



## AGENDA

### Regular City Council Meeting

and Successor Agency to the  
Former Redevelopment Agency

**Tuesday, February 1, 2022 – 6:00 pm.**

**Via Zoom Webinar**

[www.cityofwasco.org](http://www.cityofwasco.org)

### **IMPORTANT NOTICE REGARDING FEBRUARY 1, 2022 COUNCIL MEETING**

As emergency conditions persist in the City, specifically, a state of emergency remains in effect related to COVID-19, community transmission of COVID-19 in Kern County has rapidly increased from Low to High due to the highly contagious variants of COVID-19, which has emerged, Kern County officials are imposing and recommending measures to promote social distancing, requires masking by all, regardless of vaccination status, in an effort to slow the continuously high trends in and level of transmission of COVID-19 throughout the State and Kern County. The City Council determine that the presence of COVID-19 and the increase of cases due to the COVID variants will continue to cause conditions of peril to the safety of persons within the City that are likely to be beyond the control of services, personnel, equipment, and facilities of the City, and has affirmed a local emergency exists and re-ratified the proclamation of state of emergency by the Governor of the State of California. In compliance with AB 361, Brown Act public meetings will be conducted utilizing Zoom Video Communications. To participate in the meeting from the comfort of your own home or office, download Zoom on any phone or computer device and enter meeting ID# (see below for more information). The teleconferenced meeting allows the City to continue to conduct essential business and comply with CDC recommendations to protect the public and City employees, practice social distancing and limit exposure.

#### **Listen to the meeting live via zoom**

Member of the public may participate in the meeting by joining the Zoom Webinar via PC, Mac, iPad, iPhone, or Android device using the URL:

<https://us02web.zoom.us/j/83138822847>

#### **Listen to the meeting live via telephone**

The public may participate via phone only (without a computer/ smart device) by dialing the below numbers:

**Dial Number:** 1-669-900-9128

**Meeting ID:** **831 3882 2847**

ALL PARTICIPANTS WILL BE MUTED AUTOMATICALLY UPON ENTERING THE MEETING. THE CITY CLERK WILL UNMUTE THOSE WHO WISH TO SPEAK AT APPROPRIATE TIMES. PLEASE KEEP YOURSELF ON MUTE WHEN NOT SPEAKING. SPEAKERS ARE LIMITED TO TWO (2) MINUTES.

### **Verbal Participation using Zoom**

Please use the "Raise Hand" button to request to speak. Raised hands will only be acknowledged during the Public Hearing and Public Comment sections of the agenda and when the Meeting's presiding officer requests public comments.

### **Verbal Participation over the phone**

Please dial \*9 to "raise your hand" to request to speak. Raised hands will only be acknowledged during the Public Hearing and Public Comment sections of the agenda and when the Meeting's presiding officer requests public comments. Please be advised you will be called on by the phone number you are calling from.

### **Submitting written comments:**

You can also submit your comments via email to [cityclerk@cityofwasco.org](mailto:cityclerk@cityofwasco.org) such email comments must be identified by adding the Agenda Item Number in the email's subject line. Every effort will be made to read your comment into the record; however, they are limited to two (2) minutes. If a comment is received after the agenda item is heard but before the meeting is adjourned, the comment will still be included as a part of the record of the meeting but will not be read into the record.

### **American Disability Act Accommodations:**

Meetings are accessible to people with disabilities. Requests in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and its materials. Individuals who need special assistance or a disability-related modification or accommodation to participate in this meeting or who have a disability and wish to request an alternative format for the meeting materials should contact the City Clerk at [cityclerk@cityofwasco.org](mailto:cityclerk@cityofwasco.org) or call 661-758-7203. Every attempt will be made to swiftly address each request. (28 CFR 35.102–35.104 ADA Title II)

You can also submit your comments via email to [cityclerk@cityofwasco.org](mailto:cityclerk@cityofwasco.org) such email comments must be identified by adding the Agenda Item Number in the email's subject line. Every effort will be made to read your comment into the record; however, they are limited to two (2) minutes. If a comment is received after the agenda item is heard but before the meeting is adjourned, the comment will still be included as a part of the record of the meeting but will not be read into the record.

### **REGULAR MEETING – 6:00 pm**

- 1) CALL TO ORDER:** Mayor
- 2) ROLL CALL:** Mayor Reyna, Mayor Pro Tem Pallares, Council Members: Garcia, Martinez
- 3) FLAG SALUTE:** Mayor
- 4) INVOCATION:**

**5) PRESENTATIONS:**

- a. Proclamation for Safely Surrendered Baby Awareness Month
- b. Recognition Dedicated to Fernando Lopez Jr. and Julian Cortez
- c. Recognition Dedicated to Toni DeRosia

**6) PUBLIC COMMENTS: PLEASE REFER TO PAGE ONE (1) FOR INSTRUCTION INFORMATION**

**7) SUCCESSOR AGENCY BUSINESS: None**

**8) WASCO PUBLIC FINANCE AUTHORITY BUSINESS:**

**CITY COUNCIL BUSINESS:**

**9) CONSENT CALENDAR:**

The Consent Calendar consists of items that, in staff's opinion, are routine and non-controversial. These items are approved in one motion unless a Council Member or member of the public requests' the removal of a particular item.

- a. Approval of City Council Meeting minutes for:
  - 1. November 16, 2021, Regular Meeting
  - 2. December 7, 2021, Regular Meeting
- b. Receive and file departments bill pay totaling \$501,049.48.
- c. Receive and File the Second Quarter Financial Report ended December 31, 2021.
- d. Approval of Travel Expenses Exceeding \$500.00 per trip for the Accounting Manager Diego Viramontes and Luis Campos Staff Accountant to the California Society of Municipal Finance Officers (CSMFO) Conference on February 16 - 18, 2022 in San Diego, California.
- e. Approval of Travel Expenses Exceeding \$500.00 per trip for the City Clerk and Deputy City Clerk to attend the City Clerks of California Annual Conference on April 5 – 8, 2022, in Burlingame, CA.

**10) PUBLIC HEARINGS: NONE**

**11) DEFERRED BUSINESS: NONE**

**12) NEW BUSINESS:**

- a. Nomination and Adoption of a Resolution appointing a person to fill the District 4 unexpired term vacancy with the term expiring on November 8, 2022, General Municipal Elections Results are Certified and the City Clerk will administer the Oath of Office to the Newly Appointed Councilmember. (Hurlbert)

**13) REPORTS FROM COMMISSION AND COMMITTEES:**

- a. Kern Economic Development Corporation (Garcia)
- b. Kern Council of Government (Reyna)
- c. Wasco Task Force (Martinez & Reyna)

**14) REPORTS FROM THE PUBLIC SAFETY DEPARTMENTS:**

- a. Kern County Fire Department (Appleton)
- b. Kern County Sheriff Department (Shinn)

**15) REPORTS FROM CITY MANAGER:**

**16) REPORTS FROM CITY COUNCIL:**

**17) CLOSED SESSION: None**

**18) CLOSED SESSION ACTION: None**

**19) ADJOURNMENT:**

This is to certify that this agenda was posted at Wasco City Hall on January 28, 2022. The agenda is also available on the City website at [www.cityofwasco.org](http://www.cityofwasco.org)



Maria O. Martinez, City Clerk

All agenda item supporting documentation is available for public review in the city website [www.cityofwasco.org](http://www.cityofwasco.org) and the office of the City Clerk of the City of Wasco, 746 8<sup>th</sup> Street, Wasco, CA 93280 during regular business hours, 7:30 am – 5:00 pm Monday through Thursday and 8–5 pm Friday (closed alternate Friday's), following the posting of the agenda. Any supporting documentation related to an agenda item for an open session of any regular meeting that is distributed after the agenda is posted and prior to the meeting will also be available for review at the same location and available at the meeting. **Please remember to turn off all cell phones, pagers, or electronic devices during Council meetings.**

The City of Wasco does not discriminate on the basis of disability in the access to, provision of, or employment in its programs and activities pursuant to 29 United States Code Section 12132 and California Civil Code Section 54. Information regarding the rights provided under the Americans with Disabilities Act (ADA) may be obtained from the City Clerk's Office.

If you need special assistance to participate in this meeting, please contact the City Clerk's Office at (661) 758-7215 to make reasonable arrangements to ensure accessibility to this meeting. Telephone (661) 758-7215 Requests for assistance should be made at least two (2) days in advance whenever possible.

**MINUTES**  
**WASCO CITY COUNCIL**  
and Successor Agency to the  
Former Redevelopment Agency  
and the Wasco Public Finance Authority  
**Tuesday, November 16, 2021**  
Regular Meeting – 6:00 p.m.  
**City Council Chambers**  
**746 8<sup>th</sup> Street, Wasco, CA 93280**  
**and Via Zoom webinar**

Pursuant to AB 361, the City Council meetings are presented in a hybrid format and in-person and virtually via Zoom webinar

**REGULAR MEETING – 6:00 pm**

**1) CALL TO ORDER:**

Mayor Reyna called the meeting to order at 6:01 PM.

**2) ROLL CALL:**

Present: Mayor Pro Tem Pallares, Council Members: Cortez, Martinez

Joined Remotely: Mayor Reyna, Council Member Garcia

**3) FLAG SALUTE:** led by Alessandro Martinez, son of Miguel and Maria Martinez

**4) INVOCATION:** Observed a moment of silence.

**5) PRESENTATIONS: None**

**6) PUBLIC COMMENTS: None**

**14) REPORTS FROM KC FIRE:**

City Manager Hurlbert mentioned to the council Kern Fire Chief Appleton requested to report out after the public comments and reported on the following;

- Kern County Fire Department is recruiting for all various cities in Kern County for the position of a firefighter after the Thanksgiving holiday in the City of Wasco.

**7) SUCCESSOR AGENCY BUSINESS: None**

**8) WASCO PUBLIC FINANCE AUTHORITY BUSINESS: None**

**CITY COUNCIL BUSINESS:**

**9) CONSENT CALENDAR:**

The Consent Calendar consists of items that, in staff's opinion, are routine and non-controversial. These items are approved in one motion unless a Council Member or member of the public requests' removal of a particular item.

- a. Receive and file departments payments totaling \$ 355,534.33

- b. Approval of City Council Meeting Minutes for:
  - 1. February 27, 2021, Special Meeting
  - 2. July 20, 202, Special Meeting
  - 3. July 20, 2021, Regular Meeting
  - 4. August 3, 2021, Regular Meeting
- c. Adopt a Resolution Authorizing the City Manager to negotiate and enter into an Agreement with QUAD KNOFF, INC. (OK), for on-call consulting services.  
**Reso#2021-3683**  
**Agmt#2021-054**
- d. Adopt a Resolution Approving an Application for Funding and Authorize the City Manager to Execute the Grant Agreement and any Amendments Thereto for the Charge UP! Electric Vehicle Charger Incentive Program of the San Joaquin Valley Air Pollution Control.  
**Reso#2021-3684**  
**Agmt#2021-055**
- e. Adopt a Resolution Authorizing the City Manager to enter and execute a Memorandum of Understanding (MOU) between Kern COG and the City of Wasco for the implementation of the California Energy Commission (CEC) Electric Vehicle (EV) Ready Communities Phase II – Blueprint Implementation (GFO-19-603) Agreement for Level 3 DC Fast Charging Stations.  
**Reso#2021-3685**
- f. Approval of the Notice of Acceptance and Authorize the City Clerk to file the Notice of Completion of the Ag Well Drilling Project.  
**Rec#21-017**
- g. Approval of the Notice of Acceptance and Authorize the City Clerk to file the Notice of Completion for the Well# 14 Site Development project.  
**Rec#21-018**
- h. Receive and File the Investment Report for the month ended October 31, 2021.
- i. Approval of an Introduction and Waive the First Reading by title only of an Ordinance of the City of Wasco Amending Title 13 of the Wasco Municipal Code, Amending Chapter 13.14.01.0, Sewer Service Charges.
- j. Adopt a Resolution approving the amendments to the City of Wasco Orientation Manual for Elected and Appointed Officials Commonly Referenced as the City Council Handbook.  
**Reso#2021-3686**

No public comments.

**Motion** by Council Member Martinez, **Seconded** by Council Member Cortez to approve the Consent Calendar by the following roll call vote;

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

#### 10) PUBLIC HEARINGS:

- a. Approval of an Introduction and Waive the First Full Reading by title only of An Ordinance of The City of Wasco Adding Article Xv (Mandatory Organic Waste Disposal Reduction) To Chapter 8.12 (Solid Waste) of Title 8 (Health and Safety) of The Wasco Municipal Code and making a determination of Exemption Under CEQA.

Presentation by Public Works Director Villa.

Mayor Reyna opened the public hearing at 6:15 PM.

No public comments.

Mayor Reyna closed the public hearing at 6:16 PM.

City attorney Schroeter read the title of the Ordinance.

**Motion** was made by Council Member Martinez, **seconded** by Mayor Cortez to introduce and waive the first full reading of an Ordinance by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

#### 11) DEFERRED BUSINESS: None

#### 12) NEW BUSINESS:

- a. Reappointment of Sharon Sharp to serve on the Wasco Recreation and Parks District Board for a four (4) years term expiring November 30, 2025, and the Appointment of Oscar Luna to serve on the Wasco Recreation and Parks District Board for a four (4) years term expiring November 30, 2025.

No public comments.

**Motion** by Mayor Reyna, **Seconded** by Mayor Pro Tem Pallares to reappoint Sharon Sharp and appoint Oscar Luna to serve on the Wasco Recreation and Parks District Board for a four (4) years term expiring November 30, 2025, by the following roll call vote;

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**13) REPORTS FROM COMMISSIONS AND COMMITTEES:**

**a. Kern Economic Development Corporation (Cortez)**

**No reports**

**b. Kern Council of Government (Garcia)**

**No reports**

**c. Wasco Task Force (Martinez & Reyna)**

**Council Member Martinez:**

- Discussed downtown streetscape design.
- Community Development Director Cobb gave a great presentation.

**14) REPORTS FROM KC FIRE AND SHERIFF:**

Kern County Fire Chief Appleton reported out after the public comment portion.

Sergeant Shinn gave recent crime reports.

**15) REPORTS FROM CITY MANAGER:**

**City Manager Hurlbert updated the Council on the following:**

- Munis's finance department accounting system will be undertaking a significant upgrade on Thursday and Friday to give additional features. The IT consultants will be on call for any other changes.
- Finance Director Perez-Hernandez has been selected for the CSMFO committee and take an active role on the seven-member budget committee and congratulated him on the appointment to serve as an advisory board.
- A third round of recruitment and advertisement for the upcoming expired seats of the Sales Tax Committee.

**16) REPORTS FROM CITY COUNCIL:**

**Council Member Cortez:**

- Thanked the Kern County Sheriff Department for their hard work.
- Congratulated Finance Director Perez-Hernandez on his new appointment.

**Council Member Martinez:**

- Congratulated Finance Director Perez for his new appointment and his dedication.

**Mayor Reyna:**

- Congratulated Finance Director Perez-Hernandez on the new appointment.
- Thanked staff and City Council for accommodating him to serve the city by working remotely.



Mayor Reyna adjourned into closed session at 6:39 pm and mentioned he would not be joining the closed session meeting.

Mayor Reyna logged out of the meeting at 6:39 pm.

Mayor Pro Tem Pallares adjourned out of closed session at 6:56 pm

**17) CLOSED SESSION:**

**a. Approve Closed Session Minutes for:**

- 1. November 2, 2021**
- 2. November 3, 2021**

**b. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS 54956.8**

**Property:** APN 490-020-04 and 487-010-11

**Agency Negotiator:** City Manager, City Attorney

**Under Negotiation:** Letter of Interest, PSA

**Negotiating Parties:** Broker: Henry Mendez

**c. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS 54956.8**

**Property:** APN: 030-120-07 and 030-120-08

**Agency Negotiation:** City Manager, Community Development Director

**Under Negotiation:** Price and terms of payment

**Negotiating Parties:** Mikeal J & Taleda L Nixon

**18) CLOSED SESSION ACTION:**

**City Attorney Schroeter reported out.**

**a. Approve Closed Session Minutes for:**

- 1. November 2, 2021**
- 2. November 3, 2021**

**Motion** was made by Council Member Cortez, **seconded** by Council Member Garcia to approve items 18a.1. and 18a.2. by the following roll call vote:

AYES:	PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	REYNA

**b. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS 54956.8**

**Property:** APN 490-020-04 and 487-010-11

**Agency Negotiator:** City Manager, City Attorney

**Under Negotiation:** Letter of Interest, PSA

**Negotiating Parties:** Broker: Henry Mendez

**No reportable action.**

**c. CONFERENCE WITH REAL PROPERTY NEGOTIATIONS 54956.8**

**Property:** APN: 030-120-07 and 030-120-08

**Agency Negotiation:** City Manager, Community Development Director

**Under Negotiation:** Price and terms of payment

**Negotiating Parties:** Mikeal J & Taleda L Nixon

**No reportable action.**

**19) ADJOURNMENT:**

Mayor Pro Tem Pallares adjourned the meeting at 6:57 pm.

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Monica Flores, Deputy City Clerk

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Gilberto Reyna, Mayor

**MINUTES**  
**WASCO CITY COUNCIL**

and Successor Agency to the  
Former Redevelopment Agency and the  
Wasco Public Finance Authority

**Tuesday, December 7, 2021**

Regular Meeting – 6:00 p.m.

**City Council Chambers**  
**746 8<sup>th</sup> Street, Wasco, CA 93280**

Pursuant to AB 361, the City Council meetings are presented in a hybrid format and in-person and virtually via Zoom webinar

**REGULAR MEETING – 6:00 pm**

**1) CALL TO ORDER:**

Mayor Reyna called the meeting to order at 6:02 pm.

**2) ROLL CALL:**

Present: Mayor Reyna, Mayor Pro Tem Pallares, Council Members: Cortez, Garcia, Martinez

**3) FLAG SALUTE:** Led by McKenna Castillo, daughter of Joaquin and Kayla Castillo

**4) INVOCATION:** Moment of silence

**5) PRESENTATIONS:** None

**6) PUBLIC COMMENTS:**

Deputy Clerk Tinajero read an email comment from Sharon Nicol.

**7) NOMINATIONS AND APPOINTMENT OF OFFICERS:**

**a. Nomination and Appointment of Mayor**

Council Member Cortez nominated Mayor Reyna as Mayor of the City Council.

**Motion** was made by Council Member Cortez, **seconded** by Council Member Martinez to appoint Mayor Reyna as Mayor of the City Council by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**b. Nomination and Appointment for Mayor Pro Tem**

Council Member Cortez nominated Mayor Pro Tem Pallares as Mayor Pro Tem of the City Council.

**Motion** was made by Council Member Cortez, **seconded** by Mayor Reyna to appoint Mayor Pro Tem Pallares as Mayor Pro Tem of the City Council by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**8) SUCCESSOR AGENCY:**

**a. Nomination and Appointment of a Chairman**

**Motion** was made by Director Cortez, **seconded** by Chairman Garcia to appoint Vice-Chairman Reyna as Chairman of the SUCCESSOR AGENCY by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**b. Nomination and Appointment of a Vice-Chairman**

**Motion** was made by Director Cortez, **seconded** by Chairman Reyna to appoint Director Pallares as Vice-Chairman of the Successor Agency by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**9) WASCO PUBLIC FINANCE AUTHORITY:**

**a. Nomination and Appointment of a Chairman**

**Motion** was made by Director Cortez, **seconded** by Director Martinez to appoint Vice-Chairman Reyna as Chairman of the Wasco Public Finance Authority by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**b. Nomination and Appointment of a Vice-Chairman**

**Motion** was made by Director Cortez, **seconded** by Director Martinez to appoint Director Pallares as Vice-Chairman of the Wasco Public Finance Authority by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

**CITY COUNCIL BUSINESS:**

**10) CONSENT CALENDAR:**

The Consent Calendar consists of items that, in staff's opinion, are routine and non-controversial. These items are approved in one motion unless a Council Member or member of the public request's removal of a particular item.

- a.** Receive and file departments payments totaling \$ 242, 983.62
- b.** Approval of City Council Meeting Minutes for:
  - 1. August 17, 2021, Regular Meeting
  - 2. September 7, 2021, Regular Meeting
- c.** Approval of Travel and Training Expenses Exceeding \$500.00 for the Deputy City Clerk Flores to attend the Technical Training for Clerks (TTC) Series 200 on March 15 – 18, 2021, at the University of California Riverside Extension Center in Riverside, California.
- d.** Adopt a Resolution Approving the City Annual Calendar dates for Regular Meetings of the City Council and Identify Observed Holidays, and the Fridays City Offices will be Closed and Regular Meetings of the Planning Commission for January through December 2022 for the 2022 Calendar Year.
- e.** Adopt and Waive the Second Full Reading by title only of An Ordinance of The City of Wasco Adding Article XV (Mandatory Organic Waste Disposal Reduction) To Chapter 8.12 (Solid Waste) of Title 8 (Health and Safety) of The Wasco Municipal Code and making a determination of Exemption Under CEQA.  
**Ord#2021-716**
- f.** Accept all bids and Adopt a Resolution Authorizing the City Manager to Endorse and Enter into an Agreement with Cen-Cal Construction for the HSIP Cycle 9 Safety Improvements in the amount of \$49,200.00 and allowing the City Manager to execute Contract Change Orders in an amount not to exceed an aggregate of \$10,000.  
**Reso#2021-3689**  
**Agmt#2021-058**

City Manager Hurlbert pulled item 10d for correction and further discussion.

No public comments.

**Motion** was made by Council Member Martinez, **seconded** by Council Member Cortez to approve the Consent Calendar with a separate consideration on item 10d by the following roll call vote:

AYES: REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

- d. Adopt a Resolution Approving the City Annual Calendar dates for Regular Meetings of the City Council and Identify Observed Holidays, and the Fridays City Offices will be Closed and Regular Meetings of the Planning Commission for January through December 2022 for the 2022 Calendar Year.

**Reso#2021-3688**

Human Resource Manager, Vera, stated that the annual calendar currently identifies May 31<sup>st</sup> and June 14<sup>th</sup> as Regular Council Meetings; however, it should accurately reflect June 7<sup>th</sup> and June 21<sup>st</sup> as Regular Council Meetings for the year 2022.

**Motion** was made by Council Member Garcia, **seconded** by Council Member Cortez to approve item 10d with the corrections mentioned by the following roll call vote:

AYES: REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

**11. PUBLIC HEARINGS:**

- a. Adopt and Waive the Second Reading by title only of an Ordinance of the City of Wasco Amending Title 13 of the Wasco Municipal Code, Amending Chapter 13.14.01.0, Sewer Service Charges.

**Ord#2021-717**

Staff comments made by Public Works Director Villa.

Mayor Reyna opened the public hearing at 6:28 pm.

No public comments.

Mayor Reyna closed the public hearing at 6:30 pm.

**Motion** was made by Council Member Cortez, **seconded** by Council Member Martinez to adopt and waive the second reading by title only of an ordinance by the following roll call vote:

AYES: REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: NONE

## 12. DEFERRED BUSINESS: NONE

## 13. NEW BUSINESS:

- a. Adopt a Resolution Authorizing the City Manager the Use of Coronavirus State and Local Fiscal Recovery Funds Under The American Rescue Plan Act of 2021 (ARPA) for Water and Sewer Infrastructure, and One-Time Essential premium Pay.

**Reso#2021-3690**

Presentation by City Manager Hurlbert.

No public comments.

**Motion** was made by Mayor Reyna, **seconded** by Council Member Garcia to approve item 13a by the following roll call vote:

AYES:	REYNA, PALLARES, CORTEZ, GARCIA, MARTINEZ
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

## 14. REPORTS FROM COMMISSIONS AND COMMITTEES:

- a. Kern Economic Development Corporation (Cortez)

**No Reports**

- b. Kern Council of Government (Garcia)

- Caltrans continues to work with agencies to apply for Clean California Funding, \$3,000,000.00. The deadline is February 1<sup>st</sup>, 2022.
- Kern Regional awards on March 3<sup>rd</sup>, 2022, and nominations for projects are being accepted at this time.

- c. Wasco Task Force (Martinez & Reyna)

**No Reports**

## 15. REPORTS FROM KC FIRE AND SHERIFF:

**Kern Fire Battalion Chief Kirksey reported on the following:**

- Recruitment meeting on December 8, 2021, for the Fire Fighter position. Tests and applications are open currently and will close on December 9, 2021.
- EMS services are dropping.

Sergeant Schinn gave recent crime reports.

## 16. REPORTS FROM CITY MANAGER:

**City Manager Hurlbert updated the council on the following:**

- Wasco City Parade on 12/11/2021
- Special Council Meeting on 12/14/2021

## **17. REPORTS FROM CITY COUNCIL:**

### **Council Member Cortez:**

- Encouraged the community to register their security cameras with the Kern County Sheriff's Department.
- Announced his resignation as a council member.

### **Council Member Garcia:**

- Discussed the MOU, thanked the staff for their great work, and thanked Council Member Cortez for his services.

### **Council Member Martinez:**

- Thanked Council Member Cortez for his services.

## **18. CLOSED SESSION: NONE**

## **19. CLOSED SESSION ACTION:**

## **20. ADJOURNMENT:**

Mayor Reyna adjourned the meeting at 7:11 pm.

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Yolanda Tinajero, Deputy City Clerk

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Gilberto Reyna, Mayor



# Bill Pay

Council Meeting : February 01, 2022

WARRANTS	AMOUNTS
G011022	25,755.22
A011222	6,349.73
G011222	20,734.68
G011922	54,474.47
A011922	2,172.34
G011722	223,664.11
A011722	156,293.00
WF123121	11,605.93
<b>Grand Total</b>	<b>501,049.48</b>

Verified By:  
Finance Director

Isarel  
Perez-  
Hernandez

Digitally signed by: Isarel  
Perez-Hernandez  
DN: CN = Isarel Perez-  
Hernandez email =  
isperez@cityofwasco.org C  
= US O = City of Wasco  
Date: 2022.01.25 16:55:16  
+08'00'

A	B	C	D	E	F	G
WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
1 G011022	A & P DIESEL ELECTRIC INC	432	6663	22764	DISPOSAL #13: STARTER SOLENOIDS	135.31
2 G011022	AMAZON CAPITAL SERVICES, INC	4968	17X6-RYR1-6FRP	22765	2 QT - 20 PCS UNIVERSAL EMERGENCY STROBE LIGHTS	916.26
3 G011022	CALIFORNIA DEPARTMENT OF TRANSPORTATION	2330	SL220452-1	22766	QUARTERLY JULY TO SEPTEMBER 2021 SIGNAL & LIGHTING	18.98
4 G011022	CARTER PUMP & MACHINE, INC.	413	2112011	22767	WELL #11: OAK & 11TH SERVICE ALL TO CHECK WELL	165.00
5 G011022	COUNTRY TIRE & WHEEL	4953	2212530	22768	DISPOSAL #17: 2 NEW TIRES	870.90
6 G011022	COUNTRY TIRE & WHEEL	4953	2216445	22768	WATER #54: 2 NEW TIRES	270.12
7 G011022	COUNTRY TIRE & WHEEL	4953	2216504	22768	DISPOSAL #GENERAL: USE TIRE RECYCLE	16.00
8 G011022	CUMMINS INC	376	Y8-14225	22769	WELL #14: LEAK AND ENGINE REPAIRS	1,313.79
9 G011022	CUMMINS INC	376	Y8-15731	22769	CITY YARD: ANNUAL GENERATOR INSPECTION	354.88
10 G011022	CUMMINS INC	376	Y8-15729	22769	CITY ANNEX: ANNUAL GENERATOR INSPECTION	354.88
11 G011022	HAAKER EQUIPMENT COMPANY	4114	C76672	22770	DISPOSAL #17: PONY ENGINE WIRE HARNESS	638.65
12 G011022	INNOVATIVE ENGINEERING SYSTEMS, INC	4907	39547	22771	COW FRESH WATER: MANUFACTURING REPAIR	1,522.34
13 G011022	INNOVATIVE ENGINEERING SYSTEMS, INC	4907	39933	22771	COW FRESH WATER INSTALL MYSQL ONTO SCADA	613.00
14 G011022	JEFFRIES BROS., INC	140	100318CT	22772	JAN 2022:FUEL SERVICES	10,734.55
15 G011022	OFFICE DEPOT, INC	33	217960864001	22773	1099 & W-2 FORMS & ENVELOPES-FINANCE	281.66
16 G011022	OFFICE DEPOT, INC	33	217963990001	22773	1099 NEC FORMS -FINANCE	34.63
17 G011022	PACE ANALYTICAL SERVICES, INC	5694	B437242	22774	WTR SAMPLE TEST:12/7/21 BACTERIOLOGICAL	98.00
18 G011022	SOLENIS LLC	4012	131882816	22775	PPLYMER USED DAILY IN CENTRIFUGE TO DEWATER SLUDGE	5,418.18
19 G011022	UNIVAR USA INC	111	49689646	22776	WELL #10: IRIS & GRIFFITH LIQUID CHLORINE	794.23
20 G011022	UNIVAR USA INC	111	49689647	22776	WELL #7: 4TH & POPLAR LIQUID CHLORINE	397.12
21 G011022	UNIVAR USA INC	111	49689648	22776	WELL #8 POSO DRIVE: LIQUID CHLORINE	479.28
22 G011022	WITCHER ELECTRIC, INC.	3856	37831AA	22777	WELL #18: TROUBLESHOOT PRESSURE VESSEL AIR COMPRESSOR	327.46
23 G011022 Total						25,755.22
24 A011222	ADMINISTRATIVE SOLUTIONS-FRESNO	2208	01/03/22	5134	MEDICAL CHECK RUN 01/03/22	6,349.73
25 A011222 Total						6,349.73
26 G011222	PG & E COMPANY	85	44600014086 01/06/22	22787	UB CENTRAL AVE & HWY 46 NW 01/06/22	92.21
27 G011222	PG & E COMPANY	85	35931967851 01/05/22	22787	UB NW NE SE 09 27 24 GEN-ANNEX BUILDING 01/05/22	610.74
28 G011222	PG & E COMPANY	85	54155040196 01/05/22	22787	UB CENTRAL AVE & HWY 46 NW FLASHING BEACON 1/5/22	12.04
29 G011222	AMAZON CAPITAL SERVICES, INC	4968	1XQ9-GWPD-HNF1	22778	1 QT RYOB1 18 VOLT CHARGER & 4 QT BATTERIES	378.86
30 G011222	AMERICAN REFUSE INC	183	225078	22779	RECYCLE CART JAN-MARCH 2022 @ 801 8TH ST	21.51
31 G011222	AMERICAN REFUSE INC	183	225801	22779	3 YARD BIN: JAN 2022 RECYCLING @ 801 8TH ST	81.81
32 G011222	AMERICAN REFUSE INC	183	225079	22779	RECYCLE CART JAN - MARCH 2022 @ 746 8TH ST	21.51
33 G011222	AMERICAN REFUSE INC	183	225802	22779	JAN 2022:RECYCLE 3Y @764 E ST	81.81
34 G011222	CITY OF WASCO-UB PAYMENTS	1875	641556	22781	UB 810 8TH ST 11/15/21-12/15/21	56.44
35 G011222	CITY OF WASCO-UB PAYMENTS	1875	537747	22781	UB 810 8TH ST (LF) 01/01/22-01/31/22	15.80
36 G011222	CITY OF WASCO-UB PAYMENTS	1875	641593	22781	UB 1445 12TH STREET (SAL) 11/15/21-12/15/21	46.32
37 G011222	CITY OF WASCO-UB PAYMENTS	1875	641893	22780	UB 800 BLK CENTRAL 11/15/21-12/15/21	91.52

	A	B	C	D	E	F	G
	WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
38	G011222	CITY OF WASCO-UB PAYMENTS	1875	641896	22780	UB 1100 CENTRAL AVE LLMD 11/15/21-12/15/21	91.52
39	G011222	CITY OF WASCO-UB PAYMENTS	1875	641898	22780	UB 1500 BLK OF CENTRAL 11/15/21-12/15/21	91.52
40	G011222	CITY OF WASCO-UB PAYMENTS	1875	642025	22780	UB 764 E STREET (ANNEX) 11/15/21-12/15/21	121.56
41	G011222	CITY OF WASCO-UB PAYMENTS	1875	637786	22780	UB 764 E STREET (ANNEX) (LF) 01/01/22-01/31/22	182.21
42	G011222	CITY OF WASCO-UB PAYMENTS	1875	642087	22780	UB 847 F STREET (PW SHOP) 11/15/21-12/15/21	121.56
43	G011222	CITY OF WASCO-UB PAYMENTS	1875	642124	22780	UB 1300 BLK FILBURN 11/15/21-12/15/21	91.52
44	G011222	CITY OF WASCO-UB PAYMENTS	1875	642503	22780	UB NW MAPLE/MARGALO LLMD 2006-1 11/15/21-12/15/21	91.52
45	G011222	CITY OF WASCO-UB PAYMENTS	1875	642504	22780	UB MAPLE/GROMER LLMD 2006-1 11/15/21-12/15/21	91.52
46	G011222	CITY OF WASCO-UB PAYMENTS	1875	642547	22780	UB 2700 BLK MONDAVI CT 11/15/21-12/15/21	91.52
47	G011222	CITY OF WASCO-UB PAYMENTS	1875	642608	22780	UB 1500 BLOCK OF PALM 11/15/21-12/15/21	91.52
48	G011222	CITY OF WASCO-UB PAYMENTS	1875	642615	22780	UB 2100 BLK PALM 11/15/21-12/15/21	91.52
49	G011222	CITY OF WASCO-UB PAYMENTS	1875	642617	22780	UB 400 N BLOCK OF PALM LLMD 2006-1 11/15/21-12/15/21	91.52
50	G011222	CITY OF WASCO-UB PAYMENTS	1875	642619	22780	UB 1700 BLK OF PALM #A 11/15/21-12/15/21	91.52
51	G011222	CITY OF WASCO-UB PAYMENTS	1875	642642	22780	UB 1200 BLK PECAN ST 11/15/21-12/15/21	91.52
52	G011222	CITY OF WASCO-UB PAYMENTS	1875	642645	22780	UB PENELOPE LLMD 2006-1 11/15/21-12/15/21	91.52
53	G011222	CITY OF WASCO-UB PAYMENTS	1875	642712	22780	UB 1700 BLK POPLAR 11/15/21-12/15/21	91.52
54	G011222	CITY OF WASCO-UB PAYMENTS	1875	642713	22780	UB 1700 BLK POPLAR #A 11/15/21-12/15/21	91.52
55	G011222	CITY OF WASCO-UB PAYMENTS	1875	642767	22780	UB 2500 BLK OF POSO DR. LLMD6-01 11/15/21-12/15/21	91.52
56	G011222	CITY OF WASCO-UB PAYMENTS	1875	642771	22780	UB 2700 BLK OF POSO AVE LLMD06-01 11/15/21-12/15/21	91.52
57	G011222	CITY OF WASCO-UB PAYMENTS	1875	642802	22781	UB PALM N. PROSPERITY 2006-1 11/15/21-12/15/21	91.52
58	G011222	CITY OF WASCO-UB PAYMENTS	1875	642927	22781	UB 1700 BLK OF MARGALO 11/15/21-12/15/21	91.52
59	G011222	CITY OF WASCO-UB PAYMENTS	1875	643126	22781	UB 1300 BLK OF WILLOW 11/15/21-12/15/21	91.52
60	G011222	TRADICIONES MARKETS, INC	5259	479 DEC 2021	22782	DEC 2021: 479 UB PAYMENTS TRANSACTIONS	86.22
61	G011222	GIBBS INTERNATIONAL	126	3411848	22783	STREET #72: TURBO HOSE	279.18
62	G011222	JEFFRIES BROS., INC	140	100597	22784	55 GAL DRUM WHITE OIL 90	731.11
63	G011222	KERN COUNTY WASTE MANAGEMENT DEPT.	19	LANDFILL JAN 2022	22785	JAN 2022: LANDFILL FEES	13,781.82
64	G011222	PACE ANALYTICAL SERVICES, INC	5694	8438730	22786	WW SAMPLE TEST: 12/27/21 INFLUENT MONITORING	70.00
65	G011222	PACE ANALYTICAL SERVICES, INC	5694	8438874	22786	WW SAMPLE TEST: 12/20/21 INFLUENT MONITORING	153.00
66	G011222	REVOLUTION CNG, INC	5013	2063	22788	CNG STATION: DISPENSER REPAIR ON NOZZLES	1,958.57
67	G011222 Total						20,734.68
68	G011922	CINTAS CORPORATION NO. 3	4480	4107051908	22819	UNIFORM SERVICES 01/07/22	255.09
69	G011922	GENERAL OFFICE MACHINE COMPANY	1195	18041	22823	COPIER METER READING 12/10/21-01/03/22	537.11
70	G011922	PG & E COMPANY	85	87027247011 01/12/22	22831	UB AGRICULTURE 01/12/22	316.49
71	G011922	PG & E COMPANY	85	58161952393 01/10/22	22831	UB MCCOMBS & GRIFFITH SE COR WATER WELL#12 1/10/22	3,353.53
72	G011922	PG & E COMPANY	85	34334121893 01/12/22	22831	UB 25' N/O FILBURN ON BECKES 01/12/22	9.52
73	G011922	PG & E COMPANY	85	29915249253 01/12/22	22831	UB 810 98TH ST COURTHOUSE 01/12/22	36.20
74	G011922	PG & E COMPANY	85	27677027560 01/14/22	22831	UB 603 PALM AVE 01/14/22	18.03
75	G011922	PG & E COMPANY	85	21147131763 01/13/22	22831	UB STREET LIGHT TRACT 7311-4 ON BILLBURN 01/13/22	18.92
76	G011922	PG & E COMPANY	85	02579048568 01/10/22	22831	UB 2692 GRAPEVINE LN 01/10/22	12.77
77	G011922	PG & E COMPANY	85	83658717562 01/13/22	22831	UB ANNEX PARKING LIGHT 01/13/22	11.04
78	G011922	PG & E COMPANY	85	20533184923 01/11/22	22831	UB SW SE SE 11 27 24 N/S POSO.25M W/O PALM 1/11/22	9,280.42
79	G011922	ADMINISTRATIVE SOLUTIONS-FRESNO	2208	A1020593	22812	JAN 2022: MONTHLY MEDICAL ADMINISTRATION FEES	1,416.00
80	G011922	AMAZON CAPITAL SERVICES, INC	4968	1K67-YQGP-N73J	22815	2022 AT-A-GLANCE CALENDAR ERASABLE	28.43
81	G011922	AMAZON CAPITAL SERVICES, INC	4968	1NXW-FVJ3-M9V3	22815	2X QT: 2022 AT-A-GLANCE CALENDAR ERASABLE	56.86
82	G011922	AMAZON CAPITAL SERVICES, INC	4968	1VVK-RPKL-R4VV	22815	CREDIT RETURN FROM INV:1KTT-VJH9-QQQC	(38.96)
83	G011922	PACE ANALYTICAL SERVICES, INC	5694	8438895	22830	WW SAMPLE TEST: 12/29/21 INFLUENT MONITORING	70.00
84	G011922	PACE ANALYTICAL SERVICES, INC	5694	8439062	22830	WW SAMPLE TEST: 12/16/21 PFAS	300.00
85	G011922	PACE ANALYTICAL SERVICES, INC	5694	8439111	22830	WTR SAMPLE TEST:1/6/21 BACTERIOLOGICAL	180.00
86	G011922	PACE ANALYTICAL SERVICES, INC	5694	8439290	22830	WW SAMPLE TEST:12/22/21 INFLUENT MONITORING	70.00
87	G011922	PACE ANALYTICAL SERVICES, INC	5694	8439345	22830	WW SAMPLE TEST: 1/6/22 INFLUENT MONITORING	70.00
88	G011922	PACE ANALYTICAL SERVICES, INC	5694	8439402	22830	WTR SAMPLE TEST:12/15/21 WELL #14 EDT DRINKING WTR	270.00
89	G011922	AFFINITY TRUCK CENTER	405	F013235335:01	22813	DISPOSAL #18: MUFFLER PIPE	624.80
90	G011922	ALEXANDER'S CONTRACT SERVICES, INC.	3828	202201180590	22814	1/13/22 TO 1/18/22 READING METERS SERVICE	5,422.00
91	G011922	ANG REGION 1, LLC	5116	5928	22816	CNG SERVICE DEC 2021	1,873.60
92	G011922	AUTOZONE,INC	851	5346171644	22817	WASTE MANAGEMENT: CANSOR	52.19

	A	B	C	D	E	F	G
	WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
93	G011922	BRIGHT HOUSE NETWORK, LLC	68	077261401011022	22818	INTERNET SRVCS 01/09/22-02/08/22 FOR SHERIFF SUB	149.43
94	G011922	CLARK PEST CONTROL	117	29867200	22820	JAN 2022: 5410 7TH ST PEST CONTROL SERVICE	51.00
95	G011922	DEPARTMENT OF CONSERVATION	273	SMI FEES OCT-DEC 21	22821	OCT-DEC 2021: SMI FEES	35.20
96	G011922	EDGAR & LINDA ARCEO	5708	LOAN#2004	22822	REIMB OVERPAYMENT 2004 LOAN#2004-HOME	39.96
97	G011922	JB ELECTRIC SERVICES INC	5352	2118	22824	ELECTRICAL FOR C-TRAIN OFFICE @ GREEN WASTE	710.00
98	G011922	JOHN KULAR CONSULTING	3734	1153	22825	WASCO CERTIS APPLICATION 2021: PERMIT	47.50
99	G011922	JOHN KULAR CONSULTING	3734	1154	22825	WASCO SEWER MODEL TASK 2: CALIBRATE MODEL	2,228.75
100	G011922	KERN COUNTY RECORDER	262	EDGAR & LINDA ARCEO	22826	EDGAR& INDA ARCEO 325 SMOKE STREET CT RECORDING FEE	20.00
101	G011922	KERN COUNTY SUP. OF SCHOOLS	25	DEC 2021	22827	DEC 2021: SCHOOL FEES	11,002.27
102	G011922	KNIGHT'S PUMPING & PORTABLE SERVICE, INC	1075	0000119142	22828	1/11/22-2/7/22 PORTABLE TOILET SERVICE @ GW SITE	60.68
103	G011922	M & S SECURITY SERVICES	4445	75354	22829	JAN 2022: ALARM MONITOR/STARLINK/MAINT-CITY HALL	135.00
104	G011922	M & S SECURITY SERVICES	4445	75352	22829	JAN 2022: ALARM MONITOR/STARLINK/MAINT-WWT PLANT	330.00
105	G011922	M & S SECURITY SERVICES	4445	75356	22829	JAN 2022: ALARM MONITOR/STARLINK/MAINT-PW	135.00
106	G011922	M & S SECURITY SERVICES	4445	75351	22829	JAN 2022: ALARM MONITOR/STARLINK/MAINT-ANIMAL SHELTER	165.00
107	G011922	M & S SECURITY SERVICES	4445	75355	22829	JAN 2022: ALARM MONITOR/STARLINK/MAINT-FIN & PLAN	135.00
108	G011922	M & S SECURITY SERVICES	4445	75353	22829	JAN 2022: ALARM MONITOR/STARLINK/MAIN-COURT HOUSE	165.00
109	G011922	M & S SECURITY SERVICES	4445	75419	22829	JAN 2022: ALARM MONITOR/STARLINK/MAIN-SHOP MAIN	135.00
110	G011922	M & S SECURITY SERVICES	4445	75418	22829	JAN 2022: ALARM MONITOR/STARLINK/MAIN-SHOP	135.00
111	G011922	R3 CONSULTING GROUP, INC.	3930	16210	22832	SB 1383 SUPPORT & FUND RATE MODEL: TASK #4 AND #7	8,815.00
112	G011922	SILVER & WRIGHT LLP	4804	28910	22833	JAN 2022: NUISANCE ABATEMENT	527.86
113	G011922	THE GAS COMPANY	246	08331820137 DEC 21	22834	UB 12/10/21-01/11/22 757 F ST	50.50
114	G011922	THE GAS COMPANY	246	08961820373 DEC 21	22834	UB 12/10/21-01/11/22 845 F ST	669.05
115	G011922	THE GAS COMPANY	246	08121820008 DEC 21	22834	UB 12/10/21-01/11/22 748 F ST	325.38
116	G011922	THE GAS COMPANY	246	05441655304 DEC 21	22834	UB 12/10/21-01/11/22 1445 12TH ST	47.60
117	G011922	VERIZON CONNECT NWF INC	4908	OSV000002648797	22835	DEC 2021: MONTHLY GPS MULTIPLE DEPARTMENT	114.00
118	G011922	WILLIAM C. STATLER	5136	NO. 3 NOV-DEC 2021	22836	NOV-DEC 2021: COMPENSATION EXPENSES	4,001.25
119	G011922 Total						54,474.47
120	A011922	ADMINISTRATIVE SOLUTIONS-FRESNO	2208	01/10/22	5137	MEDICAL CHECK RUN 01/10/22	2,172.34
121	A011922 Total						2,172.34
122	G011722	COUNTRY TIRE & WHEEL	4953	2213178	22800	DAR #60: 4 NEW TIRES	497.18
123	G011722	OFFICE DEPOT, INC	33	217963992001	22804	1098 TAX FORMS FOR FINANCE	27.57
124	G011722	WITCHER ELECTRIC, INC.	3856	37566AA	22810	WW SCREEN #1 TROUBLESHOOT, & REMOVE VFD	1,565.29
125	G011722	WITCHER ELECTRIC, INC.	3856	37644AA	22810	WW INSTALLED VFD IN PANEL SCREEN	2,134.72
126	G011722	AFFINITY TRUCK CENTER	405	F013231786:01	22793	DISPOSAL #23: GASKET	86.96
127	G011722	ANG REGION 1, LLC	5116	5564	22794	AUGUST 2021 CNG FUELING	1,060.19
128	G011722	AUTOZONE,INC	851	5346150737	22795	ANIMAL CONTROL #33: VALVE COVER GASKET	31.63
129	G011722	AUTOZONE,INC	851	5346150837	22795	ANIMAL CONTROL #33: ENGINE CLEANER	5.33
130	G011722	BHT ENGINEERING, INC	5134	21-0404	22796	DELGADO VILLA PLAN CHECK SRVCS 7/28/21-08/31/21	1,832.50
131	G011722	BHT ENGINEERING, INC	5134	21-0441	22796	DELGADO VILLA PLAN CHECK SRVCS 08/01/31-09/13/21	777.50
132	G011722	BHT ENGINEERING, INC	5134	21-0476	22796	PEDESTRIAN SAFETY IMPROVEMENTS: CONSTRUCTION PHASE	637.50
133	G011722	BHT ENGINEERING, INC	5134	21-0477	22796	GENERAL ENGINEERING	580.00
134	G011722	BHT ENGINEERING, INC	5134	21-0479	22796	TM 7373 PHASE 1	1,170.00
135	G011722	BHT ENGINEERING, INC	5134	21-0480	22796	LLA 21-01 DELGADO VILLAS SRVCS 09/01/21-09/30/21	1,590.00
136	G011722	BHT ENGINEERING, INC	5134	21-0632	22796	PEDESTRIAN SAFETY IMPROVEMENTS: CONSTRUCTION PHASE	170.00
137	G011722	BHT ENGINEERING, INC	5134	21-0633	22796	MS4 ASSISTANCE ANNUAL REPORT SRVCS12/01-12/31/21	320.00
138	G011722	BHT ENGINEERING, INC	5134	21-0634	22796	CENTRAL - FILBURN WIDENING	3,252.50
139	G011722	BHT ENGINEERING, INC	5134	21-0635	22796	DELGADO VILLA: PLAN CHECK	567.50
140	G011722	BHT ENGINEERING, INC	5134	21-0636	22796	LLA 21-01 DELGADO VILLAS SVCS 11/01/21-11/30/21	795.00
141	G011722	BHT ENGINEERING, INC	5134	21-0478	22796	MS4 ASSISTANCE ANNUAL REPORT SRVCS 09/01-09/30/21	7,225.00
142	G011722	BHT ENGINEERING, INC	5134	21-0637	22796	WASCO POSO UNDERPASS SRVCS 12/01/21-12/31/21	5,205.00
143	G011722	BRIGHT HOUSE NETWORK, LLC	68	064162402123021	22797	INTERNET SRVCS 12/28/21-01/27/22-COW	224.55
144	G011722	CEN-CAL CONSTRUCTION	3848	2176-02	22798	PEDESTRIAN SAFETY IMPROVEMENTS - VARIOUS LOCATIONS	119,879.08
145	G011722	CENTRAL CALIFORNIA POWER INC	2552	119498	22799	DISPOSAL #13:TRANSMISSION REPAIRS & SERVICE	6,744.33
146	G011722	GARDAWORLD	4266	20511202	22801	DEC 2021: EXCESS SERVICES	13.62
147	G011722	INFO SEND, INC.	4244	199760	22802	WAC 319.01-1.0001 FEE)DELINQUENT NOTICE,STMTS	4,614.70

	A	B	C	D	E	F	G
	WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
148	G011722	JORGENSEN & CO.	137	5976343	22803	SENSOR CALIBRATION: MATERIAL #GENERAL	80.00
149	G011722	JORGENSEN & CO.	137	5976347	22803	INSTRUMENT CALIBRATION @ 5410 7TH ST	205.00
150	G011722	SANDOVAL INDUSTRIES LLC	1180	1932	22805	BOTTLE RENT 12/27/21	16.24
151	G011722	SELF-HELP ENTERPRISES	3636	6	22806	NOV 2021:CVI SUBSISTENCE CB ASSIST	7,641.56
152	G011722	SHAFTER-WASCO IRRIGATION DISTRICT	1055	1ST INSTALL FY 21/22	22807	21/22 1ST INTALL PMT: ASSESSMENT FEE EXEMPT PARCELS	7,593.89
153	G011722	SWRCB	296	LW-1034219	22808	7/1/21 TO 6/30/22: WATER SYSTEM ANNUAL FEES	28,492.76
154	G011722	SWRCB	296	SW-0223178	22808	10/01/21-9/30/22: PHASE II MS4 ANNUAL PERMIT FEES	17,666.00
155	G011722	MOISES RAYA	2676	19552	22809	ENGINEERING #97: SMOG CHECK	51.75
156	G011722	MOISES RAYA	2676	19537	22809	ANIMAL CONTROL #11: SMOG CHECK	51.75
157	G011722	MOISES RAYA	2676	19545	22809	STREET #88: SMOG CHECK	51.75
158	G011722	MOISES RAYA	2676	19546	22809	DISPOSAL #96: SMOG CHECK & CERTIFICATE	60.00
159	G011722	MOISES RAYA	2676	19548	22809	ENGINEERING #65: SMOG CHECK	51.75
160	G011722	MOISES RAYA	2676	19551	22809	WATER #55: SMOG CHECK	51.75
161	G011722	MOISES RAYA	2676	19553	22809	CODE #07: SMOG CHECK	51.75
162	G011722	MOISES RAYA	2676	19592	22809	ANIMAL CONTROL #33: SMOG CHECK & DIAGNOSTIC	221.75
163	G011722	MOISES RAYA	2676	19771	22809	STREET #78: SMOG CHECK	51.75
164	G011722	MOISES RAYA	2676	19776	22809	STREET #89: SMOCK CHECK	51.76
165	G011722	MOISES RAYA	2676	19777	22809	CODE #10: SMOG CHECK	51.75
166	G011722	MOISES RAYA	2676	19778	22809	BUILDING #M2: SMOG CHECK	51.75
167	G011722	MOISES RAYA	2676	19788	22809	FACILITIES MAINT #43: SMOG CHECK	51.75
168	G011722	THE LAW OFFICES OF YOUNG WOOLDRIGE	4965	82957	22811	OCT 2021: LEGAL SERVICES	110.00
169	G011722 Total						223,664.11
170	A011722	CSJVRMA	78	RMA 2022-0241	5136	21/22 3RD QTR DEPOSIT LIABILITY & WORKERS COMP	156,293.00
171	A011722 Total						156,293.00
172	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121WC	5135	2021 EMLOYEE LUNCHEON,T.CORTEZ FAREWELL,POSTAGE	1,048.32
173	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121FIN	5135	CA MUNICIPAL TREASURERS ASSOC MEMBERSHIP-I.PEREZ	95.00
174	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121FL	5135	REPLACEMENT SPRING COUPLERS-BATERRIES-BACK COVERS	1,344.18
175	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121GS	5135	LADDER FOR SIGNS AND 7TH STREET LANDSCAPE	235.19
176	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121HK	5135	MAINTENANCE SUPPLIES,BATTERIES,DRAINO FOR PLUMBING	861.19
177	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121HC	5135	REPAIR,PARTS,TOOLS,SUPPLIES FOR SHOP MAINTENANCE	1,498.79
178	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121LF	5135	FRAMES FOR SIGNS AT GATE	38.71
179	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121MM	5135	M.MARTINEZ & M.FLORES TRAINING,T.CORTEZ FAREWELL,POSTAGE	2,296.14
180	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121MS	5135	Tarp and tie downs for city tents.	53.01
181	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121PLAN	5135	ASBESTOS FEES,M.LEDEZMA MEMBERSHIP,YOLANDA'S MOUSE	314.13
182	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121PW	5135	DESERTS FOR 2021 EMPLOYEE APPRECIATION LUNCHEON	90.00
183	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121SC	5135	BATTERIES,STRAPING,LIGHTS,BRACKETS	471.58
184	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121SM	5135	INK,COPY KEY FOR BREAKROOM,TOOLS TO REPAIR KENNELS	124.13
185	WF123121	WELLS FARGO CREDIT CARD	4426	WF123121VN	5135	POSTAGE,N.VERA MEMBERSHIP,EMPLOYEE APPRECIATIONS	3,135.56
186	WF123121 Total						11,605.93
187						GRAND TOTAL	501,049.48



## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Isarel Perez-Hernandez, Finance Director

**DATE:** February 01, 2022

**SUBJECT:** Receive and File the Second Quarter Financial Report ended December 31, 2021.

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**Recommendation:**

Receive and file an update on the status of the current financial position for the Second Quarter of the Fiscal Year 2021-22.

**Background:**

The Government Finance Officers Association (GFOA), is an organization that was established to assist in the professional management of governments by developing and identifying financial policies and best practices through education, training, facilitation of member leadership, and networking.

GFOA released a publication on financial reporting best practices where it states that financial reportings should be issued at a minimum "quarterly...to ensure the ongoing completeness and accuracy of the data is correct. This process should include appropriate reconciliations to identify adjustments, as well as financial analysis of interim management reports to identify anomalous or incomplete data to be corrected." As such, in order for the information to be considered timely and useful by readers to make informed decisions.

To improve our financial transparency and accountability to all stakeholders, the Finance Department streamlined internal controls and processes that empower the Finance Department in delivering monthly and quarterly reports. As such, transitioning into an efficient and effective government.

**Discussion:**

The accompanying quarter financial report for 2021-22 (Attachment 1) provides a high-level overview of the City's Financial Condition from July 01, 2021, thru December 31, 2021. The report summarizes revenue and expenditure actuals. The report also includes a Capital Improvement Project update (Attachment 1) and highlights milestones from the

second quarter. The report's focus is on the General Fund; however, updated information is also provided for each of the City's enterprise funds.

The reports in (Attachment A) is broken down into the following sections:

- **Section A:** Fund Balance
- **Section B:** General Fund Expense by Division
- **Section C:** General Fund Expenses by Category
- **Section D:** General Fund Revenues
- **Section E:** All Fund Expenses
- **Section F:** All Fund Revenues
- **Section G:** Capital Improvement Program (CIP) Summary
- **Section H:** Cash and Investment Balance Summary

## FINANCIAL OVERVIEW BY FUND THROUGH DECEMBER 2021

This report summarizes the City's financial position for the fiscal year through December 31, 2021. Except as noted below, revenues and operating expenditures are generally on target based on past trends for the second quarter. We will provide the Council a detailed analysis of the City's financial condition as part of the mid-year budget review. The revenue projections and budgets have been updated to reflect adjustments for capital improvement program carryovers and any supplemental appropriations made by the Council as of December 31, 2021.

### GENERAL FUND

Based on interim results, General Fund Revenues are at 21% of the projections, operating expenditures are at 42% and minimal capital expenditures have been incurred to date. The significant variance in revenues and capital expenditures is primarily due to the grant funded capital projects that have yet to commence. The most noteworthy capital project is the former farm labor complex demolition and site clean-up which is estimated at \$9,300,000. The city will not proceed with this project until the related funding has been received. The remaining significant variance in operating expenditures is primarily due to staffing vacancies in the General Fund. The significant variances in revenues will be described in detail in the "Top Ten General Fund Revenues" section.

General Fund Balance	Budget	YTD Actual	% of Budget
REVENUES	21,759,132	4,636,884	21%
OPERATING EXPENDITURES	11,265,646	4,723,147	42%
CAPITAL EXPENDITURES	18,658,780	183,199	1%
TRANSFERS IN/(OUT)	5,359,088	1,089,105	20%
BALANCE, START OF YEAR	17,786,412	17,786,412	-
BALANCE, YEAR-TO-DATE	14,980,206	18,606,055	-
ASSIGNED FOR LABOR CAMP DEMO	9,300,000	9,300,000	
UNASSIGNED MEASURE X FUND BALANCE	3,154,696	5,107,408	
UNASSIGNED GENERAL FUND BALANCE	2,525,511	4,198,647	



## Top Ten General Fund Revenues

Our top ten revenues account for approximately 98% of total General Fund revenues. By focusing on these, we can get an excellent understanding of our revenue position.

General Fund Revenues	Budget	Current Year to Date	% of Budget
⊖ TAXES	8,572,400	3,955,279	46%
MOTOR VEH. LICENSE FEE	3,214,400	1,652,466	51%
MEASURE X SALES TAX	2,336,400	1,046,902	45%
SALES TAX	1,545,100	682,151	44%
PROPERTY TAXES	965,500	453,979	47%
FRANCHISE TAX	357,000	36,747	10%
OCCUPANCY TAX	125,000	55,381	44%
PROPERTY TRANSFER TAX	29,000	27,652	95%
⊕ LICENSE AND PERMITS	53,250	21,587	41%
⊕ FINES INTEREST RENTALS	176,000	82,894	47%
⊕ GRANTS/INTERGOVERNMENTAL	12,402,815	127,350	1%
⊕ CHARGES FOR SERVICES	514,878	191,224	37%
⊕ OTHER REVENUES	39,789	258,549	650%
Grand Total	21,759,132	4,636,884	21%

**General and Motor Vehicle License Fee.** The first major apportionment of 2021-22 taxes occurred in December 2021 and thus far collections are on target with our projections.

**Sales Tax (General and Measure X).** Based on year-to-date results, General and Measure X sales tax revenues appear to be performing slightly below estimates; however, the City has yet to receive the November and December monthly payments from State of California. We anticipate that our revenues will be on target once these payments are received.

**Franchise Tax.** Currently, the City collects from four companies: Pacific Gas and Electric (PG&E), Charter Communications, Southern California Gas (SoCal Gas) and American Refuse. We will not receive the largest components of our franchise fee revenues (Payments from PG&E and SoCal Gas) until April 2022.

**Transient Occupancy Tax (TOT).** Visitors to Wasco who stay in the City's hotels, motels and inns for a period of less than thirty consecutive calendar days pay TOT. Quarterly TOT payments are due within 30 days after the end of the quarter. Based on year-to-date results, TOT appears to be performing slightly below estimates; however, we have yet to receive any second quarter payments as of the date of this report. We anticipate that our revenues will be on target once these payments are received.

**Grants.** As noted above, the significant negative variance between budgeted and actual grant revenues is primarily due to the expected payment from the State of \$9,300,000 to assist the City with the former farm labor complex demolition and site clean-up. Some portions of this project (and corresponding expenditures) may be covered directly through grant programs. When this occurs, both the revenue and expenditure amounts will be reduced and never hit the City's books. (This also explains why year-to-date actual CIP expenditures are much lower than the budget.) The City will not proceed with this project until this payment is received. In addition, there are

several grant funded capital projects that were budgeted in the current fiscal year, but have yet to commence.

**Charges for Services.** This revenue is mainly comprised of fees for planning and engineering services and building permits. We will continue to monitor these revenues as they appear to be performing slightly below projections.

### **General Fund Expenditures**

Expenditures are below estimates primary due to staffing vacancies and the timing of capital project expenditures as summarized below:

General Fund Expenditures	Budget	Current Year to Date	% of Budget
▢ GENERAL GOVERNMENT	1,927,898	648,138	34%
OPERATING EXPENDITURES	1,927,898	648,138	34%
▢ PUBLIC SAFETY	5,542,876	2,622,587	47%
OPERATING EXPENDITURES	5,542,876	2,622,587	47%
▢ PUBLIC WORKS	1,698,731	530,271	31%
OPERATING EXPENDITURES	1,698,731	530,271	31%
▢ COMMUNITY DEVELOPMENT	1,121,950	487,889	43%
OPERATING EXPENDITURES	1,121,950	487,889	43%
▢ INTERNAL SERVICE	974,191	434,262	45%
OPERATING EXPENDITURES	974,191	434,262	45%
▢ CAPITAL IMPROVEMENT PROJECTS	18,658,780	183,199	1%
CAPITAL EXPENDITURES	18,658,780	183,199	1%
<b>Grand Total</b>	<b>29,924,426</b>	<b>4,906,346</b>	<b>16%</b>

### **General Fund Transfers**

General Fund Transfers In/Out are comprised of internal service charges and general operating transfers as summarized below:



General Fund Transfers	Budget	Current Year to Date	% of Budget
<b>GENERAL GOVERNMENT</b>	<b>(3,737,128)</b>	<b>(637,625)</b>	
INTERNAL SERVICE CHARGES	1,517,600	589,001	39%
TRANSFERS IN	-	7,112	0%
TRANSFERS OUT	(5,254,728)	(1,233,738)	23%
<b>PUBLIC SAFETY</b>	<b>2,272,018</b>	<b>1,039,905</b>	
INTERNAL SERVICE CHARGES	(45,500)	(16,095)	35%
TRANSFERS IN	2,317,518	1,056,000	46%
<b>PUBLIC WORKS</b>	<b>(311,697)</b>	<b>304,555</b>	
INTERNAL SERVICE CHARGES	(430,100)	(133,433)	31%
TRANSFERS IN	874,969	439,196	50%
TRANSFERS OUT	(756,566)	(1,209)	0%
<b>COMMUNITY DEVELOPMENT</b>	<b>(275,800)</b>	<b>(105,396)</b>	
INTERNAL SERVICE CHARGES	(275,800)	(105,536)	38%
TRANSFERS IN	-	140	0%
<b>INTERNAL SERVICE</b>	<b>1,052,900</b>	<b>434,262</b>	
INTERNAL SERVICE CHARGES	1,052,900	426,704	41%
TRANSFERS IN	-	7,558	0%
<b>CAPITAL IMPROVEMENT PROJECTS</b>	<b>6,358,794</b>	<b>53,404</b>	
TRANSFERS IN	6,358,794	53,404	1%
<b>Grand Total</b>	<b>5,359,088</b>	<b>1,089,105</b>	<b>20%</b>

**Internal Service Charges.** These are charges derived from allocating the General Fund's administrative and support service costs to specific non-General Fund Departments. The negative variance when compared to budgeted figures is primarily due to staffing vacancies in the General Fund.

**Operating Transfers.** These transfers are comprised of revenues from other funds that are used to offset staffing, equipment and CIP project costs. The negative variance when compared to budgeted figures is primarily due to the timing of capital project expenditures.

## ENTERPRISE FUNDS

In general, the major enterprise fund revenues are consistent with past trends. Expenditures, however, are far below estimates primarily due to the timing of capital project expenditures.

Wastewater Working Capital	Budget	YTD Actual	% of Budget
REVENUES	2,395,737	1,390,012	58%
OPERATING EXPENDITURES	1,757,661	740,766	42%
CAPITAL EXPENDITURES	1,283,000	204,063	16%
TRANSFERS IN/(OUT)	(368,700)	(162,705)	44%
BALANCE, START OF YEAR	5,081,514	5,081,514	-
	<b>4,067,890</b>	<b>5,363,992</b>	<b>-</b>

Water Working Capital	Budget	YTD Actual	% of Budget
REVENUES	4,049,921	2,109,940	52%
OPERATING EXPENDITURES	2,656,191	1,056,358	40%
CAPITAL EXPENDITURES	7,297,000	63,297	1%
TRANSFERS IN/(OUT)	(563,200)	(208,342)	37%
BALANCE, START OF YEAR	10,356,007	10,356,007	-
	<b>3,889,537</b>	<b>11,137,950</b>	-

  

Sanitation Working Capital	Budget	YTD Actual	% of Budget
REVENUES	3,066,883	1,619,219	53%
OPERATING EXPENDITURES	2,510,803	986,771	39%
CAPITAL EXPENDITURES	1,230,700	7,716	1%
TRANSFERS IN/(OUT)	(1,026,300)	(349,656)	34%
BALANCE, START OF YEAR	3,060,253	3,060,253	-
	<b>1,359,333</b>	<b>3,335,330</b>	-

**Fiscal Impact:**

None

**Attachments:**

1. Second Quarter Financial Report ended December 31, 2021.



## City of Wasco Interim Financial Statements

### Fiscal Year 2021-2022 - Through December 2021

#### Fund Balance Summary

Fund Group	Beginning Fund Balance	Revenues	Expenditures	Transfers In/(Out)	Ending Fund Balance
<b>GENERAL</b>	<b>17,786,412</b>	<b>4,636,884</b>	<b>4,906,346</b>	<b>1,089,105</b>	<b>18,606,055</b>
<b>ENTERPRISE</b>	<b>18,262,327</b>	<b>5,181,803</b>	<b>3,236,617</b>	<b>(750,302)</b>	<b>19,457,211</b>
WASTEWATER	5,081,514	1,390,012	944,829	(162,705)	5,363,992
WATER	10,356,007	2,109,940	1,119,655	(208,342)	11,137,950
SANITATION	3,060,253	1,619,219	994,487	(349,656)	3,335,329
TRANSIT	(480,004)	5,122	131,971	(21,641)	(628,494)
CNG STATION	244,556	57,509	45,675	(7,957)	248,433
<b>SPECIAL REVENUE</b>	<b>9,284,338</b>	<b>1,403,336</b>	<b>439,253</b>	<b>(338,803)</b>	<b>9,909,618</b>
PARK IMPACT	4,042	1,383	-	-	5,425
AMERICAN RESCUE PLAN ACT	-	325,366	319,702	-	5,664
TRANSPORTATION DEVELOPMENT ACT	(184,767)	-	-	-	(184,767)
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	23,333	92,676	82,869	-	33,140
SEWER LIFT STATION	206,120	6,381	2,098	(325)	210,078
COMMUNITY FACILITIES DISTRICT	90,167	42,350	110	(40,015)	92,392
GAS TAX	409,638	606,074	-	(298,463)	717,249
TRAFFIC SAFETY	(3,361)	-	3,931	-	(7,292)
TRAFFIC IMPACT	2,085,644	21,983	-	-	2,107,627
EMERGENCY RESPONSE	1,567	-	-	-	1,567
COPS	212,674	118,115	-	-	330,789
CDBG	1,656,447	126,218	27,532	-	1,755,133
CALHOME	2,590,305	62,078	3,011	-	2,649,372
HOME	1,144,701	691	-	-	1,145,392
BEGIN	97,828	19	-	-	97,847
POSO SENIOR CENTER	950,000	-	-	-	950,000
<b>OTHER</b>	<b>1,199,255</b>	<b>-</b>	<b>6,016</b>	<b>-</b>	<b>1,193,239</b>
SUCCESSOR AGENCY TO RDA	1,199,255	-	6,016	-	1,193,239
WASCO PUBLIC FINANCING AUTHORITY	1,075,046	-	-	-	1,075,046
<b>Grand Total</b>	<b>46,532,332</b>	<b>11,222,023</b>	<b>8,588,232</b>	<b>-</b>	<b>49,166,123</b>

Note: Activity represents 50% of the fiscal year.



## City of Wasco Interim Financial Statements Fiscal Year 2021-2022 - Through December 2021

### General Fund Expenditures by Department

Departments	Budget	Current Year to Date	% of Budget
<b>GENERAL GOVERNMENT</b>	<b>1,927,898</b>	<b>648,138</b>	<b>34%</b>
CITY COUNCIL	121,150	49,888	41%
CITY MANAGER	409,101	217,704	53%
CITY CLERK	156,877	58,700	37%
FINANCE/ACCOUNTING	407,097	155,420	38%
HUMAN RESOURCES/RISK MGMT	84,872	20,366	24%
CITY ATTORNEY	250,000	79,073	32%
SALES TAX-MEASURE X	324,300	4,100	1%
NON-DEPARTMENTAL	174,500	62,888	36%
<b>PUBLIC SAFETY</b>	<b>5,542,876</b>	<b>2,622,587</b>	<b>47%</b>
SHERIFF	4,505,576	2,217,404	49%
FIRE SERVICES	1,037,300	405,184	39%
<b>PUBLIC WORKS</b>	<b>1,698,731</b>	<b>530,271</b>	<b>31%</b>
STREETS	896,486	320,439	36%
ANIMAL SERVICES	251,339	115,201	46%
ENGINEERING	550,907	94,630	17%
<b>COMMUNITY DEVELOPMENT</b>	<b>1,121,950</b>	<b>487,889</b>	<b>43%</b>
PLANNING & COMMUNITY DEVELOP	364,523	153,846	42%
BUILDING INSPECTION	435,702	175,652	40%
CODE COMPLIANCE	311,925	153,391	49%
ECONOMIC DEVELOPMENT DEPT.	9,800	5,000	51%
<b>INTERNAL SERVICE</b>	<b>974,191</b>	<b>434,262</b>	<b>45%</b>
SHOP MAINTENANCE	471,915	196,539	42%
FACILITIES MAINTENANCE	331,120	146,149	44%
INFORMATION TECHNOLOGY	171,156	91,574	54%
<b>GENERAL FUND CAPITAL PROJECTS</b>	<b>18,658,780</b>	<b>183,199</b>	<b>1%</b>
CAPITAL IMPROVEMENT PROJECTS	18,658,780	183,199	1%
<b>Grand Total</b>	<b>29,924,426</b>	<b>4,906,346</b>	<b>16%</b>



## City of Wasco Interim Financial Statements Fiscal Year 2021-2022 - Through December 2021

### General Fund Expenditures by Category

Expenditure Category	Budget	Current Year to Date	% of Budget
<b>PERSONNEL SALARIES</b>	<b>1,882,358</b>	<b>859,681</b>	<b>46%</b>
SALARY	1,819,109	851,228	47%
OVERTIME	23,620	8,452	36%
EXTRA HELP	39,629		0%
<b>PERSONNEL BENEFITS</b>	<b>1,203,365</b>	<b>488,980</b>	<b>41%</b>
RETIREMENT BENEFIT	246,027	74,392	30%
UNFUNDED RETIREMENT BENEFIT	358,238	203,091	57%
GROUP INSURANCE	451,300	143,612	32%
FICA PAID	138,800	63,575	46%
DEFERRED COMP PAID	9,000	4,309	48%
<b>OPERATING MATERIALS/SUPPLIES</b>	<b>163,052</b>	<b>41,644</b>	<b>26%</b>
<b>REPAIRS &amp; MAINTENANCE</b>	<b>312,700</b>	<b>118,107</b>	<b>38%</b>
<b>UTILITIES</b>	<b>64,300</b>	<b>23,021</b>	<b>36%</b>
<b>CONTRACTUAL SERVICES</b>	<b>6,588,338</b>	<b>2,935,842</b>	<b>45%</b>
<b>OTHER EXPENSES</b>	<b>1,051,533</b>	<b>255,873</b>	<b>24%</b>
<b>CAPITAL</b>	<b>18,658,780</b>	<b>183,199</b>	<b>1%</b>
<b>Grand Total</b>	<b>29,924,426</b>	<b>4,906,346</b>	<b>16%</b>



## City of Wasco Interim Financial Statements

### Fiscal Year 2021-2022 - Through December 2021

#### General Fund Revenues

Revenue Category	Budget	Current Year to Date	% of Budget
<b>TAXES</b>	<b>8,572,400</b>	<b>3,955,279</b>	<b>46%</b>
MOTOR VEH. LICENSE FEE	3,214,400	1,652,466	51%
MEASURE X SALES TAX	2,336,400	1,046,902	45%
SALES TAX	1,545,100	682,151	44%
PROPERTY TAXES	965,500	453,979	47%
FRANCHISE TAX	357,000	36,747	10%
OCCUPANCY TAX	125,000	55,381	44%
PROPERTY TRANSFER TAX	29,000	27,652	95%
<b>LICENSE AND PERMITS</b>	<b>53,250</b>	<b>21,587</b>	<b>41%</b>
BUSINESS LICENSE	52,500	20,817	40%
ANIMAL LICENSE	750	770	103%
<b>FINES INTEREST RENTALS</b>	<b>176,000</b>	<b>82,894</b>	<b>47%</b>
<b>GRANTS/INTERGOVERNMENTAL</b>	<b>12,402,815</b>	<b>127,350</b>	<b>1%</b>
<b>CHARGES FOR SERVICES</b>	<b>514,878</b>	<b>191,224</b>	<b>37%</b>
<b>OTHER REVENUES</b>	<b>39,789</b>	<b>258,549</b>	<b>650%</b>
<b>Grand Total</b>	<b>21,759,132</b>	<b>4,636,884</b>	<b>21%</b>



## City of Wasco Interim Financial Statements

### Fiscal Year 2021-2022 - Through December 2021

#### Expenditures by Fund

Fund	Budget	Current Year to Date	% of Budget
<b>GENERAL</b>	<b>29,924,426</b>	<b>4,906,346</b>	<b>16%</b>
GENERAL GOVERNMENT	1,927,898	648,138	34%
PUBLIC SAFETY	5,542,876	2,622,587	47%
PUBLIC WORKS	1,698,731	530,271	31%
COMMUNITY DEVELOPMENT	1,121,950	487,889	43%
INTERNAL SERVICE	974,191	434,262	45%
CAPITAL IMPROVEMENT PROJECTS	18,658,780	183,199	1%
<b>ENTERPRISE</b>	<b>17,848,452</b>	<b>3,236,617</b>	<b>18%</b>
WASTEWATER	3,040,661	944,829	31%
WATER	9,953,191	1,119,655	11%
SANITATION	3,741,503	994,487	27%
CNG STATION	560,709	45,675	8%
TRANSIT	552,388	131,971	24%
<b>SPECIAL REVENUE</b>	<b>206,133</b>	<b>439,253</b>	<b>213%</b>
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	185,383	82,869	45%
SEWER LIFT STATION	5,750	2,098	36%
COMMUNITY FACILITIES DISTRICT		110	0%
TRAFFIC SAFETY	15,000	3,931	26%
CDBG		27,532	0%
CALHOME		3,011	0%
AMERICAN RESCUE PLAN ACT		319,702	0%
<b>OTHER</b>		<b>6,016</b>	<b>0%</b>
WASCO PUBLIC FINANCING AUTHORITY		6,016	0%
<b>Grand Total</b>	<b>47,979,011</b>	<b>8,588,232</b>	<b>18%</b>



## City of Wasco Interim Financial Statements

### Fiscal Year 2021-2022 - Through December 2021

#### Revenues by Fund

Fund	Budget	Current Year to Date	% of Budget
<b>GENERAL</b>	<b>21,759,132</b>	<b>4,636,884</b>	<b>21%</b>
GENERAL GOVERNMENT	8,785,908	4,058,947	46%
PUBLIC SAFETY	139,980	79,551	57%
PUBLIC WORKS	294,968	384,570	130%
COMMUNITY DEVELOPMENT	238,291	113,815	48%
INTERNAL SERVICE	-	-	0%
CAPITAL IMPROVEMENT PROJECTS	12,299,985	-	0%
<b>ENTERPRISE</b>	<b>10,313,881</b>	<b>5,181,803</b>	<b>50%</b>
WASTEWATER	2,395,737	1,390,012	58%
WATER	4,049,921	2,109,940	52%
SANITATION	3,066,883	1,619,219	53%
TRANSIT	481,340	5,122	1%
CNG STATION	320,000	57,509	18%
<b>SPECIAL REVENUE</b>	<b>2,627,880</b>	<b>1,403,336</b>	<b>53%</b>
PARK IMPACT	3,000	1,383	46%
AMERICAN RESCUE PLAN ACT	-	325,366	0%
TRANSPORTATION DEVELOPMENT ACT	1,006,831	-	0%
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	169,269	92,676	55%
SEWER LIFT STATION	11,750	6,381	54%
COMMUNITY FACILITIES DISTRICT	80,000	42,350	53%
GAS TAX	1,092,030	606,074	55%
TRAFFIC SAFETY	20,000	-	0%
TRAFFIC IMPACT	95,000	21,983	23%
COPS	150,000	118,115	79%
CDBG	-	126,218	0%
CALHOME	-	62,078	0%
HOME	-	691	0%
BEGIN	-	19	0%
<b>Grand Total</b>	<b>34,700,893</b>	<b>11,222,023</b>	<b>32%</b>





## City of Wasco Interim Financial Statements Fiscal Year 2021-2022 - Through December 2021

### Capital Improvement Program (CIP) Summary

CIP Project	Budget	Current Year to Date	% of Budget
<b>GENERAL</b>	<b>18,658,780</b>	<b>183,199</b>	<b>1%</b>
ANNEX BUILDING ROOF UPGRADES	8,750	4,310	49%
BIRCH AVENUE & 3RD STREET REHAB	128,741	24,709	19%
COVID-19 EMERGENCY RESPONSE	37,500	53,404	142%
FORMER FARM LABOR HOUSING DEMO	9,360,432		0%
FORMER LABOR HOUSING FENCING	60,485	224	0%
MUNIS UPGRADE	138,000		0%
NEW ANIMAL SHELTER	956,566	2,064	0%
PALM AVENUE REHAB	922,277	900	0%
PALM AVENUE SHOULDER PAVING	546,361	1,617	0%
PEDESTRIAN SAFETY IMPROVEMENTS	459,473	28,419	6%
RSTP 7TH STREET- MAGNOLIA TO WWTP	426,445	13,113	3%
STREET LIGHTING PROGRAM	1,010,000	2,500	0%
UPGRADE CITY COUNCIL CHAMBERS		26	0%
CENTRAL AVE NEIGHBORHOOD PARK	1,175,000	20,601	2%
POLICE STATION ROOF & HVAC UPGRADES	130,000	1,051	1%
SERVER SOFTWARE UPGRADES	125,000		0%
REPAIR PUBLIC WORKS DRIVEWAY	45,000		0%
AGGREGATE STORAGE BAYS	55,000		0%
NEW PUBLIC WORKS YARD & FACILITY	40,000		0%
STREETS DEPT VEHICLE REPLACEMENT	45,000		0%
DOWNTOWN LANDSCAPE AND REHAB	205,000	10,763	5%
REPLACE INOPERABLE FORKLIFT	40,000		0%
16TH STREET ROAD REHAB	335,000		0%
STREET LIGHTING POST TOP CONVERSION	150,000	11,937	8%
SOUTH GATE NEIGHBORHOOD LIGHTING	740,000		0%
INSTALL NEW ADA RAMPS IN SOUTHGATE	156,831		0%
POPLAR AVE ROAD REHAB	500,000		0%
PARK IMPROVEMENTS	400,000		0%
SIDEWALK REHAB & ADA RAMPS PROGRAM	96,920		0%
CITYWIDE PAVEMENT PRESERVATION	250,000	5,664	2%
HSIP SIGN AND TRAFFIC MARKINGS	115,000	1,896	2%

Note: Activity represents 50% of the fiscal year.



## City of Wasco Interim Financial Statements

### Fiscal Year 2021-2022 - Through December 2021

#### Capital Improvement Program (CIP) Summary

CIP Project	Budget	Current Year to Date	% of Budget
<b>WASTEWATER</b>	<b>1,283,000</b>	<b>204,063</b>	<b>16%</b>
TRICKLING FILTER PUMPS	80,000	35,554	44%
SANITATION & VACUUM TRK PARKG	250,000		0%
REPLACE TRICKLING FILTER MEDIA	160,000		0%
REPLACE DIGESTER VALVES	65,000		0%
INSTALL NEW WWT STORAGE BUILDING	65,000		0%
REPLACE JOHN DEERE TRACTOR	50,000		0%
UPGRADE PLC & RELATED EQUIPMENT	95,000	22,170	23%
AG WELL UPGRADE	518,000	146,339	28%
<b>WATER</b>	<b>7,297,000</b>	<b>63,297</b>	<b>1%</b>
WATER STORAGE TANK INSTALL	170,000		0%
WELL 10 REPLACEMENT	386,000		0%
WELL 11 REPLACEMENT	1,095,000		0%
WELL 12 TCP TREATMENT	850,000		0%
WELL 14 DEVELOPMENT	2,300,000	14,365	1%
WELL 8 REPLACEMENT	939,000	3,933	0%
PURCAHSE VACUUM EXCAVATOR	45,000	45,000	100%
INSTALL ADVANCED METER TECHNOLOGY	775,000		0%
WATER DEPT VEHICLE REPLACEMENT	27,000		0%
PURCHASE MINI EXCAVATOR & TRAILER	85,000		0%
WELL 7 REPLACEMENT	575,000		0%
WELL 5 ABANDONMENT	50,000		0%
<b>SANITATION</b>	<b>1,230,700</b>	<b>7,716</b>	<b>1%</b>
REPLACE SANITATION TRUCKS	1,100,000		0%
NEW GREENWASTE GUARD SHACK	8,500	7,716	91%
REPLACE STEAM CLEANER	122,200		0%
<b>CNG STATION</b>	<b>504,000</b>		<b>0%</b>
NEW CNG STATION	504,000		0%
<b>TRANSPORTATION</b>	<b>182,000</b>		<b>0%</b>
DAR LEVEL III DC FAST CHARGERS	182,000		0%
<b>Grand Total</b>	<b>29,155,480</b>	<b>458,275</b>	<b>2%</b>



## City of Wasco Interim Financial Statements

### Fiscal Year 2021-2022 - Through December 2021

#### Cash Balance Summary

Fund Group	Beginning Cash Balance	Receipts	Disbursements	Transfers In/(Out)	Ending Cash Balance
<b>GENERAL</b>	<b>20,219,521</b>	<b>5,959,342</b>	<b>5,776,057</b>	<b>1,089,105</b>	<b>21,491,911</b>
<b>ENTERPRISE</b>	<b>20,018,163</b>	<b>5,084,449</b>	<b>4,014,847</b>	<b>(750,302)</b>	<b>20,337,463</b>
WASTEWATER	6,181,537	1,382,832	1,457,285	(162,705)	5,944,379
WATER	9,808,621	2,071,107	1,289,628	(208,342)	10,381,758
SANITATION	3,923,632	1,521,575	1,069,240	(349,656)	4,026,311
TRANSIT	(147,792)	51,922	152,946	(21,641)	(270,457)
CNG STATION	252,165	57,011	45,747	(7,957)	255,472
<b>SPECIAL REVENUE</b>	<b>5,559,692</b>	<b>4,595,167</b>	<b>436,331</b>	<b>(338,803)</b>	<b>9,379,725</b>
PARK IMPACT	738,501	105,903	-	-	844,404
AMERICAN RESCUE PLAN ACT	-	3,439,685	319,702	-	3,119,983
TRANSPORTATION DEVELOPMENT ACT	(184,767)	0	-	-	(184,767)
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	45,375	96,248	108,482	-	33,140
SEWER LIFT STATION	206,439	6,380	2,417	(325)	210,077
COMMUNITY FACILITIES DISTRICT	90,167	42,351	110	(40,015)	92,393
GAS TAX	409,638	606,074	-	(298,463)	717,249
TRAFFIC SAFETY	(1,675)	(0)	5,617	-	(7,292)
TRAFFIC IMPACT	2,085,644	21,983	-	-	2,107,627
EMERGENCY RESPONSE	23,446	0	-	-	23,446
COPS	212,674	118,116	-	-	330,790
CDBG	421,202	98,649	2	-	519,849
CALHOME	1,089,083	59,067	-	-	1,148,150
HOME	412,584	692	-	-	413,276
BEGIN	11,381	19	-	-	11,400
<b>OTHER</b>	<b>1,258,999</b>	<b>0</b>	<b>9,257</b>	<b>-</b>	<b>1,249,743</b>
SUCCESSOR AGENCY TO RDA	638,058	0	-	-	638,058
WASCO PUBLIC FINANCING AUTHORITY	620,941	-	9,257	-	611,685
<b>Grand Total</b>	<b>47,056,375</b>	<b>15,638,958</b>	<b>10,236,491</b>	<b>-</b>	<b>52,458,842</b>

Note: The City pools all of its cash and investments except those funds required to be held by outside fiscal agents under the provisions of bond indentures.



## STAFF REPORT CITY OF WASCO

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Isarel Perez-Hernandez, Finance Director

**DATE:** February 1, 2022

**SUBJECT:** Approval of Travel Expenses Exceeding \$500.00 per trip for the Accounting Manager Diego Viramontes and Staff Accountant Luis Campos to the California Society of Municipal Finance Officers (CSMFO) Conference on February 16 - 18, 2022 in San Diego, California.

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### **Recommendation:**

Staff recommends the City Council approve travel expenses Exceeding \$500.00 per trip for the Accounting Manager Diego Viramontes and Staff Accountant Luis Campos to the California Society of Municipal Finance Officers (CSMFO) Conference on February 16 - 18, 2022 in San Diego, California.

### **Discussion:**

This request is for the approval of the Finance Director, Accounting Manager, and Staff Accountant to attend the California Society of Municipal Finance Officers (CSMFO) 2022 Annual Training Conference on February 16 – 18, 2022, in San Diego, California.

This training is designed for California Public Financial Employees and includes; overview of the accounting and financial reporting requirements, CalPERS' New Pension Outlook for Public Agencies, Long-Term Financial Planning, Accounts Receivable, Payroll, and Accounts Payable, among many other finance-related topics. The conference Schedule of the Sessions program for the CSMFO 2022 Annual Training Conference is attached.

The cost of the training, hotel fees, and food per diems will exceed the Expense and Use of Public Resources Policy limits established by City of Wasco Resolution No. 2006- 2327, limiting expenses to \$500.00 per trip.

As a result, the City Council must approve the travel request for the Accounting Manager and Staff Accountant as the expenses for the cost of the trip will exceed \$500.00.

The staff members that will be attending the conference will be:

- Diego Viramontes – Accounting Manager
- Luis Campos – Staff Accountant

The CSMFO Annual Training Conference is a great opportunity for professional development that the Finance Department can take advantage of. As such, a rotation system will be introduced to provide all finance staff the opportunity to attend this conference and thus invest in their professional development.

**Fiscal Impact:**

It is estimated the cost of the California Society of Municipal Finance Officers (CSMFO) 2022 Annual Training Conference will not exceed \$2,000. The cost of this training is within budget.

**Attachments:**

1. Schedule of Sessions



## **SCHEDULE OF SESSIONS**

### **As of December 20, 2021**

**Wednesday, February 16, 2022**  
**9:00 am – 10:15 am**  
**1.5 CPE**

#### **The Coleman Report**

(T – Technical subject areas)

Join us for an update on the latest in California local revenues, legislation, important legal cases, financial conditions and other issues of critical concern to city, county, and special district finance professionals. Hear about the rules and trends in taxes, fees, and other city revenues, the relationship with the state budget, problems, and prospects for reform. Get your questions answered about pressing fiscal issues facing local government entities.

Speaker: Michael Coleman, Fiscal Policy Advisor, California Society of Municipal Finance Officers and League of California Cities

#### **Long-Range Financial Planning and Modeling**

(T – Technical subject areas)

Does your agency want to be able to run funding scenarios during meetings with real time results and charts, projected out for future years (e.g., 10 years, 15 year, 20 years, etc.)? If the answer is yes, prepare your decision makers to make educated financial decisions by attending this presentation and learn how the City of Sacramento, Department of Utilities (DOU), has modernized long-range financial planning. In conjunction with Proposition 218 requirements, DOU has developed multiple funding scenarios for operations and capital improvement projects. Learn how to utilize a rate model software system to develop funding strategies for large capital projects that include a mix of utility rates, bonds, low-interest loans, and grants.

Attendees will see a demonstration of the rate model software system implementation/best practices with key lessons learned from concept to operationalized best practices, including base cash flow summaries, key metrics, alternative scenarios, and initiatives. The base cash

flow summaries reflect the beginning fund balances, revenues, expenditures, debt service, capital investments, and ending fund balances. The key metrics are targets configured into the system, updated in real time as alternative scenarios, and initiatives are toggled for “what-if” scenarios. These tools are proving to be a valuable resource for decision makers about long range financial planning initiatives.

Speakers: Dean Fujimoto, Long-Range Financial Planning Manager, City of Sacramento, Department of Utilities  
Chuong (Ryan) Pham, Business Services Manager, City of Sacramento, Department of Utilities  
Tyler Stratton, Capital Finance and Grants Manager, City of Sacramento, Department of Utilities

### **Diversity, Equity, and Inclusion are Action Words**

(N – Non-technical subject areas)

The public sector workforce demographics look much like the overall workforce demographics in terms of gender, race, and ethnicity. Diversity, equity, and inclusion (DEI) is about more than statistics and mandatory training. It is about understanding and acknowledging that a healthy and productive organization needs to value the wide variety of social and cultural characteristics of its employees, provide the same compensation and opportunities for advancement, and create an environment that accepts and respects these differences. DEI programs cannot be passive statements and initiatives that rely on individuals to change on their own. Successful organizations provide resources, time, energy, and funding for practices that actively change the agency culture to one of inclusivity, recognition, and respect.

Speakers: Jeanette Juarez, Business Services Manager, Valley Sanitary District  
Beverli Marshall, General Manager, Valley Sanitary District

**Wednesday, February 16, 2022**

**1:15 pm – 2:30 pm**

**1.5 CPE**

### **Show Me More Money – Optimizing Revenues in a Post COVID-19 World**

(T – Technical subject areas)

COVID-19 has been the most impactful singular event of this generation. While we are all anxious to be able to permanently shed our masks, the pandemic highlighted the need for government agencies to spend more on public health, safety, and preparedness. The costs of those services will need to be offset by growing revenues. While federal and state aid has been helpful, local governments can't rely on that help forever. Incorporating these additional costs and impacts on other revenue sources into your budgets and long-term financial forecasts is the first step. Finding and growing revenues to offset these costs is the next.

Public agencies have been facing more uncertainty than ever in the last 2 years. With additional demands on local governments to provide new and enhanced services to their constituents, growing revenues in the face of a strained retail environment will be more important than ever. In this session, we will take a deeper look at several areas in which government finance officers can positively impact their agencies revenues. Updating cost

recovery and fee studies, taking a more active role in investing your idle cash, and uncovering some revenues that may be hidden within your agency's municipal code are all examples of revenue generating activities where finance officers can take the lead.

Speakers: Michael Sylvia, Finance Director/Treasurer, City of Vista  
David Bilby, Senior Advisor, Kosmont Transaction Services  
Sara Mares, Director, NBS

### **Fantastic Fundamentals of Treasury Programs**

(T – Technical subject areas)

Your entity's treasury program has an important stewardship responsibility over taxpayer monies. Employing the proper fundamentals will ensure the program is meeting its three primary objectives of safety of principal, providing sufficient liquidity, and earning a market rate of investment income. This presentation will provide information on the following: optional duration (interest rate risk) for the portfolio, important tasks you should accomplish to ensure asset/liability matching, determining whether credit is worth the risk, what impact should Governmental Accounting Standards Board (GASB) Statement 31 have on your investment decisions, how to "tell the story" of the investment program to the various stakeholders, why generally accepted accounting principles (GAAP) are an important part of reporting, and various ways to benchmark performance to check your score against the market.

Speakers: Kent Morris, Chief Investment Officer, City of San Diego  
Rick Phillips, President, FHN Main Street Advisors

### **GASB Update – Implementation Is Coming**

(A – Accounting & Auditing, G – Government)

This session will focus on Governmental Accounting Standards Board (GASB) pronouncements that have already been issued and become effective in the current fiscal year. In addition, there are new GASB Statements that become effective in coming fiscal years that should be on everyone's radar. These standards and more will be addressed in this must-attend session.

Speaker: Lisa Parker, Senior Project Manager, Governmental Accounting Standards Board

### **Federal Legislative and Regulatory Update: What You Need to Know About Post-Stimulus Fallout and Infrastructure Opportunities**

(T – Technical subject areas)

The second year of the 117<sup>th</sup> Congress has a different character than the first; 2021's legislative commotion brings with it the tedious task of maintaining regulatory reporting and carrying out infrastructure goals in the wake of a series of massive spending bills. In this session, hear about the priorities of the Government Finance Officers Association (GFOA), along with the most up-to-date information from California's congressional delegation, as well as our partners at the United States Treasury, FEMA, and DHS.

Speaker: Emily Brock, Director, Federal Liaison Center, Government Finance Officers Association



## **Priority Based Budgeting: Aligning Resources with Strategic Results**

(T – Technical subject areas)

Challenges facing local governments today literally require a new way to see. It's as if our vision has been blurred by the extraordinary stress of managing in this complex economic environment. Whether attempting to rebuild in a post-recession climate, persevering through another year of stagnating or declining revenues, or managing through a pandemic, the challenge remains: how to allocate scarce resources to achieve our community's highest priorities. While serving as a local government practitioner, Jon Johnson co-developed the process and tools needed to successfully implement Priority Based Budgeting. The process was developed in a local government environment and designed to meet the needs that are uniquely specific to municipal agencies. He co-created this process to address the belief that there needed to be a methodology that would successfully link the stated strategic priorities that an organization strives to accomplish with the way resource allocation decisions are made through the budget process.

Speaker: Jon Johnson, Chief Financial Officer and Treasurer, Alliance for Innovation

## **Effective Project Management**

(T – Technical subject areas)

While it may seem like project management is the domain of the engineering staff, the fact is that finance officers are responsible for developing and executing projects all the time, including new financial management systems, audits, annual report preparation, and the budget process. It may be cliché, but it's true: failing to plan is planning to fail. When projects go badly, it is almost always due to one of two factors (or a "perfect storm" combination of both): poor planning or poor implementation of the plan. This session will provide practical, real-world tips on how to better manage projects through more effective planning and follow-up execution of the plan.

Speaker: Bill Statler, Consultant/Retired Director of Finance & Information Technology, City of San Luis Obispo

**Wednesday, February 16, 2022**

**4:15 pm – 5:30 pm**

**1.5 CPE**

## **Top 10 Mistakes to Avoid When Leading an ERP System Implementation**

(T – Technical subject areas)

They cost millions of dollars, are famous for schedule and budget overruns, and sometimes threaten careers. Enterprise Resource Planning (ERP) system projects put finance officers in a leadership position – accountable to the senior executive and the elected body – while still dependent on IT, Human Resources (HR), and unfamiliar consultants to deliver such a visible project. Hear firsthand from an agency that has recently walked this path how a path to success can be charted to overcome what can seem overwhelming in an ERP implementation, with plenty of time for your questions.

Speakers: Michelle Poché Flaherty, Assistant City Manager-Administrative Services  
Director/Treasurer, City of Redwood City  
Tony Gelpman, Information Technology Manager, City of Redwood City  
Derek Rampone, Assistant Administrative Services Director, City of Redwood City

### **Are You Ready for Your Auditor?**

(A – Accounting & Auditing, G – Government)

The auditors are coming! Are you ready? This session will outline a plan to make sure you are ready for your annual financial statement audit. We will go through a general timeline of the audit process and steps that you can take along the way to make sure everything goes smoothly. Remote audit is now an option for many. What are the pros and cons of doing a remote audit, or potentially a hybrid, during a “normal” year? We will explore and provide examples of how it can work efficiently and effectively.

Speakers: Alberto Preciado, Accounting Manager, Citrus Heights Water District  
David Alvey, Vice-President, Maze & Associates

### **Revenue Recovery – From Riches to Rags, and Back to Riches?**

(T – Technical subject areas)

From pandemic impacts to recent changes in the allocation of tax increment funds post-RDA, the City of Belmont was inundated with revenue challenges. This case study will illustrate the importance of utilizing a variety of revenue-raising tools, accurate long-term forecasting, and adaptability to the changing economy. The panel will address various specific measures the City of Belmont has taken to address the revenue issues with which it has been faced.

Speakers: Grace Castaneda, Finance Director, City of Belmont  
Sara Mares, Director, NBS  
Tracy Vesely, Principal, HdL Companies

### **Emergency Management Response Plan – Are You Ready?**

(T – Technical subject areas)

Earthquakes, fires, floods, terrorist attacks...Disasters happen in cities, towns, and counties of all sizes where local government managers and elected officials are expected to lead the immediate response, guide the recovery, and reassure the community that life can be normal again. In this session, you will learn the four phases of emergency management – preparedness, response, recovery, and mitigation – before a disaster occurs. Is your Finance Office prepared to respond and able to continue operating after a disaster? Will city/county services continue to run smoothly on-line? Will revenue continue to flow in? We can help you get prepared to continue operations on the web/remotely.

Speakers: Ryan Buras, Deputy Director of Recovery, California Governor’s Office of  
Emergency Services  
Reva Feldman, Former City Manager, City of Malibu  
Robert Pesapane, Deputy Federal Coordinating Officer-COVID-19 Operations,  
Federal Emergency Management Agency

## **Rising Cyber Risks Pose Increased Credit Challenges for State and Local Governments**

(T – Technical subject areas)

The recent high profile cyberattacks point to the evolving nature of municipal cyber risk. As the frequency of cyber-attacks on state and local governments continues to rise, the cost and impacts of cyber events could have a meaningful impact on municipal entities. In addition, technology investment and insurance costs are expected to play a larger role within a municipality's budgetary practices. The costs of successful cyber incidents have also been steadily increasing as the cyber risk landscape has continued to evolve. This trend emphasizes that cyber events could pose meaningful financial risks that could have an effect on municipal credit quality. Our panel of experts will explore the tangible and intangible costs of cyber breaches and the impact of cyber risk mitigation on overall credit quality.

Speakers:     Darren Bennett, Chief Information Security Officer, City of San Diego  
                  Lakshmi Kommi, Director of Debt Management, City of San Diego  
                  Omid Rahmani, Associate Director-Cyber, Fitch Ratings

## **Building Sustainable Infrastructure: Promoting Positive Social, Economic, and Environmental Impacts**

(T – Technical subject areas)

Sustainable infrastructure development considers a project's impact on the economy, environment, and society in every stage of the life cycle: planning, design, construction, operation, and possible decommissioning. The infrastructure projects that move forward provide positive social and environment benefits while ensuring economic feasibility. Panelists will discuss the development and financing process as well as strategies to integrate community involvement. Panelists may discuss the integration of sustainability benchmarks (key performance indicators, for example) in project progression.

Speakers:     Sean Charpentier, Executive Director, City/County Association of Governments of San Mateo County  
                  Cung Nguyen, Senior Civil Engineer, Los Angeles County Department of Public Works  
                  Bryant Jenkins, Principal, Sperry Capital

## **CalPERS Actuarial Information/Valuations 101**

(T – Technical subject areas)

With the recent increased attention to the unfunded accrued liabilities of pension plans, pension obligation bonds (POBs), and other financing options, finance practitioners need to become well-versed in how to read actuarial reports, including basic terms, methodology, and information essential to determining your pension plan contribution requirements and funded status. This session will explain what you need to know in clear terms and will help you translate this complex information for decision makers, employees, bargaining units, and the public.

Speaker:     Julian Robinson, Senior Pension Actuary, California Public Employees' Retirement System

**Thursday, February 17, 2022**

**8:30 am – 9:45 am**

**1.5 CPE**

### **Critical Concepts of Accounting for Capital Assets**

(A – Accounting & Auditing, G – Government)

This session will provide a review of the basics and selected advanced concepts and practical approaches to accounting for capital assets. Capital assets include major government facilities, infrastructure, equipment, and networks, as well as intangible assets that enable the delivery of public sector services. Accounting for capital assets requires internal control procedures to comply with various accounting requirements, and collaboration with other departments of the government to gather and understand pertinent information. The intended outcome of the session will be a high-level understanding of the transaction cycle and an introduction to advanced concepts frequently encountered.

Speaker: Michele Mark Levine, Director of Technical Services, Government Finance Officers Association

### **Two Budget Practitioners – Feedback on your Budget(s)**

(T – Technical subject areas)

Whether you are a budget novice or a seasoned expert, it is always helpful to have someone else give you feedback on your budget document and process. What is better than having two long time budget practitioners give you helpful budget tips along with several traps and tricks. Be willing to be a visionary and think outside the box. You will take away information about the role unions and human resources play in your budget process. You will be able to evaluate the full cost of running your organization or creating a budget document that is complete and tells your story. You will learn to think long-term and strategically while knowing what to measure. Finally, take away some tools to declutter your budget process.

Speakers: David Cain, Retired Finance Director/Treasurer, City of Fountain Valley  
Russ Branson, Founder, Russ Branson Consulting

### **20 Characteristics of Great Teams – and How You Can Make a Difference By Being a Successful Communicator**

(N – Non-technical subject areas)

Can you impact the success of your team? Sure you can! All you need to know are the 20 characteristics and traits that will be presented in this action-packed session. Teams don't become successful on their own – it takes time, work, dedication, and lots of open and honest communication. The root cause of most organizational issues and problems is poor, unclear communication. The communication skills presented can be used every day on the job and at home.

Great teams start with having a clear vision, mission, and goals, and wrap up with thanking everyone for their efforts, and looking to the future and asking how the team can do better. Successful teams produce solid results while realizing the team must be open to new ideas from all sources. Continuous improvement is valued as team members teach, learn, and mentor one another. Once you delve into these characteristics, you will realize how you can

impact your team every day. These are the behaviors and actions that will turn your team and organization into “a great place to work.”

Speaker: Neil Kupchin, Management & Training Consultant

### **Advanced Tools for Managing Pension Costs and UAL**

(T – Technical subject areas)

CalPERS pension costs for local government employers present a challenge to even the most skilled and disciplined financial professionals. The topic is complex, with an array of terms, gray-areas, and differing viewpoints on the best strategic approach. What may work well for one employer may be entirely wrong for another, based on their plans’ particular demographics or economic circumstances. In this session, a CalPERS actuary will dive into the deeper waters of pension cost management and strategy. The goal is to equip employers with the technical acumen and tools they need to make the best decision for their particular agency, members and plans. Special attention will be given to two tools CalPERS has developed to help agencies make the most informed decisions possible:

- Pension Outlook tool, which models rates based on variable discount rates, investment returns, and Public Employees’ Pension Reform Act (PEPRA) membership, and
- Managing Employer Contributions, a customized spreadsheet that incorporates all of your plans’ actuarial bases and options like early pay-offs, additional discretionary payments (ADPs), and “soft fresh starts.”

This will be a highly valuable session for those who have already built a firm foundation and understanding of pension costs, and are now focused on positioning their agencies to best manage those costs.

Speaker: Randall (Randy) Dziubek, Deputy Chief Actuary, California Public Employees’ Retirement System

### **A Practical Approach – Utility Users Tax Administration and Lessons Learned**

(T – Technical subject areas)

In this session, you will learn some best practices for managing the utility users tax (UUT) portfolio in your agency. In addition, you will hear from one city about the experience, the benefits, and the frustrations of turning over the administration of a UUT to a third party in a public-private partnership. This perspective will be shared from the perspectives of both the city and the business partner. Finally, you will hear some industry perspective and some history on why the revenue fluctuates and why local governments have seen significant declines over the last several years.

Speakers: Brigitte Elke, Finance Director, City of San Luis Obispo  
Victoria Beatley, Principal, HdL Companies

### **Technology Master Planning – Maximize Your Tech Investments**

(T – Technical subject areas)

This session is designed to outline how you can maximize your technology investments agency-wide through the development of a comprehensive Technology Master Plan, not just strategies. Learn the answers to these and many more questions:

- How to measure the quality and service IT provides to departments.
- What are the cost-benefits or return on investment (ROI) from technology projects?
- What are the key factors that determine the right IT size for an agency?
- How to best prioritize technology projects.
- Identify realistic Smart Technologies and the Internet of Things (IoT)
- Understand when a departmental system must be replaced versus improved.
- Key best practices that minimize cost.
- What benefit is technology delivering to our residents?
- Critical cybersecurity initiatives no agency should be without.
- Simplified disaster recover planning.

The best Technology Master Plan provides more than a mission/vision statement or goals and objectives. A master plan must be actionable steps while aligning with the agency's strategic framework, including:

- Actions required to meet goals and objectives
- Human and financial resource needs
- Best practices and proven approaches to ensure success and mitigating risk
- Budget for plan initiatives – capital and expense
- Prioritized initiatives and projects
- Realistic implementation timelines
- Measurements for success and performance tracking
- IT governance model to create a living Technology Master Plan

Speakers: Janelle Rau, Deputy Chief Executive Officer, County of Mendocino  
David Krout, Managing Partner-Management Consulting Practice Leader,  
ClientFirst Consulting Group LLC

## **How to Handle Buyer's Remorse as Interest Rates Rise**

(T – Technical subject areas)

If you're having rate hike déjà vu, that familiar feeling is from 2013, when interest rates were historically low and the Fed began to unwind its accommodative measures. When that happens, interest rates rise and bond prices fall, negatively impacting market values, and it's common for public agency investors and their stakeholders to second guess investments purchased during the lower yielding environment. For public agency staff internally, market value fluctuations can also raise questions around spending and annual reporting. During this session, we'll revisit how the Fed unwound its policies after the last financial crisis – lessons you can reference with your team and stakeholders – and what similarities or differences we may see this time. What did investors do last time that paid off in the long run? We'll offer practical takeaways for communicating with your council or board and what you can expect when preparing your annual reports during a rising interest rate environment.

Speakers: Christine Andrews, Assistant Director of Finance and Information Systems, City of Brentwood  
Kyle Jones, Managing Director/Co-Head of Portfolio Strategies Group, PFM Asset Management LLC  
Monique Spyke, Managing Director/Co-Head of California Practice, PFM Asset Management LLC



**Thursday, February 17, 2022**  
**10:00 am – 11:15 am**  
**1.5 CPE**

### **A 360 View of OPEB Trusts and Why They Work**

(T – Technical subject areas)

This session will discuss how funding an other postemployment benefits (OPEB) trust can help your agency's balance sheet and where to begin. We'll explore how to fund your OPEB, the flexibility allowed when investing your OPEB trust, and the financial reporting impacts. Our panel will review how to establish a funding plan, highlighting investment strategies allowed by the California Government Code for longer term liabilities, and when to consider drawing from the trust. Our discussion will consider how Governmental Accounting Standards Board (GASB) rules now require OPEB to be upfront in your financials. We'll also address key questions we see come up as agencies consider an OPEB trust:

- How will funding your OPEB change rating agency perceptions?
- How about perceptions of general governance?
- How can you manage your investment and funding strategies and communicate with stakeholders during volatile markets?

Join us as our panelists provide insight from their varying perspectives.

Speakers: Dennis Kauffman, Assistant City Manager/Chief Financial Officer, City of Roseville  
Ellen Clark, Director, Multi-Asset Class Portfolio Strategist, PFM Asset Management LLC  
Mary Beth Redding, Vice President, Bartel Associates LLC

### **Public Speaking for Financial Folks**

(N – Non-technical subject areas)

Impactful and memorable public speaking is both an art and a skill. Without it, your message can be ignored, diluted, or not taken as seriously. In addition, it is an essential part of leadership! Learn what it takes to overcome your fear of public speaking and to be more effective at it. And as a financial professional, you need people to listen to you! This presentation breaks down into bite-size and actionable chunks what to do. The session is engaging with exercises that move you around and interact with others. Here are some major take-aways from the session:

- Master how to be more calm and confident before, during, and after a presentation.
- Understand what your body is conveying to the audience without you even realizing it.
- Do these three things before every presentation to feel more confident.
- Learn how to express yourself as a leader that others will want to follow.

Learn, master, and have fun!

Speaker: Steve Yu, Chief Financial Officer, UCLA School of Law

## **GASB Update – What Is the GASB Up To**

(A – Accounting & Auditing, G – Government)

Get some insights into the future of governmental accounting and financial reporting. This session will provide an up-to-the-minute status report on the key projects and on several other practice issues projects on which the Governmental Accounting Standards Board (GASB) expects to issue proposals in 2022.

Speaker: Lisa Parker, Senior Project Manager, Governmental Accounting Standards Board

## **Utilities Potpourri! Exploring our Financial Future in the Wake of Ever-Increasing Legislation and Regulations**

(T – Technical subject areas)

This session will discuss the past and proposed legislation increasingly imposed upon utilities by the federal and state government. Topics will include efforts to implement the “Human Right to Water,” including the increased demand for low income rate assistance with subsidized water rates and the corresponding Proposition 218 compliance issues. We will also have a look at how utilities have been affected by SB 998 and shutoff mandates, and how other future legislation might financially impact utilities, including human right to water, water quality, conservation, illegal pot farms water usage, and cleanup of “forever” chemicals.

We will also address concerns for wastewater utilities, such as reduced water usage affecting water quality and recycled water production. In addition, we will look at issues affecting solid waste utilities, such as the impending implementation of SB 1383, which addresses organic waste in the future. We will also explore the innovative strategies one district has developed to meet landfill diversion requirements while generating revenue for the district to help ease ratepayer burden. Issues will be addressed from a financial, legal, and legislative perspective to shed a comprehensive light on the multifaceted challenges affecting utilities today and in the future.

Speakers: Danielle Coats, Senior Legislative Program Manager, Eastern Municipal Water District  
Cindy Byerrum, Partner, Eide Bailly LLP  
Jim Ciampa, Partner, Lagerlof LLP

## **The Post-COVID Revenue Cookie Jar for Cities**

(T – Technical subject areas)

It’s no secret that consumer spending patterns and private investment are shifting in a post-COVID world, with impacts on what were once reliable municipal revenue sources. More important than ever, there are some economic development-related platforms with pockets of revenues and value that finance professionals should be aware of that this session will explore. For example, surplus property can be sold but must meet new surplus land act (SLA) regulations. Cities can lease land, as well, which also comes with SLA mandates. Also, there are a series of value capture tools, such as special tax increment districts like enhanced infrastructure financing districts (EIFDs), that are worth evaluating for long-term fiscal upside. The newest “currency” for cities is zoning and entitlements in a post-COVID world, where the shift from retail to residential and industrial and the reimagination of large regional



retail centers is ramping up zone change requests from the private sector, and how such requests can be a “cookie jar” of financial revenue and value for cities.

Speakers: Sharon Landers, City Manager, City of Carson  
Larry Kosmont, President, Kosmont Transaction Services

### **A Fundamental of Municipal Debt: Lease Financing in California**

(T – Technical subject areas)

Leasing as a tool of public finance plays a special role in California, where a particularly high voter threshold for approving “indebtedness” and a history of accommodating court decisions combine to provide the most important tool for the long-term financing of general fund capital expenditures. While many of the legal and market requirements are now well-established, this tried and true financing tool continues to evolve. Understanding this tool is essential for any public servant, elected official, or citizen interested in the workings of local and State government in California. The California Debt and Investment Advisory Commission is preparing a future publication on this topic, designed to replace a document that is now 30 years old. The participating panelists have been guiding this effort and will share this refreshed view of a time-tested tool.

Speakers: Robert Berry, Executive Director, California Debt and Investment Advisory Commission  
Nikolai Sklaroff, Deputy Director-Debt and Treasury Management, City of San Jose  
David Brodsky, Managing Director, KNN Public Finance

### **Opposites Attract: Cultivating Trust, Teamwork, and Collaboration between Finance and Human Resources.**

(N – Non-technical subject areas)

In this session, professionals will share how developing an interdepartmental relationship between Finance and Human Resources will result in streamlined operations, increased productivity, and leadership development.

Speakers: Noah Daniels, Finance Manager, City of Rancho Cucamonga  
Jenifer Phillips, Deputy Director of Human Resources, City of Rancho Cucamonga  
Daphne Anneet, Equity Partner, Burke, Williams & Sorensen, LLP

**Thursday, February 17, 2022**

**2:00 pm – 3:15 pm**

**1.5 CPE**

### **CalPERS – the Charted Course Forward for Pensions**

(T – Technical subject areas)

The issue of pension costs for local agencies has loomed large in California for many years. In the most recent fiscal year, amidst all the challenges of COVID-19, CalPERS investments more than tripled the expected rate of return, providing some relief for projected future employer contribution rates in a time of deepest challenge. But prudent decision-making requires a more realistic view of probable future investment performance, using the best possible tools

and industry experts to forecast what the retirement fund is most likely to return in the near- and long-term. In this session, CalPERS Chief Financial Officer Michael Cohen will explain how the global financial market outlook, local government fiscal realities, and the California political landscape itself were the subject of intense scrutiny and consideration by the CalPERS Board and staff in the recently completed Asset Liability Management (ALM) process, culminating in the selection of the discount rate. Special attention will be paid to the impacts on projected employer contribution rates, Public Employees' Pension Reform Act (PEPRA) employee contribution changes, unfunded liabilities, and the timeline for implementing strategic asset allocation changes in the portfolio.

Speaker: Michael Cohen, Chief Financial Officer, California Public Employees' Retirement System

### **Insights from Lease Implementation**

(A – Accounting & Auditing, G – Government)

The implementation date for Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, which was extended 18 months due to GASB's postponement standard because of COVID-19, has provided a long runway for lease implementation. Well, we are finally here! Join us for insights on lease implementation. We will share our collective experiences navigating through the challenges of implementing the requirements of the new lease standards. We will cover everything from identifying leases to reporting them in the annual comprehensive financial statements. GASB 87 is a wholesale change from existing lease guidance and requires careful consideration as you apply the new standards to your organization.

Speakers: Craig Boyer, Assistant Controller, County of Alameda  
Rick Bruneau, Deputy Director of Finance, City of San Jose  
David Bullock, Partner, Macias Gini & O'Connell LLP

### **The Human Side of Ethics: Making Great Choices – Not Because We Have to but Because We Want to**

(N – Non-technical subject areas)

What causes an otherwise intelligent person—a person who knows the difference between right and wrong—to make a choice that will negatively impact themselves and their organization? You'll find out in this fascinating presentation on human values and ethics. With a unique perspective gained from his own past experience, Chuck sheds new light on why we do what we do, and how to influence behavior.

Most business ethics speakers' presentations and training programs focus on compliance and legal issues—as if ethical choices are either legal or not. The reality is, ethical choices have far more impact on a company long before the issue of “legal or illegal” comes into play. While your Ethics Code of Conduct might meet all the required standards, the missing piece for most companies is the ability to help management and employees understand the human dynamic associated with conduct management. It's time to take ethics training in a different direction. No longer is a two-hour compliance speech going to change behavior! Chuck will pull back the curtain to reveal the truth about ethical behavior and how we shape a new direction in ethical leadership. Expect to leave this presentation with the ability to:

- Understand specific human dynamics when it comes to ethical decisions.
- Identify key components involved in making ethical choices.
- Review the phases of “The Unethical Continuum.”
- Establish a road map to keep employees’ behavior between the ethical lines.

Speaker: Chuck Gallagher, Business Ethics Expert

## **Operationalizing Equity in Budget Development – Charting New Routes to Delivering Responsive Governance**

(T – Technical subject areas)

The topic of racial equity in government has sparked renewed public interest in examining how local governments can advance better outcomes in the existing racial disparities between white residents and Black, Indigenous, and People of Color (BIPOC) residents. A city’s budget is one of the most important policy documents, and is under increasing public demand to account for how it distributes services and resources to residents in fair and just ways. This panel will discuss how racial equity can be operationalized in a city’s budget development process by presenting how the City of Oakland integrated equity through its entire budget process. City of Oakland staff will explain the racial equity framework that guided their approach, the tools they developed to initiate all fiscal staff in equity analysis, and the process they designed to ensure that racial equity was considered at every step of the budget process. The result of this work is that the City of Oakland published for the first time in its budget documents equity analysis on all significant budgetary changes for the public to digest, review, and debate. The staff that led this initiative has been collecting feedback internally on how to improve the process and will share lessons learned in the presentation.

The presenting team will give an in-depth appraisal of how racial equity can be more fully incorporated into municipal budget development. Attendees will receive grounding in principles of racial equity, change management practices, and a blueprint for integrating equity into their next budget cycle. This will be a hands-on session geared towards equipping attendees with knowledge and tools to begin strategically planning for the implementation of their own operationalization of racial equity. By attending this session, attendees will walk away with a deeper orientation on racial equity and how they can facilitate racial equity as a process to implement more responsive and transparent governance.

Speakers: Ecaterina Burton, Senior Budget and Management Analyst, City of Oakland  
Darlene Flynn, Director of the Department of Race and Equity, City of Oakland

## **Benchmarking: A Better Tool for Success Than You Think**

(T – Technical subject areas)

Like many of you, I was “from Missouri” (i.e., very skeptical!) about the value of “benchmarking” (comparing my city with others). Every agency is unique (especially “my city”). After all, there are 482 cities and thousands of special districts. However, I’ve learned that when carefully prepared, benchmark analysis can be a powerful tool in measuring performance and assessing organizational accountability in a wide range of topics, including fiscal policies, staffing, organizational structure, and achieving goals. Making meaningful comparisons requires carefully selecting both the data that will be collected (“metrics”) and the benchmark agencies to ensure they represent as close a match to your organization as possible, recognizing that a “perfect” match is not possible. This session will present how

benchmarking results can be powerful in identifying strengths as well as areas for improvement. It will also present critical success factors for effective benchmarking, such as:

- Establishing the benchmarks (what will be compared)
- Identifying the benchmark group
- Collecting data (and ensuring its reliability/comparability)
- Analyzing your agency's current position
- Incorporating results into findings and recommendations

Speaker: Bill Statler, Consultant/Retired Director of Finance & Information Technology,  
City of San Luis Obispo

### **Evaluating Proposals for Investment Advisory Services: How to Differentiate when Everything Sounds the Same**

(T – Technical subject areas)

Public agencies in California and nationwide are continuously evaluating their investment programs and their choices of investment advisers. While it can be a tedious and time-consuming process, the request for proposal process is a best practice and primary facilitator in ensuring a competitive, merit-based selection of an investment adviser. In this session, we will discuss how to differentiate between responses and more clearly define how a firm's experience, investment process, reporting capabilities, and risk controls meet your needs and fulfill your entity's requirements. Our professionals will define some key metrics used to evaluate providers of investment services, information that is identifiable in the Form ADV and GIPS Compliant Reports, and enable your evaluation committee to make a decision that best fits your needs, financial goals, and mission.

Speakers: Javier Carcamo, Director of Finance, City of Murrieta  
Joseph Kolinsky, Chief Compliance Officer, Chandler Asset Management

**Thursday, February 17, 2022**

**4:00 pm – 5:15 pm**

**1.5 CPE**

### **Cyber Security – A Growing Risk: What You Should Know and Do**

(T – Technical subject areas)

Cyber security risks are rapidly expanding across all industries public and private. Malware, ransomware, password theft, phishing, inadvertent disclosure, and other cyber threats are dramatically on the rise. These threats are increasingly complex. As a result, cyber liability insurance markets are rapidly changing. Insurers expect agencies to have robust security systems and protocols. This trend will undoubtedly continue for the foreseeable future. In this session, you will hear from one of the state's premier municipal insurance pools and a top southern California attorney skilled in data breach prevention and response. You will learn about the rapidly changing environment, what you should be doing to protect your agency and your systems, and what you should immediately do if your agency is a victim of an attack.

Speakers: Jason McBride, Finance Director, California Joint Powers Insurance Authority  
Scott Koller, Partner, Baker Hostetler

## **Effective Communication of your Agency's Investment Results to Stakeholders**

(T – Technical subject areas)

Presenting timely financial information in a clear and concise format is critical for communicating with internal staff and external stakeholders, such as constituents, city councils, other governing bodies, and investors. In this session, attendees will learn how to communicate the key elements of your investment program as well as explore the content and frequency of reports to improve communication and promote transparency. Increased, effective reporting creates better decision making, stronger planning and analysis, and deeper relationships with stakeholders. It can also streamline the budget and year-end financial process.

Speakers: Lauren Warrem, Chief Deputy Treasurer, County of San Diego  
Christopher McCarry, Senior Portfolio Strategist, Chandler Asset Management  
Carlos Oblites, Senior Portfolio Strategist, Chandler Asset Management

## **Promises and Pitfalls of American Rescue Plan Grants & Others!**

(A – Accounting & Auditing, G – Government)

The American Rescue Plan Act, signed into law on March 11, 2021, delivers \$65 billion of aid to cities and towns across the United States, including \$8 billion for California cities. This provides much-needed relief to our communities, but also comes with several compliance criteria that aren't always clear. To avoid the pitfalls of non-compliance and realize the promises of federal grant relief funding, join our session to hear unique perspectives from a grant manager and a grant auditor.

Speakers: Eric Russell, Deputy Director-Asset Management, City of Columbus, Ohio  
Katherine Lai, Partner, Crowe

## **Is the 2022 Economic Forecast Trending the Right Way?**

(T – Technical subject areas)

For over 60 years, the UCLA Anderson Forecast has provided forecasts for the economies of California and across the country, and is recognized as one of the most accurate, widely followed, and frequently cited in the state. Avenu has been providing regional and local forecasts and trends in California for over 40 years. Together, they will provide a comprehensive macro and micro forecast for cities and what to expect next. Join us as they present their 2022 Economic Outlook, which includes valuable insight and explanation behind the numbers and trends, and will be followed by a Q&A session.

Speakers: Dr. Leila Bengali, Economist, UCLA Anderson Forecast  
Fran Mancia, Vice President of Government Relations, Avenu Insights & Analytics

## **How to Handle Complicated Contract Costing Conversations**

(T – Technical subject areas)

Conversations around labor costs can be complicated and controversial. This session will explore those costing elements that agencies may need to address as these discussions occur both within the agency, with the governing body, and across the table in bargaining with labor. Understanding costing assumptions, methodology, and compensation components that

tie to talks at the table will be reviewed. Join us as we share insights into one of our favorite topics – costing labor contracts!

Speakers: Kim Sitton, Finance Manager, City of Corona  
Peter Brown, Partner, Liebert Cassidy Whitmore  
Kristi Recchia, Labor Relations Director, Liebert Cassidy Whitmore

### **When Life gives You a Lemon, You get Chemo!**

(N – Non-technical subject areas)

Everything was going well for Scott Dowell until one day when he got a call from his doctor. “Scott, I need you to get over to my office. I have something urgent to discuss!” That one phone call began an unexpected journey for Scott, his family, and the City of Chico. No one at age 54 – or any age, for that matter – wants to hear they have cancer. But that is what happened to Scott. How do you cope with disturbing news? How does it affect you, your family, and your workplace? Those are some of the items Scott will discuss in this inspirational presentation of what happens when life gives you a lemon in the form of cancer!

Speaker: Scott Dowell, Administrative Services Director, City of Chico

**Friday, February 18, 2022**

**9:00 am – 10:15 am**

**1.5 CPE**

### **Discover GFOA Best Practices**

(A – Accounting & Auditing, G – Government)

This session will introduce you to the GFOA Best Practices that identify specific policies and procedures that contribute to improved government management. They aim to promote and facilitate positive change or recognize excellence, rather than merely to codify current accepted practice. The session will focus on the accounting and financial reporting best practices and will provide a brief overview of the best practices for other areas of financial management (budget, capital planning, debt management, economic development, treasury and investment management, pension and benefit administration, procurement, and risk assessment).

Speaker: Michele Mark Levine, Director of Technical Services, Government Finance Officers Association

### **Ten Essential Ways to Show Authentic Appreciation**

(N – Non-technical subject areas)

Authenticity counts. If you really want to offer meaningful appreciation to others, you need to be sincere, get to know the people you work with, and show you care. Authentic appreciation comes from someone who knows what the individual did, how it benefitted the organization, and the type of feedback that will mean the most to the person on the receiving end. The days of offering generic “atta boys” and “great job” are over. Today’s workforce wants to know that others have taken the time to know them, noticed their contributions, and appreciated them as contributing members of the team. In this highly interactive session, you will learn a five-step process for delivering meaningful recognition and ten specific actions you can take to involve, motivate, encourage, and empower the people with whom you work. By showing



authentic appreciation every day, you will be a positive influence on everyone with whom you come into contact.

Speaker: Neil Kupchin, Management & Training Consultant

### **Clarifying CalPERS Rules on Hiring, Reporting and Working After Retirement**

(T – Technical subject areas)

For many employers, navigating the rules of reporting and hiring employees under the umbrella of the Public Employees' Retirement Law can present challenges and confusion. Many situations require careful analysis of the law and the specific details about the individual employee, and there are frequent refinements to the guidelines as new legislation, precedential cases, and regulations are promulgated. This presentation will cover hot topics and emerging issues with CalPERS. In particular, we will cover rules for hiring retired employees, memoranda of understanding (MOUs), special compensation, using independent contractors, and temporary employees. We will also cover common compliance issues, audit findings, recent audit trends, and how to address them. This session will be essential for agencies to know how to stay compliant and avoid liability.

Speakers: Renee Ostrander, Chief of Employer Account Management, California Public Employees' Retirement System  
Steven Berliner, Partner, Liebert Cassidy Whitmore

### **Indirect Costs and Federal Funding: What you Need to Know**

(T – Technical subject areas)

Maximizing and sustaining revenue is more important now than ever. Fiscal recovery funds and federal grants are a chief source of revenue across the board for state, local, and tribal governments. Agencies spend on average 30-40% of total program cost in indirect costs to support federally funded grant programs. However, much of this indirect cost ends up being subsidized by the General Fund. It is critical that agencies understand their true costs in order to support their programs long-term. Join us in breaking down the common misconceptions around indirect costs and learn the necessary steps to recover those costs. By maximizing federal funding through indirect cost recovery, agencies can come out of this COVID-19 era stronger.

Speakers: Jennifer Becker, Financial Services Director, City of Burbank  
Nicolie Lettini, Vice President of Indirect Services, eCivis

### **Prevent Cyber Attacks Against Your Organization**

(T – Technical subject areas)

It's a crisp Monday morning, and you've just arrived at the office to get an early jumpstart on your week. All is quiet, and steam curls up from your warm cup of coffee. Fingers poised, you prepare to dive into work when an unfamiliar login screen pops up. Something isn't right. You know the telltale signs, and this is what you've been trained for. Your firm is the victim of a cyber hack. What do you do? Who do you call? Where do your most critical IT infrastructure assets reside? It's easy to think this won't happen to you, but with cybercrime continuing to escalate, the issue isn't if you will be attacked, it is when. In today's digitally

connected world, securing your assets is not an option, it is a requirement. Join us as we take you through scenarios that will help you prepare for the worst.

Speakers: Don Hester, Cybersecurity Manager, City of Livermore  
Rodrigo Macias, Partner, Macias Gini & O'Connell LLP  
Johnny Mays, IT Advisory Supervisor, Macias Gini & O'Connell LLP

### **California Local Government Investing in a post-COVID World – There are no Dumb Questions to ask in Today's Fixed Income World**

(T – Technical subject areas)

A famous American scientist once said, "The only dumb question is the question you don't ask!" As a local government investor, do you find yourself confused as you listen to the media, your peers, and thought leaders discuss the following questions:

- What is the FOMC dot plot and how can I use it to help form my ARPA funds investment strategy?
- If the Federal Reserve adjusts the interest on excess reserves (IOER) rate, will that impact my portfolio – and how or why?
- Now that the Fed has changed its policy on the supplementary leverage ratio (SLR) for banks, how will that impact my portfolio strategy?
- How is my portfolio positively impacted from the change in the definition of an Accredited Investor?
- How will pending inflation affect the fixed income markets and what should I do now in terms of strategy?

The landscape, language, and concepts in the local government fixed income marketplace have changed quickly and dramatically as we enter a post-COVID world. Now is the time to become familiar with the acronyms, the investment concepts, and strategies so you can strategically position your portfolio for the future. This session will review the impact of COVID on local government revenues and how stimulus, ARPA, and pending infrastructure plans will impact the fixed income markets and California investors. This session will also provide an educational overview of many of the entities, programs, legislation, language, and market phenomena that are impacting the fixed income markets. Finally, this session will explore and review investment strategies you can employ today to prepare for the drastically changing landscape of the short-term fixed income world.

Speakers: Hubert White, Chief Investment Officer, City and County of San Francisco  
Laura Glenn, Director of Investment Advisory Services, Public Trust Advisors  
Thomas Tight, Managing Director, Public Trust Advisors





## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Maria O. Martinez, City Clerk

**DATE:** February 1, 2022

**SUBJECT:** Approval of Travel Expenses Exceeding \$500.00 per trip for the City Clerk and Deputy City Clerk to attend the City Clerks of California Annual Conference on April 5 – 8, 2022, in Burlingame, California.

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**Recommendation:**

Staff recommends the City Council approve the travel expenses exceeding \$500.00 per trip for the City Clerk and Deputy City Clerk to attend the City Clerks of California Annual Conference on April 5 – 8, 2022, in Burlingame, CA.

**Discussion:**

This request is for approval of staff to attend the City Clerks of California Annual Conference on April 5 – 8, 2022, in Burlingame, CA.

This training will update the City Clerk and Deputy City Clerk on records management, boards and commissions, legislative changes from the pandemic, and redistricting. The training will expand Staff knowledge on a wide range of topics relevant to their roles within the city.

The cost of the conference, hotel fees, and food per diems will exceed the Expense and Use of Public Resources Policy limits established by City of Wasco Resolution No. 2006-2327, limiting expenses to \$500.00 per trip. As a result, the City Council must approve the travel request as the expenses for the cost of this trip will exceed \$500.00.

**Fiscal Impact:**

It is estimated that the cost of this training will not exceed \$1500.00 each, including the conference and travel expenses. The training cost is contained in the adopted FY 2021-2022 Budget; no budget action is required.

**Attachments:**

1. Training Information



**2022 CCAC ANNUAL CONFERENCE**  
**RENEW. REBUILD. RECREATE.**  
**APRIL 5-8, 2022 | BURLINGAME, CA**

**City Clerks Association of California Presents:**  
**2022 CCAC Annual Conference**  
**April 5-8, 2022**

**Location:**

**San Francisco Airport Marriott Waterfront**  
**1800 Bayshore Highway**  
**Burlingame, CA**

**Full Agenda coming soon!**

**Athenian Dialogue – April 5, 2022**

“Grapes of Wrath” by John Steinbeck

*Available in Audiobook format!*

Facilitated by Ed Tywoniak, Ph.D.

**Registration**

**Registration Rates:**

**All conference pre-registrations must be received by March 25, 2022.**

Member Rate: \$450 - Members be sure to login for member pricing!

Non-Member Rate: \$595

Advanced Academy Add-On: \$150

You may pay online with a credit card, or send check payments to:

**CCAC**

808 R Street, Suite 209  
Sacramento, CA 95811

**Hotel Information:****San Francisco Airport Marriott, Waterfront**

1800 Bayshore Hwy  
Burlingame, CA 94010

**Discounted Rate:** \$199

**Deadline to Book Your Room:** March 14, 2022

**Book your group rate for City Clerks Association of California Annual Conference**  
(<https://www.marriott.com/events/start.mi?id=1641858243772&key=GRP>)

**Cancellation Policy:**

**Cancellations notices must be made IN WRITING and received by CCAC no later than March 25, 2022. All cancellations received on or by March 25, 2022 will be refunded less a \$50 processing fee. There will be no refunds for cancellations made after March 25, 2022. Please send cancellation notices to [staff@californiacityclerks.org](mailto:staff@californiacityclerks.org).**

**Refund exceptions may be considered on a case by case basis for registered attendees should they, or a member of their immediate household, test positive for COVID-19 after March 25, 2022. Please contact Allison Airehart, [aairehart@californiacityclerks.org](mailto:aairehart@californiacityclerks.org) (mailto:[aairehart@californiacityclerks.org](mailto:aairehart@californiacityclerks.org)), for assistance.**

**Health and Safety Information**

Please find the information below on the measures being taken to maximize safety for attendees of our Annual Conference on April 5-8 in Burlingame, CA.

In accordance with Marriott International policies and procedures, the San Francisco Airport Marriott is **requiring facial coverings at all indoor public spaces, including meal and networking events when not actively eating or drinking.** Masks are not required outdoors. Hotel staff and CCAC administration will be masked throughout the event, and hotel staff are temperature screened everyday upon entry to work. The venue is working with us to create as much social distancing as possible during our sessions, and they are also reviewing Covid-19 and safety procedures for food and beverage events. There will also be sanitation stations located throughout the meeting venue and during food and beverage events.

We ask that you exercise social distancing when interacting with one another during the conference. At registration, **lanyards will be available that indicate an attendee's comfort level with personal interactions.** Red indicates the individual is social distancing to the greatest extent possible; yellow indicates the individual would prefer some extra space; green indicates the individual is comfortable with more close contact. CCAC will also have facial coverings available for those who forget theirs!

We ask if you have any symptoms or known exposure to COVID-19, you opt to not attend the conference. CCAC is considering adding some virtual events later this year to allow greater access to trainings during these

uncertain times.

Thank you for your support of CCAC and our efforts to keep everyone safe and healthy at the Annual Conference. If you have any concerns or questions, please reach out to the CCAC office at 916-330-2706 or email [staff@californiacityclerks.org](mailto:staff@californiacityclerks.org) (<mailto:staff@californiacityclerks.org>).

**COVID-19 Personal Responsibility and Liability Waiver:**

By registering for, or attending, the CCAC Annual Conference you voluntarily assume all risks and accept sole responsibility for any illness or injury related to exposure to COVID-19, and release CCAC from liability for any injury or harm that may result from attending the Annual Conference. CCAC's goal is to ensure a safe meeting environment. As such, you also agree to abide by any prevention or safety measures that CCAC, the San Francisco Airport Marriott, the San Mateo County Health Department, the State of California or Center for Disease Control may have in place during the event. You also agree not to attend the Annual Conference if you become ill, are aware that you've been directly exposed to the COVID-19 virus within two weeks prior to the Event, or exhibit any symptoms of the COVID-19 virus prior to or during the event.

**Additional Information:**

Conference dress attire is casual. It is recommended that you have a jacket or sweater, as the ballroom is kept at a cool temperature.

Attendees requiring ADA accommodations should contact Allison Airehart, [aairehart@californiacityclerks.org](mailto:aairehart@californiacityclerks.org) (<mailto:aairehart@californiacityclerks.org>), to ensure that appropriate arrangements are made prior to the event.

## CONTACT US

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Email: [staff@californiacityclerks.org](mailto:staff@californiacityclerks.org) (<mailto:staff@californiacityclerks.org>) (tel:4046348230)

 (<https://www.facebook.com/groups/73826500585/>)   
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The City Clerks Association of California (CCAC) was founded in 1977 with a mission of promoting the profession of City Clerks through education, support, and communication.

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## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Tom Schroeter, City Attorney  
Maria O. Martinez, City Clerk

**DATE:** February 1, 2022

**SUBJECT:** Nomination, selection and Adoption of a Resolution appointing a person to fill the District 4 unexpired term vacancy with the term expiring on November 8, 2022, General Municipal Elections Results are Certified and following appointment, the City Clerk will administer an Oath of Office to the newly appointed candidate.

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### **Recommendation:**

Staff recommends the City Council, following the Nomination;

1. Adoption of a Resolution appointing a person to fill the District 4 unexpired term vacancy who will serve until November 8, 2022, General Municipal Elections Results are Certified.
2. City Clerk to administer an Oath of Office to the newly appointed candidate and this appointment shall be effective immediately upon taking the Oath.

### **Discussion:**

On December 21, 2021, the City Council consensus was to fill the vacancy of an unexpired term on District 4 created by the resignation of Teofilo Cortez Jr. by appointment of an eligible elector.

The Council directed staff to notice the vacancy and accept applications. The appointee will serve until November 8, 2022, General Municipal Election results are certified, and a newly-elected Council Member is seated.

The deadline to submit the application was set for January 24, 2022, at 5:00 p.m. The City Clerk received 3 applications which were from Michael D. Lynch, Eduardo R. Saldana, and Myron E. Williams II who were interviewed at a Special City Council meeting on January 27, 2022,

The newly appointed Council member will fill District four (4) for the unexpired vacancy with the term expiring on November 8, 2022, General Municipal Elections results are certified.

Selection of the candidate will be conducted according to the District 4 City Council Vacancy Appointment Guidelines, approved by Council at the January 18, 2022 Council Meeting. The successfully appointed candidate will be administered an Oath of Office and this appointment will be effective immediately upon taking Oath.

**Fiscal Impact:**

None

**Attachments:**

1. Resolution

**RESOLUTION NO. 2022 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO APPOINTING \_\_\_\_\_ TO  
THE UNEXPIRED VACANCY OF DISTRICT 4 TO SERVE UNTIL NOVEMBER 8, 2022  
GENERAL ELECTION RESULTS ARE CERTIFIED**

**WHEREAS**, Council Member Cortez was elected to the position of City Council Member for District 4 and:

**WHEREAS**, Council Member Cortez submitted his resignation on December 21, 2021, leaving a vacancy on the Council of an unexpired term ending November 2024 and;

**WHEREAS**, Government Code §36512 provides that the City Council may appoint an individual to a vacancy occurring on the City Council and;

**WHEREAS**, City Council consensus was to go through an appointment process to fill the unexpired vacant position whom will serve until November 8, 2022, General Municipal Election results are certified and a newly-elected Council Member is seated and;

**WHEREAS**, City Council directed staff to notice the vacancy and accept applications and ;

**WHEREAS**, City Council adopted the District 4 City Council Vacancy Appointment Guidelines and;

**WHEREAS**, three (3) applications were timely filed and confirmed that they are all eligible electors by Kern County Election Division:

**WHEREAS**, the three(3) eligible electors were interviewed at January 27, 2022, Special City Council Meeting;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Wasco that it hereby that \_\_\_\_\_ is appointed to the Wasco City Council District 4 to fill the unexpired term which expires when November 8, 2022, General Election Results are Certified.

**SECTION 1:** that this appointment shall be effective immediately upon \_\_\_\_\_ taking the Oath of Office

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**I HEREBY CERTIFY** that the foregoing Resolution No. 2022 - \_\_\_\_\_ was passed and adopted by the Council of the City of Wasco at a regular meeting thereof held on February 1, 2022, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
**GILBERTO REYNA,**  
**MAYOR** of the City of Wasco

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

\_\_\_\_\_  
**MARIA O. MARTINEZ**  
**CITY CLERK** and Ex Officio Clerk of  
the Council of the City of Wasco