

Date: April 23, 2018 (Monday)

Time: 6:30 p.m.

Place: City Council Chambers
350 North Valencia Blvd.
Woodlake, CA 93286

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact City Hall at 559-564-8055 at least 3 days prior to the meeting.

The full agenda including staff reports and supporting materials are available at City Hall.

I. CALL TO ORDER & WELCOME

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENTS

This portion of the meeting is reserved for persons wishing to address the Council on items within its jurisdiction but not on this agenda. NOTE: Prior to action by the Council on any item on this agenda, the public may comment on that item. Unscheduled comments may be limited to 3 minutes.

All items on the Consent Agenda are considered to be routine and non-controversial by City staff and will be approved by one motion if no member of the Council or public wishes to comment or ask questions. Items pulled from the Calendar will be considered separately.

IV. CONSENT CALENDAR –ACTION AND INFORMATION ITEMS

Request Approval of the Consent Calendar Action Items (IV A-H)

- A. Action: Approval of Minutes of the regular meeting held on April 9, 2018 (Pages 1-69)
- B. Action: Approval of Warrants (Pages 70-105)
- C. Action: Adoption of Resolution: Approval of the City Administrator Employment Agreement (Pages 106-122)
- D. Action: Adoption of Resolution: Approval of the City of Woodlake's Fiscal Year 2017/2018 Budget Amendment No. 3 (Pages 123-125)
- E. Action: Adoption of Resolution: Approval of the Addendum to the City of Woodlake Personnel Administrative Rules Handbook (Pages 126-130)
- F. Action: Proclamation from the City of Woodlake, Proclaiming May 2018 as Mental Health Awareness Month (Pages 131-132)
- G. Action: Adoption of Resolution: Approval of the Tulare County Multi-Jurisdictional Local Hazard Mitigation Plan (Pages 133-134)

- H. Action: Adoption of Resolution: Objection to the Sale of the Tax Defaulted Property and Application to Enter Into Purchase Agreement with the County of Tulare for the Property with APN No. 060-144-026-000 (Pages 135-140)

V. ACTION/DISCUSSION ITEMS

- A. Action: Adoption of Resolution: Authorize Staff to Submit a Funding Application for the North Valencia Extension and West Naranjo Projects – **PUBLIC HEARING** (Pages 141-143)
- B. Action: Adoption of Resolution: Enter into a Measure R Supplemental Agreement with the Tulare County Transportation Authority for the City of Woodlake West Naranjo Blvd. Street Improvements Project (Pages 144-149)
- C. Action: Adoption of Resolution: Approval of the City of Woodlake’s Fiscal Year 2018/2019 Budget (Pages 150-153)

VI. OTHER BUSINESS

- A. Information: Items from Staff
- B. Information: Items from Council Members
- C. Request from Council Members for Future Agenda Items

VII. CLOSED SESSION

NOTICE TO THE PUBLIC

As provided in the Ralph M. Brown Act, Government Code sections 54950 et seq., the Governing Board may meet in closed session with members of its staff and its attorneys. These sessions are not open to the public and may not be attended by members of the public. The matters the Council will meet on in closed session are identified below or are those matters appropriately identified in open session as requiring immediate attention and arising after the posting of the agenda. Any public reports of action taken in the closed session will be made in accordance with Government Code sections 54957.1

“Documents: If distributed to the Council less than 72 hours before a regular meeting, any public records which are subject to public inspection and pertain to an open-session item on the regular meeting agenda shall be available at the following address at the time they are distributed to a majority of the Council: 350 North Valencia Boulevard, Woodlake, California 93286. Public records distributed to the Council at a public meeting will be available to the public at such meeting if they were prepared by the City.

Exemptions and details in Government Code § 54957.5 (a) shall apply.”

II. ADJOURN

The next scheduled City Council meeting will be held on Monday, May 14, 2018 at 6:30 p.m. at City Council Chambers located at 350 North Valencia Boulevard, Woodlake, CA 93286.

City Council:

Rudy Mendoza - Mayor

Frances Ortiz - Vice Mayor

Louie Lopez - Councilmember

Greg Gonzalez Jr. - Councilmember

Jose L. Martinez - Councilmember

PRESENT: Councilmembers G. Gonzalez Jr, Ortiz & Martinez

OTHERS: Lara, Marquez, Waters, Gil, & Llamas

ABSENT: Mendoza & Lopez

FLAG SALUTE

PUBLIC COMMENT

IV. CONSENT CALENDAR –ACTION AND INFORMATION ITEMS

Request Approval of the Consent Calendar Action Items (IV. A-I)

- A. Action: Approval of Minutes of the regular meeting held on March 12, 2018
- B. Action: Approval of Warrants
- C. Action: Adoption of Resolution: February Monthly Report of Investments
- D. Action: Adoption of Resolution: March Monthly Report of Investments
- E. Action: Adoption of Resolution: Approve the 3rd Amendment to the Purchase and Sale Agreement with Hafeltry Development Company, LLC for the Property with APN# 060-131-016
- F. Action: Adoption of Resolution: Approval of the Agreement Between the County of Tulare and the City of Woodlake for Public Transportation Services for the Period of July 1, 2017 Through June 30, 2018
- G. Action: Adoption of Resolution: Approval of the City of Woodlake’s Fiscal Year 2018/2019 List of Projects Funded by SB1: The Road Repair and Accountability Act
- H. Action: Proclamation from the City of Woodlake, Proclaiming April 2018 as Child Abuse Prevention Month
- I. Action: Adoption of Resolution: Appoint Michael Navarro to Fill a Vacancy on the Planning Commission Board

ON A MOTION BY MARTINEZ, SECOND BY G. GONZALEZ JR., IT WAS VOTED TO APPROVE THE CONSENT CALENDAR. APPROVED UNANIMOUSLY.

V. ACTION/DISCUSSION ITEMS

- A. Action: Adoption of Resolution: Authorize Staff to Submit a Funding Application for the North Valencia Extension Project - **Public Hearing**
City Administrator Lara mentioned that we are also applying for an application with a project for W. Naranjo Blvd., curb gutter sidewalk, from Palm St. to Acacia St. The school district is also helping work with the City, property owners are noticed as well for potential right of way. City staff and City Administrator Lara recommended opening up the public hearing to include comments on proposed application on W. Naranjo.

PUBLIC HEARING OPENED: 6:38 PM

PUBLIC HEARING CLOSED: 6:38 PM

Councilmember Martinez mentioned that lighting has been an issue specifically near the roundabout on Naranjo, vehicles drive to fast.

ON A MOTION BY MARTINEZ, SECOND BY G. GONZALEZ JR. IT WAS VOTED TO ADOPT THE RESOLUTION AND AUTHORIZE STAFF TO SUBMIT A FUNDING APPLICATION FOR NORTH VALENCIA EXTENSION PROJECT. APPROVED UNANIMOUSLY.

- B. Action: Adoption of Resolution: Approval of the City of Woodlake Energy Action Plan

City Administrator Lara reported the following: the City of Woodlake recognizes the impact of global climate change from greenhouse gas (GHG) emissions arising from anthropogenic activities. Recognizing the need to reduce our GHG emissions and become a more sustainable community is a priority for the city. The attached Energy Action Plan outlines the efforts that the city will take to contribute to the reduction of GHG emissions through reducing municipal energy consumption. As a partner in the San Joaquin Valley Energy Leader Program, a.k.a. “Valley Innovative Energy Watch” (VIEW), the City of Woodlake is committed to leading by example: the city is dedicated to achieving energy reduction through projects and practice. By taking the lead in implementing climate and clean energy programs in municipal operations, the city intends to build capacity at the local government level, save money that can be reinvested into local government operations, build government credibility for outreach with other sectors, and demonstrate leadership.

Through VIEW, the city has taken immediate action by undergoing audits, instituting an energy conservation behavior change campaign and installing energy efficient technologies. Some of the projects the City has implemented are as follows:

1. Replaced aging HVAC systems.
2. Retrofitted inefficient lighting systems.
3. Participate in the CAL Recycles program to use 100% recycled paper to meet a City 50% diversion rate.
4. Installed variable frequency drives (VFDs) at Waste Water and Water facilities.
5. LS-1 Street Lights - 2018 Project

ON A MOTION BY G. GONZALEZ JR., SECOND BY MARTINEZ IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE ENERGY ACTION PLAN. APPROVED UNANIMOUSLY.

- C. Action: Adoption of Resolution: Approval of the City of Woodlake’s Audited Basic Financial Statements and Single Audit Report on Federal Awards for the Year Ended June 30, 2017

City Administrator Lara reported the following: The City of Woodlake undergoes an annual independent audit of its basic financial statements of its governmental activities, its business-type activities, each of its major funds, and its aggregate remaining fund information. For Fiscal Year 2016/2017, the City of Woodlake contracted Rogers, Anderson, Malody & Scott, LLP to perform its City independent audit and Brown Armstrong was hired by the Tulare County Association of Governments to perform the City’s Measure R and TDA Audits. The audit is conducted with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that the audit is performed to obtain reasonable assurance about whether the City financial statements are free of material misstatement. The audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. The audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. The audit will also consider the City’s internal controls over financial reporting and test its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The audit went well without any issues. Councilmember Martinez asked if the findings mentioned on page 239 have been cleared, City Administrator Lara stated yes.

ON A MOTION BY MARTINEZ, SECOND BY G. GONZALEZ JR. IT WAS VOTED TO ADOPT THE RESOLUTON AND APPROVE THE AUDIT YEAR ENDING 2017. APPROVED UNANIMOUSLY.

- D. Action: Adoption of Resolution: Approval of a Mitigated Negative Declaration for the Woodlake Sewer Improvements – **Public Hearing**

City Employee Waters reported the following: The proposed Project will implement capacity improvements, as well as repair and replacement of aging sewer system assets. The capacity improvements will be accomplished through upsizing existing lines, either through excavation and replacement with larger diameter lines or utilizing pipe bursting methods. In one instance, installation of a new, parallel trunk line will route flow that would otherwise exceed the capacity of an existing trunk sewer located in Valencia Street. The capacity improvements were identified through assessment of computer model simulations, physical investigation, and routine O&M activities. In addition to the capacity improvements the City plans to repair or replace aging infrastructure that is close to the end of its useful life.

PUBLIC COMMENTS OPENED: 6:46 PM

PUBLIC COMMENTS CLOSED: 6:46 PM

ON A MOTION BY G. GONZALEZ JR., SECOND BY ORTIZ IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE MITIGATED NEGATIVE DECLARATION. APPROVED UNANIMOUSLY.

- E. Action: Adoption of Resolution: Approval of Negative Declaration for the Micham Storage Facility – **Public Hearing**

City Employee Waters reported the following: The applicant is proposing to operate a commercial storage facility at APNs 061-070-033 & 060-070-034. This use would necessitate a change of zone and land use. The Planning Commission recommended approval of both amendments. The City of Woodlake determined that the project required an Initial Study prior to approval. The determination of the Initial Study was that the proposed project could not have significant effect on the environment, and a negative declaration would be prepared.

The project consists of the construction of a metal storage facility and two Amendments:

General Plan Amendment

APNs 061-070-033 & 061-070-034 shall be changed from Rural Residential to Service Commercial.

Zoning Amendment

APNs 061-070-033 & 061-070-034 shall be changed from Rural Residential to Service Commercial.

A notice was circulated for the IS/ND and the City did not receive any comments.

PUBLIC COMMENTS OPENED: 6:49 PM

Bill Lewis, 342 N. Acacia, Woodlake – Mr. Lewis stated this was a hopscotch rezoning and borderline “takings” because adjacent properties are residential and it could hurt their property. He stated that when they zoned the property to Rural Residential, council said they had a vision for residential in that area.

City Administrator Lara stated there are mitigation measures in place when Service Commercial abuts residential. City Employee Waters stated there are other properties in town that are Service Commercial in town which abut residential and we’ve been able to mitigate any issues through our ordinances. He stated that since we did get comments from Caltrans we will heed to address and comply with their request as we move forward with the rezone.

PUBLIC COMMENTS CLOSED: 6:53 PM

ON A MOTION BY G. GONZALEZ JR., SECOND BY MARTINEZ IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE THE NEGATIVE DECLARATION FOR THE MICHAM STORAGE FACILITY. APPROVED UNANIMOUSLY.

- F. Action: Adoption of Resolution: Approval of Zoning Amendment 18-001 and General Plan Amendment 18-001 for APN's 061-070-033 & 061-070-034— **Public Hearing**

City Employee Waters reported the following: The applicant is proposing to operate a commercial storage facility at APNs 061-070-033 & 060-070-034. This use would necessitate a change of zone and land use. The Planning Commission recommended approval of both amendments.

General Plan Amendment 18-001

The subject territory is designated rural residential by the Land Use Element of the Woodlake General Plan. As proposed, the proposed project would not be consistent with the current land use. Staff is recommending that the general plan be amended to redesignate the subject property to Service Commercial.

Zoning Ordinance Amendment 18-001

To implement General Plan Amendment 18-001, the subject property needs to be rezoned to a district that is consistent with the Service Commercial regulations. Staff has concluded that the appropriate zone is Service Commercial.

PUBLIC COMMENTS OPENED: 6:55 PM

PUBLIC COMMENTS CLOSED: 6:55 PM

ON A MOTION BY MARTINEZ, SECOND BY G. GONZALEZ JR. IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE ZONING AMENDMENT 18-001 AND GENERAL PLAN AMENDMENT 18-001. APPROVED UNANIMOUSLY.

- G. Information: Presentation of the City of Woodlake's Fiscal Year 2018/2019 Budget

City Administrator Lara presented the attached PowerPoint. He stated the City plans to expand parks and recs by taking in basketball, soccer, softball and baseball. City is planning to partner with the schools to improve and maximize fields. Councilmember G. Gonzalez Jr. asked for clarity and why the City would not undertake swimming and football. City Administrator Lara stated insurance is a big cost and liability is tough to cover those sports due to insurance sensitivity. Councilmember G. Gonzalez Jr. asked if City would be considering adult sports. City Administrator Lara stated first is youth sports and maybe in 2-3 years look at adult sports. City Administrator Lara stated the public safety portion of Measure R & S will allow the City to add another police officer. Councilmember Martinez stated he has concerns regarding losing our local transit service. He asked staff to be sure the City had a say in the programs once it is no longer ran by the City.

- F. Information: City of Woodlake Student Representative

City Administrator Lara reported the following: annually, the City of Woodlake City Council nominates and appoints a student representative from the Woodlake Unified School District to serve as a liaison between the School and the City. The student representative informs the Council of school functions, activities, sports and general news that may be occurring at the school. Unfortunately, the student representative that was nominated this year has had too many school functions to attend, which has not allowed her to attend City Council meetings. At the March 26, 2018, City Council meeting it was requested by Council that an item be put on the agenda to discuss how to move forward regarding the student representative position. Council expressed their concerns to Student Representative Sandoval regarding her absences from the past couple of council meeting. Student Representative Sandoval apologized for the absences and stated when she is unable to attend a council meeting, she will send someone to take her place.

VI. OTHER BUSINESS

A. Information: Items from Staff

Student Representative Sandoval – Reported on the current sports programs. Seniors are also working on their scholarships and getting ready for Grad Night.

City Employee Waters – Reported the Parks and Recreation magazine should be out in early May.

City Administrator Lara – Reported Opening Day for Softball was April 7th and it was a great event with a good turnout. The program seems to grow every year and it’s great to see the girl’s enjoyment for the sport. Councilmembers Martinez and G. Gonzalez Jr. stated it’s a great program. Opening Day for Baseball is Saturday, April 14th. The North Valencia project has been down for the last week due to gas line problems but should be back up running by next week. Community Center is set for a completion day of early July.

Chief Marquez – Reported the police department has been helping with traffic control at the schools. A social media threat was directed to the Middle School. After an investigation, an arrest was made and the 15-year-old female may be charged as an adult. The police department is getting ready for Western Week and all is going well.

City Planner Llamas – Reported he is currently working on ATP grants. There are been some demo’s through the code enforcement process.

B. Information: Items from Council

Councilmember G. Gonzalez Jr. – Reported Thursday, April 12th will be the Child Abuse Prevention Fair at the Woodlake Plaza from 4:30 to 6:30.

Councilmember Martinez – Reminded everyone that during the parade on Saturday, May 12th the mail carriers will be picking up canned foods for our local pantry.

Vice-Mayor Ortiz – Reported Senior in the Park day is May 18th

C. Request from Council Members for Future Agenda Items

VII. CLOSED SESSION

1. **PERSONNEL** (Government Code § 54957(b)). It is the intention of this governing body to meet in closed-session to:

- Consider the discipline, dismissal or release of a public employee.
- Hear complaints or charges against a public employee.
- Consider public employee appointment/employment for the position of:

-
- Consider public employee performance evaluation for the position of:
City Administrator

Vice-Mayor Ortiz stated no action was taken and there was nothing to report.

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VIII. ADJOURN

The next scheduled City Council meeting will be held on Monday, April 23, 2018 at 6:30 p.m. at City Council Chambers located at 350 North Valencia Boulevard, Woodlake, CA 93286.

City Council:

Rudy Mendoza - Mayor

Frances Ortiz - Vice Mayor

Louie Lopez - Councilmember

Greg Gonzalez Jr. - Councilmember

Jose L. Martinez - Councilmember

Meeting adjourned at 8:04 PM

Submitted by,

Irene Zacarias
City Clerk



FY 2018/2019 DRAFT BUDGET

APRIL 9, 2018

AGENDA

- Individual Fund Analysis
- Moving Forward (5 Years)

GENERAL (FUND 001)

- The General Fund is used for the accounting of local revenues such as property tax, utility users tax, sales tax, cannabis tax, business licenses, building permits, and vehicle license fees. The revenues collected in the General Fund are used to pay for police services, general administration, finance, planning, building inspection, parks and street lights.
- The General Fund is the focal point in analyzing the financial health of the City of Woodlake as the General Fund is expected to be able to cover both its costs and act as a financial backstop for other funds in the event of insufficiency with respect to other funds.

GENERAL (FUND 001)

- ENDING FUND BALANCE FY 17/18 \$576,330(PROJECTED)
- EXPENSES FY 18/19 \$2,700,666(BUDGETED)
- REVENUES FY 18/19 \$2,790,500(BUDGETED)
- ENDING FUND BALANCE FY 18/19 \$666,164(PROJECTED)

GENERAL (FUND 001)

- Moving Forward:
 - Continued funding of general admin, finance, police, planning, building inspection and parks & grounds. The General Fund infrastructure is in much need of upgrades and staff will continue to look at funding options to address them.
 - The City has also continued to invest in its parks and rec facilities, completed the construction of its downtown plaza and remodeled the police department. One key project for this year will be the completion of the Woodlake Community Center and the development of the Parks and Recreation Department as promised in Measure R.

WOODLAKE COMMUNITY CENTER



- The Woodlake Community Center and Woodlake Plaza will work as a downtown hub for seniors, youth, local service clubs and all who want to use these City facilities.

PARKS AND RECREATION

- Softball/Baseball: League will run March – May
- Soccer: League will run July – October
- Basketball: League will run December – March
- Dance and Arts: June – July and November – December
- Triannual magazine that will focus on sports and activities
- Include other organizations like taekwondo, swim, pop warner, girls scouts, etc....
- City and School events will always take priority for advertising and events in magazine and fields

GENERAL (FUND 001)

- Moving Forward:
 - With the passage of Measure R and Measure S the City hopes to continue working on a reserve fund while increasing park and rec programs, public safety and other City services.
 - Needs:
 - City Hall/Police Department Expansion
 - Police Vehicles
 - Parks and Fields for Recreational Leagues

COPS (FUND 005)

- The Citizens Option for Public Safety (COPS) program was originally adopted in Assembly Bill AB3229 (Brulte) 1996 with funding from the State general fund. The COPS funds are allocated to the Tulare County Auditor, and subsequently distributed to the cities. The COPS program is meant for funding frontline municipal police services, "in accordance with written requests submitted by the chief of police". In the City of Woodlake, these funds are used to supplement existing police services. The COPS program allows the City of Woodlake to hire an additional officer(s), by reimbursing the City for the cost of employing said officer(s). The program assisted in the acquisition of two police vehicles this year.

COPS (FUND 005)

- Future Projects:
 - Two partial positions within the Woodlake Police Department.
- Fund Outlook: The COPS Fund serves as a pass through. Funds are received annually to pay for two partial officer positions. When enough reserves accumulate the City will use those funds for the acquisition of PD vehicles. The COPS Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$9,067(PROJECTED)
• EXPENSES FY 18/19	\$99,600(BUDGETED)
• REVENUES FY 18/19	\$130,350(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$39,817(PROJECTED)

COPS (FUND 005)

- Moving Forward:
 - Continue to fund two partial positions within the Woodlake Police Department.
 - Continue to look at possible grant funding to increase public safety services.

GAS TAX (FUND 020)

- The Gas Tax Fund is used for the accounting of revenues collected through an excise tax on the sale of fuel that is intended for transportation. The fuel tax receipts are dedicated for transportation projects.
- The tax is being used to leverage current and future downtown transportation projects and assist in the maintenance of our current transportation infrastructure.

GAS TAX (FUND 020)



GAS TAX (FUND 020)

- Future Projects:
 - Magnolia St., South Valencia and North Valencia ADA Projects and local road maintenance.
- Fund Outlook: The Gas Tax fund is used to leverage other transportation sources and deliver transportation projects. Revenues are usually collected for multiple years in order to deliver a local project. The Gas Tax Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$343,947(PROJECTED)
• EXPENSES FY 18/19	\$212,000(BUDGETED)
• REVENUES FY 18/19	\$198,792(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$330,739(PROJECTED)

GAS TAX (FUND 020)

- Moving Forward:
 - The City has done a good job leveraging gas tax dollars with other transportation funding to construct multiple downtown projects and rehab local streets and roads.
 - The Magnolia St., N. Valencia and S. Valencia curb, gutter, sidewalks projects will be constructed this year.
 - The City has identified the N Valencia Extension and the W Naranja extension as two future projects it will begin to look for funding sources for.

TRANSIT (FUND 021)

- The Transit Fund is used for the accounting of revenues and expenditures related to the State Transit Assistance Fund, the Federal Transit Administration and farebox. The revenues are used to cover the expenditures associated with dial-a-ride services and provide for the necessary staff and infrastructure to run a dial-a-ride system.

TRANSIT (FUND 021)

- Future Projects:
 - Maintain and operate the City of Woodlake current dial-a-ride service.
- Fund Outlook: The Transit Fund is funded by State and Federal funds. The fund always maintains a positive current net asset worth. The Transit Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$962,922(PROJECTED)
• EXPENSES FY 18/19	\$141,226(BUDGETED)
• REVENUES FY 18/19	\$142,100(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$963,795(PROJECTED)

TRANSIT (FUND 021)

- Moving Forward:
 - The City will continue to maintain and operate the dial-a-ride system as efficiently as possible.
 - Ridership has continued to go up annually and this has allowed for farebox subsidies by the City to be eliminated.

TDA (FUND 022)

- The TDA fund is used for the accounting of revenues and expenditures related to the Transportation Development Act (TDA).
- These funds are spent for the development and support of public transportation needs that exist in California. Some of the funds may also be used for local streets and roads projects.

TDA (FUND 022)

- Future Projects:
 - The South Valencia and North Valencia ADA Project and local road maintenance.
- Fund Outlook: The TDA Fund is used to account for funds related to the Transportation Development Act. Revenues are usually collected for multiple years in order to deliver a local project. The TDA Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$394,662(PROJECTED)
• EXPENSES FY 18/19	\$398,337(BUDGETED)
• REVENUES FY 18/19	\$250,500(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$246,825(PROJECTED)

TDA (FUND 022)

- Moving Forward:
 - The City has done a good job leveraging gas tax dollars with other transportation funding to construct multiple downtown projects and rehab local streets and roads.
 - The City will have to find ways to leverage future transportation grants while maintaining its current road system.

MEASURE R (FUND 023)

- The Measure R fund is used for the accounting of revenues and expenditures related to Measure R and other local transportation funding sources. The revenues from the fund are used to fund downtown, transportation and mitigation projects. Measure R is a local sales tax for transportation projects.
- Some of the recent projects delivered are the Whitney Transit Center, restrooms at the Botanical Garden, the trail behind City Hall, Downtown Phase 1, 2, 3 and 4 Projects, the Roundabout Project and the City of Woodlake Plaza and paseo.

MEASURE R (FUND 023)

- Future Projects:
 - Magnolia St., South Valencia and North Valencia ADA Project.
- Fund Outlook: The Measure R Fund serves as a pass through. The funding is provided by local Measure R Funds. The City is reimbursed for expenditures. The Measure R Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$00,000(PROJECTED)
• EXPENSES FY 18/19	\$215,000(BUDGETED)
• REVENUES FY 18/19	\$215,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$00,000(PROJECTED)

MEASURE R (FUND 023)

- Moving Forward:
 - Measure R will continue to be used to leverage future funding by creating shovel ready projects.
 - Magnolia St. and N Valencia Extension projects are two current projects that the City will make shovel ready by using Measure R funds.

STP (FUND 024)

- The STP fund is used for the accounting of revenues and expenditures related to Surface Transportation Program (STP) funding. The revenues from the fund are used to fund transportation projects.
- The Federal funding is being used to leverage current and future downtown transportation projects and assist in the maintenance of our current transportation infrastructure.

STP (FUND 024)

- Future Projects:
 - The South Valencia and North Valencia ADA Projects and local road maintenance.
- Fund Outlook: The STP Fund is used for infrastructure and maintenance projects. The STP Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$88,212(PROJECTED)
• EXPENSES FY 18/19	\$20,000(BUDGETED)
• REVENUES FY 18/19	\$78,250(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$146,462(PROJECTED)

STP (FUND 024)

- Moving Forward:
 - The City has done a good job leveraging STP dollars with other transportation funding to construct multiple downtown projects and rehab local streets and roads.
 - The City will have to find ways to leverage future transportation grants while maintaining its current road system.

STREETS (FUND 025)

- The Street fund is used for the accounting of revenues and expenditures related to State and Federal transportation funds such as CMAQ, ATP and SHOPP. The revenues from the fund are used to fund transportation projects.
- Some of the recent projects delivered are the Roundabout Project and for this fiscal year the South Valencia and North Valencia curb, gutter and sidewalk projects will be accounted for in this fund.

STREETS (FUND 025)



STREETS (FUND 025)

- Future Projects:
 - The South Valencia and North Valencia ADA Projects.
- Fund Outlook: The Streets Fund serves as a pass through. The funding is provided by State and Federal funds on a reimbursement basis. The City is reimbursed for expenditures. The Streets Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$00,000(PROJECTED)
• EXPENSES FY 18/19	\$865,000(BUDGETED)
• REVENUES FY 18/19	\$865,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$00,000(PROJECTED)

STREETS (FUND 025)

- Moving Forwards:
 - Continue to apply for State and Federal grants that help improve our local transportation system.
 - Continue to secure necessary matching funds for State and Federal funds.

CDBG (FUND 026 & 086)

- The CDBG fund is used for the accounting of revenues and expenditures related to the Community Development Block Grant Program (CDBG). The Grant allows for deferred payment loans to be issued for first time homebuyers and for housing rehabilitation. The loans are not required to be paid back until the participating homeowner sells, transfers title to the new or rehabilitated property, or discontinues residence in the dwelling, at which time, the full amount of the deferred loan is due.
- When the loan is repaid it becomes program income and is accounted for in fund (086). Program income funds are used for housing loans and housing rehabilitation in the same manner as CDBG funds.
- Self Help assists the City in administering the programs.

CDBG (FUND 026 & 086)

- Future Projects:
 - Provide loans to local residents that meet the requirements of the grants.
- Fund Outlook: The CDBG Fund serves as a pass through. The funding is provided by State Grants. The City is reimbursed for expenditures. The CDBG Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$00,000(PROJECTED)
• EXPENSES FY 18/19	\$00,000(BUDGETED)
• REVENUES FY 18/19	\$00,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$00,000(PROJECTED)

CDBG (FUND 026 & 086)

- Moving Forward:
 - Provide loans to local residents that meet the requirements of the grants.
 - Continue to promote affordable housing and future development.
 - Valencia Heights

HOME (FUND 027, 072 & 073)

- The HOME fund is used for the accounting of revenues and expenditures related to the HOME Investment Partnership Program and CALHOME. The program allows the City of Woodlake to partner up with citizens and private organizations to provide affordable housing, particularly housing for low- and very low-income residents.
- Previous projects include the Valencia House, Bravo Village and the Parkside Court Apartments plus loans to local residents. When these loans are reimbursed they become program income and are administered as part of fund (072 & 073). Program income may be spent in the same way as HOME and CALHOME grant funds.
- Self Help assists the City in administering the programs.

HOME (FUND 027, 072 & 073)

- Future Projects:
 - Loans to local residents that meet the requirements of the grants.
- Fund Outlook: The HOME Fund serves as a pass through. The funding is provided by State and Federal Grants. The City is reimbursed for expenditures. The HOME Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$00,000(PROJECTED)
• EXPENSES FY 18/19	\$100,000(BUDGETED)
• REVENUES FY 18/19	\$100,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$00,000(PROJECTED)

HOME (FUND 027, 072 & 073)

- Moving Forward:
 - Loans to local residents that meet the requirements of the grants.
 - Continued monitoring of past developments.

LIGHTING AND LANDSCAPING (FUND 029)

- The City of Woodlake currently has six separate Lighting and Landscaping districts. These districts are assessed a fee for the costs of the City maintaining landscaping and lighting public areas within their district. Currently, City of Woodlake staff provides the maintenance of these districts.

LIGHTING AND LANDSCAPING (FUND 029)

- Future Projects:
 - Continued maintenance and operations of the districts. A couple of the districts will get re-landscaped and trees will be trimmed down as necessary.
- Fund Outlook: The Lighting and Landscaping Fund has been able to maintain a current asset worth of \$35,000. This has largely improved in the last four years as City Staff took the maintenance of the districts in house instead of using contract services. The Lighting and Landscaping Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$7,779(PROJECTED)
• EXPENSES FY 18/19	\$34,050(BUDGETED)
• REVENUES FY 18/19	\$34,580(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$7,249(PROJECTED)

LIGHTING AND LANDSCAPING (FUND 029)

- Future Projects:
 - Continued maintenance and operations of the districts.
 - Valencia Heights will become the 7th Lighting and Landscaping district in the City.
 - Continue to improve landscaping and lighting infrastructure.

SUCCESSOR AGENCY (FUND 032, 033 & 34)

- The Successor Agency Fund is used for the accounting of revenues and expenditures related to the dissolution of Redevelopment, as the result of Assembly Bill X1 26 (AB 26). The revenues are received in the form of annual Recognized Obligation Payments Schedule (ROPS) distributions. The funds received may be spent on the debt incurred as the result of the purchase of the Woodlake Airport, and administrative expenses.

SUCCESSOR AGENCY (FUND 032, 033 & 34)

- Future Projects:
 - Continued administration of the Successor Agency and repayments of the bonds issued for the acquisition of the Woodlake Airport.
- Fund Outlook: The Successor Agency Fund serves as a pass through for redevelopment related functions. The Successor Agency Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$1,102,396(PROJECTED)
• EXPENSES FY 18/19	\$70,677(BUDGETED)
• REVENUES FY 18/19	\$49,678(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$1,081,397(PROJECTED)

SUCCESSOR AGENCY (FUND 032, 033 & 34)

- Future Projects:
 - Continued administration of the Successor Agency and repayments of the bonds issued for the acquisition of the Woodlake Airport.

AIRPORT (FUND 041)

- The Airport Fund is used to account for revenues and expenditures related to Airport services. The Airport Fund collects revenues from the sale of fuel and lease revenues generated from the restaurant building and hangars. City of Woodlake staff currently maintain and operate the Woodlake Airport.
- The Airport was purchased with Redevelopment issued bonds. Those bonds are paid out of the RDA Successor Agency Fund (032).

AIRPORT (FUND 041)

- Future Projects:
 - Continued maintenance and operations of the Woodlake Airport. Staff continues to look at opportunities that may help generate revenue in the future.
- Fund Outlook: The Airport Fund has minor liquidity problems that continue to improve annually.

• ENDING FUND BALANCE FY 17/18	\$23,137(PROJECTED)
• EXPENSES FY 18/19	\$34,244(BUDGETED)
• REVENUES FY 18/19	\$71,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$59,893(PROJECTED)

AIRPORT (FUND 041)

- Future Projects:

- Continued maintenance and operations of the Woodlake Airport.
- Continue to look at opportunities that may help generate revenue in the future.
- Continue to work with FAA for grant funding to improve the Airport.

STORM WATER (FUND 060)

- The Storm Water Fund is used for the accounting of revenues and expenditures related to storm water services. City staff currently operates the City of Woodlake Storm Water system.
- The Storm Water system is funded by the General Fund and Impact Fees on new construction.

STORM WATER (FUND 060)

- Future Projects:
 - Construction of a new lift station and drainage pipes at the Woodlake Botanical Garden..
- Fund Outlook: Overall, the fund serves as a pass through for grants and the collection of impact fees. The Storm Water Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$140,050(PROJECTED)
• EXPENSES FY 18/19	\$7,194(BUDGETED)
• REVENUES FY 18/19	\$109,244(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$242,100(PROJECTED)

STORM WATER (FUND 060)

- Moving Forward:
 - Construction of a new lift station and drainage pipes at the Woodlake Botanical Garden.
 - Look for funding mechanisms to fund future storm water projects.
 - Maintenance of storm drains.

REFUSE UTILITY (FUND 061)

- The City of Woodlake contracts its refuse services out to Mid Valley Disposal. City of Woodlake staff provide administrative services as well as all utility billing and collections for refuse. Revenues are generated in the form of trash collection fees remitted by City residents. The City reimburses Mid Valley Disposal for the services provided.
- The City and Mid-Valley Disposal have a long-term contract that expires in 2025.

REFUSE UTILITY (FUND 061)

- Future Projects:
 - Continued administration, billing and customer service.
- Fund Outlook: Overall, the fund serves as a pass through and remaining funds are used to pay for City services provided to refuse. The Refuse Utility Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$378,735(PROJECTED)
• EXPENSES FY 18/19	\$682,718(BUDGETED)
• REVENUES FY 18/19	\$708,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$404,017(PROJECTED)

REFUSE UTILITY (FUND 061)

- Moving Forward:
 - Continue to work with Mid Valley Disposal to provide adequate refuse services.
 - Continue to improve City recycling and diversion programs.

SEWER UTILITY (FUND 062)

- The Sewer Fund is used for the accounting of revenues and expenditures related to sewer services. City staff currently operates the City of Woodlake Waste Water Treatment Facility (WWTF). The facility was constructed in 2012. City staff maintains and operates the facility and its collection system. The Sewer fees collected are used to repay the debt incurred in order to construct the WWTF, as well as day-to-day maintenance, operations and upgrades of the City's sewer system.
- The Fund bonded for \$13,000,000 in 2012 for the upgrades to the Waste Water Treatment Facility. The annual bond payment is \$520,000. The Fund also has a \$240,000 note for the purchase of property. The payment on the note is \$28,000 annually.
- The Fund continues to operate very efficiently with reduced maintenance and operation expenses and an increase in revenues through the septic receiving station and sale of reclaimed water.

SEWER UTILITY (FUND 062)

- Future Projects:
 - Main Line Upgrades
- Fund Outlook: The new Sewer Facility will serve the City for decades. Staff is currently focusing on necessary sewer line upgrades. The Sewer Utility Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$11,936,982(PROJECTED)
• EXPENSES FY 18/19	\$1,883,576(BUDGETED)
• REVENUES FY 18/19	\$2,002,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$12,055,406(PROJECTED)

SEWER UTILITY (FUND 062)

- Moving Forward:
 - Continue to maintain the WWTP and collection system.
 - Finish sewer master plan and prioritize line replacement projects.
 - Apply for grant funding to update sewer lines city-wide.

WATER UTILITY (FUND 063)

- The Water Utility Fund is used for the accounting of revenues and expenditures related to water services. City staff currently operates the City of Woodlake water system. The system consist of five wells along the St. Johns River, two wells adjacent to Bravo Lake and two holding tanks. The Water fees collected from City residents and businesses fund the day-to-day operation of the system as well as any necessary maintenance, repairs and upgrades.
- The Fund bonded for \$2,000,000 in 2010 for the upgrades to the water tanks. The annual bond payment is \$85,000.
- In 2016 the City began a project to add water meters, chlorinators and a new SCADA System. The project cost will be \$4,000,000. It will be funded with a loan (\$2,363,000) and a USDA Grant (1,637,000). The annual bond payment is \$96,000.

WATER UTILITY (FUND 063)

- Future Projects:
 - Chlorinators and new SCADA System
 - Line Upgrades
 - Water Wells
- Fund Outlook: The water system needs many upgrades and City staff will need to come up with a funding mechanism to upgrade the current water system up to industry standard. The current water meter project will be a big step in the progress of the City's water system. The Water Utility Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$2,082,005(PROJECTED)
• EXPENSES FY 18/19	\$1,221,303(BUDGETED)
• REVENUES FY 18/19	\$1,287,000(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$2,147,702(PROJECTED)

WATER UTILITY (FUND 063)

- Future Projects:
 - Continue to operate and maintain the current water system.
 - Water line replacement.
 - Well upgrades.
 - SCADA, sand separators and chlorinators.

CAPITAL IMPACT FEES (FUND 080)

- The Capital Facilities Fund is used for the accounting of revenues collected from development impact fees. The fees are assessed on all new development to help fund and pay for necessary offsite capital improvements that are created by the expansion. The City charges these fees for improving and expanding storm drainage, parks and recreation, sewer collection and treatment, and water facilities.
- Some recent projects paid for with these fees were the expansion of storm drainage behind City Hall, addition of two new City wells and park improvements at both Miller Brown and Willow Court (arbors, fields, restrooms and playground equipment).
- Fund 080 expenditures are only made when revenues are available. As new development continues to happen, more revenues will be generated.

CAPITAL IMPACT FEES (FUND 080)

- Future project will include:
 - Chlorinators and new SCADA System
 - Sewer and water line upgrades
 - Playground equipment at Valencia Heights Park
- Fund Outlook: As the City continues to grow the fund will need to mitigate for the impacts of growth. The City has some of the lowest fees in the County and may eventually want to review them. The Capital Impact Fees Fund has no liquidity problems.

• ENDING FUND BALANCE FY 17/18	\$99,022(PROJECTED)
• EXPENSES FY 18/19	\$1,000(BUDGETED)
• REVENUES FY 18/19	\$13,100(BUDGETED)
• ENDING FUND BALANCE FY 18/19	\$111,122(PROJECTED)

CAPITAL IMPACT FEES (FUND 080)

- Moving Forward:
 - As development occurs more fees will be collected to continue to improve parks, water, sewer and storm drain infrastructure.
 - Sewer and water line upgrades
 - Playground equipment at Valencia Heights Park

MOVING FORWARD

- In Fiscal Year 2018/2019 City staff is proposing a balanced budget.
- The budget adds one new position for the Police Department funded by Measure R and extra help funding for Parks and Recreation.
- Construction of the Magnolia St., S. Valencia, N. Valencia ADA Projects.
- Construction of the Woodlake Community Center
- Increase in code enforcement.
- Continued development of the K-9 Program and increased motorcycle program.
- Looking at ways to create more revenues, sales tax, impact fees, etc.



QUESTIONS

- Questions and input from Council or the public?

**City of Woodlake
Summary of Disbursements and Payroll
City Council Meeting : April 23, 2018**

PAYROLL

03/30/2018 (City)	\$52,302.45
03/30/2018 (Fire)	\$6,375.84

Gross Payroll	\$58,678.29
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DISBURSMENTS / WARRANTS

4/13/2018	\$625,799.48
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Total Disbursements	\$625,799.48
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WIRES

PAYROLL TAX WIRE	CITY	\$ 10,005.45
	FIRE	\$ 1,837.75

USDA - Water Loan
USDA - Sewer Loan
USDA - Airport Loan
USDA - Fire Truck Loan

Total Wire Amount Sent Out	\$ 11,843.20
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Amount to be Approved	\$ 696,320.97
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I, Ramon Lara, certify under penalty of perjury that the above listed accounts are correct, due and payable to the best of my knowledge.



City Administrator, Ramon Lara

Passed and adopted at a regular meeting of the City Council of the
City of Woodlake on the 23rd day of April 2018.
by the following vote:

Ayes:
Noes:
Absent:
Abstain:

Mayor, Rudy Mendoza

City Clerk, Irene Zacarias

PERIOD 3 DATING 3/11/2018- 3/24/2018 CHECK DATE 3/30/2018
DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
23361	4,256.33		208	1 STUB ONLY
23362	1,382.73		565	1 STUB ONLY
23363	2,130.74		210	1 STUB ONLY
23364	1,310.85		206	1 STUB ONLY
23365	2,662.62		212	1 STUB ONLY
23366	2,373.77		207	1 STUB ONLY
23367	1,463.06		173	1 STUB ONLY
23368	1,904.86		535	1 STUB ONLY
23369	1,683.97		568	1 STUB ONLY
23370	2,270.24		539	1 STUB ONLY
23371	1,068.02		555	1 STUB ONLY
23372	1,610.74		561	1 STUB ONLY
23373	1,484.74		564	1 STUB ONLY
23374	3,000.62		549	1 STUB ONLY
23375	1,164.04		566	1 STUB ONLY
23376	1,938.11		554	1 STUB ONLY
23377	1,545.52		552	1 STUB ONLY
23378	1,285.15		570	1 STUB ONLY
23379	1,703.48		215	1 STUB ONLY
23380	1,889.04		134	1 STUB ONLY
23381	1,134.07		218	1 STUB ONLY
23382	1,123.39		216	1 STUB ONLY
23383	786.01		205	1 STUB ONLY
23384	1,393.29		217	1 STUB ONLY
23385	1,263.59		159	1 STUB ONLY
23386	2,303.26		209	1 STUB ONLY
23387	1,759.27		211	1 STUB ONLY
23388	816.67		219	1 STUB ONLY
23389	1,850.92		214	1 STUB ONLY
23390	1,743.35		188	1 STUB ONLY

PERIOD 3 DATING 3/11/2018- 3/24/2018 CHECK DATE 3/30/2018
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
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TOTALS FOR CHECK FORM: STUB

NEGOTIABLE CHECKS			COUNTS
0.00	*EMPLOYEE CHECKS		0
0.00	*VENDOR CHECKS		0
0.00	*BANK CHECKS		0
0.00	**TOTAL NEGOTIABLE CHECKS		0

OTHER CHECKS

0.00	*MANUAL CHECKS		0
0.00	*CANCELLED CHECKS		0
0.00	**TOTAL FOR CHECK FORM		

NON-NEGOTIABLE CHECKS

52,302.45	*DIRECT DEPOSIT STUBS		30
0.00	*VENDOR DIR DEP STUBS		0

PAY INFORMATION
GROSS PAY

F E A T U R E D I S T R I B U T I O N

CITY-GROSS REPORT-PAYROLL #20-1Q FY17/18
03/11/18-03/24/18 PAYROLL DATE: 03/30/18

RUN- 3/28/2018 14:45:32 PAGE 1
PR4B0R-V14.08 Paymate

EMP #	CUR AMT	CUR HRS
215	2,423.69	91.00
214	2,165.29	81.50
535	2,273.54	80.00
568	2,039.90	87.00
159	1,619.59	82.84
539	3,173.72	85.00
188	2,357.54	80.00
555	1,372.64	77.50
561	2,019.08	81.50
209	2,670.00	80.00
564	1,963.85	80.00
208	5,699.23	80.00
173	1,742.76	80.00
565	1,817.91	80.00
549	4,384.62	80.00
566	1,820.14	80.50
554	2,197.48	83.50
210	2,882.31	80.00
211	2,792.33	80.00
206	1,488.00	80.00
218	1,407.23	89.50
216	1,362.19	80.50
205	1,197.51	61.32
219	933.18	62.50
217	1,712.31	80.00
552	2,062.15	80.00
134	2,554.65	93.50
570	1,600.00	80.00
212	3,328.62	80.00
207	2,736.92	80.00
	67,798.38	2,417.66
PAGE TOTALS ***	30 EMPLOYEES	
FEATURE TOTALS *	30 EMPLOYEES	2,417.66

EMP #	CUR AMT	CUR HRS
215	388.76	11.00
214	55.13	1.50
568	236.67	7.00
159	41.29	1.42
539	272.03	5.00
561	55.23	1.50
566	16.91	0.50
554	135.33	3.50
218	212.76	9.50
216	12.65	0.50
134	516.03	13.50
11 EMPLOYEES	1,942.79	54.92
PAGE TOTALS ***		
FEATURE TOTALS *	1,942.79	54.92

PERIOD 3 DATING 3/11/2018- 3/24/2018 CHECK DATE 3/30/2018
 DIRECT DEPOSIT IS TURNED ON

CHECK NUMBER	CHECK AMOUNT	EMPLOYEE/BANK/VENDOR NAME	CODE	CHECK SEQ
23357	2,156.31		4018	1 STUB ONLY
23358	1,737.46		4022	1 STUB ONLY
23359	1,211.93		4041	1 STUB ONLY
23360	1,270.14		4035	1 STUB ONLY

TOTALS FOR CHECK FORM: STUB
 NEGOTIABLE CHECKS

AMOUNT	DESCRIPTION	COUNTS
0.00	*EMPLOYEE CHECKS	0
0.00	*VENDOR CHECKS	0
0.00	*BANK CHECKS	0
0.00	**TOTAL NEGOTIABLE CHECKS	0

OTHER CHECKS

0.00	*MANUAL CHECKS	0
0.00	*CANCELLED CHECKS	0
0.00	**TOTAL FOR CHECK FORM	

NON-NEGOTIABLE CHECKS

6,375.84	*DIRECT DEPOSIT STUBS	4
0.00	*VENDOR DIR DEP STUBS	0

PAY INFORMATION
GROSS PAY

FEATURE DISTRIBUTION
FIRE-GROSS REPORT-PAYROLL #20-1Q FY17/18
03/11/18-03/24/18 PAYROLL DATE: 03/30/18

RUN- 3/28/2018 14:45:50 PAGE 1
PR4B0R-V14.08 Paymate

EMP #	CUR AMT	CUR HRS
4018	2,692.31	80.00
4022	2,013.09	116.00
4041	1,312.32	96.00
4035	1,612.18	112.00
4 EMPLOYEES	7,629.90	404.00
PAGE TOTALS ***		
FEATURE TOTALS *	7,629.90	404.00

ACS FINANCIAL SYSTEM
04/13/2018 11:

BANK VENDOR

BANK BANK OF VISALIA

001265 TULARE COUNTY CLERK

BANK OF VISALIA

Check Register

GL540R-V08.08 PAGE 1

CHECK#	DATE	AMOUNT
65237	04/13/18	2,338.75
		2,338.75 ***

ACS FINANCIAL SYSTEM
04/13/2018 11:29:57

CITY OF WOODLAKE
GL540R-V08.08 PAGE 1

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
TULARE COUNTY CLERK									
CLRK HANDLING FEE 04/18	58.00	SPECIAL DEPARTMENT	EXPEN 001.0405.060.029		967 E. NARANJO			352	00001
NGTV DECLRTN PREP. 4/18	2,280.75	SPECIAL DEPARTMENT	EXPEN 001.0405.060.029		967 E. NARANJO			352	00002
	2,338.75	*VENDOR TOTAL							

ACS FINANCIAL SYSTEM
04/13/2018 11:29:57

VENDOR NAME
DESCRIPTION

REPORT TOTALS:

Schedule of Bills

GL540R-V08.08 PAGE 2
CITY OF WOODLAKE

AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM INVOICE	PO#	F/P ID LINE
2,338.75					

RECORDS PRINTED - 000002

Schedule of Bills

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.
DATE APPROVED BY

ACS FINANCIAL SYSTEM
04/13/2018 11:

Check Register

GL540R-V08.08 PAGE 1

BANK	VENDOR	CHECK#	DATE	AMOUNT
BANK BANK OF VISALIA				
001265	TULARE COUNTY CLERK	65238	04/13/18	2,338.75
BANK OF VISALIA				2,338.75 ***

ACS FINANCIAL SYSTEM
04/13/2018 11:

BANK VENDOR

REPORT TOTALS:

Check Register GL540R-V08.08 PAGE 2 CITY OF WOODLAKE

CHECK#	DATE	AMOUNT
		2,338.75

RECORDS PRINTED - 000002

ACS FINANCIAL SYSTEM
04/13/2018 11:40:01

GL540R-V08.08 PAGE 1
CITY OF WOODLAKE

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
TULARE COUNTY CLERK CLRK HNDLNG FEE 04/2018	58.00	SPECIAL DEPARTMENT	EXPEN 062.0462.060.029		SWR IMPRV PROJ		353 00001
NGTVE DCLRTN PREP 04/18	2,280.75	SPECIAL DEPARTMENT	EXPEN 062.0462.060.029		SWR IMPRV PROJ		353 00002
	2,338.75	*VENDOR TOTAL					

ACS FINANCIAL SYSTEM
04/13/2018 11:40:01

VENDOR NAME
DESCRIPTION

REPORT TOTALS:

Schedule of Bills

GL540R-V08.08 PAGE 2
CITY OF WOODLAKE

AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM INVOICE	PO#	F/P ID LINE
2,338.75					

RECORDS PRINTED - 000002

Schedule of Bills

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY

ACS FINANCIAL SYSTEM
04/13/2018 11:31:29
Transaction (G/L) Posting
GL050S-V08.08 COVERPAGE
GL308U
CITY OF WOODLAKE

Report Selection:

RUN GROUP... 041318 COMMENT... CC MTG:04/23/2018

DATA-JE-ID DATA COMMENT

D-04132018-352 CC MTG: 04/23/2018

Run Instructions:
Jobq Banner Copies Form Printer Hold Space LPI Lines CPI CP SP RT
L 01 N S 6 066 10 N

BANK	VENDOR	CHECK#	DATE	AMOUNT
BANK BANK OF VISALIA				
000593	ABH FOX SOLUTIONS	65239	04/20/18	871.01
000944	AMERIPRIDE UNIFORM SERVI	65240	04/20/18	547.26
000334	BANK OF AMERICA	65241	04/20/18	6,011.30
001226	BENELECT	65242	04/20/18	925.00
000351	BSK ASSOCIATES	65243	04/20/18	952.00
000779	C.A. REDING CO., INC.	65244	04/20/18	279.48
001089	CA TURF EQUIPMENT & SUPP	65245	04/20/18	328.71
001019	CENTRAL SANITARY SUPPLY	65246	04/20/18	422.42
001173	CENTRAL VALLEY BUSINESS	65247	04/20/18	169.84
001750	CENTRAL VALLEY TOXICOLOG	65248	04/20/18	662.00
001782	CGIA	65249	04/20/18	700.00
000540	CHERNEY, P.H.E./GREGORY N	65250	04/20/18	355.00
000994	COMPANION ANIMAL MEDICAL	65251	04/20/18	113.00
001688	CONDUENT ENTERPRISE SOLU	65252	04/20/18	3,354.93
001760	CRAWFORD & BOWEN PLANNIN	65253	04/20/18	4,795.00
001467	CROP PRODUCTION SERVICES	65254	04/20/18	875.19
001478	DENNY MAURER FRUIT CO IN	65255	04/20/18	750.00
000753	DEPARTMENT OF JUSTICE	65256	04/20/18	459.00
001781	DUO-SAFETY CORP	65257	04/20/18	21.70
000898	FOOTHILLS SUN-GAZETTE/TH	65258	04/20/18	235.00
001123	FRANCHISE TAX BOARD	65259	04/20/18	283.15
000196	FRESNO OXYGEN	65260	04/20/18	71.46
000283	FRUIT GROWERS SUPPLY CO.	65261	04/20/18	5,966.26
.80402	GALVAN/RAMON	65262	04/20/18	33.53
001778	HACH COMPANY	65263	04/20/18	135.24
001343	HEALTH WISE SERVICES	65264	04/20/18	150.00
.80403	JACKSON/WILLIS	65265	04/20/18	111.00
000076	JORGENSEN & CO.	65266	04/20/18	50.00
000542	K R C SAFETY CO., INC.	65267	04/20/18	481.02
000057	KAWEAH COMMONWEALTH/THE	65268	04/20/18	75.00
00181	KIWANIS OF WOODLAKE	65269	04/20/18	1,500.00
001734	KLASSEN CORPORATION	65270	04/20/18	315,574.71
001783	LCI SERVICES	65271	04/20/18	555.00
001334	MERLE STONE CHEVROLET	65272	04/20/18	54.88
001362	MIDVALLEY DISPOSAL	65273	04/20/18	44,514.60
000530	MONARCH FORD	65274	04/20/18	98.44
001386	NICHOLS CONSULTING	65275	04/20/18	500.00
000038	OFFICE DEPOT	65276	04/20/18	798.81
001154	PORTERVILLE/ CITY OF	65277	04/20/18	630.00
001779	PRI MANAGEMENT GROUP	65278	04/20/18	390.00
001087	PROTECTION ONE	65279	04/20/18	56.72
001222	RAY MORGAN COMPANY	65280	04/20/18	381.93
001768	ROGERS ANDERSON MALODY &	65281	04/20/18	14,100.00
000116	SAFETY KLEEN CORP.	65282	04/20/18	361.97
000023	SELF HELP ENTERPRISES IN	65283	04/20/18	2,800.00
000024	SOUTHERN CALIF EDISON CO	65284	04/20/18	16,740.90
001605	ST JOHN'S RIVER	65285	04/20/18	330.00
001145	STANTEC CONSULTING SERVI	65286	04/20/18	11,296.25

BANK	VENDOR	CHECK#	DATE	AMOUNT
BANK BANK OF VISALIA				
001599	TAYLOR GROUP ARCHITECTS	65287	04/20/18	6,375.00
001388	TEL-TECH	65288	04/20/18	190.00
001110	TULARE COUNTY DISTRICT A	65289	04/20/18	113,167.50
001047	TULARE COUNTY INFORMATIO	65290	04/20/18	985.26
000691	TURNUPSEED ELECTRIC SERV	65291	04/20/18	1,614.21
001352	VALLEY ELECTRIC SUPPLIER	65292	04/20/18	1,074.07
000292	VANTAGEPOINT TRAN AGENT-	65293	04/20/18	8,494.04
001322	VSCE INC	65294	04/20/18	45,194.20
001517	WILBUR-ELLIS COMPANY LLC	65295	04/20/18	616.33
001327	WIRELESS INTERNET SERVIC	65296	04/20/18	164.00
000027	WOODLAKE GROWERS SUPPLY	65297	04/20/18	152.06
000028	WOODLAKE HARDWARE CO	65298	04/20/18	1,859.60
001780	WOODLAKE ROTARY CLUB	65299	04/20/18	100.00
000083	WOODLAKE/CITY OF	65300	04/20/18	230.00

BANK OF VISALIA

621,084.98 ***

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VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE	
ABH FOX SOLUTIONS WPD SERVICES 04/2018 COMM CNTR 04/2018	336.75 534.26 871.01	CONTRACTURAL SERVICES SPECIAL DEPARTMENT EXPEN *VENDOR TOTAL	001.0411.060.028 001.0421.060.029		4734 4738			350 00156 350 00205	
AMERIPRIDE UNIFORM SERVI UNIFORM SERVICES 04/18 UNIFORM SERVICES 04/18 UNIFORM SERVICES 04/18 UNIFORM SERVICES 04/18 UNIFORM SERVICES 04/2018	21.52 2.69 201.71 51.44 269.90 547.26	UNIFORM ALLOWANCE UNIFORM ALLOWANCE UNIFORM ALLOWANCE UNIFORM ALLOWANCE SPECIAL DEPARTMENT EXPEN *VENDOR TOTAL	001.0418.050.011 021.0424.050.011 062.0462.050.011 063.0463.050.011 001.0410.060.029					350 00122 350 00123 350 00124 350 00125 350 00121	
BANK OF AMERICA OFFICE SUPPLIES 04/18 POSTAGE 04/2018 TRAINING 04/2018 TRAINING 04/2018 STATION MAINT. 04/2018 STATION MAINT. 04/2018 FIRE GEAR 04/2018 OFFICE SUPPLIES 04/2018 FIRE GEAR 04/2018 FIRE GEAR 04/2018 FIRE GEAR 04/2018 FIRE GEAR 04/2018 FIRE GEAR 04/2018 VEHICLE MAINT. 04/2018 FIRE GEAR 04/2018 FINANCE CHARGE 04/2018 PREVIOUS DUE 04/2018 PAYMENT & CREDITS 4/18 PREVIOUS BALANCE 04/18 PAYMENTS & CREDITS 4/18 TELEPHONE 04/18 HH FIRE STATION 04/18 TRAINING 04/18 FIRE GEAR 04/2018 HH FIRE STATION 04/18 FINANCE CHARGE 04/18 PREVIOUS BALANCE 4/18 PAYMENTS & CREDITS 4/18 HH FIRE STATION 04/18 HH FIRE STATION 04/18 FINANCE CHARGE 04/18 LOWES (PD) 04/2018 LOWES 04/2018 LOWES 04/2018 LOWES 04/2018 M.VILLEGAS LUNCH 4/2018	66.00 1.75 21.31 323.12 35.79 212.66 5.99 15.99 5.20 24.62 15.74 24.72 99.98 52.24 84.95 15.49 2,543.34 1,723.47 751.73CR 12.75 23.16 14.12 2.74 3.23 1.00 469.12 474.12CR 22.56 8.16 1.00 695.26 12.00 307.09 141.74 108.48 11.20	OFFICE SUPPLIES OFFICE SUPPLIES TRAINING EXPENSE TRAINING EXPENSE FIRE STATION MAINTENANC FIRE STATION MAINTENANC FIRE GEAR OFFICE SUPPLIES FIRE GEAR FIRE GEAR FIRE GEAR FIRE GEAR FIRE GEAR VEHICLE MAINTENANCE/OPER FIRE GEAR SPECIAL DEPARTMENT EXPEN FIRE STATION MAINTENANC FIRE STATION MAINTENANC FIRE STATION MAINTENANC FIRE STATION MAINTENANC TELEPHONE HOUSEHOLD FIRE STATION TRAINING EXPENSE FIRE GEAR HOUSEHOLD FIRE STATION SPECIAL DEPARTMENT EXPEN FIRE STATION MAINTENANC FIRE STATION MAINTENANC HOUSEHOLD FIRE STATION HOUSEHOLD FIRE STATION SPECIAL DEPARTMENT EXPEN SPECIAL DEPARTMENT EXPEN	004.0414.060.023 004.0414.060.023 004.0414.060.037 004.0414.060.037 004.0414.060.034 004.0414.060.034 004.0414.060.034 004.0414.060.058 004.0414.060.023 004.0414.060.058 004.0414.060.058 004.0414.060.058 004.0414.060.058 004.0414.060.058 004.0414.060.032 004.0414.060.058 004.0414.060.029 004.0414.060.034 004.0414.060.034 004.0414.060.034 004.0414.060.034 004.0414.060.020 004.0414.060.016 004.0414.060.037 004.0414.060.058 004.0414.060.016 004.0414.060.029 004.0414.060.034 004.0414.060.034 004.0414.060.016 004.0414.060.016 001.0411.060.029 001.0421.060.029 001.0411.060.029 001.0411.060.029 062.0462.060.029 001.0411.060.029						350 00090 350 00091 350 00092 350 00093 350 00094 350 00095 350 00096 350 00097 350 00098 350 00099 350 00100 350 00101 350 00102 350 00103 350 00104 350 00105 350 00106 350 00107 350 00108 350 00109 350 00110 350 00111 350 00112 350 00113 350 00114 350 00115 350 00116 350 00117 350 00118 350 00119 350 00120 350 00184 350 00185 350 00186 350 00187 350 00188 350 00189

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VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
BANK OF AMERICA							
M.VILLEGAS LUNCH 04/18	10.02	SPECIAL DEPARTMENT EXPEN	001.0411.060.029				350 00190
QUARTERMASTER PD 04/2018	215.49	SPECIAL DEPARTMENT EXPEN	001.0411.060.029				350 00191
BOX AT GOIN POSTAL 4/18	2.00	SPECIAL DEPARTMENT EXPEN	001.0411.060.029				350 00192
M.VILLEGAS LUNCH 4/18	8.30	CONTRACTURAL SERVICES	001.0411.060.028				350 00193
76 GAS STATION 04/18	38.48	TRAVEL, CONFERENCES & ME	001.0401.060.030				350 00194
TRAINING 04/2018	53.29	TRAVEL, CONFERENCES & ME	001.0401.060.030				350 00195
TRAINING 04/2018	22.99	TRAVEL, CONFERENCES & ME	001.0401.060.030				350 00196
TRAINING 04/2018	5.43	TRAVEL, CONFERENCES & ME	001.0401.060.030				350 00197
GOIN' POSTAL 04/2018	46.83	ENVIRONMENTAL FEES	001.0306.000.054				350 00198
AMAZON 04/2018	2.46	CONTRACTURAL SERVICES	001.0410.060.028				350 00199
C.LIRA LFGRD TRNG 04/18	150.00	CONTRACTURAL SERVICES	001.0403.060.028				350 00200
SITEONE LANDSCAPE 4/18	1,743.69	SPECIAL DEPARTMENT EXPEN	001.0421.060.029				350 00201
EARTHLINK 04/18	11.90	SPECIAL DEPARTMENT EXPEN	001.0411.060.029				350 00202
AMAZON 04/2018	65.99	OFFICE SUPPLIES	001.0411.060.023				350 00203
ADOBE 04/2018	79.98	SPECIAL DEPARTMENT EXPEN	001.0410.060.029				350 00204
PEP DISTRIBUTORS 4/18	668.06	SPECIAL DEPARTMENT EXPEN	001.0421.060.029				350 00210
TST AIRPT FUEL PMP 4/18	0.15	SPECIAL DEPARTMENT EXPEN	001.0410.060.029				350 00212
FED EX 04/2018	57.65	SPECIAL DEPARTMENT EXPEN	001.0405.060.029				350 00213
CREDIT 04/2018	215.49CR	SPECIAL DEPARTMENT EXPEN	001.0411.060.029				350 00221
	6,011.30	*VENDOR TOTAL					

BENELECT							
EMPLOYEES & RETREES 4/18	4.29	HEALTH INSURANCE	001.0403.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	16.77	HEALTH INSURANCE	001.0404.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	2.43	HEALTH INSURANCE	001.0405.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	16.01	HEALTH INSURANCE	001.0415.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	6.39	HEALTH INSURANCE	001.0416.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	37.87	HEALTH INSURANCE	001.0418.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	15.83	HEALTH INSURANCE	001.0421.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	12.45	HEALTH INSURANCE	001.0422.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	36.03	HEALTH INSURANCE	061.0461.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	195.89	HEALTH INSURANCE	062.0462.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	150.55	HEALTH INSURANCE	063.0463.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	47.35	HEALTH INSURANCE	021.0424.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	15.43	HEALTH INSURANCE	029.0429.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	3.53	HEALTH INSURANCE	032.0440.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	3.69	HEALTH INSURANCE	060.0460.050.008		MAY 2018		350 00152
EMPLOYEES & RETREES 4/18	5.49	HEALTH INSURANCE	001.0402.050.008		MAY 2018		350 00152
PD EXPENSE 04/2018	240.00	HEALTH INSURANCE	001.0411.050.008		MAY 2018		350 00152
FIRE DEPT. 04/2018	90.00	HEALTH INSURANCE	004.0414.050.008		MAY 2018		350 00152
ADMIN 04/2018	0.18	HEALTH INSURANCE	001.0403.050.008		MAY 2018		350 00153
ADMIN 04/2018	0.73	HEALTH INSURANCE	001.0404.050.008		MAY 2018		350 00154
ADMIN 04/2018	0.10	HEALTH INSURANCE	001.0405.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.70	HEALTH INSURANCE	001.0415.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.28	HEALTH INSURANCE	001.0416.050.008		MAY 2018		350 00155
ADMIN 04/2018	1.66	HEALTH INSURANCE	001.0418.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.69	HEALTH INSURANCE	001.0421.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.54	HEALTH INSURANCE	001.0422.050.008		MAY 2018		350 00155
ADMIN 04/2018	1.58	HEALTH INSURANCE	061.0461.050.008		MAY 2018		350 00155
ADMIN 04/2018	8.59	HEALTH INSURANCE	062.0462.050.008		MAY 2018		350 00155

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
BENELECT ADMIN 04/2018	6.60	HEALTH INSURANCE	063.0463.050.008		MAY 2018		350 00155
ADMIN 04/2018	2.07	HEALTH INSURANCE	021.0424.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.67	HEALTH INSURANCE	029.0429.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.15	HEALTH INSURANCE	032.0440.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.16	HEALTH INSURANCE	060.0460.050.008		MAY 2018		350 00155
ADMIN 04/2018	0.30	HEALTH INSURANCE	001.0402.050.008		MAY 2018		350 00155
	925.00	*VENDOR TOTAL					
BSK ASSOCIATES BACT 04/2018	180.00	CONTRACTURAL SERVICES	063.0463.060.028		A809988		350 00177
WEEKLY EFFLUENT 04/2018	61.00	CONTRACTURAL SERVICES	062.0462.060.028		A810000		350 00176
WDLK COMMNTY CNTR 4/18	711.00	COMMUNITY CENTER	001.0550.080.534		0084035		350 00219
	952.00	*VENDOR TOTAL					
C.A. REDING CO., INC. WWTP PRINTER 04/2018	279.48	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		457811		350 00138
CA TURF EQUIPMENT & SUPP DECK BELT/BLADE BLT 4/18	199.73	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		367358		350 00008
DECK BELT 04/2018	128.98	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		367451		350 00009
	328.71	*VENDOR TOTAL					
CENTRAL SANITARY SUPPLY CLEANING SUPPLIES 04/18	422.42	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		873617		350 00060
CENTRAL VALLEY BUSINESS PD BUSNSS CARDS 04/2018	111.11	CONTRACTURAL SERVICES	001.0411.060.028		211936		350 00003
BC C. HINZ 04/2018	58.73	CONTRACTURAL SERVICES	001.0411.060.028		211937		350 00002
	169.84	*VENDOR TOTAL					
CENTRAL VALLEY TOXICOLOG TOXICOLOGY REPORT 4/18	78.00	CONTRACTURAL SERVICES	001.0411.060.028		273836		350 00151
TOXICOLOGY REPORT 4/18	78.00	CONTRACTURAL SERVICES	001.0411.060.028		273838		350 00150
TOXICOLOGY REPORT 4/18	78.00	CONTRACTURAL SERVICES	001.0411.060.028		273840		350 00149
TOXICOLOGY REPORT 4/18	78.00	CONTRACTURAL SERVICES	001.0411.060.028		274122		350 00148
TOXICOLOGY REPORT 4/18	78.00	CONTRACTURAL SERVICES	001.0411.060.028		274123		350 00147
TOXICOLOGY REPORT 04/18	116.00	CONTRACTURAL SERVICES	001.0411.060.028		274428		350 00146
TOXICOLOGY REPORT 4/18	78.00	CONTRACTURAL SERVICES	001.0411.060.028		274429		350 00145
TOXICOLOGY REPORT 4/18	78.00	CONTRACTURAL SERVICES	001.0411.060.028		274430		350 00144
	662.00	*VENDOR TOTAL					
CGIA GANG CONFERENCE REG 4/18	350.00	TRAINING EXPENSE	001.0411.060.037		FRANK GARCIA		350 00215
GANG CONFERENCE REG 4/18	350.00	TRAINING EXPENSE	001.0411.060.037		OSCAR ROBLES		350 00214
	700.00	*VENDOR TOTAL					
CHERNEY, PH. E./GREGORY N PSYCH PRE EEMPLMNT 4/18	355.00	CONTRACTURAL SERVICES	001.0411.060.028		ALDO ORNELAS		350 00142

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VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
COMPANION ANIMAL MEDICAL XRAYS RANGER K-9 4/18	113.00	CONTRACTURAL SERVICES	001.0411.060.028		302704		350 00005
CONDUENT ENTERPRISE SOLUTIONS TECHNOLOGY 4/18	3,354.93	SPECIAL DEPARTMENT EXPEN	001.0410.060.029		1454051		350 00013
CRAWFORD & BOWEN PLANNING PREP ADMIN DRFT 4/18	4,795.00	CONTRACTURAL SERVICES	001.0405.060.028		291		350 00134
CROP PRODUCTION SERVICES SHARK EW 04/2018	282.79	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		35352447		350 00007
SUPPLIES 04/2018	592.40	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		35421364		350 00209
	875.19	*VENDOR TOTAL					
DENNY MAURER FRUIT CO IN GRND SPRY APPLCTN 4/18	750.00	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		907		350 00208
DEPARTMENT OF JUSTICE FINGERPRINT APPS 4/18	424.00	CONTRACTURAL SERVICES	001.0411.060.028		294422		350 00004
BLD ALCHL ANALYSIS 4/18	35.00	CONTRACTURAL SERVICES	001.0411.060.028		298202		350 00006
	459.00	*VENDOR TOTAL					
DUO-SAFETY CORP FIRE GEAR 04/2018	21.70	FIRE GEAR	004.0414.060.058		40618WFD		350 00183
FOOTHILLS SUN-GAZETTE/TH PUBLIC NOTICE 04/2018	235.00	ADVERTISING & PUBLICATIO	001.0405.060.031		52714		350 00211
FRANCHISE TAX BOARD EMPLOYEE W/HLDNGS 04/18	283.15	GARNISHMENT OF WAGES WIT	001.0000.200.033		APRIL 13, 2018		350 00073
FRESNO OXYGEN MEDICAL SUPPLIES 04/18	1.02	MEDICAL SUPPLIES	004.0414.060.040				350 00181
MEDICAL SUPPLIES 04/2018	33.81	MEDICAL SUPPLIES	004.0414.060.040		621172859		350 00206
FIRE GEAR 04/2018	36.63	FIRE GEAR	004.0414.060.058		62164547		350 00180
	71.46	*VENDOR TOTAL					
FRUIT GROWERS SUPPLY CO. GARDEN 04/2018	108.99	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91941401		350 00074
GARDEN SUPPLIES 04/18	2,911.23	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91941951		350 00075
SUPPLIES GARDEN 04/2018	18.49	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91942173		350 00077
SUPPLIES GARDEN 04/2018	266.14	SPECIAL DEPARTMENT EXPEN	001.0422.060.029		91942252		350 00078
TUBING GARDEN 04/2018	49.44	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91942389		350 00076
PEST GRAMOXONE 04/2018	203.57	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91944087		350 00079
SUPPLIES GARDEN 04/2018	89.86	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91945148		350 00080
SAW FLD RZR TOOTH 04/18	36.01	SPECIAL DEPARTMENT EXPEN	029.0429.060.029		91945228		350 00081
PEST CNTRL WWTP 04/18	520.26	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		91945878		350 00082
SUPPLIES GARDEN 4/18	13.25	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91946372		350 00084
HOOK TUBING GARDEN 4/18	17.20	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91946375		350 00085

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
FRUIT GROWERS SUPPLY CO. HOOK TUBING GARDEN 4/18	71.65	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91946377		350 00086
WERT AMMN SULFATE 4/18	15.62	SPECIAL DEPARTMENT EXPEN	001.0411.060.029		91946379		350 00083
WTF PST RNDUP 4/18	131.00	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		91946381		350 00087
PST RNDUP GARDEN 04/18	131.00	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		91948636		350 00088
SUPPLIES SPRAYER 4/18	23.60	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		91949190		350 00089
FIRE GEAR 04/2018	1,358.95	FIRE GEAR	004.0414.060.058		91949688		350 00182
	5,966.26	*VENDOR TOTAL					
GALVAN/RAMON DEP#2398 RFN BAL 04/2018	33.53	UTILITY DEPOSITS	001.0000.200.034		768 N. PEPPER		350 00174
HACH COMPANY KIT DOOR RPLCMNT 04/18	135.24	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		10882044		350 00015
HEALTH WISE SERVICES KIOSK MED WST SERV 4/18	150.00	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		0000029846		350 00020
JACKSON/WILLIS WPD CASE#18-0064 04/18	111.00	PD CASH EVIDENCE DISBURS	007.0411.060.070				350 00218
JORGENSEN & CO. FIRE EXT RECHRG 04/18	50.00	CONTRACTURAL SERVICES	001.0411.060.028		5726508		350 00069
K R C SAFETY CO., INC. NO PARKING SIGNS 04/2018	481.02	SPECIAL DEPARTMENT EXPEN	001.0422.060.029		37083		350 00223
KAWEAH COMMONWEALTH/THE WHS WNTR SPRTS AD 04/18	75.00	SPECIAL DEPARTMENT EXPEN	001.0401.060.029		18148		350 00126
KIWANIS OF WOODLAKE JULY 3RD BLST 4/18	1,500.00	COMMUNITY PROMOTION FUND	001.0409.060.066				350 00011
KLASSEN CORPORATION WDLK COMMNTY CNTR 4/18	315,574.71	COMMUNITY CENTER	080.0550.080.534		06		350 00175
LCI SERVICES RLNG SRVLNCE TRNG 4/18	555.00	TRAINING EXPENSE	001.0411.060.037		OSCAR ROBLES		350 00216
MERLE STONE CHEVROLET OIL/FLTR CHNGE 4/18	54.88	CONTRACTURAL SERVICES	001.0411.060.028		79323		350 00143
MIDVALLEY DISPOSAL REFUSE SERVICES 04/2018	44,514.60	CONTRACTURAL SERVICES	061.0461.060.028		MAR-18		350 00068
MONARCH FORD SEAL/KIT PRKNG 4/18	98.44	VEHICLE MAINT/OPEATIONS	021.0424.060.032		20852		350 00072
NICHOLS CONSULTING ST MNDTCD CST SNSLT 4/18	500.00	CONTRACTURAL SERVICES	001.0404.060.028		2018-985498802		350 00173

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
OFFICE DEPOT PAPER/TISSUE 04/2018 PD SUPPLIES 04/18 CDR 100 PK 04/18 CLOROX WIPES 04/2018	246.82 459.40 71.08 21.51 798.81	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES *VENDOR TOTAL	001.0410.060.023 001.0411.060.023 001.0411.060.023 001.0411.060.023		115081669001 119821187001 119821227001 119821228001		350 00130 350 00133 350 00132 350 00131
PORTERVILLE/ CITY OF ANIMAL CONTROL 04/2018	630.00	CONTRACTURAL SERVICES	001.0411.060.028		201804026877		350 00019
PRI MANAGEMENT GROUP RGSTRN HETTICK 04/18 RGSTRN GUY 04/2018	195.00 195.00 390.00	TRAVEL, CONFERENCES & ME TRAVEL, CONFERENCES & ME *VENDOR TOTAL	001.0411.060.030 001.0411.060.030		TRAINING TRAINING		350 00016 350 00017
PROTECTION ONE WWTP ALARM 04/2018	56.72	CONTRACTURAL SERVICES	063.0463.060.028				350 00021
RAY MORGAN COMPANY CITY PRINTER 04/2018	381.93	SPECIAL DEPARTMENT EXPEN	001.0410.060.029		2021917		350 00157
ROGERS ANDERSON MALODY & CITY/FIRE AUDITS 4/18 CITY/FIRE AUDITS 4/18 CITY/FIRE AUDITS 04/18 CITY/FIRE AUDITS 4/18 CITY/FIRE AUDITS 04/18 CITY/FIRE AUDITS 4/18	1,305.00 3,838.50 1,279.50 1,279.50 3,198.75 3,198.75 14,100.00	ACCOUNTING/AUDITING SERV ACCOUNTING/AUDITING SERV ACCOUNTING/AUDITING SERV ACCOUNTING/AUDITING SERV ACCOUNTING/AUDITING SERV ACCOUNTING/AUDITING SERV *VENDOR TOTAL	004.0414.060.024 001.0404.060.024 021.0424.060.024 061.0461.060.024 062.0462.060.024 063.0463.060.024		57215 57215 57215 57215 57215 57215		350 00158 350 00159 350 00160 350 00161 350 00162 350 00163
SAFETY KLEEN CORP. SERVICE FEE 04/2018	361.97	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		76389204		350 00071
SELF HELP ENTERPRISES IN 2018 HOME MNTRNG 4/18	2,800.00	CONTRACTURAL SERVICES	001.0402.060.028				350 00012
SOUTHERN CALIF EDISON CO OLIVE ORCHARDS 4/18 FINANCE CHARGE 04/18 WATER DEPT. 04/2018 STREETS 04/2018 CITY ADMING BLDNG 4/18 WTR UTILITY DEPT 04/18 MAINT. SHOP 04/2018 PARKS DEPT 04/2018 SEWER DEPT. 04/2018 AIRPORT DEPT. 4/18 SUBDVSN LIGHTING 4/18 STREETS DEPT 04/2018 FIRE STATION 04/2018	25.98 1.40 55.20 140.32 542.09 6,225.39 273.12 33.84 5,311.70 169.53 3,207.44 16,740.90	SPECIAL DEPARTMENT EXPEN UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES UTILITIES *VENDOR TOTAL	062.0462.060.029 001.0410.060.021 063.0463.060.021 001.0422.060.021 001.0410.060.021 063.0463.060.021 001.0418.060.021 001.0421.060.021 062.0462.060.021 041.0441.060.021 029.0429.060.021 001.0422.060.021 004.0414.060.021				350 00014 350 00062 350 00063 350 00064 350 00165 350 00166 350 00167 350 00168 350 00170 350 00171 350 00172 350 00222

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
ST JOHN'S RIVER ASSESSMENT #674 04/18	330.00	UTILITIES	001.0421.060.021		383		350 00022
STANTEC CONSULTING SERVI WOODLAKE WW SYSTM 4/18	11,296.25	CONTRACTURAL SERVICES	062.0462.060.028		1299281		350 00010
TAYLOR GROUP ARCHITECTS WDLK COMM CNTR 04/18	6,375.00	CONTRACTURAL SERVICES	001.0421.060.028		6339		350 00127
TEL-TECH FIX PD PHONE LINE 4/18	190.00	TELEPHONE	001.0411.060.020		2803		350 00070
TULARE COUNTY DISTRICT A CASE # 160047 04/2018	113,167.50	PD CASH EVIDENCE DISBURS	007.0411.060.070				350 00217
TULARE COUNTY INFORMATIO RADIO CMNCTN SERV. 04/18	985.26	RADIO & PAGER MAINTENANC	001.0411.060.033		18-085		350 00001
TURNUPSEED ELECTRIC SERV RWND & RPR/ROTOR 04/18	1,614.21	CONTRACTURAL SERVICES	062.0462.060.028		232348		350 00058
VALLEY ELECTRIC SUPPLIER 10W LED KIT 04/2018	104.09	SPECIAL DEPARTMENT EXPEN	001.0410.060.029		9128-466293		350 00061
SUPPLIES 04/2018	1,239.98	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		9128-466805		350 00065
CREDIT 04/2018	270.00CR	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		9128-985219		350 00066
	1,074.07	*VENDOR TOTAL					
VANTAGEPOINT TRAN AGENT- ICMA 04/2018	4,132.02	DEFERRED COMPENSATION	001.0000.200.040		FEBRUARY 2018		350 00136
ICMA 04/2018	4,362.02	DEFERRED COMPENSATION	001.0000.200.040		MARCH 2018		350 00137
	8,494.04	*VENDOR TOTAL					
VSC INC. N.VLNCA IMPRVMTS 04/18	5,183.77	N. VALENCIA PROJECT DESI	025.0590.740.028				350 00128
N.VLNCA IMPRVMTS 4/18	40,010.43	N. VALENCIA PROJECT DESI	025.0590.740.028				350 00129
	45,194.20	*VENDOR TOTAL					
WILBUR-ELLIS COMPANY LLC RAPID DRY 04/2018	616.33	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		11601381		350 00059
WIRELESS INTERNET SERVIC WIRELESS INTERNET 04/18	164.00	SPECIAL DEPARTMENT EXPEN	001.0402.060.029		1182168		350 00018
WOODLAKE GROWERS SUPPLY ROACH KILLER 04/2018	18.30	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		234536		350 00139
SHOVEL/RAKE 04/2018	52.73	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		234686		350 00141
K-9 FOOD 04/2018	34.43	SPECIAL DEPARTMENT EXPEN	001.0411.060.029		234703		350 00207
EUKANUBA 04/2018	41.37	CONTRACTURAL SERVICES	001.0411.060.028		234728		350 00140
TAPE 04/2018	5.23	FIRE STATION MAINTENANC	004.0414.060.034		234806		350 00164
	152.06	*VENDOR TOTAL					

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
WOODLAKE HARDWARE CO							
NOVIEW TRAP 04/2018	6.45	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		A53797		350 00023
FINISH BLADE 04/2018	26.93	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A53844		350 00051
T & G FINE 04/2018	711.67	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A53958		350 00052
COARSE DRY SCREWS 04/18	7.74	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A53981		350 00025
SUPPLIES 04/2018	35.77	SPECIAL DEPARTMENT EXPEN	029.0429.060.029		A53986		350 00026
STRAIGHT BIBB 04/2018	50.91	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A54145		350 00027
NUTS/BOLTS 04/2018	40.05	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A54239		350 00053
CEMENT 04/2018	34.46	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A54285		350 00029
BATTERIES 04/2018	172.29	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A54604		350 00035
NUTS/BOLTS/TRIM 04/18	25.25	SPECIAL DEPARTMENT EXPEN	001.0411.060.029		A54747		350 00038
PVC PIPE 04/2018	3.12	SPECIAL DEPARTMENT EXPEN	029.0429.060.029		A55009		350 00054
LUMBER 04/2018	115.25	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A55064		350 00044
LUMBER 04/2018	57.10	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		A55064		350 00054
STIFF SCRAPER 04/2018	6.45	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		A55089		350 00055
BATTERIES 04/2018	35.53	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		A55109		350 00042
COUPLING/NUTS/BOLTS 4/18	20.76	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		A55232		350 00044
FLXBLE COUPLNG 04/2018	21.94	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		A55629		350 00045
BATTERIES 04/2018	10.76	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		A55749		350 00048
CABLE TIE 04/2018	19.90	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		B42954		350 00050
STATION MAINT. 04/2018	3.22	FIRE STATION MAINTENANC	004.0414.060.034		B43027		350 00178
PAINT/SPOUT PAIL 04/18	53.05	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		B43140		350 00028
CLR SHEETING 04/2018	75.39	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		B43305		350 00030
SUPER GLUE 04/2018	5.38	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		B43312		350 00031
KRAZY GLUE 04/2018	2.68	SPECIAL DEPARTMENT EXPEN	001.0418.060.029		B43316		350 00032
CLAY COUPLING 04/18	51.69	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		B43324		350 00033
NUTS/BOLTS 04/2018	7.90	SPECIAL DEPARTMENT EXPEN	029.0429.060.029		B43325		350 00034
CABLE 04/2018	43.08	SPECIAL DEPARTMENT EXPEN	001.0411.060.029		B43381		350 00036
RUSTY PRIMER 04/2018	6.45	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		B43392		350 00037
DEEP BASE/NUTS BLTS 4/18	50.73	SPECIAL DEPARTMENT EXPEN	001.0411.060.029		B43477		350 00039
TAPE/GLOVES 04/2018	29.60	SPECIAL DEPARTMENT EXPEN	001.0411.060.029		B43619		350 00041
TUBING/HAND SOAP 04/2018	12.24	SPECIAL DEPARTMENT EXPEN	062.0462.060.029		B43728		350 00043
NUTS/BOLTS 04/2018	1.25	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		B43797		350 00046
SAND 04/2018	1.25	SPECIAL DEPARTMENT EXPEN	029.0429.060.029		B43960		350 00047
ROLLER FRAME/TRAY 04/18	38.73	SPECIAL DEPARTMENT EXPEN	001.0421.060.029		B43960		350 00056
GROUT SPONGE 04/18	18.27	SPECIAL DEPARTMENT EXPEN	029.0429.060.029		B43961		350 00049
STATION MAINT. 04/2018	34.59	FIRE STATION MAINTENANC	004.0414.060.034		B44037		350 00179
SLUG KILLER 04/2018	15.07	SPECIAL DEPARTMENT EXPEN	029.0429.060.029		B44034		350 00057
	1,859.60	*VENDOR TOTAL					
WOODLAKE ROTARY CLUB							
TEE SPONSOR 04/2018	100.00	COMMUNITY PROMOTION FUND	001.0409.060.066		2018 GLF TOURN		350 00067
WOODLAKE/CITY OF							
DEP APPLD WRNG ACCT 4/18	150.00	UTILITY DEPOSITS	001.0000.200.034		DEP:4536 ROJAS		350 00135
LINDA/LINO MORAN 4/18	80.00	UTILITY DEPOSITS	001.0000.200.034		DEP#1886		350 00220
	230.00	*VENDOR TOTAL					

ACS FINANCIAL SYSTEM
04/18/2018 17:56:16

VENDOR NAME
DESCRIPTION

REPORT TOTALS:

621,084.98

Schedule of Bills

GL540R-V08.08 PAGE 9
CITY OF WOODLAKE

AMOUNT ACCOUNT NAME FUND & ACCOUNT CLAIM INVOICE PO# F/P ID LINE

RECORDS PRINTED - 000253

Schedule of Bills

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE	APPROVED BY
.....
.....

BANK	VENDOR	CHECK#	DATE	AMOUNT
BANK BANK OF VISALIA				
000944	AMERIPRIDE UNIFORM SERVI	65301	04/20/18	25.00
.80401	GONZALEZ/ANTONIO	65302	04/20/18	12.00
BANK OF VISALIA				37.00

ACS FINANCIAL SYSTEM
04/18/2018 18:

BANK VENDOR

REPORT TOTALS:

Check Register GL540R-V08.08 PAGE 2
CITY OF WOODLAKE

CHECK#	DATE	AMOUNT
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37.00

RECORDS PRINTED - 000002

ACS FINANCIAL SYSTEM
04/18/2018 18:03:07

VENDOR NAME
DESCRIPTION

AMERIPRIDE UNIFORM SERVI
RETURN CK FEE 04/2018
GONZALEZ/ANTONIO
RETURN CHECK FEE 04/18

Schedule of Bills

GL540R-V08.08 PAGE 1
CITY OF WOODLAKE

AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
25.00	SPECIAL DEPARTMENT	EXPEN 001.0402.060.029		1510093323		351 00002
12.00	SPECIAL DEPARTMENT	EXPEN 001.0402.060.029				351 00001

ACS FINANCIAL SYSTEM
04/18/2018 18:03:07

VENDOR NAME
DESCRIPTION

REPORT TOTALS:

Schedule of Bills

GL540R-V08.08 PAGE 2
CITY OF WOODLAKE

AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM INVOICE	PO#	F/P ID LINE
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37.00

RECORDS PRINTED - 000002

Schedule of Bills

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE	APPROVED BY
.....
.....
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City of Woodlake

AGENDA ITEM V-C

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Approval of the City Administrator Employment Agreement

BACKGROUND:

The City Council of the City of Woodlake and the City Administrator entered into an employment agreement on May 22, 2017. The terms of the agreement were for a period of 60 months commencing on July 1, 2017 and continuing until June 30, 2022. Annually the City Council will provide the City Administrator with an employee evaluation and review her/his employee agreement.

DISCUSSION:

After preliminary discussions, the attached agreement is being presented for Council approval. The City Council and the City Administrator will meet annually, to review the Administrator's performance. The agreement is being renewed and will run from July 1, 2018 through June 30, 2023. The changes to the attached agreement are listed below:

- The agreement is being renewed and will run from July 1, 2018 through June 30, 2023.

There are no other changes to the previous agreement.

RECOMMENDATIONS:

No recommendations.

FISCAL IMPACT:

There is no current fiscal impact. The agreement terms fall within the currently approved City of Woodlake budget.

ATTACHMENTS:

1. Resolution: Approval of the City Administrator Employment Agreement
2. City Administrator Employment Agreement

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVAL OF THE CITY)
ADMINISTRATOR EMPLOYMENT)
AGREEMENT) Resolution No.

Councilmember _____, offered the following resolution and moved its adoption. Approval of the City Administrator Employment Agreement.

WHEREAS, the City Council annually reviews and renegotiates the performance and compensation of the City Administrator; and

NOW, THEREFORE, THE CITY OF WOODLAKE DOES RESOLVE that the City approves the attached City Administrator employment agreement, which shall be in affect from July 1, 2018, and continuing until June 30, 2023.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

AYES:

NOES:

ABSTAIN:

ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

CITY ADMINISTRATOR EMPLOYMENT
AGREEMENT

between the

City of Woodlake

and

Ramon Lara

dated

April 23, 2018

CITY ADMINISTRATOR EMPLOYMENT
AGREEMENT
between the
City of Woodlake
and
Ramon Lara

1. Parties and Date

This Agreement is entered into as of April 23, 2018 by and between the City of Woodlake, California, a municipal corporation (the “City”), and Ramon Lara, an individual (the “City Administrator”). The City and the City Administrator are sometimes individually referred to as a “Party” and collectively as “Parties.”

- A. The City requires the services of a City Administrator.
- B. The City Administrator has the necessary education, experience, skills and expertise to serve as the City’s City Administrator; and
- C. The City Council of the City (the “City Council”) desires to employ the City Administrator to serve as the City Administrator of City.
- D. The Parties desire to execute this Agreement pursuant to the authority of and subject to the provisions of Government Code Section 53260 et seq.
- E. In consideration of these Recitals and the performance by the Parties of the promises, covenants, and conditions herein contained, the Parties agree as provided in this Agreement.

2. Employment

The City hereby employs the City Administrator as its City Administrator, and the City Administrator hereby accepts such employment.

3. Commitments and Understandings

A. The City Administrator's Commitments

(1) Duties & Authority

(a) The City Administrator shall be the chief executive officer of the City and be responsible to the City Council for the proper administration of all affairs of the City.

(b) The City Administrator shall perform all of the duties of the City Administrator as set forth in Section 2.08 of the Woodlake Municipal Code (the "Municipal Code"), The California Government Code, and City policies and procedures approved by the City Council, as may be provided from time to time.

(c) The City Council may also designate the City Administrator as the chief executive of other City-related legal entities. Such other legal entities could include financing authorities, and joint powers authorities.

(d) The City Administrator shall administer and enforce policies established by the City Council and promulgate rules and regulations as necessary to implement City Council policies.

(e) To accomplish this, the City Administrator shall have the power and shall be required to:

(i) Attend all meetings of the City Council, unless excused by the Mayor, and take part in the discussion of all matters before the City Council. The City Administrator shall receive notice of all regular and special meetings of the City Council.

(ii) Review all agenda documents before preparing the agenda for any regular or special meetings of the City Council. The City Administrator may publicly endorse or oppose any proposed agenda items placed on the agenda by persons other than the City Administrator or the City Administrator's staff.

(iii) Direct the work of all elective and appointive City officers and departments that are the concern and responsibility of the City Council, except those that are directly appointed by or report directly to the City Council. The City Administrator may undertake

any study or investigation the City Administrator believes is necessary or desirable and shall make any study or investigation the City Council directs. The City Administrator shall endeavor to implement changes that the City Administrator believes will result in greater efficiency, economy, or improved public service in the administration of City affairs.

(iv) Recommend to the City Council from time to time, adoption of such measures as the City Administrator may deem necessary or expedient for the health, safety, or welfare of the community or for the improvement of administrative services.

(v) Consolidate or combine offices, positions, departments, or units under the City Administrator's jurisdiction. The City Administrator may be the head of one or more City departments.

(vi) Conduct research in administrative practices in order to bring about greater efficiency and economy in City government, and develop and recommend to the City Council long-range plans to improve City operations and prepare for future City growth and development.

(vii) Provide management training and develop leadership qualities among department heads and staff as necessary to build a City management team that can plan for and meet future challenges.

(viii) Exercise control of City government in emergencies as authorized by the Municipal Code and California law.

(2) Hours of Work

(a) The City Administrator is an exempt employee but is expected to engage in those hours of work that are necessary to fulfill the obligations of the City Administrator's position. The City Administrator does not have set hours of work as the City Administrator is expected to be available at all times.

(b) It is recognized that the City Administrator must devote a great deal of time to the business of the City outside of the City's customary office hours, and to that end the City Administrator's schedule of work each day and week shall vary in accordance with the work required to be performed. The City Administrator shall spend sufficient hours on site to perform the City Administrator's duties; however, the City Administrator has discretion over the City Administrator's work schedule and work location.

(3) Disability or inability to perform

In the event the City Administrator becomes mentally or physically incapable of performing the City Administrator's functions and duties with reasonable accommodation and it reasonably appears such incapacity will last for more than six months, the City Council may terminate the City Administrator. If the City Council does elect to terminate the City Administrator due to incapacity, the City Administrator shall receive all severance benefits provided in Section 7.C below.

B. City Commitments

- (1) The City shall provide the City Administrator with the compensation, incentives and benefits, specified elsewhere in this Agreement.
- (2) The City shall provide the City Administrator with a private office, staff, office equipment, supplies, automobile allowance, and all other facilities and services adequate for the performance of the City Administrator's duties.
- (3) The City shall pay for or provide the City Administrator reimbursement for all actual business expenses.
- (4) The City agrees to pay the professional dues and subscriptions on behalf of the City Administrator which are necessary for the City Administrator's continuation and full participation in national, regional, state, or local associations and organizations necessary and desirable for the good of the City, and for the City Administrator's continued professional participation and advancement.
- (5) The City agrees to pay the travel and subsistence expenses of the City Administrator to pursue official and other functions for the City, and meetings and occasions to continue the professional development of the City Administrator, including, but not limited to, national, regional, state, and local conferences, and governmental groups and committees upon which the City Administrator serves as a member.
- (6) The City also agrees to pay for the travel and subsistence expenses of the City Administrator for short courses, institutes and seminars that are necessary for the good of the City or for the professional development of the City Administrator.

C. City Council Commitments

- (1) The City Council sets policy for the governance and administration of the City, and it implements its policies through the City Administrator.
- (2) The City Council recognizes that to meet the challenges facing the City they must exercise decisive policy leadership. As one step in carrying out this leadership

responsibility, the City Council commits to spending time each year outside of regular City Council meetings to work with the City Administrator and staff on setting goals and priorities for the City government, and to work on issues that may be inhibiting the maximum achievement of City goals.

(3) Except for the purpose of inquiry, the City Council and its members shall deal with all subordinate City employees, officers, contractors, and consultants solely through the City Administrator or the City Administrator's designee, and neither the City Council nor any member thereof shall give orders to any subordinate of the City Administrator, either publicly or privately.

(4) The City Council agrees none of its individual members will order the appointment or removal of any person to any office or employment under the supervision and control of the City Administrator.

(5) The City Council agrees that any criticism of a City staff member shall be done privately through the City Administrator.

(6) Neither the City Council nor any of its members shall interfere with the execution of the powers and duties of the City Administrator. The City Administrator shall take orders and instructions from the City Council only when it is sitting as a body in a lawfully held meeting.

D. Mutual Commitments

(1) Performance Evaluation

(a) Annual performance evaluations are an important way for the City Council and City Administrator to ensure effective communications about expectations and performance.

(b) The City Council recognizes that for the City Administrator to respond to its needs and to grow in the performance of the City Administrator's job, the City Administrator needs to know how the City Council Members evaluate the City Administrator's performance.

(c) To assure that the City Administrator gets this feedback, the City Council shall conduct an evaluation of the City Administrator's performance at least once each year. The City Council and the City Administrator agree that performance evaluations, for the purpose of mid-course corrections, may occur quarterly or several times during each calendar year. The Parties may use an outside facilitator paid by City funds to assist them in conducting this evaluation, at the option of the City Council.

(d) While performance evaluations for the purpose of midcourse corrections may occur several times during the year; the annual evaluation shall occur between March or April of each year.

4. COMPENSATION

The City agrees to provide the following compensation to the City Administrator during the term of the agreement:

A. Compensation & Required Employer Costs

(1) Base Salary

(a) The Base salary for the City Administrator will be determined in a resolution of the City Council.

(b) The City Administrator shall be paid at the same intervals and in the same manner as regular City employees.

(c) The City shall not at any time during the term of this Agreement reduce the base salary, compensation or other financial benefits of the City Administrator, unless as part of a general City management salary reduction, and then in no greater percentage than the average reduction of all City department heads.

(2) Required Employer Costs

(a) Medicare.

(b) Unemployment Compensation.

(c) Public Employees Retirement System (PERS).

The City contracts with the California Public Employees' Retirement System for retirement benefits. The City will pay the City's share as mandated by PERS for participation in the Public Employees' Retirement System.

(d) City Administrator is responsible for his/her PERS contribution.

(e) The cost of any fidelity or other bonds required by law for the City Administrator.

(f) The cost to defend and indemnify the City Administrator as provided in Section 8.E below.

(g) Workers Compensation.

B. Basic Benefits

(1) Holidays

The City Administrator is entitled to the same paid holidays as department heads

as stated in the Personnel Rules and Regulations.

(2) Leave Allowance

The City Administrator shall receive the same vacation and sick leave accrual and benefits as provided to department heads except that the City Administrator may accrue earned vacation until a cap of 400 hours. Sick leave time has no accrual cap but the City Administrator may only be reimbursed for 350 hours of sick time. The City Administrator shall be paid for any unused accrued vacation or sick leave upon either voluntary or involuntary termination of employment.

(3) Automobile

The City Administrator shall be provided a monthly automobile allowance of \$700.00 in exchange for making a vehicle available for the City Administrator's own use and for City-related business and/or functions during, before and after normal work hours. By the City Administrator making the City Administrator's personal automobile available for use, the City Administrator is not precluded from using City vehicles for City business during, before, and after the normal workday on occasion, when appropriate.

(4) Benefits that Accrue to Other City Employees

The City Administrator shall be entitled to all benefits, rights, and privileges accorded to non-public safety City Department Directors except as otherwise provided in this Agreement. If there is any conflict between this Agreement and any resolution fixing compensation and benefits for non-public safety City Department Directors or other unclassified employees, this Agreement shall control.

5. SEPARATION

A. Resignation/Retirement

The City Administrator may resign at any time and agrees to give the City at least 30 days advance written notice of the effective date of the City Administrator's resignation, unless the Parties otherwise agree in writing. If the City Administrator retires from full time public service with the City, the City Administrator may provide six months' advance notice. The City Administrator's actual retirement date will be mutually established.

B. Termination & Removal

(1) Administrator is an at-will employee serving at the pleasure of the City Council as provided in Government Code Section 36506.

(2) The City Council may remove the City Administrator at any time, with or without cause, by a majority vote of its members. Notice of termination shall be provided to the City Administrator in writing. Termination as used in this shall also include request that the City Administrator resign, a reduction in salary or other financial benefits of the City Administrator (including a general City Management salary reduction), a material reduction in the powers and authority of the City Administrator, or the elimination of the City Administrator's position. Any such notice of termination or act constituting termination shall be given at or effectuated at a duly noticed regular meeting of the City Council.

(3) The City Administrator shall not be removed during the 60-day period preceding or following any City election for membership on the City Council, or during the 60-day period following any change in membership of the City Council, except upon unanimous vote of the City Council.

(4) Given the at-will nature of the position of City Administrator, an important element of the employment agreement pertains to termination. It is in both the City's interest and that of the City Administrator that any separation of the City Administrator is done in a businesslike manner.

C. Severance Pay

(1) *In the event the City Administrator is terminated by the City Council during such time that the City Administrator is willing and able to perform the City Administrator's duties under this Agreement, then in that event the City agrees to pay the City Administrator a lump sum cash payment equal to twenty-four months base salary then in effect as provided in 4.A(1) above.*

(2) In addition, the City shall extend to the City Administrator the right to continue health insurance as may be required by and pursuant to the terms and conditions of the Consolidated Omnibus Budget Reconciliation Act Of 1986 (COBRA). The City agrees to pay the City Administrator's COBRA coverage for the first 30 (thirty) days.

(3) In the event the City refuses, following written notice of noncompliance, to

comply with any provision in this Employment Agreement benefiting the City Administrator, or the City Administrator resigns following a suggestion, whether formal or informal, by a majority of the City Council that the City Administrator resign, then, in that event, the City Administrator may, at the City Administrator's option, be deemed to be "terminated" as of the date of such refusal to comply or suggestion to resign and this severance pay provision shall be actuated.

(4) All payments required under Sections 7.C(1), (2), and (3) are subject to and shall be interpreted to comply with the limitations set forth in Government Code Section 53260.

D. Involuntary Resignation

(1) In the event that the City Council formally or a majority of the City Council informally asks the City Administrator to resign, then the City Administrator shall be entitled to resign and still receive the severance benefits provided in Section 7.C above.

(2) The City Administrator has relied upon the provisions of the Municipal Code upon entering into this Agreement, as it pertains to the City Administrator's role, powers, duties, authority, responsibilities, compensation and benefits. In the event the City Council adds, deletes or amends the Municipal Code without the consent of the City Administrator, and such addition, deletion or amendment is inconsistent with the terms of this Agreement and the City Administrator's role, powers, duties, authority, responsibilities, compensation and benefits as currently provided, then the City Administrator shall have the right, at the City Administrator's sole option, to give the City Council notice that such amendment(s) constitute a request by the City Council for the City Administrator's involuntary resignation.

(3) Upon receipt of such notice the City Council shall have thirty days in which to do one of the following: (a) rescind the amendment(s); (b) renegotiate this Agreement to the City Administrator's satisfaction; (c) confirm that the City Administrator is being asked to involuntarily resign; or (d) take no action. In the event that either (c) or (d) occurs, or the City is unable to accomplish (b), then the City Administrator shall be entitled to resign and still receive the severance benefits provided in Section 7.C above.

E. Separation for Cause

(1) Notwithstanding the provisions of Section 7.C, the City Administrator may be terminated for cause. As used in this section, "cause" shall mean only one or more the following:

- (a) Conviction of a felony;
- (b) Continued abuse of non-prescription drugs or alcohol that materially affects the performance of the Administrator's duties; or
- (c) Repeated and protracted unexcused absences from the City Administrator's office and duties.

(2) In the event the City terminates the City Administrator for cause, then the City may terminate this Agreement immediately, and the City Administrator shall be entitled to only the compensation accrued up to the date of termination, payments required by Section 7.F below, and such other termination benefits and payments as may be required by law. The City Administrator shall not be entitled to any severance benefits provided by Section 7.C.

(3) In the event the City terminates the City Administrator for cause, the City and the City Administrator agree that neither Party shall make any written or oral statements to members of the public or the press concerning the City Administrator's termination except in the form of a joint press release which is mutually agreeable to both Parties. The joint press release shall not contain any text or information that would be disparaging to either Party. Provided, however, that either Party may verbally repeat the substance of any such press release in response to inquiries by members of the press or public.

F. Payment for Unused Leave Balance

(1) On separation from City employment, the City Administrator shall be paid for all unused accrued leave allowances provided in Section 4.B(2) above. Accumulated leave balances shall be paid at the City Administrator's monthly salary rate at the effective date of separation.

(2) In the event the City Administrator dies while employed by the City under this Agreement, the City Administrator's beneficiaries or those entitled to the City Administrator's estate, shall be entitled to the City Administrator's earned salary, and any in-lieu payments for accrued benefits, including compensation for the value of all accrued leave balances.

8. MISCELLANEOUS PROVISIONS

A. Term

(1) Initial Term

The Initial Term shall be for a period of 60 months commencing on July 1, 2018, and

continuing until June 30, 2023, (the initial "Termination Date").

(2) Subsequent Terms

The parties agree to meet on or about April 2019 to discuss terms and conditions of a subsequent agreement.

B. Provisions that Survive Termination

Sections of this Agreement are intended by their terms to survive the City Administrator's termination of employment with the City, including but limited to Sections 8.E. These sections, and the others so intended, shall survive termination of employment and termination of this Agreement.

C. Amendments

This Agreement may be amended at any time by mutual agreement of the City and the City Administrator. Any amendments are to be negotiated, put in writing, and adopted by the City Council.

D. Conflict of Interest

(1) The City Administrator shall not engage in any business or transaction or shall have a financial or other personal interest or association, direct or indirect, which is in conflict with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties. Personal as distinguished from financial interest includes an interest arising from blood or marriage relationships or close business, personal, or political associations. This section shall not serve to prohibit independent acts or other forms of enterprise during those hours not covered by active City employment, providing such acts do not constitute a conflict of interest as defined herein.

(2) The City Administrator shall also be subject to the conflict of interest provisions of the California Government Code and any conflict of interest code applicable to the City Administrator's City employment.

(3) The City Administrator is responsible for submitting to the City Clerk the appropriate Conflict of Interest Statements at the time of appointment, annually thereafter, and at the time of separation from the position.

E. Indemnification

(1) To the full extent of the law as provided by the California Torts Claims Act (Government Code Section 810 et seq.) and the indemnity provisions of this Agreement, whichever shall provide the greatest protection to the City Administrator, the

City or any other Agency (including Joint Powers Authority), jointly and severally, shall defend and indemnify the City Administrator against and for all losses sustained by the City Administrator in direct consequences of the discharge of the City Administrator's duties on the City's behalf for the period of the City Administrator's employment.

(2) The City shall defend, save harmless and indemnify the City Administrator against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the City Administrator's duties as City Administrator. The City may compromise and settle any such claim or suit and pay the amount of any settlement or judgment rendered thereon.

(3) Whenever the City Administrator shall be sued for damages arising out of the performance of the City Administrator's duties, the City shall provide defense counsel for the City Administrator in such suit and indemnify the City Administrator from any judgment rendered against the City Administrator; provided that such indemnity shall not extend to any judgment for damages arising out of any willful wrongdoing. This indemnification shall extend beyond termination of employment and the otherwise expiration of this Agreement to provide protection for any such acts undertaken or committed in the City Administrator's capacity as City Administrator, regardless of whether the notice of filing of a lawsuit occurs during or following employment with the City. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies that the City Administrator may have under the law.

(4) The City and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the City Administrator, while acting within the scope of the City Administrator's duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the City or any party affiliated with or otherwise claiming under or through it, regardless of any prior, concurrent, or subsequent active or passive negligence by the City Administrator.

(5) In the event that the City Administrator shall serve as the chief executive of other City-related legal entities as provided in Section 3.A(1)(c) above, then each provision of this Section 8.E shall be equally applicable to each City-related legal entity as though set forth in an indemnity agreement between the City Administrator and that legal entity. The City hereby guarantees the performance of this indemnity obligation by the City-related legal entity, and shall indemnify and hold the City Administrator harmless against any failure or refusal by City or related legal entity to perform its obligations under this Section 8.E

F. Severability

If any clause, sentence, part, section, or portion of this Agreement is found by a court of competent jurisdiction to be illegal or unenforceable, such clause, sentence, part, section, or portion so found shall be regarded as though it were not part of this Agreement and the remaining parts of this Agreement shall be fully binding and enforceable by the Parties hereto.

G. Laws Affecting Title

In addition to those laws affecting a City Administrator, the City Administrator shall have the same powers, rights and responsibilities as a Chief Executive Officer, City Administrative Officer, Administrator, and/or City Administrator as those terms are used in local, state or federal laws.

H. Jurisdiction and Venue

This Contract shall be construed in accordance with the laws of the State of California, and the Parties agree that venue shall be in Tulare County, California.

I. Entire Agreement

This Contract represents the entire agreement of the Parties, and no representations have been made or relied upon except as set forth herein. This Contract may be amended or modified only by a written, fully executed agreement of the Parties.

J. Notice

Any notice, amendments, or additions to this Agreement, including change of address of either party during the term of this Agreement, which the City Administrator or the City shall be required, or may desire, to make shall be in writing and shall be sent by prepaid first class mail or hand-delivered to the respective Parties as follows:

(1) If to the City:

City of Woodlake
City Clerk
350 N. Valencia Blvd.
Woodlake, CA 93286

(2) If to the City Administrator:

Ramon Lara
20709 Ave. 328
Woodlake, CA 93286

IN WITNESS WHEREOF the Parties have executed this Agreement as of the day and year first above written.

“City”

CITY OF WOODLAKE
A Municipal Corporation

By: _____
Ramon Lara, City Administrator

By: _____
Rudy Mendoza, Mayor
ATTEST:

By: _____
Irene Zacarias, City Clerk
APPROVED AS TO FORM:

By: _____
Mario U. Zamora, City Attorney

City of Woodlake

AGENDA ITEM IV-D

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Approval of the City of Woodlake's Fiscal Year 2017/2018 Budget Amendment No. 3

BACKGROUND:

Annually, the City staff submits, to the City Council, a draft budget. The draft budget is submitted at scheduled Council meetings, which are open to the public. The purpose of the budgeting process is to propose necessary expenditures and the means of funding them. Occasionally, budget amendments will be necessary to cover unexpected expenditures or note unexpected revenues. Amendments will be presented to the Council for approval.

DISCUSSION:

Below is a summary of the key changes as shown in the attached Budget Amendment No.3:

1. Increase in General Fund expenditures to cover the costs associated with Change Orders to the Woodlake Community Center.
2. Create a revenue and expense line to account for Measure R transactions.
3. Create a revenue and expense line to account for Measure S transactions.
4. Reclassify the salary for the Community Development Position.
5. Increase in water expenditures to cover the addition of SCADA, sand separators, and chlorinators for Well #13 and Well #14.

RECOMMENDATIONS:

Staff recommends that Council approve the Fiscal Year 2017/2018 Budget Amendment No. 3.

FISCAL IMPACT:

All increases in expenditures are covered by the General Fund, Refuse, Sewer and Water reserves.

ATTACHMENTS:

1. Resolution: Approval of the City of Woodlake's Fiscal Year 2017/2018 Budget Amendment No. 3

2. Attachment No. 1 – City of Woodlake Fiscal Year 2017/2018 Budget Amendment No. 3 under separate cover

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVAL OF THE CITY OF)	Resolution No.
WOODLAKE'S FISCAL YEAR)	
2017/2018 BUDGET)	
AMENDMENT NO. 3)	

Councilmember _____, offered the following resolution and moved its adoption. Approval of the City of Woodlake's Fiscal Year 2017/2018 Budget Amendment No. 3.

WHEREAS, annually, the City staff submits, to the City Council, a draft budget. The draft budget is submitted at scheduled Council meetings, which are open to the public; and

WHEREAS, the purpose of the budgeting process is to propose necessary expenditures and the means of funding them; and

WHEREAS, occasionally, budget amendments will be necessary to cover unexpected expenditures. Amendments will be presented to the Council for approval.

NOW, THEREFORE, THE CITY OF WOODLAKE DOES RESOLVE to approve the City of Woodlake's Fiscal Year 2017/2018 Budget Amendment No. 3 shown as Attachment No. 1.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

City of Woodlake

AGENDA ITEM IV-E

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Approval of the Addendum to the City of Woodlake Personnel Administration Rules Handbook

BACKGROUND:

The City of Woodlake's current Personnel Administration Rules Handbook was approved by the City Council on June 10, 2013, and last amended May 22, 2017.

The purpose of the City of Woodlake Personnel Administration Rules Handbook, is to have a guide that informs City staff of current personnel rules. The handbook outlines rules such as: pre-employment, probation, transfers, classifications, layoffs, resignations, dismissals, grievances, working hours, holidays, vacation, sick leave, scheduling, retirement, sexual harassment, drug free work place, family leave, jury duty, etc.

DISCUSSION:

The Personnel Administration Rules Handbook is reviewed periodically to assure that the City is compliant with local, State and Federal laws. As part of this review the following rules were added or updated:

29.5 DRUG FREE ADMINISTRATION PROCEDURES (Transit Bus Drivers Only)

Once the addendum has been approved, administration will review the addendum with all employees affected and provide them with a copy.

RECOMMENDATIONS:

Staff recommends that the City Council approve the attached addendum and amend the City of Woodlake Personnel Administration Rules Handbook.

FISCAL IMPACT:

There is no fiscal impact.

ATTACHMENTS:

1. Resolution: Approval of the Addendum to the City of Woodlake Personnel Administration Rules Handbook
2. City of Woodlake Drug and Alcohol Policy Addendum

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVAL OF THE OF THE ADDENDUM) Resolution No.
TO THE CITY OF WOODLAKE PERSONNEL)
ADMINISTRATION RULES HANDBOOK)

Councilmember _____, offered the following resolution and moved its adoption. Approval of the addendum to the City of Woodlake Personnel Administration Rules Handbook.

WHEREAS, the purpose of the City of Woodlake Personnel Administration Rules Handbook, is to have a guide that informs City staff of current personnel rules; and

WHEREAS, the City of Woodlake Administration Rules Handbook is periodically updated to comply with local, State and Federal laws; and

WHEREAS, City administration has met and conferred with represented and un-represented employees regarding the addendum to the handbook; and

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby approves the attached addendum to the City of Woodlake Personnel Administration Rules Handbook.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

AYES:
NOES:
ABSTAIN:
ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

DRUG AND ALCOHOL POLICY ADDENDUM

EFFECTIVE: JANUARY 1, 2018

The United States Department of Transportation (USDOT) – Office of Drug and Alcohol Policy and Compliance (ODAPC) has issued an update to USDOT’s drug and alcohol testing regulation (49 CFR Part 40). The new regulation has been revised and the changes (summarized below) will become effective on January 1, 2018. Therefore, the City of Woodlake drug and alcohol testing policy is amended as follows:

1. CHANGES TO THE DRUG TESTING PANEL

- a. Four new opioids added to the drug testing panel –
 - i. The USDOT drug test remains a “5-panel” drug test; however, the list of opioids for which are tested will expand from three to seven opioids.
 - ii. The “opioid” category will continue to test for codeine, morphine, and heroin; however, the “opioid” testing panel will now be expanded to include four (4) new semi-synthetic opioids:
 1. (1) Hydrocodone, (2) Hydromorphone, (3) Oxycodone, and (4) Oxymorphone.
 2. Common brand names for these semi-synthetic opioids include, but may not be limited to: OxyContin®, Percodan®, Percocet®, Vicodin®, Lortab®, Norco®, Dilaudid®, Exalgo®.
- b. ‘MDA’ will be tested as an initial test analyte
- c. ‘MDEA’ will no longer be tested for under the “amphetamines” category.

2. BLIND SPECIMEN TESTING

- a. The USDOT no longer requires blind specimens to be submitted to laboratories.

3. ADDITIONS TO THE LIST OF “FATAL FLAWS”

- a. The following three circumstances have been added to the list of “fatal flaws”:
 - i. No CCF received by the laboratory with the urine specimen.
 - ii. In cases where a specimen has been collected, there was no specimen submitted with the CCF to the laboratory.
 - iii. Two separate collections are performed using one CCF.

4. MRO VERIFICATION OF PRESCRIPTIONS

- a. When a tested employee is taking a prescribed medication, after verifying the prescription and immediately notifying the employer of a verified negative result, the MRO must then (after notifying the employee) wait five (5) business days to be contacted by the employee's prescribing physician before notifying the employer of a medical qualification issue or significant safety risk.
 - i. Specifically, in cases where an MRO verifies a prescription is consistent with the Controlled Substances Act, but that the MRO has still made a determination that the prescription may disqualify the employee under other USDOT medical qualification requirements, or that the prescription poses a significant safety-risk, the MRO must advise the employee that they will have five (5) business days from the date the MRO reports the verified negative result to the employer for the employee to have their prescribing physician contact the MRO. The prescribing physician will need to contact the MRO to assist the MRO in determining if the medication can be changed to one that does not make the employee medically unqualified or does not pose a significant safety risk. If in the MRO's reasonable medical judgment, a medical qualification issue or a significant safety risk still remains after the MRO communicates with the employee's prescribing physician, or after five (5) business days, whichever is shorter, the MRO must communicate this issue to the employer consistent with 49 CFR Part 40.327.

5. DEFINITIONS

- a. The term "***DOT, the Department, DOT Agency***"
 - i. Modified to encompass all DOT agencies, including, but not limited to, FAA, FRA, FMCSA, FTA, PHMSA, NHTSA, Office of the Secretary (OST), and any designee of a DOT agency.
 - ii. For the purposes of testing under 49 CFR Part 40, the USCG (in the Department of Homeland Security) is considered to be a DOT agency for drug testing purposes.
- b. The term "***Opiate***" is replaced with the term "***Opioid***" in all points of reference.
- c. The definition of "***Alcohol Screening Device (ASD)***" is modified to include reference to the list of approved devices as listed on ODAPC's website.

- d. The definition of “**Evidential Breath Testing Device (EBT)**” is modified to include reference to the list of approved devices as listed on ODAPC’s website.
- e. The definition of “**Substance Abuse Professional (SAP)**” will be modified to include reference to ODAPC’s website. The fully revised definition includes:
 - i. A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

NOTE: The revisions listed in this addendum include only those revisions to 49 CFR Part 40 which may be referenced in our drug & alcohol testing policy. A list of all the revisions made to 49 CFR Part 40 can be found at <https://www.transportation.gov/odapc>.

Addendum Authorization Date: April 23, 2018

Authorized Official (Printed Name): Irene Zacarias

Authorized Official (Signature): _____

Employee (Printed Name): Transit Driver Name

Employee (Signature): _____

Employee Receipt Date: _____

City of Woodlake

AGENDA ITEM IV-F

April 23, 2018

Prepared by Irene Zacarias, City Staff

SUBJECT:

Action: Proclamation from the City of Woodlake, Proclaiming May 2018 as Mental Health Awareness Month.

BACKGROUND:

Mental Health is essential to everyone's overall health and well-being and can affect all areas of a person's life including school, home and work. An estimated 26.2 percent of Americans ages 18 and older suffer from a misdiagnosable mental health disorder in a given year. An estimated two-thirds of adults and young people with mental health problems go without the help they need and 10 percent of children and adolescents in the U.S. suffer from serious emotional and mental disorder. There are 50 percent of students ages 14 and older with a mental disorder who dropout of high school, the highest dropout rate of any disability group. Children of mothers who go untreated for Perinatal Depression are at a greater risk for abuse and neglect, and are more likely to have an adversarial relationship with their parent.

DISCUSSION:

The City of Woodlake, along with each business, school, healthcare provider, organization and citizen bare the burden of mental health problems and has a responsibility to promote mental wellness. When treated properly, individuals with mental health conditions can walk upon a path of wellness and recovery and lead full, productive lives.

RECOMMENDATIONS:

Staff recommends that the City accept the Proclamation and recognize May 2018 as Mental Health Awareness Month.

FISCAL IMPACT:

There is no fiscal impact.

ATTACHMENTS:

1. Proclamation: Proclamation from the City of Woodlake Proclaiming May 2018 as Mental Health Awareness Month.

**PROCLAIMING MAY 2018 MENTAL HEALTH AWARENESS MONTH
IN THE CITY OF WOODLAKE**

*WHEREAS, mental health is essential to everyone's overall health and well-being and can affect all areas of a persons life, including school, home and work in **Woodlake**; and*

WHEREAS, an estimated 26.2 percent of Americans ages 18 and older – about one in four adults – suffer from a diagnosable mental health disorder in a given year; and

WHEREAS, an estimated two-thirds of adults and young people with mental health problems go without the help they need; and

WHEREAS, 10 percent of children and adolescents in the U.S. suffer from serious emotional and mental disorders; and

WHEREAS, about 50 percent of students ages 14 and older with a mental disorder drop out of high school, the highest dropout rate of any disability group; and

WHEREAS, children of mothers who go untreated for Perinatal Depression are at greater risk for abuse and neglect, and are more likely to have an adversarial relationship with their parent; and

WHEREAS, symptoms are often overlooked and heavily stigmatized because new and expectant mothers suffering from Perinatal Depression often feel confused, ashamed and isolated; and

*WHEREAS, each business, school, government agency, healthcare provider, organization and citizen at **Woodlake** bare the burden of mental health problems and has a responsibility to promote mental wellness; and*

WHEREAS, with treatment, individuals with mental health conditions can walk upon a path of wellness, and recovery and lead full, productive lives; and

***NOW, THEREFORE, BE IT RESOLVED**, that the **Woodlake City Council** hereby proclaims the month of May 2018 as Mental Health Awareness Month in **Woodlake** and call upon the citizens, public and private institutions, businesses and schools at **Woodlake** to recommit our community to increasing awareness and understanding of mental health and the need for appropriate and accessible services for all people with mental health illnesses.*

Dated: April 23, 2018

Rudy Mendoza, Mayor

Frances Ortiz, Vice-Mayor

Jose Martinez, Councilmember

Gregorio Gonzalez Jr., Councilmember

Louie Lopez Jr., Councilmember

City of Woodlake

AGENDA ITEM IV-G

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Approval of the Tulare County Multi-Jurisdictional Local Hazard Mitigation Plan

BACKGROUND:

The City of Woodlake along with all cities in the County and the County of Tulare participated in updating the "Multi-Jurisdictional Local Hazard Mitigation Plan (MJLHMP)." FEMA has reviewed and approved the plan that may be found at the following link:

<http://oes.tularecounty.ca.gov/oes/index.cfm/mitigation/operational-area-adoption/>.

DISCUSSION:

City of Woodlake staff has reviewed the plan and worked with Tulare County Office of Emergency services to assure that all relevant information for the City of Woodlake is included. The City also participated in the FEMA-prescribed mitigation planning process to prepare the plan. The plan better prepares the City to respond to future disasters and available funding.

RECOMMENDATIONS:

Staff recommends that Council approve the Tulare County Multi-Jurisdictional Local Hazard Mitigation Plan as it will allow the City of Woodlake to access future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs.

FISCAL IMPACT:

There is no current fiscal impact. Approving the plan will allow the City of Woodlake to access future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs.

ATTACHMENTS:

1. Resolution: Approval of the Tulare County Multi-Jurisdictional Local Hazard Mitigation Plan

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVAL OF THE TULARE COUNTY) Resolution No.
MULTI-JURISDICTIONAL LOCAL)
HAZARD MITIGATION PLAN)

Councilmember _____, offered the following resolution and moved its adoption. Approval of the Tulare County Multi-Jurisdictional Local Hazard Mitigation Plan

WHEREAS, the City of Woodlake recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

WHEREAS, the City of Woodlake fully participated in the FEMA-prescribed mitigation planning process to prepare this Multi-Hazard Mitigation Plan; and

WHEREAS, the California Governor's Office of Emergency Services and Federal Emergency Management Agency, Region IX officials have reviewed the "Tulare County Multi-Jurisdictional Local Hazard Mitigation Plan" (March,2018) and approved it (March 7, 2018) contingent upon this official adoption of the participating government and entities;

WHEREAS, an adopted Multi-Hazard Mitigation Plan enables access to future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Woodlake adopts the "Tulare County Multi-Jurisdictional Local Hazard Mitigation Plan" as an official plan; and

BE IT FURTHER RESOLVED, the City of Woodlake will submit this Adoption Resolution to the California Governor's Office of Emergency Services and Federal Emergency Management Agency, Region IX officials to enable the Plan's final approval.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

AYES:
NOES:
ABSTAIN:
ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

City of Woodlake

AGENDA ITEM IV-H

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Objection to the Sale of the Tax Defaulted Property and Application to Enter Into Purchase Agreement with the County of Tulare for the Property with APN No. 060-144-026-000

BACKGROUND:

The County of Tulare has informed the City of Woodlake of their intention to sell at Internet Auction one property located in the City of Woodlake that the City has legal interest in. That property is:

1. APN No. 060-144-026-000 229 S. Valencia Blvd.

The property listed above is within City limits and is taxed by the City of Woodlake as a taxing agency pursuant to the Revenue and Taxation Code § 3773.

DISCUSSION:

The City has an obligation to protect its legal interests in the property listed above. If the City objects to the sales of the property, enters into purchase agreements with the County of Tulare for the property, and the property is not redeemed by the current owners, the City would have to pay the current minimum bid listed below for the property plus any additional costs that the property may incur during this process. The current minimum bid for the property is as follows:

1. APN No. 060-144-026-000 229 S. Valencia Blvd. - \$9,100

If the City acquired the property, it would have to look at its options to either rehab and sell the property or sell it as is.

RECOMMENDATIONS:

Staff recommends that Council objects to the sale of the tax defaulted property and approve the application to enter into a Purchase Agreement with the County of Tulare for the Property with APN No. 060-144-026-000. These actions would allow the City to protect their legal interest in the property.

FISCAL IMPACT:

The City would have to cover all fees from the General Fund. The City would then recover those expenditures through the sale of the property.

ATTACHMENTS:

1. Resolution: Objection to the Sale of the Tax Defaulted Property and Application to Enter Into Purchase Agreement with the County of Tulare for the Property with APN No. 060-144-026-000
2. Attachment 1: DRAFT Purchase Agreement

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

OBJECTION TO THE SALE OF THE)	Resolution No.
TAX DEFAULTED PROPERTY AND)	
APPLICATION TO ENTER INTO A)	
PURCHASE AGREEMENT WITH)	
THE COUNTY OF TULARE FOR)	
THE PROPERTY WITH APN NO.)	
060-143-001-000)	

Councilmember _____, offered the following resolution and moved its adoption. Object to the sale of the tax-defaulted property and enter into a Purchase Agreement with the County of Tulare for the property with APN No. 060-144-026-000, located at 229 S. Valencia Blvd., Woodlake, California (“**subject property**”).

WHEREAS, the City of Woodlake (“**City**”) is a taxing agency pursuant to Revenue and Taxation Code § 3773, inter alia, and intends to invoke the rights referenced within said statute;

WHEREAS, the City has learned that the County of Tulare has a sale for the tax-defaulted property with APN No. 060-144-026-000 located at 2229 S. Valencia Blvd., Woodlake, California is scheduled for June 5, 2018 through June 6, 2018;

WHEREAS, ownership of the entire subject property, in fee simple absolute, is required by the City for use of the property for a public purpose of the City of Woodlake Low Income Housing Project;

WHEREAS, in order to redeem the subject property a payment of at least nine thousand one hundred United States Dollars (\$9,100 USD) and may likely increase due to accrual of additional property taxes and assessments as well as additional tax collector administrative and third-party costs incurred in connection with the impending sale; and

WHEREAS, the City hereby objects to the sale and authorizes its purchase of the subject property pursuant to Revenue and Taxation Code §§ 3695, 3695.4 and requests to purchase the subject property prior to the tax sale for the amount required by applicable law.

NOW, THEREFORE, the City Council of the City of Woodlake, does hereby resolve as follows:

1. Found the foregoing findings are true and correct and incorporated herein;
2. Directed that a certified copy of this resolution and application to purchase shall be filed with the Tax Collector and lodged with Board of Supervisors for the County of Tulare;
3. Objects to the auctioned sale of the subject property by the tax collector and now requests to purchase the subject property for the amount duly set by the Tax Collector in accordance with state law;

4. Agreed to enter into a written agreement with the County of Tulare, which is attached hereto and incorporated herein upon execution by the parties thereto, to purchase the tax-defaulted property with APN No. 060-144-026-000 at the price required by Revenue and Taxation Code §§ 3695 and 3695.4 and in no event less than the minimum bid duly established by the Tax Collector in accordance with state law; and
5. Authorized the Mayor and City Manager to carry out the terms and conditions of this resolution and to take all steps reasonably necessary, proper and/or convenient and/or incidental thereto.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

AYES:
NOES:
ABSTAIN:
ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

AGREEMENT TO PURCHASE TAX-DEFAULTED PROPERTY

This Agreement is made this _____ day of _____, _____.by and between the Tulare County Board of Supervisors, (Seller), State of California, and the City of Woodlake (Purchaser), pursuant to the provisions of Division 1, Part 6, Chapter 8, of the Revenue and Taxation Code.

The real property situated within said County, hereinafter set forth and described in this Agreement is tax-defaulted and is subject to the power of sale by the tax collector of said County for the non-payment of taxes, pursuant to provisions of law.

Terms and Conditions of Sale:

It is mutually agreed as follows:

- (1) That, as provided by Revenue and Taxation Code, § 3800, all costs and expenses of notification, sale proceeding and title transfer of property shall be paid by the Purchaser
- (2) That the Purchaser agrees to pay the sum of \$_____ for the real property described in Exhibit "A" plus sale costs within fourteen (14) days after the date this Agreement becomes effective. Upon payment of said sum to the tax collector, the tax collector shall execute and deliver a deed conveying title to said property to purchaser.
- (3) That the Purchaser agrees to use the parcel(s) for public purpose under the following intent: The City will use the parcel to continue to provide quality, affordable housing to the community.
- (4) That, if said purchaser is a taxing agency as defined in Revenue and Taxation Code, §121 or any other agency that receives its revenue share under the provisions of Division 7, Part 8, Chapter 3 of the Revenue and Taxation Code, it will not share in the distribution of the payment required by the Agreement as defined by §3791 and §3720 of the Revenue and Taxation Code.
- (5) If all or any portion of any individual parcel listed in Exhibit "A" is redeemed prior to the effective date of this Agreement, this Agreement shall be null and void as to that individual parcel. This Agreement shall, also, become null and void and the right of redemption restored upon the Purchaser's failure to comply with the terms and conditions of this Agreement, or upon the State Controller's failure to approve this Agreement.

The undersigned hereby agree to the terms and conditions of the Agreement and are duly authorized to sign for said Agencies.

Note: This document is being executed in counterpart each of which constitutes an original

ATTEST:

By

(Purchaser)

(Authorized Agent)

ATTEST:

Clerk of the Board of Supervisors

TULARE COUNTY BOARD OF SUPERVISORS

By _____ By

Deputy

Steve Worthley, Chairperson

(Seal)

Pursuant to the provisions of Section 3775 of the Revenue and Taxation Code, the governing body of the City of Woodlake hereby agrees to the sale price as provided in this Agreement.

ATTEST:

CITY OF WOODLAKE

By: _____ By

Deputy

Mayor

(Seal)

Pursuant to the provisions of Section 3775 of the Revenue and Taxation Code, the Controller agrees to the selling price therein before set forth and pursuant to the provisions of Section 3795 approves the foregoing Agreement this _____ day of _____, _____.

BETTY T. YEE, CALIFORNIA STATE CONTROLLER

By: _____

City of Woodlake

AGENDA ITEM V-A

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Authorize Staff to Submit a Funding Application for the North Valencia Extension and West Naranjo Projects - **Public Hearing**

BACKGROUND:

The City of Woodlake has scheduled this public hearing regarding the City's intent to apply for Cycle 4 of the 2019 Active Transportation Program to better inform those that may be interested in the project. The City has worked with the Woodlake Unified School District(WUSD), Caltrans and those residents along the project site to help gather and provide answers to as many questions as possible.

At their March 14, 2018, and April 11, 2018, regularly scheduled meetings the WUSD spoke in support of the projects and will submit a letter of support to the City for the project.

DISCUSSION:

If awarded funding, the City would construct curb, gutter, sidewalk, ADA ramps, storm drainage, pavement, drive approaches, street lights and striping on North Valencia Boulevard (SR 245) from Sierra Avenue north to Sequoia Avenue and on West Naranjo Boulevard (SR 216) from Palm Street to Acacia Street. This project would help connect the NE and SW quadrants of the City of Woodlake to the Woodlake Unified School District.

Currently the project sites have dirt shoulders which create a hazard for all pedestrians, cyclists and motorists. This risk increases even more during the wet season when pedestrians and cyclists must share the road with motorists to avoid mud and puddles.

RECOMMENDATIONS:

The City has begun the PS&E part of project with the use of Measure R funds. The goal is to apply for ATP funds to be used for construction and construction management. Staff recommends that Council authorize staff to submit a funding application for the project after all public input is considered.

FISCAL IMPACT:

If the City is awarded an ATP Grant for the project the City would use Measure R and local streets funds for PS&E, ROW and a local match.

ATTACHMENTS:

1. Resolution: Authorize Staff to Submit a Funding Application for the North Valencia Extension and West Naranjo Projects

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

AUTHORIZE STAFF TO SUBMIT A)	Resolution No.
FUNDING APPLICATION FOR THE)	
NORTH VALENCIA EXTENSION)	
AND THE WEST NARANJO PROJECTS)	

Councilmember _____, offered the following resolution and moved its adoption. Authorize staff to submit a funding application for the North Valencia Extension Project and the West Naranjo Projects.

WHEREAS, the City of Woodlake held multiple public hearings with their partners Caltrans and the Woodlake Unified School District regarding the City’s intent to apply for Cycle 4 of the 2019 Active Transportation Program to better inform those that may be interested in local safety projects; and

WHEREAS, after communication with residents, Caltrans, the Woodlake Unified School District and local leaders it was determined that the North Valencia Extension Project and the West Naranjo Project were key projects to promote safety for pedestrians, cyclists and motorists; and

WHEREAS, if awarded funding, the City would construct curb, gutter, sidewalk, ADA ramps, storm drainage, pavement, drive approaches, street lights and striping on North Valencia Boulevard (SR 245) from Sierra Avenue north to Sequoia Avenue and West Naranjo Blvd (SR 216) from Palm Street West to Acacia Street.

NOW, THEREFORE, THE CITY OF WOODLAKE DOES RESOLVE to authorize staff to submit a funding application for the North Valencia Extension Project and the West Naranjo Project.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

City of Woodlake

AGENDA ITEM V-B

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Enter into a Measure R Supplemental Agreement with the Tulare County Transportation Authority for the City of Woodlake West Naranjo Blvd. Street Improvements Project

BACKGROUND:

The City of Woodlake West Naranjo Street Improvements Project will construct curb, gutters, ramps, sidewalks, street lights and storm drain improvements on West Naranjo Blvd. from Palm St. west to Acia St. The corridor lacks the above-mentioned amenities which makes pedestrian and bicycle traffic unsafe.

DISCUSSION:

The City would like to begin the preliminary engineering, environmental and right-of-way process on the project. The City will cover the expenditures associated with these services with Measure R funds. The estimated cost for those services is one hundred and eighty thousand five hundred dollars (\$180,500). Attached is a cost estimate for the project.

As staff works with City Engineer QK to prepare the project for construction, staff will begin the process of identifying future funds to cover the construction costs associated with the project. Those funds may be ATP, Measure R, SHOPP, Local Street and Roads or SB1 funds.

RECOMMENDATIONS:

City staff recommends that Council approve the costs associated with engineering, environmental and right-of-way for the West Naranjo Street Improvements Project. Staff also recommends that the City enter into a Measure R Supplemental Agreement with the Tulare County Transportation Authority to allow for Measure R funds to be used on the project. The project will increase pedestrian and bicycle safety along Naranjo Blvd.

FISCAL IMPACT:

No fiscal impact to the General Fund. All expenditures associated with engineering, environmental and right-of-way for the West Naranjo Street Improvements Project will be covered by Measure R.

ATTACHMENTS:

1. Resolution: Enter into a Measure R Supplemental Agreement with the Tulare County Transportation Authority for the City of Woodlake West Naranjo Blvd. Street Improvements Project
2. Attachment No. 1 – Supplemental Agreement
3. Attachment No. 2 – Project Cost Estimate

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

ENTER INTO A MEASURE R SUPPLEMENTAL) Resolution No.
AGREEMENT WITH THE TULARE COUNTY)
TRANSPORTATION AUTHORITY FOR THE CITY)
OF WOODLAKE WEST NARANJO BLVD.)
STREET IMPROVEMENTS PROJECT)

Councilmember _____, offered the following resolution and moved its adoption. Enter into a Measure R Supplemental Agreement with the Tulare County Transportation Authority for the City of Woodlake West Naranjo Blvd. Street Improvements Project.

WHEREAS, the City of Woodlake wishes to develop the West Naranjo Street Improvements Project by constructing curb, gutters, ramps, sidewalks, street lights and storm drain improvements on West Naranjo Blvd. from Palm Street west to Acacia Street; and

WHEREAS, the project will increase pedestrian and bicycle safety along the corridor; and

WHEREAS, the City would like to begin the preliminary engineering, environmental and right-of-way process on the project; and

WHEREAS, the City will cover the expenditures associated with these services with Measure R funds and the estimated cost for those services is one hundred and eighty thousand five hundred dollars (\$180,500); and

NOW, THEREFORE, THE CITY OF WOODLAKE DOES RESOLVE to approve the costs associated with engineering, environmental and right-of-way for the West Naranjo Blvd. Improvements Project and enter into a Measure R Supplemental Agreement with the Tulare County Transportation Authority to allow for Measure R funds to be used on the project while authorizing the City Administrator to execute all necessary documents.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

**MEASURE R PROGRAM SUPPLEMENT TO
COOPERATIVE AGREEMENT**

This Program Supplement is made and entered into on _____, by and between the City of Woodlake ("Sponsor") and the TULARE COUNTY ASSOCIATION OF GOVERNMENTS, acting as the Local Transportation Authority ("Authority").

This Program Supplement hereby incorporates the "Measure R Cooperative Agreement" for Measure R Expenditures which was entered into between the Sponsor and the Authority on May 14, 2007, and is subject to all terms and conditions thereof. This Program Supplement is executed under authority of Resolution No. 2010-013, approved by the Sponsor on _____. (See copy attached)

Project Scope, Costs, and Schedule are incorporated herein as Attachment "A" and agreed upon by Sponsor and Authority.

Covenants of Sponsor

1.1. SPONSOR agrees that it will only proceed with work authorized for specific phases(s) with a written "Authorization to Proceed" or Authority action and will not proceed with future phase(s) of this project(s) prior to receiving a written "Authorization to Proceed" or Authority action.

1.2. The SPONSOR will advertise, award, and administer the project(s) in accordance with SPONSOR standards.

1.3. Award information shall be submitted by the SPONSOR to the AUTHORITY within 60 days after the project contract award.

1.4. Failure to submit award information in accordance with section 1.3 will cause a delay (without interest or penalties) in AUTHORITY processing invoices for the construction phase.

1.5. If no costs have been invoiced for a six-month period, SPONSOR agrees to submit for each phase a written explanation of the absence of project(s) activity along with target billing date and target billing amount.

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

COUNTY OF TULARE TRANSPORTATION AUTHORITY

By: _____

Authority Director

ATTEST:

By: _____

CITY OF WOODLAKE

By: _____

Mayor

ATTEST:

By _____

City Clerk

Project 3

Naranja Blvd Street Improvements Project From Acacia Street to Palm Street

Date: 8/28/17

	Total Cost
<u>Preliminary Engineering (PE):</u>	
1. Project Management/City Coordination	\$10,000.00
2. Utility Coordination	\$5,000.00
3. Topographic Survey	\$18,000.00
4. Project Civil Design (PS&E)	\$45,000.00
5. Landscape & Irrigation Design	\$10,000.00
Plan sets for Caltrans Submittals (3 submittals to Caltrans design	
6. (20 sets each), 1 submittal to safety review (5 sets)	\$2,700.00
7. Caltrans Coordination for PE	\$10,000.00
8. Environmental Documents (CEQA/NEPA)	\$30,000.00
PE Cost:	\$130,700.00
 <u>Right of Way (R/W):</u>	
1. Title Reports (4)	\$2,800.00
2. Legal Descriptions and Exhibit Acquisitions (4)	\$6,000.00
Legal Descriptions and Exhibits for Temporary Construction	
3. Easements (4)	\$6,000.00
4. Caltrans Coordination for R/W	\$5,000.00
5. Purchase & Acquisition	\$30,000.00
RW Cost:	\$49,800.00
 <u>Construction (CON):</u>	
1. Construction Engineering:	
a. Project Bidding	\$5,000.00
b. Plan Sets for Bidding & Construction	\$1,500.00
c. Construction Administration	\$25,000.00
d. Caltrans Coordination for CON	\$5,000.00
e. Construction Staking	\$25,000.00
f. Construction Management (10% of Construction Imps)	\$100,000.00
g. CEQA Compliance to remove trees	\$10,000.00
2. Construction Improvements:	
a. Mobilization (5%)	\$50,000.00
b. Roadway Improvements (includes traffic control)	\$1,000,000.00
c. Compaction Testing	\$20,000.00
d. SCE street lighting (assumes 6 decorative lights)	\$90,000.00
CON Cost:	\$1,331,500.00
Total Project Cost:	\$1,512,000.00

City of Woodlake

AGENDA ITEM V-C

April 23, 2018

Prepared by Ramon Lara, City Staff

SUBJECT:

Action: Adoption of Resolution: Approval of the City of Woodlake's Fiscal Year 2018/2019 Budget

BACKGROUND:

Annually, City staff submits, to the City Council, a draft budget. The draft budget is submitted at scheduled Council meetings, which are open to the public. The purpose of the budgeting process is to propose necessary expenditures and the means of funding them. The current budget will be in place from July 1, 2018 to June 30, 2019. The Draft budget was presented to Council and to the public during a budget session at the April 9, 2018 Council meeting.

DISCUSSION:

The City of Woodlake, like many other governmental agencies, has had to adapt to current economic conditions and revenue streams. The City has taken a conservative approach during its budget process, while keeping in mind the wellbeing of its citizens and its employees.

For Fiscal Year 2018/2019 City staff is presenting a balanced budget that allows for adequate services to be provided for its citizens. Some of the major highlights will be the construction of the Woodlake Community Center and continued improvements to the City's water and sewer systems.

As part of the Fiscal Year 2018/2019 Budget, one new position will be added to the Police department and funded by Measure R the City's local sales tax measure. The City will have thirty-two full time employees and the departments will be staffed as follows:

1. City Administration and Clerical – 7
(City Administrator, City Clerk, Community Services Director, Accountant, Planner 1, Clerk(2)), Extra Help Position(s) for Parks and Recreation
2. Police Department – 14
(Chief, Lieutenant, Sergeant (2), Officers (9), Clerk)
3. Public Works – 11
(Supervisor, Chief Waste Water, Chief Water, Waste Water II, Building Inspector, Mechanic, Maintenance Worker (5), Bus Driver)

RECOMMENDATIONS:

Staff recommends that Council approve the Fiscal Year 2018/2019 Budget along with the Measure R Initial Spending Plan as recommended by the Citizens’ Oversight Committee. Staff has presented a balanced budget that allows for the City to provide adequate services while being responsible with City finances.

FISCAL IMPACT:

The budget as presented for Fiscal Year 2018/2019 is a balanced budget for all City funds.

ATTACHMENTS:

1. Resolution: Approval of the City of Woodlake’s Fiscal Year 2018/2019 Budget
2. City of Woodlake Fiscal Year 2018/2019 Budget (in a separate cover)
3. Attachment No. 1 – Measure R Initial Spending Plan

BEFORE THE CITY COUNCIL
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVAL OF THE CITY OF)
WOODLAKE'S FISCAL YEAR)
2018/2019 BUDGET)

Resolution No.

Councilmember _____, offered the following resolution and moved its adoption. Approval of the City of Woodlake's Fiscal Year 2018/2019 Budget.

WHEREAS, annually, the City staff submits, to the City Council, a draft budget. The draft budget is submitted at scheduled Council meetings, which are open to the public; and

WHEREAS, the purpose of the budgeting process is to propose necessary expenditures and the means of funding them; and

WHEREAS, this budget also incorporates and approves the Measure R Initial Spending Plan; and

WHEREAS, the draft budget was presented to Council and to the public at the April 9, 2018 budget session and Council meeting.

NOW, THEREFORE, THE CITY OF WOODLAKE DOES RESOLVE to approve the attached City of Woodlake's Fiscal Year 2018/2019 Budget.

The foregoing resolution was adopted upon a motion of Councilmember _____ and seconded by Councilmember _____ and carried by the following vote at the City Council meeting held on April 23, 2018.

AYES:
NOES:
ABSTAIN:
ABSENT:

Rudy Mendoza, Mayor

ATTEST:

Irene Zacarias, City Clerk

City of Woodlake Initial Spending Plan

Measure R
4/1/2018

	Projected Revenue	Parks, Recreation and Facilities	Public Safety	Streets and Roads	Lighting, Landscaping and Trails	Total Expenditures	Balance
FY 17/18	\$100,000	Alsumuri Park \$50,000 Valencia Heights Park \$50,000					
Subtotals	\$100,000	\$100,000	\$0	\$0	\$0	\$100,000	\$0
FY 18/19	\$430,000	Parks and Rec Program Staffing \$40,000 Parks and Rec Youth Programs \$40,000 Baseball, Softball,Soccer, Basketball, etc.. \$190,000 Parks and Rec Facility and Equipment Community Center Soccer, Softball/Baseball Fields \$190,000	1 Police Officer and equipment \$80,000 1 Police Vehicle \$70,000 Safety Maintenance Signs, Markers, Hydrants, Cameras \$5,000				
Subtotals	\$430,000	\$270,000	\$155,000	\$0	\$0	\$425,000	\$5,000
FY 19/20	\$438,600	Parks and Rec Program Staffing \$41,000 Parks and Rec Youth Programs \$25,000 Baseball, Softball,Soccer, Basketball, etc.. \$175,000 Parks/Rec/PD Facility \$175,000	1 Police Officer and equipment \$82,500 Safety Maintenance Signs, Markers, Hydrants, Cameras \$5,000	Road Project \$100,000	Garden and Trail Project \$10,000		
Subtotals	\$438,600	\$241,000	\$87,500	\$100,000	\$10,000	\$438,500	\$5,100
FY 20/21	\$447,372	Parks and Rec Program Staffing \$42,230 Parks and Rec Youth Programs \$25,000 Baseball, Softball,Soccer, Basketball, etc.. \$100,000 Parks/Rec/PD Facility \$100,000	1 Police Officer and equipment \$84,975 1 Police Vehicle \$72,000 Safety Maintenance Signs, Markers, Hydrants, Cameras \$5,000	Road Project \$100,000	Garden and Trail Project \$10,000		
Subtotals	\$447,372	\$167,230	\$161,975	\$100,000	\$10,000	\$439,205	\$13,267
FY 21/22	\$460,793	Parks and Rec Program Staffing \$43,497 Parks and Rec Youth Programs \$25,000 Baseball, Softball,Soccer, Basketball, etc.. \$100,000 Parks/Rec/PD Facility \$100,000	1 Police Officer and equipment \$87,524 Safety Maintenance Signs, Markers, Hydrants, Cameras \$10,000	Road Project \$100,000			
Subtotals	\$460,793	\$168,497	\$97,524	\$100,000	\$0	\$366,021	\$108,039
FY 22/23	\$474,617	Parks and Rec Program Staffing \$44,802 Parks and Rec Youth Programs \$25,000 Baseball, Softball,Soccer, Basketball, etc.. \$100,000 Parks/Rec/PD Facility \$100,000	1 Police Officer and equipment \$90,150 1 Police Vehicle \$75,000 Safety Maintenance Signs, Markers, Hydrants, Cameras \$10,000		Garden and Trail Project Repave Botanical Garden Trail \$50,000		
Subtotals	\$474,617	\$169,802	\$175,150	\$0	\$50,000	\$394,952	\$187,704
Totals	\$2,251,382	\$1,016,529	\$677,149	\$300,000	\$70,000	\$2,063,678	

* The COC will meet as needed to review and recommend projects to the City Council.
* The City Council will approve annual expenditures through the budgeting process.