



## AGENDA

### Regular City Council Meeting

and Successor Agency to the  
Former Redevelopment Agency

**Tuesday, March 1, 2022 – 6:00 pm.**

**Via Zoom Webinar**

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

### **IMPORTANT NOTICE REGARDING MARCH 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/88438011356>

#### **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:** **884 3801 1356**

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, Lynch, Martinez
- 3) FLAG SALUTE:** Mayor
- 4) INVOCATION:**

**5) PRESENTATIONS: None**

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

**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 the removal of a particular item.

- a.** Approval of City Council Meeting minutes for:
  - 1. January 25, 2022, Special Meeting
  - 2. February 1, 2022, Regular Meeting
  - 3. February 8, 2022, Special Meeting
- b.** Receive and file departments bill pay totaling \$461,594.48
- c.** Approval of the Notice of Acceptance of the 2021 City Hall Re-Roof Project and Authorize the City Clerk to file the Notice of Completion.
- d.** Adopt a Resolution Authorizing the Mayor to sign the Grant Deed for Parcel Merger 22-01, the Irrevocable Offer of Dedication for Public Highway Purposes on Central Avenue and Filburn Street, and the Certificate of Acceptance for said Dedication.
- e.** Adopt a Resolution authorizing the City Manager to execute a task order with the City's Contract City Engineer to conduct a Topographic Survey and Associated Mapping for the City's Downtown Streetscape Re-design Project.
- f.** Accept all Bids and Adopt a Resolution Authorizing the City Manager to Endorse and Enter into an Agreement with American Enviro Services, INC. for the Repair of the Public Works Drive Approach in the amount of \$26,399.00 and allowing the City Manager to execute Contract Change Orders in an amount not to exceed an aggregate of \$15,000.00.
- g.** Adopt a Resolution Authorizing the City Manager or his Designee to Submit and Execute a Grant Application and any Amendments thereto for Funding from CalOES Listos California Community Emergency Response Team (CERT) Support Grant (LC)Program

**10)PUBLIC HEARINGS:**

- a.** Conduct a Public Hearing regarding the Introduction and Overview of the Redistricting process. (Hurlbert)

**11)DEFERRED BUSINESS: NONE**

**12) NEW BUSINESS:**

- a. Approval of Water Operator I reclassification to Water Operator II for the Fiscal Year 2021-2022. (Hurlbert)
- b. Adopt a Resolution approving the mid-year operating budget adjustments totaling \$186,900 in the General Fund and \$964,837 in other funds. (Perez-Hernandez)

**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:**

- a. Approve Closed Session meeting minutes for February 15, 2022

**18) CLOSED SESSION ACTION: None**

**19) ADJOURNMENT:**

This is to certify that this agenda was posted at Wasco City Hall on February 24, 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, January 25, 2022**  
Special Meeting – 6:00 p.m.  
**Via Zoom Webinar**

**SPECIAL MEETING – 6:00 pm**

**1) CALL TO ORDER:**

This meeting was called to order by Mayor Reyna at 6:00 pm and announced the meeting was being held Pursuant to AB 361 issued by Governor Newsom on September 20, 2021, and Government Code 54953(e). All members are joining this meeting remotely via Zoom Webinar.

**2) ROLL CALL,**

**Present: : Mayor Reyna, Mayor Pro Tem Pallares, Council Members: Garcia**  
**Late: Council Member Martinez logged into the meeting at 6:04 PM.**

**3) FLAG SALUTE:** Mayor

**4) PUBLIC COMMENTS:** None

Council Member Martinez logged into the meeting at 6:04 PM.

**5) SPECIAL AGENDA ITEMS:**

- a. Adopt a Resolution Authorizing the City Manager or Designee to Negotiate and Execute an Agreement with FLO Analytics for Re-districting Services Subject to review and approval as to legal form by the City Attorney in the amount of \$33,880.00 and Authorize the City Manager to approve any contingency cost and change order(s) not to exceed a total amount for the project of \$50,000.00.

**Reso#2022-3700**

**Agmt#2022-002**

Presentation by City Manager Hurlbert.

No public comments.

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

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

Mayor Reyna adjourned into closed session at 6:15 pm.

Mayor Reyna adjourned out of closed session at 6:25 pm.

**6) CLOSED SESSION:**

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

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

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

**Under Negotiation:** Price and Terms of Payment

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

**7) CLOSED SESSION ACTION**

City Attorney Schroeter reported out.

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

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

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

**Under Negotiation:** Price and Terms of Payment

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

**No reportable action.**

**8) ADJOURNMENT:**

Mayor Reyna adjourned the meeting at 6:25 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, February 1, 2022**  
Regular Meeting – 6:00 p.m.  
**Via Zoom Webinar**

**REGULAR MEETING – 6:00 pm**

**1) CALL TO ORDER:**

This meeting was called to order by Mayor Reyna at 6:00 pm and announced the meeting was being held Pursuant to AB 361 issued by Governor Newsom on September 20, 2021, and Government Code 54953(e). All members are joining this meeting remotely via Zoom Webinar.

**2) ROLL CALL:**

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

**3) FLAG SALUTE:** Led by Mayor Reyna

**4) INVOCATION: None**

**5) PRESENTATIONS:**

- a.** Proclamation for Safely Surrendered Baby Awareness Month.  
Mayor Reyna presented the proclamation to Miguel Salazar from the Kern County Department of Human Services.
- b.** Recognition Dedicated to Fenando Lopez Jr. and Julian Cortez.  
Mayor Reyna presented the recognition to Fernando Lopez., Jr.
- c.** Recognition Dedicated to Toni DeRosia.  
Mayor Reyna presented the recognition to Toni DeRosa

**6) PUBLIC COMMENTS:**

- Carlos Harrison
- Traci Mills Clendenen

**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' 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.

No public comments.

**Motion** was made by Council Member Martinez, **seconded** by Council Member Garcia, to approve the Consent Calendar by the following roll call vote:

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

#### 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)

##### **Reso#2021-3701**

PowerPoint presentation by City Manager Hurlbert.

Public Comments:

- Carlos Harrison

**Motion** was made by Council Member Garcia, **seconded** by Council Member Martinez, to adopt a Resolution appointing Michael D Lynch to fill the District 4 unexpired term vacancy with the term expiring when the November 8, 2022, General Election Results are Certified.

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



City Clerk Martinez administered the oath of office for Michel D. Lynch as Council Member for District 4 term vacancy with the term expiring when the November 8, 2022, General Election Results are Certified.

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

#### **a. Kern Economic Development Corporation (Garcia)**

##### **Council Member Garcia:**

- Attended the January 27, 2022 meeting and discussed the state of the county; there were presentations on various topics to be highlighted at dinner discussed dozens of new projects to be completed

#### **b. Kern Council of Government (Reyna)**

##### **Mayor Reyna:**

- Attended the meeting – one thing a project ATV cycle five project not clear whether it's a grant or if the state will directly administer training for cyclists though workshop(s) for safety on the road. Unclear if the funding targets Wasco specifically and not clear if money will be allocated to Wasco.

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

##### **Council Member Martinez:**

- Discussed the 15<sup>th</sup> Street Park Have a lot of people looking at it with legal aspects to do research, reaching out to groups who work with the homeless people in Kern County, trying to find solutions to the homeless problem.

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

#### **a. Kern County Fire Department (Appleton)**

##### **Kern County Fire Chief Appleton:**

- Thirty-three calls were reported for January 2022 at the Waco fire station.
- Thanked the City Council for the safe surrender proclamation.
- Wasco Fire Station is a safe surrender location, and six additional babies were safely surrendered in Kern County.

#### **b. Kern County Sheriff Department (Shinn)**

##### **No reports**

### **15) REPORTS FROM CITY MANAGER:**

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

- A water main break Broadway this morning. The Public Works team was able to catch the leak and clear the site. A repair is scheduled for Thursday, February 3, 2022.
- 15<sup>th</sup> Street Park – received the same info from Sgt Shinn, city staff working directly with the task force and sheriff's office to address the issue.
- Attending the City Manager's conference beginning Wednesday, February 2, 2022. Expecting sessions at the conference will be addressing the homeless issues around the State of California.
- City Clerk Martinez will be acting City Manager in his absence.

**16) REPORTS FROM CITY COUNCIL:**

**Council Member Garcia:**

- Reminded the council of the second series of the Covid-19 vaccination and testing event between 12:00 PM and 5:00 PM at the old courthouse on Sunday, February 6, 2022.
- Thanked Mayor Reyna for dropping by the event of the Covid-19 event.

**Council Member Martinez:**

- Thanked the City staff for their hard work.
- Welcomed Council Member Lynch and look forward to working with him.

**Mayor Reyna:**

- Thanked the staff for their hard work.
- Welcomed Council Member Lynch.

**Council Member Lynch:**

- He appreciates the chance to fill the vacancy and do his best to make the position honorable and do what he can to serve the City.

**17) CLOSED SESSION: None**

**18) CLOSED SESSION ACTION: None**

**19) ADJOURNMENT:**

Mayor Reyna adjourned the meeting at 7:00 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, February 8, 2022**  
Special Meeting – 6:00 p.m.  
**Via Zoom Webinar**

**SPECIAL MEETING – 6:00 pm**

**1) CALL TO ORDER:**

This meeting was called to order by Mayor Reyna at 6:02 pm and announced the meeting was being held Pursuant to AB 361 issued by Governor Newsom on September 20, 2021, and Government Code 54953(e). All members are joining this meeting remotely via Zoom Webinar.

**2) ROLL CALL:**

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

**3) FLAG SALUTE:** Led by Mayor Reyna.

**City Clerk Martinez informed the council there was a request for interpretation in Spanish for this meeting. She gave instructions on how to select the language for interpretation.**

**4) PUBLIC COMMENTS: None**

**5) SPECIAL AGENDA ITEMS:**

- a. Conceptually approve a 5-year residential and commercial solid waste rate adjustment schedule, subject to final review and approval April 2022, Review residual expense data, and Approve the Associated Draft Proposition 218 Notice for a public hearing to adopt rates April 2022. (Villa)

PowerPoint presentation by William Schoen.

Public Comments:

- Laurie Garcia

**Motion** was made by Mayor Reyna, **seconded** by Council Member Martinez, to continue with option 2A – New Schedule and approval of the draft Proposition 218 Notice by the following roll call vote:

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

**6) CLOSED SESSION: None**

**7) CLOSED SESSION ACTIONS: None**

**8) ADJOURNMENT:**

Mayor Reyna adjourned the meeting at 6:45 pm.

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Monica Flores, Deputy City Clerk

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Gilberto Reyna, Mayor

# Bill Pay

Council Meeting: March 01, 2022

WARRANTS	AMOUNTS
A020922	12,431.45
A020722	2,297.13
G020922	208,981.64
G020722	1,813.00
G021622	69,757.41
A021622	941.11
G021422	92,251.55
A021422	54,315.82
WF013122	18,805.37
<b>Grand Total</b>	<b>461,594.48</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: 2022.02.24 07:51:43 -  
08'00'

A	B	C	D	E	F	G
WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
1 A020922	ADMINISTRATIVE SOLUTIONS-FRESNO	2208	02/01/22	5144	MEDICAL CHECK RUN 02/01/22	4,748.35
2 A020922	METROPOLITAN LIFE INSURANCE COMPANY	4932	TS05954057 FEB 2022	5145	FEB 2022:INS. PREMIUM	7,683.10
3 A020922 Total						12,431.45
4 A020722	ADMINISTRATIVE SOLUTIONS-FRESNO	2208	12/20/21	5143	MEDICAL CHECK RUN 12/20/21	2,297.13
5 A020722 Total						2,297.13
6 G020922	CINTAS CORPORATION NO. 3	4480	4109767240	22914	UNIFORM SERVICES 02/04/22	356.50
7 G020922	FED EX	123	7-651-34110	22919	FREIGHT 02/03/22	71.98
8 G020922	PG & E COMPANY	85	44600014086 02/06/22	22932	UB CENTRAL AVE & HWY 46 NW 02/06/22	99.69
9 G020922	PG & E COMPANY	85	54155040196 02/04/22	22932	UB CENTRAL AVE & HWY 46 NW FLASHING BEACON 2/4/22	12.62
10 G020922	ADVANTAGE ANSWERING PLUS	2564	000023-998-621	22907	FEB 2022:ANSWERING SERVICES	544.65
11 G020922	AFLAC	108	868739	22908	FEB 2022:AFLAC SERVICES	648.42
12 G020922	AMAZON CAPITAL SERVICES, INC	4968	1HCH-41JR-P9K9	22909	4 QT COMPRESSOR AIR FILTERS	41.36
13 G020922	AMAZON CAPITAL SERVICES, INC	4968	1NT7-QCM9-RFP9	22909	CREDIT/RETURN FROM INV:1TXH-3RRK-3FVX	(14.71)
14 G020922	AMERICAN REFUSE INC	183	226899	22910	FEB 2022:RECYCLE @764 E ST	81.81
15 G020922	AMERICAN REFUSE INC	183	226898	22910	801 8TH ST: FEB 2022 - 3YD BIN RECYCLING	81.81
16 G020922	AMERICAN REFUSE INC	183	00000035	22910	DEMO JOB LOCATED ON CENTRAL & FILBURN WASCO 93280	9,150.00
17 G020922	BANK UP CORPORATION	4259	4951	22911	JAN 2022: LOCKBOX PROCESSING	708.52
18 G020922	BRIGHT HOUSE NETWORK, LLC	68	064162402013022	22912	INTERNET SRVCS 01/28/22-02/27/22	224.55
19 G020922	CALIFORNIA DEPARTMENT OF TRANSPORTATION	2330	SL220753	22913	OCT - DEC 2021: QUARTERLY SIGNALS & LIGHTING BILL	3,026.16
20 G020922	CLARK PEST CONTROL	117	30043782	22915	FEB 2022: 5410 7TH ST PEST CONTROL SERVICE	51.00
21 G020922	CLEAN STRIDE LLC	5289	3378	22916	JAN 2022 JANITORIAL & DISINFECTING	6,197.00
22 G020922	CORE & MAIN LP	4704	P993785	22917	SLOT NUT AND BRING WASHER	53.71
23 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30511	22918	Maintenance - BackupCentric - First Quarter 2022	253.75
24 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30513	22918	August- Bi-Monthly Maintenance - Server	1,852.50
25 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30514	22918	22Bi-Monthly Maintenance - Server - October 2021	1,881.25
26 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30515	22918	Issues with Offline Connectivity	700.00
27 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30516	22918	Install Microsoft 2019 on Maria Martinez PC	181.25
28 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30517	22918	SentinelOne - Quarantine failed	142.50
29 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30518	22918	SentinelOne - New Active Threat - Machine COW-FIN-	72.50
30 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30519	22918	Bi-Monthly Maintenance - Server - December 2021	1,300.00
31 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30520	22918	Update Schedule for Auto Attendants	332.50
32 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30521	22918	Internet not working	388.13
33 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30522	22918	Configure COW-WATER-01 The Same Kiosk Computer	1,758.75
34 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30414MS	22918	Monthly Billing-JAN 22 - Microsoft Exchange Online	374.00
35 G020922	DIAMOND TECHNOLOGIES, INC.	2724	30415SC	22918	Monthly JAN 22 IT Managed Services Agreement Bill	2,131.42
36 G020922	GARDAWORLD	4266	10678025	22920	FEB 2022: ARMORED CAR SRVCS	419.80
37 G020922	GIBBS INTERNATIONAL	126	341260B	22921	DISPOSAL #17: TURBO RETURN LINE	210.90
38 G020922	HOLLOWAY ENVIRONMENTAL SOLUTIONS, LLC.	2651	1729	22922	JAN 2022 BIOSOLID LOADS	2,513.40
39 G020922	INTERWEST CONSULTING GROUP, INC.	1571	75596	22923	ELECTRIC ONLY-J&J MARKET 1375 F ST SRVCS12/7-1/27	420.00
40 G020922	JEFFRIES BROS., INC	140	101828CT	22924	JAN 2022: FUEL SERVICES	12,870.37

	A	B	C	D	E	F	G
	WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
41	G020922	JOHN KULAR CONSULTING	3734	1162	22925	WASCO SEWER MODEL TASK 2	3,960.25
42	G020922	JOHN KULAR CONSULTING	3734	1161	22925	WASCO CERTIS APPLICATION 2021	1,235.00
43	G020922	KERN COUNTY SUP. OF SCHOOLS	25	JAN 2022	22926	JAN 2022: SCHOOL FEES	94,236.54
44	G020922	LAV CONSULTING & ENGINEERING, INC	5693	990-03	22927	CENTRAL AVE PARK PROJECT	16,055.00
45	G020922	LAWSON PRODUCTS INC	792	9309231473	22928	RESTOCKING BOLTS, NUTS, WASHER	473.25
46	G020922	LAWSON PRODUCTS INC	792	9500248436	22928	CREDIT/RETURN FROM INV-9309231473	(10.61)
47	G020922	LEAGUE OF CALIFORNIA CITIES	237	641452	22929	2022: MEMBERSHIP DUES	11,002.00
48	G020922	MCA DIRECT	5260	2022017	22930	01/10/22-01/09/23 CONSULTING FEE & SUPPLY BUNDLE	1,315.64
49	G020922	PACE ANALYTICAL SERVICES, INC	5694	B439765	22931	WW SAMPLE TEST: 1ST QTR 2022 GW MONITORING	3,800.00
50	G020922	PACE ANALYTICAL SERVICES, INC	5694	B440548	22931	WW SAMPLE TEST: 1/18/22 INFLUENT MONITORING	153.00
51	G020922	PACE ANALYTICAL SERVICES, INC	5694	B440673	22931	WTR SAMPLE TEST:1/25/21 BACTERIOLOGICAL	84.00
52	G020922	PACE ANALYTICAL SERVICES, INC	5694	B440739	22931	WW SAMPLE TEST: 1/25/22 INFLUENT MONITORING	70.00
53	G020922	PACE ANALYTICAL SERVICES, INC	5694	B440799	22931	WW SAMPLE TEST: 1/27/22 INFLUENT MONITORING	70.00
54	G020922	AC POETTGEN AND SON INC	3	0000283745	22933	DISPOSAL #22: TRANSMISSION HOSE	304.91
55	G020922	READYREFRESH BY NESTLE	4027	02A0033487406	22934	12/27/21-1/26/22: 5409 7TH ST DRINKING WTR SERVICE	37.39
56	G020922	SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT	1198	S162104	22935	NW CORNER 8TH & G ST: 22/23 ANNUAL PERMIT TO OPERATE	577.00
57	G020922	SELF-HELP ENTERPRISES	3636	7	22936	DEC 2021:CVI SUBSISTENCE CB ASSIST	10,511.77
58	G020922	THE SHAFTER PRESS/ WASCO TRIBUNE	4787	2343	22937	PW DRIVE APPROACH: NOTICE TO BIDDERS AD 1-27-22	303.00
59	G020922	SHAW, CHRIS	5712	REIMB 01/27/22	22938	REIMB MATERIALS FOR BACKFLOW CAGE	15.07
60	G020922	SOUTHERN CALIFORNIA GAS COMPANY	1438	01/01/22-02/01/22	22939	CNG FUEL BILL 01/01/22-02/01/22	5,990.46
61	G020922	SULLY & SONS HYDRAULICS INC	366	0152314-IN	22940	DISPOSAL #23: HYDRAULIC PUMP	2,693.21
62	G020922	SWAGIT PRODUCTIONS, INC	5178	19757	22941	JAN 2022:VIDEO STREAMING SERVICES	1,435.00
63	G020922	SYN-TECH SYSTEMS INC	4837	243467	22942	01/20/22 CANNOT COMMUNICATE CNG ISSUES	42.00
64	G020922	T-MOBILE	4899	964042089 JAN 22	22943	CELL PHONES 12/21/22-01/20/22	745.19
65	G020922	TAG/AMS, INC	298	2804013	22944	ANNUAL RENEWAL FEE & DRUG TEST 12/15/21 & 12/22/21	425.00
66	G020922	THE BAKERSFIELD CALIFORNIAN	206	012289224	22945	ACCOUNTING ASSISTANT 1	483.90
67	G020922	VERIZON CONNECT NWF INC	4908	OSV000002675562	22946	JAN 2022: MONTHLY GPS MULTIPLE DEPARTMENT	114.00
68	G020922	VERIZON WIRELESS SERVICE LLC	4237	9898171778	22947	CELL PHONES & IPADS 12/26/21-01/25/22	1,386.20
69	G020922	WILLBANKS ENVIRONMENTAL CONSULTING, INC.	4147	22012	22948	ANNUAL GROUND WATER REPORT 2021	2,250.00
70	G020922	ZEE MEDICAL SERVICE CO. #34	238	34-210145	22949	ANIMAL SHELTER FIRST AID KIT RESTOCK	85.38
71	G020922 Total						208,981.64
72	G020722	DEE JASPAR AND ASSOCIATES, INC	378	21-07047	22904	PUMP & WATER SYSTEM EVALUATION TASK ORDER #6	154.00
73	G020722	DEE JASPAR AND ASSOCIATES, INC	378	21-07049	22904	WELL #15 PROJECT JUN 2021 SRVCS	154.00
74	G020722	PACE ANALYTICAL SERVICES, INC	5694	B436648	22905	WW SAMPLE TEST: 11/22/21 INFLUENT MONITORING	70.00
75	G020722	SWAGIT PRODUCTIONS, INC	5178	19533	22906	DEC 2021:VIDEO STREAMING SERVICES	1,435.00
76	G020722 Total						1,813.00
77	G021622	CITY OF WASCO/PUBLIC TRANSIT	1683	10008	22974	JAN 2022: CNG FUEL - SANITATION	4,447.22
78	G021622	FED EX	123	7-657-65905	22976	FREIGHT 02/10/22	219.41
79	G021622	GENERAL OFFICE MACHINE COMPANY	1195	18164	22979	COPIER METER READING 01/03/22-02/01/22	391.97
80	G021622	PG & E COMPANY	85	87027247011 02/10/22	22987	UB AGRICULTURE 02/10/22	330.18
81	G021622	PG & E COMPANY	85	58161952393 02/09/22	22987	UB MCCOMBS & GRIFFITH SE COR WATER WELL#12 02/09/22	4,892.47
82	G021622	PG & E COMPANY	85	35931967851 02/07/22	22987	UB NW NE SE 9 27 24 GEN-ANNEX BUILDING 02/07/22	895.50
83	G021622	PG & E COMPANY	85	34334121893 02/11/22	22987	UB 25' N/O FILBURN ON BECKES 02/11/22	9.86
84	G021622	PG & E COMPANY	85	29915249253 02/11/22	22987	UB 810 8TH ST COURTHOUSE 02/11/22	51.07
85	G021622	PG & E COMPANY	85	02579048568 02/09/22	22987	UB 2692 GRAPEVINE LN 02/09/22	12.47
86	G021622	PG & E COMPANY	85	83658717562 02/14/22	22987	UB ANNEX PARKING LIGHT 02-14-22	11.21
87	G021622	PG & E COMPANY	85	21147131763 02/14/22	22987	UB STREET LIGHT TRACT 7311-4 ON FILLBURN 02/14/22	19.62
88	G021622	PG & E COMPANY	85	20533184923 02/10/22	22987	UB SW SE SE 11 27 24 N/S POSO.25M W/O PALM2/10/22	11,919.87
89	G021622	PG & E COMPANY	85	27677027560 02/15/22	22987	UB 603 PALM AVE 02/15/22	21.00
90	G021622	AMAZON CAPITAL SERVICES, INC	4968	1KMN-TV79-4DIK	22969	COMPUTER MODEM USB DIAL UP CONVERTER-CNG SOFTWARE	54.11
91	G021622	AMAZON CAPITAL SERVICES, INC	4968	ITVC-NQ7H-47YY	22969	EXTERNAL DRIVE TO BACKUP OUTLOOK EMAILS-CITY HALL	124.48
92	G021622	AMAZON CAPITAL SERVICES, INC	4968	1KVF-T79V-M1KQ	22969	CERTIFICATE PLAQUE & DOCUMENT HOLDERS-CITY COUNCIL	297.70
93	G021622	AMAZON CAPITAL SERVICES, INC	4968	1VPT-7WMP-DKNL	22969	ENVELOPE MOISTENER & MAILING LABELS,TONER-HR	469.91
94	G021622	AMAZON CAPITAL SERVICES, INC	4968	IDPG-QDLM-F6Y3	22969	OFFICE SUPPLIES FOR CITY HALL STAFF	206.21
95	G021622	AMAZON CAPITAL SERVICES, INC	4968	16H1-GXPV-FDPV	22969	SSD'S MEMORY TO UPGRADE COMPUTER DESKTOPS-FINANCE	117.88
96	G021622	PACE ANALYTICAL SERVICES, INC	5694	B441231	22986	WW SAMPLE TEST: 2/17/22 INFLUENT MONITORING	70.00
97	G021622	TAG/AMS, INC	298	2806444	22992	DRUG TEST 01/06/22	95.00

	A	B	C	D	E	F	G
	WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
98	G021622	ACCOUNTEMPS	268	59343680	22968	TEMP M. SOLORIO WE 01/28/22	866.37
99	G021622	CALLTOWER, INC	5098	200970287	22970	FEB 2022: PHONE SERVICES	53.18
100	G021622	CENTRAL CALIFORNIA POWER INC	2552	120124	22971	DISPOSAL #22: A/C SYSTEM REPAIR & PARTS	3,969.43
101	G021622	CITY OF WASCO-UB PAYMENTS	1875	643470	22973	UB 810 8TH ST 12/15/21-01/15/21	56.44
102	G021622	CITY OF WASCO-UB PAYMENTS	1875	645231	22973	UB 810 8TH ST (LF) 02/01/22-02/28/22	15.80
103	G021622	CITY OF WASCO-UB PAYMENTS	1875	643508	22973	UB 1445 12TH STREET (SAL) 12/15/21-01/15/22	46.32
104	G021622	CITY OF WASCO-UB PAYMENTS	1875	643810	22972	UB 800 BLK CENTRAL 12/15/21-01/15/22	91.52
105	G021622	CITY OF WASCO-UB PAYMENTS	1875	643813	22972	UB 1100 CENTRAL AVE LLMD 12/15/21-01/15/22	91.52
106	G021622	CITY OF WASCO-UB PAYMENTS	1875	643815	22972	UB 1500 BLK OF CENTRAL 12/15/21-01/15/22	91.52
107	G021622	CITY OF WASCO-UB PAYMENTS	1875	643943	22972	UB 764 E STREET (ANNEX) 12/15/21-01/15/22	121.56
108	G021622	CITY OF WASCO-UB PAYMENTS	1875	645270	22972	UB 764 E STREET (ANNEX) (LF) 02/01/22-02/28/22	182.21
109	G021622	CITY OF WASCO-UB PAYMENTS	1875	644005	22972	UB 847 F STREET (PW SHOP) 12/15/21-01/15/22	121.56
110	G021622	CITY OF WASCO-UB PAYMENTS	1875	644042	22972	UB 1300 BLK FILBURN 12/15/21-01/15/22	91.52
111	G021622	CITY OF WASCO-UB PAYMENTS	1875	644418	22972	UB NW MAPLE/MARGALO LLMD 2006-1 12/15/21-01/15/22	91.52
112	G021622	CITY OF WASCO-UB PAYMENTS	1875	644419	22972	UB MAPLE/GROMER LLMD 2006-1 12/15/21-01/15/22	91.52
113	G021622	CITY OF WASCO-UB PAYMENTS	1875	644462	22972	UB 2700 BLK MONDAVI CT 12/15/21-01/15/22	91.52
114	G021622	CITY OF WASCO-UB PAYMENTS	1875	644524	22972	UB 1500 BLOCK OF PALM 12/15/21-01/15/22	91.52
115	G021622	CITY OF WASCO-UB PAYMENTS	1875	644531	22972	UB 2100 BLK PALM 12/15/21-01/15/22	91.52
116	G021622	CITY OF WASCO-UB PAYMENTS	1875	644533	22972	UB 400N BLOCK OF PALM LLMD 2006-1 12/15/21-1/15/22	91.52
117	G021622	CITY OF WASCO-UB PAYMENTS	1875	644535	22972	UB 1700 BLK OF PALM #A 12/15/21-01/15/22	91.52
118	G021622	CITY OF WASCO-UB PAYMENTS	1875	644559	22972	UB 1200 BLK PECAN ST 12/15/21-01/15/22	91.52
119	G021622	CITY OF WASCO-UB PAYMENTS	1875	644562	22972	UB PENELOPE LLMD 2006-1 12/15/21-01/15/22	91.52
120	G021622	CITY OF WASCO-UB PAYMENTS	1875	644629	22972	UB 1700 BLK POPLAR 12/15/21-01/15/22	91.52
121	G021622	CITY OF WASCO-UB PAYMENTS	1875	644630	22972	UB 1700 BLK POPLAR #A 12/15/21-01/15/22	91.52
122	G021622	CITY OF WASCO-UB PAYMENTS	1875	644686	22972	UB 2500 BLK OF POSO DR. LLMD6-01 12/15/21-01/15/22	91.52
123	G021622	CITY OF WASCO-UB PAYMENTS	1875	644690	22972	UB 2700 BLK OF POSO AVE LLMD06-01 12/15/21-01/15/22	91.52
124	G021622	CITY OF WASCO-UB PAYMENTS	1875	644721	22973	UB PALM N. PROSPERITY 2006-1 12/15/21-01/15/22	91.52
125	G021622	CITY OF WASCO-UB PAYMENTS	1875	644847	22973	UB 1700 BLK OF MARGALO 12/15/21-01/15/22	91.52
126	G021622	CITY OF WASCO-UB PAYMENTS	1875	645045	22973	UB 1300 BLK OF WILLOW 12/15/21-01/15/22	91.52
127	G021622	ECONO AIR INC.	2143	PERMIT#22-000007	22975	REFUND PERMIT322-000007 1545 SUNSET AVE WASCO 93280	284.50
128	G021622	FERGUSON ENTERPRISES INC	1008	1691007	22977	6 HYMAX 2 RECAP COUPLERS	906.37
129	G021622	FERGUSON ENTERPRISES INC	1008	1691015	22977	3/8-2 PLAS SHUTOFF TOOL	353.14
130	G021622	TRADICIONES MARKETS, INC	5259	647 JAN 2022	22978	JAN 2022: 647 UB PAYMENT TRANSACTIONS	116.46
131	G021622	HURLBERT, SCOTT	5685	REIMB 02/02/22	22980	S.HURLBERT LEAGUE OF CA CITIES 2022 TRAVEL EXPENSES	290.37
132	G021622	INFO SEND, INC.	4244	207230	22981	4QTR ENGLISH/SPANISH & SHAFTER-WASCO COLLECTION	1,788.88
133	G021622	J.J. KELLER & ASSOCIATES INC.	448	9106691979	22982	100 QT DRIVER INSPECTION FORMS	517.06
134	G021622	KERN COUNTY RECORDER	262	1731 SNAPDRAGON DR	22983	RECORDING FEE TONY ESTRADA 1731 SNAPDRAGON DRIVE	20.00
135	G021622	KERN COUNTY WASTE MANAGEMENT DEPT.	19	LANDFILL FEB 2022	22984	FEB 2022:LANDFILL FEES	13,801.84
136	G021622	LECHOWICZ & TSENG MUNICIPAL CONSULTANTS	5698	2	22985	11/01/21 -01/31/22 WTR/WWWT CAPACITY FEE RATE STUDY	4,525.00
137	G021622	R3 CONSULTING GROUP, INC.	3930	117074	22988	SB 1383 SUPPORT SERVICES & MODEL: TASK #4, & #7	4,042.50
138	G021622	RAYMOND'S TROPHY & AWARDS, INC.	2095	82143	22989	COUNCIL MEMBER NAME PLATE MIKE D. LYNCH	12.45
139	G021622	MEISTER SEALCOAT & SUPPLIES LLC	5711	65604	22990	5 QT GALS EACH OF WHITE & YELLOW PAINT	1,656.12
140	G021622	SOLENIS LLC	4012	131946267	22991	POLYMER TOTE USED IN DAILY CENTRIFUGE TO DEWATER	5,757.27
141	G021622	THE GAS COMPANY	246	08961820373 JAN 22	22993	UB 01/11/22-02/10/22 845 ST	767.95
142	G021622	THE GAS COMPANY	246	08331820137 JAN 22	22993	UB 01/11/22-02/10/22 757 F ST	65.18
143	G021622	THE GAS COMPANY	246	08121820008 JAN 22	22993	UB 01/11/22-02/10/22 748 F ST	250.08
144	G021622	THE GAS COMPANY	246	05441655304 JAN 22	22993	UB 01/11/22-02/10/22 1445 12TH ST-COW SAL	44.63
145	G021622	UNITED RENTALS (NORTH AMERICA) INC	452	202726762-001	22994	ELEVATING PLATFORM/LIFT TO SWITCH OUT POST TOPS	1,605.95
146	G021622	WILLIAM C. STATLER	5136	4	22995	JAN 2022:COMPENSATION EXPENSES	1,031.25
147	G021622 Total						69,757.41
148	A021622	ADMINISTRATIVE SOLUTIONS-FRESNO	2208	02/07/22	5147	MEDICAL CHECK RUN 02/07/22	941.11
149	A021622 Total						941.11
150	G021422	AMAZON CAPITAL SERVICES, INC	4968	ICYT-GFY9-VH3L	22954	MAILING LABELS FOR CITY HALL	136.29
151	G021422	DEE JASPAR AND ASSOCIATES, INC	378	21-07048	22960	UWMP UPDATE	13,483.64
152	G021422	THE SHAFTER PRESS/ WASCO TRIBUNE	4787	2342	22966	PLANNING COMMISSION & CITY COUNCIL ELECTION	374.00
153	G021422	BHT ENGINEERING, INC	5134	22-041	22955	CENTRAL FILBURN WIDENING	5,175.00
154	G021422	BHT ENGINEERING, INC	5134	22-043	22955	WASCO POSO UNDERPASS JAN 2022 SRVCS	1,930.00

A	B	C	D	E	F	G
WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
G021422	BHT ENGINEERING, INC	5134	22-042	22955	CLEAN CA GRANT ESTIMATE JAN 2022 SERVICES	8,975.00
G021422	CALLTOWER, INC	5098	200945042	22956	JAN 2022: PHONE SERVICES	31.96
G021422	CEN-CAL CONSTRUCTION	3848	2196-01	22957	HSIP CYCLE 9 SAFETY IMPROVEMENTS	46,740.00
G021422	CHESTER AVENUE BRAKE	211	01P22798	22958	DISPOSAL #GEN: RELAY VALVE	88.41
G021422	CODE PUBLISHING COMPANY	2775	GC0006271	22959	MUNICIPAL CODE-WEB UPDATE	948.00
G021422	JB ELECTRIC SERVICES INC	5352	2118	22961	ELECTRICAL FOR C-TRAIN OFFICE @ GREEN WASTE	710.00
G021422	MIDSTATE SHEETMETAL INC.	5375	4 RETENTION	22962	ANNEX ROOF REPAIRS APPLICATION #4 RETENTION	4,389.95
G021422	NAVIA BENEFIT SOLUTIONS	5664	10403051	22963	DEC 2021-MONTHLY MINIMUM FEE 202101-SEC.125	50.00
G021422	CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC.	711	0351-1031000	22964	NEW ST LIGHT POLES-1 REPLACE & 2 SPARES WHEN BROKEN	6,495.00
G021422	SANDOVAL INDUSTRIES LLC	1180	2167	22965	BOTTLE RENT 1/28/22	16.24
G021422	WILBUR-ELLIS COMPANY LLC	1655	14800190	22967	20 GAL ROUNDUP & 15 GAL LIFELINE	2,708.06
G021422 Total						92,251.55
A021422	BLUE SHIELD OF CALIFORNIA	3591	220140036287	5146	FEB 2022: INSURANCE PREMIUM	54,315.82
A021422 Total						54,315.82
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122WC	5148	CITY CLERK TRAINING/REGISTRATION & OFFICE SUPPLIES-CITY HALL	2,326.88
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122FIN	5148	iPads,Monitors,L.Campos conf & membership,keyboard	3,898.89
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122FL	5148	PARTS,TOOLS,REPAIRS,MATERIALS,SUPPLIES,PAINTS	1,597.50
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122GS	5148	PARTS,PAINTS,WEED EATER & SUPPLIES	460.93
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122HK	5148	JANITORIAL & MAINTENANCE SUPPLIES,PARTS & TRAINING-K.ARNOLO	1,995.59
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122HC	5148	BRAKES,PUMPS,HOSE CLAMPS,HYDRAULIC PUMPS,PARTS	2,315.78
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122LF	5148	ICMA MEMBERSHIP FOR MARIA LARA	864.00
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122MM	5148	CITY CLERKS TRAINING,M.FLORES MEMBERSHIP,ZOOM	844.88
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122MS	5148	MEMBERSHIP,PIPES,TARP TIE DOWNS,REPAIR FENCE	444.82
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122PLAN	5148	TRAINING & REGISTRATION,MEMBERSHIP DUES	2,940.00
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122PW	5148	CAL ANIMALS ANNUAL MEMBERSHIP	100.00
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122SC	5148	PARTS,POLE,VEHICLE REPAIR,METAL BUILD BACKFLW CAGE	763.90
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122SM	5148	NEEDED A NEW COMPUTER MOUSE AND MOUSE GLUE TRAPS	29.63
WF013122	WELLS FARGO CREDIT CARD	4426	WF013122VN	5148	POSTAGE & OFFICE SUPPLIES FOR HR	222.57
WF013122 Total						18,805.37
					GRAND TOTAL	461,594.48





## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Luis Villa, Public Work Director

**DATE:** March 1, 2022

**SUBJECT:** Approval of the Notice of Acceptance of the 2021 City Hall Re-Roof Project and Authorize the City Clerk to file the Notice of Completion.

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**Recommendation:**

Staff recommends the City Council approve the Notice of Acceptance and authorize the City Clerk to file the Notice of Completion for the 2021 City Hall Re-Roof Project.

**Background:**

On September 07, 2021, the City Council approved the award of this Project to Graham Prewett, Inc. in the amount of \$81,800.00.

Due to various leaks and ongoing repairs, staff deemed that the roof at the City Hall and Sheriff's Department buildings needed to be repaired before the next rainy season. Taking action alleviated the risk for leaks and additional water damage this rainy season.

**Discussion:**

Graham Prewett, Inc. has completed the work outlined in the plans and specifications of the Project, thus prompting the closeout of the Project.

**Fiscal Impact:**

The City originally budgeted \$130,000.00 in the 2021-22 budget. The construction cost was \$81,800.00, which fell within the budget. No budget action is required.

**Attachments:**

1. Notice of Acceptance
2. Notice of Completion



**Public Works Office**

(661) 758-7271 Fax (661) 758-1728

801 8<sup>th</sup> Street, Wasco, CA 93280

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

**NOTICE OF ACCEPTANCE**

**NOTICE IS HEREBY GIVEN** that the Public Works Director, City of Wasco, State of California, by and through the powers vested in his office by the Members of the City Council has reviewed and accepted as complete the work performed under contract by the Contractor.

The information pertinent to this Notice is as follows:

1. Owner: City of Wasco
2. Contractor: Graham Prewett, Inc.
3. Surety of Faithful  
Performance and  
Labor and Material Bond: OneBeacon Surety Group
4. Contract For: 2021 City Hall Re-Roof Project
5. Date of Contract: September 07, 2021
6. Date of Completion: January 19, 2022

I, Luis Villa, hereby declare under penalty of perjury that the foregoing is true and the provisions of the contract have been met and are accepted on March 1, 2022.

Luis Villa  
Public Works Director  
City of Wasco

<b>Recording Requested By:</b> CITY OF WASCO Maria Martinez, City Clerk	
<b>When Recorded Mail to:</b> City of Wasco 764 E Street Wasco, CA 93280	

## NOTICE OF COMPLETION

### NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is **OWNER** or Agent of the **OWNER** of the interest or estate stated below in the property hereinafter described.

2. The **FULL NAME** of the **OWNER** is City of Wasco

3. The **FULL ADDRESS** of the **OWNER** is 746 8th Street, Wasco CA 93280

4. The **NATURE OF THE INTEREST** or **ESTATE** of the undersigned is: In Fee.

(if other than fee, Strike "In Fee" and insert, for example, "Purchaser under contract of purchase," or "Lessee.")

5. The **FULL NAMES** and **FULL ADDRESSES** of **ALL PERSONS**, if any, **WHO HOLD SUCH INTEREST** or **ESTATE** with the undersigned as **JOINT TENANTS IN COMMON** are:

Names

Addresses

6. The full names and full addresses of the predecessors in interest of the undersigned if the property was transferred subsequent to the commencement of the work of improvement herein referred to:

Names

Addresses

7. A work of improvement on the property hereinafter described was **COMPLETED** January 19, 2022

8. The work of improvement completed is described as follows: 2021 City Hall Re-Roof project

9. The **NAME OF THE ORIGINAL CONTRACTOR**, if any, for such work of improvement is: Graham Prewett, Inc.

10. The street address of said property is: 746 8th Street

11. The property on which said work of improvement was completed is in the City of Wasco, County of Kern, State of California, and is described as follows:

Reroof of the City Hall and sheriff's department

03/1/2022

Date

Gilberto Reyna., Mayor, City of Wasco

Verification for **INDIVIDUAL** owner

I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the owner of the aforesaid interest or estate in the property described in the above notice; that I have said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

NOT APPLICABLE

NOT APPLICABLE

Date and Place

Signature of Owner named in paragraph 2

Verification for **NON-INDIVIDUAL** owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the **Mayor** of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

03/1/2022, City of Wasco, CA

Date and Place

Gilberto Reyna., Mayor, City of Wasco



## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Keri Cobb, Community Development Director  
Tom Schroeter, City Attorney

**DATE:** March 1, 2022

**SUBJECT:** Adopt a Resolution Authorizing the Mayor to sign the Grant Deed for Parcel Merger 22-01, the Irrevocable Offer of Dedication for Public Highway Purposes on Central Avenue and Filburn Street, and the Certificate of Acceptance for said Dedication

---

### **Recommendation:**

Staff recommends the City Council adopt a Resolution authorizing the Mayor to sign the Grant Deed for Parcel Merger 22-01, the Irrevocable Offer of Dedication for public highway purposes on Central Avenue and Filburn Street, and the Certificate of Acceptance for said Dedication.

### **Discussion:**

In order to complete the Central Avenue Park project, the City needs to merge the two parcels where the park will be constructed at the northeast corner of Central and Filburn as well as dedicate and accept right of way for the road widening that needs to happen on Central and Filburn in that location. The City owns both parcels and all property to be dedicated as right of way. It is recommended that the City Council authorize the Mayor to sign the grant deed for the Parcel Merger, the Offer of Dedication, and the Certificate of Acceptance for the right of way dedication.

### **Fiscal Impact:**

None

### **Attachments:**

- Resolution
- Exhibit A – Parcel Merger and Grant Deed
- Exhibit B – Irrevocable Offer of Dedication
- Exhibit C – Certificate of Acceptance

**RESOLUTION NO. 2022 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING  
THE MAYOR TO SIGN THE GRANT DEED FOR PARCEL MERGER 22-01, THE  
IRREVOCABLE OFFER OF DEDICATION FOR PUBLIC HIGHWAY PURPOSES ON  
CENTRAL AVENUE AND FILBURN STREET, AND THE CERTIFICATE OF  
ACCEPTANCE FOR SAID DEDICATION**

**WHEREAS**, in order to complete the Central Avenue Park project, the City needs to complete a Parcel Merger to merge the two parcels the park is to be constructed on as shown in Exhibit A; and

**WHEREAS**, in order to complete the Central Avenue Park project, the City needs to make an irrevocable offer of dedication for public highway purposes on Central Avenue and Filburn Street as shown in Exhibit B; and

**WHEREAS**, the City is the current owner of both of the subject parcels and all right of way areas; and

**WHEREAS**, the City of Wasco desires to accept the irrevocable offer of dedication for right of way on Central and Filburn.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Wasco as follows:

**SECTION 1:** Authorizes the Mayor to sign the Grant Deed for Parcel Merger 22-01

**SECTION 2:** Authorizes the Mayor to sign the Irrevocable Offer of Dedication as shown in Exhibit B.

**SECTION 3:** Authorizes the Mayor to sign the Certificate of Acceptance for the right of way dedication as shown in Exhibit C.

-o0o-

**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 March 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

WHEN RECORDED MAIL TO:

CITY CLERK  
CITY OF WASCO  
746 8<sup>th</sup> STREET  
WASCO, CALIFORNIA 93280

**Assessor Parcel Number(s):** 490-010-09 & 490-010-12

**Owners:** City of Wasco, a municipal corporation

## **CERTIFICATE OF COMPLIANCE**

Parcel Merger 22-01

California Government Code 66428(a)(2) and 66499.35

I, Keri Cobb, Community Development Director for the City of Wasco hereby certify as follows:

(A) The hereinafter-described parcels created by the attached merger and comply with the certificate of compliance provisions of the Subdivision Map Act of the State of California and Title 16 (Subdivision Ordinance) of the Wasco Municipal Code regulating divisions of land.

(B) The parcels created by this legal description are as described by the legal descriptions presented in Exhibit "A" and depicted in Exhibit "B".

(C) This Certificate relates only to the issue of compliance with the Subdivision Map Act and City ordinances enacted pursuant thereto. The parcels described herein may be sold, leased, or financed without further compliance with the Subdivision Map Act or local ordinance enacted pursuant thereto. Development of the parcels may require the issuance of a permit or permits, or other grant or grants of approval by the City.

(D) Nothing in this Certificate: (i) abrogates or eliminates existing easements recorded against the above listed parcels; (ii) exempts the parcels from requirements of all existing permits and other grants of approval from the City of Wasco or other public entities; or (iii) eliminates the requirement to obtain all required permits or other grant or grants of approval by the City of Wasco and other public entities, that have not already been issued or granted for additional development or redevelopment of the subject parcels.

Said resulting parcels of land being situated in the City of Wasco, County of Kern, State of California, more particularly described in Exhibit "A" and depicted in Exhibit "B".

Approved and certified, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Keri Cobb  
Community Development Director

Exhibit "A"  
Legal Description for  
Parcel Merger 22-01

Being a merger of the parcel shown as "Not a Part" on Tract No. 6589 Phase 1 recorded in Map Book 56, at page 37 and lying in Lot 226 of the Fourth Home Extension Colony recorded in Map Book 1, at Page 99, both recorded in the office of the Kern County Recorder and being a portion of the Northeast Quarter of Section 14, T.27S. R.24E., M.D.M., in the city of Wasco, County of Kern, State of California. More particularly described as follows:

Beginning at the Southwest corner of said Lot 226 as described in Document No.005933, of O.R., recorded January 18, 1995 in said Recorder's office; thence N1°11'29" E along the West line of said Lot 226 a distance of 439.02 feet to the Northwest corner of said "Not a Part;" thence S89°22'09" E along the North line of said "Not a Part" a distance of 660.33 feet to the Northeast corner thereof; thence S1°11'30"W along the East line of said "Not a Part" a distance of 439.02 feet to the Southeast corner thereof; thence N89°22'09" W along the South line of said "Not a Part" a distance of 660.33 feet to the point of beginning.

Containing 6.655 Acres more or less.

Note: For the purposes of this description, the lot line shall be the centerline of the streets as shown on said Fourth Home Extension Colony.

---

Wiley D. Hughes

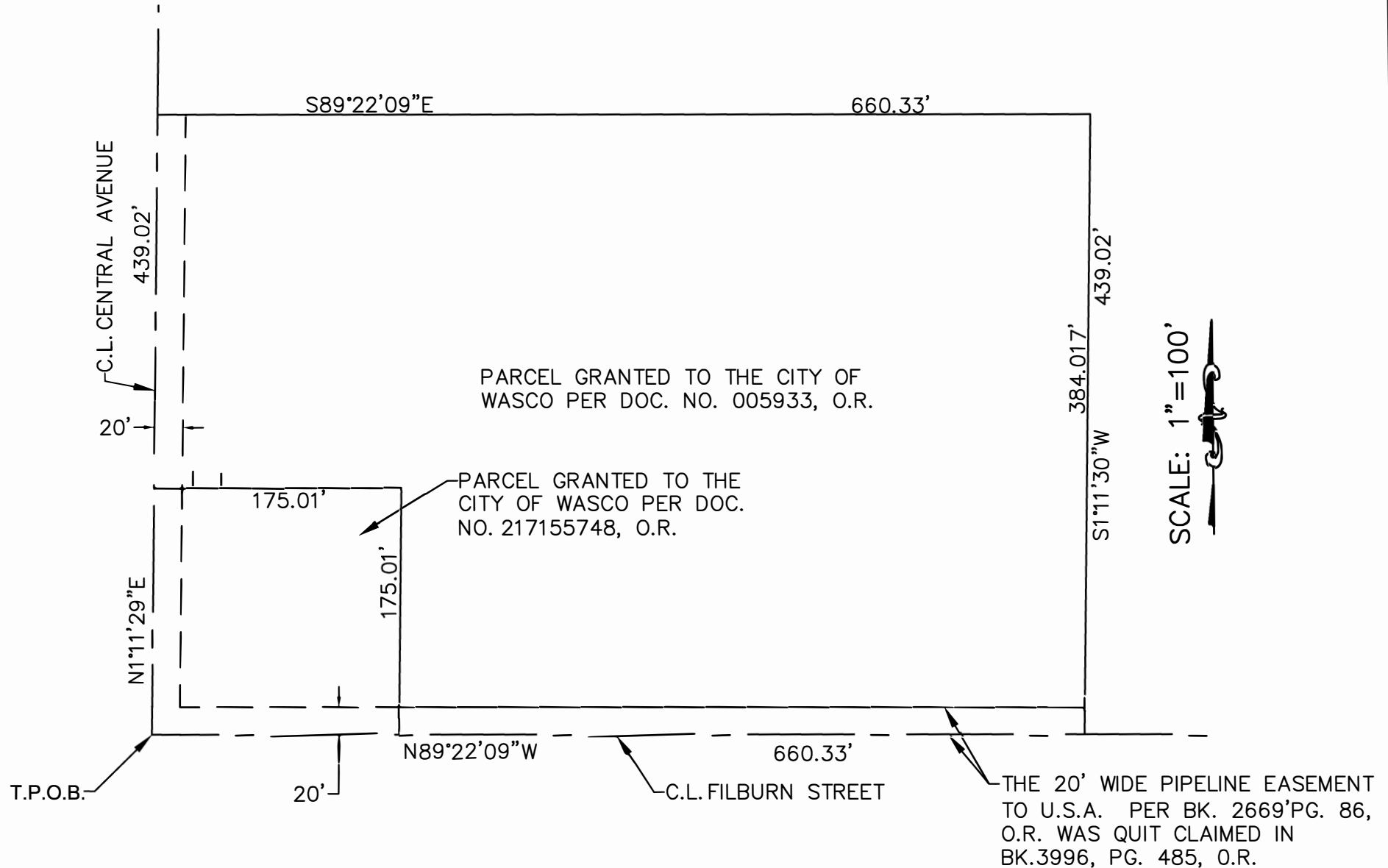
Date



# PARCEL MERGER 22-01

EXHIBIT "B"  
"AS EXISTING"

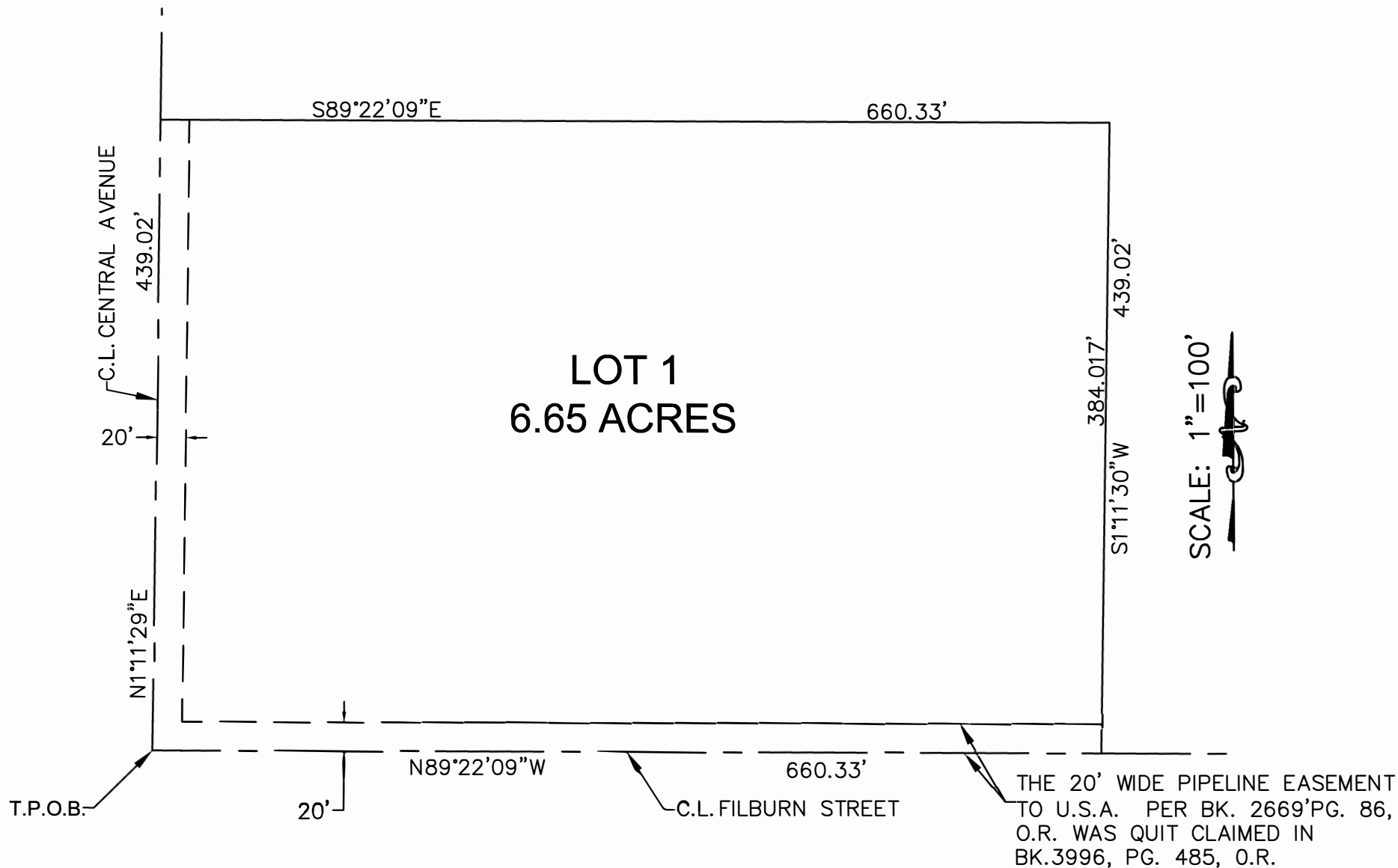
BEING A MERGER OF THE PARCEL SHOWN AS "NOT A PART" ON TRACT NO. 6589  
PHASE 1 RECORDED IN MAP BOOK 56, AT PAGE 37 AND LYING IN LOT 226 OF THE  
FOURTH HOME EXTENSION COLONY RECORDED IN MAP BOOK 1, AT PAGE 99, BOTH  
RECORDED IN THE OFFICE OF THE KERN COUNTY RECORDER AND BEING A PORTION  
OF THE NORTHEAST QUARTER OF SECTION 14, T.27S. R.24E., M.D.M., IN THE CITY  
OF WASCO, COUNTY OF KERN, STATE OF CALIFORNIA.



# PARCEL MERGER 22-01

EXHIBIT "B"  
"AS MERGED"

BEING A MERGER OF THE PARCEL SHOWN AS "NOT A PART" ON TRACT NO. 6589  
PHASE 1 RECORDED IN MAP BOOK 56, AT PAGE 37 AND LYING IN LOT 226 OF THE  
FOURTH HOME EXTENSION COLONY RECORDED IN MAP BOOK 1, AT PAGE 99, BOTH  
RECORDED IN THE OFFICE OF THE KERN COUNTY RECORDER AND BEING A PORTION  
OF THE NORTHEAST QUARTER OF SECTION 14, T.27S. R.24E., M.D.M., IN THE CITY  
OF WASCO, COUNTY OF KERN, STATE OF CALIFORNIA.



## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of \_\_\_\_\_)

On \_\_\_\_\_ before me, \_\_\_\_\_  
(insert name and title of the officer)

personally appeared \_\_\_\_\_,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

**RECORDING REQUESTED BY**

City of Wasco

AND WHEN RECORDED MAIL THIS DEED AND, UNLESS OTHERWISE SHOWN BELOW, MAIL TAX STATEMENT TO:

Name CITY CLERK  
Street CITY OF WASCO  
Address 746 8TH STREET  
City & WASCO, CALIFORNIA 93280  
State  
Zip

Title Order No.

Escrow No.

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**Grant Deed**

THE UNDERSIGNED GRANTOR (S) DECLARE (S)

APN: 490-010-09 &amp; 490-010-12

GC 27388.1(a)(1): Recorded document is expressly exempted from  
payment of recording fees (FBO Govt. agency)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,  
City of Wasco, a municipal corporation

hereby GRANT(S) to  
City of Wasco, a municipal corporation

the following described real property in the See Attached Exhibit "A"

County of Kern, state of California

Dated \_\_\_\_\_

A notary public or other officer completing this certificate  
verifies only the identity of the individual who signed the  
document to which this certificate is attached, and not  
the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me,

(here insert name and title of the officer)

, notary public, personally appeared \_\_\_\_\_

who proved to me on the basis of satisfactory evidence to be the  
person(s) whose name(s) is/are subscribed to the within instrument  
and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their  
signature(s) on the instrument the person(s), or the entity upon behalf  
of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the state of  
California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

Signature \_\_\_\_\_

(This area for official notarial seal)

Gilberto Reyna - Mayor

MAIL TAX STATEMENTS TO PARTY SHOWN ON FOLLOWING LINE; IF NO PARTY SHOWN, MAIL AS DIRECTED ABOVE

Name

28 of 77  
Street Address

City, State &amp; Zip

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of \_\_\_\_\_)

On \_\_\_\_\_ before me, \_\_\_\_\_  
(insert name and title of the officer)

personally appeared \_\_\_\_\_,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

Exhibit "A"

Legal Description

Being a merger of the parcel shown as "Not a Part" on Tract No. 6589 Phase 1 recorded in Map Book 56, at page 37 and lying in Lot 226 of the Fourth Home Extension Colony recorded in Map Book 1, at Page 99, both recorded in the office of the Kern County Recorder and being a portion of the Northeast Quarter of Section 14, T.27S. R.24E., M.D.M., in the city of Wasco, County of Kern, State of California. More particularly described as follows:

Beginning at the Southwest corner of said Lot 226 as described in Document No.005933, of O.R., recorded January 18, 1995 in said Recorder's office; thence N1°11'29" E along the West line of said Lot 226 a distance of 439.02 feet to the Northwest corner of said "Not a Part;" thence S89°22'09" E along the North line of said "Not a Part" a distance of 660.33 feet to the Northeast corner thereof; thence S1°11'30"W along the East line of said "Not a Part" a distance of 439.02 feet to the Southeast corner thereof; thence N89°22'09" W along the South line of said "Not a Part" a distance of 660.33 feet to the point of beginning.

Containing 6.655 Acres more or less.

Note: For the purposes of this description, the lot line shall be the centerline of the streets as shown on said Fourth Home Extension Colony.

---

Wiley D. Hughes

Date

## Exhibit B

Free Recording Requested Pursuant to  
Gov't Code Section 6103

RECORDING REQUESTED BY  
AND RETURN TO:

CITY CLERK  
CITY OF WASCO  
746 8TH STREET  
WASCO, CALIFORNIA 93280

This space for Recorder's Use

APN: 490-010-09 & 490-010-12

Exempt from fee per GC 27388.1(a) (1):  
payment of recording fees expressly exempted by law.

### IRREVOCABLE OFFER OF DEDICATION FOR PUBLIC HIGHWAY PURPOSES

City of Wasco, a municipal corporation

represents that he is the owner of the described real property and for valuable consideration, receipt of which is acknowledged, grants to the CITY OF WASCO an irrevocable offer of dedication ("**Offer**") of an easement for ingress, egress and road purposes, with the real property described below dedicated as an easement for public purposes over and across the described real property situated in the unincorporated area of the County of Kern, State of California, described by legal description presented in

Exhibit "A" and depicted in Exhibit "B"

The easement is to be kept open, clear and free from buildings and structures of any kind.

This Offer is made pursuant to Section 7050 of the Government Code of the State of California and may be accepted at any time by the city council of the city within which such real property is located at the time of acceptance.

This Offer shall convey to the governing authority upon its acceptance a superior right of easement over any facility or facilities located within or under this parcel of land.

This Offer may be terminated and the right to accept such offer abandoned in the same manner as is prescribed for the vacation of streets or highways by Part 3 of Division 9 or Chapter 2 of Division 2 of Streets and Highways Code of the State of California, whichever is applicable. Such termination and abandonment may be made by the city council of the city within which such real property is located.

This Offer shall be irrevocable and shall be binding on Grantor and its heirs, executors, administrators, successors and assigns.

The term "Grantor" as used shall include the plural as well as the singular number and the word "he" shall include the feminine and neuter gender as the case may be.

Grantor has executed, acknowledged and delivered this Irrevocable Offer of Dedication as of \_\_\_\_\_, 20 \_\_\_\_.

---

Gilberto Reyna - Mayor

---

**[Attach Acknowledgement by Grantor and Certificate of Acceptance by Clerk of Board]**

The undersigned, claiming some right, title or interest in or to the above described real property consent to the making of the foregoing irrevocable offer of dedication and agree to be bound thereby and agree that their right, title or interest is subject to such irrevocable offer of dedication.

---

[Print Name and Title below signature]

---

Gilberto Reyna - Mayor

**[Attach Acknowledgement]**



## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of \_\_\_\_\_)

On \_\_\_\_\_ before me, \_\_\_\_\_  
(insert name and title of the officer)

personally appeared \_\_\_\_\_,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are  
subscribed to the within instrument and acknowledged to me that he/she/they executed the same in  
his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the  
person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing  
paragraph is true and correct.

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

Exhibit "A"

Legal Description For a 55.00-Foot-Wide Road Easement in the City of Wasco

Being a portion of the "Not a Part" as shown on Tract No. 6589 Phase 1 recorded in Map Book 56, at page 37 and lying in Lot 226 of the Fourth Home Extension Colony recorded in Map Book 1, at Page 99, both recorded in the office of the Kern County Recorder and being a portion of the Northeast Quarter of Section 14, T.27S. R.24E., M.D.M., in the city of Wasco, County of Kern, State of California. More particularly described as follows:

Beginning at the Southwest corner of said Lot 226 as described in Document No.005933, of O.R., recorded January 18, 1995, in said Recorders office; thence N1°11'29"E along the West line of said Lot 226 a distance of 439.02 feet to the Northwest corner of said "Not a Part;" thence S89°22'09"E long the North line of said "Not a Part" a distance of 55.00 feet; thence S1°11'29" W parallel with said West line a distance of 363.82 feet to the beginning of a 20.00 foot radius tangent curve concave to the Northeast; thence Southeast along said curve through a central angle of 90°33'38" a distance of 31.61 feet to a point lying 55.00 feet North; of as measured at right angles to the South line of said Lot 226; thence S89°22'09 E parallel to said South line a distance of 585.13 feet to a point on the East of said "Not a Part;" thence S1°11'30"W along said East line a distance of 55.00 feet to a point on said South line; thence N89°22'09" W along said South line a distance of 660.33 feet to the point of beginning.

Containing 1.321 Acres more or less.

NOTE: For purposes of this description, the lot line shall be the centerline of the streets as shown on said Fourth Home Extension Colony.

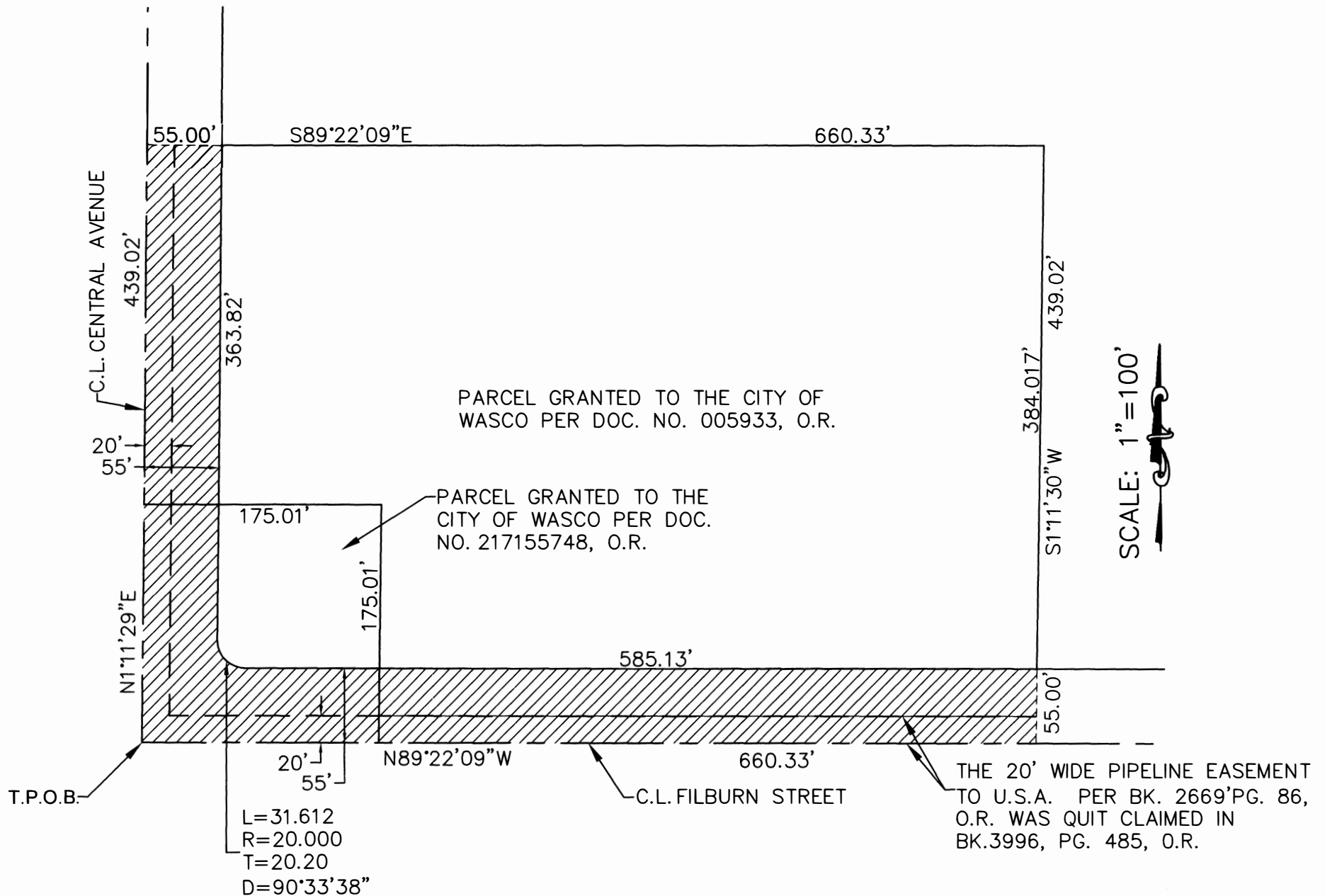
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Wiley D. Hughes

Date

# EXHIBIT 'B'

RIGHT OF WAY DEDICATION



## EXHIBIT C

### CERTIFICATE OF ACCEPTANCE

(Government Code Section 27281)

This is to certify that the interest in real property conveyed by the **IRREVOCABLE OFFER OF DEDICATION FOR PUBLIC STREET PURPOSES**, dated \_\_\_\_\_, 2022 from **the City of Wasco** to the **CITY OF WASCO**, is hereby accepted for public purposes by order of the City Council of the City of Wasco Resolution No. \_\_\_\_\_ on March 1, 2022, and the grantee consents to recordation thereof by its duly authorized officer.

**CITY OF WASCO**

ATTEST:

By: \_\_\_\_\_  
Gilberto Reyna, Mayor

By: \_\_\_\_\_  
Maria O. Martinez, City Clerk

Dated: \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
 ) SS.  
County of \_\_\_\_\_ )

On \_\_\_\_\_ before me, \_\_\_\_\_  
a notary public, personally appeared \_\_\_\_\_,  
who proved to me on the basis of satisfactory evidence to be the persons whose names are  
subscribed to the within instrument and acknowledged to me that they executed the same in  
their authorized capacities, and that by their signatures on the instrument the persons, or the  
entity upon behalf of which the persons acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the  
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Seal)

Signature \_\_\_\_\_



## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Keri Cobb, Community Development Director  
Tom Schroeter, City Attorney

**DATE:** March 1, 2022

**SUBJECT:** Adopt a Resolution authorizing the City Manager to execute a task order with the City's Contract City Engineer to conduct a Topographic Survey and Associated Mapping for the City's Downtown Streetscape Re-design Project

---

### **Recommendation:**

Staff recommends adopting a resolution authorizing the City Manager to execute a task order with the City's Contract City Engineer to conduct a Topographic Survey and Mapping for the City's Downtown Streetscape Re-design Project.

### **Discussion:**

As part of the City's efforts to re-design the downtown streetscape, the City recently submitted a CLEAN California Grant to design and construct improvements to the Downtown Streetscape. Should the City's application be successful, both the budget and the timeline will be tight. In order to move this project forward so that it is ready for final design and bidding when and/or if funding becomes available, a topographic survey and mapping need to be completed.

The City's contract City Engineer has prepared a cost proposal in the amount of \$41,620 to complete this survey. The staff believes that moving this next step of the project forward now will help streamline the project schedule when funding for final design and construction becomes available. The estimated time for completion of this survey is 4-6 weeks.

### **Fiscal Impact:**

Project Number 22012 (Historic Downtown District Landscape Redesign and Rehabilitation) in the 2021-2022 CIP states a total project cost of \$825,000. The cost proposal provided by BHT for the topographic survey and mapping totals \$41,620 in design, leaving \$83,380 remaining in the design phase of the project. See the CIP project budget below.

<b>Project Costs by Phase</b>							
	<b>Project Costs by Phase</b>						
	Prior Years	2021-22	2022-23	2023-24	2024-25	2025-26	Total
Study							-
Environmental Review							-
Land Acquisition							-
Site Preparation							-
Design		125,000					125,000
Construction		75,000	580,000				655,000
Construction Management		5,000	40,000				45,000
Equipment Acquisition							-
Total	-	205,000	620,000	-	-	-	825,000
<b>Project Funding Sources</b>							
	<b>Project Funding Sources</b>						
	Prior Years	2021-22	2022-23	2023-24	2024-25	2025-26	Total
General Fund		205,000	620,000				825,000
Total	-	205,000	620,000	-	-	-	825,000

**Attachment:**

1. Resolution
2. Task Order

**RESOLUTION NO. 2022 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY  
MANAGER TO EXECUTE A TASK ORDER WITH THE CITY'S CONTRACT CITY ENGINEER  
TO CONDUCT A TOPOGRAPHIC SURVEY AND ASSOCIATED MAPPING FOR THE CITY'S  
DOWNTOWN STREETScape RE-DESIGN PROJECT**

**WHEREAS**, the City wishes to execute a task order with the City's Contract City Engineer to conduct a topographic survey and associated mapping for the City's Downtown Streetscape Re-design project; and

**WHEREAS**, the task order is attached as Exhibit "A."

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Wasco as follows:

**SECTION 1:** Authorizes the City Manager to execute a task order with the City's Contract City Engineer to conduct a topographic survey and associated mapping for the City's Downtown Streetscape Re-design project as shown in Exhibit "A."

**SECTION 2:** The task order shall not be effective unless and until executed by the City Manager.

-oOo-

**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 March 1, 2022, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

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

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

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





**TASK ORDER NO. \_\_\_\_\_ TO AGREEMENT NO. 2020-008**

**BACKGROUND**

The City's Historic Downtown District was last re-landscaped in 2002. The City has developed concept designs for revitalizing and re-landscaping the streetscape and has submitted a grant application for funds to complete this project. In order to move this project forward and make it ready for final design when funding becomes available, the City wishes to execute a task order with BHT pursuant to Agreement No. 2020-008 to complete survey and mapping work.

**OBJECTIVES**

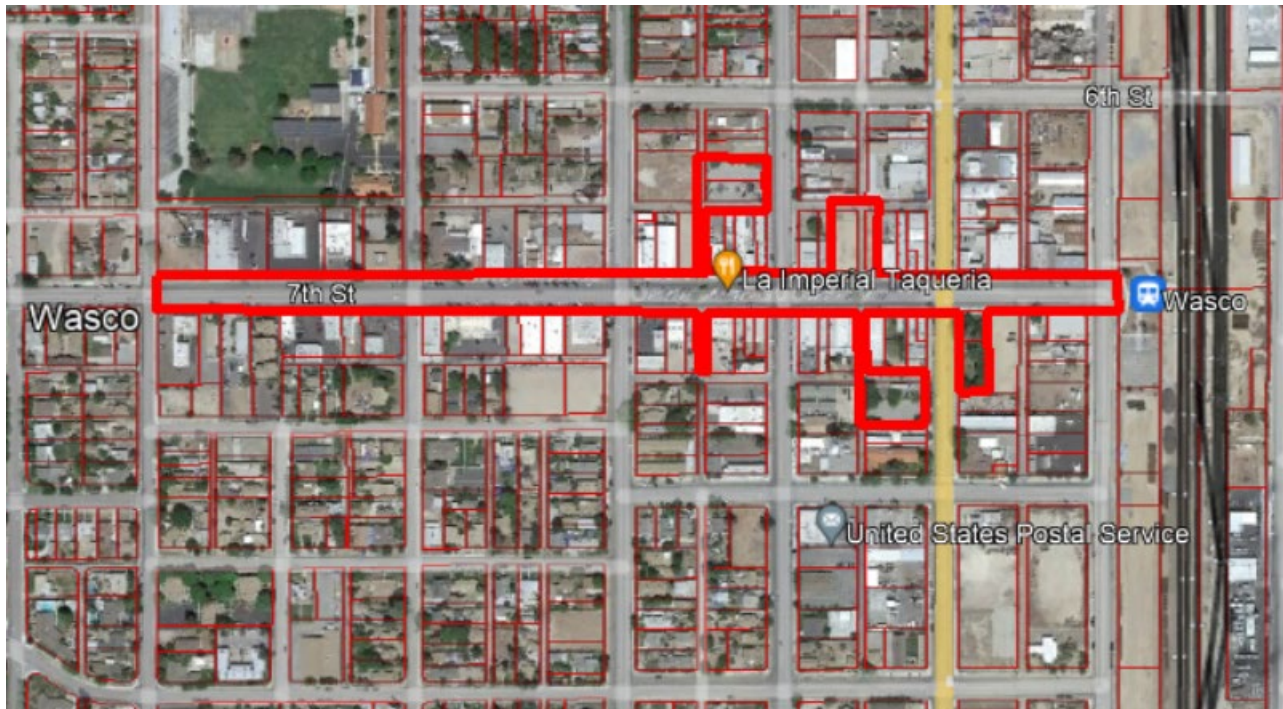
Complete topographic survey and mapping work along 7<sup>th</sup> Street from G to Griffith with additional areas per the project scope and project area map shown below.

**SCOPE OF WORK**

BHT Engineering, Inc. will complete a topographic survey of 7<sup>th</sup> Street from G Street to Griffith with additional areas to include two public parking lots and 4 pedestrian alley/plaza areas as shown in the project area map shown below.

BHT Engineering Inc. will prepare mapping of the topographic survey for the project area.

**PROJECT AREA MAP**



## DELIVERABLES

Completed topographic survey and mapping of the area defined in the attached project area map in digital form. Cost = \$41,620

## BUDGET

### BHT ENGINEERING, INC.

Civil Engineering & Construction Management

218 S. "H" Street, Ste. 201  
Bakersfield, CA 93304  
(661) 558-4641

February 8, 2022

#### COST PROPOSAL

#### CITY OF WASCO'S HISTORIC DOWNTOWN BUSINESS DISTRICT TRANSFORMATION

Along 7th Street from "G" Street to Griffith Ave. with additional areas per the project scope

Topographic Survey & Mapping				
SCOPE OF WORK	Staff	Estimated Hours	Rate / hr.	Total
Project Administration, Meetings and Coordination  Coordinate with City Staff for project's concept and direction. Internal coordination meetings to ensure team members are current in project goals and criteria, as well as apprised of any project adjustments. This task includes project setup, coordination, budget/schedule monitoring, and invoicing.				
	Sr. Civil Engineer	24	\$ 140.00	\$ 3,360.00
	Assistant Project Manager	16	\$ 105.00	\$ 1,680.00
	Clerical	10	\$ 60.00	\$ 600.00
Topographic Survey and Mapping  Topo and Boundary survey by Wiley Hughes Surveying and BHT Staff. Perform field engineering surveying necessary for preliminary engineering, design and cost estimates. We will show pertinent information such as the edge of pavements, sidewalk, business door entrances, fences, utility poles, trees and drip lines, lane striping and other features according to standard practice. We will also locate existing utility markers, surface utility lids and utility boxes along with paint marks and markers indicating underground utilities (already marked, i.e. by USA).				
	Chief of Party	48	\$ 195.00	\$ 9,360.00
	Instrument Man	48	\$ 135.00	\$ 6,480.00
	Asst. Proj. Mgr / CAD Drafter	50	\$ 105.00	\$ 5,250.00
Perform data records search to determine existing right-of-way. Prepare boundary survey for ROW drawing. Review aerial photos, perform utility survey and prepare findings and detailed topographic mapping.				
	Chief of Party	35	\$ 195.00	\$ 6,825.00
	Land Surveyor	25	\$ 145.00	\$ 3,625.00
	Asst. Proj. Mgr / CAD Drafter	40	\$ 105.00	\$ 4,200.00
Mileage - 65 miles round trip x 6 trips = 400 miles (includes mileage around town)		400	\$ 0.60	\$ 240.00
Total (not to exceed) =				<b>\$ 41,620.00</b>

\*This total estimated time is considered a maximum amount based on scope of work and expected course of construction. Scope of work / course of construction changes could reflect changes in time. Additional cost of time and materials, which BHT Engineering, Inc. would work with the City.

## SCHEDULE

BHT Engineering, Inc. shall have until April 8, 2022, to complete this task. Timeline might be extended upon approval.

## PAYMENT AND INVOICING PROCEDURES

Engineer shall receive payment for all Services performed by Engineer hereunder based on the fixed amount not to exceed \$41,620. If additional time is needed due to unforeseen circumstances, it would be

billed as time and materials. As used in Agreement executed on February 18, 2020, Time and Materials shall mean the number of hours devoted by Engineer to such Services charged at the rate set forth in the Billing Rate Schedule attached to the Agreement dated February 18, 2020, as Exhibit "B" and by this reference made a part hereof. Engineer shall bill City no more often than monthly by invoice for the Services. The invoices shall contain a description of Services performed during the period referred to in the invoice, the names of the employees performing the Services, and the number of hours expended. Each invoice shall contain such other information and documentation as City may reasonably require from time to time. City Manager or his designated representative shall have the right of reasonable review of each invoice and, at the conclusion of the review, City Manager shall place the matter on the available City Council meeting for consideration by the City Council. Upon approval of each such invoice by the City Council, same shall be paid in the regular cycle of payments made by City for other bills and claims.

The signatures below shall serve as an authorization to proceed on Task Order from the City of Wasco and is acknowledged by the Consultant.

Consultant

---

Name: Juan Pantoja  
Title: Principal Engineer  
Date:

City of Wasco

---

Name: M. Scott Hurlbert  
Title: City Manager  
Date



## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Luis Villa, Public Works Director

**DATE:** March 1, 2022

**SUBJECT:** Accept all Bids and Adopt a Resolution Authorizing the City Manager to Endorse and Enter into an Agreement with American Enviro Services, INC. for the Repair of the Public Works Drive Approach in the amount of \$26,399.00 and allowing the City Manager to execute Contract Change Orders in an amount not to exceed an aggregate of \$15,000.00.

---

### Recommendation:

Staff recommends to accept all bids and adopt a resolution authorizing the City Manager to Endorse and Enter into an Agreement with American Enviro Services, INC. for the Repair of the Public Works Drive Approach in the amount of \$26,399.00 and allowing the City Manager to execute Contract Change Orders in an amount not to exceed an aggregate of \$15,000.00.

### Background:

The City's Public Works yard drive approach is experiencing severe pavement failure. Because patrons utilize this area as an entry point to the Public Works office, it poses a trip hazard to customers and must be repaired. The parking apron abutting the man door is also in disrepair and requires rehabilitation.

### Discussion:

The Project Public Works Drive Approach was advertised on January 30, 2022. On February 16, 2022, the City of Wasco received Four bids from the following Contractors:

FIRM	BID TOTAL
American Enviro	\$ 26,399.00
Cen-Cal Construction	\$ 32,499.99
S & B Sons	\$ 38,181.12
Papich Construction	\$ 40,103.00

After reviewing the bid submittals, Staff has determined that American Enviro Services, INC is the lowest cost qualified bidder. As such, Staff recommends awarding the Project to American Enviro Services, INC.

**Fiscal Impact:**

The City originally budgeted \$45,000.00 in the 2021 - 22 budget. The City has expended to date \$303.00 on advertisement for the Project. The bid of \$26,399.00 falls within budget and allows \$18,298.00 for contingencies during the project duration.

**Attachments:**

1. Bid Summary
2. Resolution
3. Agreement



# City of Wasco Bid Results

Date: 2/16/2022

Bid Package-Project Description:

Public Works Drive Approach

Company	Date Received	Time Received	Time Opened	Bid Proposals \$	Addendum	Bid Bond
AMERICAN ENVIRO SERVICES, INC.	2/16/2022		2:02 PM	\$26,399.00	YES	YES
S&B SONS INC.	2/16/2022		2:03 PM	\$ 38,181.12	YES	YES
PAPICH CONSTRUCTION	2/16/2022		2:04 PM	\$ 40,103.00	YES	YES
CEN-CAL CONSTRUCTION	2/16/2022		2:05 PM	\$ 32,499.99	YES	YES

Claudio Garcia 2-16-2022

City of Wasco  
Deputy City Clerk

**RESOLUTION NO. 2022 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO APPROVING AN AGREEMENT WITH AMERICAN ENVIRO SERVICES, INC. FOR THE REPAIR OF THE PUBLIC WORKS DRIVE APPROACH IN THE AMOUNT OF \$26,399.00 AND ALLOWING THE CITY MANAGER TO EXECUTE CONTRACT CHANGE ORDERS IN AN AMOUNT NOT TO EXCEED AN AGGREGATE OF \$15,000.00.**

**WHEREAS**, the City wishes to contract with American Enviro Services, INC. to Repair the City Public Works Yard Drive Approach; and

**WHEREAS**, the services provided are described in the Agreement found in Exhibit "A"; and

**WHEREAS**, said Agreement has been made in the form and manner prescribed by the City of Wasco Municipal Code and the California Public Contract Code; and

**WHEREAS**, American Enviro Services, INC. and the City each acknowledge that each party and their respective legal counsel have reviewed the Agreement; and,

**WHEREAS**, the Agreement shall be governed by and construed in accordance with the laws of the State of California; and

**WHEREAS**, American Enviro Services, INC. shall provide to the City a Faithful Performance Bond and the Labor Materials Bond as required in the Agreement prior to the start of construction; and

**WHEREAS**, American Enviro Services, INC. agrees to comply with the State prevailing wage determinations in effect ten days prior to the bid opening of November 10, 2021.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Wasco as follows:

**SECTION 1:** Approves the agreement with American Enviro Services, INC.

**SECTION 2:** Authorizes the City Manager to execute contract change orders and make quantity adjustments to the contract in an amount not exceeding an aggregate of \$15,000.00.

-o0o-

**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 March 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



## **AGREEMENT 2022 -**

**THIS AGREEMENT** made this 1st day of March 2022, by and between the CITY OF WASCO, hereinafter "City," and American Enviro Services, INC., a California Corporation, hereinafter "Contractor,"

### **W I T N E S S E T H:**

WHEREAS, City wishes to hire Contractor to remove damaged concrete, grade, and compact, and replace concrete at the City Public Works yard and such other services as more particularly described in Exhibit "A" attached hereto and by this reference made a part hereof (the "Services") under the terms and conditions described hereinafter and Contractor is agreeable thereto.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth hereinafter, the parties agree as follows:

1. The parties incorporate the foregoing recitals as if fully set forth herein verbatim.

2. Contractor hereby agrees to perform the Services under the terms and conditions described hereinafter.

3. Contractor shall perform the Services for a total price of not to exceed \$26,399.00 (the "Total Price"). The Total Price shall be payable upon completion and acceptance of the Services by the City and after receipt of an invoice from Contractor, which shall be subject to approval by the City Manager and the City Council.

4. Contractor shall complete the Services within thirty (30) working days after issuance of a Notice to Proceed by the City.

5. Contractor shall provide a performance bond to insure completion of the Services and a payment bond to insure payment to subcontractors and suppliers, each in the full amount of the Total Price and as approved by City. In the performance of Contractor's duties hereunder, Contractor shall also provide all vehicles, tools, personnel, equipment, supplies, and all such other items as are necessary or convenient to completing the Services at Contractor's sole cost and expense.

6. Contractor, at Contractor's sole cost and expense, shall maintain throughout the term of this Agreement all worker's compensation insurance where

and in the amounts required by law and a comprehensive general public liability insurance policy from a company approved by City for protection against liability to the public arising as an incident of Contractor's performance hereunder in amounts not less than \$1 million per occurrence and said policy shall be primary insurance naming City, its officers, councilpersons, employees, contractors, and representatives as additional insureds and affording City at least ten (10) days notice prior to cancellation or reduction of coverage. In the event any such policy shall lapse or be canceled, City may, at City's sole discretion, terminate this Agreement without further notice to Contractor. Contractor shall provide City with a Certificate of Insurance verifying Contractor's compliance with the foregoing. This Agreement shall not be effective until City has received and approved same.

7. Contractor shall pay, and shall require subcontractors to pay, employees working for a salary or wage at least equal to the prevailing salary or wage established for such work as set forth in the wage determination and wage standards for the State of California. In accordance with Section 1775 of California Labor Code, Contractor shall pay such penalties and incur such costs as described therein and as are more particularly determined by the Labor Commissioner, in the event of any violation of the foregoing requirement. In addition to the foregoing, Contractor and its subcontractors shall pay to persons employed in the performance of the Services no less than the general prevailing rate of per diem wages for holiday and overtime work fixed as provided in the Labor Code. Copies of the prevailing rate of per diem wages are on file at City's principal office and are available for examination by any interested party on request during normal business hours. Contractor shall keep an accurate payroll record showing the name, address, Social Security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each worker or other employee employed by Contractor.

8. Contractor hereby indemnifies, agrees to defend, and holds harmless City, its officers, councilpersons, employees, contractors, and representatives from any and all claims, demands, suits, judgments, liability, damages, costs, and expenses arising in any manner out of this Agreement or occasioned by the performance or attempted performance of the provisions hereof and any act or omission to act on the part of Contractor or Contractor's employees, subcontractors, agents, or representatives.

9. In addition to any other method of termination described in this Agreement, City, in its sole and absolute discretion, may terminate this Agreement at any time upon ten (10) days written notice to Contractor. In the event of any such termination and except as otherwise described herein, Contractor shall be entitled to payment for Contractor's performance of its obligations hereunder to the date of termination subject to City's approval and acceptance of Contractor's performance.

City may terminate this Agreement upon twenty-four (24) hours notice to Contractor in the event of Contractor's default hereunder, in which case, Contractor shall not be entitled to payment for any Services which were performed in breach of this Agreement. In addition to City's right to terminate this Agreement due to Contractor's default, City shall have all other remedies available under this Agreement in the event of Contractor's default as well as all remedies available at law or in equity.

10. Contractor's Services are utilized by City only for the purpose and to the extent set forth in this Agreement and Contractor's relationship to City shall, during the term of this Agreement, be that of an independent contractor.

11. In the performance of its obligations hereunder, Contractor acknowledges that Contractor and Contractor's employees, subcontractors, agents, and representatives may encounter dangerous conditions on the premises where the Services are performed. Contractor for itself and on behalf of its employees, subcontractors, agents, and representatives assumes the risk of same and hereby waives, releases, and forever discharges City, its officers, councilpersons, employees, contractors, agents, and representatives from any and all liability, claims, actions, losses, costs, and expenses arising out of all injuries, and damages which may be suffered by Contractor or Contractor's employees, subcontractors, agents, or representatives including any of same attributable in any way to any act or omission to act or any negligence whatsoever, whether passive or active, by Contractor, or Contractor's officers, employees, subcontractors, agents, or representatives. Contractor represents and warrants that it has read and fully understands the provisions of Section 1542 of the Civil Code of California, which states as follows:

"A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor."

Contractor, on behalf of itself and its employees, subcontractors, agents, and representatives, hereby expressly waives and releases any right or benefit which each has or may have under Civil Code Section 1542.

12. Contractor shall not assign any portion of this Agreement to any other person or entity.

13. If any portion of this Agreement shall be considered invalid by any court of competent jurisdiction said invalid portion shall not affect the validity of the remainder of the agreement, and the agreement shall continue in full force and

effect as if the invalid portion had not been included therein.

14. Any notice required under this Agreement shall be effective immediately upon personal delivery of same in writing to the party to be noticed or upon deposit in the United States mail, first-class, postage prepaid, addressed as hereinafter described or when sent by facsimile transmission or when sent by electronic mail ("Email"). The following shall be used in providing the foregoing notices: City — City Manager, 746 8<sup>th</sup> Street, Wasco, California 93280, Fax — (661) 758-7239, [Email—CityClerk@cityofwasco.org](mailto:CityClerk@cityofwasco.org); and Contractor —Danielle Dunn, American Enviro Services, INC., 15513 Chateau Montelena Dr, Bakersfield, CA 93314, Phone—(530) 417-5000, [Email Danielle\\_AEServices@yahoo.com](mailto:Danielle_AEServices@yahoo.com). Any party may change its address or fax number by giving notice to the other party in the manner herein described.

15. If any action is commenced between the parties concerning any provision of this Agreement or the rights and duties of any party in relation thereto or the interpretation of this Agreement, the prevailing party shall be entitled, in addition to such other relief as may be granted, to a reasonable sum for the party's attorney fees in such action.

16. This Agreement may only be amended by a writing executed by all parties.

17. Each party and their respective legal counsel have reviewed this Agreement and agree that this Agreement is the product of negotiations between the parties. This Agreement shall be interpreted without reference to the rule of interpretation of documents that uncertainties or ambiguities therein shall be determined against the party so drafting the Agreement.

18. This Agreement contains the entire agreement between the parties with regard to the subject matter herein and supersedes all prior oral and written agreements and understandings between the parties with respect thereto.

19. This Agreement may be executed in counterparts. A facsimile or electronic version of this Agreement shall be as effective as the original for all purposes.

20. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

21. Subject to the restrictions on assignment in Paragraph 12, this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors, and assigns.

22. Waiver by a party of any provision of this Agreement shall not be considered a continuing waiver or a waiver of any other provision, including the time for performance of any such provision.

23. Time is of the essence with regard to each covenant, condition, and provision of this Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the date first hereinabove written.

\_\_\_\_\_  
M. SCOTT HURLBERT, City Manager, City of  
Wasco, California, "**City**"

American Enviro Services, Inc.,  
a California Corporation, "**Contractor**"

By: \_\_\_\_\_  
DANIELLE DUNN, President

# EXHIBIT "A"

## BID SCHEDULE

Public works drive approach

ITEM NO.	ITEM CODE	UNIT OF MEASURE	ESTIMATED QUANTITY	PRICE PER UNIT	TOTAL PRICE
1	REMOVAL OF EXISTING CONCRETE/ASPHALT	LS	1	4,479	4,479
2	GRADING AND COMPACTION	LS	1	800.00	800.00
3	8" THICK CONCRETE	SF	1500	13.00	19,500.00
4	6" RETAINING CURB @ DRIVE THROUGH	LF	36	45.00	1,620.00

TOTAL BID AMOUNT: 26,399.00

Acknowledgment of Addenda

Addendum No. Initial

2 DB

Danielle Dunn  
Signature

Danielle Dunn / President  
Printed Name / Title

American Enviro Services Inc.  
Company

1074810 6/30/2023  
Contractor's License Number / Expiration Date

Selection of bidder shall be based on the lowest responsive and responsible bid for the combined total of construction items

The City has the option to reject all bids with or without cause. The City also may at its discretion remove any item(s) from this project. It is understood that the foregoing quantities are approximate only and are solely for the purpose of facilitating the comparison of bids, and that the contractor's compensation will be computed upon the basis of the actual quantities in the complete work, whether they be more or less than those shown.



## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Maria Lara, Assistant City Manager

**DATE:** March 1, 2022

**SUBJECT:** Adopt a Resolution Authorizing the City Manager or his Designee to Submit and Execute a Grant Application and any Amendments thereto for Funding from CalOES Listos California Community Emergency Response Team (CERT) Support Grant (LC)Program

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### **Recommendation:**

Staff recommends the City Council adopt the resolution authorizing the City Manager or his designee to submit and execute a grant application and any amendments thereto for funding from CalOES Listos California Community Emergency Response Team (CERT) Support Grant (LC)Program.

### **Discussion:**

The purpose of the Listos California CERT Support Grant (LC) Program is to provide funding to new and existing CERT programs to support projects that help prepare vulnerable and underserved populations.

### **Eligibility:**

California Community Emergency Response Team (CERT) programs that are registered through the Federal Emergency Management Agency (FEMA) website as an existing CERT program, new CERT programs approved by the **California State CERT Administrator**, CERT program Sponsoring Agencies or a fiscal agent representing the CERT program are the only eligible Applicants.

**Grant Subaward Performance Period:** June 1, 2022 – December 31, 2023

### **Available Funding:**

There is approximately \$500,000 in State General Funds available for the Program. Applicants may apply for up to \$15,000.

The City of Wasco application is requesting \$15,000.00 to implement a new CERT Program with the support and collaboration of the Kern County Fire Department CERT Program.

The project budget includes funds to hire a certified FEMA instructor to provide CERT training based on the 20-hour FEMA curriculum and all hands-on exercises (e.g., fire suppression, earthquake, medical triage), including a disaster simulation drill; it also includes funding to purchase personal protection equipment for our CERT program, background checks, and liability insurance for CERT volunteers.

This project aligns and supports the City's adopted 2020 Kern County Multi-Jurisdiction Hazard Mitigation Plan and Wasco Emergency Response Plan by providing training opportunities to increase preparedness/awareness in our underserved and vulnerable community from high-risk disasters such as earthquakes, flooding, and fires.

**Fiscal Impact:**

There is no match required for this program.

**Attachments:**

1. Resolution
2. Certification of Assurance of Compliance



**RESOLUTION NO. 2022 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM LISTOS CALIFORNIA CERT SUPPORT GRANT (LC) PROGRAM OF THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (CAL OES).**

**WHEREAS**, the City of Wasco wishes to apply for and receive an allocation of funds through the LISTOS California Community Emergency Response Team (CERT) Support Grant LC Program; and

**WHEREAS**, the California Governor's Office of Emergency Services, herein referred to as "Cal OES," on January 25, 2022, issued a Notice of Funding Availability (NOFA) for the LISTOS California CERT Support Grant (LC) Program. There is approximately \$500,000 in State General Funds available for the Program, and applicants may apply for up to \$15,000. Cal OES is authorized to approve funding allocations for the program, subject to the terms and conditions of the NOFA and program application forms.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Wasco authorizes the submittal of application(s) for the LISTOS California Community Emergency Response Team (CERT) Support Grant LC Program for which the city is eligible.

**BE IT FURTHER RESOLVED** that the City Manager or his designee is hereby authorized and empowered to execute in the name of the City of Wasco all grant documents, including but not limited to applications, agreements, amendments, reports, and requests for payment, necessary to secure grant funds and implement the approved grant project; and

**BE IT FURTHER RESOLVED** that these authorizations are effective for five (5) years from the date of adoption of this resolution.

-o0o-

**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 March 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



## Grant Subaward Certification of Assurance of Compliance

### Information and Instructions

The Certification of Assurance of Compliance is a binding affirmation that the Subrecipient will comply with the requirements and restrictions outlined in the Subrecipient Handbook, including but not limited to:

- Proof of Authority,
- State and federal civil rights laws,
- Equal Employment Opportunity,
- Drug-Free Workplace,
- California Environmental Quality Act, and
- Lobbying.

**The Official Designee (see SRH Section 3.030) and the individual granting that authority (i.e., City/County Financial Officer, City/County Manager, or Governing Board Chair) must sign this form.** For State agencies, only the Official Designee must sign this form.

Complete all sections of this form and then submit:

- As part of the Grant Subaward Application,
- With a Grant Subaward Amendment (Cal OES Form 2-213) if a new fund source is being added to the Grant Subaward, (applicable Certification of Assurance of Compliance would be needed), or
- With a Grant Subaward Modification (Cal OES Form 2-223) if the Official Designee or Board Chair changes and the Resolution identifies them by name

## Grant Subaward Certification of Assurance of Compliance

Subrecipient: \_\_\_\_\_

	Cal OES Program Name	Grant Subaward #:	Grant Subaward Performance Period
1			
2			
3			
4			
5			
6			

I, \_\_\_\_\_ (Official Designee; same person as Section 15 of the Grant Subaward Face Sheet) hereby certify that the above Subrecipient is responsible for reviewing the Subrecipient Handbook (SRH) and adhering to all of the Grant Subaward requirements as directed by Cal OES including, but not limited to, the following areas:

### I. **Proof of Authority – SRH 1.055**

The Subrecipient certifies they have written authority by the governing board (e.g., County Board of Supervisors, City Council, or Governing Board) granting authority for the Subrecipient/Official Designee (see Section 3.030) to enter into a specific Grant Subaward (indicated by the Cal OES Program name and initial Grant Subaward performance period) and applicable Grant Subaward Amendments with Cal OES. The authorization includes naming of an Official Designee (e.g., Executive Director, District Attorney, Police Chief) for the agency/organization who is granted permission to sign Grant Subaward documents on behalf of the Subrecipient. Written proof of authority includes one of the following: signed Board Resolution or approved Board Meeting minutes.

### II. **Civil Rights Compliance – SRH Section 2.020**

The Subrecipient acknowledges awareness of, and the responsibility to comply with all state and federal civil rights laws. The Subrecipient certifies it will not discriminate in the delivery of services or benefits based on any protected class and will comply with all requirements of this section of the SRH.

### III. **Equal Employment Opportunity – SRH Section 2.025**

The Subrecipient certifies it will promote Equal Employment Opportunity by prohibiting discrimination or harassment in employment because of any status protected by state or federal law and will comply with all requirements of this section of the SRH.



**IV. Drug-Free Workplace Act of 1990 – SRH Section 2.030**

The Subrecipient certifies it will comply with the Drug-Free Workplace Act of 1990 and all other requirements of this section of the SRH.

**V. California Environmental Quality Act (CEQA) – SRH Section 2.035**

The Subrecipient certifies that, if the activities of the Grant Subaward meet the definition of a “project” pursuant to the CEQA, Section 20165, it will comply with all requirements of CEQA and this section of the SRH.

**VI. Lobbying – SRH Sections 2.040 and 4.105**

The Subrecipient certifies it will not use Grant Subaward funds, property, or funded positions for any lobbying activities and will comply with all requirements of this section of the SRH.

**All appropriate documentation must be maintained on file by the Subrecipient and available for Cal OES upon request. Failure to comply with these requirements may result in suspension of payments under the Grant Subaward(s), termination of the Grant Subaward(s), and/or ineligibility for future Grant Subawards if Cal OES determines that any of the following has occurred: (1) the Subrecipient has made false certification, or (2) the Subrecipient violated the certification by failing to carry out the requirements as noted above.**

<b>CERTIFICATION</b>	
I, the official named below, am the same individual authorized to sign the Grant Subaward [Section 15 on Grant Subaward Face Sheet], and hereby affirm that I am duly authorized legally to bind the Subrecipient to the above-described certification. I am fully aware that this certification, executed on the date, is made under penalty of perjury under the laws of the State of California.	
Official Designee's Signature:	_____
Official Designee's Typed Name:	_____
Official Designee's Title:	_____
Date Executed:	_____
<b>AUTHORIZED BY:</b>	
I grant authority for the Subrecipient/Official Designee to enter into the specific Grant Subaward(s) (indicated by the Cal OES Program name and initial Grant Subaward performance period identified above) and applicable Grant Subaward Amendments with Cal OES.	
<input type="checkbox"/> City Financial Officer	<input type="checkbox"/> County Financial Officer
<input type="checkbox"/> City Manager	<input type="checkbox"/> County Manager
<input type="checkbox"/> Governing Board Chair	
Signature:	_____
Typed Name:	_____
Title:	_____
Date Executed:	_____



## 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:** March 1, 2022

**SUBJECT:** Conduct a Public Hearing regarding the Introduction and Overview of the Redistricting process.

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### **Recommendation:**

Staff recommends the City Council receive a report from staff and the redistricting consultant on the redistricting process and permissible criteria to be considered to redraw district boundaries and Conduct a public hearing to receive public input on district boundaries.

### **Background:**

Pursuant to Election Code section 21601, cities with by-district election systems are required to redraw their district boundary maps to ensure compliance with the California and Federal Voting Rights Acts. The process to complete the redistricting requires a minimum of four public hearings and dedicated public outreach to ensure minority populations and communities of interest are aware of the redistricting effort and are provided with options to participate.

### **Discussion:**

Every ten (10) years, cities with by-district election systems must use new census data to review and, if needed, redraw district lines to reflect how local populations have changed. This process, called redistricting, ensures all districts have a nearly equal population. The redistricting process for the City of Wasco must be completed by April 17, 2022.

The City of Wasco adopted its current district boundaries in 2018, based on 2010 census data as required by law. The districts must now be redrawn using the 2020 census data and in compliance with the FAIR MAPS Act, which was adopted by the California legislature as AB 849 and took effect January 1, 2020.

Under the Act, the City Council shall draw and adopt boundaries using the following criteria in the listed order of priority (Elections Code 21621(c)):

1. Comply with the federal requirements of equal population and the Voting Rights Act.
2. Be geographically contiguous
3. Undivided neighborhoods and “communities of interest” (socio-economic geographic areas that should be kept together)
4. Display easily identifiable boundaries
5. Be compact (do not bypass one group of people to get to a more distant group of people)
6. Shall not favor or discriminate against a political party

Once the prioritized criteria are met, other traditional districting principles can be considered, such as:

1. Minimize the number of voters delayed from voting in 2022 to 2024
2. Respect voters' choices/continuity in office
3. Future population growth

By law, the City must hold at least four public hearings that enable community members to provide input on the drawing of district maps:

- At least one hearing must occur before the city or county draws draft maps
- At least two hearings must happen after the drawing of draft maps
- The fourth hearing can happen either before or after the drawing of draft maps
- City staff may hold a public workshop instead of one of the required public redistricting hearings

To increase the accessibility of these hearings, cities, and counties must take the following steps:

- At least one hearing must occur on a Saturday, Sunday, or after 6:00 p.m. on a weekday
- If a redistricting hearing is consolidated with another local government meeting, the redistricting hearing must begin at a pre-designated time
- Local public redistricting hearings must be made accessible to people with disabilities

The purpose of this public hearing is to inform the public about the districting process and to hear from the community on what factors should be taken into consideration while creating district boundaries. The public is requested to provide input regarding communities of interest and other local factors that should be considered while drafting district maps. A community of interest under the relevant Elections Code for cities (Section 21621(c)) is, “a population that shares common social or economic interests that should be included within a single district for purposes of its effective and fair representation.

Possible features defining a community of interest might include, but are not limited to:

1. School attendance areas;
2. Natural dividing lines such as major roads, hills, or highways;
3. Areas around parks and other neighborhood landmarks;
4. Common issues, neighborhood activities, or legislative/election concerns; and
5. Shared demographic characteristics, such as:
  - Similar levels of income, education, or linguistic insulation;

- Languages are spoken at home; and
- Single-family and multi-family housing unit areas.

The city will have an online mapping tool that the resident will be able to use to submit their input on the drawing of the district lines. In this meeting, the Consultant will demonstrate how to utilize the online mapping tool.

**Fiscal Impact:**

The City Council approved the cost for the redistricting consulting services on January 25, 2022. No budget action is required.

**Attachments: None**





## STAFF REPORT City of Wasco

**TO:** Honorable Mayor and Council Members

**FROM:** M. Scott Hurlbert, City Manager  
Luis Villa, Public Works Director  
Isarel Perez Hernandez, Finance Director

**DATE:** March 1, 2022

**SUBJECT:** Approval of Water Operator I reclassification to Water Operator II for the Fiscal Year 2021-2022 in support of strategic planning.

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**Recommendation:**

Staff recommends Water Operator I reclassification approval to Operator II for the Fiscal Year 2021-2022 in support of strategic planning.

**Discussion:**

The Public Works Department would like to reclassify the Water Operator I to a Water Operator II for logistical reasons. The City has budgeted and recruited for a Utility Technician and a Water Operator I but has yet to fill the positions. Currently, the City has one approved Water Operator I position. Still, after much consideration and strategic analysis, it has been determined that it is in the City's best interest to migrate towards a career growth model.

The Water Operator I position is limited in certain areas such as operating and making chemical adjustments at Water well locations on their own. However, with additional training and experience, an Operator II can operate and make the necessary adjustments to pumping rates, chemical feed equipment, and SCADA control with no supervision and can serve as a lead operator when the supervisor is away. With the increasing work load and the restart of water shutoffs on the horizon it has been proposed to recruit for the position of Water Operator II to assist the Public Works Department to provide greater water service by bringing in a staff member who will hold the certificates and experience necessary to make a positive impact to City services and functions immediately.

**Fiscal Impact:**

There is no fiscal impact for the fiscal year 2021-2022 because of several months of staffing vacancies in the water department. The proposed position will be budgeted for the fiscal year 2022-2023.

**Attachments:** None



## STAFF REPORT CITY OF WASCO

**TO:** Honorable Mayor and Council Members

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

**DATE:** March 1, 2022

**SUBJECT:** Adopt a Resolution approving the mid-year operating budget adjustments totaling \$186,900 in the General Fund and \$964,837 in other funds, and Establishing the American Rescue Plan Act Special Revenue Fund.

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### **Recommendation:**

Staff recommends that the City Council adopt a resolution approving the mid-year operating budget adjustments totaling \$186,900 in the General Fund and \$964,837 in other funds, and Establishing the American Rescue Plan Act Special Revenue Fund.

### **Background:**

The purpose of this report is to present the financial condition of the General Fund at the mid-point of the fiscal year and revised projections at year-end (Attachment 1); and propose budget adjustments as needed based on issues that have surfaced since budget adoption (Attachment 2).

The following Mid-Year Budget Review covers the first six months of the 2021-22 fiscal year from July 1, 2021 through December 31, 2021. Typically, most attention is paid to major operating funds, such as the General Fund, Water, Sanitation, and Wastewater Enterprise funds. The three largest and most vital revenue sources for the General Fund are Property Tax, Sales Tax, Measure X, and Motor Vehicle License Fees In Lieu of Property tax

The major takeaway is that the City remains on good financial footing at mid-year, with a continued focus on strategic one-time uses of higher than anticipated sales tax, however, impacts from inflation are beginning to be felt in every operation of the City, including utility enterprise operations, that will put pressure on budgets for the remainder of the fiscal year and planning for next year. As the pandemic transitions to endemic status in 2022, staff will be monitoring economic conditions carefully, continuing to focus on building reserves for an uncertain future and maintaining essential services to the community.

### **Discussion:**

**Key Findings.** On a positive note, while still down from pre-COVID levels in many cases, key General Fund revenues are performing on target with projections included in the adopted 2021-22 Budget. The fund balance of \$5.1 million at the end of the year, which is 42% of operating expenditures compared with the City's minimum policy of 35% is an indicator that the city is able to meet operating costs for the three months.

**The Road Ahead.** While the General Fund is in satisfactory fiscal condition in the short term, significant fiscal challenges are ahead of us with other cost pressures due to unfunded pension and likely higher public safety and fire contract cost increases from Kern County due to these same pressures.

### **General Fund Fiscal Review**

Attachment 1 presents an analysis of General Fund revenues ("Top 10," which excludes one-time grants, account for 90% of total revenues), expenditures and changes in fund balance. It presents actual results for the last two completed fiscal years (2019-20 and 2020-21) and year-to-date for 2021-22 through December 31, 2021. It then shows the current budget, revised year-end projections and the variance.

**Revenues.** The following is a summary of key variances.

- **Property tax (general and VLF in Lieu).** Based on apportionment factors set by the State, both of these revenues are collected on the property tax and driven based on assessed valuation. Typically, changes in assessed value are slow to react to economic factors, up or down. 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 the State of California. We anticipate that our revenues will be on target once these payments are received.
- **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.
- **Development review fees and permits.** 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.
- **Grants.** The significant variance between fiscal year 2020-2021 Actual to fiscal year 2021-2022 is primarily due to the expected combined grant revenue and payment(s) from the State totaling \$9,300,000 to assist the City with the former farm labor complex demolition and site clean-up. (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.

**Expenditures.** These are based on the current budget plus the proposed budget adjustments. The basis for these adjustments is discussed below.

**Other Sources and Uses.** This category reflects transfers from other funds,

**Ending Fund Balance.** After assigning \$9.3 million for the labor housing complex grant revenue contingency, the ending unassigned fund balance is \$5.1 million at the end of the year, which is 42% of operating expenditures compared with the City's minimum policy of 35%.

## Mid-Year Appropriations

**Operating Budget.** Proposed mid-year budget adjustments are detailed in Attachment 2, summarized as follows by fund:

Proposed Operating Budget Adjustments by Program	
City Council	<ul style="list-style-type: none"> <li>Line-item cost adjustments for uniforms, dues/subscriptions, professional services and special events and projects: \$12,300</li> </ul>
City Manager/ City Clerk	<ul style="list-style-type: none"> <li>Reclassify grant administrator staffing costs from the planning division in order to fund the Assistant City Manager Position: \$21,000</li> <li>Correcting for underbudgeted staffing costs: \$59,000</li> <li>Line-item cost adjustments for overtime, uniforms, office supplies and internal service charges: \$9,000</li> </ul>
Planning	<ul style="list-style-type: none"> <li>Reclassify grant administrator staffing costs to the City Manager division in order to fund the Assistant City Manager Position: \$(21,000)</li> </ul>
Non- Departmental	<ul style="list-style-type: none"> <li>Additional funding for GPS tracking system: \$6,000.</li> <li>Additional funding for zoom subscription utilized for remote meetings: \$3,400.</li> <li>Additional funding for professional service costs: \$4,500.</li> </ul>
Animal Control	<ul style="list-style-type: none"> <li>Additional funding for increased vet service costs: \$8,500.</li> <li>Line-item cost adjustment for Walmart Pet Grant reimbursable expenses: \$5,000.</li> </ul>
Code Enforcement	<ul style="list-style-type: none"> <li>Line-item cost adjustments for communications and internal service fees: \$4,200.</li> </ul>
LLMD	<ul style="list-style-type: none"> <li>Increased group insurance costs: \$10,000.</li> <li>Increased utility costs: \$5,000.</li> </ul>
Facilities	<ul style="list-style-type: none"> <li>Line-item cost adjustment for reimbursable annex roof repairs: \$9,040.</li> </ul>
Community Facilities District	<ul style="list-style-type: none"> <li>Increased utility costs: \$275.</li> </ul>
Park Impact Fees	<ul style="list-style-type: none"> <li>Additional funding for Downtown Community Park project. This project will be funded by park impact fees as part of the redesign of 7<sup>th</sup> Street: \$175,000.</li> </ul>
Information Technology	<ul style="list-style-type: none"> <li>Additional funding for IT Maintenance Agreement and Tyler Munis Software Agreement: \$75,000.</li> </ul>
American Rescue Plan Act	<ul style="list-style-type: none"> <li>Line-item cost adjustment for essential worker premium pay funding through the American Rescue Plan Act: \$319,702.</li> <li>Line-item cost adjustment for customer utility assistance funded through the State Water Resources Control Board's Arrearage Program: \$91,060.</li> </ul>
Wastewater	<ul style="list-style-type: none"> <li>Additional funding for increased fuel cost: \$6,500.</li> </ul>

Proposed Operating Budget Adjustments by Program	
	<ul style="list-style-type: none"> <li>Funding for contract engineering and environmental services: \$25,000.</li> </ul>
Water	<ul style="list-style-type: none"> <li>Additional pumping costs due to Well 14 becoming operational during the fiscal year: \$275,000.</li> </ul>
Sanitation	<ul style="list-style-type: none"> <li>Additional funding for increased fuel cost: \$3,500.</li> <li>Additional funding for sanitation rate study consulting services: \$10,000.</li> <li>Increased utility costs: \$3,500.</li> </ul>
CNG Fueling Station	<ul style="list-style-type: none"> <li>Increased utility costs: \$5,000</li> <li>Increased CNG Fuel Costs to account for correction to prior year meter readings: \$15,000.</li> </ul>
Transportation	<ul style="list-style-type: none"> <li>Line-item cost adjustments for uniforms, communications, office supplies, dues/subscriptions and professional services: \$3,000.</li> </ul>

## ENTERPRISE FUNDS

### WASTEWATER

WASTEWATER FUND			
	Actual	Mid-Year Budget Review	
	YTD 2021-22	Current Budget	Percentage Difference
<b>Revenues</b>	1,378,638	2,395,737	58%
<b>Expenditures</b>	1,107,534	2,897,361	38%
<b>Surplus (Deficit)</b>	<b>\$ 271,103</b>	<b>\$ (501,624)</b>	

The table above displays a comparison between the actual to budget figures as of 12/31/2021 for the Wastewater Fund as well as a percentage difference between budget and actual. At the bottom, the anticipated Surplus or Deficit is displayed as a positive (favorable) or negative (unfavorable). Please note that the Wastewater Fund Capital costs are included in these figures. The table above excludes any proposed midyear adjustments.

Expenses are tracking at 38% thus far through the year, which appears lower than expected mainly due to the timing of capital projects. Revenues are roughly 58% which is slightly above where the Wastewater Fund is at this time of the year. This slight increase is most likely due to the updated farm lease agreement for the fiscal year 2021-22. We also want to point out carryover balances that rolled forward from the prior fiscal year totaling an additional \$236,906 in expenditures not reflected on the table above.

This fund is, however, anticipated to in an operational deficit (spending more than it earns) as capital projects commence. The Wastewater Fund appears to have healthy reserves at the moment to offset the cost of needed capital improvement for current user demands. However, the overall health of this fund would need to be further analyzed if the City aggressively pursues expansion of its industrial and commercial footprint.

## WATER

<b>WATER FUND</b>			
	Actual	Mid-Year Budget Review	
	YTD 2021-22	Current Budget	Percentage Difference
<b>Revenues</b>	2,045,825	3,274,921	62%
<b>Expenditures</b>	1,327,997	5,643,891	24%
<b>Surplus (Deficit)</b>	<b>\$ 717,828</b>	<b>\$ (2,368,970)</b>	

The table above displays a comparison between the actual to budget figures as of 12/31/2021 for the Water Fund as well as a percentage difference between budget and actual. At the bottom, the anticipated Surplus or Deficit is displayed as a positive (favorable) or negative (unfavorable). Please note that the Water Fund Capital costs are included in these figures. The table above excludes any adjustments.

Expenses are tracking at 24% thus far through the year, which is about where staff anticipates this should be given the large capital allocation to acquire land for the replacement aged water wells. In addition to land acquisitions, the fund experienced numerous vacancies due to retirement. As a result, personnel costs were impacted. In addition to the capital projects, staffing vacancies, the fund is also dealing with the COVID pandemic impacts. We also want to point out carryover balances that rolled forward from the prior fiscal year totaling an additional \$3,147,633 in expenditures not reflected on the table above.

Revenues are roughly 62% which is slightly above of where the Water Fund is at this time of the year. This is directly linked to the hot summer months, where water consumption was higher compared to prior summer months. The second contributor of the 64% were two ladder CDs that matured September 2021, resulting in higher interest income.

This fund is, however, anticipated to be in an operational deficit (spending more than it earns) as properties are acquired, and vacant positions are filled. The last rate increase happened in 2016. The cost to deliver water services has increased substantially from 2016 to now, but rates have remained constant for six years. The fund spends its precious cash needed for capital, emergency operations, and any other unexpected expenses to keep day-to-day operations afloat. This is an unhealthy practice that has been magnified by the pandemic economic impacts.

The table below illustrates on an "order of magnitude" the anticipated capital costs required to replace four aged wells that have exceeded their useful life. Unfortunately, the fund is unable to sustain a \$25,000,000 infrastructure replacement. However, the City is aggressively pursuing grant funding from the State Water Resources Control Board (SWRCB) to fund these capital needs. But, in order to attain the funding, the SWRCB must ensure that the City repays the low-interest loan from a steady stream of revenue. As such, rates must reflect the repayment of the loan over 20-30 years.



<b>Construction: SWRCB Loan</b>	
Replacement of four wells (\$4,172,300 per well)	16,689,200
1,2,3 TCP treatment at Well 12	2,229,700
Storage tank and booster pump station	3,750,000
Advanced metering infrastructure (AMI): remote metering	3,200,000
<b>Total</b>	<b>25,868,900</b>
<b>Pay-As-You-Go</b>	
Engineering	1,360,000
Land acquisition	1,500,000
<b>Total</b>	<b>2,860,000</b>
<b>TOTAL</b>	<b>\$28,728,900</b>

#### *Solid Waste (Sanitation)*

<b>SANITATION FUND</b>			
	Actual	Mid-Year Budget Review	
	YTD 2021-22	Current Budget	Percentage Difference
<b>Revenues</b>	1,607,944	3,066,883	52%
<b>Expenditures</b>	1,344,143	3,770,303	36%
<b>Surplus (Deficit)</b>	<b>\$ 263,801</b>	<b>\$ (703,420)</b>	

The table above displays a comparison between the actual to budget figures as of 12/31/2021 for the Sanitation Fund as well as a percentage difference between budget and actual. At the bottom, the anticipated Surplus or Deficit is displayed as a positive (favorable) or negative (unfavorable). Please note that the Sanitation Fund Capital costs are included in these figures. The table above excludes any adjustments.

Expenses are tracking at 36% thus far through the year, which is about where staff anticipates this should be given the large capital allocation to purchase refuse trucks. Unfortunately, the City was not able to purchase last fiscal year the trucks due to manufacturing delays, rising costs of steel and disruption in the supply chain at the ports resulting in backlogs across the nation. Another factor that has played a role in the low percentage of operation cost at the midpoint of the fiscal year has been staffing shortages. In addition to the capital projects and staffing vacancies, the COVID pandemic impacts are still affecting this fund. We also want to point out carryover balances that rolled forward from the prior fiscal year totaling an additional \$773,000 in expenditures not reflected on the table above.

Revenues are roughly 52% which is above of where the Sanitation Fund is at this time of the year. This is most likely due to State and Federal utility billing assistance and two ladder CD's that matured September 2021, resulting in higher interest income.

This fund is, however, anticipated to still be in an operational deficit (spending more than it earns) as cost continued to increase coupled by State Mandates effective January 01,2022. The last rate increase happened in 2016. The cost to deliver Sanitation services

has increased substantially from 2016 to 2022, but rates have remained the same for six years. The fund spends its precious cash needed for capital, emergency operations, and any other unexpected expenses to keep day-to-day operations afloat. This is an unhealthy practice that has been magnified by the pandemic economic impacts.

Increases in cost can be attributed to rising inflation and increases in the minimum wage from 2016 to 2022. The State is Mandating recycling of recyclables and organics in addition to significant reportings to ensure Cities are complying with SB 1383. The State has a goal of reducing Landfill Organic Waste by 20% by 2020, reducing Landfill Organic Waste by 75% by 2025, and also increasing 20% of edible food recovery by 2025.

R3 Consulting conducted an extensive rate study and the impacts of SB 1383, which started in September of 2020. The findings include:

- **Current Revenues do not Cover Expenses**
  - Fiscal Year (FY) 21/22 revenues are projected to be approximately **\$3.1 million**. Total expenses are projected at approximately **\$4.0 million**, resulting in a FY deficit of approximately **\$900,000 (30% revenue shortfall)**.
- **The Sanitation Enterprise Fund has Significant Operating Reserves**
  - At the end of FY 20/21 the Sanitation Enterprise Fund had **\$3.4 million** in operating reserves (unrestricted fund balance); **85%** of total projected FY expenses vs. **17% - 25%** target.
  - While the Division entered FY 21-22 with a healthy operating reserve balance of \$3.4 million, without a rate adjustment, that reserve will be completely exhausted within two years if the City does nothing.
- **The Vehicle Fleet Is Old and Many Vehicles Need to be Replaced**
  - **At an average annual cost of ~500K annually over the next 10 years**
- **The City's Residential Rate is Higher than the Regional Average Additional revenues are needed to:**
  - Offset 30% FY 21/22 revenue shortfall
  - Provide for necessary vehicle replacement
  - Add additional required residential and commercial services
  - Comply with SB 1383 edible food recovery, recovered material procurement, and other requirements
- **Residential rates are subsidizing commercial rates**
  - Residential revenues account for 65% of revenues and 53% of expenses
  - Commercial revenues account for 35% of revenues and 47% of expenses

Staff has recommended revisiting outsourcing inquiries during Fiscal Year 2022 -2023.

## **AMERICAN RESCUE PLAN ACT**

The American Rescue Plan Act (ARPA) of 2021 was signed into law on March 11, 2021. The Act provides \$65.1 billion to 19,000 units of state, local and tribal governments nationwide using a block grant formula. The City of Wasco will receive a total of \$6,868,042. The City has received \$3,434,021 in July 2021. Per the legislation, the City may use these funds for the following purposes:

- Replace lost public sector revenue, using this funding to provide government services up to the amount of revenue lost due to the pandemic.
- Respond to the far-reaching public health and negative economic impacts of the pandemic, by supporting the health of communities, and helping households, small



businesses, impacted industries, nonprofits, and the public sector recover from economic impacts.

- Provide premium pay for essential workers, offering additional support to those who have and will bear the greatest health risks because of their service in critical sectors.
- Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand affordable access to broadband internet

Due to the one-time nature of this grant funding, Staff is recommending that these funds be used to offset one-time eligible costs. In addition, although not required, it is strongly recommended that the City establish a special revenue fund to segregate these funds from other City operations and account for eligible expenditures. The City has until December 31, 2024 to incur eligible costs; however, due to the ongoing nature of the pandemic and its negative impacts, it is imperative that the City gets started on implementing projects and programs to spend the funding. At the moment, City Council has approved the use of ARPA funds on essential worker premium pay which is reflected in the proposed midyear budget adjustments.

### **FISCAL IMPACT**

The recommended adjustments totaling \$1,151,737 will result in an additional impact to the fund balances of the funds mentioned above.

### **ATTACHMENTS**

1. General Fund Mid-Year Budget Review Summary
2. Resolution and Proposed Budget Adjustments

**City of Wasco**  
**2021-22 Mid-Year Budget Review**

GENERAL FUND						
	Actual			Mid-Year Budget Review		
	2019-20	2020-21	YTD 2021-22	Current Budget	Revised	Variance Fav(Unfav)
<b>Revenues</b>						
Property tax						
General	957,783	974,358	453,979	965,500	970,000	4,500
In Lieu of VLF	3,147,848	3,172,544	1,652,466	3,214,400	3,295,000	80,600
Sales Tax						
General	1,470,444	1,849,814	682,151	1,545,100	1,545,100	-
Measure X	2,506,767	2,900,705	1,046,902	2,336,400	2,430,000	93,600
Franchise Tax & Fees	351,851	375,823	36,747	357,000	312,000	(45,000)
Transient Occupancy Tax	166,867	156,314	55,381	125,000	125,000	-
Business License	116,245	88,313	20,817	52,500	95,000	42,500
Permit & Service Charges						
Development Review	273,441	691,033	182,791	504,228	450,000	(54,228)
Other Charges	9,922	13,109	8,433	10,650	15,500	4,850
G&A Allocations	1,256,343	1,215,456	621,128	1,596,200	1,596,200	-
Internal Service Fees	745,233	785,028	426,704	1,052,900	1,052,900	-
Grants	223,558	1,607,551	71,197	1,207,726	1,207,726	-
Grants Carryover					11,092,259	11,092,259
Other Revenues	1,217,953	771,450	426,018	348,369	590,000	241,631
<b>Total</b>	<b>12,444,253</b>	<b>14,601,499</b>	<b>5,684,716</b>	<b>13,315,973</b>	<b>24,776,685</b>	<b>11,460,712</b>
<b>Expenditures</b>						
Operating						
General Government	1,482,791	1,557,044	680,264	2,006,498	2,121,698	(115,200)
Community Development	1,151,638	1,164,160	593,425	1,397,750	1,380,950	16,800
Public Safety	4,665,069	4,853,680	2,782,436	5,926,715	5,940,215	(13,500)
Public Works	1,656,830	1,560,620	519,950	1,790,492	1,790,492	-
Internal Service	731,742	881,435	434,262	974,191	1,049,191	(75,000)
Total Operating	9,688,070	10,016,940	5,010,337	12,095,646	12,282,546	(186,900)
Capital Outlay	1,144,391	1,885,140	183,199	4,916,763	4,916,763	-
Capital Outlay Carryover					13,688,017	13,688,017
<b>Total</b>	<b>10,832,461</b>	<b>11,902,079</b>	<b>5,193,536</b>	<b>17,012,409</b>	<b>30,887,326</b>	<b>13,501,117</b>
<b>Other Sources (Uses)</b>						
Transfers In	2,656,982	3,501,187	1,563,410	9,497,281	9,497,281	-
Transfers Out	(1,131,086)	(1,967,311)	(1,234,947)	(6,898,524)	(6,898,524)	-
Expenditure Savings				209,794	209,794	-
<b>Total</b>	<b>1,525,897</b>	<b>1,533,876</b>	<b>328,463</b>	<b>2,808,551</b>	<b>2,808,551</b>	<b>-</b>
Sources Over (Under) Uses	3,137,689	4,233,295	819,643	(887,885)	(3,302,089)	(2,414,204)
<b>Fund Balance</b>						
Beginning of Year	10,372,428	13,510,116	17,743,412	17,743,412	17,743,412	-
End of Year						
Assigned: Labor Camp Demo		9,300,000	9,300,000	9,300,000	9,300,000	-
Unassigned	13,510,116	8,443,412	9,263,055	7,555,527	5,141,323	(2,414,204)
<b>End of Year Including Measure X</b>	<b>13,510,116</b>	<b>17,743,412</b>	<b>18,563,055</b>	<b>16,855,527</b>	<b>14,441,323</b>	<b>(2,414,204)</b>

**RESOLUTION NO. 2022 - \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO APPROVING THE FY 2021-22  
MID YEAR BUDGET ADJUSTMENTS AND ESTABLISHMENT OF THE AMERICAN RESCUE PLAN ACT  
SPECIAL REVENUE FUND**

**WHEREAS**, the City of Wasco adopted the FY 2021-22 Budget on June 24, 2021 with Resolution 2021-3630.

**WHEREAS**, the Finance Department of the City of Wasco has prepared the Mid-Year Budget Review for fiscal year 2021-2022 and identified any needed adjustments to the budget document.

**WHEREAS**, the Finance Department of the City of Wasco has determined that it is necessary to establish a special revenue fund to account for monies received from the American Rescue Plan Act and related expenditures.

**NOW THEREFORE BE IT RESOLVED**, by the City Council of the City of Wasco as follows:

**SECTION 1:** Approve the FY 2021-22 proposed mid year operating budget adjustments totaling \$186,900 in the General Fund and \$964,837 in other funds.

**SECTION 2:** Approve the establishment of the American Rescue Plan Act Special Revenue Fund.

**SECTION 3:** That the City Council of the City of Wasco accepts the mid-year financial report outlined as detailed in Exhibit A, and directs the Finance Director to incorporate these amendments into the 2021-2022 annual budget.

-o0o-

**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 March 1, 2022, by the following vote:

COUNCIL MEMBERS:

AYES:

NOES:

ABSTAIN:

ABSENT:

**Attest:**

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

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

	Sum of Adjustment +/-				
	ORG	OBJECT	DESCRIPTION	Comments	Grand Total
<b>Council</b>	<b>01105</b>	<b>50130</b>	UNIFORM ALLOWANCE	City Shirts for Newly appointed City Council Member	300
		<b>50330</b>	DUES/SUBSCRIPTIONS/LICENSES	New Council Member Dues and Subscriptions	3,500
		<b>50460</b>	PROFESSIONAL SERVICES	Translation Services for Council meeting and legal documents	2,500
		<b>52900</b>	SPECIAL EVENTS AND PROJECTS	unforeseen retirements, ceremonial events, acknowledge bereavement	6,000
	<b>01105 Total</b>				<b>12,300</b>
<b>City Manager</b>	<b>01110</b>	<b>50010</b>	SALARY	Reclass Grant Writer to Assistant City Manager	25,000
				Transfer from Planning Reclass Grant Writer to Assistant CM	20,000
		<b>50050</b>	OVERTIME	Activities return to "normal" post COVID restrictions, OT costs may be utilized	2,000
		<b>50090</b>	FICA PAID	Cover Personnel Costs (Assistant City Manager)	4,500
				Tranfer from Planning Reclass Grant Writer to Assistant CM	1,000
		<b>50112</b>	UNFUNDED RETIREMENT BENEFIT	Underbudget in Effort to Display Retirement Costs separately	20,000
		<b>50130</b>	UNIFORM ALLOWANCE	City Shirts for Employees	500
		<b>50310</b>	OFFICE SUPPLIES	printer ink, Filing Boxes, Storage totes, Storage Shelving	2,000
		<b>55090</b>	IT SERVICE FEES	Increased IT repairs and Maintenance	1,500
		<b>55091</b>	SHOP SERVICE FEES	Increased routine serives for admin vehicles	3,000
	<b>01110 Total</b>				<b>79,500</b>
<b>City Clerk</b>	<b>01111</b>	<b>50010</b>	SALARY	Anticipated Labor - Special Meetings Enterprise Rates	4,000
		<b>50110</b>	RETIREMENT BENEFIT	Result of Transparency - Plit Retirement from Unfunded Liab.	5,500
	<b>01111 Total</b>				<b>9,500</b>
<b>Planning</b>	<b>01125</b>	<b>50010</b>	SALARY	Transfer to City Manager ( Reclass Grant Writer Position to Assistant CM)	(20,000)
		<b>50090</b>	FICA PAID	Transfer to City Manager ( Reclass Grant Writer Position to Assistant CM)	(1,000)
	<b>01125 Total</b>				<b>(21,000)</b>
<b>Non-Departmental</b>	<b>01130</b>	<b>50280</b>	COMMUNICATIONS	Increased Telecommunication,GPS Tracking costs	6,000
		<b>50330</b>	DUES	ZOOM Subscription for remote Council Meetings & Department/Consultants Meetings.	3,400
		<b>50460</b>	PROFESSIONAL SERVICES	Shafter Wasco Irrigatio District	4,500
	<b>01130 Total</b>				<b>13,900</b>
<b>Animal Control</b>	<b>01145</b>	<b>50410</b>	VET SERVICES	Increased Costs in Vet Services	8,500
		<b>50460</b>	PROFESSIONAL SERVICES	Net Wash - Increase Expense Line item, Walmart Pet Grant received	5,000
	<b>01145 Total</b>				<b>13,500</b>
<b>Code Enforcement</b>	<b>01160</b>	<b>50285</b>	COMMUNICATION - CELL	GPS Tracking Annual Cost	1,700
		<b>55091</b>	SHOP SERVICE FEES	Increased Shop Maintenance on Code Fleet	2,500
	<b>01160 Total</b>				<b>4,200</b>
<b>LLMD</b>	<b>14200</b>	<b>50120</b>	GROUP INSURANCE	Rising Insurance Costs	10,000
		<b>505806</b>	UTILITIES LLMD 06-01	Utility Rate Increase	5,000
	<b>14200 Total</b>				<b>15,000</b>
<b>Facilities</b>	<b>16200</b>	<b>520802</b>	BLDG REPAIR & MAINT CH ANNEX	Net Wash - Claim #110301063 Insurance to reimburse \$13,000 for Annex Roof Leak	13,000
	<b>16200 Total</b>				<b>13,000</b>
<b>Community Facilities District</b>	<b>18200</b>	<b>50580</b>	UTILITIES	Increased Utility Costs	275
	<b>18200 Total</b>				<b>275</b>
<b>Park Impact Fees</b>	<b>22300</b>	<b>52040</b>	CAPITAL OUTLAY	New Park Amenities and or Park expansion	175,000
	<b>22300 Total</b>				<b>175,000</b>
<b>Information Technology</b>	<b>23155</b>	<b>52300</b>	MAINTENANCE AGREEMENT	IT Maintenance Agreements and Tyler Munis Agreement	75,000
	<b>23155 Total</b>				<b>75,000</b>
<b>American Rescue Plan Act</b>	<b>24300</b>	<b>50010</b>	SALARY	Essential Worker Premium Pay	296,983
		<b>50090</b>	FICA PAID	Essential Worker Premium Pay	22,719
		<b>50335</b>	GRANT EXPENSE	SWRCB Utility Billing Assistance Arrearage Program Grant	91,060
	<b>24300 Total</b>				<b>410,762</b>
<b>Sewer</b>	<b>30400</b>	<b>50320</b>	FUEL	Cost of Fuel have increased	6,500
		<b>50460</b>	PROFESSIONAL SERVICES	Anticipated Engenieering Consultant Costs	25,000
	<b>30400 Total</b>				<b>31,500</b>
<b>Water</b>	<b>31400</b>	<b>50250</b>	UTILITIES/PUMPING STATIONS	Increased Cost in Utility Services & Well 14 Operational Costs	275,000
	<b>31400 Total</b>				<b>275,000</b>
<b>Refuse</b>	<b>32400</b>	<b>50320</b>	FUEL	Increased fuel Costs	3,500
		<b>50460</b>	PROFESSIONAL SERVICES	Anticipated R3 Consulting Costs	10,000
		<b>50580</b>	UTILITIES	Increased Utilities Costs	3,500
	<b>32400 Total</b>				<b>17,000</b>



	Sum of Adjustment +/-				
	ORG	OBJECT	DESCRIPTION	Comments	Grand Total
CNG	34400	50580	UTILITIES	Increased Utility Cost	5,000
		50585	CNG FUEL COST	Prior Year Costs that SoCal Cast Meter was not reading	15,000
	34400 Total				20,000
Public Transit	35400	50130	UNIFORM ALLOWANCE	Uniform for Staff	300
		50285	COMMUNICATION - CELL	Cost of GPS Tracking device costs	1,000
		50310	OFFICE SUPPLIES	Need to purchase ID maker for certified ADA/SR passenger	2,000
		50330	DUES/SUBSCRIPTIONS/LICENSES	membership with CalAct and American Public Tranportation Association	1,000
		50460	PROFESSIONAL SERVICES	Consultant for transit safety training	3,000
	35400 Total				7,300
Grand Total				1,151,737	