



# LINDSAY CITY COUNCIL REGULAR MEETING AGENDA

City Hall, 251 E. Honolulu St., Lindsay, CA 93247

Notice is hereby given that the Lindsay City Council will hold a Regular Meeting on **September 12, 2023**, at **6:00 PM** in person and via webinar. The webinar address for members of the public is <https://zoom.us/j/99279557087>. Those who would like to make a public comment during the public comment portion of the agenda may do so by utilizing the raise hand feature or indicating they would like to make a comment in the chat.

Persons with disabilities who may need assistance should contact the City Clerk prior to the meeting at (559) 562-7102 ext. 8034 or via email at [lindsaycityclerk@lindsay.ca.us](mailto:lindsaycityclerk@lindsay.ca.us).

## 1. CALL TO ORDER

## 2. PLEDGE

Led by Council Member SERNA.

## 3. ROLL CALL

## 4. APPROVAL OF AGENDA

## 5. PUBLIC COMMENT

The public is invited to comment on any subject under the jurisdiction of the Lindsay City Council. Please note that speakers that wish to comment on a Regular Item or Public Hearing on tonight's agenda will have an opportunity to speak when public comment for that item is requested by the Mayor. Comments shall be limited to three (3) minutes per person, with thirty (30) minutes for the total comment period, unless otherwise indicated by the Mayor. The public may also choose to submit a comment before the meeting via email. Public comments received via email will be distributed to the Council prior to the start of the meeting and incorporated into the official minutes; however, they will not be read aloud. Under state law, matters presented under public comment cannot be acted upon by the Council at this time.

## 6. COUNCIL REPORT

## 7. CITY MANAGER REPORT

## 8. RECOGNITION ITEMS

### 8.1 Proclamation in Honor of Loyalty Car Club (p. 5)

*Requested by Council Member Caudillo*

*Presented by Mayor Cerros*

*Presented to Loyalty Car Club*

8.2 Proclamation in Honor of 50<sup>th</sup> Anniversary of the Lindsay Sister City Relationship (p. 6)  
*Presented by Mayor Cerros*

8.3 Proclamation in Honor of the Lindsay Recharge Basin (p. 7)  
*Presented by Mayor Cerros*  
*Presented to Mike Hagman, Lindmore Irrigation District General Manager*

8.4 Proclamation in Honor of Constitution Week (p. 8)  
*Presented by Mayor Cerros*  
*Presented to National Society of the Daughters of the American Revolution*

8.5 Quarterly Employee Spotlight Award  
*Presented by Joseph M. Tanner, City Manager*  
*Presented to Administrative Supervisor Sandy Perez*

## 9. **PRESENTATION ITEMS**

9.1 Introduction of Executive Assistant/Deputy City Clerk Nancy Pineda  
*Presented by Joseph M. Tanner, City Manager*

9.2 Introduction of Public Safety Officer Joseph Chaidez, Public Safety Officer Zachary Martinez, Volunteer Firefighter Alejandro Cisneros, Volunteer Firefighter Guadalupe Cabrera, and Volunteer Firefighter Dino Rodriguez  
*Presented by Ryan Heinks, Public Safety Lieutenant*

## 10. **DISCUSSION ITEMS**

10.1 Recreation Update (pp. 9 – 22)  
*Presented by Armando da Silva, Recreation Services Director*

10.2 City Water Update  
*Presented by Neyba Amezcua, Director of City Services & Planning*

## 11. **CONSENT CALENDAR**

Routine items approved in one motion unless an item is pulled for discussion.

11.1 Minutes from August 08, 2023, Regular Meeting (pp. 23 – 29)

11.2 Warrant List for July 31, 2023, through August 31, 2023 (pp. 30 – 46)

11.3 Treasurer's Report for August 2023 (p. 47)

11.4 Second Reading of **Ordinance No. 606**, An Ordinance of the City Council of the City of Lindsay Amending Titles Five (5), Eight (8), and Eighteen (18) In Regards to the Special Event Permit and Authorization to Waive Full Reading of Said Ordinance and Authorize Reading by Title Only (pp. 48 – 63)

- 11.5 Consider Minute Order Approval of Amendments and Revisions to the City Lindsay Personnel Rules and Regulations (pp. 64 – 186)
- 11.6 Consider the Approval of **Resolution No. 23-36**, A Resolution of the City Council of the City of Lindsay Providing Observed Holidays (pp. 187 – 190)
- 11.7 Consider the Approval of Request for City Council Authorization to Rebid the Olive Bowl/Kaku Park Expansion Project Following its Redesign and Reevaluation (pp. 191 – 198)
- 11.8 Notification of Participation in the Federal Excess Property Acquisition Program (1033 Program) through the Defense Logistic Agency’s Law Enforcement Support Office (LESO) (pp. 199 – 201)
- 11.9 Second Reading of **Ordinance No. 612**, An Ordinance of the City Council of the City of Lindsay Amending the Zoning Designation From R-1-7 To RM-3 for a 2.5-Acre Portion of a Site Bound to the North By West Hickory Street, to the East by Parkside Avenue, to the South by Ono City Parkway, and the West by Sequoia Avenue/Road 214 (APNs 201-230-003 To -009), and the Lindsay Zoning Map as Adopted by Ordinance 437 of the City of Lindsay and Authorization to Waive Full Reading of Said Ordinance and Authorize Reading by Title Only (pp. 202 – 208)

**12. PUBLIC HEARING ITEMS**

- 12.1 Public Hearing to Consider the Approval of **Resolution No. 23-37**, A Resolution of the City Council of the City of Lindsay Approving **Tentative Parcel Map No. 23-02**, A Request by LAV/Pinnacle Engineering On Behalf of Property Owner Nagi Moshen for the Property Located at 1467 West Tulare Road Off of Highway 65 (APN 199-050-067-000) in the Highway Commercial (CH) and Residential Multifamily (RM-3) Zones, and Finding that the that the Project is Exempt from Review Under the California Environmental Quality Act (CEQA) Pursuant to Section 15315 (pp. 209 – 247)  
*Presented by Araceli Mejia, Assistant City Planner*
- 12.2 Public Hearing to Consider the Approval of **Resolution No. 23-38**, A Resolution of the City Council of the City of Lindsay, Adopting the Fiscal Year 2023 – 2024 Operating Budget and the Fiscal Years 2024 – 2029 Five-Year Capital Improvement Plan (pp. 248 – 387)  
*Presented by Salvador Guzman, Director of Finance*
- 12.3 Public Hearing to Consider the Approval of **Resolution No. 23-39**, A Resolution of the City Council of the City of Lindsay Approving and Adopting the Fiscal Year 2023 – 2024 GANN Appropriations Limit (pp. 388 – 391)  
*Presented by Salvador Guzman, Director of Finance*

### **13. EXECUTIVE (CLOSED) SESSION**

13.1 Conference with Labor Negotiators Pursuant to Cal Gov. Code § 54957.6

Agency Designated Representative: Joseph M. Tanner, City of Lindsay

Employee Organization: Lindsay Public Safety Officers' Association (LPOA)

13.2 Conference with Labor Negotiators Pursuant to Cal Gov. Code § 54957.6

Agency Designated Representative: Joseph M. Tanner, City of Lindsay

Employee Organization: Lindsay Professional Firefighters' Association (LPFFA)

13.3 Public Employee Performance Evaluation – City Manager

Pursuant to Cal Gov. Code § 54957(b)(1)

13.4 Threat to Public Services or Facilities Pursuant to Cal Gov. Code §54957(a)

Consultation with: Joseph M. Tanner, City of Lindsay, City Manager

### **14. REQUEST FOR FUTURE ITEMS**

Council requests for future agenda items, can be called for by any Councilmember during the 'Request for Future Items' section of a regular meeting. Immediately following the request of an item, a vote will be taken on the item. If a majority of the City Council supports further study of the item, then a full staff analysis will be prepared within a reasonable time as determined by the City Manager unless otherwise directed by a majority of the City Council. Discussion shall be limited to whether an item should be added to an agenda, not the merit of the item.

### **15. ADJOURNMENT**

Lindsay City Council meetings are held in the City Council Chambers at 251 E. Honolulu Street in Lindsay, California beginning at 6:00 P.M. on the second and fourth Tuesday of every month unless otherwise noticed. Materials related to an Agenda item submitted to the legislative body after distribution of the Agenda Packet are available for public inspection in the office of the City Clerk during normal business hours. Complete agenda is available at [www.lindsay.ca.us](http://www.lindsay.ca.us). In compliance with the Americans with Disabilities Act & Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the office of the City Clerk at (559) 562-7102 x 8034. Notification 48 hours prior to the meeting will enable the City to ensure accessibility to this meeting and/or provision of an alternative format of the agenda and documents in the agenda packet.

*The next Regular Meeting of the Lindsay City Council is scheduled to be held on September 26, 2023.*





City of Lindsay

# Proclamation

**WHEREAS**, Loyalty Car Club has proven strong community engagement, and has collaborated with the City as well as local community groups to provide much needed assistance to the community of Lindsay; and

**WHEREAS**, Loyalty Car Club has been involved in and served as local parade escorts for Assemblyman Devon Mathis and members of the Lindsay City Council; and

**WHEREAS**, this year Loyalty Car Club provided monetary support and essential donations to those affected by the March 2023 storms; and

**WHEREAS**, for several years, Loyalty Car Club has sponsored the Lindsay Police Officers Association Santa Night and provided toys to children in the community as well as participated in the annual Christmas parade; and

**WHEREAS**, Loyalty Car Club hosts an annual BBQ, providing free food to the community to demonstrate their appreciation of the Lindsay community.

**NOW, THEREFORE, BE IT RESOLVED**, that I, Hipolito A Cerros, Mayor of the City of Lindsay, along with fellow members of the City Council, do hereby thank Loyalty Car Club for their commitment and continued support of the Lindsay community.

**IN WITNESS WHEREOF**, I hereby set my hand and caused the Seal of the City of Lindsay to be affixed this 12<sup>th</sup> Day of September of 2023.

LINDSAY CITY COUNCIL

Hipolito Angel Cerros, Mayor



City of Lindsay

# Proclamation

**WHEREAS**, communication among people is the foundation of the Sister City program, which attempts to promote international and intercultural understanding; and

**WHEREAS**, Lindsay and Ono joined together to work toward these ideals in 1972 by forming a Sister City Program; and

**WHEREAS**, through the years the two cities have worked together to involve their respective citizens in cultural exchanges and special programs; and

**WHEREAS**, this year, the City of Lindsay sent representatives of the Sister City Committee, the Lindsay Unified School District, the Lindsay City Council, and Lindsay City Staff to Ono, Japan; and

**WHEREAS**, this visit has mutual benefits for both Lindsay and Ono; and

**NOW, THEREFORE, BE IT RESOLVED**, that I, Hipolito A. Cerros, Mayor of the City of Lindsay, along with members of the City Council, do hereby celebrate the 50<sup>th</sup> Anniversary of our joint Sister City relationship and thank the City of Ono and its representatives for their significant and enthusiastic contributions to the Sister City Program and for hosting this year's delegates.

**IN WITNESS WHEREOF**, I hereby set my hand and caused the Seal of the City of Lindsay to be affixed this 12<sup>th</sup> Day of September of 2023.

LINDSAY CITY COUNCIL

Hipolito Angel Cerros, Mayor



City of Lindsay

# Proclamation

**WHEREAS**, on August 9<sup>th</sup>, 2023, the California Department of Water Resources, Lindmore Irrigation District, the City of Lindsay, and the East Kaweah GSA hosted a ribbon cutting to commemorate the completion of significant improvements to the Lindsay Recharge Basin; and

**WHEREAS**, the recharge basin will help replenish the groundwater aquifer with up to nearly 49 million gallons of water per year to directly benefit Lindsay residents, rural residents with domestic wells, and local growers; and

**WHEREAS**, the basin was funded by a \$330,000 Sustainable Groundwater Management grant from the Department of Water Resources as well as \$113,000 from the Lindmore Irrigation District; and

**WHEREAS**, the completion of the Lindsay Recharge Basin positions the community to be readily available to capture water within the East Kaweah GSA boundaries, crucial for a future with sustainable groundwater supply.

**NOW, THEREFORE, BE IT RESOLVED**, that I, Hipolito A Cerros, Mayor of the City of Lindsay, do hereby recognize the State Department of Water Resources, the East Kaweah GSA, Lindmore Irrigation District, and City of Lindsay Director of City Services & Planning Neyba Amezcua for making this project possible.

**IN WITNESS WHEREOF**, I hereby set my hand and caused the Seal of the City of Lindsay to be affixed this 12<sup>th</sup> Day of September of 2023.

LINDSAY CITY COUNCIL

Hipolito Angel Cerros, Mayor



City of Lindsay

# Proclamation

**WHEREAS**, the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

**WHEREAS**, September 17, 2023, marks the two hundred and thirty-sixth anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS**, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate it; and; and

**WHEREAS**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

**NOW, THEREFORE, BE IT RESOLVED**, that I, Hipolito A Cerros, Mayor of the City of Lindsay, do hereby proclaim do hereby proclaim September 17<sup>th</sup> through 23<sup>rd</sup> as Constitution Week in the City of Lindsay.

**IN WITNESS WHEREOF**, I hereby set my hand and caused the Seal of the City of Lindsay to be affixed this 12<sup>th</sup> Day of September of 2023.

LINDSAY CITY COUNCIL

Hipolito Angel Cerros, Mayor



# RECREATION

## WELLNESS & AQUATIC CENTER

Presentation to the Lindsay City Council on September 12, 2023



# AQUATIC CENTER

## Swim Lessons

Seal Pups (Parent & Me)	2
Sea Turtle (ages 3 -5)	40
Seahorse (ages 4 & up)	58
Dolphin (ages 5 & up)	42
Stingray (ages 5 & up)	30
Swordfish (ages 6 & up)	16
Shark (ages 7 & up)	12
<b>Total Number of Participants →</b>	<b>200</b>



# AQUATIC CENTER

## Public Swim

Monday (Closed)	0
Tuesday (5)	178
Wednesday (5)	186
Thursday (5)	187
Friday (8)	544
Saturday (8)	792
Sunday (7)	365
<b>Total Number of Participants →</b>	<b>2,602</b>


# AQUATIC CENTER

## Dive In Theatre

June 15, 2023	174
June 30, 2023	189
July 14, 2023	125
<b>Total Number of Participants →</b>	<b>488</b>







# AQUATIC CENTER

## Summer 2023

Swim Lessons	200
Public Swim	2,602
Special Events	843
<b>Total Number of Participants →</b>	<b>3,645</b>



# AQUATIC CENTER

## Private Swim Lessons

- Saturday, September 9, 16, 23, & 30, 2023
- 9:00am-9:40am, 9:45am-10:25, 10:30am-11:00am, 11:20am-12:00pm, or 12:10am-1:00pm
- \$75.00 per person
- **More Information: 559.562.5196**

# RECREATION

## Summer 2023

StepUp Events (4)	650
Movies in the Park (3)	125
Public Safety National Night Out	350
California Parks and Recreation Society, District 7: Summer Leaders Workshop	10 Staff Members



# RECREATION

## Fall 2023

Zumbathon	September 30
Food Truck Takeover	October 14
Floating Pumpkin Patch	October 26
Turkey Giveaway	November 19

# WELLNESS CENTER

## Memberships

Membership Type	July 2023
Silver Sneakers	232
Renew Active	25
Monthly Recurring (autopay), this includes several membership types: Regular, Medicare, etc.	165

# WELLNESS CENTER

## Projects

Project	Start Date	Amount
HVAC	Winter 2023	\$148,700.00
Bird Netting	September 2023	\$20,000.00
ADA Doors (5)	October 2023	\$27,000.00
<b>Funded by LLHD</b>	<b>Estimated Cost</b>	<b>\$195,700.00</b>



# CITY NEWSLETTER

To be mailed to Lindsay residents  
the 1<sup>st</sup> week of October.

# STATE OF THE CITY



November 2 @ 6 PM

Lindsay Community Theatre

\$10.00 / City Hall & Wellness Center



# BAKE POTATO SALE



The poster features a yellow-to-orange gradient background. At the top left are logos for Lindsay City, Lindsay Chamber of Commerce, and Lindsay Valley. The main text reads 'Baked Potato Sale' in a blue script font, with '\$12 With Drink' below it. A central image shows a baked potato topped with sour cream, chives, and tomatoes. The date and time are 'Monday September 18th 11am-6pm'. The location is 'Next to the old Bank of America Parking Lot'. At the bottom, contact information is provided for four staff members.

**Baked Potato Sale**  
**\$12 With Drink**

**Monday September 18th**  
**11am-6pm**

Next to the old Bank of America Parking Lot

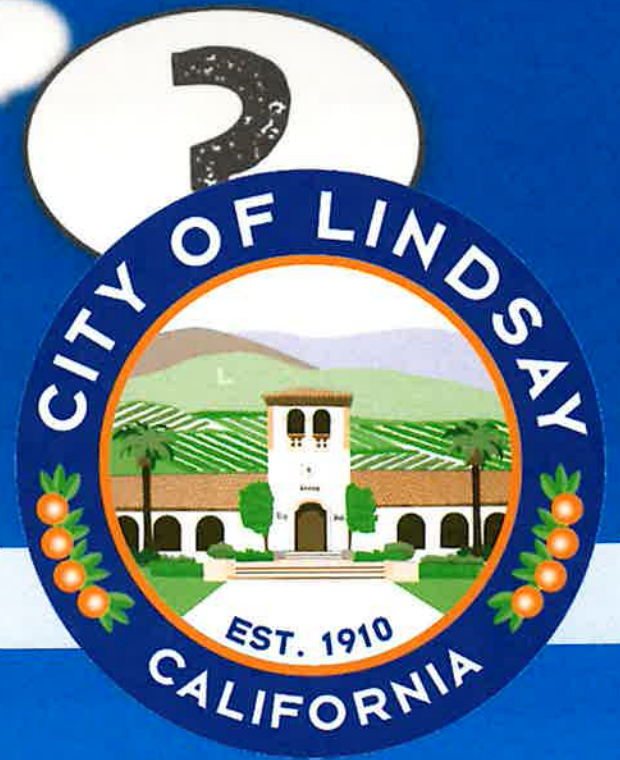
**CONTACT INFORMATION**  
Jeannette Peterson (559) 871-7168    Mayra Magallanes (559) 338-7024  
Virginia Loya (559) 333-1994    Mercy Herrera (559) 359-4842

September 18 @ 11 AM – 6 PM

Next to Bank of America Parking Lot

\$12.00 / Lindsay Wellness Center

Presentation to the Lindsay City Council on September 12, 2023





# LINDSAY CITY COUNCIL REGULAR MEETING AGENDA MINUTES

City Hall, 251 E. Honolulu St., Lindsay, CA 93247

Notice is hereby given that the Lindsay City Council will hold a Regular Meeting on **August 08, 2023**, at **6:00 PM** in person and via webinar. The webinar address for members of the public is <https://zoom.us/j/99279557087>. Those who would like to make a public comment during the public comment portion of the agenda may do so by utilizing the raise hand feature or indicating they would like to make a comment in the chat.

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- 1. CALL TO ORDER**
- 2. PLEDGE**

Led by Council Member Sanchez.

<b>Present</b>	Mayor Cerros Mayor Pro Tem Flores Council Member Sanchez Council Member Serna Council Member Caudillo
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- 3. ROLL CALL**
- 4. APPROVAL OF AGENDA**

<b>Motion to Approve Agenda</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	CAUDILLO	(5-0)	AYE	AYE	AYE	AYE	AYE

## **5. PUBLIC COMMENT**

The public is invited to comment on any subject under the jurisdiction of the Lindsay City Council. Please note that speakers that wish to comment on a Regular Item or Public Hearing on tonight’s agenda will have an opportunity to speak when public comment for that item is requested by the Mayor. Comments shall be limited to three (3) minutes per person, with thirty (30) minutes for the total comment period, unless otherwise indicated by the Mayor. The public may also choose to submit a comment before the meeting via

email. Public comments received via email will be distributed to the Council prior to the start of the meeting and incorporated into the official minutes; however, they will not be read aloud. Under state law, matters presented under public comment cannot be acted upon by the Council at this time.

- Public comment from Attorney Maggie Melo with the Law Offices of Melo and Sarsfield. She voiced her support for Council Member CAUDILLO. She spoke regarding Council Member CAUDILLOS requested leave which received a motion but not a second motion at the last meeting. She stated that Council Member CAUDILLO attended tonight's meeting so that she did not lose her City Council seat. She requested that the City Council re-visit CAUDILLOS request and accommodate CAUDILLO so that she may attend via Zoom or another acceptable platform.
- Public comment from Mary Ibarra. She spoke regarding the City's yard sale sign provisions and requested that the City Council consider allowing yard sale signs for longer that is currently permitted.

## 6. COUNCIL REPORT

- Council Member SANCHEZ state that it was good to see everyone, offered her condolences to law enforcement agency that experienced a fatal on duty accident, and encouraged everyone to stay safe from the heat.
- Council Mayor CAUDILLO was glad to be back, thanked everyone for coming and encouraged everyone to enjoy the rest of their evening.
- Council Member SERNA welcomed everyone and encouraged everyone to stay safe during this back-to-school season.
- Mayor Pro Tem FLORES had no report.
- Mayor CERROS had no report.

## 7. CITY MANAGER REPORT

- CITY MANAGER shared that the City's request for \$1.75M has been approved by the Committee but hopeful it will be approved, we will know by January 2024.
- CITY MANAGER shared that approximately 350 people attended National Night Out, which was a great event.
- CITY MANAGER staff had a great meeting with CalTRANS regarding the HWY 65 realignment project. Phase I and II of the project should be completed in the next 2 years. Project is expected to be completed in late 2030's.
- CITY MANAGER informed that the Lindmore project is expected to begin mid-September.
- CITY MANAGER offered condolences to law enforcement agency that experienced a fatal on duty accident.

## 8. PRESENTATION ITEMS

8.1 Update Regarding 2023-2024 California State Budget and Review of California State Senator Melissa Hurtado's Pending Legislation (pp. 5 – 8)

*Presented by Eric Coyne, Representative for Senator Melissa Hurtado*

8.2 Introduction of New Director of Finance Salvador Guzman

*Presented by Joseph M. Tanner, City Manager*

## 9. DISCUSSION ITEMS

9.1 Review of Lindsay City Charter (pp. 9 – 36)



*Item Requested by Mayor Cerros*

*Presented by Francesca Quintana, City Clerk & Assistant to the City Manager*

**10. STUDY SESSION(S)**

10.1 Downtown Lindsay Commercial Community Facilities District

*Presented by Joseph M. Tanner, City Manager*

10.2 Fiscal Year 2023-2024 Operating Budget Workshop

*Presented by Joseph M. Tanner, City Manager*

**11. CONSENT CALENDAR**

Routine items approved in one motion unless an item is pulled for discussion.

11.1 Minutes from July 25, 2023, Regular Meeting (pp. 37 – 41)

11.2 Warrant List for July 17, 2023, through July 30, 2023 (pp. 42 – 45)

11.3 Treasurer’s Report for July 2023 (p. 46)

11.4 Consider the Minute Order Approval of Letters of Support for Senate Bill 231, Senate Bill 265, and Senate Bill 577 (pp. 47 – 57)

11.5 Consider Approval of **Resolution 23-31**, A Resolution of the City Council of the City of Lindsay Superseding Resolution No. 22-45, Clarifying Language within the Resolution Relative to the Authorization of Overtime and Portal to Portal Pay for Employees Providing Mutual Aid Responses Under the Approved California Fire Assistance Agreement (pp. 58 – 65)

11.6 Consider the Approval of **Resolution No. 23-32**, A Resolution of the City Council of the City of Lindsay, California Declaring the Properties at 100 East Honolulu Street (APN 205-236-014), 122 East Honolulu Street (APN 205-236-013), and 190 South Elmwood Avenue (APN 205-236-020), all in Lindsay California 93247 to be Surplus Property (pp. 66 – 72)

11.7 Consider the Minute Order Approval of Amended Job Title, Job Description, and Job Classification for the City Services Deputy Director Job Position (pp. 73 – 78)

11.8 Consider Approval of **Resolution No. 23-33**, A Resolution of the City Council of the City of Lindsay Affirming the City Manager’s Authority to Enter Into and Execute a Memorandum of Understanding (MOU) By and Between the City of Lindsay and the Lindsay City Employees’ Association (pp. 79 – 85)

11.9 Consider Minute Order Approval of Amendments and Revisions to the City Lindsay Personnel Rules and Regulations (pp. 86 – 208)

11.10 Consider the Approval of **Resolution No. 23-35**, A Resolution of the City Council of the City of Lindsay Authorizing the Delegation of Authority to Make Decision on Applications for Disability Retirement (pp. 209 – 212)

- Item 11.6 pulled for discussion. CITY CLERK clarified the addresses of the properties being declared surplus.
- Item 11.8 pulled for discussion. Attorney Shelline Bennet answered questions on said item and it was kept on the consent calendar.
- Item 11.9 pulled for discussion. Attorney Shelline Bennet answered questions on said item. Council unanimously agreed to remove the item from the consent calendar and table the item to the next regular meeting.
- Item 11.10 pulled for discussion. City MANAGER answered questions on said item and it was kept on the consent calendar.

<b>Motion to Approve Consent Calendar with Item 11.9 Removed from the Consent Calendar and Tabled to the Next Regular Meeting on September 12, 2023</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	SERNA	(5-0)	AYE	AYE	AYE	AYE	AYE

## 12. ACTION ITEMS

12.1 Consider the Designation of Voting Delegate and Alternate(s) for the League of California Cities Annual Conference and Expo (pp. 213 – 219)

*Presented by Francesca Quintana, City Clerk & Assistant to the City Manager*

<b>Motion to Appoint Mayor Cerros as the Voting Delegate and Council Member Sanchez as the Alternate</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CAUDILLO	SERNA	(5-0)	AYE	AYE	AYE	AYE	AYE

12.2 Consider the Selection of Dates and Times for City Council Brown Act, Harassment, and Ethics in Public Service Training (pp. 220 – 324)

*Presented by Francesca Quintana, City Clerk & Assistant to the City Manager*

<b>Motion to Select August 25, 2023, and September 01, 2023 as the Council Training Dates</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CAUDILLO	CERROS	(5-0)	AYE	AYE	AYE	AYE	AYE

**13. PUBLIC HEARING ITEMS**

13.1 Public Hearing to Consider the Approval of **Resolution No. 23-34** A Resolution of the City Council of the City of Lindsay Approving General Plan Amendment No. 23-01, Planned Unit Development No. 2023-02, and Adopting an Initial Study/Mitigated Negative Declaration (IS/MND) for General Plan Amendment No. 2023-01, Zone Change No. 2023-01, and Planned Unit Development (PUD) No. 2023-02, A Request by Francisco Acevedo to Change the Land Use Designation from Low-Density Residential to Medium-Density Residential for A 2.5-Acre Portion of A Site Bound to the North by West Hickory Street, to the East By Parkside Avenue, to the South by Ono City Parkway, and the West by Sequoia Avenue/Road 214 (APNs 201-230-003 to -009) (pp. 325 – 452)

*Presented by Curtis Cannon, Planning Manager*

- Mayor opened public hearing at 8:02 PM.
- Public comment from Judyth Dreiger. Judyth questioned the Oak Trees in the area. City Staff clarified that as the project is planned, the trees will be removed as they are not a protected species.
- Mayor closed public hearing at 8:05 PM.

<b>Motion to Approve Item 13.1</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	FLORES	(5-0)	AYE	AYE	AYE	AYE	AYE

13.2 First Reading of **Ordinance No. 612**, An Ordinance of the City Council of the City of Lindsay Amending the Zoning Designation From R-1-7 To RM-3 for a 2.5-Acre Portion of a Site Bound to the North By West Hickory Street, to the East by Parkside Avenue, to the South by Ono City Parkway, and the West by Sequoia Avenue/Road 214 (APNs 201-230-003 To -009), and the Lindsay Zoning Map as Adopted by Ordinance 437 of the City of Lindsay and Authorization to Waive Full Reading of Said Ordinance and Authorize Reading by Title Only (pp. 453 – 459)

*Presented by Curtis Cannon, Planning Manager*

- Mayor opened public hearing at 8:13 PM.
- Receiving no public comment, Mayor closed public hearing at 8:14 PM.

<b>Motion to Approve Item 13.2</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	FLORES	(5-0)	AYE	AYE	AYE	AYE	AYE

13.3 Special Event Permit (pp. 460 – 488)

A. Continued First Reading of **Ordinance No. 606**, An Ordinance of the City Council of the City of Lindsay Amending Titles Five (5), Eight (8), and Eighteen (18) In Regards to the Special Event Permit and Authorization to Waive Full Reading of Said Ordinance and Authorize Reading by Title Only (pp. 460 – 484)

- Mayor opened public hearing at 8:15 PM.
- Receiving no public comment, Mayor closed public hearing at 8:16 PM.

<b>Motion to Approve Item 13.3A</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	SANCHEZ	(4-0)	ABSTAIN	AYE	AYE	AYE	AYE

B. Continued Public Hearing to Consider the Approval of **Resolution No 23-29**, A Resolution of the City Council of the City of Lindsay Amending Special Event Permit Fees and Charges and Repealing All Other Resolutions Relative to Special Event Permit Fees and Charges Thereto (pp. 485 – 488)

*Presented by Araceli Mejia, Assistant City Planner*

- Mayor opened public hearing at 8:17 PM.
- Receiving no public comment, Mayor closed public hearing at 8:18 PM.

<b>Motion to Approve Item 13.3A</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	SANCHEZ	(3-0)	ABSTAIN	AYE	ABSTAIN	AYE	AYE

**14. REQUEST FOR FUTURE ITEMS**

Council requests for future agenda items, can be called for by any Councilmember during the ‘Request for Future Items’ section of a regular meeting. Immediately following the request of an item, a vote will be taken on the item. If a majority of the City Council supports further study of the item, then a full staff analysis will be prepared within a reasonable time as determined by the City Manager unless otherwise directed by a majority of the City Council. Discussion shall be limited to whether an item should be added to an agenda, not the merit of the item.

<b>Future Study Session Item on Lindsay City Charter</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	SANCHEZ	(5-0)	AYE	AYE	AYE	AYE	AYE



<b>Future Item Regarding Updated City Website Software</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
CERROS	SERNA	(5-0)	AYE	AYE	AYE	AYE	AYE

<b>Future Discussion Item on Business Development and Vacant Properties in Downtown Lindsay</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
SERNA	CERROS	(5-0)	AYE	AYE	AYE	AYE	AYE

- Council Member SERNA made a motion to add a future item to reconsider Council Member CAUDILLOS leave request. CITY ATTORNEY stated that per the adopted Handbook, since the Council has already decided on said item, the motion for re-consideration must be brought by the majority. CITY ATTORNEY stated that for the item to be re-considered, the motion must be initiated by those who were in the majority when the item was last voted on, which in this case would be Council Member SANCHEZ or Mayor Pro Tem FLORES. Council Member SANCHEZ and Mayor Pro Tem FLORES made no motion on this item.

<b>Future Item Regarding City Council Member Absences</b>							
1 <sup>st</sup>	2 <sup>nd</sup>	Result	SERNA	FLORES	CAUDILLO	CERROS	SANCHEZ
SERNA	CAUDILLO	(3-2)	AYE	NAY	AYE	AYE	NAY

## 15. ADJOURNMENT

Lindsay City Council meetings are held in the City Council Chambers at 251 E. Honolulu Street in Lindsay, California beginning at 6:00 P.M. on the second and fourth Tuesday of every month unless otherwise noticed. Materials related to an Agenda item submitted to the legislative body after distribution of the Agenda Packet are available for public inspection in the office of the City Clerk during normal business hours. Complete agenda is available at [www.lindsay.ca.us](http://www.lindsay.ca.us). In compliance with the Americans with Disabilities Act & Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the office of the City Clerk at (559) 562-7102 x 8034. Notification 48 hours prior to the meeting will enable the City to ensure accessibility to this meeting and/or provision of an alternative format of the agenda and documents in the agenda packet.

*The next Regular Meeting of the Lindsay City Council is scheduled to be held on September 12, 2023.*

- Mayor adjourned the meeting at 8:34 PM.

Check#	Fund	Date	Vendor #	Vendor Name	Description	Amount
<b>24091</b>						<b>\$780.00</b>
	600 - CAPITAL IMPROVEMENT	07/31/23	091	CONSOLIDATED TESTIN	VALENCIA&LINDA VISTA	780.00
<b>24092</b>						<b>\$847.00</b>
	101 - GENERAL FUND	07/31/23	279	CITY OF PORTERVILLE	MAY ANIMAL SERVICES	847.00
<b>24093</b>						<b>\$998.95</b>
	101 - GENERAL FUND	07/31/23	6672	COLBY'S TIRE,TOWING	LIC#1405530-TIRES	443.44
	101 - GENERAL FUND	07/31/23	6672	COLBY'S TIRE,TOWING	LIC#1405532-TIRES	517.94
	101 - GENERAL FUND	07/31/23	6672	COLBY'S TIRE,TOWING	REPLACED TIRE TUBE	37.57
<b>24094</b>						<b>\$1,146.00</b>
	101 - GENERAL FUND	07/31/23	316	DEPT OF JUSTICE	MAY FINGERPRINTS	224.00
	101 - GENERAL FUND	07/31/23	316	DEPT OF JUSTICE	JUNE ALCOHOL ANALYS	70.00
	101 - GENERAL FUND	07/31/23	316	DEPT OF JUSTICE	MAY FINGERPRINTS	852.00
<b>24095</b>						<b>\$36.19</b>
	553 - SEWER	07/31/23	119	DOUG DELEO WELDING	WW-SS CAP SCREWS	36.19
<b>24096</b>						<b>\$5,483.62</b>
	553 - SEWER	07/31/23	5978	DOMINO SOLAR LTD	JB-9325693-00 JUNE	5,483.62
<b>24097</b>						<b>\$2,500.00</b>
	101 - GENERAL FUND	07/31/23	7115	FLOCK SAFETY	FLOCK SAFETY FALCON	2,500.00
<b>24098</b>						<b>\$57.74</b>
	101 - GENERAL FUND	07/31/23	1450	FRESNO OXYGEN & WEL	CREDIT MEMO	(1.78)
	101 - GENERAL FUND	07/31/23	1450	FRESNO OXYGEN & WEL	D,E,SML MED CYLINDE	59.52
<b>24099</b>						<b>\$405.00</b>
	400 - WELLNESS CENTER	07/31/23	4807	FITGUARD INC.	W.C.-PM VISIT	405.00
<b>24100</b>						<b>\$474.44</b>
	101 - GENERAL FUND	07/31/23	148	GOMEZ AUTO & SMOG	LIC1400762 REPLACE	281.95
	101 - GENERAL FUND	07/31/23	148	GOMEZ AUTO & SMOG	LIC1400762-REPLACE	110.50
	101 - GENERAL FUND	07/31/23	148	GOMEZ AUTO & SMOG	LIC1606856-OIL CHAN	81.99
<b>24101</b>						<b>\$11,834.67</b>
	101 - GENERAL FUND	07/31/23	5647	GRISWOLD,LASALLE,CO	MATTER:CITY CLERK	1,288.75
	101 - GENERAL FUND	07/31/23	5647	GRISWOLD,LASALLE,CO	MATTER:CITY COUNCIL	3,881.25
	101 - GENERAL FUND	07/31/23	5647	GRISWOLD,LASALLE,CO	MATTER:CITY MANAGER	2,043.75
	101 - GENERAL FUND	07/31/23	5647	GRISWOLD,LASALLE,CO	MATTER:PLANNING DEP	4,574.25
	101 - GENERAL FUND	07/31/23	5647	GRISWOLD,LASALLE,CO	MATTER:US DEPT OF INTERIOR	46.67
<b>24102</b>						<b>\$1,021.04</b>
	101 - GENERAL FUND	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-P.S.	19.55
	101 - GENERAL FUND	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-P.S.	52.44
	101 - GENERAL FUND	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-BUILDING	152.33
	101 - GENERAL FUND	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-PARKS	297.54
	101 - GENERAL FUND	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-LANDSCAPING	292.35
	400 - WELLNESS CENTER	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-W.C.	28.25
	552 - WATER	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-WATER	159.12
	883 - SIERRA VIEW ASSESSMENT	07/31/23	1422	LINDSAY TRUE VALUE	JUNE-SIERRA VIEW	19.46
<b>24103</b>						<b>\$160.00</b>
	101 - GENERAL FUND	07/31/23	5424	LINDSAY VETERINARY	6/29/23 ANIMAL SVCS	160.00
<b>24104</b>						<b>\$7,133.00</b>
	101 - GENERAL FUND	07/31/23	4076	LIEBERT CASSIDY WHI	MATTER:LI012-00001M	1,205.50
	101 - GENERAL FUND	07/31/23	4076	LIEBERT CASSIDY WHI	MATTER:LI012-00007M	530.00
	101 - GENERAL FUND	07/31/23	4076	LIEBERT CASSIDY WHI	MATTER:LI012-00008M	5,397.50
<b>24105</b>						<b>\$9,995.38</b>
	554 - REFUSE	07/31/23	5852	MID VALLEY DISPOSAL	REFUSE PAID THRU 6/30	9,995.38
<b>24106</b>						<b>\$3,028.27</b>
	101 - GENERAL FUND	07/31/23	6550	MARIO SAGREDO ELECT	CS-REPLACED FLEX CO	2,458.27
	552 - WATER	07/31/23	6550	MARIO SAGREDO ELECT	WELL 15-VFD FAULT/C	190.00
	553 - SEWER	07/31/23	6550	MARIO SAGREDO ELECT	WW-CHECKED RAS PUMP	380.00
<b>24107</b>						<b>\$405.00</b>
	101 - GENERAL FUND	07/31/23	6437	MORINDA MEDICAL GRO	MAY 2023 CLAIMS	405.00
<b>24108</b>						<b>\$120.00</b>
	400 - WELLNESS CENTER	08/21/23	4323	OASIS	W.C. MONITOR SYSTEM	120.00
<b>24109</b>						<b>\$1,875.84</b>
	101 - GENERAL FUND	07/31/23	3036	PRO FORCE LAW ENFOR	RIFLES	1,875.84
<b>24110</b>						<b>\$10,197.00</b>
	553 - SEWER	07/31/23	399	QUAD KNOPF,INC.	SEQUOIA BASIN&DRAIN	10,197.00
<b>24111</b>						<b>\$1,515.98</b>
	552 - WATER	07/31/23	6498	PACWEST DIRECT	CCR WATER QUALITY R	1,515.98

<b>24112</b>						<b>\$21,324.60</b>
	600 - CAPITAL IMPROVEMENT	07/31/23	4618	PROVOST & PRITCHARD	HERMOSA ST REHAB	85.50
	600 - CAPITAL IMPROVEMENT	07/31/23	4618	PROVOST & PRITCHARD	TULARE&FOOTHILL INT	222.30
	600 - CAPITAL IMPROVEMENT	07/31/23	4618	PROVOST & PRITCHARD	VARIOUS RD IMPROVEM	21,016.80
<b>24113</b>						<b>\$529.70</b>
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	COMPUTER MOUSE	16.30
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	2 HOLE PUNCHER	18.48
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	COPY PAPER	28.27
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	DESK ORGANIZER	30.44
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	FOLDERS	60.89
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	RUBBER BANDS	35.75
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	RUBBER BANDS-SUPERS	18.26
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	TAPE,FOLDERS,RUBBER	83.78
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	COPY PAPER	28.27
	101 - GENERAL FUND	07/31/23	285	QUILL CORPORATION	WIRELESS COMBO- KEYBOARD AND MOUSE	59.79
	400 - WELLNESS CENTER	07/31/23	285	QUILL CORPORATION	COFFEE ORGANIZER	33.70
	400 - WELLNESS CENTER	07/31/23	285	QUILL CORPORATION	DEPOSIT BAGS	56.78
	400 - WELLNESS CENTER	07/31/23	285	QUILL CORPORATION	FIJI WATER BOTTLES	58.99
<b>24114</b>						<b>\$5,500.00</b>
	101 - GENERAL FUND	07/31/23	3622	RLH FIRE PROTECTION	LIBRARY-FIRE ALARM	5,500.00
<b>24115</b>						<b>\$505.46</b>
	101 - GENERAL FUND	07/31/23	6703	STERICYCLE INC	FD-JUNE SHRED IT	131.73
	101 - GENERAL FUND	07/31/23	6703	STERICYCLE INC	PS-JUNE SHRED IT	77.21
	400 - WELLNESS CENTER	07/31/23	6703	STERICYCLE INC	WC-JUNE SHRED IT	296.52
<b>24116</b>						<b>\$4,800.00</b>
	261 - GAS TAX FUND	07/31/23	1702	SCA OF CA, LLC	JUNE 2023 AIR SWEEP	4,800.00
<b>24117</b>						<b>\$1,461.84</b>
	101 - GENERAL FUND	07/31/23	7076	THE SPYGLASS GROUP	CONSULTING	1,461.84
<b>24118</b>						<b>\$58.40</b>
	101 - GENERAL FUND	07/31/23	4488	SIRCHIE ACQUISITION	2 STUB GSR SEM KITS	58.40
<b>24119</b>						<b>\$224.49</b>
	101 - GENERAL FUND	07/31/23	4717	COUNTY OF TULARE /	P.S. 5/23/23 PRINT	224.49
<b>24120</b>						<b>\$60.00</b>
	101 - GENERAL FUND	07/31/23	6413	TRANS UNION LLC	4/26/23-5/25/23 SVC	60.00
<b>24121</b>						<b>\$1,524.80</b>
	553 - SEWER	07/31/23	356	USA BLUEBOOK	GRUNDFOS METERING P	1,524.80
<b>24122</b>						<b>\$892.80</b>
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/25/23 MARIA MORALES	223.20
	552 - WATER	07/31/23	5747	USA STAFFING INC.	6/25/23 MARIA MORALES	223.20
	553 - SEWER	07/31/23	5747	USA STAFFING INC.	6/25/23 MARIA MORALES	223.20
	554 - REFUSE	07/31/23	5747	USA STAFFING INC.	6/25/23 MARIA MORALES	223.20
<b>24123</b>						<b>\$2,153.88</b>
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/16/23 DANA GONZALES	22.32
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/23/23 DANA GONZALES	781.20
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/30/23 DANA GONZALES	781.20
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/9/23 ARYANA GOMEZ	569.16
<b>24124</b>						<b>\$2,388.24</b>
	400 - WELLNESS CENTER	07/31/23	5747	USA STAFFING INC.	6/20/23 LIZETTE ANG	189.72
	400 - WELLNESS CENTER	07/31/23	5747	USA STAFFING INC.	6/23/23 SILVIA HERN	775.62
	400 - WELLNESS CENTER	07/31/23	5747	USA STAFFING INC.	6/30/23 SILVIA HERN	781.20
	400 - WELLNESS CENTER	07/31/23	5747	USA STAFFING INC.	7/1/23 LIZETTE ANGE	641.70
<b>24125</b>						<b>\$6,013.44</b>
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/25/23 CS-TEMP STA	714.24
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/25/23 STREETS TEM	1,797.12
	101 - GENERAL FUND	07/31/23	5747	USA STAFFING INC.	6/25/23 PARKS TEMP	3,502.08
<b>24126</b>						<b>\$393.29</b>
	101 - GENERAL FUND	07/31/23	368	VOLLMER EXCAVATION,	TRANSFER LOAD OF DG	393.29
<b>24127</b>						<b>\$3,282.97</b>
	101 - GENERAL FUND	07/31/23	7092	WATEROUS COMPANY	PB18-G2015-LE PUMP	3,282.97
<b>24128</b>						<b>\$945.00</b>
	553 - SEWER	08/01/23	5512	INDUSTRIAL ELECTRIC	VAUGHAN PUMP-LABOR	945.00
<b>24129</b>						<b>\$22,567.15</b>
	101 - GENERAL FUND	08/01/23	7096	AEP CALIFORNIA LLC	PUBLIC SAFETY PATROL	22,567.15

<b>24130</b>						<b>\$22,567.15</b>
	101 - GENERAL FUND	08/01/23	7096	AEP CALIFORNIA LLC	PUBLIC SAFETY PATROL	22,567.15
<b>24131</b>						<b>\$22,567.15</b>
	101 - GENERAL FUND	08/01/23	7096	AEP CALIFORNIA LLC	PUBLIC SAFETY PATROL	22,567.15
<b>24132</b>						<b>\$6,650.00</b>
	400 - WELLNESS CENTER	08/01/23	5846	ERIK CONTRERAS	T-BAR CEILING&DRYWALL	6,650.00
<b>24133</b>						<b>\$100.00</b>
	400 - WELLNESS CENTER	08/01/23	7138	WASHINGTON ELEMENTA	POOL RENTAL DEPOSIT REFUND	100.00
<b>24134</b>						<b>\$100.00</b>
	400 - WELLNESS CENTER	08/01/23	7139	JEFFERSON SCHOOL PT	POOL RENTAL DEPOSIT REFUND	100.00
<b>24135</b>						<b>\$393,987.18</b>
	600 - CAPITAL IMPROVEMENT	08/01/23	7119	SEAL RITE PAVING AN	VALENCIA&LINDA VIST	393,987.18
<b>24136</b>						<b>\$812.75</b>
	101 - GENERAL FUND	08/01/23	7140	BUREAU OF RECLAMATI	FOIA-DOI-BOR2023004	812.75
<b>24137</b>						<b>\$2,037.71</b>
	101 - GENERAL FUND	08/01/23	276	PORTERVILLE RECORDE	CUP#21-05	144.64
	101 - GENERAL FUND	08/01/23	276	PORTERVILLE RECORDE	CUP#22-01	168.04
	101 - GENERAL FUND	08/01/23	276	PORTERVILLE RECORDE	LEVY & COLLECTION T	1,434.33
	101 - GENERAL FUND	08/01/23	276	PORTERVILLE RECORDE	RESOLUTION#23-16 TA	96.41
	101 - GENERAL FUND	08/01/23	276	PORTERVILLE RECORDE	RES.-LANDSCAPE/LIGH	194.29
<b>24138</b>						<b>\$22,567.15</b>
	101 - GENERAL FUND	08/01/23	7096	AEP CALIFORNIA LLC	PATROL VIN#PGA64213	22,567.15
<b>24139</b>						<b>\$5,146.28</b>
	552 - WATER	08/04/23	6095	RALPH GUTIERREZ WAT	CPO WATER TREATMENT	2,500.00
	552 - WATER	08/04/23	6095	RALPH GUTIERREZ WAT	FOOD FOR CREW AFTER	146.28
	553 - SEWER	08/04/23	6095	RALPH GUTIERREZ WAT	CPO SEWER TREATMENT	2,500.00
<b>24140</b>						<b>\$49,949.21</b>
	101 - GENERAL FUND	08/09/23	2331	PORTERVILLE FORD	PUBLIC SAFETY NEW VEHICLE-USDA	49,949.21
<b>24141</b>						<b>\$2,045.60</b>
	101 - GENERAL FUND	08/11/23	007	AG IRRIGATION SALES	CITY HALL-SPRINKLER	21.91
	101 - GENERAL FUND	08/11/23	007	AG IRRIGATION SALES	SOCCER FIELD-SPRINK	42.68
	101 - GENERAL FUND	08/11/23	007	AG IRRIGATION SALES	SR CENTR-FIPT RED	22.82
	552 - WATER	08/11/23	007	AG IRRIGATION SALES	WELLS-HOSE CLAMPS	35.92
	889 - SIERRA VISTA ASSESSMENT	08/11/23	007	AG IRRIGATION SALES	LANDSCAPE-PVC PIPE	1,922.27
<b>24142</b>						<b>\$15.00</b>
	101 - GENERAL FUND	08/11/23	6362	AMERICAN BUSINESS M	H.R.-#17684 TONER	15.00
<b>24143</b>						<b>\$21.74</b>
	101 - GENERAL FUND	08/11/23	7120	AREVALO JEREMIAH	REFUND PROPANE PURCHASE	21.74
<b>24144</b>						<b>\$84.60</b>
	101 - GENERAL FUND	08/11/23	1979	CALIFORNIA BUILDING	APRIL-JUNE2023 SB14	94.00
	101 - GENERAL FUND	08/11/23	1979	CALIFORNIA BUILDING	APRIL-JUNE2023 SB14	(9.40)
<b>24145</b>						<b>\$1,985.50</b>
	883 - SIERRA VIEW ASSESSMENT	08/11/23	6090	CLEAN CUT LANDSCAPE	DISTRICT C-SIERRA V	453.00
	884 - HERITAGE ASSESSMENT DIST	08/11/23	6090	CLEAN CUT LANDSCAPE	DISTRICT A-HERITAGE	160.00
	887 - SWEETBRIER TOWNHOUSES	08/11/23	6090	CLEAN CUT LANDSCAPE	DISTRICT D-HERMOSA	359.00
	887 - SWEETBRIER TOWNHOUSES	08/11/23	6090	CLEAN CUT LANDSCAPE	EXTRA WORK-SWEETBRI	487.50
	887 - SWEETBRIER TOWNHOUSES	08/11/23	6090	CLEAN CUT LANDSCAPE	PARTS-SWEETBRIAR/HE	51.00
	888 - PARKSIDE	08/11/23	6090	CLEAN CUT LANDSCAPE	DISTRICT B-PARKSIDE	475.00
<b>24146</b>						<b>\$179.49</b>
	101 - GENERAL FUND	08/11/23	111	DEPT OF CONSERVATIO	APRIL-JUNE 2023	(9.45)
	101 - GENERAL FUND	08/11/23	111	DEPT OF CONSERVATIO	APR-JUN SEISMIC-COM	32.40
	101 - GENERAL FUND	08/11/23	111	DEPT OF CONSERVATIO	APR-JUN SEISMIC-RES	156.54
<b>24147</b>						<b>\$697.00</b>
	101 - GENERAL FUND	08/11/23	316	DEPT OF JUSTICE	JUNE FINGERPRINTS	260.00
	101 - GENERAL FUND	08/11/23	316	DEPT OF JUSTICE	JUNE LIVE SCANS	437.00
<b>24148</b>						<b>\$783.10</b>
	261 - GAS TAX FUND	08/11/23	113	DEPT OF TRANSPORTAT	APR-JUNE SIGNAL&LIG	783.10
<b>24149</b>						<b>\$218.60</b>
	101 - GENERAL FUND	08/11/23	5596	DIVISON OF THE STAT	CASP QTR 2023-2	2,186.00
	101 - GENERAL FUND	08/11/23	5596	DIVISON OF THE STAT	CASP QTR 2023-2	(1,967.40)
<b>24150</b>						<b>\$405.00</b>
	400 - WELLNESS CENTER	08/11/23	4807	FITGUARD INC.	W.C. JUNE PM SERVIC	405.00
<b>24151</b>						<b>\$102.92</b>
	101 - GENERAL FUND	08/11/23	7102	HERACLIO CASTANEDA	REPLACED CK#11368	102.92
<b>24152</b>						<b>\$793.62</b>
	101 - GENERAL FUND	08/11/23	1391	HOME DEPOT	BUNGEE CORDS,TARP	189.42
	101 - GENERAL FUND	08/11/23	1391	HOME DEPOT	MAINTENANCE KIT,BUL	451.71
	889 - SIERRA VISTA ASSESSMENT	08/11/23	1391	HOME DEPOT	2 CU FT GROMULCH	152.49

<b>24153</b>						<b>\$6,877.00</b>
	101 - GENERAL FUND	08/11/23	4076	LIEBERT CASSIDY WHI	MATTER:LI012-00001	881.00
	101 - GENERAL FUND	08/11/23	4076	LIEBERT CASSIDY WHI	MATTER:LI012-00007	556.00
	101 - GENERAL FUND	08/11/23	4076	LIEBERT CASSIDY WHI	MATTER:LI012-00008	5,440.00
<b>24154</b>						<b>\$59,528.00</b>
	101 - GENERAL FUND	08/11/23	6910	MARIPOSA TREE MANAG	CITY HALL-TREE SERV	25,864.00
	101 - GENERAL FUND	08/11/23	6910	MARIPOSA TREE MANAG	PALM TREE & TREE TR	2,400.00
	101 - GENERAL FUND	08/11/23	6910	MARIPOSA TREE MANAG	PALM TREE & TREE TR	2,400.00
	101 - GENERAL FUND	08/11/23	6910	MARIPOSA TREE MANAG	TREE SERVICES	25,864.00
	883 - SIERRA VIEW ASSESSMENT	08/11/23	6910	MARIPOSA TREE MANAG	SIERRA VIEW-TREE SV	3,000.00
<b>24155</b>						<b>\$263.00</b>
	101 - GENERAL FUND	08/11/23	6437	MORINDA MEDICAL GRO	JUNE 2023 CLAIMS	263.00
<b>24156</b>						<b>\$288.44</b>
	101 - GENERAL FUND	08/11/23	6162	MUNISERVICES	SUTA CA-Q1, 2023	288.44
<b>24157</b>						<b>\$4,188.55</b>
	552 - WATER	08/11/23	6498	PACWEST DIRECT	2ND QTR DBP LETTERS	1,969.73
	552 - WATER	08/11/23	6498	PACWEST DIRECT	CCRS 2023 DATA PROC	2,218.82
<b>24158</b>						<b>\$26,075.33</b>
	552 - WATER	08/11/23	4618	PROVOST & PRITCHARD	CORROSION CONTROL	576.00
	552 - WATER	08/11/23	4618	PROVOST & PRITCHARD	JUNE DBP DESIGN	3,599.60
	552 - WATER	08/11/23	4618	PROVOST & PRITCHARD	JUNE-ENGINEER REPOR	3,317.30
	552 - WATER	08/11/23	4618	PROVOST & PRITCHARD	WATER ANALYSIS RATE	785.40
	553 - SEWER	08/11/23	4618	PROVOST & PRITCHARD	GWM&R EAST PONDS	1,631.00
	553 - SEWER	08/11/23	4618	PROVOST & PRITCHARD	SEWER ANALYSIS RATE	785.40
	556 - VITA-PAKT	08/11/23	4618	PROVOST & PRITCHARD	VITA-PAKT CONSULTIN	1,706.50
	600 - CAPITAL IMPROVEMENT	08/11/23	4618	PROVOST & PRITCHARD	TULARE&FOOTHILL INT	1,149.23
	600 - CAPITAL IMPROVEMENT	08/11/23	4618	PROVOST & PRITCHARD	VARIOUS RD IMPROVEM	12,524.90
<b>24159</b>						<b>\$21,051.55</b>
	101 - GENERAL FUND	08/11/23	399	QUAD KNOFF,INC.	GP&ZC MISSION ESTAT	468.60
	101 - GENERAL FUND	08/11/23	399	QUAD KNOFF,INC.	JUNE-GEN PLANNING S	241.40
	101 - GENERAL FUND	08/11/23	399	QUAD KNOFF,INC.	2019 GEN ENGINEERIN	72.80
	101 - GENERAL FUND	08/11/23	399	QUAD KNOFF,INC.	2021 GEN ENGINEERIN	280.50
	101 - GENERAL FUND	08/11/23	399	QUAD KNOFF,INC.	2023 GEN ENGINEERIN	613.80
	553 - SEWER	08/11/23	399	QUAD KNOFF,INC.	SEQUOIA BASIN&DRAIN	3,897.25
	600 - CAPITAL IMPROVEMENT	08/11/23	399	QUAD KNOFF,INC.	LINDA VISTA CONSTRU	11,484.00
	600 - CAPITAL IMPROVEMENT	08/11/23	399	QUAD KNOFF,INC.	LINDA VISTA LOOP DE	3,887.40
	600 - CAPITAL IMPROVEMENT	08/11/23	399	QUAD KNOFF,INC.	SYCAMORE & LAFAYETT	105.80
<b>24160</b>						<b>\$702.50</b>
	101 - GENERAL FUND	08/11/23	5684	QUIK-ROOTER	HYDRO OUT SEWER LIN	465.00
	101 - GENERAL FUND	08/11/23	5684	QUIK-ROOTER	LEXSAY-PLUGED SINKS	237.50
<b>24161</b>						<b>\$107.15</b>
	101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	H.R JOURNALS	34.89
	101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	WIRELESS MOUSE	72.26
<b>24162</b>						<b>\$10,030.85</b>
	552 - WATER	08/11/23	4555	THATCHER COMPANY IN	2023250903090-CYL D	(1,350.00)
	552 - WATER	08/11/23	4555	THATCHER COMPANY IN	CHLORINE20232501102	11,380.85
<b>24163</b>						<b>\$69.85</b>
	101 - GENERAL FUND	08/11/23	6413	TRANS UNION LLC	5/26/23-6/25/23	69.85
<b>24164</b>						<b>\$6,951.97</b>
	101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/2/23 DENISSE F.	423.01
	101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/2/23 CITY SERVICE	1,031.04
	101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/2/23 STREETS	1,658.88
	101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/2/23 PARKS	3,839.04
<b>24165</b>						<b>\$7,409.97</b>
	552 - WATER	08/11/23	5413	UNIVAR USA INC	WELL#15-LIQUICHLOR	2,740.61
	552 - WATER	08/11/23	5413	UNIVAR USA INC	WTP-CAUSTIC SODA 50	4,669.36
<b>24166</b>						<b>\$1,804.24</b>
	101 - GENERAL FUND	08/11/23	2873	ADVANTAGE ANSWERING	7/1/2023-7/31/2023	244.52
	101 - GENERAL FUND	08/11/23	2873	ADVANTAGE ANSWERING	8/1/2023-8/31/2023	165.23
	101 - GENERAL FUND	08/11/23	2873	ADVANTAGE ANSWERING	7/1/2023-7/31/2023	244.52
	101 - GENERAL FUND	08/11/23	2873	ADVANTAGE ANSWERING	8/1/2023-8/31/2023	165.23
	101 - GENERAL FUND	08/11/23	2873	ADVANTAGE ANSWERING	7/1/2023-7/31/2023	244.52
	552 - WATER	08/11/23	2873	ADVANTAGE ANSWERING	7/1/2023-7/31/2023	244.51
	552 - WATER	08/11/23	2873	ADVANTAGE ANSWERING	8/1/2023-8/31/2023	165.23
	553 - SEWER	08/11/23	2873	ADVANTAGE ANSWERING	8/1/2023-8/31/2023	165.24
	554 - REFUSE	08/11/23	2873	ADVANTAGE ANSWERING	8/1/2023-8/31/2023	165.24
<b>24167</b>						<b>\$100.00</b>
	101 - GENERAL FUND	08/11/23	1858	ALL PRO FIRE AND SA	LIBRARY-DRY CHEM RECHARGE	100.00
<b>24168</b>						<b>\$686.81</b>
	101 - GENERAL FUND	08/11/23	3898	AMERICAN INCORPORAT	SR CENTER-AC REPAIR	456.81
	400 - WELLNESS CENTER	08/11/23	3898	AMERICAN INCORPORAT	W.C.-AC UNIT REPAIR	230.00

<b>24169</b>						<b>\$311.00</b>
	552 - WATER	08/11/23	1986	AMERICAN WATER WORK	MEMBER#00740613	311.00
<b>24170</b>						<b>\$225.00</b>
	400 - WELLNESS CENTER	08/11/23	6950	ANA CARRETERO	JULY ZUMBA CLASSES	225.00
<b>24171</b>						<b>\$125.00</b>
	400 - WELLNESS CENTER	08/11/23	6097	ANGELICA BERMUDEZ	JULY ZUMBA CLASSES	125.00
<b>24172</b>						<b>\$125.00</b>
	400 - WELLNESS CENTER	08/11/23	5819	ANITA GUTIERREZ	JULY JUMBA CLASSES	125.00
<b>24173</b>						<b>\$1,185.74</b>
	552 - WATER	08/11/23	6630	AQUA-METRIC SALES,	TR/PL HOUSING ASSEM	1,185.74
<b>24174</b>						<b>\$281.68</b>
	101 - GENERAL FUND	08/11/23	3428	AT&T MOBILITY	H.R. 287297286867	40.24
	101 - GENERAL FUND	08/11/23	3428	AT&T MOBILITY	C.M. 287297286867	40.24
	101 - GENERAL FUND	08/11/23	3428	AT&T MOBILITY	F.D. 287297286867	40.24
	101 - GENERAL FUND	08/11/23	3428	AT&T MOBILITY	P.S. 287297286867	80.48
	101 - GENERAL FUND	08/11/23	3428	AT&T MOBILITY	C.S. 287297286867	40.24
	400 - WELLNESS CENTER	08/11/23	3428	AT&T MOBILITY	W.C. 287297286867	40.24
<b>24175</b>						<b>\$51.51</b>
	101 - GENERAL FUND	08/11/23	5457	AUTO ZONE COMMERCIA	ANTIFREEZE,CARWASH	20.86
	101 - GENERAL FUND	08/11/23	5457	AUTO ZONE COMMERCIA	PLASTIC WELD,FLEX T	30.65
<b>24176</b>						<b>\$2,266.50</b>
	552 - WATER	08/11/23	051	BSK	DRINKING WATER,BACT	1,151.50
	553 - SEWER	08/11/23	051	BSK	WASTE WATER EFFLUEN	683.75
	556 - VITA-PAKT	08/11/23	051	BSK	VITA PAKT WASTE WAT	431.25
<b>24177</b>						<b>\$2,250.00</b>
	101 - GENERAL FUND	08/11/23	6689	BUILDING MAINTENANC	JULY CLEANING SERVI	321.42
	101 - GENERAL FUND	08/11/23	6689	BUILDING MAINTENANC	JULY CLEANING SERVI	321.43
	101 - GENERAL FUND	08/11/23	6689	BUILDING MAINTENANC	JULY CLEANING SERVI	321.43
	101 - GENERAL FUND	08/11/23	6689	BUILDING MAINTENANC	JULY CLEANING SERVI	321.43
	552 - WATER	08/11/23	6689	BUILDING MAINTENANC	JULY CLEANING SERVI	321.43
	553 - SEWER	08/11/23	6689	BUILDING MAINTENANC	JULY CLEANING SERVI	321.43
	554 - REFUSE	08/11/23	6689	BUILDING MAINTENANC	JULY CLEANING SERVI	321.43
<b>24178</b>						<b>\$349.00</b>
	101 - GENERAL FUND	08/11/23	5013	BUZZ KILL PEST CONT	150 N MIRAGE #CL150	133.00
	101 - GENERAL FUND	08/11/23	5013	BUZZ KILL PEST CONT	157 N MIRAGE #CL157	33.00
	400 - WELLNESS CENTER	08/11/23	5013	BUZZ KILL PEST CONT	W.C. 860 SEQUOIA	87.00
	886 - SAMOA	08/11/23	5013	BUZZ KILL PEST CONT	SAMOA #CLSAMOA	43.00
	887 - SWEETBRIER TOWNHOUSES	08/11/23	5013	BUZZ KILL PEST CONT	HERMOSA TOWN HOMES	53.00
<b>24179</b>						<b>\$1,299.00</b>
	552 - WATER	08/11/23	873	CALIFORNIA RURAL WA	AUG 2023-AUG 2024	1,299.00
<b>24180</b>						<b>\$1,127.11</b>
	101 - GENERAL FUND	08/11/23	3056	CALIFORNIA TURF EQU	TRANSMISSION INSPEC	1,127.11
<b>24181</b>						<b>\$507.49</b>
	400 - WELLNESS CENTER	08/11/23	6351	CANON FINANCIAL SER	W.C. 4/1/23-6/30/23	391.91
	400 - WELLNESS CENTER	08/11/23	6351	CANON FINANCIAL SER	W.C. 7/1/23-7/31/23	115.58
<b>24182</b>						<b>\$154.18</b>
	101 - GENERAL FUND	08/11/23	076	CENTRAL VALLEY BUSI	MAYOR-BUSINESS CARD	154.18
<b>24183</b>						<b>\$4,989.00</b>
	261 - GAS TAX FUND	08/11/23	6365	CENTRAL VALLEY STRI	PAINT TRAFFIC STRIP	4,989.00
<b>24184</b>						<b>\$4,800.00</b>
	261 - GAS TAX FUND	08/11/23	1702	SCA OF CA, LLC	JULY AIR SWEEPING	4,800.00
<b>24185</b>						<b>\$170.00</b>
	101 - GENERAL FUND	08/11/23	5825	CHRIS DEMPSIE	POST SUPERVISOR CLA	170.00
<b>24187</b>						<b>\$1,456.67</b>
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.27
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	UNIFORMS&CLEAN SUPP	44.59
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.27
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	UNIFORMS&CLEAN SUPP	44.60
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.27
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	UNIFORMS&CLEAN SUPP	44.60
	101 - GENERAL FUND	08/11/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	261 - GAS TAX FUND	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.26
	263 - TRANSPORTATION	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.26
	400 - WELLNESS CENTER	08/11/23	5832	CINTAS CORPORATION	WC-DISINFECT/CLEAN	614.16
	552 - WATER	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.27
	552 - WATER	08/11/23	5832	CINTAS CORPORATION	UNIFORMS&CLEAN SUPP	44.60
	552 - WATER	08/11/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	553 - SEWER	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.27
	553 - SEWER	08/11/23	5832	CINTAS CORPORATION	UNIFORMS&CLEAN SUPP	44.60
	553 - SEWER	08/11/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	554 - REFUSE	08/11/23	5832	CINTAS CORPORATION	MARSHALL'S BOOTS	27.26
	554 - REFUSE	08/11/23	5832	CINTAS CORPORATION	UNIFORMS&CLEAN SUPP	44.60
	554 - REFUSE	08/11/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	556 - VITA-PAKT	08/11/23	5832	CINTAS CORPORATION	UNIFORMS&CLEAN SUPP	44.60
	556 - VITA-PAKT	08/11/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.59
<b>24188</b>						<b>\$4,250.00</b>
	400 - WELLNESS CENTER	08/11/23	6090	CLEAN CUT LANDSCAPE	WC-JULY LANDSCAPE S	975.00
	883 - SIERRA VIEW ASSESSMENT	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-SIERRA VIEW ES	1,298.00
	884 - HERITAGE ASSESSMENT DIST	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-HERITAGE PARK	315.00
	886 - SAMOA	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-SAMOA TOWNHOME	154.00

887 - SWEETBRIER TOWNHOUSES	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-SWEETBRIER/HER	546.00
888 - PARKSIDE	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-PARKSIDE ESTAT	225.00
889 - SIERRA VISTA ASSESSMENT	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-SIERRA VISTA E	97.00
890 - MAPLE VALLEY ASSESSMENT	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-MAPLE VALLEY S	55.00
891 - PELOUS RANCH	08/11/23	6090	CLEAN CUT LANDSCAPE	JULY-PELOUS RANCH S	585.00
<b>24189</b>					<b>\$25.00</b>
101 - GENERAL FUND	08/11/23	6672	COLBY'S TIRE,TOWING	LIC1400808 TIRE PAT	25.00
<b>24190</b>					<b>\$6,240.22</b>
552 - WATER	08/11/23	5741	CUMMINS SALES & SER	WELL GENERATOR-PM S	1,086.80
553 - SEWER	08/11/23	5741	CUMMINS SALES & SER	TONYVILLE-PM MAINTA	1,064.00
553 - SEWER	08/11/23	5741	CUMMINS SALES & SER	WWTP-ATS NOT WORKIN	2,971.75
553 - SEWER	08/11/23	5741	CUMMINS SALES & SER	WWTP-PM MAINTENANCE	1,117.67
<b>24191</b>					<b>\$850.00</b>
552 - WATER	08/11/23	6118	CVIN LLC D.B.A. VAS	8/1/23-8/31/23	283.33
553 - SEWER	08/11/23	6118	CVIN LLC D.B.A. VAS	8/1/23-8/31/23	283.33
554 - REFUSE	08/11/23	6118	CVIN LLC D.B.A. VAS	8/1/23-8/31/23	283.34
<b>24192</b>					<b>\$1,380.43</b>
700 - CDBG REVOLVING LN FUND	08/11/23	2540	DEPT.OF HOUSING & C	7/15/23 CDBG TO HCD	1,380.43
<b>24193</b>					<b>\$6,713.49</b>
720 - HOME REVOLVING LN FUND	08/11/23	2540	DEPT.OF HOUSING & C	7/15/23 HOME TO HCD	6,713.49
<b>24194</b>					<b>\$250.00</b>
781 - CAL HOME RLF	08/11/23	2540	DEPT.OF HOUSING & C	7/15/23CALHOME TO H	250.00
<b>24195</b>					<b>\$2,159.40</b>
700 - CDBG REVOLVING LN FUND	08/11/23	2540	DEPT.OF HOUSING & C	7/30/23 CDBG TO HCD	2,159.40
<b>24196</b>					<b>\$10,472.09</b>
720 - HOME REVOLVING LN FUND	08/11/23	2540	DEPT.OF HOUSING & C	7/30/23 HOME TO HCD	10,472.09
<b>24197</b>					<b>\$981.80</b>
781 - CAL HOME RLF	08/11/23	2540	DEPT.OF HOUSING & C	7/30/23CALHOME TO H	981.80
<b>24198</b>					<b>\$12,216.35</b>
101 - GENERAL FUND	08/11/23	5803	EMD NETWORKING SERV	AUGUST 2023 IT SVCS	6,185.50
101 - GENERAL FUND	08/11/23	5803	EMD NETWORKING SERV	IT SERVICES	2,214.00
101 - GENERAL FUND	08/11/23	5803	EMD NETWORKING SERV	LAPTOP -DIRECTOR OF FINANCE	1,716.05
400 - WELLNESS CENTER	08/11/23	5803	EMD NETWORKING SERV	W.C.-PC MONITORS	2,100.80
<b>24199</b>					<b>\$1,784.75</b>
400 - WELLNESS CENTER	08/11/23	4807	FITGUARD INC.	W.C.-PRECOR TREADMILL	1,784.75
<b>24200</b>					<b>\$27.50</b>
101 - GENERAL FUND	08/11/23	6681	FRANCESCA QUINTANA	FILING EXEMPT NOTIC	27.50
<b>24201</b>					<b>\$299.00</b>
101 - GENERAL FUND	08/11/23	803	FRESNO CITY COLLEGE	POST SUPERVISOR CLASS	299.00
<b>24202</b>					<b>\$9,658.17</b>
552 - WATER	08/11/23	137	FRIANT WATER AUTHOR	KFC ROUTINE OM&R CO	2,172.00
552 - WATER	08/11/23	137	FRIANT WATER AUTHOR	SLDMWA EXCHANGE COS	7,486.17
<b>24203</b>					<b>\$103.79</b>
553 - SEWER	08/11/23	6010	FRONTIER COMMUNICAT	559-562-6317	103.79
<b>24204</b>					<b>\$137.12</b>
101 - GENERAL FUND	08/11/23	1925	FRUIT GROWERS SUPPL	LANDSCAPE-PEST BRAN	137.12
<b>24205</b>					<b>\$195.37</b>
101 - GENERAL FUND	08/11/23	1970	GIOTTO'S	WWTP-REPLACED SWITC	195.37
<b>24206</b>					<b>\$81.99</b>
101 - GENERAL FUND	08/11/23	148	GOMEZ AUTO & SMOG	LIC1400762 OIL CHANGE	81.99

<b>24207</b>						<b>\$16,890.76</b>
	101 - GENERAL FUND	08/11/23	5647	GRISWOLD,LASALLE,CO	MATTER:CITY CLERK	1,616.91
	101 - GENERAL FUND	08/11/23	5647	GRISWOLD,LASALLE,CO	MATTER:CITY COUNCIL	2,862.12
	101 - GENERAL FUND	08/11/23	5647	GRISWOLD,LASALLE,CO	MATTER:CITY MANAGER	1,859.92
	101 - GENERAL FUND	08/11/23	5647	GRISWOLD,LASALLE,CO	MATTER:CITY SERVICE	8,663.91
	101 - GENERAL FUND	08/11/23	5647	GRISWOLD,LASALLE,CO	MATTER:PLANNING DEP	1,887.90
<b>24208</b>						<b>\$300.00</b>
	101 - GENERAL FUND	08/11/23	6604	HIPOLITO CERROS	AUG. COUNCIL STIPEND	300.00
<b>24209</b>						<b>\$425.00</b>
	101 - GENERAL FUND	08/11/23	6346	JEFF PFEIFFER	AUG. SQUIRREL TREATMENT	425.00
<b>24210</b>						<b>\$5,646.76</b>
	101 - GENERAL FUND	08/11/23	7099	LEGOLVAN LAW	LEGAL FEES	5,646.76
<b>24211</b>						<b>\$3,608.24</b>
	101 - GENERAL FUND	08/11/23	6448	LEXIPOL LLC	ANNUAL FIRE MANUAL	3,608.24
<b>24212</b>						<b>\$3,864.24</b>
	400 - WELLNESS CENTER	08/11/23	5788	LINCOLN AQUATICS	LIQUID CHLOR,MURIAT	1,487.32
	400 - WELLNESS CENTER	08/11/23	5788	LINCOLN AQUATICS	LIQUID CHLOR,PESTIC	1,193.12
	400 - WELLNESS CENTER	08/11/23	5788	LINCOLN AQUATICS	MURIATIC ACID,PESTI	1,028.23
	400 - WELLNESS CENTER	08/11/23	5788	LINCOLN AQUATICS	TAYLOR COMPLETE KIT	155.57
<b>24213</b>						<b>\$250.00</b>
	101 - GENERAL FUND	08/11/23	5424	LINDSAY VETERINARY	7/10/23 ANIMAL SVCS	45.00
	101 - GENERAL FUND	08/11/23	5424	LINDSAY VETERINARY	7/12/23 ANIMAL SVCS	25.00
	101 - GENERAL FUND	08/11/23	5424	LINDSAY VETERINARY	7/14/23 ANIMAL SVCS	70.00
	101 - GENERAL FUND	08/11/23	5424	LINDSAY VETERINARY	7/5/23 ANIMAL SVCS	110.00
<b>24214</b>						<b>\$1,000.00</b>
	101 - GENERAL FUND	08/11/23	1009	LINDSAY YOUTH FOOTB	LYFC SPONSORSHIP	1,000.00
<b>24215</b>						<b>\$2,550.00</b>
	400 - WELLNESS CENTER	08/11/23	6260	LLEON SERVICES	W.C. CHEM. BALANCING	1,800.00
	400 - WELLNESS CENTER	08/11/23	6260	LLEON SERVICES	W.C. FLOOR GRID REP	50.00
	400 - WELLNESS CENTER	08/11/23	6260	LLEON SERVICES	W.C. FLOW METER REP	650.00
	400 - WELLNESS CENTER	08/11/23	6260	LLEON SERVICES	W.C. HANDLE REPAIRE	50.00
<b>24216</b>						<b>\$4,000.00</b>
	553 - SEWER	08/11/23	5399	MARCOS LOYA	CLEAN UP MARIPOSA POND	4,000.00
<b>24217</b>						<b>\$150.00</b>
	400 - WELLNESS CENTER	08/11/23	6599	MARIA EDWARDS	JULY ZUMBA CLASSES	150.00
<b>24218</b>						<b>\$19,899.93</b>
	101 - GENERAL FUND	08/11/23	6550	MARIO SAGREDO ELECT	CITY HALL REP OUTLET	190.00
	400 - WELLNESS CENTER	08/11/23	6550	MARIO SAGREDO ELECT	OMNI BREAKROOM CIRCUIT	897.20
	552 - WATER	08/11/23	6550	MARIO SAGREDO ELECT	WELL15 REPLACED VFD	18,812.73
<b>24219</b>						<b>\$2,676.74</b>
	101 - GENERAL FUND	08/11/23	7091	MARQUEZ HEATING & C	C.S.-AC UNIT SVCS	930.01
	101 - GENERAL FUND	08/11/23	7091	MARQUEZ HEATING & C	CS-BACK OFFICE AIRF	1,746.73
<b>24220</b>						<b>\$51.00</b>
	101 - GENERAL FUND	08/11/23	5932	MATHEW MCMILLAN	FIREARMS COURSE	51.00
<b>24221</b>						<b>\$6.46</b>
	101 - GENERAL FUND	08/11/23	5852	MID VALLEY DISPOSAL	OLIVEWOOD ROLLOFF-LATE FEE	6.46
<b>24222</b>						<b>\$625.11</b>
	101 - GENERAL FUND	08/11/23	6162	MUNISERVICES	STARS CA-Q1 2023	625.11
<b>24223</b>						<b>\$7.72</b>
	552 - WATER	08/11/23	6769	NAVARRO VERONICA	REFUND CLOSED UB ACCOUNT	7.72
<b>24224</b>						<b>\$100.00</b>
	101 - GENERAL FUND	08/11/23	2306	NICK NAVE	TU CO CHIEF SEMINAR	100.00
<b>24225</b>						<b>\$13.95</b>
	101 - GENERAL FUND	08/11/23	1565	OACYS.COM INC	DOMAIN PARKING & DN	13.95
<b>24226</b>						<b>\$11,347.22</b>
	101 - GENERAL FUND	08/11/23	6673	PACE SUPPLY CORP	LATE FEES	32.24
	552 - WATER	08/11/23	6673	PACE SUPPLY CORP	BACKUP FIRE HYDRANT	10,518.43
	552 - WATER	08/11/23	6673	PACE SUPPLY CORP	BALL VALVE CURB STO	68.51
	552 - WATER	08/11/23	6673	PACE SUPPLY CORP	BRASS COUPLING	182.16
	552 - WATER	08/11/23	6673	PACE SUPPLY CORP	BRASS COUPLING	90.40
	552 - WATER	08/11/23	6673	PACE SUPPLY CORP	SS BAND REPAIR CLAM	455.48
<b>24227</b>						<b>\$5,210.27</b>
	552 - WATER	08/11/23	6498	PACWEST DIRECT	7/10/23 UB BILLS	831.08
	552 - WATER	08/11/23	6498	PACWEST DIRECT	7/13 TURBIDITY MAIL	3,010.62
	552 - WATER	08/11/23	6498	PACWEST DIRECT	7/7/23 DELINQUENT B	268.75
	553 - SEWER	08/11/23	6498	PACWEST DIRECT	7/10/23 UB BILLS	831.08
	553 - SEWER	08/11/23	6498	PACWEST DIRECT	7/7/23 DELINQUENT B	268.74
<b>24228</b>						<b>\$1,527.75</b>
	101 - GENERAL FUND	08/11/23	2331	PORTERVILLE FORD	FRONT WINDSHIELD	1,527.75



<b>24229</b>						<b>\$223,702.86</b>
101 - GENERAL FUND	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		51,183.21
101 - GENERAL FUND	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		13,645.87
101 - GENERAL FUND	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		4,474.06
261 - GAS TAX FUND	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		2,930.51
400 - WELLNESS CENTER	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		68,363.59
552 - WATER	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		39,125.63
553 - SEWER	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		39,170.37
554 - REFUSE	08/11/23	7110	PRISM	PROP PROGRAM 7/1-3/31		4,809.62
<b>24231</b>						<b>\$2,646.54</b>
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	IPAD CHARGER		41.31
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	PAPER FOR AGENDA		38.05
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	BINDERS		125.51
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	BROCHURE HOLDER		37.24
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	CLIPBOARD		24.78
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	COPY PAPER,POST-IT		95.24
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	FOLDERS		83.38
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	LETTER OPENER		3.93
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	PENS & CLOROX WIPES		23.52
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	STAPLES,CLOROX WIPE		181.90
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	WIRELESS COMBO- KEYBOARD AND MOUSE		84.80
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	PAPER CLIPS,SHARPIE		108.86
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	BATTERIES,FLASH DRI		68.12
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	CHAIR		347.82
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	COPY PAPER		68.23
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	CORRECTION TAPE		59.36
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	MANILA FOLDERS		22.39
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	STAMPS		362.44
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	COPY PAPER		68.23
101 - GENERAL FUND	08/11/23	285	QUILL CORPORATION	TRASH BAGS		246.34
400 - WELLNESS CENTER	08/11/23	285	QUILL CORPORATION	RESTROOM PAPER TOWE		232.70
400 - WELLNESS CENTER	08/11/23	285	QUILL CORPORATION	TRASH BAGS,SOUND MA		185.93
552 - WATER	08/11/23	285	QUILL CORPORATION	COPY PAPER		68.23
553 - SEWER	08/11/23	285	QUILL CORPORATION	COPY PAPER		68.23
<b>24232</b>						<b>\$250.00</b>
101 - GENERAL FUND	08/11/23	6602	RAMIRO SERNA	AUG. COUNCIL STIPEND		250.00
<b>24233</b>						<b>\$250.00</b>
101 - GENERAL FUND	08/11/23	6603	RAMONA CAUDILLO	AUG. COUNCIL STIPEND		250.00
<b>24234</b>						<b>\$150.00</b>
101 - GENERAL FUND	08/11/23	6943	RICHARD CARRILLO	TU CO CHIEF SEMINAR		150.00
<b>24235</b>						<b>\$680.00</b>
101 - GENERAL FUND	08/11/23	3622	RLH FIRE PROTECTION	LIBRARY-FIRE ALARM		680.00
<b>24236</b>						<b>\$250.00</b>
101 - GENERAL FUND	08/11/23	5511	ROSAENA SANCHEZ	AUG COUNCIL STIPEND		250.00
<b>24237</b>						<b>\$40.00</b>
101 - GENERAL FUND	08/11/23	2492	SECRETARY OF STATE	NOTARY-V. DURAN		40.00
<b>24238</b>						<b>\$450.00</b>
400 - WELLNESS CENTER	08/11/23	3208	SHANNON PATTERSON	JULY STRENGTH&BALANCE		450.00
<b>24239</b>						<b>\$1,507.36</b>
101 - GENERAL FUND	08/11/23	3054	SHERWIN-WILLIAMS CO	TRAFFIC STREET PAIN		1,507.36
<b>24240</b>						<b>\$9,527.45</b>
552 - WATER	08/11/23	4555	THATCHER COMPANY IN	2023250110911CHLORI		11,027.45
552 - WATER	08/11/23	4555	THATCHER COMPANY IN	2023250903272CYL DE		(1,500.00)
<b>24241</b>						<b>\$495.25</b>
101 - GENERAL FUND	08/11/23	1776	SMART & FINAL	HYDRATION-EXTRME WE		22.59
101 - GENERAL FUND	08/11/23	1776	SMART & FINAL	HYDRATION-EXTRME WE		22.59
101 - GENERAL FUND	08/11/23	1776	SMART & FINAL	HYDRATION-EXTRME WE		22.59
400 - WELLNESS CENTER	08/11/23	1776	SMART & FINAL	GATORADE,WATER,CAND		223.53
400 - WELLNESS CENTER	08/11/23	1776	SMART & FINAL	PATTIES,LASAGNA,DRI		158.78
552 - WATER	08/11/23	1776	SMART & FINAL	HYDRATION-EXTRME WE		22.59
553 - SEWER	08/11/23	1776	SMART & FINAL	HYDRATION-EXTRME WE		22.58
<b>24243</b>						<b>\$58,767.52</b>
101 - GENERAL FUND	08/11/23	310	SOUTHERN CA. EDISON	600001405934-LATE FEE		220.01
101 - GENERAL FUND	08/11/23	310	SOUTHERN CA. EDISON	700141289638-LATE FEE		17.68
101 - GENERAL FUND	08/11/23	310	SOUTHERN CA. EDISON	700150343172-LATE FEE		0.32
101 - GENERAL FUND	08/11/23	310	SOUTHERN CA. EDISON	600001505934		2,134.26
101 - GENERAL FUND	08/11/23	310	SOUTHERN CA. EDISON	600001505934		2,577.55
101 - GENERAL FUND	08/11/23	310	SOUTHERN CA. EDISON	600001505934		41.44
101 - GENERAL FUND	08/11/23	310	SOUTHERN CA. EDISON	600001505934		1,563.16
261 - GAS TAX FUND	08/11/23	310	SOUTHERN CA. EDISON	113 W HICKORY		40.90
261 - GAS TAX FUND	08/11/23	310	SOUTHERN CA. EDISON	600001505934		6,235.55
400 - WELLNESS CENTER	08/11/23	310	SOUTHERN CA. EDISON	740 SEQUOIA AVE		10,435.75
552 - WATER	08/11/23	310	SOUTHERN CA. EDISON	600001505934		31,141.17
553 - SEWER	08/11/23	310	SOUTHERN CA. EDISON	598 MONTE VISTA DR		57.38
553 - SEWER	08/11/23	310	SOUTHERN CA. EDISON	600001505934		461.96
553 - SEWER	08/11/23	310	SOUTHERN CA. EDISON	WWTP-23611 RD 196		1,424.90
556 - VITA-PAKT	08/11/23	310	SOUTHERN CA. EDISON	600001505934		1,095.64
883 - SIERRA VIEW ASSESSMENT	08/11/23	310	SOUTHERN CA. EDISON	600001505934		284.96
884 - HERITAGE ASSESSMENT DIST	08/11/23	310	SOUTHERN CA. EDISON	600001505934		81.24
886 - SAMOA	08/11/23	310	SOUTHERN CA. EDISON	600001505934		13.85
887 - SWEETBRIER TOWNHOUSES	08/11/23	310	SOUTHERN CA. EDISON	600001505934		24.45
888 - PARKSIDE	08/11/23	310	SOUTHERN CA. EDISON	600001405934		94.82

889 - SIERRA VISTA ASSESSMENT	08/11/23	310	SOUTHERN CA. EDISON	600001405934	204.11
890 - MAPLE VALLEY ASSESSMENT	08/11/23	310	SOUTHERN CA. EDISON	600001405934	97.34
891 - PELOUS RANCH	08/11/23	310	SOUTHERN CA. EDISON	1209 N BELLAH LDSCP	5.00
891 - PELOUS RANCH	08/11/23	310	SOUTHERN CA. EDISON	1250 PARKSIDE IRR.	16.37
891 - PELOUS RANCH	08/11/23	310	SOUTHERN CA. EDISON	351 HICKORY ST LDSC	5.21
891 - PELOUS RANCH	08/11/23	310	SOUTHERN CA. EDISON	600001405934	492.50
<b>24244</b>					<b>\$88.45</b>
101 - GENERAL FUND	08/11/23	6551	CHARTER COMMUNICATI	106076601071423	88.45
<b>24245</b>					<b>\$65.00</b>
552 - WATER	08/11/23	5691	STATE WATER RESOURC	DISTRIBUTION 2 CERT	65.00
<b>24246</b>					<b>\$65.00</b>
552 - WATER	08/11/23	5691	STATE WATER RESOURC	TREATMENT 2 CERT.	65.00
<b>24247</b>					<b>\$4,506.34</b>
101 - GENERAL FUND	08/11/23	6146	SUPERION, LLC	7/1/23-7/31/23	1,126.58
552 - WATER	08/11/23	6146	SUPERION, LLC	7/1/23-7/31/23	1,126.59
553 - SEWER	08/11/23	6146	SUPERION, LLC	7/1/23-7/31/23	1,126.59
554 - REFUSE	08/11/23	6146	SUPERION, LLC	7/1/23-7/31/23	1,126.58
<b>24248</b>					<b>\$4,236.00</b>
101 - GENERAL FUND	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.66
101 - GENERAL FUND	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.67
101 - GENERAL FUND	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.67
101 - GENERAL FUND	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.66
101 - GENERAL FUND	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.66
400 - WELLNESS CENTER	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.67
552 - WATER	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.67
553 - SEWER	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.67
554 - REFUSE	08/11/23	5755	TELEPACIFIC COMMUNI	7/9/23-8/8/23	470.67
<b>24249</b>					<b>\$10,262.00</b>
552 - WATER	08/11/23	1921	TELSTAR INSTRUMENTS	CHLORINE ANALYZER	8,756.00
553 - SEWER	08/11/23	1921	TELSTAR INSTRUMENTS	WWTP-TROUBLESHOOT P	1,506.00
<b>24250</b>					<b>\$2,841.65</b>
101 - GENERAL FUND	08/11/23	144	THE GAS COMPANY	185 N GALE HILL	18.43
101 - GENERAL FUND	08/11/23	144	THE GAS COMPANY	140 N MIRAGE	16.73
101 - GENERAL FUND	08/11/23	144	THE GAS COMPANY	251 E HONOLULU	16.73
101 - GENERAL FUND	08/11/23	144	THE GAS COMPANY	139 N SWEETBRIAR BB	17.57
400 - WELLNESS CENTER	08/11/23	144	THE GAS COMPANY	740 SEQUOIA BLDG	54.83
400 - WELLNESS CENTER	08/11/23	144	THE GAS COMPANY	740 SEQUOIA-POOL	2,717.36
<b>24251</b>					<b>\$1,199.64</b>
101 - GENERAL FUND	08/11/23	7076	THE SPYGLASS GROUP	CONSULTING	1,199.64
<b>24252</b>					<b>\$354.93</b>
400 - WELLNESS CENTER	08/11/23	3396	TK ELEVATOR CORPORA	W.C.-FULL MAINTENANCE	354.93
<b>24253</b>					<b>\$1,332.07</b>
101 - GENERAL FUND	08/11/23	6990	TRUCK PARTS AND SER	#1226638 BACKUP ALA	1,332.07
<b>24254</b>					<b>\$5,000.00</b>
101 - GENERAL FUND	08/11/23	1627	TU CO ECONOMIC DEVE	PUBLIC SECTOR FY23/	5,000.00
<b>24255</b>					<b>\$1,259.47</b>
552 - WATER	08/11/23	6445	USA NORTH 811	CA FEE COST 539 TCK	463.49
552 - WATER	08/11/23	6445	USA NORTH 811	CA STATE FEE FY23/2	166.25
553 - SEWER	08/11/23	6445	USA NORTH 811	CA FEE COST 539 TCK	463.48
553 - SEWER	08/11/23	6445	USA NORTH 811	CA STATE FEE FY23/2	166.25
<b>24258</b>					<b>\$34,278.10</b>
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/16 DENISSE&ARTESI	434.52
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/23/23 ARTERZIA S.	544.68
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/9/23 DENISSE F.	154.96
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/16/23 MARIA MORAL	223.20
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/2/23 MARIA MORALE	223.20
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/23/23 MARIA MORAL	200.88
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/30/23 MARIA MORAL	167.40
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/9/23 MARIA MORALE	133.92
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/16/23 DANA GONZAL	837.00
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/9/23 DANA GONZALE	714.24
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/16/23 CITY SERVIC	1,008.00
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/23/23 CITY SERVIC	806.40
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/30/23 CITY SERVIC	1,008.00
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/9/23 CITY SERVICE	806.40
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/16/23 STREETS	1,843.20
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/23/23 STREETS	1,474.56
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/30/23 STREETS	1,843.20
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/9/23 STREETS	1,474.56
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/16/23 PARKS	3,686.40
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/23/23 PARKS	3,686.40
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/30/23 PARKS	3,807.36
101 - GENERAL FUND	08/11/23	5747	USA STAFFING INC.	7/9/23 PARKS	2,799.36
400 - WELLNESS CENTER	08/11/23	5747	USA STAFFING INC.	7/16/23 LIZETTE ANG	636.12
400 - WELLNESS CENTER	08/11/23	5747	USA STAFFING INC.	7/16/23 SILVIA H.	792.36
400 - WELLNESS CENTER	08/11/23	5747	USA STAFFING INC.	7/23/23 LIZETTE ANG	396.18
400 - WELLNESS CENTER	08/11/23	5747	USA STAFFING INC.	7/23/23 SILVIA H.	747.72
400 - WELLNESS CENTER	08/11/23	5747	USA STAFFING INC.	7/9/23 LIZETTE ANGE	569.16
400 - WELLNESS CENTER	08/11/23	5747	USA STAFFING INC.	7/9/23 SILVIA H.	412.92
552 - WATER	08/11/23	5747	USA STAFFING INC.	7/16/23 MARIA MORAL	223.20
552 - WATER	08/11/23	5747	USA STAFFING INC.	7/2/23 MARIA MORALE	223.20
552 - WATER	08/11/23	5747	USA STAFFING INC.	7/23/23 MARIA MORAL	200.88

552 - WATER	08/11/23	5747	USA STAFFING INC.	7/30/23 MARIA MORAL	167.40
552 - WATER	08/11/23	5747	USA STAFFING INC.	7/9/23 MARIA MORALE	133.92
553 - SEWER	08/11/23	5747	USA STAFFING INC.	7/16/23 MARIA MORAL	223.20
553 - SEWER	08/11/23	5747	USA STAFFING INC.	7/2/23 MARIA MORALE	223.20
553 - SEWER	08/11/23	5747	USA STAFFING INC.	7/23/23 MARIA MORAL	200.88
553 - SEWER	08/11/23	5747	USA STAFFING INC.	7/30/23 MARIA MORAL	167.40
553 - SEWER	08/11/23	5747	USA STAFFING INC.	7/9/23 MARIA MORALE	133.92
554 - REFUSE	08/11/23	5747	USA STAFFING INC.	7/16/23 MARIA MORAL	223.20
554 - REFUSE	08/11/23	5747	USA STAFFING INC.	7/2/23 MARIA MORALE	223.20
554 - REFUSE	08/11/23	5747	USA STAFFING INC.	7/23/23 MARIA MORAL	200.88
554 - REFUSE	08/11/23	5747	USA STAFFING INC.	7/30/23 MARIA MORAL	167.40
554 - REFUSE	08/11/23	5747	USA STAFFING INC.	7/9/23 MARIA MORALE	133.92
<b>24259</b>					<b>\$2,420.00</b>
101 - GENERAL FUND	08/11/23	624	US BANK TRUST	ADMIN FEES 6/1-5/31	2,420.00
<b>24260</b>					<b>\$279.25</b>
101 - GENERAL FUND	08/11/23	3402	VANESSA DURAN	NOTARY EXAM	279.25
<b>24261</b>					<b>\$1,729.34</b>
101 - GENERAL FUND	08/11/23	368	VOLLMER EXCAVATION,	TRUCK LOAD COLD MIX	1,320.43
552 - WATER	08/11/23	368	VOLLMER EXCAVATION,	DG-WATER SERVICE LE	408.91
<b>24262</b>					<b>\$275.00</b>
101 - GENERAL FUND	08/11/23	4068	YOLANDA FLORES	AUG COUNCIL STIPEND	275.00
<b>24263</b>					<b>\$100.00</b>
400 - WELLNESS CENTER	08/11/23	5912	YVETTE DURAN	JULY POUND CLASSES	100.00
<b>24264</b>					<b>\$184.39</b>
261 - GAS TAX FUND	08/11/23	382	ZUMAR INDUSTRIES IN	COVERED BLANK SIGNS	184.39
<b>24265</b>					<b>\$25.84</b>
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:052 WELLNESS	25.84
<b>24266</b>					<b>\$785.72</b>
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:CDBG CDBG PMT	300.00
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:L203 CDBG LOAN	485.72
<b>24267</b>					<b>\$155.58</b>
101 - GENERAL FUND	08/16/23	3192	SEIU LOCAL 521	DED:DUES UNION DUES	155.58
<b>24268</b>					<b>\$7,749.11</b>
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:0500 DEF COMP	2,686.02
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:0555 DC LOANPAY	1,348.06
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:151 DEFERCOMP	3,179.49
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:ROTH ROTH	535.54
<b>24269</b>					<b>\$41.58</b>
101 - GENERAL FUND	08/16/23	2325	LINDSAY PUBLIC SAFE	DED:LPOA LPOA DUES	41.58
<b>24270</b>					<b>\$94.59</b>
101 - GENERAL FUND	08/16/23	6246	MCDERMONT VENTURE I	DED:051 MCDERMONT	94.59
<b>24271</b>					<b>\$468.47</b>
101 - GENERAL FUND	08/16/23	1955	TEAMSTERS LOCAL 856	DED:0508 TEAMSTERS	468.47
<b>24272</b>					<b>\$16.62</b>
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:052 WELLNESS	16.62
<b>24273</b>					<b>\$785.72</b>
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:CDBG CDBG PMT	300.00
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:L203 CDBG LOAN	485.72
<b>24274</b>					<b>\$205.57</b>
101 - GENERAL FUND	08/16/23	3192	SEIU LOCAL 521	DED:DUES UNION DUES	205.57
<b>24275</b>					<b>\$7,754.75</b>
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:0500 DEF COMP	2,686.02
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:0555 DC LOANPAY	1,348.06
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:151 DEFERCOMP	3,185.13
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:ROTH ROTH	535.54
<b>24276</b>					<b>\$41.58</b>
101 - GENERAL FUND	08/16/23	2325	LINDSAY PUBLIC SAFE	DED:LPOA LPOA DUES	41.58
<b>24277</b>					<b>\$89.97</b>
101 - GENERAL FUND	08/16/23	6246	MCDERMONT VENTURE I	DED:051 MCDERMONT	89.97
<b>24278</b>					<b>\$468.47</b>
101 - GENERAL FUND	08/16/23	1955	TEAMSTERS LOCAL 856	DED:0508 TEAMSTERS	468.47
<b>24279</b>					<b>\$16.62</b>
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:052 WELLNESS	16.62
<b>24280</b>					<b>\$785.72</b>
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:CDBG CDBG PMT	300.00
101 - GENERAL FUND	08/16/23	4660	CITY OF LINDSAY	DED:L203 CDBG LOAN	485.72
<b>24281</b>					<b>\$282.51</b>
101 - GENERAL FUND	08/16/23	3192	SEIU LOCAL 521	DED:COPE COPE SEIU	1.00
101 - GENERAL FUND	08/16/23	3192	SEIU LOCAL 521	DED:DUES UNION DUES	281.51
<b>24282</b>					<b>\$7,654.75</b>
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:0500 DEF COMP	2,686.02
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:0555 DC LOANPAY	1,248.06
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:151 DEFERCOMP	3,185.13
101 - GENERAL FUND	08/16/23	6452	GREAT-WEST TRUST	DED:ROTH ROTH	535.54
<b>24283</b>					<b>\$41.58</b>
101 - GENERAL FUND	08/16/23	2325	LINDSAY PUBLIC SAFE	DED:LPOA LPOA DUES	41.58
<b>24284</b>					<b>\$89.97</b>
101 - GENERAL FUND	08/16/23	6246	MCDERMONT VENTURE I	DED:051 MCDERMONT	89.97
<b>24285</b>					<b>\$468.47</b>
101 - GENERAL FUND	08/16/23	1955	TEAMSTERS LOCAL 856	DED:0508 TEAMSTERS	468.47
<b>24286</b>					<b>\$167.76</b>
101 - GENERAL FUND	08/18/23	007	AG IRRIGATION SALES	BURGER KING-SPRINKL	83.27

	101 - GENERAL FUND	08/18/23	007	AG IRRIGATION SALES	PVC ELBOW FIPT	84.49
<b>24287</b>						<b>\$15.00</b>
	400 - WELLNESS CENTER	08/18/23	6362	AMERICAN BUSINESS M	W.C.-GPR-58 TONER	15.00
<b>24288</b>						<b>\$5,056.85</b>
	552 - WATER	08/18/23	1988	ASSOCIATED COMPRESS	WTP-COMPRESSOR	5,056.85
<b>24289</b>						<b>\$281.68</b>
	101 - GENERAL FUND	08/18/23	3428	AT&T MOBILITY	H.R. 287297286867	40.24
	101 - GENERAL FUND	08/18/23	3428	AT&T MOBILITY	C.M. 287297286867	40.24
	101 - GENERAL FUND	08/18/23	3428	AT&T MOBILITY	F.D. 287297286867	40.24
	101 - GENERAL FUND	08/18/23	3428	AT&T MOBILITY	P.S. 287297286867	80.48
	101 - GENERAL FUND	08/18/23	3428	AT&T MOBILITY	C.S. 287297286867	40.24
	400 - WELLNESS CENTER	08/18/23	3428	AT&T MOBILITY	W.C. 287297286867	40.24
<b>24290</b>						<b>\$122.75</b>
	101 - GENERAL FUND	08/18/23	5457	AUTO ZONE COMMERCIA	LICENSE KIT 8 PIECE	7.59
	101 - GENERAL FUND	08/18/23	5457	AUTO ZONE COMMERCIA	SILICONE DRYING BLA	40.97
	101 - GENERAL FUND	08/18/23	5457	AUTO ZONE COMMERCIA	DORMAN 22-18 GAUGE	6.95
	101 - GENERAL FUND	08/18/23	5457	AUTO ZONE COMMERCIA	DURALAST BATTERY	67.24
<b>24291</b>						<b>\$302.02</b>
	101 - GENERAL FUND	08/18/23	5381	AWAKE SKATE SHOP	3 DOUBLE SIDED BANNER	302.02
<b>24292</b>						<b>\$3,269.50</b>
	101 - GENERAL FUND	08/18/23	7131	BUCHALTER	6/30/23 ATTORNEY FEE	2,903.50
	101 - GENERAL FUND	08/18/23	7131	BUCHALTER	7/31/23 ATTORNEY FEE	366.00
<b>24293</b>						<b>\$332.92</b>
	400 - WELLNESS CENTER	08/18/23	6500	CHARTER COMMUNICATI	W.C. VOICE & INTERN	332.92
<b>24295</b>						<b>\$1,099.49</b>
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	PAPER, SCRAPER MAT	14.49
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	SANT SVC,MATS,PAPER	14.49
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	SANT SVC,PAPER,MATS	28.98
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	PAPER, SCRAPER MAT	14.49
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	SANT SVC,MATS,PAPER	14.49
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	SANT SVC,PAPER,MATS	28.98
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	PAPER, SCRAPER MAT	14.49
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	SANT SVC,MATS,PAPER	14.49
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	SANT SVC,PAPER,MATS	28.98
	101 - GENERAL FUND	08/18/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	400 - WELLNESS CENTER	08/18/23	5832	CINTAS CORPORATION	WC-DISINFECT/CLEAN	381.54
	552 - WATER	08/18/23	5832	CINTAS CORPORATION	PAPER, SCRAPER MAT	14.49
	552 - WATER	08/18/23	5832	CINTAS CORPORATION	SANT SVC,MATS,PAPER	14.49
	552 - WATER	08/18/23	5832	CINTAS CORPORATION	SANT SVC,PAPER,MATS	28.98
	552 - WATER	08/18/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	553 - SEWER	08/18/23	5832	CINTAS CORPORATION	PAPER, SCRAPER MAT	14.49
	553 - SEWER	08/18/23	5832	CINTAS CORPORATION	SANT SVC,MATS,PAPER	14.49
	553 - SEWER	08/18/23	5832	CINTAS CORPORATION	SANT SVC,PAPER,MATS	28.98
	553 - SEWER	08/18/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	554 - REFUSE	08/18/23	5832	CINTAS CORPORATION	PAPER, SCRAPER MAT	14.49
	554 - REFUSE	08/18/23	5832	CINTAS CORPORATION	SANT SVC,MATS,PAPER	14.49
	554 - REFUSE	08/18/23	5832	CINTAS CORPORATION	SANT SVC,PAPER,MATS	28.98
	554 - REFUSE	08/18/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.60
	556 - VITA-PAKT	08/18/23	5832	CINTAS CORPORATION	PAPER, SCRAPER MAT	14.50
	556 - VITA-PAKT	08/18/23	5832	CINTAS CORPORATION	SANT SVC,MATS,PAPER	14.50
	556 - VITA-PAKT	08/18/23	5832	CINTAS CORPORATION	SANT SVC,PAPER,MATS	29.00
	556 - VITA-PAKT	08/18/23	5832	CINTAS CORPORATION	UNIFORMS/CLEAN SUPP	44.59
<b>24296</b>						<b>\$1,500.00</b>
	101 - GENERAL FUND	08/18/23	279	CITY OF PORTERVILLE	FY22/23 FIRING RANG	1,500.00
<b>24297</b>						<b>\$19.95</b>
	552 - WATER	08/18/23	7121	CORTES HORACIO	REFUND CLOSED UB ACCOUNT	19.95
<b>24298</b>						<b>\$4.60</b>
	552 - WATER	08/18/23	7135	CRUZ REYNA	REFUND CLOSED UB ACCOUNT	4.60
<b>24299</b>						<b>\$150.00</b>
	400 - WELLNESS CENTER	08/18/23	7134	DEIDA NIETO RAMOS	REFUND-SWIM LESSONS	150.00
<b>24300</b>						<b>\$100.00</b>
	101 - GENERAL FUND	08/18/23	7122	DELIA RANGEL LEMUS	ARBOR DEPOSIT REFUND	100.00
<b>24301</b>						<b>\$375.00</b>
	400 - WELLNESS CENTER	08/18/23	6973	ELIZABETH GUND	JULY YOGA,FLOW CLASS	375.00
<b>24302</b>						<b>\$865.42</b>
	101 - GENERAL FUND	08/18/23	5803	EMD NETWORKING SERV	SWITCH FIRMWARE	865.42
<b>24303</b>						<b>\$1,100.00</b>
	101 - GENERAL FUND	08/18/23	3663	FAILSAFE TESTING	ANNUAL INSP APPARAT	1,100.00
<b>24304</b>						<b>\$3,949.50</b>
	101 - GENERAL FUND	08/18/23	6702	GOVERNMENTJOBS.COM	FY23/24 SUBSCRIPTION	3,949.50
<b>24305</b>						<b>\$58.96</b>
	101 - GENERAL FUND	08/18/23	151	GRAINGER INC	WALL POCKET LETTER	58.96
<b>24306</b>						<b>\$531.95</b>
	101 - GENERAL FUND	08/18/23	7124	JIMS FORMAL WEAR	CREDIT CARD FEE REFUND	2.95
	400 - WELLNESS CENTER	08/18/23	7124	JIMS FORMAL WEAR	POOL RENTAL REFUND	529.00
<b>24307</b>						<b>\$170.00</b>
	400 - WELLNESS CENTER	08/18/23	7126	JOCELYN JAUREGUI	A/V SYSTEM DOWN	70.00
	400 - WELLNESS CENTER	08/18/23	7126	JOCELYN JAUREGUI	CLEANING DEPOSIT	100.00
<b>24308</b>						<b>\$89,494.90</b>
	101 - GENERAL FUND	08/18/23	3858	KAWEAH LIFT, INC.	4 HAULER PRO ELITES	70,899.05

	101 - GENERAL FUND	08/18/23	3858	KAWEAH LIFT, INC.	SHUTTLE 6 ELITE	18,595.85
<b>24309</b>						<b>\$70,464.10</b>
	101 - GENERAL FUND	08/18/23	6100	KEENAN & ASSOCIATES	AUG. PPO 250 RETIRE	2,892.93
	101 - GENERAL FUND	08/18/23	6100	KEENAN & ASSOCIATES	AUG. PPO 250 ACTIVE	59,835.46
	101 - GENERAL FUND	08/18/23	6100	KEENAN & ASSOCIATES	AUG. PPO 500 ACTIVE	7,735.71
<b>24310</b>						<b>\$11,427.00</b>
	552 - WATER	08/18/23	7127	L.A.B BACKHOE SERVI	1011 TULARE MAIN LINE	11,427.00
<b>24311</b>						<b>\$2,035.44</b>
	400 - WELLNESS CENTER	08/18/23	5788	LINCOLN AQUATICS	CHEMICAL BOTTLE DEP	(70.00)
	400 - WELLNESS CENTER	08/18/23	5788	LINCOLN AQUATICS	LIQUID CHLORINE	2,105.44
<b>24312</b>						<b>\$976.78</b>
	101 - GENERAL FUND	08/18/23	4067	LINCOLN NAT'L INSUR	AUG 2023 LIFE PLAN	976.78
<b>24313</b>						<b>\$21.74</b>
	552 - WATER	08/18/23	7129	MAGANA VERONICA	REFUND CLOSED UB ACCOUNT	21.74
<b>24314</b>						<b>\$150.00</b>
	400 - WELLNESS CENTER	08/18/23	6807	MARISOL DIAZ VELASQ	JULY SPIN&POUND CLASS	150.00
<b>24315</b>						<b>\$100.00</b>
	400 - WELLNESS CENTER	08/18/23	7123	MERCEDES HERRERA	CLEANING DEPOSIT	100.00
<b>24316</b>						<b>\$10,000.00</b>
	101 - GENERAL FUND	08/18/23	6947	MOSS, LEVY & HARTZH	AUDIT WORK 6/30/22	10,000.00
<b>24317</b>						<b>\$18,880.00</b>
	101 - GENERAL FUND	08/18/23	6579	MV CHENG & ASSOCIAT	JULY 2023 - FINANCE DIRECTOR CONSULTANT	18,880.00
<b>24318</b>						<b>\$597.03</b>
	101 - GENERAL FUND	08/18/23	5625	NGLIC-SUPERIOR VISI	AUG. 2023 VISION PLAN	597.03
<b>24319</b>						<b>\$13.95</b>
	101 - GENERAL FUND	08/18/23	1565	OACYS.COM INC	DOMAIN PARKING & DN	13.95
<b>24320</b>						<b>\$88.83</b>
	552 - WATER	08/18/23	7136	PEREZ SHEA VICTORIA	REFUND CLOSED UB ACCOUNT	88.83
<b>24321</b>						<b>\$3,745.54</b>
	101 - GENERAL FUND	08/18/23	6991	PREMIER ACCESS INSU	AUG 2023 DENTAL PLAN	3,745.54
<b>24322</b>						<b>\$1,066.46</b>
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	CALCULATOR TAPE,TIS	37.82
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	COPY PAPER,ENVELOPE	369.67
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	STAMP	32.61
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	STORAGE BOXES	115.25
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	CARTRIDGE & TONER	140.27
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	FOLDERS	53.92
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	TAPE,CORRECTION TAP	231.02
	101 - GENERAL FUND	08/18/23	285	QUILL CORPORATION	TRASH BAGS	85.90
<b>24323</b>						<b>\$100.00</b>
	400 - WELLNESS CENTER	08/18/23	7125	SARAH HAGER	CLEANING DEPOSIT	100.00
<b>24324</b>						<b>\$645.87</b>
	101 - GENERAL FUND	08/18/23	310	SOUTHERN CA. EDISON	268 N SWEETBRIAR AV	14.38
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	108 HERMOSA PED.	103.41
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	108 W. HERMOSA LS3	18.98
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	135 W HONOLULU LS3A	124.47
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	150 E HONOLULU LS3B	129.91
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	151 W HONOLULU LS3C	67.68
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	151 W SAMOA SL3D	77.74
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	157 N MIRAGE LED	53.50
	261 - GAS TAX FUND	08/18/23	310	SOUTHERN CA. EDISON	269 N SWEETBRIAR AV	55.80
<b>24325</b>						<b>\$100.00</b>
	101 - GENERAL FUND	08/18/23	7132	STEPHANIE SANCHEZ	ARBOR DEPOSIT REFUND	100.00
<b>24326</b>						<b>\$4,472.88</b>
	101 - GENERAL FUND	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.98
	101 - GENERAL FUND	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.99
	101 - GENERAL FUND	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.99
	101 - GENERAL FUND	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.98
	101 - GENERAL FUND	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.98
	400 - WELLNESS CENTER	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.99
	552 - WATER	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.99
	553 - SEWER	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.99
	554 - REFUSE	08/18/23	5755	TELEPACIFIC COMMUNI	8/9/23-9/8/23	496.99
<b>24327</b>						<b>\$79,665.10</b>
	600 - CAPITAL IMPROVEMENT	08/18/23	6974	TERRA WEST CONSTRUC	HERMOSA IMPROVEMENT	79,665.10
<b>24328</b>						<b>\$570.60</b>
	101 - GENERAL FUND	08/18/23	144	THE GAS COMPANY	185 N GALE HILL	15.68
	101 - GENERAL FUND	08/18/23	144	THE GAS COMPANY	140 N MIRAGE	15.68
	101 - GENERAL FUND	08/18/23	144	THE GAS COMPANY	251 E HONOLULU	17.45
	400 - WELLNESS CENTER	08/18/23	144	THE GAS COMPANY	740 SEQUOIA POOL	521.79
<b>24329</b>						<b>\$11.39</b>
	101 - GENERAL FUND	08/18/23	3152	TUL.CO.JAIL IND.ENG	ENGRAVED PLAQUE	11.39
<b>24330</b>						<b>\$3,426.12</b>
	101 - GENERAL FUND	08/18/23	5747	USA STAFFING INC.	8/13/23 MARIA MORAL	217.62
	101 - GENERAL FUND	08/18/23	5747	USA STAFFING INC.	8/6/23 MARIA MORALE	206.46
	101 - GENERAL FUND	08/18/23	5747	USA STAFFING INC.	7/23/23 DANA GONZAL	837.00
	101 - GENERAL FUND	08/18/23	5747	USA STAFFING INC.	7/30/23 DANA GONZAL	892.80
	552 - WATER	08/18/23	5747	USA STAFFING INC.	8/13/23 MARIA MORAL	217.62
	552 - WATER	08/18/23	5747	USA STAFFING INC.	8/6/23 MARIA MORALE	206.46
	553 - SEWER	08/18/23	5747	USA STAFFING INC.	8/13/23 MARIA MORAL	217.62
	553 - SEWER	08/18/23	5747	USA STAFFING INC.	8/6/23 MARIA MORALE	206.46
	554 - REFUSE	08/18/23	5747	USA STAFFING INC.	8/13/23 MARIA MORAL	217.62



<b>24331</b>						<b>\$1,389.47</b>
101 - GENERAL FUND	08/18/23	1041	VERIZON WIRELESS	642065758-00003 JUL		41.98
101 - GENERAL FUND	08/18/23	1041	VERIZON WIRELESS	642065758-00004 JUL		1,089.00
101 - GENERAL FUND	08/18/23	1041	VERIZON WIRELESS	642065758-0001 JULY		125.34
101 - GENERAL FUND	08/18/23	1041	VERIZON WIRELESS	642065758-00003 JUL		22.19
101 - GENERAL FUND	08/18/23	1041	VERIZON WIRELESS	642065758-00003 JUL		22.19
101 - GENERAL FUND	08/18/23	1041	VERIZON WIRELESS	642065758-00003 JUL		22.19
552 - WATER	08/18/23	1041	VERIZON WIRELESS	642065758-00003 JUL		22.19
553 - SEWER	08/18/23	1041	VERIZON WIRELESS	642065758-00003 JUL		22.19
554 - REFUSE	08/18/23	1041	VERIZON WIRELESS	642065758-00003 JUL		22.20
<b>24332</b>						<b>\$845.00</b>
101 - GENERAL FUND	08/18/23	7128	WILSON TACTICAL OPE	FIREARM-SIGHTING CO		845.00
<b>24333</b>						<b>\$11,204.19</b>
101 - GENERAL FUND	08/21/23	7137	GALPIN FORD	2022 FORD F-250 STREET TRUCK USDA		11,204.19
<b>24334</b>						<b>\$35,000.00</b>
200 - STREET IMPROVEMENT FUND	08/21/23	7137	GALPIN FORD	2022 FORD F-250 STREET TRUCK USDA		35,000.00
<b>24335</b>						<b>\$32,427.23</b>
101 - GENERAL FUND	08/24/23	6720	SOUTH COAST EMERGEN	VEH. REPAIRS TRUCK 87 FIRE		32,427.23
<b>24336</b>						<b>\$16.62</b>
101 - GENERAL FUND	08/24/23	4660	CITY OF LINDSAY	DED:052 WELLNESS		16.62
<b>24337</b>						<b>\$785.72</b>
101 - GENERAL FUND	08/24/23	4660	CITY OF LINDSAY	DED:CDBG CDBG PMT		300.00
101 - GENERAL FUND	08/24/23	4660	CITY OF LINDSAY	DED:L203 CDBG LOAN		485.72
<b>24338</b>						<b>\$282.51</b>
101 - GENERAL FUND	08/24/23	3192	SEIU LOCAL 521	DED:COPE COPE SEIU		1.00
101 - GENERAL FUND	08/24/23	3192	SEIU LOCAL 521	DED:DUES UNION DUES		281.51
<b>24339</b>						<b>\$8,194.75</b>
101 - GENERAL FUND	08/24/23	6452	GREAT-WEST TRUST	DED:0500 DEF COMP		2,956.02
101 - GENERAL FUND	08/24/23	6452	GREAT-WEST TRUST	DED:0555 DC LOANPAY		1,248.06
101 - GENERAL FUND	08/24/23	6452	GREAT-WEST TRUST	DED:151 DEFERCOMP		3,455.13
101 - GENERAL FUND	08/24/23	6452	GREAT-WEST TRUST	DED:ROTH ROTH		535.54
<b>24340</b>						<b>\$41.58</b>
101 - GENERAL FUND	08/24/23	2325	LINDSAY PUBLIC SAFE	DED:LPOA LPOA DUES		41.58
<b>24341</b>						<b>\$89.97</b>
101 - GENERAL FUND	08/24/23	6246	MCDERMONT VENTURE I	DED:051 MCDERMONT		89.97
<b>24342</b>						<b>\$468.47</b>
101 - GENERAL FUND	08/24/23	1955	TEAMSTERS LOCAL 856	DED:0508 TEAMSTERS		468.47
<b>76-723</b>						<b>\$885.74</b>
101 - GENERAL FUND	08/08/23	6408	WEX BANK	76 FUEL 6/24-7/23- FIRE DEPT		885.74
<b>AFLACJ</b>						<b>\$982.68</b>
101 - GENERAL FUND	07/07/23	3977	AFLAC	PR DED 6/2,6/16,6/3		982.68
<b>CHEV05</b>						<b>\$10,345.30</b>
101 - GENERAL FUND	06/06/23	6408	WEX BANK	C.M. 4/24/23-5/23/23		175.23
101 - GENERAL FUND	06/06/23	6408	WEX BANK	P.S. 4/24/23-5/23/23		5,707.40
101 - GENERAL FUND	06/06/23	6408	WEX BANK	C.S. 4/24/23-5/23/23		259.08
101 - GENERAL FUND	06/06/23	6408	WEX BANK	C.S. 4/24/23-5/23/23		357.61
101 - GENERAL FUND	06/06/23	6408	WEX BANK	C.S. 4/24/23-5/23/23		1,260.11
261 - GAS TAX FUND	06/06/23	6408	WEX BANK	C.S. 4/24/23-5/23/23		374.61
552 - WATER	06/06/23	6408	WEX BANK	C.S. 4/24/23-5/23/23		715.64
553 - SEWER	06/06/23	6408	WEX BANK	C.S. 4/24/23-5/23/23		1,240.19
554 - REFUSE	06/06/23	6408	WEX BANK	C.S. 4/24/23-5/23/23		255.43
<b>CHEV06</b>						<b>\$10,950.44</b>
101 - GENERAL FUND	07/06/23	6408	WEX BANK	C.M. 5/24/23-6/23/23		117.47
101 - GENERAL FUND	07/06/23	6408	WEX BANK	P.S. 5/24/23-6/23/23		6,289.56
101 - GENERAL FUND	07/06/23	6408	WEX BANK	C.S. 5/24/23-6/23/23		228.00
101 - GENERAL FUND	07/06/23	6408	WEX BANK	C.S. 5/24/23-6/23/23		260.56
101 - GENERAL FUND	07/06/23	6408	WEX BANK	C.S. 5/24/23-6/23/23		1,073.98
261 - GAS TAX FUND	07/06/23	6408	WEX BANK	C.S. 5/24/23-6/23/23		273.01
400 - WELLNESS CENTER	07/06/23	6408	WEX BANK	W.C. 5/24/23-6/23/23		41.43
552 - WATER	07/06/23	6408	WEX BANK	C.S. 5/24/23-6/23/23		744.27
553 - SEWER	07/06/23	6408	WEX BANK	C.S. 5/24/23-6/23/23		1,736.04
554 - REFUSE	07/06/23	6408	WEX BANK	C.S. 5/24/23-6/23/23		186.12
<b>CHEV72</b>						<b>\$9,539.75</b>
101 - GENERAL FUND	08/08/23	6408	WEX BANK	C.M. 6/24/23-7/23/23		118.23
101 - GENERAL FUND	08/08/23	6408	WEX BANK	P.S. 6/24/23-7/23/23		5,558.68
101 - GENERAL FUND	08/08/23	6408	WEX BANK	C.S. 6/24/23-7/23/23		156.15
101 - GENERAL FUND	08/08/23	6408	WEX BANK	C.S. 6/24/23-7/23/23		335.29
101 - GENERAL FUND	08/08/23	6408	WEX BANK	C.S. 6/24/23-7/23/23		1,050.93
261 - GAS TAX FUND	08/08/23	6408	WEX BANK	C.S. 6/24/23-7/23/23		351.20
552 - WATER	08/08/23	6408	WEX BANK	C.S. 6/24/23-7/23/23		629.60
553 - SEWER	08/08/23	6408	WEX BANK	C.S. 6/24/23-7/23/23		1,100.17
554 - REFUSE	08/08/23	6408	WEX BANK	C.S. 6/24/23-7/23/23		239.50



<b>EDD630</b>						<b>\$5,757.76</b>
101 - GENERAL FUND	06/30/23	687	STATE OF CALIFORNIA	EED PR PD 6/30/2023		5,757.76
<b>EDD714</b>						<b>\$4,060.73</b>
101 - GENERAL FUND	07/14/23	687	STATE OF CALIFORNIA	EDD PR PD 7/14/23		4,060.73
<b>EDD728</b>						<b>\$3,869.43</b>
101 - GENERAL FUND	07/28/23	687	STATE OF CALIFORNIA	EDD PR PD 7/28/23		3,869.43
<b>EDD811</b>						<b>\$3,952.98</b>
101 - GENERAL FUND	08/11/23	687	STATE OF CALIFORNIA	EDD PR PD 8/11/23		3,952.98
<b>EDD825</b>						<b>\$4,083.09</b>
101 - GENERAL FUND	08/25/23	687	STATE OF CALIFORNIA	EDD PR PD 8/25/23		4,083.09
<b>IRS630</b>						<b>\$42,581.98</b>
101 - GENERAL FUND	06/30/23	2011	INTERNAL REVENUE SE	941 PR PD 6/30/2023		15,831.14
101 - GENERAL FUND	06/30/23	2011	INTERNAL REVENUE SE	941 PR PD 6/30/2023		26,750.84
<b>IRS714</b>						<b>\$32,737.00</b>
101 - GENERAL FUND	07/14/23	2011	INTERNAL REVENUE SE	941 PR PD 7/14/2023		11,624.38
101 - GENERAL FUND	07/14/23	2011	INTERNAL REVENUE SE	941 PR PD 7/14/2023		21,112.62
<b>IRS728</b>						<b>\$32,831.89</b>
101 - GENERAL FUND	07/28/23	2011	INTERNAL REVENUE SE	941 PR PD 7/28/23		10,808.17
101 - GENERAL FUND	07/28/23	2011	INTERNAL REVENUE SE	941 PR PD 7/28/23		22,023.72
<b>IRS811</b>						<b>\$32,425.89</b>
101 - GENERAL FUND	08/11/23	2011	INTERNAL REVENUE SE	941 PD PD 8/11/23		11,004.89
101 - GENERAL FUND	08/11/23	2011	INTERNAL REVENUE SE	941 PR PD 8/11/23		21,421.00
<b>IRS825</b>						<b>\$32,246.99</b>
101 - GENERAL FUND	08/25/23	2011	INTERNAL REVENUE SE	941 PR PD 8/25/23		11,187.11
101 - GENERAL FUND	08/25/23	2011	INTERNAL REVENUE SE	941 PR PD 8/25/23		21,059.88
<b>METJUL</b>						<b>\$203.91</b>
101 - GENERAL FUND	07/03/23	6767	METLIFE	JUNE 2023 METLIFE		203.91
<b>PPA623</b>						<b>\$1,161.80</b>
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	PPA A. MARTINEZ		124.90
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	PPA A. MARTINEZ		122.79
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	PPA A. MORENO LONGE		69.17
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	PPA ROMERO/MORENO		266.76
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	PPA ROMERO/MORENO		578.18
<b>PPA723</b>						<b>\$17.03</b>
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	PPA ADURON CTPD 253		8.45
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	PPA ADURON MBPD 253		8.58
<b>SRV623</b>						<b>\$32,110.27</b>
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	25354 CTPD 6/11-6/24		762.08
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	25354 MBPD 6/11-6/24		775.20
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	25355 CTPD 6/11-6/24		2,467.41
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	25355 MBPD 6/11-6/24		2,509.90
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	26330 CTPD 6/11-6/24		2,005.11
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	26330 MBPD 6/11-6/24		1,811.87
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	433 CTPD 6/11-6/24		6,450.02
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	433 MBPD 6/11-6/24		3,604.00
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	434 CTPD 6/11-6/24		8,342.32
101 - GENERAL FUND	06/30/23	457	PUBLIC EMPLOYEES RE	434 MBPD 6/11-6/24		3,382.36
<b>SRV723</b>						<b>\$34,838.23</b>
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	25354 CTPD 6/25-7/8		856.83
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	25354 MBPD 6/25-7/8		870.12
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	25355 CTPD 6/25-7/8		2,349.03
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	25355 MBPD 6/25-7/8		2,385.42
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	26330 CTPD 6/25-7/8		2,062.46
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	26330 MBPD 6/25-7/8		2,081.26
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	433 CTPD 6/25-7/8		7,332.69
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	433 MBPD 6/25-7/8		3,604.00
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	434 CTPD 6/25-7/8		9,726.91
101 - GENERAL FUND	07/14/23	457	PUBLIC EMPLOYEES RE	434 MBPD 6/25-7/8		3,569.51
<b>SRV723</b>						<b>\$33,939.69</b>
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	25354 CTPD 7/9-7/22		772.39
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	25354 MBPD 7/9-7/22		784.37
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	25355 CTPD 7/9-7/22		2,321.60
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	25355 MBPD 7/9-7/22		2,357.61
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	26330 CTPD 7/9-7/22		2,070.57
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	26330 MBPD 7/9-7/22		2,089.42
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	433 CTPD 7/9-7/22		7,332.68
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	433 MBPD 7/9-7/22		3,604.00
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	434 CTPD 7/9-7/22		9,224.69
101 - GENERAL FUND	07/28/23	457	PUBLIC EMPLOYEES RE	434 MBPD 7/9-7/22		3,382.36



SRV823					\$35,853.12
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	25354 CTPD 7/23-8/5	766.83
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	25354 MBPD 7/23-8/5	778.72
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	25355 CTPD 7/23-8/5	2,321.60
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	25355 MBPD 7/23-8/5	2,357.61
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	26330 CTPD 7/23-8/5	2,057.94
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	26330 MBPD 7/23-8/5	2,076.68
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	GASB 68 REPORT CHARGE	1,750.00
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	LATE CHARGE CALPERS	200.00
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	433 CTPD 7/23-8/5	7,332.69
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	433 MBPD 7/23-8/5	3,604.00
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	434 CTPD 7/23-8/5	9,224.69
101 - GENERAL FUND	08/11/23	457	PUBLIC EMPLOYEES RE	434 MBPD 7/23-8/5	3,382.36
UBANK6					\$19,732.15
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	ADOBE- HR PHOTOGRAPHY	9.99
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	PRIMOS TACOS- LUNCH FOR PANEL	142.60
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	ORANGE WORKS-LUNCH FOR PANEL	134.55
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	TARGET- HR OFFICE CLOCK	31.98
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	H.R ZOOM	16.95
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	CM CITY CAR WASH	11.00
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	COFFEE & PASTRIES - SUPERVISOR TRAINING	71.60
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	C.M CHINAS ALLEY-LUNCH MEETING	16.85
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	THE SUN GAZETTE SUBSCRIPTION	35.00
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	C.M ZOOM	14.41
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	ADOBE F.D	19.99
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	PRIMOS TACOS- BUDGET MEETING	83.20
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	ALL VALLEY UNIFORMS- FIRE UNIFORM	120.15
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	AMAZON GYM EQUIPMENT- WELLNESS GRANT	1,573.60
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	WEIGHT SET-WELLNESS GRANT	641.61
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	AMAZON WELLNESS GRANT-FLAGS	56.41
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	FIRE DEPT T SHIRTS- VFC GRANT	1,519.35
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	FIRE SERVICE LUNCH MEETING	129.62
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	HARBOR FREIGHT TOOLS	36.04
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	HOME DEPOT -STORAGE BINS & LED LIGHT FIXTURE	61.08
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	LYNN CARD ALL OCCASIONS GREETING CARDS	105.20
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	GYM EQUIPMENT-WELLNESS GRANT	1,186.96
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	WALMART -STORAGE CONTAINERS	34.92
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	WELLNESS GRANT / GYM MATS AND FAN	754.81
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	YETI WATER BOTTLES-WELLNESS GRANT	1,673.00
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	AUTODESK- PLANNING SOFTWARE	48.00
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	TONY PIZZA C.S CLEANUP EVENT	42.57
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	COSTCO AND SMART FINAL C.S DEPT LUNCH	85.36
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	C.S CHINAS ALLEY-LUNCH MEETING	65.25
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	DOLLAR TREE- TABLECOVERS -LUNCH MEETING	14.95
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	SAVE MART -SODAS CLEAN UP EVENT	18.68
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	SAVE MART C.S LUNCH MEETING	30.07
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	TONY PIZZA C.S CLEANUP EVENT- LUNCH MEETING	42.57
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	COSTCO AND SMART FINAL C.S DEPT LUNCH	85.36
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	TONY PIZZA C.S CLEANUP EVENT	42.57
101 - GENERAL FUND	07/07/23	6326	CORPORATE PAYMENT S	COSTCO AND SMART FINAL C.S DEPT LUNCH	85.36
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	WELLNESS ADOBE	59.98
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	W.C LAPTOP BACKPACK,WIRELESS MOUSE	136.21
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	COTTON CANDY -SUMMER LIGHTS	150.00
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	ETSY FRONT DESK SIG	39.28
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	META ADVERTISEMENT	27.33
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	COOKIES - LIFEGUARD MEETING	11.98
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	LOWES- POOL TARP	108.61
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	LUNCH FOR LIFEGUARDS CLEAN-UP DAY	52.13
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	NEW PORTABLE SPEAKER SYSTEM -MOVIES IN THE PARK	4,875.54
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	WELLNESS PICNIC TABLES	2,486.98
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	WELLNESS POOL LOUNGE CHAIRS	1,794.53
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	WELLNESS POOL SIGNS	82.02
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	PUSH BUTTON SHOWER REPLACEMENT	45.11
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	RCA TO USB CABLE	16.21
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	SMART&FINAL- SALUTE TO SERVICE EVENT SNACKS	103.64
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	SUMMER NIGHT LIGHTS SUPPLIES	333.64
400 - WELLNESS CENTER	07/07/23	6326	CORPORATE PAYMENT S	WELLNESS REPAIR	111.50
552 - WATER	07/07/23	6326	CORPORATE PAYMENT S	TONY PIZZA C.S CLEANUP EVENT	42.57
552 - WATER	07/07/23	6326	CORPORATE PAYMENT S	COSTCO AND SMART FINAL C.S DEPT LUNCH	85.36
553 - SEWER	07/07/23	6326	CORPORATE PAYMENT S	TONY PIZZA C.S CLEANUP EVENT	42.57
553 - SEWER	07/07/23	6326	CORPORATE PAYMENT S	COSTCO AND SMART FINAL C.S DEPT LUNCH	85.35

UBANK7					\$6,901.92
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	CALCITIES ANNUAL CONFERENCE	1,950.00
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	HOBBY SUPPLIES -GIFT RIBBON,PAPER	40.06
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	HOTEL & PARKING	349.41
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	PERSONALIZED GIFT BAGS	91.21
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	PERSONALIZED PENS	885.00
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	DELL LAPTOP-CITY CLERK	287.21
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	H.R ADOBE	9.99
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	AMAZON-LAPTOP CHARGER	23.69
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	ORANGE WORKS- FINANCE DIRECTOR INTERVIEWS LUNCH	150.65
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	USPS CERT. MAIL CLASS	8.56
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	HR ZOOM	33.90
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	ICMA 2023 CONFERENCE	845.00
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	C.M ZOOM	14.41
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	ADOBE F.D	19.99
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	BATTERY JUNCTION	50.22
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	CRPO ASSOC. TRAINING	399.00
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	CRPO MEMBERSHIP	96.00
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	FASTRIIP-PROPANE	19.56
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	GRIDIRON TRAINING	520.00
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	GTA-RECORDS CLASS	540.75
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	LCFD LUNCH TRAINING	40.50
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	LINDSAY FOOD-WATERS	23.97
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	SAVEMART-TORCH RUN	32.05
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	WILDLAND TRAINING	320.00
101 - GENERAL FUND	08/08/23	6326	CORPORATE PAYMENT S	AUTODESK- PLANNING SOFTWARE	48.00
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	ADOBE WELLNESS	59.98
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	AMAZON-FILE CABINET	436.20
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	DONUTS-LUSD MEETING	23.38
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	FACEBOOK ADVERTISEM	21.66
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	MOVIE FOR POOL NIGH	18.66
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	NEWEGG-KITCHEN SINK	253.66
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	WELLNESS SPOTIFY	9.99
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	UPWORK-PICKLEBALL C	265.45
400 - WELLNESS CENTER	08/08/23	6326	CORPORATE PAYMENT S	W.C.-WRISTBANDEXPRE	58.80
889 - SIERRA VISTA ASSESSMENT	08/08/23	6326	CORPORATE PAYMENT S	AVIDWATER-REFUND	(1,044.99)
SUMMARY BY FUNDING SOURCE					
101 - GENERAL FUND					1,112,196.34
200 - STREET IMPROVEMENT FUND					35,000.00
261 - GAS TAX FUND					26,421.02
263 - TRANSPORTATION					27.26
400 - WELLNESS CENTER					129,242.71
552 - WATER					196,985.04
553 - SEWER					90,667.86
554 - REFUSE					20,187.40
556 - VITA-PAKT					3,425.17
600 - CAPITAL IMPROVEMENT					524,908.21
700 - CDBG REVOLVING LN FUND					3,539.83
720 - HOME REVOLVING LN FUND					17,185.58
781 - CAL HOME RLF					1,231.80
883 - SIERRA VIEW ASSESSMENT					5,055.42
884 - HERITAGE ASSESSMENT DIST					556.24
886 - SAMOA					210.85
887 - SWEETBRIER TOWNHOUSES					1,520.95
888 - PARKSIDE					794.82
889 - SIERRA VISTA ASSESSMENT					1,330.88
890 - MAPLE VALLEY ASSESSMENT					152.34
891 - PELOUS RANCH					1,104.08
<b>TOTAL</b>					<b>\$ 2,171,743.80</b>



**Monthly Treasurer's Report**  
**August 31, 2023**  
**Cash Balances Classified by Depository**

**CASH RESOURCES**

LOCATION	GL ACCOUNT #	TYPE	BALANCE
Cash Register Funds (City Hall & Wellness)	100-102	RES	\$700
Bank of the Sierra- Depository Account	100-114	GEN	1,260,024
Bank of the Sierra - AP/Operating	100-100	GEN	11,700
Bank of the Sierra - Payroll	100-106	GEN	357,411
Bank of the Sierra - Wellness Center	100-500	GEN	1,118,640
Bank of the Sierra - Impound Account	100-120	RES	23,780
LAIF Savings: City & Successor Agency	100-103	INV-RES	6,090,699
MBS Investments	100-700	INV-RES	5,546,816
<b>TOTAL</b>			<b>\$14,409,769</b>

**CASH EXPENDED**

ACCOUNTS PAYABLE & PAYROLL	AMOUNT
Accounts Payable	\$1,186,557
Payroll (August 11 Payday)	\$287,493
Payroll (August 25 Payday)	\$285,562
<b>TOTAL</b>	<b>\$ 1,759,612</b>

DEBT SERVICE	AMOUNT
None.	
<b>TOTAL</b>	<b>\$ -</b>

**INVESTMENTS**

**INVESTMENT POLICY COMPLIANCE**

As of the end of the month, the investments were in compliance with the requirements of the City's investment policy. This report reflects all cash and investments of the City of Lindsay (O/S checks not reflected in End Cash Balance).

<b>INVESTED FUNDS</b>	<b>\$11,637,515</b>
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Respectfully submitted,

*Salvador Guzman*

Director of Finance  
 City of Lindsay

**ABBREVIATIONS**

GEN: GENERAL UNRESTRICTED  
 RES: RESTRICTED ACTIVITY  
 INV: INVESTMENT



## STAFF REPORT

TO: Lindsay City Council  
FROM: Araceli Mejia, Assistant City Planner  
DEPARTMENT: City Services and Planning  
ITEM NO.: 11.4  
MEETING DATE: September 12, 2023

### ACTION & RECOMMENDATION

Second Reading of Ordinance No. 606, An Ordinance of the City Council of the City of Lindsay Amending Titles Five (5), Eight (8), and Eighteen (18) In Regards to the Special Event Permit and Authorization to Waive Full Reading of Said Ordinance and Authorize Reading by Title Only

Staff recommends that the City Council approve the second reading of Ordinance No. 606 to update the existing code to provide up-to-date and applicable regulation language to the application and process for requesting a Special Event Permit(s). A first reading of said ordinance was duly held and approved on August 08, 2023.

### BACKGROUND | ANALYSIS

The City of Lindsay (“City”) Municipal Code Title 18.17.180 allows nonpermanent, special promotional, or seasonal land uses with the approval of a Special Event Permit (“SEP”). SEP’s are for a fixed period of time and permit each type of event. Ordinance No. 606 (attached to this report) proposes amendments to the current provisions within Title 18.17.180 of the Municipal Code to provide up-to-date and applicable regulation language to the application and process for requesting a Special Event Permit(s).

It is the City’s goal to work closely with applicants to understand the needs of each Special Event and provide applicants with guidance and information relative to the Special Event Permit process. Therefore, City Staff has identified the need to amend the existing provisions of Title 18.17.180.

The recommended amendments clarify the provisions of each class of event as summarized below.

- **Class I:** Temporary Uses of 31 days or Less for Special Occasions as defined as Valentine's Day sales, Easter sales, Mother’s Day sales, Father's Day sales, Graduation Day sales, and Fireworks sales *only*. Please note that Fireworks sales must also comply with the provisions of chapter 8.22 of the Lindsay Municipal Code.
  - Requirements: Special Event Permit Application, Site Plan (if applicable), Business License, and Property Owner's Permission.
  - *Applications must be submitted at least 15 calendars days prior to the event date. Applications that are not received at least 15 calendar days prior to the event date will be automatically denied.*

- **Class II:** Events involving low impact road closures or on City-owned public property involving low impact to normal operations/use.
  - Requirements: Special Event Permit Application, Site Plan, and Traffic Control/Parking Plan (if applicable only).
  - An event is determined as ‘low impact’ by the City Manager and/or their designee.
  - *Applications must be submitted at least 15 calendars days prior to the event date. Applications that are not received at least 15 calendar days prior to the event date will be automatically denied.*
  
- **Class III:** Events involving the sale of alcohol; Events involving high impact street closures; Events that are open to the public on private property; Events charging an entry fee on private property; Events involving the use of public space and/or City-owned public property involving high impact to normal operations/use, Marathons, Cycling Tours, Fairs, Carnivals, Rodeos, Concerts.
  - Requirements: Special Event Permit Application, Site Plan, Traffic Control/Parking Plan (if applicable), Waste Plan (if applicable), ABC License (if applicable), Fire Department Inspection (if applicable), Building and Safety Inspection and Safety Plan (if applicable).
  - Additional requirements may be applicable based on the type of event.
  - An event is determined as ‘high impact’ by the City Manager and/or their designee.
  - *All Class III applications must be submitted at least 60 calendars days prior to the event date. All Class III applications that are not received at least 60 calendar days prior to the event date will be automatically denied.*

Also reflected in Ordinance No. 606 you will find proposed amendments to the SEP approval process, insurance requirements, and fee waivers. If a structure is not apt for the activity or event, or if it will create parking or circulation disturbances, a Special Event Permit is required in conjunction with proper planning and impact mitigation. Staff will provide guidance in determining the categorization of the event.

Pursuant to California State Law, public notice was provided at least 10 days in advance of the first reading held on August 08, 2023 of the Ordinance via publication in the Porterville Recorder.

Should the City Council approve the second reading of Ordinance No. 606, then the ordinance will be considered approved and adopted. The Ordinance would take effect 30 days after said adoption.

**FISCAL IMPACT**

No fiscal impact associated with Ordinance No. 606.

Should Ordinance No. 606 be approved after a duly held second reading and due to the passage of Resolution No. 23-29, then the Special Event Permit classes and fees would be amended and charged as follows:

Category I:        \$100.00

Category II: *\$250.00 + Staff Fully Burdened Hourly Rate + Facility Rental Fee (if applicable)*  
Class III: *\$500.00 + Staff Fully Burdened Hourly Rate + Facility Rental Fee (if applicable)*

**ATTACHMENTS**

- Proof of Public Hearing Notice Publication – Ordinance No. 606
- Ordinance No. 606 – Redline Copy

***In the Superior Court of the State of California  
In and for the County of Tulare***

**PUBLIC NOTICE  
CITY OF LINDSAY  
PUBLIC HEARING NOTICE**

Date: Tuesday, July 25, 2023  
Time: 6:00 PM or  
as soon thereafter  
Location: Council Chambers  
City Hall  
251 East Honolulu Street, Lindsay,  
CA 93247

NOTICE IS HEREBY GIVEN that the City Council of the City of Lindsay, California, will hold a public hearing on Tuesday, July 25, 2023, beginning at 6:00 PM (or as soon thereafter as the matter can be heard) to solicit public comments relating to the following matter: FIRST READING OF ORDINANCE NO. 606, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LINDSAY AMENDING TITLES FIVE (5), EIGHT (8), AND EIGHTEEN (18) IN REGARDS TO THE SPECIAL EVENT PERMIT FURTHER information on this matter and the full text of the proposed documents may be obtained from the City Clerk at 251 East Honolulu Street, Lindsay, CA 93247 during normal business hours 9:00AM-5:00PM Monday through Friday. ALL INTERESTED PARTIES are encouraged to attend said PUBLIC HEARING to ask questions, express opinions and/or submit evidence for or against the matter. Written comments should be submitted via mail to the City Clerk at P.O. Box 369, Lindsay, CA 93247, or in person at 251 East Honolulu Street, Lindsay, CA 93247, or via email to [lindsaycityclerk@lindsay.ca.us](mailto:lindsaycityclerk@lindsay.ca.us) at least 24 hours prior to the scheduled public hearing. BY ORDER OF THE CITY COUNCIL OF THE CITY OF LINDSAY  
Dated: JULY 12, 2023

July 15, 1-T  
#222908

State of California

SS.

County of Tulare

Declarant says:

That at all times herein mentioned Declarant is and was a resident of said County of Tulare, over the age of twenty-one years; not a party to nor interested in the within matter; that Declarant is now and was at all times herein mentioned the Principal Clerk of the Porterville Recorder, a daily newspaper, which said newspaper was adjudged a newspaper of general circulation on October 15, 1951, by Superior Court Order No. 42369 as entered in Book 57 Page 384 of said Court; and that said newspaper is printed and published every day except Sunday published LEGAL NOTICE in said newspaper, **July 15, 2023** and that such publication was made in the regular issues of said paper (and not in any supplemental edition or extra thereof). I declare under penalty of perjury that the forgoing is true and correct. Executed **July 15, 2023** at Porterville, California.



Declarant TERESA JASSO



ORDINANCE NO. 606

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LINDSAY  
AMENDING TITLES FIVE (5), EIGHT (8), AND EIGHTEEN (18) IN REGARDS TO  
THE SPECIAL EVENT PERMIT

Section 1. PURPOSE. The provisions of this ordinance are intended to amend the Lindsay Municipal Code to provide up-to-date and applicable regulation language to the application and process for requesting a Special Event Permit(s).

Section 2. CODE AMENDMENT. Lindsay Municipal Code Titles Five (5), Eight (8), AND Eighteen (18) are hereby amended to read in their entirety as follows:

Chapter 5.36.030

Sidewalk Vending Activities Prohibited In Designated Areas

Notwithstanding this Chapter and any provisions of the Lindsay Municipal Code, it is unlawful for any person to engage in sidewalk vending activities within the following locations or areas within the City:

- A. Any public property that does not meet the definition of a sidewalk or pathway, including but not limited to, any roadway, street, alley, or parking lot;
- B. Within any area zoned for residential purposes, provided that roaming sidewalk vending activities operated in compliance with this chapter shall not be prohibited;
- C. On any sidewalk or pathway that is not a minimum width of eight (8) feet.
- D. Within 500 feet of the following:
  - 1. An area designated for a special event permit issued in accordance with Section 18.17.180, provided that any notice, business interruption mitigation, or other rights provided to affected businesses or property owners under the City's special event permit are also provided to a sidewalk vendor permitted to operate in the area, if applicable. A prohibition on sidewalk vendor activities pursuant to this paragraph shall only be effective for the duration of the special event permit;

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- 2. Lindsay City Hall, a police station or a fire station;
  - 3. Any public or private school, or a child day-care facility, between the hours of 6:00 a.m. and 6:00 p.m.;
  - 4. Any place of assembly or worship, between one hour before and one hour after scheduled event or presentation times;
  - 5. An area designated for a permitted certified farmers' market during the limited operating hours of that certified farmers' market;
  - 6. Any sheriff or police officer, firefighter, or emergency medical personnel who are actively performing their duties or providing services to the public;
- E. Within fifty (50) feet of any public picnic area, playground area, playground equipment, public community center, athletic field or court, or public restroom;
- F. Within fifty (50) feet of another sidewalk vendor;
- G. Within ten (10) feet of a marked crosswalk, a curb return of an unmarked crosswalk, a fire hydrant, a fire call box, a fire department connection, other emergency facility, a bus bench, a transit or bus shelter, a driveway or driveway apron, a curb which has been designated as white, yellow, green, blue, or red zone, an ATM or other vending machine, an entrance or exit to a building, structure or facility, or a bike rack;
- H. Within ten (10) feet ahead, and forty-five (45) feet to the rear, of a sign designating a bus stop;
- I. Within ten (10) feet of a commercial outdoor dining or patio dining area;
- J. At any park, or the sidewalk adjacent to any park, where the City has signed an agreement for concessions that exclusively permits the sale of food or merchandise by a concessionaire;
- K. In or on the median of any street, road, or highway;
- L. In or immediately adjacent to any area designed for parking, bus zones,

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stopping, or loading;

M. In any location where the sidewalk vending activities would block manholes, utility access points, vents, or views through windows;

N. In any location where the operation of sidewalk vending activities would result in or cause a violation of applicable law, including but not limited to the Americans with Disabilities Act; and

O. Notwithstanding any specific prohibition in this chapter, any location or area where the operation of sidewalk vending activities creates a reasonably foreseeable danger to the safety of persons or property.

**Chapter 8.22.060**

**Special Event Permit**

Permittees must obtain a special event permit from the Lindsay planning department. Applicants for the special event permit must identify the proposed site and show written permission from the owner authorizing use of said site for the stated purpose.

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**Chapter 18.17.180**

**18.17.180-Special Event Permit**

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The 'Special Event Permit' hereby replaces and rescinds any and all 'Temporary Use Permit' provisions within the Lindsay Municipal Code.

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**Background**

It is the purpose of this section to establish a process for allowing special events to use city streets, sidewalks, facilities, and/or services. The City recognizes the substantial community benefits that may result from special events, they can provide cultural enrichment, promote economic vitality, and enhance community identity. They may also provide funding opportunities for service organizations and communicate a group's message to the public. Special events include temporary outdoor sales activities, retail events, and special activities such as carnivals, fairs, and large

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neighborhood block parties.

Based on the nature and intensity of the event, either City Staff or the City Council will approve or deny the Special Event Permit ("SEP"). A Pre-Application Meeting with Planning Staff will determine the Class of Special Event, the -and- required materials and documents (site plan, waste plan, Fire Department inspection, etc.), as well as a timeline for all required documents. If City Staff finds that the Special Event Permit appears to be non-confirming with current City Municipal Code, Lindsay Zoning Code or State of California Code, then the Special Event Permit will be subject to approval by the Lindsay City Council, regardless of Event Class Type.

### Special Event Classes and Required Materials

- Class I: Temporary Uses of 31 days or Less for Special Occasions as defined as Valentine's Day sales, Easter sales, Mother's Day sales, Father's Day sales, Graduation Day sales, and Fireworks sales only. Please note that Fireworks sales must also comply with the provisions of chapter 8.22 of the Lindsay Municipal Code.
  - Requirements: Special Event Permit Application, Site Plan (if applicable), Business License, and Property Owner's Permission. Verification of insurance must be submitted along with the Special Event Application: 1) Certificate of Insurance documenting General Liability insurance coverage in the amount of not less than \$1 million per occurrence and \$2 million in the Aggregate submitted for the event date and any set-up and/or teardown dates; 2) An Additional Insured Endorsement is required to reflect that the insurance policy has been amended to include the City of Lindsay as an additional insured; 3) Indemnity Letter.
  - Applications must be submitted at least 15 calendar days prior to the event date. Applications that are not received at least 15 calendar days prior to the event date will be automatically denied.
- Class II: Events involving low impact road closures or on City-owned public property involving low impact to normal operations/use.
  - Requirements: Special Event Permit Application, Site Plan, and Traffic Control/Parking Plan (if applicable only). Verification of insurance must

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be submitted along with the Special Event Application: 1) Certificate of Insurance documenting General Liability insurance coverage in the amount of not less than \$1 million per occurrence and \$2 million in the Aggregate submitted for the event date and any set-up and/or teardown dates; 2) An Additional Insured Endorsement is required to reflect that the insurance policy has been amended to include the City of Lindsay as an additional insured; 3) Indemnity Letter

- o An event is determined as 'low impact' by the City Manager and/or their designee.
- o Applications must be submitted at least 15 calendar days prior to the event date. Applications that are not received at least 15 calendar days prior to the event date will be automatically denied.

• **Class III:** Events involving the sale of alcohol; Events involving high impact street closures; Events that are open to the public on private property; Events charging an entry fee on private property; Events involving the use of public space and/or City-owned public property involving high impact to normal operations/use, Marathons, Cycling Tours, Fairs, Carnivals, Rodeos, Concerts.

- o Requirements: Special Event Permit Application, Site Plan, Traffic Control/Parking Plan (if applicable), Waste Plan (if applicable), ABC License (if applicable), Fire Department Inspection (if applicable), Building and Safety Inspection and Safety Plan (if applicable). Verification of insurance must be submitted along with the Special Event Application: 1) Certificate of Insurance documenting General Liability insurance coverage in the amount of not less than \$2 million per occurrence and \$3 million in the Aggregate submitted for the event date and any set-up and/or teardown dates; 2) An Additional Insured Endorsement is required to reflect that the insurance policy has been amended to include the City of Lindsay as an additional insured; 3) Indemnity Letter. Events classified by Staff as "high risk" require \$3 million General Liability and \$6 million Aggregate insurance.
- o Additional requirements may be applicable based on the type of event.
- o An event is determined as 'high impact' by the City Manager and/or their designee.
- o All Class III applications must be submitted at least 60 calendar days

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prior to the event date, All Class III applications that are not received at least 60 calendar days prior to the event date will be automatically denied.

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Pursuant to the California Department of Alcoholic Beverage Control (ABC), events involving the sale of alcoholic beverages will be required to submit a Special Event Permit Application, regardless of the number of attendees and category Class of the event. Said events will be subject to approval by the Lindsay City Council. An ABC License will only be signed by the Chief of Police after the City Council has approved the SEP application.

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### Additional Guidelines

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Approval of the Special Event Permit is subject to the following findings and guidelines:es:

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A Special Event Permit shall be required for any of the following activities:

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- ~~A. Temporary signs, banners, or balloons that promote an activity or event;~~
- A. Temporary sales such as Valentine's Day sales, Easter sales, Mother's Day sales, Father's Day sales, Graduation Day sales, and Fireworks sales; Valentine's Day flowers or 4th of July fireworks;
- B. Events involving road closures;
- C. Events within the public right of way (sidewalk, public streets, parks, etc.);
- D. Any activity on public or private property that, due to the anticipated number of attendees or nature of the event, is not compatible with the generally intended use of the property.
- E. Any activity on vacant land or commercial property that due to the anticipated number of attendees or nature of the event, is not compatible with the generally intended use of the property.

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Please note that a Special Event Permit will not be issued for an event classified as Class II or III if the event location identified within the application resides in the Single Family Residential (R-1-7) or Multi-Family Residential (RM-3, RM-MH8) zones.

D. Special Events that do not require a Special Event Permit are:

A. An event hosted by the City.

A-B. An event sponsored by the City.

B-C. An event at a private property residence where no admission is charged, the event is not open or advertised to the public, and it is reasonably foreseeable in the opinion of the Chief of Police that no extraordinary police services are required.

C-D. An event held in a members-only facility at which the only participants are the members (and their invited nonpaying guests), and it is reasonably foreseeable in the opinion of the Chief of Police that no extraordinary police services are required.

D-E. Events sponsored by religious entities held in the religious entity's facility that only members by permission attend and it is reasonably foreseeable in the opinion of the Chief of Police that no extraordinary police services are required.

E-F. Events that are authorized by and consistent with existing use permits and licenses governing the establishment, unless that person, entity, or business holds an event that, in the opinion of the Chief of Police, will foreseeably result in extraordinary police services.

**Approval Process**

Events classified as Class I or II events shall be approved administratively by City Staff. City Staff reserves the right to refer applications for events classified as Class I or II to the City Council for consideration if they deem it necessary. Class I or II event applications must be submitted at least 15 calendar days prior to the event.

Events classified as Class III events are subject to approval by the Lindsay City Council.

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Applicants for events classified as Class III events must submit a complete SEP application and accompanying materials for the SEP to be brought to the City Council for consideration. *Class III event applications must be submitted at least 60 calendar days prior to the event.*

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Applications requesting the use of Parks for a private event will be subject to City Council approval. Please note that a Park cannot be closed to the public for any event.

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If the applicant cancels or postpones their event, then the applicant forfeits any and all fees paid to the City and will be required to submit a new application for the new event.

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If the applicant cancels or postpones their event due to an event that is deemed uncontrollable by human intervention, then the City will honor the fees paid.

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**Additional Requirements**

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Special Events are subject to the additional requirements:

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• Adequate and safe ingress and egress shall be provided to the project site. Directional signing, barricades, fences, and landscaping may be required as a condition of permit approval.

• Private security personnel may also be required for events based on the recommendation of the Lindsay Department of Public Safety.

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• Adequate parking facilities shall be provided for each Special Event.

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• The proposed Special Event will not adversely impact traffic circulation nor result in traffic congestion in the event project area.

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• Upon termination of a Special Event, or abandonment of the site, the applicant shall remove materials and equipment, and restore the premises to its original condition.

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• Reasonable time limits for hours of operation may be set by the city council or City Staff as a condition of permit approval.

• Applicants for Special Event Permits shall secure all other applicable licenses and permits prior to issuance of a Special Event Permit.

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- Signage for Special Events shall be subject to the approval of the Planning community development department.

The city council may deny an application for a special event permit if it is determined that conditions exist which would be injurious or detrimental to existing improvements, land uses, or surrounding areas.

- A deposit may be required depending on the type and specific circumstances of the event. The City reserves the right to seek funds from applicant should any damages be incurred by the event.

All SEP applications must be submitted at least 45 days prior to the event date. It is the applicant's responsibility to pass all required inspections, submit all required documentation, and meet all deadlines. Failure to do so may result in denial of the application. The City Reserves the right to deny a Special Event from taking place if the application requirements have not been met, required materials have not been submitted, if fees have not been paid, or if inspections have not been passed.

The City Council, at their discretion reserves the right to deny any SEP application if they determine that conditions exist which would be injurious or detrimental to existing improvements, land uses, or surrounding areas, or be a significant risk to Public Safety.

An assessment of the event and specific circumstances and requirements will be completed to determine the final cost of the Special Event Permit based on the use of City facilities and Staff time and/or extraordinary police costs.

The City Council, City Staff, and/or Chief of Police shall impose conditions to the Special Event Permit that are reasonably required to assure the protection of the public health, the safety of persons attending the event and residents near the event, and the safety of property at or near the event. The conditions shall be in writing and shall be attached to the permit.

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### Insurance Requirements

Verification of insurance must be submitted along with the Special Event Permit Application and meet the insurance requirements identified within the application. The City Manager, or their designee, reserves the right to modify applicants insurance

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requirements as they see fit pursuant to the City's Risk Management Authority. To the extent authorized by law, the permittee shall defend, indemnify, and hold harmless the City, its officers, agents, employees, and volunteers from any and all claims, causes of action, penalties, losses, expenses (including reasonable attorneys' fees) and any other liability for injuries or damage to persons or property resulting from the event that were caused by the omissions or authorized acts of permittee's officers, agents, or employees.

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### Fee Waivers

Fee Waivers are subject to the following requirements:

SEP applicants requesting that SEP associated fees be waived, must submit their fee waiver at time that they submit application. SEP fee waivers are subject to approval by the Lindsay City Council.

Applicants must provide written justification addressed to the Lindsay City Council as well as submit their SEP applications by the deadline for their waiver to be considered.

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Please note that the City reserves the right to participate in any special event that is approved and be exempt from the registration fee.

### Chapter 18.14.220

#### Search Lights And Klieg Lights

Search lights and klieg lights are prohibited, except when used for public safety purposes or when specifically approved with a special event permit for a special event.

All other remaining code sections in chapter eighteen of the Lindsay Municipal Code remain unchanged.

Section 3. CEQA REVIEW. The City Council hereby finds that this ordinance is not

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subject to review under the California Environmental Quality Act (CEQA) pursuant to CEQA Section 15060(c)(2) (The activity will not result in a direct or reasonably foreseeable indirect physical change in the environment).

**Section 4. NO LIABILITY.** The provisions of this ordinance shall not in any way be construed as imposing any duty of care, liability, or responsibility for damage to person or property upon the City of Lindsay, or any official, employee or agent thereof.

**Section 5. PENDING ACTIONS.** Nothing in this ordinance or in the codes hereby adopted shall be construed to affect any suit or proceeding pending or impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance or code repealed by this ordinance, nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

**Section 6. SEVERABILITY.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this ordinance, or its application to any other person or circumstance. The City Council of the City of Lindsay hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

**Section 7. CONSTRUCTION.** The City Council intends this ordinance to supplement, not to duplicate, contradict or otherwise conflict with, applicable State and federal law and this ordinance shall be construed in light of that intent. To the extent the provisions of the Lindsay Municipal Code as amended by this ordinance are substantially the same as provisions in the Lindsay Municipal Code existing prior to the effectiveness of this ordinance, then those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

**Section 8. EFFECTIVE DATE.** The foregoing ordinance shall take effect thirty (30) days from the date of the passage hereof. Prior to the expiration of fifteen (15) days from the enactment hereof a certified copy of this ordinance shall be posted in the office of the City

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Clerk pursuant to Government Code section 36933(c)(1) and a summary shall be published once in the Porterville Recorder, a newspaper printed and published in the City of Porterville, State of California, together with the names of the Council members voting for and against the same.

THE FOREGOING ORDINANCE, read by title only with waiving of the reading in full, was introduced at a regularly scheduled meeting on the \_\_\_\_\_ th day of \_\_\_\_\_ 2023.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council held on the \_\_\_\_\_ th day of \_\_\_\_\_ 2023.

CITY COUNCIL OF THE CITY OF LINDSAY

\_\_\_\_\_  
Hipolito A. Cerros, Mayor

ATTEST:

\_\_\_\_\_  
Francesca Quintana, City Clerk

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## STAFF REPORT

TO: Lindsay City Council  
FROM: Shelline Bennett, Liebert Cassidy Whitmore  
DEPARTMENT: City Attorney  
ITEM NO.: 11.5  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Consider Minute Order Approval of Amendments and Revisions to the City Lindsay Personnel Rules and Regulations.

### **BACKGROUND | ANALYSIS**

Based on legal review of the City of Lindsay Personnel Rules and Regulations (“Personnel Rules”), the City proposes that the City Council consider approval of updated Personnel Rules, which are attached to this report. Proposed modifications include but are not limited to the following: verbiage clean up to ensure compliance with all applicable laws and regulations, probationary period, hours of work, leaves, disciplinary procedures, and miscellaneous rules.

Recognized employee union groups were provided with the draft modifications to the Personnel Rules and allowed opportunity for input and meet and confer; following the same, the updated Personnel Rules now come to the City Council for approval consideration.

### **FISCAL IMPACT**

There is no fiscal impact associated with this action.

### **ATTACHMENTS**

- City of Lindsay Personnel Rules and Regulations – Redline Copy



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## City of Lindsay Personnel Rules and Regulations

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

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**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**MERIT PERSONNEL SYSTEM**

**Section 1.1 Purpose**

The purpose of this personnel system is to:

1. Establish an equitable and uniform procedure for dealing with personnel matters;
2. Attract the most competent and desirable persons available for employment;
3. Assure that appointment and advancement of employees are based on merit and ability; and
4. Provide reasonable security for qualified employees.

The objectives of these personnel rules and regulations are to facilitate efficient and economical service to the public and provide for a fair and equitable system of personnel management in the municipal government. These rules and regulations set forth those procedures and policies which ensure similar treatment for those who compete for original and promotional employment and define certain obligations, rights privileges, benefits, and prohibitions which are placed upon all employees in the service of the City.

**Section 1.2 Personnel System Organization**

The City Manager has final responsibility for all personnel actions, except those reserved to the City Council. Each department head exercises direct line authority for personnel functions described in these rules and regulations. The City Manager shall administer the personnel system. He/she may delegate personnel duties for the effective administration of the system to the Personnel Director, his/her designee, or Finance Director.

**Section 1.3 Merit Employment Policy**

It is the policy of the city to provide for an employment system, which assures that employees are selected, ~~promoted~~promoted, and retained on the basis of merit. It is the intent of this system to provide fair and equitable treatment to all applicants for employment. The screening and selection of the employees shall be on a specific ~~job-related~~job-related basis. The potential and actual performance of employees within the city shall guide employment decisions with the goal of providing a ~~high-performance~~high-performance work force for the residents of the City.

**Section 1.4 Intent of the Personnel System**

1. Employment Standards: The City Council and all the ~~residents~~ citizens of Lindsay have the right to expect that the City will employ the best qualified persons available, that the tenure of every City employee will be based on a demonstrated need for the work performed, availability of funds, competent effective performance, proper personal conduct, and continuing fitness for the position.
2. City Responsibility to employees: Each employee of the City of Lindsay has the right to expect: To be fully informed of his or her duties and

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

responsibilities; to be provided with adequate administrative and supervisory direction; to be informed of job expectations and desired work behaviors; that promotions will be made on the basis of merit and ability; and progressively improved work performance over an extended period will be recognized and rewarded; that incompetence and misconduct will not be tolerated; and that suspensions, demotions, terminations, and other disciplinary actions will be administered in a fair and impartial manner.

### **Section 1.5 Prior Policies Repealed**

If the terms and provisions of these personnel rules and regulations are inconsistent or in conflict with the terms and provisions of any prior City of Lindsay (“City”) personnel rules and regulations this policy shall prevail and such inconsistent or conflicting provisions or prior resolutions, rules and regulations this policy shall prevail and such inconsistent or conflicting provisions or prior resolutions, rules and regulations are hereby repealed.

### **Section 1.6 Priority of Collective Bargaining Agreements**

If a provision of these rules conflicts with any provision of an applicable collective bargaining agreement entered into by the City and a recognized employee organization, to the extent of such conflict, the provision of the collective bargaining agreement shall be deemed controlling unless the provision of these rules has been negotiated more recently.

### **Section 1.7 Terms of Personnel ~~Manual~~ Rules**

These personnel rules and regulations shall take effect when approved by the City Manager of the City. The ~~manual rules~~ shall remain in effect unless repealed, in whole or part, by the City Manager. The City Manager may in his/her sole discretion add to, delete or otherwise modify these personnel rules and regulations, subject to the following paragraph.

Prior to amendment of these personnel rules and regulations, the City Manager shall consult with City employees or, if required, upon request, meet and confer with affected recognized employee organizations.

### **Section 1.8 Non-Discrimination**

The City shall comply with applicable federal and state laws governing fair employment practice and equal opportunity. The City strictly prohibits unlawful discrimination. This includes discrimination on the basis of sex, sexual orientation, gender identity, national origin, race, color, ancestry, religious creed, physical or mental disability, medical condition, age, marital status, citizenship status, uniformed service member status or any other protected class under applicable law.

### **Section 1.9 Application of Personnel Rules and Regulations**

These personnel rules and regulations have been developed to serve the City of Lindsay and all employees of the City of Lindsay unless specifically excluded. Its contents and all appropriate references represent the rules and practices to which all employees of the City are held accountable.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### **Section 1.10 Violations of Rules and Regulations**

Violation of the provisions of these rules and regulations shall constitute grounds for disciplinary action. A violation shall not make disciplinary action mandatory but shall be given such weight as shall be appropriate in view of all the circumstances.

### **Section 1.11 Employee Responsibility**

It shall be the responsibility of each employee to become aware and be knowledgeable of these personnel rules and regulations.

### **Section 1.12 Administrative-Department Policies and Procedures**

The City Manager or individual city department heads may develop and administer supplemental written department policies and procedures as deemed necessary for the efficient, safe and orderly administration of the City or department. However, no such policies or procedures shall conflict with or supersede these personnel rules and regulations, other Council resolutions and ordinances, or existing laws. Copies of department policies and procedures should be ~~distributed-made available~~ distributed-made available to each employee of the department.

### **Section 1.13 Distribution of Personnel Policies**

A copy of these personnel rules and regulations shall be ~~distributed-made available~~ distributed-made available to each City employee and each recognized employee organization. Newly hired employees shall receive a copy upon hire. Copies of these personnel rules and regulations shall also be ~~distributed-made available~~ distributed-made available to each department of the City. Department heads shall make them accessible to employees. ~~Copies shall be available in the personnel office.~~ Employees with questions about these personnel rules and regulations may direct them to ~~his or her~~ their immediate supervisor, the department head, the personnel office, or Finance Director.

### **Section 1.14 No Contract Created**

These rules do not create any contract of employment, expressed or implied, or any rights in the nature of a contract.

### **Section 1.15 Severability Clause**

If any provision, or the application(s) of any provision of these personnel rules and regulations is implemented is rendered or declared invalid by any final court action or by reason of any preemptive legislation, the remaining provisions of these personnel rules and regulation shall remain in full force and effect. Nothing these personnel rules and regulations shall be construed to deny any person or employee the rights granted by federal and state law. The rights, powers and authority of the City Manager in all matters, including the right to maintain any legal action shall not be modified or restricted by these regulations.

**DEFINITION OF TERMS**

**Section 2.1**     **Definitions**

Unless the context indicates otherwise the terms used in these personnel rules and regulations are defined as follows:

**Abandonment of Position** – The failure to report to work for three consecutive regular work shifts without notification by the employee and approval of the City.

**Acting Appointment** – An appointment of a person who possesses at least the minimum qualifications established for a particular class and who is appointed to a position in that class in the absence of available eligible incumbents, or on an interim basis pending later appointment of an eligible person.

**Advancement** – A salary increase within the limits of pay range established for a class.

**Allocation** – The assignment of a single position to its proper class in accordance with the duties performed, and the authority and responsibilities exercised.

**Anniversary Date** – One calendar year from the date of the employee’s probationary appointment with the City and each succeeding year thereafter, unless the probationary period was extended. An employee’s anniversary date shall be determined by applying the continuity of service requirements of these rules.

**Appeal** – A written request by an employee for consideration in matters relating to grievance and/or discipline as set forth in these rules.

**Appointment** – The offer to, and acceptance by, an individual for a position in the competitive service.

**Applicant** – Any person submitting a formal completed application for employment with the City.

**Appointing Authority** – The City Manager is the appointing authority for all City employees and the City Council shall appoint the City Manager. The City Manager may delegate appointing authority. Further delegations of appointing authority must be approved by the City Manager.

**Authorized Position** – A specific work position within a job classification that is or may be held by and employee.

**Benefit Date** – For the purpose of sick and vacation leave accrued, the benefit date is defined as follows for all employees: (a) if the first working day of the pay period was worked, the benefit date will be the first day of that pay period. (b) if the employee started anytime after the first working day of the pay period, then the benefit date will be the first day of the following pay period. (c) if an employee is absent without pay for any period of time his or her benefit date will be adjusted to reflect the deduction of the period of time in which the employees was absent without pay.



## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

**Break in Continuous Service** – Separation of the employee from City employment initiated by either the City of the employees for any period without pay.

**Bulletin Board** – The official posting place for public notices.

**Certification** – The furnishing of names by the personnel officer of eligible, available candidates for employment, from an employment list in the manner prescribed in these rules.

**Class** – A result of grouping together those positions that are similar in duties, authority, and responsibility, so that the same requirements as to education, general knowledge, and ability may be required of incumbents, and permit grouping under a common title with common standards of selection, and with the same schedule of compensation. Individual positions in the same class may be assigned different duties and responsibilities.

**Class Specification** – The official description of a class including (1) title, (2) a definition, (3) a statement of the duties and responsibilities, and (4) the employment standards, such as education, experience, knowledge and skills, and abilities which may be required of applicants.

**Classification Plan** – The arrangement of positions in classes, together with the title and specifications describing each class.

**Compensation** – Salary, wages, fees, benefits, allowances or any other consideration paid to an employee for performing the duties or exercising the responsibilities of a position.

**Compensatory Time** – Time off from work in lieu of monetary payment for overtime work.

**Continuous Service** – Employment in a regular position that is uninterrupted from the effective date of the appointment except an authorized absence with pay or as required by law.

**Contract Employees** – Contract employees are those individuals employed by the City pursuant to the terms of an individual employment contract that sets forth terms and conditions of employment. Unless expressly stated herein, the provisions of these personnel rules and regulations shall not be applicable to contract employees.

**Days** – Means calendar days unless otherwise stated.

**Demotion** – The movement of an employee from a position in one class to another class, the next class having a lower maximum base rate of pay.

**Department** – A major administrative branch of the City involving a general line of work with one or more employees under the charge of one or more individuals known as supervisors.

**Department Head** – The individual designated as the administrative head of a City department. The City Manager is the Department Head of the other departments heads.

**Disciplinary Action** – The termination, demotion, reduction in pay, or suspension of a regular employee for cause.

**Eligible** – A person whose name is on an employment list.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**Employee** – A person who is legally occupying a position in the City’s service or who is on an authorized leave of absence for such position.

**Employee (Emergency)** - A person employed by the City for a temporary period of time to meet emergencies, which threaten life, property, or the general welfare of the City. An emergency employee serves at the will of the City Manager or designee and may be removed at any time without cause.

**Employee (Part-Time)** – A person employed by the City for specifically designated hours less than full time. A part time employee serves at the will of the City Manager or designee and may be removed at any time without cause.

**Employee (Probationary)** – A person employed by the City in a regular full-time position who has not completed the probationary period.

**Employee (Regular)** – A person employed by the City in a full-time capacity who has successfully completed his/her probationary period and has been retained according to the provisions of these rules. The term does not include an elected official.

**Employee (Temporary)** – A person employed by the City full-time or part-time for some specific work that is temporary in nature. A temporary employee serves at the will of the City Manager or designee and may be removed at any time without cause.

**Employee (Extra Help)** - An employee who is appointed to a position with less than year-round funding. Extra-help employees shall be compensated on an hourly basis shall not be eligible for participation in any benefit plans except as required by law and serves at the will of the City Manager or designee and may be removed at any time without cause.

**Employment Date** – Date on which an employee was hired to fill a position with the City.

**Employment List** – A list of names of persons who may be considered for employment with the City under specified conditions. Employment lists will be prepared as needed under the direction of the Personnel Director or their designee.

**Evaluation Date** – For the purpose of step advancement, this term shall mean the date upon which the employee’s most recent step advancement occurred.

**Examination** – An examination for a particular class, which is open to persons meeting the qualifications for the class.

**Exempt Employee** – The City Manager, department heads, executive or professional staff, administrative technical staff, and others whose duties and responsibilities allow them to be “exempt” from the overtime pay provisions as provided by the Federal Fair Labor Standards Act (FLSA) and any applicable state laws.

**Fiscal Year** – The fiscal year for the City begins on July 1 and ends on June 30 of the next year.

**Full-time Position** – A budgeted position in which an employee of the City is regularly scheduled to work at least forty (40) hours per week and/or no less than two thousand eighty hours per year.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

**Grievance** – The formal allegation made by an employee that the City, or one of its representatives has violated, misinterpreted, or misapplied the provisions of the Memorandum of Understanding and/or City personnel ordinances, rules and regulations, or administrative directives.

**Grievance Procedure** – The systematic means set forth in these personnel rules and regulations by which an employee may obtain consideration of a grievance.

**Job Description** – Description of duties, responsibilities, and minimum qualification requirements of the positions included in the class.

**Lay-off** – The separation of employees from the active ~~work force~~workforce due to a shortage of work or funds, or due to the abolition of positions by the City Manager and/or City Council for the above reasons or due to organization changes.

**Leave of Absence** – An authorized absence from duty for a specified period.

**Memorandum of Understanding (M.O.U.)** – ~~(M.O.U.)~~–An understanding reached with a recognized employee organization as a result of meeting and conferring on hours, wages, and working conditions in accordance with State law and City ordinances, resolutions, and rules.

**Minimum Qualifications** – The minimum qualifications deemed necessary for a candidate to possess for selection to fill a vacancy and to maintain employment with the City.

**Oral Interview or Qualifications Appraisal Board** – Part of an examination conducted by a competent board to evaluate the candidate's education, experience, and general qualifications pertinent to the position for which examined.

**Out-of-Class Pay** – The salary an employee shall receive for working in a classification having a higher salary range than the one to which that employee was appointed during a period of time or these rules. .

**Overtime** – Time worked in excess of 40 hours in a work week or as provided in an applicable M.O.U.

**Part-time Position** – A position in which an employee of the City is regularly scheduled to work less than forty (40) hours per week and/or less than two thousand eighty hours per year.

**Performance Evaluation** – A review and evaluation of an employee's performance and capabilities in the employee's authorized position by the employee's immediate supervisor and/or ~~other member~~other members of management at designated intervals and filed in the employee's official personnel file; minimum of one evaluation annually.

**Personnel Director** – The employee of the City designated to manage the personnel function of the City. The Personnel Director may delegate one or more of those functions to subordinates.

**Personnel Rules and Regulations Manual** - This Group of personnel rules and regulations concerning employment with the City of Lindsay.

**Personnel Records** – The official records of the City for each employee, maintained by and in the personnel office, except records that may be required to be maintained in other locations.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

**Position** – A specific office or employment provided by the budget, whether occupied or vacant, of ~~limited term~~ limited-term or regular, and requiring the performance of certain duties and responsibilities assigned or delegated by the appointing authority.

**Probationary Period** – A period from original date of hire to be considered an integral part of the examination, recruiting, testing and selection process during which an employee is required to demonstrate fitness for the position to which the employee is appointed by actual performance of duties of the position.

**Professional Employee** – Management, supervisory and technical employees engaged in work requiring specialized knowledge and skills as so designated by the City.

**Promotion** – The movement of an employee from a position of one class to a position in another class having a higher maximum salary rate, generally with an increase in duties and responsibilities over the employee's present class.

~~**Promotion** – The movement of an employee from a position of one class to a position in another class having a higher maximums alary rate, generally with an increase in duties and responsibilities over the employee's present class.~~

**Promotional Probationary Period** – The initial period of service by an employee in a promotion position, this period to be considered an integral part of the examination, testing and selection process during which an employee is required to demonstrate fitness for the position to which promoted by actual performance.

**Reclassification** – Modification of job title and corresponding salary range adjustment supported by an appropriate classification analysis prepared under the direction of the Personnel Director, or designee which identifies a change in level of difficulty and/or responsibilities between the existing job description and actual job duties.

**Reduction in Pay** – A temporary or permanent decrease in salary.

**Regular Position** – A budgeted position, the duties of which do not terminate at any stated time.

**Reinstatement** – The restoration without examination of a former regular employee to a classification in which the employee formerly served as a regular non-probationary employee within one year of separation from the City.

**Rejection** – The termination or demotion of an employee during a probationary period.

**Relief of Duty** – The temporary assignment of an employee to a status of administrative leave with pay.

**Reprimand** – An oral or written notification to an employee regarding a censure made as a disciplinary action.

**Resignation** – Voluntary termination of employment by an employee, including the abandonment of the position.

**Salary** – The wages paid for services performed.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

**Salary Increase** – An increase in salary for a classification as a result of the meet-and-confer process and/or City Manager or City Council action.

**Salary Range** – Categories, which determine the minimum and maximum salary with appropriate steps for each employment classification.

**Seniority** – Precedence of one employee over another based on length of service within the classification, department, and City to be determined by continuous employment from the date of hire into a regular position.

**Separation** – The voluntary or involuntary end of City employment.

**Smoking** – Includes any lighted cigarette, vaporizer, e-cigarette, cigar, or pipe.

**Standard Work Week** – Any consecutive seven (7) day period, as determined by the City, beginning at 12:01 A.M. on the first day, and ending at 12:00 midnight on the seventh day, and consisting of forty (40) hours.

**Step Increase** – A salary increase of one or more steps within the limits of the salary range established for a class.

**Supervisor** – A person having authority in the interest of the City to direct employees, or to adjust grievances, or effectively ~~to~~ recommend any such action, if in connection with the foregoing the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment.

**Suspension** – The temporary separation, without pay, from service of an employee for disciplinary purposes.

**Termination** – Separation from City employment for disciplinary reasons or as a result of rejection during a probationary period.

**Transfer** – The movement of an employee within a department or between departments from one position to another position in the same class or another class having the same maximum salary.

**Vacancy** – An unfilled authorized position in the City of Lindsay employment.

**Work Shifts** – The days of the week and the hours on each of those days that an employee is assigned to work on a regular basis.

### **Section 2.2 Construction In General**

The provisions of these rules and regulations and proceedings under them shall be construed with the view to affect their purpose and to promote justice.

### **Section 2.3 Prohibited Acts Include Causing or Permitting**

Any act or omission, which is unlawful under these rules, includes causing, permitting, aiding, abetting, suffering, or concealing the act or omission.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

### **Section 2.4 Reference to Rules Includes Amendments**

When a reference is made to a portion of these rules and regulations, or to an ordinance of the City, the reference applies to each amendment and addition, which may be made to it.

### **Section 2.5 “Shall” and “May”**

| As used in these rules, “~~S~~shall” is mandatory and “~~M~~may” is permissive.



**GENERAL PROVISION**

**Section 3.1 Fair Employment**

During the selection process, the City will not attempt to elicit information concerning race, color, ancestry, national origin, sexual orientation and/or gender identity, marital status, physical or mental disability, medical condition, age, citizenship status, political or religious opinions or affiliations of an applicant. Appointment or removal from a position shall not be affected or influenced by consideration of race, color, ancestry, national origin, sexual orientation, and/or gender identity, marital status, physical or mental disability, medical condition, age, citizenship status, political or religious opinion or affiliation or other category protected by law.

**Section 3.2 Violation of Rules and Regulations**

Violation of these rules is grounds for suspension, demotion, dismissal or other disciplinary action appropriate under the circumstances.

**Section 3.3 Amendment and Revision of Rules and Regulations**

It is fully recognized that rules and regulations, practices, procedures and policies may require modification to reflect changing needs and more effective methods as they are developed. These rules and regulations may be appropriately revised to reflect such needed changes.

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**CLASSIFICATIONS**

**Section 4.1 Purpose**

The classification plan provides a complete inventory of all positions in the competitive service and an accurate description and specification for each class of employment. The plan standardizes titles, each of which is indicative of a definite range of duties and responsibilities.

**Section 4.2 Classification Plan**

The classification plan consists of classes and positions defined by class specification, including the title. The classification plan shall be maintained so that all positions substantially similar with respect to duties, responsibilities, authority, and character of work are included within the same class, and that the same schedule of compensation may be made to apply with equity under similar working conditions to all positions in the same class.

**Section 4.3 Administration**

The Personnel Director or designee will continually review the classification plan based on the job analysis. The Personnel Director or designee shall ascertain and record the duties and responsibilities of all positions in the competitive service, and make a recommendation to the City Council or City Manager of a classification for such positions. Changes in classifications, which result in a salary that falls outside the limits of the department budget, shall be approved by the City Manager.

**Section 4.4 Classification of Positions**

Each position shall be allocated to the appropriate class in accordance with the character, difficulty, and responsibility of its assigned duties. Positions in a single class shall be sufficiently similar to permit substantially the same level of skill, knowledge, ability, and other qualifications required of incumbents, the same or similar selection method and the same schedule of compensation.

**Section 4.5 Classification of New Positions**

All new full-time positions require City Council authorization. The Personnel Director or designee shall recommend the proper assignment of any new positions to a class in the classification plan, or when appropriate, create a new class. When a new position is created and is classified before it is occupied, such position shall be subject to review by the Personnel Director or designee after it is occupied to determine if the incumbent is performing the duties of the class.

**Section 4.6 Reclassification**

The classification plan may be amended from time to time. The assigned duties of positions, which have been materially changed over time by the City so as ~~to~~ necessitate reclassification, whether new or already created, shall be allocated by the City Manager to a more appropriate class. Reclassification shall not be used for the purpose of avoiding restrictions concerning demotions and promotions, nor to effect a change in salary in the absence of a significant change in assigned duties and responsibilities. During the process of consideration, any recognized

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

employee organization affected shall be advised. Amendments and revisions of the plan may be suggested by any interested party, including any recognized employee organization and shall be submitted to the City Manager.

The City Manager may approve the reallocation of a position to a different class or approve the creation of a new class whenever the duties of the position change materially over time. This may occur upon the recommendation of the department head, or upon the request of an employee and with the concurrence of the department head. When any change is made within a Department, which significantly affects the duties and responsibilities of any position, the appointing authority shall report these facts in writing to the Personnel Director. The Personnel Director or designee shall make a classification study of the duties and responsibilities and the relationship to other classes or positions. The Personnel Director may study the allocation of any position in the Classification Plan and make recommendations to the City Manager for a change in class or the allocation to a more appropriate class. The department head shall be consulted before a classification study is begun in his or her department. Studies may be initiated in the following manner:

1. Written request, submitted by the department head, due to reorganization of a department caused by a lack of funds, lack of work, or where the department reorganization would be for the betterment of the delivery of services or when the duties of a position have materially changed over time.
2. Referral from the City Manager.
3. When possible authorization of a new position is indicated.
4. Regular, periodic maintenance of the Classification Plan or when the Personnel Director identifies a need to study an existing position.

A change in classification on an occupied position shall affect the status of the incumbent in the following manner:

1. When a position is moved to a class with the same or higher salary range, the incumbent may retain the same status in the new class that was held in the prior class. The duties should have evolved over a period of time and be basically the same duties and responsibilities as were performed by the incumbent.
2. When a position is reallocated to a class in a related series with a lower salary range, incumbents may choose to retain the position by accepting voluntary demotion or may request a transfer, if available, for the class from which the position was moved. If neither of the foregoing is chosen, the normal layoff procedures will be followed.

### **Section 4.7 Job Descriptions (Specifications)**

The Personnel Director or designee with the assistance of the department heads shall prepare written specifications for each class of positions. The official copy of the specifications for each class shall be maintained in the personnel office and shall indicate the date of approval or last revision.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

Each specification shall include the class, title, a brief description of the scope, nature, and responsibility of the class, a description of the tasks or duties ordinarily performed in the positions allocated to the class; a statement of the minimum qualifications considered necessary for proficient performance of the work, including education, experience, training, knowledge, skills, physical characteristics, and any additional factors considered pertinent. Specifications are not restrictive. A department head may temporarily assign other related duties and responsibilities or otherwise direct the work of employees.

No person shall be appointed to any position unless that person meets the minimum qualifications set forth in the currently approved class specification for that position or meets the permissible equivalency provisions of these rules.

### **Section 4.8 Vacancies**

When a permanent vacancy occurs in an authorized position, the department head may fill the vacant position with an existing employee or someone who is not currently employed. The department head may determine that it is in the City's best interest to leave the position vacant. Individuals will be chosen to fill the vacancy based on merit.

### **Section 4.9 Evaluations**

All personnel of the City of Lindsay are subject to periodic evaluations of their work performance. Each person will be rated by his or her immediate supervisor and/or past supervisor depending on the length of time a person has been assigned to a particular supervisor. Each probationary employee shall be rated at the end of the third, sixth, ninth, and eleventh months of his/her probationary period, while each regular employee shall be rated thirty days prior to the employee's anniversary date. Performance evaluations will consist of both a written evaluation report and an evaluation interview. The written report will be prepared and used as a guide during the evaluation interview. Each supervisor shall use the City form obtained from the Personnel Director or designee. The completed form will be dated and signed by the supervisor and the employee after the interview. The completed form will then be forwarded to the department head who in turn will supply the original to the Personnel Director.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

RULE  
V

### COMPENSATION

#### Section 5.1 Preparation of Salary and Wage Plan

Upon request of the City Manager, the Personnel Director shall recommend a wage and salary plan. The Personnel Director shall consult with each department head and give consideration to prevailing rates of pay and working conditions for comparable work in other public and private employment, the difficulty and responsibility of the work, current costs of living, suggestions of department heads, the City's financial condition and other relevant factors.

#### Section 5.2 Adoption and Application of Plan

The City Council shall adopt a salary and wage plan and may amend it from time to time. At the time the City Council considers it, interested persons may appear and shall be heard. Suggested changes may be submitted to the City Council through the City Manager. Said adoption will be accomplished during the budget process.

#### Section 5.3 New Employees

A new employee shall be appointed to the first step of the salary range to which his/her class is assigned, except as follows: where it is difficult to locate qualified personnel, or when it appears that the education and previous training or experience of a proposed employee is substantially superior to those required at the beginning level of the class and justify a beginning salary in excess of minimum compensation. The City Manager may authorize hiring at a higher step in such cases.

##### Section 5.3.1 Advancement Within Salary Range

Advancement within the salary range is not automatic. An increase is made on the basis of merit as established by the employees' work performance and after written recommendation of the department head. The department head shall set forth the source of funding for the raise, and show that adequate funds are available for the raise when given and in the coming fiscal years. Any advancement must be approved by the City Manager or designee. An employee who fails to receive in-grade salary advancement shall be notified in writing as to the reason.

##### Section 5.3.2 Special Salary Adjustments

In order to correct gross inequities or to reward outstanding achievement and performance, (exceptional service) the City Manager may upon recommendation of the department head adjust the salary rate of an employee to any step in his/her existing salary range or up to 10% above the range if the employee is at the top step. ~~(See 5.5)~~

The factor of exceptional service is intended to recognize exceptional performance in which an employee is performing service substantially above the level of proficiency normally expected in the class or is producing results consistently superior to that normally expected of employees in the class. It does not include unusual acts or results caused by unusual conditions beyond the control of the employee, to which he/she demonstrated a normal reaction under the circumstances. This award may not be used in an attempt to solve a pay or classification inequity.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### **Section 5.3.3 Applicable Pay Rates**

- (1) Following promotion. When promoted, an employee begins at step A of the range into which promoted or one step higher than his/her current salary, whichever is higher. The new anniversary date is the date of promotion.
- (2) Following demotion. In the case of the demotion to a class with a lower maximum salary, an employee shall be assigned to the same salary step in the new class, assuming that his/her service has been continuous in the new class. The employee shall retain his/her previous anniversary date.
- (3) Following transfer. Where an employee is transferred from one position to another in the same class or to another class to which the same pay range is applicable, the employee retains the same pay step and anniversary date.
- (4) Following salary range increases and decreases. Where a pay range is revised upward or downward, the incumbent of a position in the affected class is entitled to a pay adjustment to the same relative step in the new pay range. The anniversary date does not change.

### **Section 5.4 Deductions**

Each deduction from an employee's wages shall be made in accordance with prevailing laws, contracts, rules and regulations.

#### **Section 5.4.1 Deductions Required by Law and Contracts**

Deductions include federal withholding tax, state withholding tax, social security tax, city retirement premium, paid family leave, and SDI.

#### **Section 5.4.2 Written Authorization From Employee**

Authorization is required for group medical, dental, hospitalization, disability, life insurance premiums, credit union, and any other deduction approved by the City Manager.

#### **Section 5.4.3 Claims**

Claims for non-payment of debts for the purpose of garnishing employees' wages shall be made to the Director of Finance under Section 710 of the Code of Civil Procedure.

#### ~~Section 5.5 — Salary Adjustment~~

~~The factor of exceptional service is intended to recognize exceptional performance in which an employee is performing service substantially above the level of proficiency normally expected in the class or is producing results consistently superior to that normally expected of employees in the class. It does not include unusual acts or results caused by unusual conditions beyond the control of the employee, to which he/she demonstrated a normal reaction under the circumstances. This award may not be used in an attempt to solve a pay or classification inequity. We suggest you move this paragraph to Section 5.3.2~~



## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### **Section ~~5.6~~ 5.5 “Acting” Capacity**

An employee, who temporarily assumes the duties of a superior position for an extended period of usually one (1) month or more, may upon approval of the City Manager receive premium pay commensurate with the duties assumed.

### **Section ~~5.7~~ 5.6 Terminal Pay**

An employee who is terminated is entitled to terminal pay:

- (1) That portion of the final pay period from the first day of the final pay period to the effective date of separation. The day of separation is either the working day specified for separation or the last day of the pay period if no date is specified.
- (2) Accrued vacation actually earned but not taken.
- (3) Accrued overtime.

### **Section ~~5.7~~ 6.1 Employees’ Death**

An employee may, in a writing filed with Human Resources, designate a person to receive the employee’s final paycheck in the event of the employee’s death. The employee may change the designation from time to time. A person so designated may claim the employee’s terminal pay upon proof of identity. A “person” for purposes of this section can include a corporation, trust, or estate.

An employee’s surviving spouse may claim compensation due to a deceased employee by providing the City a sworn affidavit or declaration as described in Probate Code section 13601.

Absent a designated beneficiary or receipt of a qualifying claim by a surviving spouse, terminal pay will be paid to the employee’s estate.

In case of employee’s death the City shall pay the employee’s beneficiary the sums set forth in 5.7 if he or she has so designated one; otherwise, terminal pay is paid to his or her estate.

### **Section ~~5.7~~ 2 City Property**

All City property in the employee’s possession must be returned prior to separation, including keys, key fobs, identification cards, equipment, credit cards, gas cards, laptops, cell phones, pagers, and any other City equipment. Terminal pay is paid to an employee only upon submission by the employee of all city-owned property in his/her possession including keys, badges, etc.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### RULE VI

#### APPLICATIONS AND APPLICANTS

##### Section 6.1 Employment Standards

It is the policy of the City to employ the best-qualified and most competent person available. Selection is made on the basis of merit and such applicable standards as demonstrated ability, skills and experience, training aptitude, intelligence, and character.

##### Section 6.2 Applications

The City shall make official application forms available in a manner, which will facilitate effective recruiting. The form shall require information covering training, education, experience, and other pertinent information, and may include references. The applicant must sign the application.

##### Section 6.3 Application Filing

Each person participating in a scheduled selection process for employment shall have completed and filed an official application form for that recruitment. The personnel office must receive the official application form no later than the date and time of the last filing deadline as published in the announcement. Each applicant must sign the application form certifying that all statements are correct. Persons applying for a position must comply with the following conditions:

1. Meet the general conditions pertaining to the filing of an application.
2. Meet the specific requirements as shown on the announcement for a particular position;
3. Meet the right-to-work in the United States or citizenship requirement, and
4. Be willing and able to accept the employment in the present vacant position or a future similar vacant position, if employment were offered.

The name of persons applying for City positions or the evaluation of their participation in any selection process shall not be made public. Applications will be accepted when recruitment has begun for a position.

##### ~~Section 6.3.1~~ 6.4 Evidence of Good Character

The City may require an applicant to furnish evidence of good character.

##### ~~Section 6.3.2~~ 6.5 Physical and Psychiatrist Examination

The City may require an applicant to undergo physical and/or psychiatric examination at the City's expense.

##### ~~Section 6.3.3~~ 6.6 Credit Rating

The City may require satisfactory credit ratings of applicants and/or employees.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### **Section ~~6.3.4~~ 6.7      Residency**

Residence in the City at the time of application is not a requirement. However, the City Manager or department head may require certain classes of employees to live within a specified response time of the City.

### **Sections ~~6.4~~ — ~~Standards~~ 6.8 – Operation of Motor Vehicle**

If driving a vehicle is required for the job the applicant must be able to show:

- (a) The ability to possess a valid California driver's license
- (b) The ability to drive safely
- (c) The ability to operate a motor vehicle in all types of weather conditions

### **Section ~~6.4.1~~ 6.9      Personal Integrity**

The City will consider evidence of personal integrity such as:

- (a) Refusing to yield to the temptation of bribes, gratuities, pay offs, etc.
- (b) Refusing to tolerate unethical or illegal conduct on the part of other personnel.
- (c) Showing strong moral character and integrity in dealing with the public.
- (d) Being honest in dealing with the public.

### **Section ~~6.4.2~~ 6.10      Dependability**

The City will consider evidence of dependability such as:

- (a) Having a record of submitting reports or completing assignments on time and not malingering on jobs.
- (b) A record of being motivated to perform well.
- (c) A record of dependability and ability to follow through on assignments.
- (d) A history of taking the extra effort required for complete accuracy in all details of work.
- (e) A willingness to work the hours needed to complete a job.

### **Section ~~6.5~~ 6.11      Disqualification of Applicant**

The Personnel Director may eliminate from the selection process, remove from the eligible list, or refuse to certify the name of any person:

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

- (a) Who does not meet the minimum qualifications established for the class or position to which they seek appointment;
- (b) Who has made a false statement, misrepresentation, or omission of a material fact or actual or attempted deception, fraud or misconduct in connection with his or her application
- (c) Who has improperly used or attempted to use any personal or political influence to further his or her eligibility for appointment;
- (d) Who has been terminated for good cause from previous employment.
- (e) Who has failed to submit an application correctly within the prescribed time limit;
- (f) Who has directly or indirectly obtained information regarding examinations to which applicants are not entitled;
- (g) Who has failed any part of the selection process for the same position within the last six months
- (h) Who is physically or psychologically -unfit for the performance of essential functions of the position and such unfitness cannot be reasonably accommodated.
- (i) Who has been convicted, including pleas of guilty and nolo contendere, of any felony or a misdemeanor, which was of such a nature as to reflect adversely and substantially on the applicant's ability to perform the duties of the position. The City Manager may disregard such convictions if it is found and determined by the City Manager that mitigating circumstances exist.
- (j) For any other material cause which in the judgment of the Personnel Director would render the applicant unsuitable for the position, including a prior resignation from the City, termination from the City, or ~~a~~ significant disciplinary action.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### RULE VII

#### EXAMINATIONS AND ELIGIBLE LISTS

##### Section 7.1 Conduct of Examinations

The Personnel Director is responsible for examinations except when the City Manager determines that an examination for a particular class should be conducted by the department concerned.

##### Section 7.2 Nature and Types of Examination

The selection techniques used in the examination process shall be impartial and related to those subjects which, in the opinion of the department head, fairly measure the relative capacities of the person examined to execute the duties and responsibilities of the class to which employed. Such techniques include: personal interview, written examination, performance tests, work samples, physical agility tests, evaluation of training and experience, physical examination, psychological tests, background investigation, or any combination of these or other tests. The probationary period shall be considered as a portion of the examination process. Examinations shall be designed to provide equal opportunity to all candidates by being based on an analysis of the essential requirements of the class, covering only factors related to such requirements.

##### Section 7.2.1 Continuous Examinations

Open-Competitive examinations may be administered periodically for a single class, as the needs of the service require.

##### Section 7.2.2 Promotional Examinations

It is the policy of the City to give open and competitive examinations for all positions except when the City Manager finds that there are a sufficient number of qualified candidates in city service or that the position requires special knowledge and familiarization. Promotional examinations may include any of the selection techniques mentioned in section 7.2 of this rule. Only employees who meet the requirements set forth in the examination announcements may compete.

##### Section 7.3 Scoring Examination and Qualifying Scores

A candidate's score in a given examination shall be the total of his or her scores on each competitive part of the examination weighted as determined for the selection process. Failure in one part of the examination shall be grounds for declaring such applicant as failing the entire examination or as disqualified for subsequent parts of an examination.

##### Section 7.4 Notice of Examination Results

Applicants shall be notified by mail concerning the results of their participation in the selection process. Said notification shall indicate whether or not the applicant has been placed on the employment list.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

### **Section 7.5 Establishment of Eligible List**

As soon as possible after the completion of an examination, the Personnel Director or designee shall score the examination and prepare an eligible list in numerical ranking based on the candidate's grade. One of the candidates with the top five highest test scores should be appointed. If the department head chooses to appoint an individual who is not in the top five written justification shall be made to the Personnel Director. The Personnel Director shall review the written justification and recommend approval or denial to the City Manager for final action.

#### **Section 7.5.1 Duration of List**

An eligible list other than one resulting from a continuous examination remains in effect for one year, unless abolished, exhausted, or extended by the City Manager. Any extension shall be for an additional period of not more than three (3) months.

#### **Section 7.5.2 Re-employment List**

The name of each regular employee who has been laid off shall be placed on an appropriate re-employment list in the order of total continuous cumulative time served in probationary and regular status. The names remain for three (3) months unless the persons are sooner re-employed.

### **Section 7.6 Removal of Name From List**

The Personnel Director may remove the name of an eligible applicant from the employment list:

- (1) For ground set forth in Rule VI, Section 6.4, entitled Disqualification of applicants;
- (2) On receipt of a statement from the eligible applicant indicating a lack of interest in the class or employment.
- (3) On evidence that the eligible applicant cannot be located;
- (4) On evidence that the eligible applicant fails to respond to a notice mailed to the last designated address within five (5) working days following the mailing of notice;
- (5) On report of an unsatisfactory background investigation;
- (6) If on a promotional list and separated from employment.

The person affected shall be notified of the removal of the name by a notice mailed to the last known address.



**APPOINTMENTS**

**Section 8.1 Types of Appointments**

A vacancy is filled by original appointment, reinstatement, re-employment, transfer, promotion, or demotion.

**Section 8.2 Request to Fill Vacancy**

The Personnel Director shall be notified when a vacancy is to be filled.

**Section 8.3 Method of Appointment**

The Personnel Director may send the list of eligibles to the department head as set forth in Rule VII, Section 7.5.1. If the department head; after interview desires, to make the appointment, he/she may do so subject to the approval of the City Manager. The department head may fill a vacancy by reinstatement, transfer, demotion, promotion, or re-employment, if permissible under these rules. This request shall be made prior to the Personnel Director undertaking any other method of appointment or establishing an eligibility list. If the Personnel Director (or City Manager if the employee is reinstated) grants permission to proceed with filling the vacancy in this manner, the Personnel Director shall notify the person, not the department head. If the person is offered the appointment and does not accept the appointment in writing, or present himself/herself for duty as prescribed, the appointment is considered rejected.

**Section 8.4 Reinstatement**

A regular employee who resigns in good standing may within one (1) year of his or her resignation be reinstated in a position in the class in which he or she previously had served or in a comparable class. A person may be reinstated only if a vacancy exists, the department head recommends reinstatement, and the City Manager approves. An employee reinstated is in a probationary status and is considered a new employee for purposes of vacation, sick leave and salary increases. If the Employee returns and is granted reinstatement within thirty (30) days, employment will resume as though ~~uninterrupted~~uninterrupted, and the employee will not be required to serve a probationary period.

**Section 8.5 Re-employment After Lay-Off**

A regular employee who is laid off in accordance with these rules is entitled to preference in filling a vacancy in the class or position previously held by that employee for a period of (3) months. An employee so re-employed retains all benefits accrued in prior service with the city. During the lay-off, no benefits ~~accrue~~accrue, and the anniversary date shall be adjusted if the lay-off time exceeds thirty (30) days.

**Section 8.6 Transfer**

An employee may be transferred from a class in one department to a position of the same class in another department. Such transfer does not result in a loss to the employee of accumulated vacation, sick ~~leave~~leave, or overtime.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### **Section 8.7 Demotion**

A position may be filled by demotion of an employee in accordance with these rules and regulations. An employee may be demoted in preference to being laid off.

### **Section 8.8 Nepotism**

No person may be appointed or transferred into a position in the ~~city~~ City contrary to the provisions of Section 22.9 of these Rules in which a relative by blood, marriage or domestic partnership is employed. ~~The City Manager may waive this prohibition based on the needs of the city.~~

### **Section 8.9 Temporary or Part-Time Appointments**

Time spent under temporary or part-time appointment is not credited to the probationary period or counted toward salary eligibility. Time spent under temporary or part-time appointment is not credited to vacation, sick leave, or retirement benefits.

### **Section 8.10 Offer of Employment**

Only the Personnel Director may extend offers of employment to selected candidates. Employment offers for all positions shall be made in writing and shall include starting salary on an hourly, weekly, or monthly basis. An employment offer made in terms of annual salary shall not imply a yearly contract.

All appointments shall be classified as full-time, part-time, or temporary and are defined as exempt or non-exempt for overtime pay. Employees will not change from part-time or temporary status to another status unless specifically informed of such a change, in writing by the Personnel Director. ~~Part-time~~ Part-time and temporary employees serve at the will and may be terminated at any time without cause or an opportunity for a hearing.

### **Section 8.11 Fingerprints / Live Scan**

As a condition of employment, the City Manager may require a person seeking employment by the City to be fingerprinted prior to beginning employment or immediately thereafter. Refusal of an employee to be fingerprinted or failure to report for fingerprinting shall be sufficient cause for disqualification from employment or termination from employment. The Personnel Director shall establish and maintain a system for fingerprinting of employees. Fingerprint cards or live scan documents shall become a part of the employee's personnel folder to be cleared through the Bureau of Criminal Identification and Investigation of the State of California and other agencies as deemed appropriate. The fingerprint cards or live scan prints for law enforcement applicants shall be processed immediately.

### **Section 8.12 Medical Examination**

Following a conditional offer of employment, prospective employees shall be required to complete a ~~job-related~~ job-related pre-placement physical and/or psychological examination. Conditional offers of employment are made contingent upon passing this examination; however,

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

the city shall make reasonable accommodations to the special needs of any disabled individual as required by law. A licensed physician chosen by the City without cost to the prospective employee shall perform such examination. The prospective employee shall be required to complete a medical history questionnaire and a medical records release as necessary to facilitate the examination. The physician will indicate the employee's fitness for employment on the examination form. In the event the examination is not completed prior to the employee's scheduled start date, only a tentative appointment may be made. The final appointment will be contingent on a satisfactory examination result.

Depending on the job-related physical characteristics required, a medical examination may be required for:

- (1) Entering ~~employees;~~employees.
- (2) Employees seeking a transfer from one position requiring general physical abilities to another position requiring different physical abilities ~~and;~~and.
- (3) Employees returning to work from a medical leave of absence.

The physician conducting the medical examination shall be supplied with a current job description indicating the job-related duties and requirements of the position. The results of all medical examinations shall be confidential. Examination results for entering employees and employees transferring to another position shall **not** be kept in the employee's **personnel** file. No employee shall hold any position in which the employee is not able to perform the essential functions of the job **with or without reasonable accommodation if disabled**. The City Manager may require that employees take a psychological or a medical examination as it deems necessary in order to determine employees to be mentally and physically capable of performing the job without significant risk to the health or safety of themselves or others.

### **Section 8.13 Driver's License and Driving Record**

Employees who are required to drive are required to possess a valid California driver's license and maintain a satisfactory driving record as a condition of employment. Employees must immediately report to the Personnel Director any changes in driving privileges. Failure to do so may result in disciplinary actions.

### **Section 8.14 Employment Oath**

In accordance with Article XX, Section 3 of the Constitution of the State of California and California Government Code Section 3102, All employees of the City (except legally employed non-citizens) shall complete and sign the Oath or Affirmation of Allegiance of Public Officers and Employees on the first day of employment in accordance with Article XX, Section 3 of the Constitution of the State of California. The City Clerk or other designated individual shall administer the Oath and a signed copy shall be included in the employee's personnel file.

### **Section 8.15 Identification Cards**

The Personnel Director or department head shall issue employee identification cards to all employees of the City. Employee identification cards are to be used by employees in conducting business on behalf of the City. Employee identification cards are the property of the City and shall be surrendered to the City upon demand or separation from employment and prior to

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

receiving payment of salary due at separation. Employees shall be required to immediately report lost or stolen identification cards to the Personnel Director.

**Section 8.16 Keys**

Keys to City facilities will be issued to employees so designated by the City Manager or his designee. Keys are the property of the City and shall be surrendered to the City upon separation from employment and prior to receiving payment of salary due at separation. Employees shall be required to immediately report lost or stolen keys to the Personnel Director.

**Section 8.17 Other City Property**

Other property issued to the employee belonging to the City shall be surrendered to the City upon demand or upon separation. The final salary due may be adjusted for failure to return issued property.

**PROBATIONARY PERIOD**

**Section 9.1 Purpose**

The probationary period is the final step in the selection process. It is an extension of the examination process and the employee’s performance shall be closely observed for securing the most effective adjustment of a new employee to his or her position.

**Section 9.2 Duration of Probationary Period**

Each original and promotional appointment made to a position in the competitive service shall be subject to a probationary period. The length of the probationary period shall be twelve (12) months of continuous service for all employees. The probationary period shall not include time served in any employment capacity except that of a regular full-time position. The probationary period may be for a longer period of time if extended or as established in the job description.

**Section 9.3 Successful Completion of Probationary Period**

The Personnel Director or designee shall notify the department head two weeks prior to ~~the end of any probationary period~~ the due date of a probationary employee’s eleven-twelve-month performance evaluation. If the employee’s performance has been satisfactory to the department head and advancement to regular status is warranted, the department head shall so state in the employee’s probationary performance evaluation report. The employee shall then be advanced to regular status on his or her anniversary date. If the employee’s performance has not been satisfactory and the department head recommends release from probation, the department head shall so state in the evaluation report. If such a statement is not filed, the employee will be deemed to have satisfactorily completed his or her probationary period.

**Section 9.4 Rejection of Probationer**

During the probationary period, an employee is considered “at will” and may be rejected at any time by the City Manager (at the recommendation of the department head) ~~for failure to satisfactorily complete the probationary period without cause or reason, without prior notice, and without any right to appeal or grievance. The probationary employee will be notified prior to the expiration of the probationary period that they have been rejected from probation. Notification of rejection by the department head shall be served on the probationer.~~

**Section 9.5 Rejection Following Promotion**

A promoted employee who does not successfully complete a probationary period shall be restored, providing a vacancy exists, to the same or similar position in the same class from which promoted unless charges are ~~filed~~ filed, and employee is terminated in the manner provided for in the these rules.

**Section 9.6 Promotion, Demotion, and Transfer Probationary Period**

A new probationary period shall be required following demotion or transfer. When an employee transfers or demotes from one department to another department, a new probationary period shall be served in the latter department.

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**Section 9.7 Reemployment and Reinstatement -Probationary Period**

Persons appointed to positions by reemployment must serve a new probationary period, unless the appointment is to the same class in the same department where a probationary period has been previously served. Persons appointed to positions by reinstatement must serve a new probationary period. No credit for former employment shall be granted.

**Section 9.8 Interrupted Probationary Period**

When the probationary period of an employee is interrupted because of a leave of absence or appointment to another class and the employee later returns to the former class in the same or a different department, a new probationary period shall be served. Credit for all or part of the previous probationary period may be granted to the employee by recommendation of the department head, and approval by the City Manager. (See 9.2).

**Section 9.9 Extension of Probationary Period**

At the discretion of the department head and with the approval of the City Manager, the probationary period may be extended for a maximum of six (6) months and a new anniversary date will be established.

If an employee's probationary period is interrupted due to illness or injury for thirty (30) days or more the employee's probationary period will be automatically extended for the period of absence and a new anniversary date will be established.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

RULE  
X

### **HOURS OF WORK; OVERTIME; HOLIDAYS**

#### **Section 10.1 Hours of Work**

The provisions in this section govern hours of work for employees. However, this provision shall not interfere with the essential services of a department. Under no condition shall regularly scheduled hours for a full-time employee for the City ~~consist of work~~ less than 40 hours per week within five (5) consecutive days. Shifts vary as required to meet the operational requirements of the department where the employee works. When desirable, the City Manager may designate other working hours for employees whose specific duties require it.

#### **Section 10.2 Attendance**

Employees shall be in attendance at their work in accordance with the rules regarding hours of work, ~~holiday~~ holidays, and leaves. All departments shall keep daily attendance record of employees, which shall be reported to the finance office in the form and on the dates specified.

~~Failure on the part of an employee, absent without leave, to return to duty within three consecutive work shifts is cause for immediate discharge, and such employee automatically waives all rights under these rules and regulations.~~

##### **Section 10.2.1 Job Abandonment**

~~An employee is deemed to have resigned from their position if they are absent for three (3) consecutive scheduled work shifts without prior authorization and without notification during the period of the absence. The employee will be given written notice, at their address of record, of the circumstances of the job abandonment, and an opportunity to provide an explanation for the employee's unauthorized absence. An employee who promptly responds to the agency's written notice, within the timeframe set forth in the written notice, can arrange for an appointment with the Personnel Director before final action is taken, to explain the unauthorized absence and failure of notification. An employee separated for job abandonment will be reinstated upon proof of justification for such absence, such as severe accident, severe illness, false arrest, or mental or physical impairment which prevented notification. No employee separated for job abandonment has the right to a post-separation appeal.~~

#### **Section 10.3 Holidays**

The holidays observed in the City shall be posted each year. See specific M.O.U. Memorandum of Understanding.

##### **Section 10.3.1 Paid Holiday**

~~Paid-A paid~~ holiday is paid time off for certain designated holidays or pay in lieu of holidays for personnel who are assigned to work on holidays. If any supervisor deems that adequate need exists and requests an employee to work on a holiday, the employee has no right to decline. An employee who is required to work on a paid holiday will receive an extra day of pay for the holiday worked, or the day may be taken at a later time as the employee and the department head



## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

see fit. As far as practical, holiday work shall be equally distributed among employees. No department head or supervisor is free to leave his department to observe a holiday until a necessary level of staffing has been achieved.

### **Section 10.3.2 Holiday Falling On Weekend**

When a holiday falls on a Sunday, ~~the holiday will be observed on the following regular business day (typically Monday)~~ the following Monday is a holiday. If a holiday falls on a Saturday, the ~~holiday will be observed on the preceding regular business day (typically Friday)~~ preceding Friday is a holiday.

### **Section 10.3.3 Overtime Compensation for Holidays Worked**

Employees who work on a holiday, ~~because it occurs during their regular work schedule in addition to regular pay~~ because it occurs during their regular work schedule in addition to regular pay are entitled to either pay at straight time or one day's compensatory time.

All other overtime compensation for time worked on holidays shall be paid the rate of 1-1/2 times the hourly rate based on the employee's monthly salary, ~~unless an~~ unless an employee prefers compensatory time.

### **Section 10.3.4 Employee Request**

A city employee who wishes to observe holidays ~~peculiar-specific~~ peculiar-specific to his or her ~~race-culture~~ national origin, or religion may do so with the approval of his/her department head. This time off is charged to compensatory time or vacation.

## **Section 10.4 Overtime**

It is the policy of the City's to compensate non-exempt employees who work authorized overtime either by payment of wages for each hour worked over forty (40) in a work week or as agreed in the applicable Memorandum of Understanding ( M.O.U. ), or by the allowance of accrual of compensatory time off. Overtime is compensated at one and ~~one-half-one-half~~ one-half-one-half times the Fair Labor Standards Act regular rate of pay. In order to qualify for either, the employee must make the appropriate entry on the time sheet, as soon as practical after overtime is worked.

## **Section 10.5 Compensatory Time Off Policy**

### **Section 10.5.1 Supervisor Approval Required Before Work**

A non-exempt employee may opt to accrue compensatory time-off ("CTO") in lieu of cash payment for overtime worked if his or her supervisor agrees prior to overtime work being performed.

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### **Section 10.5.2 Accrual Rate**

CTO accrues at the rate of 1.5 hours for each hour worked over 40 hours of actual work in the employee's work week. CTO cannot be accumulated in excess of ~~{100}~~ {100} hours at any given time.

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**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**Section 10.5.3 Employee Requests to Use CTO**

The City will grant an employee’s request to use accumulated CTO provided that: (1) the department can accommodate the use of CTO on the day requested without undue disruption; and (2) the employee makes the request in writing to the supervisor no later than five days prior to the date requested. If the employee does not provide five days’ notice, or if the department cannot accommodate the time off, the City will provide the employee the opportunity to cash out the CTO requested at the end of the current pay period.

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**Section 10.5.4 City Cash Out**

The City reserves the right to cash out accumulated CTO at any time.

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**Section 10.5.5 Employee Cash Out**

During employment, CTO is cashed out at the employee’s current FLSA regular rate of pay (including all FLSA-applicable salary differentials). Employees separating from City service shall be compensated for all accrued, unused compensatory hours at the current FLSA regular rate of pay, or the average regular rate for the prior three years, whichever is higher.

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**Section 10.6 General Overtime Policy**

No non-exempt employee is authorized to “volunteer” work time to the Department. All requests to work overtime shall be approved in advance by a supervisor. If circumstances do not permit prior approval, then approval shall be sought as soon as practical during the overtime period or immediately thereafter. Working overtime without approval is grounds for discipline.

**Section 10.7 Employees Responsibility**

Employees shall complete the requests immediately after working the overtime and turn them in to their immediate supervisor.

**Section 10.8 Supervisors Responsibility**

The supervisor who verifies the overtime earned shall approve the request. After the entry has been made on the employee’s time sheet, the time sheet shall be forwarded to the department head for final approval.

**Section 10.9 Accounting for Overtime Worked**

Employees are to record the actual time worked in an overtime status. In some cases, an M.O.U. or other contract provides that minimum time will be paid, (-e.g. two hours, for call out). The supervisor will enter the actual time worked.

**Section 10.10 Accounting for Portions of an Hour**

Partial hours for overtime worked are to be accounted for in quarters of an hour. One quarter is equivalent to fifteen minutes as indicated by the following chart.

TIME WORKED

INDICATE ON **TIMESHEET**

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

1 – 15 Minutes	¼ hour
16 – 30 Minutes	½ hour
31 – 45 Minutes	¾ hour
46 – 60 Minutes	1 hour

**Section 10.11 Variations in Time Reported**

Where two or more employees are assigned to the same activity and the amount of time for which payment is requested varies from that reported by the other employee, the supervisor may require each employee to include the reason for variation on the back of the overtime payment request.

**Section 10.12 Off-Duty Employment**

No City employee may accept gainful employment during off-duty hours unless prior approval is obtained from department head and City Manager.

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**RULE  
XI**

**LEAVES OF ABSENCE**

**Section 11.1 Vacation Leave of Employee**

Full time employees receive ten (10) days of vacation for the first five years of employment. Full time employees with five (5) years of continuous service will receive eleven (11) days per year. Full time employees with seven (7) years of continuous service will receive thirteen (13) days per year of vacation. Full time employees with ten (10) years of continuous service will receive fifteen (15) days per year of vacation.

**Section 11.1.1 When Vacation Leave is Earned**

Full time employees accrue vacation leave while in paid status, including while on paid sick leave or other forms of paid leave, is earned by:

~~(a) — A full time employee on sick leave with pay;~~

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~~(b) — An employee on paid leave of absence on account of disability created by on the job accident while working for the city.~~

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~~(c) — An employee on jury leave. It is not earned by an employee on unpaid leave of absence, nor by one on leave covered by a private disability insurance plan.~~

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~~No vacation leave is earned while an employee is on an unpaid leave of absence, or a leave by one on leave covered by a private disability insurance plan or by~~

~~Temporary, emergency, or and extra help employees do not earn vacation leave.~~

Part time employees ~~only~~ earn pro-rated vacation ~~leave~~ after 5 years of uninterrupted service.

**Section 11.1.2 Effect of Holiday on Vacation Leave**

An employee is not charged vacation leave for a holiday occurring during his vacation leave.

**Section 11.1.3 Changing Vacation Leave to Sick Leave**

Vacation leave may be changed to sick leave upon submission of a doctor's certificate stating that the employee is ill and unable to work. Such change in leave shall be approved by the City Manager.

**Section 11.2 Sick Leave**

~~The purpose of this section is to provide an orderly methods of furthering the health and safety of city employees. Sick leave is not a right, which an employee can use at his or her discretion, but a privilege which is allowed only in the case of illness, bodily injury, exposure to contagious disease, medical or dental appointment or attendance upon an ill or injured member of employee's immediate family. Sick leave may not be granted for absence caused by intoxication~~

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

~~or excessive use of alcoholic beverages. To be paid for sick leave, an employee must notify his supervisor before the time for beginning his/her daily duties. Section 11.4 covers leave of absence caused by on-the-job injuries. The finance office shall maintain sick leave records for all city employees. Sick leave is paid leave from work that an employee may use for the following purposes:~~

- ~~(a) Diagnosis, care, or treatment of an existing health condition of, or preventative care for the employee themselves or any of the following family members of the employee: a child of any age or dependency status; a parent; a parent-in-law; a spouse; a registered domestic partner; a grandparent; a grandchildren; or a sibling; or~~
- ~~(a)(b) For an employee who is a victim of domestic violence, sexual assault, stalking, or other crime in order for the employee to engage in any of the following activities: (1) obtain or attempt to obtain a temporary restraining order or other court assistance to help ensure the health safety or welfare of the employee or their child; (2) obtain medical attention or psychological counseling, services from a shelter, program or crisis center, or (3) participate in safety planning or other actions to increase safety.~~

### **Section 11.2.1 Accrual of Sick Leave**

~~Regular employees accrue A regular employee accrues sick leave beginning on the first day of employment at the rate of 3.08 hours per pay period (10 days per year; sick leave hours may be used beginning on the 90th day of employment. Sick leave is accrued at the rate of 3.08 hours per pay period (10 days per year). Upon separation from City service sick leave is lost.~~

~~All other employees who have worked for the City for thirty or more days within a year will accrue one hour of paid sick leave for every 30 hours worked. Accrued and unused sick leave carries over to the following year of employment but the employee will stop earning sick leave once they have accrued 48 hours or six work days/shifts, whichever is greater.~~

#### **~~A. Part Time Employees Sick Leave / Healthy Workplace Healthy Family Act of 2014 (AB 1522)~~**

~~An employee who, on or after July 1, 2015, works in California for 30 or more days within a year from the beginning of employment, is entitled to paid sick leave. Employees, including part-time and temporary employees, will earn at least one hour of paid leave for every 30 hours worked. Accrual begins on the first day of employment or July 1, 2015, whichever is later.~~

~~**Exceptions:** Employees covered by qualifying collective bargaining agreements, In-Home Supportive Services providers, and certain employees of air carriers are not covered by this law.~~

~~An employer may limit the amount of paid sick leave an employee can use in one year to 24 hours or three days. Accrued paid sick leave may be carried over to the next year, but it may be capped at 48 hours or six days.~~

~~An employee may use accrued paid sick days beginning on the 90th day of employment. An employee may request paid sick days in writing or verbally. An employee can take paid leave for employee's own or a family member for the diagnosis, care or treatment of~~

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

~~an existing health condition or preventive care or for specified purposes for an employee who is a victim of domestic violence, sexual assault or stalking.~~

### **Section 11.2.2 ~~When Right to Take Sick Leave Begins~~Use of Sick Leave**

~~An employee may use accrued sick leave, in a minimum increment of two hours, beginning on the 90th day after the first day of employment with the City, subject to the limits and request provisions in this policy. A regular employee may take paid sick leave beginning the seventh month of employment.~~

### **Section 11.2.3 ~~Use of Sick Leave~~Sick Leave Request**

~~An employee with approval of the department head may use accumulated sick leave for dental or medical appointments during working hours not exceeding four (4) hours at one time. An employee is not charged sick leave for an appointment if time absent is less than one (1) hour. An employee, with prior approval of the department head, may use accumulated sick leave to attend an ill or injured member of his/her immediate family, up to a maximum of five (5) days a year. This includes time off in order to take a member of his immediate family to or from the hospital. In addition, another three (3) days accumulated sick leave may be used with prior approval of department head for critical illness in the immediate family when death appears to be imminent. Sick leave granted under this subsection shall be indicated on employee's time sheet and his personnel records shall be noted accordingly.~~

~~If the need for leave is foreseeable, an employee must give their immediate supervisor reasonable advance written or oral notice. If the need for sick leave is not foreseeable, the employee shall provide written or oral notice of the need for the leave as soon as practicable. If the employee is required to be absent on sick leave for more than one day, the employee must keep the immediate supervisor informed each day as to the date the employee expects to return to work and the purpose of the leave. Failure to request sick leave as required by this policy without good reason, may result in the employee being treated as absent without leave.~~

### **Section 11.2.4 ~~Return to Employment After Sick Leave~~Certification of Sick Leave**

~~The department head or Personnel Director may require a physician's certification to support any absence due to illness or injury for more than three calendar days, or if the City suspects there is an abuse of sick leave. Employees who use paid leave to address issues related to domestic violence, sexual assault, stalking, or other crimes and who cannot provide advance notice of their need for leave must provide certification of the need for leave within a reasonable time thereafter, as outlined in Labor Code section 230, subsection (d).~~

~~When an employee returns to duty after an absence of three days or more chargeable to sick leave, the department head or Personnel Director may require an affidavit showing the nature of the cause of sickness or injury. If absence is five (5) days or longer, the department head or Personnel Director may require a signed statement from a doctor or dentist that the employee was incapacitated and unable to perform his or her duties throughout the entire period of sick leave, unless the City Manager grants a waiver. In case of frequent use of sick leave, an employee may be requested to file a physician's statement for each illness regardless of duration.~~

### **Section 11.2.5 Return to Employment after Sick Leave**

~~On return to duty after a leave of absence due to illness or injury, an~~ An employee may be required to take an examination by a physician designated by the City to determine the

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employee's fitness for duty. On the basis of authoritative medical advice, the City Manager shall determine whether an employee is physically fit to perform for the duties of his/her position and when the employee can be reasonably accommodated if disabled and may take the action he/she considers appropriate.

### Section 11.2.6 Sick Leave on Separation from Employment

Unused sick leave is not cashed out upon termination, resignation, retirement, or other separation from employment. Unused sick leave may be converted to retirement service credits only as may be permitted under applicable retirement system laws and regulations.

Employees shall not be permitted to exhaust sick leave in order to extend the effective date of a disability retirement. Employees who are qualified for a disability retirement, regardless of whether the disability retirement application is employer or employee originated, may be retired by the City immediately without exhausting their sick leave.

If an employee separates and is rehired within one year from separation, accrued and unused sick leave, to a maximum of six (6) days or 48 hours, whichever is greater, will be reinstated. An employee who worked at least 90 days in the initial employment with the City may immediately use reinstated sick leave. An employee who had not worked 90 days in the initial employment with the City must work the remaining amount of the 90 day-qualifying period to be able to use accrued sick leave.

### Section 11.3 Extended Medical Leave

In the case of an employee's continued illness after the expiration of sick leave, his or her absences may then be charged to compensatory time accrued or vacation leave accrued with the approval of department head. ~~Upon the complete use of sick leave, vacation and compensatory time accrued, the City Manager may grant a medical leave of absence without pay upon written request of the employee, setting for the reason for the request. The approval by the City Manager shall be in writing. If the employee is not able to return to work by the end of that period, he/she may request further medical leave and the City Manager may grant or deny the request. If no further leave is granted, failure on the part of the employee on leave to report promptly at its expiration shall be cause for immediate discharge. Employees may also be entitled to extended medical leave under state or federal law, or in appropriate cases as an accommodation for a qualifying disability. The City may, to the extent permitted by law, run paid leave accruals concurrently with statutory leave rights.~~

### Section 11.4 On-Duty/On-Duty Injuries

The purpose of this policy is to provide for the reporting of on-duty injuries or death to Risk Management, ensure proper medical attention is received, and document the circumstances of the incident. An employee injured in the course of his/her employment must report the accident to his supervisor as promptly as possible. The employee must be given the State "Employee's Claim for Workers' Compensation Benefits" form within twenty-four (24) hours of notification by the employee. The form must be given out regardless of whether or not the employee receives first aid, seeks medical ~~treatment~~ treatment, or loses any time from work.



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### **Section 11.4.1 Pay**

An employee is entitled to receive a full day's pay for the day injured. Thereafter the injured employee may use sick leave or other accrued leaves. If the employee has exhausted or elects not to use accrued leaves, the City may place the employee on unpaid industrial accident leave. provisions in subsection 11.4.2 apply.

### **~~Section 11.4.2 Accumulated Sick Leave~~**

~~Upon expiration of sick leave, he/she is on unpaid industrial accident leave. If the employee is not eligible for sick leave pay, he/she is on unpaid industrial accident leave effective the day after the injury.~~

### **~~Section 11.5~~ 11.4.2 Injuries Requiring Medical Care**

All ~~work-related~~work-related injuries requiring medical care must be reported to the City of Lindsay Risk Management Office and a claim form shall be provided to the injured employee within 24 hours from the time the injury was discovered, excluding weekends and holidays.

### **~~Section 11.6~~ 11.4.3 Liability For Failure To Comply**

Labor Code section 5400 makes failure to comply with the 24-hour reporting procedure a misdemeanor. Additionally, disciplinary action may be taken for an employee's failure to comply with this procedure.

### **~~Section 11.7~~ 11.4.4 Accident Defined**

"Accident" is defined as any occurrence from which bodily injury or property damage may result, regardless of whether any injury or damage actually does occur, e.g. exposure where no immediate injury is apparent.

### **~~Section 11.8~~ 11.4.5 Employee's Responsibility**

Any employee sustaining any work-related injury or involved in any accident while on duty shall report such injury or accident as soon as practical to his/her supervisor. An employee who fails to promptly report an accident to his supervisor within a specified time may be ineligible for paid industrial accident leave.

Any employee observing or learning of a potentially hazardous condition is to promptly report the condition to his/her immediate supervisor.

Any employee sustaining a work-related injury that requires relief from duty is required to be examined/treated by a doctor.

When appropriate, an employee being treated for an on-duty injury is to advise the attending physician that "light duty" may be available.

An injured employee shall report as soon as practical to their immediate supervisor the medical findings concerning the injury and the extent and duration of any work restrictions if they are known.

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### **Section ~~11.9~~ 11.4.6 Supervisor’s Responsibility**

The supervisor is responsible for promptly notifying the finance office and Personnel Director, submitting a statement signed by the employee or supervisor giving all details.

For work-related accidents or injuries not requiring professional medical care, A City of Lindsay “Supervisor’s Report of Injury” form shall be completed in triplicate. All copies of the completed form shall be forwarded to Risk Management.

When accident or injury is reported initially on the “Supervisor’s Report of Injury” form and the employee subsequently requires professional medical care, the State of California Employer’s Report of Occupational Injury or Illness” form shall then be completed. The injured employee shall also sign the form in the appropriate location.

Every injured employee must be provided with an “Employee’s Claim for Workers’ Compensation Benefits Form” (DWC-1) within 24 hours, regardless of the nature of illness or injury.

Copies of any reports documenting the accident or injury should be forwarded to Risk Management as soon as they are completed.

A supervisor who fails to report an accident after being notified by the employee is subject to disciplinary action.

### **Section ~~11.10~~ 11.4.7 Department Head’s Responsibility**

The department head shall review and forward copies of the report to the personnel department and retain a copy in the employee’s personnel file.

### **Section ~~11.11~~ 11.4.8 Injuries Requiring No Medical Attention**

Those injuries not requiring medical attention shall be recorded on a Supervisor’s Report of injury, a city form. This form shall be completed and signed by a supervisor.

This form shall be signed by the affected employee, indicating that he/she desired no medical attention at the time of the report. By signing this form, the employee will not preclude his/her ability to seek medical attention later.

### **Section ~~11.12~~ 11.4.9 Injury Caused by Other**

When an employee sustains work-related injuries caused by ~~other person~~ another person, and is then approached by such person or an agent, insurance company or attorney, and offered a settlement of claims, that employee shall take no action other than to make a written report of this contact to his/her supervisor as soon as possible.

### **Section ~~11.13~~ 11.4.10 No Settlement Without Prior Approval**

In no case shall the employee accept a settlement without receiving prior approval of the Director of Personnel. It must first be determined that the offered settlement will not affect any claim the

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

City of Lindsay may have regarding payment for damage(s) to equipment or reimbursement for wages against the person who caused the accident or injury. The objective of this policy is to protect the City's right of subrogation, while ensuring that the employee's rights to receive compensation for injuries are not affected.

### Section 11.5 Bereavement Leave

#### Section 11.14 Leaves of Absence Due to Death of Family Member

All regular employees, and all other employees who have been employed by the City for at least 30 days, may utilize up to five days of bereavement leave upon the death of a family member. An employee who wishes to use bereavement leave shall notify their immediate supervisor, department head, or Personnel Director of the intent to use such leave. Every employee shall obtain his department head's approval in advance for absence on account of death in order to be eligible for the benefits in this section.

#### Section 11.5.1 Family Member, Defined

##### Section 11.14.1 Immediate Family

"Family member" means a spouse or a child, parent, sibling, grandparent, grandchild, domestic partner, or parent-in-law.

#### Section 11.5.2 Terms of Leave

Employees may use up to five days of bereavement leave upon the death of a family member. The days of leave need not be consecutive, but must be completed within three months of the date of death of the family member.

The City may request documentation of the death of the family member. On request, the employee shall provide documentation within 30 days of the first day of the leave. Documentation may take the form of a death certificate, published obituary, written verification of death, burial, or memorial services, or other equivalent documentation. Any information or documentation provided to the City shall be maintained as confidential.

#### Section 11.5.3 Compensation During Bereavement Leave

For a regular full-time employee, the first ~~three~~ ~~five~~ working days of bereavement leave are a paid leave of absence.

For all other employees, or for leave beyond ~~five~~ ~~three~~ days, bereavement leave is unpaid, but an employee may use vacation, compensatory time, sick leave, or any other paid leave that would otherwise be available. ~~A full time employee is entitled to use sick leave to care for illness or injury in the immediate family as specified in Section 11.2.2. A regular full time employee is allowed a leave of absence with pay not to exceed 3 working days in the case of death in the employee's immediate family. With his/her Department Head's approval, he or she may have 2 additional working days, which are charged first to sick leave, second to compensatory time, third to vacation.~~

Immediate family, for the purpose of bereavement leave, is defined as the employee's spouse, child, parent, brother, sister, mother/father in law, brother/sister in law, grandparents, or registered Domestic Partner.

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### Section 11.5.4 ~~Section 11.14.2~~ Bereavement Leave for Other Than Immediate Family

A department head may allow a regular full-time employee leave of absence up to one day to attend the funeral of a person other ~~then~~ than a member of his/her immediate family, chargeable to sick leave, compensatory time, or vacation.

### Section 11.14.3 ~~Timesheet~~

~~Each absence on account of death leave must be explained on the employee's time sheet.~~

### Section 11.156 Jury Leave – Notice

When an employee is called for jury duty, he or she shall be granted leave for this purpose upon presenting the jury notice to his or her department head. The department head shall notify the Personnel Director.

### Section 11.156.1 Pay

A regular full-time employee is entitled to receive jury leave with full pay if he or she remits to the city compensation received from duty. Compensation for mileage is not considered compensation for jury duty. The employee may elect to retain jury duty compensation, but if he or she does so he or she is not entitled to salary while on jury leave. The time spent on jury duty is not work time for the purpose of calculating overtime.

### Section 11.156.2 Without Pay

An employee who is not a regular full-time employee takes jury leave without pay.

### Section 11.156.3 Partial Day

If jury duty permits, the employee is expected to work a partial day.

### Section 11.167 Military Leave

Military leave shall be granted in accordance with the provisions of federal and state law. Employees entitled to military leave shall give the department head an opportunity within the limits of military regulations to determine when such leave shall be taken. Employees who served in the U.S. military organizations or state militia groups may take the necessary time off with pay to fulfill this obligation. These employees may apply accrued personal leave and unused earned vacation time to the leave if they wish; however they are not obliged to do so. Reinstatements of individuals returning from military leave shall be done in accordance with the Military and Veterans Code of California.

Employees are eligible for reemployment after completing military service, provided the employee provides copies of the military orders to the department head upon receipt; military service is entered directly from employment with the City and active duty service is satisfactorily completed; and re-employment is applied for and take place within ninety (90) days after discharge from active duty. If you are returning from up to six (6) months active duty for training, you must apply within thirty (30) days after discharge.

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### Section 11.178 Family and Medical Care Leave

#### Section 11.8.1 Statement of Policy

The City provides family and medical care leave for eligible employees as required by federal and state law. Employees who misuse or abuse family and medical care leave may be disciplined, up to and including termination. Employees who fraudulently obtain or use family and medical care leave are not protected by statutory job restoration or maintenance of health benefits provisions.

This policy is supplemented by the Federal Family and Medical Leave Act (“FMLA”), the California Family Rights Act (“CFRA”), and state and federal regulations implementing both Acts. Unless otherwise stated in this policy, “Leave” means leave pursuant to the FMLA and/or CFRA. To the extent permitted by law, the City will run each employee’s FMLA and CFRA leaves concurrently.

~~To the extent not already provided for under current leave policies and provisions, the City will provide family and medical care leave for eligible employees as required by state and federal law. The following provisions set forth certain of the rights and obligations with respect to such leave. Rights and obligations which are not specifically set forth below are set forth in the Department of Labor regulations implementing the Federal Family and Medical Leave Act of 1993 (“FMLA”), and the regulations of the California Family Rights Act (“CFRA”). Unless otherwise provided by this article, “Leave” under this article shall mean leave pursuant to the FMLA and CFRA.~~

#### Section 11.8.2-11.174 Definitions

- A. “12-Month Period” means a rolling 12-month period measured backward from the date leave is taken and continuous with each additional leave day taken.
- B. “Single 12 Month Period” means a 12-month period which begins on the first day the eligible employee takes FMLA leave to take care of a covered service member and ends 12 months after that date.
- A-C. “Family member” for FMLA leave means an employee’s child, parent, and spouse. “Family member” for CFRA leave means an employee’s child, parent, parent-in-law, spouse, domestic partner, grandchild, grandparent, and sibling.
- D. B. “Child”:
- a. Under the FMLA, “child” means a child under the age of 18 years of age, or 18 years of age or older who is incapable of self care because of a mental or physical disability. An employee’s child is one for whom the employee has actual day-to-day responsibility for care and includes, a biological, adopted, foster or step-child. A child is “incapable of self care” if he/she requires active assistance or supervision to provide daily self care in three or more of the activities of daily living or instrumental activities of daily living—such as, caring for grooming and hygiene, bathing, dressing and eating, cooking, cleaning, shopping, taking public transportation, paying bills, maintaining a residence, using telephones and directories, etc.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

- ~~a-b.~~ Under the CFRA, “child” means a child of another person regardless of age or capacity for self care. An employee’s child means a biological, adopted, foster, step-child, legal ward, a child of a domestic partner, or a person to whom the employee stands in loco parentis.
- ~~E.~~ “Designated person” means any individual related by blood or whose association with the employee is the equivalent of a family relationship, identified by an employee in advance or at the time the employee requests the leave. An employee may identify only one “designated person” in one 12-month period.
- ~~F.~~ ~~C.~~ “Parent” means the biological parent of an employee or an individual who stands or stood in loco parentis (in place of a parent) to an employee when the employee was a child. This term does not include parents-in-law.
- ~~B-G.~~ “Parent-in-law” means the parent of a spouse or domestic partner of the employee.
- ~~C-H.~~ ~~D.~~ “Spouse” means one or two persons to a marriage, regardless of the sex of the persons. For purposes of CFRA leave, “spouse” includes a registered domestic partner as defined below. “Spouse” means a husband or wife as defined or recognized under California State law for purposes of marriage.
- ~~I.~~ ~~E.~~ “Domestic Partner” is another adult with whom the employee has chosen to share their life in an intimate and committed relationship of mutual caring and with whom the employee has filed a Declaration of Domestic Partnership with the Secretary of State, and who meets the criteria specified in California Family Code section 297. A legal union formed in another state that is substantially equivalent to the California domestic partnership is also sufficient. Domestic Partner,” as defined by Family Code §§ 297 and 299.2, shall have the same meaning as “Spouse” for purposes of CFRA Leave.
- ~~J.~~ “Grandparent” means a parent of the employee’s parent.
- ~~K.~~ “Grandchild” means a child of the employee’s child.
- ~~L.~~ “Sibling” means a person related to the employee by blood, adoption, or affinity through a common legal or biological parent.
- ~~D.~~
- ~~E-M.~~ ~~F.~~ “Serious health condition” means an illness, injury impairment, or physical or mental condition that involves:
1. Inpatient Care (i.e., ~~an overnight stay~~ admission to a facility that includes or is expected to include an overnight stay) in a hospital, hospice, or residential medical care facility, including any period of incapacity (i.e., inability to work, or perform other regular daily activities due to the serious health condition, treatment involved, or recovery there from); or
  2. Continuing treatment by a health care provider: A serious health condition involving continuing treatment by a health care provider includes any one or more of the following:

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- a) A period of incapacity (i.e., inability to work, or perform other regular daily activities) due to serious health condition of more than three consecutive calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:
  - i) Treatment two or more times by a health care provider, by a nurse or physician’s assistant under direct supervision by a health care provider, or by a provider of health care services (e.g., a physical therapist) under orders of, or on referral by a health care provider; or
  - ii) Treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment under the supervision of the health care provider. This includes for example, a course of prescription medication or therapy requiring special equipment to resolve or alleviate the health condition. If the medication is over the counter, and can be initiated without a visit to a health care provider, it does not constitute a regimen of continuing treatment.
- b) Any period of incapacity due to pregnancy or for prenatal care (Note: FMLA only; under California law, an employee incapacitated by pregnancy is entitled to pregnancy disability leave, not CFRA leave; see Section 11.10 below).
- c) Any period of incapacity or treatment for such incapacity due to a chronic serious health condition. A chronic serious health condition is one which:
  - i) Requires periodic visits for treatment by a health care provider, or by a nurse or physician’s assistant under direct supervision of a health care provider;
  - ii) Continues over an extended period of time (including recurring episodes of a single underlying condition); and
  - iii) May cause episodic rather than a continuing period of incapacity (e.g., asthma, diabetes, epilepsy, etc.). Absences for such incapacity qualify for leave even if the absence lasts only one day.
- d) A period of incapacity which is permanent or long term due to a condition for which treatment may not be effective. The employee or family member must be under the continuing supervision of, but need not be receiving active treatment by, a health care provider.



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- e) Any period of absence to receive multiple treatments (including any period of recovery there from) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment.

G. “Health Care Provider” means:

1. A doctor of medicine or osteopathy who is authorized to practice medicine or surgery by the State of California;
2. Individuals duly licensed as a physician, surgeon, or osteopathic physician or surgeon in another state or jurisdiction, including another country, who directly treats or supervises treatment of a serious health condition;
3. Podiatrists, dentists, clinical psychologists, optometrists, and chiropractors (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by X-ray to exist) authorized to practice in California and performing within the scope of their practice as defined under California State law;
4. Nurse practitioners and nurse-midwives and clinical social workers who are authorized to practice under California State law and who are performing within the scope of their practice as defined under California State law;
5. Christian Science practitioners listed with the First Church of Christ, Scientist in Boston, Massachusetts; and
6. Any health care provider from whom an employer or group health plan’s benefits manager will accept certification of the existence of a serious health condition to substantiate a claim for benefits.

H. “Covered active duty” means: (1) in the case of a member of a regular component of the Armed Forces, duty during deployment of the member with the Armed Forces to a foreign country; or (2) in the case of a member of the reserve component of the Armed Forces, duty during the deployment of members of the Armed Forces to a foreign country under a call or order to active duty under certain conditions as specified by regulation. “Active Duty” means a duty under a call to order of active, retired, reserves, or National Guard members of the United States Armed Forces by law or any other provision of law during a war or national emergency declared by the President or Congress.

I. “Contingency Operation” means a military operation that is (1) designated by the Secretary of Defense as an operation in which members of the United States Armed Forces are or may become involved in military actions, operations, or hostilities against an enemy of the United States or against an opposing military

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force; or (2) that results in the call to order of active duty members of the United States Armed Forces by law or any other provision of law during a war or national emergency declared by the President or Congress.

- J. “Covered Servicemember” means (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or (2) a veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation, or therapy a member of the United States Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, in otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness.
- K. “Outpatient Status” means, with respect to a covered service member, the status of a member of the Armed Forces assigned to either: (1) a military medical treatment facility as an outpatient; or (2) a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatientsthe status of a member of the United States Armed Forces assigned to: (1) a military medical treatment facility as an outpatient; or (2) a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.
- L. “Next of Kin of a Covered Service Member” means the nearest blood relative other than the covered service member’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered service member by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as their nearest blood relative for purposes of military caregiver leave under the FMLA“Next of Kin” means the nearest blood relative of an injured servicemember.
- M. “Serious Injury or Illness” means: (1) in the case of a member of the Armed forces, including a member of the National Guard or reserves, means an injury or illness that a covered service member incurred in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member’s active duty and was aggravated by the service in the line of duty on active duty in the Armed Forces) and that may render the service member medically unfit to perform the duties of the member’s office, grade, rank, or rating; or (2) in the case of a veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, means an injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member’s active duty and was aggravated by service in the line of duty on active duty in the Armed Forces) and that manifested itself before or after the member became a veteranmeans an injury or illness incurred by a member of the Armed Forces in the line of duty on active duty that may render

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

~~the member medically unfit to perform the duties of the member's office, grade, rank, or rating.~~

### **Section ~~11.17.2~~11.8.3 Reasons For Leave**

Leave is only permitted for the following reasons:

1. The birth of a child or to care for a newborn of an employee;
2. The placement of a child with an employee in connection with the adoption or foster care of a child;
3. Leave to care for a child, parent, or spouse, ~~or domestic partner~~ who has a serious health condition;
4. (CFRA only) Leave to care for a domestic partner, grandparent, grandchild, parent-in-law, sibling, or designated person who has a serious health condition.
5. Leave because of a serious health condition that makes the employee unable to perform the functions of his/her position;
56. Leave for a “qualifying exigency” ~~may be taken~~ arising out of the fact that an employee’s spouse, son, daughter, or parent is on covered active military duty or has been notified of an impending call or order to covered active duty status in the National Guard or Reserves in support of a contingency operation~~active duty in support of a contingency operation involving the United States Armed Forces;~~  
~~or~~
7. (CFRA only) Leave for a “qualifying exigency” arising out of the fact that an employee’s domestic partner is on covered active duty or has been notified of an impending call or order to covered active duty status in the National Guard or Reserves in support of a contingency operation.
68. Leave to care for a spouse, son, daughter, parent, or “next of kin” servicemember of the United States Armed Forces who has a serious injury or illness that (a) was incurred in the line of duty while on active military duty, or (b) existed before the beginning of the member’s active duty and was aggravated by service in the line of duty on active duty in the Armed Forces. ~~T~~(this leave can run up to 26 weeks of unpaid leave during an employer’s 12-month period).

### **Section ~~11.17.3~~11.8.4 Employees Eligible For Leave**

An employee is eligible for leave if the employee:

1. Has worked for at least 12 months; and
2. Has been employed for at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave.

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### Section ~~11.17.4~~11.8.5 Amount of Leave

~~Eligible employees are entitled to a total of 12 workweeks (or 26 workweeks to care for a covered service member) of leave during any 12-month period. If FMLA leave qualifies as both military caregiver leave and care for a family member with a serious health condition, the leave will be designated as military caregiver leave first. Eligible employees are entitled to a total of 12 workweeks (or 26 weeks to care for an injured servicemember) of leave during any 12-month period.~~

#### A. Minimum Duration of Leave

If leave is requested for the birth, adoption or foster care placement of a child of the employee, leave must be concluded within one year of the birth or placement of the child. In addition, the basic minimum duration of such leave is two weeks. However, an employee is entitled to leave for one of these purposes (e.g., bonding with a newborn) for at least one day, but less than two weeks duration on any two occasions.

If leave is requested to care for a child, parent, parent-in-law, spouse, domestic partner, grandparent, grandchild, designated person, or the employee ~~him/herself/hemselves~~ with a serious health condition, there is no minimum amount of leave that must be taken. However, the notice and medical certification provisions of this policy must be complied with.

#### B. Spouses Both Employed By ~~The~~the City (FMLA only)

~~Spouses who are eligible for FMLA leave and who are both employed by the City may be limited to a combined total of 12 weeks of leave during any 12-month period if the leave is taken for birth of the employee's son or daughter or to care for the child after birth, for placement of a son or daughter with the employee for adoption or foster care or to care for the child after placement, or to care for the employee's parent with a serious health condition.~~

~~Spouses who are eligible for FMLA leave and who are both employed by the City may be limited to a combined total of 26 workweeks of leave during the single 12-month period described in Section 11.8.2(B) if the leave is taken for birth of the employee's son or daughter or to care for the child after birth, for placement of a son or daughter with the employee for adoption or foster care, or to care for the child after placement, to care for the employee's parent with a serious health condition, or to care for a covered service member with a serious injury or illness.~~

~~In any case in which a husband and wife both employed by the City are entitled to leave, the aggregate number of workweeks of leave to which both may be entitled may be limited to 12 workweeks during any 12-month period if leave is taken for the birth or placement for adoption or foster care of the employees' child (i.e., bonding leave).~~

~~In any case in which a husband and wife both employed by the City are entitled to leave, the aggregate number of workweeks of leave to which both may be entitled may be limited to 26 workweeks during any 12-month period if leave is taken to care for an injured servicemember.~~

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The above limitations apply only where leave is solely protected by the FMLA for one of the specified reasons, and do not apply to leave that qualifies under the CFRA or to FMLA leave taken under any other circumstances. Except as noted above, this limitation does not apply to any other type of leave under this policy.

### **Section ~~11.7.5~~11.8.6 Employee Benefits While on Leave**

Leave under this policy is unpaid. While on leave, employees will continue to be covered by the City group health insurance to the same extent that coverage is provided while the employee is on the job. If the employee is disabled by pregnancy, coverage will extend for the duration of pregnancy disability leave (see Section 11.10 below) and during any FMLA/CFRA leave.

The City does not pay for benefit plans that are not part of the group health plan for any employee on unpaid leave. However, as a result, employees will not continue to be covered under the City's other non-health benefit plans which that are not provided pursuant to the City's group health plans while the employee is on unpaid leave.

Employees may make the appropriate contributions for continued coverage under the preceding ~~non-health benefit plans by payroll deductions (if the employee is using their paid leave) or direct payments (if the employee is not using their paid leave)~~ plans by payroll deductions or direct payments made to these plans. Depending on the particular plan, the City will inform you whether the premiums should be paid to the carrier or to the City. Your coverage on a particular plan may be dropped if you are more than 30 days late in making a premium payment. However, you will receive a notice at least 15 days before coverage is to cease, advising you that you will be dropped if your premium payment is not paid by a certain date. Employee contribution rates are subject to any change in rates that occurs while the employee is on leave.

If an employee fails to return to work after his/her leave entitlement has been exhausted or expires, the City shall have the right to recover its share of health plan premiums for the entire leave period, unless the employee does not return because of the continuation, recurrence, or onset of a serious health condition of the employee or his/her family member which would entitle the employee to leave, or because of circumstances beyond the employee's control. ~~The City shall have the right to recover premiums through deduction from any sums due the City (e.g. unpaid wages, vacation pay, etc.).~~

### **Section ~~11.17.6~~11.8.7 Substitution of Paid Accrued Leaves**

Although family and medical care leave under this policy is unpaid, while on leave under this policy, as set forth herein, an employee may elect and the City will require an employee to concurrently use paid accrued leaves as described below. Similarly, the City may require an employee to concurrently use paid accrued leaves after requesting FMLA and/or CFRA leave, and may also require an employee to use family and medical care leave concurrently with a non-FMLA/CFRA leave which is FMLA/CFRA qualifying.

#### **A. A. Employee's Right To Use Paid ~~Accrued~~ Leaves Concurrently With Family Leave;**

An employee may use any earned or accrued paid leave except sick leave for all or part of any unpaid family and medical care leave. An employee is entitled to use sick leave concurrently with family and medical care leave for the employee's own serious health condition or that of the employee's parent, parent-

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~~in-law, spouse, domestic partner, child, grandparent, grandchild, or sibling. Where an employee has earned or accrued paid vacation, administrative leave, compensatory time, or personal or family leave (if applicable to your agency, this is referring to paid family leave; some agencies permit employees to use a certain number of sick leave days for family leave purposes), that paid leave may be substituted for all or part of any (otherwise) unpaid leave under this policy.~~

~~As for sick leave, an employee is entitled to use sick leave concurrently with leave under this policy if:~~

- ~~1. The leave is for the employee's own serious health condition; or~~
- ~~2. The leave is needed to care for a parent, spouse, child, or domestic partner with a serious health condition, and would be permitted as sick leave under the City's sick leave policy.~~

### **B. City's Right To Require An Employee To Use Paid Leave ~~When Using FMLA/CFRA Leave~~**

Employees must exhaust their accrued leaves concurrently with FMLA/CFRA leave to the same extent that employees have the right to use their accrued leaves concurrently with FMLA/CFRA leave, with two exceptions:

- ~~1. Employees Where an employee is on leave and is eligible for a disability leave benefit, pursuant to a disability plan, that pays a portion of the employee's salary, the employee may agree to – but is not required to – use paid leave to cover the unpaid portion of their salary; are not required to use accrued compensatory time earned in lieu of overtime earned pursuant to the Fair Labor Standards Act; and~~
- ~~2. An employee must agree to use accrued sick leave to care for a child, parent, spouse or domestic partner, grandparent, grandchild, or sibling. Employees will only be required to use sick leave concurrently with FMLA/CFRA leave if the leave is for the employee's own serious health condition.~~

### **C. City's Right To Require An Employee To Exhaust FMLA/CFRA Leave Concurrently With Other Leaves**

If an employee takes a leave of absence for any reason which is FMLA/CFRA qualifying, the City may designate that non-FMLA/CFRA leave as running concurrently with the employee's 12-week FMLA/CFRA leave entitlement. The only exception is for peace officers and firefighters who are on paid industrial injury leave pursuant to Labor Code § 4850.

### **D. City's and Employee's Rights If An Employee Requests Accrued Leave Without Mentioning Either the FMLA or CFRA**

If an employee requests to utilize accrued vacation leave or other accrued paid time off without reference to a FMLA/CFRA-qualifying purpose, the City may

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not ask the employee if the leave is for a FMLA/CFRA-qualifying purpose. However, if the City denies the employee's request and the employee provides information that the requested time off is for a FMLA/CFRA-qualifying purpose, the City may inquire further into the reason for the absence. If the reason is FMLA/CFRA-qualifying, the City may require the employee to exhaust accrued leave as described above.

### **Section ~~44.17.7~~11.8.8 Medical Certification**

#### **A. Content of Certification**

Employees who request leave must provide a medical certification and/or recertification to support the need for the leave as described below:

1. **Employee's Own Serious Health Condition:** Employees who request leave for their own serious health condition must provide written certification from the health care provider that contains all of the following: the date, if known, on which the serious health condition commenced; the probable duration of the condition; and a statement that, due to the serious health condition, the employee is unable to work at all or is unable to perform any one or more of the essential functions of their position. Upon expiration of the time period the health care provider originally estimated that the employee needed for their own serious health condition, the employee must obtain recertification if additional leave is requested.
2. **Family Member Serious Health Condition:** Employees who request leave to care for a child, parent, parent-in-law, domestic partner, spouse, grandparent, grandchild, or sibling who has serious health condition must provide written certification from the health care provider of the family member requiring care that contains all of the following: the date, if known, on which the serious health condition commenced; the probable duration of the condition; an estimate of the amount of time which the health care provider believes the employee needs to care for the child, parent, domestic partner, spouse, grandparent, grandchild, or sibling and a statement that the serious health condition warrants the participation of the employee to provide care during a period of treatment or supervision of the child, parent, domestic partner, spouse, grandparent, grandchild, or sibling. The term "warrants the participation of the employee" includes, but is not limited to, providing psychological comfort, and arranging third party care for the covered family member, as well as directly providing, or participating in, the medical care. Upon expiration of the time period the health care provider originally estimated that the employee needed to care for a covered family member, the employer must obtain recertification if additional leave is requested.
3. **Service member Serious Injury or Illness:** Employees who request FMLA leave to care for a covered service member who is a child, spouse, parent or "next of kin" of the employee, must provide written certification from a health care provider regarding the injured service member's serious injury or illness. The City will verify the certification as permitted by the FMLA regulations.



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4. Qualifying Exigency: The first time an employee requests leave because of a qualifying exigency, an employee may require the employee to provide a copy of the military member's active duty orders or other documentation issued by the military which indicates that the military member is on covered active duty or call to active duty status in a foreign country, and the dates of the military member's active duty service. A copy of the new active duty orders or similar documentation shall be provided to the City if the need for leave because of a qualifying exigency arises out of a different active duty or call to active duty status of the same or a different military member. The City will verify the certification as permitted by the FMLA and CFRA regulations.

~~Employees who request leave for their own serious health condition or to care for a child, parent or a spouse who has a serious health condition must provide written certification from the health care provider of the individual requiring care if requested by the City. If the leave is requested because of the employee's own serious health condition, the certification must include a statement that the employee is unable to work at all or is unable to perform the essential functions of his/her position.~~

~~Employees who request leave to care for an injured service member who is a child, spouse, parent, or "next of kin" of the employee must provide written certification from a health care provider regarding the injured service member's serious injury or illness.~~

### AB. Time To Provide A Certification

When an employee's leave is foreseeable and at least 30 days notice has been provided, if a medical certification is requested, the employee must provide it before the leave begins. When this is not possible, the employee must provide the requested certification to the City within the time frame requested by the City (which must allow at least 15 calendar days after the employer's request), unless it is not practicable under the particular circumstances to do so despite the employee's diligent, good faith efforts.

### BC. Consequences For Failure To Provide An Adequate Or Timely Certification

If an employee provides an incomplete medical certification the employee will be given a reasonable opportunity to cure any such deficiency. However, if an employee fails to provide a medical certification within the time frame established by this policy, the City may delay the taking of FMLA/CFRA leave until the required certification is provided.

### C. Recertification

If the City has reason to doubt the validity of a certification, the City may require a medical opinion of a second health care provider chosen and paid for by the City. If the second opinion is different from the first, the City may require the opinion of a third provider jointly approved by the City and the employee, but paid for by the City. The opinion of the third provider will be binding. An employee may request a copy of the health care provider's opinions when there is a recertification.

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### D. Personnel Director’s Review of Certification for Employee’s Own Serious Health Condition

Complete and Sufficient: The employee must provide a certification for their own serious health condition that is complete and sufficient to support the request for leave. A certification is incomplete if one or more of the applicable entries on the certification form have not been completed. A certification is insufficient if the information on the certification form is vague, ambiguous, or not responsive. If the certification is incomplete or insufficient, the Personnel Director will give the employee written notice of the deficiencies and seven days to cure, unless a longer period is necessary in light of the employee’s diligent, good faith efforts to address the deficiencies.

Authentication and Clarification: After giving the employee an opportunity to cure the deficiencies in a medical certification for the employee’s own serious health condition, the Personnel Director may contact the health care provider who provided the certification to clarify and/or authenticate the certification. “Authentication” means providing the health care provider with a copy of the certification form and requesting verification that the information on the form was completed or authorized by the health care provider who signed the form. “Clarification” means contacting the health care provider to understand the handwriting on the medical certification or to understand the meaning of the response. The Personnel Director may not ask for additional information beyond that required on the certification form.

### E. Second and Third Medical Opinions for Employee’s Own Serious Health Condition

If the City has a good faith, objective reason to doubt the validity of a certification for the employee’s serious health condition, the City may require a medical opinion of a second health care provider chosen and paid for by the City. If the second opinion is different from the first, the City may require the opinion of a third provider jointly approved by the City and the employee, but paid for by the City. The opinion of the third provider will be binding. The City must provide the employee with a copy of the second and third medical opinions, where applicable, without cost, upon the request of the employee.

### F. Intermittent Leave Or Leave On A Reduced Leave Schedule

If an employee requests leave intermittently (a few days or hours at a time) or on a reduced leave schedule to care for an immediate family member with a serious health condition (~~“serious health condition”~~), the employee must provide medical certification that such leave is medically necessary. “Medically necessary” means there must be a medical need for the leave and that the leave can best be accomplished through an intermittent or reduced leave schedule.

### Section ~~11.17.8~~11.8.9 Employee Notice of Leave

Although the City recognizes that emergencies arise which may require employees to request immediate leave, employees are required to give as much notice as possible of their need for leave. If leave is foreseeable, at least 30 days’ notice is required. In addition, if an employee

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knows that he/she will need leave in the future, but does not know the exact date(s) (e.g. for the birth of a child or to take care of a newborn), the employee shall inform his/her supervisor as soon as possible that such leave will be needed. Such notice may be orally given. For foreseeable leave due to a qualifying exigency, an employee must provide verbal or written notice of the need for leave as soon as practicable, regardless of how far in advance such leave is foreseeable. If the City determines that an employee failed to provide timely notice of a foreseeable leave, absent an emergency need's notice is inadequate or the employee knew about the requested leave in advance of the request, the City may delay the start granting of the leave until the City can, in its discretion, adequately cover the position with a substitute.

### **Section ~~11.17.9~~11.8.10 Reinstatement Upon Return From Leave**

- ~~(a) — Reinstatement to Same or Equivalent Position: A. — Right To Reinstatement~~
- ~~(b) —~~
- (a) — Upon expiration of leave, an employee is entitled to be reinstated to the position of employment held when the leave commenced, or to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment. Employees have no greater rights to reinstatement, benefits and other conditions of employment than if the employee had been continuously employed during the FMLA/CFRA period.
- ~~(c) —~~
- ~~(d) —~~
- (b) — If a definite date of reinstatement has been agreed upon at the beginning of the leave, the employee will be reinstated on the date agreed upon. If the reinstatement date differs from the original agreement of the employee and the City, the employee will be reinstated within two business days, where feasible, after the employee notifies the employer of his/her readiness to return.
- (c) — Employee's Obligation to Periodically Report on Their Condition: Employees may be required to periodically report on their status and intent to return to work. This will avoid any delays to reinstatement when the employee is ready to return.
- (d) — Fitness for Duty Certification: As a condition of reinstatement of an employee whose leave was due to the employee's own serious health condition, which made the employee unable to perform their job, the employee must obtain and present a fitness-for-duty certification from the health care provider stating that the employee is able to resume work. Failure to provide such certification will result in denial of reinstatement.
- (e) — Reinstatement of "Key Employees": Under the FMLA only, the City may deny reinstatement to a "key" employee (i.e., an employee who is among the highest paid 10 percent of all employed by the City within 75 miles of the worksite) if such denial is necessary to prevent substantial and grievous economic injury to the operations of the City, and the employee is notified of the City's intent to deny reinstatement on such basis at the time the employer determines that such injury would occur. This provision applies to FMLA leave only, and does not apply during or upon the expiration of CFRA leave.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### Section 11.8.11 Required Forms

Employees must complete any applicable forms to receive family and medical care leave. The forms are available from the Human Resources Department.

### ~~11.48~~11.9 Authorized Leave of Absence Without Pay

A department head may grant an employee a leave of absence without pay for not more than ten (10) days when it is in the best interest of the city, and on approval of the City Manager. Any leave of absence in excess of ten (10) days can only be granted by the City Manager.

### ~~11.48~~11.9.1 Return From Leave

Return from leave:

- (a) Failure of an employee to return to duty upon the termination of authorized leave of absence is an unauthorized leave of absence and is cause for discharge.
- (b) Upon return an employee may be required to submit to medical examination to determine whether or not he/she is still capable of performing the duties of his/her position. When a physical examination discloses that an employee is not physically capable of performing his/her duties, the City shall offer him/her any vacant position in the city for which he/she is qualified. If an employee is no longer physically capable of performing the duties of a vacant position, he or she shall be terminated.

### ~~11.49~~11.10 Pregnancy Disability Leave

An employee who is disabled because of pregnancy, childbirth, or a related medical condition is entitled to an unpaid pregnancy disability leave for the number of hours the employee would normally work within four calendar months (one-third of a year or 17 1/3 weeks). For a full-time employee who works 40 hours per week, “four months” means 693 hours of leave entitlement, based on 40 hour per week times 17 1/3 weeks. An employee who works less than 40 hours per week will receive a pro rata or proportional amount of leave up to four months.

### ~~11.49~~11.10.1 Notice & Certification Requirements

1. Requests for pregnancy disability leave must be submitted in writing with reasonable advance notice and must be approved by the employee’s supervisor or department director before the leave begins. The request must be supported by a written certification from the attending physician stating (1) that the employee is disabled from working by pregnancy, childbirth or a related medical condition, (2) that: (1) the employee is disabled from working by pregnancy, childbirth or a related medical condition; (2) the date on which the employee became disabled by pregnancy, childbirth or a related medical condition; and (3) the estimated duration or end date of the leave. The certification must state the expected duration of the disability and the expected date of return to work.
2. All leaves must be confirmed in writing, have an agreed-upon specific date of return, and be submitted to the department director prior to being taken. Requests for an extension of leave must be submitted in writing to the department director prior to the agreed date of return and must be supported by a written certification

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of the attending physician that the employee continues to be disabled by pregnancy, childbirth, or a related medical condition. The maximum pregnancy disability leave is four months.

### **Section 11.4910.2 Compensation During Leave**

Pregnancy disability leaves are without pay. However, the employee may first use accrued sick leave, vacation leave, and then any other accrued paid time off during the leave.

### **Section 11.4910.3 Benefits During Leave**

1. Group Health Insurance: An employee on pregnancy disability leave may continue to receive any group health insurance coverage that was provided before her leave, beginning on the date the pregnancy disability leave begins and continuing for up to four months in a 12-month period, at the same level and under the same conditions that coverage would have been provided if the employee had continued in employment continuously for the duration of the leave. The City may recover premiums it paid to maintain health coverage if an employee does not return to work following pregnancy disability leave, unless the reason for the failure to return is a circumstance beyond her control or the use of the separate right to 12 weeks of bonding leave under the FMLA and/or CFRA. An employee on pregnancy disability leave may receive any group health insurance coverage that was provided before the leave on the same terms as provided to other employees who become disabled off duty, if: 1) the employee is eligible for concurrent family medical leave; and 2) the employee has not already exhausted this 12-week group health insurance coverage benefit in the current family medical leave eligibility period. The City may recover premiums it paid to maintain health coverage, as provided by the family and medical leave laws, if an employee does not return to work following pregnancy disability leave.
2. ~~An employee on pregnancy disability leave who is not eligible to receive group health insurance coverage as described above, may receive health insurance coverage in conjunction with COBRA guidelines by making monthly premium payments to the City.~~
3. ~~Sick and Vacation Leave Accrual: Sick leave and vacation leave do not accrue while an employee is on unpaid pregnancy disability leave.~~
3. Employee Status during Leave: The employee retains employee status during the leave. The leave is not a break in service for purposes of longevity or seniority under any collective bargaining agreement or employee benefit plan. Benefits will be resumed upon the employee's reinstatement in the same manner and at the same levels as provided when the leave began, without any new qualification period, physical exam, or other qualifying provisions

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### **Section 11.1910.4 Reinstatement**

1. Upon the expiration of pregnancy leave, ~~and the City's receipt of a written statement from the health care provider that the employee is fit to return to duty,~~ the employee will be reinstated to her original or a comparable or equivalent position, so long as it was not eliminated for a legitimate business reason during the leave.
2. If the employee's original position is no longer available, the employee will be assigned to an open position that is substantially similar in job content, status, pay, promotional opportunities, and geographic location as the employee's original position.
3. If upon return from leave an employee is unable to perform the essential functions of her job because of a physical or mental disability, the City will initiate an interactive process with the employee in order to identify a potential reasonable accommodation.
4. An employee who fails to return to work after the termination of her leave loses her reinstatement rights.

### **Section 11.2011 Unauthorized Leave of Absence**

An unauthorized leave of absence is treated as time not worked.

#### ~~Section 11.21 Deduction~~

For an unauthorized leave of absence, the City shall deduct from the employee's pay an amount equal to time absent.

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### **Section 11.2212 Sick Leave Donations**

In the event, an employee is unable to work due to catastrophic illness ~~or~~ surgery (either their own or that ~~of a~~ qualifying of a qualifying family member), City employees may donate their accrued sick leave to another employee under the following conditions:

- Employee will be out of work in excess of two weeks (80 hours).
- The sick/injured employee has exhausted all of his/her accrued sick, vacation, and compensatory time.
- Individual employees may donate sick leave hours, which are in excess of forty (40) accrued hours with a cap of twenty (20) hours per fiscal year.
- Employees, who are terminating their employment with the City, may not donate their sick leave hours to another employee.
- Any employee requesting a donation of sick leave hours shall submit a written request to the Department head requesting authorization to obtain the donation of sick leave hours from their fellow employees.

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- Once hours are donated and received, the donation is irrevocable.

### **Section 11.2313 Leave Requests**

The following procedure shall apply for all leave requests other than for sick leave:

- A) Leave requests shall be made in writing using the City of Lindsay Leave- Request Form, which will be available at each department work site. No leave will be considered approved until the form is signed by the employee's department head or his/her designee and a copy of the form is returned to the requesting employee.
- B) Vacation requests should be made at least two weeks in advance. In those cases where multiple employees are requesting the same time period off, the order in which the requests are received shall determine which employee-employees are granted vacation leave.
- C) Special request for one day off which was not a planned vacation may be made at any time prior to the day to be taken. The leave request form must be submitted and approved prior to the employee taking the day off.
- D) Upon receiving a leave request, the department head shall approve/deny the request and forward a copy to the requesting employee and to the finance department. In the case of denial, the department head shall indicate on the form the reasons for the denial.
- E) Employees who are denied a leave request may appeal to the Personnel Director.

### **Section 11.2414 Temporary and ~~Part-Time~~Part-Time Employees Not Eligible**

Temporary employees, including emergency and extra help employees, are not eligible for paid benefits, including paid leaves of absence unless the law requires otherwise. ~~Part-time~~ Part-time employees are not eligible for benefits or leaves of absence other than vacation after five years of service.



**TRANSFER AND DEMOTION**

**Section 12.1.1 Involuntary Transfer**

The City may initiate employee transfers when the transfer is in the best interest of the City. City initiated transfers shall not serve the required probationary period in accordance with Rule 9. Upon approval of the Personnel Director and City Manager, the department head may transfer an employee anytime from one position to another position in a comparable class where the salary range is the same, involves the performance of similar duties and requires substantially the same basic qualifications. However, the employee shall be consulted prior to any transfer. Any employee who is transferred from one position to another position in the same or similar class shall be compensated at the same step and salary range the employee received in the previous position. The salary anniversary date shall not change. Employees may appeal the transfer within five (5) days to the City Manager whose decision is final.

**Section 12.1.2 Voluntary Transfer**

An employee's request for transfer to another type of work or department normally will be considered only after successful completion of the probationary period. Employees requesting a transfer shall submit a memorandum to the Personnel Director and City Manager detailing the request for transfer and reasons for the request. Upon receipt of the transfer request, the Personnel Director will notify the employee's Department Head. Job performance, qualifications, attendance, and other factors shall be evaluated to ensure the most effective use of the employee's capabilities in evaluating the transfer request. The Personnel Director will communicate to the employee whether the request is granted. When the foregoing factors are substantially equal, transfers shall be determined by City seniority. Employees transferred to a vacant position at their request shall serve a new probationary period in accordance with Rule 9.

If the transfer involved a change from one department to another, both department heads must consent thereto unless the City Manager orders the transfer.

~~Transfer-A transfer~~ shall not be used to effectuate a promotion or demotion, each of which may be accomplished only as provided in the personnel rules and regulations.

**Section 12.2 Demotion**

The City Manager may demote an employee for disciplinary purposes. No employee shall be demoted to a position ~~who for which they do does~~ not possess the minimum qualification.

Disciplinary demotion action shall be in accordance with Rule 14.

Demotion is the removal of an employee from his or her present position to a ~~lower paying lower-~~ lower paying position. A Department Head may request the City Manager demote an employee for any of the following reasons:

- (a) At the request of an employee, provided the employee possesses the minimum qualifications for the demoted position.
- (b) Failure to meet the job-related standards of a promotional probation.
- (c) For disciplinary actions (see Rule 14).

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(d) For displacement.

Employees requesting a voluntary demotion shall submit a memorandum to the Personnel Director and City Manager detailing the request for voluntary demotion and reasons for the request. Upon receipt of the request for voluntary demotion, the Personnel Director will notify the employee's department head. If the request for voluntary demotion involves a change from one department to another, both department heads must consent thereto unless the City Manager orders the demotion. Employees demoted at their own request shall be placed at the same step unless another step is mutually agreed to. If the employee has held regular status in the classification to which he or she is voluntarily demoted, probation can be waived upon approval of the City Manager.

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### RULE XIII

#### SEPARATION FROM SERVICE

##### Section 13.1 Abandonment of Position

An employee may be separated from employment if the employee fails to report for duty and is absent from work without approved leave for more than three consecutive work shifts, or fails to report for work upon the expiration of a vacation or a leave of absence where the employee did not notify his or her department head of the reason for the absence. This will be deemed to be a resignation and may result in termination of employment. The Personnel Director shall provide written notice of the proposed action to be taken due to the abandonment to the ~~employee~~ employees at the last known address. Said notice shall provide the employee the Skelly prep disciplinary due process. ~~process~~

##### Section 13.2 Disciplinary Action

An employee may be separated from employment for disciplinary reasons by the City Manager as provided in Rule 14.

##### Section 13.3 Layoff

An employee may be separated from employment because of changes in duties or organization, abolishment of position, shortage of work, or funds.

##### Section 13.3.1 Statement of Intent

Whenever, in the judgment of the City Council, it becomes necessary to abolish any position or employment, the employee holding such position or employment may be laid off or demoted without disciplinary action and without the right of appeal.

##### Section 13.3.2 Notification

Employees to be laid off will be given, whenever possible, at least fourteen (14) calendar days prior notice.

##### Section 13.3.3 Order of Layoff

Employees will be laid off in the inverse order of their seniority in their classification in the department. Seniority is determined based upon date of hire in the classification and higher classifications in the department. A lay off out of the inverse order of seniority may be made if, in the City's judgment, retention of special job skills are required. Within each class, employees will be laid off in the following order, unless special skills are required: temporary, part-time, probationary, and regular. In cases where there are two or more employees in the classification in the department from which the lay off is to be made who have the same seniority date, such employees will be laid off on the basis of the last evaluation rating in the class, providing such rating has been on file at least thirty (30) days and no more than twelve (12) months prior to lay off, as follows:

First, all employees having ratings of "improvement needed;" second, all employees having ratings of "competent;" third, all employees having ratings of "outstanding."

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### **Section 13.3.4 Re-employment Rights for Laid-off Employees**

Regular employees, who have received a satisfactory or better evaluation for the 12 months prior to ~~lay-off~~layoff, have completed their probationary period and who have been laid off shall be automatically placed on a re-employment list for two (2) years for the classification from which they were laid off.

### **Section 13.4 Resignation**

An employee wishing to leave employment in good standing shall file with the City Manager a written resignation stating the effective date and reasons for leaving, at least two weeks before leaving the service, unless approval for a shorter notice is obtained. Resignation shall be deemed accepted upon submission. A resignation made with the notice required may be regarded as cause for denying the resigning employee future employment with the City, and is a resignation not in good standing.

### **Section 13.5 Disability and Disability Accommodations**

~~An employee may be separated for disability when the employee cannot perform the essential functions of the job. The City may separate a disabled employee if the employee cannot perform the essential functions of the job with reasonable accommodation. (NOTE: ADD REASONABLE ACCOMMODATION POLICY – PAGE 13).~~

#### **A. POLICY**

The City provides employment-related reasonable accommodations to qualified individuals with disabilities within the meaning of the California Fair Employment and Housing Act and the Americans with Disabilities Act. The City may separate a disabled employee if the employee cannot perform the essential functions of the job with reasonable accommodation.

#### **B. PROCEDURE**

##### **1. Request for Accommodation**

An employee who desires a reasonable accommodation in order to perform essential job functions should make such a request in writing to the Human Resources Department. The request must identify: a) the job-related functions at issue; and b) the desired accommodation(s).

##### **2. Reasonable Documentation of Disability**

Following receipt of the request, the Human Resources Department may require additional information, such as reasonable documentation of the existence of a disability.

##### **3. Fitness for Duty Examination**

The City may require an employee to undergo a fitness for duty examination to determine whether the employee can perform the essential functions of the ~~job~~job with or without reasonable

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accommodation. The City may also require that a City-approved physician conduct the examination.

#### **4. Interactive Process Discussion**

After receipt of reasonable documentation of disability and/or a fitness for duty report, the City will arrange for a discussion, in person or via telephone conference call, with the employee, and his or her representative(s), if any. The purpose of the discussion is to work in good faith to fully discuss all feasible potential reasonable accommodations.

#### **5. Case-by-Case Determination**

The City determines, in its sole discretion, whether reasonable accommodation(s) can be made, and the type of accommodation(s) to provide. The City will not provide accommodation(s) that would pose an undue hardship upon City finances or operations, or that would endanger the health or safety of the employee or others. The City will inform the employee of its decision as to reasonable accommodation(s) in writing.

### **Section 13.6 Retirement**

Retirement from employment shall be subject to the terms and conditions of the City's retirement plan. Whenever an employee meets the conditions set forth in the City's retirement plan regulations, they may elect to retire and receive benefits earned under the retirement plan.

### **~~Section 13.7 — Death of Employee~~**

~~In the event of a death of an employee, payment of earned wages due shall be in accordance with the laws of the state. Unless otherwise provided by law, payment of any other funds due the deceased employee will be paid to the beneficiary so designated in writing by the employee. If no beneficiary has been designated, any funds due shall be paid to the deceased employee's surviving spouse or domestic partner. In the absence of a surviving spouse or partner, such payment shall be made to the employee's children. In the absence of children, such payment shall be made to the estate of the deceased employee.~~

### **~~Section 13.8 — Return of City Owned Property~~**

~~The department head is responsible for the return of city owned property by the employee leaving the service of the city. The employee shall return the property before he or she is entitled to receive his/her final salary check.~~

### **Section 13.97 Exit Interviews**

Whenever possible, the Personnel Director shall conduct exit interviews with employees upon separation from employment.

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### RULE XIV

#### DISCIPLINARY PROCEDURES

##### Section 14.1 Policy

The City's policy on disciplinary actions is founded on the premise that the actions are to be corrective, and any disciplinary actions should reinforce and shape employee behavior in the reasonable and necessary direction ~~actualizing to actualize~~ the City's goals.

The tenure of every employee shall be based on reasonable standards of person conduct and job performance. Failure to meet such standards shall be grounds for appropriate disciplinary action. Disciplinary actions should be progressively more severe, and commensurate with the seriousness of the offense and with due consideration of the employee's prior performance record. However, the City may disregard progressive discipline for a serious offense. A serious offense may result in severe discipline. All suspensions, demotions, reductions in salary and terminations of persons with regular status shall be made according to these rules. Employees who are probationary, temporary, part time, or serve pursuant to a contract may be disciplined at any time without cause or right of appeal unless their contract provides otherwise.

##### Section 14.2 Basis for Disciplinary Action

Basis for disciplinary actions include, but shall not be limited to, the reasons listed below and in accordance with procedures listed in these rules.

- (a) Failure to meet work performance standards and requirements; unsatisfactory or careless work; failure to meet production or quality standards as given by employee's supervisor; or mistakes due to carelessness or failure to get necessary instructions.
- (b) Discourteous or disrespectful treatment of other employees, citizens, suppliers, or visitors, or ~~treatment, behavior~~ which does not foster cooperation.
- (c) Insubordination or refusing to obey supervisor's directions pertaining to work; ~~refusal to perform assigned work; or to follow a direct order;~~ or insulting or demeaning the authority of a supervisor or manager.
- (d) Willful or negligent disobedience of any law, City or department rule or regulation.
- (e) Failure to maintain a neat and clean appearance in terms of the standards established by the employee's supervisor; any departure from accepted conventional modes of dress or personal grooming; or wearing improper or unsafe clothing.
- (f) Excessive use of City telephone for personal calls.
- (g) Posting, removing or altering notices on any bulletin board on City property without permission of an officer of the City.
- (h) Soliciting during working hours and/or in working areas; ~~selling merchandise or collecting funds of any kind for charities or others without~~ authorization during

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business hours, or at a time or place that interferes with the work of another employee on City premises.

- (i) Conducting a lottery or gambling on City premises.
- (j) Misappropriation or damage of public property or waste of public funds or property through negligent or willful misconduct.
- (k) Absence without approved leave; leaving ~~work station~~workstation during work hours without supervisor's permission, except to use the restroom; leaving work before the end of a workday or not being ready to work at the start of a workday without supervisor's approval; or stopping work before time specified for such purposes.
- (l) Failure to report an absence or late arrival; excessive absenteeism; or tardiness.
- (m) Practicing deception or fraud in the securing of a job appointment or promotion; or failure to supply full information as to character, reputation, or acts which, if known at the time of appointment might have resulted in a disqualification of the employee for the job to which appointment was made.
- (n) Falsification or misrepresentation of a relevant official statement, document, reports or records, and employment application, including the omission of information in an attempt to deceive or mislead, or the willful omission of information that, if known, could affect the outcome.
- (o) Misappropriation of found property; theft of City property or the property of other employees; unauthorized possession or removal of any City property, including documents, from the premises without prior permission from management; unauthorized use of City equipment or property for personal reasons; or using City equipment for profit.
- (p) ~~Violation of the City's or a department's confidentiality policies, or disclosure of confidential City information to any unauthorized person or entity. Violating the non disclosure agreement; giving confidential or proprietary City information to other organizations, to unauthorized employees, or to anyone whom issuance of such information has not been authorized; breach of confidentiality of personnel information; or removing the contents of any official record, report, document or other written matter, current or completed.~~
- (q) Lying about sick or personal leave; falsifying reason for a leave of absence or other data requested by the City; or alteration of City records or other City documents.
- (r) Failure to use or alteration of time cards, attendance documents or other records; altering such records of another employee, or causing someone to alter such records which is considered theft of time.
- (s) Neglect of duties.

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- (t) Being intoxicated or under the influence of intoxicants, drugs or narcotics while at work; or use, possession or sale of such in any quantities while on City premises except medications prescribed by a physician, which do not impair work performance. Possessing or using alcohol in City offices or facilities.
- (u) Smoking while on duty in an area where smoking is prohibited or at non-designated times, as specified by department rules.
- (v) Incompetency.
- (w) Inefficiency.
- (x) Dishonesty.
- (y) Malicious gossip and/or spreading rumors; engaging in behavior designed to create discord and lack of harmony; interfering with another employee on the job; or willfully restricting work output or encouraging in other to do the same.
- (z) Improper withdrawal or limitation of service or any action that interferes with or is disruptive of the City mission or the public service.
- (aa) Any act or statement, oral or written, which tends to bring the City, its employees or officers into disrepute or ridicule.
- (bb) Use of coarse, obscene, profane, or insolent language or gestures to any Other employee or the public; indifference or rudeness towards the public or any other employee; or any disorderly/antagonistic conduct on City premises.
- (cc) Sleeping while on duty; or loitering or loafing during working hours.
- (dd) Improper political activity.
- (ee) Unauthorized possession of dangerous or illegal firearms, weapons or explosives on City property or while on duty, or displaying or brandishing any firearm or weapon, whether in jest or otherwise, in any manner which can be construed as careless, threatening or dangerous except in the performance ~~or~~ of official duties.
- (ff) Receiving or accepting, directly or indirectly, any money, gift, reward, service, gratuity, favor, hospitality, loan or other consideration for any service or official action rendered by the employee, without first securing the written permission from the City Manager.
- (gg) Use of influence of position with the City for private gain or advantage, or the use of time, facilities, equipment or supplies for private gain or advantage.
- (hh) Engaging in an act of sabotage; or negligently causing the destruction, damage, loss or misuse of City property, or the property of any employees, customers, suppliers, or visitors; or the failure to immediately report damage, loss or an accident involving City equipment.



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(ii) Negligence or any careless action which endangers the life or safety of another person; willful violation of security or safety rules or failure to observe safety rules or safety practices; failure to wear required equipment; or tampering with safety equipment or other devices.

~~(jj) Negligence or any careless action which endangers the life or safety of another person; willful violation of security or safety rules or failure to observe safety rules or safety practices; failure to wear required equipment; or tampering with safety equipment or other devices.~~

~~(kk)(jj)~~ Fighting ~~or~~ horseplay, or provoking a fight while on duty.

~~(ll)(kk)~~ Conviction of a felony or misdemeanor when there is a nexus to the workplace. The word, "convicted" shall be construed to mean pleas of guilty, or nolo contendere, regardless, of whether any sentence is imposed by the court.

~~(mm)(ll)~~ Engaging in criminal conduct or acts of violence, or making threats of violence toward anyone on City premises or when representing the City.

~~(nn)(mm)~~ Threatening, intimidating or coercing other employees on or off the premise at anytime, for any purpose.

~~(oo)(nn)~~ Immoral conduct or indecency on City property; or failure to exhibit acceptable behavior either during or outside duty hours such that the employee's ability to perform his or her duties is impaired; or the ability of the City to perform its' mission is or may be impaired; or causes the discredit to the City.

~~(pp)(oo)~~ Refusal to take and subscribe any oath or affirmation, which is required by law in connection with employment.

~~(qq)(pp)~~ Unlawful discrimination, harassment or retaliation.

~~(rr)(qq)~~ Unapproved outside employment or activity, or other enterprise that constitutes a conflict of interest with service to the City~~Conflict of interest.~~

~~(ss)(rr)~~ Any conduct that impairs, disrupts or causes discredit to the City, to the public service, or other employee's employment ~~Any deliberate action that is extreme in nature and is detrimental to the City's efforts to operate efficiently.~~

~~(tt)(ss)~~ Working overtime without authorization or refusing to work assigned overtime.

~~(uu)(tt)~~ Any violation or action inconsistent with these personnel system rules or officially promulgated City rules, regulations or policies.

### Section 14.3 Types of Discipline

~~The following are types of counseling, reprimands and discipline which the City may impose: The following procedures shall be followed when, in the judgment of the department head, an employee has committed an act or omission that justifies disciplinary action. Disciplinary actions may range from informal conversations to formal termination. A typical progressive sequence of disciplinary actions used by the City is:~~

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1. Counseling: The immediate supervisor usually counsels the employee. Counseling is informal discussion with an employee designed to assist the employee to fully develop his or her skills and abilities. The discussion may include, but shall not be limited to, clarifying standards, setting expectations and areas of concern, seeking information, or problem solving. Counseling is usually the action taken to assist the employee in clarifying the need for improvement.

To provide both the supervisor and employee with a permanent record of a counseling, a written memo may be sent to the employee to clarify verbal agreements and the need for possible behavior change. No record of the counseling is placed in the employee's permanent personnel file unless disciplinary action of at least a written reprimand is later issued on the same problem.

A counseling memo is not considered "punitive action" under the Public Safety Officers Procedural Bill of Rights Act

2. Verbal Reprimand: A verbal reprimand is a verbal direction from a supervisory employee to discontinue inappropriate conduct or to correct a performance issue. A verbal reprimand will be documented in writing and retained in the supervisor's file until the completion of the evaluation year and then documented in the performance evaluation, as the supervisor deems necessary. A verbal reprimand is not subject to the discipline or discipline appeal procedures described below.  
~~Oral reprimand: The oral warning notifies the employee that his or her performance or behavior must be improved. Oral warnings are given by supervisors when counseling has failed to produce the desired change.~~

~~The warning shall define the areas in which improvement is required, set goals leading to this improvement, and shall inform the employee that failure to improve will result in more serious action. To provide both the supervisor and employee with a permanent record of a specific violation, a written memo may be sent to the employee confirming the conversation. The memo shall state the offense and consequences if corrective action is not taken. No record is placed in the employee's permanent personnel file unless subsequent action is necessary.~~

3. Written reprimand: A written reprimand is written direction from a supervisory employee to discontinue inappropriate conduct or to correct a performance issue.  
~~warning is a formal notice to an employee of a performance or conduct problem.~~

The content of the written warning shall define what occurred, the date and time of event which is the cause of the reprimand, what was violated by the employee, what the employee is directed to do to correct the situation, and the employee's right to respond in writing within five (5) working days of the reprimand. The written reprimand shall be signed by the employee's supervisor, or department head, countersigned by the employee, and filed with the personnel officer. If the employee refuses to sign, ~~it~~ this shall be noted ~~as such~~ on the memorandum. When the written warning is issued, the employee, shall receive one copy with both signatures affixed and a copy will be placed in the employee's permanent personnel file. The employee has the right submit a written rebuttal to the

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Personnel Director or designee within 5 working days. Such rebuttal shall be attached to and stored alongside the reprimand in the employee's personnel file along with the employee's response if any. Unless required by law, a written reprimand is not subject to the discipline or discipline appeal procedures described below.

4. 4.——Suspension Without Pay: A department head may suspend an employee from his or her position without pay for cause. Documents related to a suspension shall become part of the employee's personnel file when the discipline is final. An employee subject to suspension will receive prior written notice and right of appeal as provided herein. Employees who are exempt from FLSA overtime requirements will only be subject to suspension where a suspension is consistent with FLSA regulations.
5. 5.——Demotion: A department head may demote an employee from his or her position for cause. Documents related to a demotion shall become part of the employee's personnel file when the discipline is final. An employee subject to demotion will be entitled to prior written notice and right of appeal as provided herein.
6. 6.——Reduction in Pay or Paid Leave Accruals: A department head may reduce an employee's pay or paid leave for cause. A reduction in pay for disciplinary purposes may take one of two forms: (1) a decrease in salary to a lower step within the salary range; ~~or~~ (2) a decrease in salary paid to an employee for a fixed period of time; or (3) loss of accrued paid vacation or administrative leave, floating holiday, or other general-purpose paid time off. Documents related to a reduction in pay shall become part of the employee's personnel file when the discipline becomes final. An employee subject to a reduction in pay is entitled to prior written notice and right of appeal as provided herein. Employees who are exempt from the FLSA overtime requirements are not subject to pay reduction, except loss of accrued vacation, floating holiday, or administrative leave.
7. 7.——Discharge: A department head may discharge an employee from his or her position for cause. Documents related to discharge shall become a part of an employee's personnel file when the discipline becomes final. A discharged employee is entitled to prior written notice and right of appeal as provided herein.

### **Section 14.4 Written Notice of Intent to Discipline**

Only regular, for-cause employees have the right to the conference and appeal process outlined in Sections 14.4, 14.5, and 14.6. Written notice of the proposed disciplinary action (Suspension, Demotion, Reduction ~~in~~ Pay, or Termination) shall be given to the employee. Such notice shall include:

- (a) A statement which clearly defines the intent to take action, the proposed action to be taken and the effective beginning and ending time of intended action.
- (b) A statement of the specific grounds and particular facts upon which the proposed disciplinary action will be taken.

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- (c) A copy of all written materials, reports or documents upon which the intended discipline is based.
- ~~(d)~~ A statement with the date and time of the Skelly conference with the department head.
- ~~(e)~~(d) A statement that the employee will be afforded the right to respond, either orally, in writing, or both within five (5) working days upon receipt of the intended disciplinary action, to the department head, either by requesting a Skelly conference, by providing a written response, or both.
- ~~(e)~~ The date and time of the Skelly conference with the department head.
- ~~(f)~~ Notice that the failure to respond within five (5) working days shall constitute a waiver of the right to respond prior to the imposition of discipline.
- ~~(g)~~(g) Notice of the employee's right to have a representative of their choice at the Skelly conference.
- ~~(g)~~ —

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The employee's signature on the notice of intent to render discipline shall acknowledge receipt of said notice by the employee. If the employee refused to sign it shall be noted as such on the notice of intent to discipline. The signature documentation on said notice shall acknowledge that the employee received the notice.

### **Section 14.5 Employee Response**

Within five (5) working days the employee shall have the right to respond, in writing, or at the conference to the department head concerning the proposed action (Suspension, Demotion, Reduction in Pay, Termination).

If, within the five (5) working days response period, the employee, does not indicate a desire to participate in the pre-disciplinary Skelly process, the proposed action of the City should be considered conclusive and shall take effect as prescribed.

The employee's failure to make an oral response at the arranged conference time, or the employee's failure to cause his or her written response to be delivered by the date and time specified in the notice, constitutes a waiver of the employee's right to respond prior to the imposition of the discipline. In that case, the proposed disciplinary action will be imposed on the date specified.

### **Section 14.6 Final Notice of Discipline**

Within 5 calendar days of receipt of the employee's timely written response or within 5 calendar days of the conference, the department head will (1) dismiss the notice of intent and take no disciplinary action against the employee, (2) modify the intended disciplinary action, or (3) impose the intended disciplinary action. In any event, the department head will prepare and provide the employee with a notice that contains the following:

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- a. The level of discipline, if any, to be imposed and the effective date of the discipline;
- b. The specific charges upon which the discipline is based;
- c. A summary of the facts upon which the charges are based;
- d. A copy of all written materials, reports, or documents upon which the discipline is based; and
- e. A statement of the nature of the employee's right to appeal and deadline to appeal.

### **Section 14.7 Relief of Duty**

The Personnel Director, or their designee, may place the employee on administrative leave with pay pending the completion of an investigation or opportunity to respond as may be required to determine if disciplinary action is to be taken. In the event of an oral notice, the City Manager shall confirm the action by giving the employee written notice. In the event that the Personnel Director has a conflict of interest, the Finance Director will determine, and confirm with the City Manager, whether it is appropriate to place an employee on administrative leave.

### **Section 14.8 Appeal**

~~An employee, who desires to appeal to the City Manager or designee shall inform the Personnel Director, or their designee, in writing within five (5) days of the department head's decision. The City Manager or designee shall hear the appeal within sixty (60) days after the employee informs the Personnel Director, or their designee. In the event that the Personnel Director has a conflict of interest, the employee shall notify the Finance Director of its desire to appeal.~~

#### **Section 14.8.1 Request for Appeal Hearing**

A regular, for-cause employee may appeal from a final notice of discipline in the form of suspension, demotion, reduction in pay, or termination by delivering a written answer to the charges and a request for appeal to the Personnel Director, or their designee, who will forward the appeal to the City Manager. The written answer and request for appeal must be received no later than 10 calendar days from the date of the department director's decision. In the event that the Personnel Director has a conflict of interest, request for an appeal hearing should be delivered to the Finance Director.

#### **Section 14.8.2 Date and Time of the Appeal Hearing**

The City Manager will set a date for an appeal hearing ~~before himself/herself or the designee~~ within a reasonable time after receipt of a timely request for appeal but no later than sixty (60) days. An employee who, having filed a timely request for appeal, has been notified of the time and place of the appeal hearing, and who fails to appear personally at the hearing, may be deemed to have abandoned his or her appeal. In such a case, the City Manager may dismiss the appeal.

The appeal hearing officer shall be the City Manager or an individual designated by the City Manager, so long as the City Manager did not serve as the Skelly officer for the discipline at issue

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or has a conflict of interest. In those cases, the appeal hearing officer shall be an impartial individual designated by the City Council.

### **Section 14.8.3 Identification of Issues, Witnesses and Evidence**

No later than 10 days prior to the appeal hearing, each party will provide each other and the ~~City hearing officer~~ City Manager or designee a statement of the issues to be decided, a list of all witnesses to be called (except rebuttal witnesses), a brief summary of the subject matter of the testimony of each witness, and a copy of all evidence (except rebuttal evidence) to be submitted at the hearing.

The City will use numbers to identify its evidence; the employee shall use alphabet letters.

Neither party will be permitted to call any witness during the hearing who has not been identified pursuant to this section, nor use any exhibit not provided pursuant to this section, unless that party can show that they could not have reasonably anticipated the need for the witness or exhibit. The Personnel Board will state at the beginning of the hearing the decision as to the precise issue(s) to be decided.

### **Section 14.8.4 Conduct of the Appeal Hearing**

#### a. Subpoenas

The ~~hearing officer~~ City Manager or designee has authority to issue subpoenas in the name of the City prior to the commencement of the hearing. Each party is responsible for serving his/her/its own subpoenas. City employees who are subpoenaed to testify during working hours will be released with pay to appear at the hearing. City employees who are subpoenaed to testify during non-working hours will be compensated for the time they actually testify unless the City agrees to a different arrangement.

#### b. Continuances

The ~~hearing officer~~ City Manager or designee may continue a scheduled hearing only upon good cause shown.

#### c. Record of the Proceedings

All disciplinary hearings may, at the discretion of the parties, be either recorded by a court reporter or tape recorded. Any party who requests a transcript of the proceedings must pay for his/ her/ its own copy of a transcript.

#### d. The ~~City Manager's (or designee's)~~ Hearing Officer's Authority During the Hearing

The ~~hearing officer~~ City Manager or designee has the authority to control the conduct of ~~the hearing and to affirm, modify, or revoke the discipline, but shall not have the power to alter, amend, change, add to, or subtract from any of the terms of these Policies.~~

#### e. Conduct of the Hearing

- i. The hearing need not be conducted in accordance with technical rules relating to evidence and witnesses, but hearings shall be conducted in a manner ~~the City~~

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~~Manager or designee~~ the hearing officer, decides is the most conducive to determining the truth.

- ii. Any relevant evidence may be admitted if it is the type of evidence upon which responsible persons are accustomed to rely upon in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which might make improper the admission of such evidence over objection in civil actions.
- iii. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence, but over timely objection shall not be sufficient in itself to support a finding, unless such evidence would be admissible over objection in civil actions. An objection is timely if made before submission of the case.
- iv. The rules dealing with privileges shall be effective to the same extent that they are now or hereafter may be recognized in civil actions.
- v. Irrelevant and unduly repetitious evidence may be excluded.
- vii. During the examination of a witness, all other witnesses, except the parties, shall be excluded from the hearing upon the request of either party.
- viii. All witnesses shall be sworn in for the record prior to testifying at the hearing.

### f. Burden of Proof at the Hearing

The City has the burden of proof by a preponderance of the evidence.

### g. Right to Due Process

The employee shall have the following due process rights during the hearing:

- i. The right to be represented by legal counsel or another chosen representative, at his or her own expense;
- ii. The right to call and examine witnesses on his or her behalf;
- iii. The right to introduce evidence;
- iv. The right to cross-examine opposing witnesses on any matter relevant to the issues;
- v. The right to impeach any witness regardless of which party first called him or her to testify; and
- vi. The right to rebut evidence against him or her.

### i. Presentation of the Case

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

All parties and their counsel or representatives shall not disparage the intelligence, morals, or ethics of their adversaries or the hearing officer City Manager or designee. The hearing shall proceed in the following order unless the hearing officer City Manager or designee directs otherwise:

- i. The City shall be permitted to make an opening statement.
- ii. The employee shall be permitted to make an opening statement.
- iii. The City shall produce its evidence.
- iv. The employee shall produce his or her evidence.
- v. The City, followed by the employee, may offer rebuttal evidence.
- vi. Closing arguments of no more than 20 minutes shall be permitted at the discretion of the hearing officer City Manager or designee. The City shall have the right to argue first, the employee may argue second, and the City may reserve a portion of its argument time for rebuttal.

j. Hearing Demeanor and Behavior

All parties and their attorneys or representatives shall not, by written submission or oral presentation, disparage the intelligence, ethics, morals, integrity or personal behavior of their adversaries or members of the Board.

k. Written Briefs by the Parties

The hearing officer City Manager or designee or the parties may request the submission of written briefs. The hearing officer City Manager or designee will determine whether to allow written briefs, the deadline for submitting briefs, and the page limit for briefs.

### **Section 14.8.5. Written Findings and Decision**

The hearing officer City Manager or designee shall render a statement of written findings and recommended decision within 14 days after the hearing has been completed and the briefs, if any, have been submitted.

If the City Manager was neither the appeal hearing officer or the Skelly officer the City Manager shall review the findings and recommendations of the appeal hearing officer and may then affirm, revoke, or modify the findings, recommendations, or disciplinary action taken. In such case, or if the City Manager was the hearing officer, the City Manager's The decision is final. There is no process for reconsideration.

If the City Manager was the Skelly officer, the City Council shall review the findings and recommendations of the appeal hearing officer and may then affirm, revoke, or modify the findings, recommendations, or disciplinary action taken. The decision of the City Council is final. There is no process for reconsideration.



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### Section 14.8.6. Proof of Service of the Written Findings and Decision

The ~~City Manager~~ ~~City Manager or designee~~ shall send ~~its~~ ~~the~~ final statement of written findings and decision, along with a proof of service of mailing, to each of the parties and to each of the parties' representatives.

### Section 14.8.8. ~~Judicial Review; Statute of Limitations~~

~~The City Manager's (or designee's) written findings and decision is final. There is no process for reconsideration.~~ Pursuant to Code of Civil Procedure section 1094.6, the parties have 90 days from the date of the proof of service of mailing of the written findings and decision to appeal the decision to the Superior Court in and for the County of Tulare.

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**RULE  
XV**

**CITY – OWNED EQUIPMENT**

**Section 15.1 Motor Vehicles – Use**

Each city vehicle may be used only on city business and shall be stored in prescribed locations on city property when not in use. Normally, only the City Manager and a department head are allowed to take a vehicle home. The City Manager may make exceptions.

**Section 15.2 Assignment**

The City Manager shall assign each vehicle into the custody of a department head. The department head is responsible for proper use and safeguarding of that vehicle.

**Section 15.3 Operation**

Only an employee may operate a city vehicle. No officer or employee shall allow an unauthorized person to rent, borrow or use a city vehicle or permit a hitchhiker or other person not having business with the city to ride in a vehicle. An employee operating a city vehicle who is involved in an accident must report the accident immediately to the police department and the Personnel Director. No city employee may drive a city vehicle who does not have in his/her possession a valid driver's license. Each city employee shall comply with all city and state laws regarding the operation of city vehicles and is personally responsible for payment of a fine incurred while driving a city vehicle.

**Section 15.4 Equipment Other Than Motor Vehicles**

No city equipment, instruments, tools, supplies, machines or other items which are the property of the city may be used by an officer or employee engaged in outside employment. No employee shall take city property for personal use without permission of the appropriate department head. If permission is granted, the employee is responsible for its safe return. No officer or employee shall allow an unauthorized person to rent, borrow, or use city property except with prior permission of the City Manager or appropriate department head.

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**POLITICAL ACTIVITY**

**Section 16.1 Prohibited Conduct:**

The City prohibits:

1. Employees and officers from engaging in political activities during work hours;
2. Political campaigning in City buildings or on premises adjacent to City buildings; and
3. An employee or officer from using his or her office to coerce or intimidate public employees to promote, propose, oppose, or contribute to any political cause or candidate.

**Section 16.2 Examples of Prohibited Conduct**

1. Participate in political activities of any kind while in uniform;
2. Participate in political activities during working hours;
3. Participate in political activities on City worksites;
4. Place or distribute political communications on City property;
5. Use equipment to make political communications;
6. Solicit a political contribution from an officer or employee of the City, or from a person on a City employment list, with knowledge that the person from whom the contribution is solicited is a City officer or employee;
7. Favor or discriminate against any employee because of political opinions or affiliations;
8. Interfere with any election; or
9. Attempt to trade job benefits for votes

**16.3 Examples of Permitted Conduct**

1. Express opinions on all political subjects or candidates;
2. Become a candidate for any local, state, or national election;
3. Contribute to political campaigns;
4. Join and participate in the activities of political organizations;
5. Request, during off-duty time, political contributions, through the mail or other means, from City officers or employees if the solicitation is part of a solicitation

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made to a significant segment of the public which may include City officers or employees;

6. Solicit or receive, during off-duty time, political contributions from a City employee organization if the funds, when collected, were not earmarked for a clearly identifiable candidate for a federal, state or local office; or
7. Solicit or receive, during off-duty time, political funds or contributions to promote the passage or defeat of a ballot measure which would affect the rate of pay, hours of work, retirement, civil service, or other working conditions of City officers or employees.

**TRAINING OF EMPLOYEES**

**Section 17.1 Responsibility for Training**

It is the policy of the City to encourage the training of employees. The City Manager and department heads have responsibility for developing training programs for employees. Training may include lecture courses, demonstrations, assignment of reading matter or other devices available for the purpose of improving the effectiveness and broadening the knowledge of a municipal officer or employee in the performance of his or her duties.

**Section 17.2 Credit for Training**

Participation in and successful completion of special training courses may be considered in making advancements and promotions. The employee shall file evidence of training programs with the personnel officer.

**Section 17.3 Training Costs**

When in the opinion of the City Manager a training course to be taken by an employee will benefit the City, the City Manager may authorize payment by the City of tuition charges, fees and textbooks. Textbooks purchased by the City become the property of the City. When tuition is paid by the City, the employee must file with the Personnel Department written evidence of his or her satisfactorily passing the course or he or she may be required to refund money paid by the City for the course. If the employee is separated from the city service within six (-6) months after completing the course. This includes training for peace officers where none of the training or only a portion of the training was reimbursed by P.O.S.T. The employee will be responsible for the portion not reimbursed to the City.

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**GRIEVANCE PROCEDURE**

**Section 18.1 PURPOSE**

The grievance procedure will give regular employees assurance that the City recognizes their right to be heard and assist them in achieving job satisfaction. The purpose of this procedure is to provide a just and equitable method for the resolution of grievances or complaints without prejudice. The intent of this policy is to:

- (a) Promote improved employer-employee relations by establishing grievance procedures on matters for which appeal or hearing is not provided by other regulations;
- (b) Give each employee a systematic means of obtaining further consideration of problems after every reasonable effort has failed to resolve them through discussion;
- (c) Settle grievances as near as possible to point of origin.
  - 1. Supervisors shall make every effort to resolve grievances informally at their level.
- (d) Provide that appeals shall be conducted as informally as possible.

**Section 18.2 Definition of Grievance**

Subject to the exclusions listed, a grievance is defined as any dispute that: (1) is job-related, (2) is wholly or partially within the province of the City to rectify or remedy, (3) concerns terms and conditions of employment, (4) involves the interpretation, application, or alleged violation of these rules or a current Memorandum of Understanding (MOU) between the City and a recognized employee organization representing City employees, and (5) is not subject to any other City dispute resolution process or procedure that is provided by statute, ordinance, resolution or agreement.

**Section 18.3 Grievance Procedure**

In every case involving a grievance, the employee shall first make an effort to resolve the grievance with his/her supervisor without delay. If the employee does not believe the problem is satisfactorily resolved, he/she may appeal in writing on the grievance form to the department head. The appeal must be filed within thirty (30) days of the date the employee knew or should have known of the circumstances giving rise to the grievance.

**Section 18.4 Investigation of Facts/Decision of Department Head**

The department head shall investigate the facts and issues and shall decide the matter at the earliest date consistent with the nature of the investigation but in any event, within 5 working days. The Department Head shall personally notify the employee of his/her decision in writing on the grievance form.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

### **Section 18.5 Appeal to Personnel Director, Designee, or Finance Director**

If the employee desires to pursue the matter further, he/she shall notify the Personnel Director, or designee, in writing on the grievance form within five (5) working days of the Department Head's decision. In the event that the Personnel Director has a conflict of interest, the employee shall notify the Finance Director.

### **Section 18.6 Employee Meeting**

Within ten (10) days after the Personnel Director, designee, or Finance Director receives the grievance complaint, he/she will arrange a meeting of the employee, employee representative (if any,) and department head. At the meeting an earnest effort shall be made to arrive at a satisfactory resolution of the issue.

### **Section 18.7 Written Decision**

If a resolution is not reached at the employee meeting, the Personnel Director, designee, or Finance Director shall make his/her decision in writing five (5) working days after the date of the meeting. The decision of the Personnel Director, designee, or Finance Director is final.

### **Section 18.8 Regulations During Grievance Procedure:**

The following regulations apply during the grievance procedure:

- (a) An employee may request the assistance of another person of his/her own choosing in preparing and presenting the appeal at any level of the review;
- (b) The employee and his/her representative may use a reasonable amount of work time, determined by the appropriate department head, in conferring about and presenting the grievance.
- (c) The time limits specified in this rule may be extended to a definite date by mutual written agreement of the parties;
- (d) An employee may drop proceedings upon written notice at any state of the procedure;
- (e) The result of final adjudication shall be in writing and acknowledged by the signature of all parties;
- (f) Copy of the grievance complaint, department head conclusion and Personnel Director, designee, or Finance Director's decision maintained in a file containing grievances;
- (g) There may not be discrimination, reprisal, or retaliation against any employee for availing himself/herself of the grievance procedure.

**REPORTS AND RECORDS**

**Section 19.1 Personnel Files**

The Personnel Director shall maintain a personnel record for each employee in the service of the City showing the name, title of position held, the department to which assigned, salary, changes in employment status, disciplinary action, performance evaluation, and such other information as may be considered pertinent by the Personnel Director. Personnel records are confidential and access to personnel records shall be limited to the extent permitted by law.

**Section 19.2 Access to Administrative Records**

The City Attorney and the Personnel Director shall have access to all departmental records, documents, and papers pertaining to employees, the examination of which will aid in the discharge duties. All administrative records shall be maintained in a manner, which will preserve their confidentiality.

**Section 19.3 Employee Access to Their Personnel Records**

**Section 19.3.1 Inspection of File**

An employee may inspect his or her own personnel file, at reasonable times and at reasonable intervals. An employee who wishes to review his or her file should contact the Personnel Officer to arrange an appointment. The review must be done in the presence of a designated employee of Personnel.

**Section 19.3.2 Copies**

On request, an employee is entitled to receive a copy of any employment related document he or she has signed. An employee who wishes to receive such a copy should contact a designated employee of Personnel. On request, the City will also provide an employee single copies of any other documents in his or her personnel file. The City may charge a reasonable fee for the copies.

In the event the employee wishes to have another person/representative inspect his or her personnel file, the employee must provide the person/representative with written authorization. The employee will be notified of the date, time and place of the inspection in writing. It is the employee's responsibility to notify the person to whom the employee has given written authorization of the date, time and place of the inspection.

Under no circumstances is the employee and/or the employee's designee permitted to add or remove any document or other item from the employee's personnel file during the inspection.

**Section 19.4 Access to Personnel Records by Department Heads**

A Department Head shall have access to all records, documents, and papers pertaining to employees in his or her department, if the examination will aid in the discharge of his or her duties. The Department shall maintain this confidentiality.



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### **Section 19.5 Destruction of Records**

Upon approval of the City Attorney, all other records relating to personnel may be destroyed as prescribed by law.

### **Section 19.6 Purging of Employee Discipline Records**

Only written reprimand may be expunged upon sustained corrective behavior after one year. The employee wishing to have a written reprimand purged shall make a written request to the City Manager. The City Manager shall consult with the employee's department head to substantiate that corrective behavior has been sustained for the one-year period. The City Manager shall obtain the concurrence of the department head before the records are expunged.

### **Section 19.7 Address Notification**

Employees shall notify the personnel office of any change of name, address, or telephone number within five (5) calendar days of the change.

### **Section 19.8 Performance Evaluations**

It is the policy of the City to evaluate employee performance on a regularly scheduled basis. The performance evaluation shall normally be conducted by the employee's immediate supervisor and shall be discussed with the employee. The employee's immediate supervisor shall consider performance in relation to the duties outlined in the employee's position description.

A performance evaluation shall be completed prior to the completion of the probationary period, and annually thereafter. A performance evaluation shall be completed on at least an annual basis for regular employees and prior to the promotion or transfer of an employee. The Personnel Director will notify the employee's department head approximately thirty (30) days prior to the due date for an employee's evaluation, as defined in Section 4.9 employee's anniversary date. It is the department head's responsibility to assure that the performance evaluation is completed and returned to the employee for signature prior to the employee's evaluation date. Special evaluation, as needed, may be given.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

RULE  
XX

### **HARASSMENT, DISCRIMINATION AND RETALIATION POLICY**

#### **Section 20.1 Purpose**

It is the City's intent and the purpose of this Policy to provide all employees, applicants, and contractors with an environment that is free from any form of discriminatory harassment, discrimination or retaliation as defined in this Policy. This Policy prohibits harassment or discrimination on the basis of any of the following protected classifications: an individual's race, religion, color, sex, gender identity, sexual orientation (including heterosexuality, homosexuality and bisexuality), national origin, ancestry, citizenship status, uniformed service member status, marital status, pregnancy, age, medical condition and physical or mental disability (whether perceived or actual) or any other category protected by law. It is also the policy of the City to provide a procedure for investigating alleged harassment, discrimination and retaliation in violation of this Policy. The protection from discrimination includes the protection from retaliation for having taken action either as a complainant, or for assisting a complainant in taking action, or for acting as a witness or advocate on behalf of an employee in a legal or other proceeding to obtain a remedy for a breach of this policy.

#### **Section 20.2 Policy**

The City has zero tolerance for any conduct that violates ~~this~~ Policy. Conduct need not rise to the level of a violation of law in order to violate ~~this~~ Policy. Instead, a single act can violate this Policy and provide grounds for discipline or other appropriate sanctions. If you are in doubt as to whether or not any particular conduct may violate this Policy, do not engage in the conduct, and seek guidance from a supervisor or the Personnel Director, designee, or Finance Director.

Romantic or sexual relationships between supervisors and subordinate employees are discouraged. There is an inherent imbalance of power and potential for exploitation in such relationships. The relationship may create an appearance of impropriety and lead to charges of favoritism by other employees. A welcome sexual relationship may change, with the result that sexual conduct that was once welcome becomes unwelcome and harassing.

#### **Section 20.3 Definitions**

1. Protected Classifications:

This Policy prohibits harassment or discrimination because of an individual's protected classification(s). "Protected Classification" includes race, religion, color, sex, gender identity, sexual orientation (including heterosexuality, homosexuality and bisexuality), national origin, ancestry, citizenship status, uniformed service member status, marital status, pregnancy, age, medical condition and physical or mental disability (whether perceived or actual). For purposes of this policy, "race" includes traits historically associated with race, including but not limited to protective hairstyles such as twists, locks, or braids.

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### 2. Policy Coverage:

This Policy prohibits elected officials, officers, employees and contractors from harassing or discriminating against applicants, officers, officials, employees and contractors because: (1) of an individual's protected classification, (2) of the perception of an individual is protected classification, or (3) the individual associates with a person who has or is perceived to have a protected classification.

### 3. Discrimination:

This Policy prohibits treating individuals differently because of the individual's protected classification as defined by this Policy.

### 4. Harassment:

Harassment means unsolicited words or conduct which subjectively and objectively offend another person. Harassment includes, but is not limited to, the following examples of behavior undertaken because of an individual's protected classification:

- a. Verbal harassment, such as epithets (nicknames and slang terms), derogatory or suggestive comments, propositioning, jokes or slurs, including graphic verbal commentaries about an individual's body, or that identify a person on the basis of his or her protected classification. Verbal harassment includes comments on appearance and stories that tend to disparage those of a protected classification.
- b. Visual forms of harassment, such as derogatory posters, notices, bulletins, cartoons, drawings, sexually suggestive objects, or e-mails on the basis of a protected classification. Visual harassment includes mimicking the way someone walks or talks because of their protected classification.
- c. Physical harassment, such as assault, touching, impeding or blocking movement, grabbing, patting, leering, making express or implied job-related threats in return for submission to physical acts, taunting, or any physical interference with normal work or movement.
- d. Sexual harassment, such as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature or any of the above described conduct when:
  - i. Submission to such conduct is either an expressed or implied term or condition of an individual's employment, or
  - ii. Submission to or rejection of such conduct is used as the basis for employment decisions affecting such individual, or

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

- iii. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating a hostile, intimidating or offensive work environment, or
  - iv. By definition, sexual harassment is not within the course and scope of an individual's employment with the City's.
5. Discrimination/harassment does not include the following:
- 1. Bona fide acts or omission of acts based solely upon bona fide occupational qualifications under Equal Employment Opportunity Commission and California Fair Employment and Housing Commissions Guidelines.
  - 2. Bona fide requests or demands by a supervisor that the employee improve his/her work quality or output, that the employee report to the job site on time, that the employee comply with city or departmental rules or regulations, or any other appropriate ~~work-related~~work-related communication between supervisor and employee.

Individual employees may be held personally liable for discriminatory acts, including sexual harassment.

### **Section 20.4 Retaliation**

Retaliation against a person (and his or her associates) who reports or provides information about harassment or discrimination is strictly prohibited. Any act of reprisal violates this Policy and will result in appropriate disciplinary action. Examples of actions that might be retaliation against a complainant, witness or other participant in the complaint process include: (1) singling a person out for harsher treatment; (2) lowering a performance evaluation; (3) failing to hire, failing to promote, withholding pay increases, assigning more onerous work, abolishing a position, demotion or discharge; or (4) real or implied threats of intimidation to prevent an individual from reporting harassment or discrimination.

Well-intentioned attempts to insulate or protect a complainant by changing his or her work environment or schedule or duties or by transferring the complainant to another office may be retaliatory. Before a supervisor takes such action, the supervisor should contact the Personnel Director, or their designee. In the event that the Personnel Director has a conflict of interest, the supervisor may contact the Finance Director.

Any act of retaliation will be treated as a separate and distinct incident, regardless of the outcome of the harassment or discrimination complaint.

### **Section 20.5 Reporting Harassment, Discrimination or Retaliation**

An applicant, employee, officer, official or contractor who feels he or she has been harassed, discriminated against, retaliated against, or desires to raise a grievance of conduct in violation of this Policy should report the conduct immediately as outlined below so that the complaint can be resolved quickly and fairly.

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All employees involved in the complaint process may be represented by a person of their choosing and at their own expense.

### 1. Object to the Conduct

Sometimes an individual is unaware that his/her conduct is offensive. The offensive behavior may be eliminated by simply informing the offender that the conduct or language in question is unwelcome and offensive and request that it be discontinued immediately. A person who believes he/she is being harassed is encouraged to use this process.

When the conduct in question continues after the offending person has been informed it is offensive, or if a person does not feel comfortable talking to the offending person directly, the employee should make a report in accordance with subsection 2 below or go directly to the formal reporting process.

### 2. Oral Report

If a person who believes that this Policy has been violated does not want to confront the offending person, he/she should report the conduct to a supervisor, department head or any City management employee. The individual may also seek the advice, assistance or consultation of a supervisor, department head, or any City management employee. Any supervisory or management employee who receives such a report must in turn direct it to the Personnel Director of Human Resources, or their designee. The Personnel Director, or their designee, will determine what level of investigation and response is necessary. In the event that the Personnel Director has a conflict of interest, a report may be turned in to the Finance Director, and the Finance Director, will determine what level of investigation and response is necessary.

### 3. Written Process

An individual who believes this Policy has been violated may provide a written complaint to a supervisor, department head or any management employee who in turn must direct the complaint to the Human Resources Department, or their designee. Individuals are encouraged to use the Confidential Complaint Form for this purpose. In the event that the Personnel Director has a conflict of interest, the complaint may be directed to the Finance Director.

### 4. Option to Report to Outside Administrative Agencies

Applicants, employees, officers, officials and contractors have the option to report harassment, discrimination, or retaliation to the U.S. Equal Employment Opportunity Commission (EEOC) or the California [Civil Rights Department of Fair Employment and Housing \(DFEHCRD\)](#).

Additionally, they have the option to make a report via the [City of Lindsay WeTip Anonymous Reporting Solution Line](#) [Employment Risk Management Authority \(ERMA\) Employee Protection Line](#) online at [www.WeTip.com](http://www.WeTip.com) <https://www.employeeprotectionline.com/xplonline/> or via phone at  [\(909\)987-5005800](tel:(909)987-5005800) [576-5262](tel:576-5262). The Employee Protection Line is an effective risk

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

management tool that allows employees to anonymously report workplace wrongdoing 24 hours-a-day, seven days-a-week.

### **Section 20.6 Supervisory Resolution**

Whenever possible, employees who believe they are experiencing discrimination, discriminatory harassment or retaliation are encouraged to inform the individual that his/her behavior is unwelcome, offensive, unprofessional or highly inappropriate. If this does not resolve the concern or if an employee feels uncomfortable, threatened, or has difficulty expressing his/her concern, assistance should be sought from a supervisor or manager.

### **Section 20.7 Formal Investigation/Response**

#### **1. Investigation**

Upon receipt of a complaint of alleged harassment, discrimination or retaliation, the Personnel Director, designee, or Finance Director will be responsible for coordinating a thorough investigation (unless he/she is named in the complaint). The Personnel Director, designee, or Finance Director may coordinate the investigation with the complainant's department head and may hire an outside investigator if the City deems it appropriate. The type of investigation undertaken, and the party chosen to conduct the investigation will depend on the nature of the complaint made and will be determined by the Personnel Director, designee, or Finance Director. The Personnel Director, designee, or Finance Director will report the status of investigations to the City Manager as appropriate.

The Director, in concurrence with the City Manager, may take interim action to diffuse volatile circumstances. The investigator will review the complaint allegations in an objective manner and to the extent that the City deems necessary. The investigation will normally include interviews with the reporting individual, the accused, and any other person who is believed to have relevant knowledge concerning the allegations. The investigator will remind all witnesses to maintain the confidentiality of the interview and that retaliation against those who report alleged harassment or who participate in the investigation is prohibited.

The City takes a proactive approach to potential Policy violations and will conduct an investigation if its officers, supervisors, or managers become aware that harassment, discrimination or retaliation may be occurring, regardless of whether or not the recipient of the alleged action or a third party reports a potential violation.

#### **2. Remedial and Disciplinary Action**

If the investigation determines that the alleged conduct occurred and that the conduct violated this Policy, the City will notify the complainant and perpetrator of the general conclusion(s) of the investigation and take effective remedial action that is designed to end the violation(s). Any employee or officer determined to have violated this Policy will be subject to disciplinary action, up to and including termination. Disciplinary action may also be taken against any

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

official, supervisor or manager who condones or ignores potential violations of this Policy, or who otherwise fails to take appropriate action to enforce this Policy. Any official or contractor found to have violated this Policy will be subject to appropriate sanctions.

### 3. Closure

At the conclusion of the investigation, the Personnel Director, designee, or Finance Director will notify the complainant in general terms of the outcome of the investigation.

### 4. Confidentiality

Every possible effort will be made to assure the confidentiality of complaints made under this Policy. Complete confidentiality cannot occur, however, due to the need to fully investigate potential Policy violations and take effective remedial action. An individual who is interviewed during the course of an investigation is prohibited from discussing the substance of the interview, except as otherwise directed by a supervisor or the Personnel Director, designee, or Finance Director. Any individual who discusses the content of an investigatory interview will be subject to discipline or other appropriate sanction. The City will not disclose a completed investigation report except as it deems necessary to support a disciplinary action, to take remedial action, to defend itself in adversarial proceedings, or to comply with the law or a court order.

## **Section 20.8 Responsibilities of Employees, Management and Supervisory Employees**

### 1. Employees

In order to establish and maintain a professional working environment, while at the same time preventing harassment, discrimination, and retaliation, employees are expected to:

- Set an example of acceptable conduct by not participating in or provoking behavior that violates this Policy. Try not to be angry or insulted if an individual tells you that your behavior is offensive. People have different ethical values and standards and may be offended by behavior you think is proper. Tell the individual you did not realize your behavior was offensive, and immediately cease the conduct.
- Let fellow employees know when you consider behavior offensive. The City hires people from a wide variety of cultural and ethnic backgrounds, and an individual may not realize behavior he or she thinks is proper could be seen by others as offensive.
- Report harassment, discrimination or retaliation as quickly as possible, whether the employee is the target of the conduct or a witness.
- If an employee witnesses harassment, he or she should tell the individual being harassed that the City has a policy prohibiting such behavior, and that he or she can demand that the harasser cease the behavior.

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- Maintain confidentiality as required by this Policy.
  - Fully cooperate with the City’s investigation of complaints made under this Policy.
2. Managers and Supervisors

In addition to the responsibilities listed above, managers and supervisors are responsible for the following:

- Implementing this Policy by taking all complaints seriously and modeling behavior that is consistent with this Policy. Direct all complaints to the Personnel Director, designee, or Finance Director.
- Taking positive steps to eliminate any form of harassment, discrimination or retaliation observed or brought to his/her attention.
- Making sure no department director, supervisor or other employee retaliates through any action of intimidation, restraint, coercion or discrimination.
- Monitoring the work environment and taking appropriate action to stop potential Policy violations.
- Following up with those who have complained to ensure the behavior complained of has ceased.
- Informing complainants of their option to contact the EEOC or ~~DFEH~~ CRD regarding a potential Policy violation.
- Taking prompt, appropriate action within their work units to avoid and minimize the incidence ~~of any~~ of any form of discrimination, harassment or retaliation.
- Ensuring that his/her subordinates understand their responsibilities under this policy.
- Ensuring that members who make complaints or who oppose any unlawful employment practices are protected from retaliation and that such matters are kept confidential to the extent possible.

### C. MANDATORY TRAINING

As part of its commitment to ensuring a work environment free from harassment and discrimination, the City requires that all ~~of~~ its employees receive training on this Policy during scheduled training. Human Resources will schedule training sessions each year to



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ensure that employees are able to complete the mandatory training. Attendance at the training will be documented.

All employees shall certify by signing the prescribed form that he/she has been advised of this policy, is aware of and understands its contents and agrees to abide by its provision during hi//her term of employment with the City of Lindsay.

1. Supervisory employees shall receive two hours of classroom or other effective interactive training and education within six months of assuming a supervisory position.
2. All other employees shall receive one hour of classroom or other effective interactive training and education within six months of their employment or sooner for seasonal or temporary employees as described in Government Code § 12950.1
3. If the required training is to be provided by [DFEH-CRD](#) online training courses, the Training Supervisor should ensure that employees are provided the link or website address to the training course (Government Code § 12950).

### **Section 20.9 Disposition of Complaints**

Only one of the following four (4) dispositions will be used to classify the disposition of an allegation of harassment:

- (a) Sustained Complaints- If the complaint is substantiated, this policy and procedure prohibiting discrimination/harassment will be reviewed with the offender. Appropriate disciplinary action and/or training, will be taken pursuant to disciplinary procedures.
- (b) Not Sustained Complaints- If there is insufficient evidence to either prove or disprove the allegation(s), both parties to the complaint will be informed of the reason(s) for this disposition.
- (c) Unfounded Complaint- If it is determined that an act reported pursuant to this policy/procedure did not in fact occur, a finding of unfounded shall be made.
- (d) Exonerated Complaints- If it is determined that an act reported pursuant to this policy/procedure did in fact occur, but was lawful and proper within the guidelines established herein, a finding of exonerated shall be made.

Should it be determined that the reporting party maliciously filed the complaint knowing that it was false or frivolous at the time of the complaint, that employee shall be subject to discipline up to, and including termination.

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### **Section 20.10 Documentation of Complaints**

All complaints or allegations shall be documented on forms and in manner designated by the Director of Personnel, designee, or Finance Director. All reports shall be:

- Approved by the Director of Personnel, designee, or Finance Director
- Maintained for a minimum of five (5) years

### **Section 20.11 Questions Regarding Discrimination or Harassment**

Employees having questions are encouraged to contact a supervisor, manager, their department head, Personnel Director ~~or~~ designee, Finance Director, ~~or~~ the City Manager, or they may contact the California ~~Department of Fair Employment and Housing~~ Civil Rights Department at (800) 884-1684 or the Equal Employment Opportunity Commission (800) 669-6820.

### **Section 20.12 Workplace Violence**

The City of Lindsay is committed to providing a safe work environment that is free of violence and the threat of violence. The top priority in this process is effectively handling critical workplace incidents, especially those dealing with actual or potential violence. The department of public safety will be notified of all incidents.

This policy sets forth the City's position regarding workplace violence and provides guidance to all employees, supervisors and managers in addressing workplace violence issues.

- A. Violence or the threat of violence, against or by any employee of the City or any other person is unacceptable.
  - (1) Should a non-employee, on City property, demonstrate or threaten violent behavior he/she may be subject to criminal prosecution.
  - (2) Should an employee, during working hours, demonstrate or threaten violent behavior he/she may be subject to disciplinary action in addition to criminal prosecution.
- B. The following actions are considered violent acts and are explicitly prohibited.
  - (1) Striking, punching, slapping, or assaulting another person.
  - (2) Fighting or challenging another person to fight.
  - (3) Grabbing, pinching or touching another person in an unwanted way whether sexually or otherwise.
  - (4) Engaging in dangerous, threatening or unwanted horseplay.
  - (5) Possession, use or threat of use, of a gun, knife or other weapon of any kind on the city property, including parking lots, other exterior premises, city vehicles, or unless such possession or use is a requirement of the job.

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- (6) Threatening or harming another person, or any other action or conduct that implies the threat of bodily harm.
- C. Any employee who is victim of any violent threatening or harassing conduct, any witness to such conduct, or anyone receiving a report of such conduct, whether the perpetrator is a city employee or non-employee person in the chain of command.

The appropriate person in the chain of command may include:

- (1) Immediate Supervisor
- (2) Department Head
- (3) Personnel Director, Designee, or Finance Director
- (4) City Manager

If no one in the chain of command can be reached, the employee should report to the personnel department. In case of emergencies, the employee should call 911 immediately.

- D. No one, acting in good faith who initiates a complaint or reports an incident under this policy will be subject to retaliation or harassment.
- E. In the event the City fears for the safety of the perpetrator or the safety of others at the scene of the violent act, law enforcement will be called for assistance.
- F. Employees who violate this policy may be subject to disciplinary action up to and including termination.

## CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS

### RULE XXI

#### **SUBSTANCE ABUSE POLICY**

##### **Section 21.1 Introduction**

The intent of this policy is to deter the misuse or abuse of legal or illegal substances that create a threat to the safety and health of any City Employee or member of the public. The City of Lindsay discourages alcohol and drug abuse and strives to achieve a work force free from the influence of drugs and alcohol.

In recognition of the City's responsibility to maintain a safe, healthful and productive work environment and each employee's responsibility to perform work for the public safely, effectively and efficiently, the City will act to eliminate any substance abuse which increases the risk of accidents, absenteeism, substandard performance, poor employee's morale or damage to the City's reputation. Substance abuse includes the use of or possession of illegal drugs, alcohol or controlled substance, which could impair an employee's ability to perform his or hers job safely, effectively and efficiently.

The City of Lindsay believes that its employees are its most important assets. Thus, a primary objective of the policy is to ensure that public safety and the welfare of our employees are not endangered as a result of substance abuse. Additionally, the City is committed to provide an employee with an opportunity for recovery and rehabilitation, enabling the affected employee to return to satisfactory job performance level.

##### **Section 21.2 Purpose**

This policy sets forth the City's position regarding substances abuse and provides guidance to all employees, supervisors and managers in addressing substance abuse issues.

##### **Section 21.3 Policy**

It is the City's policy that no employee shall:

- (a) Report to work under the influence of alcohol or drugs;
- (b) Be under the influence of alcohol or drugs while on standby;
- (c) Possess drugs while on duty or while on standby;
- (d) Use alcohol or drugs while on duty or while on standby;
- (e) Sell, distribute or provide alcohol or drugs to any employee or person while on duty or while on standby;
- (f) Sell, distribute or provide alcohol or drugs to any employee or person while on duty or while on standby;
- (g) Have their ability to work impaired as a result of the use of alcohol or drugs.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

While use of medically prescribed medication and drugs is not per se a violation of the policy, failure by the employee to notify his/her supervisor before beginning work when taking such medication or drugs which may interfere with the safe and effective performance of duties is a violation of this policy. In the event there is a question regarding the employee's ability to safely and effectively perform the assigned duties while using such medication or drugs, clearance from a qualified physician will be required.

The City reserves the right to search, without employee consent, all areas and property in which the City maintains full or joint control with the employee for the purpose of detecting the presence of alcohol or illegal drugs. Areas in which the City maintains full control include but are not limited to all City owned equipment. Areas jointly controlled by the City and employees include but are not limited to desks, lockers, file cabinets, office cabinets and bookshelves. Otherwise, the City may notify the appropriate law enforcement agency that an employee may have illegal drugs in his/her possession or in an area not jointly or fully controlled by the City.

Employees reasonable believed to be under the influence of alcohol or drugs shall be prevented from engaging in further work and shall be detained for a reasonable time until an authorized City representatives or law enforcement representatives can transport the employee from the work site.

Violations of this policy may be grounds for disciplinary action, up to and including discharge. Refusal to submit immediately to a drug and/ or alcohol test when requested by City management or law enforcement personnel, failure to cooperate during testing, or any acts taken by the employee to negate testing procedures, may constitute insubordination and may be ground for discipline up to and including termination.

The City has established a voluntary Employee Assistance Program (EAP) to assist those employees who voluntary seek help for alcohol or drug problems. Employees should contact the Personnel Director or their supervisors for additional information. The City is committed to providing reasonable accommodation to those employees whose drug or alcohol problem classifies them as disabled.

### **Section 21.4 Application**

This policy applies to all City of Lindsay employees as well as applicants for positions with the City of Lindsay. This policy applies to alcohol and to all substances, drugs or medications, legal or illegal, which could impair an employee's ability to effectively and safely perform the function of the job.

### **Section 21.5 Employee Responsibilities**

An employee shall:

- (a) Not report to work or while on standby have his/her ability to perform job duties impaired due to alcohol or drug use, on or off duty.
- (b) Not possess, use, or be under the influence of alcohol or drugs (illegal drugs and legal drugs without a prescription) during working hours, while on standby, on breaks, during meal periods or while driving a personnel vehicle or City vehicle on City business;

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

- (c) Not directly or through a third party sell or provide drugs or alcohol to any person or to any other employee while either employee or both employees are on duty or while on standby;
- (d) Submit immediately to a drug and/or alcohol test when directed by a responsible City supervisor or management representative;
- (e) Notify his/her supervisor, before beginning work or when contacted for call back when taking any medications or drugs, prescription or non-prescription, or alcohol, which may interfere with the safe and effective performance of duties or operation of City equipment; and;
- (f) Upon request, provide a current valid prescription for any drug or medication identified when a drug analysis is positive within a reasonable time period. The prescription must be in the employee's name.

### **Section 21.6 Employee Complaint**

- (a) Any employee may file a complaint with their department head regarding any employee whose performance is being affected by substance abuse.
- (b) An employee filing a complaint shall, within 24 hours, document in writing, the facts constituting reasonable suspicion that the employee in question was intoxicated or under the influence of drugs and/or alcohol.
- (c) Complaints, which are determined to be malicious or vexatious will not be tolerated and will subject the complaining individual to disciplinary action.

### **Section 21.7 Management Responsibilities and Guidelines**

- A. Manager and supervisors are responsible for consistent enforcement of this policy.
- B. Managers and supervisors may direct an employee to submit to a drug and/or alcohol test when a manager or supervisor has a reasonable suspicion that an employee is intoxicated or under the influence of drugs or alcohol. "Reasonable suspicion" is a belief based on objective and articulable facts sufficient to lead a reasonably prudent supervisor to suspect that an employee is under the influence of drugs or alcohol so that the employee's ability to perform the functions of the job is impaired or so that the employee's ability to perform his/her job safely is reduced.

For example, any of the following, alone or in combination, may constitute reasonable suspicion:

- (a) Slurred speech;
- (b) Alcohol on breath;
- (c) Problems walking or other physical activity impairments;
- (d) An accident involving City property;

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

- (e) Physical altercation;
  - (f) Verbal altercation;
  - (g) Behavior, which is so unusual that it, warrants summoning a supervisor or anyone else with authority;
  - (h) Possession of alcohol or drugs;
  - (i) Information obtained from a reliable person with personal knowledge.
- C. Any manager or supervisor directing an employee to submit to a drug and/or alcohol test shall, within 24 hours, document in writing the acts constituting reasonable suspicion that the employee in question is intoxicated or under the influence of drugs and/or alcohol. Any manager or supervisor encountering an employee who refuses to submit to a drug and/or alcohol test upon request shall remind the employee of the requirements and consequences of this policy.
- (j) Managers or supervisors shall not physically search employees.
  - (k) Managers and supervisors shall notify the appropriate law enforcement agency when they have reasonable suspicion or believe that an employee may have illegal drugs in his or her possession or in an area not jointly or fully controlled by the City.
  - (l) Managers and supervisors may search areas jointly or fully controlled by the City.
  - (m) Managers and supervisors shall not confiscate, without consent, prescription drugs or medication from an employee who has a prescription.

### **Section 21.8 Employee Assistance Program**

The City has a well-established voluntary Employees Assistance Program (EAP) to assist employees who seek help for substance abuse problems.

The EAP is available for assessment, referral to treatment, and follow-up. Any employee with the City of Lindsay wishing confidential assistance for a possible alcohol or drug problem may contact personnel, their insurance provider or the Employee Assistance Program for additional information.

Employees who are concerned about their alcohol and/or drug use are strongly encouraged to voluntarily seek assistance through the EAP or health insurance program. In addition, employees who are concerned about alcohol and/or drug use among their co-workers should strongly encourage those individuals to seek assistance through the EAP.

All Self-referral contacts are held in confidence by the EAP unless the employee requests, through specific written release of information, that the department, supervisors, union or other parties be notified.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

The employee's compliance with the recommendations of the EAP is voluntary. Employee's job security and/or promotional opportunities will not be jeopardized by utilization of the EAP or any other treatment service.

If an employee requires leave time for substance abuse treatment, he/she can follow established personnel policy concerning sick leave usage.

### **Section 21.9 Confidentiality**

The City recognizes the confidentiality and privacy due employees, and disclosure of any information relating to chemical abuse treatment, except on a need-to-know basis, shall only be with the expressed written consent of the employee involved or pursuant to lawful process.

### **Section 21.10 Compliance**

Employees must, as a condition of employment, abide by the terms of this policy, and report any conviction under a criminal drug statute for violations occurring on or off city premises while conducting City Business. A report of a conviction must be made as soon as possible, but in no case more than five (5) days after the conviction.



**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**MISCELLANEOUS RULES**

**Section 22.1 Dress Code**

Employees of the City are required to dress appropriately for the jobs they are performing. Unless required to wear a uniform, City employees in the office are expected to adhere to a business, business casual, or smart casual dress code. - Therefore, failure to follow the dress regulations contained in this section shall be grounds for discipline.

- (1) All clothing must be neat, clean, and in good repair. For example, employees are not permitted to wear hooded sweatshirts, sweatpants, torn clothing, ripped or faded jeans.
- (2) Prescribed uniforms and safety equipment must be worn.
- (3) ~~Foot wear~~Footwear must be appropriate for the work environment and functions performed. Flip flop sandals are not permitted unless approved by the Department Head.
- (4) Hair must be neat, clean and well-groomed.
- (5) Beards, mustaches, and sideburns must be maintained in neat and well-groomed fashion.
- (6) Jewelry is acceptable except where it constitutes a health or safety hazard.
- (7) Good personal hygiene is required.
- (8) All clothing~~Dress~~ must be appropriate ~~for to~~ the professional work environment, avoiding excessively revealing or provocative attire. This includes avoiding clothes midriff or back, transparent or see-through or excessively tight clothing, ~~setting particularly if the employee has public contact.~~ For example, employees are not permitted to wear hooded sweatshirts, sweatpants, crop tops, tank tops, miniskirts, short dresses, or leggings (except under items).
- (9) No tattoos are allowed anywhere on the head, face, or neck.
- (10) Any visible tattoos shall not be obscene, sexually explicit, discriminatory to sex, race, religion, or national origin, extremist, and/or ~~gang related~~gang related. Any non-conforming tattoos ~~will shall~~ be covered with clothing or a bandage while at work or removed.
- (11) For employees working with the public, no objects, articles, jewelry or ornamentation of any kind shall be attached to or through the skin if visible on any body part including the tongue or any part of the mouth. However, employees may wear except one up to two set of reasonably sized~~reasonably sized~~ earrings in each lobe and a stud in the nose. Any non-conforming piercing

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## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

shall be removed, covered with a bandage, or replaced with a clear, plastic spacer.

If an employee has a question about how the piercing policy is applicable to them, the matter should be immediately raised with their supervisor for consideration and determination.

### **Section 22.2 Outside Activities**

A full-time employee may not carry on concurrently with his/her public service, any private business or undertaking, attention to which affects the time or quality of his/her work or which casts discredit upon or creates embarrassment for the city government.

### **Section 22.3 Other Public Offices**

An employee may not accept appointment to a county or state or position or otherwise incur an obligation of civil public service outside his/her regular municipal employment without first obtaining the recommendation of his/her department head and approval of the City Manager.

### **Section 22.4 Official Badge or Insignia**

An official or employee who wears a badge or other official insignia as evidence of his/her authority may not permit the badge or insignia to be used or worn by another person without approval of the department head. The department head may not grant approval except to a person regularly and formally appointed by the City Manager to the position designated by the badge or insignia. The employee shall return the badge or insignia to the department head when he/she terminates.

### **Section 22.5 Purchase Order**

No officer or employee may order services or merchandise without first being authorized to do so and obtaining a purchase order. ~~Employee~~An employee who orders services or merchandise without a purchase order is personally responsible for payment.

### **Section 22.6 Operating City Vehicles**

Employees whose duties include the driving of a city vehicle shall possess a valid driver's license issued by the State of California, such license shall be carried at all times when so engaged.

### **Section 22.7 False Information**

No employee of the City of Lindsay shall make false official reports or knowingly enter or cause to be entered in any department books, records, or reports, any inaccurate, false or improper information. A failure to enter information as required by an employee is also deemed to be false information.

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## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

### **Section 22.8 Release of Information**

It is the City's policy that all requests for information concerning current or former employees, either by telephone or in writing, are to be referred to the Personnel Director.

It is the City's policy to state only that a person is (was) employed with the City, the date of employment and verification of title or position.

When a valid authorization for release of information, as determined by the Personnel Director is submitted, additional information may be release. All requests for references must be made in writing. Generally only written references will be provided and then only in conformance with the specific provisions of the former employees' authorization to release information.

Only job-related issues are to be discussed. Job-related issues include attendance, work habits, quality and quantity of work, supervision required and initiative.

### **Section 22.9 Employment of Related Persons**

A policy concerning the employment of related persons applicable to personnel practices is desirable since employment decisions and/or supervision involving a related person may create potential conflicts of interest, create a negative or unprofessional work environment, or present concerns regarding supervision, safety, security or morale.

#### **Section 22.9.1 Definition of "Related Person"**

"Related Person" shall include: mother, father, grandmother, grandfather, or grandchild of the employee or spouse or domestic partner of the employee, and the son, son-in-law, daughter, daughter-in-law, brother or sister of the employee, or any other person living in the immediate household of the employee.

#### **Section 22.9.2 Prohibited Conduct**

- (a) Related person will not be eligible for employment with the City where potential problems of supervision, safety, security or morale, or potential conflicts of interest exist.
- (b) Related persons may not be employed in the same department nor under the same immediate supervisor where potential problems of supervision, safety, security or morale, or potential conflicts of interest exist.
- (c) One related person may not supervise another person where the potential for creating adverse impact on supervision, safety, security or morale exists.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

### **Section 22.10 Meals and Breaks Periods**

All employees except for police and fire personnel, are not on call during meal breaks unless directed otherwise by a supervisor. The time spent for a meal period shall not exceed the authorized time allowed.

Each employee is entitled to a 15-minute break, near the ~~mid-point~~midpoint, for each four-hour work period. Only one 15-minute break shall be taken during each four hours of duty. No breaks shall be taken during the first or last two hours of an employee's shift unless approved by a supervisor.

### **Section 22.11 Time Sheets**

All employees are paid on a bi-weekly basis usually on Friday with certain exceptions such as holidays. Time sheets shall be completed and submitted to Administration no later than Monday on a bi-weekly basis, unless specified otherwise. Department heads are responsible for the accurate and timely submission of the time sheets for the payment of wages.

### **Section 22.12 Seatbelts**

All employees shall wear available safety restraints whenever operating a City vehicle or equipment.

### **Section 22.13 Smoking**

Smoking and other use of tobacco products is not permitted inside eCity facilities or on City property. It shall also be the responsibility of all employees to ensure that no person smokes or uses any tobacco product inside city facilities. ~~Department heads may designate specific vehicles as "smoking" vehicle.~~

### **Section 22.14.1 Conditional Offer of Employment Examinations**

After a conditional offer of employment has been extended to an applicant, the City may, in compliance with all applicable laws, require the applicant to submit to a fitness for duty examination prior to conferring appointment.

### **Section 22.14.2 Current Employee Examinations**

The Personnel Director or a designee may require an employee to submit to a fitness for duty examination to determine if the employee is able to perform the essential functions of his or her job when: 1) the employee appears to be unable to perform or has difficulty performing one or more essential functions of his or her job; and 2) there is reason to question the employee's ability to safely or efficiently complete work duties.

### **Section 22.14.3 Role of Health Care Provider**

A City-selected health care provider will examine the employee at City expense. The City will provide the health care provider with a letter requesting a fitness for duty examination and a

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

written description of the essential functions of the employee’s job. The health care provider will examine the employee and provide the City with non-confidential information regarding whether:

- 1) the employee is fit to perform essential job functions;
- 2) there are any reasonable accommodations that would enable the employee to perform essential job functions; and
- 3) the employee’s continued employment poses a threat to the health and safety of him or herself or others. Should the health care provider exceed the scope of the City’s request and provide confidential health information, the City will return the report to the health care provider and request another report that includes only the non-confidential fitness for duty information that the City has requested.

### **Section 22.14.4 Medical Information**

During the course of a fitness for duty examination, the City will not seek or use information regarding an employee’s medical history, diagnoses, or course of treatment without an employee’s written authorization.

### **Section 22.14.5 Medical Information from the Employee ’s Health Care Provider**

An employee may submit confidential medical information to the City from his or her personal health care provider. If the employee provides written authorization, the Personnel Director will submit the information that the employee provides to the City-paid health care provider who conducted the examination. The Personnel Director will request the City-paid health care provider to determine whether the information alters the original fitness for duty assessment.

### **Section 22.14.6 Interactive Process Discussion**

After receipt of both the health care provider’s fitness for duty report, and the analysis of the employee’s personal health care information (if any) the Personnel Director will arrange for a discussion or discussions, in person or via conference telephone call, with the employee and his or her representatives, (if any). The purpose of the discussions will be in good faith to fully discuss all feasible potential reasonable accommodations. During the discussions, the Personnel Director will also discuss, if relevant, alternate available jobs for which the employee is qualified, or whether the employee qualifies for disability retirement or family and medical leave.

### **Section 22.14.7 Determination**

After the discussions, the Personnel Director will review the information received, and determine if there is a reasonable accommodation that would enable the employee to perform essential job functions, or if the accommodations would pose an undue hardship on City finances or operations. The Personnel Director will inform the employee of his or her determination. The Personnel Director will use his or her discretion based upon the particular facts of each case.

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**COMPUTER, INTERNET, ELECTRONIC MAIL, AND VOICE MAIL**

**Section 23.1 Introduction**

The City of Lindsay, hereinafter (City), is committed to providing employees with the business tools necessary in order to enhance efficiency in job performance and best serve the citizens of Lindsay.

**Section 23.2 Purpose**

This policy sets forth the City’s policy with respect to the use of computers, electronic mail (e-mail), intranet (internal messaging systems), mobile messaging, telephonic voice mail and Internet access and other electronic communications systems provided by the City of Lindsay.

**Section 23.3 Applicability**

The provisions of this policy apply to all employees of the City of Lindsay, including full-time and temporary employees, as well as volunteers, agents and vendors.

**Section 23.4 General Provision**

With the rapidly changing nature of electronic media, and the “etiquette” which is developing among users of external on-line services and the Internet, this policy cannot lay down rules to cover every possible to be applied to use of computers, electronic mail (e-mail), intranet (internal messaging systems), and mobile messaging systems, telephonic voice mail and Internet access and other electronic communications systems provided by the City of Lindsay.

**Section 23.5 No expectation of Privacy**

The city respects the individual privacy of its employees. However, employee privacy does not extend to the employee’s work-related conduct or to the use of City-provided equipment or supplies.

**Section 23.6 Ownership**

E-mail, telephonic voice mail, internal messaging systems, Internet access and other electronic communications systems are provided only for the purpose of conducting City business. All electronic communications of any sort or type generated by employees with City equipment or stored on city equipment are the property of the City of Lindsay.

The City recognizes that there may be incidental or occasional personal use of e-mail or voice mail but these messages will be treated the same as other messages. The City reserves the right to access and disclose as necessary all messages sent over its e-mail or voice mail system, without regard to content. Since your personal messages can be assessed by the City management without prior notice, you should not use e-mail or voice mail to transmit any messages you would not want read, or listened to by a third party. Misusing the Internet e-mail system, or telephonic voice mail systems will subject you to disciplinary action up to and including termination.

All software programs, computer files and other documents created by City employees on City computer or other electronic systems are the property of the City and therefore exclusively owned by the City.

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### Section 23.7 Prohibited Uses

All employees are prohibited from:

- (a) Installation of programs on the City's computer systems (including virus checking and screen savers) without prior written consent of the department head.
- (b) Copying City Software programs for personal use;
- (c) Use another employee's password to attempt to gain access to the employee's computer electronic mail (e-mail), Internet access or other electronic communications systems;
- (d) Connecting computers (including laptops and personal computers) not owned or leased by the City to the City's information system network without prior written consent;
- (e) Using the access code, log-on or password of other employees to gain access to their e-mail or computer records, without prior consent.
- (f) Disclosing access codes, log-on or password of otherwise make the City electronic resources available to persons not authorized to have such access;
- (g) Infringing on others' access and use of the City's information systems, including, but not limited to:
  - 1. Sending of excessive messages, either locally or off-site;
  - 2. Unauthorized modifications of system facilities, operating systems or disk partitions;
  - 3. Attempting to crash or tie up a City computer or network;
  - 4. Attempting or gaining unauthorized access to or damaging or vandalizing City computing facilities, equipment, software, or computer files;
  - ~~5. Developing or using a modem on City owned or leased computers without the prior written consent;~~
  - ~~6.5.~~ Installing or using a modem on City owned or leased computers without the prior written consent.
  - ~~7.6.~~ Violating any federal, state or local laws in the use of City information systems;
  - ~~8.7.~~ Violating any copyright or license to software, information (including, but not limited to, text images, icons, programs, etc.) ~~Whether whether~~ created by the City or any other person or entity;
- (h) Exposing others, either intentionally or unintentionally, to material which is offensive, obscene or in poor taste;
- (i) Any use that would be offensive to a reasonable person because it involves an individual's race, religion, color, sex, gender identity, sexual orientation (~~including heterosexuality, homosexuality and bisexuality~~), ethnic or national origin, ancestry, citizenship status, uniformed service member status, marital status, family relationship,

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pregnancy, age, medical condition (cancer or HIV/AIDS related), genetic characteristics, and physical or mental disability (whether perceived or actual);

- (j) Communication of confidential City information to unauthorized individuals within or outside the City;
- (k) Sending messages with content that conflicts with any City policies, rules or other applicable laws;
- (l) Unauthorized attempts to access City data or systems;
- (m) Theft or unauthorized copying of electronic files or data;
- (n) Initiating or sustaining chain letters, and
- (o) Intentionally misrepresenting one’s identity for improper or illegal acts.

**Section 23.8 Violations of This Policy**

Violations of any provision of this policy may result in disciplinary action up to and including termination of employment.

**Section 23.9**  
**VIDEO AND AUDIO SURVEILLANCE POLICY**

**Section 23.10 – Introduction**

Through this Policy, the City informs all employees that it maintains cameras with video and audio surveillance capabilities located throughout the City’s facilities. This policy aims to ensure the safety and security of our employees, visitors and assets and maintain transparency.

**Section 23.11 – Purpose**

The purpose is to establish clear guidelines and procedures for the use of video and audio surveillance within city-owned facilities. This policy aims to deter and investigate criminal activity, enhance the safety of individuals and property.

1. The City may use these cameras for security, investigations, or for any other purpose that would assist the City in performing its duties.
2. Cameras may be discreet or obvious. Employees should not assume that there are no cameras if they cannot see one. Employees should assume, for privacy purposes, that there are active cameras in their workplaces.
3. The City will NOT install any cameras where the law prohibits it. The City will not install any audio or video recording devices in restrooms, locker rooms, or any other rooms designated for changing clothes, unless authorized by a court order.
4. Due to the City’s strong security interests, agreement to this Policy is a job requirement for all City employees. By accepting employment with the City, and continuing to be employed, each employee acknowledges that City facilities use video and audio recording devices in accordance with this Policy.

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**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

- 5. Access to surveillance footage should be limited to authorized personnel responsible for security, law enforcement, or administration purposes.
- 6. Personnel responsible for operating surveillance systems should receive appropriate training on the policy guidelines, privacy considerations, and their responsibilities.  
The retention period for surveillance footage should be determined based on the provisions within the City of Lindsay Records Retention Policy.

**Section 23.120**

**SOCIAL MEDIA POLICY (City Council**

**Resolution No. 22-48)**

**Section 23.13 Introduction**

This policy establishes guidelines for the establishment and use by the City of Lindsay of social media sites (including but not limited to Facebook and Instagram) as a means of conveying City of Lindsay (“City”) information to its citizens.

The intended purpose behind establishing City of Lindsay social media sites is to disseminate information from the City, about the City, to its citizens. The City of Lindsay has an overriding interest in deciding what is “spoken” on behalf of the City on City social media sites.

For purposes of this policy, “social media” is understood to be content created by individuals, using accessible, expandable, and upgradable publishing technologies, through and on the Internet. Examples of social media include, but are not limited to, Facebook, Instagram, YouTube, Twitter, LinkedIn, and blogs. For purposes of this policy, “comments” include information, articles, pictures, videos or any other form of communicative content posted on a City of Lindsay social media site, either as its own post or attached to another post.

**Section 23.14 General Policy**

- 1. The establishment and use by any City department of City social media sites are subject to approval by the City Manager or his/her designees. All City of Lindsay social media sites shall be administered by City of Lindsay designated staff.
- 2. City social media sites should make clear on their respective profile pages that they are maintained by the City of Lindsay and that they follow the City’s Social Media Policy.
- 3. Wherever possible, City social media sites should link back to the official City of Lindsay website for forms, documents, online services and other information necessary to conduct business with the City of Lindsay.
- 4. Designated staff will monitor content on City social media sites to ensure adherence to both the City’s Social Media Policy and the interest and goals of the City of Lindsay.
- 5. The City reserves the right to restrict or remove any content that is deemed in violation of this Social Media Policy or any applicable law. Any content removed based on these guidelines must be retained by the City Clerk for a reasonable period of time, including the time, date and identity of the poster, when available.
- 6. These guidelines must be displayed to users or made available by hyperlink. The City will approach the use of social media tools as consistently as possible, enterprise wide.

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**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

- 7. The City of Lindsay’s website at–https://www.lindsay.ca.us/ https://www.lindsay.ca.us/will remain the City’s primary and predominant internet presence.
- 8. All City social media sites shall adhere to applicable federal, state and local laws, regulations and policies.
- 9. City social media sites are subject to the California Public Records Act. Any content maintained in a social media format that is related to City business, including a list of subscribers, posted communication, and communication submitted for posting, may be a public record subject to public disclosure.
- 10. Employees representing the City government via City social media sites must conduct themselves at all times as a representative of the City and in accordance with all City policies.
- 11. This Social Media Policy may be revised at any time.
- 12. Comments on topics or issues not within the jurisdictional purview of the City of Lindsay may be removed.
- 13. Any posts deemed to be offensive, derogatory, hostile, or anything that is construed as discriminatory on the basis of any protected category, i.e. race, sex, disability, or religion will be removed.
- 14. The City does not endorse any links or advertisements that may show up on its Facebook social media page.

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**Section 23.15 Comments Policy**

By posting or commenting on the City of Lindsay’s Facebook page, or other City of Lindsay social media, you agree to the terms of use of the City of Lindsay’s social media comment policy as provided herein.

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- 1. As a public entity the City must abide by certain standards to serve all its constituents in a civil and unbiased manner.
- 2. The City of Lindsay Facebook and other social media pages are intended to be “family friendly,” so please keep your comments clean by following these simple rules. In addition to keeping it family friendly, we require that you follow our posting guidelines here. Please note that we utilize Facebook’s automatic content filtering feature. All City of Lindsay social media content is subject to monitoring.

The intended purpose behind establishing City of Lindsay social media sites is to disseminate information from the City, about the City, to its citizens. Comments posted to City of Lindsay social media pages will be monitored, and inappropriate content as defined above will be removed as soon as possible and without prior notice. Please note, comments posted to pages are monitored and our Facebook settings will automatically hide a comment if profanity is used within the post.

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The City does not endorse any links or advertisements that may show up on its Facebook social media page.

**Section 23.15 Comment Policy**

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**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

~~By posting or commenting on the City of Lindsay’s Facebook page, or other City of Lindsay social media, you agree to the terms of use of the City of Lindsay’s social media comment policy as provided herein.~~

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4. If you need to contact the Lindsay Police Department, please call their front desk at (559) 562-2511, or if it is an emergency, call 911 and ask for assistance. While comments posted on the City’s social media pages are monitored, posting a comment is neither the recommended nor best way to contact the City or Lindsay Police Department.

5. Departments shall monitor their social media sites for comments requesting responses from the City and for comments in violation of this policy.

~~4. All comments posted to any City of Lindsay Facebook site are bound by Facebook’s Statement of Rights and Responsibilities and Community Standards, located at [www.facebook.com/terms.php](http://www.facebook.com/terms.php), and [www.facebook.com/communitystandards](http://www.facebook.com/communitystandards), respectfully. The City of Lindsay reserves the right to report any violation of Facebook’s Statement of Rights and Responsibilities and/or Community Standards to Facebook with the intent of Facebook taking appropriate and reasonable responsive action.~~

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~~By posting or commenting on the City of Lindsay social media platforms you agree to our terms of use. You participate by your own choice, taking personal responsibility for your comments, your username and any information you provide therein.~~

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**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

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## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

**RULE  
XXIV**

### **FEDERAL HEALTH CONTINUATION REQUIREMENTS; THE CONSOLIDATED OMNIBUS RECONCILIATION ACTS OF 1985**

#### **Section 24.1 Continuation Rights as an Employees**

The Employee covered by the City group health plan, has the right to choose Continuation Coverage if the employee losses his/her group health coverage because of a reduction in hours of employment or termination of employment, except for reasons of gross misconduct.

#### **Section 24.2 Continuation Rights as a Spouse**

The spouse of an employee covered by a group health plan, has the right to chose Continuation coverage if the employee's group health coverage is lost due to:

- (1) The death of the employee
- (2) Termination of the employee's employment (for reason other than gross misconduct) or reduction in his or her hours of employment;
- (3) Divorce or legal separation; or
- (4) The employee's entitlement to Medicare.

#### **Section 24.3 Continuation Rights as a Dependent Child**

A dependent child of an employee covered by a group health plan has the right to Continuation Coverage if the employee's group health coverage is lost due to:

- (1) The death of the employee
- (2) Termination of the employee's employment (reasons other than gross misconduct) or reduction in his or her hours of employment;
- (3) Divorce or legal separation;
- (4) The employee's entitlement to Medicare; or
- (5) The dependent ceasing to be dependent child as defined under this group health plan.

#### **Section 24.4 Notice Requirements**

The law requires that the employee or family member inform the Plan Administrator, within 60 days, of a divorce, legal separation or when a child is no longer a dependent as defined under group health plan. If the Plan Administrator is someone other than the employer, then the employer has the responsibility to notify the Plan Administrator, within 30 days, in the case of employee's death, termination of employment, reduction in hours or Medicare entitlement. When the Plan administrator is notified that one of these events has happened, the Plan Administrator will in turn notify the employee within 14 days, that he/she has the right to choose Continuation Coverage. The employee then has 60 days from the date they would lose coverage or the date of the notice, whichever is greater, to elect Continuation Coverage.

Each person who loses group health coverage has a separated right to make an election. If Continuation Coverage is not elected, group health coverage may end.

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

### **Section 24.5 Premium Payment**

A person electing Continuation Coverage may be responsible for the payment for the continued coverage. In most cases the maximum amount that may be charged for Continuation Coverage is 102% of the applicable group premium.

The first premium for Continuation Coverage is due by the 45<sup>th</sup> day following the date the person elects Continuation Coverage.

The employee has the right to make all future premium payments on a monthly basis. However, annual, semi annual or quarterly payments may also be made if the employee and employer so agree. A grace period of 30 days (or one equal in length to the employer grace period, if longer) will be allowed for late payment of any monthly premium.

Failure to pay the premium by the end of the grace period may cause termination of Continuation Coverage.

### **Section 24.6 Length of Continuation Coverage**

The maximum length for Continuation Coverage is 18 months when the cause for loss of coverage is termination of employment or reduction in the hours of the employee. In all other cases, the Continuation Coverage period 36 months. Continuation Coverage, however, may terminate before the end of the 18 or 36 month period when:

- (1) The former employer no longer provides group health coverage to any of its employees;
- (2) The premium for Continuation Coverage is not paid by the end of the grace period;
- (3) The employee becomes covered under another employer sponsored health plan, except when the new plan has a pre existing condition provision; or
- (4) The employee becomes entitled to Medicare.

When Continuation Coverage terminates, the employee will be allowed to convert to an individual health conversion policy, if a health conversion privilege is available to similarly situated active employees.

### **Section 24.7 Extension of Continuation Coverage**

If the employee and his/her spouse or dependent children have elected Continuation Coverage for 18 months due to termination of employment or reduction in hours and before the end of the 18 month period:

- (1) The employee dies
- (2) The employee divorces or becomes legally separated; or
- (3) The employee becomes entitled to Medicare,

## **CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

The spouse and dependent children may extend Continuation Coverage. Additionally, during the 18 month period, if a child loses dependent status, the child may also extend Continuation Coverage.

In these instances, Continuation Coverage will extended up to 36 months from the date coverage was originally lost, subject to payment of up to 102% of the applicable group premium.

### **Section 24.8 Pre-existing Medical Conditions**

If the employee's Continuation Coverage terminates because the employee became covered under another employer sponsored health plan and that plan limits or reduces the employee's coverage due to a pre-existing medical condition, the employee may maintain Continuation Coverage for the balance of the applicable 18 Or 36 months period.

Continuation Coverage will then pay benefits for the pre-existing medical condition without regard to any other group health coverage. All other benefits will be coordinated with the new group health plan so that no more than 100% of allowable expenses under both group health plans will be payable.

### **Section 24.9 Social Security Disability**

If the employee, his/her spouse or dependent child are disabled at the time of termination in employment or reduction in hours, the disabled person may be entitled to 29 months of Continuation Coverage instead of 18 months.

To qualify for this extension, he or she must apply for disability status under the Social Security Act and notify the Plan Administrator when a determination of disability is made. This notice must be provided to the Plan Administrator within 60 days after the date of determination and prior to the end of the 18- month continuation period. The disabled person must also notify the Plan Administrator within 30 days of the date the Social Security Administration determines that he or she is no longer disabled. This extended Continuation Coverage will then terminate on the first day of the month, which begins after the 30 days of the date of final determination by Social Security.

The first 18 months of Continuation Coverage may require payment of up to 102% of the applicable group premium. The next 11 months may require payment of up to 150% of the applicable group premium.

### **Section 24.10 State Continuation Rights**

Several, but not all states, have continuation options from which the employee may choose as alternatives to Continuation Coverage. If the group health plan requires the employer to offer a state continuation option, there should be an explanation in the employee's group health booklet. The employee may elect either the State Continuation or Continuation Coverage but the employee cannot elect both.

This policy is intended to provide the employee with a brief explanation of COBRA. It is not intended to provide the employee with legal advice.

**CITY OF LINDSAY – PERSONNEL RULES AND REGULATIONS**

Any notice of change of address, change of marital status, or children's status should be sent to the employer at:

City of Lindsay  
251 E. Honolulu  
P.O. Box 369  
Lindsay, CA 93247





## STAFF REPORT

TO: Lindsay City Council  
FROM: Joseph M. Tanner, City Manager  
DEPARTMENT: City Manager  
ITEM NO.: 11.6  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Consider the Approval of Resolution No. 23-36, A Resolution of the City Council of the City of Lindsay Providing Observed Holidays.

Staff recommends that the City Council pass and adopt Resolution No. 23-36, to memorialize via Resolution, the observed holidays provided to unrepresented employees.

### **BACKGROUND | ANALYSIS**

The Lindsay City Council is authorized to set the terms and conditions of employment for unrepresented employees. City Staff and legal counsel have identified the need to memorialize via Resolution the observed holidays provided to unrepresented employees covered under Rule X of the City of Lindsay's Personnel Rules and Regulations.

Holiday leave shall be provided in accordance with Rule X of the City of Lindsay Personnel Rules and Regulations. Should the City Council pass and adopt Resolution No. 23-36, for the purposes of Section 10.3 of the Personnel Rules and Regulations, the following holidays are designated as the observed holidays:

New Year's Day	<i>January 1</i>
Martin Luther King Jr. Day	<i>Third Monday of January</i>
Presidents' Day	<i>Third Monday of February</i>
Memorial Day	<i>Last Monday of May</i>
Juneteenth	<i>June 19</i>
Independence Day	<i>July 4</i>
Labor Day	<i>First Monday of September</i>

Columbus Day	<i>Second Monday of October</i>
Veteran's Day	<i>November 11</i>
Thanksgiving Day	<i>Third Thursday of November</i>
Day after Thanksgiving Day	<i>Third Friday of November</i>
Christmas Eve	<i>December 24</i>
Christmas Day	<i>December 25</i>
New Year's Eve	<i>December 31</i>

**FISCAL IMPACT**

There is no measurable fiscal impact associated with this action.

**ATTACHMENTS**

- Resolution No. 23-36



# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**NUMBER** 23-36

**TITLE** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY PROVIDING OBSERVED HOLIDAYS

**MEETING** At a regularly scheduled meeting of the City of Lindsay City Council held on September 12, 2023, at 6:00 PM at 251 E. Honolulu Street, Lindsay, CA 93247

**WHEREAS**, the City Council of the City of Lindsay (“City” or “City Council”) is authorized to set the terms and conditions of employment for unrepresented employees; and;

**WHEREAS**, the City Council desires to memorialize in this Resolution the observed holidays provided to unrepresented employees covered under Rule X of the City’s Personnel rules and Regulations; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that the City Council adopts this Resolution, which shall be effective September 12, 2023, and will remain in effect until it is modified, amended, terminated, or superseded by further resolution of the City Council.

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Holiday leave shall be provided in accordance with Rule X of the Personnel Rules and Regulations. For the purposes of Section 10.3 of the Personnel Rules and Regulations, the following holidays are designated as the observed holidays:

New Year’s Day	January 1
Martin Luther King Jr. Day	Third Monday of January
Presidents’ Day	Third Monday of February
Memorial Day	Last Monday of May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday of September
Columbus Day	Second Monday of October
Veteran’s Day	November 11
Thanksgiving Day	Third Thursday of November
Day after Thanksgiving Day	Third Friday of November
Christmas Eve	December 24
Christmas Day	December 25
New Year’s Eve	December 31



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**PASSED AND ADOPTED** by the City Council of the City of Lindsay as follows:

MEETING DATE	September 12, 2023
MOTION	
SECOND MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

\_\_\_\_\_  
FRANCESCA QUINTANA  
CITY CLERK

\_\_\_\_\_  
HIPOLITO A. CERROS  
MAYOR



## STAFF REPORT

TO: Lindsay City Council  
FROM: Neyba Amezcua, Director of City Services & Planning  
DEPARTMENT: City Services & Planning  
ITEM NO.: 11.7  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Consider the Approval of Request for City Council Authorization to Rebid the Olive Bowl/Kaku Park Expansion Project Following its Redesign and Reevaluation.

City Staff recommends that the City Council grant its authorization to proceed with the project rebidding process to ensure that said project is completed in a timely manner, meets the community's needs, and complies with project grants' obligations.

### **BACKGROUND | ANALYSIS**

On April 25, 2023, Staff presented the first Request for Bids (RFBs) results to the City Council and recommended that the Council reject the bids received and acknowledged due to the exceedances of the budgeted amount. The two bids received at said time are shown below:

No.	Contractor	Total Base Bid Amount	Total Alternate Bid Amount	Total Base + Alternate Bid Amount
1	JT2 Inc. dba Todd Companies	\$11,083,265.71	\$586,482.46	\$11,669,748.17
2	American Paving Co.	\$13,616,232.65	\$570,652.90	\$14,186,885.55

Over the past four (4) months, City Staff has worked diligently to redesign the project in a manner that aligns closely with the community's needs and complies with project grants' obligations. Staff has also undertaken a comprehensive reevaluation to ensure that the project's goals and objectives are still relevant and attainable considering the high market prices. This process has involved input from various stakeholders, funding state agencies, the contracted landscape architect and relevant city departments.

Staff met with both State agencies, which administer the two different grants awarded to the city for this project. The California Department of State Parks (Proposition 68 Grant) and Caltrans (Clean California Grant) are the two funding agencies. Both agencies were made aware of the city's situation with the received bids, and since then, staff has discussed several options and ideas for the redesign and reevaluation of the project with the State agencies.

The city provided direction to Moore, Iacofano, Goltsman, Inc (MIG, Inc.), the Landscape Architect Design Firm to redesign and reevaluate the project as follows:

1. Remove the Restroom in the park area.
2. Remove the Bullpens & Batting cages from all fields.
3. Remove Playground Shade Structure.
4. The high bid items, which are considered extra amenities, need to be included as Alternate items.

The city will be able to select from the alternate item list as budget allows:

- a. Skate Park included in the base bid:
  - i. Basketball Court in lieu of Skatepark w/ 10' Turf Perimeter.
  - ii. Turf and Irrigation in lieu of Basketball Court.
  - iii. Additional LED lighting.
- b. Field #2 Musco LED lights.
- c. Field #3 Musco LED lights.
- d. Walkway Lighting: half of the original lights are included in the based bid and the other half as alternates.
- e. Security Surveillance System.
- f. Play area #3 @ Ballfields.
- g. Safety Net downsize to 20' high for Field #2 &3.
- h. Shade Structures for bleachers at all fields.
- i. Decomposed Granit and Asphalt Upgrades to Concrete.
- j. Playground area rubberized surfacing.
- k. Fitness Equipment.
- l. 50 ft. Flagpole.
- m. All perimeter fencing.

The plans, specifications & estimate have been revised to show all the aforementioned.

### **FISCAL IMPACT**

Proposition 68:	\$3,670,437
Clean California Local Grant Program:	\$4,650,920
<u>General Fund</u>	<u>\$1,000,000</u>
Total Budget:	\$9,321,357

### **ATTACHMENTS**

- Opinion of Probable Construction Cost VE Re-Bid

**Job Name:**

**Lindsay Olive Bowl-Kaku Park**

**Job Number:**

5567

**Date:**

August 18, 2023

CleanCA Grant \$9,406,263.65

**CONCEPTUAL OPINION OF PROBABLE CONSTRUCTION COST  
 VE Re Bid**

NO.	DESCRIPTION	EST. QTY.	UNIT	UNIT COST	ITEM COST	SUBTOTAL
<b>DEMOLITION</b>						
1	Clear and Grub Softscape	352,456	SF	\$0.15	\$52,868.40	
2	Existing Trees	33	EA	\$1,200.00	\$39,600.00	
3	Existing Hardscape	1	LS	\$10,500.00	\$10,500.00	
4	Existing Playground (Equipment, footings and surfacing)	1	LS	\$10,000.00	\$10,000.00	
5	Existing Electrical Poles	1	LS	\$15,000.00	\$15,000.00	
6	Existing perimeter fencing	1	LS	\$14,000.00	\$14,000.00	
7	Misc. Demo Items needed to construct all improvements. Contractor to provide allowance for all items not noted on the demo plans or specs after project job walk.	1	Allow	\$20,000.00	\$20,000.00	
8	Existing Ballfields and structures (All fencing, gates, dugouts, backstops, bleachers, concrete, building, footings etc.)	1	LS	\$12,000.00	\$12,000.00	
	Sub-total				\$173,968.40	\$173,968.40
<b>EARTHWORK/SITE GRADING</b>						
9	Excavation & Grading	5,000	CY	\$55.00	\$275,000.00	
10	Export	2,800	CY	\$28.00	\$78,400.00	
11	Construct Subgrade, Fine Grade and Soil Preparation for Ball Fields	165,854	SF	\$1.00	\$165,854.00	
12	Construction staking and surveying	1	LS	\$60,000.00	\$60,000.00	
13	Erosion Control	1	LS	\$12,000.00	\$12,000.00	
14	SWPPP Preparation and Implementation	1	Allow	\$18,000.00	\$18,000.00	
	Sub-Total				\$609,254.00	\$609,254.00

<b>SITE ELECTRICAL</b>						
15	Field #1 (288'/300'/300') - LED Lighting	1	LS	\$490,000.00	\$490,000.00	
16	Walkway Lighting - LED (35 walkway lights/poles)	1	LS	\$554,000.00	\$554,000.00	
17	Parking Lot - LED Lights	1	LS	\$80,000.00	\$80,000.00	
18	Power for the Booster Pump and Irrigation Controllers	1	LS	\$46,000.00	\$46,000.00	
19	Switchboard C and Power for the Concession/Restroom Building	1	LS	\$66,000.00	\$66,000.00	
20	Power for the Existing Restroom Building and other loads to remain	1	LS	\$55,000.00	\$55,000.00	
21	Main Switchboard MSA/MSB	1	LS	\$144,000.00	\$144,000.00	
22	Switchboard B	1	LS	\$98,000.00	\$98,000.00	
23	Primary and secondary service conduits	1	LS	\$40,000.00	\$40,000.00	
24	Telephone service conduit	1	LS	\$10,000.00	\$10,000.00	
25	Backstop Receptacles	1	LS	\$88,000.00	\$88,000.00	
26	Electrical demolition	1	LS	\$50,000.00	\$50,000.00	
27	SCE UG conduits & manhole	1	LS	\$86,000.00	\$86,000.00	
28	Fields #2 and #3 underground conduits and pull boxes	1	LS	\$50,000.00	\$50,000.00	
	Sub-total				\$1,857,000.00	\$1,857,000.00
<b>SITE UTILITIES</b>						
29	Storm Drain HDPE (4"-18")	1,345	LF	\$92.00	\$123,740.00	
30	18"x18" Drop Inlet	4	EA	\$6,000.00	\$24,000.00	
31	12"x12" Drop Inlet	4	EA	\$5,200.00	\$20,800.00	
32	Storm Drain Manhole	3	EA	\$8,700.00	\$26,100.00	
33	Sewer PVC Pipe (4")	95	LF	\$370.00	\$35,150.00	
34	Domestic Water Pipe (2")	67	LF	\$204.00	\$13,668.00	
35	Curb Inlet	1	EA	\$6,500.00	\$6,500.00	
36	Sidewalk Underdrain	6	EA	\$700.00	\$4,200.00	
37	Cleanout	1	EA	\$1,000.00	\$1,000.00	
	Sub-total				\$255,158.00	\$255,158.00
<b>PAVING/CONCRETE</b>						
38	Concrete paving 4", natural grey, broom finish	64,130	SF	\$11.00	\$705,430.00	
39	Concrete paving 7" at vehicular area, natural grey, broom finish	5,140	SF	\$16.00	\$82,240.00	
40	Asphalt concrete paving, 3" over 6" AB	18,860	SF	\$7.00	\$132,020.00	
41	Parking Lot Signage, Striping, Wheel Stops and ADA Ramp	1	LS	\$10,000.00	\$10,000.00	



42	Stabilized Decomposed Granite	31,544	SF	\$5.00	\$157,720.00
43	6" Curb	1,270	LF	\$30.00	\$38,100.00
44	6" Concrete Mow Curb	232	LF	\$15.00	\$3,480.00
45	Play Area Curb	525	LF	\$48.00	\$25,200.00
	Sub-Total				\$1,154,190.00
	\$1,154,190.00				
	<b>BALLFIELDS</b>				
46	Foul ball poles, 30'-0" high - At Field #1	2	EA	\$13,000.00	\$26,000.00
47	Safety Net 20' high	1,031	LF	\$590.00	\$608,290.00
48	Aluminum Spectator Bleachers (4-Row, 27' long) @ Field #1	2	EA	\$10,000.00	\$20,000.00
49	Aluminum Spectator Bleachers (3-Row, 21' long)	4	EA	\$4,500.00	\$18,000.00
50	Aluminum Spectator Bleachers (3-Row, 15' long)	1	EA	\$4,800.00	\$4,800.00
51	Electronic Scoreboard @ Field #1	1	EA	\$36,000.00	\$36,000.00
52	Electronic Scoreboards @ Field #2 & #3	2	EA	\$14,000.00	\$28,000.00
	<b>Dugouts Amenities</b>				
53	Bat rack	6	EA	\$620.00	\$3,720.00
54	Aluminum Players Bench (7'-6" long; 3 per dugout)	18	EA	\$900.00	\$16,200.00
	<b>Backstops, Fences and Gates</b>				
55	Field #1 - 30' H Chain-link backstop w/ 8' Overhang	1	EA	\$130,000.00	\$130,000.00
56	2" x 10" Plastic Lumber @ Field #1 30' Back Stop. Fields #2 and #3 20' Backstops.	327	LF	\$360.00	\$117,720.00
57	Field #2 and #3 - 20' Back Stop	2	EA	\$90,000.00	\$180,000.00
58	8'-0" high Chain-link fencing - Field #1 side lines and outfield	1,000	LF	\$80.00	\$80,000.00
59	8'-0" high Chain-link fencing - Field #1 <b>bull pens</b> and dugouts	289	LF	\$265.00	\$76,585.00
60	8'-0" high Chain-link fencing - Fields #2 and #3 side lines and outfield	1,277	LF	\$80.00	\$102,160.00
61	8'-0" high Chain-link fencing - Field #2 and #3 <b>bull pens</b> , dugouts, and <b>batting cage</b>	540	LF	\$340.00	\$183,600.00
62	(8' h x 4'w) Chain-link Gates , Single	23	EA	\$2,600.00	\$59,800.00
63	(8'h x 8'w) Chain-link Gates, Double	4	EA	\$4,000.00	\$16,000.00
64	(8'h x 12'w) Chain-link Gates, Double	6	EA	\$4,500.00	\$27,000.00
	<b>Site Sports Surfaces</b>				

65	Decomposed granite, Infield Mix - fields #1, #2 and #3, <b>Bullpens</b> and <b>Batting Cage</b>	52,000	SF	\$4.00	\$208,000.00	
66	Turf (Seed Ballfield)	114,124	SF	\$1.30	\$148,361.20	
67	9" Concrete Mow Curb at Fencing in turf areas	1,733	LF	\$45.00	\$77,985.00	
	Sub-Total				\$2,168,221.20	\$2,168,221.20
<b>SITE AMENITIES</b>						
68	Drinking fountains	2	EA	\$15,000.00	\$30,000.00	
69	Trash receptacles	20	EA	\$1,700.00	\$34,000.00	
70	Dog Waste Station	2	EA	\$1,200.00	\$2,400.00	
71	Picnic Table ADA 8' Long	12	EA	\$3,500.00	\$42,000.00	
72	Picnic Table Standard 6' Long	15	EA	\$3,100.00	\$46,500.00	
73	BBQ w/ Prep Table	9	EA	\$3,500.00	\$31,500.00	
74	Grant Funding Signage	1	LS	\$5,000.00	\$5,000.00	
75	Entry Monument	1	EA	\$20,000.00	\$20,000.00	
76	Existing Memorial Removal and Relocation	1	LS	\$6,500.00	\$6,500.00	
77	Existing Shade Shelter Removal and Relocation	1	LS	\$52,000.00	\$52,000.00	
78	Concrete Seat wall @ Ballfield	19	LF	\$1,400.00	\$26,600.00	
79	Play Area #1 @ North End	1	LS	\$243,350.00	\$243,350.00	
80	Play Area #2 @ South End	1	LS	\$36,000.00	\$36,000.00	
81	Play Area Engineered Wood Fiber Surfacing	8,055	SF	\$5.00	\$40,275.00	
82	Bike Rack	3	EA	\$800.00	\$2,400.00	
83	Park Bench	11	EA	\$2,300.00	\$25,300.00	
84	2-Bay Trash Enclosure	1	EA	\$38,000.00	\$38,000.00	
85	Removable Bollards	6	EA	\$1,300.00	\$7,800.00	
86	Permaloc Cleanline Aluminum Edging	444	LF	\$12.00	\$5,328.00	
87	All Ballfield Equipment not listed for fields and <b>bullpens</b> (i.e. bases, home plate, pitching rubbers)	1	LS	\$50,000.00	\$50,000.00	
	Sub-Total				\$694,953.00	\$694,953.00
<b>PLANTING</b>						
88	24" Box Trees	116	SF	\$375.00	\$43,500.00	
89	Soil Preparation for planting areas	1,294	SF	\$2.50	\$3,235.00	
90	1 Gallon Shrubs	1,294	SF	\$16.00	\$20,704.00	
91	Soil Preparation for turf (Passive Areas)	55,733	SF	\$0.60	\$33,439.80	
92	Turf (Seed) (Passive Areas)	55,733	SF	\$0.75	\$41,799.75	
	Sub-Total				\$142,678.55	\$142,678.55

<b>IRRIGATION</b>						
93	Booster Pump	1	allow	\$60,000.00	\$60,000.00	
94	Irrigation Ballfields	114,153	SF	\$2.50	\$285,382.50	
95	Ballfield Infield Rotors	1	LS	\$18,000.00	\$18,000.00	
96	Tree Irrigation (Bubblers)	116	EA	\$175.00	\$20,300.00	
97	Irrigation for Turf (Passive Areas)	55,733	SF	\$2.00	\$111,466.00	
98	Maintenance and Plant establishment Period (Working Day)	90	WD	\$200.00	\$18,000.00	
	Sub-Total				\$513,148.50	\$513,148.50
<b>RESTROOM/CONCESSION BUILDING</b>						
99	Restroom/Concession/Storage BLDG	1	EA	\$703,000.00	\$703,000.00	
	Sub-Total				\$703,000.00	\$703,000.00
<b>SKATEPARK</b>						
100	Skatepark	1	LS	\$740,000.00	\$740,000.00	
	Sub-Total				\$740,000.00	\$740,000.00
<b>SUBTOTAL</b>						<b>\$9,011,571.65</b>
<b>Mobilization 4%</b>						<b>\$360,462.87</b>
<b>General Conditions 10%</b>						<b>\$901,157.17</b>
<b>TOTAL</b>						<b>\$10,273,191.68</b>

<b>ADDITIVE ALTERNATES</b>						
<b>NO.</b>	<b>DESCRIPTION</b>	<b>EST. QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM COST</b>	<b>SUBTOTAL</b>
1	Field #2 (200'/200'/200') - Musco LED Lights, poles and branch circuit wires	1	LS	\$109,000.00	\$109,000.00	
2	Field #3 (200'/200'/200') - Musco LED Lights, poles and branch circuit wires	1	LS	\$109,000.00	\$109,000.00	
3	Walkway Lighting - LED (39 walkway lights/poles)	1	LS	\$618,000.00	\$618,000.00	
4	North End Restroom Building & required Power	1	LS	\$309,000.00	\$309,000.00	
5	Security/Surveillance System	1	LS	\$216,000.00	\$216,000.00	
6	Skate Park - LED Lighting	1	LS	\$135,000.00	\$135,000.00	
7	Play Area #3 @ Ballfields	1	LS	\$44,235.00	\$44,235.00	
101	6' Block Wall Along Residential w/ Vines	684	LF	\$470.00	\$321,480.00	
102	D.G. Areas Upgraded to 4" Concrete	13,270	SF	\$6.00	\$79,620.00	
103	Asphalt Areas Upgraded to 7" Concrete	8,798	SF	\$9.00	\$79,182.00	
104	Synthetic Turf in Bullpens	3,509	SF	\$15.00	\$52,635.00	

105	Safety Net 20' high @ Field #2 & Field #3	715	LF	\$590.00	\$421,850.00
106	10x30' Cantilever Shade Structure over Bleachers at Field #1	2	EA	\$28,000.00	\$56,000.00
107	10x22' Cantilever Shade Structure over Bleachers at Fields #2 & #3	4	EA	\$23,500.00	\$94,000.00
108	14x36' Cantilever Shade Shelter at Skatepark	1	EA	\$32,000.00	\$32,000.00
109	Play Area Rubberized Surfacing	8,055	SF	\$20.00	\$161,100.00
110	Fitness Equipment (7 pieces total)	1	LS	\$22,000.00	\$22,000.00
111	4' High Tube Steel Fencing	690	LF	\$220.00	\$151,800.00
112	50' H. Flagpole	1	EA	\$11,000.00	\$11,000.00
113	6'-0" high Chain-link Fencing	1,577	LF	\$55.00	\$86,735.00
114	(6'h x 12'w) Chain-link gates, double	4	EA	\$4,400.00	\$17,600.00
Sub-Total					\$3,127,237.00
<b>SUBTOTAL</b>					<b>\$3,127,237.00</b>
<b>Mobilization 4%</b>					<b>\$125,089.48</b>
<b>Design Contingency 3%</b>					<b>\$93,817.11</b>
<b>General Conditions 10%</b>					<b>\$312,723.70</b>
<b>TOTAL</b>					<b>\$3,658,867.29</b>

<b>DEDUCT ALTERNATES</b>						
<b>NO.</b>	<b>DESCRIPTION</b>	<b>EST. QTY.</b>	<b>UNIT</b>	<b>UNIT COST</b>	<b>ITEM COST</b>	<b>SUBTOTAL</b>
1a.	Basketball Court in lieu of Skatepark w/ 10' Turf Perimeter	1	LS	\$125,000.00	\$125,000.00	
1b.	Turf and Irrigation in lieu of Basketball Court	1	LS	\$30,000.00	\$30,000.00	
<b>Sub Total</b>					<b>\$155,000.00</b>	

*MIG has no control over the cost of labor, materials, equipment or the contractor's methods of determining costs. These opinions of probable costs represent our best judgement as design professionals familiar with the construction industry and public works contracts. MIG cannot and does not guarantee that proposals, bids or construction costs will not vary from our opinion of probable construction costs. Opinion of Probable Cost shall not be used as a bid form or for any bidding purposes.*



## STAFF REPORT

TO: Lindsay City Council  
FROM: Nicholas Nave, Public Safety Lieutenant  
DEPARTMENT: Public Safety  
ITEM NO.: 11.8  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Notification of Participation in the Federal Excess Property Acquisition Program (1033 Program) through the Defense Logistic Agency’s Law Enforcement Support Office (LESO).

This is an informational item only, no action by the City Council is required at this time.

### **BACKGROUND | ANALYSIS**

The Lindsay Department of Public Safety has continuously been a participating partner in the Federal Excess Property Acquisition Program (“1033 program”) through the Defense Logistics Agency’s Law Enforcement Support Office (“LESO”). This program allows for the transfer to Law Enforcement Agencies (LEA’s) excess federal property that has concurrent commercial, non-commercial or law enforcement use. Currently, the Lindsay Department of Public Safety has six (6) rifles and various calibers of ammunition that have been obtained through the program, which are used for training purposes.

Presidential Executive Order (EO) EO14074 amended certain aspects of the program and what types of property could be transferred or utilized by Law Enforcement, and under what circumstances certain items of “controlled property” could be utilized.

One component of the order is to provide notice to the public and governing body. This component is fulfilled by bringing forward this report and its attachments to the Lindsay City Council along with making related documents available for public inspection.

### **FISCAL IMPACT**

The City could see thousands of dollars in potential savings, depending on what property is requested or received from the program. To date, The City has seen approximately \$5,000 in savings.

### **ATTACHMENTS**

- Executive Order (EO) 14074 Notice



Lindsay Department of Public Safety  
Rick Carrillo - Director of Public Safety  
185 N. Gale Hill Ave  
Lindsay, Ca 93247  
Tel: (559)562-2511  
Fax: (559)562-7126

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September 12<sup>th</sup>, 2023

TO: Lindsay City Council

FROM: Rick Carrillo, Director of Public Safety

SUBJECT: Notification to Civilian Governing Body and Local Community

On May 25, 2022, Presidential Executive Order (EO) 14074 “Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety” was signed.

In accordance with EO 14074 (Section 12), State, Tribal, local, and Territorial Law Enforcement agencies (LEAs) must:

- 1) Notify their Civilian Governing Body (CGB) (*i.e.*, *City Council, County Government, or other local governing body*) of its intent to request property from Federal sources (to include Federal funds or grants).
- 2) Notify the Local Community of its request for property transfers, purchases from Federal funds, agencies, or subcontractors (including existing transfer contracts or grants).

The Lindsay Department of Public Safety may request the controlled property items identified on the Attached and Incorporated “Exhibit A” from the Law Enforcement Support Office (LESO), or other Federal source.

Respectfully,

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Rick Carrillo  
Director of Public Safety  
Lindsay Department of Public Safety

# EXHIBIT A

Controlled Property Description	Controlled Property Description	Controlled Property Description
<i>This list is for example only, additional types of items may be available.</i>		
AIRCRAFT ACCESSORIES, COMPONENTS, MISC	FACEMASK	RANGE FINDER, LASER
AIRCRAFT REPAIR PARTS/COMPONENTS	FLASHLIGHTS	RED DOT SIGHT
AIRCRAFT, FIXED WING	FLOODLIGHT	RIFLESCOPE
AIRCRAFT, ROTORY WING	FORWARD LOOKING INFRARED IMAGING SYSTEM	SCANNER, X-RAY, BAGGAGE
ALL TERRAIN VEHICLE (ATV)	GENERATOR SET	SEARCHLIGHT
AMMUNITION CONTAINER	HEAVY EQUIPMENT/VEHICLES	SHIELD, BALLISTIC
AMPLIFIER	INSULATION BLANKET	SHIPPING CONTAINER
ANALYZER, HAZARDOUS MATERIAL IDENTIFICATION	LANDING SEARCHLIGHT	SIGHT, BORE, OPTICAL
ANTENNA	LIFE PRESERVER, VEST	SIGHT, HOLOGRAPHIC
BALLISTIC BLANKET	MAGNIFIER	SIGHT, INFINITY
BARRIER, VEHICLE ARRESTING, PORTABLE	MARKER, IDENTIFICATION	SIGHT, REFLEX
BINOCULAR	MARKSMANSHIP TRAINER	SMALL ARMS STORAGE RACKS
BLANKETS	MEDICAL/FIRST AID SUPPLIES	SPOTTING INSTRUMENT, OPTICAL
BREATHING APPARATUS	MISC SMALL ARMS PARTS	TARGET, TRAINING, MOBILE
CAMERA SYSTEM	MISCELLANEOUS COMMUNICATION EQUIPMENT	TELESCOPE
COMPASS	MULTIMEDIA PROJECTION SET	TENTS/PORTABLE SHELTERS
COMPUTER SYSTEM	NAVIGATION SET, SATELLITE SIGNALS	THERMAL CAMERA
CONTAINER, AMMUNITION	NIGHT VISION DEVICE	THERMAL CAMERA ACCESSORIES
CONTAINER, K-9 TRANSPORT	NIGHT VISION GOGGLE	TRAINING AID/SIMULATORS
CONVERSION KIT, RIFLE	NON-ARMORED HMMWV	TRAINING AIDES/DEVICES
COVERALLS	OFFICE EQUIPMENT	TRANSLATION DEVICE
DECONTAMINATION DEVICES	OFFICE SUPPLIES	TRUCK, CARGO
DECONTAMINATION SYSTEM	PORTABLE RADIO	TRUCK, TANK
DEEP WATER FORDING KIT	PREFAB & PORTABLE BUILDINGS	VEHICLE REPAIR PARTS/COMPONENTS
DETECTOR, GAS	PROTECTIVE EYEWEAR	WARM WEATHER CLOTHING/SHOES
DIVER'S SUIT	PUBLIC ADDRESS SET	SMALL ARMS PARTS/ACCESSORIES
EXPLOSIVE ORDINANCE DISPOSAL ROBOT	RADIOS	SMALL ARMS



## STAFF REPORT

TO: Lindsay City Council  
FROM: Curtis Cannon, Planning Manager  
DEPARTMENT: City Services and Planning  
ITEM NO.: 11.9  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Second Reading of Ordinance No. 612, An Ordinance of the City Council of the City of Lindsay Amending the Zoning Designation From R-1-7 To RM-3 for a 2.5-Acre Portion of a Site Bound to the North By West Hickory Street, to the East by Parkside Avenue, to the South by Ono City Parkway, and the West by Sequoia Avenue/Road 214 (APNs 201-230-003 To -009), and the Lindsay Zoning Map as Adopted by Ordinance 437 of the City of Lindsay and Authorization to Waive Full Reading of Said Ordinance and Authorize Reading by Title Only.

Based on the findings and subject to the conditions of approval within this report, City Staff recommends that Council approve the second reading of Ordinance No. 612 approving Zone Change No. 2023-01. A first reading of said ordinance was duly held and approved on August 08, 2023.

### **BACKGROUND | ANALYSIS**

Mario Valmonte and Associates filed the application on behalf of Francisco Acevedo for the development of 116 residential units consisting of 85 single-family lots and 31 multi-family housing units. The proposal includes a General Plan Amendment to change the Land Use Designation from Low-Density Residential to Medium-Density Residential and a Zone Change to change the zone from R-1-7 to RM-3 and Planned Unit Development (PUD) Overlay over a 2.5-acre portion of the site to allow for the development of multi-family housing units. The 32-acre project site is bound to the north by W. Hickory Street, to the east by Parkside Avenue, to the south by Ono City Parkway, and to the west by Sequoia Avenue/Road 214 (APNs 201-230-003 to -009).

The proposed project would result in on-site infrastructure improvements, including the construction of interior access roads with five ingress/egress access points; one along Avenue 236, two along Parkside Avenue, and two along Road 214, new lighting and landscaping in accordance with City standards, and connection to existing City utilities, including water, wastewater and stormwater systems.

*Change of Zone:* Since the General Plan relies on the land use diagram (map) and basic allocations of land areas between various existing and future land uses as a resource in determining land use



amendments, the proposed amendment would not be in conflict with the policies, objectives, and standards of the General Plan.

Zoning Ordinance Section 18.22.050.A provides criteria for review of zone changes:

*“At the public hearing, the City Council shall review the application or the proposal and may receive pertinent evidence and testimony as to why and how the proposed change is necessary to achieve the objectives of the Zoning Ordinance prescribed in Section 18.01.020, and how or why the proposed change is consistent with the General Plan and the stated purposes and application intended for the zone classification proposed.”*

The proposed Land Use Designation of Medium-Density Residential and zoning designation of RM-3 would allow for a 2.5-acre portion of the site to develop with residential uses at a higher density than what is currently planned for. Approval of the project would allow for the development of the site that is consistent with the goals and policies of the General Plan.

*Planned Unit Development:* The proposed PUD includes the merging of seven existing single-family lots to allow for a 31-unit multi-family development on approximately 2.5 acres. The development will consist of two-story buildings with buildings of six, five, or two units. Each unit includes a single-car garage and a porch and patio. The development will be gated with a six-foot block wall along the perimeter of the project. The site also includes 25 uncovered parking stalls, refuse enclosures, a tot lot, and landscaped common areas.

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

As Lead Agency under the California Environmental Quality Act (CEQA), the City staff reviewed the project to determine whether it could have a significant effect on the environment because of its development. In accordance with CEQA Guidelines Section 15382, “[s]ignificant effect on the environment” means a substantial, or potentially substantial, adverse change in any of the physical conditions within the area affected by the project, including land, air, water, minerals, flora, fauna, ambient noise, and objects of historic or aesthetic significance. An Initial Study was prepared and found that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project in the form of mitigations have been made by or agreed to by the project proponent. A Mitigated Negative Declaration (MND) for the entire 32-acre site and all its stated uses was prepared and is attached. The 20-day public review period began on July 15 and will end on August 8.

### **FINDINGS**

Amendments to the General Plan Map and Zoning Map may be approved by the Council if the proposed amendment is necessary to achieve the objectives of the Zoning Code described in Chapter 18.01 and if the amendment would be consistent with the goals and policies of the General Plan and the purposes and application intended for the zoning district classification proposed.

1. The project has been reviewed for compliance with the Municipal Code and the Subdivision Map Act and was found to be in compliance with the incorporation of the recommended Conditions of Approval.

2. The amendment is consistent with the goals and policies of the General Plan and the purposes and applications intended for the zoning district classification proposed.

### **RECOMENDED APPROVAL FINDINGS**

1. The amendment is consistent with the goals and policies of the General Plan and the purposes and application intended for the zoning district classification proposed.
2. That the proposed location of the PUD is in accordance with the objectives of the Zoning Code.
3. That the proposed location of the PUD and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety, and welfare or materially injurious to properties or improvements in the vicinity.
4. That the proposed PUD will comply with each of the applicable provisions of this section.
5. That the standards of population density, site area and dimensions, site coverage, yard spaces, the height of structures, the distance between structures, off-street parking and off-street loading facilities, landscaped areas, and street design will produce an environment of stable and desirable character consistent with the objectives of the Zoning Code and will not generate more traffic than the streets in the vicinity can carry without congestion and will not overload utilities.
6. That the combination of different dwelling types and/or a variety of land uses in the development will complement each other and will harmonize with existing and proposed land uses in the vicinity.
7. That the proposed PUD will satisfactorily mitigate potential environmental impacts in accordance with the provisions of Section 18.18.070 of this title.

### **FISCAL IMPACT**

No fiscal impact associated with this action. Development impact fees will be paid when the residential units are constructed in accordance with City policy and State law.

### **ATTACHMENTS**

- Proof of Notice of Public Hearing
- Ordinance No. 612

**In the Superior Court of the State of California  
In and for the County of Tulare**

**PUBLIC NOTICE**

**CITY OF LINDSAY  
PUBLIC NOTICE OF  
AVAILABILITY  
NOTICE OF PUBLIC  
HEARING**

Date: Tuesday,  
August 8, 2023  
Time: 6:00 PM or  
as soon thereafter  
Location: Council Cham-  
bers City Hall  
251 East Honolulu Street  
Lindsay, CA 93247

NOTICE IS HEREBY GIVEN  
that the City Council of the  
City of Lindsay, California,  
will hold a public  
hearing on August 8, 2023,  
beginning at 6:00 PM (or as  
soon thereafter as the mat-  
ter can be heard) to  
solicit public comments re-  
lating to the following mat-  
ter:

CONSIDERATION OF  
GENERAL PLAN  
AMENDMENT NO.  
2023-01,  
ZONE CHANGE  
NO 2023-01,  
PLANNED UNIT  
DEVELOPMENT NO.  
2023-01 AND THE AC-  
COMPANYING INITIAL  
STUDY/MITIGATED  
NEGATIVE DECLARATION  
(IS/MND). MARIO VAL-  
MONTE AND  
ASSOCIATES FILED THE  
APPLICATION FOR GEN-  
ERAL PLAN AMENDMENT,  
ZONE CHANGE, AND PUD  
FOR THE DEVELOPMENT  
OF 116 RESIDENTIAL  
UNITS CONSISTING OF  
85 SINGLE-FAMILY LOTS  
AND 31 MULTI-FAMILY  
HOUSING UNITS. THE  
PROPOSAL INCLUDES  
A GENERAL PLAN  
AMENDMENT TO  
CHANGE THE LAND USE  
DESIGNATION FROM  
LOW-DENSITY RESIDEN-  
TIAL TO MEDIUM-DEN-  
SITY RESIDENTIAL AND  
A ZONE CHANGE TO  
CHANGE THE ZONE  
FROM R-1-Z TO RM-3 AND  
PUDOVERLAY OVER THE  
SOUTHERN MULTI-FAM-  
ILY HOUSING UNITS.

THE 32-ACRE PROJECT  
SITE IS BOUND TO THE  
NORTH BY W. HICKORY  
STREET, TO THE EAST BY  
PARKSIDE AVENUE, TO  
THE SOUTH BY ONO CITY  
PARKWAY, AND THE WEST  
BY SEQUOIA AVENUE/  
ROAD 214 (APNS 201-230-  
003 TO -009).

This is to advise that the  
City of Lindsay has pre-  
pared an IS/MND in confor-  
mance with the California  
Environmental Quality Act  
(CEQA) for the project iden-  
tified herein. As mandated  
by State law, the minimum  
public review period for this  
document is 20 days.  
FURTHER information on  
this matter and the full text  
of the proposed documents  
may be obtained from the  
City of Lindsay City Ser-  
vices Office, 150 N. Mirage  
Avenue, Lindsay, CA, from  
8:00 a.m. to 5:00 p.m., Mon-  
day through Friday of the  
comment period. Due to the  
limits mandated by State  
law, mailed responses  
must be filed with the City of  
Lindsay, Planning, P.O. Box  
369, Lindsay, CA 93247 no  
later than August 8, 2023,  
at 5:00 p.m. Persons hav-  
ing comments or concerns  
about the proposed project  
are encouraged to attend  
and offer their comments  
at the hearing. Written com-  
ments can also be filed in  
the City of Lindsay City Ser-  
vices Office, 150 N. Mirage  
Avenue, Lindsay, CA prior  
to the date of the hearing. If  
you challenge the proposed  
action in court, you may be  
limited to raising only those  
issues you or someone else  
raised at the public hearing  
described in this notice, or  
in written correspondence  
delivered to the City at, or  
prior to, the Public Hearing.  
BY ORDER OF THE CITY  
COUNCIL OF THE CITY OF  
LINDSAY

Dated: July 13, 2023

July 15, 1-T  
#223245

State of California

SS.

County of Tulare

Declarant says:

That at all times herein mentioned Declarant is  
and was a resident of said County of Tulare, over  
the age of twenty-one years; not a party to nor  
interested in the within matter; that Declarant is  
now and was at all times herein mentioned the  
Principal Clerk of the Porterville Recorder, a daily  
newspaper, which said newspaper was adjudged  
a newspaper of general circulation on October 15,  
1951, by Superior Court Order No. 42369 as  
entered in Book 57 Page 384 of said Court; and  
that said newspaper is printed and published  
every day except Sunday published LEGAL  
NOTICE in said newspaper, **July 15, 2023** and  
that such publication was made in the regular  
issues of said paper (and not in any supplemental  
edition or extra there of). I declare under penalty  
of perjury that the forgoing is true and correct.  
Executed **July 15, 2023** at Porterville, California.



Declarant TERESA JASSO

**ORDINANCE NO. 612**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LINDSAY AMENDING THE ZONING DESIGNATION FROM R-1-7 to RM-3 FOR A 2.5-ACRE PORTION OF A SITE BOUND TO THE NORTH BY W. HICKORY STREET, TO THE EAST BY PARKSIDE AVENUE, TO THE SOUTH BY ONO CITY PARKWAY, AND THE WEST BY SEQUOIA AVENUE/ROAD 214 (APNS 201-230-003 TO -009)., AND THE LINDSAY ZONING MAP AS ADOPTED BY ORDINANCE 437 OF THE CITY OF LINDSAY.**

**THE CITY COUNCIL OF THE CITY OF LINDSAY DOES ORDAIN AS FOLLOWS:**

**ARTICLE 1:** The real property located in the City of Lindsay and described as follows: APN 201-230-003 to -009 shall be and is hereby designated as RM-3.

**ARTICLE 2:** The City Planner of the City of Lindsay is hereby authorized, instructed, and directed to make the changes to the official Zoning Map of the City of Lindsay made by Article One of this Ordinance by outlining the boundaries of the described parcel of the Zoning Map adopted by Ordinance 437 of the City of Lindsay.

**ARTICLE 3:** This Ordinance shall be in full force and effect on and after the 30th day after its adoption by the City Council. Within 15 days after its adoption by the City Council, this Ordinance shall be published in full text or in summary in a newspaper of general circulation in the City of Lindsay.

**Section 1. CEQA REVIEW.** The City Council hereby finds that this ordinance is not subject to review under the California Environmental Quality Act (CEQA) pursuant to CEQA Section 15060(c)(2) (The activity will not result in a direct or reasonably foreseeable indirect physical change in the environment).

**Section 2. NO LIABILITY.** The provisions of this ordinance shall not in any way be construed as imposing any duty of care, liability, or responsibility for damage to person or property upon the City of Lindsay, or any official, employee or agent thereof.

**Section 3. PENDING ACTIONS.** Nothing in this ordinance or in the codes hereby adopted shall be construed to affect any suit or proceeding pending or impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance or code repealed by this ordinance, nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this ordinance.

**Section 4. SEVERABILITY.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this ordinance, or its application to any other person or circumstance. The City Council of the City of Lindsay hereby declares that it would have adopted each section, subsection, subdivision, paragraph, sentence, clause, or phrase hereof, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases hereof be declared invalid or unenforceable.

**Section 5. CONSTRUCTION.** The City Council intends this ordinance to supplement, not to duplicate, contradict or otherwise conflict with, applicable State and federal law and this ordinance shall be construed in light of that intent. To the extent the provisions of the Lindsay Municipal Code as amended by this ordinance are substantially the same as provisions in the Lindsay Municipal Code existing prior to the effectiveness of this ordinance, then those amended provisions shall be construed as continuations of the earlier provisions and not as new enactments.

**Section 6. EFFECTIVE DATE.** The foregoing ordinance shall take effect thirty (30) days from the date of the passage hereof. Prior to the expiration of fifteen (15) days from the enactment hereof a certified copy of this ordinance shall be posted in the office of the City Clerk pursuant to Government Code section 36933(c)(1) and a summary shall be published once in the Porterville Recorder, a newspaper printed and published in the City of Porterville, State of California, together with the names of the Council members voting for and against the same.

THE FOREGOING ORDINANCE, read by title only with waiving of the reading in full, was introduced at a regularly scheduled meeting on the \_\_\_\_th day of \_\_\_\_\_ 2023.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council held on the \_\_\_\_th day of \_\_\_\_\_ 2023.

CITY COUNCIL OF THE CITY OF LINDSAY

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Hipolito A. Cerros, Mayor

ATTEST:

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Francesca Quintana, City Clerk





## STAFF REPORT

TO: Lindsay City Council  
FROM: Araceli Mejia, Assistant City Planner  
DEPARTMENT: City Services and Planning  
ITEM NO.: 12.1  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Public Hearing to Consider the Approval of Resolution No. 23-37, A Resolution of the City Council of the City of Lindsay Approving Tentative Parcel Map No. 23-02, A Request by LAV/Pinnacle Engineering On Behalf of Property Owner Nagi Moshen for the Property Located at 1467 West Tulare Road Off of Highway 65 (APN 199-050-067-000) in the Highway Commercial (CH) and Residential Multifamily (RM-3) Zones, and Finding that the that the Project is Exempt from Review Under the California Environmental Quality Act (CEQA) Pursuant to Section 15315.

### **BACKGROUND | ANALYSIS**

#### **Project Description:**

Tentative Parcel Map No. 23-02 is requested by LAV/Pinnacle Engineering on behalf of property owner Nagi Moshen. The project is located at 1467 West Tulare Road, Lindsay, CA 93247 (APN: 199-050-067-000), on the Northeast corner of Cedar Avenue and Highway 65. The 9.33-acre (Gross) property is currently zoned as both Highway Commercial (CH) and Multi-family Residential (RM-3) and has General Plan Land Use designations of Highway Commercial and Medium Density Residential.

The proposed Tentative Parcel Map (TPM) would split the parcels into two (2) parcels for the purpose of commercial and residential uses. The Southern 5.80 acres are zoned for Highway Commercial uses and labeled as Parcel B. The new parcel has a proposed travel center that includes a gas station with eight (8) pumps and sixteen (16) dispensers and a proposed convenience store with two additional lease spaces to serve as quick serve restaurants, one of which includes a drive through.

The Northern 3.53 acres, proposed Parcel A, would remain for multi-family residential uses to be developed at a density of 9-17 units per acre.

#### **Analysis:**

The proposed Tentative Parcel Map No. 23-02 and its future uses are consistent with the requirements of the General Plan, Zoning Ordinance, and Subdivision Ordinance of the City of Lindsay.

Section 17.24.060 of the Subdivision Ordinance includes four key elements for approval of tentative parcel maps:

1. Lots created shall conform to the applicable requirements of the Zoning Ordinance.
2. Utility easements and street rights-of-way shall be offered for dedication.
3. Water supply and sewage disposal shall be satisfactory to the City Engineer.
4. Public improvements shall be satisfactory to the City Engineer.

The site is within a convenient response time of public safety services. Existing and proposed water supply and conveyance facilities would provide adequate fire suppression capabilities. The project would require the installation and extension of utilities to serve the site, as listed in the conditions of approval.

Pursuant to Section 17.24.050 of the Lindsay Municipal Code, a Tentative Parcel Map may be approved if the proposed map meets the findings of the Municipal Code and the Conditions of Approval which are as follows:

1. The TPM shall comply with Title 17 of the City of Lindsay Municipal Code. Tentative maps shall be prepared in accordance with Section 17.6-Tentative Maps, Section 17.24-Parcel Map Subdivision, Section 17.44-Vesting Tentative Maps, and Section 17.28-Development Standards.
2. The project proponent shall provide easement record documents from the Preliminary Title Report. The easement record shall be referenced on the Tentative Parcel Map.
3. The project proponent shall comply with all comments and conditions from the California Department of Transportation (Caltrans) including the dedication of right of way for future roundabout.
4. Must comply with all the City of Lindsay development standards for infrastructure, Public Safety, and storm drainage.
5. Storm run-off from the project shall be directed to a permanent on-site basin per City Standards.
6. Street frontage improvements and utility extensions will be required at time of development, including the improvement of Cedar Avenue to the 40 ft. build out within City limits.
7. Submit a Final Parcel Map in accordance with the City of Lindsay Municipal Code Section 17.24, and as may be directed by the City Surveyor.
8. The Final Map and Improvements shall conform to the Subdivision Map Act, the City of Lindsay's Subdivision Ordinance and Standard Improvements including City of Lindsay Municipal Code, Section 17.20-Final Map, Section 17.24-Parcel Map Subdivision, Section 17.28 Development Standards, and Section 17.32-Public Improvements.
9. The project shall be subject to the condition that necessary municipal services be funded by utilization of a Community Facilities District, as applicable to the development.

The project was duly noticed pursuant to State law in the Porterville Recorder at least 10 days prior to the September 12, 2023, public hearing date.

Pursuant to Chapter 17.16.100 of the Lindsay Municipal Code, notice of the public hearing was given not less than ten days nor more than twenty-five days prior to the date of the hearing by mailing postage prepaid, a notice of the time and place of the hearing to the names and last known addresses of the recorded legal owners of all properties within 300 feet of each boundary of the site, as shown on the latest adopted assessment roll of Tulare County.

## **FISCAL IMPACT**

### **Revenue**

\$5,239 application processing fee received shall be deposited into 101-GENERAL FUND.



## **ATTACHMENTS**

- Proof of Published Public Hearing Notice
- Proof of Public Hearing Notice Mailed to Property Owners within 300 feet
- Tentative Parcel Map Application
- Tentative Parcel Map No. 23-02
- CEQA Notice of Exemption
- Resolution No. 23-37

# In the Superior Court of the State of California In and for the County of Tulare

## PUBLIC NOTICE CITY OF LINDSAY PUBLIC HEARING NOTICE

**Date: September 12, 2023**  
**Time: 6:00 PM or**  
**as soon thereafter**  
**Location: Council**  
**Chambers City Hall**  
**251 East Honolulu Street,**  
**Lindsay, CA 93247**

BY ORDER OF THE CITY  
COUNCIL OF THE CITY OF  
LINDSAY  
Dated: August 29, 2023  
Sept. 2, 1-T  
#242019

NOTICE IS HEREBY GIVEN that the City Council of the City of Lindsay, California, will hold a public hearing on September 12, 2023, beginning at 6:00 PM (or as soon thereafter as the matter can be heard) to solicit public comments relating to the following matter:

**TENTATIVE PARCEL MAP TO  
DIVIDE PARCEL NO. 23-02 TO  
DIVIDE ASSESSORS  
PARCEL NUMBER  
(APN) 199-050-067-000 OF  
APPROXIMATELY 9.8 ACRES,  
IN HALF. THE PROJECT  
IS LOCATED ON 1647  
WEST TULARE ROAD, THE  
CORNER OF HIGHWAY 65 AND  
CEDAR AVENUE IN LINDSAY,  
CALIFORNIA 93247.**

FURTHER information on this matter and the full text of the proposed documents may be obtained from the City Clerk at 251 East Honolulu Street, Lindsay, CA 93247 during normal business hours 9:00AM-5:00PM Monday through Friday. ALL INTERESTED PARTIES are encouraged to attend said PUBLIC HEARING to ask questions, express opinions and/or submit evidence for or against the matter. Written comments should be submitted via mail to the City Clerk at P.O. Box 369, Lindsay, CA 93247, or in person at 251 East Honolulu Street, Lindsay, CA 93247, or via email to [lindsaycityclerk@lindsay.ca.us](mailto:lindsaycityclerk@lindsay.ca.us) at least 24 hours prior to the scheduled public hearing.

September 12, 2023 Regular Meeting of the Lindsay City Council  
Page 212

State of California

SS.

County of Tulare

Declarant says:

That at all times herein mentioned Declarant is and was a resident of said County of Tulare, over the age of twenty-one years; not a party to nor interested in the within matter; that Declarant is now and was at all times herein mentioned the Principal Clerk of the Porterville Recorder, a daily newspaper, which said newspaper was adjudged a newspaper of general circulation on October 15, 1951, by Superior Court Order No. 42369 as entered in Book 57 Page 384 of said Court; and that said newspaper is printed and published every day except Sunday published LEGAL NOTICE in said newspaper, **Sept. 2, 2023** and that such publication was made in the regular issues of said paper (and not in any supplemental edition or extra there of). I declare under penalty of perjury that the forgoing is true and correct. Executed **Sept. 2, 2023** at Porterville, California.

  
Declarant TERESA JASSO



# City of Lindsay

DEPARTMENT OF CITY SERVICES

P.O. Box 369 — Lindsay, California 93247 — 150 North Mirage Ave.  
559 • 562 • 7102 ext.4  
559 • 562 • 5748 fax



## NOTICE OF PUBLIC HEARING

The City of Lindsay invites you to two public hearings for the consideration of the project below. These public hearings will be your opportunity to communicate any questions or concerns regarding the proposed project.

**Hearing Date and Time:** Tuesday, September 12th, 2023, at 6:00pm

**Hearing Location:** Council Chambers, City Hall, 251 E Honolulu St. Lindsay CA 93247

**Project:** Tentative Parcel Map

**Project Location:** 1647 W Tulare Rd., Lindsay, CA 93247

**Project Description:** Subdivide approximately 9.25 acres into 2 parcels for the purpose of a gasoline station and convenience store. The northern parcel will remain as is with the intention of developing it into multifamily housing in the future.

## AVISO DE AUDIENCIA PUBLICA

La Ciudad de Lindsay los invita a la junta de dos audiencias públicas para la consideración del proyecto descrito en este aviso. Esta junta servirá como oportunidad de expresar cualquier preocupación o pregunta durante las dos audiencias públicas.

**Hora y fecha de junta:** martes, 12 de septiembre, 2023 a las 6:00pm

**Ubicación de junta:** sala de consejo, City Hall, 251 E Honolulu St. Lindsay, CA 93247

**Proyecto:** mapa de parcela provisional

**Ubicación de proyecto:** 1647 W Tulare Rd., Lindsay, CA 93247

**Descripción de proyecto:** división de aproximadamente 9.25 acres entre 2 parcelas con el propósito de construir una gasolinera y tienda. La parcela al norte quedará igual con la intención de eventualmente construir hogares multi familiares.

Thank you/Gracias,  
Department of City Services





# City of Lindsay

## Planning Application

OFFICE USE ONLY	
Date Received	
Date Accepted	
Received by	
Project #	
Fee	Receipt #

Planning 40 N. Mirage Avenue, Lindsay, CA 93247 PH: (559) 562-7102 ext 4 F:(559) 562-5748 email: ccannon@lindsay.ca.us

RECEIVED  
MAY 10 2023

Please type or print clearly in ink. Incomplete applications will be returned.

### Applicant

### Applicant #2

(If more than one applicant)

Name: LAV//Pinnacle Engineering  
 Address: 13061 Rosedale Hwy., Suite G199  
Bakersfield, CA 93312  
 Phone #: (661) 869-0184

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_

### Property Owner

(If different from applicant)

### Agent

(architect or engineer)

Name: Nagi Mohsen  
 Address: 815 W. Springville Avenue  
Porterville, CA 93257  
 Phone #: \_\_\_\_\_

Name: LAV//Pinnacle Engineering  
 Address: 13061 Rosedale Hwy., Suite G199  
Bakersfield, CA 93312  
 Phone #: (661) 869-0184

### Application Type

(Please check what you are applying for)

- |   |              |  |                |
|---|--------------|--|----------------|
| <input type="checkbox"/> Annexation Processing    | \$ 6,192.00* | <input checked="" type="checkbox"/> Tentative Parcel Map | \$ 5,239.00*   |
| <input type="checkbox"/> Conditional Use Permit   | \$ 2,425.00  | <input type="checkbox"/> Tentative Subdivision Map       | \$ 8,148.00*   |
| <input type="checkbox"/> General Plan Amendment   | \$ 5,331.00  | <input type="checkbox"/> Special Event Permit            | see note below |
| <input type="checkbox"/> Planned Unit Development | \$ 3,001.00  | <input type="checkbox"/> Variance Review                 | \$ 2,425.00    |
| <input type="checkbox"/> Site Plan Review         | \$ 2,906.00  | <input type="checkbox"/> Zone Change                     | \$ 5,331.00    |
| <input type="checkbox"/> Lot Line Adjustment      | \$ 2,835.00* |  |                |

\*Deposit Only

SEP: Special events are classified into different categories with set costs and regulations; please use the Special Event Permit application.

### Project Information

Project Address: 1647 West Tulare Road, Lindsay  
 Zoning Designation of Site: CH & RM-3  
 Assessor Parcel Number(s): 199-050-67  
 Existing Use of Project Site: Orchard, single-family residence  
 Description of Proposal: Request for subdividing of existing lot into two parcels for development of travel center.  
 Reason for Request: The southern ~5 acres of the property is currently being developed as a travel center with a gas station and truck fueling. The northern portion of the property is being planned for future multi-family development.

Temporary Use Permit: Date/Time from: \_\_\_\_\_ / \_\_\_\_\_ to: \_\_\_\_\_ / \_\_\_\_\_

Proposed Use (Check the use that applies and provide all requested information) :

Residential: (check type)  Single Family  Multi-Family

Number of Units: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height (feet from grade to highest point) : \_\_\_\_\_  
Square Footage of Units: \_\_\_\_\_  
Number of Bedrooms per Unit: \_\_\_\_\_

Commercial: (check type)  Retail  Office  Other (specify) \_\_\_\_\_

Describe in Detail: Proposed Parcel "B" is currently being developed as a travel center.

Square Footage of Floor Area: 9,996 SF Number of Floors: 1 story  
Building Height (feet from grade to highest point) : 24'-0"  
Total Number of Employees: 8-10 Number of Employees at Largest Shift: 8-10  
Hours of Operation: 24 hours a day, 7 days a week  
Describe Size and Type of Loading Facilities: Designated loading area located behind convenience store and lease spaces for deliveries/drop-offs

Industrial:

Describe in Detail: \_\_\_\_\_

Square Footage of Floor Area: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height (feet from grade to highest point) : \_\_\_\_\_  
Total Number of Employees: \_\_\_\_\_ Number of Employees at Largest Shift: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_  
Describe Size and Type of Loading Facilities: \_\_\_\_\_

Institutional:

Describe in Detail: \_\_\_\_\_

Square Footage of Floor Area: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height (feet from grade to highest point) : \_\_\_\_\_  
Total Number of Employees: \_\_\_\_\_ Number of Employees at Largest Shift: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_  
Describe Size and Type of Loading Facilities: \_\_\_\_\_

Other:

Describe in Detail: \_\_\_\_\_

Square Footage of Floor Area: \_\_\_\_\_ Number of Floors: \_\_\_\_\_  
Building Height (feet from grade to highest point) : \_\_\_\_\_  
Total Number of Employees: \_\_\_\_\_ Number of Employees at Largest Shift: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_  
Describe Size and Type of Loading Facilities: \_\_\_\_\_



**Environmental Information**

*(Are the following potential effects of your project? Provide a written response explaining each item.)*

**Grading:** What (if any) type of grading will be done? Include estimates of material to be moved on or off the site. Where will any excess material be disposed of?

Minor grading will be performed to balance the site for development of the commercial property. The project is not anticipated to generate any access material.

**Air Pollution:** Will the project generate substantial air emissions or cause deterioration of air quality? Will there be any types of equipment (i.e. generators, paint spray boots, etc.) that will generate air emissions? How much vehicle traffic will be generated by the project?

The project will not generate substantial air emissions or cause deterioration of air quality. A traffic impact study is being prepared for the commercial project, which is estimate to generate approximately 6,500 daily trips.

**Water & Drainage:** Will the project result in changes in soil absorption rates, drainage patterns or the rate and amount of surface runoff? How will runoff be handled?

A majority of the commercial project will be paved; therefore, there will be an increase in the amount of surface runoff. Runoff will be captured and directed to on-site retention and bio-filtration basins.

**Water Supply:** Will the project result in a substantial reduction in the amount of water otherwise available for public water supplies? Include an estimate of daily water use.

The project will not have a substantial impact to the existing water usage on the property.

**Water, Sewer, & Storm Drainage:** Can the proposed project be adequately served by the existing water, sewer, and storm drainage facilities. Do water, sewer, and storm drain lines exist along the project frontage?

Yes, all on-site drainage will be routed to on-site retention & bio-filtration basins. There is existing an existing public sewer & water system in the frontage streets.

**Flooding:** Is the project being proposed within a flood zone? What measures will be taken to avoid damage in the event of a flood?

The project site is not within a flood zone.

**Agriculture & Vegetation:** Will the proposed project require the removal of any agricultural land or crops? How many acres? Will the project reduce the numbers of any unique, rare, or endangered species of plants?

No, the project will not require removal of agricultural land, nor will it reduce the number of any rare or endangered species or plants.

**Animals:** Will the proposed project reduce the numbers of any unique, rare or endangered species of animals?

No, the project will not reduce the number of any rare or endangered species of plants.

**Noise:** Will the proposed project result in significant increases in noise levels or expose people to severe noise levels? If so, what measures will be taken to reduce noise levels?

No, the project will not increase existing noise levels in the area.

**Land Use Plans:** Will the proposal result in a substantial alteration of the present or planned land use of the project area? Does the project require a rezoning or General Plan Amendment?

No, the project is utilizing the existing designated zoning for the property.

**Hazardous Materials:** Does any part of the project create a risk of explosion or the release of hazardous substances? Include information on the use of hazardous substances in the operation of the proposed project.

No, the project does not create a risk of explosion or the release of hazardous substances.

**Housing:** Will the proposed project result in a significant increased demand for additional housing within Lindsay?

No, the project will not increase the demand for additional housing in the City.

**Traffic & Circulation:** Will the project generate significant volumes of additional traffic? Will the project require alterations to streets or highways or require the construction of new streets?

Yes, a traffic impact study is being prepared for the project and the application/owner and architect have been in discussions with the City and Caltrans on this project.

**Public Services:** Will the project impact the city's police, fire or other government services, including the school district?

The project will not have an impact to the City's public services.

**Solid Waste:** Will the project generate significant volumes of solid waste? How will solid waste be disposed of at the site?

Solid waste generated from the site will be collected in on-site trash bins, which will be picked up during normal commercial trash pickup schedules.

**Aesthetics:** Will the project result in the obstruction of any scenic vista or view open to the public, or will the project result in the creation of an aesthetically offensive site open to public view? How will unsightly views be screened?

No, the project will not obstruct any scenic views. The surrounding areas are under agricultural use, with a main highway running along the southerly boundary of the property.

**Historic & Archaeological Resources:** Will the project result in the destruction of any prehistoric or historic archaeological sites? Will the project result in physical changes to historic buildings or other structures or sites? Will the project cause physical changes that would affect unique ethnic cultural values or restrict religious or sacred uses within the project site?

No, the project will not result in the destruction of any archaeological sites, changes to any historic structure, or cause damage to the cultural or religious uses within the project site.

I (we), being duly sworn, declare and say that I am (we are) the owner (lessee or agent) of property involved in this application and the I (we) have completed this application and all other documents and maps required to the best of my (our) ability and that the statements and information above referred to are, in all respects, true and correct except as to the matters stated to be on my (our) information and belief.

  
\_\_\_\_\_  
Owner/Applicant

5/8/23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Agent

5-8-23  
\_\_\_\_\_  
Date





**Supplemental Information***(To be attached to this application)*

**Site Plan:** *(Required for Annexations, Conditional Use Permits, Planned Unit Developments, Site Plan Reviews, Temporary Use Permits, and Variances)*

Five (5) prints of a site plan must accompany this application for the above requested actions.

A site plan is a drawing showing the layout of your project and must show the following information:

- A. Site Location and Dimensions. The exterior boundaries of the parcel with dimensions of each parcel line.
- B. Buildings and Structures.
  - 1: Location and size of existing buildings (dashed or gray lines).
  - 2: Location, size, size, and height of proposed buildings (dark or heavy lines).
- C. Yards and spaces between buildings.
- D. Walls and Fences. Show location, height and materials.
- E. Off-Street Parking and Off-Street Loading. Show location, number of spaces, dimensions of parking and loading areas, and the internal circulation pattern.
- F. Signs. Include location, size, height and type of illumination.
- G. Lighting. Include location and general nature - indicate any hooding devices.
- H. Street Dedications and improvements (if any). Include existing street improvements that are adjacent to the project.
- I. Landscaping. Include location, plant / tree types, and irrigation equipment.

**Legal Description:** *(Required for Annexations, General Plan Amendments, Zone Changes, Subdivision Maps, Parcel Maps, and Lot Line Adjustments)*

The legal description must be signed and stamped by a licensed land surveyor or registered civil engineer.

**Tentative Map:** *(Required for Tentative Parcel Maps and Tentative Subdivision Maps)*

Twenty (20) prints of a tentative map, and one duplicate tracing and other such copies and data must accompany this application for the above requested. The map must show the following information:

1. **Scale.** The scale of a tentative map must not be less than 1" = 100', and such map must be clearly and legibly reproduced.
2. **Vicinity Sketch.** A vicinity sketch at a scale of 1" = 1000' must be drawn on the tentative map. It must show the street and tract lines and names or numbers of all existing subdivisions, and the outline of acreage parcels of land, adjacent to the proposed tract.

The following information must be shown on the tentative map or in an accompanying data statement:

3. **Tract Name.** A tract name and unit number (if possible) must be provided for any subdivision containing five (5) or more lots. Such tract names must not duplicate or nearly duplicate the name of any other tract in the City.
4. **Owner Info.** The name and address of the record owner or owners must be included with the map.
5. **Sub Divider Info.** The name and address of the sub divider; if different from the record owner there must be a statement indicating the record owner's permission to file the map, must be included with the map.
6. **Graphics.** The date, north point arrow, and a written and graphic scale must be included with the map.
7. **Boundary Description.** A sufficient description to define the location and boundaries of the proposed subdivision must be included with the map.
8. **Streets.** The locations, names and existing widths and grades of adjacent streets must be included with the map.
9. **Adjacent Land.** The names or numbers of adjacent tracts and the names of owners of adjacent unplatted land must be included with the map.
10. **Contour Lines.** The contours at one (1) foot intervals for predominant ground slopes within the tract between level and five (5) percent, and five (5) foot contours for predominant ground slopes within the tract over five (5) percent must be included with the map. Such contours must be based on the City of Lindsay datum. The closest city bench mark must be used and its elevation called out on the map. Bench mark information must be obtained from the City Engineer.
11. **Grading Plan.** A grading plan, showing by appropriate graphic means, the proposed grading of the subdivision.

12. Tree Location. The approximate location of all isolate trees with a trunk diameter of four (4) inches or greater, within the boundaries of the tract, and the outlines of groves or orchards must be included with the map.
13. Overflow Boundaries. The approximate boundaries of areas subject to inundation or storm water overflow, including location width and direction of flow of all watercourses must be included with the map.
14. Uses. The existing use or uses of the property and, to scale, the outline of any existing buildings and their locations in relation to existing or proposed street and lot lines must be included with the map.
15. Zoning. A statement of the present zoning and proposed use of the property, as well as proposed zoning changes, whether immediate or future, must be included with the map.
16. Public Areas. Any proposed public areas must be included with the map.
17. Community Lands. Any proposed lands to be retained in private ownership for community use must be included with the map. When a subdivision contains such lands, the sub divider must submit with the tentative map the proposed articles of incorporation of an owner's or tenant's organization legally empowered to own, maintain, and pay taxes on such lands.
18. Easements. The approximate widths, locations, and uses of all existing or proposed easements for drainage, sewerage, and public utilities must be included with the map.
19. Curves. The approximate radius of each curve must be included with the map.
20. Lots. The approximate layout and dimensions of each lot must be included with the map.
21. Areas. The area of each lot must be included with the map.
22. Water Sources. A statement of the domestic water source or sources must be included with the map.
23. Sewage Disposal. A statement of provisions for sewerage and sewage disposal must be included with the map.
24. Storm Drains. Preliminary indication of needed or proposed storm drain facilities must be included with the map.
25. Access Easements. The locations, names, widths, approximate grades and a typical cross-section of curbs, gutters, sidewalks and other improvements of all street and access easements, including proposed location of all underground utilities must be included with the map.
26. Landscaping. A preliminary landscaping plan, including measures for irrigation and maintenance must be included with the map.
27. Outside Construction. The location of any of the foregoing improvements which may be required to be constructed beyond the boundaries of the subdivision must be shown on the map or on the vicinity map as appropriate.

28. Units. If it is contemplated that the development will proceed by units, the boundaries of such units must be shown on the tentative map.
  
29. Street Names. The following principles must govern street names in a subdivision:  
Each street which is a continuation of, or approximately the continuation of any existing dedicated street must be shown on the tentative map and must be given the name of such existing street. When any street forms a portion of a proposed street previously ordered by the City Council to be surveyed, opened, widened or improved, the street must be given the name established in the said Council order.

Approval of the tentative map must in no way relieve the sub divider of his responsibility to comply with the required conditions and to provide the improvements and easements necessary to meet all city standards.

RECEIVED

Order No. 100-2365218-68



MAY 10 2023

Orange Coast Title Company

7580 N. Ingram Ave, Suite 112  
Fresno, CA 93711

(559) 721-2050 • Fax (559) 353-2200

CITY OF LINDSAY  
CITY SERVICES DEPARTMENT  
PRESIDENTIAL REPORT

Surveyor  
Lindsay, CA 93247

Escrow Officer: Cari Dermer  
Escrow No.: 23400591

Attention: LAV // Pinnacle  
Property address: 1647 W Tulare Road, Lindsay, CA 93247

Your no.:  
Order no.: 100-2365218-68

Dated: April 13, 2023

In response to the above referenced application for a policy of title insurance, **Orange Coast Title Company** hereby reports that it is prepared to issue, or cause to be issued, as of the date hereof, a Policy or Policies of Title Insurance describing the land and the estate or interest therein hereinafter set forth, insuring against loss which may be sustained by reason of any defect, lien or encumbrance not shown or referred to as an Exception below or not excluded from coverage pursuant to the printed Schedules, Conditions and Stipulations of said Policy forms.

The printed Exceptions and Exclusions from the coverage and Limitations on Covered Risks of said policy or policies are set forth in Exhibit B attached. The policy to be issued may contain an arbitration clause. When the Amount of Insurance is less than that set forth in the arbitration clause, all arbitrable matters shall be arbitrated at the option of either the Company or the Insured as the exclusive remedy of the parties. Limitations on Covered Risks applicable to the CLTA and ALTA Homeowner's Policies of Title Insurance which establish a Deductible Amount and a Maximum Dollar Limit of Liability for certain coverages are also set forth in Exhibit B. Copies of the policy forms should be read. They are available from the office which issued this report.

**Please read the exceptions shown or referred to below and the exceptions and exclusions set forth in Exhibit B of this report carefully. The exceptions and exclusions are meant to provide you with notice of matters, which are not covered under the terms of the title insurance policy and should be carefully considered.**

**It is important to note that this preliminary report is not a written representation as the condition of title and may not list all liens, defects, and encumbrances affecting title to the land.**

This report (and any supplements or amendments hereto) is issued solely for the purpose of facilitating the issuance of a policy of title insurance and no liability is assumed hereby. If it is desired that liability be assumed prior to the issuance of a policy of title insurance, a Binder or Commitment should be requested.

Dated as of April 3, 2023 at 7:30 AM

Cari Dermer, Escrow Officer  
Email: carid@octitle.com  
Ph: 559-721-2050  
Fax: 714-415-7290

**The form of policy of title insurance contemplated by this report is:**

**Schedule "A"**

**The estate or interest in the land hereinafter described or referred to covered by this report is:**

A Fee

**Title to said estate or interest at the date hereof is vested in:**

Nagi Mohsen, a married man as her sole and separate property

**The land referred to in this report is situated in the City of Lindsay, the County of Tulare, State of California, and is described as follows:**

Lot 20 of the Monte Vista Orange Colony, in the County of Tulare, State of California, as per map recorded in Book 7, Page 1st 66 of Maps, in the Office of the County Recorder of said County.

Excepting therefrom that portion conveyed to the State of California by deed dated July 9, 1936 in Book 714 Page 31 of Official Records of Tulare County.

Also excepting therefrom an undivided one-half of all oil, gas, and other hydrocarbon substances and minerals in and under said land, as reserved by Clyde E. Farlow and Iona A. Fallow, husband and wife, as joint tenants, in deed dated June 5, 1955 and recorded June 24, 1955 in Book 1843 Page 281 of Official Records of Tulare County.

Also excepting therefrom an undivided one-half of all oil, gas, and other hydrocarbon substances and minerals in or under said land, as reserved by Donald E. Mast and Vera B. Mast, husband and wife, in Deed dated February 20, 1976, recorded March 22, 1976 in Book 3308 Page 161 of Official Records of Tulare County.

Assessor's Parcel Numbers(s): 199-050-067-000



**Schedule "B"**

At the date hereof exceptions to coverage in addition to the printed exceptions and exclusions contained in said policy form would be as follows:

- 1 General and Special taxes for the fiscal year 2023-2024, including any assessments collected with taxes. A lien not yet payable.  
  
First installment due and payable 11/01/2023, delinquent if not paid by 12/10/2023  
Second installment due and payable 02/01/2024, delinquent if not paid by 04/10/2024
- 2 General and Special taxes for the fiscal year 2022-2023, including any assessments collected with current taxes.
 

Total amount	<b>\$5,993.18</b>
1st installment	<b>\$2,996.59</b> , paid
Penalty	<b>\$not shown</b> (after 12/12/2022)
2nd installment	<b>\$2,996.59</b> , open
Penalty	<b>\$not shown</b> (after 4/10/2023)
Code area	003-017 - City of Lindsay
Parcel No.	<b>199-050-067-000</b>
Exemption	\$0.00
- 3 The Lien of future supplemental taxes, if any, assessed pursuant to the provisions of section 75, et seq of the revenue and taxation code of the State of California
- 4 Prior to close this company will require the Tax Collector's Office be contacted to verify open and delinquent taxes.
- 5 An easement for either or both pole lines conduits and incidental purposes in the document recorded as Book 8 Page 262, and in Book 26, Page 26 of Contracts
- 6 An easement for purposes herein stated, and rights incidental thereto as set forth in an instrument  
Recorded: 1/21/1952, as Instrument No. 1952-1862, of Official Records.  
For: With the right, privilege to construct, reconstruct, lay, re-lay, operate, maintain and remove at any time, water pipe lines, or not more than 21 inches inside diameter, with all fixtures, devises and appurtenances used or useful in the operation of said pipe lines and incidental purposes  
Affects: The location of said easement is set forth therein.
- 7 An easement for purposes herein stated, and rights incidental thereto as set forth in an instrument  
Recorded: 11/30/1965, as Instrument No. 1965-42963, of Official Records.  
For: underground electrical supply systems and communication systems and incidental purposes  
Affects: The location of said easement is set forth therein.
- 8 A waiver in favor of the State of California of any claim for damages to said land by reason of the location, construction, landscaping or maintenance of a highway contiguous thereto, as contained in the instrument recorded 10/8/1968 , as Instrument No. 1968-34371, of Official Records.
- 9 A waiver of any claims for damages by reason of the location, construction, landscaping or maintenance of a contiguous freeway, highway or roadway, as contained in the document recorded 10/8/1968, as Instrument No. 1968-34371 in Book 2807, Page 485 of Official Records.  
  
Abutter's rights of ingress and egress to or from the adjacent freeway have been relinquished in the document recorded 10/8/1968 as Instrument No.34371 in Book 2807, Page 485 of Official Records.
- 10 A waiver in favor of the State of California of any claim for damages to said land by reason of the location, construction, landscaping or maintenance of a highway contiguous thereto, as contained in the instrument recorded 7/16/1992 , 7/16/1992, as Instrument No. 1992-50747, of Official Records.

- 11 A waiver of any claims for damages by reason of the location, construction, landscaping or maintenance of a contiguous freeway, highway or roadway, as contained in the document recorded July 16, 1992 as Instrument No. 1992-50747 of Official Records.

Abutter's rights of ingress and egress to or from the adjacent freeway have been relinquished in the document recorded July 16, 1992 as Instrument No. 92-050747 of Official Records.

- 12 An instrument, upon the terms and conditions contained therein  
Entitled: Relinquishment of Highway Right of Way in the City of Lindsay, Road 6-TUL-65-29.9/30.4  
Request No. 81788  
Recorded: 4/13/2000, as Instrument No. 2000-23019, Official Records

- 13 Rights of the public in and to any portion of said land lying within any lawfully established streets, roads or highways.

- 14 Water rights, claims or title to water, whether or not shown by the public records.

- 15 A Deed of Trust to secure an indebtedness of  
Amount: \$450,000.00  
Trustor: Nagi Mohsen, a married man, as his sole and separate property  
Trustee: First American Title Insurance Company, a Nebraska Corporation  
Beneficiary: Jose Luis Jacinto and Maria D. Jacinto, husband and wife as joint tenants  
Dated: 1/4/2017  
Recorded: 2/5/2018 as Instrument No. 2018-5366, Official Records

The effect of a Deed of Full Reconveyance recorded 8/19/2021 as Instrument No. 2021-60729, Official Records.  
Executed by: Jose Luis Jacinto and Maria D. Jacinto

NOTE: This Company may require satisfactory proof of full payment of the debt secured by said Deed of Trust prior to removing this exception or insuring the contemplated transaction

Said matter affects the herein described land and other land.

**End of Schedule B**



**“NOTES AND REQUIREMENTS SECTION”****NOTE NO. 1**

California Revenue and Taxation Code Section 18662, effective January 1, 1994 and by amendment effective January 1, 2003, provides that the buyer in all sales of California Real Estate may be required to withhold 3 and 1/3% of the total sales price as California State Income Tax, subject to the various provisions of the law as therein contained.

**NOTE NO. 2 PAYOFF INFORMATION:**

Note: this company does require current beneficiary demands prior to closing.

If the demand is expired and a correct demand cannot be obtained, our requirements will be as follows:

- A. If this company accepts a verbal update on the demand, we may hold an amount equal to one monthly mortgage payment. The amount of this hold will be over and above the verbal hold the lender may have stipulated.
- B. If this company cannot obtain a verbal update on the demand, will either pay off the expired demand or wait for the amended demand, at the discretion of the escrow.
- C. In the event that a payoff is being made to a servicing agent for the beneficiary, this company will require a complete copy of the servicing agreement prior to close.

**NOTE NO. 3**

If this company is requested to disburse funds in connection with this transaction, chapter 598, statutes of 1989 mandates hold periods for checks deposited to escrow or sub-escrow accounts. The mandatory hold is one business day after the day deposited. Other checks require a hold period from three to seven business days after the day deposited.

**Notice Regarding Your Deposit of Funds**

California Insurance Code Sections 12413 *et. Seq.* Regulates the disbursement of escrow and sub-escrow funds by title companies. The law requires that funds be deposited in the title company escrow and sub-escrow accounts and be available for withdrawal prior to disbursement. Funds deposited with the Company by wire transfer may be disbursed upon receipt. Funds deposited with the Company via cashier's checks drawn on a California based bank may be disbursed the next business day after the day of deposit. If funds are deposited with by other methods, recording or disbursement may be delayed. All escrow and sub-escrow funds received by the Company will be deposited with other funds in one or more non-interest bearing escrow accounts of the Company in a financial institution selected by the Company. The Company and/or its parent company may receive certain direct or indirect benefits from the financial institution by reason of the deposit of such funds or the maintenance of such accounts with the financial institution, and the Company shall have no obligation to account to the depositing party in any manner for the value of, or to pay such party, any benefit received by the Company and/or its parent Company. Those benefits may include, without limitation, credits allowed by such financial institution on loans to the Company and/or its parent company and earnings on investments made on the proceeds of such loans, accounting, reporting and other services and products of such financial institution. Such benefits shall be deemed additional compensation of the Company for its services in connection with the escrow or sub-escrow.



**Orange Coast Title Company**

7580 N. Ingram Ave, Suite 112  
Fresno, CA 93711  
(559) 721-2050 • Fax (559) 353-2200

**Attention:**  
**Borrower:** Mohsen

**Lenders supplemental report**

The above numbered report (including any supplements or amendments thereto) is hereby modified and/or supplemented in order to reflect the following additional items relating to the issuance of an Title Report Only-No Title Insurance Contemplated form as follows:

- A. The improvements on said land are designated as:  
A single family residence  
1647 W Tulare Road, in the City of Lindsay, County of Tulare, State of California.
  
- B. Our search of the public records revealed conveyance(s) affecting said land recorded within 24 months of the date of this report are as follows:  
None.

**Attention**

Please note that this preliminary report now has an extra copy of the legal description on a separate sheet of paper. There are no markings on the page. The idea is to provide you with a legal description that can be attached to other documents as needed. That legal description page immediately follows this page.

Thank you for your support of **Orange Coast Title Company**. We hope that this makes your job a little easier.

**Exhibit "A"**

Lot 20 of the Monte Vista Orange Colony, in the County of Tulare, State of California, as per map recorded in Book 7, Page 1st 66 of Maps, in the Office of the County Recorder of said County.

Excepting therefrom that portion conveyed to the State of California by deed dated July 9, 1936 in Book 714 Page 31 of Official Records of Tulare County.

Also excepting therefrom an undivided one-half of all oil, gas, and other hydrocarbon substances and minerals in and under said land, as reserved by Clyde E. Farlow and Iona A. Fallow, husband and wife, as joint tenants, in deed dated June 5, 1955 and recorded June 24, 1955 in Book 1843 Page 281 of Official Records of Tulare County.

Also excepting therefrom an undivided one-half of all oil, gas, and other hydrocarbon substances and minerals in or under said land, as reserved by Donald E. Mast and Vera B. Mast, husband and wife, in Deed dated February 20, 1976, recorded March 22, 1976 in Book 3308 Page 161 of Official Records of Tulare County.

Assessor's Parcel Numbers(s): 199-050-067-000

**CLTA Preliminary Report Form – Exhibit B (06-03-11)**

**CLTA STANDARD COVERAGE POLICY – 1990**

**EXCLUSIONS FROM COVERAGE**

The following matters are expressly excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys' fees or expenses which arise by reason of:

- (a) Any law, ordinance or governmental regulation (including but not limited to building or zoning laws, ordinances, or regulations) restricting, regulating, prohibiting or relating (i) the occupancy, use, or enjoyment of the land; (ii) the character, dimensions or location of any improvement now or hereafter erected on the land; (iii) a separation in ownership or a change in the dimensions or area of the land or any parcel of which the land is or was a part; or (iv) environmental protection, or the effect of any violation of these laws, ordinances or governmental regulations, except to the extent that a notice of the enforcement thereof or a notice of a defect, lien, or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy; (b) Any governmental police power not excluded by (a) above, except to the extent that a notice of the exercise thereof or notice of a defect, lien or encumbrance resulting from a violation or alleged violation affecting the land has been recorded in the public records at Date of Policy.
- Rights of eminent domain unless notice of the exercise thereof has been recorded in the public records at Date of Policy, but not excluding from coverage any taking which has occurred prior to Date of Policy which would be binding on the rights of a purchaser for value without knowledge.
- Defects, liens, encumbrances, adverse claims or other matters: (a) whether or not recorded in the public records at Date of Policy, but created, suffered, assumed or agreed to by the insured claimant; (b) not known to the Company, not recorded in the public records at Date of Policy, but known to the insured claimant and not disclosed in writing to the Company by the insured claimant prior to the date the insured claimant became an insured under this policy; (c) resulting in no loss or damage to the insured claimant; (d) attaching or created subsequent to Date of Policy; or (e) resulting in loss or damage which would not have been sustained if the insured claimant had paid value for the insured mortgage or for the estate or interest insured by this policy.
- Unenforceability of the lien of the insured mortgage because of the inability or failure of the insured at Date of Policy, or the inability or failure of any subsequent owner of the indebtedness, to comply with the applicable doing business laws of the state in which the land is situated.
- Invalidity or unenforceability of the lien of the insured mortgage, or claim thereof, which arises out of the transaction evidenced by the insured mortgage and is based upon usury or any consumer credit protection or truth in lending law.
- Any claim, which arises out of the transaction vesting in the insured the estate of interest insured by this policy or the transaction creating the interest of the insured lender, by reason of the operation of federal bankruptcy, state insolvency or similar creditors' rights laws.

**EXCEPTIONS FROM COVERAGE - SCHEDULE B, PART I**

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) which arise by reason of:

- Taxes or assessments which are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the public records. Proceedings by a public agency which may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the public records.
- Any facts, rights, interests, or claims which are not shown by the public records but which could be ascertained by an inspection of the land or which may be asserted by persons in possession thereof.
- Easements, liens or encumbrances, or claims thereof, which are not shown by the public records.
- Discrepancies, conflicts in boundary lines, shortage in area, encroachments, or any other facts which a correct survey would disclose, and which are not shown by the public records.
- (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b) or (c) are shown by the public records.
- Any lien or right to a lien for services, labor or material not shown by the public records.

**CLTA/ALTA HOMEOWNER'S POLICY OF TITLE INSURANCE (02/03/10)**

**EXCLUSIONS**

In addition to the Exceptions in Schedule B, You are not insured against loss, costs, attorneys' fees, and expenses resulting from:

- Governmental police power, and the existence or violation of those portions of any law or government regulation concerning: a. building, b. zoning, c. land use d. improvements on the Land, e. land division; and, f. environmental protection. This Exclusion does not limit the coverage described in Covered Risk 8, a., 14, 15, 16, 18, 19, 20, 23 or 27.
- The failure of Your existing structures, or any part of them, to be constructed in accordance with applicable building codes. This Exclusion does not limit the coverage described in Covered Risk 14 or 15.
- The right to take the Land by condemning it. This Exclusion does not limit the coverage described in Covered Risk 17.
- Risks: a. that are created, allowed, or agreed to by You, whether or not they recorded in the Public Records; b. that are Known to You at the Policy Date, but not to Us, unless they are recorded in the Public Records at the Policy Date; c. that result in no loss to You; or d. that first occur after the Policy Date - this does not limit the coverage described in Covered Risk 7, 8, e, 25, 26, 27, or 28.
- Failure to pay value for Your Title.
- Lack of a right: a. to any land outside the area specifically described and referred to in paragraph 3 of Schedule A; and b. in streets, alleys, or waterways that touch the Land. This Exclusion does not limit the coverage described in Covered Risk 11 or 21.
- The transfer of the Title to You is invalid as a preferential transfer or as a fraudulent transfer or conveyance under federal bankruptcy, state insolvency, or similar creditors' rights laws.

**LIMITATIONS ON COVERED RISKS**

Your insurance for the following Covered Risks is limited on the Owner's Coverage Statement as follows:

For Covered Risk 16, 18, 19, and 21 Your Deductible Amount and Our Maximum Dollar Limit of Liability shown in Schedule A.

The deductible amounts and maximum dollar limits shown on Schedule A are as follows:

	<u>Your Deductible Amount</u>	<u>Our Maximum Dollar Limit of Liability</u>
Covered Risk 16:	1 % of Policy Amount shown in Schedule A or \$ 2,500 (whichever is less)	\$ 10,000
Covered Risk 18:	1 % of Policy Amount shown in Schedule A or \$ 5,000 (whichever is less)	\$ 25,000
Covered Risk 19:	1 % of Policy Amount shown in Schedule A or \$ 5,000 (whichever is less)	\$ 25,000
Covered Risk 21:	1 % of Policy Amount shown in Schedule A or \$ 2,500 (whichever is less)	\$ 5,000

**ALTA RESIDENTIAL TITLE INSURANCE POLICY (6-1-87)**

**EXCLUSIONS**

In addition to the Exceptions in Schedule B, you are not insured against loss, costs, attorneys' fees, and expenses resulting from:

- Governmental police power, and the existence or violation of any law or government regulation. This includes building and zoning ordinances and also laws and regulations concerning: \* land use \* improvements on the land \* land division \* environmental protection. This exclusion does not apply to violations or the enforcement of these matters which appear in the public records at Policy Date. This exclusion does not limit the zoning coverage described in Items 12 and 13 of Covered Title Risks.
- The right to take the land by condemning it, unless: \* a notice of exercising the right appears in the public records \* on the Policy Date \* the taking happened prior to the Policy Date and is binding on you if you bought the land without knowing of the taking
- Title Risks: \*that are created, allowed, or agreed to by you \*that are known to you, but not to us, on the Policy Date -- unless they appeared in the public records \*that result in no loss to you \*that first affect your title after the Policy Date -- this does not limit the labor and material lien coverage in Item 8 of Covered Title Risks
- Failure to pay value for your title.
- Lack of a right: \*to any land outside the area specifically described and referred to in Item 3 of Schedule A OR \*in streets, alleys, or waterways that touch your land. This exclusion does not limit the access coverage in Item 5 of Covered Title Risks.

**2006 ALTA LOAN POLICY (06-17-06)**

**EXCLUSIONS FROM COVERAGE**

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees or expenses which arise by reason of:

- (a) Any law, ordinance or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting or relating to (i) the occupancy, use, or enjoyment of the land; (ii) the character, dimensions or location of any improvement erected on the Land; (iii) the subdivision of land; or (iv) environmental protection; or the effect of any violation of these laws, ordinances or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5.
- Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.
- Defects, liens, encumbrances, adverse claims or other matters: (a) created, suffered, assumed or agreed to by the Insured Claimant; (b) not known to the Company, not recorded in the public records at Date of Policy, but known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy; (c) resulting in no loss or damage to the Insured Claimant; (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 11, 13 or 14); or (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Insured Mortgage.
- Unenforceability of the lien of the Insured Mortgage because of the inability or failure of an Insured to comply with applicable doing-business laws of the state in which the Land is situated.
- Invalidity or unenforceability in whole or in part of the lien of the Insured Mortgage that arises out of the transaction evidenced by the Insured Mortgage and is based upon usury or any consumer credit protection or truth in lending law.
- Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is (a) a fraudulent conveyance or fraudulent transfer, or (b) a preferential transfer for any reason not stated in Covered Risk 13(b) of this policy.
- Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the Insured Mortgage in the Public Records. This Exclusion does not modify or limit the coverage provided under Covered Risk 11(b).

**EXCEPTIONS FROM COVERAGE**

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) that arise by reason of:

- (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the records of such agency or by the Public Records.
- Any facts, rights, interests or claims which are not shown by the Public Records but that could be ascertained by an inspection of the Land or that may be asserted by persons in possession of the Land.
- Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.
- Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and not shown by the Public Records.
- (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b) or (c) are shown by the Public Records.
- Any lien or right to a lien for services, labor or material not shown by the public records.

**2006 ALTA OWNER'S POLICY (06-17-06)**

**EXCLUSIONS FROM COVERAGE**

The following matters are expressly excluded from the coverage of this policy, and the Company will not pay loss or damage, costs, attorneys' fees, or expenses that arise by reason of:



## Order No. 100-2365218-68

1. (a) Any law, ordinance, permit, or governmental regulation (including those relating to building and zoning) restricting, regulating, prohibiting, or relating to: (i) the occupancy, use, or enjoyment of the Land; (ii) the character, dimensions, or location of any improvement erected on the Land; (iii) the subdivision of land; or (iv) environmental protection, or the effect of any violation of these laws, ordinances, or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risk 5. (b) Any governmental police power. This Exclusion 1(b) does not modify or limit the coverage provided under Covered Risk 6.

2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.

3. Defects, liens, encumbrances, adverse claims, or other matters: (a) created, suffered, assumed, or agreed to by the Insured Claimant; (b) not Known to the Company, not recorded in the Public Records at Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;(c) resulting in no loss or damage to the Insured Claimant; (d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risk 9 and 10); or (e) resulting in loss or damage that would not have been sustained if the Insured Claimant had paid value for the Title.

4. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction vesting the Title as shown in Schedule A, is (a) a fraudulent conveyance or fraudulent transfer; or (b) a preferential transfer for any reason not stated in Covered Risk 9 of this policy.

5. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching between Date of Policy and the date of recording of the deed or other instrument of transfer in the Public Records that vests Title as shown in Schedule A.

The above policy form may be issued to afford either Standard Coverage or Extended Coverage. In addition to the above Exclusions from Coverage, the Exceptions from Coverage in a Standard Coverage policy will also include the following Exceptions from Coverage:

### EXCEPTIONS FROM COVERAGE

This policy does not insure against loss or damage (and the Company will not pay costs, attorneys' fees or expenses) that arise by reason of:

1. (a) Taxes or assessments that are not shown as existing liens by the records of any taxing authority that levies taxes or assessments on real property or by the Public Records; (b) proceedings by a public agency that may result in taxes or assessments, or notices of such proceedings, whether or not shown by the Public Records.

2. Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by an inspection of the Land or that may be asserted by persons in possession of the Land.

3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.

4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land and that are not shown by the Public Records.

5. (a) Unpatented mining claims; (b) reservations or exceptions in patents or in Acts authorizing the issuance thereof; (c) water rights, claims or title to water, whether or not the matters excepted under (a), (b), or (c) are shown by the Public Records.

6. Any lien or right to a lien for services, labor or material not shown by the public records.

### ALTA EXPANDED COVERAGE RESIDENTIAL LOAN POLICY (07-26-10)

#### EXCLUSIONS FROM COVERAGE

The following matters are expressly excluded from the coverage of this policy and the Company will not pay loss or damage, costs, attorneys fees or expenses which arise by reason of:

1. (a) Any law, ordinance, permit, or governmental regulation (including but not limited to building and zoning) restricting, regulating, prohibiting or relating to (i) the occupancy, use, or enjoyment of the Land; (ii) the character, dimensions or location of any improvement erected on the Land; (iii) the subdivision of the land; or (iv) environmental protection, or the effect of any violation of these laws, ordinances or governmental regulations. This Exclusion 1(a) does not modify or limit the coverage provided under Covered Risks 5, 6, 13(c), 13(d), 14, and 16.(b) Any governmental police power. This Exclusion 1(b)does not modify or limit the coverage provided under Covered Risks 5, 6, 13(c), 13(b), 14, and 16.

2. Rights of eminent domain. This Exclusion does not modify or limit the coverage provided under Covered Risk 7 or 8.

3. Defects, liens, encumbrances, adverse claims or other matters (a) created, suffered, assumed or agreed to by the Insured Claimant; (b) not Known to the Company, not recorded in the Public Records at Date of Policy, but Known to the Insured Claimant and not disclosed in writing to the Company by the Insured Claimant prior to the date the Insured Claimant became an Insured under this policy;(c) resulting in no loss or damage to the Insured Claimant;(d) attaching or created subsequent to Date of Policy (however, this does not modify or limit the coverage provided under Covered Risks 11, 16, 17, 18, 19, 20, 21, 22, 23, 24, 27 or 26); or (e)resulting in loss or damage which would not have been sustained if the Insured Claimant had paid value for the Insured Mortgage.

4. Unenforceability of the lien of the Insured Mortgage because of the inability or failure of the Insured to comply with applicable doing-business laws of the state in which the Land is situated.

5. Invalidity or unenforceability in whole or in part of the lien of the Insured Mortgage that arises out of the transaction evidenced by the Insured Mortgage and is based upon usury, or any consumer credit protection or truth in lending law. This Exclusion does not modify or limit the coverage provided in Covered Risk 26.

6. Any claim of invalidity, unenforceability or lack of priority of the lien of the Insured Mortgage as to Advances or modifications made after the Insured has Knowledge that the vestee shown in Schedule A is no

longer the owner of the estate or interest covered by this policy. This Exclusion does not modify or limit the coverage provided in Covered Risk 11.

7. Any lien on the Title for real estate taxes or assessments imposed by governmental authority and created or attaching subsequent to Date of Policy in accordance with applicable building codes. This Exclusion does not modify or limit the coverage provided in Covered Risk 5 or 6..

8. The failure of the residential structure, or any portion of it, to have been constructed before, on or after Date of Policy in accordance with applicable building codes. This Exclusion does not modify or limit the coverage provided in Covered Risk 5 or 6.

9. Any claim, by reason of the operation of federal bankruptcy, state insolvency, or similar creditors' rights laws, that the transaction creating the lien of the Insured Mortgage, is (a) a fraudulent conveyance or fraudulent transfer, or (b) a preferential transfer for any reason not stated in Covered Risk 27(b) of this policy.

## Orange Coast Title Company PRIVACY POLICY

### We Are Committed to Safeguarding Customer Information

In order to better serve your needs now and in the future, we may ask you to provide us with certain information. We understand that you may be concerned about what we will do with such information – particularly any personal or financial information. We agree that you have a right to know how we will utilize the personal information that you provide to us. Therefore, we have adopted this Privacy Policy to govern the use and handling of your personal information.

### Applicability

This Privacy Policy governs our use of the information which you provide to us. It does not govern the manner in which we may use information we have obtained from any other source, such as information obtained from a public record or from another person or entity.

### Types of Information

Depending upon which of our services you are utilizing, the types of nonpublic personal information that we may collect include:

- Information we receive from you on applications, forms and in other communications to us, whether in writing, in person, by telephone or any other means.
- Information we receive from providers of services to us, such as appraisers, appraisal management companies, real estate agents and brokers and insurance agencies (this may include the appraised value, purchase price and other details about the property that is the subject of your transaction with us).
- Information about your transactions with us, our Affiliated Companies, or others; and
- Information we receive from a consumer reporting agency.

**Your California Rights (immediately following this Privacy Policy) or you may visit our website at <https://www.titleadvantage.com/privacypolicy.htm> or call toll-free at (866) 241-7373. Only applies to CA residents**

### Use of Information

We request information from you for our own legitimate business purposes and not for benefit of any nonaffiliated party. Therefore, we will not release your information to nonaffiliated parties except: (1) as necessary for us to provide the product or service you have requested of us; or (2) as permitted by law. We may, however, store such information indefinitely, including the period after which any customer relationship has ceased. Such information may be used for any internal purpose, such as quality control efforts or customer analysis.

### Former Customers

**Even if you are no longer our customer, our Privacy Policy will continue to apply to you.**

### Confidentiality and Security

We will use our best efforts to ensure that no unauthorized parties have access to any of your information. We restrict access to nonpublic personal information about you to those individuals and entities who need to know that information to provide products or services to you. We will use our best efforts to train and oversee our employees and agents to ensure that your information will be handled responsibly and in accordance with this Privacy Policy. We currently maintain physical, electronic, and procedural safeguards that comply with federal regulations to guard your nonpublic personal information.

### Other Important Information

We reserve the right to modify or supplement this Privacy Policy at any time. If our Privacy Policy changes, we will provide the new Privacy Policy before the new policy becomes effective.

Last Revision 12/26/2019  
Effective on 1/01/2020

## Your California Rights

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*If you are a California resident, you may have certain rights under California law, including but not limited to the California Consumer Privacy Act ("CCPA"). All phrases used herein shall have the same meaning as those phrases used under relevant California law, including but not limited to the CCPA.*

### **Right to Know**

You have the right to know:

- The categories of personal information we have collected about or from you;
- The categories of sources from which we collected your personal information;
- The business or commercial purpose for collecting or sharing your personal information;
- The categories of third parties with whom we have shared your personal information; and
- The specific pieces of your personal information we have collected.

**Process to Submit a Request.** To submit a verified request for this information you may visit our website at <https://www.titleadvantage.com/privacypolicy.htm> or call toll-free at (866) 241-7373. You may also designate an authorized agent to submit a request on your behalf by visiting our website <https://www.titleadvantage.com/privacypolicy.htm> or calling toll-free at (866) 241-7373 and then also submitting written proof of such authorization via e-mail to [dataprivacy@octitle.com](mailto:dataprivacy@octitle.com).

**Verification Method.** In order to ensure your personal information is not disclosed to unauthorized parties, and to protect against fraud, we will verify your identity before responding to your request. To verify your identity, we will generally match the identifying information provided in your request with the information we have on file about you. Depending on the sensitivity of the personal information requested, we may also utilize more stringent verification methods to verify your identity, including but not limited to requesting additional information from you and/or requiring you to sign a declaration under penalty of perjury.

### **Right of Deletion**

You have a right to request that we delete the **personal information** we have collected from or about you.

**Process to Submit a Request.** To submit a verified request to delete you information you may visit our website at <https://www.titleadvantage.com/privacypolicy.htm> or call toll-free at (866) 241-7373. You may also designate an authorized agent to submit a request on your behalf by clicking here or calling toll-free at (866) 241-7373 and then also submitting written proof of such authorization via e-mail to [dataprivacy@octitle.com](mailto:dataprivacy@octitle.com).

**Verification Method.** In order to ensure we do not inadvertently delete your **personal information** based on a fraudulent request, we will verify your identity before we respond to your request. To verify your identity, we will generally match the identifying information provided in your request with the information we have on file about you. Depending on the sensitivity of the **personal information** requested to be deleted, we may also utilize more stringent verification methods to verify your identity, including but not limited to requesting additional information from you and/or requiring you to sign a declaration under penalty of perjury.

### **Right to Opt-Out**

We do not sell your **personal information** to third parties, and do not plan to do so in the future.

### **Right of Non-Discrimination**

You have a right to exercise your rights under the CCPA without suffering discrimination. Accordingly, OC Title & family of Companies will not discriminate against you in any way if you choose to exercise your rights under the CCPA.

### **California Minors**

If you are a California resident under the age of 18, California Business and Professions Code § 22581 permits you to request and obtain removal of content or information you have publicly posted on any of our Applications or Websites. To make such a request, please send an email with a detailed description of the specific content or information to [dataprivacy@octitle.com](mailto:dataprivacy@octitle.com). Please be aware that such a request does not ensure complete or comprehensive removal of the content or information you have posted and there may be circumstances in which the law does not require or allow removal even if requested.

### **Collection Notice**

The following is a list of the categories of **personal information** we may have collected about California residents in the twelve months preceding the date this Privacy Notice was last updated, including the business or commercial purpose for said collection, the



categories of sources from which we may have collected the **personal information**, and the categories of third parties with whom we may have shared the **personal information**:

### Categories of Personal Information Collected

The categories of **personal information** we have collected include, but may not be limited to:

- real name
- Signature
- Alias
- SSN
- physical characteristics or description, including protected characteristics under federal or state law
- address
- telephone number
- passport number
- driver's license number
- state identification card number
- IP address
- policy number
- file number
- employment history
- bank account number
- credit card number
- debit card number
- financial account numbers
- commercial information
- professional or employment information

### Categories of Sources

Categories of sources from which we've collected **personal information** include, but may not be limited to:

- the consumer directly
- public records
- governmental entities
- non-affiliated third parties
- affiliated third parties

### Business Purpose for Collection

The business purposes for which we've collected **personal information** include, but may not be limited to:

- completing a transaction for our Products
- verifying eligibility for employment
- facilitating employment
- performing services on behalf of affiliated and non-affiliated third parties
- protecting against malicious, deceptive, fraudulent, or illegal activity

### Categories of Third Parties Shared

The categories of third parties with whom we've shared **personal information** include, but may not be limited to:

- service providers
- operating systems and platforms
- non-affiliated third parties
- affiliated third parties
- governmental entities

### Sale Notice

We have not sold the **personal information** of California residents to any third party in the twelve months preceding the date this Privacy Notice was last updated, and we have no plans to sell such information in the future. We also do not, and will not sell the **personal information** of minors under sixteen years of age without affirmative authorization.

### Disclosure Notice

The following is a list of the categories of **personal information** of California residents we may have disclosed for a business purpose in the twelve months preceding the date this Privacy Notice was last updated.

- real name
- Signature
- Alias
- SSN
- physical characteristics or description, including protected characteristics under federal or state law
- telephone number
- passport number
- driver's license number
- state identification card number
- IP address
- policy number
- file number
- bank account number
- credit card number
- debit card number
- financial account numbers
- commercial information
- professional or employment information

- address
- employment history

If you have any questions and/or comments you may contact us:

**Call Us** at our toll free number (866) 241-7373

**Email Us** at [dataprivacy@octitle.com](mailto:dataprivacy@octitle.com)

Mail:

Orange Coast Title

Attn: Privacy Officer

1551 N. Tustin Ave., Ste. 300

Santa Ana, CA 92705

Effective on 1/1/2019

Revised on 12/23/2019



# Orange Coast Title Company

7580 N. Ingram Ave, Suite 112

Fresno, CA 93711

(559) 721-2050 • Fax (559) 353-2200

## OWNER'S AFFIDAVIT

State of California }  
County of \_\_\_\_\_ } S.S.

Order No.: 100-2365218-68

The undersigned, \_\_\_\_\_, (owner's name)  
being first duly sworn, depose and say as follows:

1. That the undersigned is/are the owner(s) of certain real property situated in the City of Lindsay, County of Tulare and State of California, commonly known as 1647 W Tulare Road and more particularly described in Schedule "A" attached hereto (the "Property"):
2. That within the last ninety (90) days, including the date hereof, no person, firm or corporation has furnished any labor, services or materials in connection with the construction or repair of any buildings, fixtures or improvements on the Property, EXCEPT (if work has been performed or materials furnished within the last (90) days, please explain fully and state whether payment for the same has been made in full): \_\_\_\_\_.
3. That there are no present tenants, lessees or other parties in possession or who have a right to possession of said Property, EXCEPT: (if none, state "None") \_\_\_\_\_.
4. That the undersigned has/have no knowledge of any taxes or special assessments which are not shown as existing liens by the public records other than as follows: \_\_\_\_\_.
5. That the taxes for Installment \_\_\_ of fiscal year \_\_\_\_\_ are paid. Installment \_\_\_ of fiscal year \_\_\_\_\_ is not yet due.
6. That the undersigned has/have no knowledge of, nor has/have the undersigned created, any violations of any covenants, restrictions, agreements, conditions or zoning ordinances affecting the Property.
7. That Property is free of all liens, taxes, encumbrances and claims of every kind, nature and description whatsoever, except for the following mortgages or deeds of trust; \_\_\_\_\_ and except for real estate and personal property taxes for Installment \_\_\_ of fiscal year \_\_\_\_\_ and subsequent years.
8. That there are no mechanic's, materialmen's or laborer's liens against the above described Property, nor is any party entitled to assert any mechanic's, materialmen's or laborer's liens against the Property.
9. That there are no unrecorded leases or agreements affecting the Property, other than the Agreement of Sale between the undersigned and \_\_\_\_\_ as purchasers of the Property dated \_\_\_\_\_.
10. That there are no open, unexercised options to purchase or rights of first refusal to purchase the Property.
11. That no judgment or decree has been entered in any court of this State or the United States against the undersigned and which remain unsatisfied, EXCEPT \_\_\_\_\_.
12. The undersigned further state(s) that he/she/they are each familiar with the nature of an oath; and with the penalties under the laws of the state for making false statements in any instruments of this nature. The undersigned further certify(ies) that they have read, this affidavit, or have had it read to them, and understand its context.
13. That I/WE have made this Affidavit for the purpose of inducing Orange Coast Title Company to issue one or more policy(ies) of title insurance insuring interests in the Property, and that said title company is relying on the statements set forth in this Affidavit in issuing said policies, free and harmless from and against any and all actions, causes, of action, loss, cost, expense, or damages that may be brought against or suffered or incurred by Orange Coast Title Company or its underwriters, in relying

on the truth and accuracy of the statements contained herein.

By: \_\_\_\_\_  
Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_

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

State of California }  
County of \_\_\_\_\_ } S.S.

On \_\_\_\_\_, before me, \_\_\_\_\_,  
personally appeared \_\_\_\_\_

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

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

WITNESS MY HAND and OFFICIAL SEAL

Signature: \_\_\_\_\_

(Notary Seal)

**Exhibit "A"**

Lot 20 of the Monte Vista Orange Colony, in the County of Tulare, State of California, as per map recorded in Book 7, Page 1st 66 of Maps, in the Office of the County Recorder of said County.

Excepting therefrom that portion conveyed to the State of California by deed dated July 9, 1936 in Book 714 Page 31 of Official Records of Tulare County.

Also excepting therefrom an undivided one-half of all oil, gas, and other hydrocarbon substances and minerals in and under said land, as reserved by Clyde E. Farlow and Iona A. Fallow, husband and wife, as joint tenants, in deed dated June 5, 1955 and recorded June 24, 1955 in Book 1843 Page 281 of Official Records of Tulare County.

Also excepting therefrom an undivided one-half of all oil, gas, and other hydrocarbon substances and minerals in or under said land, as reserved by Donald E. Mast and Vera B. Mast, husband and wife, in Deed dated February 20, 1976, recorded March 22, 1976 in Book 3308 Page 161 of Official Records of Tulare County.



Orange Coast Title Company  
7580 N. Ingram Ave, Suite 112  
Fresno, CA 93711  
(559) 721-2050 • Fax (559) 353-2200

**DECLARATION OF OCCUPANCY**  
**(Loan Transaction)**

The undersigned, \_\_\_\_\_,  
(owner's name) depose(s) and say(s) as follows:

1. The undersigned is/are the owner(s) of certain real property situated in the City of Lindsay, County of Tulare and State of California, commonly known as 1647 W Tulare Road, herein referred to as "Property":
2. The undersigned is/are obtaining a loan from \_\_\_\_\_ to be secured by a Deed of Trust against the Property, which is the subject of this transaction.
3. The undersigned currently occupy the Property as the undersigned's principal address, and intend to continue to occupy the same as the undersigned's principal residence following the close of this transaction.
4. The undersigned understand(s) that Orange Coast Title Company is relying on this information in calculating the recording fees for all real estate instruments, papers, and notices recorded in connection with this transaction in accordance with *California Government Code §27388.1(a)(2)*.
5. The undersigned agree(s) to indemnify and hold Orange Coast Title Company harmless from and against, and to pay any additional recording fees and/or penalties arising out of, or in connection with, the inaccuracy of the information set forth herein.

The undersigned declare(s) under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this Declaration was executed on \_\_\_\_\_, at \_\_\_\_\_,

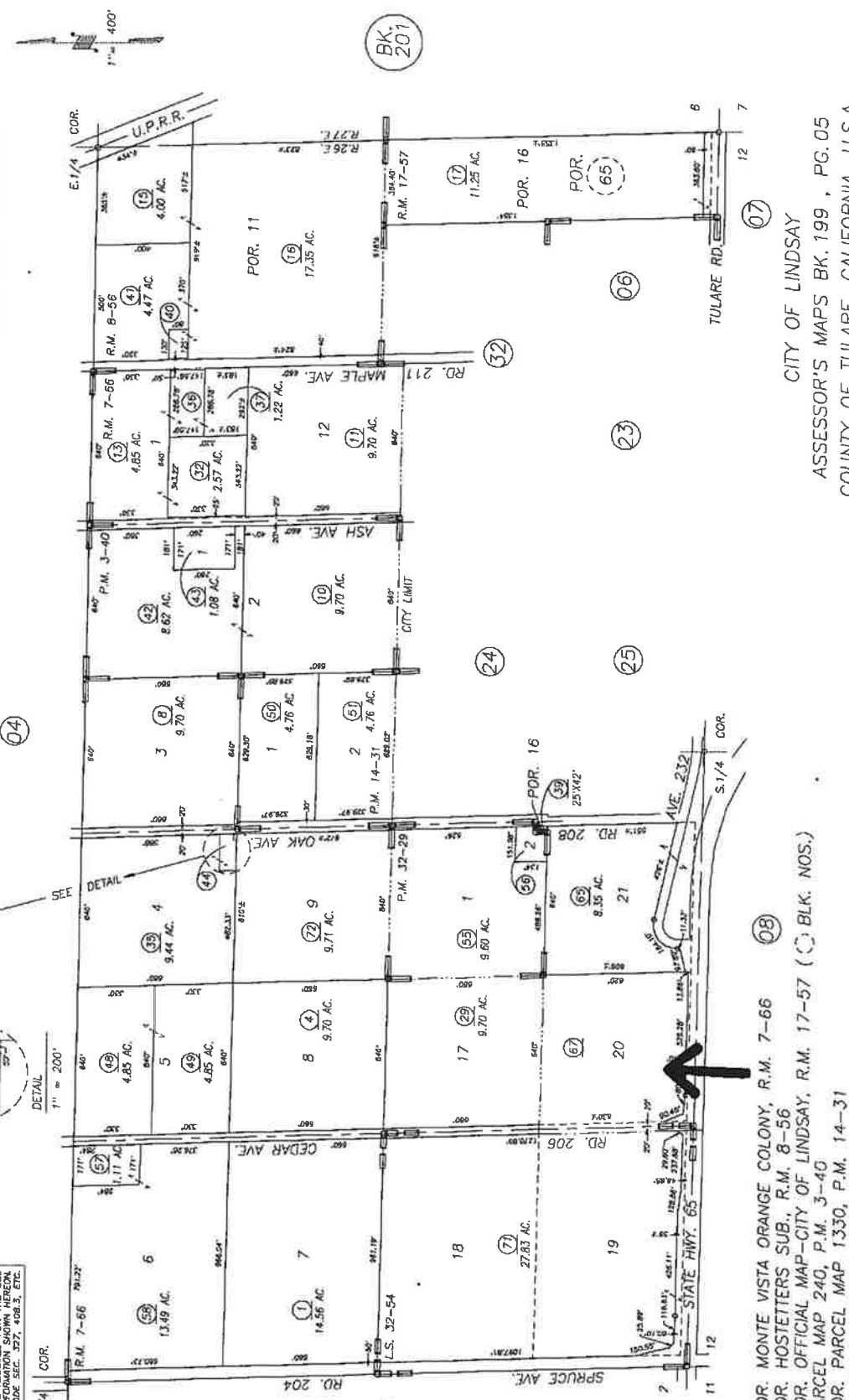
By: \_\_\_\_\_  
Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_

Tax Area Codes 199-05  
 003-000 003-021  
 003-017 108-003

S1/2 SEC.1, T.20S., R.26E., M.D.B.&M.

DISCLAIMER  
 THIS MAP WAS PREPARED FOR LOCAL  
 PROPERTY ASSESSMENT PURPOSES ONLY  
 AND DOES NOT CONSTITUTE A WARRANTY  
 OR GUARANTEE OF ANY KIND. THE  
 SUBDIVISION ORDINANCES, AND ANY  
 RECORDS OF THE COUNTY OF TULARE  
 OF THE INFORMATION SHOWN HEREON.  
 P & T CODE SEC. 377, 408.3, ETC.



**THIS MAP SHOULD BE USED FOR REFERENCE PURPOSES ONLY. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE DATA SHOWN. PARCELS MAY NOT COMPLY WITH LOCAL SUBDIVISION OR BUILDING ORDINANCES.**

OR. MONTE VISTA ORANGE COLONY, R.M. 7-66 (08)  
 OR. HOSTETTERS SUB., R.M. 8-56.  
 OR. OFFICIAL MAP-CITY OF LINDSAY, R.M. 17-57 (0 BLK. NOS.)  
 OR. PARCEL MAP 240, P.M. 3-40  
 OR. PARCEL MAP 1330, P.M. 14-31  
 OR. PARCEL MAP 3128, P.M. 32-29  
 OR. RECORD OF SURVEY, L.S. 28-64 (STATE HWY. 65)  
 OR. RECORD OF SURVEY, L.S. 32-54

CITY OF LINDSAY  
 ASSESSOR'S MAPS BK.199 , PG.05  
 COUNTY OF TULARE, CALIFORNIA, U.S.A.

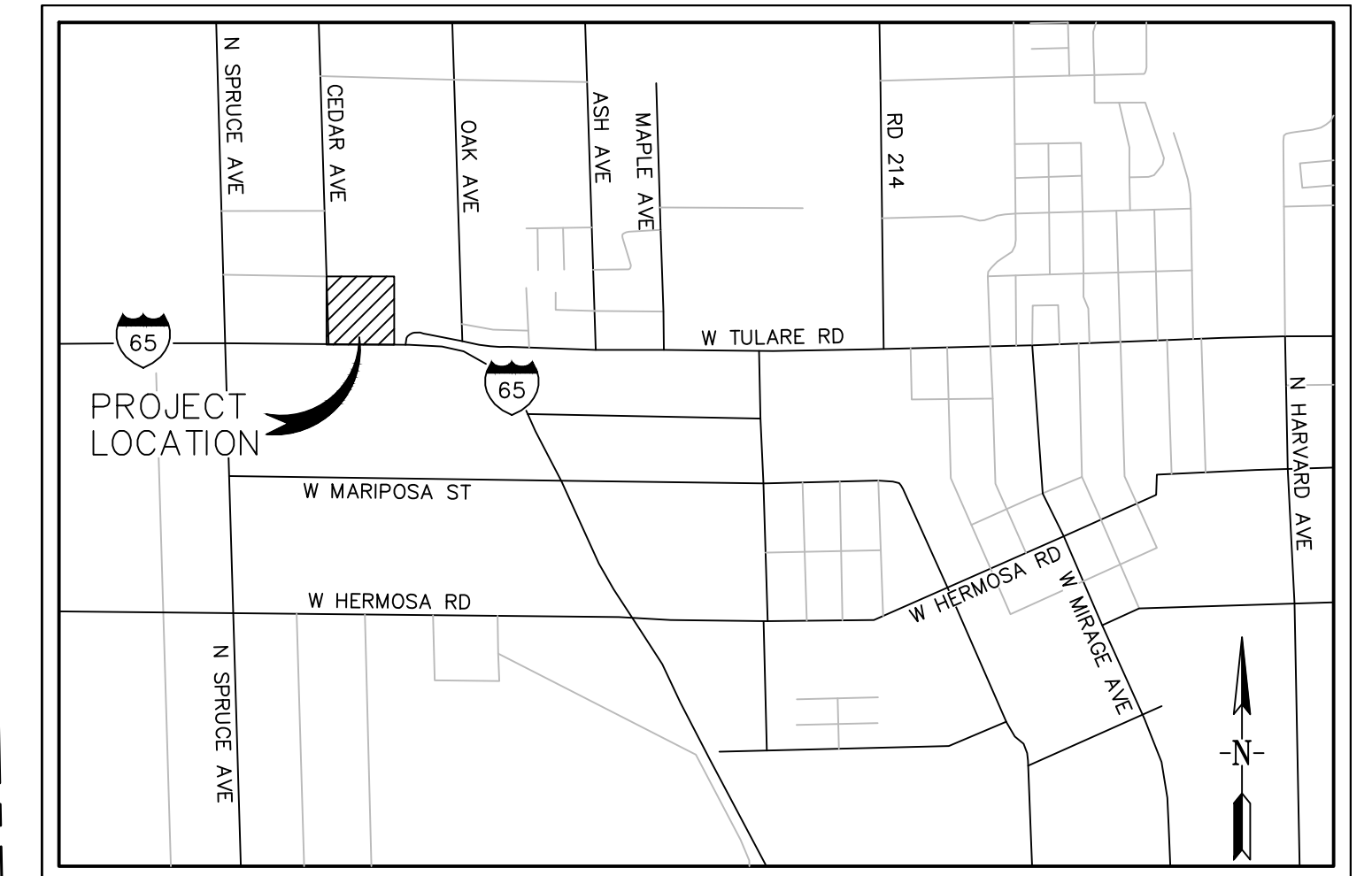
NOTE: Assessor's Parcel Numbers Shown in Circles ( )  
 Assessor's Block Numbers Shown in Ellipses ( )

NO.	REVISION	DATE	TECH.
(123)	1-COMBINE	08/12/2014	R.W.



# TENTATIVE PARCEL MAP NO.

BEING A DIVISION OF LOT 20 OF THE MONTE VISTA ORANGE COLONY, AS PER MAP RECORDED IN BOOK 7, PAGE 66 OF MAPS, IN THE OFFICE OF THE KERN COUNTY RECORDER, ALSO BEING A PORTION OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 20 SOUTH, RANGE 26 EAST, M.D.B.M. CONSISTING OF 2 PARCELS – CONTAINING 9.25 ACRES (GROSS)



VICINITY MAP  
NO SCALE

SUBDIVIDER  
NASHWAN OBAD

**STATISTICS**

- ASSESSOR'S PARCEL NUMBER: 199-050-67
- SITE ADDRESS: 1647 WEST TULARE ROAD, LINDSAY, CA 93247
- SITE ACREAGE: 9.25 ACRES
- EXISTING NUMBER OF PARCELS: 1
- PROPOSED NUMBER OF PARCELS: 2
- EXISTING/PROPOSED ZONING: CH (HIGHWAY COMMERCIAL & RM-3 "MULTI-FAMILY RESIDENTIAL")
- GENERAL PLAN: HIGHWAY COMMERCIAL & MEDIUM DENSITY RESIDENTIAL
- EXISTING USE: ORCHARD, SINGLE FAMILY RESIDENCE
- PROPOSED USE: PARCEL A FUTURE MULTI FAMILY, PARCEL B GAS STATION/C-STORE/TRAVEL CENTER
- WATER SERVICE: PUBLIC WATER SYSTEM
- ELECTRIC & GAS: SOUTHERN CALIFORNIA EDISON.
- SEWAGE DISPOSAL: PUBLIC SEWER SEPTIC SYSTEM
- DRAINAGE: ON-SITE PRIVATE SYSTEM & RETENTION BASIN
- MAP PHASING: NONE

**OWNER**

NAGI MOHSEN  
1647 WEST TULARE ROAD  
LINDSAY, CA 93247

**LEGEND**

	PARCEL MAP BOUNDARY	AC GR/NET	ACRES GROSS/NET
	EASEMENT LINES	APN	ASSESSORS PARCEL NUMBER
	PROPOSED EASEMENT LINES	BK./PG.	BOOK/PAGE
	STREET RIGHT-OF-WAY	CL	CENTER LINE
	PROPOSED RIGHT-OF-WAY	DOC.	DOCUMENT
	STREET CENTERLINE	ESMT.	EASEMENT
	EXISTING LOT/PARCEL LINE	EX.	EXISTING
	EX. OVERHEAD ELECTRICAL	R.O.S.	RECORD OF SURVEY
	EX. FENCE	RS	RESIDENTIAL SUBURBAN
	EXISTING GROUND CONTOURS	C.R.	CORNER RECORD
	EXISTING UTILITY POLE	O.R.	OFFICIAL RECORDS
	EXISTING DOWN GUY	P.M.	PARCEL MAP
	EXISTING FIRE HYDRANT	P.M.W.	PARCEL MAP WAIVER
	EXISTING ASPHALT	R/W	RIGHT-OF-WAY
		TYP.	TYPICAL
		UER	URBAN ESTATE RESIDENTIAL
		CH	NORTH/SOUTH/EAST/WEST CHAINS

( ) = RECORD PER RECORD OF SURVEY BK. 32, PG. 54 TULARE COUNTY RECORDS  
 [ ] = RECORD DATA OR CALCULATED PER MONTE VISTA ORANGE COLONY RECORDED VOLUME 7 OF MAPS AT PG. 66, TULARE COUNTY RECORDS  
 { } = RECORD DATA OR CALCULATED PER STATE OF CALIFORNIA D.O.T.  
 RIGHT-OF-WAY MAP 06-TUL-65-30.2-SHT 7, TULARE COUNTY RECORDS  
 < > = RECORD DATA PER PARCEL MAP NO. 1580 RECORDED BK. 16, PG. 81, TULARE COUNTY RECORDS  
 \* \* = RECORD DATA PER PARCEL MAP NO. 2400 RECORDED BK. 25, PG. 01, TULARE COUNTY RECORDS  
 \* \* \* = RECORD DATA PER PARCEL MAP NO. 3128 RECORDED BK. 32, PG. 29, TULARE COUNTY RECORDS

N 1/4 CORNER SECTION 1  
FOUND 1/2 REBAR NO CAP

N 1/4 CORNER SECTION 1  
FOUND 1/2 REBAR NO CAP  
PER PM 2400 BK. 25, PG. 1



**FEMA FLOOD PLAIN NOTE**  
THE BOUNDARY OF THIS PROJECT LIES WITHIN FEMA FLOOD ZONE MAP PANEL NO. 06107C1305E EFFECTIVE AS OF 6/16/2009 AND IS DESIGNATED AS "ZONE X"-AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOODPLAIN; DETERMINED TO BE OUTSIDE THE 1% AND 0.2% ANNUAL CHANCE FLOODPLAINS.

**BASIS OF BEARINGS**  
THE BEARING OF N88°40'06"W AS SHOWN ON RECORD OF SURVEY RECORDED MAY 1, 2014 IN BOOK 32, PAGE 54, BEING THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 1 TOWNSHIP 20 SOUTH, RANGE 26 EAST, M.D.B.M. WAS USED AS A BASIS OF BEARINGS SHOWN ON THIS MAP.

SW CORNER SECTION 1  
FOUND CONCRETE MONUMENT  
WITH BRASS CAP IN LAMP HOLE  
PER ROS BK. 32, PG. 54

S 1/4 CORNER SECTION 1  
FOUND 1" IRON PIPE NO TAG

**LAV// PINNACLE**  
Consulting & Engineering Services  
Planning • Engineering • Surveying • Project Management  
12418 Rosedale Hwy., Suite B, Bakersfield, CA 93312  
Phone: (661) 869-0184 // LAV@lavpinnacle.com



# TENTATIVE PARCEL MAP NO.

BEING A DIVISION OF LOT 20 OF THE MONTE VISTA ORANGE COLONY, AS PER MAP RECORDED IN BOOK 7, PAGE 66 OF MAPS, IN THE OFFICE OF THE KERN COUNTY RECORDER, ALSO BEING A PORTION OF THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 20 SOUTH, RANGE 26 EAST, M.D.B.M.

CONSISTING OF 2 PARCELS – CONTAINING 9.25 ACRES (GROSS)

## LEGEND

	PARCEL MAP BOUNDARY	AC GR/NET	ACRES GROSS/NET
	EASEMENT LINES	APN	ASSESSORS PARCEL NUMBER
	PROPOSED EASEMENT LINES	BK./PG.	BOOK/PAGE
	STREET RIGHT-OF-WAY	CL	CENTER LINE
	PROPOSED RIGHT-OF-WAY	DOC.	DOCUMENT
	STREET CENTERLINE	ESMT.	EASEMENT
	EXISTING LOT/PARCEL LINE	EX.	EXISTING
	EX. OVERHEAD ELECTRICAL	R.O.S.	RECORD OF SURVEY
	EX. FENCE	RS	RESIDENTIAL SUBURBAN
	EXISTING GROUND CONTOURS	C.R.	CORNER RECORD
	EXISTING UTILITY POLE	O.R.	OFFICIAL RECORDS
	EXISTING DOWN GUY	P.M.	PARCEL MAP
	EXISTING FIRE HYDRANT	P.M.W.	PARCEL MAP WAIVER
	EXISTING ASPHALT	R/W	RIGHT-OF-WAY
		TYP.	TYPICAL
		UER	URBAN ESTATE RESIDENTIAL
		N/S/E/W	NORTH/SOUTH/EAST/WEST
		CH	CHAINS

( ) = RECORD PER RECORD OF SURVEY BK. 32, PG. 54 TULARE COUNTY RECORDS  
 [ ] = RECORD DATA OR CALCULATED PER MONTE VISTA ORANGE COLONY RECORDED VOLUME 7 OF MAPS AT PG. 66, TULARE COUNTY RECORDS  
 { } = RECORD DATA OR CALCULATED PER STATE OF CALIFORNIA D.O.T.  
 { } = RIGHT-OF-WAY MAP 06-TUL-65-30.2-SHT 7, TULARE COUNTY RECORDS  
 < > = RECORD DATA PER PARCEL MAP NO. 1580 RECORDED BK. 16, PG. 81, TULARE COUNTY RECORDS  
 \* \* = RECORD DATA PER PARCEL MAP NO. 2400 RECORDED BK. 25, PG. 01, TULARE COUNTY RECORDS  
 @ @ = RECORD DATA PER PARCEL MAP NO. 3128 RECORDED BK. 32, PG. 29, TULARE COUNTY RECORDS

## BASIS OF BEARINGS

THE BEARING OF N88°40'06"W AS SHOWN ON RECORD OF SURVEY RECORDED MAY 1, 2014 IN BOOK 32, PAGE 54, BEING THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 1 TOWNSHIP 20 SOUTH, RANGE 26 EAST, M.D.B.M. WAS USED AS A BASIS OF BEARINGS SHOWN ON THIS MAP.

## EASEMENTS APN 199-050-067

ALL EASEMENTS SHOWN ON THIS MAP ARE PER THE PRELIMINARY TITLE REPORT PREPARED BY ORANGE COAST TITLE COMPANY AS ORDER NO. 100-2365218-68 DATED APRIL 24, 2023.

AN AGREEMENT RECORDED OCTOBER, 1906, AS BOOK 8, PAGE 262 OF AND IN BOOK 26, PAGE 26 OF CONTRACTS, BETWEEN MT WHITNEY POWER COMPANY, A CORPORATION AND J.E. SEEGMILLER, OF LINDSAY, TULARE COUNTY, AND J.M. COLLIER AND JOSHUA PECKHAM OF FRESNO COUNTY, CALIFORNIA FOR POLE LINES, CONDUITS & INCIDENTAL PURPOSES. (AFFECTS AS A BLANKET EASEMENT NOT PLOTTED)

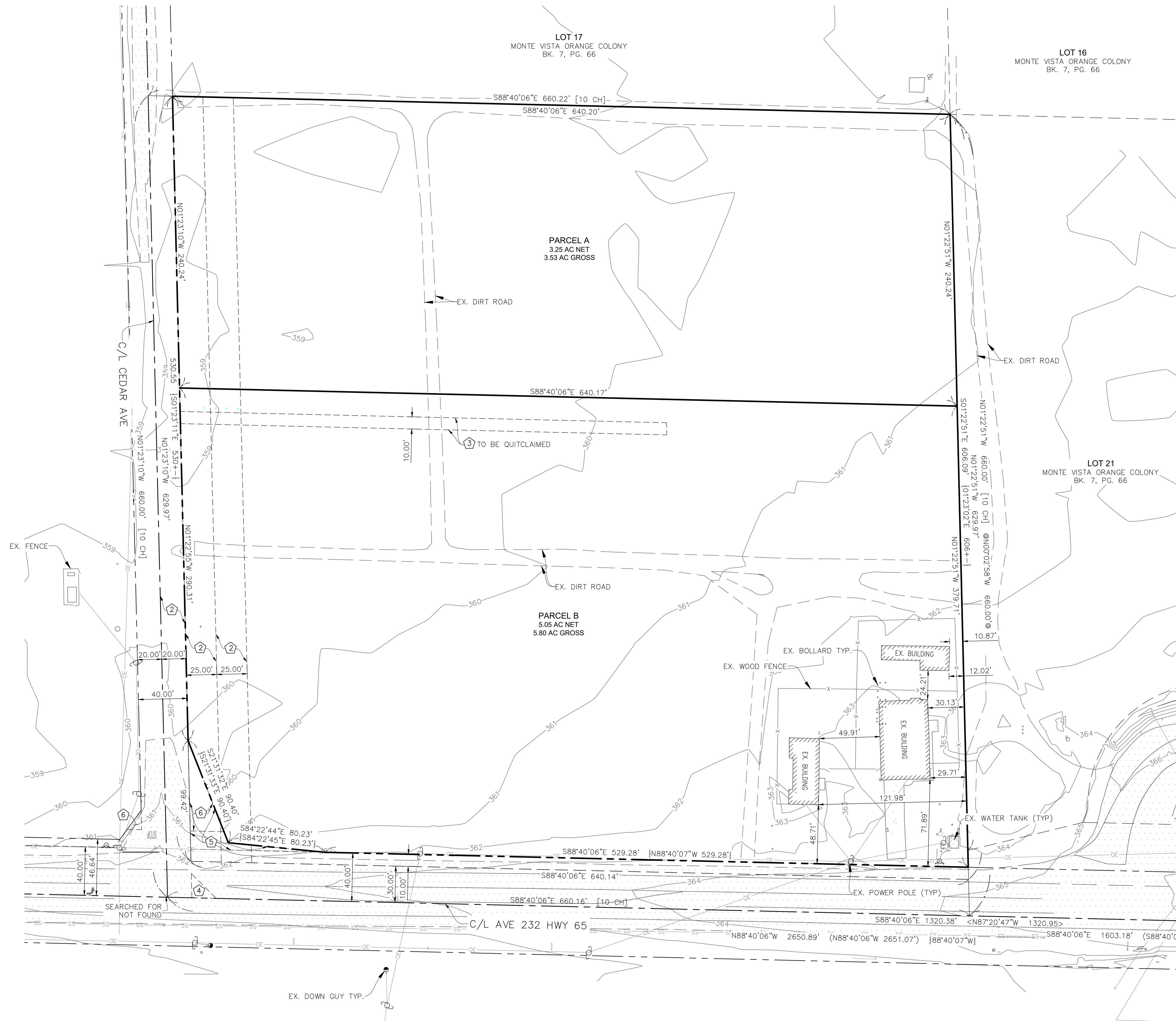
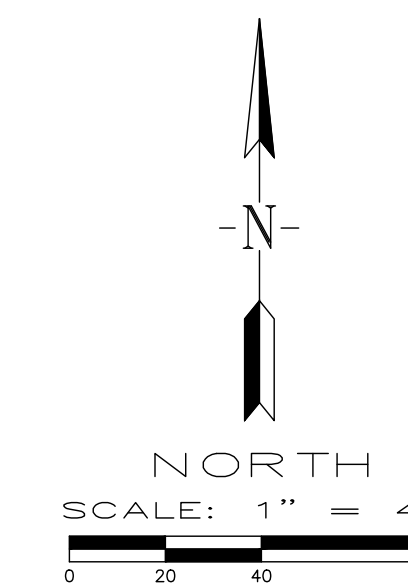
EASEMENT FOR WATER PIPELINES RECORDED NOVEMBER 3, 1951, AS INSTRUMENT NO. 1952-1862, OF OFFICIAL RECORDS, TO CONSTRUCT, RECONSTRUCT, LAY, RE-LAY, OPERATE, MAINTAIN, AND REMOVE AT ANY TIME. (AFFECTS AS SHOWN)

10' WIDE EASEMENT RECORDED NOVEMBER 30, 1965 TO SOUTHERN CALIFORNIA ELECTRIC COMPANY FOR ELECTRICAL AND COMMUNICATION LINES. (AFFECTS AS SHOWN)

HIGHWAY EASEMENT RECORDED OCTOBER 8, 1968, AS INSTRUMENT NO. 1968-34371, IN BOOK 2807, PAGE 485 OF OFFICIAL RECORDS. (AFFECTS AS SHOWN)

HIGHWAY EASEMENT RECORDED JULY 16, 1992, AS INSTRUMENT NO. 1992-050741 OF OFFICIAL RECORDS. (AFFECTS AS SHOWN)

RELINQUISHMENT OF HIGHWAY RIGHT-OF-WAY IN THE CITY OF LINDSAY, ROAD 6-TUL-65, RECORDED APRIL 13, 2000 AS INSTRUMENT NO. 2000-0023019, AS SHOWN ON PROPOSED RELINQUISHMENT NO. 81788 CONSISTING OF 4 SEGMENTS TO THE CITY OF LINDSAY, RECORDED FEBRUARY 25, 2000 IN STATE HIGHWAY MAP BOOK 5 AT PAGE 94, TULARE COUNTY RECORDERS OFFICE. (AFFECTS AS SHOWN)



**LAV// PINNACLE**  
 Consulting & Engineering Services  
 Planning • Engineering • Surveying • Project Management  
 12418 Rosedale Hwy., Suite B, Bakersfield, CA 93312  
 Phone: (661) 869-0184 // LAV@lavpinnacle.com

# Notice of Exemption

## Appendix E

**To:** Office of Planning and Research  
P.O. Box 3044, Room 113  
Sacramento, CA 95812-3044

County Clerk

County of: Tulare

\_\_\_\_\_

**From:** (Public Agency): City of Lindsay  
251 E Honolulu, PO Box 369  
Lindsay, CA 93247

(Address)

Project Title: Tentative Parcel Map No. 23-02

Project Applicant: LAV/Pinnacle Engineering on behalf of property owner Nagi Moshen

Project Location - Specific:

Parcel is located at 1467 West Tulare Road, Lindsay, CA 93247 (APN: 199-050-067-000), on the northeast corner of Cedar Avenue and Highway 65.

Project Location - City: Lindsay

Project Location - County: Tulare

Description of Nature, Purpose and Beneficiaries of Project:

The project split an approximately 9.33 acre (gross) property into Parcel A (3.53 acres) and Parcel B (5.80 acres). Parcel A is designated Medium Density Residential by the City of Lindsay General Plan and Parcel B is designated as Highway Commercial.

Name of Public Agency Approving Project: City of Lindsay

Name of Person or Agency Carrying Out Project: Same as Project Applicant

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15315 Infill Development Projects
- Statutory Exemptions. State code number: \_\_\_\_\_

Reasons why project is exempt:

The proposed PPM satisfies all criteria for Section 15315: The parcels will be in conformance with the City of Lindsay General Plan and the Municipal Code, no variances or exceptions are required, utility services are available to serve the site, the parcel was not involved in the division of a larger parcel within the last two years, and the topography of the has no slopes greater than 20 percent.

Lead Agency

Contact Person: \_\_\_\_\_ Area Code/Telephone/Extension: \_\_\_\_\_

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?  Yes  No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_

Signed by Lead Agency  Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.  
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: \_\_\_\_\_

Revised 2011



# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**NUMBER** 23-37

**TITLE** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY APPROVING TENTATIVE PARCEL MAP NO. 23-02, A REQUEST BY LAV/PINNACLE ENGINEERING ON BEHALF OF PROPERTY OWNER NAGI MOSHEN FOR THE PROPERTY LOCATED AT 1467 WEST TULARE ROAD OFF OF HIGHWAY 65 (APN 199-050-067-000) IN THE HIGHWAY COMMERCIAL (CH) AND RESIDENTIAL MULTIFAMILY (RM-3) ZONES, AND FINDING THAT THE THAT THE PROJECT IS EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15315 OF THE CEQA GUIDELINES.

**MEETING** At a regularly scheduled meeting of the City of Lindsay City Council held on September 12, 2023, at 6:00 PM at 251 E. Honolulu Street, Lindsay, CA 93247

**WHEREAS**, LAV/Pinnacle Engineering, on behalf of property owner Nagi Moshen, has requested the approval of Tentative Parcel Map No. 23-02 to divide 9.33 acres (Gross) into two parcels located at 1467 West Tulare Road, Lindsay, CA 93247 on the Northeast corner of Cedar Avenue and Highway 65 (APN: 199-050-067-000); and

**WHEREAS**, the site is designated in the Lindsay General Plan as Highway Commercial and Medium Density Residential and zoned Highway Commercial (CH) and Multi-family Residential (RM-3); and

**WHEREAS**, the project is exempt from the California Environmental Quality Act pursuant to Section 15315; and

**WHEREAS**, the Lindsay City Council held a duly noticed public hearing at its September 12, 2023 Regular Meeting; and

**WHEREAS**, Planning Staff have prepared necessary investigations and prepared a staff report of information bearing upon the Tentative Parcel Map application.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LINDSAY DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. The foregoing recitals are true and correct and are a substantive part of this Resolution.

SECTION 2. The City Council of the City of Lindsay hereby finds that the proposed Tentative Parcel Map application is consistent with the provisions of the City

RESOLUTION NO. 23-37

Page 1 of 3





## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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of Lindsay Municipal Code Title 17, the Subdivision Map Act, and the Conditions of Approval.

SECTION 3. The City Council of the City of Lindsay hereby approves Tentative Subdivision Map No. 23-02 based on the evidence presented and subject to the following conditions:

1. The TPM shall comply with Title 17 of the City of Lindsay Municipal Code. Tentative maps shall be prepared in accordance with Section 17.6-Tentative Maps, Section 17.24-Parcel Map Subdivision, Section 17.44-Vesting Tentative Maps, and Section 17.28-Development Standards.
2. The project proponent shall provide easement record documents from the Preliminary Title Report. The easement record shall be referenced on the Tentative Parcel Map.
3. The project proponent shall comply with all comments and conditions from the California Department of Transportation (Caltrans) including the dedication of right of way for future roundabout.
4. Must comply with all the City of Lindsay development standards for infrastructure, Public Safety, and storm drainage.
5. Storm run-off from the project shall be directed to a permanent on-site basin per City Standards.
6. Street frontage improvements and utility extensions will be required at time of development, including the improvement of Cedar Avenue to the 40 ft. build out within City limits.
7. Submit a Final Parcel Map in accordance with the City of Lindsay Municipal Code Section 17.24, and as may be directed by the City Surveyor.
8. The Final Map and Improvements shall conform to the Subdivision Map Act, the City of Lindsay's Subdivision Ordinance and Standard Improvements including City of Lindsay Municipal Code, Section 17.20-Final Map, Section 17.24-Parcel Map Subdivision, Section 17.28 Development Standards, and Section 17.32-Public Improvements.
9. The project shall be subject to the condition that necessary municipal services be funded by utilization of a Community Facilities District, as applicable to the development.

SECTION 4. This Resolution is effective immediately upon its adoption.



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

---

**PASSED AND ADOPTED** by the City Council of the City of Lindsay as follows:

MEETING DATE	September 12, 2023
MOTION	
SECOND MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

\_\_\_\_\_  
FRANCESCA QUINTANA  
CITY CLERK

\_\_\_\_\_  
HIPOLITO A. CERROS  
MAYOR



## STAFF REPORT

TO: Lindsay City Council  
FROM: Salvador Guzman, Director of Finance  
DEPARTMENT: Finance  
ITEM NO.: 12.2  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Public Hearing to Consider the Approval of Resolution No. 23-38, A Resolution of the City Council of the City of Lindsay, Adopting the Fiscal Year 2023 – 2024 Operating Budget and the Fiscal Years 2024 – 2029 Five-Year Capital Improvement Plan.

Staff recommends that the City Council pass and adopt Resolution No. 23-38, adopting the Fiscal Year 2023 – 2024 Operating Budget and the Fiscal Years 2024 – 2029 Five-Year Capital Improvement Plan to establish funded operations for the fiscal year, met payroll and contractual obligations, and to continue to provide necessary services to the community.

### **BACKGROUND | ANALYSIS**

On June 13, 2023, City Staff provided the City Council with a financial update and requested that the Council pass and adopt Resolution No. 23-19, to continue expenditures and revenues for sixty-days (60) in accordance with the adopted Fiscal Year 2022 – 2023 Operating Budget and Fiscal Year 2023 – 2027 Five-Year Capital Improvement Plan Budget in lieu of a Fiscal Year 2023-2024 Budget and Five-Year Capital Improvement Plan Budget. The extension request was made due to the disaster declaration that was in effect at that time as well as flood recovery demands, staff turnover, prolonged vacant positions, and other unforeseen extenuating and emergency circumstances which made the June 30, 2023, budget adoption date not feasible. At the June 13, 2023, meeting, the City Council passed and adopted Resolution No. 23-19 to ensure that the City met its payroll and contractual obligations as well as continued to provide necessary services to the community.

At this time, staff is presenting a proposed Fiscal Year 2023 – 2024 Operating Budget and Fiscal Years 2024-2029 Capital Improvement Plan (CIP), both of which are attached to this report, to the Lindsay City Council for consideration and making said reports available for public inspection and comment.

*The total proposed operating budget for the 2023 – 2024 Fiscal Year is \$19.6 million dollars. The proposed general fund budget is \$8.4 million dollars. The proposed budget for the Wellness Center, Water, Sewer, and Refuse Enterprise Funds is \$1.3 million dollars, \$3 million dollars, \$1.6 million dollars, and \$967,149 dollars, respectively.*



## STAFF REPORT

*The total proposed budget for the Fiscal Year 2023 – 2024 Funded Capital Improvement Plan Projects is \$6.5 million dollars for projects identified and funded through available fund balances, local, regional, State, Federal, and grant funds. The total proposed budget for Fiscal Years 2024 – 2029 Unfunded Capital Improvement Plan Projects is \$55,437,439 million dollars.*

It is important to note that proposed Operating Budget and CIP project values are based upon the best available data. Updates to the budget will be presented on a quarterly basis to the City Council and the public to ensure transparency in fiscal operations.

### **FISCAL IMPACT**

Approval of the Budget and CIP establishes funded operations for the fiscal year. Should the City Council pass and adopt the proposed Fiscal Year 2023 – 2024 Operating Budget and the Fiscal Years 2024 – 2029 Five-Year Capital Improvement Plan, the below will be committed to for the coming fiscal year.

- Operating budget of \$19.6 million dollars.
- Capital Improvement Plan budget of \$55.4 million dollars.

### **ATTACHMENTS**

- Fiscal Year 2023 – 2024 Operating Budget and Fiscal Years 2024 – 2029 Five-Year Capital Improvement Plan
- Resolution No. 23-38

# CITY OF LINDSAY



Lindsay

City

Hall



## Proposed Operating Budget Fiscal Year 2023-2024



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## **How to Use this Budget**

The details provided in this budget document are a snapshot of the financial health and community priorities of the City of Lindsay. This budget has been designed to deliver information clearly and concisely regarding the management of public funds. This document explains the services, objectives and spending plan for the 2023 – 2024 fiscal year and including all debt obligations and other vital information about the operations of the City. This document provides the design by which resources have been allocated to meet the needs of Lindsay residents in a manner that balances City revenues with community priorities and municipal requirements.

To help in your search for information, this budget document has been separated into the individual sections listed below. The following is a brief description of each prominent section:

### ***Message from the City Manager***

This section includes an Executive Summary presented by the City Manager to the Lindsay City Council and Lindsay Residents which provides an overview of the recommended budget and provides a narrative description of the fiscal health of the City as well as the general economic outlook for the upcoming fiscal year.

### ***Community Overview***

This section provides general information about the City of Lindsay.

### ***City Organization***

This section outlines department staffing levels and organizational impacts by department.

### ***Personnel Information***

The Personnel Section includes various charts and graphs that provide a detailed list of all employee positions and allocations for the upcoming fiscal year.

### ***Annual Report***

The Annual Report summarizes the forecasted revenues, expenses, debt, and personnel for the coming fiscal year.

### ***Financials***

The Financials section provides a detailed account of each fund's estimated resources and appropriations for the 2023 – 2024 fiscal year. The City's estimates for revenues are conservative and make assumptions based on current knowledge of impending circumstances. Appropriations for expenditures are similarly conservative and are based on current service

levels and known obligations.

*Appendix*

Included in the budget document as an appendix is **the City of Lindsay's Five-Year Capital Improvement Plan.**

## **Message from the City Manager**

July 1, 2023

Esteemed Mayor, Members of the Council and the General Public,

It is my honor to present the Fiscal Year 2023 – 2024 Operating Budget. Before we begin, I want to thank all the staff, reserves, and volunteers for the City of Lindsay. It is because of them that the City can provide essential services and support to the community. Their commitment and dedication to the job is unmatched. Only when they are successful at their duties and assignments, we can be successful.

Over the past decade, the City of Lindsay has navigated several financial issues and challenges. These challenges have been driven by a variety of factor, including rising costs, declining revenues, and unexpected expenses. Some of these still plague the City and will continue to impact the City's financials for years to come. In addition, we are operating in a post COVID-19 world which has presented its own set of unique challenges. Record inflation, more difficulties in hiring quality staff, changes to residents' behavior when it comes to shopping and lifestyle choices. Despite these hurdles, we have remained dedicated to maintaining essential services and infrastructure for our community. Over the past three years the City has improved our financial situations considerable, thanks in large part to our own residents, Council, and staff. The passage of Measure O, cannabis, increases property values, and permit revenue have resulted in expanded services and allowed staff to accomplish many goals. Below I will outline our accomplishments, project priorities and issues going forward for this budget cycle.

### ***Notable Accomplishments***

- Improved Financial stability for the General Fund
- Opening of the City's first Dog Park
- Expanded Public Safety Reserve and Volunteer programs
- Approval of the O'Hara Ranch Mini Storage Facility
- Approval of the Sierra Vista Landscaping project
- Sale of the McDermont Property
- Hired Director of Recreation
- Entered PRISM Risk Management Joint Powers Authority
- Updated User Fees
- Completed and Adopted a Cost Allocation Plan
- Fully implemented recommendations from the State Audit Report 2020-804
- Purchased 122 E. Honolulu St. & 190 Elmwood Ave.
- \$298,000 dollars given to Lindsay families for Mortgage, Rent & Utilities
- Santa Night, Tree Lighting, and several community events

## Sales Tax

Positive revenue trends for sales and use tax, including the voter-approved additional one percent (1%) tax imposed on retail transactions to fund general fund services are expected to continue for Fiscal Year 2023 – 2024.

The following two charts display the City’s historical revenue for all sales and use tax received by the City and anticipated future trends. The trends are strong indicator of our local economy.

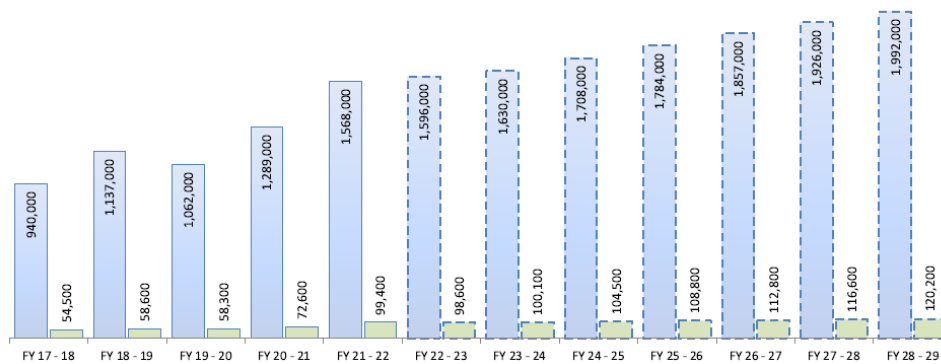
City of Lindsay Sales & Use Tax Forecast Summary

Accrual through August Clean-up

Bradley Burns	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28	FY 28 - 29
Cash Projection	1,568,000	1,596,000	1,630,000	1,708,000	1,784,000	1,857,000	1,926,000	1,992,000
Percent Change	21.6%	1.8%	2.1%	4.8%	4.4%	4.1%	3.7%	3.4%

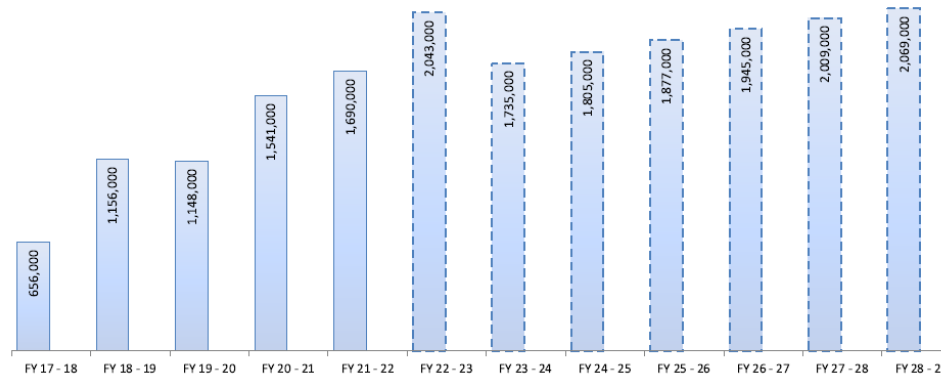
Prop 172	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28	FY 28 - 29
Cash Projection	99,400	98,600	100,100	104,500	108,800	112,800	116,600	120,200
Percent Change	36.9%	-0.8%	1.5%	4.4%	4.1%	3.7%	3.4%	3.1%



Lindsay 1% Sales & Use Tax Forecast Summary

Accrual through August Clean-up

Voter Approved	FY 21 - 22	FY 22 - 23	FY 23 - 24	FY 24 - 25	FY 25 - 26	FY 26 - 27	FY 27 - 28	FY 28 - 29
Cash Projection	1,690,000	2,043,000	1,735,000	1,805,000	1,877,000	1,945,000	2,009,000	2,069,000
Percent Change	9.7%	20.9%	-15.1%	4.0%	4.0%	3.6%	3.3%	3.0%



## *Staffing*

One of the hurdles we've encountered is the increasing difficulty in hiring and retaining highly qualified staff in today's competitive job market. To continue providing top-notch services, we must invest in our workforce and offer competitive compensation packages that attract the best talent to serve our city.

## *Inflation*

The record-high inflation rates in recent months have put additional strain on our budget and ability to fund projects accordingly. The rising costs of labor, goods and services have impacted our ability to effectively allocate resources. We are carefully monitoring this situation and are committed to making fiscally responsible decisions to mitigate the effects of inflation on our operations.

## *Key Project Priorities*

In this budget, we are prioritizing projects that will enhance the quality of life for our residents and improve the overall infrastructure of our city. These projects include:

**Olive Bowl/Kaku Park Renovation:** We recognize the importance of our community spaces, and we are allocating funds for the renovation of Olive Bowl/Kaku Park to create a vibrant and welcoming recreational area for all to enjoy.

**Street Projects:** Maintaining our roadways is essential for the safety and mobility of our residents. We are investing in street projects to ensure our transportation infrastructure remains in excellent condition.

**Building a Transit Center:** Addressing transportation needs is a top priority. We are working towards building a transit center that will improve public transportation options and connectivity within our city and the rest of the County.

**Sustainability of the Water Fund:** We understand the critical issue of our water fund's financial imbalance. Relying on the general fund to support the water fund is unsustainable and places us in a precarious position. We are committed to developing a long-term plan to stabilize the water fund and ensure it operates independently without burdening the general fund.

**Downtown Mixed-Use Project:** This project aims to revitalize our downtown area, creating a vibrant hub for business, culture, and community. It will involve the development of mixed-use buildings that include commercial spaces, residential units, and public amenities to make our downtown area more attractive and economically vibrant.

*In closing*

The City still faces significant challenges including escalating CalPERS and insurance costs, lack of operating and capital reserves. To that end, management will focus on key objectives for the Fiscal Year 2023 – 2024, including investing in staff training, continuing to support economic development by creating more opportunities, and pursuing new and innovative policies, procedures, and strategies for expanding our public services all while staying on budget. And as always, staff will continue to monitor the City’s financial position and provide regular updates to leadership and the Lindsay community.

I am proud of the achievements Staff and City Council has made by working together to overcome the unique obstacles faced by the City of Lindsay and I look forward to continuing to serve this community.

Sincerely,

*Joseph M. Tanner*

City Manager



**Community Overview**

The City of Lindsay incorporated as a General Law City of the State of California in 1910 and later reclassified and filed as a Charter City of the State of California in 1996. Lindsay is situated in an agricultural area, nestled in the East of the Central Valley in a region known as a national and world leader in the agricultural output. The City of Lindsay currently occupies an incorporated area of 2.41 square miles with an urban development boundary of 3.9 square miles and serves a population of nearly 14,000 residents (2022).

Lindsay is a small city with a lot to offer. A significant portion of Lindsay’s workforce is employed in agricultural or agricultural-adjacent enterprises. This heavy focus on agriculture has cultivated a quality, resilient workforce that is simultaneously more resilient to the economic swings than other workforces and industries.

In addition to Agriculture, as Lindsay’s historically predominate economic activity, the City is actively engaged in revitalizing its Downtown Business District, supporting local business, and attracting exciting new ventures, particularly in the cannabis industry.

The City of Lindsay is also home to a world-renowned school district. Lindsay Unified School District boasts a school climate index score in the 99<sup>th</sup> percentile, and it is revolutionary in its innovate learner-center model. The City of Lindsay also has a lot to offer to residents who value an affordable housing market in a family-focused community, with proximity to larger cities, entertainment, and recreation. The City of Lindsay has Sequoia National Park and various reserves, hiking trails, and cycling routes in its backyard.

Urban conveniences along with modern living in a rural environment make Lindsay a truly desirable community in which to live, work and play.

***Location***



2.5 Square Miles (Incorporated)

3.9 Square Miles (Urban Development Boundary)

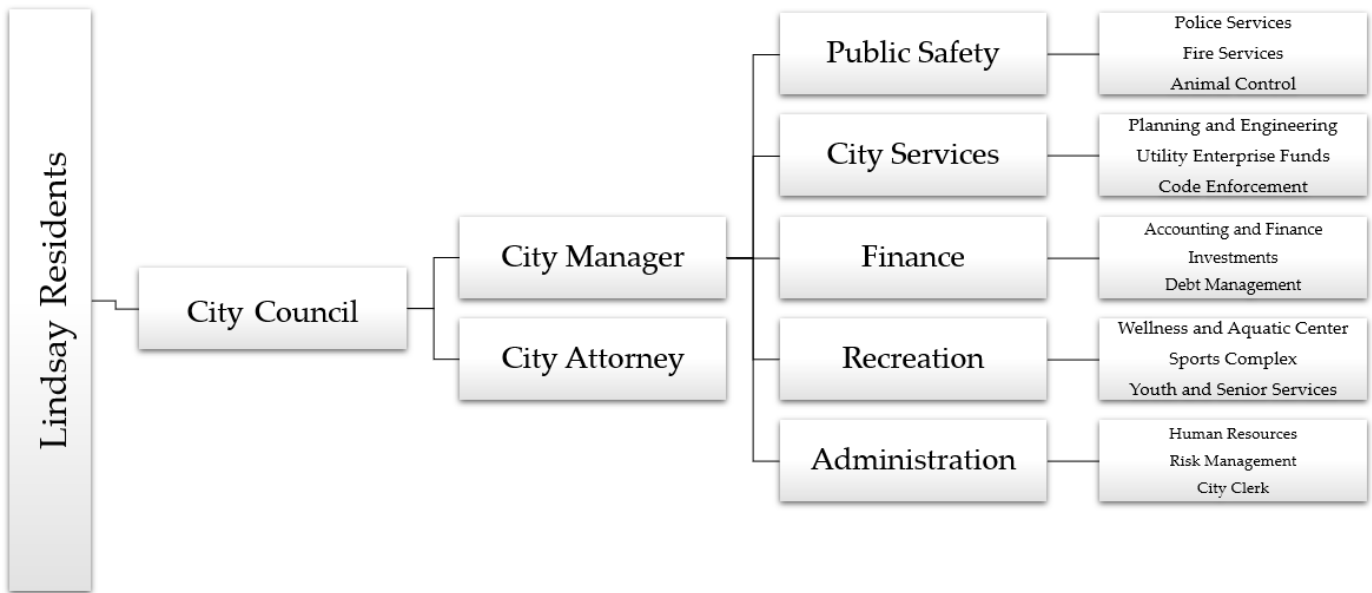
<b>% of Population by Race and Ethnicity</b>		
	<b>Hispanic / Latino</b>	<b>Non-Hispanic / Latino</b>
<b>Asian</b>	.07%	.90%
<b>Black</b>	0%	.42%
<b>Native American</b>	.41%	.07%
<b>Other</b>	13.90%	0%
<b>Two or More Races</b>	.79%	.47%
<b>White Alone</b>	71.81%	11.16%

<b>Participation in civilian labor force – 16 years and above</b>
58.5%
<b>Median Household Income</b>
\$37,073
<b>Median value of housing units</b>
\$189,700

## City Organization

The City of Lindsay operates in accordance with the City Council-City Manager form of government as specified by the Lindsay City Charter. The five-member Council is elected-at-large by City residents; the Mayor and Mayor Pro Tem are then selected by their fellow Council members. The Council is charged with setting the policy and priorities for the City and the City Manager is then tasked with ensuring that these policies, and priorities are implemented by City staff. Both City Council and City Management are held to the highest levels of ethical behavior and integrity in fiscal management. The chart below provides a graphic representation of the City of Lindsay’s organizational structure and the positions within it.

*City of Lindsay Organization Chart*



## **City Council**

### ***Mission***

The mission of the City of Lindsay is to deliver quality services in a financially sustainable, transparent manner while prioritizing safety, infrastructure, community, and quality of life.

### ***Department Overview***

The City Council represents the will of Lindsay residents and is collectively responsible for crafting policy as well as authorizing the expenditure of funds to achieve said will as a governing body. Under the Council-Manager form of government, the Council consists of five council members elected at large in staggered four-year terms. The Council's duties include but are not limited to: providing the residents of Lindsay with essential services such as public safety, clean drinking water and drivable roads; overseeing and authorizing spending for essential municipal services; participating in regional organizations, boards, and committees; making provisions for, budgeting for, and providing adequate financial resources and physical facilities for a full range of quality City services and activities that equitably provide for the quality of life for all economic, social, ethnic and age groups within the City; and ensuring the overall well-being of the City.

The City Council convenes on the second and fourth Tuesday of the month at 6:00 p.m. at 251 E. Honolulu in Lindsay, California.

### ***Fiscal Year 2022 – 2023 Accomplishments***

Focusing on the City's successes is important for maintaining and expanding upon the City's momentum for positive change. As the City moves forward it is important to look back and recognize past accomplishments, as well as identify future potential for growth. While a comprehensive list of City Council accomplishments in fiscal year 2022 – 2023 is not feasible in this document, the following list provides some highlights from the year:

- Passed and adopted a user fee study and cost allocation plan to ensure 100% cost recovery.
- Passed and adopted a new and improved cash-handling policy.
- Improved the City's financial stability.
- Approved the establishment of a Volunteer Fire and Police Program.
- Approved the purchase of a new fleet for the Public Safety Department.
- Approved the acquisition and sale of properties to further promote economic development.
- Approved an agreement with the County of Tulare to repair Lindmore Street.
- Hosted numerous events including Santa Night, Tree Lighting Festival, National Night Out, Family Camp Out, Kids Day, Movies in the Park, and Dive In Theatre, among many others.

## *Fiscal Year 2023-2024 Objectives*

For Fiscal Year 2023-2024, the City Council of Lindsay has identified five top priorities for the City.

*Priority No. 1. Ensure the City is Fiscally Sustainable and Resilient.*

Strategies:

- Operate City government in a fiscally responsible and prudent manner to ensure that the City of Lindsay makes sound fiscal decisions.
- Develop, update, and maintain fiscal policies to ensure appropriate oversight and best practices.
- Review the City's fees and rates schedule.
- Ensure that enterprise funds generate appropriate revenue and not a drag on the General Fund.

*Priority No. 2. Provide a Safe, and Clean Community Environment for All.*

Strategies:

- Increase Fire Department personnel.
- Explore additional training opportunities.
- Identify funding sources other than the General Fund for public safety equipment.
- Work with community partners and other governmental agencies on crime prevention.
- Ensure that the City of Lindsay is prepared for emergencies.
- Engage and effectively respond to the Community's safety concerns.

*Goal 3. Expand the Economic Base in Lindsay.*

Strategies:

- Grow the number of employment opportunities in Lindsay.
- Assist business growth for existing businesses.
- Recruit retail and other sales or excess tax generating businesses.
- Focus on the redevelopment of Downtown Lindsay

*Goal 4. Invest in Critical Streets, Water, and Sewer Infrastructure.*

Strategies:

- Continue to monitor drought conditions throughout the state and in the region.
- Develop and maintain infrastructure resources to support sustainable growth.
- Ensure funding is in place for long-term fiscal stability.
- Make Community Faculties Districts part of all new projects.
- Ensure City's Street fee is accurate and updated on a regular basis.
- Work with and partner with Tulare County on funding street projects that our residents use.

*Goal 5. Improve the Quality of Life for People that Live and Work in Lindsay.*

Strategies:

- Improve City's water quality.
- Provide high quality recreation options for residents of all ages.
- Fund Recreation activities without using General Fund.
- Invest and redevelop parks.
- Continue to development important partnerships with Lindsay Unified School District and Lindsay.

- Bring much needed housing, employment, youth, and family services to the residents of Lindsay.
- Determine potential recreation sites.
- Create a work environment for City employees that promotes and supports employee development, growth, and community

# Lindsay City Council



**Yolanda Flores**

**Mayor Pro Tem**  
**Term: 2022-2026**  
*yflores@lindsay.ca.us*



**Rosaena Sanchez**

**Council Member**  
**Term: 2022-2026**  
*rsanchez@lindsay.ca.us*



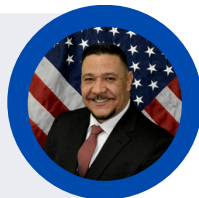
**Ramona Caudillo**

**Council Member**  
**Term: 2020-2024**  
*rcaudillo@lindsay.ca.us*



**Ramiro Serna**

**Council Member**  
**Term: 2020-2024**  
*rserna@lindsay.ca.us*



**Hipolito A. Cerros**

**Mayor**  
**Term: 2020-2024**  
*hcerros@lindsay.ca.us*

## **City Officials**

The City of Lindsay's public officials oversee departmental operations and ensure strategic planning. Effective strategic planning involves an understanding of our community, who our residents are, and how well we are meeting their expectations and needs.

### **Joseph M. Tanner**

City Manager

(559) 562-7102 ext. 8010

[jtanner@lindsay.ca.us](mailto:jtanner@lindsay.ca.us)

### **Neyba Amezcua**

Director of City Services and Planning

(559) 562-7102 ext. 8040

[namezcua@lindsay.ca.us](mailto:namezcua@lindsay.ca.us)

### **Salvador Guzman**

Director of Finance

(559) 562-7102 ext. 8020

[sguzman@lindsay.ca.us](mailto:sguzman@lindsay.ca.us)

### **Richard Carrillo**

Director of Public Safety

(559) 562-2511 ext. 7121

[rcarrillo@lindsay.ca.us](mailto:rcarrillo@lindsay.ca.us)

### **Armando da Silva**

Director of Recreation Services

(559) 562-5196 ext. 8604

[adasilva@lindsay.ca.us](mailto:adasilva@lindsay.ca.us)

### **Curtis Cannon**

Planning Manager

(559) 562-7102 ext. 8041

[ccannon@lindsay.ca.us](mailto:ccannon@lindsay.ca.us)

### **Joseph Avina**

City Services Manager/Inspector

(559) 562-7102 ext. 8042

[javina@lindsay.ca.us](mailto:javina@lindsay.ca.us)



**Mari Carrillo**

Human Resources and Risk Manager

(559) 562-7102 ext. 8033

[mcarrillo@lindsay.ca.us](mailto:mcarrillo@lindsay.ca.us)

**Francesca Quintana**

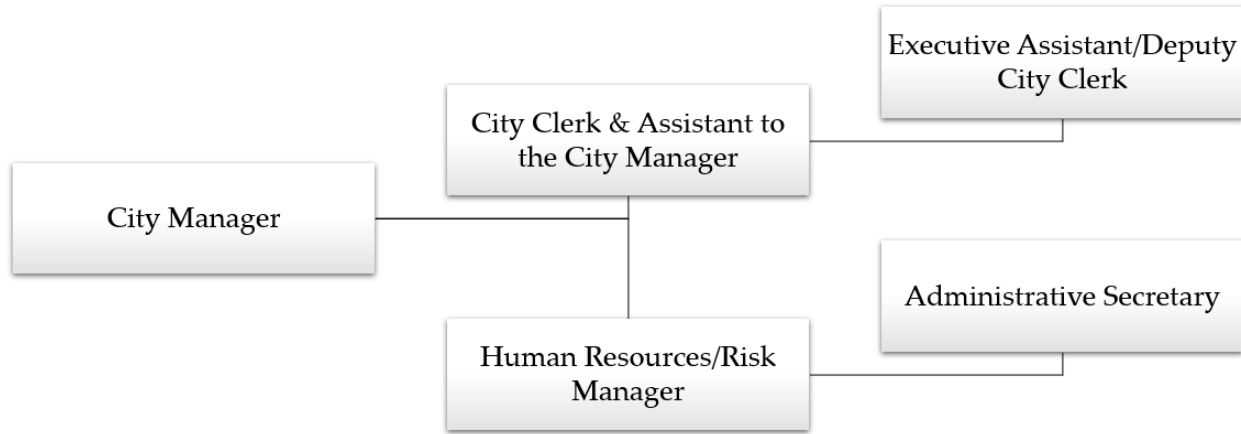
City Clerk and Assistant to the City Manager

(559) 562-7102 ext. 8034

[fquintana@lindsay.ca.us](mailto:fquintana@lindsay.ca.us)

# City Manager

## *Organization Chart*



### *Mission*

The goal of the Office of the City Manager is to ensure that all departments of the City are operating at optimal capacity to best serve the residents of the community. Through careful, proper, and professional administration, the City Manager seeks to exercise the will of the public represented by the City Council.

### *Department Overview*

The *City Manager* is responsible for a variety of complex administrative duties. These duties include supporting City Council in the achievement of community goals; the administration of the City; overseeing all department heads; directing community relations efforts; and coordinating activities between other agencies such as the Federal, County, and State and neighboring municipalities.

The *City Clerk and Assistant to the City Manager* plays an auxiliary and integral role in ensuring that the Office of the City Manager is operating smoothly on a day-to-day basis. The City Clerk's role and duties include disseminating public information; overseeing various projects; preparing materials for and facilitating City Council meetings; directing and implementing special projects, programs, and initiatives at the City Manager's direction; supporting the County Elections Office; preparing various reports and recording and maintaining City Resolutions, Ordinances, and Municipal Code.

The *Human Resources & Risk Manager* is responsible for the administration of employee benefits, recruitment, training, personnel files, worker's compensation, risk management, contract agreements including memorandums of understanding. The Human Resources & Risk Manager is responsible for promoting a positive and stable work environment for City employees and supporting the goals of the City to ensure the fair and equitable treatment of staff.

### *Fiscal Year 2022 – 2023 Accomplishments*

The City of Lindsay has made great strides over the last year under the joint guidance of the Lindsay City Council and the Office of the City Manager.

Notable accomplishments include but are not limited to:

- Improved Financial stability for the General Fund.
- Opening of the City's first Dog Park.
- Hired a total of 47 individuals across various departments.
- Approval of the O'Hara Ranch Mini Storage Facility.
- Approval of the Sierra Vista Landscaping project.
- Sale of the McDermont Property.
- Hired Director of Recreation Services.
- Entered PRISM Risk Management Joint Powers Authority.
- Updated User Fees.
- Completed Cost Allocation Plan.
- Fully implemented recommendation in the State Audit Report 2020-804.
- Adoption of a Long-term Financial Plan.
- Purchased 100 E. Honolulu St.
- \$298,000 dollars given to Lindsay families for Mortgage, Rent & Utilities.
- Santa Night & Tree Lighting events.

### *Objectives For Fiscal Year 2023 – 2024*

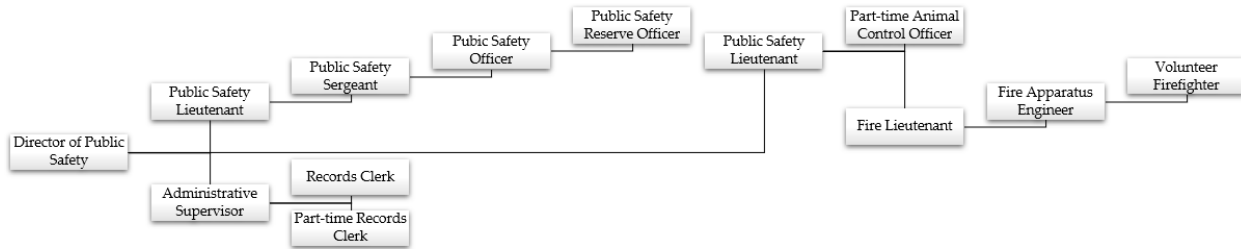
The Office of the City Manager is responsible for implementing the objectives identified by the City Council. This requires effective collaboration with the City Council, Department Heads, staff, and the community.

Objectives include but are not limited to:

- Create a rolling Five Year Financial Forecast.
- Provide training opportunities for all employees.
- Update Personnel Rules and Regulations.
- Increase Personnel in Public Safety and City Services.
- Continue Public Outreach.
- Start a quarterly newsletter.
- Complete Olive Bowl/Kaku Park.
- Continue to explore additional funding opportunities for the Lindsay Transit Center.
- Stabilize the City's Enterprise Funds.

# Public Safety

## *Organization Chart*



## *Mission*

The mission of the Lindsay Department of Public Safety is to ensure residents have an efficient and responsive police, fire, and animal control service, to maintain public safety and promote a healthy and positive quality of life, always with the best customer service.

## *Department Overview*

The Lindsay Department of Public Safety is made up of three separate but equal and well-aligned components, managed by the Director of Public Safety. The Department encompasses full-time, reserve and volunteer police and fire personnel, along with animal control services. Police, Fire and Animal Control, are closely supported by the department's records unit and professional support staff. The records team is staffed with one full-time and one part-time employee, managed by an Administrative Supervisor. The law enforcement team is made up of two Lieutenants, four Sergeants, one Corporal and eleven Officers. Within these ranks are two School Resource Officers, one Detective, a Homeless Outreach Officer, multiple Field Training Officers and a Drone Operator in the near future. The department maintains a full-time fire service, with 24-hour coverage, consisting of a Fire Lieutenant, two Fire Apparatus Engineers, and five Volunteer Firefighters. Also among the departments staff is a Public Safety Chaplain who serves in a volunteer capacity.

The department aims to identify and solve problems throughout the community, maintain a proactive approach to crime, conduct proper follow up and improve the safety and quality of life of those that live, work or play in Lindsay.

The department's staff prides itself on maintaining great working relationships with Lindsay residents and local community groups by providing excellent and efficient fire protection services, public safety protection services, and animal control services.

### *Fiscal Year 2022 – 2023 Accomplishments*

The Department of Public Safety achieved several of its goals this past fiscal year.

Notable accomplishments include but are not limited to:

- Full level staffing of 35 employees during the fiscal year.
- Added multiple full-time, reserve, and volunteer positions.
- Hosted a Community Police Academy, Memorial Day Service, Family Campout and Military Banner Program.
- Numerous building upgrades and built an employee wellness patio.
- Established a trap, neuter and release program.

### *Objectives for Fiscal Year 2023 - 2024*

The Department of Public Safety is responsible for ensuring that the Lindsay community is safe and implementing the objectives identified by the City Council.

Objectives include but are not limited to:

- Continue to host clinical debriefings after critical incidents.
- Focus on advanced training and succession planning.
- Fund and hire additional personnel for increased fire services.

## **Finance**

### *Organization Chart*



### *Mission*

The Department of Finance is committed to the transparent communication of accurate financial information to City Council, other City departments, Lindsay residents, and the community at large. The department holds integrity, accountability, consistency, and transparency in the highest regard, and it promotes strategic financial planning and performance reporting that realizes the effective and efficient use of public funds.

### *Department Overview*

The department is responsible for general ledger accounting, banking and investment, debt management, governmental accounting and reporting, accounts payable and accounts receivable, as well as utility billing.

### *Fiscal Year 2022 – 2023 Accomplishments*

The City of Lindsay has greatly improved its financial standing over the recent years under the joint guidance of the City Manager, City Council, and financial consultants.

Notable accomplishments include but are not limited to:

- Completely implemented recommendations within State Auditor Report 2020-804
- Updated its user fees to ensure 100% cost recovery

- Adopted a new Cost Allocation Plan
- Updated its Cash Handling Policy

### *Objectives for Fiscal Year 2023 – 2024*

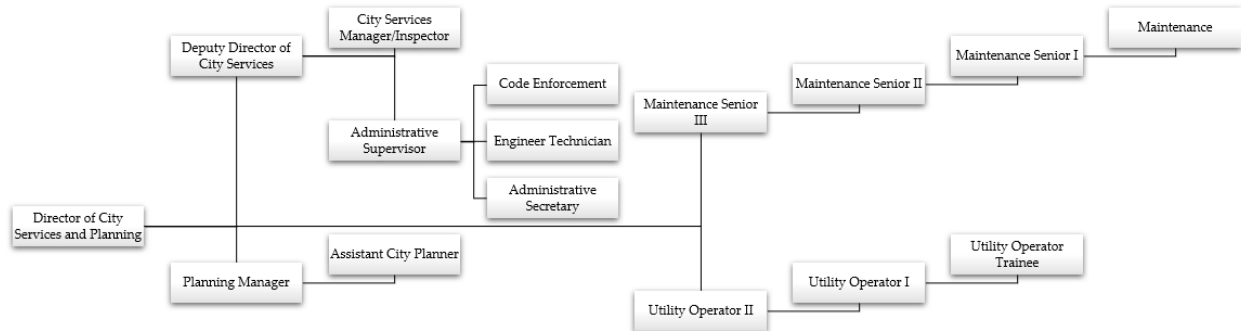
The Finance Department aims to continue to provide support for the effective stewardship of City resources and yield a fiscally self-reliant city government while providing effective, basic municipal services in line with the objectives of the City Council.

Objectives include but are not limited to:

- Monitor, track, and comply with the funding requirements of the American Rescue Plan Act and other grant funding received.
- Maintain a strong internal control and low risk environment by managing the City's financial resources in accordance with established budget and reserve policies.
- Continue to provide regular budget updates to ensure the continued financial health of the City of Lindsay.
- Implement new policies and procedures to track and manage expenses across all departments. This includes reviewing current spending patterns, identifying areas for cost reduction, and enforcing a more efficient approval process for expenditures. By doing so, we aim to maximize available funds for critical operations and maintain a steady cash flow.

# City Services

## *Organization Chart*



## *Mission*

The mission of the City Services Department is to provide essential infrastructure and services to our community while maximizing the value of available resources. The department prioritizes in critical infrastructure, effective maintenance programs, and innovative solutions that improve the quality of life for Lindsay residents. The department strives to ensure the long-term sustainability and resilience of our community.

## *Department Overview*

The City Services department manages the physical condition of the community and its environment. While some of the work that the department may do is out of public sight, as it heavily deals with underground infrastructure or is conducted at the treatment plants, much of the work is conducted in public sight. This work includes street repair projects and water and sewer projects.

The City Services Department is comprised of the following sub departments: maintenance, streets, parks, building, code enforcement, planning, engineering, water, wastewater, storm drain utilities, refuse services, land application site, and special districts.

## *Fiscal Year 2022 – 2023 Accomplishments*

The City Services department has improved the state of the city and the quality of life of its residents in the recent years, all in line with the objectives of the City Council.



Notable accomplishments include but are not limited to:

<b>General Projects</b>	<b>Street projects</b>	<b>Water Projects</b>
Re-roof project for Public Safety and City Services Departments	Hermosa St Rehabilitation Project (from Homassel to Foothill)	Lafayette & Sycamore Water Pipeline Project
Installed Outdoor Patio for Public Safety Department	Procurement of Linda Vista Loop Rehabilitation Project Contract	Water Feasibility Study
West Hermosa Street Corridor and Neighborhood Enhancement Plan	Procurement of Valencia Street Rehabilitation Project Contract	Well 11 Feasibility Study
Pedestrian Pathways Program	Sierra Vista Landscaping Project	Disinfection Byproducts PS&E Package
Lewis Creek Flooding Event Cleanup and Response		Sewer Projects
Applied for \$3M Grant for Cycle II Clean California for Harvard Park		Pump Upgrades

***Objectives for Fiscal Year 2023 - 2024***

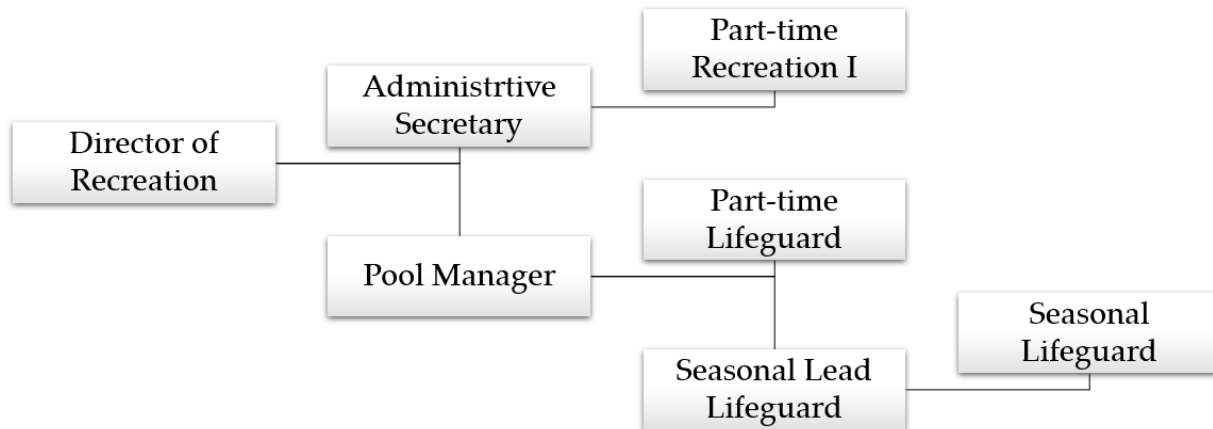
The department aims to continue to provide high quality service to Lindsay residents while maintaining the functionality, safety, and sustainability of the City’s infrastructure in line with the goals and objectives of the City Council.

Objectives include but are not limited to:

- Addressing deferred maintenance in critical infrastructure, such as water and wastewater treatment facilities as well as roadways, to improve their condition and avoid further deterioration.
- Maintaining and improving existing infrastructure by assessing the condition of roads, water and wastewater treatment facilities, and other infrastructure assets to identify necessary repairs, upgrades, and maintenance.
- Optimize use of resources by managing budgets, staffing levels, and equipment efficiently to provide the highest quality services at the lowest possible cost.
- Enhancing customer service by improving communication with residents, streamlining permit processes, and responding to inquiries and concerns in a timely and effective manner.

## Recreation | Wellness and Aquatic Center

### *Organization Chart*



### *Mission*

The Lindsay Wellness Center is the result of a continued valued partnership between the City of Lindsay and the Lindsay Local Hospital District. The Lindsay Wellness Center's mission is three-pronged: (1) To provide resources and programming that educate and support our community and our members in leading healthy, active lives; (2) To promote wellness through physical health and fitness, as well as mental and social wellbeing; (3) To offer a friendly and safe environment for individuals of all ages to evolve in their journey toward optimal wellness.

### *Department Overview*

The Wellness Center offers a variety of services in the areas of aquatics, fitness, and recreation. The Wellness Center boasts a state-of-the-art eight-lane swimming pool and a sloped-entry kiddie pool area; it offers pool rental to the community and serves as the home of the Lindsay High School Swim Team as well as the Lindsay Skimmers, a local competitive youth swim team. The Wellness Center pool provides a safe swim experience for the Lindsay Unified School District After School Program during school breaks. Various fitness and exercises classes are offered to members and non-members, as well as a full gym with various exercise machines and a free weights area. The Wellness Center is also proud to house Pro-PT Physical Therapy and OMNI Family Health as valued tenants.

In addition to the offerings found at the Wellness Center, the Recreation Department oversees other facilities around town such as the Olive Bowl, Harvard Park, and the Lindsay Sports Complex. Special community events include Summer Night Lights, Family Campout, Movies in the Park, Dive-in Theatre, Floating Pumpkin Patch, National Night Out, and Swim Lessons.

### *Fiscal Year 2022 – 2023 Accomplishments*

The Lindsay Recreation Department had many of its first this past fiscal year. The department was able to provide affordable activities, programs, and events with the help of partnerships and sponsorships in the community.

- Hosted Lindsay's first ever Pumpkin Carving Party, Winter Coat Drive, and opened Lindsay's first Lindsay Kiwanis Paw (Dog) Park.
- Revamped swim lessons to provide a better and overall organized experience for its clients. Current activities, programs, and events are provided and held at their highest level at the Wellness Center.
- Renovated and upgraded the Wellness Center facility.
- Completed several Capital Outlay Projects; new water heaters; upgrade of new facility water heaters; replaster of Competition Pool/Lap Swim Pool, retrofit lighting, upgrade of new facility lighting.

### *Objectives for Fiscal Year 2023 - 2024*

The Recreation Department has identified top objectives for the upcoming fiscal year to improve the quality of life of those who live, work, and play in Lindsay, all while being in line with the objectives of the City Council.

- Maintain a relationship and work with the Lindsay Local Hospital District on long-term financial strategies to sustain and ensure the Wellness Center can maintain and continue to operate health and wellness services and programs for the community.
- Build community through recreation and offer affordable and positive community activities, programs, and events.
- Provide activities, programs, and events to enhance the quality of life for Lindsay residents.
- Collaborate with local non-profit organizations, the Lindsay Unified School District, and local businesses on recreation activities, programs, and events.
- Maintain safe, positive, and clean facilities for citizens to experience.
- Provide partnerships and/or sponsorship opportunities for local businesses and organizations to grow through our activities, programs, and events.
- Achieve financial sustainability by optimizing the use of our facilities and properly sizing our staff levels.

**Personnel Information**

The City of Lindsay utilizes a forty-hour work week to calculate the full time equivalent (FTE) of staffing levels. An employee that is scheduled to work forty hours per week is considered a full-time position and is equal to one FTE. Employees that are scheduled to work less than forty hours per week are considered part-time employees. To calculate the FTE for part time employees, scheduled work hours are divided by forty.

For example, if an employee is scheduled to work 20 hours per week, they are considered a part-time employee and are equal to 0.5 FTE (20hrs/week ÷ 40hrs/week).

For the 2023 – 2024 Fiscal Year:

**TOTAL NUMBER OF EMPLOYEES BY LOCATION**

---

<b>EMPLOYEES BY LOCATION</b>	
Public Safety	25.0
City Services	25.0
Wellness	16.0
Finance	7.0
City Manager	5.0
<b>TOTAL FTE</b>	<b>78.0</b>

**FTE COUNT**

---

<b>EMPLOYEES BY LOCATION</b>	
General Fund	41.5
Restricted Funds	3.7
Enterprise Funds	25.7
Special Revenue Funds	0.60
<b>TOTAL FTE</b>	<b>71.5</b>

In anticipation of continued growth, Staff is recommending the addition of critical staffing positions and resources that will enable the City to sustain and grow the quantity and quality of services provided to our residents, and that will help ensure compliance to standard municipal practices and procedures.

The below are proposed additional staffing:

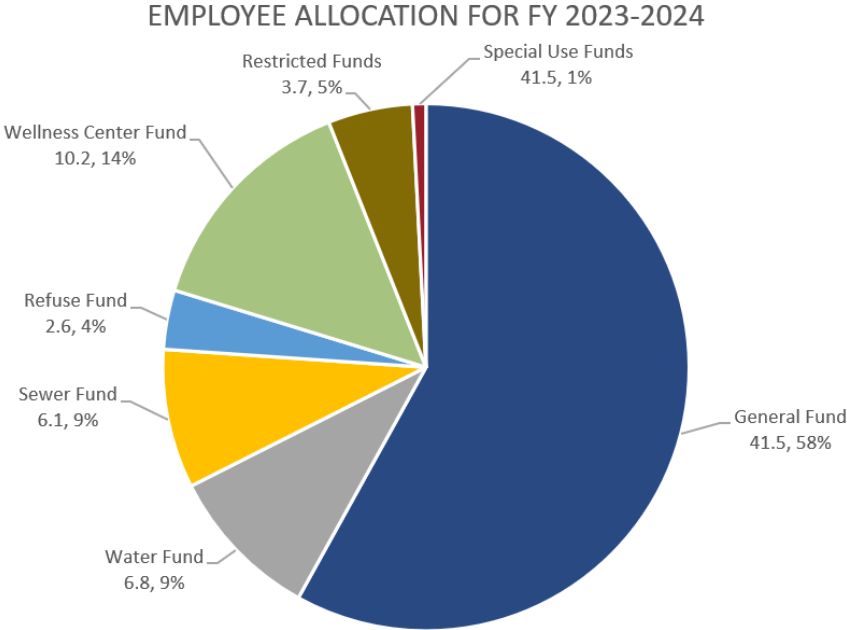
**NEW POSITIONS (INCLUDED IN FTE TOTAL)**

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Administrative Secretary	1.0
Fire Apparatus Engineer	1.0
Utility Operator II	1.0
Utility Operator II	1.0
Utility Operator Trainee	1.0
Pool Manager	1.0
<b>TOTAL FTE ADDITIONS IN FY 2023-2024</b>	<b>6.0</b>

City of Lindsay employees serve in multiple capacities. The salary and benefits for some City employees are allocated to multiple departments according to the time each staff member serves in those departments during the year. For example, for the position of the Director of City Services & Planning, the salary and benefits must be allocated to the General Fund, Water, Sewer, and other funds proportional to the time the Director spends working on projects in each fund. The Annual Salary Allocation designates the proportional allocation of each position’s salary and benefits to the appropriate departments/funds and is incorporated into the annual spending budget by fund. Salary allocation tables are reviewed annually, at a minimum, as part of the regular budget process.

*A summary of the employee allocation as well as the complete salary allocation breakdown are provided below:*



## ***Salary Ranges and Payroll Benefits Information***

The City has three bargaining units – one (1) for Public Safety employees, one (1) for Fire employees, and one (1) for Miscellaneous employees. Staffing is further divided into classifications for non-exempt and exempt employees. Non-Exempt Employees are eligible for overtime and all provisions of their governing Memorandum of Understanding (MOU). Exempt employees are not eligible for overtime but are eligible for all other provisions of their governing MOU and California State Labor Laws.

The City Manager and Department Heads are at-will employees who operate under individual contracts with the City and are not eligible for overtime and excluded from MOU provisions.

*The following Salary Schedule displays the annual range and salary steps for all positions, as approved by action of the City Council. To determine employee, pay per month, divide by 12. To determine pay per pay period, divide by 26. To determine pay by hour, divide by 2,080. Employees are evaluated annually and if recommended on merit, move one step up their assigned salary range until they reach the maximum.*



# City of Lindsay

Hourly Salary Schedule  
Effective: 06/01/2023

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	Unrepresented	Part-Time Seasonal	Interns/Seasonal	\$ 15.50	\$ 15.50	\$ 15.50	\$ 15.50	\$ 15.50	\$ 15.50	\$ 15.50
Non-Exempt	Unrepresented	Part-Time	Recreation - Lifeguard	\$ 15.75	\$ 16.54	\$ 17.36	\$ 18.23	\$ 19.14	\$ 20.10	\$ 21.11
Non-Exempt	Unrepresented	Part-Time	Recreation I	\$ 15.75	\$ 16.54	\$ 17.36	\$ 18.23	\$ 19.14	\$ 20.10	\$ 21.11
Non-Exempt	SEIU	Full-Time	Maintenance	\$ 16.07	\$ 16.87	\$ 17.71	\$ 18.60	\$ 19.53	\$ 20.50	\$ 21.53
Non-Exempt	SEIU	Full-Time	Account Clerk I	\$ 16.07	\$ 16.87	\$ 17.71	\$ 18.60	\$ 19.53	\$ 20.50	\$ 21.53
Non-Exempt	SEIU	Full-Time	Code Enforcement Officer	\$ 16.07	\$ 16.87	\$ 17.71	\$ 18.60	\$ 19.53	\$ 20.50	\$ 21.53
Non-Exempt	SEIU	Full-Time	Records Clerk	\$ 16.22	\$ 17.03	\$ 17.88	\$ 18.77	\$ 19.71	\$ 20.70	\$ 21.73
Non-Exempt	SEIU	Full-Time	Maintenance Senior I	\$ 16.22	\$ 17.03	\$ 17.88	\$ 18.77	\$ 19.71	\$ 20.70	\$ 21.73
Non-Exempt	Unrepresented	Part-Time	Lead Lifeguard	\$ 16.75	\$ 17.59	\$ 18.47	\$ 19.39	\$ 20.36	\$ 21.38	\$ 22.45
Non-Exempt	SEIU	Full-Time	Community Development Specialist	\$ 17.46	\$ 18.34	\$ 19.25	\$ 20.21	\$ 21.23	\$ 22.29	\$ 23.40
Non-Exempt	SEIU	Full-Time	Administrative Secretary	\$ 17.46	\$ 18.34	\$ 19.25	\$ 20.21	\$ 21.23	\$ 22.29	\$ 23.40
Non-Exempt	SEIU	Full-Time	Utility Operator Trainee	\$ 17.60	\$ 18.47	\$ 19.40	\$ 20.37	\$ 21.39	\$ 22.46	\$ 23.58
Non-Exempt	SEIU	Full-Time	Pool Manager	\$ 18.00	\$ 18.90	\$ 19.85	\$ 20.84	\$ 21.88	\$ 22.97	\$ 24.12
Non-Exempt	Unrepresented	Full-Time	Executive Assistant/Deputy City Clerk	\$ 19.80	\$ 20.79	\$ 21.83	\$ 22.92	\$ 24.07	\$ 25.27	\$ 26.53
Non-Exempt	SEIU	Part-Time	Records/IT Clerk	\$ 20.20	\$ 21.21	\$ 22.27	\$ 23.38	\$ 24.55	\$ 25.78	\$ 27.06
Non-Exempt	SEIU	Full-Time	Maintenance Senior II	\$ 20.48	\$ 21.51	\$ 22.58	\$ 23.71	\$ 24.90	\$ 26.14	\$ 27.45
Non-Exempt	SEIU	Full-Time	Animal Control Officer	\$ 20.48	\$ 21.51	\$ 22.58	\$ 23.71	\$ 24.90	\$ 26.14	\$ 27.45
Non-Exempt	SEIU	Full-Time	Community Services Officer	\$ 20.48	\$ 21.51	\$ 22.58	\$ 23.71	\$ 24.90	\$ 26.14	\$ 27.45
Non-Exempt	SEIU	Full-Time	Account Clerk III	\$ 20.58	\$ 21.61	\$ 22.69	\$ 23.83	\$ 25.02	\$ 26.27	\$ 27.58
Non-Exempt	SEIU	Full-Time	Utility Operator I	\$ 24.76	\$ 25.99	\$ 27.29	\$ 28.66	\$ 30.09	\$ 31.59	\$ 33.17
Non-Exempt	SEIU	Full-Time	Engineering Technician	\$ 25.57	\$ 26.85	\$ 28.19	\$ 29.60	\$ 31.08	\$ 32.64	\$ 34.27
Non-Exempt	SEIU	Full-Time	Assistant City Planner	\$ 25.57	\$ 26.85	\$ 28.19	\$ 29.60	\$ 31.08	\$ 32.64	\$ 34.27
Non-Exempt	SEIU	Full-Time	Building Inspector I	\$ 25.57	\$ 26.85	\$ 28.19	\$ 29.60	\$ 31.08	\$ 32.64	\$ 34.27
Exempt	Unrepresented	Full-Time	Administrative Supervisor	\$ 31.00	\$ 32.55	\$ 34.18	\$ 35.89	\$ 37.68	\$ 39.56	\$ 41.54
Exempt	Unrepresented	Full-Time	City Clerk/Assistant to the City Manager	\$ 31.00	\$ 32.55	\$ 34.18	\$ 35.89	\$ 37.68	\$ 39.56	\$ 41.54
Exempt	Unrepresented	Full-Time	Maintenance Senior III	\$ 31.00	\$ 32.55	\$ 34.18	\$ 35.89	\$ 37.68	\$ 39.56	\$ 41.54
Exempt	Unrepresented	Full-Time	Human Resources/Risk Manager	\$ 33.78	\$ 35.47	\$ 37.24	\$ 39.10	\$ 41.06	\$ 43.11	\$ 45.28
Exempt	Unrepresented	Full-Time	Planning Manager	\$ 33.78	\$ 35.47	\$ 37.24	\$ 39.10	\$ 41.06	\$ 43.11	\$ 45.27
Exempt	Unrepresented	Full-Time	Finance & Accounting Manager	\$ 33.78	\$ 35.47	\$ 37.24	\$ 39.10	\$ 41.06	\$ 43.11	\$ 45.27
Exempt	Unrepresented	Full-Time	IT Manager	\$ 33.78	\$ 35.47	\$ 37.24	\$ 39.10	\$ 41.06	\$ 43.11	\$ 45.27
Exempt	Unrepresented	Full-Time	Executive Projects Manager	\$ 33.78	\$ 35.47	\$ 37.24	\$ 39.10	\$ 41.06	\$ 43.11	\$ 45.27
Exempt	Unrepresented	Full-Time	City Services Manager/Inspector	\$ 33.78	\$ 35.47	\$ 37.24	\$ 39.10	\$ 41.06	\$ 43.11	\$ 45.27
Non-Exempt	SEIU	Full-Time	Utility Operator II	\$ 34.46	\$ 36.18	\$ 37.99	\$ 39.89	\$ 41.88	\$ 43.98	\$ 46.17
Exempt	Unrepresented	Full-Time	City Services Deputy Director	\$ 34.80	\$ 36.54	\$ 38.37	\$ 40.29	\$ 42.30	\$ 44.41	\$ 46.64
Non-Exempt	SEIU	Full-Time	Utility Operator III	\$ 38.92	\$ 40.87	\$ 42.91	\$ 45.06	\$ 47.31	\$ 49.68	\$ 52.16

\*All hourly rates are based on a 40-hour work week.

### Fire Personnel

#### Fire Rate

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	Fire	Full-Time	Fire Apparatus Engineer	\$ 15.50	\$ 16.28	\$ 17.09	\$ 17.94	\$ 18.84	\$ 19.78	\$ 20.77
Non-Exempt	Fire	Full-Time	Fire Lieutenant	\$ 22.06	\$ 23.16	\$ 24.32	\$ 25.54	\$ 26.81	\$ 28.15	\$ 29.56

#### Administrative Rate

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	Fire	Full-Time	Fire Apparatus Engineer	\$ 21.70	\$ 22.79	\$ 23.92	\$ 25.12	\$ 26.38	\$ 27.70	\$ 29.08
Non-Exempt	Fire	Full-Time	Fire Lieutenant	\$ 29.42	\$ 30.89	\$ 32.44	\$ 34.06	\$ 35.76	\$ 37.55	\$ 39.43

\*Fire personnel will convert to a 56-hour work week upon completion of their training.

\*Fire personnel are paid based on whether they are on the 56-hour per week average schedule or the 40-hour per week schedule.

\*Holiday pay will still be paid out based on the 40-hour per week rate, regardless of whether an employee is on a 56-hour per week average schedule or a 40-hour per week schedule.

### Public Safety Personnel

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	LPOA	Full-Time	Public Safety Officer	\$ 25.37	\$ 26.64	\$ 27.97	\$ 29.37	\$ 30.84	\$ 32.38	\$ 34.00
Non-Exempt	LPOA	Full-Time	Police Corporal	\$ 27.98	\$ 29.38	\$ 30.85	\$ 32.39	\$ 34.01	\$ 35.71	\$ 37.50
Non-Exempt	LPOA	Full-Time	Public Safety Sergeant	\$ 30.89	\$ 32.43	\$ 34.06	\$ 35.76	\$ 37.55	\$ 39.42	\$ 41.40
Exempt	Unrepresented	Full-Time	Public Safety Lieutenant	\$ 41.35	\$ 43.42	\$ 45.59	\$ 47.87	\$ 50.26	\$ 52.77	\$ 55.41

### Contract Personnel

Category	Bargaining Unit	Type	Title	Minimum	Maximum
Exempt	Unrepresented	Full-Time	City Manager	\$ 55.05	\$ 80.00
Exempt	Unrepresented	Full-Time	Director of Public Safety	\$ 41.46	\$ 70.00
Exempt	Unrepresented	Full-Time	Director of Finance	\$ 41.72	\$ 70.00
Exempt	Unrepresented	Full-Time	Director of City Services & Planning	\$ 36.17	\$ 71.40
Exempt	Unrepresented	Full-Time	Recreation Services Director	\$ 34.37	\$ 60.00



# City of Lindsay

Annual Salary Schedule  
Effective: 06/01/2023

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	Unrepresented	Part-Time Seasonal	Interns/Seasonal	\$ 32,240.00	\$ 32,240.00	\$ 32,240.00	\$ 32,240.00	\$ 32,240.00	\$ 32,240.00	\$ 32,240.00
Non-Exempt	Unrepresented	Part-Time	Recreation - Lifeguard	\$ 32,760.00	\$ 34,403.20	\$ 36,108.80	\$ 37,918.40	\$ 39,811.20	\$ 41,808.00	\$ 43,908.80
Non-Exempt	Unrepresented	Part-Time	Recreation I	\$ 32,760.00	\$ 34,403.20	\$ 36,108.80	\$ 37,918.40	\$ 39,811.20	\$ 41,808.00	\$ 43,908.80
Non-Exempt	SEIU	Full-Time	Maintenance	\$ 33,425.60	\$ 35,089.60	\$ 36,836.80	\$ 38,688.00	\$ 40,622.40	\$ 42,640.00	\$ 44,782.40
Non-Exempt	SEIU	Full-Time	Account Clerk I	\$ 33,425.60	\$ 35,089.60	\$ 36,836.80	\$ 38,688.00	\$ 40,622.40	\$ 42,640.00	\$ 44,782.40
Non-Exempt	SEIU	Full-Time	Code Enforcement Officer	\$ 33,425.60	\$ 35,089.60	\$ 36,836.80	\$ 38,688.00	\$ 40,622.40	\$ 42,640.00	\$ 44,782.40
Non-Exempt	SEIU	Full-Time	Records Clerk	\$ 33,737.60	\$ 35,422.40	\$ 37,190.40	\$ 39,041.60	\$ 40,996.80	\$ 43,056.00	\$ 45,198.40
Non-Exempt	SEIU	Full-Time	Maintenance Senior I	\$ 33,737.60	\$ 35,422.40	\$ 37,190.40	\$ 39,041.60	\$ 40,996.80	\$ 43,056.00	\$ 45,198.40
Non-Exempt	Unrepresented	Part-Time	Lead Lifeguard	\$ 34,840.00	\$ 36,587.20	\$ 38,417.60	\$ 40,331.20	\$ 42,348.80	\$ 44,470.40	\$ 46,696.00
Non-Exempt	SEIU	Full-Time	Community Development Specialist	\$ 36,316.80	\$ 38,147.20	\$ 40,040.00	\$ 42,036.80	\$ 44,158.40	\$ 46,363.20	\$ 48,672.00
Non-Exempt	SEIU	Full-Time	Administrative Secretary	\$ 36,316.80	\$ 38,147.20	\$ 40,040.00	\$ 42,036.80	\$ 44,158.40	\$ 46,363.20	\$ 48,672.00
Non-Exempt	SEIU	Full-Time	Utility Operator Trainee	\$ 36,608.00	\$ 38,417.60	\$ 40,352.00	\$ 42,369.60	\$ 44,491.20	\$ 46,716.80	\$ 49,046.40
Non-Exempt	SEIU	Full-Time	Pool Manager	\$ 37,440.00	\$ 39,312.00	\$ 41,288.00	\$ 43,347.20	\$ 45,510.40	\$ 47,777.60	\$ 50,169.60
Non-Exempt	Unrepresented	Full-Time	Executive Assistant/Deputy City Clerk	\$ 41,184.00	\$ 43,243.20	\$ 45,406.40	\$ 47,673.60	\$ 50,065.60	\$ 52,561.60	\$ 55,182.40
Non-Exempt	SEIU	Part-Time	Records/IT Clerk	\$ 42,016.00	\$ 44,116.80	\$ 46,321.60	\$ 48,630.40	\$ 51,064.00	\$ 53,622.40	\$ 56,284.80
Non-Exempt	SEIU	Full-Time	Maintenance Senior II	\$ 42,598.40	\$ 44,740.80	\$ 46,966.40	\$ 49,316.80	\$ 51,792.00	\$ 54,371.20	\$ 57,096.00
Non-Exempt	SEIU	Full-Time	Animal Control Officer	\$ 42,598.40	\$ 44,740.80	\$ 46,966.40	\$ 49,316.80	\$ 51,792.00	\$ 54,371.20	\$ 57,096.00
Non-Exempt	SEIU	Full-Time	Community Services Officer	\$ 42,598.40	\$ 44,740.80	\$ 46,966.40	\$ 49,316.80	\$ 51,792.00	\$ 54,371.20	\$ 57,096.00
Non-Exempt	SEIU	Full-Time	Account Clerk III	\$ 42,806.40	\$ 44,948.80	\$ 47,195.20	\$ 49,566.40	\$ 52,041.60	\$ 54,641.60	\$ 57,366.40
Non-Exempt	SEIU	Full-Time	Utility Operator I	\$ 51,500.80	\$ 54,059.20	\$ 56,763.20	\$ 59,612.80	\$ 62,607.20	\$ 65,747.20	\$ 68,993.60
Non-Exempt	SEIU	Full-Time	Engineering Technician	\$ 53,185.60	\$ 55,848.00	\$ 58,635.20	\$ 61,568.00	\$ 64,646.40	\$ 67,891.20	\$ 71,281.60
Non-Exempt	SEIU	Full-Time	Assistant City Planner	\$ 53,185.60	\$ 55,848.00	\$ 58,635.20	\$ 61,568.00	\$ 64,646.40	\$ 67,891.20	\$ 71,281.60
Non-Exempt	SEIU	Full-Time	Building Inspector I	\$ 53,185.60	\$ 55,848.00	\$ 58,635.20	\$ 61,568.00	\$ 64,646.40	\$ 67,891.20	\$ 71,281.60
Exempt	Unrepresented	Full-Time	Administrative Supervisor	\$ 64,480.00	\$ 67,704.00	\$ 71,094.40	\$ 74,651.20	\$ 78,374.40	\$ 82,284.80	\$ 86,403.20
Exempt	Unrepresented	Full-Time	City Clerk/Assistant to the City Manager	\$ 64,480.00	\$ 67,704.00	\$ 71,094.40	\$ 74,651.20	\$ 78,374.40	\$ 82,284.80	\$ 86,403.20
Exempt	Unrepresented	Full-Time	Maintenance Senior III	\$ 64,480.00	\$ 67,704.00	\$ 71,094.40	\$ 74,651.20	\$ 78,374.40	\$ 82,284.80	\$ 86,403.20
Exempt	Unrepresented	Full-Time	Human Resources/Risk Manager	\$ 70,262.40	\$ 73,777.60	\$ 77,459.20	\$ 81,328.00	\$ 85,404.80	\$ 89,688.00	\$ 94,181.60
Exempt	Unrepresented	Full-Time	Planning Manager	\$ 70,262.40	\$ 73,777.60	\$ 77,459.20	\$ 81,328.00	\$ 85,404.80	\$ 89,688.00	\$ 94,181.60
Exempt	Unrepresented	Full-Time	Finance & Accounting Manager	\$ 70,262.40	\$ 73,777.60	\$ 77,459.20	\$ 81,328.00	\$ 85,404.80	\$ 89,688.00	\$ 94,181.60
Exempt	Unrepresented	Full-Time	IT Manager	\$ 70,262.40	\$ 73,777.60	\$ 77,459.20	\$ 81,328.00	\$ 85,404.80	\$ 89,688.00	\$ 94,181.60
Exempt	Unrepresented	Full-Time	Executive Projects Manager	\$ 70,262.40	\$ 73,777.60	\$ 77,459.20	\$ 81,328.00	\$ 85,404.80	\$ 89,688.00	\$ 94,181.60
Exempt	Unrepresented	Full-Time	City Services Manager/Inspector	\$ 70,262.40	\$ 73,777.60	\$ 77,459.20	\$ 81,328.00	\$ 85,404.80	\$ 89,688.00	\$ 94,181.60
Non-Exempt	SEIU	Full-Time	Utility Operator II	\$ 71,676.80	\$ 75,254.40	\$ 79,019.20	\$ 82,971.20	\$ 87,110.40	\$ 91,478.40	\$ 96,033.60
Exempt	Unrepresented	Full-Time	City Services Deputy Director	\$ 72,384.00	\$ 76,003.20	\$ 79,809.60	\$ 83,803.20	\$ 87,984.00	\$ 92,372.80	\$ 97,011.20
Non-Exempt	SEIU	Full-Time	Utility Operator III	\$ 80,953.60	\$ 85,009.60	\$ 89,252.80	\$ 93,724.80	\$ 98,404.80	\$ 103,334.40	\$ 108,492.80

\*All hourly rates are based on a 40-hour work week.

### Fire Personnel

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	Fire	Full-Time	Fire Apparatus Engineer	\$ 45,136.00	\$ 47,407.36	\$ 49,766.08	\$ 52,241.28	\$ 54,862.08	\$ 57,599.36	\$ 60,482.24
Non-Exempt	Fire	Full-Time	Fire Lieutenant	\$ 64,238.72	\$ 67,441.92	\$ 70,819.84	\$ 74,372.48	\$ 78,070.72	\$ 81,972.80	\$ 86,078.72

### Administrative Rate

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	Fire	Full-Time	Fire Apparatus Engineer	\$ 45,136.00	\$ 47,403.20	\$ 49,753.60	\$ 52,249.60	\$ 54,870.40	\$ 57,616.00	\$ 60,486.40
Non-Exempt	Fire	Full-Time	Fire Lieutenant	\$ 61,193.60	\$ 64,251.20	\$ 67,475.20	\$ 70,844.80	\$ 74,380.80	\$ 78,104.00	\$ 82,014.40

\*Fire personnel will convert to a 56-hour work week upon completion of their training.

\*Fire personnel are paid based on whether they are on the 56-hour per week average schedule or the 40-hour per week schedule.

\*Holiday pay will still be paid out based on the 40-hour per week rate, regardless of whether an employee is on a 56-hour per week average schedule or a 40-hour per week schedule.

### Public Safety Personnel

Category	Bargaining Unit	Type	Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Non-Exempt	LPOA	Full-Time	Public Safety Officer	\$ 52,769.60	\$ 55,411.20	\$ 58,177.60	\$ 61,089.60	\$ 64,147.20	\$ 67,350.40	\$ 70,720.00
Non-Exempt	LPOA	Full-Time	Police Corporal	\$ 58,198.40	\$ 61,110.40	\$ 64,168.00	\$ 67,371.20	\$ 70,740.80	\$ 74,276.80	\$ 78,000.00
Non-Exempt	LPOA	Full-Time	Public Safety Sergeant	\$ 64,251.20	\$ 67,454.40	\$ 70,844.80	\$ 74,380.80	\$ 78,104.00	\$ 81,993.60	\$ 86,112.00
Exempt	Unrepresented	Full-Time	Public Safety Lieutenant	\$ 86,008.00	\$ 90,313.60	\$ 94,827.20	\$ 99,569.60	\$ 104,540.80	\$ 109,761.60	\$ 115,252.80

### Contract Personnel

Category	Bargaining Unit	Type	Title	Minimum	Maximum
Exempt	Unrepresented	Full-Time	City Manager	\$ 114,504.00	\$ 166,400.00
Exempt	Unrepresented	Full-Time	Director of Public Safety	\$ 86,236.80	\$ 145,600.00
Exempt	Unrepresented	Full-Time	Director of Finance	\$ 86,777.60	\$ 145,600.00
Exempt	Unrepresented	Full-Time	Director of City Services & Planning	\$ 75,233.60	\$ 148,512.00
Exempt	Unrepresented	Full-Time	Recreation Services Director	\$ 71,489.60	\$ 124,800.00



## ***Benefit Summary***

As part of the employee compensation package the City of Lindsay provides benefits to its employees. The accumulation and use of these benefits is regulated by the policies and procedures of the City. The following paragraphs summaries these benefits. To review a comprehensive and detailed listing of said benefits, please visit the City of Lindsay website: <https://www.lindsay.ca.us/hr/page/human-resources-forms>.

### ***Vacation***

Full-time employees receive ten (10) days of vacation for the first five years of employment. Full-time employees with five (5) years of continuous service will receive eleven (11) days per year. Full-time employees with seven (7) years of continuous service will receive thirteen (13) days per year of vacation. Full-time employees with ten (10) years of continuous service will receive fifteen (15) days per year of vacation.

### ***Sick Leave***

A regular employee accrues sick leave on the first day of employment; sick leave hours may be used beginning on the 90th day of employment. Sick leave is accrued at the rate of 3.08 hours pay period (10 days per year). Upon separation from the City, sick leave is lost. Part-time, temporary, or seasonal employees will be provided 24 hours of sick leave on the first day of employment; sick leave hours may be used beginning on the 90th day of employment. An employee that retires from the City of Lindsay can elect to roll their sick leave into service credit with CalPERS.

### ***Health Insurance***

Open Enrollment is in November of each year. The health insurance provider for the City of Lindsay is Anthem Blue Cross. Employees may choose between a PPO 250 plan and PPO 500 plan based on individual needs. New full-time employees are eligible for benefits the first of the month following 30 days from the hire date. If an employee is hired part-time, temporary, or seasonal and moved to a benefit eligible class, the employee is eligible the first of the month following 30 days in the eligible class.

### ***Dental Insurance***

The City's dental plan is offered through Premier Access, which offers two plans a HIGH and a LOW plan.

### ***Vision Insurance***

The City's vision plan is offered through Superior Vision.

### ***Employee Assistance Program***

The EAP is a confidential service designed to help employees and their household members resolve

personal and workplace challenges. Counseling services are available free of charge to employees 24/7 via phone or email.

***Life Insurance***

City employees are covered under term life insurance program through Lincoln Financial Group. An optional employee paid group supplemental life insurance program is also available to City employees. The employee paid term life insurance policy covers the employee and dependents and is portable.

***Deferred Compensation***

The deferred compensation plan is a voluntary retirement program through Lincoln Life. City employees determine how much of their pay is to be directed towards the deferred compensation plan.

***CalPERS Retirement***

City of Lindsay employees participate in the CalPERS retirement system. Understanding the CalPERS system requires background information about pension reform in California and how a pension works. To begin with, City employees are first divided into two classifications – Public Safety (Police and Fire) and Miscellaneous (all other employees). These two classifications participate at different rates and have different retirement ages. Effective January 1, 2013, CalPERS separated the entire CalPERS system (regardless of classification) into two designations – Classic (those hired prior to January 1, 2013) and PEPRA (those hired on or after January 1, 2013). PEPRA benefits are significantly less than and start later in life than those received by Classic employees. Additionally, PEPRA employees bear a higher percentage of the cost for the benefit. The result is a lowering of the pension liabilities the City and employees will pay into the CalPERS system. CalPERS invests monthly payments to generate future earnings. Retired employees receive pension payments from these future earnings, not the City in retirement. Each classification and designation are identified by a percent and an age. Employees multiply the number of years they participate in CalPERS by the percent to calculate what portion of their income they will continue to receive via CalPERS (not the City) at the age of retirement for their classification and designation. For example, 2% at 62 for an employee who joined CalPERS at age 42 would mean he or she would receive 40% of their salary in retirement (62 – 42 = 20 x 2% = 40%).

*The following tables identify the classifications and designations along with the retirement benefit equation and how much the employees pay and the two components the City pays per pay period toward the pensions.*

CalPERS	Public Safety Classic	Public Safety PEPRA	Miscellaneous Classic	Miscellaneous PEPRA
Retirement Age	55	57	55	62
Retirement Percent Per Year Employed	3.00%	2.70%	2.70%	2.00%
Employee Contributions per pay period	9.00%	18.75%	9.00%	10.75%
City-paid rate per pay period	24.15%	8.54%	14.95%	4.68%
Total Rate per pay period	33.15%	27.29%	23.95%	15.43%

Governments in the CalPERS system are facing sizable unfunded liabilities, which means the investments used to create the retirement account were not funded sufficiently past years. The past underfunding and less-than- expected growth in investment markets have left the retirement system without enough principal to generate returns to fund fully the retirement contracts. CalPERS amortizes the unfunded liability based on return expectations and adjustments for past performance.

*The following table shows the unfunded liability balance as of the most recent CalPERS Actuarial Valuation and the City's required payments for fiscal year 2022-2023.*

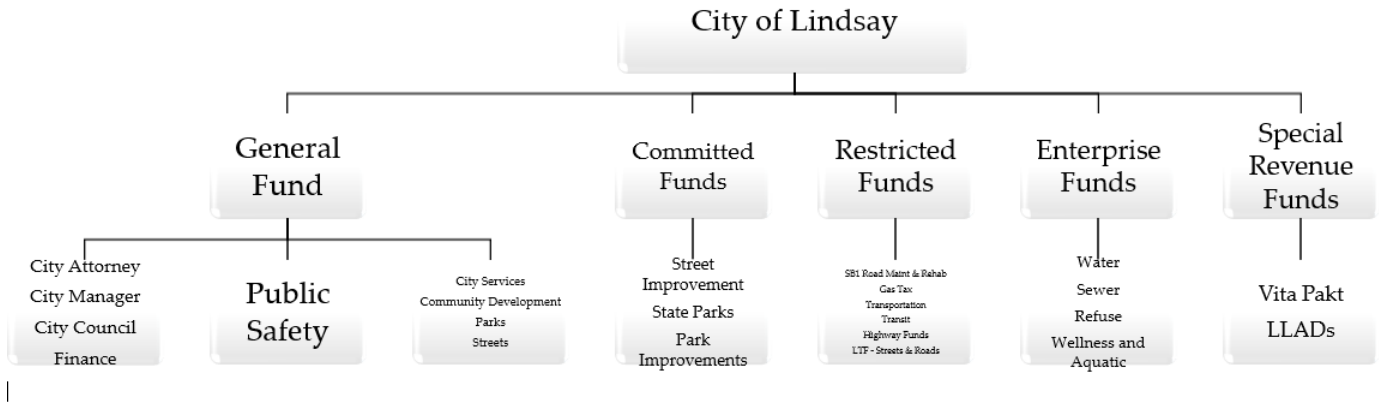
Calpers Unfunded Liability	Public Safety Classic	PEPRA	Miscellaneous Classic	PEPRA
Unfunded Liability Balance at 6/30/2021	\$ 3,416,669	\$ (10,123)	\$ 4,179,016	\$ (7,582)
FY 2023-2024 Payment toward Unfunded Liability	360,632	-	434,289	-

## Annual Position Allocation

Department	Position	FY 2023-2024 FTE	General	Utilities	Transit & Gas Tax	Wellness	Other
City Manager	City Manager	1.00	46%	29%	20%	5%	0%
City Manager	Executive Assistant / Deputy City Clerk	1.00	70%	25%	0%	5%	0%
City Manager	Assistant to the City Manager / City Clerk	1.00	70%	25%	0%	5%	0%
City Manager	Administrative Secretary	1.00	55%	25%	10%	10%	0%
City Manager	Human Resources Manager	1.00	55%	25%	10%	10%	0%
Public Safety	Director Of Public Safety	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Lieutenant	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Lieutenant	1.00	98%	2%	0%	0%	0%
Public Safety	Public Safety Sergeant	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Sergeant	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Sergeant	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Sergeant	1.00	100%	0%	0%	0%	0%
Public Safety	Police Corporal	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer SRO II	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Public Safety Reserve Officer	-	100%	0%	0%	0%	0%
Public Safety	Public Safety Reserve Officer	-	100%	0%	0%	0%	0%
Public Safety	Public Safety Reserve Officer	-	100%	0%	0%	0%	0%
Public Safety	Animal Control Officer	1.00	100%	0%	0%	0%	0%
Public Safety	Fire Lieutenant	1.00	98%	2%	0%	0%	0%
Public Safety	Fire Apparatus Engineer	1.00	100%	0%	0%	0%	0%
Public Safety	Fire Apparatus Engineer	1.00	100%	0%	0%	0%	0%
Public Safety	Fire Apparatus Engineer	1.00	100%	0%	0%	0%	0%
Public Safety	Administrative Supervisor	1.00	100%	0%	0%	0%	0%
Public Safety	Records Clerk	1.00	100%	0%	0%	0%	0%
Finance	Director of Finance	1.00	37%	50%	10%	2%	1%
Finance	Finance & Accounting Manager	1.00	37%	50%	10%	2%	1%
Finance	Administrative Supervisor	1.00	45%	40%	8%	5%	2%
Finance	Account Clerk 3	1.00	45%	40%	8%	5%	2%
Finance	Account Clerk 3	1.00	20%	70%	4%	5%	1%
Finance	Account Clerk 3	1.00	9%	85%	0%	5%	1%
Finance	Account Clerk 1	1.00	9%	85%	0%	5%	1%
City Services	Director Of City Services	1.00	25%	46%	24%	0%	5%
City Services	City Services Deputy Director	1.00	25%	49%	24%	0%	3%
City Services	City Services Manager / Inspector	1.00	80%	10%	10%	0%	0%
City Services	Engineering Tech	1.00	49%	30%	19%	0%	2%
City Services	Planning Manager	1.00	100%	0%	0%	0%	0%
City Services	Assistant City Planner	1.00	100%	0%	0%	0%	0%
City Services	Utility Operator 2	1.00	0%	100%	0%	0%	0%
City Services	Water Utility Operator 1	1.00	0%	95%	0%	0%	5%
City Services	Utility Operator Trainee	1.00	0%	100%	0%	0%	0%
City Services	Sewer Utility Operator 2	1.00	0%	100%	0%	0%	0%
City Services	Utility Operator 1	1.00	0%	100%	0%	0%	0%
City Services	Sewer Utility Operator Trainee	1.00	0%	95%	0%	0%	5%

City Services	Senior Maintenance 3	1.00	60%	20%	15%	5%	0%
City Services	Senior Maintenance 2	1.00	60%	20%	15%	5%	0%
City Services	Senior Maintenance 1	1.00	30%	25%	45%	0%	0%
City Services	Maintenance (PARKS)	1.00	100%	0%	0%	0%	0%
City Services	Maintenance (PARKS)	1.00	100%	0%	0%	0%	0%
City Services	Maintenance	1.00	30%	15%	55%	0%	0%
City Services	Maintenance	1.00	0%	100%	0%	0%	0%
City Services	Maintenance	1.00	100%	0%	0%	0%	0%
City Services	Maintenance	1.00	30%	15%	55%	0%	0%
City Services	Maintenance (Building)	1.00	100%	0%	0%	0%	0%
City Services	Code Enforcement	1.00	100%	0%	0%	0%	0%
City Services	Administrative Supervisor	1.00	30%	30%	10%	0%	30%
City Services	Administrative Secretary	1.00	40%	40%	20%	0%	0%
Wellness	Recreation Director	1.00	0%	0%	0%	100%	0%
Wellness	Administrative Secretary	1.00	0%	0%	0%	100%	0%
Wellness	Recreation 1	0.50	0%	0%	0%	100%	0%
Wellness	Recreation 1	0.50	0%	0%	0%	100%	0%
Wellness	Recreation 1 (Maintenance)	0.50	0%	0%	0%	100%	0%
Wellness	Pool Manager	1.00	0%	0%	0%	100%	0%
Wellness	Lifeguard (Permanent PT)	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard (Permanent PT)	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard (Permanent PT)	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard (Permanent PT)	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard (Permanent PT)	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard	0.50	0%	0%	0%	100%	0%
Wellness	Lifeguard	0.50	0%	0%	0%	100%	0%

# Fund Structure



## *General Fund*

The primary operating fund of the City of Lindsay is the General Fund. The General Fund is used to account for all financial resources except those required to be accounted for in another fund. Individual funds for general government activities are rolled into the General Fund including public safety, city services, and administration funds. All the City’s financial activities are accounted for in the General Fund unless there is a compelling reason to report them in some other fund type. City Council establishes an appropriation limit for the General Fund pursuant Article XIII B of the State Constitution, otherwise referred to as the GANN Limitation. The GANN Limit is a spending limit for proceeds of taxes. This limit is based on historical limits, adjusted by the change in California Per Capita Income and by the change of the Lindsay’s population.

## *Committed Funds*

Committed Funds account for revenue resources collected for specific uses and are established by formal action of the City Council of the City of Lindsay. To be reported as committed, amounts cannot be used for any other purpose unless the City takes the same highest level action to remove or change the constraint.

## *Restricted Funds*

Restricted Funds are funds that can be spent only for the specific purposes stipulated by external resource providers. For example, gas tax funds are State allocated funds restricted for street improvement activity and pedestrian and transportation projects.

## *Enterprise Funds*

Business-type revenue funds are restricted specifically for the use for which they are collected. In contrast to the General Fund, each enterprise fund operates similar to a business and funds are accounted for separately. These funds are primarily through fees for services with user charges established and maintained at proper levels to assure adequate revenues to pay for operations, maintain adequate

reserves and fund maintenance repair and replacement of critical equipment, facilities, and infrastructure.

*Special Revenue Funds*

Special revenue funds are used to account for specific revenue sources the City intends to use for a specific purpose.

## Levels of Budgetary Control

The City maintains budgetary controls with the objective of ensuring compliance with legal provisions embodied in the annual appropriated budget approved by the City Council.

During the fiscal year, due to emergencies or changes in circumstances, it may become necessary to transfer appropriations between funds or increase the appropriation for new projects for programs approved by the City Council. An adjustment is requested through a budget amendment which includes an explanation as to why the change is necessary. City Council may approve changes to resources held during regularly scheduled meetings held throughout the fiscal year. The council may amend the budget to add to or increase programs or amounts or to delete or decrease any programs or amounts, except those expenditures required by law or for debt services, but no amendment to the budget shall increase the authorized expenditures for any fund to an amount greater than the total estimated income and carried forward fund balances, plus appropriated reserves. The City Manager may transfer monies between departments, divisions, programs and accounts within funds and departments, but within dollar or percentage of fund limits set by the Council annually as part of the budget, but only the Council by resolution may transfer monies between funds and from unappropriated balances or fund balances to any fund or appropriation account. Encumbered amounts lapse at year end and, encumbrances outstanding at year end are reappropriated as part of the following year's budget. Activities for Debt Service, and Capital Projects are included in the annual appropriated budget. When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, followed by the unrestricted committed, assigned, and unassigned resources as they are needed.

### *Annual Budget Calendar*

<b>Timeframe</b>	<b>Budget Event</b>
<b>March</b>	Department heads submit proposed operating and capital budgets, goals and performance standards to City Manager. City Manager and Finance Director take information from department heads and prepare the proposed budget for coming fiscal year.
<b>May through June</b>	Proposed operating and capital budgets for all Accounting Funds is distributed to public, press and City Council. Copies are available for public review at City Hall and on City website. City Council conducts reviews during work meetings and invites public participation and input.



<b>June</b>	Public hearing is held wherein the public is invited to comment on proposed annual budget. City Council makes final budget changes. City Manager incorporates changes made by City Council into final budget document.
<b>No later than June 30</b>	Final budget is adopted by the City Council.

## **Fund Summaries**

### ***General Fund***

Staff is largely focusing on growing general fund revenues to address the deficit fund balance in the General Fund caused by the reinstatement of interfund loans. Positive revenue trends for sales and use tax, including the voter-approved additional one percent (1%) tax imposed on retail transactions to fund general fund services for public safety are expected to continue for Fiscal Year 2023 – 2024.

### ***Street Improvement Fund***

Operations remain positive for the Street Improvement Fund. A study was conducted to provide updated values for street impact fees caused by City utility services. The final study is expected to be presented for the consideration of Lindsay City Council in the near future.

### ***Water Enterprise Fund***

The Water fund continues to struggle financially. The Water fund ended with an operating loss in the prior year and does not have any financial reserves for capital outlay projects needed to maintain or upgrade its aging infrastructure. Staff has completed a water rate study to address these issues; the final water rate study is expected to be presented for the consideration of Lindsay City Council in the near future.

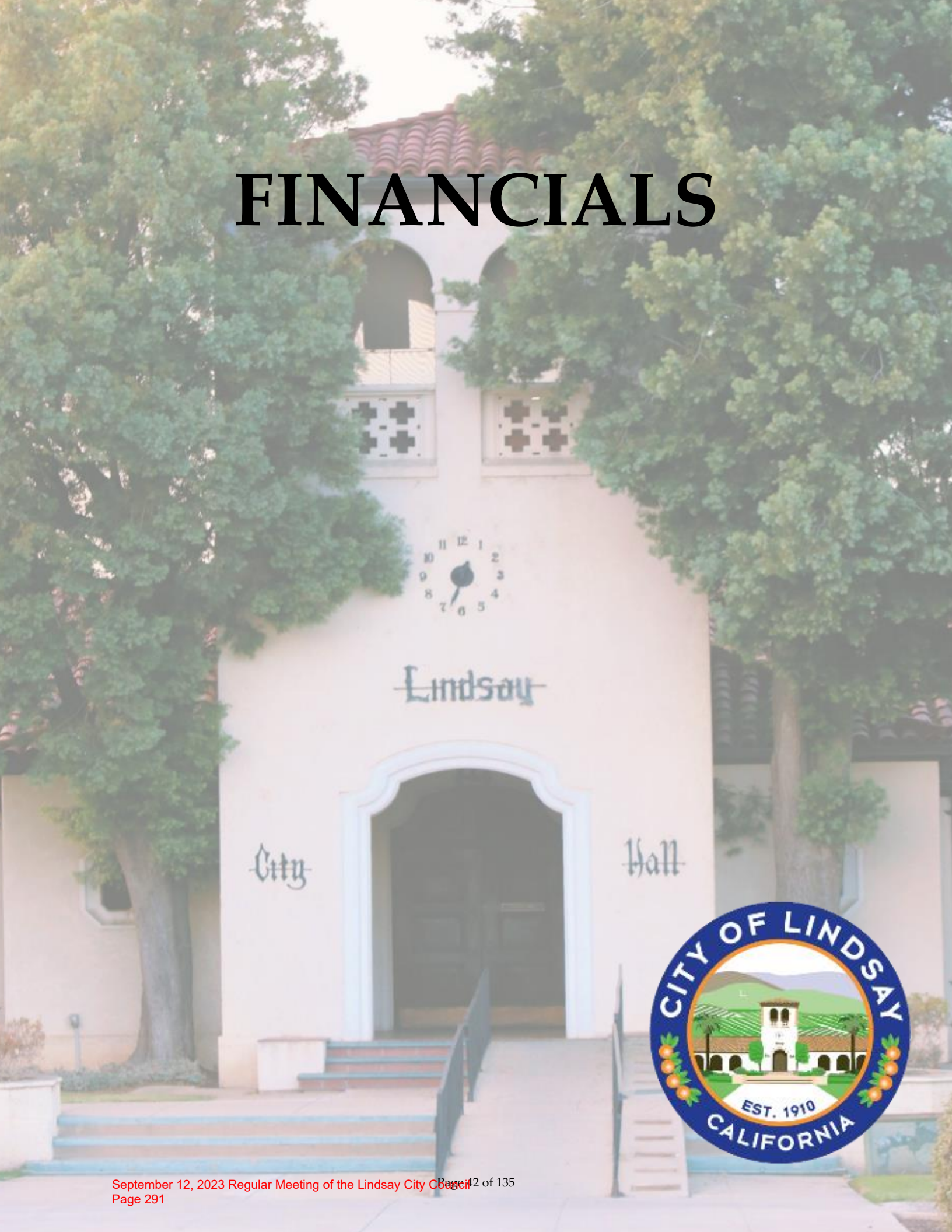
### ***Sewer Enterprise Fund***

Operations remain positive for the sewer enterprise fund and several capital outlay projects are scheduled for Fiscal Year 2023 – 2024 to maintain and upgrade aging infrastructure. A study reviewing sewer rates has been conducted to ensure long-term operations for the system. Results of the study are expected to be presented for the consideration of Lindsay City Council in the near future.

### ***Wellness Enterprise Fund***

The resources of the Wellness Center continue to grow through community partnership agreements, namely with the Lindsay Local Hospital District and the Lindsay Unified School District. The City uses general funds to cover annual deficits to support the Wellness Center's ability to continue to provide health and social benefits to the residents of Lindsay and the community at large.

# FINANCIALS



## SUMMARY OF NET CHANGE - CITYWIDE

	ACTUAL FY 2020	AUDITED FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>GENERAL FUND</b>						
101-GENERAL FUND	1,156,822	1,558,686	126,250	178,890	2,795,110	(1,596,436)
<b>COMMITTED FUNDS</b>						
200-STREET IMPROVEMENT FUND	65,525	764,150	-	(2,305,827)	(1,757,493)	492,500
460-STATE PARKS	-	(32,297)	-	-	(1,990)	-
471-PARK IMPROVEMENTS	4,606	2,633	3,300	3,300	32,800	-
<b>RESTRICTED FUNDS</b>						
260-SB1 ROAD MAINTENANCE & REHAB	(148,661)	244,169	-	200,432	172,636	239,668
261-GAS TAX FUND	9,050	6,548	2,700	(422,988)	(478,234)	(94,569)
263-TRANSPORTATION	95,265	85,993	-	(1,642,330)	(1,100,217)	(89,058)
264-GAS TAX-TRANSIT FUND	(352)	205	100	-	-	-
265-STP HWY FUNDS	(83,386)	150,565	-	143,000	152,783	143,000
266-LTF-ART 8 STREETS & ROADS	415,947	652,491	4,500	330,000	583,566	(292,200)
<b>ENTERPRISE FUNDS</b>						
300-MCDERMONT	119,957	-	-	-	-	-
400-WELLNESS CENTER	135,741	46,884	(22,400)	(56)	(595)	0
552-WATER	163,212	8,445	(42,600)	(279,297)	481,580	(0)
553-SEWER	440,998	421,511	153,000	13,505	126,698	(149,287)
841-CURB & GUTTER	91	2,374	-	2,000	2,750	2,500
856-STORM DRAIN SYSTEM	3,970	738	3,000	-	1,300	-
554-REFUSE	45,511	68,841	(24,700)	(7,823)	51,586	(32,199)
<b>SPECIAL REVENUE FUNDS</b>						
556-VITA-PAKT	254	(1,164)	-	-	8,225	-
883-SIERRA VIEW ASSESSMENT	(1,215)	2,348	-	-	(4,554)	-
884-HERITAGE ASSESSMENT DIST	881	2,104	-	-	(5,729)	-
886-SAMOA	740	1,602	-	-	341	-
887-SWEETBRIER TOWNHOUSES	517	2,789	-	-	1,271	-
888-PARKSIDE	647	508	-	(0)	(1,768)	-
889-SIERRA VISTA ASSESSMENT	7,352	7,676	7,400	(0)	(35,800)	-
890-MAPLE VALLEY ASSESSMENT	(4,107)	(379)	-	-	(1,050)	-
891-PELOUS RANCH	(3,806)	584	(9,300)	-	(4,632)	-

## SUMMARY OF INFLOWS - CITYWIDE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>GENERAL FUND</b>						
101-GENERAL FUND	6,383,118	7,273,835	8,246,700	9,299,419	11,628,155	8,413,454
<b>COMMITTED FUNDS</b>						
200-STREET IMPROVEMENT FUND	905,905	917,228	925,883	417,973	1,016,168	950,000
460-STATE PARKS	-	-	250,000	6,601,000	239,060	1,500,000
471-PARK IMPROVEMENTS	4,606	2,633	3,300	3,300	32,800	-
<b>RESTRICTED FUNDS</b>						
260-SB1 ROAD MAINTENANCE & REHAB	233,224	244,169	140,000	298,432	270,636	307,668
261-GAS TAX FUND	307,866	290,386	281,100	381,315	322,647	343,537
263-TRANSPORTATION	285,344	242,916	1,063,100	220,000	485,299	323,640
264-GAS TAX-TRANSIT FUND	250,170	205	100	-	-	-
265-STP HWY FUNDS	158,614	150,565	130,700	143,000	152,783	143,000
266-LTF-ART 8 STREETS & ROADS	1,061,557	652,491	534,500	530,000	783,566	750,000
<b>ENTERPRISE FUNDS</b>						
300-MCDERMONT	119,957	-	-	-	-	-
400-WELLNESS CENTER	767,355	829,582	1,217,300	1,078,300	1,138,701	1,348,863
552-WATER	1,712,499	1,670,087	2,250,000	2,452,000	2,367,407	3,003,652
553-SEWER	1,448,565	1,485,640	1,579,100	1,644,100	1,503,703	1,485,000
841-CURB & GUTTER	91	2,374	1,200	2,000	2,750	2,500
856-STORM DRAIN SYSTEM	3,970	738	3,000	-	1,300	-
554-REFUSE	1,030,732	1,095,939	1,114,500	880,700	890,480	934,950
<b>SPECIAL REVENUE FUNDS</b>						
556-VITA-PAKT	86,517	61,693	67,200	83,879	124,986	113,690
883-SIERRA VIEW ASSESSMENT	17,619	17,606	18,700	21,965	21,195	22,165
884-HERITAGE ASSESSMENT DIST	6,925	6,703	7,200	7,700	7,200	7,285
886-SAMOA	4,032	4,032	4,400	11,597	4,393	2,355
887-SWEETBRIER TOWNHOUSES	9,473	9,476	9,700	11,597	11,385	10,365
888-PARKSIDE	5,098	5,522	5,700	6,271	5,670	6,800
889-SIERRA VISTA ASSESSMENT	9,335	9,335	9,600	9,554	9,335	6,105
890-MAPLE VALLEY ASSESSMENT	1,398	1,438	2,700	3,617	3,211	4,201
891-PELOUS RANCH	10,195	10,145	10,500	15,750	15,445	20,230

## SUMMARY OF OUTFLOWS - CITYWIDE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>GENERAL FUND</b>						
101-GENERAL FUND	5,226,296	5,715,149	8,120,450	9,120,530	8,833,046	10,009,890
<b>COMMITTED FUNDS</b>						
200-STREET IMPROVEMENT FUND	840,379	153,078	925,883	2,723,800	2,773,661	457,500
460-STATE PARKS	-	32,297	250,000	6,601,000	241,050	1,500,000
471-PARK IMPROVEMENTS	-	-	-	-	-	-
<b>RESTRICTED FUNDS</b>						
260-SB1 ROAD MAINTENANCE & REHAB	381,885	-	140,000	98,000	98,000	68,000
261-GAS TAX FUND	298,816	283,838	278,400	804,303	800,881	438,106
263-TRANSPORTATION	190,079	156,922	1,063,100	1,862,330	1,585,516	412,698
264-GAS TAX-TRANSIT FUND	250,522	-	-	-	-	-
265-STP HWY FUNDS	242,000	-	130,700	-	-	-
266-LTF-ART 8 STREETS & ROADS	645,610	-	530,000	200,000	200,000	1,042,200
<b>ENTERPRISE FUNDS</b>						
300-MCDERMONT	-	-	-	-	-	-
400-WELLNESS CENTER	631,613	782,698	1,239,700	1,078,356	1,139,296	1,348,863
552-WATER	1,549,287	1,661,642	2,292,600	2,731,297	1,885,827	3,003,652
553-SEWER	1,007,567	1,064,129	1,426,100	1,630,595	1,377,004	1,634,287
841-CURB & GUTTER	-	-	1,200	-	-	-
856-STORM DRAIN SYSTEM	-	-	-	-	-	-
554-REFUSE	985,222	1,027,098	1,139,200	888,523	838,893	967,149
<b>SPECIAL REVENUE FUNDS</b>						
556-VITA-PAKT	86,262	62,857	67,200	83,879	116,761	113,690
883-SIERRA VIEW ASSESSMENT	18,834	15,259	18,700	21,965	25,749	22,165
884-HERITAGE ASSESSMENT DIST	6,045	4,599	7,200	7,700	12,929	7,285
886-SAMOA	3,291	2,430	4,400	11,597	4,052	2,355
887-SWEETBRIER TOWNHOUSES	8,957	6,687	9,700	11,597	10,114	10,365
888-PARKSIDE	4,451	5,013	5,700	6,271	7,438	6,800
889-SIERRA VISTA ASSESSMENT	1,983	1,659	2,200	9,554	45,135	6,105
890-MAPLE VALLEY ASSESSMENT	5,505	1,817	2,700	3,617	4,261	4,201
891-PELOUS RANCH	14,001	9,561	19,800	15,750	20,077	20,230



SUMMARY OF TRANSFERS - CITYWIDE

TRANSFER OUT		TRANSFER IN		PURPOSE
TRANSFERS OUT	PROPOSED 2024	TRANSFERS IN	PROPOSED 2024	
GENERAL FUND	70,000	WATER	70,000	Enterprise Fund Advance Repayment
GENERAL FUND	398,280	WATER	398,280	Bank D Filtration Renovation
GENERAL FUND	498,280	WATER	498,280	DBP Disinfecting Byproduct
GENERAL FUND	333,592	WATER	333,592	Water Operations
GENERAL FUND	48,000	WELLNESS CENTER	48,000	Wellness Center Upgrades
GENERAL FUND	501,863	WELLNESS CENTER	501,863	Wellness Center Operations
STREET IMPROVEMENT FUND	207,500	CAPITAL IMPROVEMENT	207,500	Various Street Rehab Projects
STREET IMPROVEMENT FUND	250,000	GENERAL FUND	250,000	Street Operations
SB1 ROAD MAINTENANCE & REHAB	23,000	CAPITAL IMPROVEMENT	23,000	Street rehab/Burem Lane renovation
SB1 ROAD MAINTENANCE & REHAB	45,000	CAPITAL IMPROVEMENT	45,000	Intersection: Foothill/Tulare
TRANSPORTATION	100,000	CAPITAL IMPROVEMENT	100,000	Rehabilitation: Linda Vista Loop
LTF-ART 8 STREETS & ROADS	581,200	CAPITAL IMPROVEMENT	581,200	Lindmore St from Lindsay Blvd to Harvard Ave
LTF-ART 8 STREETS & ROADS	461,000	CAPITAL IMPROVEMENT	461,000	Kern St from Westwood to Eastwood
<b>TOTAL TRANSFER OUT</b>	<b>3,517,715</b>	<b>TOTAL TRANSFER IN</b>	<b>3,517,715</b>	

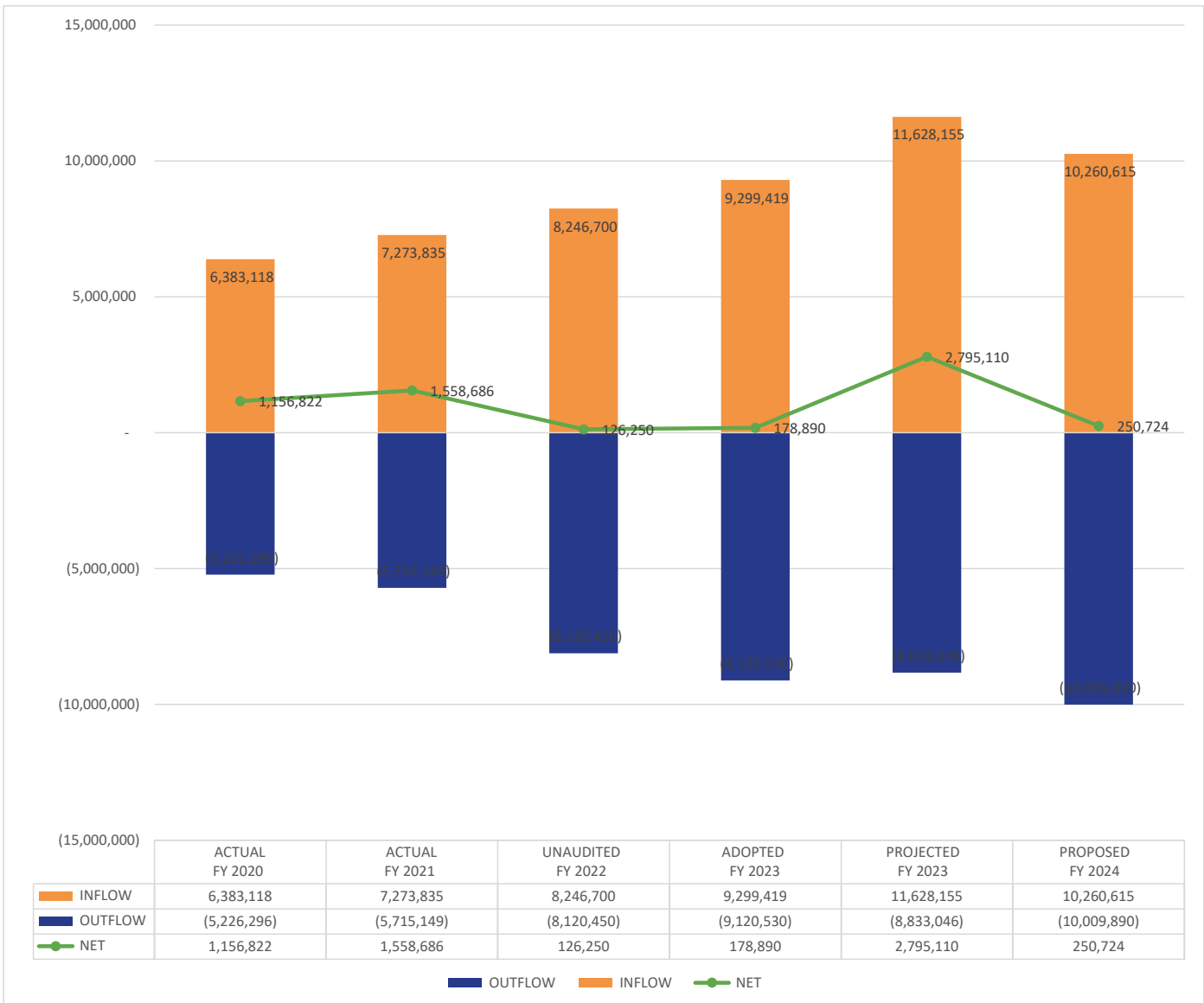
Note: Full project details available on the Adopted Five-Year Capital Improvement Plan.

**101-GENERAL FUND - PERFORMANCE TREND**

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>101-GENERAL FUND</b>						
RESERVE BALANCE						1,847,161
INFLOW	6,071,889	7,170,618	7,927,200	8,959,119	11,287,855	8,163,454
OUTFLOW	4,958,120	5,470,693	6,640,450	8,018,030	7,730,546	8,159,875
<b>TOTAL GENERAL FUND OPERATIONS</b>	<b>1,113,769</b>	<b>1,699,925</b>	<b>1,286,750</b>	<b>941,090</b>	<b>3,557,310</b>	<b>1,850,739</b>

<b>101-GENERAL FUND   TRANSFERS</b>						
TRANSFERS IN	311,229	103,217	319,500	340,300	340,300	250,000
TRANSFERS OUT	268,176	244,457	1,480,000	1,102,500	1,102,500	1,850,015

<b>101-GENERAL FUND   SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE</b>	<b>1,156,822</b>	<b>1,558,686</b>	<b>126,250</b>	<b>178,890</b>	<b>2,795,110</b>	<b>250,724</b>





## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>101-GENERAL FUND</b>						
RESERVE BALANCE						1,847,161
INFLOW	6,071,889	7,170,618	7,927,200	8,959,119	11,287,855	8,163,454
OUTFLOW	4,958,120	5,470,693	6,640,450	8,018,030	7,730,546	8,159,875
<b>TOTAL GENERAL FUND OPERATIONS</b>	<b>1,113,769</b>	<b>1,699,925</b>	<b>1,286,750</b>	<b>941,090</b>	<b>3,557,310</b>	<b>1,850,739</b>

<b>101-GENERAL FUND   TRANSFERS</b>						
TRANSFERS IN	311,229	103,217	319,500	340,300	340,300	250,000
TRANSFERS OUT	268,176	244,457	1,480,000	1,102,500	1,102,500	1,850,015

<b>101-GENERAL FUND   SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE</b>	<b>1,156,822</b>	<b>1,558,686</b>	<b>126,250</b>	<b>178,890</b>	<b>2,795,110</b>	<b>250,724</b>

<b>101-GENERAL FUND   INFLOW BY SOURCE</b>						
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
TAXES & FEES	5,103,234	6,219,034	5,893,300	6,934,288	7,047,003	7,177,225
LICENSES & PERMITS	234,728	241,244	208,900	238,200	390,095	359,500
MONEY AND PROPERTY USE	282,175	19,620	24,400	91,270	957,135	109,500
CHARGES FOR SERVICE	18,686	13,553	15,300	25,109	38,529	25,250
FINES	30,520	15,528	8,500	24,781	19,790	16,000
INTERGOVERNMENTAL	259,734	451,241	514,200	1,531,829	446,289	359,979
OTHER SOURCES & USES	142,812	210,398	1,262,600	113,642	2,389,015	116,000
<b>TOTAL INFLOW   GENERAL FUND</b>	<b>6,071,889</b>	<b>7,170,618</b>	<b>7,927,200</b>	<b>8,959,119</b>	<b>11,287,855</b>	<b>8,163,454</b>

<b>101-GENERAL FUND   OUTFLOW BY USE</b>						
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
CITY ATTORNEY	50,883	89,366	75,000	90,000	90,021	94,500
CITY COUNCIL	14,583	12,835	41,500	69,000	41,265	139,500
CITY MANAGER / HUMAN RESOURCE!	119,538	158,649	187,750	214,210	338,178	361,901
FINANCE	287,980	326,800	292,600	254,393	320,845	367,464
NON-DEPARTMENTAL	144,889	255,506	261,100	347,180	322,953	315,176
COVID-19 EMERGENCY FUND	75,834	127,444	-	-	138,377	-
COVID-19 ARPA FUND	-	-	-	86,629	141,371	-
PUBLIC SAFETY	2,994,060	3,081,427	3,264,700	3,826,932	4,385,602	4,394,906
CITY SERVICES	528,640	596,500	553,100	690,403	621,576	806,569
COMMUNITY DEVELOPMENT	124,367	88,026	172,500	417,460	283,765	358,380
PARKS	166,039	159,219	208,300	239,669	255,080	378,237
STREETS	188,764	252,281	319,500	340,254	282,497	354,879
IT/CITY CLERK	-	-	-	-	-	117,000
DEBT SERVICE	231,724	239,523	328,900	333,900	317,693	318,365
CAPITAL OUTLAY	30,819	83,117	935,500	1,108,000	191,322	153,000
<b>TOTAL OUTFLOW   GENERAL FUND</b>	<b>4,958,120</b>	<b>5,470,693</b>	<b>6,640,450</b>	<b>8,018,030</b>	<b>7,730,546</b>	<b>8,159,875</b>

**SUMMARY OF NET CHANGE**

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>101-GENERAL FUND</b>						
RESERVE BALANCE						1,847,161
INFLOW	6,071,889	7,170,618	7,927,200	8,959,119	11,287,855	8,163,454
OUTFLOW	4,958,120	5,470,693	6,640,450	8,018,030	7,730,546	8,159,875
<b>TOTAL GENERAL FUND OPERATIONS</b>	<b>1,113,769</b>	<b>1,699,925</b>	<b>1,286,750</b>	<b>941,090</b>	<b>3,557,310</b>	<b>1,850,739</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>101-GENERAL FUND   TRANSFERS</b>						
TRANSFERS IN	311,229	103,217	319,500	340,300	340,300	250,000
TRANSFERS OUT- WATER	268,176	244,457	1,480,000	1,102,500	1,102,500	1,300,152
TRANSFERS OUT- WELLNESS CENTER	-	-	-	-	-	549,863

<b>101-GENERAL FUND   SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE</b>	<b>1,156,822</b>	<b>1,558,686</b>	<b>126,250</b>	<b>178,890</b>	<b>2,795,110</b>	<b>250,724</b>

<b>101-GENERAL FUND   INFLOW   GENERAL FUND</b>						
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>TAXES &amp; FEES</b>						
PROPERTY TAX REVENUE	343,853	369,515	324,400	334,091	420,000	430,000
CURRENT UNSECURED	18,424	18,811	23,800	24,244	22,500	25,000
OTHER PRTX/ABX126 PASTHRU	42,067	80,746	50,000	197,503	247,000	250,000
ABX126 RESIDUAL	-	98,116	100,000	-	-	-
REAL PROPERTY TRANSFER	1,026	-	4,400	4,521	-	5,000
MOTOR VEHICLE IN-LIEU TAX	10,572	9,648	6,500	6,630	13,000	13,500
COUNTY PRP TAX VLF	1,133,415	1,151,790	1,200,000	1,236,000	1,258,600	1,285,000
SALES & USE	1,061,649	1,288,539	1,279,400	1,559,000	1,559,000	1,630,000
MEASURE O	1,148,106	1,540,556	1,316,700	1,710,000	1,710,000	1,735,000
UTILITY USER TAX	996,886	957,350	1,050,000	1,112,500	1,114,245	1,123,625
RETAIL CANNABIS TAX	94,475	413,996	300,000	430,000	292,338	315,000
UTILITY COMPANY FRANCHISE	134,919	126,056	120,000	121,200	167,000	140,000
SALES TAX - PROP 172	58,600	65,294	68,100	98,600	98,600	100,100
TRANSIENT OCCUPANCY TAX	59,243	98,618	50,000	100,000	144,720	125,000
<b>SUB-TOTAL</b>	<b>5,103,234</b>	<b>6,219,034</b>	<b>5,893,300</b>	<b>6,934,288</b>	<b>7,047,003</b>	<b>7,177,225</b>
<b>LICENSES &amp; PERMITS</b>						
BUILDING PERMITS	111,496	140,179	110,000	110,000	217,000	200,000
BUS LICENSE AP REVIEW	3,780	2,820	1,800	3,000	6,500	6,000
BUSINESS LICENSE FEES	73,690	56,260	57,600	70,000	95,120	90,000
PLANNING & ZONING FEES	5,205	16,350	10,000	10,000	-	10,000
DOG LICENSE - LINDSAY	370	720	300	500	225	500
PLAN CHECK FEES	22,977	11,410	15,000	20,000	30,450	30,000
CONDITIONAL USE PERMITS	945	-	1,200	1,200	200	1,000
CANNABIS PERMIT	10,833	10,000	10,000	20,000	10,000	10,000
SITE PLAN REVIEWS	750	150	500	500	3,600	2,000
MISC.C.S/FIRE INSPECTION	4,681	3,355	2,500	3,000	27,000	10,000
<b>SUB-TOTAL</b>	<b>234,728</b>	<b>241,244</b>	<b>208,900</b>	<b>238,200</b>	<b>390,095</b>	<b>359,500</b>

<b>MONEY AND PROPERTY USE</b>						
ARBOR RENTAL/MISC SRV	470	1,955	1,000	2,670	4,900	3,000
SALE, SURPLUS PROPERTY	-	-	-	-	-	-
BASEBALL FIELD RENTALS	5,240	4,868	5,500	5,500	22,866	-
LEASE/RENT RECEIPTS	-	-	-	-	-	-
SALE OF REAL PROPERTY	217,482	-	-	-	796,546	-
INTEREST & PENALTIES	3,847	2,378	1,500	1,500	3,510	1,500
EARNED BANK INTEREST	16,106	5,419	600	6,600	40,000	30,000
RENT,CITY FACILITY	1,585	-	-	-	-	-
SMALL BUSINESS INCUBATOR	950	-	-	-	-	-
FRIDAY NIGHT MARKET	36,495	5,000	15,800	75,000	89,313	75,000
<b>SUB-TOTAL</b>	<b>282,175</b>	<b>19,620</b>	<b>24,400</b>	<b>91,270</b>	<b>957,135</b>	<b>109,500</b>
<b>CHARGES FOR SERVICE</b>						
DUI LAB FEES	996	929	500	2,259	626	1,000
D.U.I. - COST RECOVERY	176	119	400	1,000	20	1,000
VEHICLE ABATEMENT	6,751	4,041	5,400	5,400	2,683	3,000
TRAFFIC ACCIDENT REPORT	272	72	300	2,100	6,387	4,000
SPECIAL FIRE SEVICES	1,150	1,100	700	750	200	750
ANIMAL CONTROL	410	180	300	250	873	500
WEED CLEANING & REMOVAL	1,377	-	-	-	-	-
VEHICLE RELEASE	3,100	4,800	3,500	9,150	15,400	10,000
FINGERPRINTS	3,977	1,971	4,200	4,200	10,923	5,000
GANG REGISTRATION FEE	10	20	-	-	-	-
POLICE REPORT COPY	84	69	-	-	550	-
VEHICLE EQUIP. CORR. INSP	381	250	-	-	850	-
FIRE REPORT COPY	2	2	-	-	17	-
<b>SUB-TOTAL</b>	<b>18,686</b>	<b>13,553</b>	<b>15,300</b>	<b>25,109</b>	<b>38,529</b>	<b>25,250</b>
<b>FINES</b>						
PUBLIC SAFETY FINES/REVNU	26,183	14,836	5,000	21,781	7,100	10,000
OTHER FINES & FORFEITS	4,337	692	3,500	3,000	12,690	6,000
<b>SUB-TOTAL</b>	<b>30,520</b>	<b>15,528</b>	<b>8,500</b>	<b>24,781</b>	<b>19,790</b>	<b>16,000</b>
<b>INTERGOVERNMENTAL</b>						
P.O.S.T.	266	-	200	-	-	-
AMERICAN RESCUE PLAN ACT	-	-	-	1,219,129	-	-
CARES	-	162,414	-	-	-	-
TULARE COUNTY(SLESF)COPS	155,948	156,727	100,000	150,000	165,280	160,000
YOUTH SRVCS OFFICER-LUSD	95,965	93,097	107,000	160,200	167,044	197,479
HOMELAND SECURITY GRANT	5,000	3,593	135,500	-	-	-
GRANT FUNDS RECEIVED	-	33,037	170,000	-	112,926	-
TAX RELIEF SUBVENTION	2,555	2,375	1,500	2,500	1,039	2,500
<b>SUB-TOTAL</b>	<b>259,734</b>	<b>451,241</b>	<b>514,200</b>	<b>1,531,829</b>	<b>446,289</b>	<b>359,979</b>
<b>OTHER SOURCES &amp; USES</b>						
REBATES/REFUND/REIMBURSMT	128,540	186,999	1,250,000	100,000	2,376,055	100,000
SALE OF SHOULDER PATCHES	20	-	-	-	1,070	-
HEALTH PREM CONTRIBUTION	5,845	7,057	7,600	7,642	9,000	9,000
OTHER MISC REVENUES	8,407	14,676	5,000	6,000	2,890	7,000
DONATIONS	-	1,666	-	-	-	-
<b>SUB-TOTAL</b>	<b>142,812</b>	<b>210,398</b>	<b>1,262,600</b>	<b>113,642</b>	<b>2,389,015</b>	<b>116,000</b>
<b>TOTAL INFLOW   GENERAL FUND</b>	<b>6,071,889</b>	<b>7,170,618</b>	<b>7,927,200</b>	<b>8,959,119</b>	<b>11,287,855</b>	<b>8,163,454</b>

101-GENERAL FUND | OUTFLOW | CITY ATTORNEY

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PROFESSIONAL SERVICES	50,883	89,366	75,000	90,000	90,021	94,500
<b>TOTAL OUTFLOW   CITY ATTORNEY</b>	<b>50,883</b>	<b>89,366</b>	<b>75,000</b>	<b>90,000</b>	<b>90,021</b>	<b>94,500</b>

101-GENERAL FUND | OUTFLOW | CITY COUNCIL

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
STIPEND	3,300	3,025	3,300	18,000	10,800	16,000
MEETINGS & TRAVEL	3,040	349	5,000	12,500	15,200	15,000
SPECIAL DEPT SUPPLIES	1,386	2,372	1,500	2,500	7,155	2,500
CONTINGENCY COSTS	-	-	25,000	25,000	-	25,000
COUNCIL PUBLIC OUTREACH	-	782	600	2,000	1,400	22,000
COMMUNITY EVENTS	-	-	-	-	-	50,000
JPA DUES	6,858	6,308	6,100	9,000	6,710	9,000
<b>TOTAL OUTFLOW   CITY COUNCIL</b>	<b>14,583</b>	<b>12,835</b>	<b>41,500</b>	<b>69,000</b>	<b>41,265</b>	<b>139,500</b>

101-GENERAL FUND | OUTFLOW | CITY MANAGER / HUMAN RESOURCES

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	588	1,099	-	-	1,513	-
SALARIES - FULL TIME	56,714	80,594	109,500	84,710	127,042	138,736
SALARIES - PART TIME	3,031	602	-	-	890	-
BENEFITS	134	-	-	-	-	-
FICA/MEDICARE CITY PAID	4,327	5,975	-	-	9,056	-
PERS - EPMC	386	-	-	-	-	-
PERS - EMPLOYER CONTRIB	4,820	12,718	-	-	7,992	-
WORKER'S COMPENSATION	4,580	6,731	-	-	10,815	-
HEALTH/LIFE/DISAB INSURNC	5,934	7,556	-	-	17,247	-
DEFERRED COMP BENEFIT	2,743	3,543	-	-	4,136	-
PERS UNFUNDED LIABILITY	14,101	10,554	18,400	23,700	26,892	25,765
PROFESSIONAL SERVICES	-	-	-	-	58,000	81,300
CONTINGENCY COSTS	-	-	25,000	25,000	-	25,000
DUES, SUBSCRIPTIONS	3,250	5,475	8,000	16,000	9,820	7,500
ADV/PRINT/COPY/SHIPPING	-	597	500	500	1,400	2,500
RECRUITING COSTS	-	310	5,000	10,000	11,800	12,500
STAFF TRAINING & MEETINGS	-	-	1,000	20,000	174	15,000
MEETINGS & TRAVEL	3,402	1,127	3,000	16,000	6,700	14,500
PHONE & VOICE	3,525	5,650	2,250	2,300	12,170	15,600
SOFTWARE	-	-	-	-	1,778	7,000
OFFICE EQUIPMENT MAINT	10,210	9,211	6,000	6,000	2,528	2,500
LIABILITY INSURANCE	1,116	-	-	-	-	-
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
OFFICE SUPPLIES	676	3,338	700	-	11,810	12,000
DEPART OPERATING SUPPLIES	-	2,874	8,400	10,000	14,440	-
CITY CLERK EXPENSE	-	695	-	-	-	-
VEHICLE REPAIR & MAINT	-	-	-	-	231	500
VEHICLE FUEL AND OIL	-	-	-	-	1,744	1,500
<b>TOTAL OUTFLOW   CITY MANAGER</b>	<b>119,538</b>	<b>158,649</b>	<b>187,750</b>	<b>214,210</b>	<b>338,178</b>	<b>361,901</b>

101-GENERAL FUND | OUTFLOW | FINANCE

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	2,382	2,425	-	-	2,426	-
SALARIES - FULL TIME	105,001	86,952	116,400	93,893	84,262	131,954
SALARIES - PART TIME	16,722	11,195	-	-	22,830	-
SALARIES - OVERTIME	-	68	-	-	11	-
TEMPS	-	-	-	-	2,711	11,250
BENEFITS	59	7	-	-	-	-
FICA/MEDICARE CITY PAID	8,319	6,801	-	-	7,298	-
PERS - EPMC	-	-	-	-	-	-
PERS - EMPLOYER CONTRIBT	8,821	16,038	-	-	8,387	-
WORKER'S COMPENSATION	8,997	7,279	-	-	7,214	-
STATE UNEMPLOYMENT BENEFIT	-	-	-	-	-	-
HEALTH/LIFE/DISAB INSURNC	19,321	14,662	-	-	15,720	-
DEFERRED COMP BENEFIT	4,553	4,034	-	-	2,067	-
PERS UNFUNDED LIABILITY	38,136	9,345	49,700	48,100	54,590	52,300
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
PROFESSIONAL SERVICES	2,336	92,078	42,800	3,000	23,400	50,000
AUDIT SERVICES	24,661	37,880	27,100	30,000	25,194	36,660
PERMIT RENEWAL	-	207	-	-	-	-
OTHER SERVICES & CHARGES	22,741	17,371	18,000	18,000	4,525	10,000
OFFICE EQUIPMENT MAINT	10,562	7,431	16,500	16,500	2,385	3,000
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
OFFICE SUPPLIES	1,257	2,199	3,200	-	4,414	5,000
DEPART OPERATING SUPPLIES	2,265	3,253	-	15,000	17,000	10,000
SPECIAL DEPT SUPPLIES	231	129	5,000	-	6,440	-
FURNITURES & EQUIPMENT	-	-	-	-	-	3,800
VEHICLE FUEL AND OIL	-	-	-	-	-	5,000
PHONE & VOICE	8,539	6,840	7,500	7,500	7,512	7,500
SOFTWARE	-	-	-	-	12,614	14,000
TRAINING/TRAVEL/MEETINGS	-	-	-	-	-	-
TRAINING & SEMINARS	196	300	1,800	5,000	1,620	10,000
MEETINGS & TRAVEL	1,205	95	2,600	15,000	4,837	10,000
DUES, SUBSCRIPTIONS	1,485	210	2,000	2,000	675	2,000
ADV/PRINT/COPY/SHIPPING	192	-	-	400	2,713	5,000
<b>TOTAL OUTFLOW   FINANCE</b>	<b>287,980</b>	<b>326,800</b>	<b>292,600</b>	<b>254,393</b>	<b>320,845</b>	<b>367,464</b>

101-GENERAL FUND | OUTFLOW | NON-DEPARTMENTAL

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
BENEFITS	571	-	-	-	-	-
STATE UNEMPLOYMENT BENEFIT	7,661	16,319	15,000	15,000	37,896	40,000
OPEB EXPENSE	27,733	30,040	46,000	46,000	37,460	40,000
LIABILITY INSURANCE	55,404	145,629	122,200	128,300	119,943	112,695
OTHER SERVICES/CHARGES	-	-	-	-	-	-
OTHER SERVICES & CHARGES	29,264	29,819	22,300	22,255	38,900	25,000
FINANCE CHARGE	1,826	1,481	1,800	1,800	11,000	5,000
COUNTY PROPTX ADMIN FEE	8,726	8,288	8,800	8,825	9,982	10,481
PROFESSIONAL SERVICES	6,966	9,750	33,000	83,000	6,777	50,000
COMMUNITY EVENTS	-	-	-	30,000	36,425	-
DUES, SUBSCRIPTIONS	6,737	14,180	12,000	12,000	5,070	12,000
SOFTWARE	-	-	-	-	19,500	20,000
CLEANING/SANITATION SERV	-	-	-	-	-	-
<b>TOTAL OUTFLOW   NON-DEPARTMENTAL</b>	<b>144,889</b>	<b>255,506</b>	<b>261,100</b>	<b>347,180</b>	<b>322,953</b>	<b>315,176</b>

305 - COVID-19 EMERGENCY FUND | OUTFLOW | COVID-19 EMERGENCY FUND

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	13,322	2,784	-	-	17,330	-
SALARIES - PART TIME	8,403	572	-	-	3,434	-
SALARIES - OVERTIME	187	-	-	-	12,574	-
FICA/MEDICARE CITY PAID	1,313	199	-	-	1,891	-
PERS - EPMC	39	-	-	-	-	-
PERS - EMPLOYER CONTRIBT	(2,730)	561	-	-	2,114	-
WORKER'S COMPENSATION	1,864	301	-	-	3,027	-
HEALTH/LIFE/DISAB INSURNC	2,800	351	-	-	5,953	-
DEFERRED COMP BENEFIT	179	114	-	-	272	-
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
OFFICE SUPPLIES/MATERIALS	16,065	13,213	-	-	-	-
SMALL TOOLS & EQUIPMENT	4,083	3,410	-	-	-	-
ADV/PRINT/COPY/SHIPPING	-	-	-	-	-	-
PROFESSIONAL SERVICES	15,692	49,576	-	-	1,065	-
<b>TOTAL OUTFLOW   COVID-19 EMERGENCY FUND</b>	<b>61,215</b>	<b>71,082</b>	<b>-</b>	<b>-</b>	<b>47,660</b>	<b>-</b>

305-4305 COVID-19 ADMIN SALARY | OUTFLOW | COVID-19 ADMIN SALARY

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	20,565.84	35,977.71	-	-	62,022.06	-
FICA/MEDICARE CITY PAID	1,231.46	2,231.00	-	-	3,581.79	-
PERS - EPMC	78.09	534.67	-	-	-	-
PERS - EMPLOYER CONTRIBT	(12,352.92)	9,264.55	-	-	7,662.12	-
WORKER'S COMPENSATION	1,774.76	3,252.16	-	-	5,619.33	-
HEALTH/LIFE/DISAB INSURNC	2,437.10	3,197.33	-	-	9,272.52	-
DEFERRED COMP BENEFIT	884.67	1,905.22	-	-	2,560.00	-
<b>TOTAL OUTFLOW   COVID-19 ADMIN SALARY</b>	<b>14,619</b>	<b>56,363</b>	<b>-</b>	<b>-</b>	<b>90,718</b>	<b>-</b>

306 - COVID-19 ARPA FUND | OUTFLOW | COVID-19 ARPA FUND

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	-	-	-	86,629.00	52,354.18	-
PROFESSIONAL SERVICES	-	-	-	-	71,337.00	-
ADV/PRINT/COPY/SHIPPING	-	-	-	-	-	-
<b>TOTAL OUTFLOW   COVID-19 ARPA FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>86,629.00</b>	<b>141,370.85</b>	<b>-</b>

101-GENERAL FUND | OUTFLOW | PUBLIC SAFETY

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	39,633	42,411	-	-	41,266	-
SALARIES - FULL TIME	1,349,971	1,417,809	2,230,100	2,616,152	1,644,530	2,862,906
SALARIES - PART TIME	1,024	1,299	-	-	42,092	-
SALARIES - OVERTIME	32,377	12,275	-	-	158,947	-
TEMPS	-	5,001	-	-	33,600	-
BENEFITS	(15,001)	75,305	-	-	113,046	-
FICA/MEDICARE CITY PAID	101,637	106,389	-	-	133,316	-
PERS - EPMC	7,464	4,688	-	-	-	-
PERS - EMPLOYER CONTRIBT	234,877	248,824	-	-	277,087	-
WORKER'S COMPENSATION	124,945	135,529	-	-	182,131	-
STATE UNEMPLOYMENT BENEFIT	3,635	1,034	-	-	-	-
HEALTH/LIFE/DISAB INSURNC	235,423	230,290	-	-	333,428	-
DEFERRED COMP BENEFIT	33,960	33,584	-	-	37,355	-
UNIFORMS&PERSONAL EQUIP	3,080	11,085	-	-	14,615	10,000
UNIFORM ALLOWANCE - PSO	16,619	16,169	-	-	28,208	-
PERS UNFUNDED LIABILITY	235,226	273,000	330,400	382,300	369,627	360,632
LIABILITY INSURANCE	34,412	19,375	183,900	34,200	42,883	30,005
SCHOOL RESOURCE OFFICER	98,180	57,956	96,800	160,200	83,676	235,310
FIREFIGHTER GEAR/EQUIP	10,745	-	-	104,400	79,340	40,000
DEBT SERVICE (FIRE TRUCK)	-	-	-	-	-	-
DEBT SERVICE - LEASE PAY	62,021	64,732	67,500	70,513	70,513	413,615
DEBT SERVICE - LEASE PAY - INTEREST	29,121	26,411	23,600	20,630	20,630	17,549
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
ANIMAL CONTROL SERVICES	780	165	50,000	-	-	-
PROFESSIONAL SERVICES	5,059	18,575	3,100	12,314	11,745	12,500
CENTRAL DISPATCH	88,570	75,738	68,900	78,850	95,809	95,809
CDF DISPATCH	-	-	-	100,000	-	44,080
ANIMAL CONTROL CHARGES	8,683	4,082	8,700	8,660	12,656	12,000
VOLUNTEER FIRE PROGRAM	-	-	-	10,000	-	-
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	49,026	35,696	27,600	47,649	76,629	48,000
VEHICLE REPAIR & MAINT	44,243	46,732	42,100	10,000	65,536	20,000
MISCELLANEOUS	-	-	-	-	-	-
THUNDERBOLT OFFICER	-	-	-	-	-	-
DMV AUTO THEFT	2,667	-	3,500	3,500	3,200	3,500
LIVE SCAN	18,037	3,876	4,000	4,000	7,673	4,000
HOMELAND SECURITY EQUIP	10,165	-	4,000	3,990	-	-
DUES, SUBSCRIPTIONS	22,667	19,254	19,000	19,000	3,360	10,000
SOFTWARE	-	-	-	-	8,170	20,000

SUPPLIES/EQUIPMENT	-	-	-	-	-	-
OFFICE SUPPLIES	3,471	3,966	3,500	-	5,790	5,000
DEPART OPERATING SUPPLIES	5,123	7,488	6,000	35,000	14,930	30,000
REPAIR & MAINT SUPPLIES	2,057	589	2,000	3,000	4,150	3,000
RADIO REPAIR/MAINTENANCE	15,965	10,441	1,900	1,930	12,320	4,000
SPECIAL DEPT SUPPLIES	9,775	10,704	8,200	-	12,000	-
SMALL TOOLS & EQUIPMENT	276	96	-	330	1,360	-
K-9 SUPPLIES & EQUIP.	2,502	592	2,200	-	-	-
DOJ VEST GRANT	-	-	-	-	-	-
TRAINING/TRAVEL/MEETINGS	-	-	-	-	-	-
TRAINING & SEMINARS	4,167	2,898	12,000	12,000	9,646	20,000
MEETINGS & TRAVEL	2,343	961	3,000	6,000	3,916	6,000
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	12,036	10,505	11,400	11,420	15,754	15,000
UTILITIES-GAS	1,894	2,170	1,900	1,900	5,082	5,000
PHONE & VOICE	13,447	18,784	18,500	18,500	22,490	22,000
OFFICE EQUIPMENT MAINT	15,897	10,124	16,700	16,660	12,278	10,000
OTHER SERVICES/CHARGES	-	-	-	-	-	-
OTHER SERVICES & CHARGES	5,960	10,262	6,200	25,834	8,964	20,000
DUI TRUST FUND & LAB FEES	5,409	3,064	4,800	4,800	12,792	12,000
TU COUNTY SLESF	-	-	-	-	-	-
ASSET FORFEITURE PROJECTS	1,434	-	-	-	11,087	-
NEW VEHICLE EQUIPMENT	3,059	1,500	3,200	3,200	241,973	-
ASSET FORFEITURE - OP EXP	-	-	-	-	-	-
ADV/PRINT/COPY/SHIPPING	-	-	-	-	-	3,000
<b>TOTAL OUTFLOW   PUBLIC SAFETY</b>	<b>2,994,060</b>	<b>3,081,427</b>	<b>3,264,700</b>	<b>3,826,932</b>	<b>4,385,602</b>	<b>4,394,906</b>



101-GENERAL FUND | OUTFLOW | CITY SERVICES

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	3,133	3,912	-	-	3,041	-
SALARIES - FULL TIME	175,506	241,380	224,900	245,150	171,420	333,804
SALARIES - PART TIME	8,588	16,199	-	-	19,918	-
SALARIES - OVERTIME	1,311	2,268	-	-	974	-
TEMPS	12,730	17,015	-	-	50,000	30,000
BENEFITS	104	-	-	-	948	-
FICA/MEDICARE CITY PAID	12,625	17,632	-	-	13,296	-
PERS - EPMC	1,123	1,204	-	-	-	-
PERS - EMPLOYER CONTRIBT	10,683	29,314	-	-	18,071	-
WORKER'S COMPENSATION	15,411	21,021	-	-	15,285	-
HEALTH/LIFE/DISAB INSURNC	41,690	47,504	-	-	33,228	-
BOOT ALLOWANCE	108	136	-	-	473	-
DEFERRED COMP BENEFIT	4,239	4,911	-	-	3,600	-
PERS UNFUNDED LIABILITY	79,462	24,967	103,600	100,200	113,748	108,960
PROFESSIONAL SERVICES	42,971	80,432	110,000	110,000	16,622	110,000
ENGINEERING	-	-	-	110,000	24,043	110,000
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-	-
SHOP SUPPLIES	-	-	300	-	113	-
OFFICE EQUIPMENT MAINT	12,206	6,316	14,900	14,875	5,071	5,000
MACH -EQUIP SRV MCD	20,886	10,447	13,000	13,010	9,260	-
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
OFFICE SUPPLIES	3,500	6,510	2,600	-	6,477	6,000
WEED ABATEMENT	4,850	(2,574)	4,000	4,000	-	-
DEPART OPERATING SUPPLIES	17,242	17,154	15,800	21,500	27,870	20,000
REPAIR & MAINT SUPPLIES	451	228	1,500	1,550	980	1,550
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	15,802	16,532	14,500	14,514	24,809	25,000
UTILITIES-GAS	3,874	4,943	4,300	4,300	11,081	11,000
PHONE & VOICE	9,532	9,474	8,400	8,400	11,700	11,000
LIABILITY INSURANCE	4,955	7,800	10,700	11,200	8,496	9,855
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	4,139	3,551	3,100	5,254	2,261	3,500
VEHICLE REPAIR & MAINT	5,148	596	7,100	7,050	5,268	4,500
OTHER SERVICES & CHARGES	11,900	6,487	10,000	10,000	17,810	13,000
DUES, SUBSCRIPTIONS	3,479	955	3,000	3,000	3,175	3,000
MEETINGS & TRAVEL	757	186	1,000	6,000	1,100	-
ADV/PRINT/COPY/SHIPPING	233	-	400	400	1,438	400
<b>TOTAL OUTFLOW   CITY SERVICES</b>	<b>528,640</b>	<b>596,500</b>	<b>553,100</b>	<b>690,403</b>	<b>621,576</b>	<b>806,569</b>

101-GENERAL FUND | OUTFLOW | COM DEV

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	-	-	-	-	1,346	-
SALARIES - FULL TIME	81	2,749	113,200	352,715	109,649	314,975
SALARIES - PART TIME	16,284	7,080	-	-	-	-
SALARIES - OVERTIME	-	60	-	-	-	-
BENEFITS	-	-	-	-	-	-
FICA/MEDICARE CITY PAID	1,252	755	-	-	7,490	-
PERS - EPMC	-	-	-	-	-	-
PERS - EMPLOYER CONTRIBT	3	59	-	-	13,108	-
WORKER'S COMPENSATION	88	330	-	-	9,732	-
HEALTH/LIFE/DISAB INSURNC	4	355	-	-	22,027	-
DEFERRED COMP BENEFIT	1	175	-	-	3,591	-
PERS UNFUNDED LIABILITY	11,856	7,335	15,500	14,900	16,971	16,260
PROFESSIONAL SERVICES	78,348	54,003	26,200	26,200	79,150	-
DUES/SUBSCRIPTIONS	-	-	-	-	-	-
DUES, SUBSCRIPTIONS	-	-	100	125	-	125
JPA DUES	5,108	5,002	5,100	5,120	4,880	5,120
TCEDC & TCAG DUES	4,211	-	4,500	4,500	2,500	4,500
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
DEPART OPERATING SUPPLIES	-	-	-	-	4,365	2,000
OFFICE SUPPLIES	-	-	-	-	-	1,000
LIABILITY INSURANCE	497	-	-	-	-	-
ADV/PRINT/COPY/SHIPPING	2,056	8,208	2,900	2,900	650	2,900
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-	-
MEETINGS & TRAVEL	-	-	-	6,000	346	6,000
PHONE & VOICE	-	-	-	-	-	-
OTHER SERVICES & CHARGES	4,577	1,914	5,000	5,000	7,901	5,000
COUNTY CLERK EXPENSE	-	-	-	-	58	500
<b>TOTAL OUTFLOW   COM DEV</b>	<b>124,367</b>	<b>88,026</b>	<b>172,500</b>	<b>417,460</b>	<b>283,765</b>	<b>358,380</b>

101-GENERAL FUND | OUTFLOW | PARKS

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	36,584	37,075	90,100	140,591	58,052	216,207
SALARIES - PART TIME	494	867	-	-	-	-
SALARIES - OVERTIME	1,289	575	-	-	1,131	-
TEMPS	12,941	16,187	-	-	52,900	-
BENEFITS	-	-	-	-	182	-
FICA/MEDICARE CITY PAID	2,768	2,832	-	-	4,205	-
PERS - EPMC	-	-	-	-	-	-
PERS - EMPLOYER CONTRIBT	5,385	4,781	-	-	5,048	-
WORKER'S COMPENSATION	2,818	3,121	-	-	5,109	-
HEALTH/LIFE/DISAB INSURNC	11,198	9,854	-	-	12,393	-
BOOT ALLOWANCE	141	136	-	-	580	-
DEFERRED COMP BENEFIT	314	360	-	-	990	-
PERS UNFUNDED LIABILITY	16,872	22,614	22,000	21,300	24,152	23,135
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
LANDSCAPE MAINTENANCE	9,603	7,825	34,300	12,054	9,823	12,054
GOLF COURSE CONTRACT SRVS	-	-	-	-	-	-
PROFESSIONAL SERVICES	668	435	1,000	2,766	4,645	59,136
GRAFFITI/LITTER REMOVAL	377	153	500	500	-	500
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
DEPART OPERATING SUPPLIES	24,327	21,631	25,000	25,000	20,840	25,000
SMALL TOOLS & EQUIPMENT	1,002	1,782	1,500	1,500	1,271	1,500
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	14,042	10,673	11,900	11,875	12,142	11,875
UTILITIES-GAS	127	177	100	130	165	130
PHONE & VOICE	213	679	500	500	438	500
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-	-
OTHER EQUIP MAINTENANCE	9,544	7,949	8,000	8,000	15,530	8,000
EQUIPMENT RENTALS	3,603	1,070	3,200	3,200	8,020	3,200
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	4,056	4,136	3,200	5,254	12,935	10,000
VEHICLE REPAIR & MAINT	7,675	4,307	7,000	7,000	4,528	7,000
<b>TOTAL OUTFLOW   PARKS</b>	<b>166,039</b>	<b>159,219</b>	<b>208,300</b>	<b>239,669</b>	<b>255,080</b>	<b>378,237</b>

101-GENERAL FUND | OUTFLOW | STREETS

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	96,631	114,378	221,500	243,417	128,013	257,564
SALARIES - PART TIME	781	1,624	-	-	-	-
SALARIES - OVERTIME	1,073	577	-	-	1,036	-
TEMPS	11,601	6,496	-	-	55,600	-
BENEFITS	91	49	-	-	1,057	-
FICA/MEDICARE CITY PAID	6,703	8,294	-	-	9,067	-
PERS - EPMC	449	366	-	-	-	-
PERS - EMPLOYER CONTRIBT	7,543	14,167	-	-	12,227	-
WORKER'S COMPENSATION	7,851	9,542	-	-	11,099	-
HEALTH/LIFE/DISAB INSURNC	22,959	22,084	-	-	22,244	-
BOOT ALLOWANCE	-	136	-	-	223	-
DEFERRED COMP BENEFIT	1,964	2,648	-	-	2,551	-
PERS UNFUNDED LIABILITY	4,603	32,971	6,000	5,800	6,589	6,315
INELIGIBLE COSTS TO REPAY	-	-	52,400	52,400	-	52,400
DEBT INTEREST EXPENSE	-	-	4,800	-	-	-
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
DEPART OPERATING SUPPLIES	9,542	16,138	15,100	15,083	12,570	15,000
REPAIR & MAINT SUPPLIES	1,489	4,732	500	3,000	4,600	3,000
EQUIPMENT RENTALS	400	1,432	400	400	4,242	400
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	4,389	5,917	3,900	5,254	2,807	5,300
VEHICLE REPAIR & MAINT	6,076	5,081	6,000	6,000	6,479	6,000
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
PROFESSIONAL SERVICES	2,096	4,554	5,000	5,000	1,240	5,000
GRAFFITI/LITTER REMOVAL	-	-	500	500	-	500
DUES, SUBSCRIPTIONS	1,817	-	2,000	2,000	-	2,000
UTILITIES-SCE	516	554	900	900	365	900
PHONE & VOICE	191	538	500	500	418	500
MEETINGS & TRAVEL	-	-	-	-	71	-
OTHER SERVICES/CHARGES	-	-	-	-	-	-
<b>TOTAL OUTFLOW   STREETS</b>	<b>188,764</b>	<b>252,281</b>	<b>319,500</b>	<b>340,254</b>	<b>282,497</b>	<b>354,879</b>

101-GENERAL FUND | OUTFLOW | IT/ CITY CLERK

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
PROFESSIONAL SERVICES	-	-	-	-	-	117,000
<b>TOTAL OUTFLOW  IT/CITY CLERK</b>	-	-	-	-	-	117,000

101-GENERAL FUND | OUTFLOW | HCD 2020 AGREEMENT

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
INELIGIBLE COSTS TO REPAY	-	10,000	89,400	89,400	89,360	89,360
DEBT INTEREST EXPENSE	-	-	-	-	-	-
<b>TOTAL OUTFLOW   HCD 2020 AGREEMENT</b>	-	10,000	89,400	89,400	89,360	89,360

101-GENERAL FUND | OUTFLOW | LFA 2012 REV BOND-MCD

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PRINCIPAL PAYMENT ON LTD	125,000	130,000	140,000	145,000	145,000	155,000
DEBT INTEREST EXPENSE	69,775	62,600	62,600	62,600	46,462	37,462
<b>TOTAL OUTFLOW   LFA 2012 REVNU BOND-MCD</b>	<b>194,775</b>	<b>192,600</b>	<b>202,600</b>	<b>207,600</b>	<b>191,462</b>	<b>192,462</b>

101-GENERAL FUND | OUTFLOW | LIBRARY LANDSCAPE DEBT

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PRINCIPAL PAYMENT ON LTD	19,918	20,714	21,500	21,500	22,405	23,001
DEBT INTEREST EXPENSE	17,031	16,209	15,400	15,400	14,466	13,542
<b>TOTAL OUTFLOW   LIBRARY LANDSCAPE DEBT</b>	<b>36,949</b>	<b>36,923</b>	<b>36,900</b>	<b>36,900</b>	<b>36,871</b>	<b>36,543</b>

101-GENERAL FUND | CAPITAL OUTLAY | PARKS

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAP OULTLAY/IMPROVEMENT	16,917	3,481	170,000	300,000	5,977	15,000

101-GENERAL FUND | CAPITAL OUTLAY | PUBLIC SAFETY

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL IMPROVEMENT	-	37,687	455,500	248,000	138,524	68,000

101-GENERAL FUND | CAPITAL OUTLAY | CITYWIDE

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL OUTLAY - EQUIPMNT	13,902	41,948	310,000	560,000	39,550	-

101-GENERAL FUND | CAPITAL OUTLAY | STREETS

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAP OULTLAY/IMPROVEMENT	-	-	-	-	7,272	-

101-GENERAL FUND | CAPITAL OUTLAY | FINANCE DEPARTMENT/HUMAN RESOURCES

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL IMPROVEMENT	-	-	-	-	-	70,000

306-ARPA | CAPITAL OUTLAY | CITYWIDE

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAP OULTLAY/IMPROVEMENT	-	-	-	150,000	124,413	1,767,000

*Note: Full project details available on the Adopted Five-Year Capital Improvement Plan.*

**SUMMARY OF NET CHANGE**

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE   STREET IMPROVEMENT FUND</b>	<b>65,525</b>	<b>764,150</b>	<b>-</b>	<b>(2,305,827)</b>	<b>(1,757,493)</b>	<b>492,500</b>

**200-STREET IMPROVEMENT FUND | INFLOW | STREET IMPROVEMENT FUND**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
STREET IMPROVEMNT PROGRAM	897,075	914,785	925,883	417,973	1,016,168	950,000
EARNED BANK INTEREST	8,830	2,443	-	-	-	-
<b>TOTAL INFLOW   STREET IMPROVEMENT FUND</b>	<b>905,905</b>	<b>917,228</b>	<b>925,883</b>	<b>417,973</b>	<b>1,016,168</b>	<b>950,000</b>

**200-STREET IMPROVEMENT FUND | OUTFLOW | STREET IMPROVEMENT FUND**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PRINCIPAL PAYMENT ON LTD	49,861	49,861	-	-	49,861	-
TRANSFERS OUT	790,518	103,217	925,883	2,723,800	2,723,800	457,500
<b>TOTAL OUTFLOW   STREET IMPROVEMENT FUND</b>	<b>840,379</b>	<b>153,078</b>	<b>925,883</b>	<b>2,723,800</b>	<b>2,773,661</b>	<b>457,500</b>

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE   STATE PARKS</b>	<b>-</b>	<b>(32,297)</b>	<b>-</b>	<b>-</b>	<b>(1,990)</b>	<b>-</b>

**460 -STATE PARKS | INFLOW | STATE PARKS**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
GRANT FUNDS RECEIVED	-	-	250,000	6,601,000	239,060	1,500,000
<b>TOTAL INFLOW   STATE PARKS</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>6,601,000</b>	<b>239,060</b>	<b>1,500,000</b>

**460 -STATE PARKS | OUTFLOW | STATE PARKS**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	-	17	-	-	111	-
FICA/MEDICARE CITY PAID	-	1	-	-	6	-
WORKER'S COMPENSATION	-	2	-	-	10	-
HEALTH/LIFE/DISAB INSURNC	-	3	-	-	23	-
DEFERRED COMP BENEFIT	-	1	-	-	-	-
PROFESSIONAL SERVICES	-	32,272	250,000	6,601,000	240,900	1,500,000
<b>TOTAL OUTFLOW   STATE PARKS</b>	<b>-</b>	<b>32,297</b>	<b>250,000</b>	<b>6,601,000</b>	<b>241,050</b>	<b>1,500,000</b>

**460 -STATE PARKS | CAPITAL OUTLAY | STATE PARKS**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL IMP STATE PARKS	-	-	-	-	-	-



**SUMMARY OF NET CHANGE**

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
SUMMARY OF NET CHANGE	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>TOTAL SUMMARY OF NET CHANGE   PARK IMPROVEMENTS</b>	<b>4,606</b>	<b>2,633</b>	<b>3,300</b>	<b>3,300</b>	<b>32,800</b>	<b>-</b>

**471-PARK IMPROVEMENTS | INFLOW | PARK IMPROVEMENTS**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
BUILDING PERMITS	4,550	2,600	3,300	3,300	32,800	-
EARNED BANK INTEREST	56	33	-	-	-	-
<b>TOTAL INFLOW   PARK IMPROVEMENTS</b>	<b>4,606</b>	<b>2,633</b>	<b>3,300</b>	<b>3,300</b>	<b>32,800</b>	<b>-</b>

**471-PARK IMPROVEMENTS | OUTFLOW | PARK IMPROVEMENTS**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
TRANSFERS OUT	-	-	-	-	-	-
<b>TOTAL OUTFLOW   PARK IMPROVEMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE   SB1</b>	<b>(148,661)</b>	<b>244,169</b>	<b>-</b>	<b>200,432</b>	<b>172,636</b>	<b>239,668</b>

### 260-SB1 ROAD MAINTENANCE & REHAB | INFLOW | SB1

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
GAS TAX ROAD MAINT. REHAB	231,359	243,856	140,000	298,382	270,636	307,668
EARNED BANK INTEREST	1,865	313	-	50	-	-
TRANSFERS IN	-	-	-	-	-	-
<b>TOTAL INFLOW   SB1</b>	<b>233,224</b>	<b>244,169</b>	<b>140,000</b>	<b>298,432</b>	<b>270,636</b>	<b>307,668</b>

### 260-SB1 ROAD MAINTENANCE & REHAB | OUTFLOW | SB1

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
CAP OULTLAY/IMPROVEMENT	-	-	-	-	-	-
TRANSFERS OUT	381,885	-	140,000	98,000	98,000	68,000
<b>TOTAL OUTFLOW   SB1</b>	<b>381,885</b>	<b>-</b>	<b>140,000</b>	<b>98,000</b>	<b>98,000</b>	<b>68,000</b>

## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL   GAS TAX FUND</b>	<b>9,050</b>	<b>6,548</b>	<b>2,700</b>	<b>(422,988)</b>	<b>(478,234)</b>	<b>(94,569)</b>

## 261-GAS TAX FUND | INFLOW | GAS TAX FUND

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
GAS TAX						
GAS TAX 2105	68,140	67,015	68,000	84,455	72,277	79,658
GAS TAX 2106 CONSTRUCTION	41,016	41,282	40,000	49,558	45,387	47,707
GAS TAX 2107	86,040	90,683	86,000	115,379	98,501	95,546
GAS TAX 2107.5	3,000	3,000	3,000	3,000	3,000	3,000
TRAFFIC CONGESTN HUT 2103	92,108	87,760	70,400	128,923	103,482	117,626
PTP - PROP 42 PAYMENT	15,017	-	13,400	-	-	-
EARNED BANK INTEREST	2,544	647	300	-	-	-
<b>TOTAL INFLOW   GAS TAX FUND</b>	<b>307,866</b>	<b>290,386</b>	<b>281,100</b>	<b>381,315</b>	<b>322,647</b>	<b>343,537</b>

## 261-GAS TAX FUND | OUTFLOW | GAS TAX-MAINTENANCE

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	79,868	83,737	139,500	158,000	90,921	198,631
SALARIES - PART TIME	494	933	-	-	-	-
SALARIES - OVERTIME	892	453	-	-	422	-
BENEFITS	105	-	-	-	437	-
FICA/MEDICARE CITY PAID	5,675	6,177	-	-	6,444	-
PERS - EPMC	838	696	-	-	-	-
PERS - EMPLOYER CONTRIBT	6,098	9,673	-	-	8,380	-
WORKER'S COMPENSATION	6,519	6,950	-	-	7,626	-
HEALTH/LIFE/DISAB INSURNC	14,588	13,173	-	-	14,346	-
BOOT ALLOWANCE	-	136	-	-	38	-
DEFERRED COMP BENEFIT	3,220	3,171	-	-	2,182	-
GENERAL STREET MAINT	7,373	1,789	5,000	5,000	5,410	15,000
STREET LIGHTING	79,854	76,282	70,000	80,000	76,855	74,000
STREET SWEEPING	36,000	39,000	36,000	45,000	55,400	45,000
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
ENGINEERING	-	-	-	-	-	-
STREET STRIPING	2,822	3,795	-	3,000	3,572	73,000
PERS UNFUNDED LIABILITY	12,128	24,286	15,800	17,959	17,361	16,630
STREET SIGNS	5,176	2,623	2,000	4,000	4,712	4,000
LIABILITY INSURANCE	2,750	6,465	5,900	7,344	22,511	7,345
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	4,020	4,498	4,000	4,000	3,744	4,000
VEHICLE REPAIR & MAINT	395	-	200	-	521	500
TRANSFERS OUT	30,000	-	-	480,000	480,000	-
<b>TOTAL OUTFLOW   GAS TAX-MAINTENANCE</b>	<b>298,816</b>	<b>283,838</b>	<b>278,400</b>	<b>804,303</b>	<b>800,881</b>	<b>438,106</b>

## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL   TRANSPORTATION</b>	<b>95,265</b>	<b>85,993</b>	<b>-</b>	<b>(1,642,330)</b>	<b>(1,100,217)</b>	<b>(89,058)</b>

### 263-TRANSPORTATION | INFLOW | TRANSPORTATION

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
MEASURE R						
COUNTY MSR-R SPECIAL PROJ	58,209	-	589,000	-	-	-
LOCAL MEASURE R	221,624	241,377	243,200	220,000	297,402	323,640
GRANT FUNDS RECEIVED	-	-	230,000	-	187,897	-
EARNED BANK INTEREST	5,511	1,538	900	-	-	-
<b>TOTAL INFLOW   TRANSPORTATION</b>	<b>285,344</b>	<b>242,916</b>	<b>1,063,100</b>	<b>220,000</b>	<b>485,299</b>	<b>323,640</b>

### 263-TRANSPORTATION | OUTFLOW | TRANSPORTATION

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	-	17,717	107,900	149,032	-	180,046
FICA/MEDICARE CITY PAID	-	1,297	-	-	-	-
PERS - EPMC	-	-	-	-	-	-
PERS - EMPLOYER CONTRIBT	-	476	-	-	-	-
WORKER'S COMPENSATION	-	1,389	-	-	-	-
HEALTH/LIFE/DISAB INSURNC	-	2,256	-	-	-	-
DEFERRED COMP BENEFIT	-	1,061	-	-	-	-
BOOT ALLOWANCE	-	-	-	-	-	-
AUDIT SERVICES	-	-	3,500	-	-	-
MEASURE R	-	-	230,000	-	-	-
TCAG DUES	5,339	5,339	5,400	5,500	-	5,500
PERS UNFUNDED LIABILITY	3,853	6,733	5,000	5,706	5,516	5,285
PRINCIPAL PAYMENT ON LTD	79,298	82,668	86,200	89,844	-	93,663
DEBT INTEREST EXPENSE	41,630	37,985	36,100	32,248	-	28,204
TRANSFERS OUT	58,209	-	589,000	1,580,000	1,580,000	100,000
CAPITAL OUTLAY - EQUIPMNT	1,750	-	-	-	-	-
<b>TOTAL OUTFLOW   TRANSPORTATION</b>	<b>190,079</b>	<b>156,922</b>	<b>1,063,100</b>	<b>1,862,330</b>	<b>1,585,516</b>	<b>412,698</b>

## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL   GAS TAX-TRANSIT FUND</b>	<b>(352)</b>	<b>205</b>	<b>100</b>	<b>-</b>	<b>-</b>	<b>-</b>

### 264-GAS TAX-TRANSIT FUND | INFLOW | GAS TAX-TRANSIT FUND

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
REBATES/REFUND/REIMBURSMT	250,000	-	-	-	-	-
PUNCH PASSES - BUS	170	205	100	-	-	-
PENALTY & MISC SRV FEES	-	-	-	-	-	-
<b>TOTAL INFLOW   GAS TAX-TRANSIT FUND</b>	<b>250,170</b>	<b>205</b>	<b>100</b>	<b>-</b>	<b>-</b>	<b>-</b>

### 264-GAS TAX-TRANSIT FUND | OUTFLOW | GAS TAX-TRANSIT FUND

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
LINDSAY TRANSIT CENTER	250,250	-	-	-	-	-
PUNCH PASSES - COST	272	-	-	-	-	-
TRANSFERS OUT	-	-	-	-	-	-
<b>TOTAL OUTFLOW   GAS TAX-TRANSIT FUND</b>	<b>250,522</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL   STP HWY FUNDS</b>	<b>(83,386)</b>	<b>150,565</b>	<b>-</b>	<b>143,000</b>	<b>152,783</b>	<b>143,000</b>

### 265-STP HWY FUNDS | INFLOW | STP HWY FUNDS

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
TPA STP/ST HWY ACCT EXCHG	152,872	149,062	130,500	140,000	151,283	140,000
EARNED BANK INTEREST	5,742	1,503	200	3,000	1,500	3,000
<b>TOTAL INFLOW   STP HWY FUNDS</b>	<b>158,614</b>	<b>150,565</b>	<b>130,700</b>	<b>143,000</b>	<b>152,783</b>	<b>143,000</b>

### 265-STP HWY FUNDS | OUTFLOW | STP HWY FUNDS

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
TRANSFERS OUT	242,000	-	130,700	-	-	-
<b>TOTAL OUTFLOW   STP HWY FUNDS</b>	<b>242,000</b>	<b>-</b>	<b>130,700</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL   LTF-ART 8 STREETS &amp; ROADS</b>	<b>415,947</b>	<b>652,491</b>	<b>4,500</b>	<b>330,000</b>	<b>583,566</b>	<b>(292,200)</b>

### 266-LTF-ART 8 STREETS & ROADS | INFLOW | LTF-ART 8 STREETS & ROADS

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
LTF - ART8 STREETS & ROAD	1,046,153	648,466	534,500	530,000	783,566	750,000
EARNED BANK INTEREST	15,404	4,025	-	-	-	-
<b>TOTAL INFLOW   LTF-ART 8 STREETS &amp; ROADS</b>	<b>1,061,557</b>	<b>652,491</b>	<b>534,500</b>	<b>530,000</b>	<b>783,566</b>	<b>750,000</b>

### 266-LTF-ART 8 STREETS & ROADS | OUTFLOW | LTF-ART 8 STREETS & ROADS

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
CAPITAL OUTLAY - EQUIPMNT	8,612	-	-	-	-	-
TRANSFERS OUT	636,999	-	530,000	200,000	200,000	1,042,200
<b>TOTAL OUTFLOW   LTF-ART 8 STREETS &amp; ROADS</b>	<b>645,610</b>	<b>-</b>	<b>530,000</b>	<b>200,000</b>	<b>200,000</b>	<b>1,042,200</b>

### 300-MCDERMONT ENTERPRISE FUND - PERFORMANCE TREND

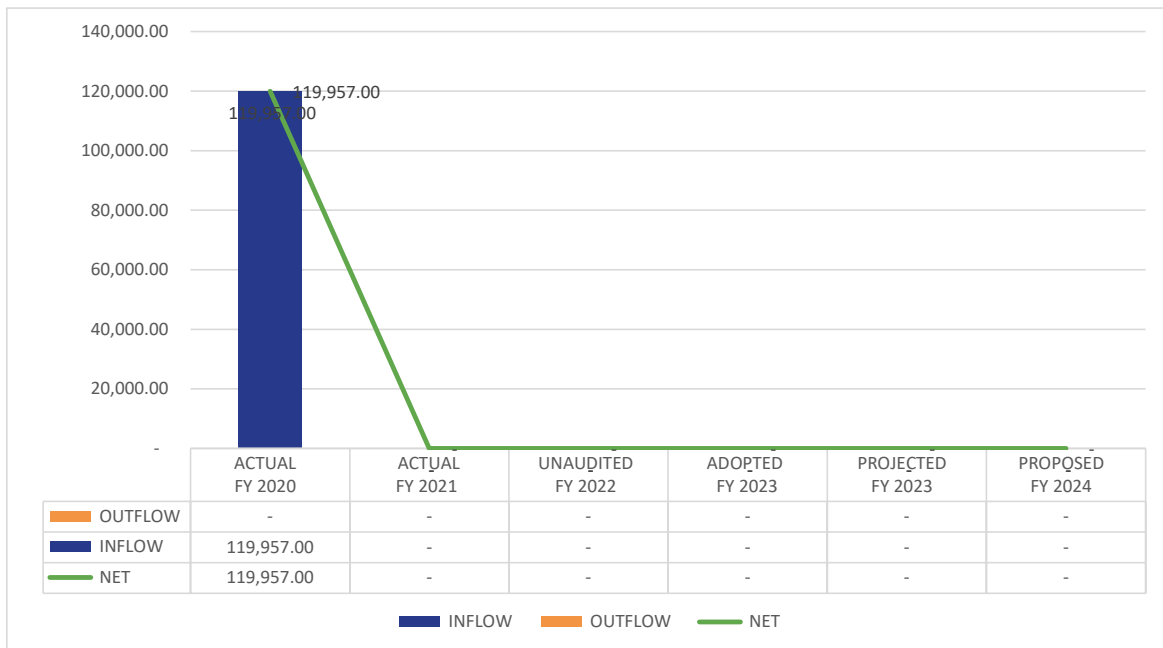
	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>300-MCDERMONT</b>						
INFLOW	-	-	-	-	-	-
OUTFLOW	-	-	-	-	-	-
<b>TOTAL MCDERMONT</b>	-	-	-	-	-	-

<b>300-MCDERMONT   TRANSFERS</b>						
	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
TRANSFERS IN	119,957	-	-	-	-	-
TRANSFERS OUT	-	-	-	-	-	-

<b>300-MCDERMONT   SUMMARY OF NET CHANGE</b>						
	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>TOTAL SUMMARY OF NET CHANGE</b>	<b>119,957</b>	-	-	-	-	-

<b>300-MCDERMONT   INFLOW   MCDERMONT</b>						
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>TOTAL INFLOW   MCDERMONT</b>	-	-	-	-	-	-

<b>300-MCDERMONT   OUTFLOW   MCDERMONT</b>						
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
DEBT INTEREST EXPENSE	-	-	-	-	-	-
<b>TOTAL OUTFLOW   MCDERMONT</b>	-	-	-	-	-	-



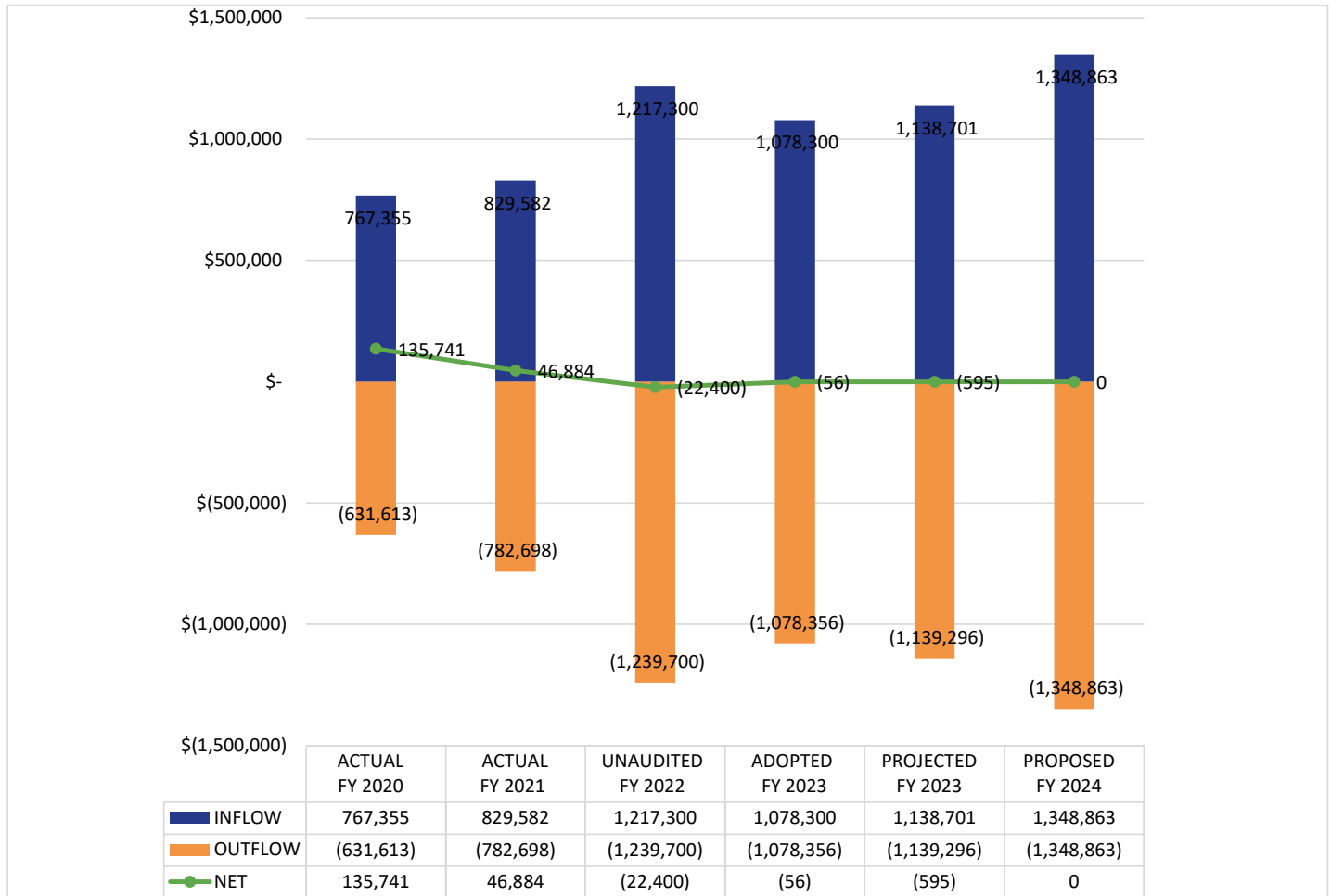
Note: Annual reporting for the McDermont Enterprise Fund has been absorbed by the General Fund since the City's management of McDermontField House was outsourced. The City remains responsible for building maintenance and repairs and remaining debt obligations only.

### 400-WELLNESS CENTER - PERFORMANCE TREND

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
400-WELLNESS CENTER						
INFLOW	567,355	585,125	717,300	728,300	788,701	799,000
OUTFLOW	631,613	782,698	1,239,700	1,078,356	1,139,296	1,348,863
<b>TOTAL WELLNESS CENTER</b>	<b>(64,259)</b>	<b>(197,573)</b>	<b>(522,400)</b>	<b>(350,056)</b>	<b>(350,595)</b>	<b>(549,863)</b>

400-WELLNESS CENTER   TRANSFERS						
TRANSFERS IN	200,000	244,457	500,000	350,000	350,000	549,863
TRANSFERS OUT	-	-	-	-	-	-

400-WELLNESS CENTER   SUMMARY OF NET CHANGE						
<b>TOTAL WELLNESS CENTER   SUMMARY OF NET CHANGE</b>	<b>135,741</b>	<b>46,884</b>	<b>(22,400)</b>	<b>(56)</b>	<b>(595)</b>	<b>0</b>





## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
400-WELLNESS CENTER						
INFLOW	567,355	585,125	717,300	728,300	788,701	799,000
OUTFLOW	631,613	782,698	1,239,700	1,078,356	1,139,296	1,348,863
<b>TOTAL WELLNESS CENTER</b>	<b>(64,259)</b>	<b>(197,573)</b>	<b>(522,400)</b>	<b>(350,056)</b>	<b>(350,595)</b>	<b>(549,863)</b>

400-WELLNESS CENTER   TRANSFERS						
TRANSFERS IN	200,000	244,457	500,000	350,000	350,000	549,863
TRANSFERS OUT	-	-	-	-	-	-

400-WELLNESS CENTER   SUMMARY OF NET CHANGE						
TOTAL WELLNESS CENTER   SUMMARY OF NET CHANGE	135,741	46,884	(22,400)	(56)	(595)	0

400-WELLNESS CENTER   INFLOW   WELLNESS CENTER						
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
COMMUNITY PARTNERSHIPS						
LINDSAY HOSPITAL DISTRICT	233,721	285,000	285,000	285,000	285,000	285,000
AD'L LDH CONTRIBUTION	53,444	-	178,600	100,000	127,170	148,700
LUSD K-8 AFTERSCHOOL USE	17,660	42,676	17,000	42,000	12,222	25,000
LUSD FIT-WITHIN PRG	13,450	2,000	-	-	-	-
LUSD POOL CONTRIBUTION	19,161	22,757	22,500	20,000	42,440	45,000
SPECIAL EVENT REVENUE	200	1,950	-	3,000	7,270	4,000
FACILITY USE/RENTAL	-	-	-	-	-	-
LEASE/RENT RECEIPTS	125,553	148,418	138,300	138,000	142,060	139,000
FACILITY RENTAL-GREATROOM	23,374	(1,535)	10,000	30,000	16,810	25,000
BASEBALL FIELD RENTALS	11,438	35,398	25,000	30,000	-	2,000
SWIMMING POOL FEES	8,706	4,603	3,000	13,000	9,435	13,000
POOL RENTAL	-	-	-	-	20,150	20,000
MEMBERSHIP FEES	53,245	37,894	34,600	60,000	103,185	85,000
LESSONS/PROGRAMS/CLASSES	-	-	-	-	-	-
SWIMMING LESSONS	3,170	4,935	-	5,000	5,161	5,000
PROGRAM FEES & CLASSES	1,989	665	3,000	1,000	-	1,000
EARNED BANK INTEREST	12	133	-	-	-	-
MISCELLANEOUS REVENUES	-	-	-	-	-	-
SWIMMING POOL CONCESSIONS	1,913	201	300	1,000	3,213	1,000
OTHER MISC REVENUES	196	30	-	-	-	-
OTHER REVENUES-RETAIL	120	-	-	300	1,179	300
REBATES/REFUND/REIMBURSMT	-	-	-	-	13,406	-
<b>TOTAL INFLOW   WELLNESS CENTER</b>	<b>567,355</b>	<b>585,125</b>	<b>717,300</b>	<b>728,300</b>	<b>788,701</b>	<b>799,000</b>

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	984	2,395	-	-	1,567	-
SALARIES - FULL TIME	72,894	101,115	368,800	326,240	124,500	497,037
SALARIES - PART TIME	92,456	109,353	-	-	132,623	-
SALARIES - OVERTIME	156	-	-	-	422	-
BENEFITS	189	1,714	-	-	182	-
TAXABLE FRINGE BENEFITS	-	-	-	-	-	-
FICA/MEDICARE CITY PAID	12,284	15,849	-	-	18,762	-
PERS - EPMC	50	-	-	-	-	-
PERS - EMPLOYER CONTRIBT	34,917	23,221	-	-	9,728	-
WORKER'S COMPENSATION	13,159	17,774	-	-	20,782	-
STATE UNEMPLOYMENT BENEFIT	-	-	-	-	-	-
HEALTH/LIFE/DISAB INSURNC	18,303	18,800	-	-	20,069	-
DEFERRED COMP BENEFIT	668	510	-	-	2,823	-
PERS UNFUNDED LIABILITY	29,662	23,361	38,700	43,921	42,460	40,675
LHD	27,117	146,481	153,700	100,000	117,278	100,000
LIABILITY INSURANCE	23,367	13,349	138,400	171,348	146,920	150,520
UTILITIES	84,517	115,251	118,000	131,874	136,273	135,000
FACILITY USE/RENTAL	-	-	-	-	-	-
SPECIAL INTEREST CLASSES	44,420	40,505	38,200	42,000	15,402	25,000
SPECIAL EVENTS EXPENSE	5,160	2,257	5,000	5,000	7,030	9,000
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
PROFESSIONAL SERVICES	705	1,020	-	-	5,150	3,000
AUDIT SERVICES	1,257	510	2,300	800	-	3,055
PHONE & VOICE	9,484	7,020	9,000	9,000	10,027	10,500
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
DEPART OPERATING SUPPLIES	10,590	4,390	5,000	7,000	19,770	9,000
REPAIR & MAINT SUPPLIES	3,265	2,333	2,500	3,000	4,965	13,300
STAFF UNIFORMS / MCD	878	-	800	1,000	2,115	2,000
CONCESSIONS SUPPLIES	869	852	1,000	3,500	941	2,500
POOL CHEMICALS	27,642	39,035	33,600	35,000	25,110	30,000
CLEANING/MAINTENANCE-BLDG	4,106	-	4,000	-	6,718	6,000
OTHER SERVICES & CHARGES	9,791	8,039	4,000	8,000	8,570	53,000
PERMITS / FEES / LICENSES	2,238	2,210	3,000	3,000	3,465	5,500
FURNITURE & EQUIPMENT	2,822	-	1,500	2,000	4,170	9,000
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	128	16	200	200	-	500
VEHICLE REPAIR & MAINT	260	90	300	-	-	3,000
DUES, SUBSCRIPTIONS	150	798	300	300	550	1,200
TRAINING/TRAVEL/MEETINGS	-	-	-	-	-	-
TRAINING & SEMINARS	363	130	-	-	1,460	2,200
MEETINGS & TRAVEL	27	-	-	-	316	3,750
ADV/PRINT/COPY/SHIPPING	11,460	1,135	1,500	3,000	1,425	4,000
<b>TOTAL OUTFLOW   OPERATIONS</b>	<b>546,340</b>	<b>699,511</b>	<b>929,800</b>	<b>896,182</b>	<b>891,573</b>	<b>1,118,737</b>

400-WELLNESS CENTER | OUTFLOW | DEBT SERVICING

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2023
DEBT INTEREST EXPENSE	85,273	83,187	81,100	78,885	78,884	76,572
PRINCIPAL PAYMENT ON LTD	-	-	51,100	53,289	53,289	55,554
<b>TOTAL OUTFLOW   DEBT SERVICING</b>	<b>85,273</b>	<b>83,187</b>	<b>132,200</b>	<b>132,174</b>	<b>132,173</b>	<b>132,126</b>

400-WELLNESS CENTER | OUTFLOW | CAPITAL OUTLAY

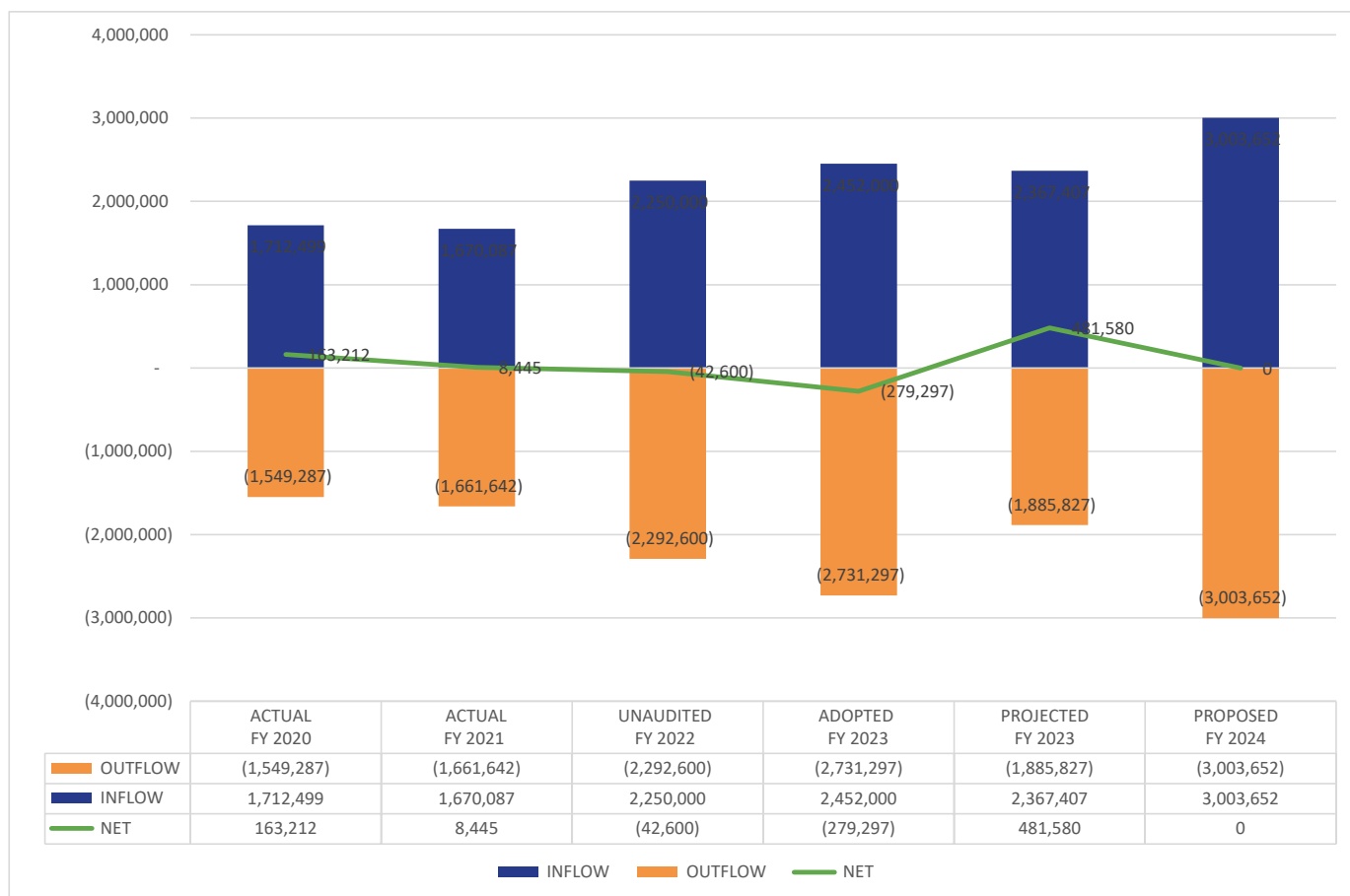
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2023
CAPITAL OUTLAY - EQUIPMNT	-	-	177,700	50,000	115,550	98,000
<b>TOTAL OUTFLOW   CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>177,700</b>	<b>50,000</b>	<b>115,550</b>	<b>98,000</b>

## 552-WATER - PERFORMANCE TREND

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
552-WATER						
BEGINNING FUND BALANCE						(606,175.93)
INFLOW	1,712,499	1,670,087	1,370,000	1,742,000	1,657,407	1,703,500
OUTFLOW	1,513,756	1,661,642	2,292,600	2,731,297	1,885,827	3,003,652
<b>TOTAL WATER</b>	<b>198,743</b>	<b>8,445</b>	<b>(922,600)</b>	<b>(989,297)</b>	<b>(228,420)</b>	<b>(1,300,152)</b>

552-WATER   TRANSFERS						
TRANSFERS IN	-	-	880,000	710,000	710,000	1,300,152
TRANSFERS OUT	35,531	-	-	-	-	-

552-WATER   SUMMARY OF NET CHANGE						
<b>TOTAL WATER   SUMMARY OF NET CHANGE</b>	<b>163,212</b>	<b>8,445</b>	<b>(42,600)</b>	<b>(279,297)</b>	<b>481,580</b>	<b>0</b>



## SUMMARY OF NET CHANGE

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
552-WATER						
RESERVE BALANCE						(606,176)
INFLOW	1,712,499	1,670,087	1,370,000	1,742,000	1,657,407	1,703,500
OUTFLOW	1,513,756	1,661,642	2,292,600	2,731,297	1,885,827	3,003,652
<b>TOTAL WATER</b>	<b>198,743</b>	<b>8,445</b>	<b>(922,600)</b>	<b>(989,297)</b>	<b>(228,420)</b>	<b>(1,906,328)</b>

552-WATER   TRANSFERS						
TRANSFERS IN	-	-	880,000	710,000	710,000	1,300,152
TRANSFERS OUT	35,531	-	-	-	-	-

552-WATER   SUMMARY OF NET CHANGE						
<b>TOTAL WATER   SUMMARY OF NET CHANGE</b>	<b>163,212</b>	<b>8,445</b>	<b>(42,600)</b>	<b>(279,297)</b>	<b>481,580</b>	<b>(606,176)</b>

552-WATER   INFLOW   WATER						
CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
USER CHARGES						
WATER SERVICE CHARGES	1,424,825	1,428,514	1,199,600	1,533,000	1,346,822	1,400,000
PAGE/MOOR TRACT	83,866	89,705	77,900	86,000	80,007	82,000
GRANTS	-	-	-	-	-	-
WTR EMRGNCY DROUGHT PR84	-	10,581	-	-	1,630	-
GRANT FUNDS RECEIVED	-	-	70,000	110,000	-	-
SALE OF SURPLUS WATER	172,200	63,300	-	-	-	-
FEES/PENALTIES	-	-	-	-	-	-
WATER ACRE ASSESSMENT	276	-	-	-	-	-
PENALTY & MISC SRV FEES	250	150	1,800	1,000	500	500
WATER CONNECTION CHARGES	8,425	4,941	8,500	5,000	3,866	4,500
NEW UTILITY ACC. SET-UP	2,492	2,888	2,000	2,000	1,736	2,500
MISCELLANEOUS	-	-	-	-	-	-
OTHER WATER REVENUES	8,578	60,082	5,000	5,000	13,093	14,000
OTHER MISC REVENUES	11,202	42	5,000	-	-	-
REBATES/REFUNDS/REIMBURSEMENTS	-	-	-	-	-	-
REBATES/REFUND/REIMBURSMT	234	9,924	-	-	209,753	200,000
SHE WELL CONTRIBUTION	-	-	-	-	-	-
EARNED BANK INTEREST	150	(39)	200	-	-	-
<b>TOTAL INFLOW   WATER</b>	<b>1,712,499</b>	<b>1,670,087</b>	<b>1,370,000</b>	<b>1,742,000</b>	<b>1,657,407</b>	<b>1,703,500</b>

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	7,424	14,089	-	-	8,486	-
SALARIES - FULL TIME	287,575	281,418	531,400	462,012	348,830	596,394
SALARIES - PART TIME	6,165	4,890	-	-	9,770	-
SALARIES - OVERTIME	10,232	4,684	-	-	23,326	-
TEMPS	7,793	193	-	-	14,000	11,250
BENEFITS	156	168	-	-	184	-
FICA/MEDICARE CITY PAID	20,743	21,163	-	-	26,752	-
PERS - EPMC	1,173	1,088	-	-	-	-
PERS - EMPLOYER CONTRIBT	40,848	37,298	-	-	31,423	-
WORKER'S COMPENSATION	23,332	24,459	-	-	32,035	-
STATE UNEMPLOYMENT BENEFIT	-	-	-	-	-	-
HEALTH/LIFE/DISAB INSURNC	64,313	57,838	-	-	83,284	-
BOOT ALLOWANCE	75	136	-	-	238	-
DEFERRED COMP BENEFIT	9,998	7,772	-	-	7,237	-
PERS UNFUNDED LIABILITY	69,101	72,471	90,100	102,318	98,915	94,750
RAW CANAL WATER	227,178	225,816	160,000	200,000	108,675	200,000
UTILITY CHARGES	-	-	-	-	-	-
WELLS UTILITIES	-	-	-	-	-	-
UTILITIES	159,663	184,915	175,000	225,130	224,570	225,130
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
PROFESSIONAL SERVICES	111,208	116,610	85,000	95,000	87,627	95,000
SGMA	-	-	55,500	55,500	-	55,500
AUDIT SERVICES	8,707	510	11,800	5,000	-	12,220
PERSONNEL SERVICES	30	-	-	-	-	-
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-	-
WELLS MATERIALS	6,192	13,594	7,200	10,500	9,470	10,500
MTNCE MATERIALS & SERVICE	7,636	6,858	8,500	8,500	7,874	8,500
TREATMENT PLANT MATERIALS	70,160	51,699	52,600	60,000	48,300	60,000
REPAIR & MTNCE SERVICES	7,102	32,412	15,000	30,000	20,707	30,000
EQUIPMENT RENTALS	-	-	-	-	3,940	-
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
OFFICE SUPPLIES	133	297	3,000	-	1,131	-
DEPART OPERATING SUPPLIES	70,580	66,669	85,000	75,000	92,939	75,000
SMALL TOOLS & EQUIPMENT	6	1,747	400	-	3,490	-
LIABILITY INSURANCE	36,752	21,353	79,200	98,062	91,327	98,065
WATER SUPPLY TESTING	38,573	33,043	45,000	45,000	24,350	45,000
OTHER SERVICES & CHARGES	37,561	41,447	32,400	34,000	96,523	64,000
EMERGENCY REPAIR LINE	290	-	25,000	25,000	30,455	-
PHONE & VOICE	17,611	14,463	15,700	15,700	11,488	15,700
SOFTWARE	-	-	-	15,000	16,178	16,500
DUES, SUBSCRIPTIONS	10,627	11,718	9,500	10,000	23,854	10,000
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	4,225	4,845	3,000	5,000	10,051	5,000
VEHICLE REPAIR & MAINT	34,135	37,537	37,000	40,000	17,389	40,000
PERMITS / FEES / LICENSES	484	2,848	500	1,000	32,365	35,000
MEETINGS & TRAVEL	825	145	900	1,000	605	1,000
<b>TOTAL OUTFLOW   OPERATIONS</b>	<b>1,398,606</b>	<b>1,396,192</b>	<b>1,528,700</b>	<b>1,618,723</b>	<b>1,647,787</b>	<b>1,804,509</b>

552-WATER | OUTFLOW | DEBT SERVICING

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PRINCIPAL PAYMENT ON LTD	54,021	57,590	61,400	174,094	83,746	176,098
DEBT INTEREST EXPENSE	57,608	53,064	48,500	48,480	48,479	46,485
<b>TOTAL OUTFLOW   DEBT SERVICING</b>	<b>111,630</b>	<b>110,654</b>	<b>109,900</b>	<b>222,574</b>	<b>132,225</b>	<b>222,583</b>

552-WATER | OUTFLOW | CAPITAL OUTLAY

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL OUTLAY - EQUIPMNT	0	31,663	-	205,000	61,654	30,000
CAP OULTLAY/IMPROVEMENT	3,521	45,174	500,000	520,000	-	896,560
CAPITAL O/L	-	-	154,000	-	-	-
CIP PROFESSIONAL SRVS	(0)	77,959	-	165,000	44,162	50,000
<b>TOTAL OUTFLOW   CAPITAL OUTLAY</b>	<b>3,521</b>	<b>154,796</b>	<b>654,000</b>	<b>890,000</b>	<b>105,815</b>	<b>976,560</b>

### 553-SEWER - PERFORMANCE TREND

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
553-SEWER						
INFLOW	1,448,565	1,485,640	1,479,100	1,601,600	1,461,203	1,485,000
OUTFLOW	942,016	1,064,129	1,426,100	1,630,595	1,377,004	1,634,287
<b>TOTAL SEWER</b>	<b>506,549</b>	<b>421,511</b>	<b>53,000</b>	<b>(28,995)</b>	<b>84,198</b>	<b>(149,287)</b>

553-SEWER   TRANSFERS						
TRANSFERS IN	-	-	100,000	42,500	42,500	-
TRANSFERS OUT	65,551	-	-	-	-	-

553-SEWER   SUMMARY OF NET CHANGE						
<b>TOTAL SEWER   SUMMARY OF NET CHANGE</b>	<b>440,998</b>	<b>421,511</b>	<b>153,000</b>	<b>13,505</b>	<b>126,698</b>	<b>(149,287)</b>





**SUMMARY OF NET CHANGE**

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
553-SEWER						
INFLOW	1,448,565	1,485,640	1,479,100	1,601,600	1,461,203	1,485,000
OUTFLOW	942,016	1,064,129	1,426,100	1,630,595	1,377,004	1,634,287
<b>TOTAL SEWER</b>	<b>506,549</b>	<b>421,511</b>	<b>53,000</b>	<b>(28,995)</b>	<b>84,198</b>	<b>(149,287)</b>

553-SEWER   TRANSFERS						
TRANSFERS IN	-	-	100,000	42,500	42,500	-
TRANSFERS OUT	65,551	-	-	-	-	-

553-SEWER   SUMMARY OF NET CHANGE						
<b>TOTAL SEWER   SUMMARY OF NET CHANGE</b>	<b>440,998</b>	<b>421,511</b>	<b>153,000</b>	<b>13,505</b>	<b>126,698</b>	<b>(149,287)</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
553-SEWER   INFLOW   SEWER						
<b>CLASSIFICATION</b>						
SEWER SERVICE CHARGES	1,436,457	1,451,932	1,431,800	1,446,600	1,478,330	1,480,000
BUILDING PERMITS	4,200	2,850	2,000	2,000	2,345	2,000
CONNECTION CHARGES	1,875	3,750	4,600	3,000	500	1,000
SEWER ACREAGE ASSESSMENT	207	-	200	-	-	-
REBATES/REFUND/REIMBURSMT	-	25,029	40,000	150,000	(27,687)	-
EARNED BANK INTEREST	5,825	2,079	500	-	7,715	2,000
<b>TOTAL INFLOW   SEWER</b>	<b>1,448,565</b>	<b>1,485,640</b>	<b>1,479,100</b>	<b>1,601,600</b>	<b>1,461,203</b>	<b>1,485,000</b>

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
AD'L SALARY:PAGER/FICA/K9	4,908	6,685	-	-	3,440	-
SALARIES - FULL TIME	131,753	161,699	403,400	361,906	199,476	546,214
SALARIES - PART TIME	198	544	-	-	-	-
SALARIES - OVERTIME	3,979	3,074	-	-	11,086	-
TEMPS	-	-	-	-	2,580	11,250
BENEFITS	73	29	-	-	182	-
FICA/MEDICARE CITY PAID	9,467	12,180	-	-	14,639	-
PERS - EPMC	570	562	-	-	-	-
PERS - EMPLOYER CONTRIBT	14,882	19,516	-	-	19,044	-
WORKER'S COMPENSATION	10,884	13,546	-	-	17,028	-
STATE UNEMPLOYMENT BENEFIT	-	-	-	-	-	-
HEALTH/LIFE/DISAB INSURNC	31,651	30,292	-	-	38,721	-
BOOT ALLOWANCE	75	136	-	-	479	-
DEFERRED COMP BENEFIT	2,919	3,883	-	-	4,381	-
MONITORING	3,147	7,385	75,000	15,000	26,633	-
LOG POND MONITORING	0	15,353	25,000	20,000	16,106	20,000
MATLS/SUP/REPAIRS/MAINT	-	-	-	-	-	-
TREATMENT PLANT MATERIALS	89	58	100	100	853	-
TREATMENT PLANT REPAIRS	4,200	41,912	10,000	10,000	342	10,000
REPAIR & MTNCE SERVICES	29,886	17,442	75,000	15,000	25,215	30,000
MACH -EQUIP SRV MCD	-	2,573	7,200	7,000	17,235	-
WASTE DISCHARGE PERMITS	79,137	77,530	80,000	80,000	-	80,000
LIABILITY INSURANCE	36,806	20,070	79,300	98,198	91,430	98,200
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	97,424	92,510	75,400	74,285	106,647	100,000
UTILITIES-GAS	-	91	-	11,420	27,961	29,000
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
PROFESSIONAL SERVICES	34,839	39,232	46,000	46,000	68,693	50,000
AUDIT SERVICES	824	510	1,000	500	-	9,165
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
SEWER OPERATIONAL SERVICES&SUPP	1,761	1,761	10,700	-	1,650	-
OFFICE SUPPLIES	76	527	3,000	-	775	-
DEPART OPERATING SUPPLIES	15,145	29,357	21,800	35,500	29,960	35,500
SMALL TOOLS & EQUIPMENT	116	-	500	-	1,276	-
OTHER SERVICES & CHARGES	22,269	17,799	21,200	21,000	8,375	-
PERS UNFUNDED LIABILITY	13,385	42,596	17,500	19,820	19,161	18,355
PHONE & VOICE	20,814	21,086	19,000	19,000	15,388	19,000
SOFTWARE	-	-	-	15,000	15,894	16,000
EMERGENCY REPAIR LINE	8,465	13,750	15,400	20,000	1,911	70,000
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	5,612	9,016	5,200	7,000	16,623	15,000
VEHICLE REPAIR & MAINT	8,331	5,683	8,000	6,000	4,604	6,000
NEW VEHICLE EQUIPMENT	0	-	-	-	59,000	-
DUES, SUBSCRIPTIONS	1,900	577	2,000	1,000	90,668	500
PERMITS / FEES / LICENSES	-	-	-	-	-	95,000
MEETINGS & TRAVEL	858	-	900	1,000	401	1,000
<b>TOTAL OUTFLOW   OPERATIONS</b>	<b>596,444</b>	<b>708,963</b>	<b>1,002,600</b>	<b>884,729</b>	<b>957,856</b>	<b>1,260,184</b>

553-SEWER | OUTFLOW | DEBT SERVICING

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PRINCIPAL PAYMENT ON LTD	174,126	179,898	165,300	186,269	192,421	198,808
DEBT INTEREST EXPENSE	171,446	171,537	158,200	157,097	156,672	150,295
<b>TOTAL OUTFLOW   DEBT SERVICING</b>	<b>345,572</b>	<b>351,435</b>	<b>323,500</b>	<b>343,366</b>	<b>349,093</b>	<b>349,103</b>

553-SEWER | OUTFLOW | CAPITAL OUTLAY

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL OUTLAY - EQUIPMNT	-	2,918	100,000	90,000	55,452	25,000
CAP OULTLAY/IMPROVEMENT	-	813	-	312,500	14,604	-
<b>TOTAL OUTFLOW   CAPITAL OUTLAY</b>	<b>-</b>	<b>3,730</b>	<b>100,000</b>	<b>402,500</b>	<b>70,055</b>	<b>25,000</b>

**SUMMARY OF NET CHANGE**

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
841-CURB & GUTTER   SUMMARY OF NET CHANGE						
<b>TOTAL CURB   GUTTER   SIDEWALK   SUMMARY OF NET CHANGE</b>	<b>91</b>	<b>2,374</b>	<b>-</b>	<b>2,000</b>	<b>2,750</b>	<b>2,500</b>

841-CURB & GUTTER   INFLOW   CURB   GUTTER   SIDEWALK	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
REVENUE	-	-	-	-	-	-
CONTRA ACT LOAN PAYMENTS	(1,395)	-	-	-	-	-
STREET,SIDEWALK,CURB REPR	1,395	2,342	1,200	2,000	2,750	2,500
EARNED BANK INTEREST	91	32	-	-	-	-
<b>TOTAL INFLOW   CURB   GUTTER   SIDEWALK</b>	<b>91</b>	<b>2,374</b>	<b>1,200</b>	<b>2,000</b>	<b>2,750</b>	<b>2,500</b>

841-CURB & GUTTER   OUTFLOW   CURB   GUTTER   SIDEWALK	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
MISC SIDEWALK PROJECT	-	-	1,200	-	-	-
<b>TOTAL OUTFLOW   CURB   GUTTER   SIDEWALK</b>	<b>-</b>	<b>-</b>	<b>1,200</b>	<b>-</b>	<b>-</b>	<b>-</b>

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
856-STORM DRAIN SYSTEM   SUMMARY OF NET CHANGE						
<b>TOTAL STORM DRAIN SYSTEM   SUMMARY OF NET CHANGE</b>	<b>3,970</b>	<b>738</b>	<b>3,000</b>	<b>-</b>	<b>1,300</b>	<b>-</b>

856-STORM DRAIN SYSTEM   INFLOW   STORM DRAIN SYSTEM	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
REVENUE	-	-	-	-	-	-
BUILDING PERMITS	3,880	705	-	-	1,300	-
OTHER MISC REVENUES	-	-	3,000	-	-	-
INTEREST	-	-	-	-	-	-
EARNED BANK INTEREST	91	33	-	-	-	-
<b>TOTAL INFLOW   STORM DRAIN SYSTEM</b>	<b>3,970</b>	<b>738</b>	<b>3,000</b>	<b>-</b>	<b>1,300</b>	<b>-</b>

856-STORM DRAIN SYSTEM   OUTFLOW   STORM DRAIN SYSTEM	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL OUTFLOW   STORM DRAIN SYSTEM</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**554-REFUSE - PERFORMANCE TREND**

554-REFUSE	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
INFLOW	1,030,732	1,095,939	1,114,500	880,700	890,480	934,950
OUTFLOW	985,222	1,027,098	1,139,200	888,523	838,893	967,149
<b>TOTAL REFUSE   OPERATIONS</b>	<b>45,511</b>	<b>68,841</b>	<b>(24,700)</b>	<b>(7,823)</b>	<b>51,586</b>	<b>(32,199)</b>

554-REFUSE   TRANSFERS						
TRANSFERS IN	-	-	-	-	-	-
TRANSFERS OUT	-	-	-	-	-	-

554-REFUSE   SUMMARY OF NET CHANGE						
<b>TOTAL REFUSE   SUMMARY OF NET CHANGE</b>	<b>45,511</b>	<b>68,841</b>	<b>(24,700)</b>	<b>(7,823)</b>	<b>51,586</b>	<b>(32,199)</b>



**SUMMARY OF NET CHANGE**

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>554-REFUSE</b>						
INFLOW	1,030,732	1,095,939	1,114,500	880,700	890,480	934,950
OUTFLOW	985,222	1,027,098	1,139,200	888,523	838,893	967,149
<b>TOTAL REFUSE   OPERATIONS</b>	<b>45,511</b>	<b>68,841</b>	<b>(24,700)</b>	<b>(7,823)</b>	<b>51,586</b>	<b>(32,199)</b>
<b>554-REFUSE   TRANSFERS</b>						
TRANSFERS IN	-	-	-	-	-	-
TRANSFERS OUT	-	-	-	-	-	-
<b>554-REFUSE   SUMMARY OF NET CHANGE</b>						
<b>TOTAL REFUSE   SUMMARY OF NET CHANGE</b>	<b>45,511</b>	<b>68,841</b>	<b>(24,700)</b>	<b>(7,823)</b>	<b>51,586</b>	<b>(32,199)</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>554-REFUSE   INFLOW   REFUSE</b>						
<b>CLASSIFICATION</b>						
REFUSE DISPOSAL CHARGES	1,019,320	1,090,354	1,106,300	850,000	879,286	923,250
MISCELLANEOUS	-	-	-	-	-	-
SPECIAL REFUSE PICKUP	150	-	-	-	-	-
OTHER REFUSE REVENUES	1,995	4,240	2,000	4,200	3,255	4,200
PENALTY & MISC SRV FEES	670	-	700	-	-	-
EARNED BANK INTEREST	2,224	568	500	500	2,372	1,000
RECYCLING REVENUE	5,000	-	5,000	5,000	-	-
REBATES/REFUND/REIMBURSMT	1,373	778	-	21,000	5,567	6,500
<b>TOTAL INFLOW   REFUSE</b>	<b>1,030,732</b>	<b>1,095,939</b>	<b>1,114,500</b>	<b>880,700</b>	<b>890,480</b>	<b>934,950</b>

554-REFUSE   OUTFLOW   REFUSE	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
WAGES/BENEFITS/INSURANCES						
AD'L SALARY:PAGER/FICA/K9	195	328	-	-	823	-
SALARIES - FULL TIME	30,750	39,090	137,300	206,697	94,105	248,754
SALARIES - PART TIME	494	873	-	-	-	-
SALARIES - OVERTIME	205	136	-	-	1,544	-
TEMPS	341	-	-	-	2,580	11,250
BENEFITS	23	36	-	-	364	-
FICA/MEDICARE CITY PAID	2,014	2,782	-	-	6,624	-
PERS - EPMC	139	110	-	-	-	-
PERS - EMPLOYER CONTRIBT	1,180	4,082	-	-	9,259	-
WORKER'S COMPENSATION	2,531	3,313	-	-	8,028	-
HEALTH/LIFE/DISAB INSURNC	7,339	7,407	-	-	18,965	-
BOOT ALLOWANCE	-	136	-	-	238	-
DEFERRED COMP BENEFIT	959	1,447	-	-	2,532	-
PERS UNFUNDED LIABILITY	18,884	8,318	24,600	27,962	27,032	25,895
PROFESSIONAL/CONTRACT SRV	-	-	-	-	-	-
AUDIT SERVICES	-	510	-	-	-	-
CONTRACT SERVICE-REFUSE	873,079	905,525	933,700	595,800	598,271	628,185
OTHER SERVICES & CHARGES	12,359	14,771	14,000	12,000	11,857	12,000
SUPPLIES/EQUIPMENT	-	-	-	-	-	-
DEPART OPERATING SUPPLIES	17,927	17,937	10,000	15,500	10,280	10,000
LIABILITY INSURANCE	4,520	10,620	9,700	12,064	26,092	12,065
PHONE & VOICE	12,003	8,226	8,700	2,000	710	1,500
SOFTWARE	-	-	-	15,000	15,611	16,500
VEHICLE FUEL/MAINTENANCE	-	-	-	-	-	-
VEHICLE FUEL AND OIL	-	1,316	700	1,000	1,604	1,000
VEHICLE REPAIR & MAINT	280	136	500	500	-	-
NEW VEHICLE EQUIPMENT	-	-	-	-	-	-
<b>TOTAL OUTFLOW   REFUSE</b>	<b>985,222</b>	<b>1,027,098</b>	<b>1,139,200</b>	<b>888,523</b>	<b>836,518</b>	<b>967,149</b>

554-REFUSE   USES   CAPITAL OUTLAY	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
CLASSIFICATION	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CAPITAL OUTLAY - EQUIPMNT	-	-	-	-	2,375	-

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
SUMMARY OF NET CHANGE	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>TOTAL SUMMARY OF NET CHANGE   VITA-PAKT</b>	254	(1,164)	-	-	8,225	-

**556-VITA-PAKT | INFLOW | VITA-PAKT**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
VITA PAKT USER CHARGES	86,517	61,693	67,200	83,879	124,986	113,690
<b>TOTAL INFLOW   VITA-PAKT</b>	<b>86,517</b>	<b>61,693</b>	<b>67,200</b>	<b>83,879</b>	<b>124,986</b>	<b>113,690</b>

**556-VITA-PAKT | OUTFLOW | VITA-PAKT**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
CCPI LEASE PAYMENT	59,400	36,000	36,000	36,000	9,000	36,000
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
AD'L SALARY:PAGER/FICA/K9	80	531	-	-	311	-
SALARIES - FULL TIME	7,750	9,863	21,600	34,779	16,355	34,190
SALARIES - OVERTIME	6	14	-	-	1,356	-
BENEFITS	12	-	-	-	-	-
FICA/MEDICARE CITY PAID	518	720	-	-	1,220	-
PERS - EMPLOYER CONTRIBT	753	1,096	-	-	1,669	-
WORKER'S COMPENSATION	631	818	-	-	1,481	-
HEALTH/LIFE/DISAB INSURNC	1,256	1,538	-	-	3,040	-
DEFERRED COMP BENEFIT	201	234	-	-	127	-
DEPART OPERATING SUPPLIES	2,549	2,850	3,500	3,000	3,570	3,000
REPAIR & MTNCE SERVICES	10,361	6,787	4,100	7,000	21,103	7,000
PROFESSIONAL SERVICES	-	-	-	-	50,390	30,000
UTILITIES-SCE	2,747	2,406	2,000	3,100	7,139	3,500
WASTE DISCHARGE PERMIT	-	-	-	-	-	-
<b>TOTAL OUTFLOW   VITA-PAKT</b>	<b>86,262</b>	<b>62,857</b>	<b>67,200</b>	<b>83,879</b>	<b>116,761</b>	<b>113,690</b>



	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
SUMMARY OF NET CHANGE	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>TOTAL SUMMARY OF NET CHANGE   SIERRA VIEW AS</b>	(1,215)	2,348	-	-	(4,554)	-

**883-SIERRA VIEW ASSESSMENT | INFLOW | SIERRA VIEW ASSESSMENT**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
SIERRA VW LNDSCPE ASSMNT	17,619	17,606	18,700	21,965	21,195	22,165
<b>TOTAL INFLOW   SIERRA VIEW ASSESSMENT</b>	<b>17,619</b>	<b>17,606</b>	<b>18,700</b>	<b>21,965</b>	<b>21,195</b>	<b>22,165</b>

**883-SIERRA VIEW ASSESSMENT | OUTFLOW | SIERRA VIEW**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PROFESSIONAL SERVICES	14,302	12,794	13,600	20,165	13,396	19,550
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	1,618	1,578	3,400	1,800	1,610	1,780
LLAD WATER USAGE	1,438	-	-	-	3,517	835
DEPART OPERATING SUPPLIES	1,274	-	500	-	26	-
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
SALARIES - FULL TIME	185	572	-	-	5,040	-
FICA/MEDICARE CITY PAID	10	32	-	-	280	-
PERS - EPMC	-	5	-	-	-	-
PERS - EMPLOYER CONTRIBT	(339)	107	-	-	665	-
WORKER'S COMPENSATION	16	49	-	-	441	-
HEALTH/LIFE/DISAB INSURNC	31	96	-	-	739	-
DEFERRED COMP BENEFIT	5	26	-	-	35	-
ADMINISTRATIVE COSTS	294	-	1,200	-	-	-
<b>TOTAL OUTFLOW   SIERRA VIEW</b>	<b>18,834</b>	<b>15,259</b>	<b>18,700</b>	<b>21,965</b>	<b>25,749</b>	<b>22,165</b>

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
SUMMARY OF NET CHANGE	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>TOTAL SUMMARY OF NET CHANGE   HERITAGE ASSES</b>	881	2,104	-	-	(5,729)	-

**884-HERITAGE ASSESSMENT DIST | INFLOW | HERITAGE ASSESSMENT DIST**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
HRTGE PK LNDSCP ASSMT DIS	6,925	6,703	7,200	7,700	7,200	7,285
<b>TOTAL INFLOW   HERITAGE PARK</b>	<b>6,925</b>	<b>6,703</b>	<b>7,200</b>	<b>7,700</b>	<b>7,200</b>	<b>7,285</b>

**884-HERITAGE ASSESSMENT DIST | OUTFLOW | HERITAGE PARK**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PROFESSIONAL SERVICES	3,724	3,821	3,300	7,500	9,178	5,385
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	124	108	2,400	200	123	1,155
LLAD WATER USAGE	1,272	-	-	-	2,347	745
DEPART OPERATING SUPPLIES	631	-	-	-	-	-
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
SALARIES - FULL TIME	-	425	-	-	891	-
FICA/MEDICARE CITY PAID	-	24	-	-	49	-
PERS - EPMC	-	2	-	-	-	-
PERS - EMPLOYER CONTRIBT	-	100	-	-	98	-
WORKER'S COMPENSATION	-	36	-	-	78	-
HEALTH/LIFE/DISAB INSURNC	-	66	-	-	137	-
DEFERRED COMP BENEFIT	-	18	-	-	27	-
ADMINISTRATIVE COSTS	294	-	1,500	-	-	-
<b>TOTAL OUTFLOW   HERITAGE PARK</b>	<b>6,045</b>	<b>4,599</b>	<b>7,200</b>	<b>7,700</b>	<b>12,929</b>	<b>7,285</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE   SAMOA</b>	740	1,602	-	-	341	-

**886-SAMOA | INFLOW | SAMOA**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
SAMOA ASSESSMENT DISTRICT	4,032	4,032	4,400	11,597	4,393	2,355
<b>TOTAL INFLOW   SAMOA</b>	<b>4,032</b>	<b>4,032</b>	<b>4,400</b>	<b>11,597</b>	<b>4,393</b>	<b>2,355</b>

**886-SAMOA | OUTFLOW | SAMOA**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
PROFESSIONAL SERVICES	1,654	1,463	1,600	9,097	1,547	1,905
DEPART OPERATING SUPPLIES	708	520	1,300	2,000	516	-
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	259	261	800	500	45	35
LLAD WATER USAGE	386	-	-	-	1,200	415
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
SALARIES - FULL TIME	18	111	-	-	515	-
FICA/MEDICARE CITY PAID	1	6	-	-	28	-
PERS - EPMC	-	1	-	-	-	-
PERS - EMPLOYER CONTRIBT	(34)	37	-	-	61	-
WORKER'S COMPENSATION	2	9	-	-	45	-
HEALTH/LIFE/DISAB INSURNC	3	16	-	-	84	-
DEFERRED COMP BENEFIT	1	6	-	-	12	-
ADMINISTRATIVE COSTS	294	-	700	-	-	-
<b>TOTAL OUTFLOW   SAMOA</b>	<b>3,291</b>	<b>2,430</b>	<b>4,400</b>	<b>11,597</b>	<b>4,052</b>	<b>2,355</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE   SWEETBRIER TO</b>	517	2,789	-	-	1,271	-

**887-SWEETBRIER TOWNHOUSES | INFLOW | SWEETBRIER TOWNHOUSES**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
SWEETBRIER ASSESS DIST	9,473	9,476	9,700	11,597	11,385	10,365
<b>TOTAL INFLOW   SWEETBRIER TOWNHOUSES</b>	<b>9,473</b>	<b>9,476</b>	<b>9,700</b>	<b>11,597</b>	<b>11,385</b>	<b>10,365</b>

**887-SWEETBRIER TOWNHOUSES | OUTFLOW | SWEETBRIER UNITS**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
PROFESSIONAL SERVICES	5,225	5,225	5,700	7,997	5,726	9,295
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	743	707	1,600	600	299	290
LLAD WATER USAGE	770	-	-	-	2,298	780
DEPART OPERATING SUPPLIES	1,933	631	1,700	3,000	1,031	-
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
SALARIES - FULL TIME	18	76	-	-	530	-
FICA/MEDICARE CITY PAID	1	4	-	-	29	-
PERS - EPMC	-	1	-	-	-	-
PERS - EMPLOYER CONTRIBT	(34)	20	-	-	61	-
WORKER'S COMPENSATION	2	7	-	-	46	-
HEALTH/LIFE/DISAB INSURNC	3	12	-	-	81	-
DEFERRED COMP BENEFIT	1	4	-	-	13	-
ADMINISTRATIVE COSTS	294	-	700	-	-	-
<b>TOTAL OUTFLOW   SWEETBRIER UNITS</b>	<b>8,957</b>	<b>6,687</b>	<b>9,700</b>	<b>11,597</b>	<b>10,114</b>	<b>10,365</b>

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
SUMMARY OF NET CHANGE	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>TOTAL SUMMARY OF NET CHANGE   PARKSIDE</b>	647	508	-	(0)	(1,768)	-

**888-PARKSIDE | INFLOW | PARKSIDE**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PARKSIDE ASSESS DIST	5,098	5,522	5,700	6,271	5,670	6,800
<b>TOTAL INFLOW   PARKSIDE</b>	<b>5,098</b>	<b>5,522</b>	<b>5,700</b>	<b>6,271</b>	<b>5,670</b>	<b>6,800</b>

**888-PARKSIDE | OUTFLOW | PARKSIDE ESTATES**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
PROFESSIONAL SERVICES	2,167	4,378	2,400	6,094	2,580	5,120
DEPART OPERATING SUPPLIES	342	-	-	-	-	-
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	144	220	2,200	177	123	605
LLAD WATER USAGE	1,567	-	-	-	3,497	1,075
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
SALARIES - FULL TIME	129	267	-	-	873	-
FICA/MEDICARE CITY PAID	7	15	-	-	48	-
PERS - EPMC	-	2	-	-	-	-
PERS - EMPLOYER CONTRIBT	(237)	54	-	-	106	-
WORKER'S COMPENSATION	11	23	-	-	76	-
HEALTH/LIFE/DISAB INSURNC	22	43	-	-	117	-
DEFERRED COMP BENEFIT	4	11	-	-	18	-
OTHER SERVICES & CHARGES	-	-	-	-	-	-
ADMINISTRATIVE COSTS	294	-	1,100	-	-	-
<b>TOTAL OUTFLOW   PARKSIDE ESTATES</b>	<b>4,451</b>	<b>5,013</b>	<b>5,700</b>	<b>6,271</b>	<b>7,438</b>	<b>6,800</b>

	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
SUMMARY OF NET CHANGE	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
<b>TOTAL SUMMARY OF NET CHANGE   SIERRA VISTA AS</b>	7,352	7,676	7,400	(0)	(35,800)	-

**889-SIERRA VISTA ASSESSMENT | INFLOW | SIERRA VISTA ASSESSMENT**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
SIERRA VISTA ASSESSMENT	9,335	9,335	9,600	9,554	9,335	6,105
<b>TOTAL INFLOW   SIERRA VISTA ASSESSMENT</b>	<b>9,335</b>	<b>9,335</b>	<b>9,600</b>	<b>9,554</b>	<b>9,335</b>	<b>6,105</b>

**889-SIERRA VISTA ASSESSMENT | OUTFLOW | SIERRA VISTA ASSESSMENT**

CLASSIFICATION	ACTUAL	ACTUAL	UNAUDITED	ADOPTED	PROJECTED	PROPOSED
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2023	FY 2024
WAGES/BENEFITS/INSURANCES						
SALARIES - FULL TIME	74	-	-	-	6,498	-
FICA/MEDICARE CITY PAID	4	-	-	-	363	-
PERS - EMPLOYER CONTRIBT	(135)	-	-	-	733	-
WORKER'S COMPENSATION	6	-	-	-	539	-
HEALTH/LIFE/DISAB INSURNC	12	-	-	-	731	-
DEFERRED COMP BENEFIT	2	-	-	-	92	-
PROFESSIONAL SERVICES	917	1,011	1,000	8,159	10,982	5,385
UTILITIES-SCE	681	648	1,000	1,395	837	720
DEPART OPERATING SUPPLIES	129	-	-	-	24,360	-
ADMINISTRATIVE COSTS	294	-	200	-	-	-
<b>TOTAL OUTFLOW   SIERRA VISTA ASSESSMENT</b>	<b>1,983</b>	<b>1,659</b>	<b>2,200</b>	<b>9,554</b>	<b>45,135</b>	<b>6,105</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE   MAPLE VALLEY A</b>	(4,107)	(379)	-	-	(1,050)	-

**890-MAPLE VALLEY ASSESSMENT | INFLOW | MAPLE VALLEY ASSESSMENT**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
MAPLE VALLEY ASSESSMENT	1,398	1,438	2,700	3,617	3,211	4,201
<b>TOTAL INFLOW   MAPLE VALLEY ASSESSMENT</b>	<b>1,398</b>	<b>1,438</b>	<b>2,700</b>	<b>3,617</b>	<b>3,211</b>	<b>4,201</b>

**890-MAPLE VALLEY ASSESSMENT | OUTFLOW | MAPLE VALLEY ASSESSMENT**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
UTILITIES						
UTILITIES-SCE	917	979	1,700	1,100	824	721
LLAD WATER USAGE	533	-	-	-	1,637	665
PROFESSIONAL SERVICES	3,726	838	500	2,517	1,106	2,815
DEPART OPERATING SUPPLIES	90	-	-	-	-	-
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
SALARIES - FULL TIME	129	-	-	-	541	-
FICA/MEDICARE CITY PAID	6	-	-	-	29	-
PERS - EMPLOYER CONTRIBT	(203)	-	-	-	62	-
WORKER'S COMPENSATION	10	-	-	-	47	-
DEFERRED COMP BENEFIT	3	-	-	-	14	-
ADMINISTRATIVE COSTS	294	-	500	-	-	-
<b>TOTAL OUTFLOW   MAPLE VALLEY ASSESSMENT</b>	<b>5,505</b>	<b>1,817</b>	<b>2,700</b>	<b>3,617</b>	<b>4,261</b>	<b>4,201</b>

	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
<b>SUMMARY OF NET CHANGE</b>						
<b>TOTAL SUMMARY OF NET CHANGE   PELOUS RANCH</b>	(3,806)	584	(9,300)	-	(4,632)	-

**891-PELOUS RANCH | INFLOW | PELOUS RANCH**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
PELOUS RANCH LLAD	10,195	10,145	10,500	15,750	15,445	20,230
<b>TOTAL INFLOW   PELOUS RANCH</b>	<b>10,195</b>	<b>10,145</b>	<b>10,500</b>	<b>15,750</b>	<b>15,445</b>	<b>20,230</b>

**891-PELOUS RANCH | OUTFLOW | PELOUS RANCH**

CLASSIFICATION	ACTUAL FY 2020	ACTUAL FY 2021	UNAUDITED FY 2022	ADOPTED FY 2023	PROJECTED FY 2023	PROPOSED FY 2024
UTILITIES	-	-	-	-	-	-
UTILITIES-SCE	3,212	2,998	6,700	6,000	5,641	5,085
LLAD WATER USAGE	3,865	-	-	-	-	3,835
PROFESSIONAL SERVICES	6,024	6,023	6,100	9,750	12,008	11,310
DEPART OPERATING SUPPLIES	807	-	6,000	-	-	-
WAGES/BENEFITS/INSURANCES	-	-	-	-	-	-
SALARIES - FULL TIME	407	353	-	-	1,667	-
FICA/MEDICARE CITY PAID	22	20	-	-	90	-
PERS - EPMC	-	2	-	-	-	-
PERS - EMPLOYER CONTRIBT	(745)	65	-	-	186	-
WORKER'S COMPENSATION	35	30	-	-	146	-
HEALTH/LIFE/DISAB INSURNC	68	56	-	-	288	-
DEFERRED COMP BENEFIT	12	14	-	-	51	-
ADMINISTRATIVE COSTS	294	-	1,000	-	-	-
<b>TOTAL OUTFLOW   PELOUS RANCH</b>	<b>14,001</b>	<b>9,561</b>	<b>19,800</b>	<b>15,750</b>	<b>20,077</b>	<b>20,230</b>



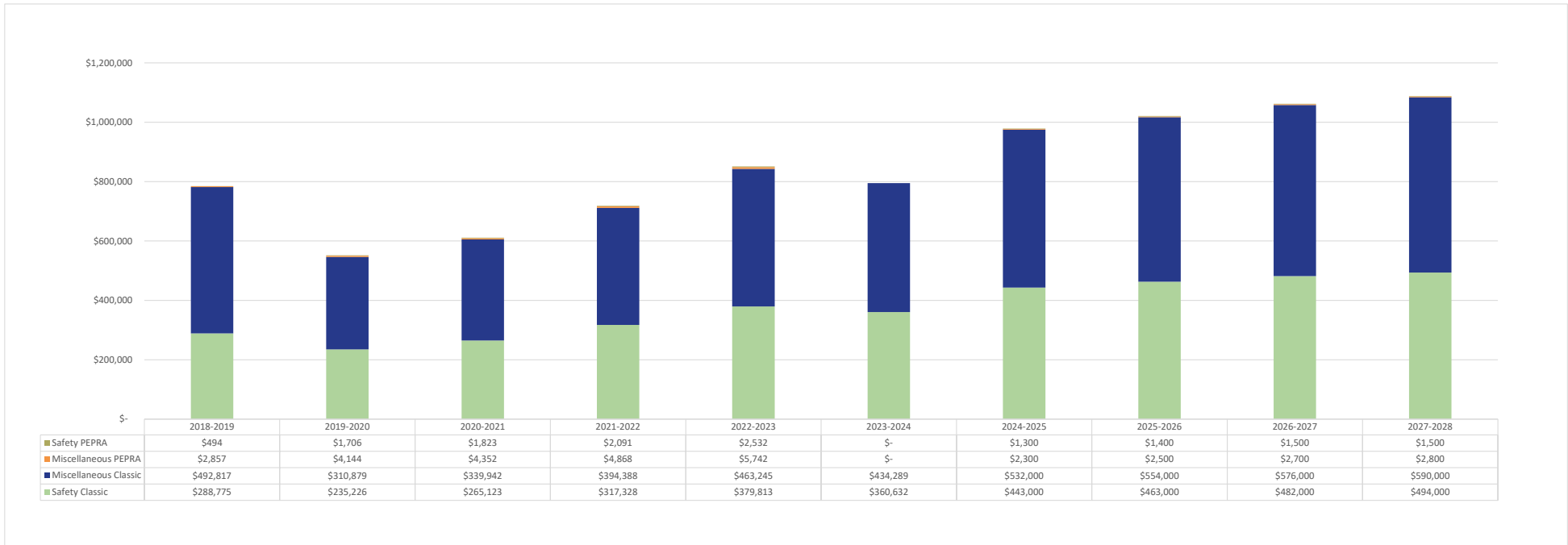
# CalPERS Unfunded Accrued Liability

The California Public Employees Retirement System (CalPERS) manages the City of Lindsay's defined benefit retirement plan for its employees. CalPERS uses contributions from the employer and the employee as well as income from investments to pay for retirement benefits. The unfunded accrued liability is the gap between the amount of future benefits CalPERS is expected to pay out and the amount of assets in the fund. Mandatory annual payment amounts to reduce the City's accrued unfunded liability for retirement benefits for its employees are projected to increase over the next five years based CalPERS assumptions. Anticipated increases are summarized on the table below.

<b>Fiscal Year</b>	<b>Miscellaneous Classic</b>	<b>Miscellaneous PEPRA</b>	<b>Safety Classic</b>	<b>Safety PEPRA</b>	<b>Total CalPERS UL Payment by Year</b>
2018-2019	\$ 492,817	\$ 2,857	\$ 288,775	\$ 494	\$ 784,943
2019-2020	\$ 310,879	\$ 4,144	\$ 235,226	\$ 1,706	\$ 551,955
2020-2021	\$ 339,942	\$ 4,352	\$ 265,123	\$ 1,823	\$ 611,240
2021-2022	\$ 394,388	\$ 4,868	\$ 317,328	\$ 2,091	\$ 718,675
2022-2023	\$ 463,245	\$ 5,742	\$ 379,813	\$ 2,532	\$ 851,332
2023-2024	\$ 434,289	\$ -	\$ 360,632	\$ -	\$ 794,921
2024-2025	\$ 532,000	\$ 2,300	\$ 443,000	\$ 1,300	\$ 978,600
2025-2026	\$ 554,000	\$ 2,500	\$ 463,000	\$ 1,400	\$ 1,020,900
2026-2027	\$ 576,000	\$ 2,700	\$ 482,000	\$ 1,500	\$ 1,062,200
2027-2028	\$ 590,000	\$ 2,800	\$ 494,000	\$ 1,500	\$ 1,088,300

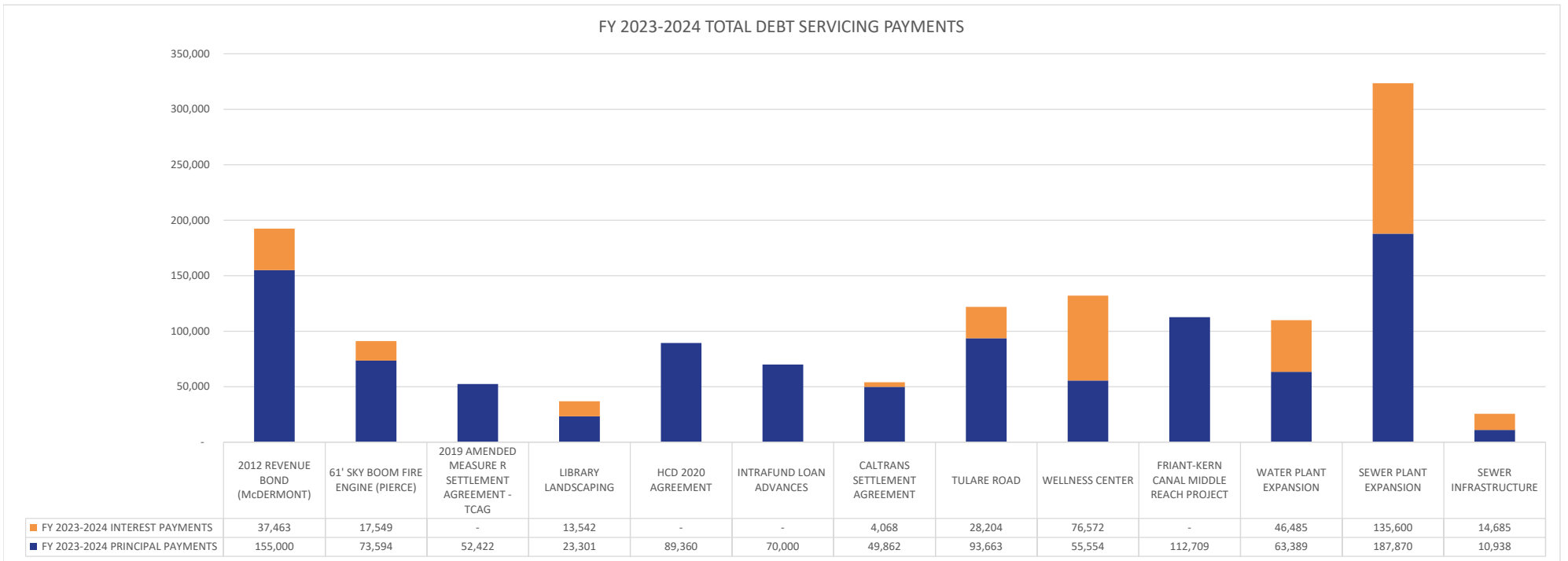
The City of Lindsay has made all contributions required by CalPERS to date. The chart on the following page is a visual representation of payment increases by employee category.

### CalPERS Unfunded Liability Payments by Fiscal Year



**LONG-TERM DEBT SUMMARY**

FUND	OBLIGATION	OBLIGATION START DATE	BEGINNING BALANCE	FY 2023-2024 PRINCIPAL PAYMENTS	FY 2023-2024 INTEREST PAYMENTS	FY 2023-2024 TOTAL PAYMENTS	BALANCE REMAINING AT JUNE 30, 2024	OBLIGATION END DATE
101-GENERAL FUND	2012 REVENUE BOND (McDERMONT)	2013	1,835,000	155,000	37,463	192,463	525,000	2027
101-GENERAL FUND	61' SKY BOOM FIRE ENGINE (PIERCE)	2019	725,821.00	73,594	17,549	91,143	327,975	2028
101-GENERAL FUND	2019 AMENDED MEASURE R SETTLEMENT AGREEMENT - TCAG	2019	760,121.12	52,422	-	52,422	484,905	2033
101-GENERAL FUND	LIBRARY LANDSCAPING	2010	750,000.00	23,301	13,542	36,843	304,993	2035
101-GENERAL FUND	HCD 2020 AGREEMENT	2020	3,790,786.00	89,360	-	89,360	3,423,346	2050
101-GENERAL FUND	INTRAFUND LOAN ADVANCES	2022	6,332,305.00	70,000	-	70,000	6,192,305	2112
200-STREET IMPROVEMENT FUND	CALTRANS SETTLEMENT AGREEMENT	2020	349,032.00	49,862	4,068	53,930	99,723	2026
263-TRANSPORTATION FUND	TULARE ROAD	2008	1,600,000.00	93,663	28,204	121,867	533,097	2029
400-WELLNESS CENTER FUND	WELLNESS CENTER	2007	3,000,000.00	55,554	76,572	132,126	1,773,910	2044
552-WATER FUND	FRIANT-KERN CANAL MIDDLE REACH PROJECT	2022	194,569.00	112,709	-	112,709	-	2023
552-WATER FUND	WATER PLANT EXPANSION	2000	2,440,000.00	63,389	46,485	109,874	1,366,908	2041
553-SEWER FUND	SEWER PLANT EXPANSION	1999	7,000,000.00	187,870	135,600	323,470	3,984,436	2039
553-SEWER FUND	SEWER INFRASTRUCTURE	2004	480,000.00	10,938	14,685	25,623	324,730	2043
<b>TOTAL PAID FOR DEBT SERVICING:</b>				<b>1,037,663</b>	<b>374,167</b>	<b>1,411,829</b>	<b>19,341,328</b>	



## 2012 REVENUE BOND (McDERMONT)

Original Value	\$ 1,835,000	Lender:	USBANK Lease Bond   2012 REFUNDING BONDS
Start Date	11/1/2012	Principal Acct #	101-4900-047-002
Interest Rate	4.2500%	Interest Acct #	101-4900-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
12/15/2016	\$ 44,600	\$ 105,000	\$ 149,600	\$ 1,445,000	
6/15/2017	\$ 42,238		\$ 42,238		
12/15/2017	\$ 42,238	\$ 110,000	\$ 152,238	\$ 1,335,000	
6/15/2018	\$ 39,625		\$ 39,625		
12/15/2018	\$ 39,625	\$ 115,000	\$ 154,625	\$ 1,220,000	
6/15/2019	\$ 36,606		\$ 36,606		
12/15/2019	\$ 36,606	\$ 125,000	\$ 161,606	\$ 1,095,000	
6/15/2020	\$ 33,169		\$ 33,169		
12/15/2020	\$ 33,169	\$ 130,000	\$ 163,169	\$ 965,000	
6/15/2021	\$ 29,431		\$ 29,431		
12/15/2021	\$ 29,431	\$ 140,000	\$ 169,431	\$ 825,000	
6/15/2022	\$ 25,406		\$ 25,406		
12/15/2022	\$ 25,406	\$ 145,000	\$ 170,406	\$ 680,000	
6/15/2023	\$ 21,056		\$ 21,056		
12/15/2023	\$ 21,056	\$ 155,000	\$ 176,056	\$ 525,000	
6/15/2024	\$ 16,406		\$ 16,406		
12/15/2024	\$ 16,406	\$ 165,000	\$ 181,406	\$ 360,000	
6/15/2025	\$ 11,250		\$ 11,250		
12/15/2025	\$ 11,250	\$ 175,000	\$ 186,250	\$ 185,000	
6/15/2026	\$ 5,781		\$ 5,781		
12/15/2026	\$ 5,781	\$ 185,000	\$ 190,781	\$ -	

## 61' SKY BOOM FIRE ENGINE (PIERCE)

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Original Value	\$	725,821	Lender:	PNC
Start Date		1/25/2019	Principal Acct #	101-4110-047-000
Interest Rate		4.3700%	Interest Acct #	101-4110-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
1/25/2019	\$ 31,718	\$ 59,425	\$ 91,143	\$ 666,396	
1/25/2020	\$ 29,121	\$ 62,021	\$ 91,143	\$ 604,375	
1/25/2021	\$ 26,411	\$ 64,732	\$ 91,143	\$ 539,643	
1/25/2022	\$ 23,582	\$ 67,560	\$ 91,143	\$ 472,082	
1/25/2023	\$ 20,630	\$ 70,513	\$ 91,143	\$ 401,570	
1/25/2024	\$ 17,549	\$ 73,594	\$ 91,143	\$ 327,975	
1/25/2025	\$ 14,332	\$ 76,810	\$ 91,143	\$ 251,165	
1/25/2026	\$ 10,976	\$ 80,167	\$ 91,143	\$ 170,998	
1/25/2027	\$ 7,473	\$ 83,670	\$ 91,143	\$ 87,328	
1/25/2028	\$ 3,816	\$ 87,327	\$ 91,143	\$ 1	

**2019 AMENDED MEASURE R SETTLEMENT AGREEMENT - TCAG**

Original Value	\$ 760,121	Lender:	TCAG
Start Date	4/1/2019	Principal Acct #	101-4130-090-500
Interest Rate	0.0000%	Interest Acct #	101-4130-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
4/1/2019	\$ -	\$ 13,106	\$ 13,106	\$ 747,016	
7/1/2019	\$ -	\$ 13,106	\$ 13,106	\$ 733,910	
10/1/2019	\$ -	\$ 13,106	\$ 13,106	\$ 720,805	
1/1/2020	\$ -	\$ 13,106	\$ 13,106	\$ 707,699	
4/1/2020	\$ -	\$ 13,106	\$ 13,106	\$ 694,593	
7/1/2020	\$ -	\$ 13,106	\$ 13,106	\$ 681,488	
10/1/2020	\$ -	\$ 13,106	\$ 13,106	\$ 668,382	
1/1/2021	\$ -	\$ 13,106	\$ 13,106	\$ 655,277	
4/1/2021	\$ -	\$ 13,106	\$ 13,106	\$ 642,171	
7/1/2021	\$ -	\$ 13,106	\$ 13,106	\$ 629,066	
10/1/2021	\$ -	\$ 13,106	\$ 13,106	\$ 615,960	
1/1/2022	\$ -	\$ 13,106	\$ 13,106	\$ 602,855	
4/1/2022	\$ -	\$ 13,106	\$ 13,106	\$ 589,749	
7/1/2022	\$ -	\$ 13,106	\$ 13,106	\$ 576,644	
10/1/2022	\$ -	\$ 13,106	\$ 13,106	\$ 563,538	
1/1/2023	\$ -	\$ 13,106	\$ 13,106	\$ 550,432	
4/1/2023	\$ -	\$ 13,106	\$ 13,106	\$ 537,327	
7/1/2023	\$ -	\$ 13,106	\$ 13,106	\$ 524,221	
10/1/2023	\$ -	\$ 13,106	\$ 13,106	\$ 511,116	
1/1/2024	\$ -	\$ 13,106	\$ 13,106	\$ 498,010	
4/1/2024	\$ -	\$ 13,106	\$ 13,106	\$ 484,905	
7/1/2024	\$ -	\$ 13,106	\$ 13,106	\$ 471,799	
10/1/2024	\$ -	\$ 13,106	\$ 13,106	\$ 458,694	
1/1/2025	\$ -	\$ 13,106	\$ 13,106	\$ 445,588	
4/1/2025	\$ -	\$ 13,106	\$ 13,106	\$ 432,483	
7/1/2025	\$ -	\$ 13,106	\$ 13,106	\$ 419,377	
10/1/2025	\$ -	\$ 13,106	\$ 13,106	\$ 406,272	
1/1/2026	\$ -	\$ 13,106	\$ 13,106	\$ 393,166	
4/1/2026	\$ -	\$ 13,106	\$ 13,106	\$ 380,060	
7/1/2026	\$ -	\$ 13,106	\$ 13,106	\$ 366,955	
10/1/2026	\$ -	\$ 13,106	\$ 13,106	\$ 353,849	
1/1/2027	\$ -	\$ 13,106	\$ 13,106	\$ 340,744	
4/1/2027	\$ -	\$ 13,106	\$ 13,106	\$ 327,638	
7/1/2027	\$ -	\$ 13,106	\$ 13,106	\$ 314,533	
10/1/2027	\$ -	\$ 13,106	\$ 13,106	\$ 301,427	
1/1/2028	\$ -	\$ 13,106	\$ 13,106	\$ 288,322	
4/1/2028	\$ -	\$ 13,106	\$ 13,106	\$ 275,216	

2019 AMENDED MEASURE R SETTLEMENT AGREEMENT - TCAG

7/1/2028	\$	-	\$	13,106	\$	13,106	\$	262,111
10/1/2028	\$	-	\$	13,106	\$	13,106	\$	249,005
1/1/2029	\$	-	\$	13,106	\$	13,106	\$	235,900
4/1/2029	\$	-	\$	13,106	\$	13,106	\$	222,794
7/1/2029	\$	-	\$	13,106	\$	13,106	\$	209,688
10/1/2029	\$	-	\$	13,106	\$	13,106	\$	196,583
1/1/2030	\$	-	\$	13,106	\$	13,106	\$	183,477
4/1/2030	\$	-	\$	13,106	\$	13,106	\$	170,372
7/1/2030	\$	-	\$	13,106	\$	13,106	\$	157,266
10/1/2030	\$	-	\$	13,106	\$	13,106	\$	144,161
1/1/2031	\$	-	\$	13,106	\$	13,106	\$	131,055
4/1/2031	\$	-	\$	13,106	\$	13,106	\$	117,950
7/1/2031	\$	-	\$	13,106	\$	13,106	\$	104,844
10/1/2031	\$	-	\$	13,106	\$	13,106	\$	91,739
1/1/2032	\$	-	\$	13,106	\$	13,106	\$	78,633
4/1/2032	\$	-	\$	13,106	\$	13,106	\$	65,527
7/1/2032	\$	-	\$	13,106	\$	13,106	\$	52,422
10/1/2032	\$	-	\$	13,106	\$	13,106	\$	39,316
1/1/2033	\$	-	\$	13,106	\$	13,106	\$	26,211
4/1/2033	\$	-	\$	13,106	\$	13,106	\$	13,105
7/1/2033	\$	-	\$	13,106	\$	13,106	\$	(0)

**LIBRARY LANDSCAPING**

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Original Value   \$       750,000                      Lender:               USDA #97-12 | 2010 USDA RD COP  
Start Date           5/12/2010                      Principal Acct #    450-4500-047-002  
Interest Rate         4.1250%                      Interest Acct #     450-4500-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
11/12/2016	\$ 9,656		\$ 9,656		
5/12/2017	\$ 9,656	\$ 17,707	\$ 27,363	\$ 450,441	
11/12/2017	\$ 9,290		\$ 9,291		
5/12/2018	\$ 9,290	\$ 18,415	\$ 27,706	\$ 432,026	
11/12/2018	\$ 8,911		\$ 8,911		
5/12/2019	\$ 8,911	\$ 19,152	\$ 28,063	\$ 412,874	
11/12/2019	\$ 8,516		\$ 8,516		
5/12/2020	\$ 8,516	\$ 19,918	\$ 28,434	\$ 392,956	
11/12/2020	\$ 8,105		\$ 8,105		
5/12/2021	\$ 8,105	\$ 20,714	\$ 28,819	\$ 372,242	
11/12/2021	\$ 7,677		\$ 7,678		
5/12/2022	\$ 7,677	\$ 21,543	\$ 29,221	\$ 350,699	
11/12/2022	\$ 7,233		\$ 7,233		
5/12/2023	\$ 7,233	\$ 22,405	\$ 29,638	\$ 328,294	
11/12/2023	\$ 6,771		\$ 6,771		
5/12/2024	\$ 6,771	\$ 23,301	\$ 30,072	\$ 304,993	
11/12/2024	\$ 6,290		\$ 6,291		
5/12/2025	\$ 6,290	\$ 24,233	\$ 30,524	\$ 280,760	
11/12/2025	\$ 5,791		\$ 5,791		
5/12/2026	\$ 5,791	\$ 25,202	\$ 30,993	\$ 255,558	
11/12/2026	\$ 5,271		\$ 5,271		
5/12/2027	\$ 5,271	\$ 26,210	\$ 31,481	\$ 229,348	
11/12/2027	\$ 4,730		\$ 4,731		
5/12/2028	\$ 4,730	\$ 27,259	\$ 31,990	\$ 202,089	
11/12/2028	\$ 4,168		\$ 4,168		
5/12/2029	\$ 4,168	\$ 28,349	\$ 32,517	\$ 173,740	
11/12/2029	\$ 3,583		\$ 3,584		
5/12/2030	\$ 3,583	\$ 29,483	\$ 33,067	\$ 144,257	
11/12/2030	\$ 2,975		\$ 2,976		
5/12/2031	\$ 2,975	\$ 30,662	\$ 33,638	\$ 113,595	
11/12/2031	\$ 2,343		\$ 2,343		
5/12/2032	\$ 2,343	\$ 31,889	\$ 34,232	\$ 81,706	
11/12/2032	\$ 1,685		\$ 1,685		
5/12/2033	\$ 1,685	\$ 33,165	\$ 34,850	\$ 48,541	
11/12/2033	\$ 1,001		\$ 1,001		
5/12/2034	\$ 1,001	\$ 34,491	\$ 35,492	\$ 14,050	
11/12/2034	\$ 290		\$ 290		
5/12/2035	\$ 290	\$ 14,050	\$ 14,340	\$ -	



**HCD 2020 AGREEMENT**

Original Value	\$	3,790,786	Lender:	HCD
Start Date		9/30/2020	Principal Acct #	101-4600-090-500
Interest Rate		0.0000%	Interest Acct #	101-4600-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
9/30/2020	\$ -	\$ 10,000	\$ 10,000	\$ 3,780,786	
4/30/2021	\$ -	\$ 89,360	\$ 89,360	\$ 3,691,426	
4/30/2022	\$ -	\$ 89,360	\$ 89,360	\$ 3,602,066	
4/30/2023	\$ -	\$ 89,360	\$ 89,360	\$ 3,512,706	
4/30/2024	\$ -	\$ 89,360	\$ 89,360	\$ 3,423,346	
4/30/2025	\$ -	\$ 89,360	\$ 89,360	\$ 3,333,986	
4/30/2026	\$ -	\$ 89,360	\$ 89,360	\$ 3,244,626	
4/30/2027	\$ -	\$ 89,360	\$ 89,360	\$ 3,155,266	
4/30/2028	\$ -	\$ 89,360	\$ 89,360	\$ 3,065,906	
4/30/2029	\$ -	\$ 89,360	\$ 89,360	\$ 2,976,546	
4/30/2030	\$ -	\$ 89,360	\$ 89,360	\$ 2,887,186	
4/30/2031	\$ -	\$ 89,360	\$ 89,360	\$ 2,797,826	
4/30/2032	\$ -	\$ 89,360	\$ 89,360	\$ 2,708,466	
4/30/2033	\$ -	\$ 89,360	\$ 89,360	\$ 2,619,106	
4/30/2034	\$ -	\$ 89,360	\$ 89,360	\$ 2,529,746	
4/30/2035	\$ -	\$ 89,360	\$ 89,360	\$ 2,440,386	
4/30/2036	\$ -	\$ 89,360	\$ 89,360	\$ 2,351,026	
4/30/2037	\$ -	\$ 89,360	\$ 89,360	\$ 2,261,666	
4/30/2038	\$ -	\$ 89,360	\$ 89,360	\$ 2,172,306	
4/30/2039	\$ -	\$ 89,360	\$ 89,360	\$ 2,082,946	
4/30/2040	\$ -	\$ 89,360	\$ 89,360	\$ 1,993,586	
4/30/2041	\$ -	\$ 89,360	\$ 89,360	\$ 1,904,226	
4/30/2042	\$ -	\$ 89,360	\$ 89,360	\$ 1,814,866	
4/30/2043	\$ -	\$ 89,360	\$ 89,360	\$ 1,725,506	
4/30/2044	\$ -	\$ 89,360	\$ 89,360	\$ 1,636,146	
4/30/2045	\$ -	\$ 89,360	\$ 89,360	\$ 1,546,786	
4/30/2046	\$ -	\$ 89,360	\$ 89,360	\$ 1,457,426	
4/30/2047	\$ -	\$ 89,360	\$ 89,360	\$ 1,368,066	
4/30/2048	\$ -	\$ 89,360	\$ 89,360	\$ 1,278,706	
4/30/2049	\$ -	\$ 89,360	\$ 89,360	\$ 1,189,346	
4/30/2050	\$ -	\$ 89,346	\$ 89,346	\$ 1,100,000	

**INTRAFUND LOAN ADVANCES**

Original Value \$ 6,332,305 Lender: ENTERPRISE AND RESTRICTED FUNDS  
 Start Date 7/1/2022 Principal Acct # 101-4090-047-002  
 Interest Rate 0.0000% Interest Acct # 101-4090-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
7/1/2022	\$ -	\$ 70,000	\$ 70,000	\$ 6,262,305	Repayment No. 1: Water
7/1/2023	\$ -	\$ 70,000	\$ 70,000	\$ 6,192,305	
7/1/2024	\$ -	\$ 70,000	\$ 70,000	\$ 6,122,305	
7/1/2025	\$ -	\$ 70,000	\$ 70,000	\$ 6,052,305	
7/1/2026	\$ -	\$ 70,000	\$ 70,000	\$ 5,982,305	
7/1/2027	\$ -	\$ 70,000	\$ 70,000	\$ 5,912,305	
7/1/2028	\$ -	\$ 70,000	\$ 70,000	\$ 5,842,305	
7/1/2029	\$ -	\$ 70,000	\$ 70,000	\$ 5,772,305	
7/1/2030	\$ -	\$ 70,000	\$ 70,000	\$ 5,702,305	
7/1/2031	\$ -	\$ 70,000	\$ 70,000	\$ 5,632,305	
7/1/2032	\$ -	\$ 70,000	\$ 70,000	\$ 5,562,305	
7/1/2033	\$ -	\$ 70,000	\$ 70,000	\$ 5,492,305	
7/1/2034	\$ -	\$ 70,000	\$ 70,000	\$ 5,422,305	
7/1/2035	\$ -	\$ 70,000	\$ 70,000	\$ 5,352,305	
7/1/2036	\$ -	\$ 70,000	\$ 70,000	\$ 5,282,305	
7/1/2037	\$ -	\$ 70,000	\$ 70,000	\$ 5,212,305	
7/1/2038	\$ -	\$ 70,000	\$ 70,000	\$ 5,142,305	
7/1/2039	\$ -	\$ 70,000	\$ 70,000	\$ 5,072,305	
7/1/2040	\$ -	\$ 70,000	\$ 70,000	\$ 5,002,305	
7/1/2041	\$ -	\$ 70,000	\$ 70,000	\$ 4,932,305	
7/1/2042	\$ -	\$ 70,000	\$ 70,000	\$ 4,862,305	
7/1/2043	\$ -	\$ 70,000	\$ 70,000	\$ 4,792,305	
7/1/2044	\$ -	\$ 70,000	\$ 70,000	\$ 4,722,305	
7/1/2045	\$ -	\$ 70,000	\$ 70,000	\$ 4,652,305	
7/1/2046	\$ -	\$ 70,000	\$ 70,000	\$ 4,582,305	
7/1/2047	\$ -	\$ 70,000	\$ 70,000	\$ 4,512,305	
7/1/2048	\$ -	\$ 70,000	\$ 70,000	\$ 4,442,305	Repayment No. 2: Sewer
7/1/2049	\$ -	\$ 70,000	\$ 70,000	\$ 4,372,305	
7/1/2050	\$ -	\$ 70,000	\$ 70,000	\$ 4,302,305	
7/1/2051	\$ -	\$ 70,000	\$ 70,000	\$ 4,232,305	
7/1/2052	\$ -	\$ 70,000	\$ 70,000	\$ 4,162,305	
7/1/2053	\$ -	\$ 70,000	\$ 70,000	\$ 4,092,305	
7/1/2054	\$ -	\$ 70,000	\$ 70,000	\$ 4,022,305	
7/1/2055	\$ -	\$ 70,000	\$ 70,000	\$ 3,952,305	
7/1/2056	\$ -	\$ 70,000	\$ 70,000	\$ 3,882,305	
7/1/2057	\$ -	\$ 70,000	\$ 70,000	\$ 3,812,305	
7/1/2058	\$ -	\$ 70,000	\$ 70,000	\$ 3,742,305	

## INTRAFUND LOAN ADVANCES

7/1/2059	\$	-	\$	70,000	\$	70,000	\$	3,672,305	
7/1/2060	\$	-	\$	70,000	\$	70,000	\$	3,602,305	
7/1/2061	\$	-	\$	70,000	\$	70,000	\$	3,532,305	
7/1/2062	\$	-	\$	70,000	\$	70,000	\$	3,462,305	
7/1/2063	\$	-	\$	70,000	\$	70,000	\$	3,392,305	
7/1/2064	\$	-	\$	70,000	\$	70,000	\$	3,322,305	
7/1/2065	\$	-	\$	70,000	\$	70,000	\$	3,252,305	
7/1/2066	\$	-	\$	70,000	\$	70,000	\$	3,182,305	
7/1/2067	\$	-	\$	70,000	\$	70,000	\$	3,112,305	
7/1/2068	\$	-	\$	70,000	\$	70,000	\$	3,042,305	
7/1/2069	\$	-	\$	70,000	\$	70,000	\$	2,972,305	
7/1/2070	\$	-	\$	70,000	\$	70,000	\$	2,902,305	
7/1/2071	\$	-	\$	70,000	\$	70,000	\$	2,832,305	
7/1/2072	\$	-	\$	70,000	\$	70,000	\$	2,762,305	
7/1/2073	\$	-	\$	70,000	\$	70,000	\$	2,692,305	
7/1/2074	\$	-	\$	70,000	\$	70,000	\$	2,622,305	
7/1/2075	\$	-	\$	70,000	\$	70,000	\$	2,552,305	
7/1/2076	\$	-	\$	70,000	\$	70,000	\$	2,482,305	
7/1/2077	\$	-	\$	70,000	\$	70,000	\$	2,412,305	
7/1/2078	\$	-	\$	70,000	\$	70,000	\$	2,342,305	Repayment No. 3: Street Improvement
7/1/2079	\$	-	\$	70,000	\$	70,000	\$	2,272,305	
7/1/2080	\$	-	\$	70,000	\$	70,000	\$	2,202,305	
7/1/2081	\$	-	\$	70,000	\$	70,000	\$	2,132,305	
7/1/2082	\$	-	\$	70,000	\$	70,000	\$	2,062,305	
7/1/2083	\$	-	\$	70,000	\$	70,000	\$	1,992,305	
7/1/2084	\$	-	\$	70,000	\$	70,000	\$	1,922,305	
7/1/2085	\$	-	\$	70,000	\$	70,000	\$	1,852,305	
7/1/2086	\$	-	\$	70,000	\$	70,000	\$	1,782,305	
7/1/2087	\$	-	\$	70,000	\$	70,000	\$	1,712,305	
7/1/2088	\$	-	\$	70,000	\$	70,000	\$	1,642,305	
7/1/2089	\$	-	\$	70,000	\$	70,000	\$	1,572,305	
7/1/2090	\$	-	\$	70,000	\$	70,000	\$	1,502,305	
7/1/2091	\$	-	\$	70,000	\$	70,000	\$	1,432,305	
7/1/2092	\$	-	\$	70,000	\$	70,000	\$	1,362,305	
7/1/2093	\$	-	\$	70,000	\$	70,000	\$	1,292,305	
7/1/2094	\$	-	\$	70,000	\$	70,000	\$	1,222,305	
7/1/2095	\$	-	\$	70,000	\$	70,000	\$	1,152,305	
7/1/2096	\$	-	\$	70,000	\$	70,000	\$	1,082,305	
7/1/2097	\$	-	\$	70,000	\$	70,000	\$	1,012,305	
7/1/2098	\$	-	\$	70,000	\$	70,000	\$	942,305	
7/1/2099	\$	-	\$	70,000	\$	70,000	\$	872,305	
7/1/2100	\$	-	\$	70,000	\$	70,000	\$	802,305	
7/1/2101	\$	-	\$	70,000	\$	70,000	\$	732,305	

## INTRAFUND LOAN ADVANCES

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7/1/2102	\$	-	\$	70,000	\$	70,000	\$	662,305	Repayment No. 4: Refuse
7/1/2103	\$	-	\$	70,000	\$	70,000	\$	592,305	
7/1/2104	\$	-	\$	70,000	\$	70,000	\$	522,305	
7/1/2105	\$	-	\$	70,000	\$	70,000	\$	452,305	
7/1/2106	\$	-	\$	70,000	\$	70,000	\$	382,305	
7/1/2107	\$	-	\$	70,000	\$	70,000	\$	312,305	
7/1/2108	\$	-	\$	70,000	\$	70,000	\$	242,305	Repayment No. 5: Wastewater Capital Outlay Reserve Fund
7/1/2109	\$	-	\$	70,000	\$	70,000	\$	172,305	Repayment No. 6: Storm Drain
7/1/2110	\$	-	\$	70,000	\$	70,000	\$	102,305	
7/1/2111	\$	-	\$	70,000	\$	70,000	\$	32,305	Repayment No. 7: Parks
7/1/2112	\$	-	\$	32,305	\$	32,305	\$	-	Repayment No. 8: Curb and Gutter

**CALTRANS SETTLEMENT AGREEMENT**

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Original Value	\$	349,032	Lender:	CA Dept of Trans   P1575-0021
Start Date		1/15/2020	Principal Acct #	200 - 047-002
Interest Rate		2.0000%	Interest Acct #	200 - 047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
1/15/2020	\$ 4,068	\$ 49,862	\$ 53,930	\$ 299,170	
1/15/2021	\$ 4,068	\$ 49,862	\$ 53,930	\$ 249,309	
1/15/2022	\$ 4,068	\$ 49,862	\$ 53,930	\$ 199,447	
1/15/2023	\$ 4,068	\$ 49,862	\$ 53,930	\$ 149,585	
1/15/2024	\$ 4,068	\$ 49,862	\$ 53,930	\$ 99,723	
1/15/2025	\$ 4,068	\$ 49,862	\$ 53,930	\$ 49,862	
1/15/2026	\$ 4,068	\$ 49,862	\$ 53,930	\$ -	

**TULARE ROAD**

Original Value    \$    1,600,000                      Lender:                      USDA #97-15 | 2008 USDA RD COP  
 Start Date                      8/12/2008                      Principal Acct #                      263-4180-047-002  
 Interest Rate                      4.5000%                      Interest Acct #                      263-4180-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
11/12/2017	\$ 24,250	\$ 72,964	\$ 97,214		
5/12/2018	\$ 24,250		\$ 24,250	\$ 1,040,817	
11/12/2018	\$ 22,550	\$ 76,065	\$ 98,615		
5/12/2019	\$ 22,550		\$ 22,550	\$ 964,752	
11/12/2019	\$ 20,800	\$ 79,298	\$ 100,098		
5/12/2020	\$ 20,800		\$ 20,800	\$ 885,454	
11/12/2020	\$ 19,923	\$ 82,668	\$ 102,591		
5/12/2021	\$ 19,923		\$ 19,923	\$ 802,786	
11/12/2021	\$ 18,063	\$ 86,182	\$ 104,245		
5/12/2022	\$ 18,063		\$ 18,063	\$ 716,604	
11/12/2022	\$ 16,124	\$ 89,844	\$ 105,968		
5/12/2023	\$ 16,124		\$ 16,124	\$ 626,760	
11/12/2023	\$ 14,102	\$ 93,663	\$ 107,765		
5/12/2024	\$ 14,102		\$ 14,102	\$ 533,097	
11/12/2024	\$ 11,995	\$ 97,643	\$ 109,638		
5/12/2025	\$ 11,995		\$ 11,995	\$ 435,454	
11/12/2025	\$ 9,798	\$ 101,793	\$ 111,591		
5/12/2026	\$ 9,798		\$ 9,798	\$ 333,661	
11/12/2026	\$ 7,507	\$ 106,119	\$ 113,626		
5/12/2027	\$ 7,507		\$ 7,507	\$ 227,542	
11/12/2027	\$ 5,120	\$ 110,630	\$ 115,750		
5/12/2028	\$ 5,120		\$ 5,120	\$ 116,912	
11/12/2028	\$ 2,631	\$ 116,912	\$ 119,543		
5/12/2029	\$ 2,631		\$ 2,631	\$ -	

**WELLNESS CENTER**

Original Value    \$    3,000,000                      Lender:                      USDA #97-13 | 2007 USDA RD  
 Start Date                      7/20/2007                      Principal Acct #    400-4400-047-002  
 Interest Rate                      4.2500%                      Interest Acct #    400-4400-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
7/20/2017	\$ 43,875	\$ 43,277	\$ 87,152	\$ 2,075,053	
1/20/2018	\$ 44,095		\$ 44,095		
7/20/2018	\$ 44,095	\$ 45,116	\$ 89,211	\$ 2,029,937	
1/20/2019	\$ 43,136		\$ 43,136		
7/20/2019	\$ 43,136	\$ 47,034	\$ 90,170	\$ 1,982,903	
1/20/2020	\$ 42,137		\$ 42,137		
7/20/2020	\$ 42,137	\$ 49,033	\$ 91,170	\$ 1,933,870	
1/20/2021	\$ 41,095		\$ 41,095		
7/20/2021	\$ 41,095	\$ 51,117	\$ 92,212	\$ 1,882,753	
1/20/2022	\$ 40,009		\$ 40,009		
7/20/2022	\$ 40,009	\$ 53,289	\$ 93,298	\$ 1,829,464	
1/20/2023	\$ 38,876		\$ 38,876		
7/20/2023	\$ 38,876	\$ 55,554	\$ 94,430	\$ 1,773,910	
1/20/2024	\$ 37,696		\$ 37,696		
7/20/2024	\$ 37,696	\$ 57,915	\$ 95,611	\$ 1,715,995	
1/20/2025	\$ 36,465		\$ 36,465		
7/20/2025	\$ 36,465	\$ 60,376	\$ 96,841	\$ 1,655,619	
1/20/2026	\$ 35,182		\$ 35,182		
7/20/2026	\$ 35,182	\$ 62,942	\$ 98,124	\$ 1,592,677	
1/20/2027	\$ 33,844		\$ 33,844		
7/20/2027	\$ 33,844	\$ 65,618	\$ 99,462	\$ 1,527,059	
1/20/2028	\$ 32,450		\$ 32,450		
7/20/2028	\$ 32,450	\$ 68,406	\$ 100,856	\$ 1,458,653	
1/20/2029	\$ 30,996		\$ 30,996		
7/20/2029	\$ 30,996	\$ 71,314	\$ 102,310	\$ 1,387,339	
1/20/2030	\$ 29,481		\$ 29,481		
7/20/2030	\$ 29,481	\$ 74,344	\$ 103,825	\$ 1,312,995	
1/20/2031	\$ 27,901		\$ 27,901		
7/20/2031	\$ 27,901	\$ 77,504	\$ 105,405	\$ 1,235,491	
1/20/2032	\$ 26,254		\$ 26,254		
7/20/2032	\$ 26,254	\$ 80,798	\$ 107,052	\$ 1,154,693	
1/20/2033	\$ 24,537		\$ 24,537		
7/20/2033	\$ 24,537	\$ 84,232	\$ 108,769	\$ 1,070,461	
1/20/2034	\$ 22,747		\$ 22,747		
7/20/2034	\$ 22,747	\$ 87,812	\$ 110,559	\$ 982,649	
1/20/2035	\$ 20,881		\$ 20,881		
7/20/2035	\$ 20,881	\$ 91,544	\$ 112,425	\$ 891,105	
1/20/2036	\$ 18,936		\$ 18,936		

**WELLNESS CENTER**

Original Value	\$ 3,000,000	Lender:	USDA #97-13   2007 USDA RD
Start Date	7/20/2007	Principal Acct #	400-4400-047-002
Interest Rate	4.2500%	Interest Acct #	400-4400-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
7/20/2036	\$ 18,936	\$ 95,434	\$ 114,370	\$ 795,671	
1/20/2037	\$ 16,908		\$ 16,908		
7/20/2037	\$ 16,908	\$ 99,490	\$ 116,398	\$ 696,181	
1/20/2038	\$ 14,794		\$ 14,794		
7/20/2038	\$ 14,794	\$ 103,719	\$ 118,513	\$ 592,462	
1/20/2039	\$ 12,590		\$ 12,590		
7/20/2039	\$ 12,590	\$ 108,127	\$ 120,717	\$ 484,335	
1/20/2040	\$ 10,292		\$ 10,292		
7/20/2040	\$ 10,292	\$ 112,722	\$ 123,014	\$ 371,613	
1/20/2041	\$ 7,897		\$ 7,897		
7/20/2041	\$ 7,897	\$ 117,513	\$ 125,410	\$ 254,100	
1/20/2042	\$ 5,400		\$ 5,400		
7/20/2042	\$ 5,400	\$ 122,507	\$ 127,907	\$ 131,593	
1/20/2043	\$ 2,796		\$ 2,796		
7/20/2043	\$ 2,796	\$ 127,713	\$ 130,509	\$ 3,880	
1/20/2044	\$ 82		\$ 82		
7/20/2044	\$ 82	\$ 3,880	\$ 3,962	\$ -	



**FRIANT-KERN CANAL MIDDLE REACH PROJECT**

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Original Value	\$	194,569	Lender:	Friant Water Authority
Start Date		10/1/2021	Principal Acct #	552-4552-047-002
Interest Rate		2.9300%	Interest Acct #	552-4552-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
10/1/2021	\$ -	\$ 26,345	\$ -	\$ 168,224	Payment Deferral Grated until 04/01/2022
1/3/2022	\$ 199	\$ 28,408	\$ -	\$ 139,816	Payment Deferral Grated until 04/01/2022
4/1/2022	\$ 388	\$ 27,107	\$ 82,447	\$ 112,709	Payment Deferral Grated until 04/01/2022
7/1/2022	\$ -	\$ 26,731	\$ 26,731	\$ 85,978	
10/3/2022	\$ -	\$ 28,818	\$ 28,818	\$ 57,160	
1/3/2023	\$ -	\$ 29,250	\$ 29,250	\$ 27,910	
4/1/2023	\$ -	\$ 27,910	\$ 27,910	\$ -	

**WATER PLANT EXPANSION**

Original Value	\$ 2,440,000	Lender:	USDA #91-06   2000 USDA RD
Start Date	12/11/2000	Principal Acct #	552-4552-047-002
Interest Rate	3.2500%	Interest Acct #	552-4552-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
12/11/2016	\$ 59,200	\$ 50,674	\$ 109,874	\$ 1,770,862	
12/11/2017	\$ 57,553	\$ 52,321	\$ 109,874	\$ 1,718,541	
12/11/2018	\$ 55,853	\$ 54,021	\$ 109,874	\$ 1,664,520	
12/11/2019	\$ 54,097	\$ 55,777	\$ 109,874	\$ 1,608,742	
12/11/2020	\$ 52,284	\$ 57,590	\$ 109,874	\$ 1,551,153	
12/11/2021	\$ 50,412	\$ 59,462	\$ 109,874	\$ 1,491,691	
12/11/2022	\$ 48,480	\$ 61,394	\$ 109,874	\$ 1,430,297	
12/11/2023	\$ 46,485	\$ 63,389	\$ 109,874	\$ 1,366,908	
12/11/2024	\$ 44,424	\$ 65,450	\$ 109,874	\$ 1,301,458	
12/11/2025	\$ 42,297	\$ 67,577	\$ 109,874	\$ 1,233,882	
12/11/2026	\$ 40,101	\$ 69,773	\$ 109,874	\$ 1,164,109	
12/11/2027	\$ 37,834	\$ 72,040	\$ 109,874	\$ 1,092,068	
12/11/2028	\$ 35,492	\$ 74,382	\$ 109,874	\$ 1,017,686	
12/11/2029	\$ 33,075	\$ 76,799	\$ 109,874	\$ 940,887	
12/11/2030	\$ 30,579	\$ 79,295	\$ 109,874	\$ 861,592	
12/11/2031	\$ 28,002	\$ 81,872	\$ 109,874	\$ 779,720	
12/11/2032	\$ 25,341	\$ 84,533	\$ 109,874	\$ 695,187	
12/11/2033	\$ 22,594	\$ 87,280	\$ 109,874	\$ 607,906	
12/11/2034	\$ 19,757	\$ 90,117	\$ 109,874	\$ 517,789	
12/11/2035	\$ 16,828	\$ 93,046	\$ 109,874	\$ 424,743	
12/11/2036	\$ 13,804	\$ 96,070	\$ 109,874	\$ 328,674	
12/11/2037	\$ 10,682	\$ 99,192	\$ 109,874	\$ 229,482	
12/11/2038	\$ 7,458	\$ 102,416	\$ 109,874	\$ 127,066	
12/11/2039	\$ 4,130	\$ 105,744	\$ 109,874	\$ 21,321	
12/11/2040	\$ 693	\$ 21,321	\$ 109,874	\$ -	

# SEWER PLANT EXPANSION

Original Value \$ 7,000,000 Lender: USDA #92-04 | 1999 USDA RD  
Start Date 11/29/1999 Principal Acct # 553-4553-047-002  
Interest Rate 3.2500% Interest Acct # 553-4553-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
11/28/2016	\$ 173,285	\$ 150,185	\$ 323,470	\$ 5,181,655	
11/28/2017	\$ 168,404	\$ 155,066	\$ 323,470	\$ 5,026,589	
11/28/2018	\$ 163,364	\$ 160,106	\$ 323,470	\$ 4,866,483	
11/28/2019	\$ 158,161	\$ 165,309	\$ 323,470	\$ 4,701,174	
11/28/2020	\$ 152,788	\$ 170,682	\$ 323,470	\$ 4,530,492	
11/28/2021	\$ 147,241	\$ 176,229	\$ 323,470	\$ 4,354,263	
11/28/2022	\$ 141,514	\$ 181,956	\$ 323,470	\$ 4,172,306	
11/28/2023	\$ 135,600	\$ 187,870	\$ 323,470	\$ 3,984,436	
11/28/2024	\$ 129,494	\$ 193,976	\$ 323,470	\$ 3,790,461	
11/28/2025	\$ 123,190	\$ 200,280	\$ 323,470	\$ 3,590,180	
11/28/2026	\$ 116,681	\$ 206,789	\$ 323,470	\$ 3,383,391	
11/28/2027	\$ 109,960	\$ 213,510	\$ 323,470	\$ 3,169,882	
11/28/2028	\$ 103,021	\$ 220,449	\$ 323,470	\$ 2,949,433	
11/28/2029	\$ 95,857	\$ 227,613	\$ 323,470	\$ 2,721,819	
11/28/2030	\$ 88,459	\$ 235,011	\$ 323,470	\$ 2,486,808	
11/28/2031	\$ 80,821	\$ 242,649	\$ 323,470	\$ 2,244,160	
11/28/2032	\$ 72,935	\$ 250,535	\$ 323,470	\$ 1,993,625	
11/28/2033	\$ 64,793	\$ 258,677	\$ 323,470	\$ 1,734,948	
11/28/2034	\$ 56,386	\$ 267,084	\$ 323,470	\$ 1,467,863	
11/28/2035	\$ 47,706	\$ 275,764	\$ 323,470	\$ 1,192,099	
11/28/2036	\$ 38,743	\$ 284,727	\$ 323,470	\$ 907,372	
11/28/2037	\$ 29,490	\$ 293,980	\$ 323,470	\$ 613,392	
11/28/2038	\$ 19,935	\$ 303,535	\$ 323,470	\$ 309,857	
11/28/2039	\$ 10,070	\$ 309,857	\$ 323,470	\$ -	

## SEWER INFRASTRUCTURE

Original Value	\$ 480,000	Lender:	USDA #92-09   2004 USDA RD
Start Date	6/28/2004	Principal Acct #	553-4553-047-002
Interest Rate	4.3750%	Interest Acct #	553-4553-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	NOTES
6/28/2017	\$ 17,259	\$ 8,364	\$ 25,623	\$ 392,310	
6/28/2018	\$ 17,164	\$ 8,459	\$ 25,623	\$ 383,851	
6/28/2019	\$ 16,793	\$ 8,830	\$ 25,623	\$ 375,021	
6/28/2020	\$ 16,407	\$ 9,216	\$ 25,623	\$ 365,805	
6/28/2021	\$ 16,004	\$ 9,619	\$ 25,623	\$ 356,186	
6/28/2022	\$ 15,583	\$ 10,040	\$ 25,623	\$ 346,147	
6/28/2023	\$ 15,144	\$ 10,479	\$ 25,623	\$ 335,667	
6/28/2024	\$ 14,685	\$ 10,938	\$ 25,623	\$ 324,730	
6/28/2025	\$ 14,207	\$ 11,416	\$ 25,623	\$ 313,314	
6/28/2026	\$ 13,707	\$ 11,916	\$ 25,623	\$ 301,398	
6/28/2027	\$ 13,186	\$ 12,437	\$ 25,623	\$ 288,961	
6/28/2028	\$ 12,642	\$ 12,981	\$ 25,623	\$ 275,981	
6/28/2029	\$ 12,074	\$ 13,549	\$ 25,623	\$ 262,432	
6/28/2030	\$ 11,481	\$ 14,142	\$ 25,623	\$ 248,290	
6/28/2031	\$ 10,863	\$ 14,760	\$ 25,623	\$ 233,530	
6/28/2032	\$ 10,217	\$ 15,406	\$ 25,623	\$ 218,124	
6/28/2033	\$ 9,543	\$ 16,080	\$ 25,623	\$ 202,044	
6/28/2034	\$ 8,839	\$ 16,784	\$ 25,623	\$ 185,260	
6/28/2035	\$ 8,105	\$ 17,518	\$ 25,623	\$ 167,742	
6/28/2036	\$ 7,339	\$ 18,284	\$ 25,623	\$ 149,458	
6/28/2037	\$ 6,539	\$ 19,084	\$ 25,623	\$ 130,374	
6/28/2038	\$ 5,704	\$ 19,919	\$ 25,623	\$ 110,454	
6/28/2039	\$ 4,832	\$ 20,791	\$ 25,623	\$ 89,664	
6/28/2040	\$ 3,923	\$ 21,700	\$ 25,623	\$ 67,964	
6/28/2041	\$ 2,973	\$ 22,650	\$ 25,623	\$ 45,314	
6/29/2042	\$ 1,982	\$ 23,641	\$ 25,623	\$ 21,674	
6/29/2043	\$ 948	\$ 21,674	\$ 25,623	\$ -	

**RDA OBLIGATION DEBT SERVICE: 2015 BOND ISSUE**

**RDA OBLIGATION DEBT (NOT CITY DEBT); REPAID USING ROPS FUNDS**

Original Value	\$ 19,596,085	Lender:	US BANK Bond
Start Date	8/1/2015	Principal Acct #	660-0000-047-002
Interest Rate	3.0000%	Interest Acct #	660-0000-047-001

PAYMENT DATE	INTEREST	PRINCIPAL	TOTAL PAYMENT	BALANCE	RATE	NOTES
8/1/2017	\$ 247,528	\$ 395,000	\$ 642,528	\$ 17,821,094	3.000%	
2/1/2018	\$ 241,603		\$ 241,603	\$ 17,579,491		
8/1/2018	\$ 241,603	\$ 410,000	\$ 651,603	\$ 16,927,888	4.000%	
2/1/2019	\$ 233,403		\$ 233,403	\$ 16,694,484		
8/1/2019	\$ 233,403	\$ 430,000	\$ 663,403	\$ 16,031,081	4.000%	
2/1/2020	\$ 224,803		\$ 224,803	\$ 15,806,278		
8/1/2020	\$ 224,803	\$ 435,000	\$ 659,803	\$ 15,146,475	5.000%	
2/1/2021	\$ 213,928		\$ 213,928	\$ 14,932,547		
8/1/2021	\$ 213,928	\$ 465,000	\$ 678,928	\$ 14,253,619	5.000%	
2/1/2022	\$ 202,303		\$ 202,303	\$ 14,051,316		
8/1/2022	\$ 202,303	\$ 485,000	\$ 687,303	\$ 13,364,013	5.000%	
2/1/2023	\$ 190,178		\$ 190,178	\$ 13,173,834		
8/1/2023	\$ 190,178	\$ 510,000	\$ 700,178	\$ 12,473,656	5.000%	
2/1/2024	\$ 177,428		\$ 177,428	\$ 12,296,228		
8/1/2024	\$ 177,428	\$ 535,000	\$ 712,428	\$ 11,583,800	5.000%	
2/1/2025	\$ 164,053		\$ 164,053	\$ 11,419,747		
8/1/2025	\$ 164,053	\$ 565,000	\$ 729,053	\$ 10,690,694	3.000%	
2/1/2026	\$ 155,578		\$ 155,578	\$ 10,535,116		
8/1/2026	\$ 155,578	\$ 585,000	\$ 740,578	\$ 9,794,537	3.125%	
2/1/2027	\$ 146,438		\$ 146,438	\$ 9,648,100		
8/1/2027	\$ 146,438	\$ 595,000	\$ 741,438	\$ 8,906,662	3.250%	
2/1/2028	\$ 136,769		\$ 136,769	\$ 8,769,894		
8/1/2028	\$ 136,769	\$ 615,000	\$ 751,769	\$ 8,018,125	3.250%	
2/1/2029	\$ 126,775		\$ 126,775	\$ 7,891,350		
8/1/2029	\$ 126,775	\$ 640,000	\$ 766,775	\$ 7,124,575	3.500%	
2/1/2030	\$ 115,575		\$ 115,575	\$ 7,009,000		
8/1/2030	\$ 115,575	\$ 660,000	\$ 775,575	\$ 6,233,425	3.500%	
2/1/2031	\$ 104,025		\$ 104,025	\$ 6,129,400		
8/1/2031	\$ 104,025	\$ 680,000	\$ 784,025	\$ 5,345,375	3.625%	
2/1/2032	\$ 91,700		\$ 91,700	\$ 5,253,675		
8/1/2032	\$ 91,700	\$ 710,000	\$ 801,700	\$ 4,451,975	3.750%	
2/1/2033	\$ 78,388		\$ 78,388	\$ 4,373,587		
8/1/2033	\$ 78,388	\$ 730,000	\$ 808,388	\$ 3,565,200	3.750%	
2/1/2034	\$ 64,700		\$ 64,700	\$ 3,500,500		
8/1/2034	\$ 64,700	\$ 760,000	\$ 824,700	\$ 2,675,800	4.000%	
2/1/2035	\$ 49,500		\$ 49,500	\$ 2,626,300		
8/1/2035	\$ 49,500	\$ 790,000	\$ 839,500	\$ 1,786,800	4.000%	
2/1/2036	\$ 33,700		\$ 33,700	\$ 1,753,100		
8/1/2036	\$ 33,700	\$ 825,000	\$ 858,700	\$ 894,400	4.000%	
2/1/2037	\$ 17,200		\$ 17,200	\$ 877,200		
8/1/2037	\$ 17,200	\$ 860,000	\$ 877,200	\$ (0)	4.000%	

**APPROPRIATIONS LIMIT: GANN APPROPRIATIONS LIMIT**

**PRICE AND POPULATION FACTORS**

FISCAL YEAR	PER CAPITA ADJUSTMENT	POPULATION ADJUSTMENT	TOTAL ADJUSTMENT	APPROPRIATIONS LIMIT	NOTES
2006	1.0526	1.0201	1.0738	\$ 8,098,584	
2007	1.0396	1.0094	1.0494	\$ 8,498,430	
2008	1.0442	1.0001	1.0443	\$ 8,874,948	
2009	1.0429	1.0434	1.0882	\$ 9,657,379	
2010	1.0062	1.0156	1.0219	\$ 9,868,844	
2011	0.9746	1.0116	0.9859	\$ 9,729,747	Per Capita Adj. X Population Adj. = Approp. Limit
2012	1.0251	1.0219	1.0475	\$ 10,192,393	
2013	1.0377	1.0238	1.0624	\$ 10,828,370	
2014	1.0512	1.0077	1.0593	\$ 11,470,430	
2015	0.9977	1.0093	1.0070	\$ 11,550,478	
2016	1.0382	1.0050	1.0434	\$ 12,051,665	
2017	1.0537	1.0134	1.0678	\$ 12,869,004	
2018	1.0369	1.0041	1.0412	\$ 13,398,580	
2019	1.0367	1.0091	1.0461	\$ 14,016,710	
2020	1.0385	1.0227	1.0620	\$ 14,886,217	
2021	1.0373	1.0001	1.0374	\$ 15,442,646	
2022	1.0755	0.9954	1.0706	\$ 16,532,259	
2023	1.0755	0.9954	1.0706	\$ 17,698,754	
2024	1.0444	0.9934	1.0375	\$ 18,362,398	

**DETERMINING THE FY 2023 RATE FACTOR**

COMPONENT	FACTOR	NOTES
Per Capita Personal Income Change from FY 2022-2022 to FY 2022-2023	4.44%	Source: Department of Finance
Population Change (same period)	-0.66%	
Per Capita Cost of Living Ratio	1.0444	
Population Ratio	0.9934	
Rate Factor	1.0375	Per Capita Ratio X Population Ratio

**FY 2023 TAX APPROPRIATIONS SUBJECT TO THE GANN LIMIT**

REVENUE	FY 2022 Projected	NOTES
Property Tax Secured	\$ 420,000	Source: FY 2022 Budget
Property Tax Unsecured	\$ 22,500	
Sales & Use Tax	\$ 1,559,000	
Transactions & Use Tax (Measure O)	\$ 1,710,000	
Gas Tax	\$ 322,647	
Business Licenses	\$ 101,620	
Pass-Thru & Other Property Tax	\$ 247,000	
Street Improvement Program	\$ 1,016,168	
Franchise Fees	\$ 167,000	
Local Measure R Tax	\$ 297,402	
Property Transfer	\$ -	
Transient Occupancy Tax	\$ 144,720	
Utility Users Tax	\$ 1,114,245	
Pub Safety 1/2 Cent Fund	\$ 98,600	
COPS SLESF	\$ 165,280	
<b>TOTAL UNADJUSTED APPROPRIATIONS SUBJECT TO LIMIT</b>	<b>\$ 7,386,182</b>	

**LIMIT**

	FACTOR	NOTES
GANN Limit for FY 2024	\$ 18,362,398	
Unadjusted Appropriations Subject to Limit	\$ 7,386,182	
Projected Appropriations are below Limit by	\$ 10,976,216	Lindsay is well within the appropriations limit

# CITY OF LINDSAY



Lindsay

City

Hall



## Proposed Capital Improvement Plan Fiscal Years 2024-2029



## *Purpose, Goals, and Objectives*

The goal of the Capital Improvement Plan (CIP) is to establish a reasonable and executable plan for the development and implementation of multiple capital projects over the next five fiscal years. The CIP outlines all the capital projects that the City of Lindsay (City) plans to develop and/or implement during fiscal years 2023/2024 through 2028/2029. Capital projects included in the CIP are chosen to reflect the priorities and strategies established by City Council. Projects included in the CIP typically include projects over \$15,000 or that have a useful life of more than five years.

This CIP aims to further citywide goals including installing new active transportation features, improving City parks, rehabilitating aging city facilities, and investing in sewer, storm drain, water, and street infrastructure. In developing the Capital Improvement Plan, the City strives to balance responsible stewardship of core capital programs for the foreseeable future and executing desirable enhancements to the City landscape.

Core programs involve rehabilitating aging City infrastructure and are generally in line with direct regulatory requirements. The City's Annual Street Rehabilitation Program addresses the issue of the City's pavement condition (PCI). Funding these programs as recommended indicates the City's continued investment in improving its core infrastructure and keeping them functioning safely and smoothly. By necessity and design, discretionary projects including transportation and parks capital projects share funding sources with the core capital programs, as well as operations and maintenance. Striking the right balance by investing in maintenance of City assets and improving or redeveloping those assets is a process that requires thought and intention. At its essence, the CIP is both an outline of the City's values and priorities, and a plan for how to fund and execute those priorities in a meaningful way. The plan presented here offers a way to both support our essential infrastructure and to deliver enhancements to our City's landscape and facilities.

A key part of this CIP is to lay out the project descriptions and sources of funding for each project. The funding sources for the projects include a mixture of local revenue, regional funding, and State and Federal funding sources. Substantial portions of the American Rescue Plan Act allocations to the City will be dedicated to funding adopted Fiscal Year 2023 – 2024 CIP projects. While the City continues to work towards full fiscal recovery, the General Fund is constrained as a resource for funding CIP projects.

The City of Lindsay adopts annual appropriations for Operating and CIP budgets. Although the CIP outlines capital projects over five years, there are no specific City Council appropriations established via the adoption of the Five-Year CIP beyond the first year of the plan. Subsequent year projects costs and funding sources are identified as part of the CIP for planning and scheduling purposes only. For the Fiscal Year 2023 – 2024, the total cost of CIP projects proposed for City Council approval and appropriation is **\$6,090,639.00**. *Please reference schedule for planned projects by category for a complete breakdown of the projects by fund and functional categories.*



## *Projects Overview*

Lindsay's capital projects may be divided into four categories. They are current-year funded projects, Five-Year Capital Improvements Plan (CIP) projects, planned, but unfunded projects, and unfunded future needs projects.

### **Category 1 Projects: Current – Year Funded Projects**

This category includes projects that funding has been appropriated in the current fiscal year's capital budgets. The City Council has determined through the annual budgeting process that these projects are in the best interest of the public's health, safety, and welfare. These projects have been carefully planned to maximize the benefits derived using the City's available resources. Projects that generate future revenues that will fund future services and projects and benefit the entire community will generally receive first priority for funding.

### **Category 2 Projects: Five-Year Capital Improvement Plan (CIP) Projects**

This category includes projects where funding will come from projected revenues in the second through fifth year of the Five-Year Capital Improvements Plan (CIP). The fiscal year in which anticipated funding has been reserved may change. All projects in this category are tied to a projected funding source.

### **Category 3 Projects: Planned but Unfunded Projects**

This category includes projects that are planned and required to maintain established levels of services throughout the City for the existing population. Typically, these projects are needed as a result of deteriorating infrastructure, updates to various General Plan Elements, or are in areas where minimum levels of service are not currently being met. These projects are not intended to promote residential growth, but to sustain municipal services for the existing residents. If a funding source becomes available, a project in this category may be moved to a Category 2 Project.

### **Category 4 Projects: Unfunded Future Needs Projects**

Projects under this category are a condition of future growth and will generally be included in undeveloped areas. It is the intent of the City that development should pay for public improvements to meet established minimum levels of service. In this category, projects may be funded via community facilities districts, as appropriate.

## ***Common CIP Terms***

The CIP uses an appropriation/encumbrance system to track individual project and fund balances.

### **Appropriation**

Funding is authorized for a project by resolution of the City Council. Council actions may be for an individual project or through the adoption of the CIP through the annual budget process.

Appropriations are valid for the life of the project or until Council takes further action.

**Encumbrance**

The process used to reserve funds when a purchase requisition or contract is finalized, but funds are not yet paid out as an expense.

**Project Sponsor**

The Project Sponsor is a key internal stakeholder responsible for developing project criteria, providing conceptual design review, and providing project information to Council during the planning phase.

**Project Manager**

The Project Manager is responsible for project implementation during the planning, design, and construction phases. This will include establishing and running project meetings, communications, and outreach, acquiring necessary permits, CEQA compliance, hiring and managing consultants and contractors.

***Proposed Projects***

*Project Categories and Total Five – Year Projected Costs*

<b>CATEGORY</b>	<b>FUNDED FY 2023-2024</b>	<b>UNFUNDED FY 2025-2028</b>	<b>TOTAL</b>
Building /Facilities	445,000	1,342,500	1,787,500
Public Safety	48,000	220,000	268,000
Parks Facilities	2,565,200	75,000	2,640,200
Fleet – Vehicles/Apparatus	219,379	250,000	469,379
Streets/Alleyways and Pedestrian Pathways and Bikeways	1,417,700	2,581,500	3,999,200
Transportation	-	6,489,000	6,489,000
Wellness Center	98,000	127,000	225,000
Water	1,278,360	35,250,800	36,529,160
Sewer and Storm Drainage	480,000	2,550,000	3,030,000

**Fiscal Year 2023 – 2024**  
**Funded Projects by Category**

<b>CATEGORY</b>	<b>DEPARTMENT</b>	<b>FUNDING SOURCE <sup>(1)</sup></b>	<b>FUND</b>	<b>PROPOSED 2024</b>
<b>BUILDINGS/FACILITIES</b>				
Public Safety Office Upgrade	PUBLIC SAFETY	GENERAL FUND	101	20,000
Downtown Fire Clean Up	CITYWIDE	GENERAL FUND/ARPA	101/306	315,000
Economic Development	CITYWIDE	GENERAL FUND/ARPA	101/306	40,000
Finance Department Office Upgrade	FINANCE DEPARTMENT	GENERAL FUND	101	45,000
Human Resource/City Clerk Office Upgrade	HUMAN RESOURCES/CITY CLERK	GENERAL FUND	101	25,000
<b>BUILDINGS / FACILITIES TOTAL:</b>				<b>445,000</b>
<b>PUBLIC SAFETY</b>				
<b>PUBLIC SAFETY</b>				
Wildland Firefighting Gear (16)	PUBLIC SAFETY	VFC GRANT: \$7,571/GENERAL FUND: \$10,430	101	18,000
Axon Body Cameras/Tasers	PUBLIC SAFETY	COPS GRANTS (SLEFS)	101	30,000
<b>PUBLIC SAFETY TOTAL:</b>				<b>48,000</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2024
<b>PARKS <sup>(4)</sup></b>				
Olive Bowl/Kaku Park Upgrades	PARKS	CLEAN CA GRANT (CALTRANS)	460	1,500,000
City Wide Park Improvements	PARKS	GENERAL FUND/ARPA	101/306	1,050,200
<b>EQUIPMENT</b>				
Lawn Mowers	PARKS	GENERAL FUND	101	15,000
<b>PARKS TOTAL:</b>				<b>2,565,200</b>
CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2024
<b>FLEET - VEHICLES/APPARATUS</b>				
Forklift	SEWER/WATER	SEWER/WATER	553/552	50,000
Flatbed 2500 Truck	STREETS/WATER/PARKS	USDA GRANT \$27,475/ GENERAL FUND \$22,525	101/552	50,000
Flatbed For 2500 Truck	STREETS/WATER/PARKS	USDA GRANT \$10,990/ GENERAL FUND \$9,010	101/553	20,000
1500 Truck-Building Inspector	CITY SERVICES	USDA GRANT \$17,772/ GENERAL FUND \$14,570	101/554	32,341
1500 Truck -Replacement - 2000 Dodge Dakota	SEWER/WATER/STREETS	USDA GRANT \$18,419/ GENERAL FUND \$15,100	101/555	33,519
1500 Truck -Replacement- 1195 Ford Ranger	PARKS	USDA GRANT \$18,419/ GENERAL FUND \$15,100	101/556	33,519
<b>VEHICLES TOTAL:</b>				<b>219,379</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2024
<b>STREETS/PEDESTRIAN PATHWAYS/BIKEWAYS</b>				
Rehabilitation: Burem Lane Renovation <sup>(5)</sup>	STREETS	SB1	260	23,000
Rehabilitation: Samoa - Olive to Mt. Vernon <sup>(5)</sup>	STREETS	STREET IMPROVEMENT FUND	200	23,500
Rehabilitation: Eastwood - Kern to Mariposa <sup>(5)</sup>	STREETS	STREET IMPROVEMENT FUND	200	39,000
Intersection Rehab: Foothill/Tulare <sup>(5)</sup>	STREETS	SB1 - \$45K STREET IMPROVEMENT FUND - \$45K	260/200	90,000
Rehabilitation: Linda Vista Loop	STREETS	STREET IMPROVEMENT FUND - \$100K MEASURE R -\$100K	200/263	200,000
Kern St from Westwood to Eastwood	STREETS	LTF-ART 8 STREETS & ROADS	266	461,000
Lindmore St from Lindsay Blvd to Harvard Ave- Agreement with Tulare County	STREETS	LTF-ART 8 STREETS & ROADS	266	581,200
<b>STREETS/PEDESTRIAN PATHWAYS/BIKEWAYS TOTAL:</b>				<b>1,417,700</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2024
<b>WATER<sup>(4)</sup></b>				
Water Main Line Replacement Lafayette/Sycamore Ave	WATER	GENERAL FUND/ARPA	101/306	131,800
Generators Well 14 & Well 15	WATER	GRANT BY CALOES/FEMA	552	250,000
Bank D Filtration Renovation	WATER	MCDERMONT SALES	101	398,280
DBP Disinfecting Byproduct	WATER	MCDERMONT SALES	101	498,280
<b>WATER TOTAL:</b>				<b>1,278,360</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2024
<b>SEWER/STORM DRAINAGE<sup>(4)</sup></b>				
Generators-Grant by Cal OES	SEWER/STORM DRAIN	CALOES/FEMA	553	250,000
Orange Ave/Tulare Road Valving Project	SEWER/STORM DRAIN	GENERAL FUND/ARPA	101/306	130,000
Oxidation Ditch Repairs (2)	SEWER/STORM DRAIN	GENERAL FUND/ ARPA	101/306	100,000
<b>SEWER/STORM DRAIN TOTAL:</b>				<b>480,000</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2024
<b>WELLNESS CENTER*</b>				
Bird Netting	WELLNESS CENTER	LINDSAY HOSPITAL DISTRICT	400	23,000
ADA Front & Back Doors	WELLNESS CENTER	LINDSAY HOSPITAL DISTRICT	400	27,000
Camera Surveillance System	WELLNESS CENTER	GENERAL FUND	101	25,000
Facility Water Softener System	WELLNESS CENTER	GENERAL FUND	101	15,000
Upgrade Drinking Foutain with Bottle Filler (2 Fountains)	WELLNESS CENTER	GENERAL FUND	101	8,000
<b>WELLNESS CENTER TOTAL:</b>				<b>98,000</b>

<b>TOTAL FUNDED PROJECTS FY 2023-2024:</b>	<b>6,551,639</b>
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(1) Unless otherwise specified, funding source refers to funding that is identified and available for the current adopted fiscal year only.

(2) City Hall Complex refers to all City buildings including City Services and Public Safety Buildings.

(3) Citywide designation is to identify projects that will benefit both governmental and enterprise type activities.

(4) Fully funded projects, all years.

(5) Reappropriated from prior fiscal year.

### Carry Over Projects

PROJECT NAME	DEPARTMENT	FUNDING SOURCE	ADOPTED FY 22-23 BUDGET
SCBA	PUBLIC SAFETY	GENERAL FUND	50,000
Olive Bowl/Kaku Park Construction	PARKS	STATE PARKS GRANT	3,450,000
Olive Bowl/Kaku Park Upgrades	PARKS	CLEAN CA GRANT (CALTRANS)	3,151,000
Rehabilitation: Burem Lane Renovation <sup>(5)</sup>	STREETS	SB1	98,000
Rehabilitation: Samoa - Olive to Mt. Vernon <sup>(5)</sup>	STREETS	STREET IMPROVEMENT FUND	94,500
Rehabilitation: Eastwood - Kern to Mariposa <sup>(5)</sup>	STREETS	STREET IMPROVEMENT FUND	120,000
Rehabilitation: Center - Sweet Brier to Elmwood <sup>(5)</sup>	STREETS	STREET IMPROVEMENT FUND	134,000
Intersection Rehab: Foothill/Tulare <sup>(5)</sup>	STREETS	SB1 - \$190K STREET IMPROVEMENT FUND - \$70K	210,000
Rehabilitation: Linda Vista Loop	STREETS	STREET IMPROVEMENT FUND - \$1.2M MEASURE R -\$600K	1,800,000
Hermosa/Westwood Roundabout Landscaping	STREETS	LOCAL TRANSPORTATION FUND	200,000
Transit Center Design	TRANSPORTATION	MEASURE R	500,000
Water Demand Study	WATER	WATER	75,000
Urban Water Management Plan	WATER	GENERAL FUND/ARPA	40,000
Water Main Line Replacement Lafayette/Sycamore Ave	WATER	GENERAL FUND/ARPA	350,000
Fire Flow Study	WATER	GENERAL FUND/ARPA	50,000
Scada Expansion	WATER	GENERAL FUND/ARPA	60,000
WWTP - Clarifier Gate Valves <sup>(3)</sup>	SEWER/STORM DRAIN	GENERAL FUND/ARPA	42,500
Fleet Vehicles	CITYWIDE	GENERAL FUND	45,000
Flatbed 2500 Truck	STREETS	STREET IMPROVEMENT FUND	35,000
<b>TOTAL</b>			<b>10,755,000</b>



**Fiscal Years 2024/2025 –  
2028/2029 Unfunded Projects  
by Category**

CATEGORY	DEPARTMENT	FUNDING SOURCE <sup>(1)</sup>	FUND	PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
<b>BUILDINGS/FACILITIES</b>							
Painting Project (City Hall, City Services, PD)	CITYWIDE <sup>(3)</sup>	GENERAL FUND	101	100,000			
Artificial Turf	PUBLIC SAFETY	GENERAL FUND	101	7,500			
Council Chambers Mural	CITY COUNCIL	GENERAL FUND	101	30,000			
Upgrades- Corporate Yard	CITY SERVICES	GENERAL FUND, STREET IMPROVEMENT, WATER, SEWER, REFUSE	101/200/552/553/554	350,000			
Building Improvements	WELLNESS CENTER	GENERAL FUND	101		65,000		
City Hall Windows Upgrade	CITYWIDE <sup>(3)</sup>	GENERAL FUND	101		250,000		
Parking Lot Improvement	CITYWIDE <sup>(3)</sup>	GENERAL FUND	101			150,000	
City Hall: Electrical/Mechanical Upgrades	CITYWIDE <sup>(3)</sup>	GENERAL FUND	101			50,000	
City Hall: Plumbing Upgrades	CITYWIDE <sup>(3)</sup>	GENERAL FUND	101			50,000	
Council Chambers Office Upgrades	CITY COUNCIL	GENERAL FUND	101			40,000	
Breakroom & Conference Room	CITYWIDE <sup>(3)</sup>	GENERAL FUND	101				250,000
<b>BUILDINGS / FACILITIES TOTAL:</b>				<b>487,500</b>	<b>315,000</b>	<b>290,000</b>	<b>250,000</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
<b>PUBLIC SAFETY</b>							
Axon Body Cameras/Tasers	PUBLIC SAFETY	COPS GRANTS (SLEFS)	101	30,000	30,000	30,000	30,000
SCBA	PUBLIC SAFETY	GENERAL FUND	101	50,000			
Structural Firefighting Gear (16)	PUBLIC SAFETY	GENERAL FUND	101	50,000			
<b>PUBLIC SAFETY TOTAL:</b>				<b>130,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>
CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
<b>PARKS <sup>(4)</sup></b>							
<b>EQUIPMENT</b>							
Lawn Mowers	PARKS	GENERAL FUND	101	15,000			
Seeding-Aerator Pulled Behind	PARKS	GENERAL FUND	101	5,000			
Fertilizer/Seed Sprayer Pulled Behind	PARKS	GENERAL FUND	101	5,000			
Mower (96 inch or 60 inch)	PARKS	GENERAL FUND	101			50,000	
<b>PARKS TOTAL:</b>				<b>25,000</b>	<b>-</b>	<b>50,000</b>	<b>-</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
<b>FLEET - VEHICLES/APPARATUS</b>							
4 ft Iron Wheel Roller w/Tilt Trailer	WATER/STREETS	UNFUNDED	552/200	45,000			
Tack Wagon	WATER/STREETS	UNFUNDED	552/200	10,000			
Enclosed Trailer for Landscaping	PARKS	UNFUNDED	101		25,000		
2500 4x4 Truck	WATER/SEWER	UNFUNDED	552/553		60,000		
2500 Truck -Replacement -2000 GMC 2500 Fuel tank	WATER/PARKS	UNFUNDED	552/101			50,000	
6500HD Dump Truck	WATER/STREETS	UNFUNDED	552/200				60,000
<b>VEHICLES TOTAL:</b>				<b>55,000</b>	<b>85,000</b>	<b>50,000</b>	<b>60,000</b>

CATEGORY <sup>(4)</sup>	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
<b>TRANSPORTATION (LINDSAY TRANSIT CENTER)</b>							
Lindsay Transit Center Construction	TRANSPORTATION	MEASURE R	263	2,200,000			
Lindsay Transit Center Construction	TRANSPORTATION	CalSTA GRANT	263		4,289,000		
<b>TRANSPORTATION TOTAL:</b>				<b>2,200,000</b>	<b>4,289,000</b>	<b>-</b>	<b>-</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
<b>STREETS/PEDESTRIAN PATHWAYS/BIKEWAYS</b>							
Van Ness Ave from Hermosa St to Mariposa St	STREETS	LTF-ART 8 STREETS & ROADS	266	438,000			
Central Ave from Hermosa St to Mariposa St	STREETS	LTF-ART 8 STREETS & ROADS	266		438,000		
Tulare Rd-Street w/ No sidewalk from Foothill to Strathmore Ave	STREETS	LTF-ART 8 STREETS & ROADS	266		231,500		
Foothill Ave from Tulare Rd to Sierra View St	STREETS	LTF-ART 8 STREETS & ROADS	266			424,000	

Westwood Ave from Hermosa St to Tulare Rd	STREETS	SB1 ROAD/ LTF-ART 8 STREETS & ROADS	260/266			517,000		
Fresno St from Hwy 65 to Westwood Ave	STREETS	LTF-ART 8 STREETS & ROADS	266				263,000	
Ashland Ave from Hermosa to Apia	STREETS	LTF-ART 8 STREETS & ROADS	266				260,000	
<b>EQUIPMENT</b>								
Plastic Dividers-Water Filled	STREETS	STREET IMPROVEMENT FUND	200		10,000			
<b>STREETS/PEDESTRIAN PATHWAYS/BIKEWAYS TOTAL:</b>					<b>438,000</b>	<b>679,500</b>	<b>941,000</b>	<b>523,000</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND
<b>WATER<sup>(4)</sup></b>			
Fire Flow Infrastructure	WATER	UNFUNDED	552
Filter Bank D Electric Actuators	WATER	UNFUNDED	552
Turbidimeter for Bank A & D	WATER	UNFUNDED	552
Pneumatic Valves for Bank A	WATER	UNFUNDED	552
Pneumatic Valves for Bank B	WATER	UNFUNDED	552
Pneumatic Valves for Bank C	WATER	UNFUNDED	552
Pneumatic Valves for Bank D	WATER	UNFUNDED	552
Effluent Pneumatic Valve	WATER	UNFUNDED	552
Surge Tank Pneumatic Valves	WATER	UNFUNDED	552
Magnetic Flow Meters ((1) Canal, (2) WTP, (3) Well Sites)	WATER	UNFUNDED	552
Surge Tank Tarp	WATER	UNFUNDED	552
Clarifier Tarp	WATER	UNFUNDED	552
Water Treatment Booster Pumps (4)	WATER	UNFUNDED	552
Main Line Replacement Program	WATER	UNFUNDED	552
Well 11 PS&E	WATER	UNFUNDED	552
Upgrade electrical system & VFD for Well #14	WATER	UNFUNDED	552

PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
250,000			
100,000			
50,000			
103,200			
	83,200		
	83,200		
	103,200		
	8,000		
	8,000		
	27,000		
	5,000		
		10,000	
		60,000	
		665,000	
		150,000	
		150,000	

Update Master Plans	WATER	UNFUNDED	552			350,000		
Water Plant Upgrades	WATER	UNFUNDED	552			100,000		
Clarifier Renovations	WATER	UNFUNDED	552			10,000		
Turnout Upgrades	WATER	UNFUNDED	552			200,000		
Well 11 Renovation	WATER	UNFUNDED	552				10,000,000	
Water Meters Digital Upgrade	WATER	UNFUNDED	552				2,000,000	
Storage Tank Improvements	WATER	UNFUNDED	552				455,000	
Groundwater wells per Feasibility Study	WATER	UNFUNDED	552				20,280,000	
<b>WATER TOTAL:</b>					<b>503,200</b>	<b>317,600</b>	<b>1,695,000</b>	<b>32,735,000</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED	PROPOSED	PROPOSED	PROPOSED
				2025	2026	2027	2028
<b>SEWER/STORM DRAINAGE <sup>(4)</sup></b>							
Replace Bar Screen	SEWER/STORM DRAIN	UNFUNDED	553	70,000			
Mission Control for Hickory Lift Station	SEWER/STORM DRAIN	UNFUNDED	553	25,000			
Disc Harrows (10-footer)	SEWER/STORM DRAIN	UNFUNDED	553	20,000			
Metal Building Shed Fenced	SEWER/STORM DRAIN	UNFUNDED	553	150,000			
Splitter Box-3 Slough Gates	SEWER/STORM DRAIN	UNFUNDED	553	10,000			
Another R.A.S Pump Standby	SEWER/STORM DRAIN	UNFUNDED	553		20,000		
Weed Sprayer	SEWER/STORM DRAIN	UNFUNDED	553		25,000		
Crane on Wastewater Truck	SEWER/STORM DRAIN	UNFUNDED	553		50,000		
Re-do Guide Rails at Hickory Lift Station	SEWER/STORM DRAIN	UNFUNDED	553		20,000		
Extra Flight Pump for Hickory Lift Station	SEWER/STORM DRAIN	UNFUNDED	553			10,000	
Re-do Drying Beds (4)	SEWER/STORM DRAIN	UNFUNDED	553			500,000	
Relined The 2 East Dryings Beds	SEWER/STORM DRAIN	UNFUNDED	553			300,000	
Enclosed Tractor	SEWER/STORM DRAIN	UNFUNDED	553			200,000	
Upgrade SCADA System	SEWER/STORM DRAIN	UNFUNDED	553				250,000
Vacuum Truck with Jet Rotter	SEWER/STORM DRAIN	UNFUNDED	553				500,000
Camara System for Main Line Inspections	SEWER/STORM DRAIN	UNFUNDED	553				50,000
Update Master Plans	SEWER/STORM DRAIN	UNFUNDED	553				350,000
<b>SEWER/STORM DRAIN TOTAL:</b>				<b>275,000</b>	<b>115,000</b>	<b>1,010,000</b>	<b>1,150,000</b>

CATEGORY	DEPARTMENT	FUNDING SOURCE	FUND	PROPOSED 2025	PROPOSED 2026	PROPOSED 2027	PROPOSED 2028
<b>WELLNESS CENTER*</b>							
Gym Equipment	WELLNESS CENTER	UNFUNDED	400	27,000			
Sand Volleyball Court	WELLNESS CENTER	UNFUNDED	400	50,000			
Pickleball Courts (2nd Floor Deck) w/ Netting	WELLNESS CENTER	UNFUNDED	400	50,000			
<b>WELLNESS CENTER TOTAL:</b>				<b>127,000</b>	-	-	-

<b>TOTAL UNFUNDED PROJECTS FY 24-29</b>	<b>4,240,700</b>	<b>5,831,100</b>	<b>4,066,000</b>	<b>34,748,000</b>
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# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**NUMBER** 23-38

**TITLE** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY, ADOPTING THE FISCAL YEAR 2023 – 2024 OPERATING BUDGET AND THE FISCAL YEARS 2024 – 2029 FIVE-YEAR CAPITAL IMPROVEMENT PLAN

**MEETING** At a regularly scheduled meeting of the City of Lindsay City Council held on September 12, 2023, at 6:00 PM at 251 E. Honolulu Street, Lindsay, CA 93247

**WHEREAS**, the City Manager and Director of Finance/Treasurer of the City of Lindsay have presented to the Lindsay City Council, an Operating Budget of anticipated receipts and expenditures beginning and retroactively effective July 01, 2023, and ending June 30, 2024 attached hereto to this Resolution; and

**WHEREAS**, the City Manager of the City of Lindsay has also presented to the Lindsay City Council, a Five-Year Capital Improvement Plan of anticipated funding sources and project costs for the Fiscal Year beginning July 01, 2023, and ending June 30, 2028; and

**WHEREAS**, said presentation includes requested appropriations in the total amount of \$19,699,460 including \$359,979 of appropriations funded by various grant awards, and of which \$8,413,454 is specific to the General Fund and \$11,286,006 to non-General Fund divided in aggregate as \$1,751,850 reserved for Debt Service and \$794,921 unfunded liability for CalPERS, \$6,551,639 designated for Capital Improvement Projects and \$12,352,900 designated as Operations; and

**WHEREAS**, after a duly held public hearing and careful consideration thereon, the Lindsay City Council reviewed and hereby finds that said operating budget and five-year capital improvement plan are determined to be lawful in its transactions; and

**WHEREAS**, Staff is directed to continue to monitor for continuing compliance with State and Federal laws, including all rules and regulations surrounding Proposition No. 218; and

**WHEREAS**, the City Manager has full authority to carry out the budget within the scope and procedures of the City Charter, Municipal Code and Council approved policy and procedures; and

**WHEREAS**, this budget includes a 2% salary increase for Contract employees and employees in the Mid-Management Group; and

**WHEREAS**, it is mandated that the City Council authorization of the adopted budget shall be for the City as a whole and that a change to appropriation in total shall be subject to approval of the City Council; and

RESOLUTION NO. 23-38

Page 1 of 3



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**WHEREAS**, it is hereby declared that, in addition to the City Council’s level of authority, there is a need for a level of administrative authority over the adopted budget. Therefore, the City Manager shall have the administrative authority to approve appropriation transfers between expenditure line-item accounts as long as the funding source for the line-item from with the appropriation is being transferred is a legal funding source for the new anticipated use.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LINDSAY DOES HEREBY RESOLVE AS FOLLOWS:**

- SECTION 1. Approve and adopts the Fiscal Year 2023 – 2024 Operating Budget and Five-Year Capital Improvement Plan for the City of Lindsay, as presented on this date, and attached hereto to this Resolution.
- SECTION 2. The City Clerk will provide copies of this Resolution along with the appropriate attachments to interested residents of the City of Lindsay upon their request.
- SECTION 3. This Resolution shall be effective immediately upon its approval or adoption.
- SECTION 4. The Mayor, or presiding officer, is hereby authorized to affix their signature to the Resolution, signifying its adoption by the City Council of the City of Lindsay, and the City Clerk or their duly appointed deputy, is directed to attest thereto.



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**PASSED AND ADOPTED** by the City Council of the City of Lindsay as follows:

MEETING DATE	September 12, 2023
MOTION	
SECOND MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

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FRANCESCA QUINTANA  
CITY CLERK

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HIPOLITO A. CERROS  
MAYOR



## STAFF REPORT

TO: Lindsay City Council  
FROM: Salvador Guzman, Director of Finance  
DEPARTMENT: Finance  
ITEM NO.: 12.3  
MEETING DATE: September 12, 2023

### **ACTION & RECOMMENDATION**

Public Hearing to Consider the Approval of **Resolution No. 23-39**, A Resolution of the City Council of the City of Lindsay Approving and Adopting the Fiscal Year 2023 – 2024 GANN Appropriations Limit.

### **BACKGROUND | ANALYSIS**

Voter approved California Proposition 4 (1978) and Proposition 111 (1990) established restrictions on the amount of revenues a local government agency can appropriate in any fiscal year. Specifically, Proposition 111 added new categories for exempt appropriations, including appropriations resulting from certain emergencies. The appropriations limit is based on actual appropriations established during the 1978-1979 fiscal year and is adjusted each year thereafter by the rate change of population and inflation.

The City actively pursues grant funding and other cost-sharing agreements which enable the City to spend at levels below the appropriations limit. For the Fiscal Year 2023 – 2024, the appropriations subject to the appropriations limit is calculated at \$18,362,398 as referenced in the Fiscal Year 2023 – 2024 proposed operating budget. Since the GANN Limit is greater than the budgeted revenues subject to the appropriations limit, the City is allowed to spend all of its proceeds from taxes in the coming fiscal year.

Updates to the budget will be presented on a quarterly basis to City Council and the public to ensure transparency in fiscal operations.

### **FISCAL IMPACT**

Approves Fiscal Year 2023 – 2024 operational expenditures within the constraints of the appropriations limit in the amount of \$18,362,398 million dollars.

### **ATTACHMENTS**

- Resolution No. 23-39



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**NUMBER** 23-39

**TITLE** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY APPROVING AND ADOPTING THE FISCAL YEAR 2023 – 2024 GANN APPROPRIATIONS LIMIT

**MEETING** At a regularly scheduled meeting of the City of Lindsay City Council held on September 12, 2023, at 6:00 PM at 251 E. Honolulu Street, Lindsay, CA 93247

**WHEREAS**, in November of 1979, California voters did adopt Proposition 4, commonly called the GANN Amendment, which added Article XIII-B of the California Constitution; and

**WHEREAS**, the provisions of the Article establish maximum appropriation limitations commonly called “GANN Limits,” for public agencies; and

**WHEREAS**, in November 1990, the California electorate did adopt Proposition 111, amending the restriction on the amount of government revenue which may be appropriated in any fiscal year; and

**WHEREAS**, appropriations limit applies only to those revenues defined as proceeds of taxes levied by or for that entity; and

**WHEREAS**, the City of Lindsay must establish a GANN Limit for the 2023 – 2024 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law; and

**WHEREAS**, the City Manager and Finance Director/Treasurer of the City of Lindsay did present to the Lindsay City Council, a Budget of anticipated receipts and expenditures for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024; and

**WHEREAS**, the City Manager of the City of Lindsay has also presented to the Lindsay City Council, a Five-Year Capital Improvement Plan of anticipated funding sources and project costs for the Fiscal Year beginning July 1, 2023, and ending June 30, 2028; and

**WHEREAS**, said presentation included requested appropriations in the total amount of \$18,362,398 of appropriations subject to the appropriations limit; and

**WHEREAS**, after a duly held public hearing and careful consideration thereon, the Lindsay City Council reviewed and hereby finds that said budget and five-year capital improvement plan are determined to be lawful in its transactions; and

**WHEREAS**, the City Manager, or Designee, has full authority to carry out this budget within the legal framework of the law including but not limited applying for grants, executing contracts, directing human resources and other duties of the City Manager; and

RESOLUTION NO. 23-39

Page 1 of 3



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**WHEREAS**, it is mandated that the City Council authorization of the adopted budget shall be for the City as a whole and that a change to appropriation in total shall be subject to approval of the Council; and

**WHEREAS**, it is hereby declared that, in addition to the City Council's level of authority, there is a need for a level of administrative authority over the adopted budget. Therefore, the City Manager shall have the administrative authority to approve appropriation transfers between expenditure line-item accounts as long as the funding source for the line-item from with the appropriation is being transferred is a legal funding source for the new anticipated use.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LINDSAY DOES HEREBY RESOLVE AS FOLLOWS:**

- SECTION 1. The City Council of the City of Lindsay does hereby declare that the appropriations limit for the 2023 – 2024 fiscal year has been hereby approved by the City Council.
- SECTION 2. The City Clerk will provide copies of this Resolution along with the appropriate attachments to interested residents of the City of Lindsay.
- SECTION 3. This Resolution shall be effective immediately upon its approval or adoption.
- SECTION 4. The Mayor, or presiding officer, is hereby authorized to affix their signature to the Resolution, signifying its adoption by the City Council of the City of Lindsay, and the City Clerk or their duly appointed deputy, is directed to attest thereto.



## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LINDSAY

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**PASSED AND ADOPTED** by the City Council of the City of Lindsay as follows:

MEETING DATE	September 12, 2023
MOTION	
SECOND MOTION	
AYES	
ABSENT	
ABSTAIN	
NAYS	

CERTIFICATION OF THE FOREGOING RESOLUTION AS FULL, TRUE, PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF LINDSAY AS DETAILED.

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FRANCESCA QUINTANA  
CITY CLERK

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HIPOLITO A. CERROS  
MAYOR