



AGENDA

Regular City Council Meeting,

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

Tuesday, December 20, 2022 – 6:00 pm.

Council Chambers

746 8th Street, Wasco, CA 93280

www.cityofwasco.org

Pursuant to the Governor's Executive Order N-08-21, the City Council Members and staff may participate in person or video conference. The City Council meetings are presented in a hybrid format, both in-person at City Hall and virtually via Zoom Webinar. The public may participate via the following options:

1. Attending in person: All attendees are encouraged to wear a face-covering at all times while in the Council Chambers or City Hall. Please maximize spacing by utilizing all seating in the Chambers.
2. Members of the public can view the City Council meetings live on the city's website: <https://www.cityofwasco.org/306/city-council-meeting-videos>,
3. Public comments regarding matters not on the agenda or on a specific item on the agenda may be made in person or via email to cityclerk@cityofwasco.org no later than 4:00 p.m. December 20, 2022. Please clearly indicate which agenda item number your comment pertains to. If you wish to make a general public comment unrelated to a specific agenda item, submit your comment via email to cityclerk@cityofwasco.org no later than 4:00 p.m. December 20, 2022.

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 specific time mentioned above 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 Reyna
- 2) **ROLL CALL:** Mayor Reyna, Mayor Pro Tem Pallares, Council Members: Garcia, Lynch, Martinez
- 3) **PRESENTATION OF THE FLAG:** BY THE WASCO STATE CORRECTIONAL FACILITY HONOR GUARD
NATIONAL ANTHEM: by Polly Kelley Hughes
- 4) **INVOCATION:** by Paul Hernandez, First Will Baptist Church

5) PUBLIC COMMENTS:

This portion of the meeting is reserved for persons desiring to address the Council and including the Council acting as the Governing Board for the Successor Agency on any matter not on this agenda and over which the Council and Successor Agency have jurisdiction. Speakers are limited to two (2) minutes. A maximum of Thirty (30) minutes will be allowed for any one subject. Please state your name for the record before making your presentation.

BROWN ACT REQUIREMENTS: The Brown Act does not allow action or Discussion on items, not on the agenda (subject to narrow exceptions). This will limit a Councilmember's response to questions and requests made during this comment period.

6) SUCCESSOR AGENCY BUSINESS: NONE

7) WASCO PUBLIC FINANCE AUTHORITY BUSINESS: NONE

8) OATH OF OFFICE ADMINISTERED TO THE WASCO CHIEF OF POLICE. (Martinez)

9) CERTIFICATION OF NOVEMBER 2022 GENERAL MUNICIPAL ELECTION RESULTS.

Adopt a Resolution certifying the November 8, 2022, City of Wasco General Municipal Election results and such other matters as provided by the law. (Martinez)

10) OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED OFFICIALS. (Martinez)

11) APPOINTMENT OF MAYOR AND MAYOR PRO TEM. (Hurlbert)

12) APPOINTMENT OF MAYOR PRO TEMPORE. (Mayor)

CITY COUNCIL BUSINESS:

13) CONSENT CALENDAR:

The Consent Calendar consists of items that, in the 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. Receive and file department payments totaling \$ 65,813.03
- b. Approval of Travel Expenses exceeding \$500.00 per trip for the City Manager M. Scott Hurlbert, Council Members Valentin Medina, and Eduardo Saldana to attend the New Mayors & Council Members Academy Conference on January 18-20, 2023, held in Sacramento CA, and for Mayor Gilberto Reyna, Council Members Alex Garcia and Vincent Martinez to attend the New Mayors and Council Members Academy Conference on February 1-3, 2023, in Universal City, CA.
- c. Receive and File the Investment Report for the month ended November 30, 2022.

14) PUBLIC HEARINGS:

- a. Water and Sewer rate Proposition 218 hearing- This item will be continued to January 17, 2023 meeting. (Hurlbert)

15) DEFERRED BUSINESS: None

16) NEW BUSINESS:

- a. Adopt A Resolution Authorizing the City Manager or Designee to Finalize and Execute a Professional Services Agreement with Martin, Paris, Mullins Investigations LLC (MPMI) to Provide Peace Officer Standards and Training (POST) Background Investigations for Peace Officers and Public Safety Dispatchers.

17) REPORTS FROM COMMISSIONS AND COMMITTEES:

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

18) REPORTS FROM KC FIRE AND SHERIFF:

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

19) REPORTS FROM THE CITY MANAGER:

20) REPORTS FROM THE CITY COUNCIL:

21) CLOSED SESSION:

22) CLOSED SESSION ACTION:

23) ADJOURNMENT:

This is to certify that this agenda was posted at Wasco City Hall on December 17, 2022, on/or before 6:00 p.m. The agenda is also available on the City website at www.cityofwasco.org.



Maria O. Martinez, City Clerk

All agenda item supporting documentation is available for public review on the city website www.cityofwasco.org and the office of the City Clerk of the City of Wasco, 746 8th 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 get in touch with 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.



STAFF REPORT City of Wasco

TO: Honorable Mayor and Council Members

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

DATE: December 20, 2022

SUBJECT: Adopt a Resolution certifying November 8, 2022, City of Wasco General Municipal Election Results and such other matters as provided by law.

Recommendation:

Staff recommends adopting a Resolution certifying November 8, 2022, City of Wasco General Municipal Election Results and such other matters as provided by law.

Discussion:

The City of Wasco held its General Municipal Election on November 8, 2022, to fill two (2) full-term City Council member seats for District 1,3 and an unexpired term of Two years for District 4, and two (2) full terms for City Clerk and City Treasurer. The City of Wasco also added two (2) measures to the ballot to make the City Clerk and City Treasurer appointed positions.

The Election was conducted in accordance with the Elections Code of the State of California. In addition to reciting facts related to the canvass of returns and certification of results, the attached Resolution formalizes the process of declaring the results of the aforementioned Election pursuant to Elections Code Sections 10263, 10264, and 10265.

It is therefore recommended that the City Council adopt the above-referenced Resolution, direct the City Clerk to administer the Oath of Office to the newly-elected City Council members and present the Certificates of Election, recognize outgoing officers and reorganize the City Council accordingly.

After the approval of this Resolution, the City Clerk will swear in the newly elected.

Gilberto Reyna	District 1 4-year term
Valentin Medina	District 3 4-year term
Eduardo Saldaña	District 4 2-year term
Lamar Rodriguez	City Treasurer 4-year term

Fiscal Impact:

None

Attachments:

1. Resolution
2. Election Results
3. County Certificate of Results

RESOLUTION NO. 2022 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD IN THE CITY OF WASCO ON NOVEMBER 8, 2022, DECLARING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY THE LAW.

WHEREAS, a General Municipal Election was held and conducted in the City of Wasco, California, on Tuesday, November 8, 2022, as required by law; and,

WHEREAS, a notice of election was duly and regularly given time, form, and manner, as provided by law; that voting precincts were properly established; that election officers were appointed and that in all respects the election was held and conducted and the votes were cast, received and canvasses and the returns made and declared in time, form and manner as required by the provisions of the Elections Code of the State of California, for the holding of elections in general law cities; and,

WHEREAS, the Clerk of Kern County canvassed the returns of the election and has certified to this City Council the results received, attached, and made part hereof as "Exhibit A."

NOW THEREFORE BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF WASCO DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1: That the names of the persons voted for at the election for Member of the Wasco City Council were as follows:

District 1:

Gilberto Reyna

District 3:

Valentin Medina

John P. Pallares

District 4:

Eduardo "Eddie" Saldaña

Myron E. Williams, II

Michael "Mike" Lynch

Measure T- Appointment of City Clerk

Measure U Appointment of City Treasurer

SECTION 2: That the number of votes given at each precinct and the number of votes given in the City to each of such persons above named for the respective offices for which the persons were candidates are listed in "Exhibit B" attached hereto.

SECTION 3: The City Council does declare and determine that:

Gilberto Reyna was elected as a Member of the City Council of the City of Wasco for District 1 to serve a full term of four (4) years.

Valentin Medina was elected as a Member of the City Council of the City of Wasco for District 3 to serve a full term of four (4) years.

Eduardo Saldaña was elected as a Member of the City Council of the City of Wasco for District 4 to serve an unexpired term of two (2) years.

Maria O. Martinez was elected as City Clerk of the City of Wasco to serve a full term of four (4) years.

Lamar Rodriguez was elected as City Treasurer of the City of Wasco to serve a full term of four (4) years.

Appointed City Clerk Measure T passed

Appointed City Treasurer Measure U passed

SECTION 5: The City Clerk shall enter into the record of the City Council of the City of Wasco the election results certified by the County Clerk of Kern County, a statement of the result of the election, showing:

1. The whole number of votes (ballots) cast in the City;
2. The names of the persons voted for;
3. For what office was each person voted; and
4. The number of votes for each person

SECTION 6: The City Clerk shall provide a certificate of election to each newly elected Councilperson signed by the City Clerk or her designee; the City Clerk shall administer the Oath of Office prescribed in the Constitution of the State of California and shall file a copy in the Office of the City Clerk. Each and all of the persons so elected shall be inducted into the respective office to which they have been elected.

SECTION 7: That the City Clerk of the City of Wasco shall certify the passage and approval of this resolution and enter it into the book of original resolutions.

-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 December 20, 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



Mary B. Bedard, CPA
Auditor-Controller-County Clerk-Registrar of Voters

KERN COUNTY AUDITOR-CONTROLLER-COUNTY CLERK-ELECTIONS

1115 Truxtun Avenue, 1st and 2nd Floor ♦ Bakersfield, CA 93301-4639

December 12, 2022


Monica Flores, Deputy City Clerk
City of Wasco
746 8th Street
Wasco, CA 93280

Dear City Clerk:

Enclosed herewith is the County Clerk's Certificate of the Results of the General Election held in the City of Wasco November 8, 2022. To obtain a copy of the Statement of Vote for your City, please visit our website at www.kernvote.com.

Sincerely,

Mary B. Bedard, CPA
Auditor-Controller-County Clerk

By: 
Laura M. Cantu
Division Chief, County Clerk-Elections

MBB/lc

Attachments

CERTIFICATE OF COUNTY CLERK AS TO RESULT OF THE CANVASS
OF THE GENERAL ELECTION
HELD NOVEMBER 8, 2022

STATE OF CALIFORNIA }
COUNTY OF KERN } ss

I, MARY B. BEDARD, Auditor-Controller-County Clerk, County of Kern, State of California, HEREBY CERTIFY that I have canvassed the returns of the votes cast at the GENERAL ELECTION held on November 8, 2022 and that the whole number of votes cast for and against each candidate and the whole number of votes cast for and against each measure, as posted and on file, are full, true, and correct.

IN WITNESS WHEREOF I do hereby set my hand and the Official Seal of the County of Kern this 8th day of December 2022.



A handwritten signature in blue ink that reads "Mary B. Bedard".

MARY B. BEDARD
Auditor-Controller-County Clerk
County of Kern
State of California



KERN COUNTY ELECTION RESULTS

November 8, 2022 Consolidated General Election

Official Final Results as of 12/7/2022 6:18:46 PM

- [City of California City Treasurer](#)
- [City of Delano Councilmember](#)
- [City of Maricopa Councilmember Full Term](#)
- [City of Maricopa Councilmember Short Term](#)
- [City of Maricopa Treasurer](#)
- [City of McFarland Mayor](#)
- [City of McFarland Councilmember](#)
- [City of Ridgecrest Mayor-2 Year Term](#)
- [City of Ridgecrest Councilmember](#)
- [City of Shafter Councilmember](#)
- [City of Taft Councilmember](#)
- [City of Wasco Council District 1](#)
- [City of Wasco Council District 3](#)
- [City of Wasco Council District 4 - Short Term](#)
- [City of Wasco City Clerk](#)
- [City of Wasco Treasurer](#)
- [Mojave Air & Space Port Director](#)
- [Pahr Valley C.S.D. Director](#)
- [Golden Hills C.S.D. Director](#)
- [Mountain Meadows C.S.D. Director](#)

City of Wasco Council District 1 - Vote For 1

Completed Precincts: 2 of 2

	VOTE COUNT	PERCENTAGE
GILBERTO REYNA	395	100.00%

City of Wasco Council District 3 - Vote For 1

Completed Precincts: 2 of 2

	VOTE COUNT	PERCENTAGE
VALENTIN MEDINA	191	55.04%
JOHN P PALLARES	156	44.96%

City of Wasco Council District 4 - Short Term - Vote For 1

Completed Precincts: 2 of 2

	VOTE COUNT	PERCENTAGE
EDUARDO "EDDIE" SALDANA	260	55.56%
MYRON E. WILLIAMS, II	104	22.22%
MICHAEL "MIKE" LYNCH	104	22.22%

City of Wasco City Clerk - Vote For 1

Completed Precincts: 11 of 11

	VOTE COUNT	PERCENTAGE
MARIA O MARTINEZ	2184	100.00%

City of Wasco Treasurer - Vote For 1

Completed Precincts: 11 of 11

	VOTE COUNT	PERCENTAGE
LAMAR RODRIGUEZ	2170	100.00%

Mojave Air & Space Port Director - Vote For 2

Completed Precincts: 24 of 24

	VOTE COUNT	PERCENTAGE
JIMMY BALENTINE	2378	54.86%
TERRY ALLRED	1400	32.50%



KERN COUNTY ELECTION RESULTS

November 8, 2022 Consolidated General Election

Official Final Results as of 12/7/2022 6:18:46 PM

- Majority
- AKERSFIELD
- nt of City Charter L -
- CFARLAND General Measure M - Majority
- CFARLAND Cannabis re O - Majority
- IDGECREST Tax - Majority
- AFT Regarding The nt Of City Clerk Q -
- EHACHAPI Tax - Majority
- WASCO Regarding The

Completed Precincts: 15 of 15

	VOTE COUNT	PERCENTAGE
YES	1570	58.34%
NO	1121	41.66%

CITY OF WASCO Regarding The Appointment Of City Clerk T - Majority - Vote For 1

Completed Precincts: 11 of 11

	VOTE COUNT	PERCENTAGE
YES	1294	52.75%
NO	1159	47.25%

CITY OF WASCO Regarding The Appointment Of City Treasurer U - Majority - Vote For 1

Completed Precincts: 11 of 11

	VOTE COUNT	PERCENTAGE
YES	1248	51.51%
NO	1175	48.49%

BEAR VALLEY COMMUNITY SERVICES DISTRICT Gate Operations Tax Measure V - Mei - Vote For 1



STAFF REPORT City of Wasco

TO: Honorable Mayor and Council Members

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

DATE: December 20, 2022

SUBJECT: Appointment of Mayor and Mayor Pro Tempore.

Recommendation:

Staff recommends that the City Council approve the new procedure for the appointment of the Mayor and Mayor Pro Tempore, and authorize appropriate updates to the City Council Handbook.

Discussion:

On October 3, 2017, the City Council adopted a Resolution approving the City Council orientation manual for elected and appointed officials. The manual states the procedure for how the election of the Mayor and Mayor Pro Tempore is conducted.

Election of Mayor and Mayor Pro Tempore: The City Council selects the Mayor and the Mayor Pro Tem Following a general election, at the first regular City Council Meeting of City Council members elected at such election and upon presentation by the County of the certified election results, or no later than the second regularly scheduled meeting in December following the election, the City Council will select from among its members a Mayor and a Mayor Pro Tempore to serve for a term of one year. In years where an election is not held, the City Council will select from among its members a Mayor and a Mayor Pro Tempore to serve for a term of one year. The election of the Mayor and Mayor Pro Tempore will take place as follows:

- 1) The then current Mayor will conduct the election for the office of Mayor.*
- 2) The following the election, the City Clerk will turn over the gavel to the newly elected Mayor, who will then conduct the election for the office of Mayor Pro Tempore.*

Staff is recommending changes to these procedures for an efficient and transparent process. Changes as follow:

After oaths are administered, the Mayor will relinquish the gavel to the City Clerk, who will preside over the meeting until the Mayor is selected. The Clerk will take nominations for the office of Mayor. If only one (1) name is nominated, a roll-call vote will be taken, and Council Members should respond either Yeah or Nay. If two (2) or more names are nominated, a roll-call vote will be taken, and each Council Member should name their

choice for Mayor. This will continue until one (1) Council Member has a clear majority of the body and is declared Mayor.

Upon selection of the Mayor, the Clerk will relinquish the gavel to the newly selected Mayor, and the Council will then select a Mayor Pro Tempore using the same method.

Fiscal Impact:

None

Attachments:

1. City Council Handbook



Bill Pay

Council meeting : December 20, 2022

WARRANTS	AMOUNTS
G120722	57,549.26
A120722	949.70
G120522	7,314.07
Grand Total	65,813.03

Verified By:
Finance Director

Isarel
Perez-
Hernandez

Digitally signed by: Isarel
Perez-Hernandez
DN: CN = Isarel Perez-
Hernandez email =
isperez@cityofwasco.org C
= US
Date: 2022.12.14 14:23:43 -
08'00'

A	B	C	D	E	F	G
WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
1 G120722	PG & E COMPANY	85	07511140290 11/30/22	24474	UB COW VEHICLES PARKING 1400 J ST 11/30/22	327.35
2 G120722	PG & E COMPANY	85	46754368564 11/29/22	24474	UB NE COR CENTRAL AVE & MARGALO 11/29/22	282.61
3 G120722	AMAZON CAPITAL SERVICES, INC	4968	1XND-K1WD-MHKQ	24451	UNIVERSAL PAPER TOWEL DISPENSER KEYS	9.20
4 G120722	AMAZON CAPITAL SERVICES, INC	4968	13RL-93VC-T9Q7	24451	1 QT: HIGH VISABILITY VEST FOR MARCO SILVA	63.86
5 G120722	AMAZON CAPITAL SERVICES, INC	4968	1TXV-YHCR-61T1	24451	OFFICE SUPPLIES FOR FINANCE	363.71
6 G120722	AMAZON CAPITAL SERVICES, INC	4968	16FL-4RQH-NRYW	24451	OFFICE SUPPLIES FOR FINANCE	148.52
7 G120722	AMAZON CAPITAL SERVICES, INC	4968	1773-L4P7-QP6Q	24451	RETURN CREDIT FROM INV:1DKG-RYC9-3CD7	(14.00)
8 G120722	PACE ANALYTICAL SERVICES, INC	5694	B463054	24473	WTR SAMPLE TEST: 10/18/22 WELL #14 DRINK WTR CLIP	352.95
9 G120722	PACE ANALYTICAL SERVICES, INC	5694	B463391	24473	WW SAMPLE TEST: 10/5/22 4TH QTR GW MONITORING	1,720.22
10 G120722	PACE ANALYTICAL SERVICES, INC	5694	B463537	24473	WW SAMPLE TEST: 10/4/22 INFLUENT MONITORING	166.16
11 G120722	ODP BUSINESS SOLUTIONS, LLC	5759	27927622701	24472	OFFICE SUPPLIES	64.90
12 G120722	ODP BUSINESS SOLUTIONS, LLC	5759	279285209001	24472	OFFICE SUPPLIES	9.47
13 G120722	THE SHAFTER PRESS/ WASCO TRIBUNE	4787	2686	24480	ADS:RATE CHANGES WTR & WWT ENG/SPANISH	177.00
14 G120722	THE SHAFTER PRESS/ WASCO TRIBUNE	4787	2700	24480	ADS:RECRUITMENT-PLANNING COMMISSION	160.00
15 G120722	FED EX	123	7-964-45687	24465	FREIGHT 12/1/22	21.67
16 G120722	CINTAS CORPORATION NO. 3	4480	4136462416	24458	UNIFORM SERVICES 11/04/22	1,811.63
17 G120722	CHARTER COMMUNICATIONS	68	167736001112122	24457	NOV 2022: INTERNET SRVCS FOR COW	226.68
18 G120722	COUNTRY TIRE & WHEEL	4953	2228425	24462	BUILDING #M2: 4 NEW TIRES	616.70
19 G120722	COUNTRY TIRE & WHEEL	4953	2228464	24462	DISPOSAL #GENERAL: CASING PICKUPS	97.50
20 G120722	AMERICAN REFUSE INC	183	255641	24452	NOV 2022: PRISON SCALE TICKET FEES	300.00
21 G120722	AMERICAN REFUSE INC	183	25513	24452	DEC 2022: 801 8TH ST 3YD BIN RECYCLE	104.10
22 G120722	BSK & ASSOCIATES, INC.	1052	AF29617	24456	WW SAMPLE TEST: 10/27/22 BOD & TSS	140.00
23 G120722	BSK & ASSOCIATES, INC.	1052	AF29952	24456	WW SAMPLE TEST: 11/1/22 AMMONIA, BOD, NITRATE,ETC	315.00
24 G120722	BSK & ASSOCIATES, INC.	1052	AF30110	24456	WW SAMPLE TEST: 11/3/22 BOD & TSS	140.00
25 G120722	BSK & ASSOCIATES, INC.	1052	AF31057	24456	WW SAMPLE TEST: 11/10/22 BOD & TSS	140.00
26 G120722	QUADIENT FINANCE USA,INC	1844	5408 NOV 22	24476	NOV 2022:POSTAGE	200.00
27 G120722	THE GAS COMPANY	246	08121820008 NOV 22	24481	10/10/22-11/08/22 SHERIFF'S 748 F ST	10.99
28 G120722	THE GAS COMPANY	246	08331820137 NOV 22	24481	10/10/22-11/08/22 COURTHOUSE 757 F ST	19.80
29 G120722	THE GAS COMPANY	246	08961820373 NOV 22	24481	10/10/22-11/08/22 CITY YARD 845 F ST	23.45
30 G120722	ACC BUSINESS	4766	223200164	24448	NOV 2022: FIBER NETWORK SERVICES	816.91
31 G120722	ADVANTAGE ANSWERING PLUS	2564	000027-312-991	24449	DEC 2022: ASWERING SERVICES	581.39
32 G120722	ALTEC INDUSTRIES, INC	265	51113486	24450	STREET #80: PM, DOT, DIELECTRIC INPSECTIONS	1,137.50
33 G120722	ATT - PAYMENT CENTER	1488	000019109042	24453	PHONE SERVICES 10/24/22-11/23/22	28.02
34 G120722	ATT - PAYMENT CENTER	1488	000019109043	24453	PHONE SERVICES 10/24/22-11/23/22	45.70
35 G120722	ATT - PAYMENT CENTER	1488	000019109044	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
36 G120722	ATT - PAYMENT CENTER	1488	000019109045	24453	PHONE SERVICES 10/24/22-11/23/22	325.43
37 G120722	ATT - PAYMENT CENTER	1488	000019109046	24453	PHONE SERVICES 10/24/22-11/23/22	26.25

	A	B	C	D	E	F	G
	WARRANT	VENDOR NAME	VENDOR No.	INVOICE No.	CHECK No.	DESCRIPTION	AMOUNTS
38	G120722	ATT - PAYMENT CENTER	1488	000019109047	24453	PHONE SERVICES 10/24/22-11/23/22	67.71
39	G120722	ATT - PAYMENT CENTER	1488	000019109048	24453	PHONE SERVICES 10/24/22-11/23/22	23.74
40	G120722	ATT - PAYMENT CENTER	1488	000019109049	24453	PHONE SERVICES 10/24/22-11/23/22	46.98
41	G120722	ATT - PAYMENT CENTER	1488	000019109050	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
42	G120722	ATT - PAYMENT CENTER	1488	000019109051	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
43	G120722	ATT - PAYMENT CENTER	1488	000019109052	24453	PHONE SERVICES 10/24/22-11/23/22	1,290.36
44	G120722	ATT - PAYMENT CENTER	1488	000019109053	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
45	G120722	ATT - PAYMENT CENTER	1488	000019109054	24453	PHONE SERVICES 10/24/22-11/23/22	28.02
46	G120722	ATT - PAYMENT CENTER	1488	000019109055	24453	PHONE SERVICES 10/24/22-11/23/22	44.02
47	G120722	ATT - PAYMENT CENTER	1488	000019109056	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
48	G120722	ATT - PAYMENT CENTER	1488	000019109057	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
49	G120722	ATT - PAYMENT CENTER	1488	000019109058	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
50	G120722	ATT - PAYMENT CENTER	1488	000019109059	24453	PHONE SERVICES 10/24/22-11/23/22	23.69
51	G120722	ATT - PAYMENT CENTER	1488	000019109060	24453	PHONE SERVICES 10/24/22-11/23/22	67.76
52	G120722	ATT - PAYMENT CENTER	1488	000019110584	24453	PHONE SERVICES 10/24/22-11/23/22	86.42
53	G120722	BAKERSFIELD WELL & PUMP CO.	2504	JOB# 20828	24454	20220 RETENTION PMT JOB #20828	17,274.75
54	G120722	BANK UP CORPORATION	4259	5382	24455	NOV 2022: LOCKBOX PROCESSING	613.02
55	G120722	CITY OF WASCO/PUBLIC TRANSIT	1683	10301	24459	NOV 2022: CNG FUEL - SANITATION	4,940.40
56	G120722	CLARK PEST CONTROL	117	32009888	24460	NOV 2022: 746 8TH & 1445 12TH PEST CONTROL SERVICE	217.00
57	G120722	CLARK PEST CONTROL	117	32373149	24460	DEC 2022: 5410 7TH ST PEST CONTROL SERVICE	54.00
58	G120722	CLEAN STRIDE LLC	5289	5859	24461	NOV 2022: JANITORIAL SERVICES	4,897.00
59	G120722	FARM PUMP AND IRRIGATION CO., INC.	553	022566	24463	SWAP PUMP & LOAD REPAIRS	2,060.00
60	G120722	FASTENAL COMPANY	3221	CABAE21459	24464	2,000 QT BOXES OF XL BLACK GLOVES FOR DAILY OPT	346.40
61	G120722	GARDAWORLD	4266	10717416	24466	DEC 2022: ARMORED CAR SRVCS	443.31
62	G120722	HERMOSILLO, CARLOS	5128	REIMB DMV 2002	24467	REIMB DMV MEDICAL EXAM	60.00
63	G120722	HINDERLITER DELLAMAS & ASSOCIATES	1184	SIN023301	24468	OCT-DEC 2022:AUDIT/CONTRACT SRVCS TRANSACTION TAX	2,209.66
64	G120722	HOLLOWAY ENVIRONMENTAL SOLUTIONS, LLC.	2651	2070	24469	NOV 2022: BIOSOLIDS LOADS	2,185.26
65	G120722	KNIGHT'S SITE SERVICES, INC	1075	0000148714	24470	11/15/22-12/12/22: GW SITE PORTABLE TOILET SERVICE	64.36
66	G120722	MELENDEZ RONALD	5843	REIMB DOT EXAM 2022	24471	REIMB DOT EXAM 11/02/22	90.00
67	G120722	PHOENIX GROUP INFORMATION SYSTEMS	4913	102022239	24475	OCT 2022: CITATIONS FEES & SRVCS	1,387.65
68	G120722	RELIABLE JANITORIAL SERVICES AND CARPET CLEANERS	5842	12765	24477	STEAM CLEAN CARPETS AT COURTHOUSE	270.00
69	G120722	SCHROETER, THOMAS F.	2732	NOV 2022	24478	NOV 2022: LEGAL SERVICES	6,711.25
70	G120722	SEMITROPIC WATER STORAGE DISTRICT	329	487-200-06-00-5 2022	24479	2022-2023 IST INSTALLMENT PMT	120.00
71	G120722	TLC ANIMAL REMOVAL SERVICES	5195	0001723	24482	ANIMAL DIPSOAL 11/21/22	800.00
72	G120722 Total						57,549.26
73	A120722	ADMINISTRATIVE SOLUTIONS-FRESNO	2208	11/28/22	5249	MEDICAL CHECK RUN 11/28/22	949.70
74	A120722 Total						949.70
75	G120522	BHT ENGINEERING, INC	5134	22-544	24446	22013-1: CENTRAL & FILBURN WIDENING CONNECTION PROJECT	865.00
76	G120522	BHT ENGINEERING, INC	5134	22-545	24446	21014 CMAQ PALM AVE: 10/1/22-10/31/22 JOB #22801	760.00
77	G120522	BHT ENGINEERING, INC	5134	22-546	24446	20214 2021 STREET LIGHT IMPROVEMENT 9/27 TO 10/31	217.50
78	G120522	BHT ENGINEERING, INC	5134	22-548	24446	MS4 ASSISTANCE 2022: 10/1/22 TO 10/31/22	1,100.00
79	G120522	BHT ENGINEERING, INC	5134	22-549	24446	FINAL TM 7373 PHASE 2 & 3 10/1/22-10/31/22	2,973.57
80	G120522	COLEMAN FROST LLP	4860	14440	24447	SEPT & OCT 2022: LEGAL SERVICES	1,398.00
81	G120522 Total						7,314.07
82						GRAND TOTAL	65,813.03



STAFF REPORT City of Wasco

TO: Honorable Mayor and Council Members

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

DATE: December 20, 2022

SUBJECT: Receive and File the First Quarter Financial Report ended September 30, 2022.

Recommendation:

Receive and file an update on the status of the current financial position for the first Quarter of the Fiscal Year 2022-23.

Background:

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

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

Discussion:

The accompanying quarter financial report for 2022-23 (Attachment 1) provides a high-level overview of the City's Financial Condition from July 01, 2022, thru September 30, 2022. While the fiscal year 2021-2022 audit is not yet complete for the quarter being reported, we believe the beginning fund and working capital balances presented in this report are reasonable and not likely to change significantly. The revenue projections and budgets have been updated to reflect adjustments for capital improvement program carryovers and any supplemental appropriations made by the Council as of September 30, 2022.

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

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

FINANCIAL OVERVIEW BY FUND THROUGH September 2022









This report summarizes the City's financial position for the fiscal year through September 30, 2022, representing 25% of the fiscal year. While the fiscal year 2021-2022 audit is not yet complete during the reporting period, we believe the beginning fund and working capital balances presented in this report are reasonable and not likely to change significantly. The revenue projections and budgets have been updated to reflect adjustments for capital improvement program carryovers and any supplemental appropriations made by the Council as of September 30, 2022.

GENERAL FUND

Based on interim results, General Fund Revenues are at 2% of the projections, operating expenditures are at 16% and minimal capital expenditures have been incurred to date. The significant variance in revenues and capital expenditures is primarily due to the grant funded capital projects that have yet to commence. The most noteworthy capital project is the former farm labor complex demolition and site clean-up which is estimated at \$9,300,000. The city will not proceed with this project until the related agreements have been executed with the rail authority. The remaining significant variance in operating expenditures is primarily due to staffing vacancies in the General Fund. The significant variances in revenues will be described in detail in the "Top Ten General Fund Revenues" section.

General Fund Balance	Budget	YTD Actual	% of Budget
REVENUES	34,793,204	577,298	2%
OPERATING EXPENDITURES	9,262,723	1,438,568	16%
CAPITAL EXPENDITURES	28,366,985	236,574	1%
TRANSFERS IN/(OUT)	3,367,680	212,181	6%
BALANCE, START OF YEAR	20,924,810	20,924,810	-
BALANCE, YEAR-TO-DATE	21,455,987	20,039,148	-
ASSIGNED FOR LABOR CAMF	9,300,000	9,300,000	
UNASSIGNED MEASURE X FL	2,710,230	4,944,132	
UNASSIGNED GENERAL FUN	9,445,757	5,795,017	

General Fund Top Revenues Year Over Year Comparison

REVENUE TYPE	2018-19	2019-20	2020-21	2021-22	FY 22-23 Q1	% OF BUDGET	YOY TREND
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	JULY-SEPT. ACTUAL		
MOTOR VEH. LICENSE FEE	3,147,848	3,172,544	3,335,911	3,335,911	-	0%	
MEASURE X SALES TAX	2,506,767	2,900,705	3,333,089	2,475,000	228,181	10%	
SALES TAX	1,470,444	1,849,814	2,190,541	1,545,100	152,781	11%	
PROPERTY TAXES	957,783	974,358	1,018,767	970,000	2,802	0%	
FRANCHISE TAX	351,851	375,823	375,491	340,334	3,963	1%	
OCCUPANCY TAX	166,867	156,314	186,054	140,413	-	0%	
PROPERTY TRANSFER TAX	30,434	31,966	49,149	43,943	16,485	42%	
BUSINESS LICENSE	116,245	88,313	87,467	87,292	7,950	8%	

Top Ten General Fund Revenues

Our top ten revenues account for approximately 92% of total General Fund revenues. By focusing on these, we can get an excellent understanding of our revenue position.

Revenues	Budget	Current Year to Date	% of Budget
TAXES	8,384,500	404,212	5%
MOTOR VEH. LICENSE FEE	3,165,000	-	0%
MEASURE X SALES TAX	2,250,000	228,181	10%
SALES TAX	1,450,000	152,781	11%
PROPERTY TAXES	965,500	2,802	0%
FRANCHISE TAX	365,000	3,963	1%
OCCUPANCY TAX	150,000	-	0%
PROPERTY TRANSFER TAX	39,000	16,485	42%
LICENSE AND PERMITS	96,000	8,310	9%
BUSINESS LICENSE	95,000	7,950	8%
ANIMAL LICENSE	1,000	360	36%
FINES INTEREST RENTALS	98,305	17,184	17%
GRANTS/INTERGOVERNMENTAL	22,856,814	2,071	0%
CHARGES FOR SERVICES	493,175	203,234	41%
OTHER REVENUES	63,410	24,431	39%
Grand Total	31,992,203.93	659,441.85	2%

General and Motor Vehicle License Fee. The first major apportionment of 2022-23 taxes will not occur until December 2022.

Sales Tax (General and Measure X). The City has only received one monthly payment from the State of California for fiscal year 2022-23 as of September 30, 2022.

Franchise Tax. Currently, the City collects from four companies: Pacific Gas and Electric (PG&E), Charter Communications, Southern California Gas (SoCal Gas) and American Refuse. We will not receive the largest components of our franchise fee revenues (Payments from PG&E and SoCal Gas) until April 2023.

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. We have yet to receive any quarterly TOT payments as of the date of this report.

Grants. As noted above, the significant negative variance between budgeted and actual grant revenues is primarily due to the negotiated agreements with the rail authority relating to the \$9,300,000. (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 agreements have been executed. In addition, several grant-funded capital projects were budgeted in the current fiscal year, but have yet to reach a shovel-ready phase.

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

General Fund Operating Expenditures

Expenditures are trending steadily primarily due to staffing vacancies being filled.

Expense Category	BUDGET	CURRENT YEAR TO DATE	% of Budget
GENERAL GOVERNMENT	2,281,344	786,697	34%
OPERATING EXPENDITURES	2,281,344	786,697	34%
PUBLIC SAFETY	6,120,017	224,541	4%
OPERATING EXPENDITURES	6,120,017	224,541	4%
PUBLIC WORKS	1,813,561	448,074	25%
OPERATING EXPENDITURES	1,813,561	448,074	25%
COMMUNITY DEVELOPMENT	1,849,699	200,721	11%
OPERATING EXPENDITURES	1,849,699	200,721	11%
INTERNAL SERVICE	1,498,103	235,809	16%
OPERATING EXPENDITURES	1,498,103	235,809	16%
Grand Total	13,562,723	1,895,842	14%

General Fund Transfers

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

Expenditure Category	Budget	Current Year to Date	% of Budget
GENERAL GOVERNMENT	4,170,129	564,252	14%
TRANSFERS IN	(65,000)		0%
TRANSFERS OUT	4,235,129	564,252	13%
PUBLIC SAFETY	(2,781,000)	(545,250)	20%
TRANSFERS IN	(2,781,000)	(545,250)	20%
PUBLIC WORKS	(821,043)	(194,324)	24%
TRANSFERS IN	(956,043)	(238,597)	25%
TRANSFERS OUT	135,000	44,273	33%
CAPITAL IMPROVEMENT PROJECTS	(3,935,765)	(75,997)	2%
TRANSFERS IN	(3,935,765)	(75,997)	2%
Grand Total	(3,367,680)	(251,319)	7%

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

ENTERPRISE FUNDS

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

Wastewater Working Capital	Budget	YTD Actual	% of Budget
REVENUES	2,799,300	552,807	20%
OPERATING EXPENDITURES	2,346,974	403,624	17%
CAPITAL EXPENDITURES	845,655	1,965	0%
TRANSFERS IN/(OUT)	(247,346)	-	0%
BALANCE, START OF YEAR	6,071,104	6,071,104	-
BALANCE, YEAR-TO-DATE	5,430,429	6,218,322	

Water Working Capital	Budget	YTD Actual	% of Budget
REVENUES	8,398,750	625,440	7%
OPERATING EXPENDITURES	3,301,780	568,224	17%
CAPITAL EXPENDITURES	4,973,115	14,466	0%
TRANSFERS IN/(OUT)	(239,487)	(9,784)	4%
BALANCE, START OF YEAR	11,568,351	11,568,351	-
BALANCE, YEAR-TO-DATE	11,452,719	11,601,316	-

Sanitation Working Capital	Budget	YTD Actual	% of Budget
REVENUES	3,415,475	615,380	18%
OPERATING EXPENDITURES	3,618,063	520,510	14%
CAPITAL EXPENDITURES	1,150,000	-	0%
TRANSFERS IN/(OUT)	(258,846)	(9,784)	4%
BALANCE, START OF YEAR	3,547,596	3,547,596	-
BALANCE, YEAR-TO-DATE	1,936,162	3,632,682	-

Fiscal Impact:

None

Attachments:

1. First Quarter Financial Report ended September 30, 2022.



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

Fund Balance Summary

FUND GROUP	BEGINNING FUND			TRANSFERS	END FUND
	BALANCE	REVENUES	EXPENDITURES	IN/(OUT)	BALANCE
GENERAL	20,924,810	659,442	1,675,142	251,319	20,160,429
ENTERPRISE	21,056,556	1,817,902	1,630,041	(19,569)	21,224,848
WASTEWATER	6,071,104	552,807	405,589	-	6,218,322
WATER	11,568,351	625,440	582,690	(9,784)	11,601,317
SANITATION	3,547,596	615,380	520,510	(9,784)	3,632,682
TRANSIT	(349,489)	96	107,018	-	(456,411)
CNG STATION	218,994	24,180	14,235	-	228,939
SPECIAL REVENUE	10,364,547	462,350	123,983	(231,750)	10,471,164
PARK IMPACT	7,863	-	-	-	7,863
AMERICAN RESCUE PLAN ACT	15,369	61,877	76,811	-	435
TRANSPORTATION DEVELOPMENT ACT	(186,358)	-	-	-	(186,358)
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	21,541	386	44,485	-	(22,558)
SEWER LIFT STATION	211,628	-	1,219	-	210,409
COMMUNITY FACILITIES DISTRICT	90,825	428	45	(30,000)	61,208
GAS TAX	923,848	318,899	-	(162,500)	1,080,247
TRAFFIC SAFETY	(7,287)	3,828	135	-	(3,594)
TRAFFIC IMPACT	2,169,331	64,563	-	-	2,233,894
EMERGENCY RESPONSE	1,567	-	-	-	1,567
COPS	223,959	-	-	(39,250)	184,709
CDBG	1,770,062	5,945	966	-	1,775,041
CALHOME	2,694,137	6,425	321	-	2,700,241
HOME	1,380,193	-	-	-	1,380,193
BEGIN	97,870	-	-	-	97,870
POSO SENIOR CENTER	950,000	-	-	-	950,000
OTHER	1,155,952	-	2,484	-	1,153,468
SUCCESSOR AGENCY TO RDA	1,155,952	-	-	-	1,155,952
WASCO PUBLIC FINANCING AUTHORITY	1,075,046	-	2,484	-	1,072,562
Grand Total	53,501,866	2,939,694	3,431,649	-	53,009,911



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

General Fund Expenditures by Department

Departments	BUDGET	CURRENT YEAR TO DATE	% of Budget
GENERAL GOVERNMENT	3,384,618	443,742	13%
CITY COUNCIL	163,182	32,754	20%
CITY MANAGER	588,425	135,839	23%
CITY CLERK	201,605	16,966	8%
FINANCE/ACCOUNTING	453,957	65,501	14%
HUMAN RESOURCES/RISK MGMT	174,225	8,670	5%
CITY ATTORNEY	205,000	14,475	7%
SALES TAX-MEASURE X	925,300	100	0%
GEN FUND BALANCE SHEET	457,274	114,319	25%
NON-DEPARTMENTAL	215,650	55,119	26%
PUBLIC SAFETY	5,815,017	224,541	4%
ANIMAL SERVICES	463,008	70,223	15%
SHERIFF	4,414,709	13,220	0%
FIRE SERVICES	937,300	141,098	15%
PUBLIC WORKS	1,825,966	459,874	25%
STREETS	1,310,395	191,213	15%
ENGINEERING	515,571	268,661	52%
COMMUNITY DEVELOPMENT	1,929,699	200,721	10%
PLANNING & COMMUNITY DEVELOP	868,394	54,422	6%
BUILDING INSPECTION	536,097	78,675	15%
CODE COMPLIANCE	516,709	67,624	13%
ECONOMIC DEVELOPMENT DEPT.	8,500		0%
INTERNAL SERVICE	1,664,103	290,887	17%
SHOP MAINTENANCE	786,290	92,802	12%
FACILITIES MAINTENANCE	563,314	124,115	22%
INFORMATION TECHNOLOGY	314,500	73,970	24%
GENERAL FUND CAPITAL PROJECTS	27,167,579	169,696	1%
CAPITAL IMPROVEMENT PROJECTS	27,167,579	169,696	1%
Grand Total	41,329,708	2,132,416	5%



City of Wasco Interim Financial Statements Fiscal Year 2022-2023 - Through September 2022

General Fund Expenditures by Category

Expense Category	BUDGET	CURRENT YEAR TO DATE	% OF BUDGET
PERSONNEL SALARIES	2,488,042	396,185	16%
SALARY	2,419,242	391,474	16%
OVERTIME	22,300	4,711	21%
EXTRA HELP	46,500		0%
PERSONNEL BENEFITS	1,455,932	238,278	16%
PRE-PAID PERS		457,274	0%
RETIREMENT BENEFIT	299,611	34,057	11%
UNFUNDED RETIREMENT BENEFIT	491,786	74,532	15%
GROUP INSURANCE	465,101	98,799	21%
FICA PAID	190,434	28,813	15%
DEFERRED COMP PAID	9,000	2,077	23%
OPERATING MATERIALS/SUPPLIES	216,810	28,513	13%
REPAIRS & MAINTENANCE	472,950	57,098	12%
UTILITIES	90,450	12,000	13%
INTERNAL SERVICE CHARGES	895,400		0%
CONTRACTUAL SERVICES	6,744,100	277,442	4%
OTHER EXPENSES	1,199,039	429,052	36%
CAPITAL	28,366,985	236,574	1%
Grand Total	41,929,708	1,675,142	4%



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

General Fund Revenues

Revenues	Budget	Current Year to Date	% of Budget
TAXES	8,384,500	404,212	5%
MOTOR VEH. LICENSE FEE	3,165,000	-	0%
MEASURE X SALES TAX	2,250,000	228,181	10%
SALES TAX	1,450,000	152,781	11%
PROPERTY TAXES	965,500	2,802	0%
FRANCHISE TAX	365,000	3,963	1%
OCCUPANCY TAX	150,000	-	0%
PROPERTY TRANSFER TAX	39,000	16,485	42%
LICENSE AND PERMITS	96,000	8,310	9%
BUSINESS LICENSE	95,000	7,950	8%
ANIMAL LICENSE	1,000	360	36%
FINES INTEREST RENTALS	98,305	17,184	17%
GRANTS/INTERGOVERNMENTAL	22,856,814	2,071	0%
CHARGES FOR SERVICES	493,175	203,234	41%
OTHER REVENUES	63,410	24,431	39%
Grand Total	31,992,203.93	659,441.85	2%



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

Expenditures by Fund

Fund	Budget	Current Year to Date	% of Budget
GENERAL	41,929,708	2,132,416	5%
GENERAL GOVERNMENT	2,927,344	786,697	27%
PUBLIC SAFETY	6,415,017	224,541	4%
PUBLIC WORKS	1,825,966	459,874	25%
COMMUNITY DEVELOPMENT	1,929,699	200,721	10%
INTERNAL SERVICE	1,664,103	290,887	17%
CAPITAL IMPROVEMENT PROJECTS	27,167,579	169,696	1%
ENTERPRISE	17,674,927	1,630,041	9%
WASTEWATER	3,192,629	405,589	13%
WATER	8,274,894	582,690	7%
SANITATION	4,768,063	520,510	11%
CNG STATION	113,740	14,235	13%
TRANSIT	1,325,601	107,018	8%
SPECIAL REVENUE	2,607,839	123,983	5%
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	201,279	44,485	22%
SEWER LIFT STATION	8,600	1,219	14%
COMMUNITY FACILITIES DISTRICT	375	45	12%
TRAFFIC SAFETY	14,000	135	1%
TRAFFIC IMPACT	302,025		0%
CDBG	950	966	102%
CALHOME		321	0%
GAS TAX	545,000		0%
PARK IMPACT	356,443		0%
TRANSPORTATION DEVELOPMENT ACT	1,028,167		0%
AMERICAN RESCUE PLAN ACT	151,000	76,811	51%
OTHER		2,484	0%
WASCO PUBLIC FINANCING AUTHORITY		2,484	0%
Grand Total	62,212,473	3,888,924	6%



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

Revenues by Fund

FUND	BUDGET	CURRENT YEAR TO DATE	% OF BUDGET
GENERAL	34,793,204	659,442	2%
GENERAL GOVERNMENT	10,292,750	446,827	4%
PUBLIC SAFETY	166,455	18,310	11%
PUBLIC WORKS	936,966	21,816	2%
COMMUNITY DEVELOPMENT	392,735	172,489	44%
INTERNAL SERVICE	1,159,600	-	0%
CAPITAL IMPROVEMENT PROJECTS	21,844,698	-	0%
ENTERPRISE	16,202,818	1,817,902	11%
WASTEWATER	2,799,300	552,807	20%
WATER	8,398,750	625,440	7%
SANITATION	3,415,475	615,380	18%
TRANSIT	1,473,943	96	0%
CNG STATION	115,350	24,180	21%
SPECIAL REVENUE	3,715,160	462,350	12%
PARK IMPACT	3,000	-	0%
AMERICAN RESCUE PLAN ACT	-	61,877	0%
TRANSPORTATION DEVELOPMENT ACT	2,023,167	-	0%
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	181,743	386	0%
SEWER LIFT STATION	12,750	-	0%
COMMUNITY FACILITIES DISTRICT	82,000	428	1%
GAS TAX	1,151,000	318,899	28%
TRAFFIC SAFETY	17,000	3,828	23%
TRAFFIC IMPACT	82,500	64,563	78%
COPS	157,000	-	0%
CDBG	5,000	5,945	119%
CALHOME	-	6,425	0%
Grand Total	54,711,182	2,939,694	5%



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

Capital Improvement Program (CIP) Summary

CIP Project	Budget	Current Year to Date	% of Budget
DAR LEVEL III DC FAST CHARGERS	313,943		0%
FORMER FARM LABOR HOUSING DEMO	9,360,432		0%
MUNIS UPGRADE	67,000		0%
NEW ANIMAL SHELTER	50,000		0%
PALM AVENUE REHAB	894,762	710	0%
PALM AVENUE SHOULDER PAVING	504,501	14,222	3%
PEDESTRIAN SAFETY IMPROVEMENTS	302,025		0%
REPLACE SANITATION TRUCKS	1,075,000		0%
STREET LIGHTING PROGRAM	1,445,039		0%
WATER STORAGE TANK INSTALL	343,000	1,116	0%
WELL 10 REPLACEMENT	386,000	3,999	1%
WELL 11 REPLACEMENT	520,000	1,116	0%
WELL 12 TCP TREATMENT	850,000		0%
WELL 8 REPLACEMENT	929,750	6,003	1%
NEW ZERO EMISSIONS BUS	500,000		0%
TRICKLING FILTER PUMPS	44,446		0%
CENTRAL AVE NEIGHBORHOOD PARK	2,943,268	67,920	2%
SERVER SOFTWARE UPGRADES	116,026	2,300	2%
AGGREGATE STORAGE BAYS	55,000	1,600	3%
NEW PUBLIC WORKS YARD & FACILITY	750,000		0%
STREETS DEPT VEHICLE REPLACEMENT	135,000	44,686	33%
DOWNTOWN LANDSCAPE AND REHAB	2,980,419	1,104	0%
16TH STREET ROAD REHAB	335,000	5,843	2%
STREET LIGHTING POST TOP CONVERSION	84,859		0%
SOUTH GATE NEIGHBORHOOD LIGHTING	740,000		0%



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

Capital Improvement Program (CIP) Summary

CIP Project	Budget	Current Year to Date	% of Budget
INSTALL NEW ADA RAMPS IN SOUTHGATE	156,831		0%
POPLAR AVE ROAD REHAB	500,000		0%
PARK IMPROVEMENTS	350,000		0%
INSTALL ADVANCED METER TECHNOLOGY	775,000		0%
REPLACE TRICKLING FILTER MEDIA	160,000		0%
WATER DEPT VEHICLE REPLACEMENT	162,000		0%
REPLACE DIGESTER VALVES	72,282		0%
INSTALL NEW WWT STORAGE BUILDING	65,000		0%
REPLACE JOHN DEERE TRACTOR	18,152		0%
SIDEWALK REHAB & ADA RAMPS PROGRAM	96,000		0%
CITYWIDE PAVEMENT PRESERVATION	494,336		0%
WELL 7 REPLACEMENT	870,000	1,116	0%
AG WELL UPGRADE	17,275		0%
REPLACE FORKLIFT	40,000	31,310	78%
Grand Total	29,502,346	183,046	1%



City of Wasco Interim Financial Statements

Fiscal Year 2022-2023 - Through September 2022

Cash Balance Summary

FUND GROUP	BEGINNING CASH			TRANSFERS IN/OUT	ENDING CASH BALANCE
	BALANCE	RECEIPTS	DISBURSEMENTS		
GENERAL	22,130,197	1,635,057	3,124,970	251,319	20,891,603
ENTERPRISE	22,284,904	2,582,980	1,773,055	(19,569)	23,075,260
WASTEWATER	6,463,818	639,685	393,640	-	6,709,863
WATER	11,333,990	1,048,959	670,487	(9,784)	11,702,678
SANITATION	4,236,207	821,972	569,510	(9,784)	4,478,885
TRANSIT	11,725	55,557	117,441	-	(50,159)
CNG STATION	239,164	16,808	21,977	-	233,995
SPECIAL REVENUE	8,358,227	3,958,837	198,839	(231,750)	11,886,475
PARK IMPACT	710,399	127,032	-	-	837,431
AMERICAN RESCUE PLAN ACT	1,783,564	3,432,144	147,843	-	5,067,865
TRANSPORTATION DEVELOPMENT ACT	(186,358)	-	-	-	(186,358)
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT	27,481	-	48,536	-	(21,055)
SEWER LIFT STATION	211,805	-	1,396	-	210,409
COMMUNITY FACILITIES DISTRICT	90,848	-	(360)	(30,000)	61,208
GAS TAX	923,848	318,899	-	(162,500)	1,080,247
TRAFFIC SAFETY	(7,287)	3,828	135	-	(3,594)
TRAFFIC IMPACT	2,169,331	64,563	-	-	2,233,894
EMERGENCY RESPONSE	23,446	-	-	-	23,446
COPS	223,959	-	-	(39,250)	184,709
CDBG	534,777	5,945	967	-	539,755
CALHOME	1,192,915	6,425	321	-	1,199,019
HOME	648,076	-	-	-	648,076
BEGIN	11,423	-	-	-	11,423
OTHER	1,294,354	0	87,430	-	1,206,925
SUCCESSOR AGENCY TO RDA	638,058	0	-	-	638,058
WASCO PUBLIC FINANCING AUTHORITY	656,296	-	87,430	-	568,866
Grand Total	54,067,682	8,176,874	5,184,293	-	57,060,263



STAFF REPORT City of Wasco

TO: Honorable Mayor and Council Members

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

DATE: December 20, 2022

SUBJECT: Approval of Travel Expenses exceeding \$500.00 per trip for the City Manager M. Scott Hurlbert, Council Members Valentin Medina, and Eduardo Saldana to attend the New Mayors & Council Members Academy Conference on January 18-20, 2023, held in Sacramento CA, and for Mayor Gilberto Reyna, Council Members Alex Garcia and Vincent Martinez to attend the New Mayors and Council Members Academy Conference on February 1-3, 2023, in Universal City, CA.

Recommendation:

Staff is requesting approval for the City Manager M. Scott Hurlbert, Council Member Valentin Medina, and Eduardo Saldana to attend New Mayors & Council Members Academy Conference on January 18-20, 2023, held in Sacramento CA., and for Mayor Gilberto Reyna, Council Members Alex Garcia and Vincent Martinez to attend the New Mayors and Council Members Academy Conference on February 1-3, 2023, in Universal City, CA.

Discussion:

This academy provides critical training on important, fundamental topics for local government taught by subject matter experts and seasoned elected officials. This annual event is held mid-late January in Sacramento, and in early February in Universal City. The program provides the state-mandated AB 1234 Ethics course and is the first of three stages for leadership levels for local elected officials.

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


Fiscal Impact:

It is estimated that the cost of this training will not exceed \$2000.00, including the training and travel expenses. The training cost is contained in the adopted FY 2021-2022 Budget; no budget action is required.

Attachments:


1. Academy Information



The logo for the League of California Cities, featuring a stylized map of California in blue and orange, with the text "LEAGUE OF CALIFORNIA CITIES" to its right.

Two options: Sacramento, Jan. 18-20 or
Universal City, Feb. 1-3, 2023

**New Mayors and
Council Members
ACADEMY**

A photograph of a man in a suit speaking at a microphone, with other people blurred in the background.

Register now!

New Mayors and Council Members Academy

January 18-20 in Sacramento or February 1-3 in Universal City, 2023

Register for Northern California (https://www.eventsquid.com/contestant-reg.cfm?event_id=18592)

Register for Southern California (https://www.eventsquid.com/contestant-reg.cfm?event_id=18593)

Join the League of California Cities for three days of educational content and networking at the 2023 New Mayors and Council Members Academy. There are two options for this year's academy: One in Sacramento, Jan. 18-20, 2023, at the Hyatt Regency Sacramento, and the other in Universal City, Feb. 1-3, 2023, at the Sheraton Universal Hotel.

Designed for newly elected officials and veterans wanting a refresher course, this academy provides you with an introduction to the services of the League of California Cities, offers a basic legal and practical framework in which city



The academy will touch on current topics of importance to newly elected mayors and council members, including diversity, relationships between city council and city management, city planning, effective advocacy, financial responsibilities, and more.

Opportunities for elected officials to complete state-mandated AB 1234 ethics training and AB1661 sexual harassment prevention training will be offered and included in your registration fee. Stay tuned for more details!

Join Cal Cities for this can't-miss opportunity to sharpen your skills as you prepare your city for the future. Registration will open in the fall of 2022.

For questions about the 2023 academy, please contact Associate Manager, Event Program, [Kayla Boutros \(mailto:kboutros@calcities.org\)](mailto:kboutros@calcities.org).

Please see our event and meeting policies (/education-and-events/event-and-meeting-policies-26201#0) .

Look below for specific information about the academy you wish to attend.

2023 Northern California Academy Information

[Registration →](#)



- admission to Wednesday lunch, Thursday breakfast and lunch, Friday breakfast, and the legislative reception
- access to all program materials

Register online (requires credit card) by:

Wednesday, Jan. 4 for the Northern California Academy **Register now** (<https://www.eventsquid.com/register/18592>) .

Mail-in Registration (pay by check) - contact **Megan Dunn** (<mailto:mdunn@calcities.org>) to request a registration form.

Special Needs? Contact **Megan Dunn** (<mailto:mdunn@calcities.org>) by Wednesday, Jan. 4 for the Northern California Academy.

Conference Registration Fees

Member-City Officials and Staff	\$625
Non-Member City Officials and Staff	\$1,625
Guest Reception Pass	\$50

*The guest/spouse fee is restricted to persons who are not city or public officials, are not related to any League Partner or sponsor, and would have no professional reason to attend the conference. It includes admission to the Legislative Reception only. There is no refund for the cancellation of a guest/spouse registration. It is not advisable to use city funds to register a guest/spouse.



Advance registrants unable to attend will receive a refund of rate paid, minus a \$75 processing charge, only when a written request is submitted to **Megan Dunn** (<mailto:mdunn@calcities.org>) , and received on or before Jan. 4 for the Northern California Academy. Refunds will not be available after this date. If you are unable to attend, you may substitute a colleague for your entire registration.

Hotel and Travel →

A limited number of hotel rooms are available at a reduced rate for conference attendees. The discounted hotel rate cut-off for the Hyatt Regency Sacramento is Friday, Dec. 30, 2022.

STEP ONE: Register for the Northern California Academy

(<https://www.eventsquid.com/register/18592>)

After your registration for the conference is received and processed, a confirmation email will be sent containing a link to the discounted hotel reservations page.

STEP TWO: Book a hotel room

Hotels are subject to sell out prior to the deadline – reserve early!

Academy Location:

Hyatt Regency Sacramento
1207 L Street Sacramento, CA 95814

Group Hotel Rate (per night): \$215 – Single/Double Occupancy (plus tax and fees)



the discounted hotel rate cut-off date has passed, you may incur a financial penalty and minimum one-night room charge or attrition fees.

PLEASE NOTE: The information you provide to Cal Cities when registering for a Cal Cities conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with Cal Cities the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between Cal Cities and the hotel(s) will be limited to your first name, last name, email, and dates/length of stay in the hotel.

CAUTION! You must be registered for the conference prior to booking a hotel room. Do not make a hotel reservation unless you are sure it is needed. Your city/company will be financially responsible for all cancellation/attrition fees. If you are making hotel reservations for others, please confirm with each individual in advance, that they actually need hotel accommodations and intend to use them on the dates you are reserving.

Parking and Transportation

The Hyatt Regency Sacramento is located in downtown Sacramento, across from the Capitol and approximately ten miles to Sacramento International Airport (SMF) and just one mile to the Sacramento Valley Station for Amtrak service. Take advantage of secured covered parking at the hotel with both valet and self-parking available for your convenience (fee applies).

Additionally, guests can make use of 26 electric car chargers included in the price of parking. Contact the Concierge for assistance with reservations for Super Shuttle, Yellow Cab or other ride sharing options.

[Schedule](#) →



[materials/2023-nmcma-north-online-program.pdf?sfvrsn=13186972_3](#)) View the **2023 New Mayors and Council Members Northern California program** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/2023-nmcma-north-online-program.pdf?sfvrsn=13186972_3](#)) .

Wednesday, January 18 →

Harassment Prevention Training for Supervisors and Officials (AB 1661)

9:00-11:00 a.m.

This informational and interactive workplace harassment prevention training will focus on current and emerging issues resulting from the #MeToo movement, and teach officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation, and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825/2053/1661 and SB 396.

The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of 2 hours (general credits). Provider #13881

Your Cal Cities and How To Use It

11:30 a.m.-12:30 p.m.



how you can get the most out of your membership.

Networking Luncheon with your Divisions

12:30-1:30 p.m.

Take this opportunity to sit with members of your regional division and meet your Cal Cities Regional Public Affairs Manager.

Developing an Effective City Council and City Manager Team: The Key to Good Governance and City Success

1:45-3:15 p.m.

Successful communities require highly effective governance and management, key to which is a positive city council/city manager working relationship guided by good, open communication. This session will help you to better appreciate the roles that the city council governing body, individual council members, and the city manager fulfill in a successful working relationship based on effective communication and sound governance practices.

Your Legal Powers and Obligations; Open Government and Conflicts of Interest

3:30-5:00 p.m.

You were elected to make things happen in your city. Learn the breadth and limitations of your powers as a city official. Then, acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on open government laws, such



Legislative Reception

5:30-6:30 p.m.

Planned with League Partners

Take this opportunity to network with your peers from throughout the state after a full day of educational sessions. Assembly Members and Senators from throughout the state are invited to attend. Maps to the MIX Downtown are available at registration.

Thursday, January 19 →

Understanding Public Service Ethics Laws and Principles (AB 1234)

7:45-9:45 a.m.

State law requires elected and appointed officials to receive two hours of training in specified ethics laws and principles every two years. Newly elected and appointed officials must receive this training within one year of becoming a public servant. Join a panel of experts as they help navigate the ethics laws and principles.

The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of 2 hours (general credits). Provider #13881



Land use planning is one of the most important parts of a city official's responsibilities due to the long-term impacts it can have on a community's environment, economic vitality, and the physical health of its residents. Learn about tools and processes in land use planning, such as the general plan, zoning, and the California Environmental Quality Act, as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Effective Advocacy and Key City Issues

11:15 a.m.-12:30 p.m.

Meet the League of California Cities' legislative team and learn about the 2023 Cal Cities Action Agenda, legislative calendar, and trending issues in the Legislature. The Cal Cities team will also share ideas for establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

An Irregular Meeting of the City Council of Dysfunction Junction: The Do's and Don'ts of Conducting a Public Meeting

1:45-3:15 p.m.

Enjoy a popular depiction of a city council meeting gone awry and learn from its mistakes.

Social Media/Digital Communications and Civic Engagement

3:30-5:00 p.m.



to be quick on their feet and have the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials must follow.

Friday, January 20 →

Financial Responsibilities, City Revenues Workshop (Part 1)

8:30-10:00 a.m.

Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

Financial Responsibilities, City Revenues Workshop (Part 2)

10:15-11:45 a.m.

Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and



[Explore Previous Academies →](#)

2022 Academy Session Descriptions

(/docs/default-source/new-mayors-and-council-members-academy-session-materials/2022-new-mayors-and-council-members-academy-program.pdf?sfvrsn=e06b7512_3) [Click to view the full academy schedule PDF.](#)

(/docs/default-source/new-mayors-and-council-members-academy-session-materials/2022-new-mayors-and-council-members-academy-program.pdf?sfvrsn=e06b7512_3)

Thursday, January 20 →

Morning Coffee Chat with the Department Executive Committee

8:30–9:15 a.m.

Join the Mayors and Council Members Department executive committee for an informal coffee chat before the conference begins. Come (virtually) meet your peers, share insights, and gear up for the day ahead!

Cal Cities Mayors and Council Members Department Officers

John Minto, Department President and Mayor, Santee

Susannah Meyer, First Vice President and Council Member,
Brentwood

Blanca Pacheco, Second Vice President and Mayor, Downey



An Irregular Meeting of the City Council of Dysfunction Junction: The Do's and Don'ts of Conducting a Public Meeting

9:30–11:30 a.m.

Enjoy a popular depiction of a city council meeting gone awry and learn from its mistakes.

Welcome and Introductions

John Minto, President, Mayors and Council Members Department, League of California Cities and Mayor, Santee

Speakers

Christi Hogin and Michael Jenkins, Best Best & Krieger

Your Cal Cities and How to Use It

1:00–1:45 p.m.

As a city official, you are the League of California Cities. Meet the Cal Cities leadership team and learn about the organization's mission and structure, the advocacy and educational tools Cal Cities provides, and how you can get the most out of your membership.

Moderator

Jennifer Whiting, Director, Education and Member Services, League of California Cities



Carolyn Coleman, Executive Director and CEO, League of California Cities

Developing an Effective City Council and City Manager Team: The Key to Good Governance and City Success

2:00–3:30 p.m.

Successful communities require highly effective governance and management, key to which is a positive city council/city manager working relationship guided by good, open communication. This session will help you to better appreciate the roles that the city council governing body, individual council members, and the city manager fulfill in a successful working relationship based on effective communication and sound governance practices.

Moderator

Pat Martel, West Coast Regional Director, ICMA

Speakers

Angela Andrews, Council Member, Hayward

Kelly McAdoo, City Manager, Hayward

Friday, January 21 →



Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

Speakers

Michael Coleman, Fiscal Policy Advisor to the League of California Cities and CSMFO; CaliforniaCityFinance.com
Christina Turner, City Manager, Morgan Hill

Thursday, January 27 →

Morning Coffee Chat with your Regional Division

8:30–9:15 a.m.

Meet your regional public affairs manager and join fellow division members for an informal coffee chat before the day begins.

Regional Divisions (/get-involved/regional-divisions) cover every part of California and serve as the grassroots advocacy core of the League of California Cities. Made up of elected and career city officials, Regional Divisions develop region-specific programs and



as its resolutions, policy, and annual conference committees.

*Desert Mountain and Inland Empire divisions will not have a coffee chat. Please contact **Laura Morales** (<mailto:lmorales@calcities.org>) for more information.

*The Monterey Bay division will not have a coffee chat. Please contact **Deanna Sessums** (<mailto:dsessums@calcities.org>) for more information.

Speakers

Regional Public Affairs Managers

Effective Advocacy and Key City Issues

9:30–10:30 a.m.

Meet the League of California Cities' legislative team and learn about the 2022 Cal Cities Action Agenda, legislative calendar, and trending issues in the Legislature. The Cal Cities team will also share ideas for establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

Moderator

Melanie Perron, Deputy Executive Director, Advocacy & Public Affairs, League of California Cities

Speakers



Cities

Caroline Cirrincione, Legislative Affairs, Lobbyist, League of California Cities

Damon Conklin, Legislative Affairs, Lobbyist, League of California Cities

Derek Dolfie, Legislative Affairs, Lobbyist, League of California Cities

Elisa Arcidiacono, Legislative Affairs, Lobbyist, League of California Cities

Johnnie Piña, Legislative Affairs, Lobbyist, League of California Cities

Nicolas Romo, Legislative Affairs, Lobbyist, League of California Cities

Jessica Sankus, Senior Policy and Legislative Analyst, League of California Cities

Policy Role in Land Use Planning

11:00 a.m.–12:00 p.m.

Land use planning is one of the most important parts of a city official's responsibilities due to the long-term impacts it can have on a community's environment, economic vitality, and the physical health of its residents. Learn about tools and processes in land use planning, such as the general plan, zoning, and the California Environmental Quality Act, as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Moderator

**Speakers**

Mark Teague, Managing Principal Environmental Services,
PlaceWorks
Eric Nelson, Planning Commissioners Department Director and
Dana Point Planning Commissioner

Your Legal Powers and Obligations; Open Government and Conflicts of Interest

1:30–3:00 p.m.

You were elected to make things happen in your city. Learn the breadth and limitations of your powers as a city official. Then, acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on open government laws, such as the Brown Act and the Public Records Act, and laws pertaining to conflicts of interest.

Moderator

Corrie Manning, General Counsel, League of California Cities

Speaker

Thomas Brown, Of Counsel, Burke, Williams & Sorensen, LLP

Friday, January 28 →



Join the Mayors and Council Members Department executive committee for an informal coffee chat before the conference begins. Come (virtually) meet your peers, share insights, and gear up for the day ahead!

Cal Cities Mayors and Council Members Department Officers

John Minto, Department President and Mayor, Santee

Susannah Meyer, First Vice President and Council Member, Brentwood

Blanca Pacheco, Second Vice President and Mayor, Downey

Lori Ogorchock, Immediate Past President and Department Director and Council Member, Antioch

Social Media / Digital Communications and Civic Engagement

9:15–10:30 a.m.

With constant advancements in social media over the last several years, it can be hard to keep up with the “do’s and don’ts” of every platform. Moreover, as misinformation increases, elected officials need to be quick on their feet and have the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials must follow.

Moderator

Blanca Pacheco, Second Vice President and Mayor, Downey



Traci Park, Partner, Burke, Williams & Sorensen, LLP

From Dangerous Discourse to Extraordinary Engagement: Changing the Conversation on Inclusion

11:00 a.m.–12:30 p.m.

Diversity is a fact: Inclusion is a choice and often, an expectation. It is important to take a good, hard, long look at how we are doing business and truthfully examine how to do business better. As elected officials, it is incumbent upon us to ask and effectively answer two questions: "Who else needs to be included in our conversations?" and "How can we effectively engage them?" This session will give you a personal lens into conversations around diversity, equity, and inclusion, and will equip you with specific strategies for more inclusive business practices.

Moderator

John Minto, President, Mayors and Council Members Department, League of California Cities and Mayor, Santee

Speaker

Eric Bailey, Managing Partner, Extraordinary Balance

Conference Adjourns

12:30 p.m.

**Agenda is subject to change*



2022 Academy Session Materials

In addition to access to all live sessions, session materials, and virtual networking opportunities, registering for the conference grants you access to all session recordings for later viewing for a limited time. **Click to view the session recordings.** (<https://www.cacities.org/SpecialPages/Logon-page.aspx?returnurl=%2fNMCMVirtual>)

- **New Mayors and Council Members Academy Resource Guide** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/new-mayors-and-council-members-resource-guide.pdf?sfvrsn=2e2b96de_3)
- **Cal Cities Annual Report 2021** (/docs/default-source/annual-report/cal-cities-annual-report-2021-.pdf?sfvrsn=97b0a639_9)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/developing-an-effective-city-council-and-city-manager-team-key-to-good-governance-and-city-success.pdf?sfvrsn=d80326cb_3) **Developing an Effective City Council and City Manager Team: Key to Good Governance and City Success** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/developing-an-effective-city-council-and-city-manager-team-key-to-good-governance-and-city-success.pdf?sfvrsn=d80326cb_3)
- (/docs/default-source/city-managers-conference---session-materials/effective-advocacy-and-key-city-issues.pdf?sfvrsn=77d522a9_3) **Effective Advocacy and Key City Issues** (/docs/default-source/city-managers-conference---session-materials/effective-advocacy-and-key-city-issues.pdf?sfvrsn=77d522a9_3)



members-academy-session-materials/policy-role-in-land-use-planning-.pdf?sfvrsn=f573c841_3)

- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/social-media-digital-communications-and-civic-engagement.pdf?sfvrsn=42fcc4c5_3) **Social Media, Digital Communications, and Civic Engagement** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/social-media-digital-communications-and-civic-engagement.pdf?sfvrsn=42fcc4c5_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations-open-government-and-conflicts-of-interest.pdf?sfvrsn=a0133044_3) **Your Legal Powers and Obligations; Open Government and Conflicts of Interest** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations-open-government-and-conflicts-of-interest.pdf?sfvrsn=a0133044_3)

Previous Academy Session Materials

2021 Session Materials →

Presentations

- **Communications and Civic Engagement** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/communications-and-civic-engagementf450a2de-fdf8-4ee0-b9ae-2ee98a1d376d.pdf?sfvrsn=8d0e98e9_3)



mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues72364456-af92-4f67-a930-79c59251b94f.pdf?sfvrsn=f809dcc8_3)

- **Financial Responsibilities, City-Revenues Workshop** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/financial-responsibilities-city-revenues-workshop.pdf?sfvrsn=1d4fedb6_3)
- **From Dangerous Discourse to Extraordinary Engagement Changing the Conversation on Inclusion** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/from-dangerous-discourse-to-extraordinary-engagement-changing-the-conversation-on-inclusion.pdf?sfvrsn=edebe570_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning.pdf?sfvrsn=a2b49a08_3) **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planninge6fb659d-e1ed-4c5d-a4b9-9c90f452e283.pdf?sfvrsn=9f92aecf_3)
- **Relationship between City Council and City Management - Martel** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/relationship-between-city-council-and-city-management---martel.pdf?sfvrsn=22ccab78_3)
- **Your Cal Cities and How to Use It** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-cal-cities-and-how-to-use-it.pdf?sfvrsn=d6a98d33_3)
- **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligationsb3af7943-f06b-4108-aec6-b122e6ab3fa5.pdf?sfvrsn=9c2f6d4e_3)



mayors-and-council-members-academy-session-materials/2021-resource-guide-full-print-version.pdf?sfvrsn=1bc7b609_3)

- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-cal-cities-and-how-to-use-it.pdf?sfvrsn=d6a98d33_3) **Your Cal Cities and How To Use It** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/01.-your-cal-cities-and-how-to-use-it.pdf?sfvrsn=495a4fa_3)
- **Relationship Between City Council and City Manager Staff** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/02.-relationship-between-city-council-and-city-manager-staff.pdf?sfvrsn=1e19f8d6_3)
- **Financial Responsibilities and City Revenues Workshop** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/03.-financial-responsibilities-and-city-revenues-workshop.pdf?sfvrsn=51b4d177_3)
- **Effective Advocacy & Key City Issues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/04.-effective-advocacy-key-city-issues.pdf?sfvrsn=ab2311d2_3)
- **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/05.-policy-role-in-land-use-planning.pdf?sfvrsn=ecaa2aaf_3)
- **Your Legal Powers and obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/06.-your-legal-powers-and-obligations.pdf?sfvrsn=469dcaf9_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement.pdf?sfvrsn=830a7770_3) **Communications and Civic Engagement**



- **AB 1661 Sexual Harassment Prevention Training** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/08.-ab-1661-sexual-harassment-prevention-training.pdf?sfvrsn=2a449b0f_3)
- **AB 1234 Training** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/09.-ab-1234-training.pdf?sfvrsn=89ed89f0_3)
- **Your Role as an Elected Official** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/10-your-role-as-an-elected-official.pdf?sfvrsn=fceb70b8_3)
- **Understanding City's Departments** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/11.-understanding-city's-departments.pdf?sfvrsn=8e709311_3)
- **Torch Program** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/12.-torch-program.pdf?sfvrsn=3816f764_3)
- **Acronyms in Local Government** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/13-acronyms-in-local-government.pdf?sfvrsn=8377de3b_3)
- **Additional Resources** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/14-additional-resources.pdf?sfvrsn=d8a3c8ed_3)

2020 Session Materials →

Presentations

- **2020 New Mayors and Council Members program** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/2020-new-mayors-and-council-members-program.pdf?sfvrsn=bc074f81_3)



- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues72364456-af92-4f67-a930-79c59251b94f.pdf?sfvrsn=f809dcc8_3) **Effective Advocacy and Key City Issues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues.pdf?sfvrsn=cabfa2f6_3)
- **Financial Responsibilities and City Revenues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/financial-responsibilites-and-city-revenues1ee949ee-6134-46a8-b0d5-f02373dc5328.pdf?sfvrsn=13b792fa_3)
- **Harassment Prevention Training for Supervisors and Officials (AB 1661)** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/harassment-prevention-training-for-supervisors-and-officials-\(ab-1661\).pdf?sfvrsn=ea8730a1_3](/docs/default-source/new-mayors-and-council-members-academy-session-materials/harassment-prevention-training-for-supervisors-and-officials-(ab-1661).pdf?sfvrsn=ea8730a1_3))
- **LCC Mayors 2020-Final** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/lcc-mayors-2020-final.pdf?sfvrsn=7a37728_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning6fb659d-e1ed-4c5d-a4b9-9c90f452e283.pdf?sfvrsn=9f92aecf_3) **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning.pdf?sfvrsn=a2b49a08_3)
- **Understanding Public Service Ethics Laws and Principles (AB 1234)** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/understanding-public-service-ethics-laws-and-principles-\(ab-1234\).pdf?sfvrsn=24b70b4c_3](/docs/default-source/new-mayors-and-council-members-academy-session-materials/understanding-public-service-ethics-laws-and-principles-(ab-1234).pdf?sfvrsn=24b70b4c_3))



- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations.pdf?sfvrsn=e7c20b51_3) (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligationsb3af7943-f06b-4108-aec6-b122e6ab3fa5.pdf?sfvrsn=9c2f6d4e_3) (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations.pdf?sfvrsn=e7c20b51_3) (/docs/default-source/planning-commissioners-academy---session-materials/your-legal-powers-and-obligations.pdf?sfvrsn=a7645f74_3) **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations---manning.pdf?sfvrsn=1d5dbaa1_3)

2020 New Mayors & Council Members Resource Guide

- **Effective Advocacy and Key City Issues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/01-effective-advocacy-and-key-city-issues.pdf?sfvrsn=f7c93c29_3)
- **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/02-your-legal-powers-and-obligations.pdf?sfvrsn=a3855e74_3)
- **Financial Responsibilities and City Revenues Workshop** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/03-financial-responsibilities-and-city-revenues-workshop.pdf?sfvrsn=cd77d7b7_3)
- **Policy Role in Land Use Planning** (</docs/default-source/new-mayors-and-council-members-academy-session-materials/04-policy-role-in-land-use->



[use-it.pdf?sfvrsn=853dbd01_3\)](#)

- **Relationship Between City Council and City Manager Staff**
([/docs/default-source/new-mayors-and-council-members-academy-session-materials/06-relationship-between-city-council-and-city-manager-staff.pdf?sfvrsn=1e3b2563_3\)](#))
- **Communications and Civic Engagement** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/07-communications-and-civic-engagement.pdf?sfvrsn=7450b966_3\)](#))
- **AB 1661 Sexual Harassment Prevention Training** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/08-ab-1661-sexual-harassment-prevention-training.pdf?sfvrsn=d40ff293_3\)](#))
- **AB 1234 Training** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/09-ab-1234-training.pdf?sfvrsn=a1f90038_3\)](#))
- **Your Role as an Elected Official** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/10-your-role-as-an-elected-official.pdf?sfvrsn=fceb70b8_3\)](#))
- **Understanding Your City's Departments** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/11-understanding-your-city's-departments.pdf?sfvrsn=bc577641_3\)](#))
- **Torch Program** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/12-torch-program.pdf?sfvrsn=7c5527d_3\)](#))
- **Acronyms in Local Government** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/13-acronyms-in-local-government.pdf?sfvrsn=8377de3b_3\)](#))
- **Additional Resources** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/14-additional-resources.pdf?](#)



materials/2020-new-mayors-council-members-resource-guide---full.pdf?
Status=Master&sfvrsn=db2387f7_3)

2019 Session Materials →

Presentations

- **Communications & Civic Engagement - Park** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/communications-civic-engagement---park.pdf?sfvrsn=d7b5dedf_3)
- **Effective Advocacy and Key City Issues - Carrigg** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues---carrigg.pdf?sfvrsn=f6c95298_3)
- **Financial Responsibilities, City Revenues Workshop - Coleman** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/financial-responsibilities-city-revenues-workshop---coleman.pdf?sfvrsn=5a8d20b8_3)
- **How To Build and Maintain the Public's Trust (AB 1234 Training) - Jex and Vega** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/how-to-build-and-maintain-the-public's-trust-(ab-1234-training)---jex-and-vega.pdf?sfvrsn=a6b729cb_3)
- **How To Build and Maintain the Public's Trust (AB 1234 Training) - van Hoften and Witt** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/how-to-build-and-maintain-the-public's-trust-(ab-1234-training)---van-hoften-and-witt.pdf?sfvrsn=6e854c41_3)
- **Legislative Landscape: Housing - Rhine** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/legislative-landscape-housing---rhine.pdf?sfvrsn=d3e5e820_3)



what - minto?sfvrsn=45049055_3&download=true)

- **Policy Role in Land Use Planning - Srivatsa and Teague**
 (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning---srivatsa-and-teague.pdf?sfvrsn=93d23fec_3)
- **Relationship Between City Council and City Management - Duggan** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/relationship-between-city-council-and-city-management---duggan.pdf?sfvrsn=a4763ea5_3)
- **Sexual Harassment Prevention Training (AB 1661 Training) - Drottz-Kalty** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/sexual-harassment-prevention-training-(ab-1661-training)---drottz-kalty.pdf?sfvrsn=c2191219_3)
- **Sexual Harassment Prevention Training (AB 1661 Training) - Crawford** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/sexual-harassment-prevention-training-(ab-1661-training)--crawford.pdf?sfvrsn=9e572125_3)
- **Your League And How To Use It - Coleman and Arbuckle**
 (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-league-and-how-to-use-it---coleman-and-arbuckle.pdf?sfvrsn=bd1174c9_3)
- **Your Legal Powers and Obligations - Manning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations---manning.pdf?sfvrsn=1d5dbaa1_3)



mayors-and-council-members-academy-session-materials/01.-effective-advocacy-key-city-issues.pdf?sfvrsn=b7c719d7_3)

- **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/02.-your-legal-powers-and-obligations.pdf?sfvrsn=f1a1b59_3)
- **Financial Responsibilities, City Revenues Workshop** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/03.-financial-responsibilities-city-revenues-workshop.pdf?sfvrsn=aae9d7ab_3)
- **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/04.-policy-role-in-land-use-planning.pdf?sfvrsn=c98114a1_3)
- **Your League and How To Use It** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/05.-your-league-and-how-to-use-it.pdf?sfvrsn=5ada3324_3)
- **Relationship Between City Council and City Management** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/06.-relationship-between-city-council-and-city-management.pdf?sfvrsn=6260570a_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement3ffda944-1bb4-48d4-8e81-0d4ef67480ff.pdf?sfvrsn=66befc54_3) (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement3ffda944-1bb4-48d4-8e81-0d4ef67480ff.pdf?sfvrsn=66befc54_3) **07. Communications and Civic Engagement** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement.pdf?sfvrsn=830a7770_3)



- **Your Role As An Elected Official** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/09.-your-role-as-an-elected-official.pdf?sfvrsn=ba177a_3)
- **Understanding Your City's Departments** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/10.-understanding-your-city's-departments.pdf?sfvrsn=3f2092d1_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/11.-torch-program.pdf?sfvrsn=81f0384c_3) **Torch Program**
(/docs/default-source/new-mayors-and-council-members-academy-session-materials/11.-torch-program.pdf?sfvrsn=81f0384c_3)
- **Acronyms in Local Government** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/12.-acronyms-in-local-government.pdf?sfvrsn=7b886d8c_3)
- **Additional Resources** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/13.-additional-resources.pdf?sfvrsn=b3c86ac8_3)
- **2019 New Mayors & Council Members Resource Guide - FULL**
(/docs/default-source/new-mayors-and-council-members-academy-session-materials/2019-new-mayors-council-members-resource-guide---full.pdf?sfvrsn=cc6d3418_3)

2023 Southern California Academy



Registration

Full Registration Includes:

- admission to all educational sessions
- admission to Wednesday lunch, Thursday breakfast and lunch, Friday breakfast, and the legislative reception
- access to all program materials

Register online (requires credit card) by:

Wednesday, Jan. 18 for the Southern California Academy. **Register now** (<https://www.eventsquid.com/register/18593>) .

Mail-in Registration (pay by check) - contact **Megan Dunn** (<mailto:mdunn@calcities.org>) to request a registration form.

Special Needs? Contact **Megan Dunn** (<mailto:mdunn@calcities.org>) by Wednesday, Jan. 18 for the Southern California Academy.

Conference Registration Fees

Member-City Officials and Staff	\$625
Non-Member City Officials and Staff	\$1,625
Guest Reception Pass	\$50

*The guest/spouse fee is restricted to persons who are not city or public officials, are not related to any League Partner or sponsor, and would have no professional reason to attend the conference. It includes admission to the



Refund Policy

Advance registrants unable to attend will receive a refund of rate paid, minus a \$75 processing charge, only when a written request is submitted to **Megan Dunn** (<mailto:mdunn@calcities.org>) , and received on or before Jan. 18 for the Southern California Academy. Refunds will not be available after this date. If you are unable to attend, you may substitute a colleague for your entire registration.

Hotel and Travel →

A limited number of hotel rooms are available at a reduced rate for conference attendees. The discounted hotel rate cut-off for the Sheraton Universal City is **Tuesday, Jan. 10., 2023.**

STEP ONE: (<https://www.eventsquid.com/register/18592>) **Register for the Southern California Academy** (<https://www.eventsquid.com/register/18593>) .

After your registration for the conference is received and processed, a confirmation email will be sent containing a link to the discounted hotel reservations page.

STEP TWO: Book a hotel room

Hotels are subject to sell out prior to the deadline – reserve early!

Academy Location:

Sheraton Universal



Group Hotel Rate (per night): \$199 – Single/Double Occupancy (plus tax and fees)

Hotel Changes or Cancellations

Hotel reservation changes, date modifications, early check-out, or cancellations must be made directly through the hotel. Please note that after the discounted hotel rate cut-off date has passed, you may incur a financial penalty and minimum one-night room charge or attrition fees.

PLEASE NOTE: The information you provide to Cal Cities when registering for a Cal Cities conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with Cal Cities the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between Cal Cities and the hotel(s) will be limited to your first name, last name, email, and dates/length of stay in the hotel.

CAUTION! You must be registered for the conference prior to booking a hotel room. Do not make a hotel reservation unless you are sure it is needed. Your city/company will be financially responsible for all cancellation/attrition fees. If you are making hotel reservations for others, please confirm with each individual in advance, that they actually need hotel accommodations and intend to use them on the dates you are reserving.

Parking and Transportation

The Sheraton Universal is located in Universal City, steps from Universal Studios and CityWalk, and less than five miles to Hollywood Burbank Airport. Valet and self-parking are available onsite for a fee. The Metro's red line is also a short walk away.



View the 2023 New Mayors and Council Members Southern California program. (/docs/default-source/new-mayors-and-council-members-academy-session-materials/2023-nmcma-south-online-program.pdf?sfvrsn=a8cb20a5_3)

Wednesday, February 1 →

Harassment Prevention Training for Supervisors and Officials (AB 1661)

9:00-11:00 a.m.

This informational and interactive workplace harassment prevention training will focus on current and emerging issues resulting from the #MeToo movement, and teach officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation, and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825/2053/1661 and SB 396.

The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of 2 hours (general credits). Provider #13881

Your Cal Cities and How To Use It

11:30 a.m.-12:30 p.m.

As a city official, you are the League of California Cities. Meet the Cal Cities leadership team and learn about the organization's mission and



Networking Luncheon with your Divisions

12:30-1:30 p.m.

Take this opportunity to sit with members of your regional division and meet your Cal Cities Regional Public Affairs Manager.

Developing an Effective City Council and City Manager Team: The Key to Good Governance and City Success

1:45-3:15 p.m.

Successful communities require highly effective governance and management, key to which is a positive city council/city manager working relationship guided by good, open communication. This session will help you to better appreciate the roles that the city council governing body, individual council members, and the city manager fulfill in a successful working relationship based on effective communication and sound governance practices.

Your Legal Powers and Obligations; Open Government and Conflicts of Interest

3:30-5:00 p.m.

You were elected to make things happen in your city. Learn the breadth and limitations of your powers as a city official. Then, acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on open government laws, such as the Brown Act and the Public Records Act, and laws pertaining to conflicts of interest.



7:45-9:45 a.m.

State law requires elected and appointed officials to receive two hours of training in specified ethics laws and principles every two years. Newly elected and appointed officials must receive this training within one year of becoming a public servant. Join a panel of experts as they help navigate the ethics laws and principles.

The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of 2 hours (general credits). Provider #13881

Policy Role in Land Use Planning

10:00-11:00 a.m.

Land use planning is one of the most important parts of a city official's responsibilities due to the long-term impacts it can have on a community's environment, economic vitality, and the physical health of its residents. Learn about tools and processes in land use planning, such as the general plan, zoning, and the California Environmental Quality Act, as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Effective Advocacy and Key City Issues

11:15 a.m.-12:30 p.m.



establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

An Irregular Meeting of the City Council of Dysfunction Junction: The Do's and Don'ts of Conducting a Public Meeting

1:45-3:15 p.m.

Enjoy a popular depiction of a city council meeting gone awry and learn from its mistakes.

Social Media/Digital Communications and Civic Engagement

3:30-5:00 p.m.

With constant advancements in social media over the last several years, it can be hard to keep up with the "do's and don'ts" of every platform. Moreover, as misinformation increases, elected officials need to be quick on their feet and have the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials must follow.

Legislative Reception

5:15-6:15 p.m.

Planned with League Partners.

Take this opportunity to network with your peers from throughout the state after a full day of educational sessions. Assembly Members and



Financial Responsibilities, City Revenues Workshop (Part 1)

8:30-10:00 a.m.

Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

Financial Responsibilities, City Revenues Workshop (Part 2)

10:15-11:45 a.m.

Learn about your responsibilities as an elected official when exercising fiduciary accountability and transparency in open government. In this enlightening conversation, discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

[Explore Previous Academies →](#)



(/docs/default-source/new-mayors-and-council-members-academy-session-materials/2022-new-mayors-and-council-members-academy-program.pdf?sfvrsn=e06b7512_3) Click to view the full academy schedule PDF.
(/docs/default-source/new-mayors-and-council-members-academy-session-materials/2022-new-mayors-and-council-members-academy-program.pdf?sfvrsn=e06b7512_3)

Thursday, January 20 →

Morning Coffee Chat with the Department Executive Committee

8:30–9:15 a.m.

Join the Mayors and Council Members Department executive committee for an informal coffee chat before the conference begins. Come (virtually) meet your peers, share insights, and gear up for the day ahead!

Cal Cities Mayors and Council Members Department Officers

John Minto, Department President and Mayor, Santee

Susannah Meyer, First Vice President and Council Member, Brentwood

Blanca Pacheco, Second Vice President and Mayor, Downey

Lori Ogorchock, Immediate Past President and Department Director and Council Member, Antioch



9:00–11:00 a.m.

Enjoy a popular depiction of a city council meeting gone awry and learn from its mistakes.

Welcome and Introductions

John Minto, President, Mayors and Council Members Department, League of California Cities and Mayor, Santee

Speakers

Christi Hogin and Michael Jenkins, Best Best & Krieger

Your Cal Cities and How to Use It

1:00–1:45 p.m.

As a city official, you are the League of California Cities. Meet the Cal Cities leadership team and learn about the organization's mission and structure, the advocacy and educational tools Cal Cities provides, and how you can get the most out of your membership.

Moderator

Jennifer Whiting, Director, Education and Member Services, League of California Cities

Speakers

Cindy Silva, President, League of California Cities and Mayor Pro Tem, Walnut Creek



Developing an Effective City Council and City Manager Team: The Key to Good Governance and City Success

2:00–3:30 p.m.

Successful communities require highly effective governance and management, key to which is a positive city council/city manager working relationship guided by good, open communication. This session will help you to better appreciate the roles that the city council governing body, individual council members, and the city manager fulfill in a successful working relationship based on effective communication and sound governance practices.

Moderator

Pat Martel, West Coast Regional Director, ICMA

Speakers

Angela Andrews, Council Member, Hayward

Kelly McAdoo, City Manager, Hayward

Friday, January 21 →

Financial Responsibilities, City Revenues Workshop

9:30 a.m.–12:30 p.m.



government financial cycle, elected official financial oversight duties, and state and local funding relationships, and the four stages of fiscal meltdown. Plus, learn how to be a better leader by discovering how to avoid micromanagement and manage complacency. The importance of structurally balanced budget tips for setting city council goals and the need for financial policies will be stressed during this session.

Speakers

Michael Coleman, Fiscal Policy Advisor to the League of California Cities and CSMFO; CaliforniaCityFinance.com

Christina Turner, City Manager, Morgan Hill

Thursday, January 27 →

Morning Coffee Chat with your Regional Division

8:30–9:15 a.m.

Meet your regional public affairs manager and join fellow division members for an informal coffee chat before the day begins.

Regional Divisions (</get-involved/regional-divisions>) cover every part of California and serve as the grassroots advocacy core of the League of California Cities. Made up of elected and career city officials, Regional Divisions develop region-specific programs and carry out grassroots activities to support specific legislative, regulatory, and ballot measure goals. Divisions guide Cal Cities



chat. Please contact **Laura Morales** (<mailto:lmorales@calcities.org>) for more information.

*The Monterey Bay division will not have a coffee chat. Please contact **Deanna Sessums** (<mailto:dsessums@calcities.org>) for more information.

Speakers

Regional Public Affairs Managers

Effective Advocacy and Key City Issues

9:30–10:30 a.m.

Meet the League of California Cities' legislative team and learn about the 2022 Cal Cities Action Agenda, legislative calendar, and trending issues in the Legislature. The Cal Cities team will also share ideas for establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

Moderator

Melanie Perron, Deputy Executive Director, Advocacy & Public Affairs, League of California Cities

Speakers

Bismarck Obando, Director of Public Affairs, League of California Cities



California Cities

Damon Conklin, Legislative Affairs, Lobbyist, League of California Cities

Derek Dolfie, Legislative Affairs, Lobbyist, League of California Cities

Elisa Arcidiacono, Legislative Affairs, Lobbyist, League of California Cities

Johnnie Piña, Legislative Affairs, Lobbyist, League of California Cities

Nicolas Romo, Legislative Affairs, Lobbyist, League of California Cities

Jessica Sankus, Senior Policy and Legislative Analyst, League of California Cities

Policy Role in Land Use Planning

11:00 a.m.–12:00 p.m.

Land use planning is one of the most important parts of a city official's responsibilities due to the long-term impacts it can have on a community's environment, economic vitality, and the physical health of its residents. Learn about tools and processes in land use planning, such as the general plan, zoning, and the California Environmental Quality Act, as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Moderator

Lori Ogorchock, Immediate Past President and Department Director and Council Member, Antioch



Eric Nelson, Planning Commissioners Department Director and
Dana Point Planning Commissioner

Your Legal Powers and Obligations; Open Government and Conflicts of Interest

1:30–3:00 p.m.

You were elected to make things happen in your city. Learn the breadth and limitations of your powers as a city official. Then, acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on open government laws, such as the Brown Act and the Public Records Act, and laws pertaining to conflicts of interest.

Moderator

Corrie Manning, General Counsel, League of California Cities

Speaker

Thomas Brown, Of Counsel, Burke, Williams & Sorensen, LLP

Friday, January 28 →

Morning Coffee Chat with the Department Executive Committee

8:30–9:00 a.m.



day ahead!

Cal Cities Mayors and Council Members Department Officers

John Minto, Department President and Mayor, Santee

Susannah Meyer, First Vice President and Council Member,
Brentwood

Blanca Pacheco, Second Vice President and Mayor, Downey

Lori Ogorchock, Immediate Past President and Department Director
and Council Member, Antioch

Social Media / Digital Communications and Civic Engagement

9:15–10:30 a.m.

With constant advancements in social media over the last several years, it can be hard to keep up with the “do’s and don’ts” of every platform. Moreover, as misinformation increases, elected officials need to be quick on their feet and have the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials must follow.

Moderator

Blanca Pacheco, Second Vice President and Mayor, Downey

Speakers

Brandon Castillo, Partner, Bicker, Castillo & Fairbanks

Traci Park, Partner, Burke, Williams & Sorensen, LLP



the Conversation on Inclusion

11:00 a.m.–12:30 p.m.

Diversity is a fact: Inclusion is a choice and often, an expectation. It is important to take a good, hard, long look at how we are doing business and truthfully examine how to do business better. As elected officials, it is incumbent upon us to ask and effectively answer two questions: "Who else needs to be included in our conversations?" and "How can we effectively engage them?" This session will give you a personal lens into conversations around diversity, equity, and inclusion, and will equip you with specific strategies for more inclusive business practices.

Moderator

John Minto, President, Mayors and Council Members Department, League of California Cities and Mayor, Santee

Speaker

Eric Bailey, Managing Partner, Extraordinary Balance

Conference Adjourns

12:30 p.m.

**Agenda is subject to change*



networking opportunities, registering for the conference grants you access to all session recordings for later viewing for a limited time. **Click to view the session recordings.** (<https://www.cacities.org/SpecialPages/Logon-page.aspx?returnurl=%2fNMCMAvirtual>)

- **New Mayors and Council Members Academy Resource Guide** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/new-mayors-and-council-members-resource-guide.pdf?sfvrsn=2e2b96de_3)
- **Cal Cities Annual Report 2021** (/docs/default-source/annual-report/cal-cities-annual-report-2021-.pdf?sfvrsn=97b0a639_9)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/developing-an-effective-city-council-and-city-manager-team-key-to-good-governance-and-city-success.pdf?sfvrsn=d80326cb_3) **Developing an Effective City Council and City Manager Team: Key to Good Governance and City Success** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/developing-an-effective-city-council-and-city-manager-team-key-to-good-governance-and-city-success.pdf?sfvrsn=d80326cb_3)
- (/docs/default-source/city-managers-conference---session-materials/effective-advocacy-and-key-city-issues.pdf?sfvrsn=77d522a9_3) **Effective Advocacy and Key City Issues** (/docs/default-source/city-managers-conference---session-materials/effective-advocacy-and-key-city-issues.pdf?sfvrsn=77d522a9_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning-.pdf?sfvrsn=f573c841_3) **Policy Role in Land Use Planning** (</docs/default-source/new-mayors-and-council->



materials/social-media-digital-communications-and-civic-engagement.pdf?sfvrsn=42fcc4c5_3) **Social Media, Digital Communications, and Civic Engagement** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/social-media-digital-communications-and-civic-engagement.pdf?sfvrsn=42fcc4c5_3)

- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations-open-government-and-conflicts-of-interest.pdf?sfvrsn=a0133044_3) **Your Legal Powers and Obligations; Open Government and Conflicts of Interest** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations-open-government-and-conflicts-of-interest.pdf?sfvrsn=a0133044_3)

Previous Academy Session Materials

2021 Session Materials →

Presentations

- **Communications and Civic Engagement** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/communications-and-civic-engagementf450a2de-fdf8-4ee0-b9ae-2ee98a1d376d.pdf?sfvrsn=8d0e98e9_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues.pdf?sfvrsn=cabfa2f6_3) **Effective Advocacy and Key City Issues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-



source/new-mayors-and-council-members-academy-session-materials/financial-responsibilities-city-revenues-workshop.pdf?sfvrsn=1d4fedb6_3)

- **From Dangerous Discourse to Extraordinary Engagement Changing the Conversation on Inclusion** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/from-dangerous-discourse-to-extraordinary-engagement-changing-the-conversation-on-inclusion.pdf?sfvrsn=edebe570_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning.pdf?sfvrsn=a2b49a08_3) **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planninge6fb659d-e1ed-4c5d-a4b9-9c90f452e283.pdf?sfvrsn=9f92aecf_3)
- **Relationship between City Council and City Management - Martel** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/relationship-between-city-council-and-city-management---martel.pdf?sfvrsn=22ccab78_3)
- **Your Cal Cities and How to Use It** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-cal-cities-and-how-to-use-it.pdf?sfvrsn=d6a98d33_3)
- **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligationsb3af7943-f06b-4108-aec6-b122e6ab3fa5.pdf?sfvrsn=9c2f6d4e_3)



mayors-and-council-members-academy-session-materials/2021-resource-guide-full-print-version.pdf?sfvrsn=1bc7b609_3)

- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-cal-cities-and-how-to-use-it.pdf?sfvrsn=d6a98d33_3) **Your Cal Cities and How To Use It** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/01.-your-cal-cities-and-how-to-use-it.pdf?sfvrsn=495a4fa_3)
- **Relationship Between City Council and City Manager Staff** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/02.-relationship-between-city-council-and-city-manager-staff.pdf?sfvrsn=1e19f8d6_3)
- **Financial Responsibilities and City Revenues Workshop** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/03.-financial-responsibilities-and-city-revenues-workshop.pdf?sfvrsn=51b4d177_3)
- **Effective Advocacy & Key City Issues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/04.-effective-advocacy-key-city-issues.pdf?sfvrsn=ab2311d2_3)
- **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/05.-policy-role-in-land-use-planning.pdf?sfvrsn=ecaa2aaf_3)
- **Your Legal Powers and obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/06.-your-legal-powers-and-obligations.pdf?sfvrsn=469dcaf9_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement.pdf?sfvrsn=830a7770_3) **Communications and Civic Engagement**



- **AB 1661 Sexual Harassment Prevention Training** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/08.-ab-1661-sexual-harassment-prevention-training.pdf?sfvrsn=2a449b0f_3)
- **AB 1234 Training** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/09.-ab-1234-training.pdf?sfvrsn=89ed89f0_3)
- **Your Role as an Elected Official** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/10-your-role-as-an-elected-official.pdf?sfvrsn=fceb70b8_3)
- **Understanding City's Departments** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/11.-understanding-city's-departments.pdf?sfvrsn=8e709311_3)
- **Torch Program** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/12.-torch-program.pdf?sfvrsn=3816f764_3)
- **Acronyms in Local Government** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/13-acronyms-in-local-government.pdf?sfvrsn=8377de3b_3)
- **Additional Resources** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/14-additional-resources.pdf?sfvrsn=d8a3c8ed_3)

2020 Session Materials →

Presentations

- **2020 New Mayors and Council Members program** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/2020-new-mayors-and-council-members-program.pdf?sfvrsn=bc074f81_3)



- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues72364456-af92-4f67-a930-79c59251b94f.pdf?sfvrsn=f809dcc8_3) **Effective Advocacy and Key City Issues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues.pdf?sfvrsn=cabfa2f6_3)
- **Financial Responsibilities and City Revenues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/financial-responsibilites-and-city-revenues1ee949ee-6134-46a8-b0d5-f02373dc5328.pdf?sfvrsn=13b792fa_3)
- **Harassment Prevention Training for Supervisors and Officials (AB 1661)** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/harassment-prevention-training-for-supervisors-and-officials-\(ab-1661\).pdf?sfvrsn=ea8730a1_3](/docs/default-source/new-mayors-and-council-members-academy-session-materials/harassment-prevention-training-for-supervisors-and-officials-(ab-1661).pdf?sfvrsn=ea8730a1_3))
- **LCC Mayors 2020-Final** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/lcc-mayors-2020-final.pdf?sfvrsn=7a37728_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning6fb659d-e1ed-4c5d-a4b9-9c90f452e283.pdf?sfvrsn=9f92aecf_3) **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning.pdf?sfvrsn=a2b49a08_3)
- **Understanding Public Service Ethics Laws and Principles (AB 1234)** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/understanding-public-service-ethics-laws-and-principles-\(ab-1234\).pdf?sfvrsn=24b70b4c_3](/docs/default-source/new-mayors-and-council-members-academy-session-materials/understanding-public-service-ethics-laws-and-principles-(ab-1234).pdf?sfvrsn=24b70b4c_3))



- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations.pdf?sfvrsn=e7c20b51_3) (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligationsb3af7943-f06b-4108-aec6-b122e6ab3fa5.pdf?sfvrsn=9c2f6d4e_3) (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations.pdf?sfvrsn=e7c20b51_3) (/docs/default-source/planning-commissioners-academy---session-materials/your-legal-powers-and-obligations.pdf?sfvrsn=a7645f74_3) **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations---manning.pdf?sfvrsn=1d5dbaa1_3)

2020 New Mayors & Council Members Resource Guide

- **Effective Advocacy and Key City Issues** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/01-effective-advocacy-and-key-city-issues.pdf?sfvrsn=f7c93c29_3)
- **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/02-your-legal-powers-and-obligations.pdf?sfvrsn=a3855e74_3)
- **Financial Responsibilities and City Revenues Workshop** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/03-financial-responsibilities-and-city-revenues-workshop.pdf?sfvrsn=cd77d7b7_3)
- **Policy Role in Land Use Planning** (</docs/default-source/new-mayors-and-council-members-academy-session-materials/04-policy-role-in-land-use->



[use-it.pdf?sfvrsn=853dbd01_3\)](#)

- **Relationship Between City Council and City Manager Staff**
([/docs/default-source/new-mayors-and-council-members-academy-session-materials/06-relationship-between-city-council-and-city-manager-staff.pdf?sfvrsn=1e3b2563_3\)](#))
- **Communications and Civic Engagement** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/07-communications-and-civic-engagement.pdf?sfvrsn=7450b966_3\)](#))
- **AB 1661 Sexual Harassment Prevention Training** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/08-ab-1661-sexual-harassment-prevention-training.pdf?sfvrsn=d40ff293_3\)](#))
- **AB 1234 Training** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/09-ab-1234-training.pdf?sfvrsn=a1f90038_3\)](#))
- **Your Role as an Elected Official** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/10-your-role-as-an-elected-official.pdf?sfvrsn=fceb70b8_3\)](#))
- **Understanding Your City's Departments** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/11-understanding-your-city's-departments.pdf?sfvrsn=bc577641_3\)](#))
- **Torch Program** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/12-torch-program.pdf?sfvrsn=7c5527d_3\)](#))
- **Acronyms in Local Government** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/13-acronyms-in-local-government.pdf?sfvrsn=8377de3b_3\)](#))
- **Additional Resources** ([/docs/default-source/new-mayors-and-council-members-academy-session-materials/14-additional-resources.pdf?](#)



materials/2020-new-mayors-council-members-resource-guide---full.pdf?
Status=Master&sfvrsn=db2387f7_3)

2019 Session Materials →

Presentations

- **Communications & Civic Engagement - Park** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/communications-civic-engagement---park.pdf?sfvrsn=d7b5dedf_3)
- **Effective Advocacy and Key City Issues - Carrigg** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/effective-advocacy-and-key-city-issues---carrigg.pdf?sfvrsn=f6c95298_3)
- **Financial Responsibilities, City Revenues Workshop - Coleman** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/financial-responsibilities-city-revenues-workshop---coleman.pdf?sfvrsn=5a8d20b8_3)
- **How To Build and Maintain the Public's Trust (AB 1234 Training) - Jex and Vega** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/how-to-build-and-maintain-the-public's-trust-(ab-1234-training)---jex-and-vega.pdf?sfvrsn=a6b729cb_3)
- **How To Build and Maintain the Public's Trust (AB 1234 Training) - van Hoften and Witt** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/how-to-build-and-maintain-the-public's-trust-(ab-1234-training)---van-hoften-and-witt.pdf?sfvrsn=6e854c41_3)
- **Legislative Landscape: Housing - Rhine** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/legislative-landscape-housing---rhine.pdf?sfvrsn=d3e5e820_3)



what - minto?sfvrsn=45049055_3&download=true)

- **Policy Role in Land Use Planning - Srivatsa and Teague**
(/docs/default-source/new-mayors-and-council-members-academy-session-materials/policy-role-in-land-use-planning---srivatsa-and-teague.pdf?sfvrsn=93d23fec_3)
- **Relationship Between City Council and City Management - Duggan** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/relationship-between-city-council-and-city-management---duggan.pdf?sfvrsn=a4763ea5_3)
- **Sexual Harassment Prevention Training (AB 1661 Training) - Drottz-Kalty** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/sexual-harassment-prevention-training-(ab-1661-training)---drottz-kalty.pdf?sfvrsn=c2191219_3)
- **Sexual Harassment Prevention Training (AB 1661 Training) - Crawford** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/sexual-harassment-prevention-training-(ab-1661-training)--crawford.pdf?sfvrsn=9e572125_3)
- **Your League And How To Use It - Coleman and Arbuckle**
(/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-league-and-how-to-use-it---coleman-and-arbuckle.pdf?sfvrsn=bd1174c9_3)
- **Your Legal Powers and Obligations - Manning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/your-legal-powers-and-obligations---manning.pdf?sfvrsn=1d5dbaa1_3)



mayors-and-council-members-academy-session-materials/01.-effective-advocacy-key-city-issues.pdf?sfvrsn=b7c719d7_3)

- **Your Legal Powers and Obligations** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/02.-your-legal-powers-and-obligations.pdf?sfvrsn=f1a1b59_3)
- **Financial Responsibilities, City Revenues Workshop** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/03.-financial-responsibilities-city-revenues-workshop.pdf?sfvrsn=aae9d7ab_3)
- **Policy Role in Land Use Planning** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/04.-policy-role-in-land-use-planning.pdf?sfvrsn=c98114a1_3)
- **Your League and How To Use It** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/05.-your-league-and-how-to-use-it.pdf?sfvrsn=5ada3324_3)
- **Relationship Between City Council and City Management** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/06.-relationship-between-city-council-and-city-management.pdf?sfvrsn=6260570a_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement3ffda944-1bb4-48d4-8e81-0d4ef67480ff.pdf?sfvrsn=66befc54_3) (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement3ffda944-1bb4-48d4-8e81-0d4ef67480ff.pdf?sfvrsn=66befc54_3) **07. Communications and Civic Engagement** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/07.-communications-and-civic-engagement.pdf?sfvrsn=830a7770_3)



- **Your Role As An Elected Official** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/09.-your-role-as-an-elected-official.pdf?sfvrsn=ba177a_3)
- **Understanding Your City's Departments** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/10.-understanding-your-city's-departments.pdf?sfvrsn=3f2092d1_3)
- (/docs/default-source/new-mayors-and-council-members-academy-session-materials/11.-torch-program.pdf?sfvrsn=81f0384c_3) **Torch Program**
(/docs/default-source/new-mayors-and-council-members-academy-session-materials/11.-torch-program.pdf?sfvrsn=81f0384c_3)
- **Acronyms in Local Government** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/12.-acronyms-in-local-government.pdf?sfvrsn=7b886d8c_3)
- **Additional Resources** (/docs/default-source/new-mayors-and-council-members-academy-session-materials/13.-additional-resources.pdf?sfvrsn=b3c86ac8_3)
- **2019 New Mayors & Council Members Resource Guide - FULL**
(/docs/default-source/new-mayors-and-council-members-academy-session-materials/2019-new-mayors-council-members-resource-guide---full.pdf?sfvrsn=cc6d3418_3)

Speaker Center

In the Speaker Center, you can find resources for all speaker-related details including deadlines, audiovisual requests, presentation submission directions,



Below are key presenter deadlines and a link to the Speakers Agreement. Please read and complete the required fields to acknowledge your acceptance of the League of California Cities' presenter guidelines. Providing your digital signature allows Cal Cities to move forward in planning and promoting your session, as well as publish your name and affiliation on our website and in marketing materials. Your contact information will remain strictly confidential.

Should you have any questions, please contact the **education department** (<mailto:education@calcities.org>) .

Important deadlines

Friday, Nov. 18: Complete the <https://www.cacities.org/FCSpeakersAgreement>) **Speakers Agreement** (<https://www.cacities.org/Education-Events/New-Mayors-and-Council-Members-Academy/Speaker-Center/Speakers-Agreement>) and note any specific audiovisual requests. On the day of their presentation, speakers are provided a one-day complimentary registration (not including meals or special events), which needs to be completed via the form. If you would like to register for additional conference days or activities, please contact **Megan Dunn** (<mailto:mdunn@calcities.org>) .

Friday, Dec. 30: Discount hotel rate cut-off for the Northern California Academy. Once you **register for the conference** (<https://www.eventsquid.com/register/18592>) , you will be prompted to book a hotel room.

Wednesday, Jan. 4: Deadline for advance conference registration for the Northern California Academy.



hotel room.

Wednesday, Jan. 18: Deadline for the advance conference registration for the Southern California Academy.

Nov.-Jan.: To ensure each speaker is comfortable with their responsibilities during the presentation, please hold at least one conference call with all of the panelists in your session. The session planning chair, typically the person who submitted the proposal for the conference, is responsible for connecting with the other speakers to hold a session planning call.

Monday, Jan. 9: Submit your final presentation to Cal Cities via the **presentation submission** (<https://www.cacities.org/Education-Events/New-Mayors-and-Council-Members-Academy/Speaker-Center/Presentation-Submission>) page.

Presentation Guidelines and Submission →

Our goal is to provide exceptional educational experiences, networking opportunities, and innovative tools that will make attendees and their cities more successful. Studies show that adults learn best when they are actively involved in the process rather than passively listening or watching. Most attendees are knowledgeable about the subject, and therefore are interested in hearing what others know and what their experiences have been. Accordingly, we urge you to plan your presentation with these suggestions in mind.

The most common complaints on session evaluations from prior seminars are:

- "The presentation was a 'sales' pitch for a particular product or service."



- "I'd like more practical knowledge."

Please consider the following as you prepare for your presentation:

- Relevant content for experienced audiences that stretches thinking and provides new approaches.
- Content that is delivered in an engaging way and draws on the experience of the attendees.
- Examples and case studies of real success (and successful failures).
- Try to add stories, anecdotes, testimonials, or demonstrations that emphasize your point. We all remember a good story, and thus more easily the lesson with it.
- Provide tools and information that the audience can implement.
- If there are other speakers in your session, coordinate with them in advance to decide your speaking order and ensure that all presentations fit into the assigned time allotment. If you do not have the contact information for your co-presenters, please contact kboutros@calcities.org (<mailto:kboutros@calcities.org>) .
- Selling from the podium creates conflict of interest problems. Education sessions at the New Mayors and Council Members Academy should never be an advertisement. Therefore, presentations may not include any commercialism for specific products or consulting services.

Submitting Your Session Materials

Presentation materials are an important element of Cal Cities educational programs. Please **submit your presentation**

(<https://www.cacities.org/Education-Events/New-Mayors-and-Council-Members-Academy/Speaker-Center/Presentation-Submission>) in either a Microsoft-friendly



- When naming your session materials, please use your session title. For example: "YourSessionTitle".
- If your session group has created multiple presentations, please combine all presentations into one document before submitting to us, in the order the presenters are speaking.

Please contact the **education department** (<mailto:education@calcities.org>) with any questions, concerns, or assistance needs you may have.

Submit your presentation here. (<https://www.cacities.org/Education-Events/New-Mayors-and-Council-Members-Academy/Speaker-Center/Presentation-Submission>)

Session Layout and Structure →

The League of California Cities encourages our presenters to use the most engaging educational platform possible when speaking at the New Mayors and Council Members Academy. We recognize that each session has a unique format and presentation style based on the preferences of the speaker(s) and content being presented, but the following three examples are provided as a general guideline in planning your session.

Panel Discussions: 75 minutes, with up to 3 speakers

Moderator (5 minutes)

- Welcome
- Frame session
- Introduce speakers



- Core session content
- Summary of key points

Moderator (10 minutes)

- Facilitate Q&A
- Final comments

Panel Discussions: 75 minutes, 1 speaker**Moderator (5 minutes)**

- Welcome
- Frame session
- Introduce speaker

Speaker #1 (60 minutes)

- Summary of relevant experience
- Learning objectives
- Core session content
- Summary of key points

Moderator (10 minutes)

- Facilitate Q&A
- Final comments

Speed Sessions: 20 minutes**Speaker #1 (15 minutes)**

- Self-Introduction
- Frame session
- Fun and engaging presentation



As a reminder, sessions may not include any product/service demonstrations or commercial presentations for specific products or consulting services. Please contact the **[education department \(mailto:education@calcities.org\)](mailto:education@calcities.org)** with any questions, concerns or assistance needs you may have.

1400 K Street, Suite 400
Sacramento, CA 95814

P: (916) 658-8200
F: (916) 658-8240



STAFF REPORT CITY OF WASCO

TO: Honorable Mayor and Council Members

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

DATE: December 20, 2022

SUBJECT: Receive and File the Investment Report for the month ended November 30, 2022.

Recommendation:

Staff recommends that the City Council receive and file the Investment Report for the month ending November 30, 2022.

Background:

This report is prepared and presented to the City Manager and City Council pursuant to the City's Investment Policy requirements and the California Government Code. The City's investment policy requires the Treasurer or Chief Fiscal Officer to render monthly investment reports to the City Manager and the City Council and requires certain information about the City's investments to be presented in the report and that the report contains statements that:

- 1) The City is in compliance with its investment policy; and
- 2) The City is able to meet its expenditure requirements for the following six (6) months or provide an explanation of why sufficient funds will or may not be available.

The City's investment strategy continues to prioritize its investment opportunities on the following, in order of importance:

- 1) Safety;
- 2) Liquidity; and
- 3) Yield

This strategy is consistent with the Government Code and stresses keeping the citizens' funds safe and available for operations rather than attempting to maximize returns by making riskier investments.

The Finance Department has prepared the Investment Report for the month ending November 30, 2022. This report meets the latest requirements of the City's Investment Policy as presented to the City Council on June 16, 2020, as well as Government Code Section 53646.

Discussion:

The market value of the City's total cash and Investments on November 30, 2022, was \$56,956,964 compared to \$58,280,133 on October 31, 2022. This is a \$1,323,169 decrease from the previous month (\$1,370,880 decrease on the cost basis).

The decrease is attributed in part to the cashing of the quarterly Sheriff contract check totaling \$1,056,918.

As of November 30, 2022, the City has \$46 million (81.06%) of its Cash and Investment Portfolio held in the State of California Local Agency Investment Fund ("LAIF"), which earned 1.35 % during the quarter (ended September 30, 2022). This earnings rate exceeded the short-term benchmark. Other cash pools held a combined \$6.9 million (12.20%) of the City's Cash and Investment Portfolio. The City also has \$1.5 million (2.70 % of its Portfolio) held by UnionBanc Investment Services ("UBIS") and invested, pursuant to City instructions, in Certificates of Deposit and Governmental Securities with a Money Market account being used to maximize returns on otherwise idle cash.

The metrics used in the attached report are based on Securities issued by the United States Government. The short-term benchmark of .75 % is the average earned by a 3-month Treasury Bill during the month ended November 30, 2022, and the long and medium-term benchmark of 1.28 % is the average earnings of 2-year and 3-year treasury notes during that time frame. Lastly, the one-year U.S. Treasury benchmark for the month ended November 30, 2022, was 1.06%.

Fiscal Impact:

There is no fiscal impact to this action.

Attachments:

1. Investment Report for the month ended November 30, 2022



Investment Report
Wednesday, November 30, 2022

	Average Earnings Rate		Cost	Market Value(1)	Days	% of Portfolio
	this Month	Metrics (3)				
Investments						
Local Agency Investment Fund (LAIF) - Beginning	Available Quarterly	0.75%	45,944,370	46,170,085		
Local Agency Investment Fund (LAIF) - Deposit Wells Fargo			-	-		
Local Agency Investment Fund (LAIF) - Total			45,944,370	46,170,085	7	81.06 %
<u>Other Cash Pools:</u>						
CSJVRMA Investment Pool	1.42%	0.75%	2,293,395	2,156,953	7	3.79 %
Cal Trust Short Term Money Market Fund	2.80%	0.75%	1,609,727	1,602,227	1	2.81 %
Cal Trust Medium Term Money Market Fund	2.30%	1.28%	3,265,295	3,145,932	3	5.52 %
<u>Investments held in trust by UnionBanc Investment Services, Inc. (see Details on next page)</u>						
Certificates of Deposit	1.85%	1.28%	1,000,000	994,365	(1,147)	1.75 %
Money Market Funds (November 30, 2022)	0.01%	0.75%	543,681	543,681	1	0.96 %
Investments current month (November 30, 2022)			54,656,468	54,613,243		
Investments previous month (October 31, 2022)			54,642,269	54,553,271		
Net Investment Increase(Decrease) (November 30, 2022)			14,198	59,972		
Cash on Hand (November 30, 2022)			2,343,721	2,343,721	1	4.29 %
Cash on Hand previous month (October 31, 2022)			3,726,862	3,726,862	1	
Total Deposits and Cash on Hand - Increase(Decrease)			(1,383,141)	(1,383,141)		
Total Cash and Investments (November 30, 2022)			57,000,189	56,956,964		
Total Cash and Investments previous month (October 31, 2022)			58,369,131	58,280,133		

- (i) *The City's Portfolio of Investments comply with the City's Investment Policy.*
- (ii) *According to Government Code Section 53646(b)(3) this report shall include a statement denoting the City's ability to meet its expenditure requirement for the next 6 months. The City has sufficient available funds on hand to meet its estimated expenditures for the next six months but is also relying on cash inflows to supplement its available funds.*

- (1) Sources: State of CA PMIA, National Financial Services, LLC and published Sources
- (2) Weighted Average Maturity
- (3) Metrics from public sources
- Long and Medium Term Portfolio: Average US Treasury Note 2 and 3 year rate
 - Short Term Portfolio: 13 Week Treasury Bill Rate
 - One-year U.S Treasury Benchmark 1.06%
- (*) August include true-up adjustments from previous periods.

Certificates of Deposit and Government Securities Held in trust by Unionbanc Investment Services
November 30, 2022

Investment	Tranche if applicable	CUSIP	Rate	Maturity	Cost	Market Value ⁽¹⁾	Days	% of Portfolio
AMERICAN EXPRESS CENTRN		02587D2Q0	2.500 %	12/5/2022	250,000	249,955.00	5	0.44 %
AMERICAN EXP FED SVGS BK		02587CHK9	2.500 %	12/12/2022	250,000	249,902.50	12	0.44 %
COMENTITY CAP BK UTAH		20033AF43	3.300 %	9/14/2023	250,000	247,287.50	288	0.44 %
CITIBANK NATIONAL ASSOCIATION		17312QT33	3.300 %	9/21/2023	250,000	247,220.00	295	0.44 %
TOTAL CERTIFICATES OF DEPOSIT					1,000,000	994,365.00	(1,147)	1.75 %
MONEY MARKET FUNDS								
FIDELITY TREASURY MMKT CAPITAL RESERVES		FSRXX	0.010 %	12/1/2022	543,681	543,681	1	0.96 %
Total Held by Unionbanc Investment Services					1,543,681	1,538,046	(1,146)	2.70 %

- (1) Sources: National Bank Financial Services, LLC
- (2) Weighted Average Maturity



STAFF REPORT City of Wasco

TO: Honorable Mayor and Council Members

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

DATE: December 20, 2022

SUBJECT: Staff recommends City Council continue the water and sewer rate proposition 218 hearing to January 17, 2023, due to notification abnormality.

Recommendation:

Staff recommends that the City Council continue the water and sewer rate Proposition 218 hearing to January 17, 2023, due to notification abnormality.

Discussion:

During the Prop 218 mailing process in November, staff was made aware of an abnormality on the notification mailing list. On November 23, 2022, City reissued a new batch of Prop 218 notices to confirm that no issues would arise. The city would ensure the 45-day Prop 218 period is met by continuing the hearing to January 17, 2023; this will also allow residents more time to review the documents.

Fiscal Impact:

No immediate fiscal impact.

Attachments:

1. Prop 218 Notice

Notice to Property Owners of Record and Customers of Record of Public Hearing



Regarding Proposed Water and Sewer Rate Changes
Hearing Date & Time December 20, 2022, at 6:00 p.m.

Hearing Location:
Wasco City Council Chambers
746 8th St
Wasco, CA 93280

November 23, 2022

Why are you receiving this notice?

The City of Wasco (the "City") is mailing this notice to you because you are a utility customer of record directly liable for payment of water or sewer service fees or are the property owner of record that receives these services. This notice describes proposed **rate changes** to be assessed to recover the cost of providing water and sewer services to City customers and provides a notice of a public hearing to be held on **December 20, 2022**, regarding these proposed changes. At the public hearing, City Council will review the amount of the proposed rates as well as the methodology used to calculate the rates and assign rates to customers.

Monthly utility service fees are the primary source of revenue used to pay for water and sewer operations that provide services to customers. Expenses for those services include but are not limited to, operations and maintenance, major and minor capital improvements, administration, as well as costs related to prudent long-term operational, capital planning, and financial management of the systems. Financial management would include maintaining adequate fund reserves and planning for contingencies.

Why are rate adjustments needed?

The City has not adjusted its water and sewer rates in many years. Water rates were last increased in 2015 and sewer rates were last increased in 2007. Rate adjustments are primarily needed to reconfigure the rates to more fairly recover costs based on how customers take service.

The City's current water rates consist of a minimum fee that includes a base allotment of water plus a volume rate for water used over the allotment. The cost of the minimum fee and the amount of water included in the allotment vary based on customer type (residential, multifamily, irrigation, etc.). Over the allotment, all customers pay the same rate per unit of water consumed. Water usage is billed based on units of hundred cubic feet (ccf). One ccf equals 748 gallons.

It is proposed that the City keep the same concept of a minimum fee plus a volume rate but decrease the amount of water included in the minimum fee over the next five years. The vast majority of residential water use is within the base allotment (about 90%) and very few residential customers are billed the volume rate. By decreasing the water allotment for all customers, the City will encourage conservation and more fairly bill lower water usage customers who don't use all the water in the allotment. Senate Bill (SB) 606 / Assembly Bill (AB) 1668 require water purveyors to achieve average indoor consumption of 52.5 gallons per day (gpd) per capita by 2025 and the ultimate target is 50 gpd per capita by 2030. At the end of the 5-year rate plan, the City's water allotment will roughly equal the statewide indoor water usage target for single family residential customers. The water allotment for non-residential customers is also proposed to gradually decrease and eventually equal typical efficient indoor usage.

A schedule of drought rates is also proposed to be adopted by the City. Drought rates would only be implemented by City Council if the Governor declares a water shortage emergency. Under drought conditions, the minimum fee and usage allotment would remain the same, but water use above the minimum allotment would pay a higher rate.

Sewer rates are determined based on customer service costs as well as the amount of wastewater flow and pollutants flushed into the sewer system. The City's sewer rates were last increased in 2007 and wastewater flow and pollutant estimates are out of date. Residential customers are proposed to receive less than 2% annual increases to their wastewater bills. Some non-residential customer rates are proposed to increase while others are proposed to decrease. Customers receiving decreases were found to discharge lower amounts of wastewater flow and pollutants in recent years. The sewer rates for large industrial customers are not proposed to be adjusted via this notice. Industrial customers have service agreements with the City that govern their rates and fees.

What do the new rates look like?

Table 1 identifies the water rate adjustments that are set to be assessed over the next five years. Table 2 shows the proposed sewer rate adjustments. Several categories of sewer classes are proposed to be eliminated because no customers take service under those categories. As shown, an initial rate adjustment is to become effective on **February 1, 2023**. Annual rate adjustments to become effective on July 1st of each of the following four years are also shown. The City reserves its authority to record or enforce a lien on properties.

How do you file a protest or participate in the public hearing?

The provisions of Proposition 218 provide that certain types of "Property Related Fees" such as water and sewer rates are subject to a "majority protest" process. If protests are filed on behalf of a majority of the parcels subject to the rates the City cannot adopt the proposed rates. Under the majority protest process, any property owner of record or customer of record may submit a written protest for the proposed increases; provided, however, that only one protest will be counted per identified parcel.

Every written protest MUST include ALL of the following to be counted:

- 1. A statement that it is a protest against the proposed charge that is the subject of the hearing.**
- 2. Name of the property owner of record or customer of record who is submitting the protest;**
- 3. Identification of assessor's parcel number, street address, or utility account number of the parcel with respect to which the protest is made;**
- 4. Original signature and legibly printed name of the property owner of record or customer of record who is submitting the protest.**

Protests shall not be counted if any of the required elements above (1 through 4) are omitted.

Written protests may be submitted to the City Clerk by:

- 1. Delivery in person to the City Clerk's Office at 746 8th Street, Wasco, CA, 93280 during published business hours; or**
- 2. Mail to City Clerk at 746 8th Street, Wasco, CA 93280.; or**
- 3. Written protest can be submitted during the public hearing by placing protests in the City's Mailbox located at City Hall 746 8th street, Wasco Ca 93280 prior to the conclusion of the public hearing.**

Regardless of how the written protest is submitted, it must be received by the City prior to the conclusion of the public comment portion of the Public Hearing. **(Postmark dates will not be accepted.)** Any protest submitted via e-mail or other electronic means will not be accepted.

Please identify on the front of the envelope for any written protest, whether mailed or submitted in person to the City Clerk, that the enclosed protest is for the Public Hearing on the Proposed Rate Changes - Water and Sewer Service.

The City will hold a public hearing on **December 20, 2022, at 6pm**. City Council will review the amount of the rates as well as the methodology for calculating the proposed rates. The City Council will hear and consider all written and oral protests to the proposed rate changes at the Public Hearing. Oral comments at the Public Hearing will not qualify as formal protests unless accompanied by a written protest. Upon the conclusion of the Public Hearing, there will be no more written protests accepted and no more testimony taken and the City Council will consider adoption of the proposed rates described in this notice. If written protests against the proposed rates, as outlined above, are presented by a majority of property owners or customers of record, the City Council will not be authorized to impose the proposed rates at this meeting and a separate meeting will be scheduled to validate the submitted protests and determine a final count. If written protests against the proposed rates, as outlined above, are not presented by a majority of property owners or customers of record, the City Council will be authorized to impose the proposed rates. If adopted, the rates will be in effect on the dates shown in Table 1 and Table 2.

If you have any questions about the proposed rate changes or would like to see more information about data used for the rate study, please contact the City Clerk at 661- 758-7215 or by email at cityclerk@cityofwasco.org during normal business hours. Additional information and documents related to the proposed rate changes can be found on the City of Wasco's website at www.cityofwasco.org

A sample protest form is provided below. If you would like to protest the proposed rates, you may fill in the form and mail it or deliver it in person to or place it in the City's Mailbox at:

City Clerk: Proposed Rate Changes - Water and Sewer Service
746 8th street, Wasco CA 93280



I, _____ submit this protest vote to oppose the proposed
[print full name of customer of record or property owner of record on utility bill]

water and sewer rate change by the City of Wasco on behalf of the following property:

[Service address or Assessor's Parcel Number (APN) of property or Utility Account Number]

I declare under penalty of perjury under the laws of the State of California by my signature below, that the information I provided on and in connection with this form is true and correct. I also understand that any false statements or deliberate omissions on this form may subject me to legal actions for fraudulent misrepresentation.

Signed, _____

[Sign here]

[Date]

TABLE 1: Proposed Monthly Water Rates

Use Category	Current Monthly Base Volume (ccf)	PROPOSED Service Fees											
		February 1, 2023		July 1, 2023		July 1, 2024		July 1, 2025		July 1, 2026			
		Base Volume	Minimum Service Fee	Base Volume	Minimum Service Fee	Base Volume	Minimum Service Fee	Base Volume	Minimum Service Fee	Base Volume	Minimum Service Fee	Base Volume	Minimum Service Fee
Single Family Residential	25	21	\$29.38	17	\$27.55	13	\$25.72	10	\$23.89	7	\$20.23		
Multi-Family Residential, 2 Units	30	25	\$35.10	21	\$33.07	17	\$31.04	13	\$29.01	9	\$24.93		
Multi-Family Residential, 3-4 Units	45	39	\$52.26	33	\$50.55	27	\$48.84	22	\$47.13	17	\$43.73		
Multi-Family Residential, 5-8 Units	70	62	\$80.86	54	\$79.54	46	\$78.22	38	\$76.90	30	\$74.28		
			\$138.0		\$134.70		\$131.3						
Multi-Family Residential, 9-20 Units	120	106	5	92	\$134.70	78	5	64	\$128.00	50	\$121.28		
Multi-Family Residential, 21-40 Units	300	270	\$343.9	240	\$346.42	210	\$348.8	180	\$351.36	150	\$356.28		
			\$343.9		\$346.42		\$348.8						
Multi-Family Residential, 41+ Units	300	270	5	240	\$346.42	210	9	180	\$351.36	150	\$356.28		
Commercial	20	17	\$23.66	14	\$22.03	11	\$20.40	8	\$18.77	5	\$15.53		
General	30	25	\$35.10	20	\$32.13	15	\$29.16	11	\$26.19	7	\$20.23		
			\$138.0		\$134.70		\$131.3						
Industrial	120	106	5	92	\$134.70	78	5	64	\$128.00	50	\$121.28		
			\$138.0		\$134.70		\$131.3						
Institutional	120	106	5	92	\$134.70	78	5	64	\$128.00	50	\$121.28		
Irrigation	80	70	\$92.30	60	\$89.64	50	\$86.98	40	\$84.32	32	\$78.98		
ALL CUSTOMERS - Volume Rate for Use Over Base Volume (\$/ccf)			\$1.50		\$1.81		\$2.12		\$2.43		\$2.72		

ccf – one hundred cubic feet; one ccf = 748 gallons

Drought rates \$/ccf (minimum service fees and base volumes remain the same)

Drought Stage	February 1, 2023				July 1, 2023				July 1, 2024				July 1, 2025				July 1, 2026			
20% Water Cutback				\$1.78				\$2.14				\$2.51				\$2.88				\$3.22
30% Water Cutback				\$1.97				\$2.38				\$2.79				\$3.20				\$3.58
40% Water Cutback				\$2.23				\$2.70				\$3.16				\$3.62				\$4.05

TABLE 2: Proposed Monthly Sewer Rates

Customer Category	Current	PROPOSED				
		February 1, 2023	July 1, 2023	July 1, 2024	July 1, 2025	July 1, 2026
Single-Family Residences	\$23.78	\$24.43	\$25.08	\$25.73	\$26.38	\$27.05
Apartment/Mobile Home Park (per dwelling unit)	\$23.78	\$24.43	\$25.08	\$25.73	\$26.38	\$27.05
Bakery, Theater, and Deli	\$58.44	\$58.79	\$59.14	\$59.49	\$59.84	\$60.19
Ball Park	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Barber and Beauty Shops	\$34.68	\$14.92	\$15.30	\$15.69	\$16.09	\$16.50
Bars (without dining)	\$75.91	\$11.11	\$11.39	\$11.68	\$11.98	\$12.29
Car Wash	\$92.34	\$94.20	\$96.06	\$97.92	\$99.78	\$101.64
Churches	\$15.29	\$15.86	\$16.27	\$16.69	\$17.12	\$17.56
Commercial Cleaners	\$129.96	\$57.98	\$59.47	\$60.99	\$62.55	\$64.15
Convenience Store	\$17.26	\$20.68	\$24.10	\$27.52	\$30.94	\$34.36
Doctor and Dentist Offices	\$30.35	\$34.80	\$39.25	\$43.70	\$48.15	\$52.59
Food Market (per 1,000 sq ft)	\$7.88	\$8.03	\$8.18	\$8.33	\$8.48	\$8.63
Hospitals (per bed)	\$15.29	\$15.86	\$16.27	\$16.69	\$17.12	\$17.56
Laundromats	\$298.70	\$327.55	\$356.40	\$385.25	\$414.10	\$442.93
Meeting or Convention Halls	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Mortuaries						
(a) with embalming facilities	\$86.67	Proposed to be eliminated				
(b) without embalming facilities	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Motion Picture Theaters	\$58.44	\$58.79	\$59.14	\$59.49	\$59.84	\$60.19
Office Buildings (each office unit)	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Park (w/ wading pool)	\$15.29	\$15.86	\$16.27	\$16.69	\$17.12	\$17.56
Pool Halls	\$58.44	\$11.11	\$11.39	\$11.68	\$11.98	\$12.29
Printing and Publishing	\$13.17	Proposed to be eliminated				
Auto Repair Shops and Service Stations						
(a) without wash racks	\$30.35	\$8.18	\$8.39	\$8.61	\$8.83	\$9.06
(b) with wash racks	\$69.41	\$17.25	\$17.69	\$18.14	\$18.60	\$19.08
Restaurants	\$166.61	\$167.36	\$168.11	\$168.86	\$169.61	\$170.35
Retail Shop	\$8.71	\$10.48	\$10.75	\$11.03	\$11.31	\$11.60
Schools (per avg daily attendance; charged annually)						
(a) grammar	\$9.02	\$9.12	\$9.22	\$9.32	\$9.42	\$9.52
(b) high school/junior high school	\$10.91	\$11.11	\$11.31	\$11.51	\$11.71	\$11.92
Public Swimming Pool	\$0.83	Proposed to be eliminated				
Potato Shed	\$1.07	Proposed to be eliminated				
Septage Receiving Station	\$91.50	Proposed to be eliminated				



Aviso de Audiencia Pública para los Propietarios Registrados y Clientes Registrados

Con Respecto a los Cambios Propuestos de la Tarifa del Agua y Alcantarillado

Fecha y Hora de la Audiencia **diciembre 20, 2022**, a las 6:00 p.m.

Ubicación de la Audiencia:

Cámara del Concilio de la Ciudad de Wasco

746 8th St

Wasco, CA 93280

Noviembre 23, 2022

¿Por qué está recibiendo este aviso?

La Ciudad de Wasco (la "Ciudad") está enviando este aviso porque usted es un cliente registrado de servicios públicos directamente responsable por el pago de las tarifas de los servicios del agua o del alcantarillado o por ser dueño registrado de la propiedad quien recibe estos servicios. Este aviso describe los cambios propuestos de **la tarifa** que se evaluarán para recuperar el costo de proveer los servicios de agua y alcantarillado para los clientes de la Ciudad y proporciona un anuncio de una audiencia pública que se llevará a cabo el **20 de diciembre, 2022**, sobre estos cambios propuestos. El Concilio de la Ciudad va a revisar la suma de las tarifas propuestas tanto como la metodología que se usa para calcular las tarifas y asignar las tarifas a los clientes durante la audiencia pública.

Las tarifas mensuales son la Fuente principal de ingresos que se utilizan para pagar las operaciones del agua y del alcantarillado que proporcionan los servicios a los clientes. Los gastos para esos servicios incluyen, pero no son limitados a, las operaciones y el mantenimiento, las mejoras mayores y menores de capital, la administración, tanto como los costos relacionados con la operación prudente a largo plazo, la planificación de capital, y la administración financiera de los sistemas. La administración financiera incluiría el mantenimiento de las reservas de fondos adecuados y la planificación para contingencias.

¿Por qué son necesarios los ajustes de tarifas?

La Ciudad no ha ajustado las tarifas del agua y del alcantarillado por muchos años. Las tarifas del agua fueron aumentadas por última vez en el 2015 y las tarifas del alcantarillado fueron aumentadas por última vez en 2007. Los ajustes de la tarifa son principalmente necesarios para reconfigurar las tarifas para que se pueda recuperar los costos de manera más justa en función de cómo los clientes tomen el servicio.

La tarifa del agua actual de la Ciudad consta de un cobro minio que incluye la asignación base de agua más un cobro por tasa de volumen de agua utilizada por encima de la asignación. El costo mínimo de la tarifa y la cantidad de agua incluida en la asignación varían según el tipo de cliente (residencial, multifamiliar, riego, etc.). Por encima de la asignación, todos los clientes pagan el mismo costo por unidad de agua consumida. El uso del agua se factura en base a unidades de cien pies cúbicos (ccf). Un ccf equivale a 748 galones.

Se propone que le Ciudad mantenga el mismo concepto de la tarifa mínima más una tarifa por volumen, pero reduzca la cantidad de agua incluida en la tarifa mínima durante los próximos cinco años. La gran mayoría del uso de agua residencial está dentro de la asignación base (alrededor de 90%) y a muy pocos clientes residenciales se les factura la tarifa por volumen. Al reducir la asignación del agua para todos los clientes, la Ciudad va a fomentar la conservación y facturara de manera más justa a los clientes que usan menos agua y que no usan toda el agua de la asignación. El Proyecto de Ley del Senado (SB) 606 / Proyecto de Ley de la Asamblea (AB) 1668 requieren que los proveedores de agua logren un consumo interior de 52.5 galones por día (gpd) per cápita para el 2025 y el objetivo final es 50 gpd per cápita para el 2030. Al fin del plan de la tarifa de 5-años, la asignación del agua de la Ciudad será aproximadamente

igual al objetivo del uso de agua en interiores en todo el Estado para los clientes residenciales unifamiliares. También se propone que la asignación del agua para los clientes que no son residentes se disminuya gradual y eventualmente sea igual al uso interior eficiente típico.

También se propone que la Ciudad adopte un programa de tasas de sequía.

Las tasas de sequía solo serían implantadas por el Concilio de la Ciudad si el Gobernador declara una emergencia por escasez de agua. En condiciones de sequía, la tarifa mínima y la asignación de uso permanecerían iguales, pero el uso de agua por encima de la asignación mínima sería un cobro de tarifa más alta.

Las tarifas de Alcantarillado se determinan en función con los costos de servicios al cliente, tanto como la cantidad de flujo de aguas residuales y contaminantes que se vierten en el sistema de alcantarillado. Las tarifas de alcantarillado de la Ciudad fueron aumentadas en 2007 y las estimaciones de flujo de aguas residuales y contaminantes están desactualizadas. Se propone que los clientes residenciales reciban menos del 2% aumento anual en sus facturas de aguas residuales. Se propone aumentar algunas las tarifas para los clientes que no son residentes, mientras que se propone disminuir otras. Se descubrió que los clientes que recibieron reducciones descargaron cantidades más bajas de flujo de aguas residuales y contaminantes en los últimos años. No se propone ajustar las tarifas del alcantarillado para los clientes grandes industriales a través de este aviso. Los clientes industriales tienen acuerdos de servicios con la Ciudad que gobiernan sus tarifas y cuotas.

¿Como son las tarifas nuevas?

La Tabla 1 identifica los ajustes a la tarifa del agua que se evaluarán durante los próximos cinco años la Tabla 2 demuestra los ajustes propuestos del alcantarillado. Se propone eliminar varias categorías de clases de alcantarillado porque ningún cliente toma el servicio bajo esas categorías. Como se muestra, un ajuste de tarifa inicial entrará en vigor el **1 de febrero, 2023**. También demuestra los ajustes de las tarifas anuales que entrarán en vigor en 1ero de Julio de los siguientes cuatro años. La Ciudad reserva su autoridad para registrar o cumplir un gravamen sobre las propiedades.

¿Como se presenta una propuesta o se participa en la audiencia pública?

Las estipulaciones de la Proposición 218 establecen que ciertos tipos de “Cargos Relacionados con la Propiedad” como las tarifas del agua y del alcantarillado están sujetos a un proceso de “protesta mayoritaria”. Si se presentan protestas en nombre de la mayoría de las parcelas sujetas a las tarifas, la Ciudad no puede adoptar las tarifas propuestas. Bajo el proceso de protestas mayoritarias, cualquier propietario o cliente registrado podrá presentar una protesta por escrito contra los aumentos propuestos; sin embargo, solo se contará una sola protesta por parcela identificada.

Cada propuesta escrita DEBE INCLUIR TODO lo siguiente para ser contada:

- 1. Una declaración que sea una protesta en contra del cargo propuesto que es el tema de la audiencia.**
- 2. Nombre del propietario o cliente registrado quien presenta la protesta;**
- 3. Identificación del número de la parcela del tasador, la dirección de la calle o el número de cuenta de servicios públicos de la parcela con respecto a la cual se realiza la protesta;**
- 4. Firma original y nombre en letra de imprenta legible del propietario o cliente registrado que presenta la protesta**

Las protestas no se contarán si se omite cualquiera de los elementos (1 a 4) requeridos arriba.

Las protestas por escrito pueden ser enviadas a la secretaria de la Ciudad por:

- 1. Entrega en persona a la Oficina de la secretaria de la Ciudad en 746 8th Street, Wasco, CA, 93280 durante el horario comercial publicado; o**
- 2. Enviada por correo a la secretaria de la Ciudad a 746 8th Street, Wasco, CA 93280.; o**

3. Las protestas escritas se pueden presentar durante la audiencia pública por medio de colocarlas en el buzón de la Ciudad ubicado en el Ayuntamiento en 746 8th street, Wasco Ca 93280 antes de la conclusión de la audiencia pública.

Independientemente de cómo se presente la protesta por escrito, la Ciudad debe recibirla antes de que concluya la parte de comentarios públicos durante la Audiencia. **(No se aceptarán las fechas de Matasellos.)** Cualquier protesta presentada por correo electrónico o cualquier otro medio electrónico no será aceptada.

Favor de indicar en el frente del sobre, para cualquier protesta escrita ya sea enviada por correo o presentada en persona a la secretaria de la Ciudad, que la protesta adjunta es para la Audiencia Pública sobre los Cambios de Tarifa Propuestos- Servicio de Agua y Alcantarillado.

La Ciudad llevara a cabo una audiencia pública en **diciembre 20, 2022, a las 6pm.** El Concilio de la Ciudad revisara la suma de las tarifas y la metodología de cálculo de las tarifas propuestas. El Concilio de la Ciudad escuchara y considerara todas las protestas con respecto a los cambios de tarifa propuestos durante la Audiencia Pública. Los comentarios orales durante la Audiencia Pública no calificaran como protestas formales a menos que vayan acompañados de una protesta por escrito. A concluir la Audiencia Pública no se aceptarán más protestas por escrito ni se tomarán más testimonios, y el Concilio de la Ciudad considerara la adopción de las tarifas propuestas descritas en este aviso. Si la mayoría de los propietarios o clientes registrados presentan protestas por escrito en contra de las tarifas propuestas, como se describe anteriormente, el Concilio Municipal no estará autorizado a imponer las tarifas propuestas en esta reunión y se programará una reunión aparte para validar las protestas presentadas y determinar un conteo final. Si la mayoría de los clientes o propietarios registrados no presentan protestas por escrito contra las tarifas propuestas, como se describe anteriormente, el Concilio de la Ciudad estará autorizado a imponer las tarifas propuestas. Si se adoptan, las tarifas entraran en vigor en las fechas mostradas en la Tabla 1 y Tabla 2.

Si usted tiene alguna pregunta sobre los cambios de las tarifas propuestos o desea ver más información sobre los datos utilizados para el estudio de las tarifas, comuníquense con la secretaria de la Ciudad al 661- 758-7215 o por correo electrónico a cityclerk@cityofwasco.org durante el horario comercial normal. Podrá encontrar Información adicional y documentos relacionados con los cambios de las tarifas propuestos en la página de Internet de la Ciudad de en www.cityofwasco.org

A continuación, se proporciona un formulario de protesta de muestra. Si desea protestar por las tarifas propuestas, puede completar el formulario y enviarlo por correo o entregarlo en persona o colocarlo en el buzón de la Ciudad en:

Secretaria de la Ciudad: Cambios de Tarifa Propuestos - Servicio de Agua y Alcantarillado
746 8th street, Wasco CA 93280



Yo, _____ presento este voto de protesta para oponerme a los
[escriba el nombre completo del cliente o propietario registrado en la factura de servicios públicos]

cambios propuestos de tarifa de agua y alcantarillado por parte de la Ciudad de Wasco en nombre de la siguiente propiedad:

[Dirección de Servicio o Numero de parcela del tasador (APN) de la propiedad o Número de cuenta de servicios públicos]

Declaro bajo pena de perjurio según las leyes del Estado de California con mi firma a continuación, que la información que proporcione en este formulario y en conexión con este es verdadera y correcta. También entiendo que cualquier declaración falsa o omisión deliberada en este formulario me puede someter a acciones legales por tergiversación fraudulenta.

Firmado, _____
[Firme Aquí] [Fecha]

TABLA 1: TARIFAS MENSUALES DEL AGUA PROPUESTAS

Tarifas de Servicio PROPUESTAS											
Categoría de Uso	Volumen Base Mensual Actual (ccf)	Febrero 1, 2023		Julio 1, 2023		Julio 1, 2024		Julio 1, 2025		Julio 1, 2026	
		Volum en Base	Tarifa Mínima de Servicio	Volum en Base	Tarifa Mínima de Servicio	Volum en Base	Tarifa Mínima de Servicio	Volum en Base	Tarifa Mínima de Servicio	Volum en Base	Tarifa Mínima de Servicio
Residencial Unifamiliar	25	21	\$29.38	17	\$27.55	13	\$25.72	10	\$23.89	7	\$20.23
Residencial Multifamiliar, 2 Unidades	30	25	\$35.10	21	\$33.07	17	\$31.04	13	\$29.01	9	\$24.93
Residencial Multifamiliar, 3-4 Unidades	45	39	\$52.26	33	\$50.55	27	\$48.84	22	\$47.13	17	\$43.73
Residencial Multifamiliar, 5-8 Unidades	70	62	\$80.86	54	\$79.54	46	\$78.22	38	\$76.90	30	\$74.28
Residencial Multifamiliar, 9-20 Unidades	120	106	\$138.0	92	\$134.70	78	\$131.3	64	\$128.00	50	\$121.28
Residencial Multifamiliar, 21-40 Unidades	300	270	\$343.9	240	\$346.42	210	\$348.8	180	\$351.36	150	\$356.28
Residencial Multifamiliar, 41+ Unidades	300	270	\$343.9	240	\$346.42	210	\$348.8	180	\$351.36	150	\$356.28
Comercial	20	17	\$23.66	14	\$22.03	11	\$20.40	8	\$18.77	5	\$15.53
General	30	25	\$35.10	20	\$32.13	15	\$29.16	11	\$26.19	7	\$20.23
Industrial	120	106	\$138.0	92	\$134.70	78	\$131.3	64	\$128.00	50	\$121.28
Institucional	120	106	\$138.0	92	\$134.70	78	\$131.3	64	\$128.00	50	\$121.28
Irrigación	80	70	\$92.30	60	\$89.64	50	\$86.98	40	\$84.32	32	\$78.98
TODOS LOS CLIENTES – Tarifa de Volumen por Uso Sobre Volumen Base (\$/ccf)			\$1.50		\$1.81		\$2.12		\$2.43		\$2.72
			\$4.03								

ccf – cien pies cúbicos; un ccf = 748 galones

Tasas de sequía \$/ccf (las tarifas mínimas de servicio y los volúmenes base siguen siendo los mismos)

Etapa de sequía	Febrero 1, 2023	Julio 1, 2023	Julio 1, 2024	Julio 1, 2025	Julio 1, 2026
20% Reducción de Agua	\$1.78	\$2.14	\$2.51	\$2.88	\$3.22
30% Reducción de Agua	\$1.97	\$2.38	\$2.79	\$3.20	\$3.58
40% Reducción de Agua	\$2.23	\$2.70	\$3.16	\$3.62	\$4.05

TABLA 2: Tarifas Mentales Propuestas del Alcantarillado

Categoría del Cliente	Actual	PROPUESTO				
		Febrero 1, 2023	Julio 1, 2023	Julio 1, 2024	Julio 1, 2025	Julio 1, 2026
Residencias Unifamiliares	\$23.78	\$24.43	\$25.08	\$25.73	\$26.38	\$27.05
Apartamento/ Parque de Casas Móviles (por unidad de vivienda)	\$23.78	\$24.43	\$25.08	\$25.73	\$26.38	\$27.05
Panadería, Teatro, y Delicatessen	\$58.44	\$58.79	\$59.14	\$59.49	\$59.84	\$60.19
Estadio de Beisbol	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Peluquerías y Salones de Belleza	\$34.68	\$14.92	\$15.30	\$15.69	\$16.09	\$16.50
Bares (sin comedor)	\$75.91	\$11.11	\$11.39	\$11.68	\$11.98	\$12.29
Lavados de Autos	\$92.34	\$94.20	\$96.06	\$97.92	\$99.78	\$101.64
Iglesias	\$15.29	\$15.86	\$16.27	\$16.69	\$17.12	\$17.56
Limpiadores Comerciales	\$129.96	\$57.98	\$59.47	\$60.99	\$62.55	\$64.15
Tiendas de Conveniencia	\$17.26	\$20.68	\$24.10	\$27.52	\$30.94	\$34.36
Oficinas Medicas y Dentales	\$30.35	\$34.80	\$39.25	\$43.70	\$48.15	\$52.59
Mercado de Comida (por 1,000 pies cuadrados)	\$7.88	\$8.03	\$8.18	\$8.33	\$8.48	\$8.63
Hospitales (por cama)	\$15.29	\$15.86	\$16.27	\$16.69	\$17.12	\$17.56
Lavanderías	\$298.70	\$327.55	\$356.40	\$385.25	\$414.10	\$442.93
Salones de Juntas o Convenciones	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Funerarias						
(a) con instalaciones de embalsamiento	\$86.67	Propuesto para ser eliminado				
(b) sin instalaciones de embalsamiento	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Salas de Cine	\$58.44	\$58.79	\$59.14	\$59.49	\$59.84	\$60.19
Edificios de Oficinas (cada unidad de oficina)	\$8.71	\$9.29	\$9.87	\$10.45	\$11.03	\$11.60
Parques (con piscina infantil)	\$15.29	\$15.86	\$16.27	\$16.69	\$17.12	\$17.56
Salas de Billar	\$58.44	\$11.11	\$11.39	\$11.68	\$11.98	\$12.29
Imprenta y Publicación	\$13.17	Propuesto para ser eliminado				
Talleres de Reparación de Autos y Estaciones de Servicios						
(a) sin cestos de lavado	\$30.35	\$8.18	\$8.39	\$8.61	\$8.83	\$9.06
(b) con cestos de lavado	\$69.41	\$17.25	\$17.69	\$18.14	\$18.60	\$19.08
Restaurantes	\$166.61	\$167.36	\$168.11	\$168.86	\$169.61	\$170.35
Tienda al por Menor	\$8.71	\$10.48	\$10.75	\$11.03	\$11.31	\$11.60
Escuelas (por promedio de asistencia diaria; cobrado anualmente)						
(a) Primaria	\$9.02	\$9.12	\$9.22	\$9.32	\$9.42	\$9.52
(b) Preparatoria/secundaria	\$10.91	\$11.11	\$11.31	\$11.51	\$11.71	\$11.92
Piscinas Publicas	\$0.83	Propuesto para ser eliminado				
Cobertizo de Papas	\$1.07	Propuesto para ser eliminado				
Estación Receptora de Sépticos	\$91.50	Propuesto para ser eliminado				



STAFF REPORT City of Wasco

TO: Honorable Mayor and Council Members

FROM: M. Scott Hurlbert, City Manager

DATE: December 20, 2022

SUBJECT: Adopt A Resolution Authorizing the City Manager or Designee to Finalize and Execute a Professional Services Agreement with Martin, Paris, Mullins Investigations LLC (MPMI) to Provide Peace Officer Standards and Training (POST) Background Investigations for Peace Officers and Public Safety Dispatchers.

Recommendation:

Staff recommends the City Council adopt a Resolution Authorizing the City Manager or Designee to Finalize and Execute a Professional Services Agreement with Martin, Paris, Mullins Investigations LLC (MPMI) to Provide Peace Officer Standards and Training (POST) Background Investigations for Peace Officers and Public Safety Dispatchers.

Discussion:

The City of Wasco City Council approved the Employment Agreement for Chief Fivecoat on December 6th, 2022. With the on boarding of Chief Fivecoat, Staff identified that in order to qualify for POST standards for California law enforcement the City would need the services of a qualified POST Law Enforcement Background Investigator. The City does not currently contract with any qualified POST Law Enforcement Background Investigator. POST regulatory standards require POST Law Enforcement Background Investigations to meet the following criterials.

Government Code §1031 requires a pre-employment background investigation for peace officers; this requirement is further defined in Commission Regulation 1953. Similarly, Penal Code §13510 authorizes POST to establish minimum standards for public safety dispatchers; those standards — including a background investigation — are defined in Commission Regulations 1956-1960.

Martin, Paris, Mullins Investigation, LLC (MPMI) is a California Corporation that offers its clients over 85 years of law enforcement and investigative experience held by and between the principal partners of the agency. The company offeres a unique top to bottom perspective of law enforcement and public sector organizations from all levels of a public safety organization. Each partner has over 14 years of administrative investigatory experience, with all partners having worked in internal affairs and background

investigations. Each partner has been employed by a local law enforcement agency, and each are familiar with the specific requirements and challenges of working in Kern County.

MPMI's services include investigatory services by completing thorough and complete background investigations in a timely manner, and identifying the most qualified personnel for the City of Wasco Police Department. All background investigations will be completed following California POST guidelines and dimensions. MPMI is confident they can provide the needed background investigation in a timely manner.

Fiscal Impact:

Fiscal Impact is equivalent to the rate plan per requested investigation multiplied by the number of investigations requested. The Police Department start-up budget, previously approved by Council is sufficient to cover expenses associated with approval of this item.

Attachments:

1. Agreement
 - 1.A. Exhibit A to the Agreement
2. Resolution

AGREEMENT No. 2022- _____

THIS AGREEMENT (the "Agreement") made this ____ day of _____, 2022, ("Effective Date") by and between the CITY OF WASCO ("City") a California Municipal Corporation, and Martin, Paris, Mullins Investigators, LLC (MPMI), a California Limited Liability Company (the "Consultant"),

W I T N E S S E T H:

WHEREAS, City wishes to hire Consultant to provide the services described in Exhibit "A" attached hereto and by this reference made a part hereof (the "Services") pursuant to the terms and conditions hereinafter described and Consultant 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. City hereby contracts with Consultant to perform the Services. The Services and deliverables associated therewith shall be provided each year during the Term (hereinafter described) of this Agreement.
3. City shall pay Consultant per conducted POST Background Investigation and for hours and expenses of said POST Background Investigation via a submitted invoice (the "Invoice") to City for payment of each conducted POST Background. There shall be no other charges payable by the City. The City Manager or his designated representative shall have the right of reasonable review of each Invoice and, at the conclusion of the review, the City Manager shall place the matter on the agenda for the next available meeting of the City Council of the City for consideration. 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.
4. Unless earlier terminated as hereinafter described, the term of this Agreement (the "Term") shall be for three years from Effective Date.

5. Consultant shall indemnify, defend and hold harmless City, its officers, Councilmembers, employees, and agents from any and all claims, liabilities, expenses, and damages, including attorney's fees, for injury to or death of any person, and for damage to any property, arising out of or in any way connected with any act or omission by or on behalf of Consultant. Notwithstanding the foregoing, to the extent that City provides Consultant with information, records, or other documents necessary or convenient for Consultant to complete the Services, Consultant may rely on the accuracy and completeness of same (except as otherwise advised by City in writing) and Consultant shall have no liability for same to the extent that they are incomplete or inaccurate.

6. Without limiting Consultant's obligations under Paragraph 5 of this Agreement, Consultant shall maintain worker's compensation insurance in amounts required by law. Consultant shall also obtain and maintain during the life of this Agreement comprehensive general liability insurance coverage, in an amount of \$1 million per occurrence and automobile liability for owned, hired, and non-owned vehicles. Consultant shall provide City with appropriate certificates of insurance and endorsements for the foregoing in which City, its officers, Councilmembers, employees, and agents are named as additional insureds and specifically designating all such insurance as primary, and providing that same shall not be terminated nor coverage reduced without ten days prior written notice to City.

7. Consultant shall not assign its interest herein or any part thereof and any attempted assignment shall be void.

8. Either party may terminate this Agreement at any time by giving the other party ten (10) days prior written notice, provided that in such event and except as otherwise described herein Consultant shall be entitled to payment, or subject to return of payment received, as detailed in Exhibit "A".

9. All notices required to be given under this Agreement or by law shall be in writing and shall be deemed received by the party to whom directed if personally served or when faxed or when sent by electronic mail ("email") or when deposited in the United States mail, postage prepaid, first class, or addressed as follows: If to City, City Manager, 746 8th Street, Wasco, California 93280, Fax — (661) 758-5411, Email: CityClerk@cityofwasco.org. If to Consultant, MPMI, Attn: Lyle Martin, 13061 Rosedale Hwy, Ste. G-555, Bakersfield, CA 93314, (661) 434-1156. Any party may change its address by giving notice to the other party in the manner herein described.

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

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

12. This Agreement constitutes 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.

13. This Agreement may not be altered, amended, or modified except by a writing executed by duly authorized representatives of all parties.

14. In the event any action or proceeding is instituted arising out of or relating to this Agreement, the prevailing party shall be entitled to its reasonable attorneys' fees and actual costs.

15. This Agreement may be executed in counterparts. A facsimile or electronic copy of this fully executed agreement shall be as effective as the original for all purposes.

16. 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.

17. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their respective heirs, successors, and assigns.

18. If any term, provision, covenant or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and not be affected, impaired, or invalidated thereby.

19. City and Consultant each acknowledge that 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.

20. All reports, information, data and exhibits drafted or provided by Consultant and all copyrights shall be the property of City and shall be delivered to City upon demand without additional costs or expense to City.

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

City of Wasco, California, "City"

By: _____
M. Scott Hurlbert, City Manager

MPM Investigators, LLC, a California
Limited Liability Company, "Consultant"

By: _____
Lyle Martin

EXHIBIT A

DRAFT

MARTIN, PARIS, AND MULLINS INVESTIGATIONS, LLC

EXPERIENCE – SERVICE – INTEGRITY

RETAINER AGREEMENT BETWEEN: City of WASCO & Martin, Paris, and Mullins Investigations

Investigation Type: Background Investigation – Chief of Police

RETAINER AGREEMENT INFORMATION

This agreement confirms the City of Wasco, known as “Client” from hereinafter, is employing Martin, Paris, and Mullins Investigations, known as the “Agency” from hereinafter, to conduct a background investigation relating to their recently appointed Police Chief, Charlie Fivecoat. Based on information provided by Client, Agency proposes to complete this investigation as follows:

The scope of work shall include a thorough and complete background check of the City of Wasco’s selected Chief of Police, Charlie Fivecoat, including, but not limited to employment verification, credit checks, criminal record/criminal history, education verification and credentials check, sex offender registry check, driving record, and other related background checks as deemed necessary. Said background checks shall constitute the full scope of the investigation requested by the City of Wasco relating to the background investigation of Charlie Fivecoat.

Methodologies for background investigations vary somewhat by agency, but fortunately the California Commission on Peace Officer Standards and Training (POST) has established a comprehensive manual that details how investigations are to be conducted. Specifically, POST has set forth background investigation dimensions which include:

Integrity

Impulse Control / Attention to Safety

Substance Abuse and Other Risk-Taking Behavior Stress Tolerance

Confronting and Overcoming Problems, Obstacles, and Adversity

Conscientiousness

Interpersonal Skills

Decision-Making and Judgment

Learning Ability

Communication Skills

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All areas of inquiry in the investigation should be related to at least one of those dimensions. Investigative techniques will include interviews in person, by telephone, and by email. In-person interviews are preferred for particularly important or sensitive interview subjects. Interviews of secondary (or developed) references will be included and will be given priority. Upon completion of the investigation, a thorough report will be completed and submitted to the City of Wasco.

Upon completion and payment, the background investigation becomes the sole property and responsibility of the City of Wasco. All retention, security, maintenance, and public disclosure or protection from disclosure are the responsibilities of the City of Wasco.

Case Manager: Client's case will be primarily managed by Lyle Martin, who can be contacted at 661-434-1156 or lylemartin@mpminvestigations.com. The Case Manager may be assisted by one or both of the other managing partners without prior notice to the client. If additional contract employees are needed to complete an investigation, we will notify the client prior to beginning such activity.

By signing this agreement, the Client certifies that he or she is not currently under a restraining order, an injunction or court order which prevents any contact – directly or indirectly – with the Subject of our investigation. The Client further certifies that he or she will not use any information obtained in the course of this investigation to violate any federal, state, or local law, including but not limited to criminal statutes, nor will the Client use any such information to violate Equal Employment Opportunity Commission regulations or attempt to frustrate investigation by any law enforcement or regulatory agency.

Client agrees to cooperate fully with the investigation and provide all relevant information in Client's possession. Client agrees to require cooperation of employees, officers, and others in the course of the investigation. Client acknowledges that Client bears full responsibility for errors and omissions due to a failure to provide information.

Investigation: Martin, Paris, and Mullins Investigations hourly rates are \$100.00 per hour per investigator for investigative work, including research, interviews, surveillance, and report writing. Mileage will be charged at 55 cents per mile whenever the investigator travels over 40 miles from Bakersfield city limits. Court testimony, or deposition, in regard to this matter or any other matter associated with this investigation will include a fee of \$500 per day or any portion thereof for time spent in court and a \$300 fee for any 4 hour deposition or any portion thereof. Client will also pay for related travel expenses to include mileage and overnight stays. Court and Deposition fees are due in advance.

Testimony: Court testimony, or deposition, in regard to this matter or any other matter associated with this investigation will include a fee of \$800 per day or any portion thereof for time spent in court and a \$400 fee per investigator for any 4-hour deposition or any portion thereof. Client will also reimburse for related travel expenses to include mileage and overnight stays. Court and Deposition fees are due in advance.

Subject Matter Expert (SME) rates are \$300.00 per hour for investigative work, research, preparation, and report-writing. SME court and deposition appearance rates are \$400/hour.

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Martin, Paris, and Mullins Investigations will provide Client statements and invoices which will list all time and expenses incurred during this investigation. These statements/invoices will include a detailed summary of each incurred expense and may include: meals, lodging, subcontractor fees, data base usage fees, toll tag fees, and other fees associated to the investigation. Client will be provided with copies of receipts incurred during our investigation.

Client agrees to pay any invoice upon receipt. A finance charge of 2.5% per month will accrue on all invoices 30 days or more past due. If litigation arises due to this agreement that results from non-payment of invoices, the prevailing party will collect all attorney fees and associated costs resulting from the litigation proceedings.

Martin, Paris, and Mullins Investigations will provide a final written report of the investigation immediately upon receipt of payment for the final invoice after conclusion of the investigation. Interim reports may be provided upon request and at the discretion of the case manager. Interim reports will only be provided if the case account is paid up to date.

DISCLOSURE OF INFORMATION

Client and Agency both agree to keep each other fully advised of new developments or data that could be considered helpful or damaging to the investigation. Agency and Client will keep one another apprised as new leads and developments are discovered by Agency or Client.

Confidentiality: Martin, Paris, and Mullins Investigations will keep all information provided by Client and developed through investigation confidential and will not disclose any of said information without prior written authorization of Client or unless compelled by legal process.

Should Agency discover that Client is withholding information that jeopardizes the investigation, puts Agency and/or investigator's safety at risk, or opens up Agency to liability issues and concerns, Agency will terminate the investigation and return the remaining unspent budget to Client.

Agency reserves the right to terminate this investigation at any time with or without cause, subject to return of any unspent retainer.

Should litigation arise from this investigation through no fault of the Agency, or its agents, employees, investigators, or representatives, the Client shall pay all legal fees to include: travel fees, regular hourly rates, lodging fees, and any other cost sustained by the agency during litigation process.

INVESTIGATIVE LIMITATIONS & GUARANTEES

Agency will make a reasonable and diligent effort to complete the investigation as described, using appropriate techniques and equipment, with skilled and competent personnel. Client understands that

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some investigations may be unsuccessful regardless of any amount of time and effort invested. Agency assumes no responsibility and makes no guarantee of a successful investigation.

Client understands that if Agency is found liable for the failure to perform any of the obligations listed in the first section of this agreement, the Agency's liability shall be limited to the sum no greater than five hundred dollars (\$500.00) – as liquidated damages and not as a penalty. Furthermore, this liability applies to the direct or indirect actions of Agency and includes Agency's agents, employees, representatives, subcontractors, 3rd party database service providers, and Agency associates.

Martin, Paris, and Mullins Investigations certifies that it is currently licensed in the state of California Department of Consumer Affairs, Bureau of Security and Investigative Services, California Private Investigator License 189448.

It is expressly agreed that Agency is to perform the services described herein as an independent contractor pursuant to California Labor Code Section 3353, under the control of the City as to the result of its work only but not as to the means by which such result is accomplished. Nothing contained herein shall in any way be construed to make Agent or any of its agents or employees, an agent, employee or representative of the City. Agent shall be entirely responsible for the compensation of any assistants used by Agent providing said services.

Contractor agrees to observe all applicable laws including, but not limited to, the provisions of the Municipal Code of the City of Wasco obligating every contractor or subcontractor under a contract or subcontract to the City of Wasco for public works or for goods or service to refrain from discriminatory employment practices on the basis of the race, color, sex, sexual orientation, religious creed, national origin or ancestry of any employee of, or applicant for employment with, such contractor or subcontractor.

FEES, CANCELATIONS, AND REFUNDS

This contract between Martin, Paris, and Mullins Investigations and Client shall not become effective until it is signed and the initial amount due has been paid. At the time the contract takes effect, Martin, Paris, and Mullins Investigations shall undertake reasonable efforts to perform as agreed without undue delay.

The client agrees to pay a retainer fee for the investigation in the amount of \$1500.00 prior to the start of the investigation. Once retained, our team will begin the case setup process, create a case file in our systems, schedule out investigators, finalize investigative strategies, and run preliminary checks to increase the success rate of our investigation.

Thereafter, if the client for any reason should instruct the investigation to be terminated, a minimum of \$400 of said retainer fee shall be non-refundable in order to offset Martin, Paris, and Mullins Investigations' loss of business and time used to setup the Client's case. A cancellation statement will be provided to the Client and will itemize the fees associated with the cancellation of the case.

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Client may terminate the investigation at any time. Once this is done, Martin, Paris, and Mullins Investigations will make no further efforts on Client’s behalf.

The retainer fee may be waived for government entities or established clients at the discretion of the Agency’s managing partners.

Retainer Waived by: _____ Date: _____

This completes the agreement. In the section below, the client’s designated responsible party will be asked to confirm you understand this agreement and provide Martin, Paris, and Mullins Investigations with a signed verification of your acceptance.

RETAINER ACCEPTANCE

This agreement shall be binding upon Client and Agency Signatures. Copies of this document – Physical or Electronic – shall carry the same weight as an original signature:

This Agreement contains 6 total pages with 5 Separate Sections. By initialing your name next to the bullet point in the section below, you agree that you understand each of the sections listed above.

- _____ Retainer Agreement Information
- _____ Disclosure of Information
- _____ Investigative Limitations & Guarantees
- _____ Fees, Cancelations, and Refunds
- _____ Retainer Acceptance

Agency Agreement:

Date: _____

Signature: _____

Managing Partner

Client Agreement:

Date: _____

Signature: _____

Printed Name: _____

MARTIN, PARIS, AND MULLINS
INVESTIGATIONS, LLC

EXPERIENCE – SERVICE – INTEGRITY

Lyle Martin

Martin, Paris, and Mullins Investigations

Phone: (661) 434-1156

Address: _____

City & State: _____

Phone Number: _____

Email: _____

RESOLUTION NO. 2022 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WASCO AUTHORIZING THE CITY MANAGER OR DESIGNEE TO FINALIZE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH MARTIN, PARIS, MULLINS INVESTIGATIONS LLC (MPMI) TO PROVIDE PEACE OFFICER STANDARDS AND TRAINING (POST) BACKGROUND INVESTIGATIONS FOR PEACE OFFICERS AND PUBLIC SAFETY DISPATCHERS.

WHEREAS, The City of Wasco is pursuing formation of a local Police Department, including the recruitment and hiring of law enforcement staff.

WHEREAS, Government Code §1031 requires a pre-employment background investigation for peace officers; this requirement is further defined in Commission Regulation 1953. Similarly, Penal Code §13510 authorizes POST to establish minimum standards for public safety dispatchers; those standards — including a background investigation — are defined in Commission Regulations 1956-1960.

WHEREAS, In order to qualify for Peace Officer Standards and Training (POST) standards for California law enforcement the City will need the services of a qualified POST Law Enforcement Background Investigator.

WHEREAS, Martin, Paris, Mullins Investigation, LLC (MPMI) is a California Limited Liability Corporation that offers its clients over 85 years of law enforcement and investigative experience held by and between the principal partners of the agency. MPMI is qualified to provide POST Background Investigations for Peace Officers and Public Safety Dispatchers.

WHEREAS, MPMI proposes to provide POST Background Investigation services to the City under a professional services agreement subject to final approval of the City Manager and City Attorney.

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

SECTION 1: the City Council of the City of Wasco authorizes the City Manager or designee to finalize and execute a professional service agreement with Martin, Paris, Mullins Investigations LLC to provide POST Background Investigation Services.

-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 December 20, 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