,500	1,500
101-413-98040	Major Machinery & Equipment	31,001	11,830	11,202	9,829	15,000	39,229	36,000	36,000
101-413-9805	Capital Purchases	-	-	-	-	-	-	-	86,000
O & M Cost:		465,699	329,853	363,960	572,433	449,000	758,841	454,000	535,750
413 TOTAL:		3,124,602	2,909,068	2,969,102	3,419,918	3,183,127	3,178,511	2,741,933	3,246,688



Animal Control

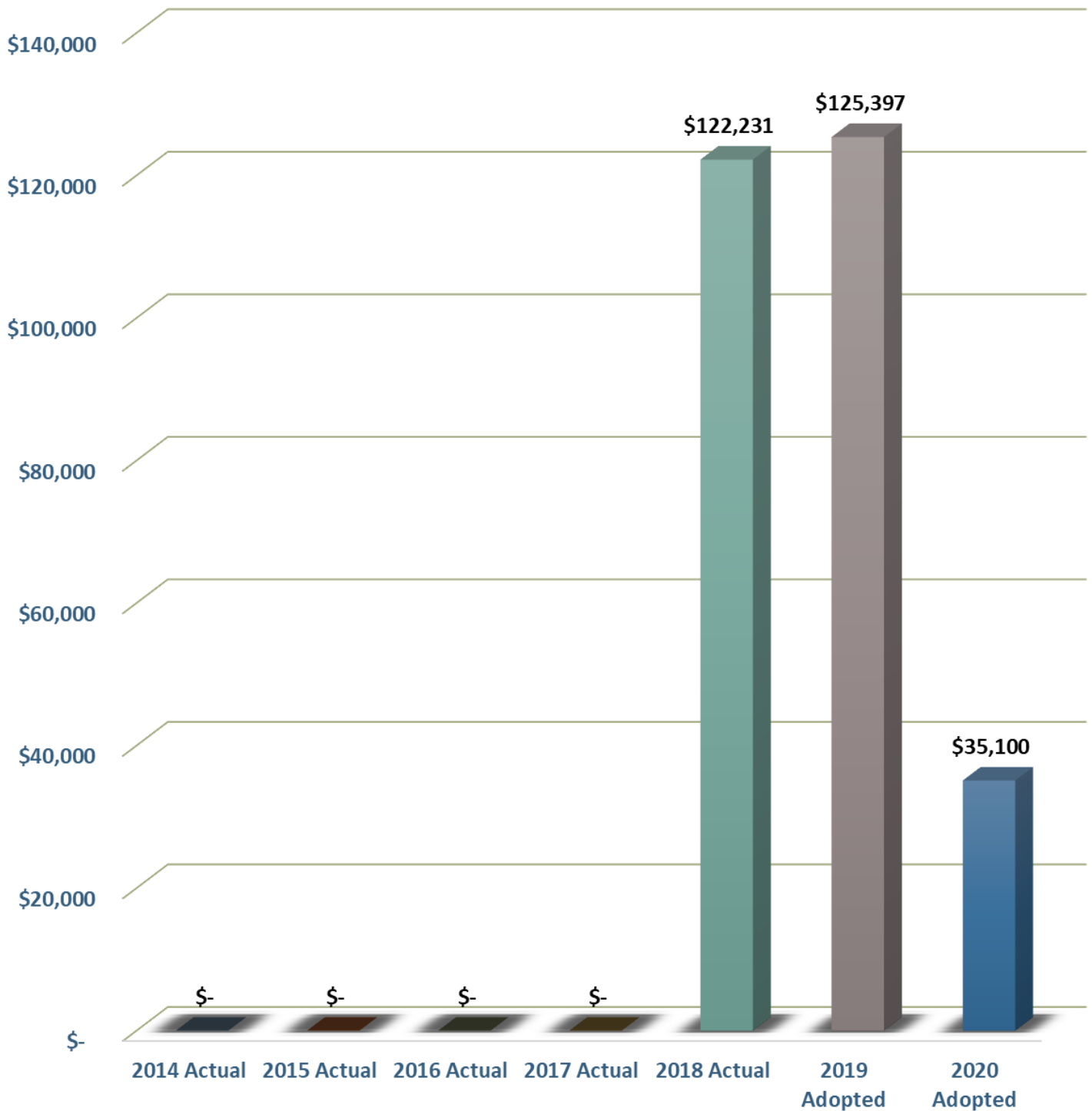
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Animal Control Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Animal Control									
101-415-60010	Salaries Regular	-	-	-	-	41,182	17,179.00	35,120	-
101-415-60020	Salaries Part Time	-	-	-	-	16,620	-	-	-
101-415-60030	Salaries Overtime	-	-	-	-	-	3,252.00	-	-
101-415-6004	Salaries Overtime Training	-	-	-	-	-	-	-	-
101-415-6005	Salaries Cash Outs	-	-	-	-	-	-	-	-
101-415-62000	Retirement CALPERS	-	-	-	-	3,467	1,122.00	2,403	-
101-415-62020	Medical/Life Insurance	-	-	-	-	12,498	7,282.00	17,783	-
101-415-62030	Social Security FICA	-	-	-	-	3,584	1,198.00	2,178	-
101-415-6204	Medicare Insurance	-	-	-	-	838	280.00	510	-
101-415-62050	Disability Income Insurance	-	-	-	-	-	-	-	-
101-415-62060	Deferred Comp - 457 Retirement	-	-	-	-	-	-	-	-
101-415-62070	Workers Comp. Insurance	-	-	-	-	3,410	1,950.00	4,215	-
101-415-62080	Uniform Allowance	-	-	-	-	750	300.00	600	-
101-415-62200	Retirement CalPERS UL	-	-	-	-	-	-	88	-
101-415-9002	Unemployment Claims	-	-	-	-	-	-	-	-
Personnel Cost:		-	-	-	-	82,349	32,563.00	62,897	-
101-415-70010	Office Supplies	-	-	-	-	1,000	1,199.00	1,000	-
101-415-70030	Postage & Freight Out	-	-	-	-	-	-	250	-
101-415-70040	Printing & Binding	-	-	-	-	500	123.00	500	-
101-415-70060	Small Tools & Equipment	-	-	-	-	1,000	866.00	1,000	-
101-415-7007	Audio/Video Equip. & Supplies	-	-	-	-	-	-	-	-
101-415-70100	Uniforms-Safety Equipment	-	-	-	-	-	-	-	-
101-415-70160	Gasoline & Diesel	-	-	-	-	8,500	3,929.00	7,000	-
101-415-70280	Shelter Food/Supplies	-	-	-	-	14,000	3,646.00	10,000	-
101-415-70440	Miscellaneous Supplies	-	-	-	-	-	-	5,000	-
101-415-72010	Water, Gas, Sanitation & Sewer	-	-	-	-	750	139.00	750	1,000
101-415-72020	Electric	-	-	-	-	1,250	-	1,250	1,500
101-415-72030	Telephone	-	-	-	-	1,000	411.00	1,000	-
101-415-8401	Office Equip Repairs & Maint	-	-	-	-	-	-	-	-
101-415-8402	Major Equip Repairs & Maint.	-	-	-	-	-	-	-	-
101-415-84030	Buildings Repairs & Maint.	-	-	-	-	10,000	7,610.00	2,500	-
101-415-84060	Vehicle Parts, Repairs & Maint	-	-	-	-	5,000	578.00	5,000	-
101-415-8408	Skunk Control Supplies & Maint	-	-	-	-	-	-	-	-
101-415-86010	Training, Travel, & Conference	-	-	-	-	5,000	1,253.00	2,500	-
101-415-86030	Subs., Dues, & Publications	-	-	-	-	750	-	750	-
101-415-88040	Computer Programming/Consult.	-	-	-	-	5,000	4,109.00	5,000	-
101-415-88080	Laboratory	-	-	-	-	500	-	500	-
101-415-88100	Professional Services	-	-	-	-	10,000	7,180.00	15,000	31,600
101-415-90010	Liability & Property Insurance	-	-	-	-	1,000	3,023.00	1,000	1,000
101-415-98020	Buildings & Bldg. Improvements	-	-	-	-	-	55,282.00	-	-
101-415-98030	Office Furniture & Equipment	-	-	-	-	2,000	320.00	1,000	-
101-415-98040	Major Machinery & Equipment	-	-	-	-	2,500	-	1,500	-
101-415-9805	Capital Purchase	-	-	-	-	-	-	-	-
O & M Cost:		-	-	-	-	69,750	89,668	62,500	35,100
415 TOTAL:									
		-	-	-	-	152,099.00	122,231.00	125,397.00	35,100.00



Fire Department

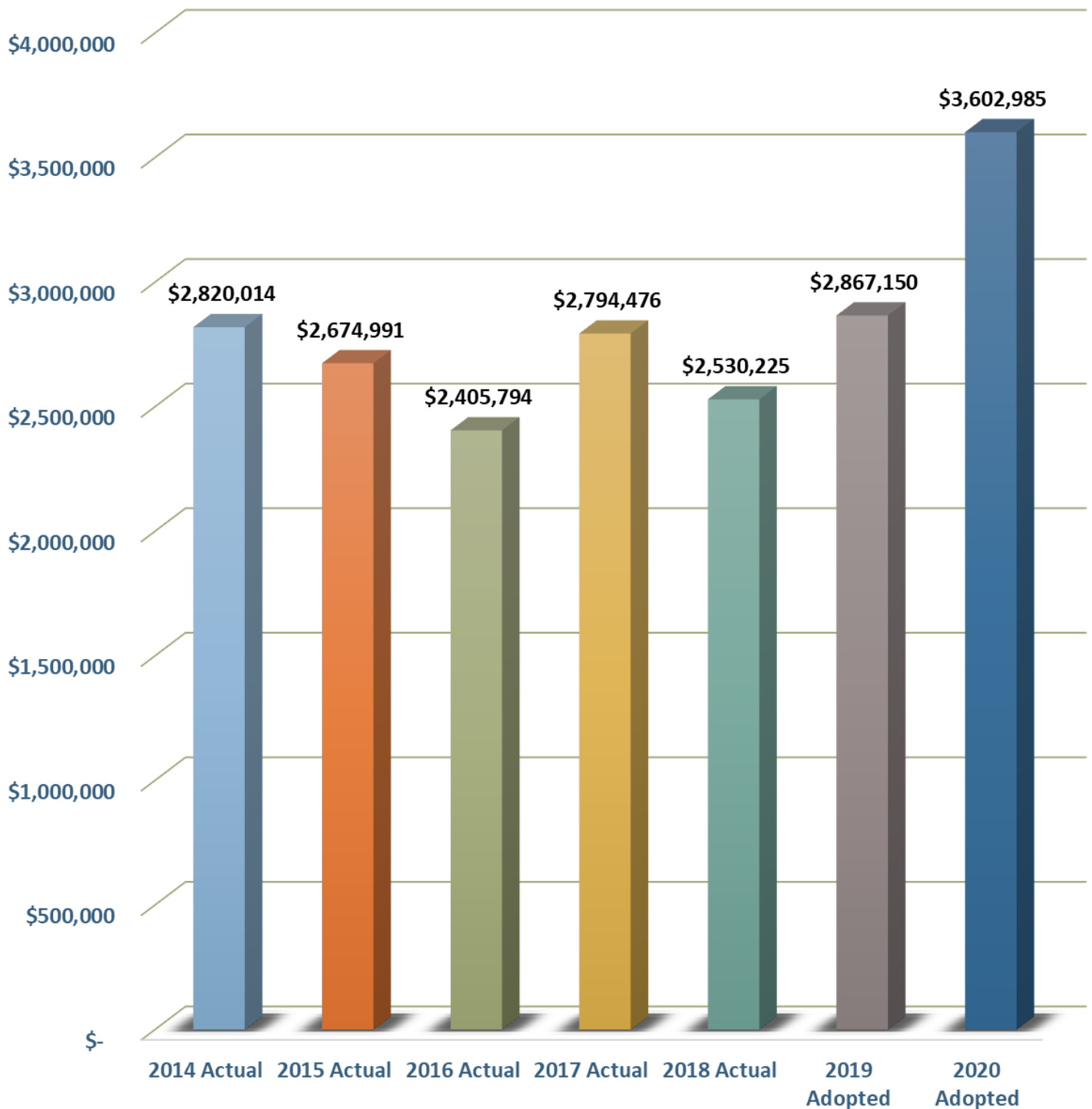
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Fire Department Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Fire Department									
101-416-60010	Salaries Regular	1,149,481	1,084,834	900,419	1,125,063	1,180,417	1,039,885	1,109,869	1,540,906
101-416-60020	Salaries Part Time	38,612	21,899	55,086	35,319	120,000	35,930	72,000	112,000
101-416-60030	Salaries Overtime	333,921	395,248	452,149	403,571	350,000	417,309	350,000	350,000
101-416-60050	Salaries Cash Outs	-	-	-	-	57,852	867	57,852	57,852
101-416-62000	Retirement CALPERS	132,977	125,619	101,348	119,168	136,550	117,833	140,212	200,849
101-416-62010	Retirement 401A	13,592	10,861	-	-	-	-	-	-
101-416-62020	Medical/Life Insurance	245,617	238,485	189,732	192,444	235,488	194,834	282,511	338,358
101-416-62030	Social Security FICA	92,425	91,247	85,175	96,143	79,138	93,534	73,276	102,480
101-416-62040	Medicare Insurance	21,616	21,340	19,920	22,485	18,856	21,711	17,137	23,967
101-416-62050	Disability Income Insurance	911	1,130	238	634	-	1,069	-	-
101-416-62060	Deferred Comp - 457 Retirement	26,786	25,087	20,996	27,986	30,000	31,472	44,395	61,636
101-416-62070	Workers Comp. Insurance	140,812	43,801	77,029	83,221	76,725	57,833	141,824	198,349
101-416-62080	Uniform Allowance	28,500	13,500	12,000	13,500	31,500	14,550	29,400	29,300
101-416-62200	Retirement CalPERS UL	-	-	-	-	-	60	2,875	7,279
101-416-62210	Unemployment Claims	5,544	5,993	10,439	-	11,804	-	11,099	15,409
Personnel Cost:		2,230,793	2,079,043	1,924,531	2,119,534	2,328,330	2,026,887	2,332,450	3,038,385
101-416-70010	Office Supplies	2,516	1,648	1,022	1,331	1,700	966	1,700	1,000
101-416-70030	Postage & Freight Out	204	168	135	165	200	19	200	200
101-416-70040	Printing & Binding	-	-	-	60	100	17	100	100
101-416-70050	Education Materials & Supplies	3,258	2,714	770	1,596	3,700	-	2,500	2,000
101-416-70060	Small Tools & Equipment	1,037	907	226	212	1,000	64	1,000	1,000
101-416-70070	Audio/Video Equipment Supplies	54	16	-	-	100	-	100	200
101-416-70102	Uniforms (Turnout Gear)	6,977	7,825	912	28,469	20,000	8,961	20,000	30,000
101-416-70160	Gasoline & Diesel	83,000	63,026	43,176	47,522	80,000	57,876	75,000	75,000
101-416-70440	Miscellaneous Supplies	1,592	305	1,680	794	700	768	700	700
101-416-70450	Station Supplies	2,618	2,770	2,580	1,743	1,500	1,435	1,500	2,500
101-416-72010	Water, Gas, Sanitation & Sewer	6,937	5,431	10,954	7,299	7,000	7,027	7,300	7,300
101-416-72020	Electric	19,299	17,920	18,382	19,827	18,500	19,548	18,500	18,500
101-416-72030	Telephone	5,028	4,915	6,443	6,405	14,000	4,721	18,000	18,000
101-416-75000	Medical Equipment & Supplies	38,256	45,347	34,008	38,095	39,000	31,966	39,000	39,000
101-416-75010	Meals-Ambulance Runs	1,970	1,570	2,430	1,768	2,000	1,915	2,000	2,000
101-416-75020	EMS-Linens	3,465	3,324	4,192	3,101	4,000	4,198	4,000	4,000
101-416-75030	Tuition Reimbursement	2,502	200	1,274	4,625	5,000	11,057	8,000	8,000
101-416-75040	Ambulance Billing Contract	54,934	43,187	78,230	65,314	57,000	90,879	100,000	100,000
101-416-75050	EMS-Billing Refunds	5,847	24,641	20,877	-	-	-	-	-
101-416-75060	Mandated Annual Service	-	10,718	16,166	28,311	25,000	20,444	25,000	25,000
101-416-84010	Office Equip Repairs & Maint	548	703	646	1,303	3,900	1,500	3,500	3,500
101-416-84020	Major Equip Repairs & Maint.	3,426	2,819	126	13,267	3,500	6,410	3,500	3,500
101-416-84030	Buildings Repairs & Maint.	11,754	13,723	8,570	43,945	13,000	3,261	13,000	23,000
101-416-84050	Grounds Repairs & Maint.	361	1,511	364	280	500	2,151	500	500
101-416-84060	Vehicle Parts, Repairs & Maint	44,106	47,125	77,214	69,653	60,000	27,668	60,000	60,000
101-416-84070	Misc. Repairs & Maint.	166	194	218	882	500	755	500	500
101-416-86010	Training, Travel, & Conference	6,777	2,867	1,446	2,035	6,000	906	5,000	5,000
101-416-86030	Subs., Dues, & Publications	1,492	2,963	504	2,543	2,000	-	2,000	2,000
101-416-86040	Required Certification Train	5,102	3,200	2,758	1,566	5,500	3,846	5,500	5,500
101-416-88040	Computer Programming/Consult.	4,717	688	1,443	1,566	3,000	5,366	6,600	6,600
101-416-88100	Professional Services	8,759	643	16,411	31,635	8,000	7,642	8,000	8,000

FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
101-416-90010	Liability & Property Insurance	101,600	21,744	53,833	85,364	74,770	89,332	90,000	90,000
101-416-90041	Settlements & Judgements	2,546	357	206	760	-	90,000	-	-
101-416-92082	Volunteer Firefighter Stipend	-	3,750	-	-	-	-	-	-
101-416-92084	Firefighter's Assn Stipend	-	-	126	2,000	2,000	-	2,000	2,000
101-416-92090	Taxes, Licenses & Fees	-	-	-	-	-	2,061	-	-
101-416-97010	Ambulance Principal Payment	-	-	-	-	-	-	-	-
101-416-97020	Ambulance Interest Payment	-	-	-	-	-	-	-	-
101-416-97050	Fire Engine Principal Payment	37,090	39,089	41,196	89,176	-	-	-	-
101-416-97060	Fire Engine Interest Payment	11,133	9,134	7,551	2,813	-	-	-	-
101-416-97070	2007 KME Fire Engine Principal	-	54,028	20,187	67,655	-	-	-	-
101-416-97080	2007 KME Fire Engine Interest	-	5,844	4,327	1,622	-	-	-	-
101-416-97100	1991B Police Station Interest	-	7,061	680	240	-	-	-	-
101-416-98030	Office Furniture & Equipment	-	-	-	-	-	-	-	-
101-416-98040	Major Machinery & Equipment	110,151	141,870	-	-	10,000	579	10,000	20,000
101-416-98430	Gas Fund Loan Payment	-	-	-	-	800,000	-	-	-
O & M Cost:		589,221	595,948	481,263	674,942	1,273,170	503,338	534,700	564,600
416 TOTAL:		2,820,014	2,674,991	2,405,794	2,794,476	3,601,500	2,530,225	2,867,150	3,602,985



Service Center

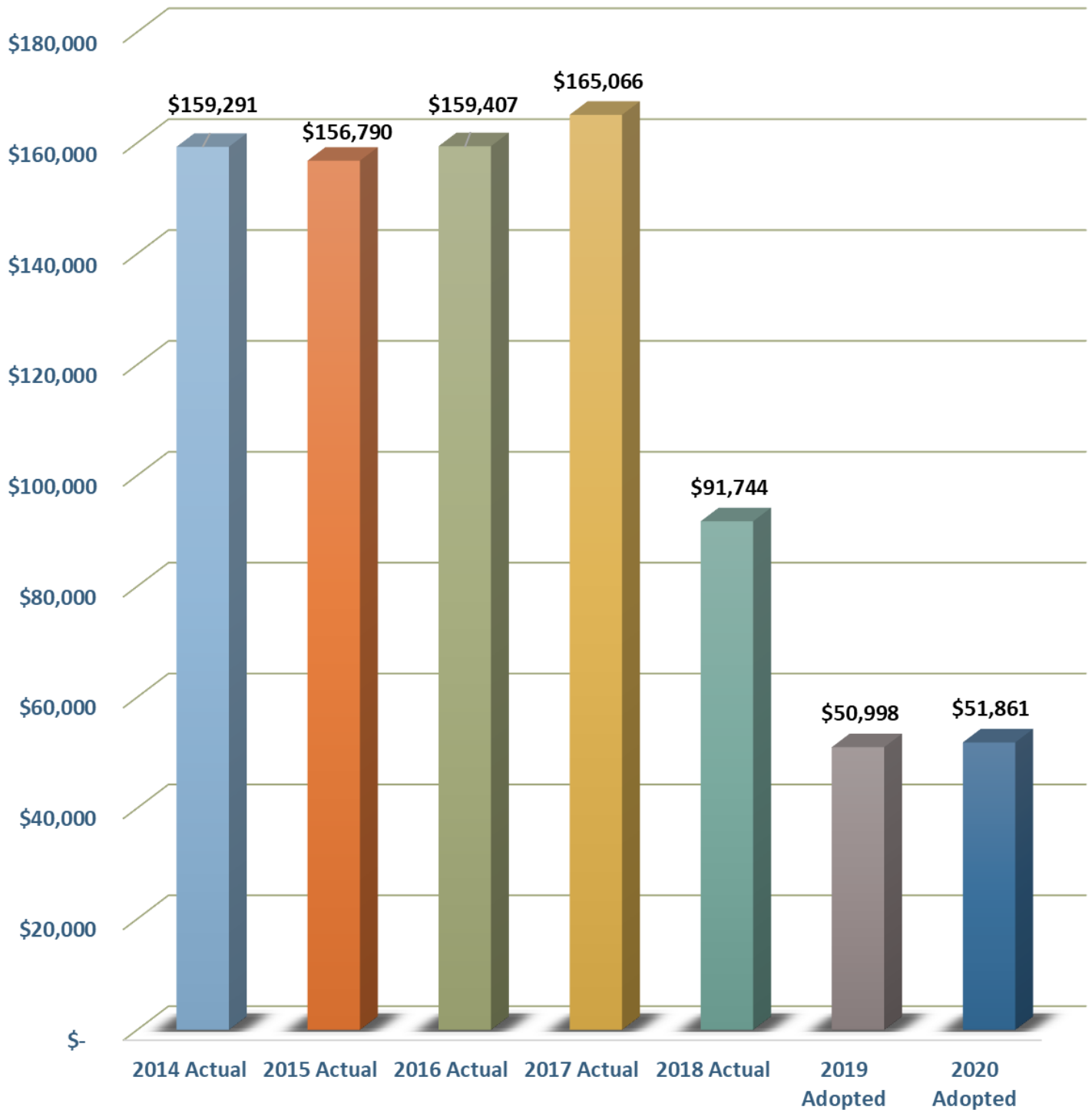
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Service Center Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Service Center									
101-431-60010	Salaries Regular	94,673	99,960	97,560	104,489	50,786	60,222	22,854	23,400
101-431-60030	Salaries Overtime	642	613	218	70	800	-	360	360
101-431-60050	Salaries Cash Out		-	-	935	11,108	-	450	450
101-431-62000	Retirement CALPERS	7,286	7,988	7,832	8,289	4,275	4,354	2,032	2,265
101-431-62020	Medical/Life Insurance	14,426	14,711	14,780	13,620	7,126	7,757	3,600	4,186
101-431-62030	Social Security FICA	5,831	6,273	6,044	6,125	3,149	3,803	1,417	1,451
101-431-62040	Medicare Insurance	1,364	1,467	1,413	1,432	736	890	331	339
101-431-62060	Deferred Comp - 457 Retirement	2,311	2,300	2,237	2,215	1,500	1,795	686	702
101-431-62070	Workers Comp. Insurance	7,359	2,239	3,219	5,041	2,996	2,115	2,742	2,808
101-431-62080	Uniform Allowance	150	114	150	108	150	97	150	150
101-431-62200	Retirement CalPERS UL	-	-	-	-	-	-	57	346
101-431-62210	Unemployment Claims	-	-	-	-	507	-	229	234
Personnel Cost:		134,041	135,667	133,453	142,324	83,133	81,033	34,908	36,691
101-431-70010	Office Supplies	421	84	92	-	200	-	100	100
101-431-70030	Postage & Freight Out	-	-	-	-	-	5	-	-
101-431-70040	Printing & Binding	-	-	-	-	-	2	-	-
101-431-70060	Small Tools & Equipment	141	-	-	-	200	-	500	500
101-431-70100	Uniforms	297	428	233	225	1,065	520	500	500
101-431-70150	Vehicle Parts & Supplies	11,147	11,898	11,979	9,107	15,000	3,300	5,000	5,000
101-431-70160	Gasoline & Diesel	2,044	1,789	1,480	1,458	2,000	232	500	500
101-431-70440	Miscellaneous Supplies	321	70	70	936	250	107	250	250
101-431-72020	Electric	3,452	3,786	4,156	3,635	3,400	1,919	2,000	1,000
101-431-72030	Telephone	388	135	-	505	400	963	1,000	1,000
101-431-84060	Vehicle Parts, Repairs & Maint	894	451	730	1,671	500	243	500	500
101-431-88040	Computer Programming/Consult.	-	-	-	-	-	80	-	80
101-431-88100	Professional Services	-	-	3,733	-	-	-	-	-
101-431-90010	Liability & Property Insurance	6,145	2,482	3,481	5,205	5,740	3,279	5,740	5,740
101-431-92090	Taxes, Licenses, & Fees	-	-	-	-	-	61	-	-
O & M Cost:		25,249	21,123	25,954	22,742	28,755	10,711	16,090	15,170
431 TOTAL:		159,291	156,790	159,407	165,066	111,888	91,744	50,998	51,861



Building Maintenance

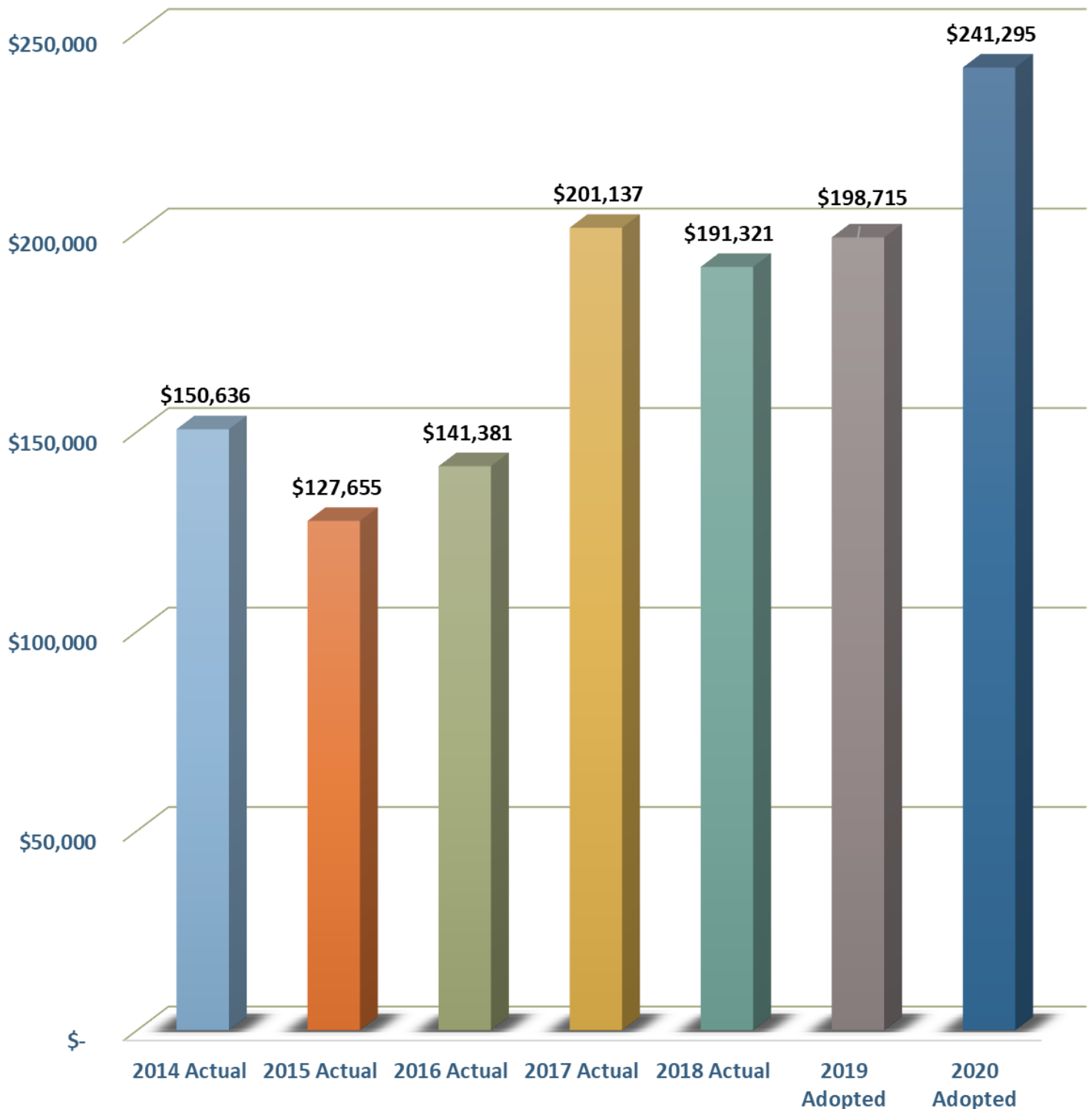
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

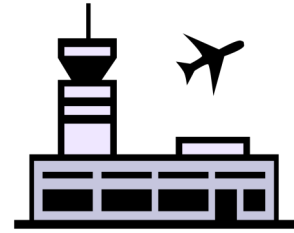
Building Maintenance Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Building Maintenance									
101-432-60010	Salaries Regular	25,501	26,778	33,203	31,303	-	3,841	-	-
101-432-60030	Salaries Overtime	-	-	8	103	-	23	-	-
101-432-62000	Retirement CALPERS	2,011	2,146	2,208	2,508	-	51	-	-
101-432-62020	Medical/Life Insurance	5,347	5,431	5,157	5,869	-	(520)	-	-
101-432-62030	Social Security FICA	1,589	1,677	1,747	1,972	-	241	-	-
101-432-62040	Medicare Insurance	372	392	409	461	-	56	-	-
101-432-62060	Deferred Comp - 457 Retirement	337	487	493	565	-	22	-	-
101-432-62070	Workers Comp. Insurance	3,825	1,446	906	2,499	-	-	-	-
101-432-62080	Uniform Allowance	-	-	-	-	-	-	-	-
101-432-62200	Retirement CalPERS UL	-	-	-	-	-	-	-	-
101-432-62210	Unemployment Claims	-	-	-	-	-	7,938	-	-
Personnel Cost:		38,982	38,356	44,131	45,280	-	11,652	-	-
101-432-70010	Office Supplies	47	31	-	72	75	-	75	75
101-432-70060	Small Tools & Equipment	703	-	-	-	500	-	500	500
101-432-70100	Uniforms	-	-	-	99	-	-	-	-
101-432-70440	Miscellaneous Supplies	1,982	178	104	64	1,850	22	1,850	1,850
101-432-72010	Water, Gas, Sanitation & Sewer	16,431	13,385	16,250	20,433	20,000	20,374	22,000	22,000
101-432-72020	Electric	47,333	53,410	53,827	75,603	57,000	62,807	58,000	58,000
101-432-72030	Telephone	23,564	11,320	11,645	32,427	22,000	33,297	22,000	22,000
101-432-84020	Major Equip Repairs & Maint.	-	-	-	1,514	26,000	19,876	10,000	10,000
101-432-84030	Buildings Repairs & Maint.	7,910	3,699	5,722	10,662	40,240	39,495	61,000	103,280
101-432-84050	Grounds Repairs & Maintenance	4,935	4,747	3,197	11,838	9,000	853	9,000	9,000
101-432-84071	Inspections	5,516	967	5,571	1,181	7,100	2,945	7,100	7,400
101-432-90010	Liability & Property Insurance	3,235	1,562	934	1,964	7,190	-	7,190	7,190
O & M Cost:		111,654	89,298	97,250	155,857	190,955	179,669	198,715	241,295
432 TOTAL:		150,636	127,655	141,381	201,137	190,955	191,321	198,715	241,295



Airport Department

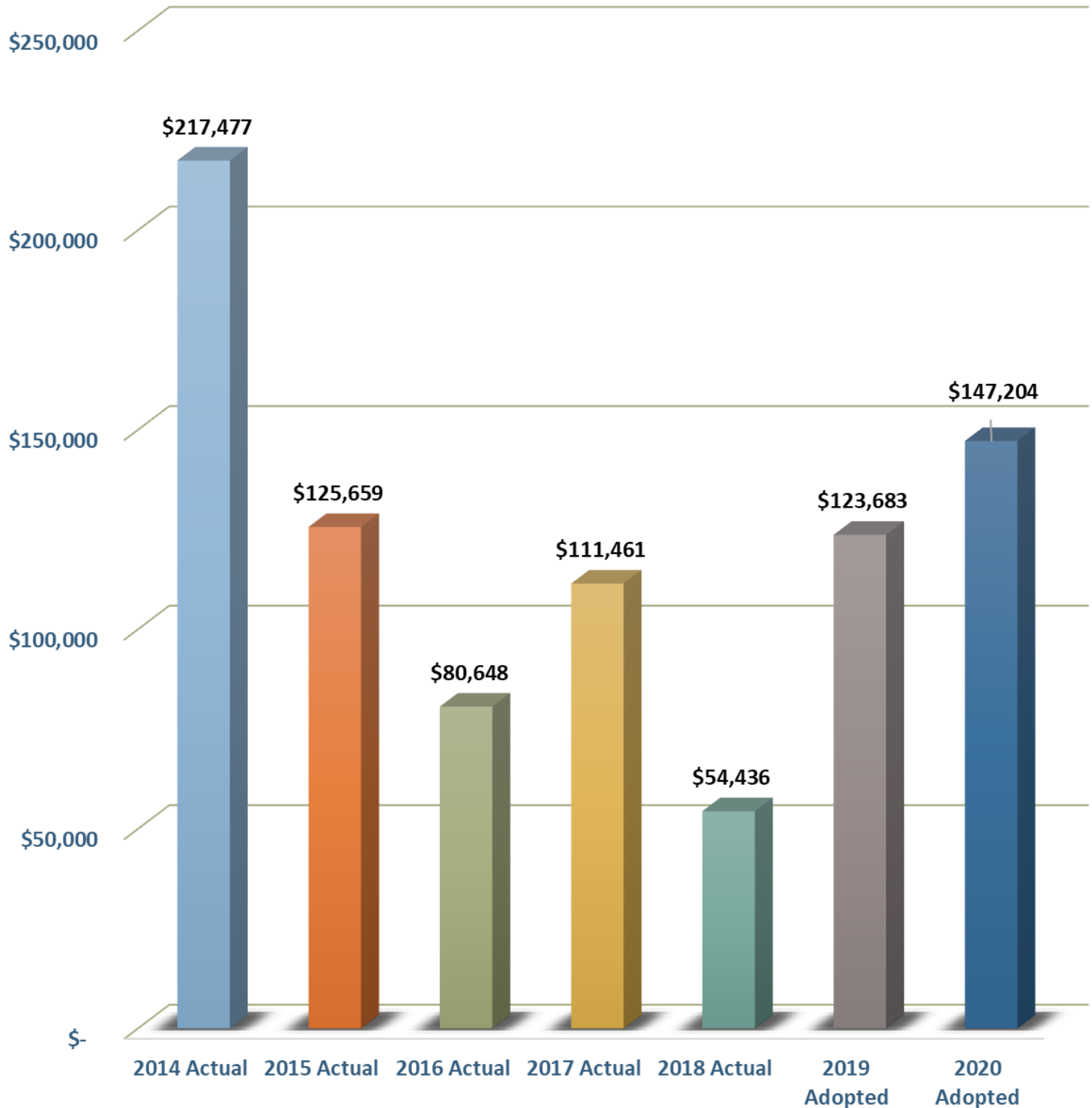
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Airport Department Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Airport Operations									
101-435-60010	Salaries Regular	7,204	8,575	7,365	7,231	7,251	7,847	7,472	7,888
101-435-60030	Salaries Overtime	665	897	1,117	1,179	1,100	1,232	1,100	1,100
101-435-60050	Salaries Cash Outs	-	76	54	73	100	147	300	300
101-435-62000	Retirement CALPERS	557	659	580	640	610	648	664	764
101-435-62020	Medical/Life Insurance	1,126	2,346	2,063	1,487	1,069	1,994	2,565	2,276
101-435-62030	Social Security FICA	480	554	481	494	450	513	463	489
101-435-62040	Medicare Insurance	112	130	112	116	105	120	108	114
101-435-62060	Deferred Comp - 457 Retirement	147	79	78	81	218	133	224	237
101-435-62070	Workers Comp. Insurance	637	131	322	408	428	285	897	947
101-435-62080	Uniform Allowance	-	-	-	-	15	-	15	15
101-435-62200	Retirement CalPERS UL	-	-	-	-	-	-	75	115
101-435-62210	Unemployment Claims	-	-	-	-	73	-	75	79
Personnel Cost:		10,929	13,447	12,172	11,709	11,419	12,919	13,958	14,324
101-435-70030	Postage & Freight Out	-	-	-	-	-	5	10	10
101-435-70040	Printing & Binding	-	-	-	-	-	2	5	10
101-435-72010	Water, Gas, Sanitation & Sewer	4,585	4,367	5,448	5,384	5,550	4,240	5,550	5,550
101-435-72020	Electric	11,536	10,682	12,301	11,238	10,640	9,828	10,640	10,640
101-435-72030	Telephone	1,745	1,090	822	2,347	1,580	2,038	1,580	2,480
101-435-80060	Fuel Purchases for Resale	41,989	36,865	16,508	14,662	45,000	17,211	45,000	45,000
101-435-84020	Major Equipment Repair	-	137	1,177	995	1,500	402	1,500	20,295
101-435-84030	Building Repairs	154	617	135	2,236	5,100	5,523	5,600	5,600
101-435-84050	Grounds Repair & Maintenance	1,475	6,227	7,848	15,631	4,000	(12,445)	4,000	4,000
101-435-84060	Vehicle Parts, Repairs & Maint	-	2,463	458	1,122	1,300	141	1,000	1,000
101-435-86010	Training, Travel & Conference	-	-	-	-	500	43	500	250
101-435-86030	Subs., Dues, & Publications	-	-	-	33	200	-	200	200
101-435-88040	Computer Programming/Consultant	-	-	-	-	-	52	200	1,145
101-435-88091	Engineering and Consultants	290	1,069	7,897	24,263	16,667	-	16,667	15,000
101-435-88100	Professional Services	8,898	6,747	2,250	7,802	3,000	585	2,500	2,500
101-435-88111	Airport Master Plan	-	-	-	-	-	-	-	-
101-435-90010	Liability & Property Insurance	3,002	3,002	3,002	3,002	3,200	3,002	3,200	3,200
101-435-66210	Unemployment Claims	-	-	-	-	-	-	73	-
101-435-92090	Taxes,Lic,Fees & Special Assmt	9,570	9,309	10,630	11,037	11,500	10,890	11,500	16,000
101-435-96011	1994 Airport Const. Principal	55,000	-	-	-	-	-	-	-
101-435-96023	1994 Airport Const. Interest	6,344	2,175	-	-	-	-	-	-
101-435-96036	1998 Airport Hangers Principal	46,331	26,134	-	-	-	-	-	-
101-435-96039	1998 Airport Hangers Interest	3,684	1,328	-	-	-	-	-	-
101-435-9804	Major Machinery & Equipment	11,945	-	-	-	-	-	-	-
O & M Cost:		206,548	112,212	68,476	99,752	109,737	41,517	109,725	132,880
435 TOTAL:		217,477	125,659	80,648	111,461	121,156	54,436	123,683	147,204



Municipal Grounds Maintenance

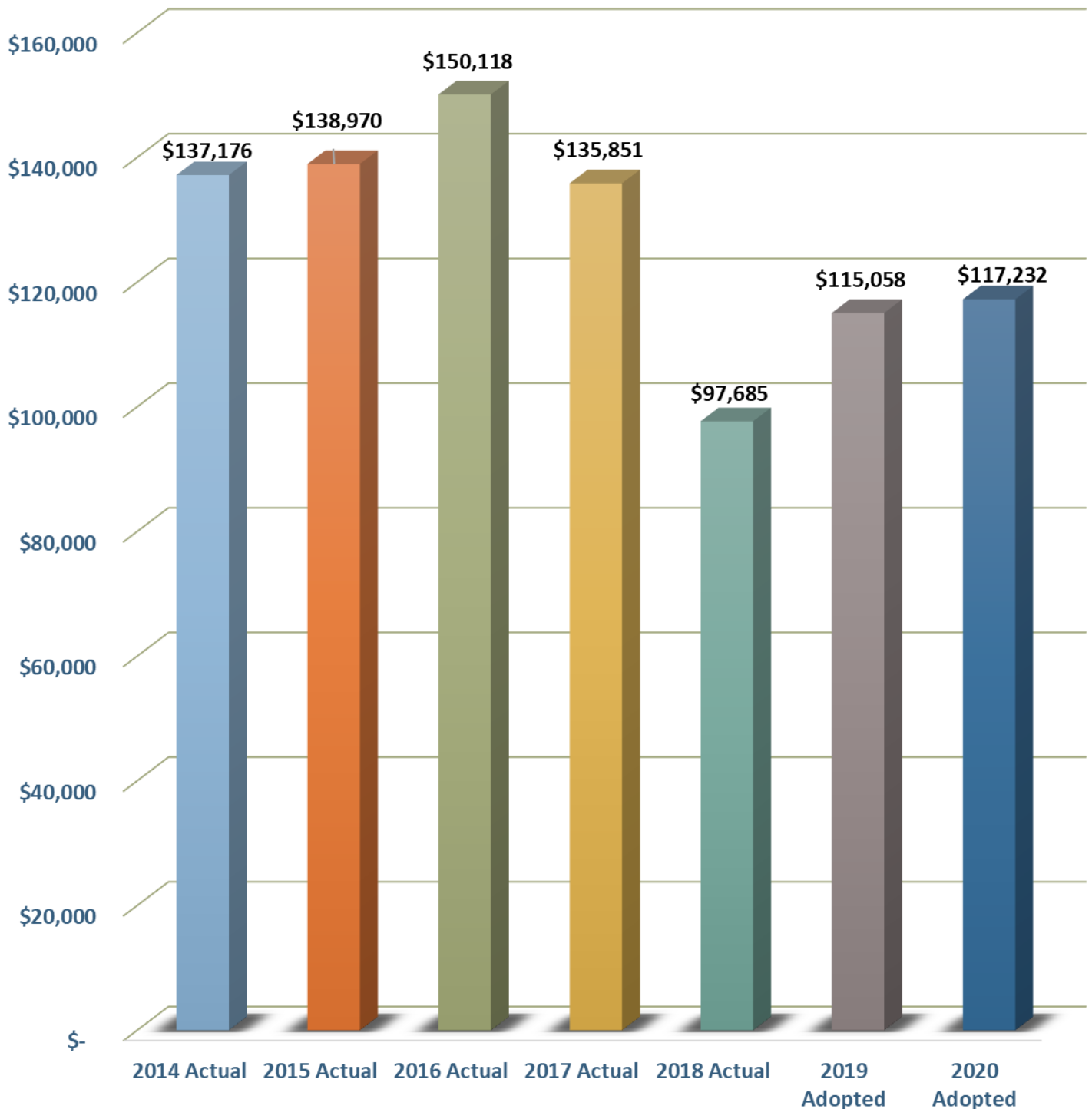
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CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Municipal Grounds Maintenance Expenses



FY 2019-2020 Adopted Budget

General Fund

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Municipal Grounds Maintenance									
101-440-60010	Salaries Regular	26,223	30,143	34,282	16,994	12,502	12,733	13,717	13,455
101-440-60020	Salaries Part Time	1,398	-	1,535	6,029	-	1,042	-	-
101-440-60030	Salaries Overtime	118	325	297	127	300	1,691	1,400	1,400
101-440-60050	Salaries Cash Outs	-	-	-	-	230	147	230	230
101-440-62000	Retirement CALPERS	1,898	2,064	2,307	1,499	982	989	1,175	1,124
101-440-62020	Medical/Life Insurance	7,462	6,955	6,956	4,275	2,892	2,873	3,412	3,890
101-440-62030	Social Security FICA	1,544	1,835	2,187	1,592	775	941	850	834
101-440-62040	Medicare Insurance	361	429	511	372	181	220	199	195
101-440-62060	Deferred Comp - 457 Retirement	145	56	-	2	185	157	185	185
101-440-62070	Workers Comp. Insurance	7,706	3,286	1,170	1,449	5,000	940	1,646	1,615
101-440-62080	Uniform Allowance	59	84	33	85	85	82	85	85
101-440-62200	Retirement CalPERS UL	-	-	-	-	-	-	122	184
101-440-62210	Unemployment Claims	-	-	-	-	125	-	137	135
Personnel Cost:		46,915	45,178	49,278	32,424	23,257	21,815	23,158	23,332
101-440-70010	Office Supplies	-	-	-	-	-	-	-	-
101-440-70030	Postage & Freight Out	-	-	-	-	-	5	-	-
101-440-70040	Printing & Binding	-	-	-	-	-	2	-	-
101-440-70060	Small Tools & Equipment	-	-	-	-	-	2,365	-	1,000
101-440-70100	Uniforms	-	54	-	-	-	-	-	-
101-440-70160	Gasoline & Diesel	6,339	5,225	3,932	4,171	6,000	5,262	5,000	5,000
101-440-70441	Irrigation Supplies	1,000	1,041	-	604	1,000	967	1,000	3,000
101-440-70442	Tree Purchase/Planting	-	-	-	-	-	-	-	5,000
101-440-72011	Water/Electric - City Plots	76,633	77,961	84,607	71,976	74,000	52,959	74,000	62,000
101-440-84030	Building Repairs & Supplies	-	-	-	-	-	-	-	-
101-440-84050	Grounds Repairs & Maintenance	3,352	3,223	9,467	9,549	7,000	8,539	7,000	8,000
101-440-84060	Vehicle Parts, Repairs & Maint	1,423	5,495	1,858	8,705	3,000	4,949	3,000	3,000
101-440-84090	Graffiti Removal Expense	-	-	-	-	-	-	-	2,000
101-440-86010	Travel, Training, & Conference	-	120	-	-	200	-	200	200
101-440-88040	Computer Programming/Consult.	-	-	-	-	-	80	-	-
101-440-88100	Professional Services	-	-	-	6,921	-	-	-	-
101-440-90010	Liability & Property Insurance	1,514	674	976	1,501	1,700	681	1,700	1,700
101-440-90040	Claims and Judgments	-	-	-	-	-	-	-	-
101-440-92090	Taxes, Licenses, & Fees	-	-	-	-	-	61	-	-
101-440-98040	Major Machinery & Equipment	-	-	-	-	-	-	-	3,000
O & M Cost:		90,261	93,792	100,840	103,427	92,900	75,870	91,900	93,900
440 TOTAL:		137,176	138,970	150,118	135,851	116,157	97,685	115,058	117,232
TRANSFERS OUT:									
101-900-94530	TO Claremont Custody Center	138,018	40,897	-	2,896,660	-	-	-	-
101-900-98200	TO RDA Successor Agency	-	-	-	-	-	-	-	-
GENERAL FUND REVENUES:									
		6,469,048	7,975,086	6,541,421	10,671,603	8,043,286	7,995,489	9,097,050	8,783,064
GENERAL FUND EXPENSES:									
		7,853,308	7,073,608	7,041,325	11,014,573	8,600,996	7,292,559	7,347,286	8,656,542
Variance Revenue vs Expense		(1,384,260)	901,478	(499,904)	(342,970)	(557,710)	702,930	1,749,764	126,522



Claremont Custody Center

FUND 453

City of Coalinga
Claremont Custody Center Fund 453
Revenue and Expense
FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	(2,866,421)	(2,866,421)	(2,866,421)	(2,893,887)	-	-	-	-
Revenue:	138,018	40,897	-	2,896,660	-	-	-	-
Expense:	138,018	40,897	27,466	2,773	-	-	-	-
Variance: Revenue vs Expense	-	-	(27,466)	2,893,887	-	-	-	-
Ending Fund Balance	(2,866,421)	(2,866,421)	(2,893,887)	-	-	-	-	-

DETAIL REVENUE/EXPENSE:

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Proposed
453-400-4932	Transfer from General Fund	138,018	40,897	-	2,896,660	-	-	-	-
TOTAL REVENUE:		138,018	40,897		2,896,660	-	-	-	-
Expense									
453-460-6001	Salaries Regular	-	-	-	-	-	-	-	-
453-460-60020	Salaries Part Time	18,878	9,379	-	-	-	-	-	-
453-460-60030	Salaries Overtime	473	-	-	-	-	-	-	-
453-460-62030	Social Security FICA	1,200	581	-	-	-	-	-	-
453-460-62040	Medicare Insurance	281	136	-	-	-	-	-	-
453-460-7010	Uniform Patches	2,011	-	-	-	-	-	-	-
453-460-62210	Unemployment Claims	2,788	4,376	-	-	-	-	-	-
453-461-86010	Training, Travel & Conferences	14	-	-	-	-	-	-	-
453-462-70160	Gasoline & Diesel	570	-	-	-	-	-	-	-
453-462-70440	Miscellaneous Supplies	716	-	-	-	-	-	-	-
453-462-72010	Water, Gas, Sanitation & Sewer	9,967	513	460	17	-	-	-	-
453-462-72020	Electric	38,059	17,683	23,655	2,756	-	-	-	-
453-462-72030	Telephone	12,490	3,902	-	-	-	-	-	-
453-462-84030	Building Repairs & Maintenance	14,276	3,401	2,029	-	-	-	-	-
453-462-84050	Grounds Repair & Maintenance	757	-	-	-	-	-	-	-
453-462-84060	Vehicle Parts, Repairs & Maint	527	-	-	-	-	-	-	-
453-462-8804	Computer Programming/Consult.	-	-	-	-	-	-	-	-
453-462-98020	Bldgs. & Building Improvements	-	-	-	-	-	-	-	-
453-472-88100	Professional Services	5,522	686	1,322	-	-	-	-	-
453-472-88190	Other Professional/Copier Cont	29,490	240	-	-	-	-	-	-
TOTAL EXPENSE:		138,018	40,897	27,466	2,773	-	-	-	-



General Capital Projects

FUND 140

City of Coalinga
General Capital Projects Fund 140
Revenue and Expense
FY 2019-2020 Adopted Budget

Fiscal Years:	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	3,099,147	1,903,477	2,076,876	1,789,806	1,776,414	1,776,414	1,738,535	38,535
Revenue:	148,308	680,618	3,017,609	1,731,465	2,366,180	541,668	344,000	364,000
Expense:	338,839	1,017,384	3,004,679	1,751,447	2,366,180	579,547	344,000	364,000
Variance: Revenue vs Expense	(190,532)	(336,766)	12,930	(19,982)	-	(37,879)	-	-
Sub Total Ending Fund Bal	2,908,615	1,566,711	2,089,806	1,769,824	1,776,414	1,738,535	1,738,535	38,535
Prior Period Adjustment	(100,640)	510,165	-	6,590				
TRANSFER TO GENERAL FUND	(904,498)	-	(300,000)	-	-	-	(1,700,000)	-
Ending Fund Balance	1,903,477	2,076,876	1,789,806	1,776,414	1,776,414	1,738,535	38,535	38,535

City of Coalinga
FY 2019-2020 Adopted Budget
General Capital Projects Fund 140
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
							(Unaudited)		
GENERAL CAPITAL PROJECTS FUND 140									
Revenue									
140-400-44010	Interest Earned	-	-	1,408	4,091	-	6,861		
140-400-45190	CDBG Storm Drain	-	-		-	-			
140-400-45200	Sports Complex Phase 1B	-	-		-	-			
140-400-45210	PARSAC-Program Reimbursements	6,986	8,151	11,287	2,794	-			
140-400-45220	Donation-Plaza Project-Kiosk	12,000	-	-	-	-			
140-400-45370	CMAQ-Alley Improvements	-	63,574	21,015	670,156	-	25,200		
140-400-45380	TEA 21-State Roads RSTP	-	-	-	-	-			
140-400-45390	STPL Cherry Lane & Elm	-	-	-	-	-			
140-400-45410	EECBG-ARRA Funding	-	-	-	-	-			
140-400-45420	Hwy Safety Improvement Grant	363	-	-	-	-			
140-400-45430	RSTP-Forest St Recon (3rd-5th)	61,534	331,889	-	-	-			
140-400-45440	2009 B Housing Bond Proceeds	-	-	-	-	-			
140-400-45450	Fire-GEMT Reimbursement	-	-	-	-	-			
140-400-45460	CMAQ-St. Sweeper Grant	-	-	-	-	-			
140-400-45470	HSIPL-2013 Elm/Cambridge	-	19,920	33,736	18,862	425,000	(2,250)	344,000	364,000
140-400-45480	RSTP-Forest St Recon (3rd-1st)	-	-	50,693	834,790	-			
140-400-45490	Active Trans. Plan (ATP)-Cycle 1	-	-	70,181	158,691	-			
140-400-45500	Traffic Calming & Safety Plan-SGC	-	-	-	30,343	-	52,444		
140-400-45510	HOME Grant-Consultant Reimb.	-	-	13,423	-	37,000	11,663		
140-400-45520	HOME-Developer Project Funds	-	-	2,776,247	-	450,000	447,750		
140-400-45560	Forest/Truman RSTP Grant	-	-	-	-	600,000		-	-
140-400-45570	2016 Alley Paving Proj CMAQ	-	-	-	-	531,180		-	-
140-400-45580	ADA Improv-ATP Cycle 2 Rev	-	-	-	-	323,000		-	-
140-400-46250	Prop 40 Park Bond-Centennial Park	-	192,894	-	-	-			
140-400-46260	Tire Amnesty/TDP Grant	-	-	5,823	-	-			
140-400-48102	Police-Homeland Sec.Grant	7,500	16,802	-	-	-			
140-400-48110	Police-Ebyrne JAG Grant	-	11,639	10,668	11,738	-			
140-400-48160	Miscellaneous	2,500	-	-	-	-			
140-400-48210	Zoning Code Update Grant	46,269	15,711	19,700	-	-			
140-400-48230	2010 Fire-Homeland Sec.Grant	-	-	-	-	-			
140-400-48240	2012 Fire-Homeland Sec.Grant	2,000	-	-	-	-			
140-400-48250	2011 Fire-Homeland Sec.Grant	2,411	-	-	-	-			
140-400-48260	Fire-Homeland Sec.Grant	6,745	1,229	-	-	-			
140-400-48270	Fire-SJAirPollutionDist.Grant	-	18,809	-	-	-			
140-400-48280	Fire-Homeland Security Grant	-	-	3,428	-	-			
140-400-49500	Transfer from 2009 RDA Bond	-	-	-	-	-			
	TOTAL REVENUE:	148,308	680,618	3,017,609	1,731,465	2,366,180	541,668	344,000	364,000
Expense									
140-401-72000	Council Audio/Video Supply	-	-	2,879	-	-			
140-404-88104	HOME-Grant Admin-Consultants	-	-	13,423	-	37,000	206		
140-404-88114	HOME Developer Disbursements	-	-	2,776,247	-	450,000	450,000		
140-404-88161	Zoning Code Update Grant Exp	51,624	17,723	48	-	-			
140-404-88171	Special Planning Services	-	-	-	3,000	-			
140-405-84031	City Hall AC Unit Replacement	-	-	19,860	-				
140-405-84011	RVP Equipment	-	-	-	-	-			
140-405-84021	Replace City Server	31,382	-	-	-	-			
140-405-88100	Retirement Actuarial	-	-	-	-	-			
140-413-88123	Police-Homeland Sec.Grant	7,500	16,802	4,200	-	-			
140-413-88131	Police-Ebyrne Memorial JAG Grant	-	11,639	10,668	11,738	-			

City of Coalinga
FY 2019-2020 Adopted Budget
General Capital Projects Fund 140
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
140-416-84021	2010 Fire-Homeland Sec.Grant	-	-	-	-	-	-	-	-
140-416-84031	2012 Fire-Homeland Sec.Grant	2,000	-	-	-	-	-	-	-
140-416-84041	2011 Fire-Homeland Sec.Grant	2,411	-	-	-	-	-	-	-
140-416-84052	Fire-Homeland Sec.Grant	6,745	1,229	-	-	-	-	-	-
140-416-84061	Fire-SJAirPollutionDist.Grant	-	18,809	-	-	-	-	-	-
140-416-84074	Fire-Homeland Sec.Grant	-	-	3,428	-	-	-	-	-
140-416-84081	Fire-PARSAC Program Reimb	-	-	1,840	-	-	-	-	-
140-416-98040	Fire-Ambulance Purchase	-	-	-	-	-	-	-	-
140-420-84100	Code Enf. Abatement	125	575	475	(546)	-	175	-	-
140-422-86031	Project Application Fees	-	-	-	-	-	-	-	-
140-422-88040	Computer Programming/Consult.	-	-	-	-	-	1,947	-	-
140-422-88092	PARSAC-Program Exp.Reimbursement	6,986	8,151	9,447	2,805	-	4,085	-	-
140-422-98055	Posa Chanet Park Construction	-	-	-	601	-	-	-	-
140-422-9806	TO General Fund	904,498	-	300,000	-	-	-	1,700,000	-
140-422-98150	WHC District Offices	-	-	-	-	-	-	-	-
140-422-98170	CMAQ-Alley Improvements	-	65,199	18,189	671,357	-	35,791	-	-
140-422-98190	Elm Street Sidewalk & Beautif.	-	-	-	-	-	-	-	-
140-422-98210	CDBG Storm Drain	-	-	-	-	-	-	-	-
140-422-9822	Plaza Reconstruction	-	-	-	-	-	-	-	-
140-422-98232	Plaza Reconstruction-Kiosk	29,510	-	-	-	-	-	-	-
140-422-98290	City Hall Canopy	-	-	-	-	-	-	-	-
140-422-98370	CMAQ-Monterey St. Bike Lanes	-	1,200	-	-	-	-	-	-
140-422-9838	Elm Ave Beautification	-	-	-	-	-	-	-	-
140-422-9839	SRS-2012 Cambridge Signal	-	-	-	-	-	-	-	-
140-422-98410	CMAQ-Street Sweeper	2,860	-	-	-	-	-	-	-
140-422-98500	Cherry/Elm Realignment	-	-	-	-	-	-	-	-
140-422-98550	Polk/Forest Signalization	-	-	-	-	-	-	-	-
140-422-98560	Community Pride Sign	-	-	-	-	-	-	-	-
140-422-98570	Tire Amnesty/TDP Grant	56,784	4,729	-	-	-	-	-	-
140-422-98600	City Monument Signs	-	-	-	-	-	-	-	-
140-422-98610	Grant St. Demolition Project	-	-	-	-	-	-	-	-
140-422-98620	Elm/ElRancho Hwy Safety Improv	25,501	-	-	-	-	-	-	-
140-422-98630	RSTP-Forest St Recon (3rd-5th)	115,203	840,775	-	-	-	-	-	-
140-422-98640	RSTP-Forest St Recon (3rd-1st)	-	-	50,692	834,790	-	-	-	-
140-422-98660	Comprehensive Fee Study	-	-	-	19,805	-	7,237	-	-
140-422-98700	PD Dispatch Center	-	-	-	-	-	-	-	-
140-422-98750	Sports Park Complex	-	-	-	-	-	-	-	-
140-422-98770	Sports Park Phase 1B	210	-	-	-	-	-	-	-
140-422-98820	Octagon House	-	-	-	-	-	-	-	-
140-422-98850	Tree Grant CalFire	-	-	-	-	-	-	-	-
140-422-98870	Utilities District Elm St	-	-	-	-	-	-	-	-
140-422-98881	HSIPL Elm/Cambridge Signal Exp	-	28,041	25,615	18,863	425,000	20,840	344,000	364,000
140-422-98890	Active Trans.Plan-ATP Cycle 01	-	2,513	67,668	158,691	-	59,266	-	-
140-422-98900	Traffic Calming & Safety Enhancement	-	-	-	30,343	-	-	-	-
140-422-98940	2016 Alley Paving Project CMAQ	-	-	-	-	531,180	-	-	-
140-422-98950	Forest/Truman Street Project	-	-	-	-	600,000	-	-	-
140-422-98960	ADA Improv-ATP Cycle 2 Exp	-	-	-	-	323,000	-	-	-
140-426-84082	EECBG-ARRA Funding Expenses	-	-	-	-	-	-	-	-
140-610-92092	DOF LMIHF DDR Distribution	-	-	-	-	-	-	-	-
	TOTAL EXPENSE	1,243,337	1,017,384	3,304,679	1,751,447	2,366,180	579,547	2,044,000	364,000



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Ayres-Beason Scholarship

FUND 104

City of Coalinga
FY 2019-2020 Adopted Budget
MISCELLANEOUS FUNDS
Ayres-Beason Scholarship Fund 104

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (unaudited)	2019 Adopted	2020 Adopted
<u>AYRES-BEASON SCHOLARSHIP</u>									
	BEGINNING BALANCE	52,651	50,746	50,809	50,844	50,980	50,980	51,264	51,364
104-400-44010	Interest Earned	95	63	35	136	100	284	100	100
104-630-92040	Scholarship Disbursement	2,000	-	-	-	-	-	-	-
	ENDING BALANCE	50,746	50,809	50,844	50,980	51,080	51,264	51,364	51,464



Police Department Asset Forfeiture

FUND 102, 103,116

City of Coalinga
Police Department Asset Forfeiture and Grant Funds
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (unaudited)	2019 Adopted	2020 Adopted
Fund 102-Police Dept. Evidence Money in Trust									
102-000-14501	Evidence Monies in Trust	49,723	62,797	81,060	83,449	-	92,138	-	-
Fund 103-Police Dept. Federal Asset Forfeiture									
BEGINNING CASH BALANCE:		74808	27,274	29,611	24,389	24,328	24,328	24,463	24,463
103-400-44010	Interest	-	-	20	63	-	135	-	-
103-400-48161	Forfeiture from US Treasury	10,933	25,200	-	-	-	-	-	-
TOTAL REVENUE:		10,933	25,200	20	63	-	135	-	-
103-413-60020	Salaries Part Time	248	-	-	-	-	-	-	-
103-413-60030	Salaries Overtime	2,155	-	-	-	-	-	-	-
103-413-62030	Social Security FICA	149	-	-	-	-	-	-	-
103-413-62040	Medicare Insurance	35	-	-	-	-	-	-	-
103-413-70320	PD Fed Asset Forfeiture Exp.	55,881	22,863	5,242	124	-	-	-	-
TOTAL EXPENSE:		58,468	22,863	5,242	124	-	-	-	-
ENDING CASH BALANCE:		27,274	29,611	24,389	24,328	24,328	24,463	24,463	24,463
Fund 116-Police Dept. Forfeiture/Unclaimed Funds									
BEGINNING CASH BALANCE:		8,367	57,747	63,358	55,233	41,142	41,142	39,738	39,738
116-400-42150	Asset Forfeiture Funds	50,524	8,688	-	2,777	-	-	-	-
116-400-42160	Unclaimed Funds	-	-	-	-	-	-	-	-
116-400-44010	Interest Earned	-	-	43	115	-	221	-	-
TOTAL REVENUE:		50,524	8,688	43	2,892	-	221	-	-
116-413-70321	PD Asset Forfeiture Expense	1,144	3,077	8,168	16,983	-	1,625	-	-
TOTAL EXPENSE:		1,144	3,077	8,168	16,983	-	1,625	-	-
ENDING CASH BALANCE:		57,747	63,358	55,233	41,142	41,142	39,738	39,738	39,738



Police Department Grant Funds

FUND 105 & 106

City of Coalinga
Police Department Asset Forfeiture and Grant Funds
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Fund 105-COPS Grant									
	BEGINNING FUND BALANCE:	29,741	28,388	48,974	38,628	21,066	21,066	79,595	79,595
105-400-44010	Interest Earned	34	48	8	110	-	328	-	-
105-400-45240	COPS AB1913	100,000	106,230	100,000	129,324	100,000	129,416	100,000	100,000
105-400-45250	CHUSD Resource Officer Program	-	-	-	-	-	-	-	-
105-400-48080	Proceeds from Capital Lease	-	-	-	216,963				
	TOTAL REVENUE:	100,034	106,278	100,008	346,397	100,000	129,744	100,000	100,000
Expense									
105-413-60010	Salaries Regular	-	-	-	-	-	-	-	-
105-413-60020	Salaries Part Time	-	-	-	-	-	-	-	-
105-413-60030	Salaries Overtime	-	-	-	-	-	-	-	-
105-413-62010	Retirement 401A	-	-	-	-	-	-	-	-
105-413-62020	Medical/Life Insurance	-	-	-	-	-	-	-	-
105-413-62030	Social Security FICA	-	-	-	-	-	-	-	-
105-413-62040	Medicare Insurance	-	-	-	-	-	-	-	-
105-413-62060	Deferred Comp - 457 Retirement	-	-	-	-	-	-	-	-
105-413-62070	Workers Comp. Insurance	-	-	-	-	-	-	-	-
105-413-62080	Uniform Allowance	-	-	-	-	-	-	-	-
105-413-96058	2017 Police Vehicles Leases-Principal	-	-	-	47,484				43,816
105-413-96059	2017 Police Vehicles Leases-Interest	-	-	-	3,315				6,983
105-413-98041	COPS Grant Equipment Expense	101,386	85,692	110,354	313,160	100,000	71,215	100,000	49,201
	TOTAL EXPENSE:	101,386	85,692	110,354	363,959	100,000	71,215	100,000	100,000
	ENDING FUND BALANCE:	28,388	48,974	38,628	21,066	21,066	79,595	79,595	79,595
Fund 106-Police Dept Grants									
	BEGINNING FUND BALANCE:	2,744	565	109	(0)	(0)	(0)	(7,505)	(0)
106-400-45230	JAG Grant	-	-	-	-	11,000	-	-	-
106-400-45530	Body Camera Grant 2016-BC-BX-K028					4,000	4,000	-	-
106-400-45540	Body Armor Grant					5,000		-	-
	TOTAL REVENUE:	-	-	-	-	20,000	4,000	-	-
106-413-70101	Uniforms-Safety Equipment	-	-	-	-	9,000	11,505	-	-
106-413-71050	JAG Grant Equipment	1,723	-	-	-	11,000	-	-	-
106-413-72031	JAG Grant-Wireless Telephone	456	456	109	-	-	-	-	-
	TOTAL EXPENSE:	2,179	456	109	-	20,000	11,505	-	-
	ENDING FUND BALANCE:	565	109	(0)	(0)	(0)	(7,505)	(7,505)	(0)



Intergovernmental Fund (IGT)

FUND 117

City of Coalinga
Intergovernmental Transfer (IGT) Fund
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (unaudited)	2019 Adopted	2020 Adopted
Fund 117-Intergovernmental Transfer (IGT) Fund									
	BEGINNING FUND BALANCE:	-	-	-	733,479	1,235,432	1,235,432	3,092,257	3,092,257
117-400-44010	Interest	-	-	-	1,694	-	9,553	-	500
117-400-45000	IGT-Revenue from Medi-Cal Plan	-	-	837,946	905,663	-	1,847,272	-	-
	TOTAL REVENUE:	-	-	837,946	907,357	-	1,856,825	-	500
							-		
117-418-95020	IGT-Transfer to Other Funds	-	-	-	-	-	-	-	487,000
117-418-98042	IGT-EMS Program Expense	-	-	104,467	405,404	-	-	-	-
	TOTAL EXPENSE:	-	-	104,467	405,404	-	-	-	487,000
	ENDING FUND BALANCE:		-	733,479	1,235,432	1,235,432	3,092,257	3,092,257	2,605,757



Gas Tax, Transportation Development Act, SB1 RMRRA Funds

FUND 107, 109, 110, 111,

City of Coalinga
Gas Tax, Transportation Development Act,
SB1 RMRA and Measure C Funds
Revenue and Expense
FY 2019-2020 Adopted Budget

Fiscal Years:	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)								
Fund 107-GAS TAX FUND								
Beginning Fund Balance	798,332	444,090	448,690	293,586	120,548	120,548	14,635	(8,539)
Revenue:	591,015	476,397	354,473	340,984	505,898	355,960	454,510	445,634
Expense:	945,257	471,796	509,577	514,022	447,979	461,873	477,684	437,073
Variance: Revenue vs Expense	(354,242)	4,600	(155,104)	(173,038)	57,919	(105,913)	(23,174)	8,561
Ending Fund Balance	444,090	448,690	293,586	120,548	178,467	14,635	(8,539)	22
Fund 109-TDA Art. III								
Beginning Fund Balance	63,355	73,458	83,776	83,833	84,058	84,058	84,058	95,874
Revenue:	10,103	10,318	57	225	11,816	468	11,916	11,916
Expense:	-	-	-	-	-	-	-	-
Variance: Revenue vs Expense	10,103	10,318	57	225	11,816	468	11,916	11,916
Ending Fund Balance	73,458	83,776	83,833	84,058	95,874	84,526	95,974	107,790
Fund 110-TDA Art. VIII								
Beginning Fund Balance	504,175	254,854	634,405	698,889	699,138	699,138	699,225	931,075
Revenue:	336,521	380,790	64,484	1,874	300,000	3,883	300,100	300,100
Expense:	585,842	1,239	-	1,625	393,820	3,796	68,250	61,000
Variance: Revenue vs Expense	(249,321)	379,551	64,484	249	(93,820)	87	231,850	239,100
Ending Fund Balance	254,854	634,405	698,889	699,138	605,318	699,225	931,075	1,170,175
Fund 111-SB1 RMRA Fund								
Beginning Fund Balance	-	-	-	-	-	-	102,428	102,428
Revenue:	-	-	-	-	-	104,091	320,916	319,866
Expense:	-	-	-	-	-	1,663	320,916	640,682
Variance: Revenue vs Expense								
Ending Fund Balance	-	-	-	-	-	102,428	102,428	(218,388)

City of Coalinga
FY 2019-2020 Adopted Budget
Gas Tax Fund 107 - Highway Users Tax
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)									
Fund 107-Gas Tax									
107-400-44010	Interest Earned	825	601	264	490	500	436	500	500
107-400-45070	Gasoline Tax - 2103	263,816	176,896	84,909	48,275	72,000	70,435	138,666	154,259
107-400-45080	Gasoline Tax - 2105	128,789	103,506	92,802	101,629	105,000	98,152	104,132	100,622
107-400-45090	Gasoline Tax - 2106	55,407	58,456	51,657	55,740	68,000	55,198	78,015	54,122
107-400-45100	Gasoline Tax - 2107	137,770	132,469	120,841	130,850	135,000	127,739	129,197	132,131
107-400-45110	Gasoline Tax - 2107.5	4,000	4,000	4,000	4,000	400	4,000	4,000	4,000
	SB1 Loan Repayment	-	-	-	-	20,695	-	-	-
	SB1 Road Maint Rehab Funds	-	-	-	-	104,303	-	-	-
107-400-48160	Miscellaneous Revenue	409	469	-	-	-	-	-	-
	TOTAL REVENUE	591,015	476,397	354,473	340,984	505,898	355,960	454,510	445,634
EXPENSE									
107-422-60010	Salaries Regular	118,992	159,686	186,003	166,278	98,827	90,054	93,189	95,021
107-422-60020	Salaries Part Time	2,595	47	3,029	11,250	-	2,031	-	-
107-422-60030	Salaries Overtime	3,106	4,070	3,723	3,914	3,750	3,836	3,750	3,750
107-422-60050	Salaries Cash Outs	160	953	2,414	1,971	6,157	1,695	6,157	6,157
107-422-62000	Retirement CALPERS	8,956	11,851	13,775	13,824	8,182	7,036	8,045	8,414
107-422-62020	Medical/Life Insurance	27,319	28,690	33,177	27,376	14,939	13,816	15,157	18,161
107-422-62030	Social Security FICA	7,422	10,044	11,693	11,548	6,091	5,995	5,727	5,836
107-422-62040	Medicare Insurance	1,736	2,349	2,768	2,765	1,425	1,429	1,339	1,365
107-422-62050	Disability Income Insurance	174	237	218	216	200	184	200	200
107-422-62060	Deferred Comp - 457 Retirement	1,081	1,686	3,297	6,209	1,300	3,142	2,796	2,851
107-422-62070	Workers Comp. Insurance	21,942	5,243	6,194	9,385	5,797	4,835	11,183	11,403
107-422-62080	Uniform Allowance	246	246	-	189	250	150	250	250
107-422-62200	Retirement CalPERS UL	-	-	-	-	-	-	861	867
107-422-62210	Unemployment Claims	-	-	-	-	988	-	932	950
	Personnel Cost:	193,731	225,102	266,291	254,925	147,906	134,203	149,586	155,225
107-422-70010	Office Supplies	4	112	48	21	200	122	200	200
107-422-70030	Postage & Freight Out	1	-	-	-	6	45	6	6
107-422-70040	Printing & Binding	-	-	-	1	8	39	8	8
107-422-70100	Uniforms	400	-	150	451	1,370	1,586	1,370	1,370
107-422-70120	Sidewalk Repairs	-	-	-	-	15,000	72,131	75,000	40,000
107-422-70130	Street Materials	16,278	30,843	23,433	29,370	40,000	22,339	30,000	40,000
107-422-70140	Utility Parts & Supplies	450	-	450	-	450	397	450	450
107-422-70160	Gasoline & Diesel	6,371	7,926	8,288	8,003	12,500	6,034	10,000	10,000
107-422-70190	Street Stripe Paint	1,487	-	3,315	508	4,000	4,093	15,000	8,000
107-422-70440	Miscellaneous Supplies	139	191	991	772	1,000	2,372	1,000	1,000
107-422-72010	Water/Electric - City Plots	39,646	35,542	35,259	36,087	36,000	39,468	36,000	36,000
107-422-72021	Street Light Electricity	103,494	115,390	120,921	129,825	121,000	122,714	100,000	100,000
107-422-72030	Telephone	-	-	-	-	600	230	600	600
107-422-84010	Office Equip, Repairs & Maint	1,008	30	33	63	200	27	200	200
107-422-84030	Buildings Repairs & Maint.	6,542	2,759	-	-	400	323	400	400
107-422-84050	Grounds Repairs & Maintenance	-	43	3,887	6,952	7,000	3,217	7,000	4,000
107-422-84060	Vehicle Repairs & Maint.	6,522	7,506	7,554	3,543	3,000	5,257	4,000	4,000
107-422-86010	Training, Travel, & Conference	-	70	56	-	40	-	40	40
107-422-86030	Subs., Dues, & Publications	-	-	6,869	9,958	9,200	-	9,200	5,550
107-422-88010	City Attorney Fees	-	-	-	-	-	58	-	400
107-422-88040	Computer Program & Consulting	323	-	22	143	150	2,924	3,675	3,675
107-422-88060	Medical - General	-	-	81	32	100	21	100	100
107-422-88100	Professional Services	28,886	14,487	7,467	11,945	10,000	12,555	5,000	4,000
107-422-88130	Grant Writing/Application	11,418	23,701	14,326	5,725	15,000	23,153	20,000	10,000
107-422-89010	Personnel Advertising	-	-	42	-	25	-	25	25
107-422-89020	Interview Expenses	-	-	-	-	1	-	1	1
107-422-89040	Physical w/Drug & Alcohol Test	145	248	15	12	100	-	100	100

City of Coalinga
FY 2019-2020 Adopted Budget
Gas Tax Fund 107 - Highway Users Tax
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
107-422-89070	Fingerprinting	-	-	-	-	18	-	18	18
107-422-90010	Liability & Property Insurance	8,998	4,149	5,893	9,702	8,705	5,686	8,705	8,705
107-422-90041	Settlements & Judgments	-	1,391	109	-	-	-	-	-
107-422-92090	Taxes, Licenses, & Fees	-	-	-	-	-	609	-	-
107-422-98040	Major Machinery & Equipment	1,321	-	1,999	5,984	-	2,270	-	3,000
107-422-98080	Slurry Seal & Cape Seal Proj.	3,091	1,108	-	-	-	-	-	-
107-422-98110	Street Light Study	-	-	2,078	-	14,000	-	-	-
107-422-98550	Plaza Beautification/Reconst.	515,003	1,199	-	-	-	-	-	-
O & M Cost:		751,526	246,694	243,286	259,097	300,073	327,670	328,098	281,848
TOTAL EXPENSE		945,257	471,796	509,577	514,022	447,979	461,873	477,684	437,073

City of Coalinga
FY 2019-2020 Adopted Budget
TDA, SB1 RMRA and Measure C Funds
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)									
Fund 109 STREETS - TDA ARTICLE III FUND									
109-400-44010	Interest Earned	135	103	57	225	-	468	100	100
109-400-45130	LTF Funds Art III	9,968	10,215	-	-	11,816	-	11,816	11,816
	TOTAL REVENUE	10,103	10,318	57	225	11,816	468	11,916	11,916
109-424-9836	Cambridge/WHC Sidewalk Improve	-	-			-		-	-
	TOTAL EXPENSE	-	-	-	-	-	-	-	-
Fund 110 STREETS - TDA ARTICLE VIII FUND									
110-400-44010	Interest Earned	397	733	479	1,874	-	3,883	100	100
110-400-45140	LTF Funds Art VIII	336,124	380,057	64,005	-	300,000	-	300,000	300,000
	TOTAL REVENUE	336,521	380,790	64,484	1,874	300,000	3,883	300,100	300,100
110-424-70030	Postage & Freight Out	-	-	-	-	-	45		
110-424-70040	Printing & Binding	-	-	-	-	-	22		
110-424-88040	Computer Programming/Consult.	-	-	-	-	-	2,466		
110-424-92083	Const.Mgmt. Admn Services	-	-	-	-	-	-	-	-
110-424-92090	Taxes, Licenses, & Fees	-	-	-	-	-	608		
110-422-98170	CMAQ-Various Alley Paving	-	-	-	1,625		-		
110-424-98370	Polk/Forest Reconstruction	-	-	-	-	-	-	-	-
110-424-9838	Elm Avenue 3rd to 7th	-	-	-	-	-	-	-	-
110-424-98400	Elm Ave Beautification Phase2A	38,058	-	-	-	-	-	-	-
110-424-98410	Elm Ave Beautification Phase2B	-	-	-	-	-	-	-	-
110-424-98420	Paving Various Alleys-PE	-	-	-	-	-	-	-	-
110-424-98550	Plaza Beautification/Reconst.	547,785	1,239	-	-	-	-	-	-
110-424-98940	2016 Alley Paving Project					68,820	655	68,250	61,000
110-424-98950	Forest/Truman Street Project					325,000	-	-	-
	TOTAL EXPENSE	585,842	1,239	-	1,625	393,820	3,796	68,250	61,000
Fund 111 STREETS - SB 1 RMRA Fund									
111-400-44010	Interest Earned	-	-	-	-	-	154	-	100
111-400-45150	SB 1 Loan Repayment Revenue	-	-	-			20,562	20,562	20,397
111-400-45160	SB 1 Road Maint Rehab Funds	-	-	-			83,375	300,354	299,369
	TOTAL REVENUE	-	-	-	-	-	104,091	320,916	319,866
111-422-98910	Sunset St Improv-Phase 1 Exp	-	-	-	-	-	1,663	320,916	640,682
	TOTAL EXPENSE	-	-	-	-	-	1,663	320,916	640,682

City of Coalinga
Gas Tax, Transportation Development Act,
SB1 RMRA and Measure C Funds
Revenue and Expense
FY 2019-2020 Adopted Budget

Fiscal Years:	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)								
Fund 125-Measure C-St. Maintenance								
Beginning Fund Balance	131,634	313,829	495,071	450,320	640,424	640,424	169,817	(76,683)
Revenue:	182,195	186,014	192,888	191,506	195,500	194,904	195,500	195,500
Expense:	-	4,773	237,639	1,402	536,416	665,511	442,000	192,000
Variance: Revenue vs Expense	182,195	181,241	(44,751)	190,104	(340,916)	(470,607)	(246,500)	3,500
Ending Fund Balance	313,829	495,071	450,320	640,424	299,508	169,817	(76,683)	(73,183)
Fund 126-Measure C-ADA Compliance								
Beginning Fund Balance	26,682	24,141	10,020	16,467	22,875	22,875	40,604	47,454
Revenue:	6,135	6,205	6,447	6,408	6,850	17,729	6,850	6,850
Expense:	8,676	20,326	-	-	-	-	-	-
Variance: Revenue vs Expense	(2,541)	(14,121)	6,447	6,408	6,850	17,729	6,850	6,850
Ending Fund Balance	24,141	10,020	16,467	22,875	29,725	40,604	47,454	54,304
Fund 127-Measure C-Flexible Funding								
Beginning Fund Balance	1,170,324	858,027	1,002,489	1,044,670	1,236,091	1,236,091	1,370,873	591,373
Revenue:	219,246	223,214	232,259	230,971	235,500	250,640	235,500	235,500
Expense:	531,543	78,752	190,078	39,550	1,180,000	115,858	1,015,000	740,000
Variance: Revenue vs Expense	(312,297)	144,462	42,181	191,421	(944,500)	134,782	(779,500)	(504,500)
Ending Fund Balance	858,027	1,002,489	1,044,670	1,236,091	291,591	1,370,873	591,373	86,873



Measure C Funds

FUND 125, 126, 127

City of Coalinga
FY 2019-2020 Adopted Budget
TDA, SB1 RMRA and Measure C Funds
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Fund 125 MEASURE C - STREET MAINTENANCE									
125-400-44010	Interest Earned	549	594	249	1,582	500	3,375	500	500
125-400-45121	Measure C-Street Maintenance	181,646	185,420	192,639	189,924	195,000	191,529	195,000	195,000
	TOTAL REVENUE	182,195	186,014	192,888	191,506	195,500	194,904	195,500	195,500
125-422-70030	Postage & Freight Out	-	-	-	-	-	45	-	-
125-422-70040	Printing & Binding	-	-	-	-	-	22	-	-
125-422-88040	Computer Programming/Consult.	-	-	-	-	-	2,466	-	-
125-422-88100	Professional Services	-	-	-	-	-	-	-	-
125-422-92090	Taxes, Licenses, & Fees	-	-	-	-	-	608	-	-
125-422-9806	Public Improvements	-	-	-	-	-	-	-	-
125-422-98231	Wayfinding Signage-Elm/Plaza	-	-	-	1,402	-	-	-	-
125-422-98240	Forest/Polk Intersection	-	-	-	-	-	-	-	-
125-422-98250	Forest St. Phase 2 (5th-3rd)	-	-	-	-	-	-	-	-
125-422-98270	El Rancho/Elm AC Dike@Shoulder	-	1,564	-	-	-	-	-	-
125-422-98401	Slurry Seal, Cape Seal	-	3,209	237,639	-	500,000	662,370	-	-
125-422-98880	Elm/Cambridge Signal HSIP	-	-	-	-	36,416	-	192,000	192,000
125-422-98910	Sunset St Improv-Phase 1 Exp	-	-	-	-	-	-	250,000	-
	TOTAL EXPENSE	-	4,773	237,639	1,402	536,416	665,511	442,000	192,000
Fund 126 MEASURE C - ADA COMPLIANCE									
126-400-44010	Interest Earned	59	5	9	57	50	180	50	50
126-400-45122	Measure C-ADA Compliance	6,076	6,199	6,438	6,351	6,800	17,549	6,800	6,800
	TOTAL REVENUE	6,135	6,205	6,447	6,408	6,850	17,729	6,850	6,850
126-422-98460	City ADA Improvements	8,676	18,445	-	-	-	-	-	-
126-422-98500	ADA Compliance/Plan Services	-	1,881	-	-	-	-	-	-
	TOTAL EXPENSE	8,676	20,326	-	-	-	-	-	-
Fund 127 MEASURE C - FLEXIBLE FUNDING									
127-400-44010	Interest Earned	1,590	1,221	655	3,172	500	7,281	500	500
127-400-45123	Measure C-Flexible Funding	217,656	221,993	231,604	227,799	235,000	243,359	235,000	235,000
	TOTAL REVENUE	219,246	223,214	232,259	230,971	235,500	250,640	235,500	235,500
127-422-70030	Postage & Freight Out	-	-	-	-	-	45	-	-
127-422-70040	Printing & Binding	-	-	-	-	-	22	-	-
127-422-88040	Computer Programming/Consult.	-	-	-	-	-	2,466	-	-
127-422-88100	Professional Services	-	168	-	-	-	-	-	-
127-422-92090	Taxes, Licenses, & Fees	-	-	-	-	-	608	-	-
127-422-98410	Local Funding-St.Sweeper-CMAQ	-	-	-	-	-	-	-	-
127-422-98430	Elm/El Rancho-Local Match	-	25,501	-	-	-	-	-	-
127-422-98440	Annual ADA Improvements	-	11,476	152,800	-	-	-	-	-
127-422-98500	Polk/Forest Reconstruction	148	-	-	-	-	-	-	-
127-422-98550	Plaza Beautification/Reconst.	550,519	1,239	-	-	-	-	-	-
127-422-98600	Elm Ave Improvements	(19,123)	-	-	-	-	-	-	-
127-422-98610	Elm Beautification 7th to Polk	-	21,953	22,702	-	-	1,954	-	-
127-422-98630	Forest St Reconst (3rd-5th)	-	-	-	-	-	-	-	-
127-422-98870	Utilities District Elm St.Imp.	-	15,300	8,200	1,381	-	-	-	-

City of Coalinga
FY 2019-2020 Adopted Budget
TDA, SB1 RMRA and Measure C Funds
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
127-422-98880	Elm/Cambridge Signal (PE) HSIP	-	3,116	438	4,504	-	-	-	-
127-422-98890	Active Trans. Plan-ATP Cycle 01	-	-	-	3,622				
127-422-98891	ADA Improvements - ATP Cycle 2	-	-	-	-	-	1,489	-	-
127-422-98901	Phelps Ave Improvements	-	-	5,938	22,425	800,000	8,788	800,000	600,000
127-422-98930	Polk Street Improv-5th to Elm	-	-	-	-	-	-	-	-
127-422-98950	Forest Ave 1st-Elm Ave Proj	-	-	-	7,618	310,000	51,831	-	-
127-422-98960	ADA Improv - ATP Cycle 2	-	-	-		70,000	44,736	26,000	-
127-422-98970	ADA Improv ATP Cycle 3 Exp	-	-	-	-	-	3,919	175,000	140,000
127-422-98980	CMAQ-Trail Seg 10/11/12 Exp							14,000	-
	TOTAL EXPENSE	531,543	78,752	190,078	39,550	1,180,000	115,858	1,015,000	740,000



HOME *Program Fund*

FUND 304

City of Coalinga
HOME Program Fund
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Fund 304-HOME Program Fund									
	BEGINNING FUND BALANCE:	-	-	-	-	-	-	11,362	11,362
304-400-45510	HOME Grant-Consultant Reimb.				16,022		11,362		-
304-400-45520	HOME Developer Project Funds				1,273,753				-
	TOTAL REVENUE:	-	-	-	1,289,775	-	11,362	-	-
304-404-88104	HOME Grant Admn-Consultants				16,022				-
304-404-88114	HOME Developer Disbursements				1,273,753				-
	TOTAL EXPENSE:	-	-	-	1,289,775	-	-	-	-
	ENDING FUND BALANCE:	-	-	-	-	-	11,362	11,362	11,362



Caltrans[®]

CALTRANS *Grant Fund*

FUND 305

City of Coalinga
CalTrans Grants
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Fund 305-CalTrans Grants									
	BEGINNING FUND BALANCE:	-	-	-	-	-	-	(48,745)	(48,745)
305-400-45550	CMAQ-Trail Seg 13/14 Revenue						-	550,000	550,000
305-400-45560	Forest Ave 1st-Elm RSTP Grant						-	1,400,000	1,275,000
305-400-45570	2016 Alley Paving Proj CMAQ						-	527,000	531,000
305-400-45580	ADA Improv-ATP Cycle 2 Rev							318,000	-
305-400-45590	ADA Improv ATP Cycle 3 Rev							1,284,000	1,284,000
305-400-45600	STBG-Polk St Improv-5th to Elm							570,000	570,000
305-400-45610	CMAQ-Trail Seg 10/11/12 Rev							55,000	599,000
305-400-45611	STBG Lifeline-Sunset Phase 1 Rev							-	500,000
305-400-45612	Trail Improv-ATP Cycle 4 Rev							-	100,000
	TOTAL REVENUE:	-	-	-	-	-	-	4,704,000	5,409,000
305-422-98910	Sunset St Improv-Phase 1 Exp							-	500,000
305-422-98920	CMAQ-Trail Seg 13/14 Expense						473	550,000	550,000
305-422-98930	Polk Street Improv-5th to Elm							570,000	570,000
305-422-98940	2016 Alley Paving Project						3,783	527,000	531,000
305-422-98950	Forest Ave 1st-Elm Ave St Proj						23,253	1,400,000	1,275,000
305-422-98960	ADA Improv-ATP Cycle 02 Exp						21,236	318,000	-
305-422-98970	ADA Improv ATP Cycle 03 Exp							1,284,000	1,284,000
305-422-98980	CMAQ-Trail Seg 10/11/12 Exp							55,000	599,000
305-422-98982	Trail Improv-ATP Cycle 4 Exp							-	100,000
	TOTAL EXPENSE:	-	-	-	-	-	48,745	4,704,000	5,409,000
	ENDING FUND BALANCE:	-	-	-	-	-	(48,745)	(48,745)	(48,745)

City of Coalinga
Special Revenue Grants Fund
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Fund 306-Special Revenue Grants									
	BEGINNING FUND BALANCE:	-	-	-	-	-	-	(1,887)	(1,887)
306-400							-	-	-
	TOTAL REVENUE:	-	-	-	-	-	-	-	-
306-422-98570	Tire Amnesty Grant						1,887	-	-
	TOTAL EXPENSE:	-	-	-	-	-	1,887	-	-
	ENDING FUND BALANCE:	-	-	-	-	-	(1,887)	(1,887)	(1,887)



Habitat and Impact Fees Funds

FUND 114, 141, 142, 143, 144, 145, 146

City of Coalinga
Habitat and Impact Fees Funds
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)									
Fund 114-Habitat Conservation Fund									
	BEGINNING FUND BALANCE:	117,842	115,636	113,426	110,788	108,350	108,350	106,262	106,262
114-400-44010	Interest Earned	212	140	76	291	-	592	-	-
114-400-46030	Habitat Development Fees	-	-	-	-	-	-	-	-
	TOTAL REVENUE:	212	140	76	291	-	592	-	-
114-404-88112	Habitat Conservation Plan	-	-	-	-	-	-	-	-
114-404-92090	Taxes, Licenses, & Fees	2,418	2,350	2,714	2,729	-	2,680	-	-
	TOTAL EXPENSE:	2,418	2,350	2,714	2,729	-	2,680	-	-
	ENDING FUND BALANCE:	115,636	113,426	110,788	108,350	108,350	106,262	106,262	106,262
Fund 141-Public Building/Facilities Impact Fees									
	BEGINNING FUND BALANCE:	46,485	46,671	46,728	46,815	51,617	51,617	68,285	68,285
141-400-44010	Interest Earned	86	58	32	132	-	351	-	-
141-400-51051	Building/Facility Impact Fees	100	-	55	4,670	-	16,317	-	-
	TOTAL REVENUE:	186	58	87	4,802	-	16,668	-	-
141-422-98050	Improvements O/T Buildings	-	-	-	-	-	-	-	-
	TOTAL EXPENSE:	-	-	-	-	-	-	-	-
	ENDING FUND BALANCE:	46,671	46,728	46,815	51,617	51,617	68,285	68,285	68,285
Fund 142-Law Enforcement Impact Fees									
	BEGINNING FUND BALANCE:	(178,361)	(178,329)	(178,307)	(178,240)	(171,402)	(171,402)	(148,107)	(148,107)
142-400-44030	Impact Fees Interest	32	22	12	58	-	228	-	-
142-400-51052	Law Enforcement Impact Fees	-	-	55	6,780	-	23,067	-	-
	TOTAL REVENUE:	32	22	67	6,838	-	23,295	-	-
142-422-98040	Major Machinery & Equipment	-	-	-	-	-	-	-	-
	TOTAL EXPENSE:	-	-	-	-	-	-	-	-
	ENDING FUND BALANCE:	(178,329)	(178,307)	(178,240)	(171,402)	(171,402)	(148,107)	(148,107)	(148,107)

City of Coalinga
Habitat and Impact Fees Funds
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Fund 143-Fire Protection Impact Fees									
	BEGINNING FUND BALANCE:	(227,111)	(226,129)	(226,129)	(226,074)	(219,250)	(219,250)	(196,003)	(196,003)
143-400-44030	Impact Fees Interest	-	-	-	-	-	-	-	-
143-400-51053	Fire Protection Impact Fees	982	-	55	6,824	-	23,247	-	-
	TOTAL REVENUE:	982	-	55	6,824	-	23,247	-	-
143-422-98040	Fire Truck Upgrade	-	-	-	-	-	-	-	-
143-422-98300	Ladder Fire Truck Purchase	-	-	-	-	-	-	-	-
	TOTAL EXPENSE:	-	-	-	-	-	-	-	-
	ENDING FUND BALANCE:	(226,129)	(226,129)	(226,074)	(219,250)	(219,250)	(196,003)	(196,003)	(196,003)
Fund 144-Storm Drainage & Flood Control Impact Fees									
	BEGINNING FUND BALANCE:	127,226	24,279	24,069	28,437	65,975	65,975	182,984	182,984
144-400-44030	Impact Fees Interest	54	30	19	151	-	676	-	-
144-400-51054	Storm/Flood Control Impact Fee	-	-	4,349	37,387	-	116,333	-	-
	TOTAL REVENUE:	54	30	4,368	37,538	-	117,009	-	-
144-422-98360	Transfer for Storm Drain	-	-	-	-	-	-	-	-
144-422-9822	Coalinga Sports Complex	-	-	-	-	-	-	-	-
144-422-98550	Plaza Beautification/Reconst.	103,001	240	-	-	-	-	-	-
144-422-98630	Forest St Reconst (3rd-5th)	-	-	-	-	-	-	-	-
	TOTAL EXPENSE:	103,001	240	-	-	-	-	-	-
	ENDING FUND BALANCE:	24,279	24,069	28,437	65,975	65,975	182,984	182,984	182,984
Fund 145-Streets, Bridges Impact Fees									
	BEGINNING FUND BALANCE:	97,345	97,524	97,644	99,246	219,646	219,646	314,349	314,349
145-400-4403	Impact Fees Interest	179	121	68	590	-	1,555	-	-
145-400-51055	Street & Roads Impact Fees	-	-	1,534	119,810	-	93,148	-	-
	TOTAL REVENUE:	179	121	1,602	120,400	-	94,703	-	-
145-422-9823	Traffic Study	-	-	-	-	-	-	-	-
	TOTAL EXPENSE:	-	-	-	-	-	-	-	-
	ENDING FUND BALANCE:	97,524	97,644	99,246	219,646	219,646	314,349	314,349	314,349
Fund 146-Park Impact Fees									
	BEGINNING FUND BALANCE:	-	-	-	-	16,025	16,025	88,454	88,454
146-400-44010	Interest Earned	-	-	-	15	-	384	-	-
146-400-51056	Park Impact Fees	-	-	-	16,010	-	72,045	-	-
	TOTAL REVENUE:	-	-	-	16,025	-	72,429	-	-
146-422-9822	Coalinga Sports Complex	-	-	-	-	-	-	-	-
	TOTAL EXPENSE:	-	-	-	-	-	-	-	-
	ENDING FUND BALANCE:	-	-	-	16,025	16,025	88,454	88,454	88,454



Assessment District Fund

FUND 130

City of Coalinga
Special Assessment Districts Fund 130
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
130-400-44010	Interest Earned	465	340	97	722	-	1,106	-	-
Elm Avenue A.D. 1992-1									
130-451-47010	A.D. Bond Payments	63,696	63,522	49,146	66,681	60,000	64,634	60,000	60
TOTAL REVENUE 1992-1:		63,696	63,522	49,146	66,681	60,000	64,634	60,000	60
130-451-70030	Postage & Freight Out	-	-	-	-	-	45	-	-
130-451-70040	Printing & Binding	-	-	-	-	-	22	-	-
130-451-88040	Computer Programming/Consult.	-	-	-	-	-	2,466	-	-
130-451-88101	Administrative Fees	1,399	1,401	1,418	852	1,500	1,150	1,500	1,500
130-451-92090	Taxes, Licenses, & Fees	-	-	-	-	-	608	-	-
130-451-96010	Bond Principal Payment	45,000	-	-	-	60,000	-	60,000	-
130-451-96020	Bond Interest Payment	22,669	19,181	15,500	11,431	6,975	-	2,325	-
TOTAL EXPENSE 1992-1:		69,067	20,582	16,918	12,283	68,475	4,291	63,825	1,500
Rural Water A.D. #1									
130-603-47010	A.D. Bond Payments	-	-	23,750	19,388	-	-	18,850	19,400
TOTAL REVENUE #1:		-	-	23,750	19,388	-	-	18,850	19,400
130-603-88101	Administrative Fees	715	736	749	398	800	838	800	800
130-603-96010	Bond Principal Payment	-	-	19,000	15,500	-	-	17,000	18,000
130-603-96020	Bond Interest Payment	-	-	4,750	3,888	-	-	1,850	1,400
TOTAL EXPENSE #1:		715	736	24,499	19,786	800	838	19,650	20,200
Juniper Ridge A.D. 1991-1 A									
130-707-44010	Interest Earned	-	-	-	-	-	-	-	-
130-707-47010	A.D. Bond Payments	88,384	96,265	85,756	4,708	-	3,138	-	-
130-707-47020	Prepaid Special Assessments	3,249	-	-	-	-	-	-	-
130-707-47030	Redemption Premium	101	-	-	-	-	-	-	-
130-707-4705	Legal & Publishing Fees	150	-	-	-	-	-	-	-
TOTAL REVENUE 1991-1A:		91,884	96,265	85,756	4,708	-	3,138	-	-
130-707-88101	Administrative Fees	1,807	1,746	1,784	-	-	-	-	-
130-707-96010	Bond Principal Payment	85,000	-	-	-	-	-	-	-
130-707-96020	Bond Interest Payment	24,413	16,275	9,997	3,488	-	-	-	-
TOTAL EXPENSE 1991-1A:		111,220	18,021	11,781	3,488	-	-	-	-
Monterey Extension A.D. 1991-2									
130-708-47010	A.D. Bond Payments	29,333	28,990	28,578	-	-	-	-	-
TOTAL REVENUE 1991-2:		29,333	28,990	28,578	-	-	-	-	-
130-708-88101	Administrative Fees	802	815	842	-	-	-	-	-
130-708-96010	Bond Principal Payment	20,000	-	-	-	-	-	-	-
130-708-96020	Bond Interest Payment	8,075	5,938	3,562	1,188	-	-	-	-
TOTAL EXPENSE 1991-2:		28,877	6,753	4,404	1,188	-	-	-	-
Juniper Ridge A.D. 1991-1 B									
130-775-44010	Interest Earned	-	-	-	-	-	-	-	-
130-775-47010	A.D. Bond Payments	17,841	19,992	15,815	1,696	-	1,178	-	-
130-775-47020	Prepaid Special Assessments	754	-	-	-	-	-	-	-
130-775-47030	Redemption Premium	23	-	-	-	-	-	-	-
130-775-4705	Legal & Publishing Fees	112	-	-	-	-	-	-	-
TOTAL REVENUE 1991-1B:		18,730	19,992	15,815	1,696	-	1,178	-	-
130-775-88101	Administrative Fees	1,729	1,681	1,713	-	-	-	-	-
130-775-96010	Bond Principal Payment	16,000	-	-	-	-	-	-	-
130-775-96020	Bond Interest Payment	3,674	2,232	1,302	419	-	-	-	-
TOTAL EXPENSE 1991-1B:		21,403	3,913	3,015	419	-	-	-	-
Fund 130									
BEGINNING FUND BALANCE:		304,291	277,117	(147,778)	(5,253)	50,778	50,778	115,705	111,080
TOTAL REVENUE FUND 130:		204,108	209,110	203,142	93,195	60,000	70,056	78,850	19,460
TOTAL EXPENSE FUND 130:		231,282	50,005	60,617	37,164	69,275	5,129	83,475	21,700
PRIOR PERIOD ADJUSTMENT			(584,000)						
Fund 130									
ENDING FUND BALANCE:		277,117	(147,778)	(5,253)	50,778	41,503	115,705	111,080	108,840



Coalinga Public Financing Authority

FUND 150

City of Coalinga
Coalinga Public Financing Authority Fund 150
Revenue and Expense
FY 2019-2020 Adopted Budget

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
150-400-44010	Interest Earned	62,037	131,732	62,604	61,125	-	3,528		
150-400-44022	TA Bond Interest Revenue	-	93,229	256,142	155,988				
150-400-44030	2009 TA Bonds Interest Revenue	-	275,314	256,997	235,898				
150-400-44042	2000 Tax Allocation-Accreted Interest	-	-	-	105,478				
150-400-44200	Transfer from Successor Agency	705,368	363,848	146,247	127,531	705,168	-	1,369,052	510,422
150-400-44220	Transfer From RDA Fund	-	-	36,141	32,959	-	-	-	-
150-400-44230	Transfer From A.D. Fund	224,830	-	30,362	16,525	66,975	-	62,325	-
150-400-44240	Transfer From Water Fund	788,439	510,130	493,349	478,277	625,493	-	625,610	625,330
150-400-44250	Transfer From Sewer Fund	149,273	149,272	149,272	149,273	199,273	-	197,698	196,048
150-400-44260	Transfer From Airport Fund	61,344	2,175	680	240	-	-	-	-
150-400-44330	West Hills Col. Dorm Loan Pmt	-	-	-	-	-	-	-	-
TOTAL REVENUE:		1,991,290	1,525,700	1,431,794	1,363,294	1,596,909	3,528	2,254,685	1,331,800
150-751-96012	Principal-1998 Series A	643,235	865,000	495,000	-	365,000	885,000	385,000	410,000
150-751-96024	Interest-1998 Series A	255,914	213,682	174,581	160,350	118,200	133,800	95,700	71,081
150-751-96501	Fiscal Agent Fees-1998 A	3,327	2,691	2,328	6,926	3,400	32,616	3,400	-
150-752-96013	Principal-1998 Series B	25,000	-	-	65,000	-	-	-	-
150-752-96025	Interest-1998 Series B	4,000	3,250	3,250	1,625	-	-	-	-
150-752-96502	Fiscal Agent Fees-1998 B	3,327	2,691	2,327	6,926	-	10,474	-	-
150-753-96014	Principal-1998 Series C	85,000	-	-	190,000	-	-	-	-
150-753-96026	Interest-1998 Series C	14,308	11,210	11,210	5,605	-	-	-	-
150-753-96503	Fiscal Agent Fees-1998 C	3,327	2,691	-	-	-	10,474	-	-
150-754-96010	Principal-2000 Wtr/Swr	-	-	-	-	-	-	-	-
150-754-96027	Interest-2000 Wtr/Swr	-	-	-	-	-	-	-	-
150-754-9603	Fiscal Agent Fees-2000 Wtr/Swr	-	-	-	-	-	-	-	-
150-755-96015	Principal-2000 RDA	15,000	15,000	15,000	20,000	25,000	-	25,000	-
150-755-96028	Interest-2000 RDA	158,628	157,810	156,977	155,988	154,687	-	153,224	-
150-755-96504	Fiscal Agent Fees-2000 RDA	-	-	-	-	-	-	-	-
150-755-96507	Fiscal Agent fees-2009 RDA A	-	-	-	-	-	-	-	-
150-755-96508	Fiscal Agent Fees-2009 RDA B	-	-	-	-	-	-	-	-
150-755-96509	Fiscal Agent Fees-2009 RDA C	-	-	-	-	-	-	-	-
150-757-88102	Professional Svc-2012 Wtr/Swr	-	-	4	-	-	-	-	-
150-757-96016	Principal-2012 Water/Sewer	-	-	-	-	205,000	-	210,000	215,000
150-757-96029	Interest-2012 Water & Sewer	619,765	619,765	619,765	619,765	619,765	-	613,308	606,378
150-757-96505	Fiscal Agent Fees-2012 Wtr/Swr	-	-	-	-	-	-	-	-
150-759-96017	2009 TA Series A-Principal	-	195,000	210,000	220,000			240,000	-
150-759-96031	2009 TA Series A-Interest	-	134,784	126,012	115,788			92,100	-
150-761-96018	2009 TA Series B-Principal	-	160,000	170,000	180,000			195,000	-
150-761-96032	2009 TA Series B-Interest	-	110,680	103,535	95,210			75,563	-
150-763-96019	2009 TA Series C-Principal	-	35,000	45,000	40,000			45,000	-
150-763-96033	2009 TA Series C-Interest	-	29,850	27,450	24,900			19,350	-
150-765-96021	Assess District 92-1 Principal	-	45,000	-					
150-765-96034	Assess District 92-1 Interest	-	19,181	-					
150-900-94071	Transfer to RDA SA Fund 820	183,386	-	-		-		-	-
TOTAL EXPENSE:		2,014,216	2,623,285	2,162,439	1,908,083	1,491,052	1,072,364	2,152,645	1,302,459
Fund 150	BEGINNING FUND BALANCE:	1,850,970	1,828,044	28,505,926	27,775,281	27,230,492	27,230,492	26,161,656	26,263,696
	TOTAL REVENUE FUND 150:	1,991,290	1,525,700	1,431,794	1,363,294	1,596,909	3,528	2,254,685	1,331,800
	TOTAL EXPENSE FUND 150:	2,014,216	2,623,285	2,162,439	1,908,083	1,491,052	1,072,364	2,152,645	1,302,459
	Prior Period Adjustment		27,775,467						
Fund 150	ENDING FUND BALANCE:	1,828,044	28,505,926	27,775,281	27,230,492	27,336,349	26,161,656	26,263,696	26,293,037



Water Enterprise Fund

FUND 501

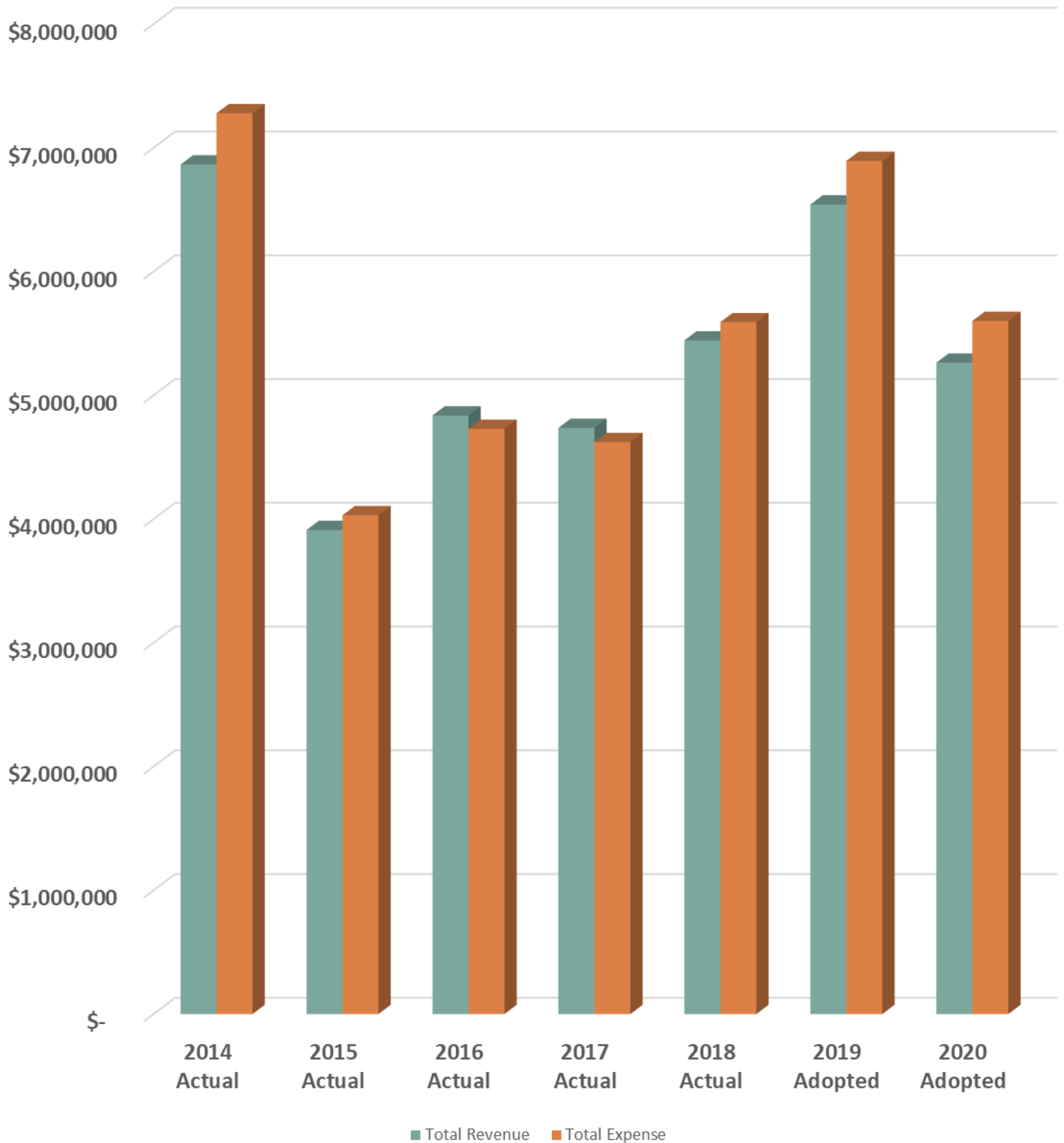
City of Coalinga
Water Enterprise Fund 501
Revenue and Expense
FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	3,769,207	3,354,516	2,324,334	2,471,047	2,585,381	2,585,381	2,438,218	2,085,884
Revenue:	4,039,096	3,911,574	4,837,300	4,736,856	4,951,350	5,443,565	5,186,000	5,263,000
2012 Water Bond Proceeds	2,825,702	-	-	-	2,135,000	-	1,355,700	-
Total Revenue:	6,864,799	3,911,574	4,837,300	4,736,856	7,086,350	5,443,565	6,541,700	5,263,000
Expense:								
Finance-Utility Billing	-	-	-	400,062	190,475	200,283	254,770	264,523
Water Plant	3,365,313	3,100,557	3,617,922	3,266,931	3,680,167	3,682,890	4,378,447	4,536,474
2012 Water Bond Project	2,825,702	-	-	(2,116)	2,135,000	837,401	1,355,700	-
	6,191,015	3,100,557	3,617,922	3,264,815	5,815,167	4,520,291	5,734,147	4,536,474
Water Distribution	1,088,474	929,922	1,111,026	957,645	854,776	870,154	905,117	799,556
Total Expense:	7,279,490	4,030,479	4,728,948	4,622,522	6,860,418	5,590,728	6,894,034	5,600,553
Variance: Revenue vs Expense	(414,691)	(118,905)	108,352	114,334	225,932	(147,163)	(352,334)	(337,553)
Prior Period Adjustment		(911,277)						
Consolidation for Fund 651			38,362					
Ending Fund Balance	3,354,516	2,324,334	2,471,047	2,585,381	2,811,313	2,438,218	2,085,884	1,748,331

CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Water Enterprise Fund 501



City of Coalinga
FY 2019-2020 Adopted Budget
Water Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
FUND 501 - WATER ENTERPRISE FUND									
501-400-44010	Interest Earned	835	514	239	2,361	1,000	24	1,000	1,000
501-400-46921	Use of 2012 Water Bond Proceed	2,825,702	-	-	-	2,135,000	-	1,355,700	-
501-400-46980	UB Late Fees	-	-	91,642	116,312	-	-	-	-
501-400-46990	UB Service Charges (I,e, NSF)	-	-	2,398	1,705	-	-	-	-
501-400-48020	Gain/Loss on Disposal of Asset	-	-	-	(102,707)	-	-	-	-
501-400-48100	Collections Kings Credit	-	-	7,686	7,183	-	-	-	-
501-400-48120	Operating Transfer In	-	-	-	-	-	-	-	-
501-400-48160	Miscellaneous Revenues	5,700	21,120	55	152,490	2,000	750	2,000	2,000
501-400-50900	Electric Demand Response Pgm	-	22,031	12,332	30,000	-	-	-	-
501-400-51010	Treated Water Sales	3,900,660	3,803,331	4,118,763	4,345,215	4,536,000	4,497,444	4,400,000	4,400,000
501-400-51020	Untreated Water Sales Contract	92,362	35,832	587,412	124,265	389,000	764,552	723,000	800,000
501-400-51030	Installation Charges	12,147	9,025	1,250	2,775	5,000	10,150	5,000	5,000
501-400-51040	Account Service Charges	14,043	6,371	2,174	3,000	5,000	300	5,000	5,000
501-400-51057	Water Dev. Impact Fees	13,349	13,349	13,349	54,257	13,350	170,345	50,000	50,000
TOTAL REVENUE:		6,864,799	3,911,574	4,837,300	4,736,856	7,086,350	5,443,565	6,541,700	5,263,000

EXPENSE

Finance Division-Moved from Fund 651 Utility Billing

501-406-60010	Salaries Regular	-	-	-	158,458	94,705	91,577	107,247	118,987
501-406-60020	Salaries Part Time	-	-	-	129	-	-	-	-
501-406-60030	Salaries Overtime	-	-	-	270	270	331	270	270
501-406-60050	Salaries Cash Outs	-	-	-	1,190	1,074	687	1,074	1,074
501-406-62000	Retirement CALPERS	-	-	-	12,035	7,125	6,942	9,134	9,978
501-406-62020	Medical/Life Insurance	-	-	-	31,137	18,859	16,677	22,693	29,157
501-406-62030	Social Security FICA	-	-	-	9,643	5,872	5,697	6,649	7,377
501-406-62040	Medicare Insurance	-	-	-	2,265	1,373	1,339	1,555	1,725
501-406-62050	Disability Income Insurance	-	-	-	389	280	222	280	280
501-406-62060	Deferred Comp - 457 Retirement	-	-	-	2,251	792	1,826	1,877	2,082
501-406-62070	Workers Comp. Insurance	-	-	-	7,733	5,588	3,240	12,870	14,278
501-406-62080	Uniform Allowance	-	-	-	-	48	-	48	48
501-406-62100	Accrued Comp	-	-	-	(211)	-	-	-	-
501-406-62200	Retirement CalPERS UL	-	-	-	-	-	-	268	1,002
501-406-62210	Unemployment Insurance	-	-	-	-	947	450	1,072	1,190
Personnel Cost:		-	-	-	225,289	136,933	128,988	165,037	187,448
501-406-70010	Office Supplies	-	-	-	1,076	800	1,657	1,500	1,500
501-406-70030	Postage & Freight Out	-	-	-	16,143	11,200	12,002	11,200	11,200
501-406-70040	Printing & Binding	-	-	-	11,865	4,800	6,326	4,800	6,500
501-406-70160	Gasoline & Diesel	-	-	-	3,207	2,480	2,332	2,480	2,480
501-406-72030	Telephone	-	-	-	278	160	2,694	160	3,700
501-406-84010	Office Equip Repairs & Maint	-	-	-	673	600	1,351	600	1,500
501-406-86010	Training, Travel, & Conference	-	-	-	528	400	872	600	600
501-406-86030	Subs, Dues & Publications	-	-	-	57	12	97	100	100
501-406-88030	Accounting/Auditing	-	-	-	-	-	914	-	1,000
501-406-88040	Computer Programming/Consult.	-	-	-	11,714	12,800	27,771	48,000	28,000
501-406-88060	Medical - General	-	-	-	-	160	-	160	160
501-406-88103	Other Professional Services	-	-	-	71,600	6,000	9,425	6,000	6,000
501-406-89010	Personnel Advertising	-	-	-	-	40	-	40	40
501-406-89020	Interview Expense	-	-	-	-	2	-	5	5
501-406-89040	Physical w/Drug & Alcohol Test	-	-	-	329	160	-	160	160
501-406-89070	Fingerprinting	-	-	-	-	28	-	28	30
501-406-90010	Liability & Property Insurance	-	-	-	7,897	5,860	5,440	5,860	5,860
501-406-92090	Taxes, Licenses, & Fees	-	-	-	2,903	-	203	-	200
501-406-94030	Cash Short/Over	-	-	-	28	40	-	40	40
501-406-98030	Office Furniture & Equipment	-	-	-	3,526	2,000	211	2,000	2,000
501-406-98040	Major Machinery & Equipment	-	-	-	-	-	-	-	-
501-406-94020	Bad Debt Expense	-	-	-	42,949	6,000	-	6,000	6,000
O & M Cost:		-	-	-	174,773	53,542	71,295	89,733	77,075

City of Coalinga
FY 2019-2020 Adopted Budget
Water Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
	FINANCE TOTAL EXPENSE:	-	-	-	400,062	190,475	200,283	254,770	264,523

Water Plant Division

501-503-60010	Salaries Regular	267,141	167,979	323,425	233,001	314,351	231,213	398,073	413,287
501-503-60020	Salaries Part Time	2,671	4,844	21,004	20,089	9,880	33,171	-	-
501-503-60030	Salaries Overtime	32,673	38,671	47,245	42,484	37,000	50,015	37,000	37,000
501-503-60041	Salaries-Scheduled Standby	-	-	-	-	-	-	-	-
501-503-60050	Salaries Cash Outs	-	1,160	1,224	1,532	1,300	2,430	1,300	1,300
501-503-62000	Retirement CALPERS	19,313	16,570	24,459	27,150	25,781	16,503	32,684	43,842
501-503-62020	Medical/Life Insurance	60,440	50,196	63,945	42,361	52,167	39,997	88,597	93,323
501-503-62030	Social Security FICA	17,369	16,583	25,056	17,977	20,102	19,077	24,681	25,624
501-503-62040	Medicare Insurance	4,062	3,878	5,896	4,269	4,701	4,530	5,772	5,993
501-503-62050	Disability Income Insurance	134	226	487	216	140	254	140	140
501-503-62060	Deferred Comp - 457 Retirement	3,044	3,888	6,641	3,557	3,400	2,661	3,400	3,400
501-503-62070	Workers Comp. Insurance	23,848	18,256	14,364	18,150	18,340	12,034	47,769	49,594
501-503-62081	Safety Boot Allowance	518	709	549	916	1,050	880	1,800	1,800
501-503-62100	Accrued Comp	-	(8,001)	(768)	(745)	-	-	-	-
501-503-62200	Retirement CalPERS UL	-	-	-	-	-	-	995	4,606
501-503-62210	Unemployment Claims	-	-	1,146	6,026	3,144	-	3,981	4,133
Personnel Cost:		431,214	314,957	534,673	416,983	491,356	412,765	646,192	684,042
501-503-88211	State of CA-PVSP Water Refund	-	-	-	-	-	-	-	-
501-503-70010	Office Supplies	1,040	1,927	1,638	1,992	2,000	1,624	3,000	3,000
501-503-70030	Postage & Freight Out	102	194	8,577	311	1,000	34	2,000	2,000
501-503-70040	Printing & Binding	3,766	4,222	8,663	230	3,550	480	6,000	6,000
501-503-70060	Small Tools & Equipment	1,585	840	3,011	3,409	10,000	4,723	10,000	10,000
501-503-70100	Uniforms	496	996	1,578	522	1,700	2,095	2,000	2,000
501-503-70140	Utility Parts & Supplies	31,756	28,170	49,758	26,286	30,000	38,009	40,000	40,000
501-503-7015	Vehicle Repairs & Maintenance	-	-	-	-	3,000	-	-	-
501-503-70160	Gasoline & Diesel	16,997	11,804	10,648	8,146	15,000	12,913	15,000	15,000
501-503-70202	Lab Supplies	1,330	5,643	7,598	25,164	10,000	16,046	30,000	35,000
501-503-70210	Chemicals Ammonia	37,874	32,729	32,508	32,100	38,000	27,055	38,000	38,000
501-503-70220	Chemicals Zinc. Ortho.	-	35,294	-	71,543	45,000	33,480	45,000	45,000
501-503-70230	Chemicals Chlorine	30,888	87,465	11,056	19,248	17,000	7,471	17,000	17,000
501-503-70240	Chemicals Aluminate Sulfate	70,431	61,056	76,302	66,770	70,000	80,669	70,000	70,000
501-503-70250	Chemicals Fluoride	13,231	12,593	11,006	12,600	-	-	-	-
501-503-70270	Chemicals Polymers	70,034	66,557	68,556	17,444	55,000	-	55,000	35,000
501-503-70300	Chemicals Hypochlorite	7,830	-	64,092	10,612	10,000	15,666	10,000	10,000
501-503-70350	Chemicals pH Adjustment Acid	-	-	170,244	19,399	60,000	1,184	60,000	30,000
501-503-70360	Chemicals Activated Carbon	-	-	-	-	50,000	-	50,000	-
501-503-70370	Chemicals Caustic Solution	-	-	-	-	50,000	-	50,000	-
501-503-70400	Chemicals Sodium Permanganate	-	-	60,034	59,038	80,000	57,363	80,000	60,000
501-503-70440	Miscellaneous Supplies	970	332	2,454	335	-	-	-	-
501-503-72010	Water, Gas, Sanitation & Sewer	774	659	812	803	1,000	948	1,000	1,000

City of Coalinga
FY 2019-2020 Adopted Budget
Water Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
501-503-72020	Electric	642,488	503,901	574,581	727,188	600,000	643,174	600,000	600,000
501-503-72030	Telephone	1,322	1,047	895	2,996	1,500	6,218	1,500	4,000
501-503-80010	Water Purchases	731,250	747,418	750,189	606,223	840,000	1,014,718	1,057,000	1,000,000
501-503-80070	Miscellaneous Items	3,449	7,548	1,777	265	-	-	-	-
501-503-82030	Equipment Rental	-	200	96	317	3,500	316	3,500	3,500
501-503-84010	Office Equip Repairs & Maint	178	139	396	665	500	602	500	500
501-503-84020	Major Equip Repairs & Maint.	96,616	54,554	23,553	119,017	60,000	100,721	60,000	75,000
501-503-84030	Bldg Repairs, Maint & Security	1,240	45	3,204	623	10,000	3,735	75,000	50,000
501-503-84051	Grounds Chemicals & Maint.	92	-	1,295	6	3,000	-	7,500	7,500
501-503-84060	Vehicle Repairs & Maintenance	5,012	8,488	5,666	5,717	5,000	4,288	8,000	8,000
501-503-84072	Safety Equip. Repairs & Maint.	5,038	3,156	6,350	2,321	4,000	3,415	4,000	4,000
501-503-86010	Training, Travel, & Conference	4,084	1,228	3,667	4,711	7,500	11,847	25,000	25,000
501-503-86032	Cert, Renewal, Subs & Dues	2,382	3,248	1,520	2,046	1,500	916	1,500	1,500
501-503-88010	City Attorney Fees	-	-	-	-	-	29	-	1,500
501-503-88040	Computer Program & Consulting	-	-	10,860	88	1,000	1,987	3,675	5,000
501-503-88060	Medical - General	-	-	753	816	470	791	470	500
501-503-88071	Westlands Coalinga Canal Maint	154,355	235,992	263,297	177,876	56,000	118,050	210,000	250,000
501-503-88070	USBR Maint & Restoration Fees	50	-	-	-	-	-	-	-
501-503-88081	Outside Laboratory	18,558	23,202	14,766	15,246	15,000	18,983	35,000	35,000
501-503-88100	Professional Services	24,936	100,455	155,540	174,536	100,000	246,893	100,000	125,000
501-503-88130	Grant Writing/Application	-	-	-	-	-	-	-	-
501-503-89010	Personnel Advertising	-	-	-	-	-	-	-	25
501-503-89020	Interview Expenses	-	-	-	-	-	-	-	10
501-503-89040	Physical w/Drug & Alcohol Test	102	237	206	315	-	-	-	300
501-503-89070	Fingerprinting	-	-	-	-	-	-	-	60
501-503-90010	Liability & Property Insurance	19,407	7,666	14,576	18,822	-	18,707	-	18,707
501-503-90040	Claims & Judgments	-	-	-	-	-	-	-	-
501-503-92090	Taxes, Licenses, & Fees	9,898	18,905	38,144	9,093	15,000	18,204	20,000	20,000
501-503-9402	Bad Debt Expense	-	-	1,620	-	-	-	-	-
501-503-94031	Amortization Expense	14,056	-	23	-	-	-	-	-
501-503-94040	Cost Allocation Utility Bill	67,039	57,558	-	-	-	-	-	-
501-503-94050	Overhead Allocation General	134,098	134,098	115,021	8,604	134,098	-	-	-
501-503-96037	1993 Water Plant Expan. Princ	-	-	-	-	-	-	-	-
501-503-96041	1993 Water Plant Expan. Int.	46,748	37,100	22,856	7,784	-	-	-	-
501-503-9613	1994 USBR Voluntary Principal	-	-	-	-	-	-	-	-
501-503-9614	1994 USBR Voluntary Interest	6,057	2,537	-	-	-	-	-	-
501-503-96047	2000 Bonds CIP Interest	-	-	-	-	-	235,246	-	-
501-503-96051	2012 Water Rev Bonds-Principal	-	-	-	-	155,000	155,000	160,000	165,000
501-503-96053	2012 Water Rev Bonds-Interest	470,402	470,492	470,492	470,493	470,493	235,246	465,610	460,330
501-503-96500	Fiscal Agent Fees	2,165	2,310	2,200	2,200	3,000	2,365	3,000	3,000
501-503-9803	Office Furniture & Equipment	-	-	667	-	-	-	-	-
501-503-98040	Major Machinery & Equipment	42,611	4,975	10,504	116,028	100,000	124,794	300,000	300,000
501-503-98052	Improvements (Turbidimeters)	863	8,618	-	-	-	-	-	20,000
501-503-98053	Derrick Reservoir Valve Replac	-	-	-	-	-	-	-	-
501-503-98056	Ammonia Analyzer Replacement	8,165	-	-	-	-	-	-	-
501-503-98057	Alum Sludge Removal	-	-	-	-	-	-	-	200,000
501-503-98058	Filter Media Replacement	-	-	-	-	-	-	-	50,000
501-503-98081	Disinfection Byproducts Study	11,928	-	-	-	-	-	-	-
501-503-98090	SCBA 2 Unit Purchase	6,474	-	-	-	-	-	7,000	-
501-503-98110	Calaveras Reservoir Inlet Rep.	-	-	-	-	50,000	4,120	-	-
501-503-98441	Water Revenue Bond Projects	20,387	-	-	(2,116)	2,135,000	837,401	1,355,700	-
501-503-98450	Palmer Reservoir Bond Project	2,805,315	-	-	-	-	-	-	-
501-503-98460	Sodium Hypochlorite Tank Replace	-	-	-	-	-	-	-	-
501-503-98480	Change in Accounting Principle	113,930	-	-	-	-	-	-	-
O & M Cost:		5,759,801	2,785,600	3,083,249	2,847,832	5,323,811	4,107,526	5,087,955	3,852,432
Water Plant Total:		6,191,015	3,100,557	3,617,922	3,264,815	5,815,167	4,520,291	5,734,147	4,536,474

City of Coalinga
FY 2019-2020 Adopted Budget
Water Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
Water Distribution Division									
501-508-60010	Salaries Regular	218,396	211,529	283,846	246,829	293,878	251,537	306,878	247,939
501-508-60020	Salaries Part Time	-	155	1,424	174	-	9,894	-	-
501-508-60030	Salaries Overtime	11,531	13,065	12,347	14,311	13,600	21,261	13,600	13,600
501-508-60050	Salaries Cash Outs	639	1,941	3,978	3,104	20,270	4,564	20,270	20,270
501-508-62000	Retirement CALPERS	16,946	16,712	22,045	21,760	24,031	20,158	26,299	21,463
501-508-62020	Medical/Life Insurance	45,908	42,769	55,478	43,658	54,996	47,651	78,768	63,830
501-508-62030	Social Security FICA	13,767	13,653	17,627	15,565	18,220	17,243	19,026	15,372
501-508-62040	Medicare Insurance	3,220	3,193	4,158	3,704	4,261	4,101	4,450	3,595
501-508-62050	Disability Income Insurance	119	209	436	216	150	241	200	200
501-508-62060	Deferred Comp - 457 Retirement	3,165	3,321	5,323	4,900	2,100	4,782	4,603	3,719
501-508-62070	Workers Comp. Insurance	18,796	(8,860)	10,812	13,057	29,094	17,775	36,825	29,753
501-508-62080	Uniform Allowance	390	390	390	355	390	427	390	390
501-508-62100	Accrued Comp	-	(10,003)	(1,180)	(1,458)	-	-	-	-
501-508-62200	Retirement CalPERS UL	-	-	-	-	-	-	767	3,296
501-508-62210	Unemployment Claims	-	-	928	-	2,939	-	3,069	2,479
Personnel Cost:		332,876	288,073	417,612	366,175	463,929	399,634	515,145	425,906
501-500-94020	Bad Debt Expense	26,369	16,160	41,468	6,218	10,000	-	10,000	10,000
501-508-70010	Office Supplies	317	337	227	442	500	616	500	500
501-508-70030	Postage & Freight Out	2	-	6,583	32	100	15	100	100
501-508-70040	Printing & Binding	-	-	2,541	2	25	24	25	25
501-508-70060	Small Tools & Equipment	2,278	1,419	270	1,219	1,500	764	2,500	7,500
501-508-70100	Uniforms	824	841	643	301	1,370	1,829	1,370	1,370
501-508-70101	Uniforms-Safety Equipment	-	-	-	-	-	-	-	5,000
501-508-70130	Street Materials	335	996	442	1,071	64,000	864	40,000	30,000
501-508-70140	Utility Parts & Supplies	25,319	13,648	14,092	15,088	30,000	11,448	20,000	30,000
501-508-70160	Gasoline & Diesel	8,441	7,134	5,770	4,027	7,500	5,262	7,500	7,500
501-508-70440	Miscellaneous Supplies	33	278	-	208	300	100	300	300
501-508-72020	Electric	2,026	1,571	1,625	3,395	2,000	2,488	2,000	2,000
501-508-72030	Telephone	-	-	85	-	-	282	-	1,000
501-508-84010	Office Equip, Repairs & Maint.	1,131	98	304	205	700	369	10,000	10,000
501-508-84030	Buildings Repairs & Maint.	7,368	3,471	447	99	600	690	600	1,000
501-508-84060	Vehicle Parts, Repairs & Maint	1,366	3,487	4,063	4,847	4,000	2,711	4,000	4,000
501-508-84070	Misc. Repairs & Maint	-	-	-	-	-	-	-	-
501-508-86010	Training, Travel, & Conference	374	54	736	1,196	2,000	6,858	10,000	10,000
501-508-86030	Subs., Dues, & Publications	130	413	413	420	750	870	750	750
501-508-88010	City Attorney Fees	-	-	-	-	-	29	-	150
501-508-88040	Computer Program & Consulting	-	-	8,944	238	200	705	200	800
501-508-88060	Medical - General	-	-	163	125	350	149	350	350
501-508-88100	Professional Services	11,583	4,391	35,874	24,440	20,000	12,005	20,000	25,000
501-508-88121	Geographic Information Systems	6,423	3,213	462	462	8,000	2,475	8,000	8,000
501-508-88130	Grant Writing/Application	-	-	-	-	8,000	-	8,000	8,000
501-508-88140	Water Conservation Plan BMP	24	-	-	-	5,000	-	-	-
501-508-89010	Personnel Advertising	-	-	-	-	82	-	82	100
501-508-89020	Interview Expenses	-	-	-	-	4	-	4	10
501-508-89040	Physical w/Drug & Alcohol Test	-	-	15	50	328	-	328	330
501-508-89070	Fingerprinting	-	-	-	-	58	-	58	60
501-508-90010	Liability & Property Insurance	15,631	5,156	10,368	13,248	13,305	17,139	13,305	13,305
501-508-90040	Claims & Judgments	2,153	1,445	1,438	20,462	-	4,538	-	-
501-508-92080	Miscellaneous Expense	-	-	-	-	-	146,837	-	-
501-508-92090	Taxes, Licenses, & Fees	106	106	173	15,147	175	15,280	20,000	20,000
501-508-94010	Depreciation Expense	361,905	346,047	440,349	422,543	-	-	-	-
501-508-94020	Bad Debt Expense	-	-	1,313	-	-	-	-	-
501-508-94030	Cash Short/Over	-	-	19	-	-	-	-	-
501-508-94040	Cost Allocation Utility Bill	124,501	106,894	-	-	-	-	-	-
501-508-94050	Overhead Allocation General	101,162	101,162	93,236	504	-	-	-	-
501-508-9803	Office Furniture & Equipment	-	-	541	-	-	-	-	-
501-508-98040	Major Machinery & Equipment	1,321	371	5,528	3,500	110,000	112,753	110,000	80,000
501-508-98054	Water Meters	20,144	23,078	15,282	51,981	100,000	122,972	100,000	80,000

City of Coalinga
FY 2019-2020 Adopted Budget
Water Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
501-508-98550	Plaza Beautification/Reconst.	34,334	80	-	-	-	-	-	-
501-508-98940	2016 Alley Paving Project	-	-	-	-	-	448	-	-
501-508-98950	Forest Ave 1st-Elm Ave St Project	-	-	-	-	-	-	-	16,500
O & M Cost:		755,599	641,848	693,414	591,470	390,847	470,520	389,972	373,650
Water Distribution Total:		1,088,474	929,922	1,111,026	957,645	854,776	870,154	905,117	799,556
TOTAL EXPENSE:		7,279,490	4,030,479	4,728,948	4,622,522	6,860,418	5,590,728	6,894,034	5,600,553



Gas Enterprise Fund

FUND 502

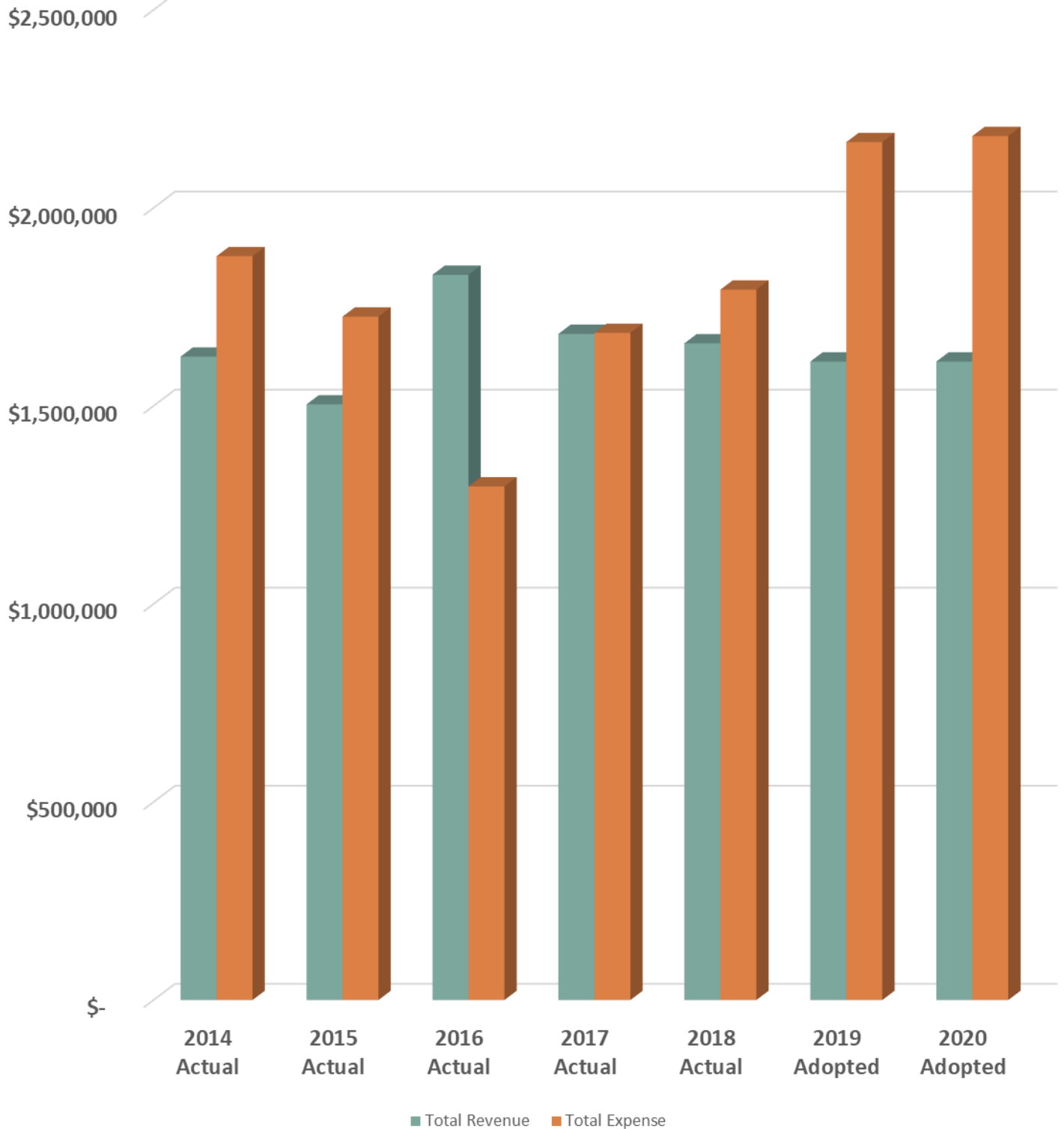
City of Coalinga
Gas Enterprise Fund 502
Revenue and Expense
FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	2,865,022	2,611,346	2,415,985	3,319,745	3,317,207	3,317,207	3,181,649	2,627,620
Revenue:	1,624,413	1,503,868	1,831,039	1,681,934	1,612,000	1,657,987	1,612,000	1,612,000
Expense:	1,878,089	1,725,389	1,296,767	1,684,472	2,170,543	1,793,545	2,166,029	2,181,285
Variance: Revenue vs Expense	(253,676)	(221,521)	534,272	(2,538)	(558,543)	(135,558)	(554,029)	(569,285)
Prior Period Adjustment		26,160	326,000					
Consolidation of Fund 651			43,488					
Ending Fund Balance	2,611,346	2,415,985	3,319,745	3,317,207	2,758,664	3,181,649	2,627,620	2,058,335

CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Gas Enterprise Fund 502



City of Coalinga
FY 2019-2020 Adopted Budget
Gas Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Fund 502 - GAS ENTERPRISE FUND									
502-400-44010	Interest Earned	3,353	1,930	939	3,647	4,000	12,790	4,000	4,000
502-400-46980	U.B. Late Fees	-	-	31,163	40,385			-	-
502-400-46990	UB Service Charges (I.e,NSF)	-	-	815	592			-	-
502-400-48100	Collections Kings Credit	-	-	2,614	2,494			-	-
502-400-48160	Miscellaneous Revenues	-	-	185,617	-			-	-
502-400-52010	Natural Gas Sales	1,604,294	1,447,519	1,607,153	1,628,816	1,600,000	1,616,397	1,600,000	1,600,000
502-400-52020	Installation Charges	15,000	-	1,519	6,000	5,000	28,800	5,000	5,000
502-400-52030	Account Service Charges	1,767	54,420	1,219	-	3,000	-	3,000	3,000
	TOTAL REVENUE:	1,624,413	1,503,868	1,831,039	1,681,934	1,612,000	1,657,987	1,612,000	1,612,000

EXPENSE

Finance Division-Moved from Fund 651 Utility Billing

502-406-60010	Salaries Regular			-	55,653	82,406	79,810	93,685	103,967
502-406-60020	Salaries Part Time			-	45	-	-	-	-
502-406-60030	Salaries Overtime			-	94	203	287	203	203
502-406-60050	Salaries Cash Outs			-	413	805	591	806	806
502-406-62000	Retirement CALPERS			-	4,537	6,198	6,052	7,977	8,714
502-406-62020	Medical/Life Insurance			-	10,930	16,442	14,552	19,822	25,477
502-406-62030	Social Security FICA			-	3,348	5,109	4,967	5,808	6,446
502-406-62040	Medicare Insurance			-	786	1,195	1,166	1,358	1,508
502-406-62050	Disability Income Insurance			-	135	182	194	182	182
502-406-62060	Deferred Comp - 457 Retirement			-	793	693	1,592	1,639	1,819
502-406-62070	Workers Comp. Insurance			-	2,685	4,862	2,814	11,242	12,476
502-406-62080	Uniform Allowance			-	-	42	-	42	42
502-406-62100	Accrued Comp				411		-		-
502-406-62200	Retirement CalPERS UL			-	-	-	-	234	981
502-406-62210	Unemployment Insurance			-	1,008	824	394	937	1,040
	Personnel Cost:	-	-	-	80,838	118,961	112,419	143,935	163,661

502-406-70010	Office Supplies			-	374	600	1,507	1,200	1,500
502-406-70030	Postage & Freight Out			-	5,684	8,400	10,371	8,400	10,500
502-406-70040	Printing & Binding			-	4,174	3,600	5,534	3,600	5,500
502-406-70160	Gasoline & Diesel			-	1,114	1,860	2,041	1,860	2,000
502-406-72030	Telephone			-	97	120	2,357	120	2,500
502-406-84010	Office Equip Repairs & Maint			-	251	450	1,182	1,200	1,200
502-406-86010	Training, Travel, & Conference			-	183	300	763	600	600
502-406-86030	Subs, Dues & Publications			-	20	9	85	100	100
502-406-88030	Accounting/Auditing			-	-	-	914	-	1,000
502-406-88040	Computer Programming/Consult.			-	4,067	9,600	27,191	46,990	25,000
502-406-88060	Medical - General			-	-	120	-	120	120
502-406-88103	Other Professional Services			-	24,894	4,500	8,246	4,500	4,500
502-406-89010	Personnel Advertising			-	-	30	-	30	30
502-406-89020	Interview Expense			-	-	2	-	2	5
502-406-89040	Physical w/Drug & Alcohol Test			-	114	120	-	120	120
502-406-89070	Fingerprinting			-	-	21	-	21	25
502-406-90010	Liability & Property Insurance			-	2,742	4,395	4,727	5,000	5,000
502-406-94030	Cash Short/Over			-	10	30	-	30	30
502-406-98030	Office Furniture & Equipment			-	1,224	1,500	185	1,500	1,500
502-406-98040	Major Machinery & Equipment			-	-	-	-	-	-
502-406-94020	Bad Debt Expense			-	(8,151)	4,500	-	4,500	4,500

	O & M Cost:	-	-	-	36,797	40,157	65,103	79,893	65,730
	FINANCE TOTAL EXPENSE:	-	-	-	117,635	159,118	177,522	223,828	229,391

City of Coalinga
FY 2019-2020 Adopted Budget
Gas Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
<u>GAS OPERATIONS</u>									
502-510-60010	Salaries Regular	242,517	189,963	276,362	264,320	314,148	280,140	295,184	294,996
502-510-60020	Salaries Part Time	-	157	1,451	176	-	9,894	-	-
502-510-60030	Salaries Overtime	11,246	13,066	12,350	14,311	13,600	21,269	13,600	13,600
502-510-60050	Salaries Cash Outs	639	2,148	3,981	3,104	19,629	4,854	19,629	19,629
502-510-62000	Retirement CALPERS	18,123	17,564	22,150	23,329	25,925	21,878	25,403	25,399
502-510-62020	Medical/Life Insurance	47,853	44,025	56,081	46,617	55,874	51,817	72,653	75,052
502-510-62030	Social Security FICA	14,761	14,390	17,709	16,610	19,477	19,034	18,301	18,290
502-510-62040	Medicare Insurance	3,452	3,365	4,177	3,949	4,555	4,520	4,280	4,277
502-510-62050	Disability Income Insurance	146	286	438	215	150	303	200	200
502-510-62060	Deferred Comp - 457 Retirement	3,168	3,322	5,329	5,574	2,000	5,776	2,952	2,950
502-510-62070	Workers Comp. Insurance	20,114	(8,723)	11,488	14,339	31,101	18,414	35,422	35,400
502-510-62080	Uniform Allowance	390	8	390	390	390	-	400	400
502-510-62100	Accrued Comp	-	(10,915)	2,328	3,544	-	-	-	-
502-510-62200	Retirement CalPERS UL	-	-	-	-	-	-	2,650	3,365
502-510-62210	Unemployment Claims	531	-	935	-	3,142	-	2,952	2,950
Personnel Cost:		362,941	268,656	415,169	396,478	489,991	437,899	493,626	496,508
502-500-94020	Bad Debt Expense	30,096	16,576	16,718	4,516	10,000	-	10,000	10,000
502-510-70010	Office Supplies	707	807	569	326	850	499	850	850
502-510-70030	Postage & Freight Out	184	26	6,675	46	156	171	156	156
502-510-70040	Printing & Binding	-	-	2,560	2	25	39	25	25
502-510-70060	Small Tools & Equipment	2,291	2,093	645	622	1,500	861	1,500	10,000
502-510-70100	Uniforms	899	408	304	301	1,370	1,806	1,370	1,370
502-510-70101	Uniforms-Safety Equipment	-	-	-	-	-	-	-	5,000
502-510-70130	Street Materials	580	798	44	-	1,200	-	1,200	9,200
502-510-70140	Utility Parts & Supplies	9,205	8,748	3,689	8,383	20,000	13,153	20,000	20,000
502-510-70160	Gasoline & Diesel	8,548	6,456	5,778	4,031	9,500	5,262	9,500	9,500
502-510-70440	Miscellaneous Supplies	354	153	210	288	400	453	400	400
502-510-72020	Electric	6,510	6,093	6,793	6,640	6,800	7,461	6,800	6,800
502-510-72030	Telephone	2,156	1,406	1,109	2,868	2,100	2,861	2,100	7,100
502-510-80020	PG&E Wholesale Transportation	149,692	126,889	122,198	282,195	140,000	311,803	260,000	260,000
502-510-80030	Gas Purchases for Resale	904,175	608,001	484,486	654,870	700,000	543,714	650,000	787,500
502-510-80100	Gas Assistance Program	2,454	1,424	2,025	1,805	7,500	906	7,500	7,500
502-510-84010	Office Equip Repairs & Maint	1,555	254	817	208	1,000	679	1,000	2,000
502-510-84020	Major Equip Repairs & Maint.	-	-	-	-	-	-	-	-
502-510-84030	Buildings Repairs & Maint.	6,978	7,196	-	4,005	10,000	6,525	8,000	8,000
502-510-84060	Vehicle Parts, Repairs & Maint	5,381	10,737	6,426	7,991	8,000	2,705	10,000	10,000
502-510-86010	Training, Travel, & Conference	153	1,913	1,925	2,917	10,000	4,104	25,000	25,000
502-510-86030	Subs., Dues, & Publications	130	-	-	2,731	500	2,385	500	5,500
502-510-88010	City Attorney Fees	-	-	-	-	-	58	-	200
502-510-88040	Computer Program & Consulting	43	-	8,894	150	75	1,704	1,750	1,750
502-510-88060	Medical - General	-	-	163	125	332	149	332	335
502-510-88100	Professional Services	32,200	28,771	31,121	35,185	45,000	60,229	30,000	30,000
502-510-88121	Geographic Information Systems	6,427	12,832	3,358	1,846	40,000	4,850	20,000	20,000
502-510-88130	Grant Writing/Application	-	-	-	2,568	6,000	-	6,000	6,000
502-510-89010	Personnel Advertising	-	-	-	-	83	-	83	85
502-510-89020	Interview Expenses	-	-	-	-	4	-	4	5
502-510-89040	Physical w/Drug & Alcohol Test	-	-	38	50	332	-	332	335
502-510-89070	Fingerprinting	-	-	-	-	58	-	58	60
502-510-90010	Liability & Property Insurance	16,722	5,423	11,140	14,593	14,115	18,166	14,115	14,115
502-510-90041	Settlements & Judgments	-	1,445	438	-	-	-	-	-
502-510-9208	Miscellaneous Expense	-	263	-	-	-	-	-	-
502-510-92090	Taxes, Licenses, & Fees	-	-	-	-	-	608	-	-
502-510-94010	Depreciation Expense	40,287	39,767	42,835	41,249	-	-	-	-
502-510-9402	Bad Debt Expense	-	-	1,323	-	-	-	-	-
502-510-94030	Cash Short/Over	-	-	19	-	-	-	-	-

City of Coalinga
FY 2019-2020 Adopted Budget
Gas Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
502-510-94040	Cost Allocation Utility Bill	78,778	61,064	-	-	-		-	-
502-510-94050	General Fund Overhead Allocat.	144,534	144,534	93,909	1,700	144,534		-	-
502-510-94080	Police Dept. Services Fees	-	326,000	-	-	-		-	-
502-510-9803	Office Furniture & Equipment	-	-	545				-	-
502-510-98040	Major Machinery & Equipment	1,321	3,071	-	-	110,000	114,335	110,000	80,000
502-510-98071	Gas Meter Purchases	62,489	33,585	24,844	88,148	80,000	72,440	100,000	80,000
502-510-98550	Plaza Beautification/Reconst.	299	-	-	-	-		-	-
502-510-98940	2016 Alley Paving Project	-	-	-	-	150,000	198	150,000	-
502-510-98950	Forest Ave 1st-Elm Ave St Proj	-	-	-	-	-	-	-	36,600
O & M Cost:		1,515,148	1,456,733	881,598	1,170,359	1,521,434	1,178,124	1,448,575	1,455,386
GAS OPERATIONS TOTAL EXPENSE:		1,878,089	1,725,389	1,296,767	1,566,837	2,011,425	1,616,023	1,942,201	1,951,894



Wastewater Enterprise Fund

FUND 503

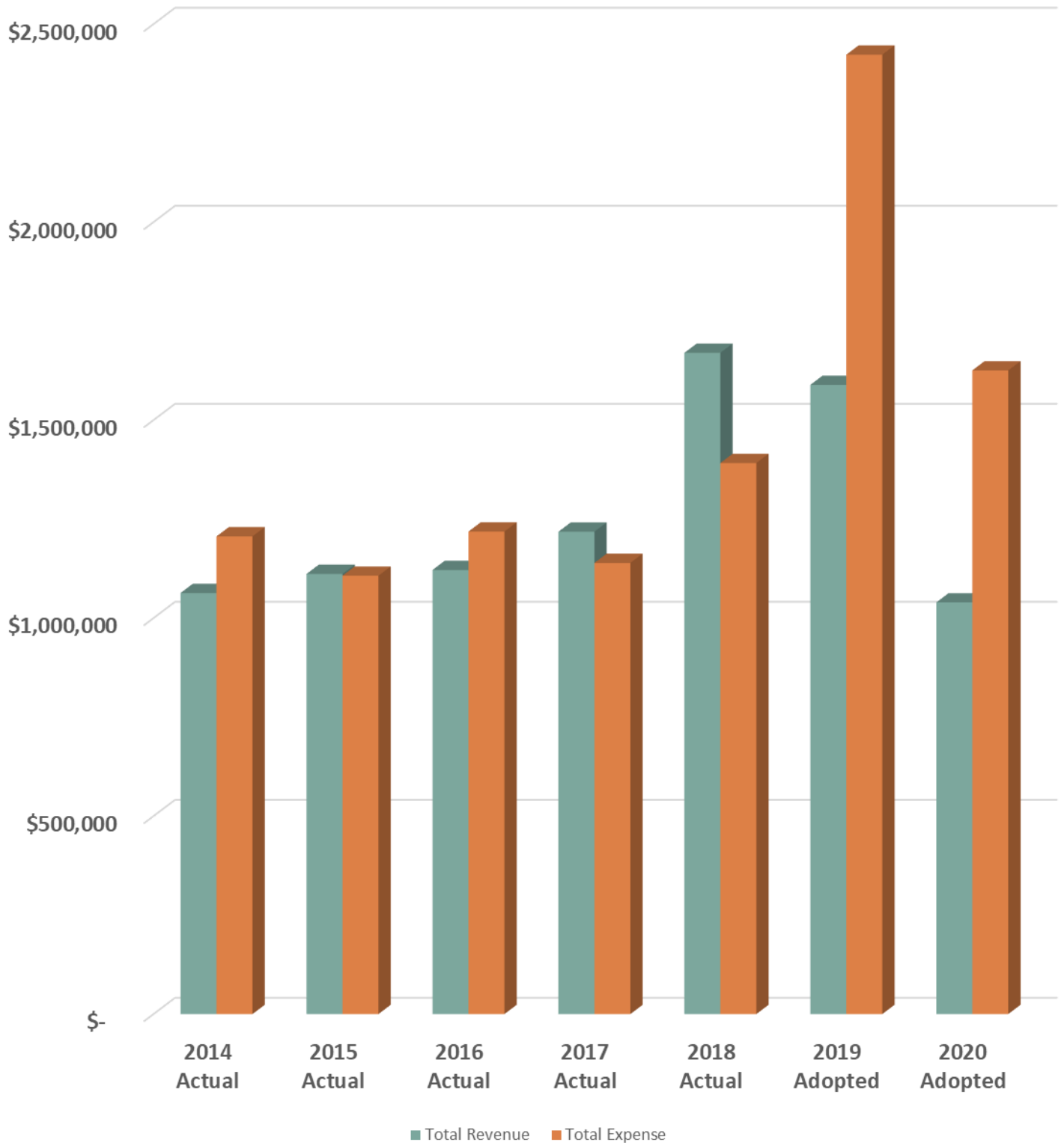
City of Coalinga
Wastewater (Sewer) Enterprise Fund 503
Revenue and Expense
FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	6,795,054	6,651,991	6,369,272	6,321,574	6,400,396	6,400,396	6,678,596	5,844,746
Revenue:	1,063,290	1,111,456	1,121,352	1,218,090	1,029,400	1,669,738	1,028,200	1,039,500
2012 Sewer Bond Proceeds	-	-	-	-	600,000	-	560,709	-
Total Revenue:	1,063,290	1,111,456	1,121,352	1,218,090	1,629,400	1,669,738	1,588,909	1,039,500
Expense:								
Finance	-	-	-	103,366	105,151	124,932	163,298	159,803
Wastewater Plant	929,036	847,268	901,281	867,463	1,791,231	877,032	1,678,755	959,777
2012 Sewer Bond Project								-
Wastewater Collection	277,317	259,737	225,215	168,439	688,584	329,758	580,706	505,807
2012 Sewer Bond Project			91,944	-	-	59,816	-	-
Total Expense:	1,206,353	1,107,005	1,218,440	1,139,268	2,584,966	1,391,538	2,422,759	1,625,387
Variance: Revenue vs Expense	(143,063)	4,451	(97,088)	78,822	(955,566)	278,200	(833,850)	(585,887)
Prior Period Adjustment		(287,170)						
Consolidation of Fund 651			49,390					
Ending Fund Balance	6,651,991	6,369,272	6,321,574	6,400,396	5,444,830	6,678,596	5,844,746	5,258,859

CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Sewer Enterprise Fund 503



City of Coalinga
FY 2019-2020 Adopted Budget
Wastewater Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
FUND 503 - WASTEWATER ENTERPRISE FUND									
503-400-44010	Interest Earned	-	2,406	1,375	6,340	3,500	18,203	3,500	3,500
503-400-44020	Land Rentals	3,269	22,700	45,400	22,700	22,700	34,050	22,700	34,000
503-400-46922	Use of 2012 Sewer Bond Proceeds	-	-	-	-	600,000	-	560,709	-
503-400-46980	UB Late Fees	-	-	21,230	29,215	-	-	-	-
503-400-46990	UB Service Charges (I.e, NSF)	-	-	556	428	-	-	-	-
503-400-48100	Collections Kings Credit	-	-	1,780	1,804	-	-	-	-
503-400-4812	Operating Transfer In	-	-	-	-	-	-	-	-
503-400-48160	Miscellaneous Revenues	-	37,013	-	155	-	-	-	-
503-400-53010	Sewer Service	1,054,461	1,047,961	1,050,761	1,075,871	1,000,000	1,151,502	1,000,000	1,000,000
503-400-53020	Sewer Connection Fees	3,125	1,376	250	1,500	2,000	11,000	2,000	2,000
503-400-53030	Account Service Charges	1,435	-	-	-	1,200	-	-	-
503-400-53040	Effluent Sewer Charges	1,000	-	-	-	-	-	-	-
503-400-53050	Sewer Dev. Impact Fees	-	-	-	80,077	-	454,983	-	-
	TOTAL REVENUE:	1,063,290	1,111,456	1,121,352	1,218,090	1,629,400	1,669,738	1,588,909	1,039,500
EXPENSE									
Finance Division-Moved from Fund 651 Utility Billing									
503-406-60010	Salaries Regular	-	-	-	40,190	54,182	52,457	61,574	68,331
503-406-60020	Salaries Part Time	-	-	-	32	-	-	-	-
503-406-60030	Salaries Overtime	-	-	-	68	135	189	135	135
503-406-60050	Salaries Cash Outs	-	-	-	299	537	389	537	537
503-406-62000	Retirement CALPERS	-	-	-	3,243	4,231	3,978	5,243	5,727
503-406-62020	Medical/Life Insurance	-	-	-	7,894	10,808	9,564	13,028	16,744
503-406-62030	Social Security FICA	-	-	-	2,422	3,359	3,265	3,818	4,236
503-406-62040	Medicare Insurance	-	-	-	569	786	767	893	991
503-406-62050	Disability Income Insurance	-	-	-	98	120	127	120	120
503-406-62060	Deferred Comp - 457 Retirement	-	-	-	572	455	1,046	1,078	1,196
503-406-62070	Workers Comp. Insurance	-	-	-	1,942	3,197	1,851	7,389	8,200
503-406-62080	Uniform Allowance	-	-	-	-	28	-	28	28
503-406-62100	Accrued Comp	-	-	-	261	-	-	-	-
503-406-62200	Retirement CalPERS UL	-	-	-	-	-	-	154	645
503-406-62210	Unemployment Insurance	-	-	-	729	542	259	616	683
	Personnel Cost:	-	-	-	58,319	78,380	73,892	94,613	107,573
503-406-70010	Office Supplies	-	-	-	270	400	899	750	900
503-406-70030	Postage & Freight Out	-	-	-	4,103	5,600	6,831	5,600	6,000
503-406-70040	Printing & Binding	-	-	-	3,013	2,400	3,644	2,400	3,700
503-406-70160	Gasoline & Diesel	-	-	-	806	1,240	1,341	1,240	1,500
503-406-72030	Telephone	-	-	-	70	80	1,358	80	1,400
503-406-84010	Office Equip Repairs & Maint	-	-	-	180	300	700	600	700
503-406-86010	Training, Travel, & Conference	-	-	-	133	200	490	400	400
503-406-86030	Subs, Dues & Publications	-	-	-	14	6	56	100	100
503-406-88030	Accounting/Auditing	-	-	-	-	-	914	-	1,000
503-406-88040	Computer Programming/Consult.	-	-	-	2,942	6,400	26,152	46,990	26,000
503-406-88060	Medical - General	-	-	-	-	80	-	80	80
503-406-88103	Other Professional Services	-	-	-	18,005	3,000	5,254	3,000	3,000
503-406-89010	Personnel Advertising	-	-	-	-	20	-	20	20
503-406-89020	Interview Expense	-	-	-	-	1	-	1	5
503-406-89040	Physical w/Drug & Alcohol Test	-	-	-	83	80	-	80	80
503-406-89070	Fingerprinting	-	-	-	-	14	-	14	15
503-406-90010	Liability & Property Insurance	-	-	-	1,984	2,930	3,077	3,100	3,100
503-406-92090	Taxes, Licenses, & Fees	-	-	-	-	-	203	210	210
503-406-94030	Cash Short/Over	-	-	-	7	20	-	20	20
503-406-98030	Office Furniture & Equipment	-	-	-	886	1,000	121	1,000	1,000
503-406-98040	Major Machinery & Equipment	-	-	-	-	-	-	-	-

City of Coalinga
FY 2019-2020 Adopted Budget
Wastewater Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
503-406-94020	Bad Debt Expense				12,551	3,000	-	3,000	3,000
O & M Cost:		-	-	-	45,047	26,771	51,040	68,685	52,230
FINANCE TOTAL EXPENSE:		-	-	-	103,366	105,151	124,932	163,298	159,803
Wastewater Plant Division									
503-520-60010	Salaries Regular	115,042	74,021	145,228	120,371	164,719	126,843	205,330	211,314
503-520-60020	Salaries Part Time	2,470	8,436	10,480	2,564	9,880	12,266	-	-
503-520-60030	Salaries Overtime	14,003	14,399	17,483	18,129	16,000	21,572	16,000	16,000
503-520-60050	Salaries Cash Outs	-	487	755	930	850	1,710	1,400	1,400
503-520-62000	Retirement CALPERS	8,292	6,940	10,091	404	12,999	9,101	16,671	18,804
503-520-62020	Medical/Life Insurance	25,437	19,402	26,605	21,577	26,249	22,333	43,855	52,460
503-520-62030	Social Security FICA	7,642	7,392	10,280	8,506	10,825	9,730	12,730	13,101
503-520-62040	Medicare Insurance	1,787	1,729	2,432	2,041	2,532	2,344	2,977	3,064
503-520-62050	Disability Income Insurance	100	181	286	173	100	267	300	300
503-520-62060	Deferred Comp - 457 Retirement	1,285	1,719	3,083	2,546	1,500	2,581	2,567	2,641
503-520-62070	Workers Comp. Insurance	10,564	7,794	6,394	8,791	10,301	6,503	24,640	25,358
503-520-62081	Safety Boot Allowance	365	148	145	-	150	153	150	150
503-520-62100	Accrued Comp	-	(3,189)	(485)	918	-	-	-	-
503-520-62200	Retirement CalPERS UL	-	-	-	-	-	-	513	2,166
503-520-62210	Unemployment Insurance	-	-	473	2,568	1,647	206	2,053	2,113
Personnel Cost:		186,985	139,458	233,250	189,518	257,752	215,609	329,186	348,871
503-520-70010	Office Supplies	6	20	148	341	500	523	500	500
503-520-70030	Postage & Freight Out	1	-	3,316	-	50	175	1,000	1,000
503-520-70040	Printing & Binding	-	-	1,295	1	50	7	1,000	1,000
503-520-70060	Small Tools & Equipment	2,139	150	-	1,328	4,000	5,078	4,000	4,000
503-520-70100	Uniforms	933	300	287	431	1,700	2,034	1,700	1,700
503-520-70140	Utility Parts & Supplies	4,718	14,564	6,096	7,913	10,000	20,799	20,000	20,000
503-520-70150	Vehicle Parts & Supplies	285	-	-	17	1,500	-	1,500	1,500
503-520-70160	Gasoline & Diesel	4,249	2,116	3,437	2,648	3,750	3,219	3,750	3,750
503-520-72010	Water, Gas, Sanitation & Sewer	6,857	12,095	13,765	11,050	8,500	13,934	8,500	8,500
503-520-72020	Electric	90,551	60,669	62,175	81,334	65,000	58,754	65,000	65,000
503-520-72030	Telephone	961	252	43	258	500	1,109	500	500
503-520-82030	Equipment Rental	-	-	2,175	-	5,000	721	5,000	5,000
503-520-84010	Office Equip Repairs & Maint	63	48	153	100	100	369	100	100
503-520-84020	Major Equip Repairs & Maint.	22,824	47,261	43,106	1,260	100,000	13,462	100,000	100,000
503-520-84030	Buildings Repairs & Maint.	684	-	3,656	1,586	2,000	1,625	30,000	15,000
503-520-84051	Grounds, Chemicals & Maint.	1,612	4,051	4,665	7,094	5,000	11,688	15,000	15,000
503-520-84060	Vehicle Parts, Repairs & Maint	31	-	630	412	2,000	1,868	2,000	2,000
503-520-84073	Safety Equipment	130	758	3,607	557	2,000	706	2,000	2,000
503-520-86010	Training, Travel, & Conference	140	151	691	1,187	2,000	1,544	2,000	2,000
503-520-86030	Subs., Dues & Publications	-	-	-	-	-	-	-	1,500
503-520-86033	Certifications, Renewals & Test	2,965	1,746	570	1,570	1,500	551	5,000	5,000
503-520-88010	City Attorney Fees	-	-	-	-	-	29	-	300
503-520-88040	Computer Program & Consulting	-	-	4,516	133	500	1,262	2,175	2,175
503-520-88060	Medical - General	-	-	630	350	160	339	160	160
503-520-88080	Laboratory	6,381	6,168	7,770	7,544	10,000	7,229	10,000	10,000
503-520-88100	Professional Services	16,610	19,102	10,641	32,348	75,000	136,506	75,000	75,000
503-520-88113	Sludge Removal Contract	1,779	-	-	-	10,000	-	-	10,000
503-520-88122	Sewer Master Plan	-	-	-	-	-	-	-	-
503-520-88130	Grant Writing/Application	-	-	-	-	-	-	-	-
503-520-89010	Personnel Advertising	-	-	-	-	-	-	-	25
503-520-89020	Interview Expense	-	-	-	-	-	-	-	10
503-520-89030	Employee Competency Testing	-	-	-	-	-	-	-	-
503-520-89040	Physical w/Drug & Alcohol Test	194	64	91	90	-	-	-	60
503-520-89070	Fingerprinting	-	-	-	-	-	-	-	60
503-520-90010	Liability & Property Insurance	8,587	3,262	6,519	9,177	8,000	10,012	8,000	8,000
503-520-92090	Taxes, Licenses & Fees	16,425	18,331	17,834	17,665	20,000	15,762	20,000	20,000

City of Coalinga
FY 2019-2020 Adopted Budget
Wastewater Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
503-520-94010	Depreciation Expense	185,703	200,952	254,322	261,573	-	-	-	-
503-520-9402	Bad Debt Expense	-	-	669	-	-	-	-	-
503-520-94031	Amortization Expense	4,439	-	10	-	-	-	-	-
503-520-94040	Cost Allocation Utility Bill	25,889	22,500	-	-	-	-	-	-
503-520-94050	Overhead Allocation General	134,496	134,496	47,506	2,766	134,496	-	-	-
503-520-96020	1981 Revenue Bond Interest	-	-	-	-	-	-	-	-
503-520-96500	Fiscal Agent Fees	660	690	-	-	900	-	900	900
503-520-9612	2000 Bonds CIP Interest	-	-	-	-	-	-	-	-
503-520-96057	CalPOP Energy Eff. Loan (PG&E)	-	-	-	-	-	-	46,377	23,118
503-520-96045	2012 Sewer Rev Bonds-Principal	-	-	-	-	50,000	50,000	50,000	50,000
503-520-96048	2012 Sewer Rev Bonds-Interest	149,273	149,273	149,275	149,273	149,273	149,273	147,698	146,048
503-520-9803	Office Furniture & Equipment	-	-	276	-	-	-	-	-
503-520-98040	Major Machinery and Equipment	3,924	-	5,406	75,473	250,000	152,845	150,000	-
503-520-98050	Improvements Other Than Bldgs.	-	-	-	-	-	-	-	-
503-521-98082	2012 Sewer Bond Capital Proj.	-	-	-	-	600,000	-	560,709	-
503-520-98280	Change in Accounting Principle	35,977	-	-	-	-	-	-	-
O & M Cost:		729,484	699,018	655,280	675,479	1,523,479	661,423	1,339,569	600,906
Wastewater Plant Total:		916,469	838,477	888,530	864,997	1,781,231	877,032	1,668,755	949,777

Wastewater Collection Division

503-521-60010	Salaries Regular	63,744	73,181	96,360	93,149	113,270	100,869	107,323	107,902
503-521-60020	Salaries Part Time	-	40	498	45	-	2,594	-	-
503-521-60030	Salaries Overtime	2,947	5,711	6,000	3,725	3,600	5,483	3,600	3,600
503-521-60050	Salaries Cash Outs	160	489	1,391	1,181	5,407	2,027	5,407	5,407
503-521-62000	Retirement CALPERS	4,939	5,672	7,497	7,931	9,301	7,671	9,138	9,098
503-521-62020	Medical/Life Insurance	12,744	14,806	19,169	16,292	20,000	18,252	20,558	24,858
503-521-62030	Social Security FICA	4,067	4,758	6,066	5,752	7,023	6,567	6,654	6,690
503-521-62040	Medicare Insurance	952	1,113	1,446	1,397	1,642	1,604	1,556	1,565
503-521-62050	Disability Income Insurance	91	171	249	172	100	261	300	300
503-521-62060	Deferred Comp - 457 Retirement	808	937	1,972	2,644	650	3,061	2,146	2,158
503-521-62070	Workers Comp. Insurance	5,482	(2,315)	3,314	4,771	11,214	5,792	12,879	12,948
503-521-62080	Uniform Allowance	105	105	-	97	105	63	105	105
503-521-62100	Accrued Comp	-	(2,668)	(518)	1,090	-	-	-	-
503-521-62200	Retirement CalPERS UL	-	-	-	-	-	-	268	977
503-521-62210	Unemployment Claims	-	-	315	-	1,133	-	1,073	1,079
Personnel Cost:		96,038	101,999	143,759	138,246	173,445	154,244	171,007	176,687
503-500-94020	Bad Debt Expense	12,567	8,791	12,751	2,466	10,000	-	10,000	10,000
503-521-70010	Office Supplies	3	11	73	18	20	61	20	20
503-521-70030	Postage & Freight Out	0	-	2,209	-	5	15	5	5
503-521-70040	Printing & Binding	-	-	863	1	6	24	6	6
503-521-70100	Uniforms	-	260	248	298	1,370	1,457	1,370	1,370
503-521-70101	Uniforms-Safety Equipment	-	-	-	-	-	-	-	5,000
503-521-70130	Street Materials	-	700	469	814	30,000	-	30,000	20,000
503-521-70140	Utility Parts & Supplies	5,396	4,548	3,183	1,716	7,500	5,266	3,524	5,600
503-521-70160	Gasoline & Diesel	5,376	3,952	4,689	4,002	5,000	5,262	5,000	5,000
503-521-70440	Miscellaneous Supplies	80	-	151	385	600	355	600	1,000
503-521-72010	Water, Gas, Sanitation & Sewer	1,150	1,466	1,246	1,642	1,850	2,082	1,850	1,850
503-521-72020	Electric	6,725	6,246	6,352	6,607	6,300	7,666	6,300	6,300
503-521-72030	Telephone	1,941	1,529	1,449	2,438	2,100	2,666	2,100	3,000
503-521-84010	Office Equip, Repairs & Maint.	1,029	148	94	53	500	304	500	1,000
503-521-84020	Major Equip Repairs & Maint.	9,365	-	1,651	2,292	25,000	1,500	25,000	15,000
503-521-84030	Buildings Repairs & Maint.	6,682	3,213	-	-	1,500	690	1,500	1,500
503-521-84060	Vehicle Parts, Repairs & Maint	1,603	2,608	6,546	661	6,500	4,270	6,500	6,500
503-521-86010	Training, Travel, & Conference	-	-	43	-	800	1,092	800	5,000
503-521-86030	Subs., Dues, & Publications	-	-	-	75	300	-	300	1,000
503-521-88010	City Attorney Fees	-	-	-	-	-	29	-	1,000

City of Coalinga
FY 2019-2020 Adopted Budget
Wastewater Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
503-521-88040	Computer Program & Consulting	-	-	3,023	-	19	1,048	19	1,000
503-521-88060	Medical - General	-	-	48	32	84	39	84	84
503-521-88100	Professional Services	21	274	10,017	1,593	17,900	15,218	17,900	17,900
503-521-88121	Geographic Information Systems	6,423	1,512	-	1,457	12,000	5,244	12,000	12,000
503-521-88130	Grant Writing/Application	-	-	-	-	15,000	-	15,000	15,000
503-521-89010	Personnel Advertising	-	-	-	-	21	-	21	25
503-521-89020	Interview Expenses	-	-	-	-	1	-	1	10
503-521-89040	Physical w/Drug & Alcohol Test	-	-	30	13	84	-	84	85
503-521-89070	Fingerprinting	-	-	-	-	15	-	15	15
503-521-90010	Liability & Property Insurance	4,556	1,438	3,265	4,960	3,800	6,394	3,800	3,800
503-521-90040	Claims and Judgments	-	5,780	109	-	-	-	-	-
503-521-92090	Taxes, Licenses, & Fees	117	117	-	129	400	379	400	3,000
503-521-94020	Bad Debt Expense	-	-	446	-	-	-	-	-
503-521-94030	Cash Short/Over	-	(27)	6	-	-	-	-	-
503-521-94040	Cost Allocation Utility Bill	25,889	22,500	-	-	-	-	-	-
503-521-94050	Overhead Allocation General	101,464	101,464	31,652	1,007	101,464	-	-	-
503-521-98030	Office Furniture & Equipment	-	-	184	-	-	-	-	-
503-521-98040	Major Machinery & Equipment	3,457	-	3,410	-	110,000	114,039	110,000	100,000
503-521-98082	2012 Sewer Bond Capital Proj.	-	-	91,944	-	-	59,816	-	-
503-521-98940	2016 Alley Paving Project	-	-	-	-	-	414	-	-
503-521-98950	Forest Ave 1st-Elm Ave St Proj	-	-	-	-	165,000	-	165,000	96,050
O & M Cost:		193,845	166,529	186,151	32,659	525,139	235,330	419,699	339,120
Wastewater Collection Total:		289,884	268,528	329,910	170,905	698,584	389,574	590,706	515,807
TOTAL EXPENSE:		1,206,353	1,107,005	1,218,440	1,139,268	2,584,966	1,391,538	2,422,759	1,625,387



Sanitation Enterprise Fund

FUND 504

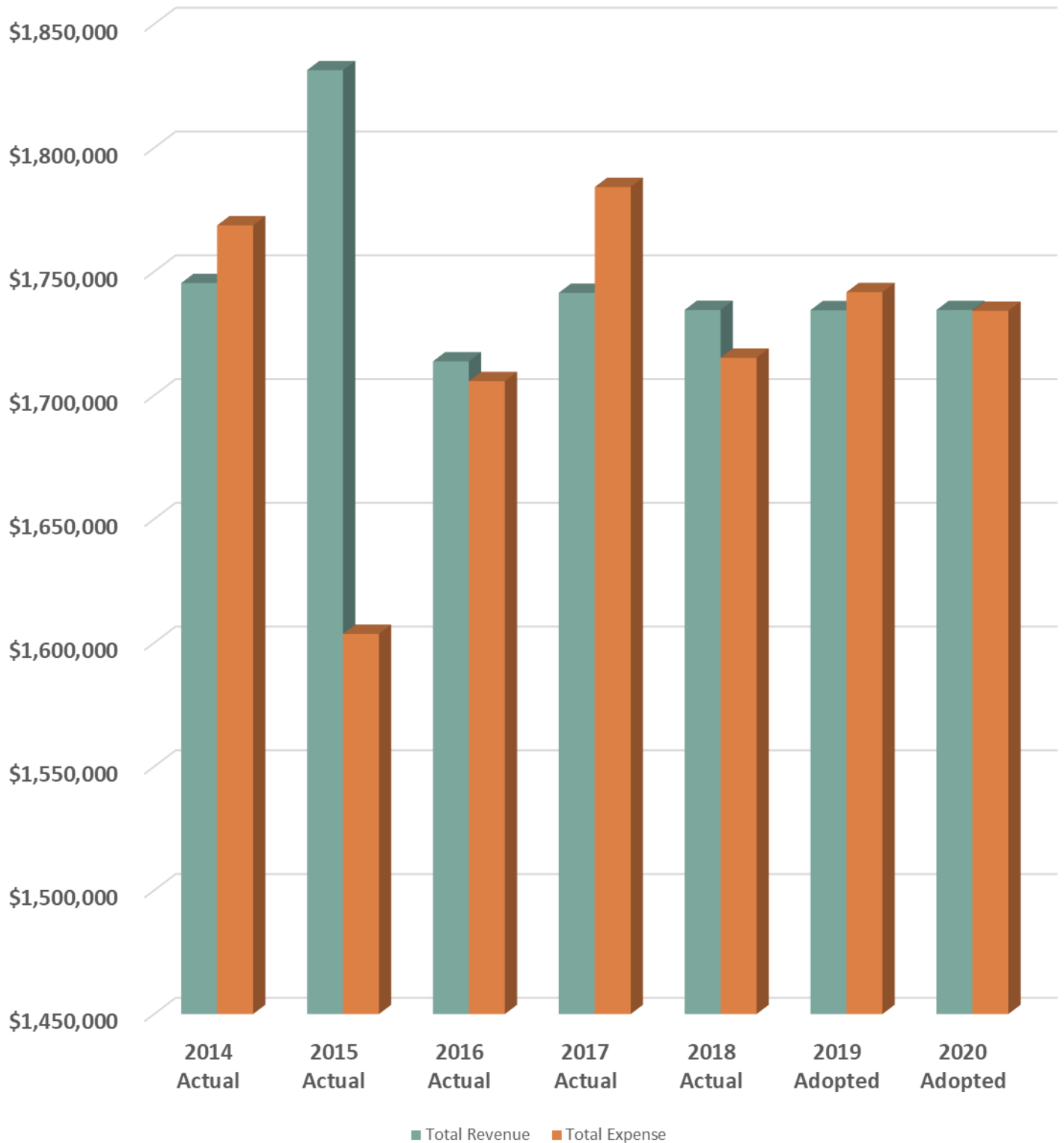
City of Coalinga
Sanitation Enterprise Fund 504
Revenue and Expense
FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	(27,000)	(50,320)	181,957	136,268	93,535	93,535	112,842	105,564
Revenue:	1,745,360	1,831,369	1,713,719	1,741,421	1,734,415	1,734,500	1,734,415	1,734,465
Expense:								
Mid Valley Franchise Agreement	1,610,045	1,452,328	1,544,504	1,601,644	1,600,000	1,602,707	1,600,000	1,600,000
Finance-Utility Billing	20,766	14,870	22,159	33,709	31,498	16,564	34,897	31,648
Street Sweeping	137,870	136,410	139,066	148,801	118,396	95,922	106,796	102,501
TOTAL EXPENSE:	1,768,680	1,603,607	1,705,729	1,784,154	1,749,894	1,715,193	1,741,693	1,734,149
Variance: Revenue vs Expense	(23,320)	227,762	7,990	(42,733)	(15,479)	19,307	(7,278)	316
Prior Period Adjustment		4,516						
Consolidation of Fund 651			(53,679)					
Ending Fund Balance	(50,320)	181,957	136,268	93,535	78,056	112,842	105,564	105,880

CITY OF COALINGA

Fiscal Year 2019-2020 Adopted Budget

Sanitation Enterprise Fund 504



City of Coalinga
FY 2019-2020 Adopted Budget
Sanitation Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)									
FUND 504 - SANITATION ENTERPRISE FUND									
504-400-44010	Interest Earned	-	-	-	54		185	50	50
504-400-4522	CMAQ-St. Sweeper Grant	-	248,859	-	-	-	-	-	-
504-400-45310	Bev. Container Recycling Grant	5,000	-	(249)	5,000	5,000	174	5,000	5,000
504-400-46980	U.B. Late Fees	-	-	32,467	3,391			-	-
504-400-46990	UB Service Charge (I,e NSF)	-	-	850	50			-	-
504-400-48100	Collections Kings Credit	-	-	2,723	209			-	-
504-400-54010	Refuse Collection Service	1,610,795	1,452,402	1,546,104	1,600,285	1,600,000	1,601,439	1,600,000	1,600,000
504-400-54020	State Highway Maintenance Fees	14,916	14,916	14,916	14,916	14,915	14,916	14,915	14,915
504-400-54040	Automated Sanitation Cans	(76)	(13)	-	-	-	-	-	-
504-400-54070	Street Sweeping Charge	114,725	115,205	116,908	117,516	114,500	117,786	114,500	114,500
	TOTAL REVENUE:	1,745,360	1,831,369	1,713,719	1,741,421	1,734,415	1,734,500	1,734,465	1,734,465
FRANCHISE CONTRACT EXPENSE									
504-500-94020	Bad Debt Expense	20,766	14,870	22,159	5,322	10,000	-	10,000	10,000
504-530-80021	Landfill Disposal Fee	-	-		-	-	-	-	-
504-530-88170	Mid Valley Sanitation Services	1,610,045	1,452,328	1,544,504	1,601,644	1,600,000	1,602,707	1,600,000	1,600,000
	TOTAL:	1,630,811	1,467,197	1,566,663	1,606,966	1,610,000	1,602,707	1,610,000	1,610,000
Finance Division-Moved from Fund 651 Utility Billing									
504-406-60010	Salaries Regular				4,668	5,460	6,379	5,750	6,337
504-406-60020	Salaries Part Time				4	-	-	-	-
504-406-60030	Salaries Overtime				8	68	21	68	68
504-406-60050	Salaries Cash Outs				35	269	51	269	269
504-406-62000	Retirement CALPERS				372	428	492	491	536
504-406-62020	Medical/Life Insurance				914	1,039	1,322	1,202	1,529
504-406-62030	Social Security FICA				281	339	391	356	393
504-406-62040	Medicare Insurance				66	79	93	83	92
504-406-62050	Disability Income Insurance				11	10	15	10	10
504-406-62060	Deferred Comp - 457 Retirement				66	40	137	101	111
504-406-62070	Workers Comp. Insurance				225	322	196	690	760
504-406-62080	Uniform Allowance				-	3	-	2	2
504-406-62100	Accrued Comp				243		-		-
504-406-62200	Retirement CalPERS UL				-	-	-	14	58
504-406-62210	Unemployment Insurance				85	55	23	58	63
	Personnel Cost:	-	-	-	6,978	8,112	9,120	9,094	10,228
504-406-70010	Office Supplies				31	200	87	100	100
504-406-70030	Postage & Freight Out				474	2,800	594	1,000	1,000
504-406-70040	Printing & Binding				348	1,200	316	400	400
504-406-70160	Gasoline & Diesel				94	620	117	150	150
504-406-72030	Telephone				8	40	135	40	150
504-406-84010	Office Equip Repairs & Maint				20	150	68	100	100
504-406-86010	Training, Travel, & Conference				15	100	44	100	100
504-406-86030	Subs, Dues & Publications				2	3	5	5	5
504-406-88010	City Attorney Fees				-	-	119	-	100
504-406-88030	Accounting/Auditing				-	-	122	-	200
504-406-88040	Computer Programming/Consult.				342	3,200	5,031	9,800	5,000
504-406-88060	Medical - General				-	40	-	40	40
504-406-88103	Other Professional Services				2,089	1,500	471	1,500	1,500
504-406-89010	Personnel Advertising				-	10	-	10	10
504-406-89020	Interview Expense				-	1	-	1	5
504-406-89040	Physical w/Drug & Alcohol Test				10	40	-	40	40
504-406-89070	Fingerprinting				-	7	-	7	10
504-406-90010	Liability & Property Insurance				230	1,465	324	500	500
504-406-94030	Cash Short/Over				1	10	-	10	10
504-406-98030	Office Furniture & Equipment				103	500	11	500	500
504-406-98040	Major Machinery & Equipment				-	-	-	-	-
504-406-94020	Bad Debt Expense				17,642	1,500	-	1,500	1,500
	O & M Cost:	-	-	-	21,409	13,386	7,444	15,803	11,420

City of Coalinga
FY 2019-2020 Adopted Budget
Sanitation Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
FINANCE TOTAL EXPENSE:		-	-	-	28,387	21,498	16,564	24,897	21,648
STREET SWEEPING EXPENSE									
504-535-60010	Salaries Regular	29,231	33,214	45,844	38,899	40,114	40,082	40,357	42,998
504-535-60020	Salaries Part Time	-	38	255	42	-	-	-	-
504-535-60030	Salaries Overtime	7,360	7,462	386	144	7,200	151	7,200	7,200
504-535-60050	Salaries Cash Outs	-	20	104	-	300	5	300	300
504-535-62000	Retirement CALPERS	3,129	3,169	3,994	5,635	3,377	3,297	3,583	4,129
504-535-62020	Medical/Life Insurance	17,199	17,208	16,360	16,080	11,061	16,442	21,095	12,269
504-535-62030	Social Security FICA	2,606	2,613	2,893	2,316	2,458	2,390	2,502	2,666
504-535-62040	Medicare Insurance	609	611	678	541	575	559	585	623
504-535-62050	Disability Income Insurance	50	11	46	1	20	-	20	20
504-535-62060	Deferred Comp - 457 Retirement	261	291	248	266	260	256	260	260
504-535-62070	Workers Comp. Insurance	3,851	858	1,896	2,350	2,339	1,606	4,843	5,160
504-535-62080	Uniform Allowance	312	-	178	103	150	124	150	150
504-535-62100	Accrued Comp	-	5	(2,725)	4,399	-	-	-	-
504-535-62200	Retirement CalPERS UL	-	-	-	-	-	-	101	776
504-535-62210	Unemployment Insurance	-	-	165	-	401	-	404	430
Personnel Cost:		64,607	65,500	70,322	70,776	68,255	64,912	81,400	76,981
504-535-70010	Office Supplies	3	10	44	17	15	11	15	15
504-535-70030	Postage & Freight Out	0	-	1,158	-	5	45	5	5
504-535-70040	Printing & Binding	-	-	452	1	6	22	6	5
504-535-70060	Small Tools & Equipment	-	-	-	-	-	-	-	-
504-535-70100	Uniforms	-	349	103	133	650	481	650	650
504-535-70160	Gasoline & Diesel	11,320	10,407	7,376	8,177	10,000	9,283	10,000	10,000
504-535-72030	Telephone	-	-	15	-	-	26	-	100
504-535-80021	Landfill Disposal Fee	15,937	5,144	-	-	1,000	-	-	-
504-535-84010	Office Equip, Repairs & Maint	30	24	61	50	20	39	20	40
504-535-84020	Major Equip Repairs & Maint.	-	-	-	-	500	-	500	500
504-535-84060	Vehicle Parts, Repairs & Maint	13,242	13,216	9,103	10,951	15,000	16,751	10,000	10,000
504-535-86010	Training, Travel, & Conference	-	-	25	-	12	-	-	-
504-535-86030	Subs., Dues, & Publications	-	-	-	-	5	-	-	-
504-535-88040	Computer Program & Consulting	-	-	1,562	-	18	583	750	750
504-535-88060	Medical - General	-	-	199	-	80	-	80	80
504-535-88100	Professional Services	65	-	1,027	33	23	671	600	600
504-535-89010	Personnel Advertising	-	-	-	-	20	-	20	20
504-535-89020	Interview Expenses	-	-	-	-	1	-	1	5
504-535-89040	Physical w/Drug & Alcohol Test	-	-	-	-	80	-	80	80
504-535-89070	Fingerprinting	-	-	-	-	14	-	14	15
504-535-90010	Liability & Property Insurance	3,226	987	2,037	2,418	2,655	2,490	2,655	2,655
504-535-92080	Miscellaneous Expense	-	3,729	-	-	-	-	-	-
504-535-92090	Taxes, Licenses, & Fees	-	-	-	-	-	608	-	-
504-535-94010	Depreciation Expense	3,767	12,062	28,653	53,701	-	-	-	-
504-535-94020	Bad Debt Expense	-	-	234	-	-	-	-	-
504-535-94030	Cash Short/Over	-	-	3	-	-	-	-	-
504-535-94040	Cost Allocation Utility Bill	5,633	4,945	-	-	-	-	-	-
504-535-94200	Service Center Parts Expense	-	-	-	-	-	-	-	-
504-535-94050	General Fund Cost Allocation	20,037	20,037	16,596	2,544	20,037	-	-	-
504-530-98030	Office Furniture & Equipment	-	-	96	-	-	-	-	-
O & M Cost:		73,263	70,910	68,744	78,025	50,141	31,010	25,396	25,520
STREET SWEEPING TOTAL:		137,870	136,410	139,066	148,801	118,396	95,922	106,796	102,501
TOTAL EXPENSE:		1,768,680	1,603,607	1,705,729	1,784,154	1,749,894	1,715,193	1,741,693	1,734,149



Utility Billing Enterprise Fund

FUND 651

City of Coalinga
Utility Billing Enterprise Fund 651
Revenue and Expense
FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	57,567	57,322	77,562	(0)	(0)	(0)	196,855	364,855
Revenue:	512,411	471,803	-	-	168,000	197,150	168,000	168,000
Expense:	512,656	451,563	-	-	-	295	-	-
Variance: Revenue vs Expense	(245)	20,240	-	-	168,000	196,855	168,000	168,000
Consolidation of Fund 651			-77,562					
Ending Fund Balance	57,322	77,562	(0)	(0)	168,000	196,855	364,855	532,855

City of Coalinga
FY 2019-2020 Adopted Budget
Utility Billing Enterprise Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)									
FUND 651 - UTILITY BILLING ENTERPRISE FUND									
651-400-46301	Enterprise Funds Allocations	327,729	275,463	-	-	-	-	-	-
651-400-46980	U.B. Late Fees	161,389	170,051	-	-	150,000	185,997	150,000	150,000
651-400-46990	UB Service Charges (i.e. NSF)	2,860	6,941	-	-	3,000	2,000	3,000	3,000
651-400-48100	Collections Kings Credit	20,432	19,349	-	-	15,000	9,153	15,000	15,000
	TOTAL REVENUE:	512,411	471,803	-	-	168,000	197,150	168,000	168,000
651-500-60010	Salaries Regular	272,613	259,030	-	-				
651-500-60020	Salaries Part Time	-	187	-	-				
651-500-60030	Salaries Overtime	280	2,912	-	-				
651-500-60050	Salaries Cash Outs	901	906	-	-				
651-500-62000	Retirement CALPERS	20,388	19,701	-	-				
651-500-62010	Retirement 401A	-	-	-	-				
651-500-62020	Medical/Life Insurance	58,488	53,109	-	-				
651-500-62030	Social Security FICA	15,279	15,840	-	-				
651-500-62040	Medicare Insurance	3,573	3,705	-	-				
651-500-62050	Disability Income Insurance	506	719	-	-				
651-500-62060	Deferred Comp - 457 Retirement	3,614	2,736	-	-				
651-500-62070	Workers Comp. Insurance	22,718	10,556	-	-				
651-500-62080	Uniform Allowance	-	-	-	-				
651-500-6210	Accrued Comp	-	(20,292)	-					
651-500-62200	Retirement CalPERS UL	-	-	-	-				
651-500-62210	Unemployment Insurance	7,882	4,685	-	-				
	Personnel Cost:	406,244	353,794	-	-	-	-	-	-
651-500-70010	Office Supplies	1,428	1,583	-	-				
651-500-70030	Postage & Freight Out	27,949	27,901	-	-				
651-500-70040	Printing & Binding	8,580	11,153	-	-				
651-500-70160	Gasoline & Diesel	7,044	5,157	-	-		343		
651-500-72030	Telephone	366	384	-	-				
651-500-84010	Office Equip Repairs & Maint	1,666	1,552	-	-				
651-500-86010	Training, Travel, & Conference	-	-	-	-				
651-500-86030	Subs, Dues & Publications	-	-	-	-				
651-500-88040	Computer Programming/Consult.	17,923	18,480	-	-				
651-500-88060	Medical - General	-	-	-	-				
651-500-88103	Other Professional Services	776	2,362	-	-				
651-500-89010	Personnel Advertising	-	-	-	-				
651-500-89020	Interview Expense	-	-	-	-				
651-500-89040	Physical w/Drug & Alcohol Test	-	-	-	-				
651-500-89070	Fingerprinting	-	-	-	-				
651-500-90010	Liability & Property Insurance	18,277	5,073	-	-				
651-500-94030	Cash Short/Over	(89)	18	-	-		(48)		
651-500-98030	Office Furniture & Equipment	2,066	-	-	-				
651-500-98040	Major Machinery & Equipment	-	-	-	-				
651-500-94020	Bad Debt Expense	20,428	24,107	-	-				
	O & M Cost:	106,412	97,769	-	-	-	295	-	-
	TOTAL EXPENSE:	512,656	451,563	-	-	-	295	-	-



Transit Fund

FUND 506

City of Coalinga
Transit Fund 506
Revenue and Expense
FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Beginning Fund Balance	(9,434)	(15,572)	7,216	11,379	7,994	7,994	(75,341)	(75,341)
Revenue:	269,256	285,538	263,494	307,393	292,910	184,839	321,360	322,478
Expense:	275,393	262,750	259,331	310,778	292,910	268,174	321,360	322,478
Variance: Revenue vs Expense	(6,138)	22,788	4,163	(3,385)	-	(83,335)	-	-
Ending Fund Balance	(15,572)	7,216	11,379	7,994	7,994	(75,341)	(75,341)	(75,341)

City of Coalinga
FY 2019-2020 Adopted Budget
Transit Fund
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
(Unaudited)									
FUND 506 - TRANSIT									
506-400-56021	Fares Fresno Route	29,527	30,712	22,482	20,721	30,000	20,737	30,000	30,000
506-400-56022	Fares Dial A Ride Route	1,396	1,689	1,259	1,255	1,500	578	1,500	1,500
506-400-56050	City Trans. Dev. Act Funds	238,333	253,138	239,753	285,417	261,410	163,524	289,860	290,978
	TOTAL REVENUE:	269,256	285,538	263,494	307,393	292,910	184,839	321,360	322,478
EXPENSE									
506-540-60010	Salaries Regular	157,156	153,518	151,590	152,345	164,789	147,454	169,032	169,366
506-540-60020	Salaries Part Time	8,531	8,089	9,856	7,814	10,000	7,438	10,000	10,000
506-540-60030	Salaries Overtime	21,365	22,268	18,675	18,286	21,500	20,284	21,500	21,500
506-540-60050	Salaries Cash Outs	360	735	1,403	1,387	1,900	2,159	1,900	1,900
506-540-62000	Retirement CALPERS	12,049	12,179	11,754	13,298	13,848	12,312	14,996	15,084
506-540-62020	Medical/Life Insurance	38,834	39,720	35,617	35,434	41,169	34,871	44,217	40,282
506-540-62030	Social Security FICA	10,812	10,896	10,461	10,426	10,742	10,511	10,968	10,978
506-540-62040	Medicare Insurance	2,529	2,548	2,455	2,454	2,512	2,480	2,565	2,567
506-540-62050	Disability Income Insurance	216	264	323	251	220	265	220	220
506-540-62060	Deferred Comp - 457 Retirement	1,452	1,609	1,953	2,115	1,170	3,269	3,381	3,387
506-540-62070	Workers Comp. Insurance	16,680	3,501	6,231	10,573	11,922	7,954	21,483	21,524
506-540-62200	Retirement CalPERS UL	-	-	-	-	-	-	423	2,041
506-540-62210	Unemployment Insurance	-	-	1,440	1,080	1,648	450	1,690	1,694
	Personnel Cost:	269,985	255,327	251,758	255,463	281,420	249,447	302,375	300,543
506-540-70010	Office Supplies	19	187	106	226	255	159	300	300
506-540-70030	Postage & Freight Out	5	3	-	-	20	45	50	50
506-540-70040	Printing & Binding	-	-	1	68	100	22	100	100
506-540-70100	Uniforms	425	425	-	248	870	738	870	870
506-540-70160	Gasoline & Diesel	2,559	4,201	5,050	6,226	5,500	2,264	5,500	5,500
506-540-70440	Miscellaneous Supplies	123	55	67	150	150	56	150	150
506-540-72030	Telephone	1,632	1,698	1,611	2,019	2,200	2,286	2,200	2,200
506-540-84010	Office Equip Repairs & Maint	100	79	87	309	300	494	400	450
506-540-84060	Vehicle Parts, Repairs, & Maint	-	-	-	-	-	78	250	250
506-540-86010	Training, Travel, & Conference	471	526	651	669	700	730	800	800
506-540-86030	Subs., Dues, & Publications	-	-	-	37	20	97	100	100
506-540-88030	Accounting/Auditing	-	-	-	-	-	183	-	1,200
506-540-88040	Computer Program & Consulting	-	-	-	-	630	3,542	2,100	3,800
506-540-88060	Medical - General	-	-	-	-	270	-	270	270
506-540-88100	Professional Services	-	-	-	45,323	80	7,425	5,500	5,500
506-540-89010	Personnel Advertising	-	-	-	40	70	-	70	70
506-540-89020	Interview Expenses	-	-	-	-	5	-	5	5
506-540-89040	Physical w/Drug & Alcohol Test	75	250	-	-	270	-	270	270
506-540-89070	Fingerprinting	-	-	-	-	50	-	50	50
506-540-92090	Taxes, Licenses, & Fee	-	-	-	-	-	608	-	-
	O & M Cost:	5,408	7,423	7,573	55,315	11,490	18,727	18,985	21,935
	TOTAL EXPENSE:	275,393	262,750	259,331	310,778	292,910	268,174	321,360	322,478



Low Moderate Income Housing Asset & Redevelopment Obligation Retirement

FUND 815 & 820

City of Coalinga
Low & Moderate Income Housing Asset Fund 815
and
Redevelopment Obligation Retirement Fund 820
Successor Agency to Coalinga Redevelopment Agency
Revenue and Expense

FY 2019-2020 Adopted Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual (Unaudited)	2019 Adopted	2020 Adopted
Fund 815-Low/Moderate Housing Asset Fund								
Beginning Fund Balance	4,230	110,582	1,602,528	1,547,788	1,612,690	1,612,690	1,732,607	1,732,607
Revenue:	117,949	1,506,347	71,613	115,702	-	504,404	-	-
Expense:	11,596	14,402	126,353	50,800	-	384,487	-	-
Ending Fund Balance	110,582	1,602,528	1,547,788	1,612,690	1,612,690	1,732,607	1,732,607	1,732,607
Fund 820-RORF Successor Agency								
Beginning Fund Balance	(5,341,051)	(4,448,797)	(5,924,259)	(5,484,854)	(5,095,575)	(5,095,575)	(3,985,954)	(3,982,584)
Revenue:	1,876,984	1,657,246	1,786,765	3,336,036	1,652,000	1,699,109	1,634,922	1,471,000
Expense:	984,730	2,535,819	925,595	2,946,757	1,645,180	589,488	1,631,552	1,458,890
Variance: Revenue vs Expense	892,254	(878,573)	861,170	389,279	6,820	1,109,621	3,370	12,110
Prior Period Adjustment		(596,889)	(421,765)					
Ending Fund Balance	(4,448,797)	(5,924,259)	(5,484,854)	(5,095,575)	(5,088,755)	(3,985,954)	(3,982,584)	(3,970,474)

City of Coalinga
FY 2019-2020 Adopted Budget
Low & Moderate Income Housing Asset Fund 815 and
Redevelopment Obligation Retirement Fund 820
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
							(Unaudited)		
FUND 815 - HOUSING SUCCESSOR AGENCY-RDA DISSOLUTION									
815-400-44010	Interest Earned	-	-	29	814		688	-	-
815-400-44140	2009 B Housing Bond Proceeds	-	1,500,000	-	-	-	-	-	-
815-400-44150	Housing-HOME Grant Revenue	-	-	1,666	-	-	-	-	-
815-400-44160	Housing-CDBG Grant Revenue	-	-	68,718	-	-	424,612	-	-
815-400-48061	Housing Asset Fund Program Inc	117,949	6,347	1,200	114,888	-	79,104	-	-
	TOTAL REVENUE:	117,949	1,506,347	71,613	115,702	-	504,404	-	-
815-609-88100	Professional Services	11,596	8,632	6,855	7,064	-	15,064	-	-
815-609-88115	2013 HOME Grant Expense	-	1,666	75,025	9,626	-	-	-	-
815-609-88124	2013 CDBG Grant Expense	-	4,104	20,514	34,110	-	369,423	-	-
815-609-92090	Taxes, Licenses, & Fees			23,959	-	-	-	-	-
	TOTAL EXPENSE:	11,596	14,402	126,353	50,800	-	384,487	-	-
FUND 820 - RDA SUCCESSOR AGENCY-DISSOLUTION									
820-400-40100	RPTTF-Redev Property TaxTrust	1,661,905	1,630,406	1,705,957	1,677,330	1,650,000	1,675,670	1,632,922	1,469,000
820-400-44010	Interest Earned	24,493	19,639	51,931	8,858	2,000	13,454	2,000	2,000
820-400-44021	RDA Property Sale-Interest Payment	-	-	4,549	12,439	-	9,985	-	-
820-400-44030	Building Rentals	-	-	-	-	-	-	-	-
820-400-44040	Imaginarium Lease	7,200	7,200	7,200	116	-	-	-	-
820-400-44141	Transfer from Fund 150 CPFA	183,386	-	-	-	-	-	-	-
820-400-44150	Transfer from Fund 802	-	-	-	-	-	-	-	-
820-400-44160	Transfer from Fund 804	-	-	-	-	-	-	-	-
820-400-44170	Extraordinary Gain	-	-	-	-	-	-	-	-
820-400-46990	Other Service Charges	-	-	-	-	-	-	-	-
820-400-48010	Sale of Real & Personal Property	-	-	17,128	1,637,293	-	-	-	-
	TOTAL REVENUE:	1,876,984	1,657,246	1,786,765	3,336,036	1,652,000	1,699,109	1,634,922	1,471,000
ENFORCEABLE OBLIGATIONS									
820-610-60010	Salaries Regular	108,824	80,523	82,702	93,613	122,325	111,091	118,599	116,737
820-610-60020	Salaries Part Time	-	7,201	4,797	65	-	-	-	-
820-610-60030	Salaries Overtime	-	18	24	25	200	107	200	200
820-610-60050	Salaries Cash Outs	360	30	878	869	-	1,839	-	-
820-610-62000	Retirement CALPERS	8,452	6,398	6,556	8,511	10,286	9,202	10,530	10,973
820-610-62020	Medical/Life Insurance	14,501	14,180	16,146	22,569	26,837	25,932	28,245	26,783
820-610-62030	Social Security FICA	7,157	5,034	2,278	5,173	7,584	6,402	7,353	7,238
820-610-62040	Medicare Insurance	1,674	1,177	569	1,279	1,774	1,566	1,720	1,693
820-610-62050	Disability Income Insurance	416	422	303	347	406	409	406	406
820-610-62060	Deferred Comp - 457 Retirement	705	1,106	2,866	3,470	5,000	4,223	4,151	4,086
820-610-62070	Workers Comp. Insurance	9,778	1,392	3,380	4,306	8,440	4,133	14,232	14,008
820-610-62080	Uniform Allowance	-	-	-	-	-	-	-	-
820-610-62200	Retirement CalPERS UL	-	-	-	-	-	-	297	961
820-610-62210	Unemployment Insurance	-	-	341	1,890	1,223	1,584	1,186	1,167
	Personnel Cost:	151,867	117,481	120,840	142,117	184,075	166,488	186,919	184,252
820-610-70010	Office Supplies	342	160	330	17	1,020	61	100	100
820-610-70030	Postage & Freight Out	53	10	2	57	500	45	100	100
820-610-70040	Printing & Binding	-	-	-	1	10	22	50	50
820-610-72010	Water, Gas, Sanitation & Sewer	4,828	4,053	4,911	-	-	-	-	-
820-610-72020	Electric	12,818	13,493	14,445	-	-	-	-	-
820-610-72030	Telephone	-	-	-	-	-	22	-	-
820-610-84010	Office Equip Repairs & Maint	47	36	40	74	-	33	-	-
820-610-84030	Buildings Repairs & Maint.	3,588	719	2,495	-	-	-	-	-

City of Coalinga
FY 2019-2020 Adopted Budget
Low & Moderate Income Housing Asset Fund 815 and
Redevelopment Obligation Retirement Fund 820
Detail - Revenue and Expense

Account	Description	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 Adopted
820-610-84050	Grounds Repairs & Maint.	140	-	-	-	-	-	-	-
820-610-86010	Training, Travel, & Conference	-	-	180	166	20	586	300	600
820-610-86030	Subs., Dues, & Publications	-	-	-	37	10	97	100	100
820-610-88011	Legal Services	10,327	6,984	7,042	-	24,000	1,823	24,000	24,000
820-610-88030	Accounting/Auditing	10,000	10,000	10,000	1,944	10,000	14,486	10,000	15,000
820-610-88040	Computer Program & Consulting	-	-	-	-	30	2,632	1,700	1,700
820-610-88060	Medical - General	-	-	-	-	125	-	125	125
820-610-88100	Professional Services	-	2,500	2,500	54,185	2,500	17,021	3,500	15,000
820-610-89010	Personnel Advertising	-	-	-	-	30	-	30	30
820-610-89020	Interview Expenses	-	-	-	-	5	-	5	5
820-610-89040	Physical w/Drug & Alcohol Test	-	-	-	-	120	-	120	120
820-610-89070	Fingerprinting	-	-	-	-	20	-	20	20
820-610-90010	Liability & Property Insurance	8,381	1,983	3,684	4,944	5,540	6,407	6,500	6,500
820-610-92080	Miscellaneous Expense	20,223	20,395	1,204	23,464	2,000	(1,611)	2,000	2,000
820-610-92090	Taxes, Licenses, & Fees	-	-	-	-	-	608	-	-
820-610-92150	TaxDistrib to Special District	-	-	-	-	-	-	-	-
820-610-92220	Distribution to Fresno County	-	-	-	2,028,793	-	-	-	-
820-610-94051	Admn Allowance to General Fund	68,983	113,345	56,873	26,901	19,995	-	14,431	-
820-610-96022	1993 Refunding Bonds Principal	-	-	-	-	310,000	-	330,000	355,000
820-610-96035	1993 Refunding Bonds Interest	180,200	163,803	146,247	127,532	107,656	-	86,456	63,766
820-610-96500	Fiscal Agent Fees	9,810	17,420	9,920	13,070	12,500	13,570	12,500	14,000
820-610-96038	1993 Police Station Principal	-	-	-	-	80,000	-	85,000	90,000
820-610-96042	1993 Police Station Interest	46,541	42,234	37,762	32,959	27,825	-	22,359	1,656
820-610-96043	1994 Police Station Principal	-	-	-	-	-	-	-	-
820-610-96044	1994 Police Station Interest	10,694	-	-	-	-	-	-	-
820-610-96046	1994 Jail Project Principal	-	-	-	-	-	-	-	-
820-610-96049	1994 Jail Project Interest	7,253	-	-	-	-	-	-	-
820-610-96052	1991B Police Station Principal	-	-	-	-	-	-	-	-
820-610-96054	1991B Police Station Interest	1,440	-	-	-	-	-	-	-
820-610-96060	2018 TARB Principal	-	-	-	-	-	-	-	549,000
820-610-96061	2018 TARB Interest	-	-	-	-	-	-	-	135,766
820-610-96190	2000 Tax Allocation Principal	-	-	-	-	25,000	-	25,000	-
820-610-96200	2000 Tax Allocation Interest	158,628	157,569	156,733	169,629	154,687	254,849	153,224	-
820-610-96055	2009 Tax Allocation Principal	-	-	-	-	465,000	-	480,000	-
820-610-96056	2009 Tax Allocation Interest	291,493	270,404	251,222	215,389	212,512	112,349	187,013	-
820-610-96250	Interest Accrued	(12,924)	-	-	-	-	-	-	-
820-610-9209	DOF LMIHF DDR Distribution	-	-	-	-	-	-	-	-
820-610-92100	DOF OFA DDR Distribution	-	-	-	-	-	-	-	-
820-610-96260	Transfer to Fund 815-Housing	-	1,500,000	-	-	-	-	-	-
820-820-96210	Tax Allocation-Accr Interest	-	93,229	99,165	105,478	-	-	-	-
O & M Cost:		832,863	2,418,338	804,755	2,804,640	1,461,105	423,000	1,444,633	1,274,638
TOTAL ENFORCEABLE OBLIGATIONS		984,730	2,535,819	925,595	2,946,757	1,645,180	589,488	1,631,552	1,458,890



EDA Community Building Rentals



FUND 851

City of Coalinga
EDA Community Building Rentals Fund 851
Revenue and Expense
CLOSE FUND FY 2015/2016 TO GENERAL FUND

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual
Beginning Fund Balance	47,366	68,229	86,734	108,136	133,736	61,700
Revenue:	47,415	37,625	60,329	62,523	43,558	10,958
Expense:	26,553	19,120	38,927	36,923	115,594	26,191
Variance: Revenue vs Expense	20,862	18,505	21,402	25,600	(72,036)	(15,233)
Ending Fund Balance	68,228	86,734	108,136	133,736	61,700	46,467

City of Coalinga
FY 2015-2016 Adopted Budget
EDA Community Building Rentals Fund 851
Detail - Revenue and Expense

Account	Description	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual
<u>FUND 851 - EDA COMMUNITY BUILDING RENTALS</u>							
851-400-44010	Interest Earned	228	298	363	270	89	40
851-400-44030	Building Rentals	47,112	37,152	59,691	61,603	42,794	10,717
851-400-44041	Rental Late Fees	75	175	275	650	675	201
	TOTAL REVENUE:	47,415	37,625	60,329	62,523	43,558	10,958
<u>EXPENSE</u>							
851-432-60010	Salaries Regular	9,723	4,275	4,160	4,450	4,646	5,678
851-432-60020	Salaries Part Time	-	-	-	-	5	2
851-432-60030	Salaries Overtime	46	26	19	-	2	3
851-432-60050	Salaries Cash Outs	-	-	-	-	3	92
851-432-62000	Retirement CALPERS	-	-	146	350	373	386
851-432-62010	Retirement 401A	1,565	602	280	-	-	-
851-432-62020	Medical/Life Insurance	1,908	703	855	926	951	895
851-432-62030	Social Security FICA	577	265	257	277	292	305
851-432-62040	Medicare Insurance	135	62	60	65	68	71
851-432-62050	Disability Income Insurance	-	-	1	1	2	2
851-432-62060	Deferred Comp - 457 Retirement	160	13	1	56	86	92
851-432-62070	Workers Comp. Insurance	683	278	147	365	93	152
851-432-62080	Uniform Allowance	16	16	-	-	-	-
851-432-62200	Retirement CalPERS UL	-	-	-	-	-	-
851-432-9002	Unemployment Insurance	-	-	-	-	-	-
	Personnel Cost:	14,813	6,239	5,926	6,490	6,521	7,678
851-432-7001	Office Supplies	-	-	867	4	22	112
851-432-7003	Postage & Freight Out	-	-	-	173	28	23
851-432-7004	Printing & Binding	-	-	-	-	-	-
851-432-7044	Miscellaneous Supplies	46	12	10	20	-	-
851-432-7201	Water, Gas, Sanitation & Sewer	1,130	1,433	1,142	1,186	1,170	183
851-432-7202	Electric	3,716	4,308	2,287	1,903	3,323	3,587
851-432-8401	Office Equip Repairs & Maint	-	-	-	-	-	2
851-432-8403	Buildings Repairs & Maint.	6,190	6,733	3,799	13,882	533	302
851-432-8405	Grounds Repairs & Maint.	75	140	-	-	-	-
851-432-8601	Training, Travel & Conference	-	-	-	-	-	1
851-432-8603	Subs, Dues & Publications	-	-	-	-	-	1
851-432-8804	Computer Program & Consulting	-	-	-	-	-	-
851-432-8806	Medical - General	-	-	-	-	-	-
851-432-8809	Professional Services	-	-	24,698	12,859	26,200	1,022
851-432-8810	Other Professional Services	-	-	-	100	3,104	2,145
851-432-8901	Personnel Advertising	-	-	-	-	-	-
851-432-8902	Interview Expense	-	-	-	-	-	-
851-432-8904	Physical w/Drug & Alcohol Test	-	-	-	-	-	-
851-432-8907	Fingerprinting	-	-	-	-	-	-
851-432-9001	Liability & Property Insurance	583	255	198	305	105	164
851-432-9412	Association Startup Bldg A-Durian	-	-	-	-	39,308	-
851-432-9413	Association Startup Bldg B-Cedar	-	-	-	-	24,197	-
851-432-9414	HOA Dues-Durian	-	-	-	-	4,744	6,208
851-432-9415	HOA Dues-Cedar	-	-	-	-	6,340	4,763
	O & M Cost:	11,740	12,881	33,001	30,433	109,073	18,513
	TOTAL EXPENSE:	26,553	19,120	38,927	36,923	115,594	26,191

City of Coalinga
EDA Revolving Loan Fund 852
Revenue and Expense
CLOSE FUND FY 2015/2016 TO GENERAL FUND

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Actual	2016 Actual
Beginning Fund Balance	429,916	427,846	428,197	428,765	428,632	428,819
						Transfer to Fresno Hispanic Foundation
Revenue (Interest):	430.33	351	568	(133)	187	229
Expense:	2,500	-	-	-	-	370,836
Variance: Revenue vs Expense	(2,070)	351	568	(133)	187	
Ending Fund Balance	427,846	428,197	428,765	428,632	428,819	58,212

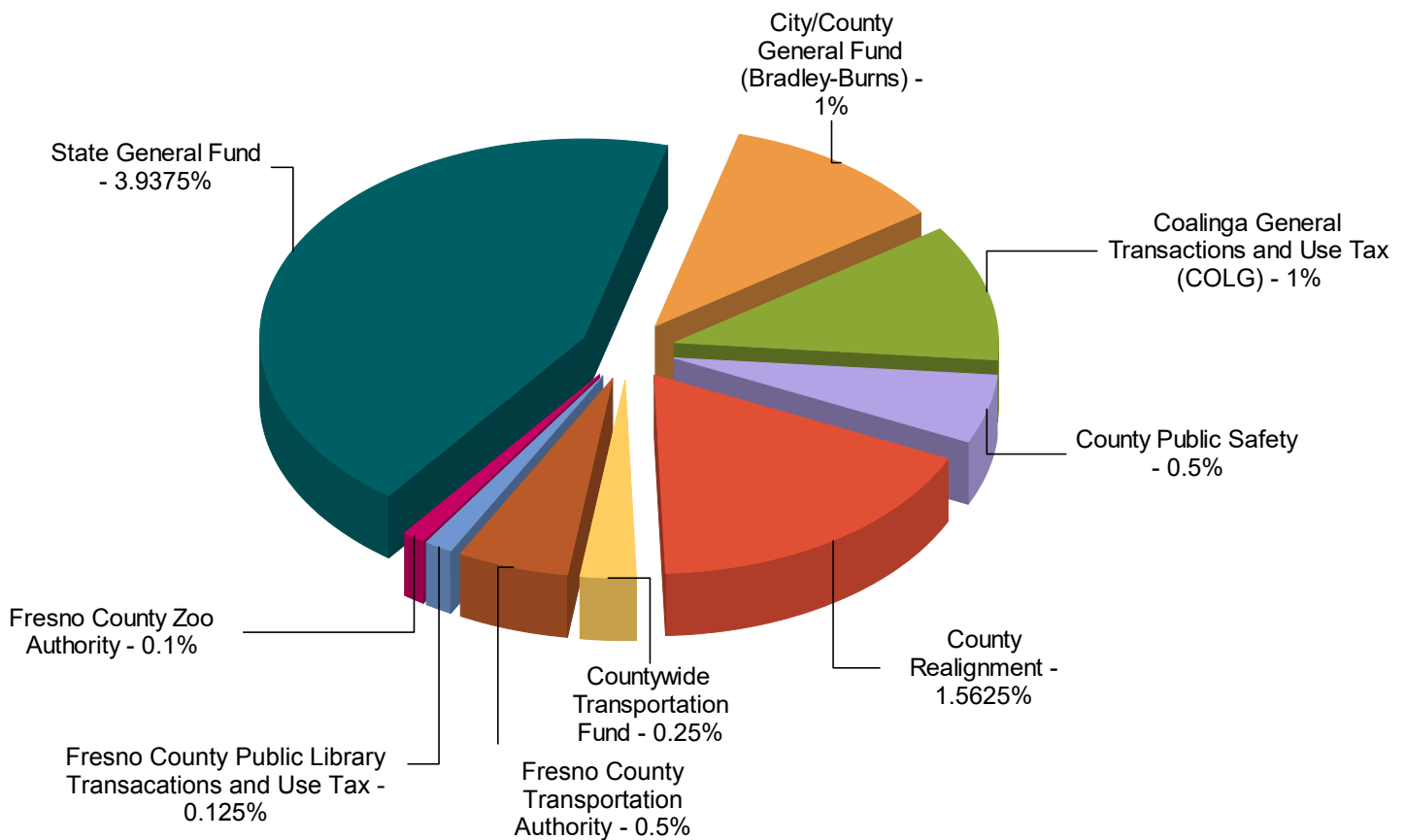
APPENDIX



CITY OF COALINGA

Breakdown of 8.975% Sales Tax Rate Effective April 1, 2019

State General Fund	3.9375%
City/County General Fund (Bradley-Burns)	1.0000%
Coalinga General Transactions and Use Tax (COLG)	1.0000%
County Public Safety (Prop 172)	0.5000%
County Realignment (Mental Health/Welfare/Public Safety)	1.5625%
Countywide Transportation Fund	0.2500%
Fresno County Transportation Authority (FCTA)	0.5000%
Fresno County Public Library Transactions and Use Tax (FCPL)	0.1250%
Fresno County Zoo Authority (FCZA)	0.1000%
Total Rate	8.9750%

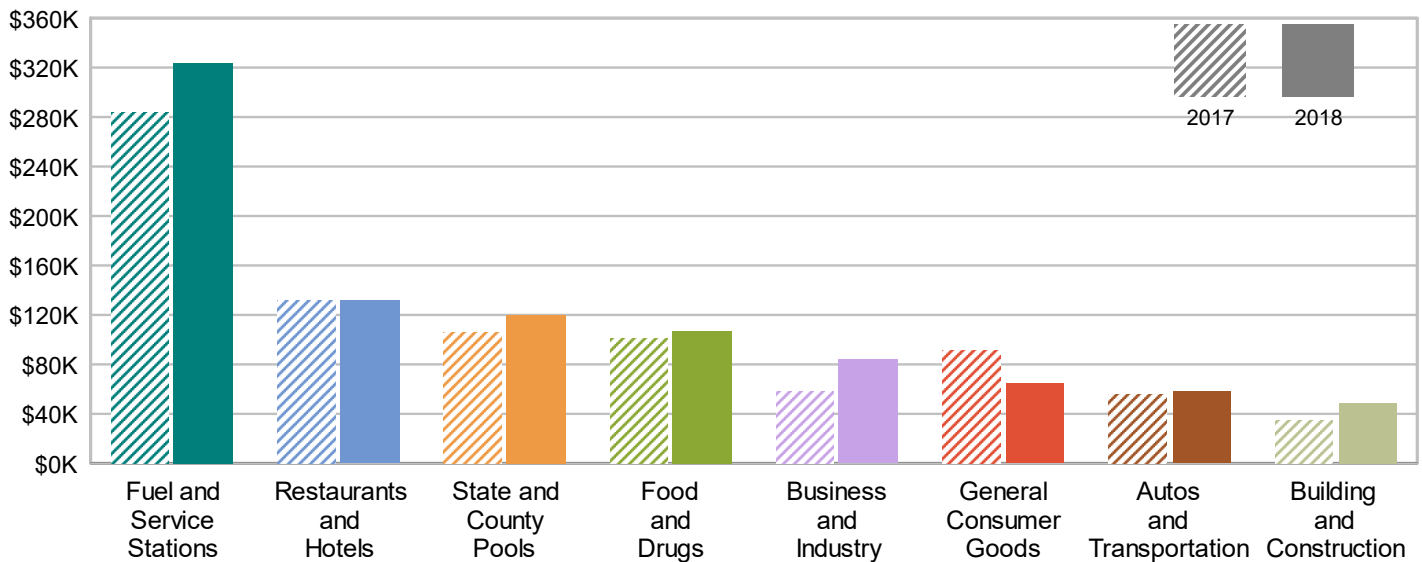


CITY OF COALINGA

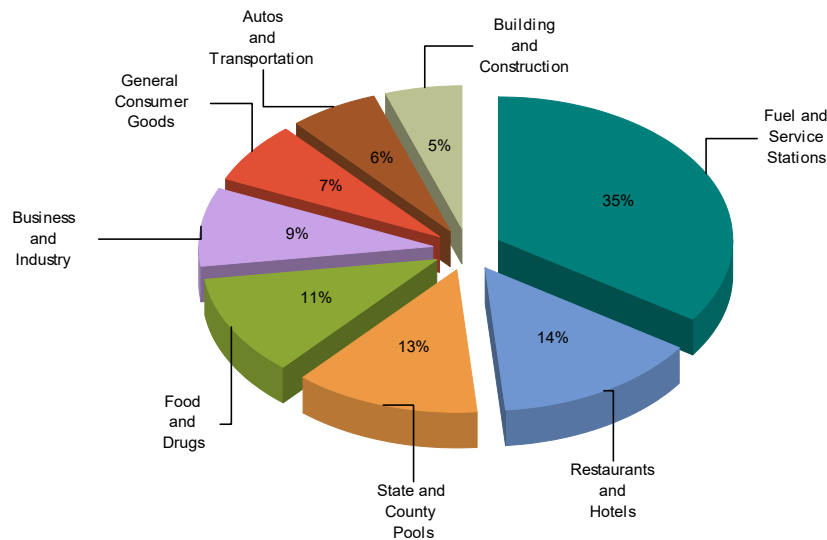
MAJOR INDUSTRY GROUPS

Major Industry Group	Count	2018	2017	\$ Change	% Change
Fuel and Service Stations	7	323,518	284,319	39,200	13.8%
Restaurants and Hotels	36	131,650	131,803	(153)	-0.1%
State and County Pools	-	119,726	105,454	14,272	13.5%
Food and Drugs	15	106,265	99,817	6,449	6.5%
Business and Industry	55	83,973	57,269	26,704	46.6%
General Consumer Goods	64	64,406	90,934	(26,528)	-29.2%
Autos and Transportation	19	58,201	55,763	2,438	4.4%
Building and Construction	9	48,191	34,106	14,084	41.3%
Transfers & Unidentified	5	2,246	0	2,246	-N/A-
Total	210	938,177	859,465	78,712	9.2%

2017 Compared To 2018



2018 Percent of Total



Per Capita Sales

Coalinga

Count: 231

Lemoore

Count: 386

Huron

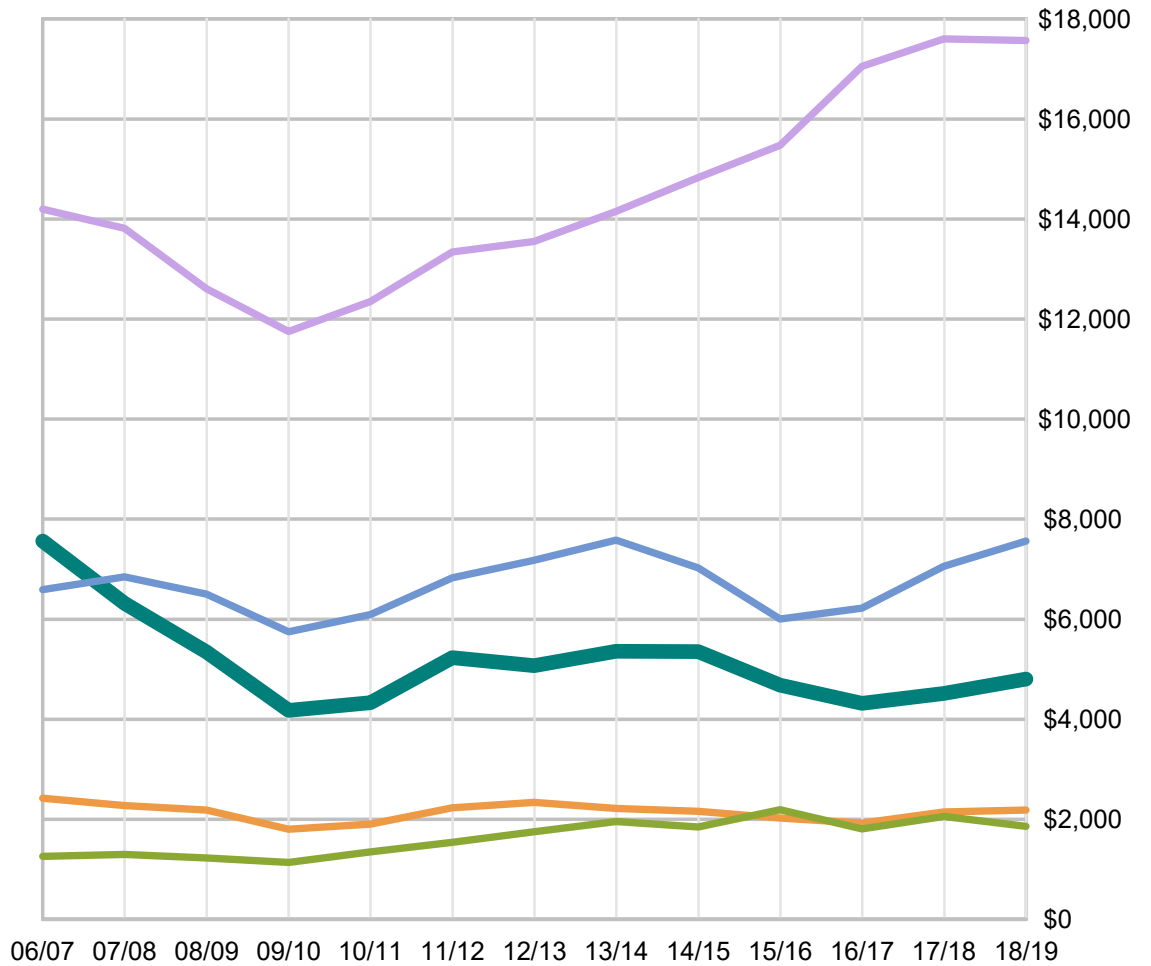
Count: 87

Avenal

Count: 96

Hanford

Count: 1,326

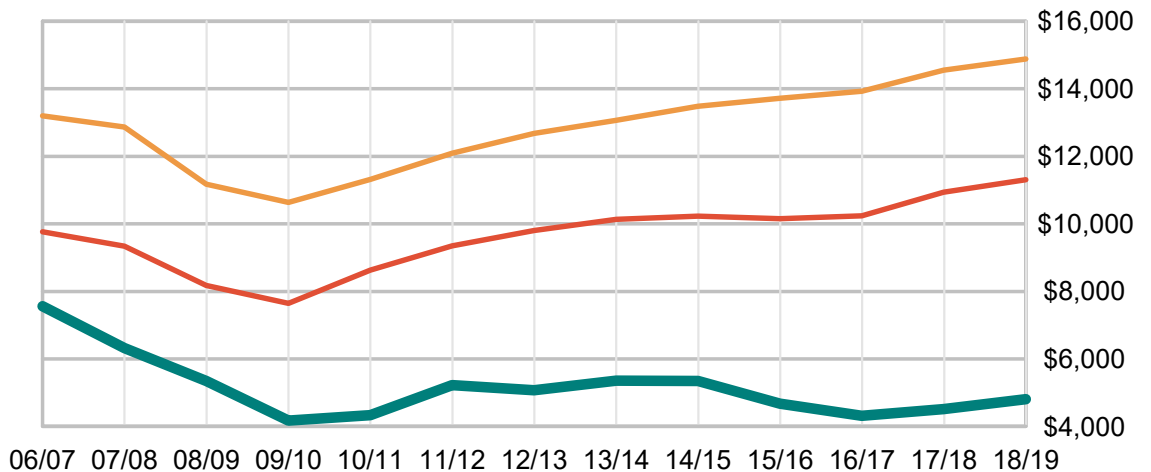


Per Capita Sales

Coalinga

San Joaquin Valley

California



Periods shown reflect the period in which the sales occurred - Point of Sale

**CITY OF COALINGA CAPITAL IMPROVEMENT PROJECTS
FOR 2019/2020 FISCAL YEAR**

PROJECT TITLE/PROJECT DESCRIPTION	TCE Job #	Fresno COG #	Federal #	STATE FUNDING			FEDERAL FUNDING						TOTAL FEDERAL FUNDING	LOCAL FUNDING								ESTIMATED LOCAL FUNDING	ESTIMATED PROJECT COST									
				PE	ATP	CONS	PE	CMAG	RW	CONS	PE	RSTP		RW	CONS	PE	HSP	RW	CONS	Gas Tax	SD Impact Fee			RDA	Measure C	TDA	SB1	Gas Ent.	Sewer Ent.	Water Ent.		
1 FOREST/TURMAN AND BAKER RECONSTRUCTION Demolition of existing roadway, complete roadway reconstruction, construct ADA compliant elements, sidewalks, street lighting, storm drain and sewer installation and bicycle lane striping Forest/Turman Avenue from First St to Elm Ave and Baker Street from Turman Ave to Elm Ave	2580	FRET0023	STPL-5146(019)											\$ 1,275,000.00 (2018-2019)													\$ 54,317.00	\$ 30,600.00	\$ 147,645	\$ 1,422,645		
2 ATP # - COALINGA PERIMETER MULTI-USE TRAIL Construct 5 segments of 14' wide shared use bicycle & pedestrian trail. Only PE is approved The north central & south central parts of the City	2626						\$ 100,000.00 (2019-2020)																					\$ -	\$ 100,000			
3 PHELPS AVENUE IMPROVEMENTS Demolition of existing roadway, complete roadway reconstruction, construct ADA compliant elements, sidewalks, median islands, multi-use trail, street lighting, storm drain and water installation and striping Phelps Avenue from Elm Ave to Posa Charet Blvd.	2606																											\$ 1,058,700	\$ 1,058,700			
4 COALINGA ALLEY PAVING IN VARIOUS LOCATIONS Alley improvements including replacement of water, sewer and gas mains. Alley #29 between Forest and Elm, Alley #30-33 between Glen and Hawthorne and Alley #34-35 between Pleasant and Houston; Pave seven dirt/gravel alleyways	2654	FRET0017	CML-5146(021)							\$ 91,071.00 (2017-2019)				\$ 489,299.00 (2018-2019)													\$ 49,720.00	\$ 210,710.00	\$ 479,400.00	\$ 516,200.00	\$ 1,296,030	\$ 1,787,210
5 SR 33 (ELM AVE) AND CAMBRIDGE AVE Install traffic signals, signs, striping, sidewalks, curb and gutter, curb ramps and other safety improvements Elm Avenue from Walnut to Bridge and Cambridge Avenue near Elm	2691	LSTMP403	HSPL-5146(014)											\$ 109,260.00 (2013-2014) \$ (5,590.00)				\$ 327,740.00 (2019-2020)										\$ 192,000	\$ 629,000			
6 COALINGA BRTS SIDEWALK GAP CLOSURE & PED IMP Rebuild ex. sidewalks, close sidewalk gaps, install crosswalks and construct ADA Ramps Various locations throughout the western part of the City	2759	FRE1501570	ATPL-5146(020)				\$ 110,000.00 (2017-2018)							\$ 999,000.00 (2018-2019)															\$ 175,000	\$ 1,284,000		
7 POLK STREET RECONSTRUCTION Pulverize existing AC, construct ADA ramps, sidewalks, AC pavement, striping and signage Polk Street from Elm Avenue (SR 196) to Fifth Street (SR 33)	2789													\$ 65,500.00 (2018-2019)				\$ 504,500.00 (2019-2020)									\$ 57,867.00 (Toll Credits to Match)	\$ 57,867	\$ 627,867			
8 WEST COALINGA MULTI-USE TRAIL Multi Use Trail Segments 10, 11 and 12 West Side of Monterey Street from Lucille to Cambridge Avenues	2790						\$ 138,000.00 (2018-2019)							\$ 461,000.00 (2019-2020)															\$ -	\$ 599,000		
9 NORTHWEST COALINGA MULTI-USE TRAIL Multi Use Trail Segments 13 and 14 North side of Cambridge Avenue from Monterey Street to Elm Avenue	2791						\$ 105,000.00 (2020-2021)							\$ 445,000.00 (2020-2021)															\$ -	\$ 550,000		
10 SUNSET AVENUE RECONSTRUCTION Ph. 1 Pulverize existing AC, construct ADA ramps, sidewalks, AC pavement, street lighting, striping and signage Sunset Avenue from Washington to Madison	2772	LSTMP404												\$ 75,000.00				\$ 425,000.00 (2020-2021)									\$ 320,120	\$ 820,120				
TOTALS				\$ 110,000.00	\$ -	\$ 999,000.00	\$ 268,522.00	\$ -	\$ 1,375,208.00	\$ 140,500.00	\$ -	\$ 909,500.00	\$ 102,670.00	\$ -	\$ 327,740.00	\$ 4,296,180.00	\$ -	\$ 367,000.00	\$ 107,587.00	\$ 320,120.00	\$ 210,710.00	\$ 479,400.00	\$ 516,200.00	\$ 2,001,017.00								

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

Subject: Check Register: 11/01/2019 - 11/30/2019
Meeting Date: January 2, 2020
From: Marissa Trejo, City Manager
Prepared by: Vivian Saucedo, Financial Services Supervisor

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

File Name	Description
<input type="checkbox"/> Check_Register_Cover_Sheet_for_Council-11-2019.pdf	Check Register Cover Sheet - November 2019
<input type="checkbox"/> Expense_Approval_Rpt-11-2019.pdf	Check Register - November 2019



CITY OF COALINGA
The Sunny Side of the Valley

CHECK REGISTER
COUNCIL MEETING OF
January 2, 2020

EXPENSES: 11/1/2019 through 11/30/2019

ACCOUNTS PAYABLE:

Month Ending: 11/30/2019

Registers: # 61478 - #61655

\$ 1,019,670.08

PAYROLL:

Pay Period Ending: 10/27/2019
Pay Date: 11/1/2019
Separation Cash Out: 11/1/2019

Payroll Check # 17913-17923
Direct Deposit
Payroll Check # 17935

\$ 11,329.79
\$ 143,526.14
\$ 358.71

Payroll Total:

\$ 155,214.64

Pay Period Ending: 11/10/2019
Pay Date: 11/15/2019

Payroll Check # 17925-17934
Direct Deposit

\$ 6,282.04
\$ 140,865.00

Payroll Total:

\$ 147,147.04

Pay Period Ending: 11/24/2019
Pay Date: 11/29/2019

Payroll Check # 17936-17942
Direct Deposit

\$ 4,043.88
\$ 145,861.43

Payroll Total:

\$ 149,905.31

TOTAL CHECK REGISTERS THROUGH:

11/30/19

\$ 1,471,937.07



Coalinga, CA

Expense Approval Report

By Payment Number

Payment Dates 11/01/2019 - 11/30/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61478	11/12/2019 0001258	1176 Unreimbursed Medical	CB&T COLUMBUS BANK & TRUST	950-000-34500	124.95 124.95
61479	11/12/2019 0001246	1205 CECA Dues	City Employee Contrib. Assoc.	950-000-33000	65.00 65.00
61480	11/12/2019 0001247	1223 Fire Union Dues	COALINGA FIREFIGHTERS	950-000-33300	700.00 700.00
61481	11/12/2019 0001249 0001251 0001252	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
61482	11/12/2019 0001234 0001235 0001236	1487 457 ICMA \$\$ Gen 457 ICMA % General 457 ICMA EE\$ / ER%	ICMA 457 RETIREMENT TRUST	950-000-32100 950-000-32100 950-000-32100	7,630.35 459.99 6,154.09 1,016.27
61483	11/12/2019 0001248	1586 Pre-Paid Legal Shield	LEGAL SHIELD	950-000-34060	120.11 120.11
61484	11/12/2019 0001250	02043 New York Life	New York Life Insurance	950-000-32400	801.96 801.96
61485	11/12/2019 0001237 0001238 0001239	1677 457 Newport \$\$ 457 Newport % 457 Newport EE\$ / ER%	Newport Trust Company	950-000-32100 950-000-32100 950-000-32100	3,957.93 330.00 2,102.80 1,525.13
61486	11/12/2019 0001253 0001254	1820 SEIU COPE SEIU Dues	SEIU Local 521 - Dues W/H	950-000-33000 950-000-33000	512.38 20.00 492.38
61487	11/12/2019 0517143	1007 9/19 PW Lawn Mower Parts	A.S. Danielson, Inc.	101-440-84060	373.86 373.86
61488	11/12/2019 230668-19106	1050 10/19 CD APA Membership Fees (1/1/20 - 12/31/20)	American Planning Association	101-404-86030	577.00 577.00
61489	11/12/2019 44163	02203 11/19 WWP Tire Removal	American Refuse, Inc	503-520-84051	3,945.01 3,945.01
61490	11/12/2019 602292659 602292659 602292659 602292659 602292659 602292659 602292659 602292659 602292659 602292660 602292660 602292660 602292660 602292660	1068 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employee Uniforms (Coveralls & Mats) 10/19 PW Employess Uniforms/First Aid Supply Kit 10/19 PW Employess Uniforms/First Aid Supply Kit 10/19 PW Employess Uniforms/First Aid Supply Kit 10/19 PW Employess Uniforms/First Aid Supply Kit 10/19 PW Employess Uniforms/First Aid Supply Kit	Aramark	101-431-70100 101-432-84030 107-422-70100 501-503-70100 501-508-70100 502-510-70100 503-520-70100 503-521-70100 101-431-70100 107-422-70100 501-503-70100 501-508-70100 502-510-70100	1,413.84 3.76 15.10 10.29 7.52 10.29 10.29 7.52 10.29 14.29 32.18 43.14 32.18 32.17

Expense Approval Report

Payment Dates: 11/01/2019 - 11/30/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	602292660	10/19 PW Employess Uniforms/First Aid Supply Kit		503-520-70100	43.13
	602292660	10/19 PW Employess Uniforms/First Aid Supply Kit		503-521-70100	32.17
	602292660	10/19 PW Employess Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602292660	10/19 PW Employess Uniforms/First Aid Supply Kit		504-535-70100	14.29
	602292660	10/19 PW Employess Uniforms/First Aid Supply Kit		506-540-70100	18.68
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		101-431-70100	3.76
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		101-432-84030	15.10
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		107-422-70100	10.29
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		501-503-70100	7.52
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		501-508-70100	10.29
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		502-510-70100	10.29
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		503-520-70100	7.52
	602299817	10/19 PW Employee Uniforms (Coveralls & Mats)		503-521-70100	10.29
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	14.29
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	32.18
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	43.14
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	32.18
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	32.17
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	43.13
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	32.17
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	14.29
	602299818	10/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	18.68
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		101-431-70100	3.76
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		101-432-84030	15.10
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		107-422-70100	10.29
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		501-503-70100	7.52
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		501-508-70100	10.29
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		502-510-70100	10.29
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		503-520-70100	7.52
	602306959	10/19 PW Employee Uniforms (Coveralls & Mats)		503-521-70100	10.29
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	14.29
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	32.18
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	43.14
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	32.18
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	32.17
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	43.13
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	32.17
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	14.29
	602306960	10/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	18.68
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		101-431-70100	3.76
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		101-432-84030	15.10
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		107-422-70100	10.29
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		501-503-70100	7.52
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		501-508-70100	10.29
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		502-510-70100	10.29
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		503-520-70100	7.52
	602314343	11/19 PW Employee Uniforms (Coverall & Mats)		503-521-70100	10.29
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	14.29
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	32.18
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	43.14
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	32.18
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	32.17
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	43.13
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	32.17
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	14.29
	602314344	11/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	18.68

Expense Approval Report

Payment Dates: 11/01/2019 - 11/30/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61495	11/12/2019	1078	AT&T		68.10
	101819	10/19 PD Internet (Acct # 294052400)		101-413-72030	68.10
61496	11/12/2019	1081	AT&T Mobility		133.81
	828278815X110220	10/19 CD & SVC Mobile Services (828278815)		101-404-72030	61.91
	828278815X110220	10/19 CD & SVC Mobile Services (828278815)		101-431-72030	71.90
61497	11/12/2019	02082	AutoZone Inc.		64.28
	5919716632	8/19 PW Motor Oil & Fuel Cap		107-422-84060	16.07
	5919716632	8/19 PW Motor Oil & Fuel Cap		501-508-84060	16.07
	5919716632	8/19 PW Motor Oil & Fuel Cap		502-510-84060	16.08
	5919716632	8/19 PW Motor Oil & Fuel Cap		503-521-84060	16.06
61498	11/12/2019	1112	Billingsley Tire Service		1,376.45
	238465	10/19 WP Tire Repair for Truck #123		501-503-84060	40.00
	238481	9/19 PW New Tires for Truck #19		107-422-84060	123.53
	238481	9/19 PW New Tires for Truck #19		501-508-84060	123.53
	238481	9/19 PW New Tires for Truck #19		502-510-84060	123.52
	238481	9/19 PW New Tires for Truck #19		503-521-84060	123.52
	238482	9/19 WP Tire Repair for Truck #60		501-503-84060	20.00
	238483	9/19 SS Tire Repair for Street Sweeper #87		504-535-84060	53.00
	238484	9/19 PW New Tires for Truck #49		107-422-84060	187.34
	238484	9/19 PW New Tires for Truck #49		501-508-84060	187.34
	238484	9/19 PW New Tires for Truck #49		502-510-84060	187.34
	238484	9/19 PW New Tires for Truck #49		503-521-84060	187.33
	238810	10/19 PW Tire Repair for Truck #95		101-440-84060	20.00
61499	11/12/2019	1115	Blais & Associates, Inc.		341.25
	09-2019-CA1	10/19 PW Grant Research & Support		107-422-88130	341.25
61500	11/12/2019	1173	Carrier SI, Inc		274.35
	321274	9/19 BLDG IP Telephone Gigabit Ethernet Pro		101-432-72030	274.35
61501	11/12/2019	1224	Coalinga Hardware		118.79
	788916	10/19 PW Pipe Insulation Park Project		146-422-98221	5.78
	789057	10/19 PW Ace Snips Park Project		146-422-98221	14.48
	789496	10/19 PW 1/4 Air Blow Gun Nozzle for Truck #16		107-422-84060	10.34
	789506	10/19 PW Garden Sprayer		107-422-84050	19.66
	789642	10/19 PW Rake/Lopper/Powered Chalk for Chalk Lin		107-422-84050	68.53
61502	11/12/2019	1292	Department of Transportation		1,652.57
	SL200086	10/19 PW Signals & Lighting (July-Sept 2019)		107-422-72021	1,652.57
61503	11/12/2019	1307	Dwayne Gabriel		677.41
	0001232	10/19 ADMIN Disaster Preparedness Lunch - M.Garci		101-405-86010	10.00
	0001232	10/19 ADMIN Disaster Preparedness Lunch - M. Trej		101-405-86010	10.00
	0001232	10/19 ADMIN Disaster Preparedness Lunch - S.Jense		101-405-86010	10.00
	0001232	10/19 FIN Disaster Preparedness Lunch - J. Bains		101-406-86010	1.00
	0001232	10/19 PD Disaster Preparedness Lunch - S. Young		101-413-86010	10.00
	0001232	10/19 PD Disaster Preparedness Lunch - D. Blevins		101-413-86010	10.00
	0001232	10/19 FD Disaster Preparedness Lunch - D. Gabriel		101-416-86010	10.00
	0001232	10/19 FD Disaster Preparedness Lunch - K. Krider		101-416-86010	10.00
	0001232	10/19 FD Disaster Preparedness Lunch - R. Veliz		101-416-86010	10.00
	0001232	10/19 CD Disaster Preparedness Lunch - S.Brewer		107-422-86010	1.67
	0001232	10/19 FIN Disaster Preparedness BF - J. Bains		501-406-86010	2.40
	0001232	10/19 CD Disaster Preparedness Lunch - S.Brewer		501-503-86010	1.67
	0001232	10/19 CD Disaster Preparedness Lunch - S.Brewer		501-508-86010	1.66
	0001232	10/19 FIN Disaster Preparedness BF - J. Bains		502-406-86010	2.00
	0001232	10/19 CD Disaster Preparedness Lunch - S.Brewer		502-510-86010	1.66
	0001232	10/19 FIN Disaster Preparedness BF - J. Bains		503-406-86010	1.50
	0001232	10/19 CD Disaster Preparedness Lunch - S.Brewer		503-520-86010	1.67
	0001232	10/19 CD Disaster Preparedness Lunch - S.Brewer		503-521-86010	1.67

Expense Approval Report

Payment Dates: 11/01/2019 - 11/30/2019

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	0001232	10/19 FIN Disaster Preparedness BF - J. Bains		504-406-86010	0.10
	0001232	10/19 FIN Disaster Preparedness BF - J. Bains		506-540-86010	1.00
	0001232	10/19 FIN Disaster Preparedness BF - J. Bains		820-610-86010	2.00
	20385	9/19 FD Lodging & Meal Reimb EMC San Diego		101-416-86010	577.41
61505	11/12/2019	1360	FedEx		83.09
	6-826-12575	10/19 FIN Overnight Fees		501-406-70030	33.24
	6-826-12575	10/19 FIN Overnight Fees		502-406-70030	29.08
	6-826-12575	10/19 FIN Overnight Fees		503-406-70030	19.11
	6-826-12575	10/19 FIN Overnight Fees		504-406-70030	1.66
61506	11/12/2019	1399	Fresno County Clerk		100.00
	0001269	11/19 PW NOE Forest Street Phase 4		305-422-98950	50.00
	0001270	11/19 CD Commercial Cannabis On-Site Security Zone		101-404-86030	50.00
61507	11/12/2019	1405	Fresno County Treasurer		964.00
	0001267	10/19 WP Environmental Health Appl for Cup Permit		501-503-92090	964.00
61508	11/12/2019	1450	GRISWOLD, LASALLE, COBB, DOD, & GIN, L.L.P.		12,660.67
	55774	9/19 Legal Services as City Attorney		101-401-88010	551.25
	56162	9/19 Legal Services as City Attorney		101-401-88010	153.70
	56162	9/19 Legal Services as City Attorney (RDA)		820-610-88010	170.00
	56163	9/19 Legal Services as City Attorney		101-401-88010	1,403.25
	56164	9/19 Legal Services as City Attorney		101-401-88010	20.54
	56164	9/19 Legal Services as City Attorney		501-503-88010	180.94
	56164	9/19 Legal Services as City Attorney		501-503-88010	4.11
	56164	9/19 Legal Services as City Attorney		501-508-88010	4.11
	56164	9/19 Legal Services as City Attorney		501-508-88010	180.94
	56164	9/19 Legal Services as City Attorney		502-510-88010	4.11
	56164	9/19 Legal Services as City Attorney		502-510-88010	180.94
	56164	9/19 Legal Services as City Attorney		503-520-88010	4.11
	56164	9/19 Legal Services as City Attorney		503-520-88010	180.94
	56164	9/19 Legal Services as City Attorney		503-521-88010	180.94
	56164	9/19 Legal Services as City Attorney		503-521-88010	4.10
	56164	9/19 Legal Services as City Attorney		820-610-88010	52.20
	56165	9/19 Legal Services as City Attorney		101-401-88010	1,256.25
	56166	9/19 Legal Services as City Attorney		101-401-88010	721.85
	56167	9/19 Legal Service as City Attorney		101-401-88010	1,070.15
	56168	9/19 Legal Service as City Attorney		101-401-88010	411.40
	56168	9/19 Legal Service as City Attorney		146-422-98223	51.25
	56168	9/19 Legal Service as City Attorney		501-503-88010	95.16
	56168	9/19 Legal Service as City Attorney		501-508-88010	95.16
	56168	9/19 Legal Service as City Attorney		502-510-88010	95.16
	56168	9/19 Legal Service as City Attorney		503-520-88010	95.16
	56168	9/19 Legal Services as City Attorney		503-521-88010	95.15
	56169	9/19 Legal Services as City Attorney		101-401-88010	5,375.30
	56170	9/19 Legal Services as City Storney (SGMA)		501-503-88010	22.50
61510	11/12/2019	1454	Hanson Bridgett LLP		10,402.00
	1251000	9/19 IRS VCP/ICMA Outside Attorney		101-401-88020	10,402.00
61511	11/12/2019	02017	JH Tackett Marketing		48.26
	2804	11/19 Council Vid Comm Production Services		101-401-70040	48.26
61512	11/12/2019	1635	Mercedes Garcia		62.00
	20384	9/19 ADMIN Meal Reimb for EMC San Diego Training		101-405-86010	62.00
61513	11/12/2019	02088	Neofunds		300.00
	NEO103119	10/19 Finance Dept Postage Refill		501-406-70030	120.00
	NEO103119	10/19 Finance Dept Postage Refill		502-406-70030	105.00
	NEO103119	10/19 Finance Dept Postage Refill		503-406-70030	69.00

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	NEO103119	10/19 Finance Dept Postage Refill		504-406-70030	6.00
61514	11/12/2019	1692	O'Reilly Automotive, Inc.		1,030.65
	4316-309906	8/19 PW Oil, Filter for Truck #65		503-521-84060	76.29
	4316-314855	10/19 PW Battery for Portable Electric Generator		101-440-84060	33.84
	4316-314945	10/19 FD Oil, Filter, Wipers Blades for #7206		101-416-84060	149.33
	4316-314990	10/19 SS Oil, Filter for Street Sweeper #87		504-535-84060	142.84
	4316-315081	10/19 SS Alternator for Street Sweeper #88		504-535-84060	178.17
	4316-316071	10/19 PW Battery for Truck #23		501-508-84060	133.51
	4316-316072	10/19 PD Oil, Filter, Wiper Fluid for #C16		101-413-84060	147.88
	4316-316098	10/19 PW Air Filter for Truck #23		501-508-84060	6.95
	4316-316281	10/19 PD Battery, Oil, Filter, Wipe Fluid for #C29		101-413-84060	132.48
	4316-316293	10/19 PD Air Filter for #C29		101-413-84060	29.36
61515	11/12/2019	1721	PG&E		103.35
	0001268	11/19 Frame Park Electricity (5120357172-7)		101-440-72011	103.35
61516	11/12/2019	1745	Quad Knopf Inc.		1,008.00
	101322	10/19 PW On-Call GIS Support Services (9/22-10/19)		501-508-88121	336.00
	101322	10/19 PW On-Call GIS Support Services (9/22-10/19)		502-510-88121	336.00
	101322	10/19 PW On-Call GIS Support Services (9/22-10/19)		503-521-88121	336.00
61517	11/12/2019	1876	Steven C. Simons		55.91
	4315989	8/19 PD Reimbursement for Patrol Parts - S. Simons		101-413-84060	28.60
	4315989-1	9/19 PD Reimbursement for Patrol Parts - S. Simons		101-413-84060	27.31
61518	11/12/2019	1886	SWRCB		370.00
	0001271	10/19 PW Distribution Lic Fees Grade 1 - M. Robles		501-508-86030	70.00
	0001271	10/19 PW Distribution Lic Fees Grade 2 - M. Cruz		501-508-86030	80.00
	0001271	10/19 PW Distribution Lic Fees Grade 2 - T. Hawk		501-508-86030	80.00
	0001273	10/19 PW Distribution Lic Fees Grade1 - M. Ramirez		501-508-86030	70.00
	0001273	10/19 PW Distribution Lic Fees Grade1 - R. Cabral		501-508-86030	70.00
61519	11/12/2019	02271	Tanko StreetLighting, Inc		2,500.00
	62449	10/19 PW Feasibility Analysis of Street Lights		107-422-88100	2,500.00
61520	11/12/2019	1973	Verizon Wireless Services, LLC		38.01
	9840432619	10/19 PD MDT Air Cards (471865000-00001)		101-413-72030	38.01
61521	11/12/2019	1997	Westside Supply		240.32
	10673	10/19 PW Water Distribution Supplies		501-508-70140	184.32
	P191031	10/19 PW Cylinder Rental		501-508-70140	35.00
	S191031	10/19 SVC Cylinder Rental		101-431-70150	21.00
61522	11/12/2019	02270	WL Construction Supply Inc.		455.89
	23704	9/19 PW Blue Rescue Master Diamond Blade		501-508-70140	455.89
61523	11/14/2019	02150	Alco Services		171.25
	12134	11/19 FD Washing Machine Diagnostic		101-416-84030	171.25
61524	11/14/2019	1079	AT&T		33.03
	110119	11/19 PW Lift Station		503-521-72030	33.03
61525	11/14/2019	02094	AT&T 3310		2,879.12
	13839159	10/19 Internet Svc Acct 9391063310		101-413-72030	1,703.97
	13839159	10/19 Internet Svc Acct 9391063310		101-432-72030	83.19
	13839159	10/19 Internet Svc Acct 9391063310		101-432-72030	15.86
	13839159	10/19 Internet Svc Acct 9391063310		101-432-72030	116.34
	13839159	10/19 Internet Svc Acct 9391063310		101-432-72030	176.27
	13839159	10/19 Internet Svc Acct 9391063310		107-422-72030	17.63
	13839159	10/19 Internet Svc Acct 9391063310		107-422-72030	1.47
	13839159	10/19 Internet Svc Acct 9391063310		501-406-72030	211.53
	13839159	10/19 Internet Svc Acct 9391063310		501-503-72030	26.44

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	13839159	10/19 Internet Svc Acct 9391063310		501-503-72030	7.85
	13839159	10/19 Internet Svc Acct 9391063310		501-508-72030	5.79
	13839159	10/19 Internet Svc Acct 9391063310		501-508-72030	17.63
	13839159	10/19 Internet Svc Acct 9391063310		502-406-72030	185.09
	13839159	10/19 Internet Svc Acct 9391063310		502-510-72030	5.85
	13839159	10/19 Internet Svc Acct 9391063310		502-510-72030	44.07
	13839159	10/19 Internet Svc Acct 9391063310		503-406-72030	105.76
	13839159	10/19 Internet Svc Acct 9391063310		503-520-72030	35.25
	13839159	10/19 Internet Svc Acct 9391063310		503-520-72030	3.33
	13839159	10/19 Internet Svc Acct 9391063310		503-521-72030	2.21
	13839159	10/19 Internet Svc Acct 9391063310		503-521-72030	35.25
	13839159	10/19 Internet Svc Acct 9391063310		504-406-72030	10.58
	13839159	10/19 Internet Svc Acct 9391063310		504-535-72030	2.15
	13839159	10/19 Internet Svc Acct 9391063310		506-540-72030	59.93
	13839159	10/19 Internet Svc Acct 9391063310		506-540-72030	3.88
	13839159	10/19 Internet Svc Acct 9391063310		820-610-72030	1.80
61527	11/14/2019	1088	Avenal Lumber & Hardware		118.66
	120505	10/19 FD Lumber for Academy Training		101-416-86010	118.66
61528	11/14/2019	02057	BC Laboratories, Inc.		1,387.50
	B357189	11/19 WP Outside Lab Work (Lead & Copper Testing		501-503-88081	899.00
	B357456	11/19 WP Outside Lab Work		501-503-88081	195.00
	B358646	10/19 WP Outside Lab Work		501-503-88081	79.00
	B358886	11/19 WWP Outside Lab Work		503-520-88080	119.50
	B359073	10/19 WP Outside Lab Work		501-503-88081	95.00
61529	11/14/2019	1112	Billingsley Tire Service		73.00
	239585	11/19 SS Tire Repair		504-535-84060	53.00
	239665	11/19 PW Tire Repair for Trailer 35		107-422-84060	20.00
61530	11/14/2019	02020	Boot Barn		168.91
	INV00019762	10/19 WP Boots - J. Salona		501-503-62081	168.91
61531	11/14/2019	1192	Chemtrade Chemicals US LLC		4,863.06
	92768171	11/19 WP Chemical Alum		501-503-70240	4,863.06
61532	11/14/2019	1212	City of Sanger		693.25
	IGT30-Coalinga	10/19 FD IGT Consulting for October 2019		101-416-88100	693.25
61533	11/14/2019	1224	Coalinga Hardware		250.60
	789439	10/19 WWP Parts for Clairifier		503-520-70140	40.36
	789440	10/19 WWP Parts for Clairifier		503-520-70140	46.72
	789454	10/19 WP Painting Supplies for Break Room/ Filter		501-503-84030	116.84
	789472	10/19 WP Painting Supplies for Break Room/ Filter		501-503-84030	17.16
	789516	10/19 WP Painting Supplies for Break Room/ Filter		501-503-84030	29.52
61534	11/14/2019	1288	Department of Justice		147.00
	414934	11/19 HR Fingerprints - N. Alvarado		101-408-89070	51.00
	414934	11/19 HR Fingerprints - G. Rhoades		101-408-89070	32.00
	414934	11/19 HR Fingerprints - S. Mora		101-440-89070	0.96
	414934	11/19 HR Fingerprints - D. Vargas		101-440-89070	0.96
	414934	11/19 HR Fingerprints - D. Vargas		107-422-89070	2.24
	414934	11/19 HR Fingerprints - S. Mora		107-422-89070	2.24
	414934	11/19 HR Fingerprints - S. Mora		501-508-89070	12.80
	414934	11/19 HR Fingerprints - D. Vargas		501-508-89070	12.80
	414934	11/19 HR Fingerprints - S. Mora		502-510-89070	12.80
	414934	11/19 HR Fingerprints - D. Vargas		502-510-89070	12.80
	414934	11/19 HR Fingerprints - D. Vargas		503-521-89070	3.20
	414934	11/19 HR Fingerprints - S. Mora		503-521-89070	3.20

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61535	11/14/2019 RS-RI23913 RS-RI23989	1322 10/19 WP New Gear Motor for Basin 10/19 WP New Gear Motor	Electric Motor Shop, Inc.	501-503-98040 501-503-98040	7,110.79 2,715.53 4,395.26
61536	11/14/2019 0001275	02231 11/19 AMB Meal Reimb - E. Diaz De Leon	Emile Diaz De Leon	101-416-75010	16.19 16.19
61537	11/14/2019 0341660-IN	1355 10/19 WP Anodes for Basins 1/2/3	Farwest Corrosion	501-503-70140	2,884.19 2,884.19
61538	11/14/2019 I-062607	1436 11/19 PW Sensus Registers/Gaskets	Golden State Flow	501-508-98054	4,277.91 4,277.91
61539	11/14/2019 9345293758	1445 11/19 WP Tripod Stand	Grainger	501-503-70140	272.10 272.10
61540	11/14/2019 1693947	1446 10/19 PW Hot Mix 300 Blk for Polk Street	Granite Construction Company	107-422-70130	1,040.63 1,040.63
61541	11/14/2019 11710322	1451 11/19 WP Lab Supplies	Hach Company	501-503-70202	739.44 739.44
61542	11/14/2019 16741 16741	02274 8/19 PW Line Locator 8/19 PW Line Locator	Instrument Technology Corporation	501-508-98040 502-510-98040	5,467.62 2,733.81 2,733.81
61543	11/14/2019 INV327827 INV328698 INV331301	1571 10/19 FD Rubber Boots & Work Gloves 10/19 FD Mako Compressor Repair 10/19 FD Rubber Boots - C. Brown	L.N. Curtis & Sons	101-416-70102 101-416-84020 101-416-70102	1,545.55 617.82 726.13 201.60
61544	11/14/2019 952610 953901	1593 10/19 FD Medical Supplies 10/19 FD Medical Supplies	Life Assist, Inc.	101-416-75000 101-416-75000	1,904.61 1,758.01 146.60
61545	11/14/2019 0001276	02272 9/19 HR X-Ray Exam for C. Brown	Los Angeles Radiology Medical Associates, Inc.	101-408-88060	37.00 37.00
61546	11/14/2019 20249964	1630 10/19 WP Parts for PL Meter	McMaster-Carr Supply Co.	501-503-70140	634.36 634.36
61547	11/14/2019 0001274	02114 10/19 AMB Meal Reimb - M Baggett	Michee Baggett	101-416-75010	21.77 21.77
61548	11/14/2019 001280	1655 11/19 FD Drain Clean for Washing Machine	Moreno's Plumbing	101-416-84030	107.91 107.91
61549	11/14/2019 4316-317288	1692 11/19 FD Reel Repair for Patrol 171	O'Reilly Automotive, Inc.	101-416-84060	36.46 36.46
61550	11/14/2019 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119 103119	1722 4893477005 NE 11 20 15 Telecom Bldg 705841037 7th & Elm FD Horn 7053841272 300 W Elm FD Lights 795617993 240 N 6th St 7053841516 PD/Jail/City Hall 7053841899 27500 Phelps Ave Ste 19 7053841771 27500 Phelps Ave Ste 1 7053841565 NW Cor Phelps-Airport Lights 7053841050 5th & Cedar Tower Clock 7054189141 Sunset & 5th Ave 7053841177 300 Coalinga Plaza Ped Frm Prk 7053841921 Sunset & Washington-Wtr Ftn 7053841936 408 S 5th Lynch Park	PG&E 1533-5	101-413-72020 101-416-72020 101-416-72020 101-432-72020 101-432-72020 101-435-72020 101-435-72020 101-435-72020 101-440-72011 101-440-72011 101-440-72011 101-440-72011 101-440-72011 101-440-72011 101-440-72011	92,792.99 58.09 19.77 1,443.96 737.32 4,562.20 13.77 85.22 1,098.32 40.90 10.91 106.14 63.36 13.78

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	103119	7053841023	Monterey & Tyler Clock	107-422-72021	9.65
	103119	7053841429	TR 5339 Dorothy Allen Est	107-422-72021	330.26
	103119	7053841694	160 W Elm	107-422-72021	28.52
	103119	7053841308	Van Ness & Elm	107-422-72021	36.59
	103119	7053841501	410 El Rancho Blvd	107-422-72021	38.73
	103119	7053841538	160 W Elm Street Light Inv Proj	107-422-72021	40.78
	103119	7053841913	N/S Valley St Lights	107-422-72021	42.63
	103119	7053841004	160W Elm Arpt 3144 Term Bldg	107-422-72021	288.32
	103119	3443128775	TR 5208 Spano Ent Posa Chanet	107-422-72021	11.34
	103119	7053841881	140 E Durian Prkg Lot Lights	107-422-72021	17.85
	103119	7053841014	160W Elm Arpt 3144 Term Bldg	107-422-72021	19.02
	103119	7053841990	160 W Elm	107-422-72021	19.02
	103119	7053841848	SE Juniper Rdg Sprinklers	107-422-72021	21.54
	103119	3443128411	TR 5208 Spano Ent Posa Chanet	107-422-72021	98.99
	103119	7053841349	160 W Elm	107-422-72021	22.69
	103119	7053841026	160W Elm Arpt 3144 Term Bldg	107-422-72021	172.31
	103119	7053841206	Crn Posa & San Sim Lift Station	107-422-72021	9.54
	103119	7053841979	City Yard	107-422-72021	184.30
	103119	7053841253	Cambridge & Joaquin	107-422-72021	192.81
	103119	7053841619	Monterey & Tyler	107-422-72021	9.60
	103119	7053841485	Washington & Fresno	107-422-72021	9.73
	103119	7053841439	Phelps & La Cuesta	107-422-72021	10.68
	103119	7053841661	Forest & 5th	107-422-72021	7.52
	103119	7053841505	Cambridge & Elm Hwy 198	107-422-72021	237.44
	103119	7054518044	Coolidge N Hachman	107-422-72021	8.52
	103119	7050007234	Coolidge N Hachman	107-422-72021	8.52
	103119	7053841842	350 El Rancho Blvd Irrigation Ctrl	107-422-72021	9.53
	103119	7053841791	745 W Forest Ave Landscape	107-422-72021	9.53
	103119	3443128925	TR 5140 Sandalwood Const Jayne & Wil	107-422-72021	22.69
	103119	7053841379	Polk & Forest Ave	107-422-72021	65.56
	103119	7053841365	Longhollow & Echo Canyon	107-422-72021	46.61
	103119	7053841244	TR 5344 Promontory Point	107-422-72021	172.19
	103119	3249826069	TR 4492 Fox Hollow II	107-422-72021	68.05
	103119	9713313248	25 1/2 W polk Traffic Control	107-422-72021	80.57
	103119	7053841534	160 W Elm Street Light Inv Proj	107-422-72021	84.04
	103119	7053841536	160 W Elm Street Light Inv Proj	107-422-72021	85.94
	103119	3289090333	260 1/2 Cambridge Ave	107-422-72021	151.90
	103119	7053841397	Cambridge & Elm Hwy 198	107-422-72021	131.63
	103119	3443128591	City Sunset St Project PM#30257800	107-422-72021	87.64
	103119	7053841022	160W Elm Arpt 3144 Term Bldg	107-422-72021	89.78
	103119	3443128611	TR 4492 Fox Hollow II @ Frst & Cox	107-422-72021	45.37
	103119	7053841204	SE Crn 1st & Forest Landscap Trees	107-422-72021	9.53
	103119	3443128372	TR 5246 Phase I Stallion Sprg Sac & Frs	107-422-72021	48.12
	103119	7053841909	200 El Rancho Blvd Irrigation Ctrl	107-422-72021	9.53
	103119	3443128041	TR 5246 Phase II Stallion Spr	107-422-72021	130.26
	103119	7053841157	240 W Elm Storage Bldg	107-422-72021	50.64
	103119	7053841008	160 W Elm INTRNL ARPT 3144 Term Bld	107-422-72021	-14.23
	103119	1638874976	25 1/2 W Polk	107-422-72021	63.41
	103119	7053841535	160 W Elm Street Light Inv Proj	107-422-72021	125.98
	103119	7053841555	TR 5451 Warthan & Meadows	107-422-72021	779.49
	103119	7053841016	160W Elm Arpt 3144 Term Bldg	107-422-72021	821.00
	103119	7053841002	160W Elm Arpt 3144 Term Bldg	107-422-72021	932.29
	103119	7053841008	160W Elm Arpt 3144 Term Bldg	107-422-72021	2,613.28
	103119	7053841518	NW NW 31 20 16 Chlorine Booster	501-503-72020	16.06
	103119	7053841684	NW NW 11 20 15 Water Dept	501-503-72020	36.94
	103119	7053841526	Palmer Ave	501-503-72020	59,876.08
	103119	7053841615	SW SW SW 18 20 16 Reservoir	501-503-72020	15.96
	103119	7053841036	NE SW 26 19 15 Booster Station	501-503-72020	2,853.30
	103119	7053841864	NE SW 31 20 15 Water Ctrl	501-503-72020	19.98

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	103119	7053841131	SW Crn Gale & Derrick Wtr Mtr	501-503-72020	9.53
	103119	7053841171	SW SW 7 20 15 Booster Station	501-503-72020	239.43
	103119	7053841979	City Yard	501-508-72020	184.29
	103119	7053841466	Fres Alley Tyler & Polk	502-510-72020	60.25
	103119	7053841783	California Alley	502-510-72020	57.03
	103119	7053841123	Cherry Ln	502-510-72020	13.27
	103119	7053841574	Coalinga Alley Madison & Mont	502-510-72020	56.93
	103119	7053841358	College Alley S Side Cat Pro	502-510-72020	34.06
	103119	7053841243	Pine Alley	502-510-72020	52.34
	103119	7053841102	N end of Malple St	502-510-72020	40.86
	103119	7053841066	NE Crn Harvard & College	502-510-72020	39.63
	103119	7053841979	City Yard	502-510-72020	184.29
	103119	7053841312	Thompson Btwn Valley & Polk	502-510-72020	36.56
	103119	7053841657	Behind 595 Roosevelt Alley Light	502-510-72020	32.63
	103119	7053841697	Baker Alley	502-510-72020	89.71
	103119	7053841361	Alley S Pleasant & E Warthan	502-510-72020	37.14
	103119	7053841893	Energy Eff Retrofit Loan Instl	503-000-11301	3,864.72
	103119	7052100780	NE SE 33 20 15 WWP	503-520-72020	5,632.53
	103119	7056603692	SE 33 20 15 WWP	503-520-72020	1,840.13
	103119	7053841194	Sewer Lift Pump Echo	503-521-72020	223.17
	103119	7053841328	Sewer Lift Pump P/L	503-521-72020	113.92
	103119	7053841367	Sewer Lift Station Kim	503-521-72020	29.26
	103119	7053841979	City Yard	503-521-72020	184.29
	103119	7053841845	Sewer Lift Station Polk	503-521-72020	67.73
61557	11/14/2019	02047	PRAXAIR DISTRIBUTION, INC.		152.75
	92858885	10/19 FD Oxygen		101-416-75000	152.75
61558	11/14/2019	1810	Save Mart Supermarkets		201.75
	0220191006054231	10/19 PD Inmate Meals		101-413-70380	97.74
	0420191023072203	10/19 PD Inmate Meals		101-413-70380	104.01
61559	11/14/2019	1865	Standard Insurance Company		2,683.67
	110119	11/19 Employee Insurance - Life		950-000-32300	799.17
	110119	11/19 Employee Insurance - Standard		950-000-32300	1,199.82
	110119	11/19 Employee Insurance - Volunteer Life		950-000-32400	684.68
61560	11/14/2019	1935	Tri-City Engineering		23,122.53
	2745-11	10/19 WP TTHM Reduction Permanent Facilities Oct		501-503-88100	2,726.28
	2759-12	10/19 PW ATP Cycle 3 Sidewalk Gap Closure Oct 19		127-422-98970	6,450.00
	2770-19	10/19 PW Various City Projects Oct 19		107-422-88100	1,372.50
	2772-12	10/19 PW SB1 Funding Project Sunset Street Oct 19		111-422-98910	8,672.50
	2793-01	10/19 PW Frame Park Splash Pad Project Oct 19		146-422-98223	485.00
	2809-03	11/19 PW Gutter Drainage/Pavement DesignAug-Se		107-422-88100	1,346.25
	2837-01	10/19 PW Forest/Truman/Baker Reconstruction Oct		305-422-98950	2,070.00
61561	11/14/2019	1973	Verizon Wireless Services, LLC		1,377.15
	9840755463	10/19 FD Mobile Services (542044026-00001)		101-416-72030	228.06
	9841214314	10/19 AP 381-1120 (516264995-00001)		101-435-72030	39.15
	9841214314	10/19 PW 381-1988 40% (516264995-00001)		501-406-72030	12.42
	9841214314	10/19 WP Primary 383-4514 (516264995-00001)		501-503-72030	54.53
	9841214314	10/19 WP iPad-1 978-2846 (516264995-00001)		501-503-72030	45.02
	9841214314	10/19 WP Router-2 383-4119 (516264995-00001)		501-503-72030	95.80
	9841214314	10/19 PW Director 20% 341-4461 (516264995-0000)		501-503-72030	7.11
	9841214314	10/19 WP iPad-2 383-4121 (516264995-00001)		501-503-72030	45.02
	9841214314	10/19 WP Router-1 383-4004 (516264995-00001)		501-503-72030	58.52
	9841214314	10/19 WP On-call 341-9613 (516264995-00001)		501-503-72030	54.53
	9841214314	10/19 PW Director 20% 341-4461 (516264995-0000)		501-508-72030	7.11
	9841214314	10/19 PW UB Tablet 1 34% 401-9110(516264995-00		501-508-72030	19.90
	9841214314	10/19 PW UB Tablet 5 34% 401-9321(516264995-00		501-508-72030	19.89
	9841214314	10/19 PW UB Tablet 4 34% 401-9315(516264995-00		501-508-72030	19.89

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	9841214314	10/19 PW UB Tablet 3 34% 401-9312(516264995-00		501-508-72030	19.89
	9841214314	10/19 PW Superv 34% 974-1257 (516264995-00001)		501-508-72030	18.54
	9841214314	10/19 PW Tablet 34% 240-3695 (516264995-00001)		501-508-72030	12.93
	9841214314	10/19 PW UB Tablet 2 34% 401-9271(516264995-00		501-508-72030	19.89
	9841214314	10/19 PW Stand by 34% 383-4014 (516264995-0000		501-508-72030	10.56
	9841214314	10/19 PW UB Tablet 6 34% 401-9323(516264995-00		501-508-72030	19.91
	9841214314	10/19 PW 381-1988 35% (516264995-00001)		502-406-72030	10.86
	9841214314	10/19 PW UB Tablet 3 33% 401-9312(516264995-00		502-510-72030	19.31
	9841214314	10/19 PW UB Tablet 6 33% 401-9323(516264995-00		502-510-72030	19.31
	9841214314	10/19 PW UB Tablet 4 33% 401-9315(516264995-00		502-510-72030	19.31
	9841214314	10/19 PW Director 20% 341-4461 (516264995-0000		502-510-72030	7.11
	9841214314	10/19 PW Tablet 33% 240-3695 (516264995-00001)		502-510-72030	12.56
	9841214314	10/19 PW UB Tablet 1 33% 401-9110(516264995-00		502-510-72030	19.31
	9841214314	10/19 PW Stand by 33% 383-4014 (516264995-0000		502-510-72030	10.25
	9841214314	10/19 PW Superv 33% 974-1257 (516264995-00001)		502-510-72030	17.99
	9841214314	10/19 PW UB Tablet 2 33% 401-9271(516264995-00		502-510-72030	19.31
	9841214314	10/19 PW UB Tablet 5 33% 401-9321(516264995-00		502-510-72030	19.31
	9841214314	10/19 Field Supervisor 50% (516264995-00001)		502-510-72030	19.28
	9841214314	10/19 PW 381-1988 23% (516264995-00001)		503-406-72030	7.14
	9841214314	10/19 WWP 341-3958 (516264995-00001)		503-520-72030	12.16
	9841214314	10/19 WWP Wifi 383-4044 (516264995-00001)		503-520-72030	42.92
	9841214314	10/19 PW Director 20% 341-4461 (516264995-0000		503-520-72030	7.11
	9841214314	10/19 PW UB Tablet 1 33% 401-9110(516264995-00		503-521-72030	19.31
	9841214314	10/19 PW UB Tablet 4 33% 401-9315(516264995-00		503-521-72030	19.31
	9841214314	10/19 PW Stand by 33% 383-4014 (516264995-0000		503-521-72030	10.25
	9841214314	10/19 PW Director 20% 341-4461 (516264995-0000		503-521-72030	7.11
	9841214314	10/19 PW UB Tablet 2 33% 401-9271(516264995-00		503-521-72030	19.31
	9841214314	10/19 PW Tablet 33% 240-3695 (516264995-00001)		503-521-72030	12.56
	9841214314	10/19 Field Supervisor 50% (516264995-00001)		503-521-72030	19.28
	9841214314	10/19 PW UB Tablet 3 33% 401-9312(516264995-00		503-521-72030	19.31
	9841214314	10/19 PW UB Tablet 6 33% 401-9323(516264995-00		503-521-72030	19.31
	9841214314	10/19 PW UB Tablet 5 33% 401-9321(516264995-00		503-521-72030	19.31
	9841214314	10/19 PW Superv 33% 974-1257 (516264995-00001)		503-521-72030	17.99
	9841214314	10/19 PW 381-1988 2% (516264995-00001)		504-406-72030	0.62
	9841214314	10/19 Transit M.Garcia 246-6243 (516264995-00001		506-540-72030	43.22
	9841214314	10/19 Transit 246-0331 (516264995-00001)		506-540-72030	39.15
	9841214314	10/19 Transit 246-1403 (516264995-00001)		506-540-72030	39.20
61565	11/14/2019	1992	West Hills Medical Group, Inc.		1,315.00
	2019-117	10/19 HR Medical & Physical Screens - D. Acosta		101-408-88060	130.00
	2019-117	10/19 HR Medical & Physical Screens - G. Rhoades		101-408-89040	125.00
	2019-117	10/19 HR Medical & Physical Screens - M. Soto		101-408-89040	12.50
	2019-117	10/19 HR Medical & Physical Screens - D. Vargas		101-440-89040	5.85
	2019-117	10/19 HR Medical & Physical Screens - S. Mora		101-440-89040	5.85
	2019-117	10/19 HR Medical & Physical Screens - D. Vargas		107-422-89040	13.65
	2019-117	10/19 HR Medical & Physical Screens - S. Mora		107-422-89040	13.65
	2019-117	10/19 HR Medical & Physical Screens - B. Carpenter		501-406-89040	2.50
	2019-117	10/19 HR Medical & Physical Screens - M. Soto		501-406-89040	45.00
	2019-117	10/19 HR Medical & Physical Screens - B. Carpenter		501-406-89040	50.00
	2019-117	10/19 HR Medical & Physical Screens - M. Garcia		501-503-88060	66.50
	2019-117	10/19 HR Medical & Physical Screens - J. Rivera		501-503-88060	66.50
	2019-117	10/19 HR Medical & Physical Screens - M. Garcia		501-503-88060	24.50
	2019-117	10/19 HR Medical & Physical Screens - C. Ramirez		501-503-89040	136.50
	2019-117	10/19 HR Medical & Physical Screens - S. Mora		501-508-89040	78.00
	2019-117	10/19 HR Medical & Physical Screens - D. Vargas		501-508-89040	78.00
	2019-117	10/19 HR Medical & Physical Screens - M. Soto		502-406-89040	39.38
	2019-117	10/19 HR Medical & Physical Screens - B. Carpenter		502-406-89040	43.75
	2019-117	10/19 HR Medical & Physical Screens - S. Mora		502-510-89040	78.00
	2019-117	10/19 HR Medical & Physical Screens - D. Vargas		502-510-89040	78.00
	2019-117	10/19 HR Medical & Physical Screens - B. Carpenter		503-406-89040	28.75

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	2019-117	10/19 HR Medical & Physical Screens - M. Soto		503-406-89040	25.88
	2019-117	10/19 HR Medical & Physical Screens - J. Rivera		503-520-88060	28.50
	2019-117	10/19 HR Medical & Physical Screens - M. Garcia		503-520-88060	28.50
	2019-117	10/19 HR Medical & Physical Screens - M. Garcia		503-520-88060	10.50
	2019-117	10/19 HR Medical & Physical Screens - C. Ramirez		503-520-89040	58.50
	2019-117	10/19 HR Medical & Physical Screens - S. Mora		503-521-89040	19.50
	2019-117	10/19 HR Medical & Physical Screens - D. Vargas		503-521-89040	19.49
	2019-117	10/19 HR Medical & Physical Screens - M. Soto		504-406-89040	2.25
61567	11/14/2019	1993	West Hills Oil, Inc.		1,453.89
	65000	10/19 FIN Fuel for October 2019		501-406-70160	346.16
	65000	10/19 FIN Fuel for October 2019		502-406-70160	302.89
	65000	10/19 FIN Fuel for October 2019		503-406-70160	199.04
	65000	10/19 FIN Fuel for October 2019		504-406-70160	17.30
	65002	10/19 SVC Fuel for October 2019		101-431-70160	64.96
	65002	10/19 SS Fuel for October 2019		504-535-70160	523.54
61568	11/14/2019	1997	Westside Supply		434.13
	10388	10/19 WP PVC Fittings		501-503-70140	58.36
	10648	10/19 WWP Gloves/Tyvek Suits		503-520-84073	333.77
	W191031	10/19 WP Equipment/Cylinder Rental		501-503-82030	28.00
	WW191031	10/19 WWP Equipment/Cylinder Rental		503-520-82030	14.00
61569	11/14/2019	02273	XPO Logistics Freight, Inc.		138.02
	276-347013	10/19 WP Cost for Shipping Anodes		501-503-70030	138.02
61571	11/21/2019	1176	CB&T COLUMBUS BANK & TRUST		124.95
	0001301	Unreimbursed Medical		950-000-34500	124.95
61572	11/21/2019	1205	City Employee Contrib. Assoc.		65.00
	0001289	CECA Dues		950-000-33000	65.00
61573	11/21/2019	1223	COALINGA FIREFIGHTERS		700.00
	0001290	Fire Union Dues		950-000-33300	700.00
61574	11/21/2019	1228	COALINGA PEACE OFFICER'S ASSOCIATION		905.76
	0001292	Mastagni Law Firm		950-000-33200	297.50
	0001294	CPOA Dues		950-000-33200	297.50
	0001295	PORAC Dues		950-000-33200	310.76
61575	11/21/2019	1487	ICMA 457 RETIREMENT TRUST		7,862.68
	0001277	457 ICMA \$\$ Gen		950-000-32100	459.99
	0001278	457 ICMA % General		950-000-32100	6,386.42
	0001279	457 ICMA EE\$ / ER%		950-000-32100	1,016.27
61576	11/21/2019	1586	LEGAL SHIELD		120.11
	0001291	Pre-Paid Legal Shield		950-000-34060	120.11
61577	11/21/2019	02043	New York Life Insurance		801.96
	0001293	New York Life		950-000-32400	801.96
61578	11/21/2019	1677	Newport Trust Company		4,167.59
	0001280	457 Newport \$\$		950-000-32100	330.00
	0001281	457 Newport %		950-000-32100	2,251.41
	0001282	457 Newport EE\$ / ER%		950-000-32100	1,525.13
	0001307	457 Newport %		950-000-32100	61.05
61579	11/21/2019	1820	SEIU Local 521 - Dues W/H		514.52
	0001296	SEIU COPE		950-000-33000	20.00
	0001297	SEIU Dues		950-000-33000	494.52
61580	11/21/2019	1020	Acme Auto Leasing, LLC.		50,799.00
	191 15000Y	11/19 PD Acme Auto Leasing Car Lease Payment		105-413-98041	50,799.00

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61581	11/21/2019	1068	Aramark		929.41
	21937359	11/19 WP Uniform Jackets for Smith, Garcia, Rivera		501-503-70100	181.92
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		101-431-70100	3.76
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		101-432-84030	15.10
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		107-422-70100	10.29
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		501-503-70100	7.52
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		501-508-70100	10.29
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		502-510-70100	10.29
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		503-520-70100	7.52
	602321552	11/19 PW Employee Uniforms (Coveralls & Mats)		503-521-70100	10.29
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	14.29
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	32.18
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	43.14
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	32.18
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	32.17
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	43.13
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	32.17
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	14.29
	602321553	11/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	18.68
	602328702	11/19 PW Employee Uniforms (Coveralls & Mats)		101-432-84030	15.10
	602328702	11/19 PW Employee Uniforms (Coveralls & Mats)		107-422-70100	59.96
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		101-431-70100	14.29
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		107-422-70100	28.58
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		501-503-70100	70.61
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		501-508-70100	28.58
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		502-510-70100	28.58
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		503-520-70100	70.61
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70100	28.58
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		503-521-70440	16.17
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		504-535-70100	14.29
	602328703	11/19 PW Employee Uniforms/First Aid Supply Kit		506-540-70100	18.68
61584	11/21/2019	1078	AT&T		143.00
	110719	11/19 PD Internet (125125740)		101-413-72030	143.00
61585	11/21/2019	02069	AT&T 2005		1,685.58
	13911171	11/19 PD Crime Tip Line 559-935-3206		101-413-72030	21.46
	13911171	11/19 PD Chief 559-935-4210		101-413-72030	41.27
	13911171	11/19 PD Multi-line 559-935-8496		101-413-72030	278.49
	13911171	11/19 PD Multi-line 559-935-8497		101-413-72030	278.49
	13911171	11/19 PD 559-935-6008		101-413-72030	20.46
	13911171	11/19 PD Business Alarm 559-935-0359		101-413-72030	21.46
	13911171	11/19 FD 559-935-1651		101-416-72030	100.50
	13911171	11/19 Graffiti Hotline 559-935-3282		101-432-72030	19.80
	13911171	11/19 Admin Fax 559-935-0789		101-432-72030	219.52
	13911171	11/19 City Hall Modem 559-934-1306		101-432-72030	41.27
	13911171	11/19 Bldg. Maint. 559-935-3050		101-432-72030	33.55
	13911171	11/19 City Hall Main 559-935-1532		101-432-72030	246.90
	13911171	11/19 AP Maint. 559-935-8594		101-435-72030	19.80
	13911171	11/19 AP Weather 559-935-5960		101-435-72030	79.22
	13911171	11/19 WP Alarm 559-935-3022		501-503-72030	61.08
	13911171	11/19 WP 559-935-1889		501-503-72030	21.46
	13911171	11/19 PW Yard 559-935-1185		502-510-72030	96.45
	13911171	11/19 Sewer Plant 559-935-2275		503-520-72030	20.02
	13911171	11/19 New Lift Station 559-935-1896		503-521-72030	21.46
	13911171	11/19 Echo Canyon Lift Station 559-935-1875		503-521-72030	21.46
	13911171	11/19 WWP Lift Station 559-935-5518		503-521-72030	21.46

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61587	11/21/2019	02097	AT&T 2006		125.92
	13911199	11/19 PD Dispatch 559-935-1525		101-413-72030	62.71
	13911199	11/19 Courthouse 559-935-1560		101-432-72030	41.27
	13911199	11/19 PW 559-935-5004		107-422-72030	5.49
	13911199	11/19 PW 559-935-5004		501-508-72030	5.49
	13911199	11/19 PW 559-935-5004		502-510-72030	5.48
	13911199	11/19 PW 559-935-5004		503-521-72030	5.48
61588	11/21/2019	02080	AT&T 4050		1,146.77
	13907333	11/19 Internet Svc Acct 9391064050		101-413-72030	678.71
	13907333	11/19 Internet Svc Acct 9391064050		101-432-72030	70.21
	13907333	11/19 Internet Svc Acct 9391064050		101-432-72030	6.32
	13907333	11/19 Internet Svc Acct 9391064050		101-432-72030	33.13
	13907333	11/19 Internet Svc Acct 9391064050		101-432-72030	46.34
	13907333	11/19 Internet Svc Acct 9391064050		107-422-72030	0.59
	13907333	11/19 Internet Svc Acct 9391064050		107-422-72030	7.02
	13907333	11/19 Internet Svc Acct 9391064050		501-406-72030	84.25
	13907333	11/19 Internet Svc Acct 9391064050		501-503-72030	3.13
	13907333	11/19 Internet Svc Acct 9391064050		501-503-72030	10.53
	13907333	11/19 Internet Svc Acct 9391064050		501-508-72030	7.02
	13907333	11/19 Internet Svc Acct 9391064050		501-508-72030	2.31
	13907333	11/19 Internet Svc Acct 9391064050		502-406-72030	73.72
	13907333	11/19 Internet Svc Acct 9391064050		502-510-72030	2.33
	13907333	11/19 Internet Svc Acct 9391064050		502-510-72030	17.55
	13907333	11/19 Internet Svc Acct 9391064050		503-406-72030	42.13
	13907333	11/19 Internet Svc Acct 9391064050		503-520-72030	1.32
	13907333	11/19 Internet Svc Acct 9391064050		503-520-72030	14.04
	13907333	11/19 Internet Svc Acct 9391064050		503-521-72030	14.04
	13907333	11/19 Internet Svc Acct 9391064050		503-521-72030	0.88
	13907333	11/19 Internet Svc Acct 9391064050		504-406-72030	4.21
	13907333	11/19 Internet Svc Acct 9391064050		504-535-72030	0.86
	13907333	11/19 Internet Svc Acct 9391064050		506-540-72030	23.87
	13907333	11/19 Internet Svc Acct 9391064050		506-540-72030	1.54
	13907333	11/19 Internet Svc Acct 9391064050		820-610-72030	0.72
61590	11/21/2019	02056	AT&T 4711		301.34
	000013907471	11/19 PD DOJ Line		101-413-72030	301.34
61591	11/21/2019	02057	BC Laboratories, Inc.		835.00
	B359717	11/19 WP Outside Lab Work		501-503-88081	50.00
	B359757	11/19 WP Outside Lab Work		501-503-88081	75.00
	B359978	11/19 WWP Outside Lab Work		503-520-88080	50.00
	B360201	11/19 WP Outside Lab Work		501-503-88081	660.00
61592	11/21/2019	1103	Bement's Autobody		272.00
	1631	11/19 PD Removal of all Decals of Sold Truck		101-413-84060	272.00
61593	11/21/2019	1112	Billingsley Tire Service		652.09
	239821	11/19 PW New Tires for Vehicle #48		501-508-84060	219.83
	239821	11/19 PW New Tires for Vehicle #48		502-510-84060	219.84
	239873	11/19 CD Tire Repairs for Truck #25		101-404-84060	212.42
61594	11/21/2019	02278	California Water Environment Association		192.00
	113019	11/19 WP CWEA Renewal Notice		501-503-86030	64.00
	113019	11/19 WP CWEA Renewal Notice		501-508-86030	64.00
	113019	11/19 WP CWEA Renewal Notice		503-520-86033	64.00
61595	11/21/2019	1159	California Water Service		7,800.52
	0041758-IN	10/19 WP Water Consulting for Oct/Chlorine for Hyd		501-503-70140	41.52
	0041758-IN	10/19 WP Water Consulting for Oct/Chlorine for Hyd		501-503-88100	5,823.13
	0041758-IN	10/19 WP Water Consulting for Oct/Chlorine for Hyd		503-520-88100	1,935.87

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
61596	11/21/2019	1171	Carisa Aguilar		61.00
	20752	12/19 HR Meal Advance - C. Aguilar		101-408-86010	61.00
61597	11/21/2019	1224	Coalinga Hardware		208.73
	789587	10/19 WP Parts for Basin 3		501-503-70140	98.06
	789607	10/19 WP Paint Brash		501-503-70140	14.25
	789612	10/19 WP Paint Roller		501-503-70140	15.51
	789624	10/19 WP Floor Polish		501-503-70140	19.66
	789933	11/19 PW Red Heads for Installation of Trash Cans		101-440-84050	38.29
	789969	11/19 BLDG Keys for Building - PD Gym Area		101-432-84030	11.55
	790048	11/19 PW Installing Doggy Stations		101-440-84050	11.41
61598	11/21/2019	1269	Darren Blevins		85.34
	20163	10/19 PD Meal Reimb for D. Blevins		101-413-86010	85.34
61599	11/21/2019	1271	DataProse, Inc.		6,769.55
	DP1903520	10/19 Postage Used		501-406-70030	156.50
	DP1903520	10/19 Postage Used		501-406-70030	690.84
	DP1903520	10/19 Postage Used		501-406-70030	715.40
	DP1903520	10/19 Search & Viewbill		501-406-70040	27.19
	DP1903520	10/19 NCOALINK		501-406-70040	6.20
	DP1903520	10/19 Search & Viewbill		501-406-70040	6.10
	DP1903520	10/19 Search & Viewbill		501-406-70040	27.27
	DP1903520	8/19 Regular Bills		501-406-70040	435.86
	DP1903520	10/19 NCOALINK		501-406-70040	1.60
	DP1903520	10/19 Mid Valley Fall Clean-Up		501-406-70040	36.36
	DP1903520	10/19 NCOALINK		501-406-70040	6.20
	DP1903520	10/19 Shift S3ctor 2019		501-406-70040	36.36
	DP1903520	10/19 10-day Notices		501-406-70040	97.43
	DP1903520	10/19 Search & Viewbill		501-406-70040	30.00
	DP1903520	9/19 Regular Bills		501-406-70040	434.51
	DP1903520	10/19 Postage Used		502-406-70030	625.98
	DP1903520	10/19 Postage Used		502-406-70030	136.94
	DP1903520	10/19 Postage Used		502-406-70030	604.49
	DP1903520	8/19 Regular Bills		502-406-70040	381.37
	DP1903520	9/19 Regular Bills		502-406-70040	380.20
	DP1903520	10/19 10-day Notice		502-406-70040	85.25
	DP1903520	10/19 Shift S3ctor 2019		502-406-70040	31.82
	DP1903520	10/19 Mid Valley Fall Clean-Up		502-406-70040	31.82
	DP1903520	10/19 NCOALINK		502-406-70040	5.43
	DP1903520	10/19 Search & Viewbill		502-406-70040	23.86
	DP1903520	10/19 Search & Viewbill		502-406-70040	23.79
	DP1903520	10/19 NCOALINK		502-406-70040	5.43
	DP1903520	10/19 Search & Viewbill		502-406-70040	5.33
	DP1903520	10/19 NCOALINK		502-406-70040	1.40
	DP1903520	10/19 Search & Viewbill		502-406-70040	26.25
	DP1903520	10/19 Postage Used		503-406-70030	89.99
	DP1903520	10/19 Postage Used		503-406-70030	411.36
	DP1903520	10/19 Postage Used		503-406-70030	397.23
	DP1903520	10/19 Search & Viewbill		503-406-70040	15.68
	DP1903520	10/19 Search & Viewbill		503-406-70040	17.25
	DP1903520	10/19 Mid Valley Fall Clean-Up		503-406-70040	20.91
	DP1903520	10/19 Shift S3ctor 2019		503-406-70040	20.91
	DP1903520	10/19 10-day Notice		503-406-70040	56.02
	DP1903520	10/19 NCOALINK		503-406-70040	3.57
	DP1903520	8/19 Regular Bills		503-406-70040	250.62
	DP1903520	10/19 Search & Viewbill		503-406-70040	3.51
	DP1903520	10/19 NCOALINK		503-406-70040	0.92
	DP1903520	10/19 NCOALINK		503-406-70040	3.57
	DP1903520	9/19 Regular Bills		503-406-70040	249.85

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	DP1903520	10/19 Search & Viewbill		503-406-70040	15.63
	DP1903520	10/19 Postage Used		504-406-70030	7.83
	DP1903520	10/19 Postage Used		504-406-70030	34.54
	DP1903520	10/19 Postage Used		504-406-70030	35.76
	DP1903520	10/19 Search & Viewbill		504-406-70040	1.37
	DP1903520	8/19 Regular Bills		504-406-70040	21.79
	DP1903520	9/19 Regular Bills		504-406-70040	21.72
	DP1903520	10/19 10-day Notice		504-406-70040	4.88
	DP1903520	10/19 Shift S3ctor 2019		504-406-70040	1.81
	DP1903520	10/19 Mid Valley Fall Clean-Up		504-406-70040	1.81
	DP1903520	10/19 Search & Viewbill		504-406-70040	1.50
	DP1903520	10/19 NCOALINK		504-406-70040	0.30
	DP1903520	10/19 Search & Viewbill		504-406-70040	0.30
	DP1903520	10/19 NCOALINK		504-406-70040	0.30
	DP1903520	10/19 NCOALINK		504-406-70040	0.08
	DP1903520	10/19 Search & Viewbill		504-406-70040	1.36
61603	11/21/2019	1288	Department of Justice		140.00
	418118	11/19 PD Blood Alcohol Analysis		101-413-88080	140.00
61604	11/21/2019	1360	FedEx		80.93
	6-833-48442	11/19 PW Shipping Charge for Tester for Cathodic		502-510-70030	27.95
	6-833-48442	11/19 PW Shipping Charge for Odorizer Calibration		502-510-70030	52.98
61605	11/21/2019	1393	Fresno City College		993.50
	14756221	10/19 PD Registration & Parking Permit for B. Meza		101-413-86010	993.50
61606	11/21/2019	02103	Fresno County Tax Collector		20,402.26
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (070-050-45S)		101-435-92090	3,252.18
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (070-050-41S)		101-435-92090	27.80
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (070-050-37S)		101-435-92090	1,111.60
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (070-050-43S)		101-435-92090	3,053.04
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (070-070-43S)		101-435-92090	8,413.82
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (070-030-66S)		114-404-92090	27.22
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (073-060-15S)		114-404-92090	306.94
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (073-020-23S)		114-404-92090	436.24
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (073-040-03S)		114-404-92090	801.98
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (073-060-06)		114-404-92090	1,119.24
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (073-060-11S)		114-404-92090	1,183.94
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (073-040-26S)		501-503-92090	12.38
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (073-020-40S)		501-503-92090	79.26
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (070-060-20S)		501-503-92090	45.64
	0001312	FY 7/1/19-6/30/20 Property Tax Bill (085-020-36)		503-520-92090	530.98
61607	11/21/2019	1424	Geil Enterprises, INC		1,880.81
	371789	11/19 BLDG Janitorial Supplies		101-432-84030	165.81
	371971	11/19 BLDG Monthly Janitorial Services		101-432-84030	1,715.00
61608	11/21/2019	02192	Gimme Love Animal Shelter		1,800.00
	000007	10/19 AC Animal Shelter Services for October 2019		101-415-88100	1,800.00
61609	11/21/2019	1445	Grainger		273.90
	9353603765	11/19 WP Connectors for Basin 3		501-503-70140	55.35
	9353608186	11/19 PW Paint for Gas Meters/Paint Machine Supp.		107-422-70190	73.39
	9353608186	11/19 PW Paint for Gas Meters/Paint Machine Supp.		502-510-70140	145.16
61610	11/21/2019	1450	GRISWOLD, LASALLE, COBB, DOD, & GIN, L.L.P.		3,761.60
	56558	10/19 Legal Services as City Attorney		101-401-88010	52.20
	56558	10/19 Legal Services as City Attorney		820-610-88010	153.75
	56559	10/19 Legal Services as City Attorney		101-401-88010	717.50
	56560	10/19 Legal Services as City Attorney		101-401-88010	1,047.50
	56560	10/19 Legal Services as City Attorney		107-422-88100	118.90

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	56561	10/19 Legal Services as City Attorney		101-401-88010	67.65
	56561	10/19 Legal Services as City Attorney		501-406-88010	20.50
	56561	10/19 Legal Services as City Attorney		502-406-88010	17.94
	56561	10/19 Legal Services as City Attorney		503-406-88010	11.79
	56561	10/19 Legal Services as City Attorney		504-406-88010	1.02
	56562	10/19 Legal Services as City Attorney		101-401-88010	101.40
	56563	10/19 Legal Services as City Attorney		101-401-88010	320.65
	56564	10/19 Legal Services as City Attorney		101-401-88010	1,095.80
	56565	10/19 Legal Services as City Attorney		101-401-88010	35.00
61611	11/21/2019	1451	Hach Company		29,231.00
	11719079	11/19 WP Annual Maintenance Contract		501-503-88100	29,231.00
61612	11/21/2019	1494	Interstate Gas Services, Inc.		6,708.80
	7021518	10/19 PW Gas/Water Consulting for October 2019		501-503-88100	5,660.55
	7021518	10/19 PW Gas/Water Consulting for October 2019		502-510-88100	1,048.25
61613	11/21/2019	1546	JW Heating and Air		951.39
	1134	11/19 WP Control Building A/C Unit		501-503-84030	951.39
61614	11/21/2019	1566	Kristi Anderson		19.72
	111219	11/19 Reimb Breakroom Supplies		101-401-70010	3.29
	111219	11/19 Reimb Breakroom Supplies		101-404-70010	3.29
	111219	11/19 Reimb Breakroom Supplies		101-405-70010	3.29
	111219	11/19 Reimb Breakroom Supplies		101-406-70010	3.29
	111219	11/19 Reimb Breakroom Supplies		101-408-70010	2.38
	111219	11/19 Reimb Breakroom Supplies		107-422-70010	0.70
	111219	11/19 Reimb Breakroom Supplies		501-406-70010	0.15
	111219	11/19 Reimb Breakroom Supplies		501-503-70010	0.84
	111219	11/19 Reimb Breakroom Supplies		501-508-70010	0.79
	111219	11/19 Reimb Breakroom Supplies		502-406-70010	0.08
	111219	11/19 Reimb Breakroom Supplies		502-510-70010	0.81
	111219	11/19 Reimb Breakroom Supplies		503-406-70010	0.05
	111219	11/19 Reimb Breakroom Supplies		503-520-70010	0.72
	111219	11/19 Reimb Breakroom Supplies		503-521-70010	0.03
	111219	11/19 Reimb Breakroom Supplies		504-406-70010	0.01
61615	11/21/2019	1583	Leaf		855.46
	10007297	11/19 CC Copier Lease		101-401-84010	23.85
	10007297	11/19 CD Copier Lease		101-404-84010	23.85
	10007297	11/19 CM Copier Lease		101-405-84010	23.85
	10007297	11/19 FIN Copier Lease		101-406-84010	5.23
	10007297	11/19 HR Copier Lease		101-408-84010	93.16
	10007297	11/19 HR Copier Lease		101-408-84010	23.85
	10007297	11/19 PD Copier Lease		101-413-84010	244.84
	10007297	11/19 FD Copier Lease		101-416-84010	113.83
	10007297	11/19 HR Copier Lease		107-422-84010	1.65
	10007297	11/19 FIN Copier Lease		501-406-84010	69.78
	10007297	11/19 HR Copier Lease		501-503-84010	8.79
	10007297	11/19 ADMN Copier Lease		501-503-84010	23.84
	10007297	11/19 HR Copier Lease		501-508-84010	6.49
	10007297	11/19 FIN Copier Lease		502-406-84010	61.05
	10007297	11/19 HR Copier Lease		502-510-84010	6.55
	10007297	11/19 ADMN Copier Lease		502-510-84010	23.84
	10007297	11/19 FIN Copier Lease		503-406-84010	34.89
	10007297	11/19 ADMN Copier Lease		503-520-84010	23.84
	10007297	11/19 HR Copier Lease		503-520-84010	3.72
	10007297	11/19 HR Copier Lease		503-521-84010	2.47
	10007297	11/19 FIN Copier Lease		504-406-84010	3.49
	10007297	11/19 HR Copier Lease		504-535-84010	2.41
	10007297	11/19 TR Copier Lease		506-540-84010	23.84

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	10007297	11/19 HR Copier Lease		506-540-84010	4.34
	10007297	11/19 HR Copier Lease		820-610-84010	2.01
61617	11/21/2019	1592	Liebert Cassidy Whitmore		13,434.00
	1484478	8/19 PW Parsac Grant Personnel Rules Update		140-422-88092	3,370.00
	1486018	9/19 Parsac Grant Personnel Rules Update		140-422-88092	2,474.00
	1486019	9/19 PD Velasquez Discipline Appeal Advice		101-413-88100	7,590.00
61618	11/21/2019	02230	MAS MODERN MARKETING, INC.		552.90
	MMI135052	10/19 PD Halloween Coloring Tote Bags		101-413-70040	276.45
	MMI135065	10/19 PD Halloween Coloring Tote Bags		101-413-70040	276.45
61619	11/21/2019	1630	McMaster-Carr Supply Co.		106.34
	21557057	11/19 WP Surge Tank Gauge Glass		501-503-70140	106.34
61620	11/21/2019	1647	Mid Valley Disposal, Inc.		253,427.75
	0001310	8/19 Regular Utility Billing for August 2019		504-530-88170	162,599.88
	0001311	9/19 Regular Utility Billing for Sept 2019		504-530-88170	160,453.57
	CM0000125	8/19 20% Franchise Fee		101-400-41080	-32,519.97
	CM0000126	8/19 Mid Valley Billing - Franchise Fee - Aug 2019		101-400-41080	-1,491.12
	CM0000127	8/19 20% Printing & Mailing Utility Bills July2019		101-400-41080	-718.57
	CM0000128	9/19 20% Franchise Fee		101-400-41080	-32,090.71
	CM0000129	9/19 Mid Valley Billing - Franchise Fee - Sept2019		101-400-41080	-1,249.32
	CM0000130	20 % Printing & Mailing Utility Bills Aug 19		101-400-41080	-723.15
	CM0000131	9/19 Mid Valley Insert - Fall 2019 Clean Up		101-400-41080	-832.86
61621	11/21/2019	1662	Municipal Code Corporation		900.00
	00333953	10/19 Online Municipal Code Access/Updates		101-401-86030	7.47
	00333953	10/19 Online Municipal Code Access/Updates		101-404-86030	7.47
	00333953	10/19 Online Municipal Code Access/Updates		101-405-86030	7.47
	00333953	10/19 Online Municipal Code Access/Updates		101-406-86030	7.47
	00333953	10/19 Online Municipal Code Access/Updates		101-408-86030	7.47
	00333953	10/19 Online Municipal Code Access/Updates		101-413-86030	7.47
	00333953	10/19 Online Municipal Code Access/Updates		101-416-86030	7.56
	00333953	10/19 Online Municipal Code Access/Updates		101-431-86030	7.56
	00333953	10/19 Online Municipal Code Access/Updates		101-435-86030	7.56
	00333953	10/19 Online Municipal Code Access/Updates		101-440-86030	7.56
	00333953	10/19 Online Municipal Code Access/Updates		107-422-86030	75.06
	00333953	10/19 Online Municipal Code Access/Updates		110-424-86030	74.97
	00333953	10/19 Online Municipal Code Access/Updates		125-422-86030	74.97
	00333953	10/19 Online Municipal Code Access/Updates		127-422-86030	74.97
	00333953	10/19 Online Municipal Code Access/Updates		130-451-86030	74.97
	00333953	10/19 Online Municipal Code Access/Updates		501-406-86030	25.02
	00333953	10/19 Online Municipal Code Access/Updates		501-503-86030	25.02
	00333953	10/19 Online Municipal Code Access/Updates		501-508-86030	25.02
	00333953	10/19 Online Municipal Code Access/Updates		502-510-86030	74.97
	00333953	10/19 Online Municipal Code Access/Updates		503-406-86030	25.02
	00333953	10/19 Online Municipal Code Access/Updates		503-520-86030	25.02
	00333953	10/19 Online Municipal Code Access/Updates		503-521-86030	25.02
	00333953	10/19 Online Municipal Code Access/Updates		504-535-86030	74.97
	00333953	10/19 Online Municipal Code Access/Updates		506-540-86030	74.97
	00333953	10/19 Online Municipal Code Access/Updates		820-610-86030	74.97
61623	11/21/2019	1695	Office Depot		3,593.19
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		101-401-70010	52.54
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		101-404-70010	52.54
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		101-405-70010	52.54
	382256057001	9/19 ADMIN Shipping Tape		101-406-70010	4.83
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		101-408-70010	38.01
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		107-422-70010	11.15
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		501-406-70010	1.22

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		501-503-70010	13.57
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		501-508-70010	12.64
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		502-406-70010	1.06
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		502-510-70010	12.66
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		503-406-70010	1.01
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		503-520-70010	11.53
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		503-521-70010	0.55
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		504-406-70010	0.96
	382256057001	9/19 ADMIN Binder Clips, Paper, Shipping Tape		504-535-70010	0.61
	385033402001	10/19 WP Spider Universal Ceiling		501-503-84030	156.91
	385033772001	10/19 PW Projector for Training Purposes		501-508-86010	290.60
	385033772001	10/19 PW Projector for Training Purposes		502-510-86010	290.60
	385033772001	10/19 PW Projector for Training Purposes		503-520-86010	435.89
	385033772001	10/19 PW Projector for Training Purposes		503-520-86010	435.90
	385033772001	10/19 PW Projector for Training Purposes		503-521-86010	290.59
	385033773001	10/19 WP Universal Drop Ceiling		501-503-84030	200.50
	390438642001	10/19 WP Desktop HP		501-503-88040	1,198.67
	393102958001	10/19 PD Office Supplies		101-413-70010	26.11
61625	11/21/2019	1700	Oracle America, Inc.		972.00
	8323808	10/19 HR Recruitment Website		101-408-88100	688.37
	8323808	10/19 HR Recruitment Website		107-422-88100	12.15
	8323808	10/19 HR Recruitment Website		501-406-88100	19.25
	8323808	10/19 HR Recruitment Website		501-503-88100	56.86
	8323808	10/19 HR Recruitment Website		501-508-88100	39.85
	8323808	10/19 HR Recruitment Website		502-406-88100	16.82
	8323808	10/19 HR Recruitment Website		502-510-88100	40.34
	8323808	10/19 HR Recruitment Website		503-406-88100	11.08
	8323808	10/19 HR Recruitment Website		503-520-88100	19.44
	8323808	10/19 HR Recruitment Website		503-521-88100	10.21
	8323808	10/19 HR Recruitment Website		504-406-88100	0.97
	8323808	10/19 HR Recruitment Website		504-535-88100	9.72
	8323808	10/19 HR Recruitment Website		506-540-88100	32.08
	8323808	10/19 HR Recruitment Website		820-610-88100	14.86
61626	11/21/2019	1513	Pacific Telemanagement Services		30.00
	2030893	10/19 AP Monthly Pay Phone Service		101-432-72030	30.00
61627	11/21/2019	1712	PARSAC		227.00
	19-269	9/19 Annual Pollution Program FY 19/20		501-503-90010	113.50
	19-269	9/19 Annual Pollution Program FY 19/20		503-520-90010	113.50
61628	11/21/2019	02276	Patriot Environmental Services, Inc.		7,334.76
	09-19-00157-1	11/19 WP Removal of Hazardous Waste Carbon Liqui		501-503-88100	7,334.76
61629	11/21/2019	1721	PG&E		14,506.02
	0624-103119	11/19 Gas DeliverySE 31 20 20 15 HWY(7001750902		502-510-80020	14,506.02
61630	11/21/2019	1733	Price Paige & Company		3,068.00
	16139	10/19 Capital Assets FY 2018		101-406-88030	250.60
	16139	10/19 FY 2018 Audit Work in Progress		101-406-88030	250.00
	16139	10/19 FY 2018 Audit Work in Progress		130-603-88101	62.50
	16139	10/19 Capital Assets FY 2018		130-603-88101	62.65
	16139	10/19 Long-Term Debt Accounting FY 2018		150-751-96501	192.10
	16139	10/19 FY 2018 Audit Work in Progress		150-751-96501	62.50
	16139	10/19 Capital Assets FY 2018		150-751-96501	62.65
	16139	10/19 Long-Term Debt Accounting FY 2018		150-752-96502	186.45
	16139	10/19 Long-Term Debt Accounting FY 2018		150-753-96503	186.45
	16139	10/19 Capital Assets FY 2018		150-757-96505	62.65
	16139	10/19 FY 2018 Audit Work in Progress		150-757-96505	62.50
	16139	10/19 Capital Assets FY 2018		501-406-88030	187.95

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	16139	10/19 FY 2018 Audit Work in Progress		501-406-88030	187.50
	16139	10/19 FY 2018 Audit Work in Progress		502-406-88030	187.50
	16139	10/19 Capital Assets FY 2018		502-406-88030	187.95
	16139	10/19 FY 2018 Audit Work in Progress		503-406-88030	187.50
	16139	10/19 Capital Assets FY 2018		503-406-88030	187.95
	16139	10/19 Capital Assets FY 2018		504-406-88030	25.06
	16139	10/19 FY 2018 Audit Work in Progress		504-406-88030	25.00
	16139	10/19 FY 2018 Audit Work in Progress		506-540-88030	37.50
	16139	10/19 Capital Assets FY 2018		506-540-88030	37.59
	16139	10/19 FY 2018 Audit Work in Progress		820-610-88030	187.50
	16139	10/19 Capital Assets FY 2018		820-610-88030	187.95
61632	11/21/2019	02048	RSG, Inc.		1,325.00
	I005278	9/19 SA Admin Services FY 19/20		820-610-88100	1,077.50
	I005397	10/19 Housing Report Services		815-609-88100	247.50
61633	11/21/2019	1818	Sean Young		220.00
	20231	12/19 PD Meal Advance - S. Young		101-413-86010	220.00
61634	11/21/2019	1821	Self Help Enterprises		209.25
	COLADM Sept-19	9/19 Loan Portfolio Management		815-609-88100	209.25
61635	11/21/2019	1830	Shell Energy North American (US), LP		27,689.20
	3270356	10/19 Natural Gas Deliveries		502-510-80030	27,689.20
61636	11/21/2019	1852	Solomon Electric and Data, Inc		19,004.31
	I191030201	10/19 WP Electrical Maintenance		501-503-84030	7,562.43
	I191030201	10/19 WP Troubleshoot & Diagnose SCADA Controls		501-503-88100	7,562.44
	I191030202	10/19 WP New Motor for Basin 1 & 2 Decant Pump		501-503-84020	3,879.44
61637	11/21/2019	1858	Sparkletts		134.53
	9412248 110119	11/19 WP Drinking Water		501-503-72010	76.07
	9689215 111419	11/19 BLDG Monthly Water Delivery		101-432-72010	58.46
61638	11/21/2019	1873	State Water Resources Control		10,572.44
	0002 8702 761	7/1/19-6/30/20 WP Overhead Adm Fees		501-503-92090	10,572.44
61639	11/21/2019	1879	Summit Safety, LLC		583.08
	256006A	11/19 PW Rain Suits		501-508-70101	194.36
	256006A	11/19 PW Rain Suits		502-510-70101	194.36
	256006A	11/19 PW Rain Suits		503-521-70101	194.36
61640	11/21/2019	1885	Suzanne Redding		61.00
	20752	12/19 HR Meal Advance - S. Redding		101-408-86010	61.00
61641	11/21/2019	1886	SWRCB		21,392.00
	WD-0163459	7/1/19-6/30/20 Annual Permit for WWP		503-520-92090	18,767.00
	WD-0165859	7/1/19-6/30/20 Annual Permit for WTP		501-503-92090	2,625.00
61642	11/21/2019	1923	Tim Braly		480.00
	616005	9/19 PD Ammunition & Accessories		101-413-98040	480.00
61643	11/21/2019	02277	Tri-Pacific Supply, Inc		507.25
	0145380-IN	10/19 PW Sensus Smart Points		501-508-98054	507.25
61644	11/21/2019	1943	Tyler Technologies, Inc		59,483.50
	025-277518	10/19 Engergov SaaS Addon		101-406-88040	67.50
	025-277518	10/19 Engergov SaaS Addon		107-422-88040	33.75
	025-277518	10/19 Engergov SaaS Addon		110-424-88040	33.75
	025-277518	10/19 Engergov SaaS Addon		125-422-88040	33.75
	025-277518	10/19 Engergov SaaS Addon		127-422-88040	33.75
	025-277518	10/19 Engergov SaaS Addon		130-451-88040	33.75
	025-277518	10/19 Engergov SaaS Addon		140-422-88040	33.75
	025-277518	10/19 Engergov SaaS Addon		501-406-88040	421.88

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	025-277518	10/19 Engergov SaaS Addon		502-406-88040	421.88
	025-277518	10/19 Engergov SaaS Addon		503-406-88040	421.88
	025-277518	10/19 Engergov SaaS Addon		504-406-88040	84.38
	025-277518	10/19 Engergov SaaS Addon		506-540-88040	33.75
	025-277518	10/19 Engergov SaaS Addon		820-610-88040	33.73
	025-277857	11/19 Annual SaaS Fee FY 19/20		101-406-88040	2,311.84
	025-277857	11/19 Annual SaaS Fee FY 19/20		107-422-88040	1,155.92
	025-277857	11/19 Annual SaaS Fee FY 19/20		110-424-88040	1,155.92
	025-277857	11/19 Annual SaaS Fee FY 19/20		125-422-88040	1,155.92
	025-277857	11/19 Annual SaaS Fee FY 19/20		127-422-88040	1,155.92
	025-277857	11/19 Annual SaaS Fee FY 19/20		130-451-88040	1,155.92
	025-277857	11/19 Annual SaaS Fee FY 19/20		140-422-88040	1,155.92
	025-277857	11/19 Annual SaaS Fee FY 19/20		501-406-88040	14,449.00
	025-277857	11/19 Annual SaaS Fee FY 19/20		502-406-88040	14,449.00
	025-277857	11/19 Annual SaaS Fee FY 19/20		503-406-88040	14,449.00
	025-277857	11/19 Annual SaaS Fee FY 19/20		504-406-88040	2,889.80
	025-277857	11/19 Annual SaaS Fee FY 19/20		506-540-88040	1,155.92
	025-277857	11/19 Annual SaaS Fee FY 19/20		820-610-88040	1,155.92
61646	11/21/2019	1944	U.S. Bank Corporate Payment Center		9,324.29
	USBCDOCT19-1	10/19 CD San Joaquin Valley Chapter Membership		101-404-86030	85.00
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - A. Adkisson		101-401-86010	13.63
	USBCMOCT19-1	11/19 CM Council Credit for Hotel Expense		101-401-86010	-36.00
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - R. Lander		101-401-86010	5.56
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - T. Stolz		101-401-86010	11.27
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - T. Stolz		101-401-86010	13.46
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - T. Stolz		101-401-86010	18.25
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - R. Lander		101-401-86010	21.35
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - T. Stolz		101-401-86010	28.10
	USBCMOCT19-1	10/19 CM League Conference Hotel - T. Stolz		101-401-86010	145.36
	USBCMOCT19-1	10/19 CM League Conference Hotel - T. Stolz		101-401-86010	145.37
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - R. Singleton		101-401-86010	31.74
	USBCMOCT19-1	10/19 CM League of CA Cities - R. Lander		101-401-86010	723.72
	USBCMOCT19-1	10/19 CM League Conference Hotel - T. Stolz		101-401-86010	127.86
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - T. Stolz		101-401-86010	26.13
	USBCMOCT19-1	10/19 CM League of CA Cities - R. Ramsey		101-401-86010	723.72
	USBCMOCT19-1	10/19 CM League of CA Cities - R. Singleton		101-401-86010	723.72
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - R. Ramsey		101-401-86010	22.72
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - T. Stolz		101-401-86010	22.49
	USBCMOCT19-1	11/19 CM Council Christmas Gift Program		101-401-88220	47.06
	USBCMOCT19-1	10/19 CM League Conference Hotel - M. Trejo		101-405-86010	145.37
	USBCMOCT19-1	11/19 CM WHC Meeting with April Betterson		101-405-86010	26.94
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - M. Trejo		101-405-86010	26.96
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - M. Trejo		101-405-86010	35.21
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - M. Trejo		101-405-86010	19.18
	USBCMOCT19-1	11/19 CM Chief's Breakfast Meal		101-405-86010	14.19
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - M. Trejo		101-405-86010	5.77
	USBCMOCT19-1	10/19 CM Ambassador Lunch		101-405-86010	58.28
	USBCMOCT19-1	10/19 CM League Conference Hotel - M. Trejo		101-405-86010	127.87
	USBCMOCT19-1	10/19 CM League Conference Hotel - M. Trejo		101-405-86010	145.36
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - M. Trejo		101-405-86010	21.51
	USBCMOCT19-1	10/19 CM League of CA Cities Meal - M. Trejo		101-405-86010	26.89
	USBFDOCT19-1	10/19 FD Goin Postal - Fed Ex Ground Mail		101-416-70030	30.23
	USBFDOCT19-1	10/19 FD Hanney Reels Patrol 171 Reel/Breaker		101-416-84060	329.43
	USBFDOCT19-2	10/19 FD Essentials of Fire Fighting Education Bk		101-416-70050	387.95
	USBFDOCT19-2	10/19 FD 20 Liter Liquid Smoke - Vent Training		101-416-70050	517.63
	USBFDOCT19-3	10/19 FD Subway - Training Meals		101-416-86010	147.21
	USBFDOCT19-3	11/19 FD EMS Certification - J. Boi & C. Brown		101-416-86040	96.00
	USBFINOCT19-1	10/19 FIN CSMFO Municipal Member Registration Fe		101-406-86010	11.00
	USBFINOCT19-1	10/19 FIN CSMFO Municipal Member Registration Fe		501-406-86010	33.00

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	USBFINOCT19-1	10/19 FIN CSMFO Municipal Member Registration Fe		502-406-86010	31.90
	USBFINOCT19-1	10/19 FIN CSMFO Municipal Member Registration Fe		503-406-86010	22.00
	USBFINOCT19-1	10/19 FIN CSMFO Municipal Member Registration Fe		504-406-86010	1.10
	USBFINOCT19-1	10/19 FIN CSMFO Municipal Member Registration Fe		506-540-86010	11.00
	USBFINOCT19-2	10/19 FIN ICSC Booth Las Vegas 2020		101-405-76010	2,250.00
	USBFINOCT19-3	10/19 FIN Hotel for League of CA - A. Adkisson		101-401-86010	577.65
	USBPWOCT19-1	11/19 PW ACCUDRAW Calibration Cylinder		501-503-70140	135.48
	USBPWOCT19-1	10/19 PW Hotel for STA - A. Uribe		501-503-86010	344.24
	USBPWOCT19-1	10/19 PW Water Treatment Course Package - A. Uribe		501-503-86010	168.53
	USBPWOCT19-1	10/19 PW T2 Course Package - M. Cruz		501-503-86010	117.55
	USBPWOCT19-1	10/19 PW Water Treatment Course Package - B. Smit		501-503-86010	161.53
	USBPWOCT19-1	10/19 PW Confined Space Entry Training		501-503-86010	39.95
	USBPWOCT19-1	10/19 PW Hotel for STA - E. Deleon		501-508-86010	108.08
	USBPWOCT19-1	10/19 PW Hotel for STA - E. Deleon		502-510-86010	108.08
	USBPWOCT19-1	10/19 PW Hotel for STA - E. Deleon		503-521-86010	108.08
	USBPWOCT19-2	10/19 PW Lights for Frame Park		101-440-70060	26.15
	USBPWOCT19-2	10/19 PW Shipping Charge for Oddorizer Calibration		502-510-70030	6.48
61650	11/21/2019	02021	Visual Ink		199.54
	14200	8/19 PD Building Vinly Decals & Signs		101-413-70440	182.44
	15487	10/19 PD Vinyl Decals & Signs		101-413-84060	17.10
61651	11/21/2019	1983	WageWorks		75.00
	INV1751819	11/19 FSA Monthly Fee		950-000-34610	75.00
61652	11/21/2019	1991	West Hills Machine Shop, Inc.		2,635.77
	045470	11/19 WWP Parts for Clarifier		503-520-70140	1,185.93
	045474	11/19 WWP Parts for Clarifier		503-520-70140	21.80
	045514	11/19 WWP Parts for Clarifier		503-520-84020	1,428.04
61653	11/21/2019	1993	West Hills Oil, Inc.		6,033.91
	64995	10/19 ADMIN Fuel for October 2019		101-404-70160	109.72
	64995	10/19 ADMIN Fuel for October 2019		101-405-70160	83.83
	64996	10/19 TR Fuel for October 2019		506-540-70160	797.00
	64998	10/19 PW Fuel for October 2019		101-440-70160	444.43
	64998	10/19 PW Fuel for October 2019		107-422-70160	709.74
	64998	10/19 PW Fuel for October 2019		501-503-70160	190.93
	64998	10/19 PW Fuel for October 2019		501-508-70160	444.44
	64998	10/19 PW Fuel for October 2019		502-510-70160	444.44
	64998	10/19 PW Fuel for October 2019		503-520-70160	47.73
	64998	10/19 PW Fuel for October 2019		503-521-70160	444.43
	64998	10/19 PW Fuel for October 2019		504-535-70160	427.54
	64999	10/19 WP Fuel for October 2019		501-503-70160	951.67
	64999	10/19 WP Fuel for October 2019		503-520-70160	237.92
	65001	10/19 PW Fuel for October 2019		101-440-70160	170.59
	65001	10/19 PW Fuel for October 2019		107-422-70160	17.70
	65001	10/19 PW Fuel for October 2019		501-508-70160	170.60
	65001	10/19 PW Fuel for October 2019		502-510-70160	170.60
	65001	10/19 PW Fuel for October 2019		503-521-70160	170.60
61655	11/21/2019	2000	Willdan		840.00
	00330909	11/19 CD Planning for Family Dollar		101-404-86500	840.00
DFT0000885	11/1/2019	1162	CalPERS		7,570.28
	0001240	CalPERS Classic F/P ER 32048		950-000-36000	7,570.28
DFT0000886	11/1/2019	1162	CalPERS		4,936.02
	0001241	CalPERS Classic Misc ER 32047		950-000-36000	4,936.02
DFT0000887	11/1/2019	1162	CalPERS		2,414.26
	0001242	CalPERS PEPRA Misc 27481 EE		950-000-32000	2,414.26

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
DFT0000888	11/1/2019 0001243	1162 CalPERS PEPR Misc 27481 ER	CalPERS	950-000-36000	2,498.31 2,498.31
DFT0000889	11/1/2019 0001244	1162 CalPERS PEPR Fire/Police	CalPERS	950-000-32000	3,210.32 3,210.32
DFT0000890	11/1/2019 0001245	1162 CalPERS PEPR Fire/Police ER	CalPERS	950-000-36000	3,279.64 3,279.64
DFT0000891	11/1/2019 0001255	1162 CalPERS Classic EE w/SS Offset	CalPERS	950-000-32000	7,328.10 7,328.10
DFT0000892	11/1/2019 0001256	1869 SDU Fresno County	State Disbursement Unit	950-000-34010	407.99 407.99
DFT0000893	11/1/2019 0001257	1869 SDU Kings County DCSS	State Disbursement Unit	950-000-34010	245.07 245.07
DFT0000894	11/30/2019 0001259 0001259	1025 AFLAC After Tax AFLAC PreTax	AFLAC Group Insurance	950-000-34600 950-000-34600	1,583.08 422.28 1,160.80
DFT0000895	11/1/2019 0001260	02078 SDI	SDI	950-000-31500	1,747.54 1,747.54
DFT0000896	11/1/2019 0001261	02077 Mgr SDI	SDI (Mgr)	950-000-31500	179.03 179.03
DFT0000897	11/1/2019 0001262	1331 State WH	Employment Development Dept.	950-000-31200	7,885.41 7,885.41
DFT0000898	11/1/2019 0001263 0001263 0001263	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	52,101.59 20,786.05 24,862.78 6,452.76
DFT0000899	11/1/2019 0001264	02078 SDI	SDI	950-000-31500	25.34 25.34
DFT0000900	11/1/2019 0001265	1331 State WH	Employment Development Dept.	950-000-31200	167.21 167.21
DFT0000901	11/1/2019 0001266 0001266 0001266	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	985.13 557.37 346.68 81.08
DFT0000903	11/15/2019 0001283	1162 CalPERS Classic F/P ER 32048	CalPERS	950-000-36000	7,526.46 7,526.46
DFT0000904	11/15/2019 0001284	1162 CalPERS Classic Misc ER 32047	CalPERS	950-000-36000	4,971.94 4,971.94
DFT0000905	11/15/2019 0001285	1162 CalPERS PEPR Misc 27481 EE	CalPERS	950-000-32000	2,426.33 2,426.33
DFT0000906	11/15/2019 0001286	1162 CalPERS PEPR Misc 27481 ER	CalPERS	950-000-32000	2,510.77 2,510.77
DFT0000907	11/15/2019 0001287	1162 CalPERS PEPR Fire/Police	CalPERS	950-000-32000	3,062.87 3,062.87
DFT0000908	11/15/2019 0001288	1162 CalPERS PEPR Fire/Police ER	CalPERS	950-000-36000	3,128.99 3,128.99

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Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
DFT0000909	11/15/2019 0001298	1162 CalPERS Classic EE w/SS Offset	CalPERS	950-000-32000	7,331.41 7,331.41
DFT0000910	11/15/2019 0001299	1869 SDU Fresno County	State Disbursement Unit	950-000-34010	407.99 407.99
DFT0000911	11/15/2019 0001300	1869 SDU Kings County DCSS	State Disbursement Unit	950-000-34010	245.07 245.07
DFT0000912	11/30/2019 0001302 0001302	1025 AFLAC After Tax AFLAC PreTax	AFLAC Group Insurance	950-000-34600 950-000-34600	1,583.08 422.28 1,160.80
DFT0000913	11/15/2019 0001303	02078 SDI	SDI	950-000-31500	1,742.62 1,742.62
DFT0000914	11/15/2019 0001304	02077 Mgr SDI	SDI (Mgr)	950-000-31500	179.03 179.03
DFT0000915	11/15/2019 0001305	1331 State WH	Employment Development Dept.	950-000-31200	7,525.77 7,525.77
DFT0000916	11/15/2019 0001306 0001306 0001306	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	50,343.65 19,252.29 24,715.48 6,375.88
DFT0000920	11/1/2019 0001308	1331 State WH	Employment Development Dept.	950-000-31200	103.34 103.34
DFT0000921	11/1/2019 0001309 0001309 0001309	1957 Fed W/H Social Security Medicare	United States Treasury	950-000-31100 950-000-31300 950-000-31400	73.96 237.86 -194.96 31.06
Grand Total:					1,019,670.08

Report Summary

Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	21,778.27
105 - COPS GRANT FUND	50,799.00
107 - GAS TAX FUND	19,872.55
110 - LTF - ARTICLE VIII FUND	1,264.64
111 - SB1-ROAD REHAB MAINT ACCT FUND	8,672.50
114 - HABITAT CONSERVATION FUND	3,875.56
125 - MEASURE C-STREET MAINTENANCE	1,264.64
127 - MEASURE C-FLEXIBLE FUNDING	7,714.64
130 - SPECIAL ASSESSMENT DISTRICTS	1,389.79
140 - GENERAL CAPITAL PROJECTS FUND	7,033.67
146 - PARK IMPACT FEES	556.51
150 - COALINGA PUBLIC FINANCING AUTH	815.30
305 - CALTRANS GRANTS FUND	2,120.00
501 - WATER ENTERPRISE FUND	204,335.83
502 - GAS ENTERPRISE FUND	68,790.02
503 - SEWER ENTERPRISE FUND	63,058.34
504 - SANITATION ENTERPRISE FUND	327,817.86
506 - TRANSIT SYSTEM	2,531.86
815 - LOW/MOD HOUSING ASSET FUND	456.75
820 - RORF-REDEV OBLIG RETIREMT FUND	3,114.91
950 - PAYROLL TRUST & AGENCY FUND	222,407.44
Grand Total:	1,019,670.08

Account Summary

Account Number	Account Name	Payment Amount
101-400-41080	Mid Valley Franchise Fee	-69,625.70
101-401-70010	Office Supplies	55.83
101-401-70040	Printing & Binding	48.26
101-401-84010	Office Equip Repairs &	23.85
101-401-86010	Training, Travel, & Confe	3,346.10
101-401-86030	Subs., Dues, & Publicatio	7.47
101-401-88010	City Attorney Fees	14,401.39
101-401-88020	Outside Attorney Fees	10,402.00
101-401-88220	Special Events Expense	47.06
101-404-70010	Office Supplies	55.83
101-404-70160	Gasoline & Diesel	109.72
101-404-72030	Telephone	61.91
101-404-84010	Office Equip Repairs &	23.85
101-404-84060	Vehicle Parts, Repairs &	212.42
101-404-86030	Subs., Dues, & Publicatio	719.47
101-404-86500	Planning-Reimbursable F	840.00
101-405-70010	Office Supplies	55.83
101-405-70160	Gasoline & Diesel	83.83
101-405-76010	General Advertising	2,250.00
101-405-84010	Office Equip Repairs &	23.85
101-405-86010	Training, Travel, & Confe	745.53
101-405-86030	Subs., Dues, & Publicatio	7.47
101-406-70010	Office Supplies	8.12
101-406-84010	Office Equip Repairs &	5.23
101-406-86010	Training, Travel, & Confe	12.00
101-406-86030	Subs., Dues, & Publicatio	7.47
101-406-88030	Accounting/Auditing	500.60
101-406-88040	Computer Programming	2,379.34
101-408-70010	Office Supplies	40.39
101-408-84010	Office Equip Repairs &	117.01
101-408-86010	Training, Travel, & Confe	122.00
101-408-86030	Subs., Dues, & Publicatio	7.47

Account Summary

Account Number	Account Name	Payment Amount
101-408-88060	Medical - General	167.00
101-408-88100	Professional Services	688.37
101-408-89040	Physical w/Drug & Alcoh	137.50
101-408-89070	Fingerprinting	83.00
101-413-70010	Office Supplies	26.11
101-413-70040	Printing & Binding	552.90
101-413-70380	Inmate Food/Jail Supplie	201.75
101-413-70440	Miscellaneous Supplies	182.44
101-413-72020	Electric	58.09
101-413-72030	Telephone	3,657.47
101-413-84010	Office Equip Repairs &	244.84
101-413-84060	Vehicle Parts, Repairs &	654.73
101-413-86010	Training, Travel, & Confe	1,318.84
101-413-86030	Subs., Dues, & Publicatio	7.47
101-413-88080	Laboratory	140.00
101-413-88100	Professional Services	7,590.00
101-413-98040	Major Machinery & Equi	480.00
101-415-88100	Professional Services	1,800.00
101-416-70030	Postage & Freight Out	30.23
101-416-70050	Education Materials & S	905.58
101-416-70102	Uniforms (Turnout Gear)	819.42
101-416-72020	Electric	1,463.73
101-416-72030	Telephone	328.56
101-416-75000	Medical Equipment & Su	2,057.36
101-416-75010	Meals-Ambulance Runs	37.96
101-416-84010	Office Equip Repairs &	113.83
101-416-84020	Major Equip Repairs &	726.13
101-416-84030	Buildings Repairs & Mai	279.16
101-416-84060	Vehicle Parts, Repairs &	515.22
101-416-86010	Training, Travel, & Confe	873.28
101-416-86030	Subs., Dues, & Publicatio	7.56
101-416-86040	Required Certification Tr	96.00
101-416-88100	Professional Services	693.25
101-431-70100	Uniforms	104.54
101-431-70150	Vehicle Parts & Supplies	21.00
101-431-70160	Gasoline & Diesel	64.96
101-431-72030	Telephone	71.90
101-431-86030	Subs., Dues, & Publicatio	7.56
101-432-72010	Water, Gas, Sanitation &	58.46
101-432-72020	Electric	5,299.52
101-432-72030	Telephone	1,454.32
101-432-84030	Buildings Repairs & Mai	1,982.96
101-435-72020	Electric	1,197.31
101-435-72030	Telephone	138.17
101-435-86030	Subs., Dues, & Publicatio	7.56
101-435-92090	Taxes, Licenses & Fees	15,858.44
101-440-70060	Small Tools & Equipment	26.15
101-440-70160	Gasoline & Diesel	615.02
101-440-72011	Water/Electric - City Plot	338.44
101-440-84050	Grounds Repairs & Main	49.70
101-440-84060	Vehicle Parts, Repairs &	427.70
101-440-86030	Subs., Dues, & Publicatio	7.56
101-440-89040	Physical w/ Drug & Alco	11.70
101-440-89070	Fingerprinting	1.92
105-413-98041	COPS Grant Equipment E	50,799.00
107-422-70010	Office Supplies	11.85
107-422-70100	Uniforms	300.89
107-422-70130	Street Materials	1,040.63

Account Summary

Account Number	Account Name	Payment Amount
107-422-70160	Gasoline & Diesel	727.44
107-422-70190	Street Stripe Paint	73.39
107-422-72021	Street Light Electricity	10,249.80
107-422-72030	Telephone	32.20
107-422-84010	Office Equip Repairs &	1.65
107-422-84050	Grounds Repairs & Main	88.19
107-422-84060	Vehicle Parts, Repairs &	357.28
107-422-86010	Training, Travel, & Confe	1.67
107-422-86030	Subs., Dues, & Publicatio	75.06
107-422-88040	Computer Programming	1,189.67
107-422-88100	Professional Services	5,349.80
107-422-88130	Grant Writing/Applicatio	341.25
107-422-89040	Physical w/Drug & Alcoh	27.30
107-422-89070	Fingerprinting	4.48
110-424-86030	Subs., Dues, & Publicatio	74.97
110-424-88040	Computer Programming	1,189.67
111-422-98910	Sunset St Improv-Phase	8,672.50
114-404-92090	Taxes, Licenses, & Fees	3,875.56
125-422-86030	Subs., Dues, & Publicatio	74.97
125-422-88040	Computer Programming	1,189.67
127-422-86030	Subs., Dues, & Publicatio	74.97
127-422-88040	Computer Programming	1,189.67
127-422-98970	ADA Improv-ATP Cycle 0	6,450.00
130-451-86030	Subs., Dues, & Publicatio	74.97
130-451-88040	Computer Programming	1,189.67
130-603-88101	Administrative Fees	125.15
140-422-88040	Computer Programming	1,189.67
140-422-88092	PARSAC-Program Exp.Rei	5,844.00
146-422-98221	Centennial Park Improve	20.26
146-422-98223	Frame Park Improvemen	536.25
150-751-96501	Fiscal Agent Fees-1998 A	317.25
150-752-96502	Fiscal Agent Fees-1998 B	186.45
150-753-96503	Fiscal Agent Fees-1998 C	186.45
150-757-96505	Fiscal Agent Fees-2012	125.15
305-422-98950	Forest Ave 1st-Elm Ave S	2,120.00
501-406-70010	Office Supplies	1.37
501-406-70030	Postage & Freight Out	1,715.98
501-406-70040	Printing & Binding	1,145.08
501-406-70160	Gasoline & Diesel	346.16
501-406-72030	Telephone	308.20
501-406-84010	Office Equip Repairs &	69.78
501-406-86010	Training, Travel, & Confe	35.40
501-406-86030	Subs., Dues, & Publicatio	25.02
501-406-88010	City Attorney Fees	20.50
501-406-88030	Accounting/Auditing	375.45
501-406-88040	Computer Programming	14,870.88
501-406-88100	Professional Services	19.25
501-406-89040	Physical w/Drug & Alcoh	97.50
501-503-62081	Safety Boot Allowance	168.91
501-503-70010	Office Supplies	14.41
501-503-70030	Postage & Freight Out	138.02
501-503-70100	Uniforms	505.83
501-503-70140	Utility Parts & Supplies	4,335.18
501-503-70160	Gasoline & Diesel	1,142.60
501-503-70202	Lab Supplies	739.44
501-503-70240	Chemicals Aluminate Sul	4,863.06
501-503-72010	Water, Gas, Sanitation &	76.07
501-503-72020	Electric	63,067.28

Account Summary

Account Number	Account Name	Payment Amount
501-503-72030	Telephone	491.02
501-503-82030	Equipment Rental	28.00
501-503-84010	Office Equip Repairs &	32.63
501-503-84020	Major Equip Repairs &	3,879.44
501-503-84030	Buildings Repairs & Mai	9,034.75
501-503-84060	Vehicle Parts, Repairs &	60.00
501-503-86010	Training, Travel, & Confe	833.47
501-503-86030	Subs., Dues, & Publicatio	89.02
501-503-88010	City Attorney Fees	302.71
501-503-88040	Computer Programming	1,198.67
501-503-88060	Medical - General	157.50
501-503-88081	Outside Laboratory	2,053.00
501-503-88100	Professional Services	58,395.02
501-503-89040	Physical w/Drug & Alcoh	136.50
501-503-90010	Liability & Property Insur	113.50
501-503-92090	Taxes, Licenses, & Fees	14,298.72
501-503-98040	Major Machinery & Equi	7,110.79
501-508-70010	Office Supplies	13.43
501-508-70100	Uniforms	240.93
501-508-70101	Uniforms-Safety Equipm	194.36
501-508-70140	Utility Parts & Supplies	675.21
501-508-70160	Gasoline & Diesel	615.04
501-508-72020	Electric	184.29
501-508-72030	Telephone	206.75
501-508-84010	Office Equip Repairs &	6.49
501-508-84060	Vehicle Parts, Repairs &	687.23
501-508-86010	Training, Travel, & Confe	400.34
501-508-86030	Subs., Dues, & Publicatio	459.02
501-508-88010	City Attorney Fees	280.21
501-508-88100	Professional Services	39.85
501-508-88121	Geographic Information	336.00
501-508-89040	Physical w/Drug & Alcoh	156.00
501-508-89070	Fingerprinting	25.60
501-508-98040	Major Machinery & Equi	2,733.81
501-508-98054	Water Meters	4,785.16
502-406-70010	Office Supplies	1.14
502-406-70030	Postage & Freight Out	1,501.49
502-406-70040	Printing & Binding	1,001.95
502-406-70160	Gasoline & Diesel	302.89
502-406-72030	Telephone	269.67
502-406-84010	Office Equip Repairs &	61.05
502-406-86010	Training, Travel, & Confe	33.90
502-406-88010	City Attorney Fees	17.94
502-406-88030	Accounting/Auditing	375.45
502-406-88040	Computer Programming	14,870.88
502-406-88100	Professional Services	16.82
502-406-89040	Physical w/Drug & Alcoh	83.13
502-510-70010	Office Supplies	13.47
502-510-70030	Postage & Freight Out	87.41
502-510-70100	Uniforms	240.88
502-510-70101	Uniforms-Safety Equipm	194.36
502-510-70140	Utility Parts & Supplies	145.16
502-510-70160	Gasoline & Diesel	615.04
502-510-72020	Electric	734.70
502-510-72030	Telephone	354.78
502-510-80020	PG&E Wholesale Transp	14,506.02
502-510-80030	Gas Purchases for Resale	27,689.20
502-510-84010	Office Equip Repairs &	30.39

Account Summary

Account Number	Account Name	Payment Amount
502-510-84060	Vehicle Parts, Repairs &	546.78
502-510-86010	Training, Travel, & Confe	400.34
502-510-86030	Subs., Dues, & Publicatio	74.97
502-510-88010	City Attorney Fees	280.21
502-510-88100	Professional Services	1,088.59
502-510-88121	Geographic Information	336.00
502-510-89040	Physical w/Drug & Alcoh	156.00
502-510-89070	Fingerprinting	25.60
502-510-98040	Major Machinery & Equi	2,733.81
503-000-11301	CalPOP Energy Eff.Loan	3,864.72
503-406-70010	Office Supplies	1.06
503-406-70030	Postage & Freight Out	986.69
503-406-70040	Printing & Binding	658.44
503-406-70160	Gasoline & Diesel	199.04
503-406-72030	Telephone	155.03
503-406-84010	Office Equip Repairs &	34.89
503-406-86010	Training, Travel, & Confe	23.50
503-406-86030	Subs., Dues, & Publicatio	25.02
503-406-88010	City Attorney Fees	11.79
503-406-88030	Accounting/Auditing	375.45
503-406-88040	Computer Programming	14,870.88
503-406-88100	Professional Services	11.08
503-406-89040	Physical w/Drug & Alcoh	54.63
503-520-70010	Office Supplies	12.25
503-520-70100	Uniforms	323.86
503-520-70140	Utility Parts & Supplies	1,294.81
503-520-70160	Gasoline & Diesel	285.65
503-520-72020	Electric	7,472.66
503-520-72030	Telephone	136.15
503-520-82030	Equipment Rental	14.00
503-520-84010	Office Equip Repairs &	27.56
503-520-84020	Major Equip Repairs &	1,428.04
503-520-84051	Grounds Chemicals & M	3,945.01
503-520-84073	Safety Equipment	333.77
503-520-86010	Training, Travel, & Confe	873.46
503-520-86030	Subs., Dues, & Publicatio	25.02
503-520-86033	Certifications,Renewals	64.00
503-520-88010	City Attorney Fees	280.21
503-520-88060	Medical - General	67.50
503-520-88080	Laboratory	169.50
503-520-88100	Professional Services	1,955.31
503-520-89040	Physical w/Drug & Alcoh	58.50
503-520-90010	Liability & Property Insur	113.50
503-520-92090	Taxes, Licenses & Fees	19,297.98
503-521-70010	Office Supplies	0.58
503-521-70100	Uniforms	240.88
503-521-70101	Uniforms-Safety Equipm	194.36
503-521-70160	Gasoline & Diesel	615.03
503-521-70440	Miscellaneous Supplies	97.02
503-521-72020	Electric	618.37
503-521-72030	Telephone	338.32
503-521-84010	Office Equip Repairs &	2.47
503-521-84060	Vehicle Parts, Repairs &	403.20
503-521-86010	Training, Travel, & Confe	400.34
503-521-86030	Subs., Dues, & Publicatio	25.02
503-521-88010	City Attorney Fees	280.19
503-521-88100	Professional Services	10.21
503-521-88121	Geographic Information	336.00

Account Summary

Account Number	Account Name	Payment Amount
503-521-89040	Physical w/Drug & Alcoh	38.99
503-521-89070	Fingerprinting	6.40
504-406-70010	Office Supplies	0.97
504-406-70030	Postage & Freight Out	85.79
504-406-70040	Printing & Binding	57.22
504-406-70160	Gasoline & Diesel	17.30
504-406-72030	Telephone	15.41
504-406-84010	Office Equip Repairs &	3.49
504-406-86010	Training, Travel, & Confe	1.20
504-406-88010	City Attorney Fees	1.02
504-406-88030	Accounting/Auditing	50.06
504-406-88040	Computer Programming	2,974.18
504-406-88100	Professional Services	0.97
504-406-89040	Physical w/Drug & Alcoh	2.25
504-530-88170	Mid Valley Sanitation Se	323,053.45
504-535-70010	Office Supplies	0.61
504-535-70100	Uniforms	85.74
504-535-70160	Gasoline & Diesel	951.08
504-535-72030	Telephone	3.01
504-535-84010	Office Equip Repairs &	2.41
504-535-84060	Vehicle Parts, Repairs &	427.01
504-535-86030	Subs., Dues, & Publicatio	74.97
504-535-88100	Professional Services	9.72
506-540-70100	Uniforms	112.08
506-540-70160	Gasoline & Diesel	797.00
506-540-72030	Telephone	210.79
506-540-84010	Office Equip Repairs &	28.18
506-540-86010	Training, Travel, & Confe	12.00
506-540-86030	Subs., Dues, & Publicatio	74.97
506-540-88030	Accounting/Auditing	75.09
506-540-88040	Computer Programming	1,189.67
506-540-88100	Professional Services	32.08
815-609-88100	Professional Services	456.75
820-610-72030	Telephone	2.52
820-610-84010	Office Equip Repairs &	2.01
820-610-86010	Training, Travel, & Confe	2.00
820-610-86030	Subs., Dues, & Publicatio	74.97
820-610-88010	City Attorney Fees	375.95
820-610-88030	Accounting/Auditing	375.45
820-610-88040	Computer Programming	1,189.65
820-610-88100	Professional Services	1,092.36
950-000-31100	Federal Withholding	40,833.57
950-000-31200	State Income Tax Withh	15,681.73
950-000-31300	FICA Withheld	49,729.98
950-000-31400	Medicare Insurance Wit	12,940.78
950-000-31500	State Disability Insuranc	3,873.56
950-000-32000	Employee Retirement W	28,284.06
950-000-32100	Employee Deferred Com	23,618.55
950-000-32300	Employee Long Term Dis	1,998.99
950-000-32400	Life Insurance	2,288.60
950-000-33000	CLOCEA Dues Withheld	1,156.90
950-000-33200	CPOA Dues Withheld	1,651.68
950-000-33300	Fire Assoc. Dues Withhel	1,400.00
950-000-34010	Other W/H Garnishment	1,306.12
950-000-34060	Prepaid Legal Services	240.22
950-000-34500	Unreimbursed Med/Dep	249.90
950-000-34600	AFLAC Insurance Witthe	3,166.16
950-000-34610	AFLAC Administration Fe	75.00

Account Summary

Account Number	Account Name	Payment Amount
950-000-36000	Employer Retirement	33,911.64
	Grand Total:	1,019,670.08

Project Account Summary

Project Account Key	Payment Amount
None	1,019,670.08
Grand Total:	1,019,670.08

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

Subject: Direct Police Department to Carry Naloxone
Meeting Date: Thursday, January 2, 2020
From: Darren Blevins, Chief of Police
Prepared by: Darren Blevins, Chief of Police

I. RECOMMENDATION:

There is no staff recommendation. This item was requested as a future agenda item by Councilwoman Stolz.

II. BACKGROUND:

Civil Code 1714.22 was approved by the Governor on October 10, 2013. that code allowed Physicians to prescribe Naloxone Hydrochloride (Narcan) to a family member, friend, or other person in a position to assist a person at risk of an opioid-related overdose. That person would have to apply with a standing order with the California Department of Health and complete a training program before they can be issued the Narcan by a licensed pharmacist. This Code was originally set to be repealed on January 1, 2016. Assembly Bill 635 was later written and deleted the repeal date.

Since the creation of this code, different Law Enforcement agencies have been issuing / allowing their officers to carry Narcan to help with their opioid overdose issues. K-9 officers have also been carrying this in their emergency kits in case the canine is exposed to opioids to help prevent overdoses incidents with the canine.

III. DISCUSSION:

In order to obtain Narcan for the police department, the application for a standing order through the California Department of Health would need to be completed. Once approved, who ever will be carrying the Narcan, would need to either complete an "Opioid overdose prevention and treatment training program" (which is recommended) or be instructed on its use when being issued it by a licensed Health Care Provider.

If it was to be administered by an officer, Civil Code Section 1714.22(f) protects the person administering the Narcan from any civil liability or criminal prosecution as long as they have had the proper training required in section 1714.22(d).

Narcan has a shelf life of anywhere between 18 and 24 months, depending on the environment. It should be stored in the dark, in temperatures between 59 and 86 degrees Fahrenheit. It is recommended on some sites that the Narcan can be kept in the cab of a vehicle, but with the temperatures that we experience here, the inner-cab temperature can often exceed the recommended storage temperature, thus wasting the Narcan and any replacement costs.

The cost of the Narcan varies anywhere from about \$20 - \$60 per dose, depending on the type delivery system (Injection or Nasal). The Naloxone Distribution Project has a program where Law Enforcement can apply for free doses of Narcan. There are other grant programs out there that may help with the cost. Some of the grants do base the issuance of the grant based on the number of overdoses the agencies have had.

Another option is to see about partnering up with a local health care provider to see if the costs to the department can be cut down or even eliminated.

IV. ALTERNATIVES:

None.

V. FISCAL IMPACT:

At this time, it is unknown. This will be an unbudgeted expense to the City's General Fund.

ATTACHMENTS:

File Name

Description

No Attachments Available

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

Subject: Direct Staff to only Waive Business License Fees for New Businesses whose
Business is Located within the City of Coalinga
Meeting Date: Thursday, January 2, 2020
From: Marissa Trejo, City Manager
Prepared by: Marissa Trejo, City Manager

I. RECOMMENDATION:

There is no staff recommendation. This item was requested as a future agenda item by Councilman Adkisson.

II. BACKGROUND:

Currently, business license fees are waived for new businesses. Councilman Adkisson has requested to continue this practice only with new businesses located within the City of Coalinga.

If this item is approved, all new businesses doing businesses in Coalinga, but located outside of Coalinga, would be subject to the business license fee.

III. DISCUSSION:

IV. ALTERNATIVES:

V. FISCAL IMPACT:

While the exact fiscal impact is unknown, this item would have a minimal positive impact to the City's General Fund by collecting fees that are currently waived.

ATTACHMENTS:

File Name

Description

No Attachments Available

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

Subject: Adoption of Resolution No. 3940 Authorizing the Submission of a HOME Application to the State Department of Housing and Community Development and Identifying the 32 Unit Coalinga Senior Apartments Project as the Project Beneficiary if Awarded and Further Authorizing the City Manager to Enter into an Owner Participation Loan Agreement for the Deferral of Impact Fees.

Meeting Date: January 2, 2020

From: Marissa Trejo, City Manager

Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

Adoption of Resolution No. 3940 authorizing the submission of a HOME application in the amount not to exceed \$5.1 Million to the State Department of Housing and Community Development and identifying the 32-Unit Coalinga Senior Apartments project as the project beneficiary if awarded, and further authorizing the City Manager to enter into an Owner Participation Loan Agreement for the Deferral of Impact Fees in the amount of \$380,328.00.

II. BACKGROUND:

On January 10, 2017 the Planning Commission approved and supported the Coalinga Senior Apartments project, a 32-unit affordable housing project to be located at the southeast corner of Elm Ave and Walnut, that will accommodate affordable housing for income qualified seniors 55 years of age and older. In order for this project to be financially feasible, AMG & Associates (“Developer”) is requesting the following from the City Council to consider:

1. Designate the Coalinga Senior Apartment Project as the project beneficiary of HOME funding should the City of Coalinga receive an award. This action would be completed by the adoption of Resolution No. 3940. There is no cost to the City to apply for HOME project funds as the developer will bear all costs associated with the application preparation.
2. Deferral of Development Impact Fees in the amount of \$380,328.00 which will be paid back through residual receipts beginning in year 16.

III. DISCUSSION:

The developer's request of the City Council has two components and this report will discuss both. Staff will begin with background on HOME Investment Partnerships Program and then will discuss the anticipated terms of the deferred impact fee loan agreement.

HOME Investments Partnerships Program

The HOME Investment Partnerships Program (HOME) provides formula grants to States and localities that

communities use - often in partnership with local nonprofit groups - to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or home ownership or providing direct rental assistance to low-income people. HOME is the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households.

HOME funds are awarded annually as formula grants to participating jurisdictions (PJs). The program's flexibility allows States and local governments to use HOME funds for grants, direct loans, loan guarantees or other forms of credit enhancements, or rental assistance or security deposits.

The program was designed to reinforce several important values and principles of community development:

- HOME's flexibility empowers people and communities to design and implement strategies tailored to their own needs and priorities.
- HOME's emphasis on consolidated planning expands and strengthens partnerships among all levels of government and the private sector in the development of affordable housing.
- HOME's technical assistance activities and set-aside for qualified community-based nonprofit housing groups builds the capacity of these partners.
- HOME's requirement that participating jurisdictions match 25 cents of every dollar in program funds mobilizes community resources in support of affordable housing.

Types of Assistance

HOME funds are awarded annually as formula grants to participating jurisdictions. HUD establishes HOME Investment Trust Funds for each grantee, providing a line of credit that the jurisdiction may draw upon as needed. The program's flexibility allows States and local governments to use HOME funds for grants, direct loans, loan guarantees or other forms of credit enhancement, or rental assistance or security deposits.

Eligible Grantees

States are automatically eligible for HOME funds and receive either their formula allocation or \$3 million, whichever is greater. Local jurisdictions eligible for at least \$500,000 under the formula (\$335,000 in years when Congress appropriates less than \$1.5 billion for HOME) also can receive an allocation. The formula allocation considers the relative inadequacy of each jurisdiction's housing supply, its incidence of poverty, its fiscal distress, and other factors.

Eligible Customers

The eligibility of households for HOME assistance varies with the nature of the funded activity. For rental housing and rental assistance, at least 90-percent of benefiting families must have incomes that are no more than 60-percent of the HUD-adjusted median family income for the area. In rental projects with five or more assisted units, at least 20-percent of the units must be occupied by families with incomes that do not exceed 50-percent of the HUD-adjusted median. The incomes of households receiving HUD assistance must not exceed 80-percent of the area median. HOME income limits are published each year by HUD.

Eligible Activities

The PJ's may choose among a broad range of eligible activities, using HOME funds to provide home purchase or rehabilitation financing assistance to eligible homeowners and new home-buyers; build or rehabilitate housing for rent or ownership; or for "other reasonable and necessary expenses related to the development of non-luxury housing," including site acquisition or improvement, demolition of dilapidated

housing to make way for HOME-assisted development, and payment of relocation expenses. Up to 10-percent of the PJ's annual allocation may be used for program planning and administration.

Application

Program funds are allocated to units of general local government on the basis of a formula that considers the relative inadequacy of each jurisdiction's housing supply, its incidence of poverty, its fiscal distress, and other factors. Shortly after HOME funds become available each year, HUD informs eligible jurisdictions of the amounts earmarked for them. Participating jurisdictions must have a current and approved Consolidated Plan, which will include an action plan that describes how the jurisdiction will use its HOME funds. A newly eligible jurisdiction also must formally notify HUD of its intent to participate in the program.

As part of the application process, the State Department of Housing and Community Development (hereafter "HCD") requires a standard resolution be adopted by the applicant authorizing the submission of a project application as well as a project beneficiary for the funds.

Attached for the Council's consideration is Resolution No. 3940 authorizing staff to proceed with submitting an application for HOME project funds totaling \$5.1 Million (\$5 Million project, \$100,000 administrative/program), officially declaring a specific project beneficiary, and further authorizes the City Manager to sign all appropriate documents including standard agreements, pursuant the requirements of HCD, as they relate directly to the application and project beneficiary.

Staff is requesting utilizing the tool of HOME funding because the City does not have the capacity to fund a new construction projects without other resources and HOME funds are intended to be supplemental funding to more conventional funding (ie. tax credits). With the loss of Redevelopment Agency (RDA) there are limited funding opportunities for affordable housing projects in California since RDA's were a huge contributor to the diversifying housing in California.

If the Council chooses to select a project as the beneficiary of the HOME funds, staff will begin working with the Developer in preparation of the application and submission of said application by the deadline. If the Council takes this avenue there will be no cost to the City to prepare the application.

Deferred Impact Fee Loan Request

The developer has requested for an impact fee deferral to be loaned to their partnership with similar terms and conditions the City has previously approved for the Warthan Place Apartments project consisting of a residual receipts repayment from available cash flow with a term of 55 years, and a below market interest rate of 1-3%, secured by a Deed of Trust subordinate to senior regulatory agreements and financing, be repaid on a residual receipts basis commencing after repayment of deferred developer fee from available cash flow 30-50% to repay City Loans. This agreement would ensure repayment of fees beginning no later than year 16. By approving a deferred impact fee loan agreement, the City would not be responsible for paying back the impact fees as they are expected to be repaid but just deferred for a period of time negotiated. The proposed loan terms have been attached for the Council's review.

If the Council chooses to proceed with approving Resolution No. 3940 for the HOME beneficiary and further authorize the City Manager to enter into an Owner Participation Agreement for the HOME loan and deferred impact fees, staff will proceed immediately. With this financing mechanism, award of HOME funds would secure the financing needed to develop this project since the developer will be utilizing 4% tax credits which are non-competitive.

IV. ALTERNATIVES:

Do not direct staff to proceed with submission of an application for HOME funding and Owner Participation Agreement – **Staff does not recommend.**

V. FISCAL IMPACT:

There is not direct fiscal impact to the City as the project beneficiary will bear all costs associated with submitting the Application to HOME and the deferred impact fee loan agreement will be on the City's books as a deferred receivable with no impact to the general fund or its reserve. The City, if awarded HOME funds, would be entitled to \$100,000 for administration of the grant. This would be accomplished by contracting with a non-profit affordable housing advocacy group to assist in all the reporting and administrative functions of HOME funds.

ATTACHMENTS:

File Name	Description
□ Elm_Avenue_Impact_Fee_Loan_Term_Sheet.docx	Deferral Loan Term Sheet
□ Impact_fee_Deferral_Elm_Avenue.docx	Impact Fee Deferral Breakdown
□ Elm_Avenue_Impact_Fee_Deferral_Request.pdf	Impact Deferral Request 2019
□ HOME_Resolution_3940_1-2-2020.doc	Resolution No. 3940 - HOME Application Submission

PROPOSED LOAN TERMS
January 9, 2017
AFFORDABLE SENIOR RENTAL HOUSING – ELM AVENUE SENIOR APARTMENTS
CITY OF COALINGA

1. BORROWER: The Borrower will be Coalinga Senior Associates, a California Limited Partnership, the managing partner or general partner of which shall be AMG & Associates or affiliate. The Loan may be assigned only to meet Project financing requirements and/or the Borrower's limited partnership agreement.
2. PROPERTY; PROJECT: The Loan shall be made in connection with the development of the Elm Avenue Senior Apartments to be constructed on property located at Elm Avenue & E. Walnut Avenue ("Property").

The proposed project will consist of 31 affordable senior housing rental units targeting very low and low income seniors and 1 market rate manager's unit ("Project").

3. LOAN AMOUNT: The City of Coalinga ("Lender") will provide a loan to Borrower in the amount of \$382,016, which is the total of all City of Coalinga development impact fees ("Fee Deferral Loan").
4. INTEREST RATE: The outstanding principal balance of the Fee Deferral Loan shall bear no interest (0%) from disbursement through and including the construction loan closing until the earlier of (i) the permanent loan conversion or (ii) the third (3rd) anniversary of the Project's construction loan closing; thereafter, the outstanding principal balance of the Loan shall bear interest at a simple rate not to exceed three percent (3%) per year, with the Executive Director of the Lender authorized to set the rate, prior to the construction loan closing, from 0% to 3%, as reasonably necessary to make the Project financially feasible.
5. MATURITY DATE: The Fee Deferral Loan shall mature fifty-five (55) years from the date the Certificate of Occupancy or its equivalent is issued by the City of Coalinga; provided, however that the Fee Deferral Loan is due and payable upon refinancing of the Project upon the expiration of the tax credit loan.
6. USES OF LOAN PROCEEDS: The Loan proceeds will used to finance a portion of the predevelopment, development, and construction costs of the Project. Construction costs will include the cost of all fees necessary for the issuance of building permits, notwithstanding the fact that the Loan proceeds shall be disbursed so that the building permits can be issued prior to the Project's construction loan closing.
7. REPAYMENT LIMITED TO RESIDUAL RECEIPTS: Annual installments to repay the Fee Deferral Loan are limited to 20% of Residual Receipts generated by the

Project. Lenders' Share of the Residual Receipts will be used to repay the Fee Deferral Loan on a prorata basis based on the respective loan amount.

The definition of Residual Receipts is still subject to negotiation and will need to be narrowly defined to ensure that there will be cash flow to repay the Loan. This should be substantially similar to what the affordable housing industry uses, which has been pretty well standardized.

8. SECURITY: The Fee Deferral Loan will be secured by a Deed of Trust naming the Lender as the beneficiary. In the event any Loan proceeds are disbursed prior to the recording of the Deed of Trust, the Loan shall be secured by an Assignment of Agreements, Plans and Specifications.
9. NONRECOURSE: Repayment of principal and interest will be nonrecourse to the Borrower and its partners; recourse shall be limited to the property and any other security (such as the plans, specifications and other Project-related documents) given by Borrower. The loan documents will include the standard nonrecourse provision.
10. SUBORDINATION: Lender will agree to subordinate Deed of Trust and Regulatory Agreement shall be subordinate to all construction lender and Tax Credit lender permanent deeds of trust and senior loan regulatory agreements. The Lender will agree to enter into an inter-creditor agreement with any other subordinate lenders to ensure parity of distribution of Residual Receipts.

IMPACT FEE DEFERRAL

- AMG is requesting a deferral of the City of Coalinga Development Impact Fees. Deferred fees are highlighted in the table below. Total fee deferral would be **\$382,016**.
- Fee deferral will help assist with the financing and development of a 32 unit income-restricted senior apartment project.
- Proposed terms are on the attached Term Sheet.

TYPE OF FEES TO BE PAID	AMOUNT OF FEE
Community Development Fees	\$
Drainage Facilities	\$18,400
Facilities Assessment	\$
Fire Facilities	\$15,648
General Facilities	\$10,528
Governmental/Environmental	\$
Law Enforcement Facilities	\$15,520
Library Facilities	\$
Parks & Recreation	\$37,664
Public Facilities	\$
Schools	\$11,254
Streets & Signals	\$33,888
Traffic Fees	\$
Waste Water Collection	\$
Waste Water Treatment	\$182,816
Water Facilities	\$67,552
Other (specify): Transportation	\$19,392
Other (specify): County Parks Fee	\$29,952
Other (specify):	\$
Other (specify):	\$
Other (specify):	\$
Total Local Development Impact Fees	\$442,614



16633 Ventura Blvd. Suite 1014
Encino, CA 91436



Date: December 9, 2019

**Sean Brewer
Assistant Community Development Director
City of Coalinga
155 W. Durian Avenue
Coalinga, CA 93210**

**Re: Elm Avenue Senior Apartments
Request for Impact Fee Deferral**

Dear Mr. Brewer,

AMG & Associate's respectfully request a deferral of all City of Coalinga Development Impact Fees ("Impact Fee Loan") to help facilitate the financing, development and construction of a 32 unit income-restricted senior apartment project located on Elm Avenue ("Project"). The Project will be financed utilizing a combination of HOME funds, 4% tax credits, tax exempt bond financing, Coalinga Housing Bond Proceeds and the Impact Fee Loan. The project is subject to a 55 year tax credit regulatory agreement that ensures the Project remains affordable. The Project will be restricted to tenants who are 55 years or older and have income that are 30-60% of the Area Median Income. Rents for the Project are adjusted accordingly depending on what income brackets tenant falls under.

Attached please find an Impact Fee Deferral page which breaks down the amount for each of the development impact fees and also a Proposed Loan Terms page which outlines the proposed terms of the Impact Fee Loan.

Thank you for your consideration of this request. The impact fee loan is an extremely important part of the overall financing strategy for the project.

Should you have any questions, please do not hesitate to call.

Best regards,

Cameron Johnson,
AMG & Associates, LLC

RESOLUTION NO. 3940

A RESOLUTION OF THE CITY OF COALINGA CITY COUNCIL AUTHORIZING THE SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING IN THE AMOUNT NOT TO EXCEED \$5,100,000, AND IF AWARDED, THE EXECUTION OF A STANDARD AGREEMENT, ANY AMENDMENTS THERETO, AND ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE HOME INVESTMENT PARTNERSHIPS PROGRAM

WHEREAS, The California Department of Housing and Community Development (the "Department") is authorized to allocate HOME Investment Partnerships Program ("HOME") funds made available from the U.S. Department of Housing and Urban Development ("HUD"). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.

WHEREAS, On October 31, 2019 the Department issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the "NOFA").

WHEREAS, In response to the 2019 NOFA, The City of Coalinga, a municipal corporation (the "Applicant"), wishes to apply to the Department for, and receive an allocation of, HOME funds.

IT IS NOW THEREFORE RESOLVED THAT: In response to the 2019 NOFA, the Applicant shall submit an application to the Department to participate in the HOME program and for an allocation of funds not to exceed \$5.1 Million and 00/100 Dollars (\$5,100,000.00) for the following activities and/or programs:

New Construction of a 32-unit affordable Senior Apartment Project to be located in Coalinga, CA.

If the application for funding is approved, then the Applicant hereby agrees to use the HOME funds for eligible activities in the manner presented in its application as approved by the Department in accordance with the statutes and regulations cited above. The Applicant may also execute a standard agreement, any amendments thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME program (collectively, the required documents).

The applicant authorizes the City Manager or his/her designee(s) to execute, in the name of the applicant, the required documents.

PASSED AND ADOPTED, by the City of Coalinga City Council at a regularly scheduled meeting held on the 2nd day of January 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

City of Coalinga Mayor

ATTEST:

City Clerk/Deputy City Clerk

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

Subject: Housing Successor Agency Consideration of Resolution No. SA 332 Supporting the Allocation of Housing Bond Proceeds In the Form of a Loan to the 32 Unit Senior Housing Development Project Located at The Corner of Elm and Walnut

Meeting Date: January 2, 2020

From: Marissa Trejo, City Manager

Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

That the Successor Agency Board (further referred to as “Board”) adopts Resolution No. SA 332 supporting the allocation of \$700,000 in Housing Bond Proceeds to the Senior Apartments Housing Development for 32-units in the form of a loan to be paid back through residual receipts.

II. BACKGROUND:

The City Planning Commission formally approved the Senior Apartment Project (further referred to as “project”) on January 10, 2017. This Project is proposed to be developed on 1.52 acres on vacant land located on the southeast corner of Elm Ave and Walnut. All entitlements and approvals from the City have been satisfied for this project and appeal periods exhausted.

On February 1, 2017 City Staff received a letter requesting the use of Housing Bond Proceeds in the amount of \$700,000 in order to help make this project become more competitive in the tax credit arena since the City will not be eligible to apply for HOME funds in 2017. The use of these funds will be in compliance with the covenants of the 2009 Housing Bond and further support the construction of new affordable senior housing.

Over the course of the last 2 years the City has been unable to apply to HOME for grant funds which has prevented the developer from proceeding with the above project. Now that the City is eligible to apply, staff is recommending continuing the commitment to contribute housing bond proceeds to the project to make it more competitive.

III. DISCUSSION:

The Developers have requested the Board to agree to the allocation of \$700,000 from the 2009 Housing Bond Assets for the project consisting of 32 units for senior housing, a manager’s unit and community building.

The Developers will be submitting a tax credit application in addition to a HOME application for this project to the California Tax Credit Allocation Committee in early 2020. Developers would submit this application again later next calendar year in the event their initial application is not approved. This proposed commitment by the Board would expire on June 30, 2021 if the Project does not receive these State tax credits where the Board can reconsider a reallocation of the Housing Bond Proceeds for an additional year.

Reasoning for Assistance by Local Jurisdictions on Affordable Housing:

State law recognizes the vital role local governments play in the supply and affordability of housing. Each governing body (City Council) of a local government in California is required to adopt a comprehensive, long-term General Plan for the physical development of the city. The Housing Element is one of the seven mandated elements of the local general plan. Housing Element law mandates that local governments adequately plan to meet the existing and projected housing needs of all economic segments of the community which includes senior citizens. The law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems which provide opportunities for, and do not unduly constrain, housing development. As a result, housing policy in the State rests largely upon the effective implementation of local general plans and, in particular, local housing elements.

Housing Element law recognizes that cities may not have the resources to meet all the housing needs of their residents; however, they are required to meet their fair share of state-determined regional housing need. The projected need for housing is set by the state for each regional Council of Governments (COG). The various COG's, in turn, allocate fair share housing units to the municipalities within their jurisdiction based on existing and projected population growth and past trends for the five-year planning period. The assigned units are broken down by income categories based on the composition of the current populous at each locality.

The Fresno COG, of which Coalinga is a part, has allocated 589 total housing units to Coalinga for the upcoming planning period: 100 very low-income units, 115 other lower-income units, 120 moderate-income units, and 200 above moderate-income units. The proposed Project would assist the City in meeting these Regional Housing Needs.

This project has the potential to provide 32 out of 100 units currently required by 2023 under the 2015-2023 Housing Element. So with this project it will help us meet our RHNA goals for Low and Very Low income demographics in supporting diversification of housing opportunities in the City.

Staff feels that this is a great use of housing funds and is exactly what these funds were intended for. These projects have great benefits to the community through investing in the community, providing reduced housing costs for those who are income qualified, an owner/management team committed to the project which is different from privately owned senior development projects. Calls for service have been proven to decrease under this model and tenants are screened prior to tenancy. This project uses tax credit financing which means that there are strict guidelines on renters and ongoing maintenance plans are built into the business plan which differs from other types of privately owned units.

This allocation will be provided in the form of a loan in addition to the amount being loaned to the developer which was approved by the Council for the deferment of impact fees. The loan will have the same terms and conditions the City has previously approved for the Warthan Place Apartments project consisting of a residual receipts repayment from available cash flow with a term of 55 years, and a below market interest rate of 1-3%, secured by a Deed of Trust subordinate to senior regulatory agreements and financing, be repaid on a residual receipts basis commencing after repayment of deferred developer fee from available cash flow 30-50% to repay City Loans. This agreement would ensure repayment of fees beginning no later than year 16.

IV. ALTERNATIVES:

- The Board may choose not to proceed with the re-allocation of Bond Proceeds to the above project.
- The Board may suggest a different amount to allocate to the project

V. FISCAL IMPACT:

The non-audited balance of the Housing Bond Proceeds is \$792,000 and with the commitment of \$700,000 that would leave a balance of \$92,000 available for other housing functions related to income qualified individuals. This is an investment of approximately \$21,875 per unit to provide affordable housing and helping in reducing the income to housing costs of the senior citizens of Coalinga.

ATTACHMENTS:

File Name	Description
❏ RESO#SA-332_AMG_Housing_Bond_Proceeds_010220.pdf	RESO #SA-332 - Bond Proceeds Commitment
❏ Elm_Avenue_Housing_Bond_Proceeds_Request.pdf	Elm Avenue Housing Bond Proceeds Request

RESOLUTION NO. SA-332

A RESOLUTION OF THE SUCCESSOR HOUSING AGENCY TO THE FORMER REDEVELOPMENT AGENCY OF THE CITY OF COALINGA APPROVING THE ALLOCATION OF HOUSING BOND PROCEEDS TO THE SENIOR APARTMENTS HOUSING DEVELOPMENT LOCATED AT THE SOUTHEAST CORNER OF ELM AVE AND WALNUT

WHEREAS, the City Planning Commission formally approved a Site Plan Review Application for a Senior Apartments Project consisting of 1.52 acres for 32 senior living units on January 10, 2017; and

WHEREAS, the City of Coalinga elected to serve as the Successor Housing Agency to the former Redevelopment Agency of the City of Coalinga, and has control over the use of housing bond proceeds of the former Redevelopment Agency; and

WHEREAS, City Staff received a request for the use of Housing Bond Proceeds in the amount of \$700,000.00 from the 2009 Series B Tax Allocation Bond proceeds for the approve senior apartments project consisting of 32 units for senior housing, a manager's unit and community building in order to help make the Project become more competitive in the tax credit arena; and

WHEREAS, the Coalinga Senior Associated a CA Limited Partnership will be submitting a tax credit application for this Project to the California Tax Credit Allocation Committee for the upcoming cycle and, if unsuccessful, again for the following cycle; and

WHEREAS, the Project will help the City to meet its Regional Housing Needs Assessment goals; and

WHEREAS, the Successor Housing Agency desires to allocate \$700,000.00 in housing bond proceeds.

NOW, THEREFORE, the Successor Housing Agency to the former Redevelopment Agency of the City of Coalinga does hereby resolve as follows:

Section 1. The recitals above are found to be true and correct.

Section 2. The Successor Housing Agency hereby allocates \$700,000.00 from the 2009 Series B Tax Allocation Bond proceeds for the Senior Housing Project located at the southeast corner of Elm and Walnut for construction of low and moderate income housing purposes as further outlined in the staff report accompanying this Resolution.

Section 4. The City Manager or his designee is hereby authorized to take all actions necessary to carry out the intent of this Resolution, including, without limitation, execution of

the Regulatory Agreement, Deed of Trust, Notice of Affordability Restrictions, Owner Participation, Loan Agreement; provided, however, that all such approvals are contingent upon approval of use of the Housing Bond Proceeds by the Department of Finance.

The foregoing resolution was approved and adopted at a special meeting of the City Council acting as the Successor Housing Agency to the former Redevelopment Agency of the City of Coalinga held on the 2nd day of January, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

Mayor/Mayor Pro-Tem

ATTEST:

City Clerk/Deputy City Clerk



16633 Ventura Blvd. Suite 1014
Encino, CA 91436



Date: December 9, 2019

Sean Brewer
Community Development Director
City of Coalinga
155 W. Durian Avenue
Coalinga, CA 93210

Re: Elm Avenue Senior Apartments
Request for Housing Bond Proceeds

Dear Mr. Brewer,

AMG & Associate's respectfully requests a contribution of \$700,000 in housing proceeds from the City's 2009 Bond ("Housing Bond Proceeds") to help facilitate the financing, development and construction of a 32 unit income-restricted senior apartment project located on Elm Avenue ("Project"). The Project will be financed utilizing a combination of HOME funds, tax exempt bond financing, 4% tax credits, City of Coalinga Housing Bond Proceeds and the Impact Fee Loan. The HOME application will be submitted to the California Department of Housing and Community Development ("HCD") on January 22. If the project is awarded the HOME funds, construction would begin in early 2021.

The project is subject to a 55 year tax credit regulatory agreement that ensures the Project remains affordable. The Project will be restricted to tenants who are 55 years or older and have income that are 30-60% of the Area Median Income. Rents for the Project are adjusted accordingly depending on what income brackets tenant falls under.

Thank you for your consideration of this request. These Housing Bond Proceeds loan is an extremely important part of the overall financing strategy for the project.

Should you have any questions, please do not hesitate to call.

Best regards,

Cameron Johnson,
AMG & Associates, LLC

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

Subject: City Council of the City of Coalinga Adoption of Resolution No. 3938 Authorizing Submittal of a 2019 HOME Application for Funding, its Agreement, and any Amendments Related Thereto

Meeting Date: January 2, 2020

From: Marissa Trejo, City Manager

Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 3938 authorizing the City Manager to execute and submit a 2019 HOME Investment Partnerships Program (HOME) application, its agreement, and any amendments related thereto.

II. BACKGROUND:

The California Department of Housing and Community Development (HCD) is authorized to allocate HOME funds made available from the U.S. Department of Housing and Urban Development (HUD). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.

On October 31, 2019 HCD issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the “NOFA”).

III. DISCUSSION:

The City would like to respond to the NOFA with an application for an allocation of funds not to exceed \$500,000 (funding limit for program activities).

In the present housing market, it may be necessary for first-time homebuyers to perform health and safety repairs on homes prior to habitation. To assist these potential homeowners, the application would therefore include First-Time Homebuyer (with or without Rehabilitation) as well as Owner Occupied Rehabilitation.


IV. ALTERNATIVES:

The Council could decide that it does not want to seek 2019 HOME funds and therefore not submit an application with its required documents. (To note: the submittal of an application does not guarantee funding.)

V. FISCAL IMPACT:

All expenses shall be paid for by the grant and there are no General Fund dollars associated with this action.

ATTACHMENTS:

File Name	Description
 HOME_2019_Application_Submission_Resolution_3938_.doc	Resolution 3938

RESOLUTION NO. 3938

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA APPROVING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR FUNDING UNDER THE HOME INVESTMENT PARTNERSHIPS PROGRAM; AND IF SELECTED, THE EXECUTION OF A STANDARD AGREEMENT, ANY AMENDMENTS THERETO, AND OF ANY RELATED DOCUMENTS NECESSARY TO PARTICIPATE IN THE PROGRAM.

WHEREAS, the California Department of Housing and Community Development (the “Department”) is authorized to allocate HOME Investment Partnerships Program (“HOME”) funds made available from the U.S. Department of Housing and Urban Development (“HUD”). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.

WHEREAS, on October 31, 2019, the Department issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the “NOFA”).

WHEREAS, in response to the October 2019 HOME NOFA, the City of Coalinga, a municipal corporation, desires to apply to the Department for, and receive an allocation of HOME funds in the amount of \$500,000.

NOW THEREFORE BE IT RESOLVED THAT, the City of Coalinga shall submit to the Department an application to participate in the HOME Program in response to the NOFA issued on October 31, 2019, which will request a funding allocation of \$500,000 for Owner-Occupied Rehabilitation and First-Time Homebuyer Mortgage Assistance activities within the City limits of Coalinga.

NOW THEREFORE BE IT RESOLVED THAT, if the application for funding is approved, the City of Coalinga hereby agrees to use the HOME funds for eligible activities in the manner presented in the application as approved by the Department and in accordance with the statutes and regulations cited above. The City of Coalinga may also execute a Standard Agreement, any amendments thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME program (collectively, the required documents).

NOW THEREFORE BE IT RESOLVED THAT, the City of Coalinga authorizes the City Manager or his/her designees, to execute in the name of the City of Coalinga, the required documents and any amendments thereto.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Coalinga held on the 2nd day of January, 2020, by the following VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Ron Lander, Mayor

ATTEST:

City Clerk/Deputy City Clerk

CLERKS CERTIFICATE

City of Coalinga }
County of Fresno } ss.
State of California }

I, _____, hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by the City Council of the City of Coalinga at a regular meeting held on the 2nd Day of January 2020 by the vote as set forth therein.

DATED:

ATTEST:

City Clerk/Deputy City Clerk

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

Subject: City Council Approval of Resolution No. 3939 Approving Changes to the Homebuyer and Housing Rehabilitation Program Guidelines
Meeting Date: January 2, 2020
From: Marissa Trejo, City Manager
Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

Staff recommends City Council approval of Resolution No. 3939 approving the changes to the Homebuyer and Housing Rehabilitation Program Guidelines.

II. BACKGROUND:

The City of Coalinga has established Program Guidelines which govern the administration of its Homebuyer and Housing Rehabilitation Programs. The City has received funding from the State Department of Housing and Community Development (HCD) Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program to implement these programs.

III. DISCUSSION:

The proposed changes to the Homebuyer and Housing Rehabilitation Program Guidelines are necessary to comply with new or revised HCD requirements of both the CDBG and HOME Programs.

Housing Rehabilitation Program Guidelines

Changes requested by HCD include updates and additions related to:

- Rehabilitation bid process and recruitment of contractors;
- Conflict of interest;
- Removal of owner-investor requirements. HCD requires separate guidelines for owner-occupant and owner-investor properties; and
- Other minor changes (e.g., updates to various program limits).

Homebuyer Program Guidelines

Changes requested by HCD include updates and additions related to:

- Application process;
- Conflict of interest;
- Modest housing definition; and
- Other minor changes (e.g., updates to various program limits).

A copy of the guidelines have been attached for Council review.

IV. ALTERNATIVES:

None.

V. FISCAL IMPACT:

None.

ATTACHMENTS:

File Name	Description
 RESO#3939_HOME_2019_Guidelines_010220.pdf	RESO#3939 Guidelines
 COL_2019_CDBG_CH_HOME_HB_Guidelines.2019.1_approved_by_HOME_9-25-19.docx	HOME Guidelines (HomeBuyer Program)
 COL_2019_CDBG_CH_HOME_Rehab_Guidelines.2019.1_approved_by_HOME_10-8-2019.docx	HOME Guidelines (Rehab)

RESOLUTION NO. 3939

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE CITY OF COALINGA
APPROVING GUIDELINES FOR THE HOUSING REHABILITATION PROGRAM AND
HOMEBUYER ACQUISITION ONLY/ACQUISITION WITH
REHABILITATION PROGRAM**

WHEREAS, the City of Coalinga, a municipal corporation, desires to establish Program Guidelines which govern the administration of its Owner-Occupied Rehabilitation and First-Time Homebuyer Mortgage Assistance activities.

NOW THEREFORE BE IT RESOLVED THAT, the City of Coalinga does hereby approve the Program Guidelines for the Owner-Occupied Rehabilitation and First-Time Homebuyer Mortgage Assistance activities within the City limits of Coalinga.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Coalinga held on the 2nd day of January, 2020, by the following VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED:

Ron Lander, Mayor

ATTEST:

Shannon Jensen, City Clerk

CLERKS CERTIFICATE

City of Coalinga }
County of Fresno } ss.
State of California }

I, Shannon Jensen, hereby certify that the foregoing is a full, true and correct copy of a resolution passed and adopted by the City Council of the City of Coalinga at a regular meeting held on the 2nd day of January, 2020, by the vote as set forth therein.

DATED: January 2, 2020

ATTEST:

Shannon Jensen, City Clerk

[seal]

City of Coalinga

Homebuyer Acquisition Only/ Acquisition with Rehabilitation Program Guidelines

For:

CalHome Program
Community Development Block Grant
(CDBG) Program and
HOME Investment Partnerships Program

Serving the
City of Coalinga

Ver. 2019.1
Approved by HOME 9-25-2019
pending CalHome Approval

HOMEBUYER PROGRAM GUIDELINES

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CITY OF COALINGA

HOMEBUYER PROGRAM GUIDELINES

1.0. GENERAL

The above-named entity, hereinafter referred to as the “Sponsor,” has entered into a contractual relationship with the California Department of Housing and Community Development (“HCD”) to administer one or more HCD-funded homebuyer programs. The homebuyer program described herein (the “Program”) is designed to provide assistance to eligible homebuyers in purchasing homes, also referred to herein as “housing units”, located within the Program’s eligible area, as described in Section 3.1.A. The Program provides this assistance in the form of deferred payment “silent” second priority loans as “Gap” financing toward the purchase price and closing costs of affordable housing units that will be occupied by the homebuyers as their primary residence. The Program will be administered by Self-Help Enterprises, (the “Program Operator”).

1.1. PROGRAM OUTREACH AND MARKETING

All outreach efforts will be done in accordance with state and federal fair lending regulations to assure nondiscriminatory treatment, outreach and access to the Program. No person shall, on the grounds of age, ancestry, color, creed, physical or mental disability or handicap, marital or familial status, medical condition, national origin, race, religion, gender or sexual orientation be excluded, denied benefits or subjected to discrimination under the Program. The Sponsor will ensure that all persons, including those qualified individuals with handicaps, have access to the Program.

- A. The Fair Housing Lender logo and Accessibility logo will be placed on all outreach materials. Fair housing marketing actions will be based upon a characteristic analysis comparison (census data may be used) of the Program’s eligible area compared to the ethnicity of the population served by the Program (includes, separately, all applications given out and those receiving assistance) and an explanation of any underserved segments of the population. This information is used to show that protected classes (age, gender, ethnicity, race, and disability) are not being excluded from the Program. Flyers or other outreach materials, in English and any other language that is the primary language of a significant portion of the area residents, will be widely distributed in the Program-eligible area and will be provided to any local social service agencies. The Program will sponsor homebuyer classes to help educate homebuyers about the home buying process and future responsibilities. Persons who have participated in local homebuyer seminars will be notified about the Program.
- B. The Program Operator will work with local real estate agents and primary lenders to explain the Program requirements for eligible housing units and homebuyers, and to review Program processes. Local real estate agents and primary lenders will also be encouraged to have their customers participate in the Program.
- C. Section 504 of the Rehabilitation Act of 1973 prohibits the exclusion of an otherwise qualified individual, solely by reason of disability, from participation under any program receiving Federal funds. The Program Sponsor will take appropriate steps to ensure

effective communication with disabled housing applicants, residents and members of the public.

1.2. APPLICATION PROCESS AND SELECTION

- A. The Sponsor maintains a waiting list of applicants. When applicants are placed on the list, they are sent a Program Brochure and Instructions to Home Buyer (Attachment G) and directed to the Program Operator's HUD and CalHome approved Homebuyer Counseling and Education Program. Each applicant must participate in the Homebuyer Counseling and Education Program and receive a certificate of completion to be eligible for the Sponsor's Homebuyer Program.
- B. Once the applicant's name comes to the top of the waiting list, a phone interview is conducted to gather sufficient information concerning household size and composition, income, employment, and credit history to establish preliminary eligibility for Program participation. The potential homebuyer is advised to interview and compare lenders to start the pre-qualification process for a primary loan. Potential homebuyers are advised that funds will be available on a first-come, first-served basis upon receipt of a complete application package and pre-qualification letter from the applicant's primary lender.
- C. The Program Operator will provide an income and asset form, submission form, and lender cover letter to the potential homebuyer's primary lender for completion. In addition to these documents, the primary lender must submit a complete application package and pre-qualification letter to the Program Operator on behalf of the applicant. Completed applications are processed on a first-come, first-served basis. Applications are deemed complete only if all information is completed, the application is signed and dated, and a primary lender's pre-qualification information is included. Incomplete applications are returned to the primary lender and will not be date/time stamped until complete.
- D. Upon receipt of a complete application package, the Program Operator will confirm Program eligibility of the potential homebuyer. Upon eligibility confirmation, the Program Operator will send both the potential homebuyer and primary lender the following documents: pre-qualification letter, mortgage commitment letter with a list of conditions, Sellers Lead-Based Paint (LBP) Disclosure (Attachment E), and Notice to Seller (Attachment F). In the event the potential homebuyer is found to be ineligible, the applicant will receive a denial letter with an explanation of the reason(s) for denial and the appeal process.

If the Program Operator encounters material discrepancies and/or misrepresentations, and/or there are income, asset, household composition, or other important questions that can't be resolved, the Sponsor reserves the right to deny assistance to the household. In this case, the applicant will receive a denial letter with an explanation and may re-apply after six months have elapsed from the time of written assistance denial.

- E. The potential homebuyer is given 90 days in order to find a qualified home. If during the 90-day time frame, the potential homebuyer is unable to purchase a home, an extension may be given. However, if it appears the potential homebuyer cannot participate in the

Program, the reservation of funds expires and the next person on the waiting list is given an opportunity to participate in the Program.

1.3. THE HOME PURCHASE PROCESS

- A. The following is a simplified example of how a primary lender would analyze a homebuyer's finances to determine how much the homebuyer could afford to borrow from the primary lender towards homeownership.

DEBT SERVICE			
FOR A FAMILY OF FOUR EARNING \$3,388 PER MONTH			
HOUSING PAYMENTS		TOTAL OVERALL PAYMENTS	
Principal & Interest Payment	\$ 865	\$1,180	Housing
Insurance	82	<u>+200</u>	Other Debt Service
Taxes	<u>233</u>	\$1,380	Total Debt Service
Total Housing Expense	\$1,180	(Overall debt service per month is 41% of \$3,388) (PITI is 35% of \$3,388)	
OTHER HOUSEHOLD DEBT SERVICE			
Car Payment	\$ 150		
Credit Card Payment	<u>50</u>		
Total Other Debt	\$ 200		

A \$865 per month loan payment equates to borrowing \$143,000 at 5.88% for a 30 year term.

SUBSIDY CALCULATION	
FOR A FAMILY OF FOUR EARNING \$3,388 PER MONTH	
Purchase Price of Property	\$ 280,000
Less Primary loan amount*	143,000
Less down payment of 1%	<u>2,800</u>
Equals "GAP"	\$ 134,200
Plus estimated allowable settlement charges	<u>8,400</u>
Equals Total Subsidy	\$ 142,600

*Primary loan amount must be the maximum amount for which the family can qualify.

- B. The housing unit selection process will be conducted by the homebuyers. Prior to making an offer to purchase an eligible housing unit (see Section 3.0), homebuyer shall provide seller with a disclosure containing the following provisions:

- 1) Homebuyer has no power of eminent domain and, therefore, will not acquire the property if negotiations fail to result in an amicable agreement; and

- 2) Homebuyer's offer is an estimate of the fair market value of the housing unit, to be finally determined by a state licensed appraiser;
 - 3) The housing unit will be subject to inspection. The housing unit must comply with local codes at the time of construction and local health and safety standards.
 - 4) All housing units built prior to January 1, 1978 will require a lead paint disclosure to be signed by both the homebuyer and Seller (Attachment E);
 - 5) Since the purchase would be voluntary, the seller would not be eligible for relocation payments or other relocation assistance;
 - 6) The seller understands that the housing unit must be either: currently owner-occupied, newly constructed, or vacant for three months prior to submission of the purchase offer.
 - 7) If the seller is not provided with a statement of the above six provisions prior to the purchase offer, the seller may withdraw from the agreement after this information is provided.
- C. Applicant submits executed standard form, purchase and sale agreement, and primary lender prequalification letter to Program Operator. The purchase and sale agreement will be contingent on the household and housing unit meeting Program eligibility requirements and receiving Program loan approval. Program Operator verifies applicant eligibility, housing unit and loan eligibility and amount of assistance to be provided consistent with these guidelines.
- D. Program Operator, where Program Operator is not the Sponsor, submits recommendation to the Sponsor for approval or denial, including the reasons for the recommendation. Sponsor determines Applicant's approval or denial, and instructs Program Operator to notify Applicant. Program Operator provides written notification to Applicant of approval or denial with reason and, if denied, a copy of the Program's appeal procedures.
- E. When Primary Lender requirements are met, Program funds are deposited into escrow, with required closing instructions and loan documents.
- F. At the time of escrow closing, the Sponsor shall be named as an additional loss payee on fire, flood (if required), and extended coverage insurance for the length of the loan and in an amount sufficient to cover all encumbrances or full replacement cost of the housing unit. A policy of Title Insurance naming the Sponsor as insured is also required.

1.4. HOMEBUYER COSTS

- A. Eligible households must document that they have the funds necessary for down payment and closing costs as required by the Primary Lender and the Sponsor. The Program's down payment requirement (below) is in place even if the Primary Lender has a lower down payment requirement. If the Primary Lender has a higher down payment requirement, there is no additional down payment requirement required by the Program.
- B. Homebuyer funds shall be used in the following order:
- 1) Down payment – Homebuyer must contribute a minimum down payment of one percent (1%) of the purchase price, but may contribute more, if desired.

- 2) To the extent possible after satisfying 1), above, appraisal fee; cost of credit report; the loan origination fee; discount points; customary homebuyer closing costs; homebuyer's customary portion of the escrow fees; title insurance; and, the establishment of impound accounts for property taxes and insurance.
 - 3) After 1) and 2), above, are satisfied, any balance of homebuyer funds may be applied either to the purchase price or to reduce the interest rate of the primary loan as necessary.
- C. If the items in B.2), above cannot be satisfied with homebuyer funds, the Sponsor will provide additional Program loan assistance to cover the remaining balance.
 - D. Sponsor subsidy will reduce the amount of the primary lender's loan so that the payments of monthly housing costs are within approximately 25% to 35% of the gross household income. The Program Operator will determine the level of subsidy and affordability during underwriting of the Program's loan to make sure that it conforms to the requirements of the HCD funding Program. The Sponsor's subsidy cannot exceed fifty percent (50%) of the acquisition costs (purchase price plus all closing costs).
 - E. Sponsor's subsidy cannot exceed the amount of the primary mortgage.

1.5. INDIVIDUAL DEVELOPMENT ACCOUNT PROGRAM – For CDBG Only

The Individual Development Account (IDA) Program is designed to assist participants in developing a savings pattern and eventually in purchasing a lasting asset, in the form of funds saved for Homebuyer down payments and closing costs.

- A. To receive IDA Program approval, each participant must be employed and receiving "earned income".
- B. Following approval, Self-Help Enterprises (the "IDA Program Operator") will open an account at the IDA approved partner bank.
- C. Enrollment in the IDA Program is considered complete once each participant completes a mandatory nine (9) hours of Financial Fitness Education. This includes a two (2) hour session with a banker which occurs during their first visit to make their initial bank deposit. Each participant must also complete eight (8) hours of Homebuyer Counseling and Education within six (6) months of enrollment.
- D. Each participant is required to make a minimum monthly deposit of twenty-five dollars (\$25) into the savings account established by the IDA Program Operator. The minimum length of participation in the IDA Program is six (6) months and the participant may not miss more than three (3) deposits within a twelve (12) month period.
- E. Each participant will receive a 3:1 match up to the first \$1,000 of their savings. There is a maximum of three thousand dollars (\$3,000) match per participant and six thousand dollars (\$6,000) match per household. The maximum three thousand dollars (\$3,000) match funds are made up of one thousand five hundred dollars (\$1,500) in Federal Funds from California Coalition of Rural Housing (CCRH) and one thousand five hundred dollars (\$1,500) Non-Federal Funds from Sponsor.
- F. Participants will receive quarterly account updates showing the amount of matching funds earned.

- G. Matching funds, that are not CDBG funds, will remain in the project reserve account until a property has been located, escrow is opened, and a withdrawal request has been approved; at which time, funds will be sent directly to escrow on behalf of the participant.
- H. All match funds must be used to purchase a home. Any unused match funds will be applied as a principal reduction. If a participant terminates their IDA involvement prior to purchasing a home, the participant will only have access to the funds they have deposited. If a participant closes the savings account established by the IDA Program Operator, IDA Program involvement will be considered terminated.

1.6. HOMEBUYER EDUCATION

Buying a home can be one of the most confusing and complicated transactions anyone can make. Providing the future homebuyer with informative homebuyer education training, can bring success to the Sponsor, Program Operator, the Program and most importantly, the homebuyer. It has been documented that first-time homebuyers that have had homebuyer education have the ability to handle problems that occur with homeownership. All Program participants are required to attend a Sponsor-approved homebuyer education class. The homebuyer education class will cover such topics as the following: preparing for homeownership; available financing; credit analysis; loan closing; homeownership responsibilities; home maintenance; impact of refinancing and loan servicing. Methods of homebuyer counseling and education may include, but are not limited to: online education, one-on-one counseling between homebuyer, counselor and family/individual and/or group workshops and informational sessions. Tools of instruction may include fliers, brochures, power point presentations, worksheets, etc.

1.7. CONFLICT OF INTEREST REQUIREMENTS

When the Sponsor's Program contains Federal funds, the applicable Conflict of Interest requirements of 24 CFR Sections 570.489 (h) and 570.611, as well as 18 U.S. Code Section 208 shall be followed for CDBG assistance, and for CalHome-funded programs, the applicable Conflict of Interest requirements of Public Contract Code sections 10410, 10411, and 10430 (e) shall be followed.

For HOME assistance, Section 92.356 of the HOME Final Rule shall be followed, as follows:

(a) Conflicts prohibited. No persons described in paragraph (b) of this section who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who are in a position to participate in a decision making process or gain inside information with regard to these activities, may obtain a financial interest or benefit from a HOME-assisted activity, or have a financial interest in any contract, subcontract or agreement with respect to the HOME-assisted activity, or the proceeds from such activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. Immediate family ties include (whether by blood, marriage or adoption) the spouse, parent (including stepparent), child (including stepchild), brother, sister (including a stepbrother or stepsister), grandparent, grandchild and in-laws of a covered person.

(b) Persons covered. The conflict of interest provisions of paragraph (a) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed

official of the participating jurisdiction, State recipient, or subrecipient which are receiving HOME funds.

(c) Exceptions: Threshold requirements. Upon the written request of the participating jurisdiction to HCD, HUD may grant an exception to the provisions of paragraph (a) of this section on a case-by-case basis when it determines that the exception will serve to further the purposes of the HOME Investment Partnerships Program and the effective and efficient administration of the participating jurisdiction's program or project. See 24 CFR 92.356(d)(1-6) for details on the documentation needed in order to submit an exception request to HUD.

A contractor with a vested interest in the property cannot bid on a rehabilitation project. Such a contractor may act as owner/builder, subject to standard construction procedures. Owner/builders are reimbursed for materials purchased which are verified by invoice/receipt and used on the project. Reimbursement occurs after the installation is verified by the Program Operator to be part of the scope of work. Owner/builders are not reimbursed for labor.

1.8. NON-DISCRIMINATION REQUIREMENTS

The Program will be implemented in ways consistent with the Sponsor's commitment to non-discrimination. No person shall be excluded from participation in, denied the benefit of, or be subject to discrimination under any Program or activity funded in whole or in part with State funds on the basis of his or her religion or religious affiliation, age, race, color, creed, gender, sexual orientation, marital status, familial status (children), physical or mental disability, national origin, or ancestry, or other arbitrary cause.

2.0 APPLICANT QUALIFICATIONS

2.1. CURRENT INCOME LIMITS FOR THE AREA, BY HOUSEHOLD SIZE

All applicants must certify that they meet the household income eligibility requirements for the applicable HCD Program(s) and have their household income documented. The income limits in place at the time of loan approval will apply when determining applicant income eligibility. All applicants must have incomes at or below 80% of the County's area median income (AMI), adjusted for household size, as published by HCD each year. (Attachment C)

The link to the official HCD- maintained income limits is: <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>

Household: Means one or more persons who will occupy a housing unit. For HOME and CDBG, unborn children count in family size determination. For CalHome, unborn children are not counted.

Annual Income: Generally, the gross amount of income of all adult household members that is anticipated to be received during the coming 12-month period.

2.2. INCOME QUALIFICATION CRITERIA

Projected annual gross income of the applicant household will be used to determine whether they are above or below the published HCD income limits. Income qualification criteria, as shown in the most recent HCD Program-specific guidance at <http://www.hcd.ca.gov/grants-funding/income-limits/income-calculation-and-determination-guide.shtml>, will be followed to independently determine and certify the household's annual gross income. The Program Operator should compare this annual gross income to the income the Primary Lender used when qualifying the household. The Primary Lender is usually underwriting to FHA or conventional guidelines and may not calculate the household income or assets in the same way as required by the Program. Income will be verified by reviewing and documenting tax returns, copies of wage receipts, subsidy checks, bank statements and third-party verification of employment forms sent to employers. All documentation shall be dated within six months prior to loan closing and kept in the applicant file and held in strict confidence.

A. HOUSEHOLD INCOME DEFINITION:

Household income is the annual gross income of all adult household members that is projected to be received during the coming 12-month period, and will be used to determine Program eligibility. Refer to Income Inclusions and Exclusions for further guidance to the types of incomes to be included or excluded when calculating gross annual income. **See Attachment A for HOME and CDBG. See Attachment A-1 for CalHome.** For those types of income counted, gross amounts (before any deductions have been taken) are used. Two types of income that are not considered would be income of minors and live-in aides. Certain other household members living apart from the household also require special consideration. The household's projected ability to pay must be used, rather than past earnings, when calculating income.

See Attachment A: 24 CFR Part 5 Annual Income Inclusions and Exclusions

B. ASSETS:

There is no asset limitation for participation in the Program. Income from assets, however, is recognized as part of annual income under the Part 5 definition. An asset is a cash or non-cash item that can be converted to cash. The value of necessary items such as furniture and automobiles are not included. *(Note: it is the income earned – e.g. interest on a savings account – not the asset value, which is counted in annual income.)* See **Attachment B.**

An asset's cash value is the market value less reasonable expenses required to convert the asset to cash, including, for example, penalties or fees for converting financial holdings and costs for selling real property. For HOME and CDBG, the cash value (rather than the market value) of an item is counted as an asset. For CalHome, the market value of an item is counted as an asset.

See Attachment B: Part 5 Annual Income Net Family Asset Inclusions and Exclusions

2.3. DEFINITION OF AN ELIGIBLE HOMEBUYER

For CDBG, an eligible homebuyer means an individual or individuals or an individual and his or her spouse who meets the income eligibility requirements and is/are not currently on title to real property. Persons may be on title of a manufactured home unit, who are planning to sell the unit as part of buying a home located on real property. Documentation of homebuyer status will be required for all homebuyers. CDBG-funded Programs may assist eligible homebuyers who are not “first-time” homebuyers.

HOME and CalHome-funded Programs are required to use the following definition of an eligible homebuyer, which is a “first-time homebuyer” from 8201(l) Title 25 California Code of Regulations:

“First-time homebuyer” means an individual or individuals or an individual and his or her spouse who have not owned a home during the three-year period before the purchase of a home with subsidy assistance, except that the following individual or individuals may not be excluded from consideration as a first-time homebuyer under this definition:

- 1) a displaced homemaker who, while a homemaker, owned a home with his or her spouse or resided in a home owned by the spouse. A displaced homemaker is an adult who has not, within the preceding two years, worked on a full-time basis as a member of the labor force for a consecutive twelve-month period and who has been unemployed or underemployed, experienced difficulty in obtaining or upgrading employment and worked primarily without remuneration to care for his or her home and family;
- 2) a single parent who, while married, owned a home with his or her spouse or resided in a home owned by the spouse. A single parent is an individual who is unmarried or legally separated from a spouse and has one or more minor children for whom the individual has custody or joint custody or is pregnant; or
- 3) an individual or individuals who owns or owned, as a principal residence during the three-year period before the purchase of a home with assistance, a dwelling unit whose structure is:
 - a. not permanently affixed to a permanent foundation in accordance with local or state regulations; or
 - b. not in compliance with state, local, or model building codes and cannot be brought into compliance with such codes for less than the cost of constructing a permanent structure.

3.0. HOUSING UNIT ELIGIBILITY

3.1. LOCATION AND CHARACTERISTICS

- A. Housing units to be purchased must be located within the eligible area. The eligible area is described as follows: “Within the city limits of Coalinga.”
- B. Housing unit types eligible for the Homebuyer Program are new or previously owned single-family residences, condominiums, or manufactured homes in mobile home parks, in common-interest developments or on a single-family lot and placed on a permanent

foundation system. HOME does not allow manufactured homes unless on a permanent foundation system.

- C. Housing unit size shall be sufficient to meet the needs of the homebuyer household, without overcrowding. In addition, in-ground pools may not be eligible if the cost of pool maintenance and operation (utilities) causes the housing ratio to exceed 35%.

Exceptions for these reasons must be approved by the Loan Review Committee and must be documented for monitoring purposes. For all funding sources, the number of bedrooms will be determined by the appraisal.

- D. All housing units must be in compliance with State and local codes and ordinances.
- E. Housing units located within a 100-year flood zone will be required to provide proof of flood insurance with an endorsement naming the Sponsor as loss payee in order to close escrow.

3.2. CONDITIONS

- A. Construction Inspection and Determining Need for Repairs.

Once the participating homebuyer has executed a purchase agreement for a housing unit, and prior to a commitment of Program funds, the following steps must be taken for the housing unit to be eligible for purchase under the Program:

- 1) The Program Operator, a certified housing inspector, or a Sponsor representative will walk through the housing unit, determine if it is structurally sound, and identify any code related and health and safety deficiencies that need to be corrected. A list of code related repair items will be given to the homebuyers and their Realtor to be negotiated with the seller.

If there are one or more health and safety deficiencies, and/or violations of applicable building codes noted in the written report, the Sponsor will approve the subsidy only if:

- a. Repair prior to close of escrow. The buyer and seller agree to make necessary repairs to the dwelling unit prior to transfer of property ownership at their own expense; or,
- b. HOME acquisition and rehabilitation loan. If HOME funds are available, the buyer may use some of the Sponsor's First-Time Homebuyer loan and other funds to make necessary and other repairs up to a maximum of 100% combined loan-to-value, unless up to 105% based on the purchase transaction. All health and safety hazards and code violations must be addressed under this option. Examples of allowable expenses include, but are not limited to: foundation repair, electrical repair or rewiring, plumbing or sewer repair, roof repair or replacement, heating and cooling system installation or repair, water damage repair, and repair of structurally-significant damaged wood. Weatherization,

energy-related improvements and General Property Improvements are allowable, but General Property Improvements are limited to a maximum of 15% of the overall rehabilitation cost. Buyers should note that the use of any Program funds for rehabilitation on a home built before 1978 may incur additional lead-based paint testing. Hiring of a contractor and completion of repairs will be conducted in accordance with the section entitled “Acquisition with Rehabilitation Process” below.

- 2) New homes must comply with current local health and safety standards and all applicable federal, state, and local building codes as evidenced by a building permit finalized by the City Building Division.
 - 3) When the Sponsor’s Program utilizes Federal funds and if the housing unit was constructed prior to 1978 then the lead-based paint requirements of Section 3.2.C. will apply.
 - 4) A clear pest inspection report will be required for each housing unit. Smoke detectors will be installed if there are none in place. The Program Operator will encourage each homebuyer to secure a homeowner’s warranty policy as part of the purchase of a resale housing unit.
 - 5) With the exception of 1)b. above, upon completion of all work required by the Program Operator, Sponsor, appraiser, pest inspector and/or certified housing inspector, a final inspection will be conducted prior to close of escrow. The inspector will sign off on all required construction work assuring that each housing unit receiving Program assistance is in compliance with local codes and health and safety requirements at the time of purchase and prior to occupancy.
- B. Per Section 8208 of the State HOME regulations, no additional HOME assistance, including rehabilitation funds, may be provided during the period starting one year following the filing of the Project Completion Report through the end of the Affordability Period. Note – This does not apply to CDBG and CalHome assistance.

The HOME Affordability Period is as follows (amount does not include Activity Delivery Costs paid to the State Recipient by HCD):

Amount of HOME Assistance	Period of Affordability in Years
Under \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years

- C. Lead-Based Paint Hazards: All housing units built prior to 1978 for which HOME or CDBG funding is anticipated are subject to the requirements of this section 3.2.C. Such homes must undergo a visual assessment by a person who has taken HUD’s online Visual Assessment course. Deteriorated paint must be stabilized using work safe methods. Clearance must be obtained after paint stabilization by a DHS certified LBP Risk Assessor/Inspector. HOME and CDBG general administrative and activity delivery funds may be used to pay for lead-based paint visual assessments, and if lead mitigation and

clearance costs are incurred, these Programs may incorporate the costs into the calculation of Program assistance.

The following requirements must be met:

- 1) **Notification:** a) Prior to homebuyer's obligation to purchase a pre-1978 home, the Buyer will be given the most recent copy of and asked to read the EPA pamphlet "*Protect Your Family From Lead in Your Home*". (EPA 747-K-94-001). A signed receipt of the pamphlet will be kept in the Sponsor's homebuyer file; b) A notice to residents is required following a risk assessment/inspection using form DHS 8552, which is provided by the DHS-certified Risk Assessor/Inspector; c) a notice to residents is required following lead-based paint mitigation work using Visual Assessment and Lead-based Paint Notice of Presumption and Hazard Reduction form, LBP – 1 (Attachment H).
 - 2) **Disclosure:** Prior to the homebuyer's obligation to purchase a pre-1978 housing unit, the HUD disclosure (Attachment E), "Seller's Lead-based Paint Disclosure" notice must be provided by the seller to the homebuyer.
 - 3) **Inspections:** The Inspector shall conduct a "Visual Assessment" of all the dwelling unit's painted surfaces in order to identify deteriorated paint. All deteriorated paint will be stabilized in accordance with CFR 35.1330 (a) and (b); and a Clearance shall be made in accordance with CFR 35.1340.
 - 4) **Mitigation:** If stabilization is required, the contractor performing the mitigation work must use appropriately trained workers. Prior to the contractor starting mitigation work the Program Operator shall obtain copies of the contractor's and workers' appropriate proof of LBP training, as applicable to the project in order to assure that only qualified contractors and workers are allowed to perform the mitigation.
- D. The Program Operator will: 1) confirm that the housing unit is within the eligible area, 2) will review each proposed housing unit to ensure that it meets all eligibility criteria before funding, and 3) ensure a completed Lead Compliance Document Checklist is placed in each purchaser's file (See Attachment I).

3.3. ACQUISITION WITH REHABILITATION PROCESS – HOME-funded projects only

As noted above, when HOME funding is available for First-Time Homebuyer assistance, funds (from all sources) may be used to bring the unit into compliance with health and safety standards, and/or to correct code violations. If such repairs are required, a portion of this money may be used to make accessibility modifications for a household member with a disability. Weatherization, energy-related improvements and General Property Improvements are allowable, but General Property Improvements are limited under the HOME Program to a maximum of 15% of the overall rehabilitation cost.

IMPORTANT: No later than six (6) months following close of escrow, repairs to the housing unit must address ALL health and safety and code issues, to be in compliance with HOME regulations; otherwise, the loan becomes due and payable.

If a portion of the Program loan is used for acquisition with rehabilitation, the following process will be followed:

- A. The buyer will be responsible for obtaining three (3) bids from qualified licensed contractors. The Sponsor's Program Operator has a list of qualified contractors, or the applicant may solicit bids from other licensed contractors if they meet the standards described below.
- B. Any funds used for rehabilitation on homes built prior to 1978 will require testing for lead based paint. If the total rehabilitation funds are equal to or less than \$5,000, all surfaces disturbed during rehabilitation and lead hazard reduction must be repaired using safe work practices. If total rehabilitation is between \$5,000 and \$10,000, lead based paint must either be presumed to be present or testing and risk assessment are required. Lead hazard reduction activities must be conducted using safe work practices. The Sponsor will provide a grant to cover all expenses incurred as a result of lead-based paint as noted in the section entitled *Lead Based Paint Hazards* above.
- C. Contractors must hold a current and valid State of California General Contractor's license if the work consists of correction of health and safety issues or code violations. For accessibility modifications, the Sponsor may exercise discretion regarding contractors' requirements. The contractor may not be on the State or Federal debarred contractor lists. The contractor must have current and valid general liability and workmen's compensation insurance if applicable. The contractor must provide a one-year warranty for the work per State regulations.
- D. The buyer will review the bids with the Program Operator and the Sponsor to ensure that the scope of work will correct any deficiencies, that it only includes allowable expenses and that the bids are reasonable, competitive and complete.
- E. The applicant will select a contractor from one of the Sponsor's/Program Operator's approved bids. All bidding contractors will be notified of the status of their proposals.
- F. The applicant will enter into a contract with the contractor selected (see Attachment J).
- G. The contractor will be responsible for securing all required permits for the scope of work.
- H. Work may not commence until the close of the acquisition loan.
- I. As work progresses, the contractor shall provide the buyer with a completed Payment and Construction Approval form (Attachment K) to request progress payments as outlined in the contract terms. The form must be signed by the contractor, the buyer, and the Program Operator before a payment may be issued to the contractor.
- J. Final payment of a 10% retention will be released to contractor once the contractor submits the following to the Program Operator: (1) lien releases from any subcontractors, material suppliers, and laborers; (2) final or signed off Building Inspection card for contracted work (if applicable); and (3) Notice of Completion.

3.4. ANTI-DISPLACEMENT POLICY AND RELOCATION ASSISTANCE

Eligible homes will be those that are currently owner-occupied or have been vacant for three months prior to the acceptance of a contract to purchase. A unit is ineligible if its purchase would result in the displacement of a tenant. It is not anticipated that the implementation of the Program will result in the displacement of any persons, households, or families. However, if tenant-occupied homes are included in the Program and relocation becomes necessary, the activity will be carried out in compliance with Sponsor's relocation plan, which describes how those permanently displaced will be relocated and paid benefits in accordance with the following Federal laws.

A. Uniform Relocation Assistance (URA) and Real Property Acquisition Policies Act of 1970

The federal URA and Real Property Acquisition Policies, as amended by the URA Amendments of 1987, contains requirements for carrying out real property acquisition or the displacement of a person, regardless of income status, for a project or Program for which HUD financial assistance (including CDBG and HOME) is provided. Requirements governing real property acquisition are described in Chapter VIII. The implementing regulations, 49 CFR Part 24, require developers and owners to take certain steps in regard to tenants of housing to be acquired, rehabbed or demolished, including tenants who will not be relocated even temporarily.

B. Section 104(d) of the Housing and Community Development Act of 1974

Section 104(d) requires each contractor (CHDO or State Recipient), as a condition of receiving assistance under HOME or CDBG, to certify that it is following a residential anti-displacement plan and relocation assistance plan. Section 104(d) also requires relocation benefits to be provided to low-income persons who are physically displaced or economically displaced as the result of a HOME or CDBG assisted project, and requires the replacement of low-income housing, which is demolished or converted. The implementing regulations for Section 104(d) can be found in 24 CFR Part 570(a).

3.5. PROPER NOTIFICATION AND DISCLOSURES

- A. Upon selection of a housing unit, a qualified seller and homebuyer will be given the necessary disclosures for the Program. The homebuyer must have read and signed all Program disclosure forms. Any and all property disclosures must be reviewed and signed by the homebuyer and seller.
- B. All owners who wish to sell their housing units must receive an acquisition notice (Attachment F) prior to submission of the homebuyer's original offer. This notice will be included in the contract and must be signed by all owners on title. The disclosure must contain the items listed in 1.3.B. (required for federally-funded Programs).

4.0. PURCHASE PRICE LIMITS

The purchase price limits and appraised post-rehabilitation value for this Program shall not exceed the Maximum HOME Program Purchase Price/After-Rehab Value Limit for Sponsor's county as updated by HCD or HUD.

Note: For HOME- and CalHome-funded Programs the home purchase price of owner-occupied and homebuyer properties must be limited as follows: For CalHome-funded Programs, the maximum allowable sales price or the maximum after-rehab value of a home shall be set at 100% of the current median sales price of a single family home in the county in which the CalHome Program is located; for HOME-funded Programs the value (with or without rehabilitation) cannot exceed 95 percent of the area median purchase price as established by HCD and HUD.

Attachment C: MAXIMUM PURCHASE PRICE/AFTER-REHAB VALUE LIMITS

*Sponsor will update these limits annually as HCD provides new information.

5.0. THE PRIMARY LOAN

Prior to obtaining a loan from the Sponsor, a homebuyer must provide evidence of financing for the maximum amount the Primary Lender is willing to loan (the "primary loan").

5.1. QUALIFYING RATIOS

The front-end (housing) debt-to-income ratio shall be between 25% and 35% and is the percentage of a borrower's gross monthly income (before deductions) that would cover the cost of the loan principal and interest payment, property taxes, property insurance, mortgage insurance, and HOA dues, if any.

The back-end (total) debt-to-income ratio shall be between 25% and 42% and is the percentage of a borrower's gross monthly income that would cover the cost of housing as described in the paragraph above, plus any other monthly debt payments like car or personal loans and credit card debt, as well as child support and alimony payments. ***Note: Qualifying ratio guidelines can be somewhat flexible depending on the loan-to-value ratios. The higher the LTV, the more conservative the ratios should be. A qualifying ratio higher than the guidelines may be acceptable if there are compensating factors. Some examples of compensating factors are: 1) the prospective homebuyer has successfully demonstrated that over a minimum 12-month period the ability to pay housing costs equal to or greater than the proposed monthly housing costs for the home to be purchased; 2) the prospective homebuyer is a limited user of credit and they show a history of being able to save money; 3) there will be no more than a 5% increase in the prospective homebuyer's housing expense. These exceptions will be approved by the Sponsor's loan committee and documented for the file.***

5.2. INTEREST RATE

The primary loan must have a fixed interest rate that does not exceed the current market rate, as established by an index identified in the most recent NOFA. No temporary interest rate buy-downs are permitted.

5.3. LOAN TYPE AND TERM

The primary loan shall be fully amortized and have a term “all due and payable” in no fewer than 30 years. There shall not be a balloon payment due before the maturity date of the Program loan.

5.4. IMPOUND ACCOUNT

All households will be required to have impound accounts for the payment of taxes and insurance to ensure they remain current.

6.0. THE PROGRAM LOAN

6.1. MAXIMUM AMOUNT OF PROGRAM ASSISTANCE

For HOME, the amount of Program assistance to a homebuyer toward purchase of a home shall not exceed the maximum HOME subsidy limit per unit for Sponsor’s county, per the HCD website at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml#cdbg> and **shall never exceed the amount of the primary mortgage.** See Attachment C. Any approved “grant” amount for lead-based paint evaluation and reduction activities or for relocation assistance (for HOME-funded projects only), as well as activity delivery, shall be included in this amount, but will not be a part of the loan. For Programs funded with CalHome funds, the maximum assistance to a homebuyer will not exceed the maximum amount identified in the most current NOFA, which will be listed on Attachment C once known. Note: CalHome re-use funds are not subject to grant limits identified in the most recent NOFA.

6.2. NON-RECURRING CLOSING COSTS

Non-recurring costs such as credit report, escrow, closing and recording fees, title report and title insurance, title updates and/or related costs may be included in the Program loan.

6.3. AFFORDABILITY PARAMETERS FOR HOMEBUYERS

The actual amount of a buyer’s Program subsidy shall be computed according to the housing ratio parameters specified in Section 5.1. Each borrower shall receive only the subsidy needed to allow them to become homeowners (“the Gap”) while keeping their housing costs affordable. The Program Operator will use the “front-end ratio” of housing-expense-to-income to determine if the amount of the proposed primary loan is acceptable and, ultimately, the Program subsidy amount required, bridging the gap between the acquisition cost (purchase price plus non-recurring closing costs) less down payment, and the amount of the primary loan.

6.4. RATE AND TERMS FOR PROGRAM LOAN

All Program assistance to individual households shall be made in the form of deferred payment (interest and principal) loan (DPL).

For HOME and CDBG, the Program loan's term shall be for as long as the primary loan, plus 15 years. For CalHome, the Program loan's term shall be for 30 years. The interest rate shall be 0% simple interest. All Program loan payments shall be deferred because the borrowers will have their repayment ability fully utilized under the primary loan. Loan principal shall not be forgiven (foreclosure is a forced sale; nothing is voluntarily forgiven). The loan period cannot be extended except for loans that are resubordinated when a rate and term refinance is approved, per Attachment D.

Note – If it is determined by the Sponsor that repayment of a CalHome Program loan at the maturity date causes a hardship to the homeowner, the Sponsor may opt the following:

1. Amend the note and deed of trust to defer repayment of the amount due at maturity, that is balance of the original principal plus the accrued interest, for up to an additional 30 years (at 0% additional interest). This may be offered one time, or;
2. Convert the debt at loan maturity; that is the balance of the original principal plus any accrued interest, to an amortized loan, repayable in 15 years at 0% additional interest.

6.5. COMBINED LOAN-TO-VALUE RATIO

For CalHome, the loan-to-value ratio for a Program loan, when combined with all other indebtedness to be secured by the property, shall not exceed 100 percent of the sales price, plus a maximum of up to 5 percent of the sales price, to cover actual, non-recurring closing costs.

For HOME and CDBG, the loan-to-value ratio for a Program loan, when combined with all other indebtedness to be secured by the property, shall not exceed 100 percent of the appraised value of the property, plus a maximum of up to 5 percent of the sales price, to cover actual, non-recurring closing costs.

7.0. PROGRAM LOAN REPAYMENT

7.1. PAYMENTS ARE VOLUNTARY

Borrowers may begin making voluntary payments at any time, without penalty.

7.2. RECEIVING LOAN PAYMENTS

A. Program loan payments will be made to:

City of Coalinga
155 West Durian Avenue
Coalinga, CA 93210

B. The Sponsor will be the receiver of loan payments or recaptured funds and will maintain a financial record-keeping system to record payments and file statements on payment status. Payments shall be deposited and accounted for in the Sponsor's Program Income Account, as required by HCD Programs. The Program lender will accept loan payments from borrowers prepaying deferred loans, and from borrowers making payments in full

upon sale or transfer of the property. All loan payments are payable to the Sponsor. The Sponsor may at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the Program.

7.3. DUE UPON SALE OR TRANSFER

In the event that an owner sells, transfers title, or discontinues residency in the purchased property for any reason, the principal balance of the DPL is due and payable, except:

- A. For CalHome, loans are not assumable. The following transfers of interest shall not require the repayment of the CalHome Program loan:
 - 1) transfer to a surviving joint tenant by devise, descent, or operation of law on the death of a joint tenant;
 - 2) a transfer, in which the transferee is a person who occupies or will occupy the property, which is:
 - a. a transfer where the spouse becomes an owner of the property;
 - b. a transfer resulting from a decree of dissolution of marriage, legal separation agreement, or from an incidental property settlement agreement by which the spouse becomes an owner of the property; or
 - c. a transfer into an inter vivos trust in which the borrower is and remains the beneficiary and occupant of the property.
- B. For HOME and CDBG, if the owner of the property dies, and the heir to the property meets income requirements, the First-Time Homebuyer definition, and intends to occupy the home as a principal residence, the heir may be permitted, upon approval of the Sponsor, to assume the loan at the rate and terms the heir qualifies for under the current participation guidelines. If the property owner dies and the heir does not meet eligibility requirements, the loan is due and payable.
- C. If an owner wants to convert the property to a rental unit, or any commercial or non-residential use, the loan is due and payable.
- D. The loan will be in default if the borrower fails to maintain required fire or flood insurance or fails to pay property taxes. See Attachment D on loan defaults for further information on property restrictions.

7.4. LOAN SERVICING POLICIES AND PROCEDURES

See Attachment D for local loan servicing policies and procedures. While the attached policy outlines a system that can accommodate a crisis that restricts borrower repayment ability, it should in no way be misunderstood: The loan must be repaid. All legal means to ensure the repayment of a delinquent loan as outlined in the Loan Servicing Policies and Procedures will be pursued.

7.5. LOAN MONITORING PROCEDURES

Sponsor or their designated Loan Servicing Agent will annually monitor and certify in the loan file that the Borrower and their housing unit are adhering to Program requirements including, but not limited to, the following:

- A. Owner-occupancy
- B. Property tax payment
- C. Hazard insurance coverage
- D. Good standing on Primary loans
- E. General upkeep of housing units

8.0. PROGRAM LOAN PROCESSING AND APPROVAL

A. Loan Processing

All homebuyers or their representatives will be sent out an eligibility packet with all the necessary forms, disclosures, information, and application. They should submit a complete application packet with all the Sponsor's Program loan documents executed as well as all the information from the Primary Lender. The Primary Lender should submit: 1) accepted property sales contract with proper seller notification; 2) mortgage application with good faith estimates and first mortgage disclosures; 3) full mortgage credit report and rent verification; 4) current third party income verifications and verifications of assets; 5) homeownership education certificate, if applicable; and 6) signed underwriting transmittal summary and final signed loan application, both from primary lender. Staff will work with local lenders to ensure qualified participants receive only the benefit from the Sponsor's Program needed to purchase the housing unit and that leveraged funds will be used when possible.

B. Creditworthiness

Qualifying ratios are only a rough guideline in determining a potential borrower's creditworthiness. Many factors such as excellent or poor credit history, amount of down payment, and size of loan will influence the decision to approve or disapprove a particular loan. The borrower's credit history will be reviewed by the Sponsor and documentation of such maintained in the loan file. The Sponsor may elect to obtain a credit report or rely on a current copy obtained by the primary lender.

C. Documents from Primary Lender

After initial review of the qualified homebuyer's application packet, the Program Operator

will request any additional documents needed. Documents may be faxed, but originals shall be received through the mail before Program funds are committed to escrow. Based on receipt and review of the final documents, the Program Operator will do an income certification (using most recent HCD Program's guidance on income calculation and determination), and homebuyer certification (review of credit report and income taxes). Documentation of affordability will then be verified and subsidy requirement determined.

D. Disclosure of Program and Loan Information to Homebuyers

The Program's application and disclosure forms will contain a summary of the loan qualifications of the borrower with and without Program assistance. Housing ratios with and without Program assistance are also outlined in these guidelines. Information on the Program's application will be documented with third party verifications in the file. For example, the sales contract will provide the final purchase price and outline how much of the closing costs are to be paid by the seller, etc. The appraisal, termite and title report will provide information to substantiate the information in the sales contract and guide the construction inspection. The Program loan application will provide current debt and housing information and will be documented by the credit report and income/asset verifications. The Primary Lender's approval letter and estimated closing cost statement should reflect all the information in the loan package and show any contingencies of loan funding. Reviewing the Primary Lender's loan underwriting documentation will provide basic information about the qualification of the applicant and substantiate the affordability provided by the Program loan. By reviewing and crosschecking all the Primary Lender information, the final Program loan amount approved will fall within the affordability parameters of the Program.

8.1. COMPLETION OF UNDERWRITING AND APPROVAL OF PROGRAM LOAN

Once the loan approval package has been completed the Program Operator will submit it to the Sponsor for approval. Sponsor will review the request and may approve it with or without conditions. Upon approval, a final closing date for escrow is set and Program funds are accessed for the homebuyer.

8.2. PRIMARY AND PROGRAM LOAN DOCUMENT SIGNING

The homebuyer(s) sign promissory notes, loan agreements, deeds of trust, and statutory lending notices (Truth In Lending (TIL), etc.); the Deeds of Trust are recorded with the County Clerk/Recorder at the same time, and the request(s) for copy of Notice of Default are also recorded with the County Clerk/Recorder.

8.3. ESCROW PROCEDURES

The escrow/title company shall review the escrow instruction provided by the Program lender and shall issue a California Land Title Association (CLTA) and the American Land Title Association (ALTA) after closing. The CLTA policy is issued to the homebuyer and protects them against failure of title based on public records and against such unrecorded risks as forgery of a deed. The ALTA is issued to each lender providing additional coverage for the physical aspects of the property as well as the homebuyer's title failure. These aspects include anything which can be determined by only physical inspection, such as correct survey lines;

encroachments; mechanics liens; mining claims and water rights. The Program lender instructs the escrow/title company in the escrow instructions as to what may show on the policy; the amount of insurance on the policy (all liens should be covered) and the loss payee (each lender should be listed as a loss payee and receive an original ALTA).

9.0. SUBORDINATE FINANCING

With today's high costs, in order for a low-income household to obtain a home, several funding sources might be required. Subordinate loans may be used to cover mortgage subsidy costs that exceed the Program maximum loan amount. All subordinate liens must have the payments deferred and the term must be for at least as long as the term of the Program loan.

10.0. EXCEPTIONS AND SPECIAL CIRCUMSTANCES

The Sponsor may make amendments to these Participation Guidelines. Any changes shall be made in accordance with regulations and approved by the Sponsor's Loan Committee and/or governing body. Changes shall then be sent to HCD for approval.

10.1. DEFINITION OF EXCEPTION

Any case to which a standard policy or procedure, as stated in the guidelines, does not apply or an applicant treated differently from others of the same class would be an exception.

10.2. PROCEDURES FOR EXCEPTIONAL CIRCUMSTANCES

- A. The Sponsor or its agent may initiate consideration of an exception and prepare a report. This report shall contain a narrative, including the Sponsor's recommended course of action and any written or verbal information supplied by the applicant.
- B. The Sponsor shall make a determination of the exception based on the recommendation of the Program Operator. The request can be presented to the Sponsor's loan committee and/or governing body for a decision.

11.0. DISPUTE RESOLUTION AND APPEALS PROCEDURE

Any applicant denied assistance from the Program has the right to appeal. Complaints concerning the Program should be made to the Program Operator first. If unresolved in this manner, the complaint or appeal must be made in writing and filed with the Sponsor. The Sponsor will then schedule a meeting with the Loan Review Committee. Their written response will be made within thirty (30) working days. If the applicant is not satisfied with the Committee's decision, a request for an appeal may be filed with the Sponsor's governing body. Final appeal must be filed in writing with HCD within one year after denial.

ATTACHMENT A

24 CFR Part 5 ANNUAL INCOME INCLUSIONS AND EXCLUSIONS – FOR HOME & CDBG

24 CFR Part 5 Annual Income Inclusions

§5.609 Annual income.

(a) *Annual income* means all amounts, monetary or not, which:

- (1) Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member; or
- (2) Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date; and
- (3) Which are not specifically excluded in paragraph (c) of this section.
- (4) Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.

(b) Annual income includes, but is not limited to:

- (1) The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services;
- (2) The net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family;
- (3) Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in paragraph (b)(2) of this section. Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of \$5,000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD;
- (4) The full amount of periodic amounts received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic amount (except as provided in paragraph (c)(14) of this section);
- (5) Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except as provided in paragraph (c)(3) of this section);

(6) *Welfare assistance payments.*

(i) Welfare assistance payments made under the Temporary Assistance for Needy Families (TANF) program are included in annual income only to the extent such payments:

(A) Qualify as assistance under the TANF program definition at 45 CFR 260.31; and

(B) Are not otherwise excluded under paragraph (c) of this section.

(ii) If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of:

(A) The amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus

(B) The maximum amount that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family's welfare assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph shall be the amount resulting from one application of the percentage.

(7) Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from organizations or from persons not residing in the dwelling;

(8) All regular pay, special pay and allowances of a member of the Armed Forces (except as provided in paragraph (c)(7) of this section).

(9) For section 8 programs only and as provided in 24 CFR 5.612, any financial assistance, in excess of amounts received for tuition and any other required fees and charges, that an individual receives under the Higher Education Act of 1965 (20 U.S.C. 1001 *et seq.*), from private sources, or from an institution of higher education (as defined under the Higher Education Act of 1965 (20 U.S.C. 1002)), shall be considered income to that individual, except that financial assistance described in this paragraph is not considered annual income for persons over the age of 23 with dependent children. For purposes of this paragraph, "financial assistance" does not include loan proceeds for the purpose of determining income.

24 CFR Part 5 Annual Income Exclusions

(c) Annual income does not include the following:

(1) Income from employment of children (including foster children) under the age of 18 years;

(2) Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone);

(3) Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except as provided in paragraph (b)(5) of this section);

(4) Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member;

- (5) Income of a live-in aide, as defined in §5.403;
- (6) Subject to paragraph (b)(9) of this section, the full amount of student financial assistance paid directly to the student or to the educational institution;
- (7) The special pay to a family member serving in the Armed Forces who is exposed to hostile fire;
- (8) (i) Amounts received under training programs funded by HUD;
- (ii) Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set aside for use under a Plan to Attain Self-Sufficiency (PASS);
- (iii) Amounts received by a participant in other publicly assisted programs which are specifically for or in reimbursement of out-of-pocket expenses incurred (special equipment, clothing, transportation, child care, etc.) and which are made solely to allow participation in a specific program;
- (iv) Amounts received under a resident service stipend. A resident service stipend is a modest amount (not to exceed \$200 per month) received by a resident for performing a service for the PHA or owner, on a part-time basis, that enhances the quality of life in the development. Such services may include, but are not limited to, fire patrol, hall monitoring, lawn maintenance, resident initiatives coordination, and serving as a member of the PHA's governing board. No resident may receive more than one such stipend during the same period of time;
- (v) Incremental earnings and benefits resulting to any family member from participation in qualifying State or local employment training programs (including training programs not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment training program;
- (9) Temporary, nonrecurring or sporadic income (including gifts);
- (10) Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era;
- (11) Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household and spouse);
- (12) Adoption assistance payments in excess of \$480 per adopted child;
- (13) [Reserved]
- (14) Deferred periodic amounts from supplemental security income and Social Security benefits that are received in a lump sum amount or in prospective monthly amounts, or any deferred Department of Veterans Affairs disability benefits that are received in a lump sum amount or in prospective monthly amounts.
- (15) Amounts received by the family in the form of refunds or rebates under State or local law for property taxes paid on the dwelling unit;

(16) Amounts paid by a State agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep the developmentally disabled family member at home; or

(17) Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions set forth in 24 CFR 5.609(c) apply. A notice will be published in the FEDERAL REGISTER and distributed to PHAs and housing owners identifying the benefits that qualify for this exclusion. Updates will be published and distributed when necessary. [See <https://www.federalregister.gov/documents/2014/05/20/2014-11688/federally-mandated-exclusions-from-income-updated-listing> for most recent notice]

(d) *Annualization of income.* If it is not feasible to anticipate a level of income over a 12-month period (e.g., seasonal or cyclic income), or the PHA believes that past income is the best available indicator of expected future income, the PHA may annualize the income anticipated for a shorter period, subject to a redetermination at the end of the shorter period.

ATTACHMENT A-1

Title 25 Section 6914 Gross Income Inclusions – For CalHome activities

“Gross income” shall mean the anticipated income of a person or family for the twelve-month period following the date of determination of income.

“Income” shall consist of the following:

- (a) Except as provided in subdivision (b), “Exclusions”, all payments from all sources received by the family head (even if temporarily absent) and each additional member of the family household who is not a minor shall be included in the annual income of a family. Income shall include, but not be limited to:
 - (1) The gross amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses;
 - (2) The net income from operation of a business or profession or from rental or real or personal property (for this purpose, expenditures for business expansion or amortization of capital indebtedness shall not be deducted to determine the net income from a business);
 - (3) Interest and dividends;
 - (4) The full amount of periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts;
 - (5) Payments in lieu of earnings, such as unemployment and disability compensation, worker’s compensation and severance pay;
 - (6) Public Assistance. If the public assistance payment includes any amount specifically designated for shelter and utilities which is subject to adjustment by the public assistance agency in accordance with the actual cost of shelter and utilities, the amount of public assistance income to be included as income shall consist of:
 - (A) The amount of the allowance or grant exclusive of the amount specifically designated for shelter and utilities, plus
 - (B) The maximum amount which the public assistance agency could in fact allow for the family for shelter and utilities,
 - (7) Periodic and determinable allowances such as alimony and child support payments, and regular contributions or gifts from persons not residing in the dwelling;

All regular pay, special pay and allowances of a member of the Armed Forces (whether or not living in the dwelling) who is head of the family or spouse.

Title 25 Section 6914 Gross Income Exclusions

- (b) The following items shall not be considered as income:
- (1) Casual, sporadic or irregular gift items;
 - (2) Amounts which are specifically for or in reimbursement of the cost of medical expenses;
 - (3) Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses;
 - (4) Amounts of educational scholarships paid directly to the student or to the educational institution, and amounts paid by the government to a veteran for use in meeting the costs of tuition, fees, books and equipment. Any amounts of such scholarships, or payments to veterans not used for the above purposes of which are available for subsistence are to be included in income;
 - (5) The special pay to a serviceman head of a family away from home and exposed to hostile fire;
 - (6) Relocation payments made pursuant to federal, state, or local relocation law;
 - (7) Foster child care payments;
 - (8) The value of coupon allotments for the purchase of food pursuant to the Food Stamp Act of 1964 which is an excess of the amount actually charged the eligible household;
 - (9) Payments received pursuant to participation of the following volunteer programs under the ACTION Agency:
 - (A) National Volunteer Antipoverty Programs which include VISTA, Service Learning Programs and Special Volunteer Programs.
 - (B) National Older American Volunteer Program for persons aged 60 and over which include Retired Senior Volunteer Programs, Foster Grandparent Program, older American Community Services Program, and National Volunteer Program to Assist Small Business Experience, Service Corps of Retired Executive (SCORE) and Active Corps of Executives (ACE).

ATTACHMENT B

PART 5 ANNUAL INCOME NET FAMILY ASSET INCLUSIONS AND EXCLUSIONS

This table presents the Part 5 asset inclusions and exclusions as stated in the HUD Technical Guide for Determining Income and Allowances for HOME Program (Third Edition; January 2005).

Inclusions

1. Cash held in savings accounts, checking accounts, safe deposit boxes, homes, etc. For savings accounts, use the current balance. For checking accounts, use the average 6-month balance. Assets held in foreign countries are considered assets.
2. Cash value of revocable trusts available to the applicant.
3. Equity in rental property or other capital investments. Equity is the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and all reasonable costs (e.g., broker fees) that would be incurred in selling the asset. Under HOME, equity in the family's primary residence is not considered in the calculation of assets for owner-occupied rehabilitation projects.
4. Cash value of stocks, bonds, Treasury bills, certificates of deposit and money market accounts.
5. Individual retirement, 401(K), and Keogh accounts (even though withdrawal would result in a penalty).
6. Retirement and pension funds.
7. Cash value of life insurance policies available to the individual before death (e.g., surrender value of a whole life or universal life policy).
8. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.
9. Lump sum or one-time receipts, such as inheritances, capital gains, lottery winnings, victim's restitution, insurance settlements and other amounts not intended as periodic payments.
10. Mortgages or deeds of trust held by an applicant.

Exclusions

1. Necessary personal property, except as noted in number 8 of Inclusions, such as clothing, furniture, cars and vehicles specially equipped for persons with disabilities.
2. Interest in Indian trust lands.
3. Assets not effectively owned by the applicant. That is, when assets are held in an individual's name, but the assets and any income they earn accrue to the benefit of someone else who is not a member of the household and that other person is responsible for income taxes incurred on income generated by the asset.
4. Equity in cooperatives in which the family lives.
5. Assets not accessible to and that provide no income for the applicant.
6. Term life insurance policies (i.e., where there is no cash value).
7. Assets that are part of an active business. "Business" does not include rental of properties that are held as an investment and not a main occupation.

ATTACHMENT C

MAXIMUM PURCHASE PRICE/AFTER-REHAB VALUE LIMIT FOR FRESNO COUNTY (HOME Value Limits as of 4/15/2019)

EXISTING CONSTRUCTION	NEW CONSTRUCTION (less than 12 months old)
\$256,000	\$XXX,XXX284,000

[Note from HOME to remove: if you have exception limits approved by HOME, modify this table as needed and indicate from/through date of the exception]

CALHOME MAXIMUM SALES PRICE / VALUE LIMIT

For homes assisted with a CalHome Program loan, the maximum allowable sales price or the maximum after-rehab value of a home shall be set at 100% of the current median sales price of a single family home in the county in which the CalHome Program is located. The source of the data for the maximum sales price/value limits that will be used will be the FHA 203(b) one-family limits.

HOME SUBSIDY LIMITS PER UNIT FOR FRESNO COUNTY (Limits are effective 5/09/2019)

O-BDR	1-BDR	2-BDR	3-BDR	4-BDR
\$149,868	\$171,802	\$208,913	\$270,266	\$296,666

CURRENT INCOME LIMITS FOR THE AREA (FOR HOME/CDBG) (Limits became effective 6/28/2019)

	<i>Number of Persons in Household</i>							
	1	2	3	4	5	6	7	8
80% of AMI	\$36,300	\$41,500	\$46,700	\$51,850	\$56,000	\$60,150	\$64,300	\$68,450

CURRENT INCOME LIMITS FOR THE AREA (FOR CALHOME) (Limits are effective as of 6/28/19)

	<i>Number of Persons in Household</i>							
	1	2	3	4	5	6	7	8
80% of AMI	\$36,300	\$41,500	\$46,700	\$51,850	\$56,000	\$60,150	\$64,300	\$68,450

*Sponsor will insert the limits for the county in which the Program is located, and will update the income limits annually as HCD provides new information. The link to the official, HCD-maintained Value, Subsidy, and Income limits is:

<http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>

(for HOME and CDBG limits, choose “State CDBG, HOME and NHTF - Income, Value and Rent Limits”; for CalHome income limits, choose “Official State Income Limits”)

**SPONSOR STANDARDS FOR BEDROOMS AND BATHROOMS TO PREVENT
OVERCROWDING**

Maximum No. of Persons in the Household	Number of Bedrooms	Number of Bathrooms
1	SRO	1
1	0-BR	1
2	1-BR	1
4	2-BR	2
6	3-BR	2
8	4-BR	3
10	5-BR	3
12	6-BR	4

- Children may share a bedroom, up to 2 children per bedroom.
- Children shall be permitted a separate bedroom from their parents.
- Adults not in a partner relationship may have their own bedroom.
- 4 or more people – a second bathroom is allowable.
- 8 or more people – a third bathroom is allowable.
- Same rules apply to mobile home units.

The chart above is used as a guide to overcrowding.

ATTACHMENT D

LOAN SERVICING POLICIES AND PROCEDURES FOR THE CITY OF COALINGA

The City of Coalinga, hereafter called “Sponsor,” has adopted these policies and procedures in order to preserve its financial interest in properties whose “Borrowers” have been assisted with public funds. The Sponsor will, to the greatest extent possible, follow these policies and procedures, but each loan will be evaluated and handled on a case-by-case basis. The Sponsor has formulated this document to comply with state and federal regulations regarding the use of these public funds and any property restrictions that are associated with them.

The Sponsor may, at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the Program. For CalHome, the Sponsor must obtain prior approval from HCD and must provide HCD a copy of the contract.

The policies and procedures are broken down into the following areas: 1) making required monthly payments or voluntary payments on a loan’s principal and interest; 2) required payment of property taxes and insurance; 3) required Request for Notice of Default on all second mortgages; 4) loans with annual occupancy restrictions and certifications 5) required noticing and limitations on any changes in title or use of property; 6) required noticing and process for requesting a subordination during a refinance; 7) processing of foreclosure in case of default on the loan; 8) the Sponsor as Senior Lienholder; and 9) processing of demands and payoffs.

1. Loan Repayments:

The Sponsor will collect monthly payments from those Borrowers who are obligated to do so under Notes that are amortized promissory notes. Late fees will be charged for payments received after the assigned monthly due date.

For Notes that are deferred payment loans, the Sponsor must accept voluntary payments on the loan. Loan payments will be credited to principal. The Borrower may repay the loan balance at any time with no penalty.

At time of completion, the funds expended on a housing unit will be compared to the Note amount. Any funds not expended at completion will be considered a “principal reduction” and will be applied to the principal loan balance thereby lowering the amount owed by the Borrower. Borrowers will receive a closeout letter after the 30-day retention period indicating the amount of their Note, the credit, and the ending balance on their loan. A copy of this credit along with the final cost breakdown will be retained in the Borrower’s file.

The State HOME Program “HOME” has selected the Recapture option of ensuring the affordability of housing acquired by HOME-assisted homebuyers.

There is no affordability period in the Sponsor’s Housing Rehabilitation Program; therefore, all payments and payoffs received are Program Income.

Recaptured funds and Program Income do not have to be expended on the same type of activity as that from which the funds were generated, but they are required to be expended on other HOME activities before any new HOME funds can be drawn down from the Treasury (24 CFR 504(c)(viii)).

Per Section 8208 of the State HOME regulations, no additional HOME assistance, including rehabilitation funds, may be provided during the period starting one year following the filing of the Project Completion Report through the end of the affordability period. Note – This does not apply to CDBG and CalHome assistance.

For HOME-assisted loans approved by the Sponsor under the First-Time Homebuyer Program, the HOME Affordability Period is as follows (amount does not include Activity Delivery Costs paid to the State Recipient by HCD):

Amount of HOME Assistance	Period of Affordability in Years
Under \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years

2. Payment of Property Taxes and Insurance:

As part of keeping the loan from going into default, Borrower must maintain property insurance coverage naming the Sponsor as loss payee. If Borrower fails to maintain the necessary insurance, the Sponsor may use non-grant funds to take out force placed insurance to cover the property while the Borrower puts a new insurance policy in place. All costs for installing the necessary insurance will be added to the loan balance at time of installation of Borrower's new insurance.

When a property is located in a 100-year flood plain, the Borrower will be required to carry the necessary flood insurance. A certificate of insurance for flood and for standard property insurance naming the Sponsor as loss payee will be required at close of escrow. The Sponsor must verify the insurance on an annual basis.

Property taxes must be kept current during the term of the loan. If the Borrower fails to maintain payment of property taxes, the Sponsor may pay the taxes current and add the balance of the tax payment plus any penalties to the balance of the loan. Wherever possible, the Sponsor encourages Borrower to have impound accounts set up with their first mortgagee wherein they pay their taxes and insurance as part of their monthly mortgage payment.

3. Required Request for Notice of Default:

When the Borrower's loan is in second position behind an existing first mortgage, it is the Sponsor's policy to prepare and record a "Request for Notice of Default" for each senior lien in front of Sponsor's loan. This document requires any senior lienholder listed in the notice to notify the Sponsor of initiation of a foreclosure action. The Sponsor will then have time to contact the Borrower and assist them in bringing the first loan current, if possible. The Sponsor can also monitor the foreclosure process and go through the necessary analysis to determine if the loan can be made whole or preserved. When the Sponsor is in a third position and receives notification of

foreclosure from only one senior lienholder, it is in their best interest to contact any other senior lienholders regarding the status of their loans.

4. Annual Occupancy Verification:

On owner-occupant loans, the Sponsor requires that Borrowers submit utility bills and/or other documentation annually to prove occupancy during the term of the loan.

Occupancy will be verified, reviewed and certified by the submission of the following:

- A. Proof of occupancy in the form of a copy of a current utility bill; and
- B. Statement of unit's continued use as primary residence of the owner.
- C. Declaration that other title holders do not reside on the premises;
- D. Verification that Property Taxes are current; and
- E. Verification of current required insurance policies.

5. Required Noticing and Restrictions on Any Changes of Title or Occupancy:

In all cases where there is a change in title or occupancy or use, the Borrower must notify the Sponsor in writing of any change. Sponsor, or its designated Loan Servicing Agent, and Borrower will work together to ensure the property is kept in compliance with the original Program terms and conditions such that it remains available as an affordable home for low-income families.

Change from owner-occupant to owner-occupant occurs at a sale. When a new owner-occupant is not low-income, the loan is not assumable and the loan balance is immediately due and payable. If the new owner-occupant qualifies as low-income, the purchaser may either pay the loan in full or assume all loan repayment obligations of the original owner-occupant, subject to the approval of the Sponsor's Loan Committee (depends on the HCD Program). Note – CalHome loans are not assumable.

If a transfer of the property occurs through inheritance, the heir (as owner-occupant) may be provided the opportunity to assume the loan at an interest rate based on household size and household income, provided the heir is income eligible. If the heir intends to occupy the property and is not low-income, the balance of the loan is due and payable. If the heir intends to act as an owner-investor, the balance of the loan is due and payable. All such changes are subject to the review and approval of the Sponsor's Loan Committee. Note – CalHome loans are not assumable.

Change from owner-occupant to owner-investor occurs when an owner-occupant decides to move out and rent the assisted property, or if the property is sold to an investor. If the owner converts any assisted unit from owner-occupied to rental, the loan is due in full.

Conversion to use other than residential use is not allowable where the full use of the property is changed from residential to commercial or other. In some cases, Borrowers may request that the Sponsor allow for a partial conversion where some of the residence is used for a business but the

household still resides in the property. Partial conversions can be allowed if it is reviewed and approved by any and all agencies required by local statute. If the use of the property is converted to a fully non-residential use, the loan balance is due and payable.

For CalHome, the following transfers of interest shall not require the repayment of the CalHome Program loan:

- A. transfer to a surviving joint tenant by devise, descent, or operation of law on the death of a joint tenant;
- B. a transfer, in which the transferee is a person who occupies or will occupy the property, which is:
 - 1) a transfer where the spouse becomes an owner of the property;
 - 2) a transfer resulting from a decree of dissolution of marriage, legal separation agreement, or from an incidental property settlement agreement by which the spouse becomes an owner of the property; or
 - 3) a transfer into an inter vivos trust in which the borrower is and remains the beneficiary and occupant of the property.

6. Requests for Subordinations:

When a Borrower wishes to refinance their existing first mortgage, they must submit a subordination request to the Sponsor. The Sponsor will subordinate their loan only when there is no “cash out” as part of the refinance. No cash out means there are no additional charges on the transaction above loan and escrow closing fees. There can be no third-party debt payoffs or additional encumbrances on the property above traditional refinance transaction costs. The refinance should lower the existing housing cost of the household. The total indebtedness on the property should not exceed the current market value except when the Borrower is obtaining a HARP II or other similar federally approved refinance loan. If the HARP II or other similar financing is approved and meets all other requirements, combined Loan-To-Value will not be considered when reviewing the subordination request.

Also, the loan must:

- A. be fully amortized and have a fixed interest rate that does not exceed the current market rate, as established by an index identified in the most recent NOFA;
- B. not have a temporary interest rate buy-down;
- C. have a term “all due and payable” that matures prior to or concurrently with the maturity date of the Promissory Note. Therefore, the maturity date of the existing Promissory Note should be modified to coincide with the maturity date of the new first mortgage; and,
- D. not have a balloon payment due before the maturity date of the Program loan.

Upon receiving the proper documentation from the refinance lender, the request will be considered by the loan committee for review and approval. Upon approval, the escrow company will provide the proper subordination document for execution and recordation by the Sponsor.

7. Process for Loan Foreclosure:

Upon any condition of loan default: 1) non-payment; 2) lack of insurance or property tax payment; 3) change in title or use without approval; or 4) default on senior loans; the Sponsor, or its designated Loan Servicing Agent, will send out a letter to the Borrower notifying them of the

default situation. If the default situation continues, the Sponsor may start a formal process of foreclosure.

When a senior lienholder starts a foreclosure process and the Sponsor is notified via a Request for Notice of Default, the Sponsor, who is the junior lienholder, may cancel the foreclosure proceedings by "reinstating" the senior lienholder. The reinstatement amount or payoff amount must be obtained by contacting the senior lienholder. This amount will include all delinquent payments, late charges and fees to date. Sponsor must confer with Borrower to determine if, upon paying the senior lienholder current, the Borrower can provide future payments. If this is the case, then the Sponsor may cure the foreclosure and add the costs to the balance of the loan with a Notice of Additional Advance on the existing note.

If the Sponsor determines, based on information on the reinstatement amount and status of Borrower, that bringing the loan current will not preserve the loan, then staff must determine if it is cost effective to protect their position by paying off the senior lienholder in total and restructure the debt such that the unit is made affordable to the Borrower. If the Sponsor does not have sufficient funds to pay the senior lienholder in full, then they may choose to cure the senior lienholder and foreclose on the property themselves. As long as there is sufficient value in the property, the Sponsor can afford to pay for the foreclosure process and pay off the senior lienholder and retain some or all of their investment.

If the Sponsor decides to reinstate, the senior lienholder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the Sponsor fails to reinstate the senior lienholder before five (5) days prior to the foreclosure sale date, the senior lienholder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the Sponsor determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lienholder to complete foreclosure, the Sponsor's lien may be eliminated due to insufficient sales proceeds.

8. Sponsor as Senior Lienholder

When the Sponsor is first position as a senior lienholder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the Sponsor may consider foreclosure. Sponsor's staff will consider the following factors before initiating foreclosure:

- A. Can the loan be cured and can the rates and terms be adjusted to allow for affordable payments such that foreclosure is not necessary?
- B. Can the Borrower refinance with a private lender and pay off the Sponsor?
- C. Can the Borrower sell the property and pay off the Sponsor?
- D. Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)

- E. Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the Sponsor may opt to initiate foreclosure. The Borrower must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the Sponsor to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the Sponsor should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lienholders. The service will advise the Sponsor of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the Sponsor informed of the progress of the foreclosure proceedings.

When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the Sponsor could sell the home themselves under a homebuyer Program or use it for an affordable rental property managed by a local housing authority or use it for transitional housing facility or other eligible use. The Sponsor could contract with a local real estate broker to list and sell the home and use those funds for Program income-eligible uses.

9. Process Demands and Payoffs:

Requests for demands and payoffs will be processed within the timeframe allowed by law. Sponsor or its designated Loan Servicing Agent is proficient in performing the related calculations. Reconveyance and lien releases would be prepared for processing by a qualified Title Company.

ATTACHMENT E
SELLERS LEAD-BASED PAINT DISCLOSURE
Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards
Lead Warning Statement

Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

Seller's Disclosure

- (a) Presence of lead-based paint and/or lead-based paint hazards (check (i) or (ii) below):
- (i) _____ Known lead-based paint and/or lead-based paint hazards are present in the housing (explain).
- (ii) _____ Seller has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.
- (b) Records and reports available to the seller (check (i) or (ii) below):
- (i) _____ Seller has provided the purchaser with all available records and reports pertaining to Lead-based paint and/or lead-based paint hazards in the housing (list documents below).
- _____
- (ii) _____ Seller has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

Purchaser's Acknowledgment (initial)

- (c) _____ Purchaser has received copies of all information listed above.
- (d) _____ Purchaser has received the pamphlet *Protect Your Family from Lead in Your Home*.
- (e) _____ Purchaser has received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

Agent's Acknowledgment (initial)

- (f) _____ Agent has informed the seller of the seller's obligations under 42 U.S.C. 4852d and is aware of his/her responsibility to ensure compliance.

Certification of Accuracy

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

Seller Date

Seller Date

Purchaser Date

Purchaser Date

Agent Date

Agent Date

ATTACHMENT F

Disclosure to Seller with Voluntary, Arm's Length Purchase Offer

DECLARATION

This is to inform you that _____ would like to purchase the property, located at _____, if a satisfactory agreement can be reached. We are prepared to pay \$_____ for a clear title to the property under conditions described in the attached proposed contract of sale.

Because Federal funds may be used in the purchase, however, we are required to disclose to you the following information:

1. The sale is voluntary. If you do not wish to sell, the buyer, _____, thru the agency, _____ will not acquire your property. The buyer does not have the power of eminent domain to acquire your property by condemnation (i.e. eminent domain) and the agency/Sponsor _____ will not use the power of eminent domain to acquire the property.
2. The estimated fair market value of the property is \$_____ and was estimated by _____, to be finally determined by a professional appraiser prior to close of escrow.

Since the purchase would be a voluntary, arms length, transaction you would not be eligible for relocation payments or other relocation assistance under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), or any other law or regulation. Also, as indicated in the contract of sale, this offer is made on the condition that no tenant will be permitted to occupy the property before the sale is completed.

Again, please understand that if you do not wish to sell your property, we will take no further action to acquire it. If you are willing to sell the property under the conditions described in the attached contract of sale, please sign the contract and return it to us at:

_____. If you have any questions about this matter, please contact _____ at _____.

Sincerely,

Title

Buyer

Date

Buyer

Date

Form continues on next page with Seller's Acknowledgment

Disclosure to Seller with Voluntary, Arm's Length Purchase Offer (Page 2)

Acknowledgement

As the Seller I/we understand that the _____ will inspect the property for health and safety deficiencies. I/we also understand that public funds may be involved in this transaction and, as such, if the property was built before 1978, a lead-based paint disclosure must be signed by both the buyer and seller, and that a Visual Assessment will be conducted to determine the presence of deteriorated paint.

As the Seller, I/we understand that under the Sponsor's Program, the property must be currently owner-occupied, vacant for three months at the time of submission of purchase offer, new (never occupied), or renter purchasing the unit. I/we hereby certify that the property is:

☐ Vacant at least 3 months; ☐ Owner-occupied; ☐ New; or ☐ Being Purchased by Occupant

I/we hereby certify that I have read and understand this "Declaration" and ☐ a copy of said Notice was given to me prior to the offer to purchase. If received after presentation of the purchase offer, I/We choose ☐ to withdraw or ☐ not to withdraw, from the Purchase Agreement.

Seller

Date

Seller

Date

ATTACHMENT G

CITY OF COALINGA INSTRUCTIONS TO HOMEBUYER

1. Persons interested in purchasing a home should contact the Program Operator's Homebuyer Counseling and Education (HCE) Department at 559-802-1672 to enroll in education classes, and if needed or required by the Program, also enroll in an individual counseling session. Upon completion of eight (8) hours of homebuyer education, the HCE Department will issue certificates of completion to the participants.
2. Participant should contact the Program Operator's First-Time Homebuyer Loan Processor at 559-802-1649 to verify funding availability. The participant's name is added to Sponsor's interest list if there is no funding available, or will be moved directly into the workload.
3. Participant will select a Mortgage Company (primary lender) of his or her choice to determine financing eligibility. Upon successful prequalification with a primary lender, primary lender will submit a complete loan application package to Program Operator for review. This package must be submitted along with a completed Submission Form and Lender Cover Letter, provided by the Program Operator via the Program Operator's website. Items to be included are proof of income, credit history, and household size.
4. During the financing and Program eligibility review by Program Operator, household size, income, and Sponsor loan amount are determined. Prior to issuance of the prequalification letter to the family, the following must occur:
 - a. Application package must be reviewed and signed by Program Operator
 - b. Application package must be reviewed and signed by Sponsor

Upon completion by all parties, Program Operator will issue a prequalification letter to the participant and primary lender on behalf of the Sponsor. Program Operator will contact or meet with qualified applicant to provide information relative to Program requirements and the lending process. In addition, Program Operator will issue a condition list to both parties requesting additional income and asset documentation, including verification of employment and all income sources.

5. Participant works with Licensed Real Estate broker to find a property. Properties are subject to the following requirements:
 - a. Properties must meet the modest housing standard of 3 bedrooms/2 bathrooms, unless extenuating circumstances justify more to be approved
 - b. Properties must be located within the Sponsor's eligible area (Program Operator will verify)
 - c. Properties must meet maximum sales price limits, as applicable
 - d. Properties must be owner-occupied or vacant for at least three (3) months

Upon approval of the individual properties by the Sponsor, applicant will submit an offer and, once accepted, forward copies to Program Operator for review.

6. Applicant will work with primary lender to provide Program Operator all terms on the conditions list. The items include, but are not limited to:
 - a. Income documentation (paystubs, tax returns, child support, etc.)
 - b. Asset documents (bank statements, 401K, etc.)
 - c. Property information (appraisal with photos, preliminary title report, termite report and clearance, etc.)
 - d. Real Estate Sales Contract (contingent upon receiving Program loan approval)
 - e. Residential loan application and credit report, paystubs, tax returns and W-2's, and all verifications of employment and rent
 - f. Disclosure statement
7. Program Operator, upon receipt of appraisal, will order a home inspection to be completed by the Program Operator, a certified housing inspector, or a Sponsor representative. Home inspections will document health & safety and code compliance as well as conduct Lead-Based Paint Inspections. Seller must correct all deficiencies prior to the close of escrow.
8. Upon receipt of all conditions, Program Operator will prepare participant file for final loan approval with Sponsor. The primary lender should request the date of loan approval one week prior to the date of anticipated loan signing. At loan approval, Program Operator will present the application to Sponsor for review. Following loan approval, Program Operator will give loan documents to Sponsor for signatures. Loan documents are then forwarded to escrow company to coordinate loan signing.
9. Signed documents are returned to Program Operator for review. Upon review and confirmation of all conditions of final funding, Program Operator will wire funds to escrow.
10. Once loan is funded and recorded, escrow company provides a copy of all documents to Program Operator. Program Operator then closes out the loan file.

ATTACHMENT H
LEAD-BASED PAINT
VISUAL ASSESSMENT, NOTICE OF PRESUMPTION, AND HAZARD REDUCTION FORM

Section 1: Background Information			
Property Address:			No LBP found or LBP exempt <input type="checkbox"/>
Select one:	Visual Assessment <input type="checkbox"/>	Presumption <input type="checkbox"/>	Hazard Reduction <input type="checkbox"/>

Section 2: Visual Assessment. Fill out Sections 1, 2, and 6. If paint stabilization is performed, also fill out Sections 4 and 5 after the work is completed.	
Visual Assessment Date:	Report Date:
Check if no deteriorated paint found <input type="checkbox"/>	
Attachment A: Summary where deteriorated paint was found.	

Section 3: Notice of Presumption. Fill out Sections 1, 3, 5, and 6. Provide to occupant w/in 15 days of presumption.	
Date of Presumption Notice:	
Lead-based paint is presumed to be present <input type="checkbox"/> and/or Lead-based paint <i>hazards</i> are presumed to be present <input type="checkbox"/>	
Attachment B: Summary of Presumption:	

Section 4: Notice of Lead-Based Paint Hazard Reduction Activity. Fill out Sections 1, 4, 5, and 6. Provide to occupant w/in 15 days of after work completed.	
Date of Hazard Reduction Notice:	
Initial Hazard Reduction Notice? Yes <input type="checkbox"/> No <input type="checkbox"/>	Start & Completion Dates:
If “No”, dates of previous Hazard Reduction Activity Notices:	
Attachment C: Activity locations and types.	
Attachment D: Location of building components with <u>lead-based paint remaining</u> in the rooms, spaces or areas where activities were conducted.	
Attachment E: Attach clearance report(s), using DHS form 8552 (and 8551 for abatement activities)	

Section 5: Resident Receipt of Notice for Presumption or Lead-Based Paint Hazard Reduction Activity		
Printed Name:	Signature:	Date:

Section 6: Contact Information		Organization:
Contact Name:	Contact Signature:	
Date:	Address:	Phone:

ATTACHMENT I

Homebuyer Program Lead Compliance Document Checklist

The following documents should be in each Homebuyer unit file to document compliance with the lead requirements:

Document Name	Purpose	✓
Lead Safe Housing Rule Screening Sheet	Documents exemptions	
Physical inspection form (HQS or equivalent)	Documents visual assessment results	
Seller Certification	Seller certifies that paint was stabilized by qualified workers and that safe work practices were followed during paint stabilization	
Clearance Report and Clearance Review Worksheet	Documents that unit passed clearance	
Disclosure Form	Documents that buyer received disclosure and pamphlet.	
Lead Hazard Reduction Notice	Documents that buyer received required lead hazard reduction notification.	

This was taken from the HUD Website at:

http://portal.hud.gov/hudportal/documents/huddoc?id=20264_leadcompliance.doc

ATTACHMENT J

ACQUISITION WITH REHABILITATION CONSTRUCTION CONTRACT

Home Improvement Construction Contract

This Home Improvement Construction Contract is entered into this _____ day of _____, 20____, between the following parties: (Owner(s) Name): _____ and (Contractor's Name and Address): _____
(Notice of Cancellation, see paragraph 28, may be sent to Contractor at the above address).

The parties agree as follows:

1. Work to be Performed: Contractor agrees to provide a Schedule of Work, in accordance with the Work Write-up (Attachment 1) and furnish all supervision, technical personnel, labor, materials, tools and equipment necessary to complete the work described in the work write-up attached hereto at the real property commonly described as: _____. Contractor will be responsible for all construction means, methods, techniques, sequences and procedures and for the coordination of all portions of the work under the Contract. All materials shall be new, unless otherwise specified, and of good quality. Owner has a right to require the Contractor to have a performance and payment bond; the expense of the bond may be borne by the Owner.
2. Contract Price: Owner agrees to pay Contractor the sum of \$_____ for the work to be performed.
3. Completion Time:
 - a. Approximate Start Date: The Contractor agrees to file a complete permit application within ten (10) days after receipt of written Notice to Proceed from the Owner. Owner and Contractor agree that the Start Date of construction shall be the date the permits are issued by the Sponsor. In no event shall the Contractor commence work or place any materials on the site thereof prior to receipt of Notice to Proceed from the Owner.
 - b. Approximate Completion Date: Contractor shall prosecute the work diligently and continuously to completion. The work shall be completed within _____ days after the Start Date, subject to such delays as are permissible under paragraph 7 herein below.
4. Relationship of the Parties to SHE: Work to be performed under this Contract is financed by funds from the Sponsor and administered by SHE. Owner is solely responsible for monitoring all work performed under this Contract and enforcing the terms of this Contract. SHE shall inspect all work for the purposes of monitoring loan disbursements in accordance with terms of this Contract and enforcing the terms of the loan agreement. Inspections performed by SHE are solely for the protection of the lender and solely for the purpose of assuring that the construction is progressing reasonably and that the lender's collateral interest is adequately protected. Owner acknowledges that SHE's inspections are not for the purpose of assuring Contractor's compliance with applicable building codes. SHE shall not be liable under any circumstances for its failure to discover or require correction by Contractor of work that fails

to comply with applicable building codes or for its failure to discover or require correction of any dangerous condition or defective work by contractor or by any subcontractor.

5. Payment:

- a. Price will be paid to Contractor in installments based on completion of work tasks and individual item prices on the Work Write-up attached, and any Change Orders.
- b. Contractor shall submit all required payment forms to Owner for approval of payment. Prior to authorization of payment, the Contractor shall provide lien releases for claims by subcontractors, laborers, and material suppliers involved in the work and/or represented by Contractor's invoices. Owner may also request written guarantees and warranties.
- c. After approval by Owner, Contractor shall submit payment request forms to Self-Help Enterprises, hereinafter referred to as "SHE." SHE shall then make payment to the Contractor. SHE will inspect the work to ensure that it has been satisfactorily completed in accordance with the Contract requirements. SHE may withhold or reduce payment to the Contractor to the extent that SHE deems such action is necessary in order to protect the lender's security, to satisfy liens or claims of subcontractors, laborers or suppliers, or to assure that the construction is progressing in accordance with the contract and related documents including the plans and specifications and Schedule of Work for the project.
- d. At the time the work is completed, the Contractor shall submit the final pay request along with the recorded Notice of Completion, final building inspection report, insulation certificate, any warranties and guarantees, conditional lien releases, and Section 3 report (for contracts over \$100,000).
- e. An amount equal to ten percent of the total Contract price, including any Change Orders, will be withheld by Owner and shall be paid to Contractor 35 days after notice of completion has been recorded, final inspection by the jurisdiction's building official and approval by Owner, provided that Contractor is not in default under this Contract. Final payment will be subject to withholding any amounts due to Owner for actual costs due to unexcused delays.
- f. The payment of any progress payment shall not constitute acceptance of defective work or improper material, nor is it a waiver of the warranties or any other remedies to which the Owner may be entitled under the terms of this Contract

6. Failure to Commence Work: Failure by the Contractor without lawful excuse to substantially commence work within 20 days from the date specified in the Notice to Proceed is a violation of the Contractors' License Law.

7. Excusable Delays: Contractor shall not be charged with delay in the completion of the work due to: any acts of Owner which cause delay; general strikes; acts of God or the public enemy; unavailability of materials, or casualty beyond Contractor's control, provided, however, that Contractor promptly (within 14 days) notifies Owner, in writing, of the cause of the delay. If the facts show the delays to be excusable under the terms of the Contract, the time for completion shall be extended for a period equal to the amount of time due to such delay.

8. Unexcused Delays: The parties agree that the Owner would incur additional expenses as a result of Contractor's unexcused delays in the completion of the work. "Additional expenses" shall include but not be limited to housing and storage costs incurred by the owner due to the inability to fully occupy the property.

9. Provisions for the Owner: While this Contract is in force, Owner shall permit Contractor the use of existing utilities including light, heat, power, and water, without charge, in order to carry out and complete the work. Owner may continue to occupy the premises during the rehabilitation but shall cooperate with Contractor to facilitate the performance of the work including the abandonment of limited areas as may be essential to the conduct of the work.
10. Compliance with the Law: By signing this contract, the Contractor certifies that it is licensed and in good standing in California, and not listed on the Federal Consolidated List of Debarred, Suspended and Ineligible Contractors. Contractors are regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826. All work shall be completed in strict compliance with the laws, ordinances, rules, regulations and Codes of the state, county, and local governments, whether such applicable laws, ordinances, rules, regulations and codes are mentioned in this Contract or not. Contractor shall obtain, pay for, and provide permits and licenses, as required to complete all work outlined under this Contract.

Where applicable, Contractor agrees to the following provisions:

- a) Standard Contract Language, All Contracts and Subcontracts, pertaining to civil rights, HCD, age discrimination, rehabilitation acts assurance, etc. (see Attachment 2).
- b) By the statement below, Contractor hereby furnishes Owner with Contractor Notice in compliance with California Business and Professions Code Section 7159:

INFORMATION ABOUT THE CONTRACTORS' STATE LICENSE BOARD (CSLB)

CSLB is the state consumer protection agency that licenses and regulates construction contractors.

Contact CSLB for information about the licensed contractor you are considering including information about disclosable complaints, disciplinary actions and civil judgments that are reported to CSLB.

Use only licensed contractors. If you file a complaint against a licensed contractor within the legal deadline (usually four years), CSLB has authority to investigate the complaint. If you use an unlicensed contractor, CSLB may not be able to help you resolve your complaint. Your only remedy may be in civil court, and you may be liable for damages arising out of any injuries to the unlicensed contractor or the unlicensed contractor's employees.

For more information:

Visit CSLB's Web site at www.cslb.ca.gov

Call CSLB at 800-321-CSLB (2752)

Write CSLB at P. O. Box 26000, Sacramento, CA 95826

- c) The contractor hereby agrees to abide by the requirements of Executive Order 11246 and all implementing regulations of the Department of Labor.

11. Notice to Owner (see Attachment 3).

12. Required Insurance: Contractor shall obtain and keep in effect during the life of this contract, insurance in the following minimum amounts:

Worker's Compensation and Employer's Liability Insurance meeting the statutory requirements of the State of California.

Comprehensive General Liability and Property Damage Insurance with Combined Single Limits of at least \$1,000,000. This insurance shall be on an occurrence basis and shall protect the Contractor against liability arising from: Contractor's operations, operations by subcontractors, products, completed operations or professional liability where applicable and contractual liability assumed under the indemnity provisions above insured. Any Excavation, Collapse and Underground exclusions must be deleted when applicable to operations performed by the Contractor or his subcontractors.

An original certificate of such insurance shall be filed with SHE. Said certificate shall evidence coverage through the life of this Contract.

13. Safety to Public and Property: Contractor shall be responsible for initiating, maintaining, and supervising all safety precautions and Programs in connection with the work. In such, Contractor shall provide reasonable protection to prevent damage, injury, and loss to: all employees on the work, all work and materials and equipment to be incorporated therein and other property at the site or adjacent thereto, including trees, shrubs, lawns, pavements, structures, and utilities not designated for removal or replacement under the terms of this Contract.

14. Hold Harmless: With the exception that this Section shall in no event be construed to require indemnification by Contractor to a greater extent than permitted under the public policy of the State of California, Contractor shall indemnify and save harmless Owner and SHE, including their officers, agents, employees, affiliates, parents and subsidiaries, and each of them, of and from any and all claims, demands, causes of action, damages, costs, expenses, actual attorneys fees, losses or liability, in law or in equity, of every kind and nature whatsoever ("Claims") arising out of or in connection with Contractor's operations to be performed under this Agreement for, but not limited to:

- (a) Personal injury, including, but not limited to, bodily injury, emotional injury, sickness or disease, or death to persons, including, but not limited to any employees or agents of Owner, SHE, or any other subcontractor and/or damage to property of anyone (including loss of use thereof), caused or alleged to be caused in whole or in part by any negligent act or omission of Contractor or anyone directly or indirectly employed by Contractor or anyone for whose act Contractor may be liable regardless of whether such injury or damage is caused by a party indemnified hereunder.
- (b) Penalties imposed on account of the violation of any law, order, citation, rule, regulation, standard, ordinance, or statute, caused by the action or inaction of Contractor.
- (c) Infringement of any patent rights which may be brought against SHE or Owner arising out of Contractor's work.

- (d) Claims and liens for labor performed or materials used or furnished to be used on the project, including all incidental or consequential damages resulting to SHE or Owner from such claims or liens.
- (e) Contractor's failure to fulfill the covenants set forth in collective bargaining agreement, wage order or any other agreement or regulation concerning labor relations.
- (f) Failure of Contractor to provide Casualty Insurance.
- (g) Any violation or infraction by Contractor of any law, order, citation, rule, regulation, standard, ordinance or statute in any way relating to the occupational health or safety of employees, including, but not limited to, the use of SHE's or other's equipment, hoist, elevators, or scaffolds. The indemnification provisions of (a) through (g) above shall extend to Claims occurring after this Agreement is terminated as well as while it is in force. Such indemnity provisions apply regardless of any active and/or passive negligent act or omission of Owner or SHE or their agents or employees. Contractor, however, shall not be obligated under this Agreement to indemnify Owner or SHE for Claims arising from the sole negligence or willful misconduct of Owner or SHE or their agents, employees or independent contractors who are directly responsible to Owner or SHE, or for defects in design furnished by such persons.
- (h) Contractor shall:
 - i. At Contractor's own costs, expense and risk, defend any claims that may be brought or instituted by third persons, including but not limited to, governmental agencies or employees of Contractor, against SHE or Owner or their agents or employees or any of them;
 - ii. Pay and satisfy any judgment or decree that may be rendered against SHE or Owner or their agents or employees, or by any of them, arising out of any such Claim; and/or
 - iii. Reimburse SHE or Owner or their agents or employees for any and all legal expense incurred by any of them in connection herewith or in enforcing the indemnity granted in this Section.
- (i) All work covered by this Agreement done at the site or in preparing or delivering materials or equipment, or any or all of them, to the site shall be at the risk of Contractor exclusively until the completed work is accepted by SHE.
- (j) The indemnities set forth in this Section shall not be limited by any insurance requirements set forth elsewhere within this agreement.

- 15. Assignment: Contractor shall not assign or transfer any right or obligation under this Contract without first obtaining the written consent of Owner. Any attempted assignment by Contractor shall be void.
- 16. Changes in Work to be Performed: No changes shall be made in the work, Contract price or Contract time for completion of work, except by written change order. The change order shall bear the signatures of the parties to this Contract and approved (by signature) as to propriety with funding requirements by SHE. No claim for an adjustment of Contract work, price or time will be valid unless so ordered. Payment for change orders that bear additional cost shall be made in accordance with paragraph 4, above.
- 17. Guarantees and Material Warranties: All labor, materials and installation shall be guaranteed for a period of one year from the date of final acceptance by Owner, when subjected to normal use and care, and provided Owner has complied, in full, with the terms and payments and other conditions of this Contract. Upon written notice from Owner, Contractor shall repair or remedy any defect in materials and workmanship within the one-year period specified. Contractor shall furnish Owner with and assign to Owner all manufacturers' and suppliers' written guarantees and warranties covering materials and equipment furnished under this Contract.

18. Surplus Materials and Clean-up of Premises: All materials and equipment removed and not reused as a condition of this Contract shall remain or become the property of Owner, unless otherwise so stated in writing. All surplus materials as well as all rubbish and construction debris resulting from construction activities shall be removed promptly from the project site by Contractor. Upon completion of the work, Contractor shall leave the building and premises in a "broom-clean" condition.
19. Divisibility: It is intended that each paragraph of this agreement shall be viewed as separate and divisible, and in the event that any paragraph shall be held to be invalid, the remaining paragraphs shall continue to be in full force and effect.
20. Materials Restriction: Lead base paint hazards specified in the work write-up shall be mitigated in accordance with Federal Lead Based Paint regulations listed at 24 CFR 35. All new paint used must be a non-lead based paint.
21. Arbitration:
- a. Should any controversy arise out of or related to this Contract or the breach thereof, that falls within the provisions of 7085 et seq. of the California Business and Professions Code, other than a controversy based upon your failure to comply with a notice to return to the project under paragraph 23, the parties shall agree to submit the issue to Contractors State License Board (CSLB) arbitration. The decision of the arbitrator is final and binding on both parties. CSLB will pay for the hearing, the arbitrator, and the services of one Board-appointed expert witness per complaint. The parties are responsible for their own attorney fees, if any, and additional expert witnesses, if any.
 - b. Any controversy arising out of or relating to this Contract, or the breach thereof, that does not qualify for CSLB arbitration, or the parties do not agree to CSLB arbitration, shall be submitted to binding arbitration in accordance with the provisions of the California Arbitration Law, Code of Civil Procedure 1280 et seq., and the Rules of the American Arbitration Association. The arbitrator shall have the final authority to order work performed, to order the payment from one party to another, and to order whom shall bear the costs of arbitration. Costs to initiate arbitration shall be paid by the party seeking arbitration. Notwithstanding, the party prevailing in any arbitration proceeding and in any litigation arising out of or relating to this contract shall be entitled to recover from the other all attorneys' fees and costs of arbitration.
22. Mechanics Liens: Contractor shall pay promptly all valid bills and charges for materials, labor or otherwise, in connection with or arising out of the rehabilitation of said property and will hold Owner free and harmless against all of them, filed against the property or any part thereof, and from and against all expense and liability in connection therewith, including but not limited to, court costs and attorneys' fees resulting or arising therefrom. Should any liens or claim of liens be filed for record against the property, or should Owner receive notice of any unpaid bill or charge in connection with the Contract, Contractor shall forthwith pay and discharge the same and cause the same to be released of record. Contractor authorizes SHE to issue joint checks as part of any disbursement otherwise payable to Contractor whenever SHE, in its sole discretion, determines that payment in this fashion is necessary in order to protect the interests of the Lender or the Owner. (See also, Notice to Owner, Attachment 3).

23. Termination of Contract: Should Contractor commit any of the acts specified in this paragraph, the Owner may, give 72 hours' notice in writing thereof to Contractor, to commence and continue thereafter to diligently prosecute the correction thereof, and if contractor fails to do so, then without prejudice to any other rights or remedies given Owner by law or by this contract, Owner may terminate the services of Contractor under this contract; take possession of said project and the premises on which it is located; take possession of all materials, located on such premises; and, complete said project by whatever method Owner may deem expedient. Contractor shall be deemed to have committed an act specified in this paragraph if contractor shall:
- refuse or fail to supply enough properly skilled workers or proper materials to complete said project in the time specified in this contract and in the approved time schedule.
 - fail to make prompt payment to subcontractors, laborers, or material men for labor performed on or materials furnished to said project;
 - fail to comply with the time schedule for completion of the project;
- The preceding notwithstanding, the following actions by the Contractor shall be deemed to be material breaches of the contract which are not subject to cure. Should Contractor commit any of the acts specified in this paragraph, the Owner may, by giving 72 hours' notice in writing thereof to Contractor, without prejudice to any other rights or remedies given Owner by law or by this contract, terminate the services of Contractor under this contract; take possession of said project and the premises on which it is located; take possession of all materials, located on such premises; and complete said project by whatever method owner may deem expedient:
- Commence with any proceedings of bankruptcy;
 - make a general assignment for the benefit of contractors;
 - persist in disregarding any law or ordinance relating to said project or the completion thereof;
 - suffer the revocation or suspension of its contractor's license.
24. Rights on Termination by Owner: Should Owner terminate the service of Contractor under this contract and complete said project pursuant to Paragraph 10 of this contract, the Contractor shall not be entitled to receive any further payment under this contract until said project is fully completed. On completion of said project by Owner, if the unpaid balance of the contract price exceeds the expenses incurred by Owner in completing said project, including any compensation paid by Owner for managerial, administrative, or supervisory services in completing said project, such excess shall be paid by Owner to Contractor. If the expense incurred by Owner in completion of said project exceeds the unpaid balance of the purchase price, Contractor shall pay such excess to Owner with thirty days following written demand by Owner.
25. Force Majeure: Neither Owner nor Contractor shall be deemed to be in default if performance of the improvements required by this contract is delayed or becomes impossible because of any act of God, war, earthquake, fire, civil commotion, epidemic, act of government, its agencies or officers, court order, or any other legitimate cause beyond the control of the party and not caused by the negligent, unreasonable or intentional acts of the party.
26. Availability of Funds: In the event the loan or grant of funds upon which this Contract is contingent is not approved, this Contract shall be considered null and void, and shall not create any liability to either Owner or Contractor.

27. Contract Nullity: This entire Contract shall be considered null and void if either of the following shall occur:

- a. Owner is not approved for funding to finance the Contract Price;
- b. Owner chooses not to proceed with the project before construction begins.

28. **Three-Day Right to Cancel**: “You, the Owner, have the right to cancel this contract within three business days. You may cancel by e-mailing, mailing, faxing, or delivering a written notice to the Contractor at the Contractor’s place of business by midnight of the third business day after you received a signed and dated copy of the contract that includes this notice. Include your name, your address, and the date you received the signed copy of this contract including this notice.

If you cancel, the Contractor must return any moneys paid within 10 days of receiving the notice of cancellation. For your part, you must make available to the Contractor at your residence, in substantially as good condition as you received it, any goods delivered to you under this contract or sale. Or, you may, if you wish, comply with the Contractor’s instructions on how to return the goods at the Contractor’s expense and risk. If you do make the goods available to the Contractor, and the Contractor does not pick them up within 20 days of the date of your notice of cancellation, you make keep them without any further obligation. If you fail to make the goods available to the Contractor, or if you agree to return the goods to the Contractor and fail to do so, then you remain liable for performance of all obligations under this Contract.”

29. “You, the Owner, are entitled to a completely filled in copy of this Contract, signed by both you and the Contractor, before any work may be started.”

THE OWNER AND THE CONTRACTOR ACKNOWLEDGE THAT THEY HAVE READ, UNDERSTAND AND AGREE TO ALL PROVISIONS OF THIS CONTRACT INCLUDING ALL ADDITIONAL CONTRACT DOCUMENTS.

OWNER(S): _____

CONTRACTOR: _____

By: _____
Business Name: _____
Title: _____
Address: _____
Telephone: _____
License Number: _____
Tax ID or Soc. Sec. #: _____

Attachments:

1 – Work Write-up

- 2 – Standard Contract Language
- 3 – Notice to Owner

STANDARD CONTRACT LANGUAGE:
ALL CONTRACTS AND SUBCONTRACTS

1. The Civil Rights, HCD, and Age Discrimination Acts Assurances:

During the performance of this Agreement, the Grantee assures that no otherwise qualified person shall be excluded from participation or employment, denied Program benefits, or be subjected to discrimination based on race, color, national origin, sex, age, or handicap, under any Program or activity funded by this contract, as required by Title VI of the Civil Rights Act of 1964, Title I of the Housing and Community Development Act of 1974, as amended, and the Age Discrimination Act of 1975, and all implementing regulations.

2. Rehabilitation Act of 1973 and the “504 Coordinator”

The Grantee further agrees to implement the Rehabilitation Act of 1973, as amended, and its regulations, 24 CFR Part 8, including, but not limited to, for Grantees with 15 or more permanent full or part time employees, the local designation of a specific person charged with local enforcement of this Act, as the “504 Coordinator”.

3. The Training, Employment and Contracting Opportunities for Business and Lower Income Persons Assurance of Compliance:

- a) The grant activity to be performed under this Agreement is on a project assisted under a Program providing direct federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C 1701u. Recipients, contractors and subcontractors shall direct their efforts to provide, to the greatest extent feasible, training and employment opportunities generated from the expenditure of Section 3 covered assistance to Section 3 residents in the order of priority provided in 24 CFR 135.34(a)(2).
- b) The parties to this Agreement will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.
- c) The Grantee will include these Section 3 clauses in every contract and subcontract for Work in connection with the grant activity and will, at the direction of the State, take appropriate action pursuant to the contract or subcontract upon a finding that the Grantee or any contractor or subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 135 and, will not let any contract unless the Grantee or contractor or subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.
- d) Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of the Agreement shall be a condition of the federal financial assistance provided to the project, binding upon the Grantee, its successors and assigns. Failure to fulfill these requirements shall subject the Grantee, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

4. Assurance of Compliance with Requirements Placed on Construction Contracts of \$10,000 or more

The Grantee hereby agrees to place in every contract and subcontract for construction exceeding \$10,000 the Notice of Requirement for Affirmative Action to ensure Equal Employment Opportunity (Executive

Order 11246), the Standard Equal Employment Opportunity, and the Construction Contract Specifications. The Grantee furthermore agrees to insert the appropriate Goals and Timetables issued by the U.S. Department of Labor in such contracts and subcontracts.

5. State Nondiscrimination Clause:

- a) During the performance of this contract, contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40) marital status, and denial of family care leave. Contractors and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination and harassment. Contractors and subcontractors shall comply with the provisions of the Housing Act (Government Code, Section 12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7258 et seq.) The applicable regulations of the Fair Employment and Housing Commission implementing Government Regulations, are incorporated into this contract by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- b) Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract.

6. Labor Standards –Federal Labor Standards Provisions

The Grantee shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of:

Davis-Bacon Act (40 USC 276a-276a-5) requires that workers receive no less than the prevailing wages being paid for similar work in their locality. Prevailing wages are computed by the Department of Labor and are issued in the form of Federal wage decisions for each classification of work. The law applies to most construction, alteration, or repair contracts over \$2,000.

Copeland “Anti-Kickback” Act (47 USC 276(c)) requires that workers be paid at least once a week without any deductions or rebates except permissible deductions.

Contract Work Hours and Safety Standards Act – CWHSSA (40USC 327-333) requires that workers receive “overtime” compensation at a rate of 1-1/2 times their regular hourly wage after they have worked 40 hours in one week.

Title 29, Code of Federal Regulations, Subtitle A, Parts 1, 3 and 5 are the regulations and procedures issued by the Secretary of Labor for the administration and enforcement of the Davis-Bacon Act, as amended.

NOTICE TO OWNER

"Under the California Mechanics' Lien Law, any contractor, subcontractor, laborer, supplier, or other person or entity who helps to improve your property, but is not paid for his or her work or supplies, has a right to place a lien on your home, land, or property where the work was performed and to sue you in court to obtain payment.

This means that after a court hearing, your home, land, and property could be sold by a court officer and the proceeds of the sale used to satisfy what you owe. This can happen even if you have paid your contractor in full if the contractor's subcontractors, laborers, or suppliers remain unpaid.

To preserve their rights to file a claim or lien against your property, certain claimants such as subcontractors or material suppliers are each required to provide you with a document called a "Preliminary Notice." Contractors and laborers who contract with owners directly do not have to provide such notice since you are aware of their existence as an owner. A preliminary notice is not a lien against your property. Its purpose is to notify you of persons or entities that may have a right to file a lien against your property if they are not paid. In order to perfect their lien rights, a contractor, subcontractor, supplier, or laborer must file a mechanics' lien with the County Recorder which then becomes a recorded lien against your property. Generally, the maximum time allowed for filing a mechanics' lien against your property is 90 days after substantial completion of your project.

TO INSURE EXTRA PROTECTION FOR YOURSELF AND YOUR PROPERTY, YOU MAY WISH TO TAKE ONE OR MORE OF THE FOLLOWING STEPS:

- (1) Require that your contractor supply you with a payment and performance bond (not a license bond), which provides that the bonding company will either complete the project or pay damages up to the amount of the bond. This payment and performance bond as well as a copy of the construction contract should be filed with the county recorder for your further protection. The payment and performance bond will usually cost from 1 to 5 percent of the contract amount depending on the contractor's bonding ability. If a contractor cannot obtain such bonding, it may indicate his or her financial incapacity.
- (2) Require that payments be made directly to subcontractors and material suppliers through a joint control. Funding services may be available, for a fee, in your area which will establish voucher or other means of payment to your contractor. These services may also provide you with lien waivers and other forms of protection. Any joint control agreement should include the addendum approved by the registrar.
- (3) Issue joint checks for payment, made out to both your contractor and subcontractors or material suppliers involved in the project. The joint checks should be made payable to the persons or entities which send preliminary notices to you. Those persons or entities have indicated that they may have lien rights on your property; therefore, you need to protect yourself. This will help to insure that all person due are actually paid.
- (4) Upon making payment on any completed phase of the project, and before making any further payments, require your contractor to provide you with unconditional "Waiver and Release" forms signed by each material supplier, subcontractor, and laborer involved in that portion of the work for which payment was made. The statutory lien releases are set forth in exact language in Section 3262 of the Civil Code. Most stationery stores will sell the "Waiver and Release" forms if your contractor does not have them. The material suppliers, subcontractors, and laborers that you obtain releases from are those persons or entities who have filed preliminary notices with you. If you are not certain of the material suppliers, subcontractors, and laborers working on your project, you may obtain a list from your contractor. On projects involving improvements to a single-family residence or a duplex owned by the individuals, the person signing these releases lose the right to file a mechanics' lien claim against your property. In other types of construction, this protection may still be important, but may not be as complete.

To protect yourself under this option, you must be certain that all material suppliers, subcontractors, and laborers have signed the "Waiver and Release" form. If a mechanics' lien has been filed against your property, it can only

be voluntarily released by a recorded "Release of Mechanics' Lien" signed by the person or entity that filed the mechanics' lien against your property unless the lawsuit to enforce the lien was not timely filed. You should not make any final payments until any and all such liens are removed. You should consult an attorney if a lien is filed against your property."

Read and acknowledged:

Signature

Dated

Signature

Dated

**ATTACHMENT K
SELF-HELP ENTERPRISES**

CONSTRUCTION PAYMENT REQUEST # _____

Date _____

Participant _____ Project _____ Job # _____

Project Address _____

Total Contract Amount \$ _____ Payment Amount \$ _____

Contractor: _____ Construction Supervisor: _____

Items Completed:

I request payment for work in progress on the above property. I certify that the work itemized above has been completed as of this date.

Contractor's Signature

Date

NOTE: Ten percent (10%) of the total contract amount (including all change orders) will be retained by Self-Help Enterprises until 35 days after Notice of Completion is recorded.

The items listed above have been completed satisfactorily. _____
Please release payment to Contractor as requested (or amended). OWNER'S SIGNATURE DATE

APPROVED FOR PAYMENT:

SELF-HELP ENTERPRISES

DATE ☐ Mail ☐ Pick-up

NOTES:

Distribution: **WHITE:** Self-Help Enterprises **YELLOW:** Owner **PINK:** Contractor **GOLDENROD:** Supervisor

CITY OF COALINGA

Housing Rehabilitation Program Guidelines

For:

CalHome Program
Community Development Block Grant
(CDBG) Program and
HOME Investment Partnerships Program

Serving the
City of Coalinga

Ver. 2019.1

Pending **CC** Approval

Approved by HOME 10-8-2019

**CITY OF COALINGA
OWNER–OCCUPIED HOUSING REHABILITATION
PROGRAM GUIDELINES**

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**CITY OF COALINGA
OWNER-OCCUPIED HOUSING REHABILITATION
PROGRAM GUIDELINES**

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City of Coalinga
OWNER-OCCUPIED HOUSING REHABILITATION
PROGRAM GUIDELINES

1.0. GENERAL

The above-named entity, hereinafter referred to as the “Sponsor”, has entered into a contractual relationship with the California Department of Housing and Community Development (“HCD”) to administer one or more HCD-funded housing rehabilitation Programs. The rehabilitation Program described herein and hereinafter referred to as the “Program” is designed to provide assistance to eligible homeowners for correction of health and safety items, as well as code violations, located within the Program’s eligible area, as described in Section 3.0. The Program provides this assistance in the form of deferred payment loans used to finance the cost of necessary repairs that will provide the homeowner with a healthy, safe, sanitary and code compliant home, referred to herein as “housing unit”. The Program will be administered by Self-Help Enterprises, hereinafter referred to as the “Program Operator”.

1.1. PROGRAM OUTREACH AND MARKETING

All outreach efforts will be done in accordance with state and federal fair lending regulations to assure nondiscriminatory treatment, outreach and access to the Program. No person shall, on the grounds of age, ancestry, color, creed, physical or mental disability or handicap, marital or familial status, medical condition, national origin, race, religion, gender or sexual orientation, be excluded, denied benefits or subjected to discrimination under the Program. The Sponsor will ensure that all persons, including those qualified individuals with handicaps have access to the Program.

- A. The Fair Housing Lender logo and Accessibility logo will be placed on all outreach materials. Fair housing marketing actions will be based upon a characteristic analysis comparison (census data may be used) of the Program’s eligible area compared to the ethnicity of the population served by the Program (includes, separately, all applications given out and those receiving assistance) and an explanation of any underserved segments of the population. This information is used to show that protected classes (age, gender, ethnicity, race, and disability) are not being excluded from the Program. A Fair Housing Marketing Plan can be found as Attachment D. Flyers or other outreach materials, in English and any other language that is the primary language of a significant portion of the area residents, will be widely distributed in the Program-eligible area and will be provided to any local social service agencies. The Program may sponsor homeownership education classes to help educate homeowners about credit, budgeting, predatory lending, foreclosure prevention and home maintenance, as well as future responsibilities.
- B. Section 504 of the Rehabilitation Act of 1973 prohibits the exclusion of an otherwise qualified individual, solely by reason of disability, from participation under any Program receiving Federal funds. The Program Sponsor will take appropriate steps to ensure effective communication with disabled housing applicants, residents and members of the public.

1.2. APPLICATION PROCESS AND SELECTION

A. Waiting List/Homeowner Contact

The Sponsor will utilize a waiting list. In response to a homeowner's request, the homeowner is placed on the waiting list. Homeowners are offered the opportunity to qualify for assistance by waiting list priority (a first-come, first served basis). Assistance will be provided to eligible homeowners on a first-come, first served basis. Each applicant must participate in Homeowner Coaching and Basic Home Maintenance Education (also known as post-purchase counseling and education) and receive a certificate of completion to be eligible for the Sponsor's Housing Rehabilitation Program. Coaching sessions will include budget review and development, while the hands-on class will cover general homeowner pitfalls, homeowner responsibilities, and general maintenance.

The Program Operator will contact homeowners by mail and/or by telephone to advise them of funding availability. The homeowner has 30 days to complete and return the loan application and supporting documentation. Should a homeowner fail to respond to the initial contact for assistance or to provide any of the required documentation within the 30-day period, the homeowner's name will be removed from the waiting list. If the homeowner desires assistance at a later time, he/she will be placed on the waiting list at that time.

Should the waiting list be exhausted, the Program will be marketed in accordance with the Sponsor's Marketing Plan. **See Attachment D.**

B. Application/Interview

An application packet is provided to the homeowner for completion and submittal to the Program Operator, along with supporting documentation. An interview is scheduled with the applicant. The Program is fully explained; application forms and documentation are reviewed. Verifications are obtained for income, assets, employment, benefits, and mortgage. Title report and property values are also obtained.

If the Program Operator encounters material discrepancies and/or misrepresentations, and/or there are income, asset, household composition, or other important questions that can't be resolved, the Sponsor reserves the right to deny assistance to the household. In this case, the applicant may re-apply after six months have elapsed from the time of written assistance denial.

C. Household Selection

Households selected for participation in the Sponsor's Housing Rehabilitation Program are those determined eligible upon completion of processes described in A. and B. above.

D. Initial Inspection/Work Write-Up/Estimate

Prospective units are inspected by the Program Operator, a certified housing inspector, or a Sponsor representative to determine eligibility and acceptability of properties for participation in the Program.

If the home is a pre-1978 unit, the initial inspection will also include paint testing by a certified Lead-Based Paint (LBP) inspector/assessor or presumption of LBP. Code deficiencies will be corrected and if presumption is used or lead hazards are found they will be properly treated according to HUD regulations (Section 6.1.E & F) and cleared by a certified LBP inspector/assessor. **Note: CalHome-funded projects do not require LBP compliance. CDBG projects needing guidance shall refer to Chapter 20 of the CDBG Grant Management Manual, Lead-Based Paint Requirements.**

Measurements and observations are noted about the property, including special conditions with potential cost consequences (dilapidated outbuildings, absence of curb and gutter when required by code, etc.). A floor plan and site plan, as needed, are drawn for the home and property, including all appurtenances. **Note: HOME funds cannot be used for curb and gutter if the curb and gutter are outside the Borrower's property line.**

Findings are noted on an inspection form, and later used by the Program Operator to prepare the work write-up. Estimated costs are determined by the Program Operator who has years of experience in the building industry, and in reviewing contractor bids and verifying cost with materials suppliers. The homeowner reviews the completed work write-up and cost estimate, and the approved write-up is incorporated into bid documents.

E. Bid Solicitation

A bid walk-through date and time are scheduled. The homeowner may choose to solicit his/her own bids or request that the Program Operator solicit bids on his/her behalf. In an effort to obtain three reasonable bids, invitations to bid are sent to eligible contractors located in the Sponsor's County and selected by the homeowner from the Active Contractor List provided by the Program Operator. Homeowners are required to select a minimum of six contractors from the Active Contractor List and may add to the list as long as the contractor meets the requirements outlined in the Housing Rehabilitation/Reconstruction Program Contractor Guidelines and Information Sheet (see Attachment K). Contractors will be notified via telephone and/or in writing (email, fax, etc.) at least one week prior to each bid tour. Bid results will be provided to participating contractors.

Contractors must be licensed and bonded by the State of California Contractors Licensing Board. Contractors must also provide Program Operator with evidence of Workers' Compensation Insurance and Comprehensive General Liability and Property Damage Insurance with Combined Single Limits of at least \$1,000,000.

Recruitment for eligible contractors is done on an ongoing basis, via local advertising, website notification, and program marketing. It is the goal of the Program Operator to maintain an Active Contractor List of eligible, interested contractors located in the Sponsor's County. Applications are available for those seeking to participate by calling the Program Operator or visiting the Program Operator's website. The Program Operator will send notices to contractors on the Active Contractor List annually, which will request each contractor contact the Program Operator to confirm his or her interest in remaining on the Active Contractor List. Contractors who do not respond will be moved to the Inactive Contractor List.

Cost reasonableness is determined by comparing the bids received with the cost estimate

prepared by the Program Operator. Bids should be within 10% of the Program Operator's cost estimate, otherwise an explanation must be provided to the file for any bid selected exceeding 10% of the estimate. The homeowner is encouraged to accept the lowest reasonable bid.

The Program Operator determines eligibility of the contractor by contacting the State Contractors License Board and checking the Federal List of Debarred Contractors. The contractor is also required to provide a self-certification stating that he/she is not on the Federal debarred list. Once determined eligible, the contractor is then notified of provisional award of bid (pending loan approval). Notices of non-award are mailed to participating contractors.

F. Pre-Construction Conference

A pre-construction conference is scheduled with homeowner, contractor, and Program Operator. The Program Operator reviews the Owner-Contractor Construction Contract, including the work write-up, anticipated start date, pay schedule, and anticipated date of completion, with the homeowner and contractor.

G. Loan Request/Approval

A report and loan request are prepared on behalf of the homeowner by the Program Operator. The loan request includes the cost of construction, a contingency fund, and other project costs (listed in Section 6.3.). Note – For HOME and CDBG, the project costs listed in Section 6.3 are considered activity delivery costs to be paid by the Sponsor and may not be charged to the homeowner's loan. A Loan Review Committee meeting is scheduled to hear the loan request. Section 1.3. provides additional information on the loan approval process. Once approved, loan documents are executed and the loan is funded.

H. Start-Up/Field Inspections

Following loan approval, the construction contract and Notice to Proceed are executed. The Program Operator monitors date of start-up and performs field inspections on a regular basis. The Program Operator will visit the project site regularly in order to check the scope of work, inspect materials, and to confirm the project is on schedule and within budget. The Program Operator works with the Sponsor's Building Inspector to ensure the work meets building codes, while not exceeding funding limits.

The Program Operator reviews the work status with the homeowner and with the contractor in order to remedy any developing problems quickly and to ensure that both are satisfied with the construction process. At the completion of each phase, the Program Operator inspects the work and the homeowner authorizes contractor payments.

The Program Operator will refer back to original plans and specifications to verify the work was completed as contracted.

I. Change Orders

Written change orders are required when the homeowner requests any changes in the write-up,

such as eliminating an item completely, eliminating one item and substituting another, or adding items. The change order will state the change and dollar value for the change. The change order must be signed by both the contractor and the homeowner, and submitted to the Program Operator and Sponsor for signature approval. If the change order exceeds the approved financing, the homeowner will be asked to provide additional funds or a report and request for additional funds may be presented to the Sponsor's Loan Review Committee for approval prior to Program Operator signing-off on the change order.

J. Progress Payments

Ninety percent (90%) of the contract amount is distributed to the contractor in the form of progress payments during construction. The final ten-percent (10%) of the contract amount is set aside as a retention payment. The contractor requests a progress payment from the homeowner and notifies the Program Operator that he/she has done so. Upon favorable inspection by the homeowner, Program Operator, and Sponsor or Sponsor's Building Inspector, the payment authorization is signed by the homeowner and submitted for payment.

K. Final Inspections/Notice of Completion/Final Payment

When the project is completed, the Program Operator inspects the work item by item with the homeowner, the contractor, and/or the Sponsor. The Sponsor's Building Inspector performs a final inspection. Any corrections or deficiencies are noted and corrected by the contractor. Upon favorable final inspections, a Notice of Completion is prepared, signed by the homeowner, and then recorded. The final ten-percent (10%) retention payment is released 35 days after the recording of the Notice of Completion.

1.3. LOAN PROCESS

The Sponsor's Loan Review Committee must approve all loans and grants. The Loan Review Committee may approve assistance with CDBG financing exceeding 100 percent of after-rehabilitation value as needed in cases where no other financial resources are available to cover the cost of the repairs and where clear and convincing documentation exists, justifying why the exception is needed. However, if the project is CalHome funded, the total financing cannot be more than 105 percent of the after-rehabilitation value. For HOME-funded loans, the total of all loans on the property cannot be more than 100 percent of the after-rehabilitation value, unless per HOME Management Memorandum 13-01 at <http://www.hcd.ca.gov/grants-funding/active-funding/home.shtml#memos> the entire HOME assistance amount is granted rather than loaned, due to a lack of any equity after rehabilitation (based on existing loans on the property). If there is any available equity (after-rehabilitation value less existing loans), the HOME assistance, other than for temporary relocation and lead-based paint remediation, will be loaned in an amount equal to that equity, and the remainder will be granted. If existing loans exceed the after-rehabilitation value, then the HOME assistance will all be granted, rather than loaned, to the homeowner. The maximum HOME grant related to lack of equity cannot exceed 25% of the Per Unit Subsidy Limits in Attachment C.

In addition, the amount of HOME assistance, including Activity Delivery Costs, cannot exceed the Sponsor's County maximum HOME Per Unit Subsidy Limits found at: <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>, and

the after-rehabilitation value cannot exceed the HOME Maximum After-Rehabilitation Value. **See Attachment C for current limits.**

In order to obtain financing, applicants must meet all property and eligibility guidelines in effect at the time the application is considered. Homeowners will be provided written notification of approval or denial. Any reason for denial will be provided to the applicant in writing.

1.4. CONFLICT OF INTEREST REQUIREMENTS

When the Sponsor's Program contains Federal funds, the applicable Conflict of Interest requirements of 24 CFR Section 570.489 (h) shall be followed for CDBG assistance, and Section 92.356 of the HOME Final Rule shall be followed for HOME assistance. For CalHome funded Programs, the applicable Conflict of Interest requirements of Public Contract Code sections 10410, 10411, and 10430 (e) shall be followed.

For HOME assistance, Section 92.356 of the HOME Final Rule shall be followed, as follows:

(a) Conflicts prohibited. No persons described in paragraph (b) of this section who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who are in a position to participate in a decision making process or gain inside information with regard to these activities, may obtain a financial interest or benefit from a HOME-assisted activity, or have a financial interest in any contract, subcontract or agreement with respect to the HOME-assisted activity, or the proceeds from such activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. Immediate family ties include (whether by blood, marriage or adoption) the spouse, parent (including stepparent), child (including stepchild), brother, sister (including a stepbrother or stepsister), grandparent, grandchild and in-laws of a covered person.

(b) Persons covered. The conflict of interest provisions of paragraph (a) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the participating jurisdiction, State recipient, or subrecipient which are receiving HOME funds.

(c) Exceptions: Threshold requirements. Upon the written request of the participating jurisdiction to HCD, HUD may grant an exception to the provisions of paragraph (a) of this section on a case-by-case basis when it determines that the exception will serve to further the purposes of the HOME Investment Partnerships Program and the effective and efficient administration of the participating jurisdiction's program or project. See 24 CFR 92.356(d)(1-6) for details on the documentation needed in order to submit an exception request to HUD

A contractor with a vested interest in the property cannot bid on a rehabilitation project. Such a contractor may act as owner/builder, subject to standard construction procedures. Owner/builders are reimbursed for materials purchased which are verified by invoice/receipt and used on the project. Reimbursement occurs after the installation is verified by the Program Operator to be part of the scope of work. Owner/builders are not reimbursed for labor.

2.0. APPLICANT QUALIFICATIONS

2.1. INCOME LIMITS

All homeowners must certify that they meet the household income eligibility requirements for the applicable HCD Program(s) and have their household income documented. The income limits in place at the time of loan approval will apply when determining applicant income eligibility. All applicants must have incomes at or below 80% of the County's area median income (AMI), adjusted for household size, as published by HCD each year. **See Attachment C.**

The link to the official HCD maintained income limits is: <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml> (for HOME and CDBG, choose "State CDBG and HOME" limits; for CalHome, choose "Official State Income Limits").

Household: means one or more persons who will occupy a housing unit. For HOME and CDBG, unborn children count in family size determination. For CalHome, unborn children are not counted.

Annual Income: Generally, the gross amount of income of all adult household members that is anticipated to be received during the coming 12-month period.

2.2. INCOME QUALIFICATION CRITERIA

Projected annual gross income of the applicant household will be used to determine whether they are above or below the published HCD income limits. Income qualification criteria for HOME and CDBG, as shown in the most recent HCD Program-specific guidance at <http://www.hcd.ca.gov/grants-funding/income-limits/income-calculation-and-determination-guide.shtml>, will be followed to independently determine and certify the household's annual gross income. Income will be verified by reviewing and documenting tax returns, copies of wage receipts, subsidy checks, bank statements and third-party verification of employment forms sent to employers. All documentation shall be dated within six months prior to loan closing, kept in the applicant file and held in strict confidence.

A. HOUSEHOLD INCOME DEFINITION:

Household income is the annual gross income of all adult household members that is projected to be received during the coming 12-month period, and will be used to determine Program eligibility. Refer to Income Inclusions and Exclusions for further guidance to the types of incomes to be included or excluded when calculating gross annual income. **See Attachment A for HOME and CDBG. See Attachment A-1 for CalHome.** For those types of income counted, gross amounts (before any deductions have been taken) are used. Two types of income that are not considered would be income of minors or income of live-in aides. Certain other household members living apart from the household also require special consideration. The household's projected income must be used, rather than past earnings, when calculating income.

Housing and/or debt ratios are not considered as the funding provided creates no additional monthly financial obligation. If a homeowner has a mortgage, creditworthiness is verified by ensuring that all payments are current and that no late payments have been received in the past twelve months.

See Attachment A: HOME and CDBG 24 CFR Part 5 Annual Income Inclusions and Exclusions and Attachment A-1: CalHome Title 25 Section 6914 Annual Income inclusions and Exclusions (State)

B. ASSETS:

There is no asset limitation for participation in the Program. Income from assets is, however, recognized as part of annual income under the Part 5 definition. An asset is a cash or non-cash item that can be converted to cash. The value of necessary items such as furniture and automobiles are not included. *(Note: it is the income earned – e.g. interest on a savings account – not the asset value, which is counted in annual income.)*

An asset's cash value is the market value less reasonable expenses required to convert the asset to cash, including: Penalties or fees for converting financial holdings and costs for selling real property. For HOME and CDBG, the cash value (rather than the market value) of an item is counted as an asset. For CalHome, the market value of an item is counted as an asset.

See Attachment B: Part 5 Annual Income Net Family Asset Inclusions and Exclusions

2.3. HOMEOWNER ELIGIBILITY AND RESIDENCY REQUIREMENTS

The Sponsor's Housing Rehabilitation Program allows for owner-occupied properties to participate in the Program. Owner-occupied units must be the owner's principal place of residence. A photocopy of a recent utility bill will verify proof of occupancy. No unit to be rehabilitated will receive financial assistance if it is currently occupied by an over-income household or does not meet the eligibility standards outlined in these guidelines.

- A. Continued residency is monitored annually, per Attachment F, for the term of the loan. Occupancy will be verified, reviewed, and certified by the submission of the following:

1. Proof of occupancy in the form of a copy of a current utility bill; and
2. Statement of unit's continued use as primary residence of the owner.

- B. In the event that a homeowner sells, transfers title, or discontinues residence in the rehabilitated property for any reason, the loan becomes due and payable, unless the following conditions are met:

The homeowner who received the loan dies and the heir to the property meets income requirements and intends to occupy the home as his/her principal residence. Upon approval of the Sponsor, the heir may be permitted to assume the loan at the rate and terms the heir qualifies for under current participation guidelines. If the heir does not meet applicable eligibility requirements, the loan is due and payable. **Note: Loans provided by CalHome are not assumable.**

- C. If a homeowner converts the property to a rental unit, or any commercial or non-residential use, the loan is due and payable.

If the loan is funded with CalHome funds, it is not transferable except under the following limited circumstances:

1. The transfer of the Property to the surviving joint tenant by devise, descent or operation of the law, on the death of a joint tenant;
2. A transfer of the Property where the spouse becomes an owner of the property;
3. A transfer of the Property resulting from a decree of dissolution of marriage, legal separation or from an incidental property settlement agreement by which the spouse becomes an owner of the Property; or,
4. A transfer to an inter vivos trust in which the Borrower is and remains the beneficiary and occupant of the property.

3.0. PROPERTY ELIGIBILITY

3.1. CONDITIONS

- A. No unit will be eligible if a household's income exceeds the prescribed income limits listed in Attachment C.
- B. Units to be rehabilitated must be located within the incorporated areas of the Sponsor's jurisdiction.
- C. Property must contain a legal residential structure intended for continued residential occupancy.
- D. All repair work will meet Local Building Code standards. At a minimum, health and safety hazards must be eliminated. For CDBG the priority will be the elimination of health and safety hazards. Sponsor may also require elimination of code deficiencies. When HOME funds are used for housing rehabilitation, the property must meet all applicable current codes, rehabilitation standards, ordinances, and zoning ordinances at the time of project completion. However, if certain components of the house are sound and were built to code prescribed at the time of installation, no repair or alteration will be made to those components. Section 8 Housing Quality Standards may be required on rentals by Sponsor when CDBG funds are used.

3.2. ANTI-DISPLACEMENT POLICY AND RELOCATION ASSISTANCE

Tenants will be informed of their eligibility for temporary relocation benefits if occupancy during rehabilitation constitutes a danger to health and safety of occupants or public danger or is otherwise undesirable because of the nature of the project. Relocated persons will receive increased housing costs, payment for moving and related expenses and appropriate advisory services, as detailed in the Sponsor's "Residential Anti-displacement and Relocation Assistance Plan" (**Attachment E**).

Owner-occupants are not eligible for temporary relocation benefits, unless health and safety threats are determined to exist by the Program Operator. In cases where relocation is determined to be

necessary by the Sponsor/Program Operator, assistance may be provided for actual costs incurred from the applicant's loan proceeds or as a grant (**see Section 4.4. for allowable grants**). HOME-funded projects will only provide relocation assistance in the form of a grant, which shall be included in the maximum assistance amount.

Note: Relocation benefits are not a requirement under CalHome, but are acceptable and may be covered by loan proceeds.

3.3. NOTIFICATION AND DISCLOSURES - Not required by CalHome

- A. Occupants of units constructed prior to 1978 will receive proper notification of Lead-Based Paint (LBP) hazards as follows:

The Lead Hazard Information Pamphlet published by the EPA/HUD/Consumer Product Safety Commission will be given to all owners regardless of the cost of rehabilitation or paint test findings. If lead-based paint is found through testing or if presumed, a Notice of Lead Hazard Evaluation or Presumption will also be supplied. When Lead hazards are present, a Notice of Lead Hazard Reduction Activity and a Lead Hazard Evaluation Report will also be provided (**Attachment I**).

- B. Tenants located in properties that will receive housing rehabilitation will be provided a notice outlining their relocation rights and benefits (**Attachment E**).

4.0. THE PROGRAM LOAN

4.1. MAXIMUM AMOUNT OF PROGRAM ASSISTANCE

An eligible homeowner may qualify for the full cost of rehabilitation/reconstruction work needed to comply with State and local codes and ordinances. Maximum assistance shall not exceed the Sponsor's County maximum HOME Per Unit Subsidy Limits found at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>. Any approved "grant" amount for lead-based paint evaluation and reduction activities, relocation assistance, and allowable activity delivery shall be included in the maximum assistance amount, but will not be a part of the loan. **See Attachment C. For CDBG funded programs the maximum assistance for rehabilitation/reconstruction will not exceed \$190,430. For Programs funded with CalHome funds, the maximum assistance will not exceed the maximum amount identified in the most current NOFA, which will be listed on Attachment C once known. Note: CalHome re-use funds are not subject to grant limits identified in the most recent NOFA.**

4.2. AFFORDABILITY PARAMETERS FOR HOMEOWNERS

- A. Total indebtedness against property shall not exceed 100 percent of after-rehabilitation value as determined by "Estimates of value" or an appraisal, for CDBG or HOME projects. The exception for HOME is per HOME Management Memorandum 13-01 at <http://www.hcd.ca.gov/grants-funding/active-funding/home.shtml#memos>, wherein the entire HOME assistance amount is granted rather than loaned, due to a lack of any equity after rehabilitation (based on existing loans on the property). If there is any available equity (after-rehabilitation value less existing loans), the HOME assistance, other than for

temporary relocation and lead-based paint remediation, will be loaned in an amount equal to that equity, and the remainder will be granted. If existing loans exceed the after-rehabilitation value, then the HOME assistance will all be granted, rather than loaned, to the homeowner. The maximum HOME grant related to lack of equity cannot exceed 25% of the Per Unit Subsidy Limits in Attachment C.

NOTE – All HOME and CDBG reconstruction projects require a full appraisal. An estimate of after-rehab value will be made prior to making a commitment of funds using the method outlined in Section 4.5. Note – This does not apply to CalHome projects.

- B. HOME funded units' after-rehabilitation value shall not exceed the HOME Program Maximum Purchase Price/After-Rehabilitation Value Limits for Sponsor's County as updated by HUD and published on the HCD Website at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>. **See Attachment C for current limits.**

For CalHome-funded Programs, the maximum after-rehab value of a home shall be set at 100% of the current median sales price of a single family home in the county in which the CalHome Program is located.

- C. Total indebtedness against property shall not exceed 105 percent of the after-rehabilitation value as determined by an appraisal for CalHome projects. An estimate of After-Rehab Value will be made prior to making a commitment of funds using the method outlined in Section 4.5. Note – This does not apply to HOME or CDBG projects.
- D. Any bid within 10% of the Program Operator's estimate may be selected, otherwise an explanation must be provided to the file for a bid selected exceeding 10% of the estimate.

4.3. RATES AND TERMS

- A. Homeowners are eligible for Deferred Payment Loans (DPL), at zero interest, evidenced by a Promissory Note and secured by a Deed of Trust, with no payback required for 30 years unless the Borrower sells or transfers title or discontinues residence in the dwelling. Payments may be made voluntarily on a DPL, without penalty. **Note: If it is determined by the Sponsor that repayment of a CalHome or CDBG Program loan at the maturity date causes a hardship to the homeowner, the Sponsor may opt the following:**
1. Amend the note and deed of trust to defer repayment of the amount due at maturity, that is balance of the original principal plus the accrued interest, for up to an additional 30 years (at 0% additional interest). This may be offered one time; or,
 2. Convert the debt at loan maturity; that is the balance of the original principal plus any accrued interest, to an amortized loan, repayable in 15 years at 0% additional interest.
- B. In the event that a homeowner sells, transfers title, or discontinues residence in the rehabilitated property for any reason, the loan shall become all due and payable.
- C. If the homeowner dies, and if the heir(s) to the property live(s) in the house and is/are income eligible, the heir(s) may be permitted, upon approval of the Sponsor, to assume the loan at the rate and terms the heir(s) qualifies for under current participation guidelines. Note: CalHome loans are not assumable.

- D. If the homeowner dies and the heir(s) is/are not income eligible, the loan becomes all due and payable. Note – CalHome loans are not assumable.
- E. If a homeowner converts the rehabilitated property to any residential-rental, commercial or non-residential use, the loan becomes all due and payable.
- F. As specified in the Rehabilitation Loan Agreement, all applicants who participate in the Program must maintain the property at post-rehabilitation conditions for the term of the loan. Should the property not be maintained accordingly, the loan shall be considered in default and becomes all due and payable, and if necessary, foreclosure proceedings will be initiated. A method of inspection will be established by the Sponsor.
- G. For CalHome, loans are not assumable. The following transfers of interest shall not require the repayment of the CalHome Program loan:
 - 1) transfer to a surviving joint tenant by devise, descent, or operation of law on the death of a joint tenant;
 - 2) a transfer in which the transferee is a person who occupies or will occupy the property, which is:
 - (i) a transfer where the spouse becomes an owner of the property;
 - (ii) a transfer resulting from a decree of dissolution of marriage, legal separation agreement, or from an incidental property settlement agreement by which the spouse becomes an owner of the property; or
 - (iii) a transfer into an inter vivos trust in which the Borrower is and remains the beneficiary and occupant of the property.

4.4. GRANTS

- A. CDBG funded Programs may provide grants as follows:
 - 1. Grants are available for any of the following qualifying factors, up to a maximum of \$50,000:
 - (a) Senior Citizen - at least 62 years old; or
 - (b) Handicapped - only for handicap modifications to a house with one or more physically handicapped occupants who would function more independently if such modifications were installed; or
 - (c) Lowest HUD Low/Mod individual – with gross annual income less than 50 percent of County median income; or
 - (d) Curb, gutter and sidewalk – when curb, gutter and/or sidewalk are required by City code; or
 - (e) Building permit, school fees, appraisals, property report/title insurance, building permits, termite report, land survey, grading plans, recording fees and/or flood

- insurance; or
- (f) Emergencies – failure of a major household component that would require the participant to live without basic plumbing, electrical, heating, cooling, or security. (These funds are not for use during a normal rehabilitation, they are for true emergency situations, such as a failed sewer line or water heater, blown electrical panel, etc)
2. Grants of up to \$10,000 are available for Fire Sprinkler installation and associated costs – for reconstruction projects, as required by CCR, Title 24, Part 2.5 of the 2010 California Residential Code.
 3. Grants are available for the repair, replacement, or abandonment of domestic water wells and/or associated costs (such as water pump lowering) based on invoices from contracted well drillers and/or water pump installers. The Program Operator must approve a total cost estimate from a contracted well driller and/or water pump installer prior to financing approval to ensure cost reasonableness.
 4. Grants of up to \$25,000 are available for Equity maintenance, if financing rehabilitation entirely with a loan would cause indebtedness to exceed 100% of after-rehabilitation value.
 5. Grants of up to \$7,500 are available for Asbestos containment and/or removal.
- B. HOME-funded projects include grants, if necessary to cover the costs of financing in excess of available equity. Available equity will be determined by subtracting the current total indebtedness from the after-rehabilitation value. Grants provided may be up to 25 percent of the applicable HUD Per Unit Subsidy Limits established pursuant to 24 CFR 92.250 (a). This grant amount is in addition to any grant funds provided pursuant to Section 4.4.C. and 4.4.D.
- C. HOME and CDBG provide grants for all actual costs of lead-based paint evaluation and reduction activities.
- D. HOME and CDBG provide grants for relocation assistance. See Relocation Assistance Plan, **Attachment E**.
1. Owner-Occupant – Limit of \$5,000.
- E. **Grants are not available in CalHome-funded Programs.**

4.5. APPRAISAL

- A. The After-Rehab Value for rehabilitation projects is determined using the “Estimate of Value” method. The Sponsor or Program Operator determines estimates of value based on the sale prices of at least three (3) comparable properties, sold within the last six months (within one year of the assistance date, which is the date the promissory note is signed), and if possible located within one mile of the subject property. The participants’ file will include the estimate of value and document the basis for the value estimates. The purpose of the “Estimate of Value” method is to determine that the after-rehabilitation value of the housing unit will not exceed the applicable HOME Value Limit per HOME Program regulations (**See Attachment C**), and that the combined loans will not exceed the maximum combined loan-to-value limit, as described in Section 4.2.A above. If three comparable properties cannot be found, or if there

is any question regarding the after-rehab value, the ARV must be determined by a licensed appraiser, as described in Section 4.5.B. below.

- B. A licensed appraiser determines the after-rehab value for rehabilitation projects, when the “Estimate of Value” method cannot be used. For rehabilitation projects, the appraiser determines the value of the unit with the rehabilitation building plans and specifications included. For CDBG and HOME, the cost of the appraisal will be paid by the Sponsor, not by the homeowner. For CalHome, the cost of the appraisal will be included in the Borrower’s loan. The purpose of the appraisal is to determine that the after-rehab value of the housing unit will not exceed the applicable HOME Value Limit per HOME Program regulations (**See Attachment C**), and that the combined loans will not exceed the maximum combined loan-to-value limit, as described in Section 4.2.A above.
- C. The After-Rehab Value for reconstruction projects is determined by a licensed appraiser. The After-Rehab Value for reconstruction projects is determined by an appraisal completed off the building plans and specifications for the new home. For CDBG and HOME, the cost of the appraisal will be paid by the Sponsor, not by the homeowner. For CalHome, the cost of the appraisal will be included in the Borrower’s loan. The purpose of the appraisal is to determine that the after-rehabilitation value of the housing unit will not exceed the applicable HOME Value Limit per HOME Program regulations (**See Attachment C**), and that the combined loans will not exceed the maximum combined loan-to-value limit, as described in Section 4.2.A above.

4.6. INSURANCE

4.6.1. FIRE INSURANCE

The homeowner shall maintain fire insurance on the property for the duration of the Program loan(s). This insurance must be an amount adequate to cover all encumbrances on the property. The insurer must identify the Sponsor as Loss Payee for the amount of the Program loan(s). Evidence of this shall be provided to the Sponsor. Note: For CDBG, the premium may be paid by the Program loan for one year. HOME and CalHome funds cannot be used to pay insurance at any time.

4.6.2. FLOOD INSURANCE

For homes in a 100-year flood zone, the owner is required to maintain flood insurance in an amount adequate to secure the Program loan and all other encumbrances. This policy must designate the Sponsor as Loss Payee and a binder shall be provided to the Sponsor and maintained in the Borrower’s file. Note: For CDBG, the premium may be paid by the Program loan for one year. **HOME and CalHome funds cannot be used to pay insurance at any time.**

4.7. LOAN SECURITY

- A. Loan security for all owner-occupied rehabilitation stick-built homes will be secured by the real property and improvements, and will also include a Deed of Trust, Promissory Note and Loan Agreement in favor of the Sponsor.

- B. A manufactured home in a mobile home park or on leased land that is not on a permanent foundation will be secured by an HCD 480.7 or an HCD 484 Statement of Lien, and will also include a Promissory Note and Loan Agreement.
- C. Entering a subordinate lien is acceptable. However, the Sponsor will not subordinate a first lien position once established.

5.0. PROGRAM LOAN SERVICING AND MAINTENANCE

5.1. PAYMENTS ARE VOLUNTARY

Borrowers may begin making voluntary payments at any time, without penalty.

5.2. RECEIVING LOAN REPAYMENTS

- A. Program loan payments will be made to:

City of Coalinga
155 West Durian Avenue
Coalinga, CA 93210

- B. The Sponsor will be the receiver of loan payments or recapture funds and will maintain a financial record-keeping system to record payments and file statements on payment status. Payments shall be deposited and accounted for in the Sponsor's appropriate Program Income Account, as required by all three HCD Programs. The Program Sponsor will accept loan payments from Borrowers prepaying deferred loans, from Borrowers making payments in full upon sale or transfer of the property, and homeowners of tenant occupied units. All loan payments are payable to the Sponsor. The Sponsor may at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the Program.

5.3. LOAN SERVICING POLICIES AND PROCEDURES

See **Attachment F** for local loan servicing policies and procedures. While the attached policy outlines a system that can accommodate a crisis that restricts Borrower repayment ability, it should in no way be misunderstood: The loan must be repaid. All legal means to ensure the repayment of a delinquent loan as outlined in the Loan Servicing Policies and Procedures will be pursued.

5.4. LOAN MONITORING PROCEDURES

Homeowners will be required to submit each of the following to the Sponsor, annually, for the term of the loan, which will be reviewed and certified by the Sponsor or its designated Loan Servicing Agent at the time of annual occupancy verification per Attachment F:

- Proof of occupancy in the form of a copy of a current utility bill;
- Statement of unit's continued use as a residence;
- Declaration that other title holders do not reside on the premises;
- Verification that Property Taxes are current; and
- Verification of current required insurance policies.

5.5. DEFAULT AND FORECLOSURE

If an owner defaults on a loan, and foreclosure procedures are instituted, they shall be carried out according to the Program Foreclosure Policy adopted by the Sponsor, and attached to these guidelines as **Attachment G**.

5.6. SUBORDINATIONS

The Sponsor may approve a request to subordinate a loan, in order for the owner to refinance the property, under the following conditions:

- A. The lien position of the Sponsor loan will remain the same or be advanced.
- B. The new primary loan is no greater than the balance of the loan being refinanced, except the costs of refinancing the loan may be added to the principal balance.
- C. The purpose of the new primary loan is to reduce the interest rate being paid and/or reduce the owner's payment.
- D. The refinanced loan must have an impound account for taxes and insurances.
- E. The refinancing terms must be acceptable to the Sponsor.
- F. Only CDBG allows refinancing with CDBG funds in conjunction with rehabilitation of the unit

6.0. CONSTRUCTION

6.1. STANDARDS

- A. All repair work will meet Local Building Code standards. For CDBG and CalHome, the priority will be the elimination of health and safety hazards. Sponsor may also require elimination of code deficiencies. When HOME funds are used for housing rehabilitation, all

health and safety hazards must be eliminated and the property must meet all applicable current codes, rehabilitation standards, ordinances, and zoning ordinances at the time of project completion. However, if certain components of the house are sound and were built to code prescribed at the time of installation, no repair or alteration will be made to those components.

B. Contracting Process

1. Contracting will be done on a competitive basis.
2. The homeowner will be the responsible agent, but the Sponsor and/or its Program Operator will prepare the work write-up, prepare and advertise the bid package, and assist the owner in negotiating the construction contract.
3. The Sponsor does not warrant any construction work, or provide insurance coverage.

C. Approved Contractors

1. Contractors are required to be licensed with the State of California, and be active and in good standing with the Contractors' License Board and the Sponsor.
2. Contractors will be checked against the Federal System for Award Management (SAM.gov) for debarred status. No award will be granted to a contractor on the Excluded Parties List System (EPLS).
3. Contractors must have public liability and property damage insurance, and worker's compensation, unemployment and disability insurance, to the extent required by State law.
4. Contractor must agree to comply with all federal and state regulations.

D. Sweat Equity Labor

The Sponsor does not allow sweat equity participation.

E. Occupants of units constructed prior to 1978 will receive proper notification of Lead-Based Paint (LBP) hazards as identified in Section 3.3.A. **Note: Units funded solely with CalHome funds are not required to comply with LBP regulations.**

F. Units constructed prior to 1978 will also be inspected according to the following HUD regulations. **Note: Units funded solely with CalHome funds are not required to comply with LBP regulations.** For CDBG funded Programs needing guidance, please refer to Chapter 20 in the CDBG Grant Management Manual, Lead-Based Paint Requirements.

1. If the total amount of Federal assistance or the total amount of rehabilitation hard cost is up to and including \$5,000, the following is required:
 - (a) Paint testing or presume LBP;
 - (b) Clearance of disturbed work areas; and
 - (c) Notifications listed in Section 3.3.A.
2. If the amount of Federal assistance or the total amount of rehabilitation hard cost is more than \$5,000 up to and including \$25,000, the following is required:
 - (a) Paint testing or presume LBP;

- (b) Risk assessment; and
- (c) Clearance of unit.

If LBP hazards are identified, interim controls will be implemented. This level will also require a notice of “Abatement of Lead Hazards Notification” at least five days prior to starting work.

3. If the amount of Federal assistance or the total amount of rehabilitation hard cost is more than \$25,000, the following is required:
 - (a) Items (a), (b), and (c) of 2. above;
 - (b) Abatement of all LBP hazards identified or produced;
 - (c) Use of interim controls on exterior surfaces not disrupted by rehab; and all notices listed above in Sections 3.3.A. and 6.1.F.2.
4. All paint tests that result in a negative finding of lead-based paint are exempt from any and all additional requirements. If defective paint surfaces are found, they will be properly treated or abated. A State-certified Inspector/Assessor will perform all paint testing, risk assessments, and clearances. A trained supervisor may oversee interim controls; however, a certified supervisor and workers will perform all abatement.

6.2. ELIGIBLE CONSTRUCTION COSTS

“Rehabilitation” means, in addition to the definition in Section 50096 of the Health and Safety Code, repairs and improvements to a manufactured home necessary to correct any condition causing the home to be substandard pursuant to Section 1704 of Title 25, California Code of Regulations. Rehabilitation also includes room additions to alleviate overcrowding. Rehabilitation also means repairs and improvements where necessary to meet any locally-adopted standards used in local rehabilitation Programs. Rehabilitation does not include replacement of personal property.

Rehabilitation includes reconstruction. Federal law and policy allows the use of HOME funds to demolish and reconstruct owner-occupied residential structures. Reconstruction is defined as the demolition and construction of a structure. The Sponsor and/or Program Operator must document that the reconstruction costs are less than the cost to rehabilitate the existing substandard housing. This will be done using the State’s Test for Reconstruction (see Attachment J).

Additionally, for HOME- and CalHome-funded projects the Sponsor must determine that the project’s value after reconstruction (housing and land combined) is less than the Maximum After-Rehabilitation Value for the Sponsor (see Attachment C).

The residential structure to be reconstructed must be a structure with cooking, eating, sleeping, and sanitation facilities which has been legally occupied as a residence within the preceding 12 months. Fifth wheels or recreational vehicles, for example, are not considered dwellings and therefore are not eligible under this Program.

For HOME, like for like requires that the structure being demolished must be replaced with a like structure (replace manufactured housing with manufactured housing, for example). However,

additions may be approved by the HCD Program when required by Codes/Ordinances or to alleviate overcrowding. **(See Attachment C)**

Temporary relocation benefits must be planned for and budgeted into the total allowable subsidy for the project, but if required would be in the form of a grant.

Depending on the outcome of the Statutory Worksheet (Environmental test), a reconstructed project may require Authority from the State before funds are committed to the project.

Allowable rehabilitation\reconstruction costs include:

- A. Cost of building permits and other related government fees.
- B. Cost of architectural, engineering, and other consultant services which are directly related to the rehabilitation of the property.
- C. For CDBG and CalHome, costs associated with the repair, replacement, or abandonment of domestic water wells and/or associated costs (such as water pump lowering).
- D. Rehabilitation or Replacement of a manufactured home not on a permanent foundation. Rehabilitation of a manufactured home may include the replacement of the unit with a used manufactured home and the cost to repair it, as long as the unit has been occupied and not used as a demonstration model. Should the unit meet the criteria for reconstruction a new manufactured home can be used for replacement and all cost associated with the purchase and transportation can be added to the loan. For CalHome and CDBG, manufactured housing on permanent foundations may be replaced by stick built structures.

CalHome requires the following for manufactured housing/mobile home to stick built replacements:

- 1. Verification that the owner of the mobile home is also the landowner. The registration certificate and a preliminary title report must be submitted with the Borrower summary package. Any past due registration fees must be paid.
 - 2. Provide written justification as to why the mobile home is being replaced and not repaired.
 - 3. Ensure the new structure is "reasonable" for the size of the current household.
- E. Owner-occupied rehabilitation activity delivery fees, pursuant to Section 7733(f), as reimbursement to the Sponsor for the actual costs of services rendered to the homeowner that are incidentally but directly related to the rehabilitation work (e.g. planning, engineering, construction management, including inspections and work write-ups). Activity delivery fees are considered part of the total financing; however, are not part of the loan to the Borrower.
 - F. Rehabilitation will address the following issues in the order listed. Eligible costs are included for each item.
 - 1. Health and Safety Issues

Eligible costs include, but are not limited to, energy-related improvements, lead-based paint hazard evaluation and reduction activities, improvements for handicapped accessibility, repair

or replacement of major housing systems. A driveway may be considered part of rehabilitation if it is determined to be a health and safety issue. Note – CalHome energy-related improvements must be done in conjunction with a related and CalHome eligible repair.

2. Code and Regulation Compliance

Eligible costs include, but are not limited to, additional work required to rehabilitate and modernize a home, and bring it into compliance with current building codes and regulations. Painting and weatherization are included.

3. Demolition

Eligible costs include, but are not limited to, the tear down and disposal of dilapidated structures when they are a part of the reconstruction of an affordable housing unit. If a garage or carport is detached, it may not be rehabilitated but may be demolished, if it is determined to be a health and safety issue.

4. Upgrades

Eligible costs include additional bedrooms and bathrooms if the need can be demonstrated per HUD's or Sponsor's overcrowding guidelines. (**See Attachment C**). The Program will not fund additions to a home for a den or family room, or for any luxury items.

5. General Property Improvements

General property improvements may include replacement of a stove, oven, refrigerator, dishwasher, and/or garbage disposal; and repair or installation of fencing. Items such as refrigerators, stoves, and dishwashers that are not built in may be replaced due to incipient failure, or documented medical condition of the homeowner, and must be of moderate quality. Luxury items (i.e., granite countertops) and certain free standing appliances (i.e., washers and dryers) are not allowed.

For HOME and CalHome, replacement of a refrigerator is not allowed. For CalHome, repair or installation of fencing is not allowed.

All improvements must be physically attached to the property and permanent in nature. Non-code property improvements (fencing, landscaping, driveway, etc.) will be *limited to 15 percent* of the rehabilitation financing amount. (Note – CalHome funds generally may not be used for non-code property improvements.) Any cash contribution by the property owner will be considered a general property improvement and be included in this percentage.

6. Rehabilitation Standards

All repair work related to health and safety conditions will meet Local Building Code standards. The priority will be the elimination of health and safety hazards and code compliance.

6.3. ELIGIBLE PROJECT COSTS/ACTIVITY DELIVERY COSTS

Examples of eligible project related costs for all expenses related to the paperwork for processing and insuring a loan application are listed below. For HOME, these costs are considered activity delivery costs and may not be charged to the homeowner's loan.

- Appraisal
- Property Report/Title Insurance
- Building Plan
- Termite Report
- Land Survey
- Grading Plan
- Recording Fees
- Flood Insurance, as applicable (not allowed with CalHome or HOME funds)

Costs are based on charges currently incurred by the Sponsor, or the Program Operator, for these products and/or services. For CDBG and CalHome, any cost increases charged to the Sponsor/Program Operator for these products and/or services will be passed on to the homeowner and included in the loan. All fees are subject to change and are driven by the market.

6.4. REPAIR CALLBACKS

Contractors will comply with State law regarding all labor and material warranties. All labor and material shall meet FHA minimum specifications.

7.0. EXCEPTIONS AND SPECIAL CIRCUMSTANCES**7.1. AMENDMENTS**

The Sponsor may make amendments to these Participant Guidelines. Any changes made shall be in accordance with federal and state regulations, shall be approved by the Sponsor's Loan Committee and/or local governing body and submitted to HCD for approval.

7.2. EXCEPTIONS

Any case to which a standard policy or procedure, as stated in the guidelines, does not apply or an applicant treated differently from others of the same class would be an exception.

7.2.1 PROCEDURES FOR EXCEPTIONAL CIRCUMSTANCES

- A. The Sponsor or its Program Operator may initiate consideration of an exception and prepare a report. This report shall contain a narrative, including the Sponsor's/Program Operator's recommended course of action and any written or verbal information supplied by the applicant.
- B. The Sponsor shall make a determination of the exception based on the recommendation of the Program Operator. The request can be presented to the Sponsor's loan committee and/or governing body for decision.

8.0. DISPUTE RESOLUTION AND APPEALS PROCEDURES**8.1. PROGRAM COMPLAINT AND APPEAL PROCEDURE**

Complaints concerning the Sponsor's Rehabilitation Program should be made to the Program Operator first. If unresolved in this manner, the complaint or appeal shall be made in writing and filed with the Sponsor. The Sponsor will then schedule a meeting with the Sponsor's Loan Review Committee. Their written response will be made within thirty (30) working days. If the applicant is not satisfied with the committee's decision, a request for an appeal may be filed with the local governing body. Final appeal may be filed in writing with HCD within one year after denial or the filing of the Project Notice of Completion.

8.2. GRIEVANCES BETWEEN PARTICIPANTS AND CONSTRUCTION CONTRACTOR

Contracts signed by the contractor and the participant include the following clause, which provides a procedure for resolution of grievances:

Any controversy arising out of or relating to this Contract, or the breach thereof, shall be submitted to binding arbitration in accordance with the provisions of the California Arbitration Law, Code of Civil Procedure 1280 et seq., and the Rules of the American Arbitration Association. The arbitrator shall have the final authority to order work performed, to order the payment from one party to another, and to order who shall bear the costs of arbitration. Costs to initiate arbitration shall be paid by the party seeking arbitration. Notwithstanding, the party prevailing in any arbitration proceeding shall be entitled to recover from the other all attorney's fees and costs of arbitration.

ATTACHMENT A**24 CFR Part 5 ANNUAL INCOME INCLUSIONS AND EXCLUSIONS – FOR HOME & CDBG****24 CFR Part 5 Annual Income Inclusions****§5.609 *Annual income.***

(a) *Annual income* means all amounts, monetary or not, which:

- (1) Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member; or
- (2) Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date; and
- (3) Which are not specifically excluded in paragraph (c) of this section.
- (4) Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access.

(b) Annual income includes, but is not limited to:

- (1) The full amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses, and other compensation for personal services;
- (2) The net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or profession may be deducted, based on straight line depreciation, as provided in Internal Revenue Service regulations. Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family;
- (3) Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in paragraph (b)(2) of this section. Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the family. Where the family has net family assets in excess of \$5,000, annual income shall include the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate, as determined by HUD;
- (4) The full amount of periodic amounts received from Social Security, annuities, insurance policies, retirement funds, pensions, disability or death benefits, and other similar types of

periodic receipts, including a lump-sum amount or prospective monthly amounts for the delayed start of a periodic amount (except as provided in paragraph (c)(14) of this section);

(5) Payments in lieu of earnings, such as unemployment and disability compensation, worker's compensation and severance pay (except as provided in paragraph (c)(3) of this section);

(6) *Welfare assistance payments.*

(i) Welfare assistance payments made under the Temporary Assistance for Needy Families (TANF) program are included in annual income only to the extent such payments:

(A) Qualify as assistance under the TANF program definition at 45 CFR 260.31; and

(B) Are not otherwise excluded under paragraph (c) of this section.

(ii) If the welfare assistance payment includes an amount specifically designated for shelter and utilities that is subject to adjustment by the welfare assistance agency in accordance with the actual cost of shelter and utilities, the amount of welfare assistance income to be included as income shall consist of:

(A) The amount of the allowance or grant exclusive of the amount specifically designated for shelter or utilities; plus

(B) The maximum amount that the welfare assistance agency could in fact allow the family for shelter and utilities. If the family's welfare assistance is ratably reduced from the standard of need by applying a percentage, the amount calculated under this paragraph shall be the amount resulting from one application of the percentage.

(7) Periodic and determinable allowances, such as alimony and child support payments, and regular contributions or gifts received from organizations or from persons not residing in the dwelling;

(8) All regular pay, special pay and allowances of a member of the Armed Forces (except as provided in paragraph (c)(7) of this section).

(9) For section 8 programs only and as provided in 24 CFR 5.612, any financial assistance, in excess of amounts received for tuition and any other required fees and charges, that an individual receives under the Higher Education Act of 1965 (20 U.S.C. 1001 *et seq.*), from private sources, or from an institution of higher education (as defined under the Higher Education Act of 1965 (20 U.S.C. 1002)), shall be considered income to that individual, except that financial assistance described in this paragraph is not considered annual income for persons over the age of 23 with dependent children. For purposes of this paragraph, "financial assistance" does not include loan proceeds for the purpose of determining income.

24 CFR Part 5 Annual Income Exclusions

(c) Annual income does not include the following:

- (1) Income from employment of children (including foster children) under the age of 18 years;
- (2) Payments received for the care of foster children or foster adults (usually persons with disabilities, unrelated to the tenant family, who are unable to live alone);
- (3) Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses (except as provided in paragraph (b)(5) of this section);
- (4) Amounts received by the family that are specifically for, or in reimbursement of, the cost of medical expenses for any family member;
- (5) Income of a live-in aide, as defined in §5.403;
- (6) Subject to paragraph (b)(9) of this section, the full amount of student financial assistance paid directly to the student or to the educational institution;
- (7) The special pay to a family member serving in the Armed Forces who is exposed to hostile fire;
- (8)
 - (i) Amounts received under training programs funded by HUD;
 - (ii) Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set aside for use under a Plan to Attain Self-Sufficiency (PASS);
 - (iii) Amounts received by a participant in other publicly assisted programs which are specifically for or in reimbursement of out-of-pocket expenses incurred (special equipment, clothing, transportation, child care, etc.) and which are made solely to allow participation in a specific program;
 - (iv) Amounts received under a resident service stipend. A resident service stipend is a modest amount (not to exceed \$200 per month) received by a resident for performing a service for the PHA or owner, on a part-time basis, that enhances the quality of life in the development. Such services may include, but are not limited to, fire patrol, hall monitoring, lawn maintenance, resident initiatives coordination, and serving as a member of the PHA's governing board. No resident may receive more than one such stipend during the same period of time;
 - (v) Incremental earnings and benefits resulting to any family member from participation in qualifying State or local employment training programs (including training programs not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under

employment training programs with clearly defined goals and objectives, and are excluded only for the period during which the family member participates in the employment training program;

(9) Temporary, nonrecurring or sporadic income (including gifts);

(10) Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era;

(11) Earnings in excess of \$480 for each full-time student 18 years old or older (excluding the head of household and spouse);

(12) Adoption assistance payments in excess of \$480 per adopted child;

(13) [Reserved]

(14) Deferred periodic amounts from supplemental security income and Social Security benefits that are received in a lump sum amount or in prospective monthly amounts, or any deferred Department of Veterans Affairs disability benefits that are received in a lump sum amount or in prospective monthly amounts.

(15) Amounts received by the family in the form of refunds or rebates under State or local law for property taxes paid on the dwelling unit;

(16) Amounts paid by a State agency to a family with a member who has a developmental disability and is living at home to offset the cost of services and equipment needed to keep the developmentally disabled family member at home; or

(17) Amounts specifically excluded by any other Federal statute from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions set forth in 24 CFR 5.609(c) apply. A notice will be published in the FEDERAL REGISTER and distributed to PHAs and housing owners identifying the benefits that qualify for this exclusion. Updates will be published and distributed when necessary. [See <https://www.federalregister.gov/documents/2014/05/20/2014-11688/federally-mandated-exclusions-from-income-updated-listing> for most recent notice]

(d) *Annualization of income.* If it is not feasible to anticipate a level of income over a 12-month period (e.g., seasonal or cyclic income), or the PHA believes that past income is the best available indicator of expected future income, the PHA may annualize the income anticipated for a shorter period, subject to a redetermination at the end of the shorter period.

ATTACHMENT A-1**Title 25 Section 6914 Gross Income Inclusions – For CalHome activities**

“Gross income” shall mean the anticipated income of a person or family for the twelve-month period following the date of determination of income.

“Income” shall consist of the following:

- (a) Except as provided in subdivision (b), “Exclusions”, all payments from all sources received by the family head (even if temporarily absent) and each additional member of the family household who is not a minor shall be included in the annual income of a family. Income shall include, but not be limited to:
 - (1) The gross amount, before any payroll deductions, of wages and salaries, overtime pay, commissions, fees, tips and bonuses;
 - (2) The net income from operation of a business or profession or from rental or real or personal property (for this purpose, expenditures for business expansion or amortization of capital indebtedness shall not be deducted to determine the net income from a business);
 - (3) Interest and dividends;
 - (4) The full amount of periodic payments received from social security, annuities, insurance policies, retirement funds, pensions, disability or death benefits and other similar types of periodic receipts;
 - (5) Payments in lieu of earnings, such as unemployment and disability compensation, worker’s compensation and severance pay;
 - (6) Public Assistance. If the public assistance payment includes any amount specifically designated for shelter and utilities which is subject to adjustment by the public assistance agency in accordance with the actual cost of shelter and utilities, the amount of public assistance income to be included as income shall consist of:
 - (A) The amount of the allowance or grant exclusive of the amount specifically designated for shelter and utilities, plus
 - (B) The maximum amount which the public assistance agency could in fact allow for the family for shelter and utilities,
 - (7) Periodic and determinable allowances such as alimony and child support payments, and regular contributions or gifts from persons not residing in the dwelling;

All regular pay, special pay and allowances of a member of the Armed Forces (whether or not living in the dwelling) who is head of the family or spouse.

Title 25 Section 6914 Gross Income Exclusions

(b) The following items shall not be considered as income:

- (1) Casual, sporadic or irregular gift items;
- (2) Amounts which are specifically for or in reimbursement of the cost of medical expenses;
- (3) Lump-sum additions to family assets, such as inheritances, insurance payments (including payments under health and accident insurance and worker's compensation), capital gains and settlement for personal or property losses;
- (4) Amounts of educational scholarships paid directly to the student or to the educational institution, and amounts paid by the government to a veteran for use in meeting the costs of tuition, fees, books and equipment. Any amounts of such scholarships, or payments to veterans, not used for the above purposes of which are available for subsistence are to be included in income;
- (5) The special pay to a serviceman head of a family away from home and exposed to hostile fire;
- (6) Relocation payments made pursuant to federal, state, or local relocation law;
- (7) Foster child care payments;
- (8) The value of coupon allotments for the purchase of food pursuant to the Food Stamp Act of 1964 which is an excess of the amount actually charged the eligible household;
- (9) Payments received pursuant to participation of the following volunteer programs under the ACTION Agency:
 - (A) National Volunteer Antipoverty Programs which include VISTA, Service Learning Programs and Special Volunteer Programs.
 - (B) National Older American Volunteer Program for persons aged 60 and over which include Retired Senior Volunteer Programs, Foster Grandparent Program, older American Community Services Program, and National Volunteer Program to Assist Small Business Experience, Service Corps of Retired Executive (SCORE) and Active Corps of Executives (ACE).

ATTACHMENT B

PART 5 ANNUAL INCOME NET FAMILY ASSET INCLUSIONS AND EXCLUSIONS

This table presents the Part 5 asset inclusions and exclusions as stated in the HUD Technical Guide for Determining Income and Allowances for HOME Program (Third Edition; January 2005).

Statements from 24 CFR Part 5 – Last Modified: January 2005

Inclusions

1. Cash held in savings accounts, checking accounts, safe deposit boxes, homes, etc. For savings accounts, use the current balance. For checking accounts, use the average 6-month balance. Assets held in foreign countries are considered assets.
2. Cash value of revocable trusts available to the applicant.
3. Equity in rental property or other capital investments. Equity is the estimated current market value of the asset less the unpaid balance on all loans secured by the asset and all reasonable costs (e.g., broker fees) that would be incurred in selling the asset. Under HOME, equity in the family's primary residence is not considered in the calculation of assets for owner-occupied rehabilitation projects.
4. Cash value of stocks, bonds, Treasury bills, certificates of deposit and money market accounts.
5. Individual retirement, 401(K), and Keogh accounts (even though withdrawal would result in a penalty).
6. Retirement and pension funds.
7. Cash value of life insurance policies available to the individual before death (e.g., surrender value of a whole life or universal life policy).
8. Personal property held as an investment such as gems, jewelry, coin collections, antique cars, etc.
9. Lump sum or one-time receipts, such as inheritances, capital gains, lottery winnings, victim's restitution, insurance settlements and other amounts not intended as periodic payments.
10. Mortgages or deeds of trust held by an applicant.

Exclusions

1. Necessary personal property, except as noted in number 8 of Inclusions, such as clothing, furniture, cars and vehicles specially equipped for persons with disabilities.
2. Interest in Indian trust lands.
3. Assets not effectively owned by the applicant. That is, when assets are held in an individual's name, but the assets and any income they earn accrue to the benefit of someone else who is not a member of the household and that other person is responsible for income taxes incurred on income generated by the asset.
4. Equity in cooperatives in which the family lives.
5. Assets not accessible to and that provide no income for the applicant.
6. Term life insurance policies (i.e., where there is no cash value).
7. Assets that are part of an active business. "Business" does not include rental of properties that are held as an investment and not a main occupation.

ATTACHMENT C

HOME MAXIMUM PURCHASE PRICE / AFTER-REHAB VALUE LIMIT
HOME Program Limits as of 4/15/19

COUNTY NAME	Existing	Newly Constructed (less than 12 months old)
FRESNO	\$256,000	\$284,000

CALHOME MAXIMUM SALES PRICE / VALUE LIMIT

For homes assisted with a CalHome Program loan, the maximum allowable sales price or the maximum after-rehab value of a home shall be set at 100% of the current median sales price of a single family home in the County in which the CalHome Program is located. The source of the data for the maximum sales price/value limits that will be used will be the FHA 203(b) one-family limits.

HOME STATEWIDE PER UNIT SUBSIDY LIMITS

HOME Program Limits as of 5/9/19

0 Bedroom	1-Bedroom	2-Bedroom	3-Bedroom	4-Bedroom
\$149,868	\$171,802	\$208,913	\$270,266	\$296,666

CURRENT INCOME LIMITS FOR THE AREA (FOR HOME/CDBG)
(CDBG effective 6/28/19, HOME effective 6/28/19)

<i>Number of Persons in Household</i>								
	1	2	3	4	5	6	7	8
80% of AMI	\$36,300	\$41,500	\$46,700	\$51,850	\$56,000	\$60,150	\$64,300	\$68,450

CURRENT INCOME LIMITS FOR THE AREA (FOR CALHOME)
(Limits are effective 6/28/19)

<i>Number of Persons in Household</i>								
	1	2	3	4	5	6	7	8
80% of AMI	\$36,300	\$41,500	\$46,700	\$51,850	\$56,000	\$60,150	\$64,300	\$68,450

*Sponsor will insert the limits for the county in which the Program is located, and will update the income limits annually as HCD provides new information. The link to the official, HCD-maintained, income limits is: <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml> (for HOME and CDBG limits, choose “State CDBG and HOME Income, Value and Rent Limits”; for CalHome income limits, choose Official State Income Limits).

SPONSOR STANDARDS FOR BEDROOM AND BATHROOM ADDITIONS TO ALLEVIATE OVERCROWDING

Maximum No. of Persons in the Household	Number of Bedrooms	Number of Bathrooms
1	SRO	1
1	0-BR	1
2	1-BR	1
4	2-BR	2
6	3-BR	2
8	4-BR	3
10	5-BR	3
12	6-BR	4

- Children may share a bedroom, up to 2 children per bedroom.
- Children shall be permitted a separate bedroom from their parents.
- Adults not in a partner relationship may have their own bedroom.
- 4 or more people – a second bathroom is allowable.
- 8 or more people – a third bathroom is allowable.
- Same rules apply to mobile home units.

The chart above is used as a guide to overcrowding.

ATTACHMENT D

HOUSING REHABILITATION MARKETING PLAN

SUMMARY

The Sponsor will continue its efforts to market the Housing Rehabilitation Program in a manner that will reach all community members.

All marketing related to the Housing Rehabilitation Program is publicized in both English and Spanish. All marketing materials include information identifying the Sponsor's commitment to fair housing laws and affirmative marketing policy, and are widely distributed. Equal opportunity is emphasized in written materials and oral presentations. A record is maintained by the Sponsor identifying what marketing materials are used, and when and where they are distributed.

Forms of marketing may include fliers, brochures, newspaper ads, articles and public service announcements. Fliers and brochures are distributed at local government buildings, other public buildings and through the mail, as well as to businesses that assist those not likely to apply without special outreach. Advertisements and articles are published in newspapers that are widely circulated within the community.

Established working relationships with local lending agencies also aid in informing the public by facilitating the distribution of informational fliers to households seeking financial assistance for repairs that are unable to obtain conventional financing.

Informational meetings are offered to potential participants to explain Program requirements. Often, minimal formal outreach efforts are required as the need for assistance generally exceeds funds available. However, marketing measures are actively performed in order to maintain a healthy interest list.

Characteristics on all applicants and participants are collected and compared with the Sponsor's demographics. Should the Sponsor find that there are underserved segments of the population, a plan to better serve them will be developed and implemented.

MARKETING FORMS

- Fliers
- Brochures
- Newspaper Ads and Articles
- Public Service Announcements
- Public Informational Meetings

MARKETING VENUES

- Local Government Buildings
- Local Public Services Buildings
- Private Businesses
- Lending Agencies
- Real Estate Offices
- Newspaper
- Radio
- Mail

ATTACHMENT E**RESIDENTIAL ANTI-DISPLACEMENT AND TEMPORARY RELOCATION PLAN
Version 2**

The Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require all grantees of Community Development Block Grant (CDBG) funds or Home Investment Partnership (HOME) funds to follow a written Residential Anti-displacement and Relocation Assistance Plan (Plan) for any activities which could lead to displacement of occupants whose property is receiving funds from these or other federal funding source. Having been developed in response to both aforesaid federal legislations, this Plan is intended to inform the public of the compliance of the City of Coalinga (Sponsor) with the requirements of federal regulations 24 CFR 570.606 under state recipient requirements and Section 104(d) of the Housing and Community Development Act of 1974 and 24 CFR 92 of the HOME federal regulations. The Plan will outline reasonable steps, which the Sponsor will take to minimize displacement and ensure compliance with all applicable federal and state relocation requirements. The Sponsor's governing body has adopted this plan via a formal resolution.

This Plan will affect rehabilitation activities funded by the U.S. Department of Housing and Urban Development (HUD) under the following Program titles: HOME, CDBG, Urban Development Action Grant (UDAG), Special Purpose Grants, Section 108 Loan Guarantee Program, and such other grants as HUD may designate as applicable, which take place within the Sponsor's jurisdiction limits.

The Sponsor will provide permanent relocation assistance to all eligible "displaced" households either owner occupied or rental occupied units which are permanently displaced by the housing rehabilitation Program (**See Section E below.**). In addition, the Sponsor will replace all eligible occupied and vacant occupiable low income group dwelling units demolished or converted to a use other than low income group housing as a direct result of rehabilitation activities. This applies to all units assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and as described in the Federal Regulations 24 CFR 570.496(a), Relocation, Displacement and Acquisition: Final Rule dated July 18, 1990 (Section 104(d)) and 49 CFR Part 24, Uniform Relocation Assistance (URA) and Real Property Acquisition Regulations Final Rule and Notice (URA) dated March 2, 1989.

All Sponsor Programs/projects will be implemented in ways consistent with the Sponsor's commitment to Fair Housing. Participants will not be discriminated against on the basis of race, color, religion, age, ancestry, national origin, sex, familial status, or handicap. The Sponsor will provide equal relocation assistance available 1) to each HUD Low/Mod individual household displaced by the demolition or rehabilitation of housing or by the conversion of a HUD Low/Mod individual dwelling to another use as a direct result of assisted activities; and 2) to each separate class of HUD Low/Mod individual persons temporarily relocated as a direct result of activities funded by HUD Programs.

A. Minimizing Permanent Displacement and Temporary Relocation Resulting from Housing Rehabilitation or Reconstruction Activities

Consistent with the goals and objectives of activities assisted under the Act, the Sponsor will take the following steps to minimize the displacement of persons from their homes during housing rehabilitation or reconstruction funded by HUD Programs:

1. Provide proper notices with counseling and referral services to all tenants so that they understand

their relocation rights and receive the proper assistance. When necessary, assist permanently displaced persons to find alternate housing in the neighborhood.

2. Stage rehabilitation of assisted households to allow owner occupants and/or tenants to remain during minor rehabilitation.
3. Encourage owner investors to temporarily relocate tenants to other available safe and sanitary vacant units on the project site area during the course of rehabilitation or pay expenses on behalf of replaced tenants.
4. Work with area landlords, real estate brokers, and/or hotel/motel managements to locate vacancies for households facing temporary relocation.
5. When necessary, use public funds, such as CDBG funds, to pay moving costs and provide relocation/displacement payments to households permanently displaced by assisted activities.

B. Lead Based Paint Mitigation Which Causes Temporary Relocation:

On September 15, 2000, the Final Rule for Lead Based Paint Hazard Control went into effect. Among other things, it requires that federally-funded rehabilitation must use safe work practices so that occupants and workers can be protected from lead hazards. **At no time should the tenant-occupant(s) be present in work areas or designated adjacent areas while LHC activities are taking place in any dwelling unit interior, common area, or exterior.** As such, occupants may not be allowed to remain in their units during the time that lead-based paint hazards are being created or treated. Once work that causes lead hazards has been completed, and the unit passes clearance, the occupants can return. **The tenant-occupants may not reoccupy a work area or adjacent area until post-lead hazard reduction clearance standards have been achieved and verified with laboratory results.** The final rule allows for certain exceptions: Programs:

1. The work will not disturb lead-based paint, or create dust-lead or soil-lead hazard; or
2. The work is on exterior only and openings are sealed to prevent dust from entering the home, the work area is cleaned after the work is completed, and the residents have alternative lead free entry; or
3. The interior work will be completed in one period of less than 8-daytime hours and the work site is contained to prevent the release of dust into other areas of the home; or
4. The interior work will be completed within five (5) calendar days, the work site is contained to prevent the release of dust, the worksite and areas within 10 feet of the worksite are cleaned at the end of each day to remove any visible dust and debris, and the residents have safe access to kitchen and bath and bedrooms.

If temporary relocation assistance is not provided because the Sponsor believes that the project meets one of the above criteria, then proper documentation must be provided in the rehabilitation project file to show compliance. It is up to the Sponsor to ensure that the owner occupant or tenant in the project does not get impacted by lead paint mitigation efforts. In most cases where lead paint mitigation is taking place, occupants (tenants or owners) will be strongly encouraged to relocate even for just a few

days until a final lead clearance can be issued by a certified lead based paint assessor. Occupants who are temporarily relocated because of lead based paint mitigation are entitled to the same relocation assistance as those who are relocated because of substantial rehabilitation or reconstruction activities.

C. Temporary Relocation of Owner Occupants:

Owner occupants are not allowed to stay in units which are hazardous environments during lead based paint mitigation. When their home is having lead based paint mitigation work done which will not make it safe to live in, then they are eligible for temporary relocation assistance up to \$5,000, which will be provided as a grant. In the same way, a unit requiring substantial rehabilitation (with or without lead based paint mitigation) which will not allow the family to access a bath or kitchen facility, or if the unit is being demolished and reconstructed, then the family will be eligible for temporary relocation assistance up to \$5,000, which will be provided as a grant.

The housing rehabilitation loan specialist and/or the rehabilitation construction specialist will complete a temporary relocation assistance form (**See Appendix C**) to document that the owner occupant understands that they must relocate during the course of construction and what expenses they wish to be reimbursed for as part of their relocation. Relocation Assistance is a reimbursement of actual expenses and must be supported by invoices. In addition, all relocation costs must be allocable and reasonable. Multiple options related to moving expenses and rental units will be explored and the lowest cost option will be selected. Owner occupants are encouraged to seek free moving assistance. If free assistance is not available, the owner occupant's family and friends can be reimbursed as long as documentation exists in the participant file showing the cost to be less than the alternatives (i.e., moving company, moving/storage pod, etc.). Relocation for a rental unit will be based on reasonableness of accommodations and market rents.

At the time of doing the work write-up, the Sponsor and Owner occupant will estimate the cost for temporary relocation. If unforeseen circumstances make it appear that the estimated amount will not cover the cost of temporary relocation, written change orders will be required. The change order will state the change and dollar value for the change. The change order must be signed by both the contractor and the Owner occupant, and submitted to the Program Operator and Sponsor for signature approval. If the change order exceeds the approved grant amount, a report and request for additional Temporary Relocation grant funds may be presented to the Sponsor's Loan Review Committee for approval prior to the Program Operator signing-off on the change order.

D. Temporary Relocation of Residential Tenants:

If continued occupancy during rehabilitation is judged to constitute a substantial danger to health and safety of the tenant or the public, or is otherwise undesirable because of the nature of the project, the tenant may be required to relocate temporarily. The contract administrator or rehabilitation specialist will make determination of the need for temporary relocation. The temporary relocation period will not exceed 180 days. All conditions of temporary relocation will be reasonable. Any tenant required to relocate temporarily will be helped to find another place to live which is safe, sanitary and of comparable value and they have the first right to move back into the original unit being rehabilitated at the same rent or lower. He or she may move in with family and friends and still receive full or partial temporary assistance based on eligible cost incurred. The housing rehabilitation loan specialist and/or the rehabilitation specialist will ensure that each tenant-occupied unit under the Program will receive a General Information Notice (GIN) (as soon as possible after a loan application is received) and the tenant will receive a Notice of Non-displacement (after loan approval), and each tenant-

occupied unit will have a temporary relocation assistance form completed for them. **(See Appendix C).** These notices will document that each tenant understands what their relocation rights are, and if they must relocate during the course of construction, that they receive the proper counseling and temporary relocation assistance.

A tenant receiving temporary relocation shall receive the following:

1. Increased housing costs (e.g. rent increase, security deposits) and
2. Payment for moving and related expenses, as follows:
 - a. Transportation of the displaced persons and personal property within 50 miles, unless the grantee determines that farther relocation is justified;
 - b. Packing, crating, unpacking, and uncrating of personal property;
 - c. Storage of personal property, not to exceed 12 months, unless the grantee determines that a longer period is necessary;
 - d. Disconnection, dismantling, removing, reassembling, and reinstalling relocated household appliances and other personal property;
 - e. Insurance for the replacement value of personal property in connection with the move and necessary storage;
 - f. The replacement value of property lost, stolen or damaged in the process of moving (not through the fault of the displaced person, his or her agent, or employee) where insurance covering such loss, theft or damage is not reasonably available;
 - g. Reasonable and necessary costs of security deposits required to rent the replacement dwelling;
 - h. Any costs of credit checks required to rent the replacement dwelling;
 - i. Other moving related expenses as the grantee determines to be reasonable and necessary, except the following ineligible expenses:
 - 1) Interest on a loan to cover moving expenses; or
 - 2) Personal injury; or
 - 3) Any legal fee or other cost for preparing a claim for a relocation payment or for representing the claimant before the Grantee; or
 - 4) Costs for storage of personal property on real property already owned or leased by the displaced person before the initiation of negotiations.

E. Rehabilitation Activities Requiring Permanent Displacement

The Sponsor's rehabilitation Program will not typically trigger permanent displacement and permanent displacement activities fall outside of the scope of this plan. If a case of permanent displacement is encountered, then the staff responsible for the rehabilitation Program will consult with Sponsor's legal counsel to decide if they have the capacity to conduct the permanent displacement activity. If local staff does not have the capacity, then a professional relocation consultant will be

hired to do the counseling and assistance determination and implementation. If local staff does wish to do the permanent displacement activity then they will consult and follow the HUD Relocation Handbook 1378.

F. Rehabilitation Which Triggers Replacement Housing

If the Sponsor's rehabilitation Program assists a property where one or more units are eliminated then under Section 104 (d) of the Housing and Community Act of 1974, as amended applies and the Sponsor is required to replace those lost units. An example of this would be a duplex unit which is converted into a single family unit. In all cases where rehabilitation activities will reduce the number of housing units in the jurisdiction, then the Sponsor must document that any lost units are replaced and any occupants of reduced units are given permanent relocation assistance. (This does not apply to reconstruction or replacement housing done under a rehabilitation Program where the existing unit(s) is demolished and replaced with a structure equal in size without the loss in number of units or bedrooms.)

Replacement housing will be provided within three years after the commencement of the demolition or conversion. Before entering into a contract committing the Sponsor to provide funds for an activity that will directly result in such demolition or conversion, the Sponsor will make this activity public (through a noticed public hearing and/or publication in a newspaper of general circulation) and submit to the California Department of Housing and Community Development or the appropriate federal authority the following information in writing:

1. A description of the proposed assisted activity;
2. The location on a map and the approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as HUD Low/Mod individual dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a HUD Low/Mod individual dwelling unit for at least 10 years from the date of initial occupancy; and,
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units (e.g., a two-bedroom unit with two one-bedroom units) is consistent with the housing needs of HUD Low/Mod individual households in the jurisdiction.

The Program Operator for the Sponsor is responsible for tracking the replacement of housing and ensuring that it is provided within the required period. The Sponsor is responsible for ensuring requirements are met for notification and provision of relocation assistance, as described in Section 570.606, to any HUD Low/Mod individual displaced by the demolition of any dwelling unit or the conversion of a HUD Low/Mod individual dwelling unit to another use in connection with an

assisted activity.

G. Record Keeping and Relocation Disclosures/Notifications

The Sponsor will maintain records of occupants of federally funded rehabilitated, reconstructed or demolished property from the start to completion of the project to demonstrate compliance with section 104(d), URA and applicable Program regulations. Each rehabilitation project, which dictates temporary or permanent or replacement activities, will have a project description and documentation of assistance provided. (See sample forms in HUD Relocation Handbook 1378, Chapter 1, Appendix 11, form HUD-40054)

Appropriate advisory services will include reasonable advance written notice of (a) the date and approximate duration of the temporary relocation; (b) the address of the suitable, decent, safe, and sanitary dwelling to be made available for the temporary period; (c) the terms and conditions under which the tenant may lease and occupy a suitable, decent, safe, and sanitary dwelling.

Notices shall be written in plain, understandable primary language of the persons involved. Persons who are unable to read and understand the notice (e.g. illiterate, foreign language, or impaired vision or other disability) will be provided with appropriate translation/communication. Each notice will indicate the name and telephone number of a person who may be contacted for answers to questions or other needed help. The notices and process below is only for temporary relocation. If permanent relocation is involved, then other sets of notice, noticing process, and relocation assistance must be applied. (See HUD relocation handbook 1378 for those forms and procedures.) The Temporary Relocation Advisory Notices to be provided are as follows:

1. General Information Notice: As soon as feasible when an owner investor is applying for Federal financing for rehabilitation, reconstruction, or demolition, the tenant of a housing unit will be mailed or hand delivered a General Information Notice that the project has been proposed and that the tenant will be able to occupy his or her present house upon completion of rehabilitation. The tenant will be informed that the rent after rehabilitation will not exceed current rent or 30 percent of his or her average monthly gross household income. The tenant will be informed that if he or she is required to move temporarily so that the rehabilitation can be completed, suitable housing will be made available and he or she will be reimbursed for all reasonable extra expenses. The tenant will be cautioned that he or she will not be provided relocation assistance if he or she decides to move for personal reasons. **See Appendix A for sample notice to be delivered personally or by certified mail.**
2. Notice of Non Displacement: As soon as feasible when the rehabilitation application has been approved, the tenant will be informed that they will not be permanently displaced and that they are eligible for temporary relocation assistance because of lead based paint mitigation or substantial rehabilitation, or reconstruction of their unit. The tenant will also again be cautioned not to move for personal reasons during rehabilitation, or risk losing relocation assistance. **See Appendix B for sample notice to be delivered personally or by certified mail.**
3. Disclosure to Occupants of Temporary Relocation Assistance: This form is completed to document that the Sponsor is following its adopted temporary relocation plan for owner occupants and tenants. **See Appendix C for a copy of the disclosure form.**

4. Other Relocation/Displacement Notices: The above three notices are required for temporary relocation. If the Sponsor is attempting to provide permanent displacement assistance then there are a number of other forms which are required. Staff will consult HUD's Relocation Handbook 1378 and ensure that all the proper notices are provided for persons who are permanently displaced as a result of housing rehabilitation activities funded by CDBG or other federal Programs.

APPENDIX A

Dear _____,

On (date), (property owner) submitted an application to the _____ for _____ financial assistance to rehabilitate the building which you occupy at (address).

This notice is to inform you that, if the assistance is provided and the building is rehabilitated, you will not be displaced. Therefore, we urge you not to move anywhere at this time. (If you do elect to move for reasons of your choice, you will not be provided relocation assistance.)

If the application is approved and Federal assistance is provided for the rehabilitation, you will be able to lease and occupy your present apartment (or another suitable, decent, safe and sanitary apartment in the same building) upon completion of the rehabilitation. Of course, you must comply with standard lease terms and conditions.

After the rehabilitation, your initial rent, including the estimated average monthly utility costs, will not exceed the greater of (a) your current rent/average utility costs, or (b) 30 percent of your gross household income. If you must move temporarily so that the rehabilitation can be completed, suitable housing will be made available to you for the temporary period, and you will be reimbursed for all reasonable extra expenses, including all moving costs and any increase in housing costs.

Again, we urge you not to move. If the project is approved, you can be sure that we will make every effort to accommodate your needs. Because Federal assistance would be involved, you would be protected by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

This letter is important and should be retained. You will be contacted soon. In the meantime, if you have any questions about our plans, please contact (name), (title), at (telephone number), (address).

Sincerely,

(name)

(title)

APPENDIX B

(date)

Dear _____:

On (date), we notified you that the owner of your building had applied for assistance to make extensive repairs to the building. On (date), the owner's request was approved, and the repairs will begin soon.

This is a notice of non-displacement. You will not be required to move permanently as a result of the rehabilitation. This notice guarantees you the following:

1. You will be able to lease and occupy your present apartment [or another suitable, decent, safe and sanitary apartment in the same building/complex] upon completion of the rehabilitation. Your monthly rent will remain until after construction is completed. If increased after construction is done, your new rent and estimated average utility costs will not exceed local fair market rents for your community. Of course, you must comply with all the other reasonable terms and conditions of your lease.
2. If you must move temporarily so that the repairs can be completed, you will be reimbursed for all of your extra expenses, including the cost of moving to and from the temporarily occupied unit and any additional housing costs. The temporary unit will be decent, safe and sanitary, and all other conditions of the temporary move will be reasonable.

Since you will have the opportunity to occupy a newly rehabilitated apartment, I urge you not to move. (If you do elect to move for your own reasons, you will not receive any relocation assistance.) We will make every effort to accommodate your needs. Because Federal assistance is involved, you are protected by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

If you have any questions, please contact (name), (title), at (phone #), (address). Remember; do not move before we have a chance to discuss your eligibility for assistance. This letter is important to you and should be retained.

Sincerely,

(name and title)

APPENDIX C**DISCLOSURE TO OCCUPANT OF TEMPORARY RELOCATION ASSISTANCE***Top to be completed at time of loan application submittal or Home Visit*

Property Address: _____
 ___ Rental Unit ___ Owner/Occupied Unit

The rehabilitation loan specialist working on behalf of the City of _____ has explained the temporary relocation services and assistance available under the current rehabilitation Program relocation plan.

I/we have been advised that the City of _____ rehabilitation construction specialist will inform me if I need to be temporarily relocated and will to assist me with scheduling any necessary moves and answer any questions about assistance as needed.

Acknowledged:

 Occupant Signature Date Occupant Signature Date

Complete this at time of acceptance of Work Write Up with initials by occupant

The rehabilitation construction specialist for the City of _____ has explained the Rehabilitation Scope of Work for our house and I/we agree that it will:
 ___ Not require I/we to be relocated. **(If initialed then STOP here and sign bottom.)**
 ___ Yes, I/we need to be temporarily relocated. **(Complete rest of form if initialed.)**

Start date and duration of relocation:

___ Starting on or about _____ we will move for all or part of the rehabilitation project.
 ___ Approximate length of temporary relocation: _____ Number of days.

For temporary relocation, I/We elect to (check all that apply):

___ Relocate with friends and family.
 ___ Relocate into a suitable temporary housing unit identified by rehab specialist.
 ___ Relocate furnishings only into a temporary storage unit.

___ I/We have been told what our relocation assistance is and elect **Not** to be reimbursed for any eligible relocation expenses.

___ I/We have been told what our relocation assistance is and want to be reimbursed for: _____

By signing, occupant(s) acknowledge receipt of copy of this form:

 Occupant Signature Date Occupant Signature Date

ATTACHMENT F**LOAN SERVICING POLICIES AND PROCEDURES
FOR THE CITY OF COALINGA**

The City of Coalinga, hereafter called “Sponsor,” has adopted these policies and procedures in order to preserve its financial interest in properties whose “Borrowers” have been assisted with public funds. The Sponsor will, to the greatest extent possible, follow these policies and procedures, but each loan will be evaluated and handled on a case-by-case basis. The Sponsor has formulated this document to comply with state and federal regulations regarding the use of these public funds and any property restrictions that are associated with them.

The Sponsor may, at its discretion, enter into an agreement with a third party to collect and distribute payments and/or complete all loan servicing aspects of the Program. For CalHome, the Sponsor must obtain prior approval from HCD and must provide HCD a copy of the contract.

The policies and procedures are broken down into the following areas: 1) making required monthly payments or voluntary payments on a loan’s principal and interest; 2) required payment of property taxes and insurance; 3) required Request for Notice of Default on all second mortgages; 4) loans with annual occupancy restrictions and certifications 5) required noticing and limitations on any changes in title or use of property; 6) required noticing and process for requesting a subordination during a refinance; 7) processing of foreclosure in case of default on the loan; 8) the Sponsor as Senior Lienholder; and 9) processing of demands and payoffs.

1. Loan Repayments:

The Sponsor will collect monthly payments from those Borrowers who are obligated to do so under Notes that are amortized promissory notes. Late fees will be charged for payments received after the assigned monthly due date.

For Notes that are deferred payment loans, the Sponsor must accept voluntary payments on the loan. Loan payments will be credited to principal. The Borrower may repay the loan balance at any time with no penalty.

At time of completion, the funds expended on a housing unit will be compared to the Note amount. Any funds not expended at completion will be considered a “principal reduction” and will be applied to the principal loan balance thereby lowering the amount owed by the Borrower. Borrowers will receive a closeout letter after the 30-day retention period indicating the amount of their Note, the credit, and the ending balance on their loan. A copy of this credit along with the final cost break-down will be retained in the Borrower’s file.

The State HOME Program “HOME” has selected the Recapture option of ensuring the affordability of housing acquired by HOME-assisted homebuyers.

There is no affordability period in the Sponsor’s Housing Rehabilitation Program; therefore, all payments and payoffs received are Program Income.

Recaptured funds and Program Income do not have to be expended on the same type of activity as that from which the funds were generated, but they are required to be expended on other HOME activities before any new HOME funds can be drawn down from the Treasury (24 CFR 504(c)(viii)).

Per Section 8208 of the State HOME regulations, no additional HOME assistance, including rehabilitation funds, may be provided during the period starting one year following the filing of the Project Completion Report through the end of the affordability period. Note – This does not apply to CDBG and CalHome assistance.

For HOME-assisted loans approved by the Sponsor under the First-Time Homebuyer Program, the HOME Affordability Period is as follows (amount does not include Activity Delivery Costs paid to the State Recipient by HCD):

Amount of HOME Assistance	Period of Affordability in Years
Under \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years

2. Payment of Property Taxes and Insurance:

As part of keeping the loan from going into default, Borrower must maintain property insurance coverage naming the Sponsor as loss payee. If Borrower fails to maintain the necessary insurance, the Sponsor may use non-grant funds to take out force placed insurance to cover the property while the Borrower puts a new insurance policy in place. All costs for installing the necessary insurance will be added to the loan balance at time of installation of Borrower's new insurance.

When a property is located in a 100-year flood plain, the Borrower will be required to carry the necessary flood insurance. A certificate of insurance for flood and for standard property insurance naming the Sponsor as loss payee will be required at close of escrow. The Sponsor must verify the insurance on an annual basis.

Property taxes must be kept current during the term of the loan. If the Borrower fails to maintain payment of property taxes, the Sponsor may pay the taxes current and add the balance of the tax payment plus any penalties to the balance of the loan. Wherever possible, the Sponsor encourages Borrower to have impound accounts set up with their first mortgagee wherein they pay their taxes and insurance as part of their monthly mortgage payment.

3. Required Request for Notice of Default:

When the Borrower's loan is in second position behind an existing first mortgage, it is the Sponsor's policy to prepare and record a "Request for Notice of Default" for each senior lien in front of Sponsor's loan. This document requires any senior lienholder listed in the notice to notify the Sponsor of initiation of a foreclosure action. The Sponsor will then have time to contact the Borrower and assist them in bringing the first loan current, if possible. The Sponsor can also monitor the foreclosure process and go through the necessary analysis to determine if the loan can be made whole or preserved. When the Sponsor is in a third position and receives notification of foreclosure from only one senior lienholder, it is in their best interest to contact any other senior lienholders regarding the status of their loans.

4. Annual Occupancy Verification:

On owner-occupant loans, the Sponsor requires that Borrowers submit utility bills and/or other documentation annually to prove occupancy during the term of the loan.

Occupancy will be verified, reviewed and certified by the submission of the following:

- Proof of occupancy in the form of a copy of a current utility bill; and
- Statement of unit's continued use as primary residence of the owner.
- Declaration that other title holders do not reside on the premises;
- Verification that Property Taxes are current; and
- Verification of current required insurance policies.

5. Required Noticing and Restrictions on Any Changes of Title or Occupancy:

In all cases where there is a change in title or occupancy or use, the Borrower must notify the Sponsor in writing of any change. Sponsor, or its designated Loan Servicing Agent, and Borrower will work together to ensure the property is kept in compliance with the original Program terms and conditions such that it remains available as an affordable home for low-income families.

Change from owner-occupant to owner-occupant occurs at a sale. When a new owner-occupant is not low-income, the loan is not assumable and the loan balance is immediately due and payable. If the new owner-occupant qualifies as low-income, the purchaser may either pay the loan in full or assume all loan repayment obligations of the original owner-occupant, subject to the approval of the Sponsor's Loan Committee (depends on the HCD Program). Note – CalHome loans are not assumable.

If a transfer of the property occurs through inheritance, the heir (as owner-occupant) may be provided the opportunity to assume the loan at an interest rate based on household size and household income, provided the heir is income eligible. If the heir intends to occupy the property and is not low-income, the balance of the loan is due and payable. If the heir intends to act as an owner-investor, the balance of the loan is due and payable. All such changes are subject to the review and approval of the Sponsor's Loan Committee. Note – CalHome loans are not assumable.

Change from owner-occupant to owner-investor occurs when an owner-occupant decides to move out and rent the assisted property, or if the property is sold to an investor. If the owner converts any assisted unit from owner-occupied to rental, the loan is due in full.

Conversion to use other than residential use is not allowable where the full use of the property is changed from residential to commercial or other. In some cases, Borrowers may request that the Sponsor allow for a partial conversion where some of the residence is used for a business but the household still resides in the property. Partial conversions can be allowed if it is reviewed and approved by any and all agencies required by local statute. If the use of the property is converted to a fully non-residential use, the loan

balance is due and payable.

For CalHome, the following transfers of interest shall not require the repayment of the CalHome Program loan:

- A. transfer to a surviving joint tenant by devise, descent, or operation of law on the death of a joint tenant;
- B. a transfer, in which the transferee is a person who occupies or will occupy the property, which is:
 - 1) a transfer where the spouse becomes an owner of the property;
 - 2) a transfer resulting from a decree of dissolution of marriage, legal separation agreement, or from an incidental property settlement agreement by which the spouse becomes an owner of the property; or
 - 3) a transfer into an inter vivos trust in which the Borrower is and remains the beneficiary and occupant of the property.

6. Requests for Subordinations:

When a Borrower wishes to refinance their existing first mortgage, they must submit a subordination request to the Sponsor. The Sponsor will subordinate their loan only when there is no “cash out” as part of the refinance. No cash out means there are no additional charges on the transaction above loan and escrow closing fees. There can be no third-party debt payoffs or additional encumbrances on the property above traditional refinance transaction costs. The refinance should lower the existing housing cost of the household. The total indebtedness on the property should not exceed the current market value except when the Borrower is obtaining a HARP II or other similar federally approved refinance loan. If the HARP II or other similar financing is approved and meets all other requirements, combined Loan-To-Value will not be considered when reviewing the subordination request.

Also, the loan must:

- A. be fully amortized and have a fixed interest rate that does not exceed the current market rate, as established by an index identified in the most recent NOFA;
- B. not have a temporary interest rate buy-down;
- C. have a term “all due and payable” that matures prior to or concurrently with the maturity date of the Promissory Note. Therefore, the maturity date of the existing Promissory Note should be modified to coincide with the maturity date of the new first mortgage; and,
- D. not have a balloon payment due before the maturity date of the Program loan.

Upon receiving the proper documentation from the refinance lender, the request will be considered by the loan committee for review and approval. Upon approval, the escrow company will provide the proper subordination document for execution and recordation by the Sponsor.

7. Process for Loan Foreclosure:

Upon any condition of loan default: 1) non-payment; 2) lack of insurance or property tax payment; 3) change in title or use without approval; or 4) default on senior loans; the Sponsor, or its designated Loan Servicing Agent, will send out a letter to the Borrower notifying them of the default situation. If the default situation continues, the Sponsor may start a formal process of foreclosure.

When a senior lienholder starts a foreclosure process and the Sponsor is notified via a Request for Notice

of Default, the Sponsor, who is the junior lienholder, may cancel the foreclosure proceedings by "reinstating" the senior lienholder. The reinstatement amount or payoff amount must be obtained by contacting the senior lienholder. This amount will include all delinquent payments, late charges and fees to date. Sponsor must confer with Borrower to determine if, upon paying the senior lienholder current, the Borrower can provide future payments. If this is the case, then the Sponsor may cure the foreclosure and add the costs to the balance of the loan with a Notice of Additional Advance on the existing note.

If the Sponsor determines, based on information on the reinstatement amount and status of Borrower, that bringing the loan current will not preserve the loan, then staff must determine if it is cost effective to protect their position by paying off the senior lienholder in total and restructure the debt such that the unit is made affordable to the Borrower. If the Sponsor does not have sufficient funds to pay the senior lienholder in full, then they may choose to cure the senior lienholder and foreclose on the property themselves. As long as there is sufficient value in the property, the Sponsor can afford to pay for the foreclosure process and pay off the senior lienholder and retain some or all of their investment.

If the Sponsor decides to reinstate, the senior lienholder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the Sponsor fails to reinstate the senior lienholder before five (5) days prior to the foreclosure sale date, the senior lienholder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the Sponsor determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lienholder to complete foreclosure, the Sponsor's lien may be eliminated due to insufficient sales proceeds.

8. Sponsor as Senior Lienholder

When the Sponsor is first position as a senior lienholder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the Sponsor may consider foreclosure. Sponsor's staff will consider the following factors before initiating foreclosure:

- A. Can the loan be cured and can the rates and terms be adjusted to allow for affordable payments such that foreclosure is not necessary?
- B. Can the Borrower refinance with a private lender and pay off the Sponsor?
- C. Can the Borrower sell the property and pay off the Sponsor?
- D. Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)
- E. Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the Sponsor may opt to initiate foreclosure. The Borrower must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the Sponsor to

prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the Sponsor should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lienholders. The service will advise the Sponsor of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the Sponsor informed of the progress of the foreclosure proceedings.

When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the Sponsor could sell the home themselves under a homebuyer Program or use it for an affordable rental property managed by a local housing authority or use it for transitional housing facility or other eligible use. The Sponsor could contract with a local real estate broker to list and sell the home and use those funds for Program income-eligible uses.

9. Process Demands and Payoffs:

Requests for demands and payoffs will be processed within the time frame allowed by law. Sponsor or its designated Loan Servicing Agent is proficient in performing the related calculations. Reconveyance and lien releases would be prepared for processing by a qualified Title Company.

ATTACHMENT G

CITY OF COALINGA'S FORECLOSURE POLICY

Sponsor As Junior Lienholder

It is the City of Coalinga's (Sponsor's) policy to prepare and record a "Request for Notice" on all junior liens (any lien after the first position) placed on properties financed by a loan.

This document requires any senior lienholder to notify the Sponsor of initiation (recording of a "Notice of Default") of a foreclosure only. This is to alert the junior lienholder that they are to monitor the foreclosure with the senior lienholder. When the Sponsor is in a third position and receives notification of foreclosure from only one senior lienholder, it would be in their best interest to contact both senior lienholders regarding the status of their loans.

The junior lienholder may cancel the foreclosure proceedings by "reinstating" the senior lienholder. The reinstatement amount must be obtained by contacting the senior lienholder. This amount will include all delinquent payments, late charges, advances (fire insurance premiums, property taxes, property protection costs, etc.), and foreclosure costs (fees for legal counsel, recordings, certified mail, etc.)

Once the Sponsor has the information on the reinstatement amount, staff must then determine if it is cost effective to protect their position by reinstating the senior lienholder, keeping them current by submitting a monthly payment thereafter, foreclosing on the property possibly resulting in owning the property at the end of foreclosure, protecting the property against vandalism, and paying marketing costs (readying the home for marketing, paying for yard maintenance, paying a real estate broker a sales commission).

If the Sponsor decides to reinstate, the senior lienholder will accept the amount to reinstate the loan up until five (5) days prior to the set "foreclosure sale date." This "foreclosure sale date" usually occurs about four (4) to six (6) months from the date of recording of the "Notice of Default." If the Sponsor fails to reinstate the senior lienholder before five (5) days prior to the foreclosure sale date, the senior lienholder would then require a full pay off of the balance, plus costs, to cancel foreclosure. If the Sponsor determines the reinstatement and maintenance of the property not to be cost effective and allows the senior lienholder to complete foreclosure, the Sponsor's lien may be eliminated due to insufficient sales proceeds.

Sponsor As Senior Lienholder

When the Sponsor is in a first position, or the senior lienholder, active collection efforts will begin on any loan that is 31 or more days in arrears. Attempts will be made to assist the homeowner in bringing and keeping the loan current. These attempts will be conveyed in an increasingly urgent manner until loan payments have reached 90 days in arrears, at which time the Sponsor may consider foreclosure. Sponsor staff will consider the following factors before initiating foreclosure:

- Can the loan be cured (brought current or paid off) by the owner without foreclosure?

- Can the owner refinance with a commercial lender and pay off the Sponsor?
- Can the owner sell the property and pay off the Sponsor?
- Does the balance warrant foreclosure? (If the balance is under \$5,000, the expense to foreclose may not be worth pursuing.)
- Will the sales price of home "as is" cover the principal balance owing, necessary advances, (maintain fire insurance, maintain or bring current delinquent property taxes, monthly yard maintenance, periodic inspections of property to prevent vandalism, etc.) foreclosure, and marketing costs?

If the balance is substantial and all of the above factors have been considered, the Sponsor may opt to initiate foreclosure. The owner must receive, by certified mail, a thirty-day notification of foreclosure initiation. This notification must include the exact amount of funds to be remitted to the Sponsor to prevent foreclosure (such as, funds to bring a delinquent BMIR current or pay off a DPL).

At the end of thirty days, the Sponsor should contact a reputable foreclosure service or local title company to prepare and record foreclosure documents and make all necessary notifications to the owner and junior lienholders. The service will advise the Sponsor of all required documentation to initiate foreclosure (Note and Deed of Trust usually) and funds required from the owner to cancel foreclosure proceedings. The service will keep the Sponsor informed of the progress of the foreclosure proceedings. When the process is completed, and the property has "reverted to the beneficiary" at the foreclosure sale, the Sponsor would then contact a real estate broker to market the home.

ATTACHMENT H

CERTIFICATION OF OCCUPANCY

NAME OF GRANTEE

I/We _____ declare as follows:

(Please Print Occupant/Borrower's Name(s))

That I/we am/are currently occupying as my/our principal place of residence the real property commonly known as:

(Address)

(City, State, Zip code)

Daytime Phone Number: _____

Executed on _____, 20____, at _____, CA
(Date) (City)

I/We declare under penalty of perjury that the foregoing is true and correct.

Signature(s) of all occupants:

Occupant: _____

Occupant: _____

Occupant: _____

Occupant: _____

Occupant: _____

Occupant: _____

ATTACHMENT I**LEAD-BASED PAINT****VISUAL ASSESSMENT, NOTICE OF PRESUMPTION, AND HAZARD REDUCTION FORM**

Section 1: Background Information			
Property Address:			No LBP found or LBP exempt <input type="checkbox"/>
Select one:	Visual Assessment <input type="checkbox"/>	Presumption <input type="checkbox"/>	Hazard Reduction <input type="checkbox"/>
Section 2: Visual Assessment. Fill out Sections 1, 2, and 6. If paint stabilization is performed, also fill out Sections 4 and 5 after the work is completed.			
Visual Assessment Date:		Report Date:	
Check if no deteriorated paint found <input type="checkbox"/>			
Attachment A: Summary where deteriorated paint was found. For multi-family housing, list at least the housing unit numbers and common areas and building components (including type of room or space, and the material underneath the paint).			
Section 3: Notice of Presumption. Fill out Sections 1, 3, 5, and 6. Provide to occupant w/in 15 days of presumption.			
Date of Presumption Notice:			
Lead-based paint is presumed to be present <input type="checkbox"/> and/or Lead-based paint <i>hazards</i> are presumed to be present <input type="checkbox"/>			
Attachment B: Summary of Presumption: For multi-family housing, list at least the housing unit numbers and common areas, bare soil locations, dust-lead location, and or building components (including type of room or space, and the materials underneath the paint) of lead-based paint and/or hazards presumed to be present.			
Section 4: Notice of Lead-Based Paint Hazard Reduction Activity. Fill out Sections 1, 4, 5, and 6. Provide to occupant w/in 15 days of after work completed.			
Date of Hazard Reduction Notice:			
Initial Hazard Reduction Notice? Yes <input type="checkbox"/> No <input type="checkbox"/>		Start & Completion Dates:	
If "No", dates of previous Hazard Reduction Activity Notices:			
Attachment C: Activity locations and types. For multi-family housing, list at least the housing unit numbers and common areas (for multifamily housing), bare soil locations, dust-lead locations, and/or building components (including type of room or space, and the material underneath the paint), and the types of lead-based paint hazard reduction activities performed at the location listed.			
Attachment D: Location of building components with <u>lead-based paint remaining</u> in the rooms, spaces or areas where activities were conducted.			
Attachment E: Attach clearance report(s), using DHS form 8552 (and 8551 for abatement activities)			
Section 5: Resident Receipt of Notice for Presumption or Lead-Based Paint Hazard Reduction Activity and Acknowledgement of Receipt of pamphlet <i>Protection Your Family from Lead in Your Home</i>.			
Printed Name:		Signature:	Date:
Section 6: Contact Information		Organization:	
Contact Name:		Contact Signature:	
Date:	Address:	Phone:	

ATTACHMENT J

TEST FOR RECONSTRUCTION

Jurisdiction: _____	Test Prepared By: _____
Program: _____	Date Submitted to HCD: _____
Contract #: _____	Date Received by HCD: _____
HCD Rep: _____	Representative Initial and Date: <table border="1" style="display: inline-table; width: 150px; height: 20px; vertical-align: middle;"></table> <table border="1" style="display: inline-table; width: 100px; height: 20px; vertical-align: middle;"></table>
	Manager Initial and Date: <table border="1" style="display: inline-table; width: 150px; height: 20px; vertical-align: middle;"></table> <table border="1" style="display: inline-table; width: 100px; height: 20px; vertical-align: middle;"></table>

Property Address**Part A**

1. Does the structure meet the definition of a dwelling? Yes ☐ No ☐
 A dwelling must have cooking, eating, sleeping and sanitation facilities.
2. Is the site/lot/land owned by the homeowner? Yes ☐ No ☐
3. Is the structure presently occupied by the owner? Yes ☐ No ☐ *(Provide proof)*
4. Is the structure a 5th wheeler? Yes ☐ No ☐

IF "NO" TO #1, #2 or #3, or "YES" to #4, STOP HERE. A Reconstruction is not authorized. Consult your HCD Representative for possible exceptions.
IF YES TO BOTH QUESTIONS, PROCEED WITH PART B

Part B

1. Is the cost to reconstruct the structure less than the cost of Rehabilitating it? Yes ☐ No ☐
(Provide documents showing cost estimates for each line item for both Rehab and Reconstruction)

IF YES, SUBMIT THIS COMPLETED FORM WITH THE REQUIRED BACKUP DOCUMENTS TO HCD

REHABILITATION	(Be sure to include all costs for proposed changes, if any, to the number of bedrooms & bathrooms)	RECONSTRUCTION
	Est. Fair Market Value of the Land	
	Estimated Fees	
	Architectural/Engineering/Design	
	Relocation Costs	
	Lead Based Paint Abatement	
	Site Work	
	Demolition	
	Environmental Remediation	
	Structure Construction Costs	
	Other costs _____	
\$0	TOTAL ESTIMATED COSTS	\$0

Have you submitted this "Test" to another HCD Program? Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Is the structure in a flood plain? Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Is the proposed footprint the same as the existing footprint? Yes: <input type="checkbox"/> No: <input type="checkbox"/>

	Current Structure	Proposed Structure
Sq. Footage of Structure:	_____	_____
Number of Bedrooms	_____	_____
Number of Bathrooms	_____	_____
<i>Provide justification for any increases or decreases.</i>		

ATTACHMENT K**HOUSING REHABILITATION/RECONSTRUCTION PROGRAM CONTRACTOR
GUIDELINES AND INFORMATION SHEET****SELF-HELP ENTERPRISES****Housing Rehabilitation/Reconstruction Program
Contractor Guidelines and Information Sheet****Introduction**

The mission of Self-Help Enterprises (SHE) is to work together with low-income families to build and sustain healthy homes and communities.

Though known as a top agricultural production region, the San Joaquin Valley has among the highest poverty rates in the State of California with many rural, unincorporated communities lacking adequate housing, water and sewer services. In particular, the people who provide the source of labor for the agricultural fields can find little except substandard housing in existing stock, and have insufficient income to qualify for standard new home loans. Similarly, the low income, elderly, and handicapped often find themselves trapped in substandard housing. Through our programs, staff works with cities, counties and residents to help meet the needs of our participants and the communities they call home.

SHE appreciates your interest in improving the housing conditions of low-income families in the San Joaquin Valley. It is our hope that together we can realize the dream of safe and decent housing for the less fortunate in our community.

A. General Program Information

The aim of the Housing Rehabilitation/Reconstruction Program is to repair or replace houses making life-safety and sanitary upgrades under the standards of the California Building Code (CBC) and the requirements of the State and/or Federal funding sources.

To accomplish this, Self-Help Enterprises (SHE):

1. Assists the jurisdiction to apply for funds providing low-interest financing to eligible Owners so that they can afford to rehabilitate or reconstruct their home or rental unit;
2. Contracts with the jurisdiction to provide technical assistance for the financial and construction aspects of the program; and
3. Keeps projects on schedule, running smoothly, and when problems arise, works with all parties to swiftly resolve those problems.

B. Work Standards

The work must meet all applicable building codes and be done in a competent manner. We expect professional quality. Everything must be functional, visually acceptable, and be built to California Building Performance Guidelines for Residential Construction Standards.

C. Contractor Eligibility

1. Contractors must be licensed in the State of California as a Class B General Contractor and their license must be in good standing with the Contractors' State Licensing Board;

2. California law requires Contractors have a minimum of \$1,000,000.00 liability insurance, worker's compensation, and a valid Contractor Bond. ***Evidence of these must be provided prior to entering into a Construction Contract and insurance must be in force throughout the term of the Contract;***
3. Contractors will be checked against the Federal System for Award Management (SAM.gov) for debarred status. Contractors listed on the Excluded Parties List System (EPLS) are ineligible;
4. Contractors must complete an application;
5. Contractors may be asked to participate in project orientation; and
6. Contractors will receive an evaluation after every project.

D. Contractor Suspension/Elimination from Bid List

A Contractor will be moved to the Inactive Contractor List for the reasons identified below and/or if a performance evaluation results in a Below Standard rating. If not permanently eliminated, a Contractor can submit a request to be reinstated to Active status upon correction of the issue or following the time period found in parenthesis by each reason.

1. Contractor fails to return the annual request for confirmation of interest in remaining on the Active Contractor List (Upon Receipt of Confirmation of Interest)
2. Contractor's license is no longer valid (Upon Proof of Correction)
3. Inability to acquire insurance (Upon Proof of Correction)
4. Failure to finish one or more projects in the time specified in the Contract (One Year)
5. Failure to prove the knowledge and/or ability to perform the work required of any given Contract per the California Building Code (One Year AND Upon Proof of Correction)
6. Quality of work does not meet specifications in the Contract (One Year)
7. Failure to resolve legitimate complaints about the workmanship and/or materials (Permanent Elimination)
8. Evidence of financial problems (One Year AND Proof of Positive Credit/Credit Report)
9. Withdrawal of bids and/or failure to attend bid tours (Six Months)
10. Pressuring Owners to choose a specific Contractor; promising rebates, kickbacks, or additional work not included in the bid documents, or otherwise trying to circumvent the bid process in an unethical or illegal manner (Permanent Elimination)
11. Failure to disclose that the Contractor, or an employee of the Contractor, is the Owner of, or has a financial interest in, the property the Contractor is rehabilitating (Permanent Elimination)
12. Failure to comply with established jurisdiction guidelines and/or standards (Permanent Elimination)

E. Federal/State Requirements

The paperwork required (contracts, bid procedures, payment requisition, etc.) is designed to protect the Contractor's and Owner's interests, and it is far less complicated than the typical federally-funded project.

Three requirements to take note of are:

1. Equal opportunity laws govern the program. Discriminatory practices in the employment of individuals based on race, creed, color, gender, age, religion, or national origin are unacceptable;
2. No jurisdiction or SHE employee can have any direct or indirect financial interest in the work to be performed and cannot have any financial dealings with Contractors or Owners involved in the program; and
3. Neither a Contractor, nor their employee(s) can be the Owner of or have a financial interest in the property, except as an Owner-Builder.

F. Scope of Work

The Owner, working with SHE staff and jurisdiction inspectors, decides on the work. This is specified in the bid documents and any drawings needed.

G. Bid/Contractor Selection

When a home comes up for bid in the area(s) you requested, your name/company will be submitted with other contractors to the family for consideration. If the family selects your name, you will be contacted by a SHE Rehabilitation Specialist to attend a bid tour. Owners have the right to exclude Contractors from the list without justification, and they may request that other qualified Contractors be added. Contractors will be notified via telephone and/or in writing (email, fax, etc.) at least one week prior to each bid tour.

1. Contractors must develop a proven performance record to be awarded multiple contracts. A Contractor develops a proven performance record upon completion of the following steps:
 - a. All new Contractors who have been awarded their first contract under the Housing Rehabilitation Programs operated by SHE are not eligible to receive additional contracts until the awarded contract is completed and project performance is evaluated by the jurisdiction's building official or building inspector and SHE's Rehabilitation Construction Manager or Rehab Specialist (see attached Contractor Project Performance Evaluation).
 - b. After completion and positive evaluation of the first contract, a Contractor may be awarded two contracts but will not be eligible to receive additional contracts until one or both of the two awarded contracts are completed and evaluated.
 - c. Following the completion of three, positively evaluated contracts, a Contractor is considered to have established a proven performance record. Once a Contractor establishes a proven performance record, that Contractor is eligible to bid and receive multiple contracts.
2. Contractors cannot submit a bid on any property in which they have a vested interest. Such a Contractor may act as an Owner-Builder, subject to standard construction procedures. (Owner-Builders are reimbursed for purchased materials which are verified by invoice/receipt and used on the project, but they are not reimbursed for labor. Reimbursement occurs after the work is completed, inspected by the Building Department as required/applicable, and verified by a SHE Rehabilitation Specialist).
3. Homeowners are encouraged to accept the lowest reasonable bid. Reasonableness is determined by comparing the bids received with the cost estimate prepared by the SHE Rehab Specialist. Bids should be within 10% of SHE's cost estimate.
4. The total bid amount is **non-confidential** and available for everyone to see. However, the itemized amounts for each part of the work required with the bid are **confidential**.
5. Construction Contract is between the Owner and Contractor. Neither the jurisdiction nor SHE is a party to the Contract. The Owner pays for all work specified in the Contract from the loan which he or she has received.

H. Change Orders

All changes in the scope of work must be in writing and approved by the Owner, Contractor, SHE Rehab Specialist, and the jurisdiction. No changes to the scope of work should be handled without a written change order. It is not a sound business practice. The Contractor has no guarantee of payment without an approved, written change order.

I. Loan Funds

Loan funds are safe. A construction account is established with SHE for each project. Before the project starts, the loan funds are on deposit. Since no money can be withdrawn without authorization by the Owner and review by SHE, you can be assured that funds are available to cover the amount of the Contract.

J. Payment

Contractor submits an invoice for a progress payment based on work completed. The invoice must be inspected and approved by the Owner and SHE's Rehab Specialist prior to payment of the invoice. Generally a contractor will receive payment by mail within two (2) to three (3) weeks after submitting an invoice.

Ten Percent (10%) of each invoice will be withheld and paid to the Contractor thirty-five days after the Notice of Completion has been recorded and all paperwork has been submitted and pick up/punch list work completed.

We look forward to talking to you more about this opportunity. Please feel free to call the office if you would like more information.

Rich Aicklen
Construction Manager – Housing Rehabilitation
559-802-1645

CONTRACTOR PROJECT PERFORMANCE EVALUATION INSTRUCTIONS

I. Introduction

Contractor performance is defined as how a contractor carries out the obligations of the contract. This includes all requirements stated in the contract scope of work, provisions, and SHE's General Specifications, adherence to the budget or price, and the provision of customer service. The purpose of this document is to establish a standardized process for Self-Help Enterprises (SHE) to identify, document, and communicate performance with contractors and other program, SHE, and City staff. The process used provides staff the ability to identify performance issues, if any, as they arise. The performance evaluation and rating process provides feedback to contractors with below standard, standard, and above standard performance.

Performance evaluations will occur at the end of the life of the contract, no later than 30 calendar days following the final walk-through, clearance of any punch list items, or submission of the contractor's final invoice, whichever occurs later. SHE will email or mail a copy of the results of the evaluation to the contractor for review and comment. The evaluation process is NOT a collaborative process between the contractor and staff. Contractors do not participate in the evaluation and rating process. The purpose for sharing the evaluations with the contractor is to provide feedback to the contractor on performance.

All evaluation results will be recorded by SHE to determine eligibility, and Active or Inactive status, of the contractor for future contracting.

II. General Instructions

A. Contractor Notification

Contractor should be made aware of the evaluation process prior to receiving the results of the evaluation. Contractors attending a bid tour will receive a copy of this document to explain the purpose of the evaluation, process, and rating system. Contractors requesting additional information about the evaluation process will be instructed to contact SHE directly.

B. Evaluation Timeline

Performance evaluations must be completed no later than 30 calendar days after the final walk-through, clearance of any punch list items, or submission of the contractor's final invoice, whichever occurs later. During the 30 calendar days, the evaluation is conducted, the results are sent to the contractor and the contractor is provided 14 calendar days to review the results and submit comments to SHE. There is some flexibility of this time line for unforeseen or unusual circumstances (e.g., a death in the family).

III. Evaluation Process

The staff member(s) conducting the evaluation must be familiar with the contract and the contractor's performance. Unless otherwise stated in writing, the jurisdiction's building official or building inspector and SHE's Rehabilitation Construction Manager or Rehab Specialist will perform the performance evaluation. These individuals are referred to as the "Evaluators" in performance evaluation related materials.

IV. Below Standard Ratings & Disputes

Performance evaluations may result in a Below Standard rating. If this occurs, the Evaluators will move the contractor from the Active Contractor List to the Inactive Contractor List with reasons noted and send the contractor a letter of explanation along with the copy of his or her evaluation results.

Regardless of the rating given, a contractor may disagree with the evaluation/rating. A contractor must dispute his or her evaluation by submitting comments to SHE within 14 days of receiving his or her copy of the evaluation results. Upon receipt of a dispute, the Evaluators will review the contractor's comments and respond to the contractor by elaborating on the reasons for the rating given.

V. Evaluation Category Definitions and Factors

The seven categories listed below are used by SHE to assess each contractor's performance during the contract period. Each evaluation category is described and examples of possible factors provided. Factors listed below that are not applicable can be removed from the list and replaced with applicable factors developed by the Evaluators. While factors can be customized, the descriptions CANNOT.

Each contract is unique and the Evaluators should utilize contract specific factors to evaluate performance under each category. This necessary flexibility may be confusing to contractors and will require thoughtful explanation. If the contractor requires clarification or additional information about the categories or evaluation process, they may contact SHE directly.

- A. Quality: The contractor achieved desired outcomes with a minimum of avoidable errors and problems. Work met the requirements, expectations, or desired outcomes as set forth in the contract/scope of work. The work was accurate and complete. The work was done in an efficient and effective manner.

Factors:

- Overall compliance – the contractor complied with the terms and conditions (to include program and funding requirements) of the contract and showed an understanding of agency's standards and expectations.
- Conformity to specifications – the product or service conformed to the specifications identified in the original solicitation and contractual agreement. The product performed and/or the services were provided as expected.
- Reliability – the rate of product failure was within reasonable limits or repairs and rework was acceptable.
- Durability – reasonable period of time lapses before replacement is necessary.
- Support – available from the contractor in a reasonable period of time and met the need for assistance.
- Warranty – reasonable length and provisions of warranty protection offered and problems resolved in a timely fashion.
- State-of-the-art product/service – The contractor offered products and/or services consistent with industry standards. The contractor consistently refreshes product life by adding enhancements.

- B. Timeliness: The contractor performed work within the time frames identified or specified in the contract/scope of work and kept the project on schedule.

Factors:

- The contractor delivered product and/or services by date agreed to in the contract.
- The contractor met timelines for the submission of deliverables such as reports, plans, invoices, etc.
- The contractor responded/replied to requests for information or assistance in a reasonable period of time.
- The contractor's average delivery time was comparable to that of other contractors for similar products and/or services.

- C. Price/Budget: The contractor effectively managed costs and the value of the product and/or services received supported the costs. The contractor adhered to budget as specified in the contract/scope of work.

Factors:

- Contractor's invoices were accurate with appropriate backup documentation.
- Estimates did not vary from the final invoice.
- There were a low number of variances from the initial agreed to prices and the costs stated on received invoices.
- The contractor was sensitive to costs and demonstrated respect for funding and the agency's needs.

- D. Business Relations/Customer Service: The degree to which the contractor was professional and respectful in its business approach and interactions with the agency.

Factors:

- The contractor was courteous, cooperative, and had a professional approach in all forms of communication.
- The contractor handled complaints efficiently and effectively.
- The contractor was knowledgeable about the project and/or had the expertise to provide assistance as requested.
- The contractor managed change effectively.
- The contractor attempted to resolve problems in a timely manner and followed up with a status report.
- The contractor provided technical support for maintenance, repair, and installation situations. Technical instructions, documentation, and general information was also provided.
- The contractor provided training on the effective use of its products or services.

- E. Deliverables/Requirements: The degree to which the contractor was compliant in meeting the standards of contract requirements and deliverables.

Factors:

- All deliverables submitted were complete, accurate, and submitted within the required timeline using required forms or format, if applicable.
- Requirements were demonstrated and/or documented.

- F. **Safety**: The degree to which the contractor mitigated and demonstrated freedom from risk of injury, danger, damage, or loss of life or property.

Factors:

- The contractor complied with all Federal, State, and local laws and regulations concerning the health and safety of workers, the general public, and personal property.
- Contractor's safety record for the project.

- G. **Dependability**: The degree to which contractor demonstrated trustworthiness and reliability.

Factors:

- The contractor was fair, honest, and reasonable in interactions with the agency.
- The contractor demonstrated consistency in business operations.
- The contractor was sincere in efforts to deliver a quality product and/or services.
- The contractor followed through on agreements made with the program/agency.

VI. Contractor Performance Rating Definitions and Factors

The following three ratings make up the evaluation rating structure. These rating definitions and factors CANNOT be customized.

- A. **Below Standard**: Contractor performance has been less than standard or satisfactory. This rating encompasses contractors whose performance does not consistently meet expectations defined in the contract/scope of work.

Factors:

- Contractor performance does not consistently meet expectations defined in the contract.
- Close supervision of the contractor was required to progress the work.
- Work was unsatisfactory and consistently failed to meet expectations.
- Lack of cooperation.
- Most performance requirements were not met.
- Significant cost overruns.
- Many schedule slips with negative cost impact.
- Lack of user satisfaction.

- B. **Standard**: Contractor has met all specifications and requirements. This rating includes a range of expected performance as stated in the contract/scope of work to support the project.

Factors:

- Contractor exhibits competency in the assignments and consistently meets the desired expectations of the project.
- Contractor meets standards and objectives and all performance requirements.
- Contractor sometimes exceeds expectations.
- Contractor met overall price.
- Contractor met expectations.
- Deliveries were on time.
- Project schedule was not impacted.
- Adequate user satisfaction.

- C. **Above Standard**: Contractor performance exceeds standard or satisfactory. This rating represents consistent and exceptional performance or consistently superior achievement beyond regular assignments and expectations as stated in the contract/scope of work.

Factors:

- Meeting and exceeding performance requirements.
- Significant positive impact to the project.
- Reduced costs while meeting contract requirements.
- All deliveries on time with some arriving early.
- Significantly exceeded expectations.
- High user satisfaction.
- Highly responsive and proactive.

VII. CONTRACTOR PERFORMANCE EVALUATION

CONTRACTOR PROJECT PERFORMANCE EVALUATION

File #: _____
 Project: _____
 Project Address: _____
 City/State/Zip: _____

Contractor Name: _____
 License #: _____
 Project Address: _____
 City/State/Zip: _____

		Below Standard	Standard	Above Standard
Overall Rating:				
1.	Quality			
2.	Timeliness			
	Original Contract Completion Date: _____			
	Actual Contract Completion Date: _____			
3.	Price/Budget			
	Original Contract Amount: \$ _____			
	Final Contract Amount: \$ _____			
4.	Business Relations/Customer Service			
5.	Deliverables/Requirements			
6.	Safety			
7.	Dependability			

Evaluator Information:

Printed Name: _____
 Title: _____

Organization: _____
 Address: _____
 City/State/Zip: _____

Signature/Date: _____

Comments:

PERFORMANCE FACTORS

1. Quality: The contractor achieved desired outcomes with a minimum of avoidable errors and problems. Work met the requirements, expectations, or desired outcomes as set forth in the contract/scope of work. The work was accurate and complete. The work was done in an efficient and effective manner.

FACTORS:

Overall compliance – the contractor complied with the terms and conditions (to include program and funding requirements) of the contract and showed an understanding of agency’s standards and expectations

Conformity to specifications – the product or service conformed to the specifications identified in the original solicitation and contractual agreement. The product performed and/or the services were provided as expected

Reliability – the rate of product failure was within reasonable limits or repairs and rework was acceptable

Durability – reasonable period of time lapses before replacement is necessary

Support – available from the contractor in a reasonable period of time and met the need for assistance

Warranty – reasonable length and provisions of warranty protection offered and problems resolved in a timely fashion

State-of-the-art product/service – The contractor offered products and/or services consistent with industry standards. The contractor consistently refreshes product life by adding enhancements

2. Timeliness: The contractor performed work within the time frames identified or specified in the contract/scope of work and kept the project on schedule.

FACTORS:

The contractor delivered product and/or services by date agreed to in the contract

The contractor met timelines for the submission of deliverables such as reports, plans, invoices, etc

The contractor responded/replied to requests for information or assistance in a reasonable period of time

The contractor’s average delivery time was comparable to that of other contractors for similar products and/or services

3. Price/Budget: The contractor effectively managed costs and the value of the product and/or services received supported the costs. The contractor adhered to budget as specified in the contract/scope of work.

FACTORS:

Contractor’s invoices were accurate with appropriate backup documentation

Estimates did not vary from the final invoice

There were a low number of variances from the initial agreed to prices and the costs stated on received invoices

The contractor was sensitive to costs and demonstrated respect for funding and the agency’s needs

4. Business Relations/Customer Service: The degree to which the contractor was professional and respectful in its business approach and interactions with the agency.

FACTORS:

- The contractor was courteous, cooperative, and had a professional approach in all forms of communication
- The contractor handled complaints efficiently and effectively
- The contractor was knowledgeable about the project and/or had the expertise to provide assistance as requested
- The contractor managed change effectively
- The contractor attempted to resolve problems in a timely manner and followed up with a status report
- The contractor provided technical support for maintenance, repair, and installation situations. Technical instructions, documentation, and general information was also provided
- The contractor provided training on the effective use of its products or services

5. Deliverables/Requirements: The degree to which the contractor was compliant in meeting the standards of contract requirements and deliverables.

FACTORS:

- All deliverables submitted were complete, accurate, and submitted within the required timeline using required forms or format, if applicable
- Requirements were demonstrated and/or documented

6. Safety: The degree to which the contractor mitigated and demonstrated freedom from risk of injury, danger, damage, or loss of life or property.

FACTORS:

- The contractor complied with all Federal, State, and local laws and regulations concerning the health and safety of workers, the general public, and personal property
- Contractor's safety record for the project

7. Dependability: The degree to which contractor demonstrated trustworthiness and reliability.

FACTORS:

- The contractor was fair, honest, and reasonable in interactions with the agency
- The contractor demonstrated consistency in business operations
- The contractor was sincere in efforts to deliver a quality product and/or services
- The contractor followed through on agreements made with the program/agency

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

Subject: City Council Adoption of Resolution No. 3941 Authorizing the Submission of an Application for the Affordable Housing and Sustainable Communities (AHSC) Program

Meeting Date: January 2, 2020

From: Marissa Trejo, City Manager

Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

City Council approval of Resolution No. 3941 authorizing the submission of a grant application for the Affordable Housing and Sustainable Communities program to develop approximately 4.5 acres of affordable housing at the corner of Pacific and Elm inclusive of transit, bike and pedestrian improvements.

II. BACKGROUND:

The Affordable Housing and Sustainable Communities program (AHSC) is administered by the California Strategic Growth Council. The AHSC Round 5 NOFA will invest \$550 Million into communities statewide. The NOFA is due on February 11, 2020 with results being announced on or around June 11, 2020.

III. DISCUSSION:

The City of Coalinga's application, called "Coalinga Pacific", will compete in the Rural set-aside of the Notice of Funding Available (NOFA), with at least \$55 Million set aside for rural communities. The application was a joint effort between the City of Coalinga and Central Valley Coalition for Affordable Housing. The total amount of the Coalinga Application is approximately \$20,000,000. The breakdown of the funds is as follows:

- \$11,250,000 for the construction of 76 units of housing that is affordable to families earning 30% to 60% of Area Median Income. The housing will be a "net-zero" energy producer. (Application for Site Plan is currently under review with the Community Development Department and is anticipated to go before the Planning Commission in Mid January 2020 for approval).
- \$5,000,000 to construct at least .5 miles of new bikeway and over 3,000 linear feet of new sidewalk in Coalinga. The new bikeways connect key destinations such as schools, parks, and the existing bikeways.
- \$1,200,000 to procure 37 Calvans vanpool vans to take residents of Coalinga Pacific and residents from anywhere in Coalinga to their agriculture or industrial jobs across the San Joaquin Valley.
- \$1,550,000 to procure one electric bus and two Chevy Volts for the Fresno County Rural Transit bus and ride share program
- \$850,000 to install pedestrian, cycling and transit amenities, including street trees, drought tolerant landscape, street lighting, and intersection striping.
- \$50,000 to provide residents of Coalinga Pacific with a free transit pass on Fresno County Rural Transit for three years.

IV. ALTERNATIVES:

Do not approve Resolution No. 3941 where an application for AHSC will not be submitted for funding. - Staff does not recommend.

V. FISCAL IMPACT:

The cost related to the submission of the AHSC grant application will be borne by AMG and Associates with no costs to City except for upfront reimbursable engineering cost for project scope development and staff time and resources.

ATTACHMENTS:

File Name	Description
20180731-Update-Fact_Sheet-AHSC.pdf	AHSC Program Fact Sheet
AHSC_Resolution_No._3941_(City_of_Coalinga).docx	Resolution No. 3941 - AHSC Application Submission



Affordable Housing and Sustainable Communities

Integrating affordable homes and sustainable transportation



The Affordable Housing and Sustainable Communities Program (AHSC) builds healthier communities and protects the environment by increasing the supply of affordable places to live near jobs, stores, transit, and other daily needs. Personal vehicle use is, by far, the most significant source of greenhouse gas emissions in California. AHSC reduces these emissions by funding projects that make it easier for residents to get out of their cars and walk, bike, or take public transit. Funded by auction proceeds from California's Cap-and-Trade emissions reduction program, AHSC is administered by the Strategic Growth Council and implemented by the California Department of Housing and Community Development.

“AHSC helps create holistic communities with affordable housing & transportation options near jobs & other key destinations.”



WHAT DOES AHSC FUND?

AHSC provides funding for affordable housing developments (new construction or renovation) and transportation infrastructure. This may include sustainable transportation infrastructure, such as new transit vehicles, sidewalks, and bike lanes; transportation-related amenities, such as bus shelters, benches, or shade trees; and other programs that encourage residents to walk, bike, and use public transit.

WHO IS ELIGIBLE TO APPLY?

Eligible applicants include:

- » Local governments
- » Transportation and transit agencies
- » Non-profit and for-profit housing developers
- » Joint powers authorities
- » K-12 school, college and university districts
- » Federally recognized Indian tribes

Historically, most applicants have been developers of affordable and mixed-income housing, local governments, regional transportation agencies, and public transit providers. Applicants are also welcome to submit joint proposals to co-develop a project.

HOW WILL OUTCOMES BE TRACKED & MONITORED?

Because AHSC is a greenhouse gas reduction program, applicants who receive awards are responsible for monitoring and reporting their projects' emissions reductions using a quantification methodology certified by the California Air Resources Board. Award recipients are also responsible for monitoring and reporting co-benefit indicators based on the health, environmental and economic goals they identified at the grant's onset.

WHAT DOES SUCCESS LOOK LIKE?

Successfully implemented, the AHSC program creates California cities where residents can get everywhere they need to go without having to drive. This results in cleaner air, healthier lifestyles, and protects current and future generations from the threat of climate change.


PROVIDED OVER 

6,050

AFFORDABLE HOMES

 FOR FAMILIES IN NEED

REDUCE
1.58 million
TONNES OF CO₂E
OVER THEIR OPERATING LIVES



CONTACT

Coral Abbott

ahsc@sgc.ca.gov

<http://sgc.ca.gov/programs/ahsc/>

RESOLUTION NO. 3941

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA AUTHORIZING APPLICATION FOR THE AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES PROGRAM

WHEREAS, The State of California, the Strategic Growth Council (SGC) and the Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated November 1, 2019 (NOFA), under the Affordable Housing and Sustainable Communities (AHSC) Program established under Division 44, Part 1 of the Public Resources Code commencing with Section 75200.

WHEREAS, AMG & Associates, LLC (Applicant) desires to apply for AHSC Program funds and submit the Application Package released by the Department for the AHSC Program.

WHEREAS, The SGC is authorized to approve funding allocations for the AHSC Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement. The Department is authorized to administer the approved funding allocations of the AHSC Program.

NOW THEREFORE, IT IS RESOLVED THAT:

1. Applicant is hereby authorized and directed to apply for and submit to the Department the AHSC Program Application as detailed in the NOFA dated November 1, 2019, for Round 5 in a total amount not to exceed \$20,000,000.00 of which \$11,250,000.00 is requested as a loan for an Affordable Housing Development (AHD) ("AHSC Loan") and \$8,750,000.00 is requested for a grant for Housing-Related Infrastructure (HRI), Sustainable Transportation Infrastructure (STI), Transit-Related Amenities (TRA) or Program (PGM) activities ("AHSC Grant") as defined the AHSC Program Guidelines adopted by SGC on October 31, 2019. If the application is approved, the Applicant is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) in a total amount not to exceed \$20,000,000.00 (\$11,250,000.00 for the AHSC Loan and \$8,750,000.00 for the AHSC Grant), and any and all other documents required or deemed necessary or appropriate to secure the AHSC Program funds from the Department, and all amendments thereto (collectively, the "AHSC Documents").

2. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capital asset project expenditures to be identified in Exhibit A of the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant hereby agrees to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.
3. The City Manager, Marissa Trejo and Assistant City Manager, Sean Brewer, is authorized to execute in the name of Applicant the AHSC Program Application Package and the AHSC Program Documents as required by the Department for participation in the AHSC Program.

PASSED AND ADOPTED, by the City of Coalinga City Council at their regularly scheduled meeting held on the 2nd day of January 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

City of Coalinga Mayor/Mayor Pro-Tem

ATTEST:

City Clerk/Deputy City Clerk

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

Subject: Council Approval of a Professional Service Agreement with AM Consulting to Provide 2015 Urban Water Management Plan
Meeting Date: January 2, 2020
From: City Manager, Marissa Trejo
Prepared by: Larry Miller, Public Utilities Coordinator

I. RECOMMENDATION:

Authorize the City Manager to execute a professional service agreement with AM Consulting Engineers (AMCE) to prepare and submit to the State, the City's 2015 Urban Water Management Plan (UWMP).

II. BACKGROUND:

In June of 2015 the City of Coalinga completed and approved the 2010 Urban Water Management Plan. Urban Water Management Plans are important tools for reporting water agencies' long-term planning efforts to meet future demands and tracking progress toward achieving state-mandated water conservation targets. They also support state laws linking approval for large developments to water supply availability.

In 1983, the California Legislature enacted the Urban Water Management Planning Act (Division 6 Part 2.6 of the Water Code §§10610 - 10656). It requires that every urban water supplier that provides water to 3,000 or more customers, or that provides more than 3,000 acre-feet of water annually ensure the appropriate level of reliability to meet the needs of its customers during normal, dry and multiple dry years. The act describes the contents of the UWMP as well as how urban water suppliers should adopt and implement the plans. Plan updates are required every five years, and updates maintain the Water Authority's eligibility for state grants.

III. DISCUSSION:

A Request for Proposal (RFP) was advertised and placed on the City of Coalinga's website with a deadline for November 11, 2019. The City received one (1) proposal: AM Consulting Engineers. The purpose of the contract is to provide an Urban Water Management Plan. An Urban Water Management Plan is utilized to ensure that we can meet existing and future water needs.

After reviewing the proposal, staff is recommending the use of AM Consulting Engineers.

IV. ALTERNATIVES:

- The City may choose to not approve a contract with AM Consulting and re-advertise the RFP, however staff feels this will only delay the process and not result in more submissions.
- The Council may choose to not proceed with updating the City's Urban Water Management Plan and risk being ineligible for grants and other state and federal water infrastructure funding. Staff does not recommend.

V. FISCAL IMPACT:

This agreement will have no impact to the General Fund as it is funded by Water Enterprise funds. Sufficient funds exist in the Water Enterprise (Plant Operations Professional Services) fund to fulfill this total agreement not to exceed \$29,000.00.

ATTACHMENTS:

File Name	Description
 AMCE_Contract.pdf	AM Consulting Engineers Agreement with Scope of Work

AGREEMENT FOR PROFESSIONAL SERVICES FOR THE PREPARATION OF THE CITY OF COALINGA 2015 URBAN WATER MANAGEMENT PLAN

This Agreement for Professional Services (“Agreement”) is made and entered into this sixth day of January 2019, by and between the City of Coalinga, a Municipal Corporation (“City”), and AM Consulting Engineers (“Provider”).

RECITALS

- A. Provider represents to City that they are specially trained, experienced, licensed and competent to perform the services which will be required by this Agreement; and
- B. Provider represents to City that they possess the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.
- C. City desires to retain Provider to render the services as set forth in this Agreement, as Exhibit 1.

NOW THEREFORE, in consideration of the mutual covenants set forth herein for such other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the parties hereto agree as follows:

1. **Retention of Provider.** Subject to the terms and conditions set forth herein, City retains Provider to perform the services identified in this Agreement, as an independent contractor and Provider hereby accepts this independent contractor appointment.
2. **Scope of Services.** The Provider shall perform professional services, in accordance with all the provisions of this Agreement. The Scope of Work is attached hereto as Exhibit 1. Provider shall correct any and all errors and/or omissions, which arise out of Provider’s negligence or intentional misconduct, in the performance of the Services and any documents resulting therefrom even though City has accepted said Services or documents. Provider shall make such corrections upon City’s request and at no cost or expense to City.
3. **Time of Performance.** This agreement shall remain in effect until July 6th, 2020. Contract time of completion for individual projects will be agreed upon before assignment of each project to Provider. Services designated in the scope of work shall be completed on agreed date unless prior written approval for a time extension has been granted by Sean Brewer.
4. **Compensation.** Compensation to be paid to Provider shall be in accordance with the fee schedule, Exhibit 2, subject to the Prevailing Wage Requirements which are available at the office of the Public Works Director. An estimate for cost of services for each project shall be submitted to the Public Works Director before commencement of work. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to the City at the time of payment. An increase in the fee schedule will be allowed at the beginning of year three

of this agreement and when the Prevailing Wage for services included in this agreement increases by the same amount approved for increase by the Department of Industrial Relations.

5. **Method of Payment.** Provider shall submit monthly billings to City describing the work performed during the preceding month. Provider's bills shall include a brief description of the Services performed and the date the Services were performed the number of hours spent and by whom, and a description of any reimbursable expenditures. City shall pay Provider no later than 30 days after the date of submittal of a complete invoice for completed tasks and approval of the invoice by City staff.

6. **Extra Work.** At any time during the term of this Agreement, City may request that Provider perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Services, but which the parties did not include in the Scope of Work. Extra work will be performed on an hourly basis under the Provider's most current hourly fee schedule. Provider shall not perform, nor be compensated for Extra Work without written authorization from City.

7. **Termination.** This Agreement may be terminated by the City immediately and without notice for cause or by City without cause upon ten (10) days' written notice of termination to Provider. Upon termination, Provider shall be entitled to compensation for Services performed up to the effective date of termination, unless this Agreement is terminated for cause, in which case, City may withhold compensation due Provider in order to reimburse City for any losses, damages or expenses caused by Provider's default under this Agreement.

8. **Equal Opportunity Employment.** Provider represents that it is an equal opportunity employer and it shall not discriminate against any sub provider, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Provider shall also comply with all relevant provisions of City's programs or guidelines currently in effect as identified and provided to Provider by City.

9. **Insurance Requirements.**
a. Provider, at Provider's own cost and expense, shall procure and maintain, for the duration of this Agreement, the following insurance policies.

i. **Workers Compensation Coverage.** As required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury or disease.

ii. **General Liability Coverage.** Insurance Services Office (ISO) Form CG 0001, including products and completed operations, with limits of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be TWO MILLION AND NO/100 DOLLARS (\$2,000,000), twice the required occurrence limit.

iii. Automobile Liability Coverage. ISO Form Number CA 0001 covering any auto (Code 1), with a limit no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury and property damage.

iv. Professional Liability Coverage. Contractor will maintain Professional Liability coverage with limits no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per occurrence or claim, and TWO MILLION AND NO/100 DOLLARS (\$2,000,000) policy aggregate.

If Provider maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by Provider.

Provider's insurance policies shall be "occurrence" policies and not "claims-made" coverage except for Professional Liability Coverage.

Provider may maintain an Umbrella policy in conjunction with the insurance policies referenced above. In such case, Provider shall be deemed to have satisfied the insurance requirements of this contract as long as: (i) the coverage limits of the Umbrella policy and of the underlying liability policy(ies), when combined, satisfy each of the per occurrence and aggregate requirements identified in this subsection a.; and (ii) coverage under the Umbrella policy is as broad as and includes all incidents and events covered by the underlying insurance that it supplements.

Any deductibles or self-insured retentions must be declared to and approved by the City. The City may require Provider to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. Alternatively, the City may require Provider to provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses within the retention.

The policies are to contain, or be endorsed to contain, the following provisions:

i. The City and its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL and automobile liability policies with respect to liability arising out of work or operations performed by or on behalf of Provider including materials, parts, or equipment furnished in connection with such work or operations; products used by Provider; or automobiles owned, leased, hired or borrowed by Provider. General liability coverage can be provided in the form of an endorsement to Provider's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

ii. For any claims related to this contract, Provider's insurance coverage shall be primary insurance as respects the City and its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City and/or its officers, officials, employees, or volunteers shall be in excess of Provider's insurance and shall be non-contributory.

iii. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

Provider shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Provider's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Provider hereby grants to City and its officers, officials, employees, and volunteers a waiver of any right to subrogation which any insurer of Provider may acquire against the City and/or its officers, officials, employees, and volunteers by virtue of the payment of any loss under such insurance. Provider agrees to obtain endorsements necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

The City reserves the right to modify the insurance requirements contained in this contract, including, without limitation, coverage limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

10. **Indemnification.** To the fullest extent allowable by law, Provider agrees to indemnify, defend and hold harmless the City and its officials, officers, employees, agents and volunteers from and against all claims, demands, actions, injuries, liabilities, losses, costs or damages, direct or indirect, and any and all attorneys' fees and other expenses which City or its officials, officers, employees, agents or volunteers may sustain or incur as a consequence of or are in any way related to Provider's or its owners, directors, officers, managers, employees, agents and subcontractor's willful or negligent acts or omissions in the performance of the services and Providers responsibilities and obligations to be performed under this agreement or its failure to perform or comply with any of its obligations or responsibilities contained in this agreement; excluding, however, such liability, claims, losses, damages or expenses arising from City's sole or active negligence or willful acts. This duty to indemnify, defend, and hold harmless shall survive the termination of this agreement. If Provider maintains additional coverage or higher limits than those required herein, then City shall be entitled to additional coverage or higher limits maintained by Provider.

11. **Independent Contractor Status.** It is understood and agreed that Provider, in the performance of the Services to be performed pursuant to this Agreement, shall act as and be an independent contractor and shall not act as an agent or employee of City. Provider shall obtain no retirement benefits or other benefits which accrue to City's employees and Provider hereby expressly waives any claim it may have to any such rights. Nothing in this Agreement shall create or be construed as creating a partnership, joint venture or any other relationship between City and Provider.

12. **Provider's Books and Records.**

a. Provider shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Provider under this Agreement.

b. Provider shall maintain all documents and records that demonstrate performance under this Agreement for a minimum period of three (3) years, or for any longer period required by law, from the date of termination or completion of this Agreement.

c. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours, upon written request by the City. Copies of such documents shall be provided to the City for inspection at the City offices.

d. Where City has reason to believe that such records or documents may be lost or discarded due to dissolution, disbandment or termination of Provider's business, City may, by written request, require that custody of the records be given to the City and that the records and documents be maintained in the City offices. Access to such records and documents shall be granted to any party authorized by Provider, Provider's representatives, or Provider's successor-in-interest.

13. **Professional Ability of Provider.** City has relied upon Provider's representations regarding its training and professional ability to perform the Services hereunder as a material inducement to enter into this Agreement. Provider shall therefore provide properly skilled personnel to perform all Services under this Agreement. The primary provider of the Services called for by this Agreement shall be [NAME] who shall not be replaced without the written consent of the City. All work performed by Provider under this Agreement shall be in accordance with the applicable professional standard of care and shall meet the local professional standard of quality ordinarily to be expected of competent persons in Provider's field of expertise working in Fresno County.

14. **Compliance with Laws.** Provider shall use the proper standard of care in performing the Services and shall comply with all applicable federal, state and local laws, codes, ordinances and regulations in effect at the time the Agreement is executed. In addition, if the request for proposal to provide professional services which are the subject of this Agreement cited any federal or state financial assistance involved in the project for which the Services are provided, the Provider shall perform all services in accordance with all applicable federal and state laws, rates and regulations in effect at the time the agreement is executed.

15. **Licenses.** Provider represents and warrants to City that it has all licenses, permits, qualifications, and insurance which are legally required of Provider to lawfully and competently perform the Services. Provider represents and warrants to City that Provider shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, and insurance which are legally required of Provider to lawfully and competently perform the Services. Provider shall maintain a City of Coalinga business license.

16. **Assignment and Subcontracting.** The parties recognize that a substantial inducement to City for entering into this Agreement is the reputation, experience and competence of Provider. Assignments of any or all rights, duties or obligations of the Provider under this Agreement will be permitted only with the express written consent of the City, which will not be unreasonably withheld. Provider shall not subcontract any portion of the Services to be performed under this Agreement without the express written consent of the City, which will not be unreasonably withheld. If City consents to such subcontract, Provider shall be fully responsible to City for all acts or omissions of the subcontractor. Nothing in this Agreement shall: (1) create any contractual relationship between City and sub Provider; (ii) create any obligation on the part of the City to pay or to see to the payment of any monies due to any such subcontractor; (iii) or relieve Provider of any of its obligations and responsibilities under this Agreement.

17. **Attorneys' Fees.** If an action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees, costs and necessary disbursements in addition to any other reasonable relief to which he may be entitled. With respect to any suit, action or proceeding arising out of or related to this Agreement, or the documentation related hereto, the parties hereby submit to the jurisdiction and venue of the Superior Court for the County of Fresno, State of California for any proceeding arising hereunder.

18. **Sole and Only Agreement.** This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the matters set forth herein and contains all of the covenants and agreements between the parties regarding said matters. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or in writing, have been made by any party or anyone acting on behalf of any party which are not embodied in this Agreement and no other agreement, statement or promise shall be valid or binding.

19. **Invalidity.** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force and effect without being impaired or invalidated in any way.

20. **Amendment.** No change, amendment or modification of this Agreement shall be valid unless the same be in writing and signed by the parties hereto.

21. **Governing Law.** This Agreement shall be construed and governed pursuant to the laws of the State of California. Any action to enforce this Agreement is to be brought in Fresno County, California.

22. **Waiver.** Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.

23. **Mediation.** The parties agree to make a good faith attempt to resolve any disputes arising out of this Agreement through mediation prior to commencing litigation. The parties shall mutually agree upon the mediator and shall divide the costs of mediation equally. If the parties are unable to agree upon a mediator, the dispute shall be submitted to JAMS/ENDISPUTE ("JAMS")

or its successor in interest. JAMS shall provide the parties with the names of five qualified mediators. Each party shall have the option to strike two of the five mediators selected by JAMS and thereafter the mediator remaining shall hear the dispute. If the dispute remains unresolved after mediation, either party may commence litigation.

24. **Authority to Enter Agreement.** Provider has all requisite power and authority to conduct its business and to execute, deliver and perform the Agreement. Each party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and to bind each respective party.

25. **Notice.** Except as otherwise expressly provided herein, any notice, consent, authorization or other communication to be given hereunder shall be in writing and shall be deemed duly given and received when delivered personally, when transmitted by facsimile or e-mail if receipt is acknowledged by the addressee, one business day after being deposited for next-day delivery with a nationally recognized overnight delivery service, or three business days after being mailed by first class mail, charges and postage prepaid, property addressed to the party to receive such notice at the last address furnished for such purpose by the party to whom notice is directed and addressed as follows:

CITY:

City of Coalinga
155 West Durian
Coalinga, California 93210

PROVIDER:

AM Consulting Engineers
5150 N Sixth Street, Suite 124
Fresno, CA 93710

IN WITNESS WHEREOF, the parties have executed this Agreement effective on the day and in the year first set forth above.

CITY OF COALINGA, a Municipal Corporation

By: _____
Marissa Trejo, City Manager

PROVIDER

By: _____
Alfonso Manrique, PE

APPROVED AS TO CONTENT:

ATTEST:

Sean Brewer
Assistant City Manger

City Clerk

Exhibit 1 Scope of Work

PROPOSED SCOPE OF SERVICES

2.1 PROJECT UNDERSTANDING

The Urban Water Management Planning Act (UWMPA) requires every “urban water supplier” to prepare (or modify) and adopt an Urban Water Management Plan every five years. The goal of the UWMP is to assess current demands and supplies over the 20-year planning horizon and consider various drought scenarios to ensure adequate water supplies are available to meet existing and future demands. The UWMP Act also requires water shortage contingency planning and drought response actions be included in a UWMP.

The UWMP is required as a condition of application for various water system grant and loan funding opportunities. The City does not have a current UWMP on file with DWR. The deadline for the adoption of the 2015 UWMP has long passed.

AMCE has an excellent understanding of the City’s water supply infrastructure and the challenges that the City’s water supply faces. AMCE’s understanding has been developed over the years working with the City and other surrounding communities. The following summarizes our understanding of the important issues that need to be addressed in the UWMP:

2.1.1 Water Demands

The City’s average water demand was 126 gallons per capita per day (gpcpd) in 2016 and 143 gpcpd in 2018. According to DWR, the statewide average baseline water use is 198 gpcpd based on UWMPs from 342 retail water agencies. The baseline water use differs regionally across the state with generally lower water use along the coast and increasing water use in the inland valleys. The San Joaquin River Valley average water use is 239 gpcpd which is higher than the statewide average. The City’s average is lower than the San Joaquin River Valley Average, but it appears to be increasing.

The Water Conservation Bill of 2009 (SB-7) requires a reduction of the statewide average per capita daily water consumption by 20 percent by December 31, 2020. The City’s 2015 UWMP will need to provide the City’s baseline water use, compliance water use, and water use targets for 2020. The DWR methodologies for calculating baseline demand were revised in the 2015 UWMP guidelines.

Confirmation of the baseline water use will be a key part of this UWMP as the City will not be able to modify its 2020 target once the 2015 UWMP is adopted. AMCE will identify critical information needed to calculate and optimize the City’s baseline water use and targets, as well as work with the City to identify the methods by which the City intends to meet its per capita water use targets.

2.1.2 Water Supply Reliability

The City of Coalinga currently relies on solely surface water to meet customer potable water demands. The City's water supply is subject to allocations determined by the USBR for South of the Delta Contractors. Based on the historical record, the City's long-term average allocation is 85 percent of the total entitlement. However, for the 2015 UWMP due to recent environmental concerns in the Delta and potential future impacts due to climate change, the normal year reliability should be revised to a more conservative figure.

The Pleasant Valley groundwater Subbasin is over drafted and groundwater quality is marginal. The use of groundwater as a supplemental water source has been explored in the past but it appears to be unfeasible due to the elevated cost of treatment.

The City's 2015 UWMP should include input from Westlands Water District and other members of the IRWMP evaluating the feasibility of using surface water to augment groundwater supplies. If feasible, the City's water supply would include a combination of groundwater and surface water. Surface water will be used more predominantly during wet years when there are excess surface water supplies. Groundwater will be used more predominantly during dry years. The reduced pumping during wet years will reduce over drafting and allow the aquifer to recover.

The 2015 UWMP will also discuss (1) potential future water supplies considered by the City to be viable (e.g., recycled water) (2) potential effects of water quality on management strategies, and (3) supply reliability during a drought.

The 2015 UWMP will include information regarding the local groundwater basin including information regarding the hydrogeologic conditions and groundwater recharge and use. Such groundwater information is required by the UWMP Act for agencies that will or may rely on groundwater supply.

2.1.3 Water Conservation and Water Shortage Contingency Planning

The water conservation reporting elements of the UWMP changed significantly for the 2015 UWMPs. AMCE will work with City staff to incorporate appropriate water conservation information into the 2015 UWMP based on the 2015 UWMP Guidebook.

Given the recent and severe drought and the State Water Resources Control Board's emergency drought regulations, Water Shortage Contingency Plans (WSCPs) are under increased scrutiny. The City does not currently have a WSCP and must adopt a water conservation ordinance to be included in the 2015 UWMP. The WSCP must comply with the requirements of California Water Code §10632 and include elements such as an implementation plan that will support the City in enacting the various water conservation measures and strategies during dry years.

2.2 PROPOSED SCOPE OF SERVICES

2.2.1 Task I - Kick off meeting and Data Collection

AMCE will provide the City with a preliminary list of information needs along with the preferred format. We assume that this information can be provided prior to the kick-off meeting in order to

help identify any key information or data gaps during the meeting. AMCE will review the relevant information and summarize it for inclusion in the 2015 UWMP, as appropriate.

At the kick-off meeting, AMCE and City staff will discuss project goals, opportunities, constraints, information needs, roles, responsibilities, schedule, and expectations. A key topic for discussion will be the project schedule to ensure efficient development of the UWMP.

A meeting with the City Planning staff will also be scheduled to ensure coordination between the 2015 UWMP and the City's General Plan. AMCE will work with the City to determine the water demand projections based on growth assumptions.

2.2.2 Task II - System Description

AMCE will prepare a description of the City's water system. It will include a description of the physical system (transmission, treatment, and distribution facilities) to support the Water Conservation Act of 2009 requirements, discussions of changes to the water system, the water supplier's organizational structure, and any issues that affect the water system. It will also include a description of the climate, population, and demographics.

2.2.3 Task III - System Demands

This Task will include a description of the urban water system demands, including calculating the City's baseline (base daily per capita daily) water use and interim and urban water use targets. The system demands will quantify the water system demand by category and will project them over the planning horizon of the UWMP.

2.2.4 Task IV - Water Supply Availability

This task will include a description of the sources of water available to the City. It will include a description of each water source, source limitations, and water quality. It will also include a discussion about surface water, recycled water, desalinated water, and stormwater. It will also include information about planned future water supply projects.

2.2.5 Task V - Water Supply Reliability and Water Shortage Contingency Planning

This Task will provide a comparison of projected water supplies and demands and will assess the overall reliability of future supplies regardless of drought or emergency conditions. This Task will also provide a discussion about how the water sources can vary as a result of emergency or other external influences such as system or other limitations, as well as the water supplier's planned response.

This Task will include the preparation of a drought contingency plan—the water supplier's response and planning for changes or shortages in water supplies.

2.2.6 Task VI - Demand Management Measures

This Task will provide a description of Demand Management Measures (DMMs). DMMs are mechanisms a water supplier implements to increase water conservation. The UWMP will include a description for each DMM listed in the legislation

The goal of this Task is to provide a comprehensive description of the water conservation programs that are currently implemented and those planned to be implemented. The section should additionally provide general information on the measures the supplier plans to implement to meet its urban water use target.

2.2.7 Task VII - Preparation of Draft UWMP and attend Public Meeting

AMCE will meet with City staff to discuss the Draft 2015 UWMP to finalize the Public Review Draft UWMP. Based upon this meeting, AMCE will prepare the Public Review Draft UWMP and submit copies to the City.

After at least a 30-day review period, AMCE will work with City staff to present the Public Review Draft UWMP at a public hearing. AMCE will prepare for this meeting, including developing an agenda, staff report, and presentation.

Following the City Council meeting, AMCE will follow up with the City staff to discuss any comments offered on the Public Review Draft UWMP and to determine how to address them in the Final 2015 UWMP.

2.2.8 Task VIII - Preparation and Filing of Final UWMP

As appropriate, AMCE will incorporate comments received at the public hearing into a Final 2015 UWMP, as well as the City Council's resolution to adopt the 2015 UWMP. The Final 2015 UWMP will be delivered, including supporting tables, figures, and appendices, to the City in the following formats:

- Three paper copies of the final 2015 UWMP;
- Electronic file in Adobe PDF format; and
- Electronic file in Microsoft Word format

Within 30 days of City Council adoption, AMCE will forward the Final 2015 UWMP on the City's behalf to DWR, and the California State Library. Proof of delivery would be provided to the City.

Exhibit 2 Fee Schedule

ESTIMATED LEVEL OF EFFORT AND PROPOSED FEE

6.1 ESTIMATED LEVEL OF EFFORT

The following table shows an estimate of the level of effort in staff hours assigned to each of the Tasks in the Scope of Work. The estimated level of effort contains the hours by job classification. The estimates provided herein are preliminary based on our current understanding of the project.

Task	Alfonso Manrique, PE Project Manager	Angela Hall Water Resources Engineer	Norma Chavez Administrative Assistant
Task I – Kickoff meeting and Data Collection	6	6	0
Task II – System Description	4	16	2
Task III – System Demands	4	16	2
Task IV – Water Supply Availability	6	24	2
Task V – Water Supply Reliability and Water Shortage Contingency Planning	8	32	2
Task VI – Demand Management Measures	8	24	2
Task VII – Preparation of Draft UWMP and attend Public Meeting	8	40	4
Task VIII – Preparation and Filing of Final UWMP	8	24	4
Total	52	182	18

6.1 Proposed Compensation

The following table shows an estimate of the engineering fees for each of the Tasks in the Scope of Work. The estimate includes labor costs and other direct costs (including expenses). A copy of the current rate Schedule is included in Appendix C. Reimbursable or direct costs, which include duplication costs, mileage, fax, phone, computers, etc., are calculated at a rate of 8 percent of labor cost.

Task	Fee
Task I – Kickoff meeting and Data Collection	\$1,580
Task II – System Description	\$2,490
Task III – System Demands	\$2,490
Task IV – Water Supply Availability	\$3,680
Task V – Water Supply Reliability and Water Shortage Contingency Planning	\$4,870
Task VI – Demand Management Measures	\$3,930
Task VII – Preparation of Draft UWMP and attend Public Meeting	\$5,920
Task VIII – Preparation and Filing of Final UWMP	\$4,040
Total	\$29,000

Appendix C – Rate Schedule

Fees for Professional Services Hourly Rate Schedule (Effective January 1, 2019)

CLASSIFICATION

RATE

Engineering

Assistant Engineer.....	\$80.00 per hour
Associate Engineer.....	\$90.00 per hour
Water Resources Engineer.....	\$105.00 per hour
Principal Engineer.....	\$125.00 per hour
Project Manager	\$125.00 per hour

Designing/Drafting

Design CADD Operator	\$7.00 per hour
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Support Staff

Administrative Assistant.....	\$55.00 per hour
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Miscellaneous

Fax.....	\$0.10 per page
8"x11" Copies/Impressions.....	\$0.20 per page
Reproducible Copies (Mylar)	\$1.00 per sq. ft.
Reproducible Copies (Bond).....	\$1.00 per sq. ft.
Mileage	\$0.55 per mile
Airfare, Meals and Lodging.....	At cost

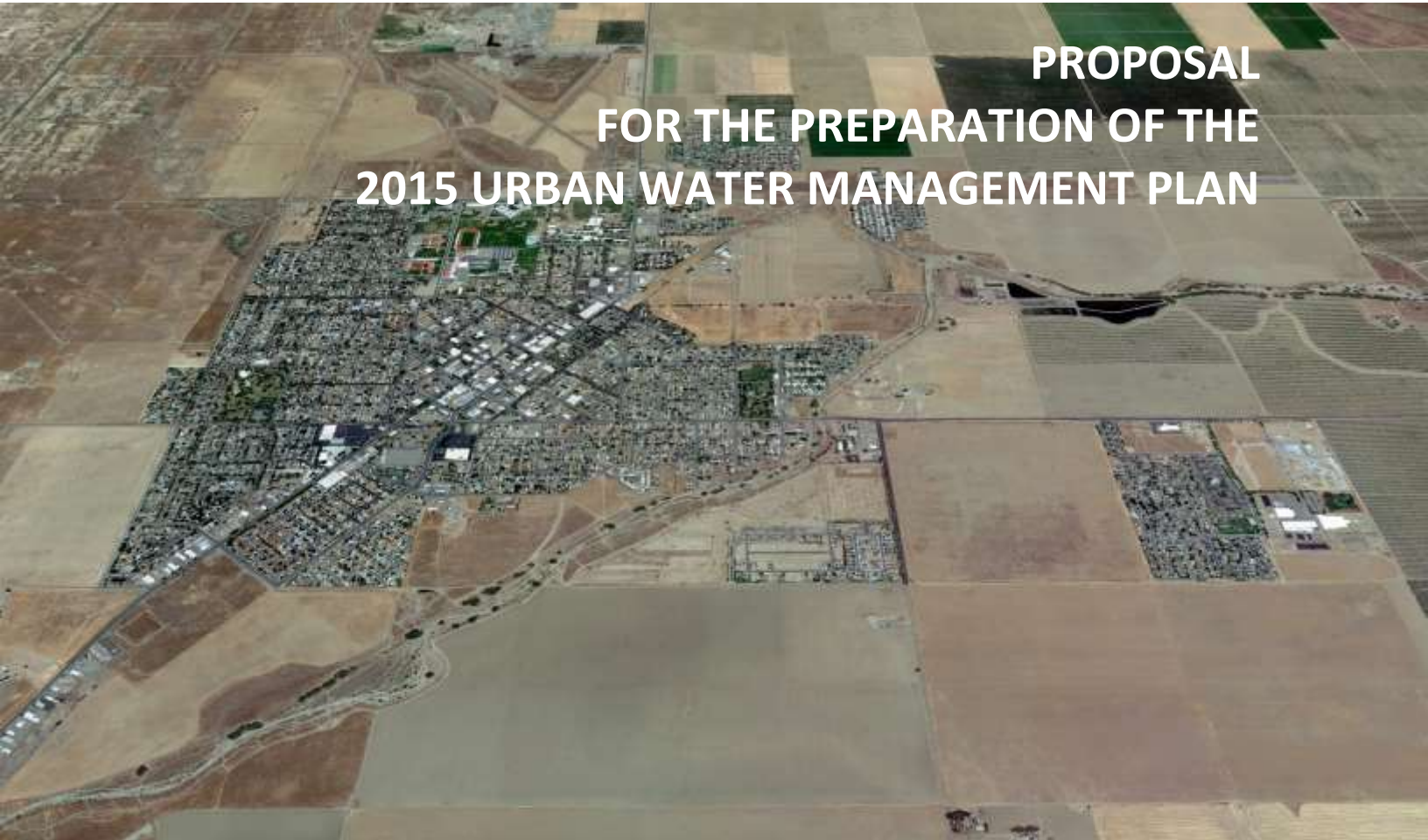
Notes:

1. Standard Hourly Rates include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. It is understood and agreed that these rates and charges include normal equipment and materials used in connection with the production of the required engineering and/or architectural services. If authorized by the client, an overtime premium multiplier of 1.5 will be applied to the direct wage cost of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours. Applicable sales taxes, if any, will be added to these rates.
3. Fee schedule is subject to general revision. New equipment categories and charges may be added or revised from time to time.

City of Coalinga



PROPOSAL FOR THE PREPARATION OF THE 2015 URBAN WATER MANAGEMENT PLAN



Submitted on November 22, 2019





5150 N Sixth Street, Suite 124
Fresno, CA 93710
Phone: 559.473.1371
Fax: 559.513.8449

November 22, 2019

Larry Miller
City of Coalinga
155 W Durian
Coalinga, CA 93210

Re: Proposal for Preparation of 2015 Urban Water Management Plan

AM Consulting Engineers, Inc. (AMCE) is pleased to submit this Proposal for the preparation of the City of Coalinga's (City) 2015 Urban Water Management Plan (UWMP). This Proposal demonstrates AMCE's technical competence and relevant experience preparing Urban Water Management Plans (UWMP). We appreciate the City for considering us to prepare the 2015 UWMP and we are excited to be part of this project.

AMCE is a civil/environmental engineering firm located in Fresno that provides a variety of project management, planning, design, and construction management services for water, wastewater, and recycled water projects. AMCE's principal and owner, **Mr. Alfonso Manrique, PE**, has been serving clients in Central California for over 16 years. Prior to founding AMCE in 2011, Mr. Manrique was a principal engineer with AECOM, one of the nation's largest engineering consulting firms. Mr. Manrique is very familiar with the requirements of the Urban Water Management Planning Act (UWMPA) and has prepared numerous 2015 UWMPs. Furthermore, Mr. Manrique was a member of the advisory committee that worked with the California Department of Water Resources (DWR) in developing the 2015 UWMP Guidelines (see Appendix B).

Our team consist of a talented and experienced team of professionals who have excellent knowledge and understanding of water resource planning. We are confident that we can and will serve the City's best interests for the following reasons:

- Extensive relevant experience and technical competence. AMCE has extensive experience and demonstrated technical competence with the preparation of UWMPs. The 2015 UWMP is significantly different from the previous 2005 and 2010 versions of the UWMP. AMCE is very familiar with those changes having been a part of the guideline development. Section 3 of this SOQ highlights some of AMCE's relevant experience. Most of our experience is with Central Valley cities similar in size and water supply characteristics to the City.
- Project Team Commitment. Our Team is committed to exceed City's expectations and achieve a high level of satisfaction. We will focus on providing the City personal attention and on delivering superior quality services in a timely and cost effective manner. Our team will be dedicated to serve the City and assist staff to complete this project successfully. Our team members are responsive and willing to go the extra mile to deliver superior quality services and build long term relationships.
- Local experience and demonstrated understanding of the City. AMCE has assisted the City over the last 19 years with various water and wastewater related tasks. AMCE understands the current water supply challenges that need to be addressed in the 2015 UWMP. Furthermore,

AMCE is also very familiar with other regional water suppliers such as Westlands Irrigation District whose input needs to be considered in the 2015 UWMP.

We look forward to the opportunity to begin working with the City on the preparation of the 2015 UWMP. Thank you again for considering AMCE and if you have any questions during the review of this SOQ do not hesitate to call me at (559) 473-1371 Ext. 201 or e-mail me at alfonso.manrique@am-ce.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Alfonso Manrique', with a long horizontal flourish extending to the right.

Alfonso Manrique, PE
Principal

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Section 1

FIRM OVERVIEW

AM Consulting Engineers, Inc. (AMCE) is a civil/environmental engineering firm that specializes in water, wastewater, and recycled water projects. We are proud of our expertise and ability to provide clients a full spectrum of services that include project planning and design, bidding services, project management and construction engineering services. Our staff includes engineers, surveyors, designers, inspectors, and administrative staff.

AMCE is a California Corporation that was established in 2011 by Alfonso Manrique who had the desire to provide a higher level of service that clients deserve. AMCE is a certified as a Disadvantaged Business Enterprise (DBE #42733). At AMCE, we are able to better focus our efforts on our clients, be more responsive to their needs, improve efficiency, and enhance cost effectiveness.

AMCE's founding philosophy was based on superior values of professionalism, competence, hard work ethics, attention to detail, value, and responsiveness to clients. AMCE is highly committed to client satisfaction and focuses on providing the personal attention that clients deserve and on delivering superior quality services in a timely and cost-effective manner. Our track record speaks for itself!

AMCE is committed to putting its clients first and providing them the prompt and personal attention they deserve and that is required to complete tasks and projects in a timely manner. Team members of our firm are responsive and willing to go the extra mile to deliver superior quality services and build long term relationships. We have the in-house staff necessary to assemble a best suited and cost-effective team to perform virtually all Engineering tasks for this project.

AMCE is ready to dedicate the time and staff resources necessary to meet the City of Coalinga's schedule for this project. We fully understand the importance of meeting deadlines and staying within budgets. Our knowledge, experience and familiarity with the processes that most projects must go through enable us to remain efficient and minimize the time necessary to perform tasks.

We take pride in preparing UWMPs that are technically correct, complete and clear. This in turn will usually result in fewer comments and a faster path to adoption. We always look for ways to improve the final product that will result in further cost savings to the client. Our proven team is able and ready to provide this same level of services to the City in a timely and cost-effective manner.

Section 2

PROPOSED SCOPE OF SERVICES

2.1 PROJECT UNDERSTANDING

The Urban Water Management Planning Act (UWMPA) requires every “urban water supplier” to prepare (or modify) and adopt an Urban Water Management Plan every five years. The goal of the UWMP is to assess current demands and supplies over the 20-year planning horizon and consider various drought scenarios to ensure adequate water supplies are available to meet existing and future demands. The UWMP Act also requires water shortage contingency planning and drought response actions be included in a UWMP.

The UWMP is required as a condition of application for various water system grant and loan funding opportunities. The City does not have a current UWMP on file with DWR. The deadline for the adoption of the 2015 UWMP has long passed.

AMCE has an excellent understanding of the City’s water supply infrastructure and the challenges that the City’s water supply faces. AMCE’s understanding has been developed over the years working with the City and other surrounding communities. The following summarizes our understanding of the important issues that need to be addressed in the UWMP:

2.1.1 Water Demands

The City’s average water demand was 126 gallons per capita per day (gpcpd) in 2016 and 143 gpcpd in 2018. According to DWR, the statewide average baseline water use is 198 gpcpd based on UWMPs from 342 retail water agencies. The baseline water use differs regionally across the state with generally lower water use along the coast and increasing water use in the inland valleys. The San Joaquin River Valley average water use is 239 gpcpd which is higher than the statewide average. The City’s average is lower than the San Joaquin River Valley Average, but it appears to be increasing.

The Water Conservation Bill of 2009 (SB-7) requires a reduction of the statewide average per capita daily water consumption by 20 percent by December 31, 2020. The City’s 2015 UWMP will need to provide the City’s baseline water use, compliance water use, and water use targets for 2020. The DWR methodologies for calculating baseline demand were revised in the 2015 UWMP guidelines.

Confirmation of the baseline water use will be a key part of this UWMP as the City will not be able to modify its 2020 target once the 2015 UWMP is adopted. AMCE will identify critical information needed to calculate and optimize the City’s baseline water use and targets, as well as work with the City to identify the methods by which the City intends to meet its per capita water use targets.

2.1.2 Water Supply Reliability

The City of Coalinga currently relies on solely surface water to meet customer potable water demands. The City’s water supply is subject to allocations determined by the USBR for South of the Delta Contractors. Based on the historical record, the City’s long-term average allocation is 85 percent of the total entitlement. However, for the 2015 UWMP due to recent environmental concerns in the Delta and

potential future impacts due to climate change, the normal year reliability should be revised to a more conservative figure.

The Pleasant Valley groundwater Subbasin is over drafted and groundwater quality is marginal. The use of groundwater as a supplemental water source has been explored in the past but it appears to be unfeasible due to the elevated cost of treatment.

The City's 2015 UWMP should include input from Westlands Water District and other members of the IRWMP evaluating the feasibility of using surface water to augment groundwater supplies. If feasible, the City's water supply would include a combination of groundwater and surface water. Surface water will be used more predominantly during wet years when there are excess surface water supplies. Groundwater will be used more predominantly during dry years. The reduced pumping during wet years will reduce over drafting and allow the aquifer to recover.

The 2015 UWMP will also discuss (1) potential future water supplies considered by the City to be viable (e.g., recycled water) (2) potential effects of water quality on management strategies, and (3) supply reliability during a drought.

The 2015 UWMP will include information regarding the local groundwater basin including information regarding the hydrogeologic conditions and groundwater recharge and use. Such groundwater information is required by the UWMP Act for agencies that will or may rely on groundwater supply.

2.1.3 Water Conservation and Water Shortage Contingency Planning

The water conservation reporting elements of the UWMP changed significantly for the 2015 UWMPs. AMCE will work with City staff to incorporate appropriate water conservation information into the 2015 UWMP based on the 2015 UWMP Guidebook.

Given the recent and severe drought and the State Water Resources Control Board's emergency drought regulations, Water Shortage Contingency Plans (WSCPs) are under increased scrutiny. The City does not currently have a WSCP and must adopt a water conservation ordinance to be included in the 2015 UWMP. The WSCP must comply with the requirements of California Water Code §10632 and include elements such as an implementation plan that will support the City in enacting the various water conservation measures and strategies during dry years.

2.2 PROPOSED SCOPE OF SERVICES

2.2.1 Task I - Kick off meeting and Data Collection

AMCE will provide the City with a preliminary list of information needs along with the preferred format. We assume that this information can be provided prior to the kick-off meeting in order to help identify any key information or data gaps during the meeting. AMCE will review the relevant information and summarize it for inclusion in the 2015 UWMP, as appropriate.

At the kick-off meeting, AMCE and City staff will discuss project goals, opportunities, constraints, information needs, roles, responsibilities, schedule, and expectations. A key topic for discussion will be the project schedule to ensure efficient development of the UWMP.

A meeting with the City Planning staff will also be scheduled to ensure coordination between the 2015 UWMP and the City's General Plan. AMCE will work with the City to determine the water demand projections based on growth assumptions.

2.2.2 Task II - System Description

AMCE will prepare a description of the City's water system. It will include a description of the physical system (transmission, treatment, and distribution facilities) to support the Water Conservation Act of 2009 requirements, discussions of changes to the water system, the water supplier's organizational structure, and any issues that affect the water system. It will also include a description of the climate, population, and demographics.

2.2.3 Task III - System Demands

This Task will include a description of the urban water system demands, including calculating the City's baseline (base daily per capita daily) water use and interim and urban water use targets. The system demands will quantify the water system demand by category and will project them over the planning horizon of the UWMP.

2.2.4 Task IV - Water Supply Availability

This task will include a description of the sources of water available to the City. It will include a description of each water source, source limitations, and water quality. It will also include a discussion about surface water, recycled water, desalinated water, and stormwater. It will also include information about planned future water supply projects.

2.2.5 Task V - Water Supply Reliability and Water Shortage Contingency Planning

This Task will provide a comparison of projected water supplies and demands and will assess the overall reliability of future supplies regardless of drought or emergency conditions. This Task will also provide a discussion about how the water sources can vary as a result of emergency or other external influences such as system or other limitations, as well as the water supplier's planned response.

This Task will include the preparation of a drought contingency plan—the water supplier's response and planning for changes or shortages in water supplies.

2.2.6 Task VI - Demand Management Measures

This Task will provide a description of Demand Management Measures (DMMs). DMMs are mechanisms a water supplier implements to increase water conservation. The UWMP will include a description for each DMM listed in the legislation

The goal of this Task is to provide a comprehensive description of the water conservation programs that are currently implemented and those planned to be implemented. The section should additionally provide general information on the measures the supplier plans to implement to meet its urban water use target.

2.2.7 Task VII - Preparation of Draft UWMP and attend Public Meeting

AMCE will meet with City staff to discuss the Draft 2015 UWMP to finalize the Public Review Draft UWMP. Based upon this meeting, AMCE will prepare the Public Review Draft UWMP and submit copies to the City.

After at least a 30-day review period, AMCE will work with City staff to present the Public Review Draft UWMP at a public hearing. AMCE will prepare for this meeting, including developing an agenda, staff report, and presentation.

Following the City Council meeting, AMCE will follow up with the City staff to discuss any comments offered on the Public Review Draft UWMP and to determine how to address them in the Final 2015 UWMP.

2.2.8 Task VIII - Preparation and Filing of Final UWMP

As appropriate, AMCE will incorporate comments received at the public hearing into a Final 2015 UWMP, as well as the City Council's resolution to adopt the 2015 UWMP. The Final 2015 UWMP will be delivered, including supporting tables, figures, and appendices, to the City in the following formats:

- ❖ Three paper copies of the final 2015 UWMP;
- ❖ Electronic file in Adobe PDF format; and
- ❖ Electronic file in Microsoft Word format.

Within 30 days of City Council adoption, AMCE will forward the Final 2015 UWMP on the City's behalf to DWR, and the California State Library. Proof of delivery would be provided to the City.

Section 3

RELEVANT EXPERIENCE

3.1 OVERVIEW

This section provides relevant experience examples for some of the cities and districts in Central California that the AMCE's project team members have provided engineering services and/or prepared water supply planning technical studies. The following is a partial list of those AMCE Clients:

- Planada CSD
- Groveland CSD
- East Niles CSD
- City of San Joaquin
- City of Firebaugh
- City of Huron
- City of Orange Cove
- City of Reedley
- City of Kerman
- City of Gustine
- City of Livingston
- City of Madera
- City of Parlier
- City of Maricopa
- City of Newman
- City of Atwater
- City of Sanger
- City of Reedley
- Madera County

The previous list demonstrates that AMCE's team has an extensive amount of experience working with small and medium size water suppliers. Our extensive work in water resources with Central Valley Communities will facilitate the completion of the City's 2015 UWMP.

3.2 EXPERIENCE WITH URBAN WATER MANAGEMENT PLANS

AMCE has extensive experience in the preparation of water supply planning documents, such as Integrated Regional Water Management Plans, Urban Water Management Plans, Groundwater Management Plans, Water Conservation and Management Plans, Water Shortage Contingency Plans, and Water Supply Assessments (SB 610 reports).

AMCE is very familiar with the 2010 UWMP Guidelines. **Mr. Manrique was part of an Advisory Committee to the Department of Water Resources for the preparation of the 2015 UWMP Guidelines (see Appendix B).** The 2015 Guidelines introduced significant changes to the format of the UWMPs and it is crucial to understand the new guidelines. Our knowledge and familiarity with the upcoming changes will expedite the completion of the City's 2015 UWMP and will minimize delays in the review of the document by DWR staff.

AMCE team members have completed numerous 2015 UWMPs and similar water resources technical studies. The following are five of the most recent 2015 UWMPs completed by the AMCE team:

Agency	UWMP Version	Contact
City of Livingston	2015 UWMP	Jose Antonio Ramirez City Manager (209) 398-1721
City of Newman	2015 UWMP	Kathryn Reyes Public Works Director (209) 862-4448
City of Reedley	2015 UWMP	Russ Robertson Public Works Director (559) 637-4200
City of Sanger	2015 IRWMP	John Mulligan Public Works Director (559) 876-6300
City of Kerman	2015 UWMP	Ken Moore Public Works Director (559) 846-9388

3.3 EXPERIENCE WORKING WITH THE CITY OF COALINGA

AMCE staff is also very familiar with the City of Coalinga and especially its water supply and wastewater infrastructure. Mr. Manrique has been working with the City of Coalinga for almost 20 years. During that time Mr. Manrique participated on the following project for the City:

- WWTP Expansion/Relocation Study
- Title 22 Engineering Report: Vierhus Effluent Reclamation Project
- Water System Master Plan
- Storm Drain Master Plan
- Sewer System Master Plan
- Title 22 Engineering Report: Westhills Property
- WWTP Primary Clarifier Rehabilitation
- WWTP Headworks Design Project

Our recent experience working with the City and our familiarity with the most current water supply challenges makes the AMCE team uniquely qualified for the preparation of the City's UWMP.

Section 4

PROJECT TEAM

4.1 TEAM MEMBER ROLES

This Section provides an overview of AMCE's team for this project. AMCE's Team consists of a selected group of very talented and experienced engineers, each with a long record of success. Our team members take ownership of every project and take a personal interest in the successful completion of every project they participate in.

The following are brief summaries of the members of AMCE's Team. Resumes for each of the Team members are included in Appendix A.

ALFONSO MANRIQUE, PE –Project Manager

Mr. Manrique is a civil/environmental engineer with 19+ years of experience working in water resources planning. Mr. Manrique is the Principal and Owner of AM Consulting Engineers, Inc. Prior to establishing AMCE, Mr. Manrique was a senior engineer for AECOM, one of the largest national consulting firms.

Mr. Manrique is experienced in project management, planning and technical studies, and water resources engineering. Mr. Manrique has participated in the preparation of numerous UWMPs and was part of an Advisory Committee to the DWR for the development of the 2015 UWMP Guidelines. Mr. Manrique has successfully managed numerous projects some of which have received awards from engineering associations such as the City of Madera WWTP Expansion Project.

Mr. Manrique will be AMCE's primary contact for engineering services and consultations. He will provide overall project coordination and work closely with other team members and City staff.

ANGELA HALL – Water Resources Engineer

Ms. Hall is a civil engineer specialized in water resources issues and projects including agricultural and municipal water supply planning, and water conservation. Ms. Hall has extensive experience working with public agencies on municipal and agricultural water supply problems, including work with the U.S. Bureau of Reclamation (USBR) and California Department of Water Resources (DWR) projects.

Ms. Hall has been responsible for preparation of numerous water supply planning documents, such as Integrated Regional Water Management Plans, Water Shortage Contingency Plans, and Water Supply Assessments (SB 610 reports). **Ms. Hall is an AWWA certified water audit validator in the State of California.**

Section 5

PROPOSED PROJECT SCHEDULE

5.1 PROPOSED SCHEDULE

AMCE understands that time is of the essence on the execution of this project. The deadline for the submission of the 2015 UWMP has long passed and the City is unable to apply for any funding until the 2015 UWMP is submitted. AMCE has developed an aggressive schedule for the completion of the 2015 UWMP and we are committed to it.

We pride ourselves on completing projects on time and on budget and we will keep that commitment on this project. The following table shows a preliminary time schedule for the preparation of the 2015 UWMP. The time schedule provides the estimated weeks to completion of the various tasks counted from the City's Notice-to-Proceed (NTP). The preliminary time schedule includes a mandatory eight (8) week public review periods between the Draft 2015 UWMP and the Public Hearing.

Task	No. of Weeks to Complete (From NTP)
Task I – Kickoff meeting and Data Collection	2 Weeks
Task II – System Description	4 Weeks
Task III – System Demands	4 Weeks
Task IV – Water Supply Availability	6 Weeks
Task V – Water Supply Reliability and Water Shortage Contingency Planning	6 Weeks
Task VI – Demand Management Measures	6 Weeks
Task VII – Preparation of Draft UWMP	8 Weeks
Task VIII – Attend Public Hearing and Filing of Final UWMP	16 Weeks

Section 6

ESTIMATED LEVEL OF EFFORT AND PROPOSED FEE

6.1 ESTIMATED LEVEL OF EFFORT

The following table shows an estimate of the level of effort in staff hours assigned to each of the Tasks in the Scope of Work. The estimated level of effort contains the hours by job classification. The estimates provided herein are preliminary based on our current understanding of the project.

Task	Alfonso Manrique, PE Project Manager	Angela Hall Water Resources Engineer	Norma Chavez Administrative Assistant
Task I – Kickoff meeting and Data Collection	6	6	0
Task II – System Description	4	16	2
Task III – System Demands	4	16	2
Task IV – Water Supply Availability	6	24	2
Task V – Water Supply Reliability and Water Shortage Contingency Planning	8	32	2
Task VI – Demand Management Measures	8	24	2
Task VII – Preparation of Draft UWMP and attend Public Meeting	8	40	4
Task VIII – Preparation and Filing of Final UWMP	8	24	4
Total	52	182	18

6.2 PROPOSED COMPENSATION

The following table shows an estimate of the engineering fees for each of the Tasks in the Scope of Work. The estimate includes labor costs and other direct costs (including expenses). A copy of the current rate Schedule is included in Appendix C. Reimbursable or direct costs, which include duplication costs, mileage, fax, phone, computers, etc., are calculated at a rate of 8 percent of labor cost.

Task	Fee
Task I – Kickoff meeting and Data Collection	\$1,580
Task II – System Description	\$2,490
Task III – System Demands	\$2,490
Task IV – Water Supply Availability	\$3,680
Task V – Water Supply Reliability and Water Shortage Contingency Planning	\$4,870
Task VI – Demand Management Measures	\$3,930
Task VII – Preparation of Draft UWMP and attend Public Meeting	\$5,920
Task VIII – Preparation and Filing of Final UWMP	\$4,040
Total	\$29,000

Appendix A - RESUMES

EDUCATION

BS/Civil Engineering-
University of Cantabria,
Santander (Spain) 1998

MS/Environmental Engineering-
Water and Wastewater
Treatment
University of New Orleans,
Louisiana 1999

Master in Business
Administration (MBA)
California State University,
Fresno 2004

YEARS OF EXPERIENCE

19

REGISTRATIONS

California Licensed Civil
Engineer CA63673
California Licensed General
Engineering Contractor
CA954166

AFFILIATIONS

Associate Professor at California
State University Fresno, Civil
Engineering Department, Water
and Wastewater.

Director of the California Water
Environment Association,
Central San Joaquin Valley
Section

Mr. Manrique is a civil/environmental engineer with over 15 years of experience in water and wastewater related projects. Mr. Manrique specializes in process design of water and wastewater treatment systems, preparing construction documents, preliminary design reports, feasibility studies, infrastructure evaluation reports, project reports, and sewer revenue studies.

Mr. Manrique provides contract District Engineering Services to the Groveland Community Service District and contract City Engineering Services for the cities of Huron, Orange Cove, San Joaquin, Newman and Livingston. San Joaquin, Newman and Livingston.

Relevant Experience

08/2011 – Present – AM Consulting Engineers

Principal Engineer/founder of AM Consulting Engineers, a civil/environmental firm specialized in water and wastewater engineering services. Relevant Urban Water Management Experience includes:

- Groveland CSD – 2015 UWMP
- City of Livingston – 2015 UWMP
- City of Reedley – 2015 UWMP
- City of Newman – 2015 UWMP
- City of Sanger – 2015 UWMP
- City of Kerman – 2015 UWMP

Other relevant water and wastewater experience includes:

- City of Orange Cove Surface Water Treatment Plant Expansion.
- City of Huron Surface Water Treatment Plant Expansion
- City of Huron Recycled Water System Improvements
-
- Groveland CSD – Surface Water Treatment Plant
- City of Reedley – WWTP Secondary Clarifier Rehabilitation
- City of Livingston – WWTP Process Optimization
- Planada CSD –WWTP Improvement Project.

- Yosemite Lakes Park – Iron and Manganese removal treatment system and booster pump station improvements.
- Central Valley Cattle Hide – On-site wastewater treatment and disposal system.
- AGUSA – Industrial Wastewater Treatment Plant for tomato powder producer in Lemoore, CA.
- City of San Joaquin –Sewer Collection System Improvement Project.
- City of Livingston – Arsenic and Manganese Removal Wellhead Treatment
- Groveland CSD – Watershed Sanitary Survey
- City of Orange Cove – Water and Sewer Rate Studies.
- City of Orange Cove – Wastewater Treatment Plant Energy Efficiency Audit
- City of Orange Cove – Design of Wastewater Treatment Plant Energy Efficiency Improvements
- City of Huron – Audit and Design of Wastewater Treatment Plant Energy Efficiency Improvements
- Planada CSD – Salinity Evaluation and Minimization Plan
- Planada CSD – Toxicity Reduction Workplan
- Planada CSD – Site-specific Salinity study
- Chukchansi Gold Casino and Resort – Iron and Manganese Removal Treatment.
- City of Madera – WWTP Permitting
- East Niles CSD – Sewer Rate Study
- City of Gustine – Industrial Sewer Rate Study
- City of Livingston – Well #15 Secondary MCL Waiver
- City of Livingston – Well #13 Arsenic Treatment Feasibility Study
- City of Firebaugh – Main Sewer Lift Station Rehabilitation
- Hughson Nut – Groundwater Monitoring Wells
- Double DD Farms – Tertiary Filtration at the PVSP WWTP

09/2008 – 08/2011 – AECOM

City of Tehachapi WWTP Upgrade, Tehachapi, CA. Project Engineer for preparation of construction documents for an upgrade of the City's WWTP. The WWTP upgrade included new headworks, larger aeration units in the existing oxidation ditch, new sludge recirculation pumps and a new sludge dewatering system

consisting of a 100 gpm screw press.

City of Fresno Sewer Rehabilitation – Fresno/College Ave, Fresno, CA. Project Engineer for the preparation of construction documents for the rehabilitation of sewer lines within the City of Fresno. The rehabilitation method consisted of a Cured-In-Place-Pipe (CIPP). Responsible for Client communication and overall project performance.

Laguna County Sanitation District Digester Dome Replacement, Santa Maria, CA. Project Manager for the design and construction support of a new anaerobic sludge digester dome at the Laguna County Sanitation District WWTP.

Hughson Nut, Inc. –Groundwater Monitoring Wells, Hughson, CA. Project Manager for the design and construction of three new groundwater monitoring wells including the preparation of an installation work plan and a monitoring well completion report. Responsible for permitting, bidding and construction support.

City of Madera Groundwater Monitoring Plan Update, Madera, CA. Project Manager for the update of the City's groundwater monitoring plan. Improvements to the plant included the installation of four additional groundwater monitoring wells including design and construction, preparation of the installation work plan and a monitoring well completion report. Responsible for permitting, bidding and construction support.

Diamond Valley Ranch Title 22 Report, South Tahoe Public Utilities District, CA. Project manager for the preparation of a Title 22 Engineering Report for the disposal of 8 MGD of treated wastewater on the Diamond Valley Ranch. Responsible for presenting progress to District Board of Directors and coordination with environmental consultants.

DeFrancesco Dehydrator, Olam West, Inc., Firebaugh, CA. Project engineer for the preparation of a Report of Waste Discharge for the discharge of industrial process wastewater from a new onion dehydrator.

Chukchansi Gold Casino and Resort, Coarsegold, CA. Project manager for the preparation of a report evaluating the WWTP capacity and for providing assistance with pilot testing and design of an iron and manganese removal treatment system

Oakhurst Sewer Master Plan and Wastewater Treatment Master Plan - Oakhurst, CA. Project Manager for the preparation of a Sewer Collection System Master Plan and a Wastewater Treatment Plant Master Plan for the community of Oakhurst.

Nipomo CSD WWTP Upgrade, Nipomo, CA. Project engineer for the design of a new WWTP for the community of Nipomo, CA. The WWTP included lift station, screening, grit removal, extended aeration using Biolac, secondary clarification, sludge thickening and dewatering.

Children's Hospital Central California WWTP Upgrade, Madera, CA. Project manager for the preparation of a regulatory compliance work plan to improve the effluent quality of the Hospitals WWTP and for the design of the improvements identified in the report.

City of Madera Satellite WWTP for DG Power International, Madera, CA. Project Engineer for preparation of a feasibility study for a new satellite WWTP at the City of Madera for providing cooling water for a proposed power plant to produce an RO-treated advance-quality effluent suitable for the cooling of the turbines.

01/2007- 07/2008 – GRUPO OHL, INIMA,

Location: Madrid, SPAIN

Managing Engineer at the Sur-Oriental WWTP. Responsible for the overall operation and maintenance of a 20 MGD secondary wastewater treatment facility. Oversaw a staff of 30 wastewater treatment plant operators, laboratory personnel, process engineers, and general maintenance. General duties included treatment process control, communication with the local sewer authorities, daily reporting, development and implementation of a maintenance program, and implementation of capital improvements.

08/2001 – 12/2006 – BOYLE ENGINEERING CORPORATION

City of Madera WWTP Upgrade/Expansion, Madera, CA. Project Engineer for the upgrade/expansion of the City of Madera WWTP from 7-MGD to 10-MGD. The expanded WWTP added biological nutrient removal as part of the treatment process. The design also included additional digestion and new permanent sludge dewatering facilities. Mr. Manrique designed a dewatering system consisting of a digested sludge pumping station, two 100 gpm sludge centrifuges, polymer dosing and supporting structure for dewatered sludge loading.

City of Madera WWTP Interim Sludge Centrifuge Facility, Madera, CA. Project Engineer for design of an interim sludge centrifuge facility including a 7,500-sq ft concrete-lined sludge receiving area.

Del Rey Community Services District, Industrial WWTP, Del Rey, CA. Project Engineer for industrial WWTP design at the Del Rey WWTP. The WWTP was designed to treat and dispose wastewater from nearby raisin and fruit packing facilities. Responsible for the permitting and startup of the WWTP.

Delhi County Water District WWTP Expansion, Delhi, CA. Project Engineer for preparation of an evaluation of the District's proposed expansion for the WWTP including treatment and disposal methods.

Fresno County Juvenile Justice Campus Wastewater Treatment and Disposal Feasibility Study, Fresno, CA. Project Engineer for preparation of a feasibility study to dispose of the 0.25-MGD projected sewer flow generated at the proposed Juvenile Justice Campus in Fresno County. The alternatives evaluated included disposal to nearby sewer systems, such as the City of Fresno or Malaga County, versus construction of an on-site treatment plant.

City of Coalinga Wastewater Treatment Plant Expansion/Relocation Study, Coalinga, CA. Project Engineer for preparation of a feasibility study to relocate the City's WWTP and for developing suitable reclamation reuses involving agricultural irrigation, landscape irrigation, and groundwater recharge.

Santa Nella County Water District WWTP, Santa Nella, CA. Project Engineer for design of a new 3-MGD WWTP for the Santa Nella CWD. The project included the design of a completely new secondary WWTP consisting of influent lift station, headworks, oxidation ditches, secondary clarifiers and an innovative biosolids reduction system known as Cannibal. The design also included high rate, lined sludge dewatering beds for the dewatering of the biosolids.

City of Atwater WWTP Expansion Pre-design Report, Atwater, CA. Project Engineer for preparation of a pre-design report for the expansion of the City of Atwater WWTP and its upgrade to tertiary

treatment to meet new regulatory requirements. The technical report evaluated several treatment and sludge dewatering alternatives. Sludge dewatering alternatives considered included centrifuges and rotary presses.

01/2000 – 07/2001 – RM ASSOCIATES

City of Mendota Wastewater Treatment Plant Expansion, Mendota, CA. Assistant Project Engineer for expansion of a 1.0-MGD wastewater treatment plant to double its treatment capacity. The work included aeration and review of aeration equipment, earthwork calculations, and permitting with the Regional Water Quality Control Board.

City of Orange Cove Wastewater Treatment Plant Expansion, Orange Cove, CA. Assistant Project Engineer for expansion of the wastewater treatment plant. The work included the preparation of a feasibility study with alternatives for comparison. Responsible for coordination between several funding agencies.

Orange Avenue Landfill Groundwater Monitoring Program, Fresno, CA. Field Project Engineer for ongoing groundwater monitoring events at a municipal solid waste facility. Responsible for collecting groundwater samples, interpretation of results, and periodic reporting to public agencies.

07/1998 – 12/1999 – URBAN WASTE MANAGEMENT RESEARCH CENTER

Location: New Orleans, LA

Research engineer responsible for developing a plan with optimization recommendations for three WWTPs in the Jefferson Parish, LA. Responsible for the operation of a 20,000 gpd pilot plant including sampling, testing and statistical analysis of the results.

PROFESSIONAL REGISTRATIONS/AFFILIATIONS

California Licensed Civil Engineer CA63673

California Licensed General Engineering Contractor CA954166

PUBLICATIONS

"Pilot Plant Evaluation of the Dual TF/SC Process," 1999. Master's Thesis.

UWMRC, University of New Orleans.

"The effect of air-induced velocity gradient and dissolved oxygen on bioflocculation in the TF/SC process," 2001. Journal of Environmental Engineering, ASCE.

EDUCATION

BS Civil Engineering
California State University
Fresno, 2016

YEARS OF EXPERIENCE

Total: 4
Years with AMCE: 4

Mrs. Hall is a civil engineer focusing on water and wastewater related projects. Mrs. Hall has a background in water and wastewater treatment systems and experience in preparing preliminary design reports, feasibility studies, and project reports. Ms. Hall has participated in the preparation of multiple Urban Water Management Plans from data collection to final adoption and submission to the State.

Relevant Experience

The following are the UWMPs that Mrs. Hall has assisted with:

- Groveland CSD – 2015 UWMP
- City of Livingston – 2015 UWMP
- City of Reedley – 2015 UWMP
- City of Newman – 2015 UWMP
- City of Sanger – 2015 UWMP
- City of Kerman – 2015 UWMP

Other relevant experience includes:

City of Huron Recycled Water Feasibility Study, Huron, CA

Assistant Engineer for preparation of a Clean Water State Revolving Fund (CWSRF) feasibility study for recycled water improvements at the Wastewater Treatment Plant (WWTP). The improvements include constructing a recycled water distribution system to transport treated effluent to a 200-acre reclamation field for agricultural irrigation.

Biola Community Services District WWTP Improvement Planning Study, Biola, CA

Assistant Engineer for preparation of a CWSRF planning study for WWTP improvements. The improvements to the 0.2 MGD facility include aerated lagoon reactor, secondary clarifiers, a sludge handling system, and solar photovoltaic system.

City of Maricopa Sanitary Sewer Collection System Improvement Planning Study, Maricopa, CA

Assistant Engineer for preparation of a CWSRF planning study for improvements to the sewer collection system. Improvements include a new lift station, new WWTP headworks, replacing and installing approximately 7 miles of sewer pipeline, and constructing 127 new manholes.

City of Sanger 2015 Urban Water Management Plan, Sanger, CA

Assistant Engineer for preparation of the City's 2015 Urban Water Management

Plan (UWMP). The 2015 UWMP included an evaluation of the City's past water use, assessment of the City's water sources long-term reliability, and described the City's demand management measures and water shortage contingency plan.

Franklin County Water District Wastewater Collection and Treatment System Improvement Planning Study, Franklin County Water District, CA

Assistant Engineer for preparation of a CWSRF planning study for improvements to the wastewater collection and treatment systems. Improvements to the sewer collection system include replacing approximately 0.88 miles of pipeline, rehabilitating approximately 0.90 miles of pipeline with cured-in-place-pipe. Improvements to the 0.4 MGD facility include aerated lagoon reactor, secondary clarifiers, a sludge handling system, and evaporation/percolation ponds.

Appendix B - AMCE’s ACKNOWLEDGEMENT IN 2015 UWMP GUIDELINES



2015 Urban Water Management Plans Guidebook for Urban Water Suppliers

Final
March 2016



California
Department of
Water Resources

State of California
Edmund G. Brown Jr., Governor

California Natural Resources Agency
John Laird, Secretary for Natural Resources

Department of Water Resources
Mark W. Cowin, Director

Carl Torgersen
Chief Deputy Director

Waiman Yip
Policy Advisor

Cathy Crothers
Chief Counsel

Ed Wilson
Assistant Director
Public Affairs Office

William A. Croyle
Deputy Director
*Statewide Emergency Management
and Security*

Kasey Schimke
Assistant Director
Legislative Affairs

John Pacheco
Acting Deputy Director
*California Energy Resources
Scheduling*

Katherine S. Kishaba
Deputy Director
Business Operations

Anecita Agustinez
Government and Community
Liaison

Mark Andersen
Acting Deputy Director
State Water Project

Gary B. Bardini
Deputy Director
Integrated Water Management

Carmel M. Brown and Eric Nichol
Assistants to the Deputy Director

John Andrew
Assistant Deputy Director
Climate Change

Acknowledgements

The 2015 Guidebook for Urban Water Suppliers was written with the assistance of the following consultants:

Reinhard Sturm and Kate Gasner, Water Systems Optimization

Greg Young, Tully and Young

Anil Bamezai, Western Policy Research

Special Thanks to the Guidebook Advisory Committee For Their Generous Contributions of Time and Expertise

Alfonso Manrique
AM Consulting Engineers

Jenny Gain
CUWA and Brown and Caldwell

Paul Selsky
Brown and Caldwell

Andrew Florendo
Solano County Water Agency

John Brady
Central Coast Water Authority

Priyanka Jain
East Bay Municipal Water District

Anona Dutton
Erler & Kalinowski

Justin Scott-Coe
Monte Vista Water District

Raja Takidin
Glendale Water and Power

Brett Ewart
City of Sacramento

Kellie Welch
Irvine Ranch Water District

Randy Werner
City of Livermore

Dana Frieauf
San Diego County Water Authority

Manny Alvarez
ARCADIS

Ron Merckling
Casitas Municipal Water District

Dee Jasper
Dee Jasper & Associates

Mark Insko
Golden State Water Company

Spencer Waterman
Water Systems Consulting

Denise Landstedt
Rancho California Water District

Mary Lou Cotton
Kennedy Jenks

Tracy Quinn
Natural Resources Defense Council

Edgar Fandialan
Metropolitan Water District

Orrin Plocher
Freshwater Environmental Services

Appendix C - RATE SCHEDULE

**Fees for Professional Services
Hourly Rate Schedule**

(Effective January 1, 2019)

CLASSIFICATION

RATE

Engineering

Assistant Engineer	\$80.00 per hour
Associate Engineer	\$90.00 per hour
Water Resources Engineer	\$105.00 per hour
Principal Engineer... ..	\$125.00 per hour
Project Manager.....	\$125.00 per hour

Designing/Drafting

Design CADD Operator	\$7.00 per hour
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Support Staff

Administrative Assistant.....	\$55.00 per hour
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Miscellaneous

Fax.....	\$0.10 per page
8"x11" Copies/Impressions	\$0.20 per page
Reproducible Copies (Mylar)	\$1.00 per sq. ft.
Reproducible Copies (Bond).....	\$1.00 per sq. ft.
Mileage	\$0.55 per mile
Airfare, Meals and Lodging	At cost

Notes:

1. Standard Hourly Rates include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
2. It is understood and agreed that these rates and charges include normal equipment and materials used in connection with the production of the required engineering and/or architectural services. If authorized by the client, an overtime premium multiplier of 1.5 will be applied to the direct wage cost of hourly personnel who work overtime in order to meet a deadline which cannot be met during normal hours. Applicable sales taxes, if any, will be added to these rates.
3. Fee schedule is subject to general revision. New equipment categories and charges may be added or revised from time to time.



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

Subject: Authorize the Purchase of Audio/Video Equipment to Modernize City Council Chambers
Meeting Date: January 2, 2020
From: City Manager, Marissa Trejo
Prepared by: Larry Miller, Public Utilities Coordinator

I. RECOMMENDATION:

Authorize a budget appropriation in the amount of \$20,000 to purchase equipment necessary to modernize the Council Chambers to provide for improved presentations, recording, and streaming.

II. BACKGROUND:

In the modern era, content delivery has rapidly changed. Now more than ever, citizens wish to engage with City government in a variety of different ways. Amongst them is streaming council meetings to whatever location that they may find themselves. In addition, the Council Chambers is significantly outdated when providing equipment to support reliable council presentations, staff trainings and events and is in need of an upgrade.

III. DISCUSSION:

Staff requests to purchase audio/video equipment necessary to modernize our current infrastructure and be able to stream live/record. In order to accomplish this, significant upgrades to the council chambers will be required. This would include new projectors, screens, microphones, audio equipment, recording equipment, and streaming equipment. Modernizing the equipment would not only allow streaming/recording, it would bolster equipment that is well past its operational lifetime and ensure technological reliability during meetings, trainings and events.

IV. ALTERNATIVES:

- The City may choose to not authorize funding. However, staff feels that the current equipment is obsolete and near failure.

V. FISCAL IMPACT:

The modernization will be accomplished by the use of Community Facility Impact Fees which has ample funds to undertake this project and it well within the scope of the funds use. The total budget requested is \$20,000 in order to purchase the necessary equipment and equipment rentals for installation (if needed), as most of the installation will be performed by City staff.

ATTACHMENTS:

File Name

Description

No Attachments Available

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

Subject: Transient Occupancy Tax 10 Year Revenue Projection (Informational Only)
Meeting Date: January 2, 2020
From: Marissa Trejo, City Manager
Prepared by: Jasmin Bains, Financial Services Director

I. RECOMMENDATION:

Staff has no recommendation. This was requested as a future agenda item by Councilman Adam Adkisson.

II. BACKGROUND:

III. DISCUSSION:

Actual Transient Occupancy Tax (TOT) for FY 2018-2019 was used as a base amount for the future year projections. The current TOT rate for the City of Coalinga is 6%. An inflation rate of 3% per year was used for the projection calculation presented.

IV. ALTERNATIVES:

None.

V. FISCAL IMPACT:

None.

ATTACHMENTS:

File Name	Description
TOT_10_Year_Projection_2019.pdf	Transient Occupancy Tax 10 Year Revenue Projection

City of Coalinga												
Transient Occupancy Tax												
Fiscal Year 2018-2019 + 10 Year Projection												
Inflation Factor: 3%												
City of Coalinga TOT Rate: 6%												
Total												
Hotel/Motel Name	FY 2018-2019	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Best Western Plus (Hotel Opened 12/07/2018)	\$ 15,791	\$ 26,884	\$ 27,690	\$ 28,521	\$ 29,376	\$ 30,258	\$ 31,165	\$ 32,100	\$ 33,063	\$ 34,055	\$ 35,077	\$ 36,129
Cambridge Inn	\$ 6,546	\$ 6,546	\$ 6,742	\$ 6,944	\$ 7,153	\$ 7,367	\$ 7,588	\$ 7,816	\$ 8,050	\$ 8,292	\$ 8,541	\$ 8,797
Coalinga Motel	\$ 717	\$ 717	\$ 739	\$ 761	\$ 784	\$ 807	\$ 831	\$ 856	\$ 882	\$ 909	\$ 936	\$ 964
Laura Lodge	\$ 3,456	\$ 3,456	\$ 3,560	\$ 3,666	\$ 3,776	\$ 3,890	\$ 4,006	\$ 4,127	\$ 4,250	\$ 4,378	\$ 4,509	\$ 4,645
Royal Lodge	\$ 3,330	\$ 3,330	\$ 3,430	\$ 3,533	\$ 3,639	\$ 3,748	\$ 3,861	\$ 3,976	\$ 4,096	\$ 4,218	\$ 4,345	\$ 4,475
Travel Inn	\$ 2,680	\$ 2,680	\$ 2,760	\$ 2,843	\$ 2,929	\$ 3,016	\$ 3,107	\$ 3,200	\$ 3,296	\$ 3,395	\$ 3,497	\$ 3,602
Total	\$ 32,520	\$ 43,613	\$ 44,921	\$ 46,269	\$ 47,657	\$ 49,086	\$ 50,559	\$ 52,076	\$ 53,638	\$ 55,247	\$ 56,905	\$ 58,612

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

Subject: Council Approval of a Budget Allocation for the Construction of a Splash Pad at Frame Park and Further Authorize the City Engineer to Advertise Bids

Meeting Date: January 2, 2020

From: Marissa Trejo, City Manager

Prepared by: Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

City Council approval of the City Engineers cost estimate and authorize a total project budget for the installation of a Splash Pad at Frame Park in the amount of \$190,000.

II. BACKGROUND:

The City of Coalinga is always looking for new ways to get the citizens of Coalinga to come together, especially in the downtown area, the heart of the City. By the direction of the City Manager, staff has prepared a design and construction estimate for the construction of a splash pad on the north end of Frame Park.

A splash pad or spray pool is a recreation area, often in a public park, for water play that has little or no standing water. Typically, there are ground nozzles that spray water upwards out of the splash pad's raindeck. There may also be other water features such as a rainbow (semicircular pipe shower), or mushroom- or tree-shaped showers. Some splash pads feature movable nozzles similar to those found on fire trucks to allow users to spray others.

III. DISCUSSION:

The Public Works Department, along with Tri City Engineering, have come up with a plan for a 500 square foot Splash Pad at Frame Park. There will be several water features such as curvy misters, water loops, fire hydrants and ground nozzles (attached) and a meandering cement seat wall similar to what currently exists in the plaza. Once the budget has been authorized, staff will finalize the locations of the nozzles and water features before bidding the project. The showers and ground nozzles will be controlled by a hand activated-motion sensor, to run for limited time. The splash pad is expected to be available to the public within the spring and summer months.

The Public Works Department will be responsible for trenching and stubbing out the necessary utility connections for the contractor to tie into. The items that will be installed by Public Works staff have been included in this budget allocation and will be absorbed within the existing operational sewer and water budgets of the City. In addition to the sewer and water tie-ins, public works staff will be removing 4-5 trees that are within the project area to allow for space.

IV. ALTERNATIVES:

Do not approve.

V. FISCAL IMPACT:

This project will be funded with Park Development Impact Fees which has the available funds to meet the needs of this project which includes a 20% contingency above the engineers cost estimate. There will be no impact to the General Fund as the water and sewer connections installed by Staff will be encumbered within the water and sewer operational fund budgets. The estimated cost for the water and sewer tie-in will be approximately \$8,404.84. The City Engineers cost estimate and authorize a total project budget for the installation of a Splash Pad at Frame Park in the amount of \$190,000.

ATTACHMENTS:

File Name	Description
2793_Preliminary_Cost_Estimate.pdf	Preliminary Cost Estimate
2793_Public_Utility_Easement_Map.pdf	Public Utility Easement Map
2893_Updated_Site_Layout.pdf	Site Layout
Applicable_Pages_from_RainDeckCatalog.pdf	Applicable pages from Raindeck Catalog



4630 W. Jennifer Ave. Suite 101
 Fresno, CA 93722-6415
 (559) 447-9075
 Fax: (559) 447-9074
 www.TriCityEngineering.com

PRELIMINARY ENGINEER'S OPINION OF PROBABLE COST

City of Coalinga - Frame Park Splash Pad

JN 2793

Created: **October 21, 2019**

Revised: **December 17, 2019**

PARK ITEMS

Item No.	Description	Unit	Qty.	Unit Price	Extension
1	MOBILIZATION/GENERAL REQUIREMENTS	LS	1	\$7,400.00	\$7,400.00
2	TRENCH SHORING AND WORKER SAFETY	LS	1	\$1,500.00	\$1,500.00
3	TRAFFIC CONTROL	LS	1	\$320.00	\$320.00
4	DUST CONTROL	LS	1	\$400.00	\$400.00
5	CONSTRUCTION SURVEYING	LS	1	\$1,500.00	\$1,500.00
6	PAD EXCAVATION AND GRADING	CY	60.00	\$30.00	\$1,800.00
7	CONCRETE PAD AND SIDEWALK	SF	1,490	\$20.00	\$29,800.00
8	AGGREGATE BASE CLASS II	TON	60	\$30.00	\$1,800.00
9	2'X2'X2 CONCRETE FOOTINGS	EA	6	\$200.00	\$1,200.00
10	SEAT WALL	LF	45	\$225.00	\$10,125.00
11	CHRISTY UTILITY BOX TO HOUSE MANIFOLD (ITEM 21)	EA	1	\$1,000.00	\$1,000.00
12	INSTALLATION OF RAIN DECK WATER FEATURES	LS	1	\$15,000.00	\$15,000.00
13	2" SCH 40 ELECTRICAL CONDUIT AND WIRE	LF	100	\$25.00	\$2,500.00
14	ELECTRICAL CONNECTIONS	LS	1	\$500.00	\$500.00
15	SIGNAGE	LS	1	\$1,000.00	\$1,000.00
16	15% CONTINGENCY	LS	1	\$15,700.00	\$15,700.00
ST-1				PARK ITEMS SUBTOTAL	\$91,545.00

RAIN DECK WATER FEATURES

Item No.	Description	Unit	Qty.	Unit Price	Extension
17	PRECUT AND TIED REBAR CAGES FOR STD FTG DETAIL	EA	6	\$40.00	\$240.00
18	SOF-TOUCH ELEC TIMER BOX (RD550-1)	EA	1	\$592.00	\$592.00
19	8 ZONE MULTI-PRGM ELEC CONTROLLER (RD500-0)	EA	1	\$1,295.00	\$1,295.00
20	SS SOF-TOUCH ACTIVATOR W/FTG BASE (RDS550-0)	EA	1	\$2,890.00	\$2,890.00
21	SPECIAL ORDER CUSTOM 2" MANIFOLD	LS	1	\$1,640.00	\$1,640.00
22	11"X11" BOX DRAIN - 4" PVC CONN (RD437-0)	EA	2	\$89.00	\$178.00
23	3" UNIVERSAL HOUSING (RD102-0)	EA	12	\$33.00	\$396.00
24	3" ADJUSTABLE NOZZLE (RD103-0)	EA	8	\$34.00	\$272.00
25	3" SPLITTER NOZZLE (RD118-0)	EA	4	\$32.00	\$128.00
26	8-NOZZLE RING OF WATER (RD129-0)	EA	1	\$695.00	\$695.00
27	SS WATER LOOP 7' (RDS353-0)	EA	1	\$3,390.00	\$3,390.00
28	SS FIRE HYDRANT W/BASE (RDS327-0) (RDS399-0)	EA	1	\$4,160.00	\$4,160.00
29	SS CURVY MISTY PILLAR W/BASE (RDS324-1)(RDS399-0)	EA	1	\$3,890.00	\$3,890.00
30	SS WATER BUG W/BASE (RDS365-0)(RDS399-0)	EA	2	\$3,890.00	\$7,780.00
31	RAIN DECK ITEMS SHIPPING COST	LS	1	\$2,342.00	\$2,342.00
ST-2				RAIN DECK WATER FEATURES SUBTOTAL	\$29,888.00

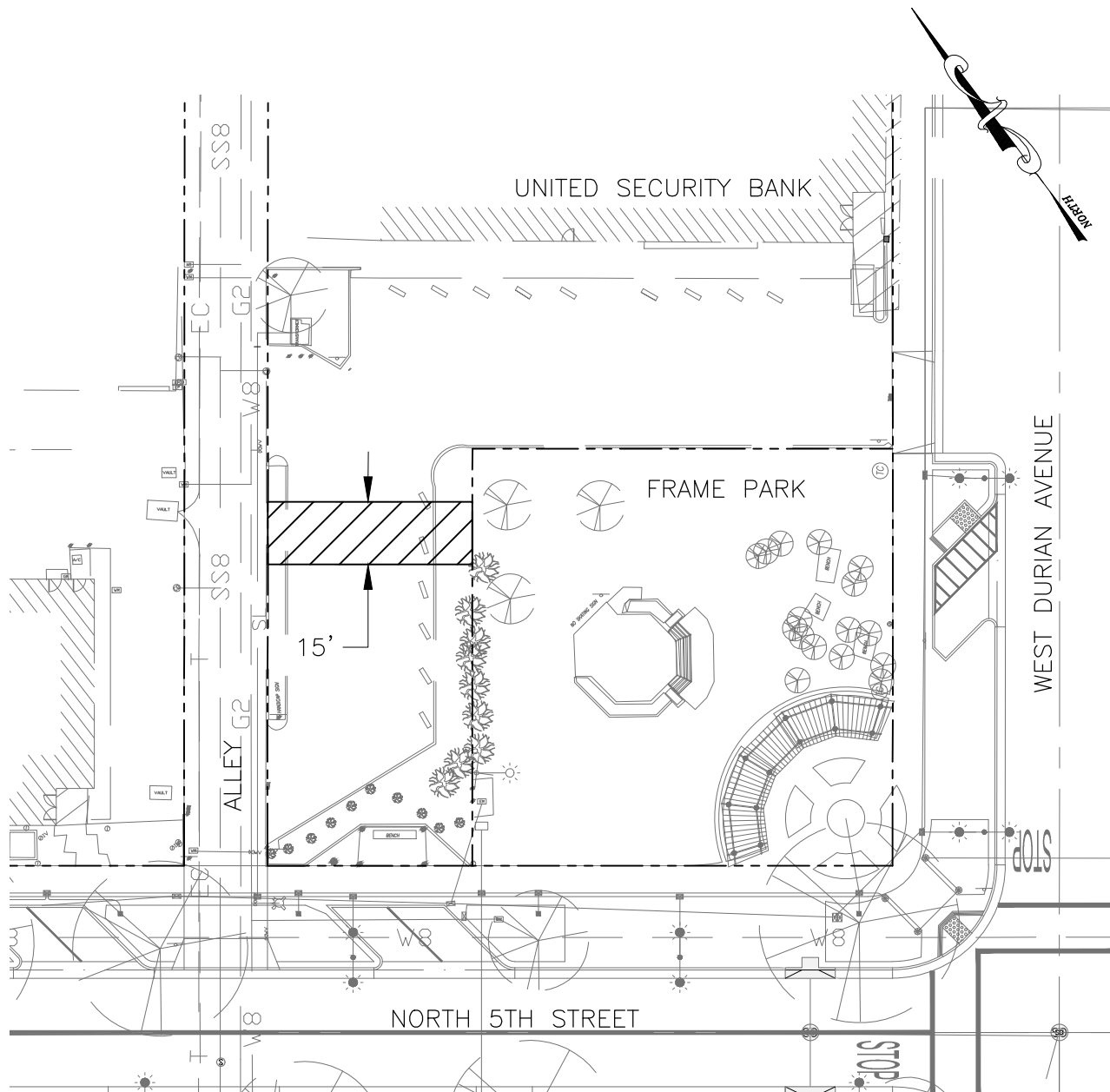
ENGINEERING FEES

Item No.	Description	Unit	Qty.	Unit Price	Extension
32	DESIGN ENGINEERING	LS	1	\$ 21,900.00	\$21,900.00
33	CONSTRUCTION ENGINEERING	LS	1	\$ 12,200.00	\$12,200.00
34	TESTING	LS	1	\$ 2,500.00	\$2,500.00
PE-1				ENGINEERING FEES SUBTOTAL	\$36,600.00


SUMMARY OF CONSTRUCTION COSTS

Section	Description	Subtotal
ST-1	PARK ITEMS SUBTOTAL	\$91,545.00
ST-2	RAIN DECK WATER FEATURES SUBTOTAL	\$29,888.00
PE-1	ENGINEERING FEES SUBTOTAL	\$36,600.00
CONSTRUCTION TOTAL		\$158,033.00

PUBLIC UTILITY EASEMENT MAP



LEGEND

- EXISTING RIGHT OF WAY LINE
-  PROPOSED EASEMENT FOR PUBLIC UTILITIES
AREA = 736.5 S.F.



Tri City Engineering, Inc.
Engineers Surveyors

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

DATE	APPRVD.	REVISION
△	_____	_____
△	_____	_____
△	_____	_____
△	_____	_____
△	_____	_____

Scale: 1"=40'
Date: 2019.Nov.18
Drwn: CM
Chckd: DJ
JN#: 2793

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CALIFORNIA



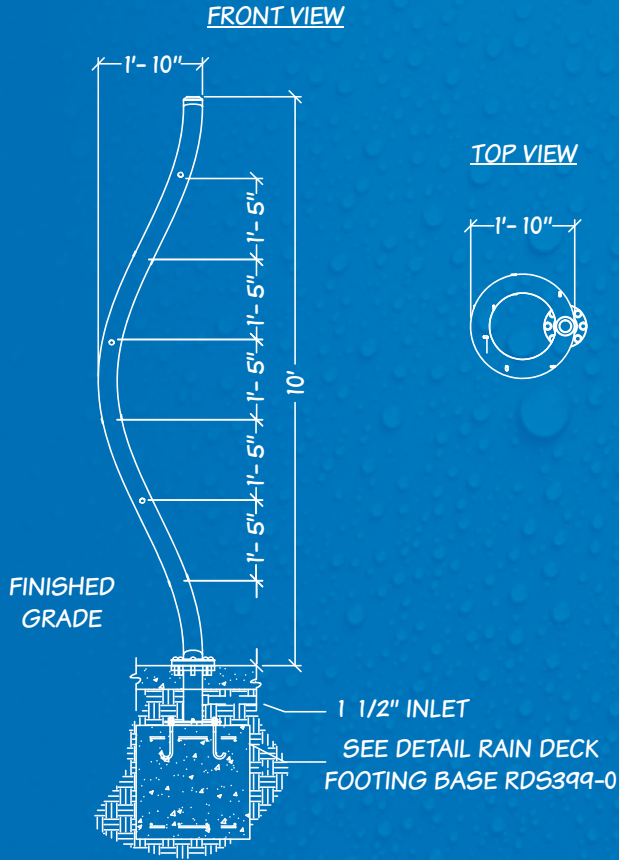
4630 W. Jennifer Ave. #101
Fresno, CA 93722-6415
PH: 559-447-9075
FAX 559-447-9074
www.TriCityEngineering.com

DATE	APPRVD.	REVISION
△ _____	_____	_____
△ _____	_____	_____
△ _____	_____	_____
△ _____	_____	_____
△ _____	_____	_____

Scale: 1"=30'
Date: 2019.Dec.10
Drwn: CM
Chckd: DJ
JN#: 2793

Curvy Misty Pillar

RDS324-1



NAME RDS324-1 SS Curvy Misty Pillar

MATERIAL Stainless Steel

SURFACE FINISH Powder Coat

FLOW RATE 15-20 GPM @ > 10 PSI

COMPATABLE WITH RDS399-0

RDS327-0

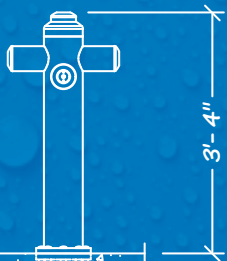
Fire Hydrant



TOP VIEW



FRONT VIEW



FINISHED
GRADE

SEE DETAIL RAIN DECK
FOOTING BASE RDS399-0

COMMERCIAL

NAME	RDS327-0 SS Fire Hydrant
MATERIAL	Stainless Steel
SURFACE FINISH	Powder Coat
FLOW RATE	15-35 GPM @ > 5 PSI
COMPATABLE WITH	RDS399-0

Water
Loop 7'

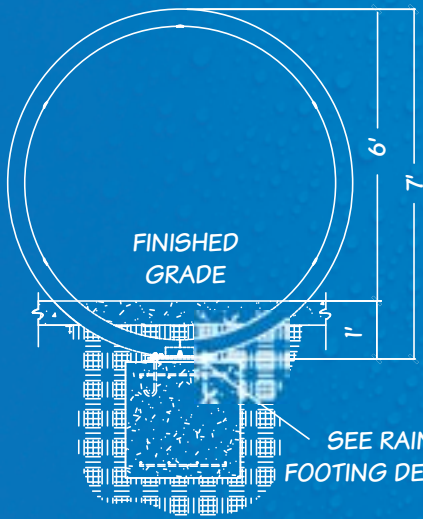
RDS353-0

COMMERCIAL

TOP VIEW



FRONT VIEW



NAME

RDS353-0 SS Water Loop 7'

MATERIAL

Stainless Steel

SURFACE FINISH

Powder Coat

FLOW RATE

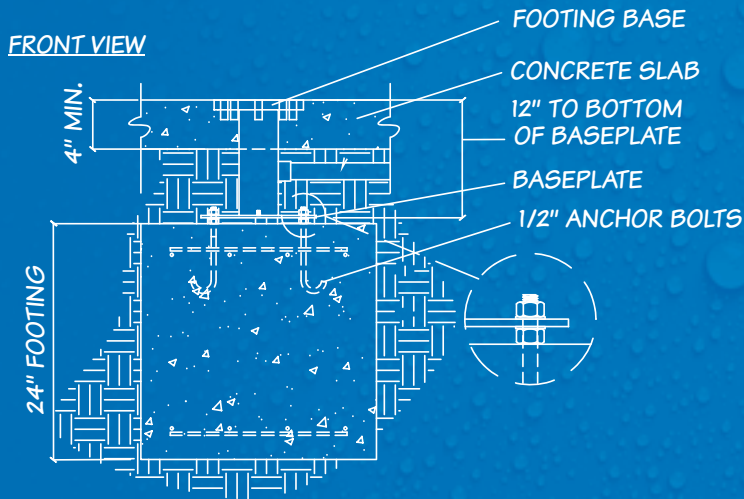
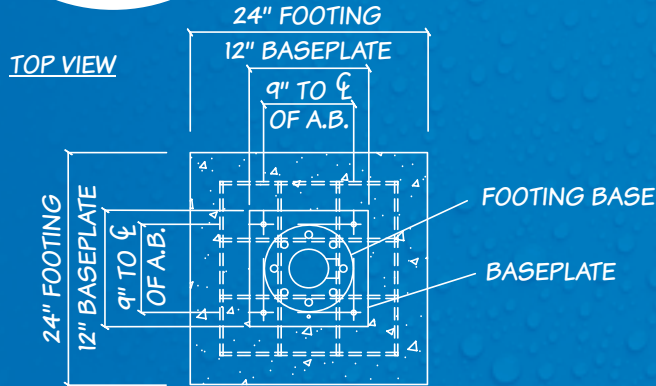
7-8 GPM @ > 10 PSI

COMPATABLE WITH

Underground Footing Only

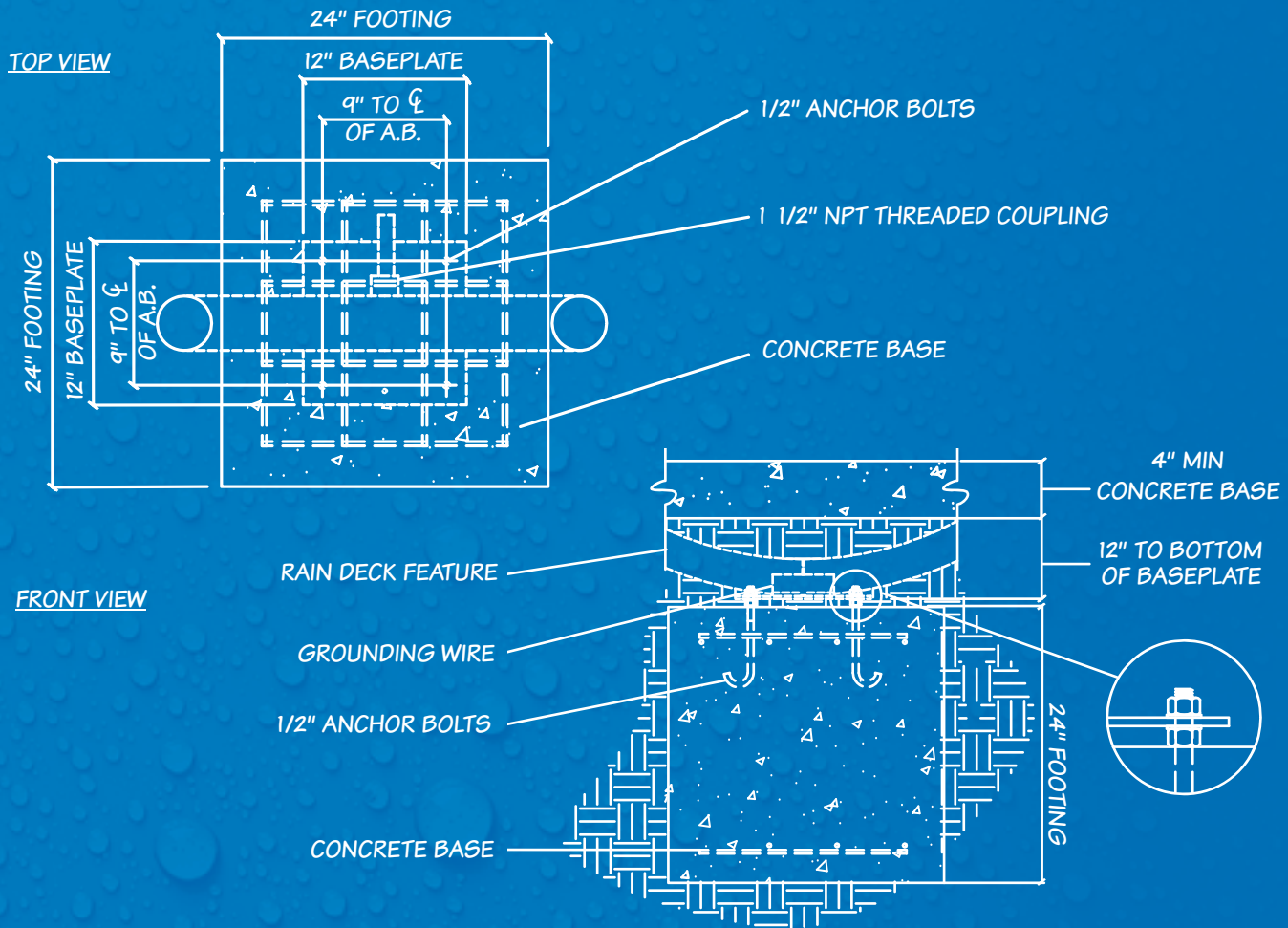
SS Footing Base

RDS399-0



The Rain Deck Stainless Steel Footing Base is the foundation of nearly all our commercial above ground features. This universal footing base allows every customer the versatility to interchange their features at any time. This makes Rain Deck splash pads expandable and affordable.

Permanent Feature Footing Detail



COMMERCIAL



For features that do not use the RDS399 Footing Base, such as arches, loops and towers, Rain Deck provides the hardware and instructions for installation. Contact your Rain Deck representative at 1-888-445-RAIN for more information and assistance.



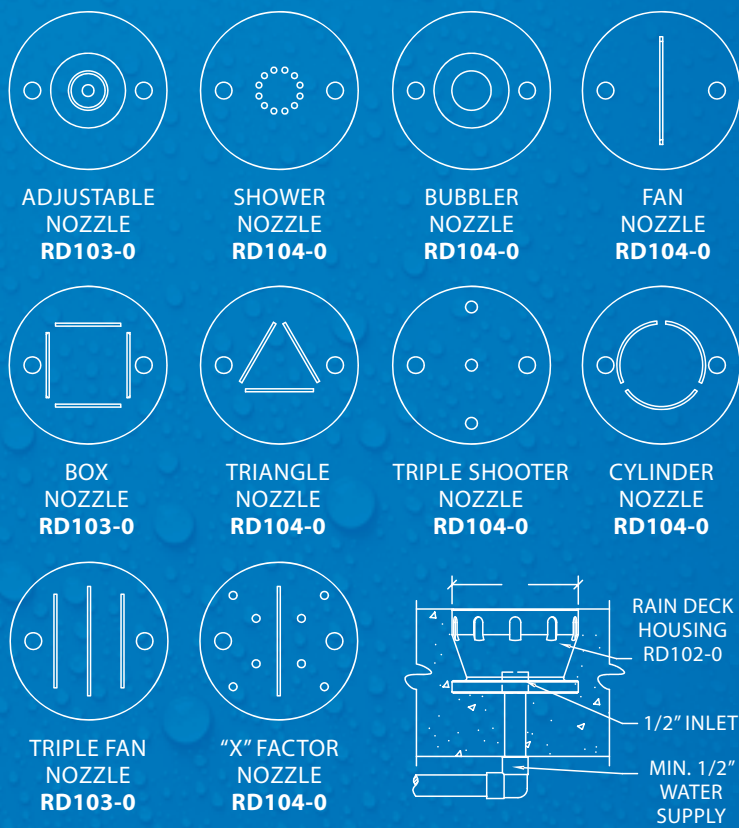
GROUND SPRAY ELEMENTS

Nozzles

The Rain Deck Universal Housing is just that... universal. With the Rain Deck Nozzle Tool, customers can swap out one nozzle for another at any time. Rain Deck currently offers many different types of spray nozzles, including winterization caps and custom nozzle patterns.

So, whether you want to mix things up a bit for the kids, or need to winterize your splash pad at the end of the season, Rain Deck has specially designed their ground sprays to make it hassle free. Rain Deck offers ground spray jets in Delrin, PVC, aluminum, stainless steel, and brass. Ask a Rain Deck representative about the benefits of each type of material.





MFG

NAME

RD100-0	RD NOZZLE TOOL
RD102-0	RD 3" UNIVERSAL HOUSING
RD103-0	RD 3" ADJUSTABLE NOZZLE
RD104-0	RD 3" SHOWER NOZZLE
RD105-0	RD 3" BUBBLER NOZZLE
RD106-0	RD 3" FAN NOZZLE
RD107-0	RD 3" BOX NOZZLE
RD108-0	RD 3" TRIANGLE NOZZLE
RD109-0	RD 3" BLANK WINTERIZATION NOZZLE
RD110-0	RD 3" TRIPLE SHOOTER NOZZLE
RD111-0	RD 3" CYLINDER NOZZLE
RD112-0	RD 3" TRIPLE FAN NOZZLE
RD113-0	RD 3" "X" FACTOR NOZZLE

FLOW RATE

N/A
N/A
2 GPM @ 5 PSI (8' spray height)
5 GPM @ 3 PSI (4' spray height)
10.5 GPM @ 5 PSI (18" spray height)
3.5 GPM @ 5 PSI (3' spray height)
10 GPM @ 5 PSI (5' spray height)
6.5 GPM @ 5 PSI (5' spray height)
N/A
5 GPM @ 5 PSI (5' spray height)
7.5 GPM @ 5 PSI (5' spray height)
10 GPM @ 5 PSI (5' spray height)
10 GPM @ 3 PSI (5' spray height)



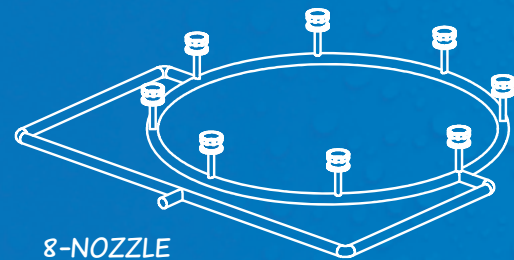
GROUND SPRAY ELEMENTS

Formed Ground Sprays

Rain Deck Formed Ground Sprays are a great addition to any Splash Pad, creating fun and attractive patterns of water for you to enjoy. As with all of our ground sprays, the nozzles are interchangeable to control flow and desired spray pattern. You can also custom order any number of nozzles in our ground spray systems.

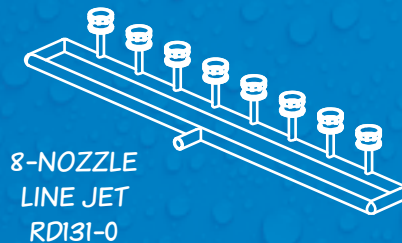
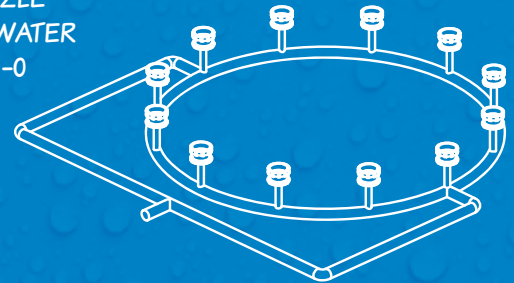


MFG #	NAME	FLOW RATE
RD129-0	RAIN DECK 8-NOZZLE RING OF WATER	16-40 GPM @ 5 PSI
RD130-0	RAIN DECK 12-NOZZLE RING OF WATER	24-60 GPM @ 5 PSI
RD131-0	RAIN DECK 8-NOZZLE LINE JET	16-40 GPM @ 5 PSI
RD132-0	RAIN DECK 10-NOZZLE RAIN TUNNEL	20-50GPM @ 5 PSI
RD133-0	RAIN DECK 8-NOZZLE SIDEWINDER	16-40 GPM @ 5 PSI

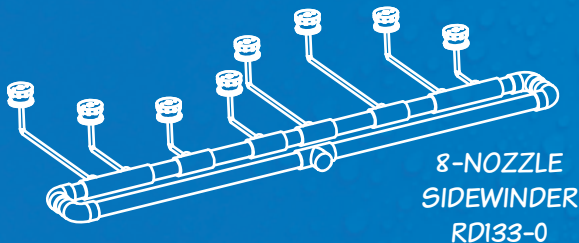


8-NOZZLE
RING OF WATER
RD129-0

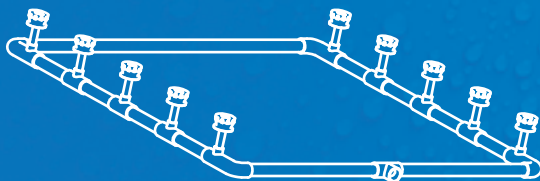
12-NOZZLE
RING OF WATER
RD130-0



8-NOZZLE
LINE JET
RD131-0



8-NOZZLE
SIDEWINDER
RD133-0



10-NOZZLE
RAIN TUNNEL
RD132-0

FINISHED GRADE OF
DECKING MATERIAL

TYPICAL
INSTALLATION

RAIN DECK
UNIVERSAL HOUSING



1/2" RISERS

1 1/2" WATER SUPPLY
OR AS REQUIRED



Control Systems & Activators

Rain Deck knows that every splash pad is unique. Operation hours, recirculation pump settings, spray jets/ features programming, water chemistry, etc. are some of the important electrical components to a splash pad. Rain Deck also understands that this is not “rocket science” we are dealing with. Rain Deck’s control systems are extremely affordable, and also enable the splash pad installer and end user to fine-tune each aspect of the splash pad with ease.



RD550-0



RD500-0



RD502-0

RD500-0	RAIN DECK MULTI PROGRAM ELECTRONIC CONTROLLER
RD502-0	RAIN DECK 8 SOLENOID CONTROLLER MANIFOLD
RD503-0	RAIN DECK 6 SOLENOID CONTROLLER MANIFOLD
RD504-0	RAIN DECK 4 SOLENOID CONTROLLER MANIFOLD
RD505-0	RAIN DECK SINGLE PROGRAM ELECTRONIC CONTROLLER
RD550-0	RAIN DECK SOF-TOUCH ACTIVATOR W/ FOOTING BASE - POST MOUNTED
RD550-1	RAIN DECK SOF-TOUCH ELECTRONIC TIMER BOX
RD555-0	RAIN DECK SOF-TOUCH GROUND SENSOR
RDS550-0	SS SOF-TOUCH ACTIVATOR POST W/ FOOTING BASE
RDS550-1	SS SOF-TOUCH CURVED ACTIVATOR POST W/ FOOTING BASE
RDS555-0	SS SOF-TOUCH GROUND SENSOR

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

Subject: Approve the Renewal of the Exclusive Authorization and Right to Sell Agreement between the City of Coalinga and Mid State Realty
Meeting Date: January 2, 2020
From: Marissa Trejo, City Manager
Prepared by: Marissa Trejo, City Manager

I. RECOMMENDATION:

The City Manager recommends approving the renewal of the Exclusive Authorization and Right to Sell Agreement between the City of Coalinga and Mid State Realty through December 31, 2020.

II. BACKGROUND:

The City of Coalinga currently employs and grants Mid State Realty the exclusive and irrevocable right to see or exchange real property situated in the City of Coalinga. The current Agreement expired on December 31, 2019. Mid State Realty has successfully assisted with the sale of many properties, however a few properties remain, while a couple properties are still in escrow.

III. DISCUSSION:

Approval to renew the Agreement would allow Mid State Realty to continue to work on the sale of the remaining properties not currently in escrow that still need to be sold.

Staff feels that Mid State Realty has been doing a great job for the City and is familiar with the properties, process and procedures.

IV. ALTERNATIVES:

1. Approval renewal of Agreement extending the date to December 31, 2020; or
2. Do not approve the renewal and direct staff to begin a Request for Proposals (RFP) process.

V. FISCAL IMPACT:

There is no fiscal impact as compensation to the broker comes out of the proceeds of the sales.

ATTACHMENTS:

File Name	Description
City_Listing_Agreement-Mid_State_Realty.doc	Draft Agreement



EXCLUSIVE AUTHORIZATION AND RIGHT TO SELL

1. **Right to Sell.** I (we), **City of Coalinga**, (hereinafter called "Seller") hereby employ and grant MID STATE REALTY (hereinafter called "Broker") the exclusive and irrevocable right to sell or exchange the real property situated in the City of **Coalinga**, County of **Fresno**, California.
2. **Term.** Broker's right to sell shall commence on January 1, 2020 and expire at midnight on December 31, 2020.
3. **Terms of Sale.**
 - a. The following items of personal property are to be included in the above-stated price: **None**
 - b. Broker is hereby authorized to accept on my behalf a deposit upon the purchase price in an amount of: **To be designated by the Seller at time of offer acceptance**
 - c. Evidence of title to the property shall be in the form of a CALIFORNIA LAND TITLE ASSOCIATION STANDARD COVERAGE POLICY OF TITLE INSURANCE in the amount of the selling price to be paid for by **Seller**. I warrant that I am the owner of the property or have the authority to execute this Authorization. I hereby agree to permit a FOR SALE sign to be placed on my property by Broker named herein.

NOTICE: THE AMOUNT OR RATE OF REAL ESTATE COMMISSIONS IS NOT FIXED BY LAW. THEY ARE SET BY EACH BROKER INDIVIDUALLY AND MAY BE NEGOTIABLE BETWEEN THE SELLER AND BROKER.

4. **Compensation to Broker.** I hereby agree to compensate the Broker As follows:
 - a. **Five percent (5%)** of the selling price, if the property is sold during the terms hereof, or any extension thereof, by Broker on the terms herein set forth or any other price and terms I may accept, or through any other person, or by me, or **Five percent (5%)** of the price. If said property is withdrawn from sale, transferred, conveyed, leased or rented without the consent of Broker, by my voluntary act during the term hereof or any other extension thereof.
 - b. The compensation provided for in subparagraph a. above if property is sold, conveyed, or otherwise transferred or if negotiations have been initiated and are ongoing within 180 calendar days after the termination of this authority or any extension thereof to anyone with whom Broker has had negotiations prior to final termination, provided I have received notice in writing, including the names of the prospective purchasers, within ten (10) days after termination of this Authorization or any extension hereof. However, I shall not be obligated to pay the compensation provided for in subparagraph a. if sale, lease, or exchange of the property is made during or after the term of said protection period to anyone other than the above names of prospective purchasers provided to me by MID STATE REALTY.
 - c. I authorize Broker to cooperate with other Brokers, to appoint subagents, and to divide with other Brokers such compensation in any manner acceptable to Brokers. In the event of an exchange, permission is hereby given to Broker to represent all parties and collect compensation or commissions from them, provided there is full disclosure to all principles of such agency. Broker is authorized to divide with other Brokers such compensation or commissions in any manner acceptable to Brokers. However, Broker may not enter into any commission arrangements with other brokers or others that would be inconsistent with the terms of this Authorization or which would increase the total amount of Seller's obligation for a commission hereunder, and Seller's sole obligation and liability for a commission shall be to Broker as provided in this paragraph 4.
 - d. In the event money intended as consideration for sale of property is received by Seller outside of escrow and/or is not reflected in the sale price, the commission as agreed in paragraph 4.a. above shall apply to such monies.
 - e. A commission that has been earned by Broker shall be payable solely from the proceeds of the sale or the property upon the closing of escrow for the sale. If requested by Broker, Seller shall execute and deliver an escrow instruction irrevocably assigning Broker's compensation in an amount equal to the compensation provided in subparagraph a. (above) from the Seller's Proceeds.
5. **Disclosure.** Seller shall execute a Disclosure Statement required by California law concerning the condition of the property. Broker is authorized to provide copies to prospective Buyers. Seller agrees to save and hold Broker harmless from all claims, disputes, litigation, and/or judgments to the extent arising from any information supplied by Seller that Seller actually knows is incorrect or misleading in any material way, or from any material fact known to Seller, which Seller fails to disclose where Seller actually knows that such failure to disclose is misleading in any material way. For all purposes of this Authorization, actual

knowledge of Seller shall mean and be limited to only matters within the actual knowledge of Seller's City Manager or any employee of Seller expressly authorized by Seller's governing body to carry out the terms of this Authorization on behalf of Seller. [Initial] (_____/_____).

6. **Natural Hazard Disclosure.** A Natural Hazard Disclosure Report will be ordered through escrow and will be paid by Seller.
7. **Tax Withholding.** Seller agrees to perform any act reasonably necessary to carry out the provisions of FIRPTA (IRC-1445) and regulations promulgated thereunder.
8. **Equal Housing Opportunity.** This property is offered in compliance with state, local and federal anti-discrimination laws.
9. **Broker not Responsible for Descriptions of Acreage or Lot Size.** The information, if any, about acreage or lot size contained in this Authorization or in the Disclosure Statement is based upon information supplied by Seller or other sources, and Broker assumes no responsibility for any errors or omissions in that information. In the event that any third party seeks damages from Broker because of errors or omissions relating to acreage or lot size provided by Seller in this Authorization or in the Disclosure Statement, Seller shall defend, indemnify and hold Broker harmless, at Seller's sole expense, against and from any such claims.
10. **Broker not Responsible for Representations about Water or Water Quality.** The information, if any, about water availability and quality contained in this Authorization or in the Disclosure Statement is based upon information supplied by Seller, and Broker assumes no responsibility for any errors or omissions in that information. In the event that any third party seeks damages from Broker because of errors or omissions relating to water availability or quantity provided by Seller in this Authorization or in the Disclosure Statement, Seller shall defend, indemnify and hold Broker harmless, at Seller's sole expense, against and from any such claims.
11. **Hazardous Waste.**

IMPORTANT NOTICE CONCERNING HAZARDOUS WASTES

- a. Seller hereby acknowledges that Seller has read and understands and agrees with the matters set forth in the following "Important Notice Concerning Hazardous Wastes":
Public concern about hazardous wastes has led to the passage of strict laws regulating hazardous wastes and underground storage tanks. "Hazardous wastes" are generally considered to include petroleum base products; paints and solvents; lead; cyanide; DDT; printing inks; acids; pesticides; ammonium compounds; asbestos; PCB's; cleaning materials; and photographic materials. The foregoing list is illustrative only and may not include substances classified as hazardous wastes by appropriate state or federal agencies. If property is to be sold or leased, is, has been, or will be the site of activities involving hazardous wastes, all parties to the transaction should consult with their own legal counsel and other appropriate experts and public officials about their individual rights and liabilities, including the possible costs involved. The same precaution holds true when the property is, has been, or will be the site of underground storage tanks. To the extent of its actual knowledge, MID STATE REALTY is committed to providing buyers, sellers, and tenants with all information about hazardous wastes and underground storage tanks in transactions in which it serves as Broker. Neither MID STATE REALTY nor its agents/employees, however, are experts with respect to the laws governing hazardous wastes. MID STATE REALTY and its agents/employees cannot offer advice about the right and liabilities of buyers, sellers, or tenants with respect to hazardous wastes and underground storage tanks. Neither can MID STATE REALTY or its agent/employees be responsible for the accuracy of information about hazardous wastes and underground storage tanks on particular parcels of property. Such information is obtained from the sellers of the property or public agencies, and MID STATE REALTY merely conveys the information to prospective buyers, sellers, or tenants. Each party to a real estate sales or lease transaction assumes the responsibility for making an independent investigation as to whether an actual or potential problem with hazardous wastes or underground storage tanks exists on the subject property.
- b. Seller hereby authorizes Broker to give the preceding notice to a prospective purchaser and to otherwise alert the prospective purchaser of the necessity of obtaining independent legal advice, as well as expert opinion as to the potential liability and financial responsibility that may exist if hazardous wastes or substances or underground storage tanks are present on the property.
- c. Seller represents to Broker that Seller has in its actual possession written inspection reports pertaining to hazardous wastes or substances or underground storage tanks listed as follows: (If none, write "NONE.") [Initial](_____/_____). Seller agrees to deliver copies of the reports to Broker, as well as any future reports received by Seller. Seller authorizes Broker to deliver copies of the reports to a prospective purchaser.

- d. Seller shall divulge to Broker and to any prospective purchaser information actually known to Seller as to the past or present existence of hazardous wastes or substances or underground storage tanks on the property.
 - e. Seller acknowledges that Broker is not expert in regards to the legal ramifications and technical problems and liabilities associated with hazardous wastes or substances or underground storage tanks, and that of necessity Broker must rely on Seller's representations or written report provided to Seller by experts regarding such matters.
12. **Agency.** Seller acknowledges that Seller has been informed that it is the policy of MID STATE REALTY to be the exclusive agent of Seller when another brokerage company represents the potential Buyer, and to be a dual agent of both Sellers and the potential Buyer when the potential Buyer elects to be represented by MID STATE REALTY. In the negotiation of a potential sale of the property by Seller, Broker is authorized to act as a dual agent representing both Seller and the purchaser, provided Broker gives Seller notice of such dual agency and obtains Seller's consent in advance. Seller will not withhold consent unreasonably. Broker also will give Seller all disclosures of dual agency required by law. Seller acknowledges that, when performing as a dual agent, Broker will not disclose to Seller the best terms upon which the purchaser is willing to purchase the property, unless authorized to do so by the purchaser. Similarly, Broker agrees not to disclose to a potential purchaser the best terms on which the Seller is willing to sell the property, unless expressly authorized to do so by Seller.
13. **Entire Authorization.** Seller warrants that Seller is the owner of the property and has the authority to execute this Authorization. The Seller and Broker further intend that this Authorization constitutes the complete and exclusive statement of its terms. This Authorization supersedes any and all agreements, either oral or written, between the parties here to with respect to the property. No representations, inducements, promises, or agreements, oral or otherwise, have been made by either party that are not embodied herein, and no other agreement, statement or promise concerning the matters described in this Authorization and not contained herein shall be valid or binding.
14. **Additional Terms:** Listing Contract to include the following parcels: Any and all properties owned by City of Coalinga, Successor Agency or Successor Housing Agency.

ARBITRATION OF DISPUTES

IN THE EVENT A CLAIM OR CONTROVERSY ARISES OUT OF THIS AUTHORIZATION, INCLUDING ANY FAILURE TO PAY BROKER ALL OR ANY PORTION OF THE AMOUNTS PROVIDED HEREIN, SELLER AND BROKER HEREBY AGREE THAT SUCH CLAIM OR CONTROVERSY SHALL BE SETTLED BY FINAL BINDING ARBITRATION IN ACCORDANCE WITH THE COMMERCIAL ARBITRATION RULES OF THE AMERICAN ARBITRATION ASSOCIATION, WHICH RULES ARE INCORPORATED HEREIN BY REFERENCE, AND NOT BY COURT ACTION EXCEPT AS PROVIDED BY CALIFORNIA LAW FOR JUDICIAL REVIEW OF ARBITRATION AWARDS. JUDGMENT UPON THE AWARD RENDERED BY THE ARBITRATOR(S) MAY BE ENTERED IN ANY COURT HAVING JURISDICTION THEREOF. IN THE EVENT ANY ARBITRATION PROCEEDING OR ANY LEGAL ACTION TO ENFORCE AN ARBITRATION AWARD IS COMMENCED, THE PREVAILING PARTY SHALL BE ENTITLED TO RECOVER ITS EXPENSES AND ATTORNEY'S FEES INCURRED THEREIN FROM THE OTHER PARTY. VENUE AND JURISDICTION FOR ANY SUCH ARBITRATION SHALL BE FRESNO, COUNTY OF FRESNO, CALIFORNIA. SELLER AGREES TO ELECT BINDING ARBITRATION IN ANY SUBSEQUENT AGREEMENTS RELATING TO THE SALE THE PROPERTY SUBJECT TO THIS AUTHORIZATION TO RESOLVE ANY AND ALL DISPUTES, WHICH INVOLVE BROKER.

"NOTICE: BY INITIALING IN THE SPACE BELOW YOU ARE AGREEING TO HAVE ANY DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISION DECIDED BY NEUTRAL ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND YOU ARE GIVING UP ANY RIGHTS YOU MIGHT POSSESS TO HAVE THE DISPUTE LITIGATED IN A COURT OF JURY TRIAL. BY INITIALING IN THE SPACE BELOW YOU ARE GIVING UP YOUR JUDICIAL RIGHTS TO DISCOVERY AND APPEAL, UNLESS THOSE RIGHTS ARE SPECIFICALLY INCLUDED IN THE 'ARBITRATION OF DISPUTES' PROVISIONS. IF YOU REFUSE TO SUBMIT TO ARBITRATION AFTER AGREEING TO THIS PROVISION, YOU MAY BE COMPELLED TO ARBITRATE UNDER THE AUTHORITY OF THE CALIFORNIA CODE OF CIVIL PROCEDURE. YOUR AGREEMENT TO THIS ARBITRATION PROVISION IS VOLUNTARY."

WE HAVE READ AND UNDERSTAND THE FOREGOING AND AGREE TO SUBMIT DISPUTES ARISING OUT OF THE MATTERS INCLUDED IN 'ARBITRATION OF DISPUTES' PROVISION TO NEUTRAL ARBITRATION.

BROKER'S INITIALS	

SELLER'S INITIALS	

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THIS AUTHORIZATION AND HAVE RECEIVED A COPY.

SELLER: CITY OF COALINGA

BY: _____ Address: 155 W. Durian Avenue
City Manager Coalinga, California 93210

Date: _____

Phone: Office (559) 935-1533 ext. 111 Fax: (559) 935-5912

Email: mtrejo@coalinga.com

IN CONSIDERATION OF THE ABOVE, BROKER AGREES TO USE DILIGENCE IN PROCURING A PURCHASER.

BROKER: MID STATE REALTY

By: _____ Address: 395 E. Elm Ave. Suite #A
Tawnya Stevens, (Broker/Owner) Coalinga, California 93210

Date: _____

Phone: Office-559-935-5123/ Cell-559-647-2682 Fax: 559-935-5122

Email: tawnyastevens@sbcglobal.net License #: 01202124

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

Subject: Police Department Monthly Report for October 2019 and November 2019
Meeting Date: Thursday, January 2, 2020
From: Darren Blevins, Chief of Police
Prepared by: Darren Blevins, Chief of Police

I. RECOMMENDATION:

II. BACKGROUND:

III. DISCUSSION:

IV. ALTERNATIVES:

V. FISCAL IMPACT:

ATTACHMENTS:

File Name	Description
<input type="checkbox"/> Oct_Nov_2019_Monthly_Report.docx	Police Department's Monthly Report for Oct and Nov 2019



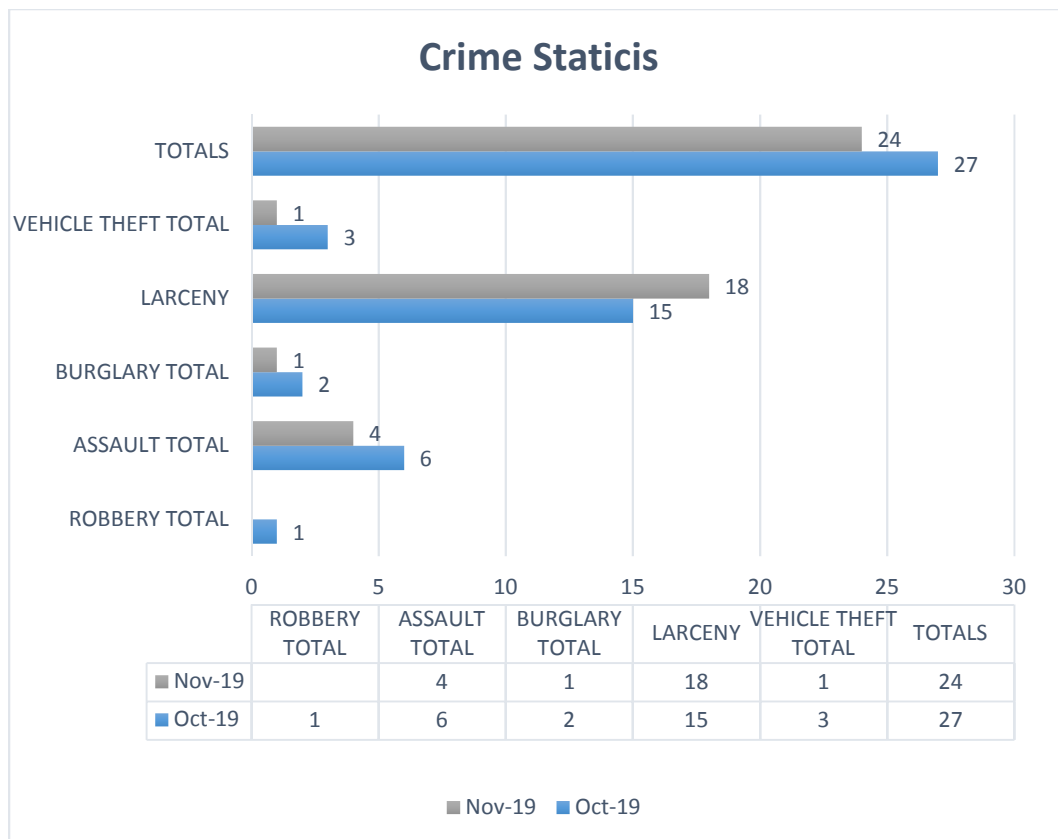
COALINGA POLICE DEPARTMENT'S
MONTHLY REPORT
OCT/NOV 2019

Staffing Report:

- ▶ Authorized Strength: 15 sworn/ 17 funded FY 2019/2020
- ▶ # of Personnel Available: 14m.boulos
- ▶ # of Personnel Modified Duty: 0
- ▶ # of Personnel in field training/academy: 0
- ▶ # of Full Time Vacancies: 2
- ▶ # of Personnel out injured 1

Our Successes:

Total Incidents	2615
Calls for Service	1827
Officer Initiated Incidents	788
Traffic Stops	259
Other OIA Incidents	529
Bus/Building checks	50
Veh/Ped Check	94
 Total Officer Reports	 257
Collision	19
Courtesy	4
Criminal Collision	4
Felony	46
Information	57
Infraction	9
Misdemeanor	112
Voided	2
Unclassified Reports	4
 Total Misdemeanor & Felony Arrests	 92
Misdemeanor Arrests	69
Felony Arrests	23
 Total Citations	 130
Admin Cites	3
Infraction	57
Misdemeanor	9
Moving Vehicle	1
Parking	60
 FIs	 2



Classification	Oct-19	Nov-19
CRIMINAL HOMICIDE		
MANSLAUGHTER BY NEGLIGENCE		
RAPE TOTAL		
ROBBERY TOTAL	1	
ASSAULT TOTAL	6	4
BURGLARY TOTAL	2	1
LARCENY	15	18
VEHICLE THEFT TOTAL	3	1
TOTALS	27	24

Critical calls for September 2019

Part 1 Crimes are up in the areas of thefts and simple assaults during the months of November 2019, compared to October 2019. Both Simple assaults and Vehicle Thefts are up for the Month of October compared to November 2019. The men and woman of the police department are working hard to keep these crimes down, in light of the staffing levels.

During the months of October and November officers were busy conducting follow ups responding to calls for service. In September officer took a stabbing report which occurred in the 100 block of east Ivy. The suspect in that case was located and arrested on October 1, 2019 as he tried to conceal himself as a passenger in a vehicle. Officer stopped the vehicle and

arrested 47-year-old Coalinga resident Ramon Guerrero for assault with a deadly weapon and attempted murder.

On October 17, 2019, officer conducted a probation search in the 100 block of McCullum. They contacted 23-year-old Coalinga Resident Jesus Ayala who was on felony probation for possession of a loaded firearm in a vehicle and is a documented Norteno gang member. During the search loaded Glock .40 caliber handgun with the serial numbers ground off. Ayala was taken into custody on charges of a felon in possession of a loaded firearm, firearm with the serial number removed and felony probation violation.

Citations Issued

Violation	Description	No. this Vio
11357(D) H.S	Minor Poss Marij less 28.5g Schl Grd	3
12500(A) VC	UNLICENSED DRIVER	21
14601(A) VC	DRIVE W/SUSP LIC:RECKLESS	2
14601.1(A) VC	DRIVE ON SUSPENDED/REVOKED LICENSE	2
14601.2(A) VC	DRIVE WI LIC SUSP FOR DUI	3
16028(A) VC	PROOF OF FINANCIAL RESPONSIBILITY	20

Violation	Description	No. this Vio
16028(A)VC	Proof of Insurance	6
21460(A) VC	CROSS OVER DOUBLE YELLOW LINE	1
21801(A) VC	FAILURE TO YIELD RIGHT OF WAY	1
21802(A) VC	FAILURE TO YIELD AFTER STOPPING	1
21950(A) VC		1
22101(D) VC	DISOBEY NO TURN SIGN	2
22102 VC	NO U-TURN IN BUSINESS DISTRICT	1
22106 VC	UNSAFE STARTING OR BACKING VEHICLE	1
22350 VC	BASIC SPEED LAW	4

Violation	Description	No. this Vio
22450(A) VC	Failure to Stop at Stop Sign	1
22502(A) VC	DRIVER/PASSENGER TIRE 18" FROM CURB	3
22505 (b)		1
22507.8 VC	HANDICAP PARKING	1
23123 (a) VC	Cell Phone While Driving	5
23152 (a)(b) VC	DUI Drugs or Alcohol/.08 % or above	3
23152(A) VC	DUI	3
23152(B) VC	DUI .08%	1

Violation	Description	No. this Vio
23222(A) VC	DRIVER IN POSSESSION OF OPEN CONTAIN	1
24250 VC	DRIVE W/OUT LIGHTS DURING DARKNESS	2
24252(A) VC	MAINTAIN LIGHTING EQUIPMENT	3
24400(A)(2) VC	Driving w/ out 2 headlamps during darkne	1
24601 VC	LICENSE PLATE LIGHT	1
26700(a)		1
26708(A)(1) VC	MATERIAL REDUCING OBSTRUCTING DRIV	3
27007 VC	SOUND AMPLIFICATION	1
4000 (A) VC	Unregistered Vehicle	19
Violation	Description	No. this Vio
4000 (A)(1) VC		1
4000(A) VC	UNREGISTERED VEHICLE	1
4000(A)(1) VC	Expired Vehicle Registration	32
4454(A) VC	REGISTRATION NOT WITH VEHICLE	2
4454(A)VC	Registration not in Vehicle	1
4462(c)VC	Unlawful possession of veh reg/etc	1
5200(A)VC	Two License Plates Required	3

Violation	Description	No. this Vio
CMC 4-4.307(a)		1
CMC 4-4.721		1
CMC 4-4.721(b)	NO PERSON SHALL PARK ANY COMMERCIAL	10
CMC 6-1.04	DOG LICENSE REQUIRED	1
CMC 6-1.21	ANIMAL RUNNING AT LARGE	2
cmc 4-4. 806		1
cmc 4-4.806		1
cmc 6-1.14		1

Current DA Filing Rate;

Cases Submitted to DA	13	
Charges Filed	12	(92%)
Declined to Prosecute	1	(8%)
Other Disposition from DA	0	

Reasons Declined to Prosecute

Furtherance of Justice	0	
Lack of Evidence	0	
Mutual Combat	0	
Pending FU	0	
Pled to another charge/case	0	
Statue of Limitations	0	
Victim Request	0	
Other	1	(100%)

Animal Complaints:

The police department responded to 12 animal complaints during the months of October and November and issued 3 animal citations

Respectfully Submitted:

Darren L. Blevins

Darren Blevins
Chief of Police

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

Subject: Review and Possible Approval Memorandum of Understanding between the City of Coalinga GSA and Pleasant Valley GSA

Meeting Date: January 2, 2020

From: Marissa Trejo, City Manager

Prepared by: Ray Carlson, City Attorney

I. RECOMMENDATION:

That the Board of Directors approve the attached “Memorandum of Understanding between the City of Coalinga Groundwater Sustainability Agency[1] and the Pleasant Valley Groundwater Sustainability Agency[2] with Respect to Implementation of the Sustainable Groundwater Management Act” (the “MOU”). The purpose of the MOU is to enable the City GSA and the Pleasant Valley GSA to cooperate to comply with the Sustainable Groundwater Management Act (“SGMA”).

[1] City GSA.

[2] Pleasant Valley GSA.

II. BACKGROUND:

The City has previously formed the City GSA to enable the City to comply with SGMA by having a GSA, which covers the territorial jurisdiction of the City. The MOU is intended to set out the basis for cooperation between the City’s GSA and the Pleasant Valley GSA. A similar MOU exists between Fresno County and the Pleasant Valley GSA. The parties anticipate that one Groundwater Sustainability Plan (“GSP”) will be prepared for the entire Pleasant Valley Subbasin, and that the Pleasant Valley GSA will prepare that GSP using grant funding. The MOU provides that the City GSA may provide staff support in applying for grant funding and providing information. The MOU allows the City GSA to avoid the expense of preparing its own GSP.

III. DISCUSSION:

IV. ALTERNATIVES:

The City GSA can prepare a GSP for applicability within its city limits and perform all the requirements of SGMA separately. Complying with SGMA separately would be administratively burdensome for the City compared to the alternative for SGMA compliance to be achieved under the proposed MOU with the Pleasant Valley GSA.

V. FISCAL IMPACT:

The fiscal impact to the City of Coalinga water enterprise should be minor. Some staff time will be used in providing the cooperation and coordination with the Pleasant Valley GSA in applying for grant funding and preparing the GSP. Most of this work is anticipated to involve providing information.

ATTACHMENTS:

File Name	Description
☐ COC_-_Pleasant_Valley_MOU.docx	City of Coalinga-Pleasant Valley MOU
☐ Exhibit_A_to_PVGSA_MOU.pdf	Exhibit A to PVGSA MOU

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF COALINGA
GROUNDWATER SUSTAINABILITY AGENCY
AND THE PLEASANT VALLEY GROUNDWATER SUSTAINABILITY AGENCY
WITH RESPECT TO IMPLEMENTATION OF THE SUSTAINABLE GROUNDWATER
MANAGEMENT ACT**

THIS MEMORANDUM OF UNDERSTANDING (“MOU”) is made and effective as of January 2, 2020, by and between the CITY OF COALINGA GROUNDWATER SUSTAINABILITY AGENCY (“City”) and PLEASANT VALLEY GROUNDWATER SUSTAINABILITY AGENCY (“PVGSA”). The City and PVGSA may be collectively referred to herein as the “Parties,” or singularly as a “Party.”

RECITALS

A. On September 16, 2014, the Governor of the State of California signed into law Senate Bills 1168 and 1319, and Assembly Bill 1739 collectively, the Sustainable Groundwater Management Act (“SGMA”), which is codified at Water Code Sections 10720 *et seq.*; and

B. SGMA requires that California groundwater basins and subbasins be managed by a Groundwater Sustainability Agency (“GSA”) or multiple GSAs, and that such management be implemented pursuant to an approved Groundwater Sustainability Plan (“GSP”) or multiple coordinated GSPs; and

C. California Water Code Section 10723.8, subdivision (c), prohibits the recognition of any entity as an exclusive GSA if the entity’s proposed GSA management area overlaps the proposed GSA management area of another entity, subject to certain procedural requirements; and

D. PVGSA and the City have elected to serve as exclusive GSAs for their respective areas within the Pleasant Valley Subbasin of the San Joaquin Valley Basin (Basin No. 5-022.10 in the Department of Water Resources’ Bulletin No. 118).

The Parties therefore agree as follows:

1. **Objectives.** The objectives of the Parties in entering into this MOU are as follows:

(a) To achieve sustainable groundwater management pursuant to SGMA in the Pleasant Valley Subbasin that is identified in the attached **Exhibit “A”**.

(b) To work cooperatively with each other and with adjacent GSAs in the Pleasant Valley Subbasin to prepare a single GSP that covers the Pleasant Valley Subbasin.

(c) To work cooperatively with each other and with adjacent GSAs in the Pleasant Valley Subbasin and in adjacent subbasins to achieve sustainable groundwater management in the Pleasant Valley Subbasin.

2. **Precedence of City's Land Use Planning Authority.** PVGSA agrees that its operations as the PVGSA, and the GSP adopted by the PVGSA, the City and the other GSAs in the subbasin, will not abrogate the City's general plan or conflict with the City's exercise of its land use planning authority; provided, that the City's general plan and the City's exercise of its land use planning authority comply with all applicable laws, statutes, and regulations.

3. **Coordination Framework.** Each Party to this MOU agrees, in developing the GSP, and in its respective implementation of the GSP, to consider the interests of the other Party, including but not limited to the City's general plan. In order to prevent conflicts between the GSP and the City's general plan and between PVGSA's operations as the PVGSA and the City's exercise of its land use planning authority, the City shall have opportunities to provide, and PVGSA shall consider, advisory input in the development and implementation of the GSP. The Director of the City's Department of Public Works and Planning shall designate a contact person (Designated Contact Person) to whom PVGSA shall provide written notices of opportunities to participate in SGMA implementation.

No fewer than 90 days before adopting or modifying the GSP or policies or procedures for the exercise of GSA powers, PVGSA shall provide written notice to the Designated Contact Person. Within 30 days of receiving such notice, the Designated Contact Person may request consultation with PVGSA's representative. Prior to the adoption or modification of the GSP or policies or procedures for the exercise of GSA powers, PVGSA shall consider any comments or recommendations provided by the Designated Contact Person for the City, to achieve the goals of this MOU.

No fewer than 90 days prior to issuing, adopting, modifying, or approving any ordinance, policy, plan, or permit, or taking any other action related to groundwater resources within the Pleasant Valley basin, the City shall provide written notice to PVGSA. Within 30 days of receiving such notice, PVGSA may request a mandatory consultation with the City. Prior to taking any groundwater-related action, the City shall consider any comments or recommendations provided by PVGSA.

4. **Finances.** Each of the Parties to this MOU shall bear its own costs of implementing SGMA, except as follows:

(a) The City shall provide such assistance and support as it is able to provide at current staffing levels in applying for grant funding related to SGMA implementation when so requested by the PVGSA. The ability of the City to provide such assistance and support shall be determined exclusively by the City.

5. **Notices.** All notices required or permitted by this MOU or applicable law shall be in writing and may be delivered in person (by hand or by courier) or may be sent by regular, certified, or registered mail or U.S. Postal Service Express Mail, with postage prepaid, or by facsimile transmission, or by electronic transmission (email) and shall be deemed sufficiently given if served in a manner specified in this Section 5. The addresses and addressees noted below are that Party's designated address and addressee for delivery or mailing of notices.

To Pleasant Valley Water District: Pleasant Valley Water District
c/o District President
Post Office Box 468
Coalinga, CA 93210-0468

To City of Coalinga GSA: City of Coalinga
Department of Public Works and Planning
c/o Marissa Tejo, City Manager
155 W. Durian Ave.
Coalinga, CA 93210
Telephone: (559) 935-1533

Either Party may, by written notice to the other, specify a different address for notice. Any notice sent by registered or certified mail, return receipt requested, shall be deemed given on the date of delivery shown on the receipt card, or if no delivery date is shown, three (3) days after the postmark date. If sent by regular mail, the notice shall be deemed given forty-eight (48) hours after it is addressed as required in this section and mailed with postage prepaid. Notices delivered by United States Express Mail or overnight courier that guarantee next day delivery shall be deemed given twenty-four (24) hours after delivery to the Postal Service or courier. Notices transmitted by facsimile transmission or similar means (including email) shall be deemed delivered upon telephone or similar confirmation of delivery (confirmation report from fax machine is sufficient), provided a copy is also delivered via personal delivery or mail. If notice is received after 4:00 p.m. or on a Saturday, Sunday or legal holiday, it shall be deemed received on the next business day.

6. **Indemnification.** As the City does not vote on the actions of the PVGSA, PVGSA shall hold harmless and indemnify the City from and against any liability, claims, actions, costs, damages or losses of any kind, including but not limited to death or injury to any person and/or damage to property, arising out of the implementation of the GSP by PVGSA. PVGSA shall not be obligated to indemnify the City where any loss, damage, injury, liability, or claim is a result of the sole negligence or willful misconduct of the City. Additionally, the City shall hold harmless and indemnify the PVGSA from and against any liability, claims, actions, costs, damages or losses of any kind, including but not limited to death or injury to any person and/or damage to property, arising out of the implementation of the GSP by the City. The City shall not be obligated to indemnify PVGSA where any loss, damage, injury, liability, or claim is a result of the sole negligence or willful misconduct of PVGSA.

The foregoing indemnification obligation shall continue beyond the term of this MOU as to any acts or omissions occurring before or under this MOU or any extension of this MOU.

7. **Compliance with Laws.** In any action taken pursuant to this MOU, PVGSA and the City shall comply with all applicable statutes, laws, and regulations, specifically including, but not limited to, SGMA and its implementing regulations, as they now exist or as they may be amended or promulgated from time to time.

To the extent that this MOU conflicts with or does not accurately reflect any applicable statutes, laws, or regulations now existing or as amended or promulgated from time to time, the laws, statutes, and regulations shall govern.

To the extent that any applicable statutes, laws, or regulations are amended or newly promulgated in such a manner that causes this MOU to conflict with or no longer accurately reflect such statutes, laws, or regulations, this MOU shall be modified, in writing, by all Parties, in order to comport with the newly amended or promulgated statutes, laws, or regulations.

8. **Entire Agreement.** This MOU and items incorporated herein contain all of the agreements of the Parties with respect to the matters contained herein, and no prior agreement or understanding pertaining to any such matter shall be effective for any purpose.

9. **Amendments.** No provisions of this MOU may be amended or modified in any manner whatsoever except by an agreement in writing duly authorized by representatives of all Parties.

10. **No Assignment.** The rights and obligations of the Parties to this MOU may not be assigned or delegated, and any attempt to assign or delegate such rights or duties in contravention of this section shall be null and void.

11. **Binding Effect.** This MOU shall apply to and bind successors, assignees, contractors, subcontractors, transferees, agents, employees, and representatives of the respective Parties hereto.

12. **Governing Law.** This MOU and all documents provided for herein and the rights and obligations of the Parties hereto shall be governed in all respects, including validity, interpretation and effect, by the laws of the State of California (without giving effect to any choice of law principles).

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

14. **Severability.** If any term or provision of this MOU is, to any extent, held invalid or unenforceable, the remainder of this MOU shall not be affected.

15. **Headings.** The subject headings of the sections of this MOU are included for purposes of convenience only and shall not affect the construction or interpretation of any of the provisions herein.

16. **Counterparts.** This MOU may be executed in any number of counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year first above written.

PLEASANT VALLEY GROUNDWATER
SUSTAINABILITY AGENCY

By: _____

Name: _____

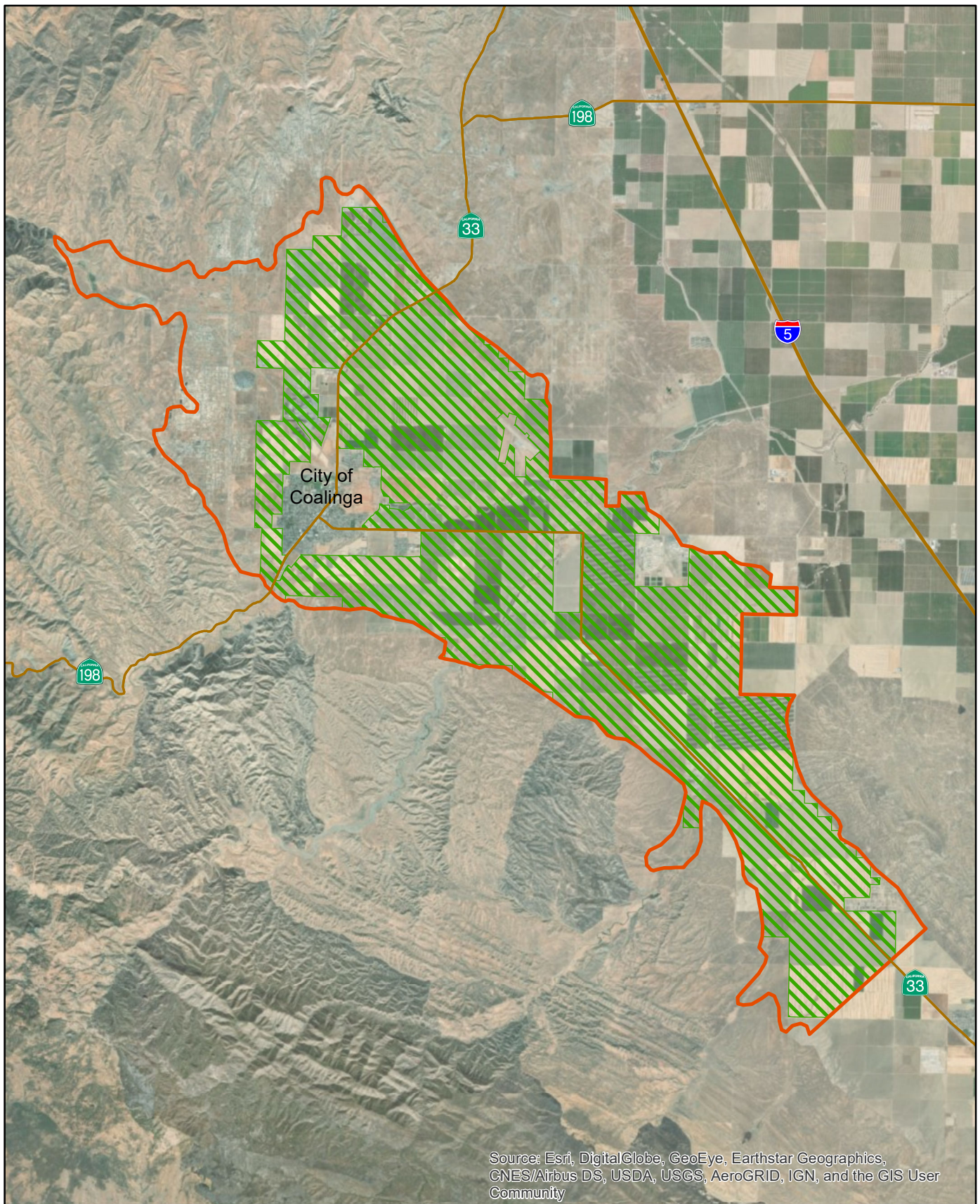
Title: _____

CITY OF COALINGA GROUNDWATER
SUSTAINABILITY AGENCY

By: _____
Ron Lander, Mayor and Chairman, City
of Coalinga Groundwater Sustainability
Agency

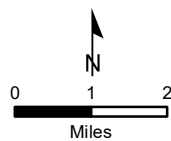
ATTEST:
Shannon Jensen, City Clerk
City of Coalinga, State of California

By: _____
Deputy



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

EST. 1968
PROVOST & PRITCHARD
CONSULTING GROUP
An Employee Owned Company



- Major Road
- Pleasant Valley Water District GSA - 34,640 ac
- Pleasant Valley Subbasin - 48,216 ac

**Pleasant Valley Water District
Groundwater Sustainability
Agency**