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**AGENDA**  
**KERMAN CITY COUNCIL**  
**REGULAR MEETING**  
**Kerman City Hall**  
**850 S. Madera Avenue**  
**Wednesday, November 16, 2016**  
**6:30 PM**

Stephen B. Hill – Mayor  
Gary Yep – Mayor Pro Tem  
Rhonda Armstrong – Council Member  
Kevin Nehring – Council Member  
Bill Nijjer – Council Member

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ALL MEETING ATTENDEES ARE ADVISED THAT ALL PAGERS, CELLULAR TELEPHONES AND ANY OTHER COMMUNICATION DEVICES SHOULD BE POWERED OFF UPON ENTERING THE COUNCIL CHAMBERS, AS THESE DEVICES INTERFERE WITH OUR AUDIO EQUIPMENT.

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#### OPENING CEREMONIES

- Welcome – Mayor
- Call to Order
- Roll Call
- Invocation

*At this time the Council wishes to provide anyone an opportunity to give a brief invocation or inspirational thought. In accordance with law, we would request this opportunity not be used to recruit converts, to advance anyone, or to disparage any other faith or belief. If no one steps forward, we will observe a moment of silence so that we may all focus our thoughts on how best to serve our community.*

- Pledge of Allegiance – City Clerk

#### AGENDA APPROVAL/ADDITIONS/DELETIONS

*To accommodate members of the public or convenience in the order of presentation, items on the agenda may not be presented or acted upon in the order listed.*

#### 1. PRESENTATIONS/CEREMONIAL MATTERS

None

#### REQUEST TO ADDRESS COUNCIL

*This portion of the meeting is reserved for members of the public to address the Council on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Council. Speakers shall be limited to three minutes. It is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Council on items on the Agenda should notify the Mayor when that Agenda item is called, and the Mayor will recognize your discussion at that time. It should be noted that the Council is prohibited by law from taking any action on matters discussed that are not on the Agenda. Speakers are asked to please use the microphone, and provide their name and address.*

## 2. CONSENT CALENDAR

*Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Council Member may request an item be removed from the Consent Calendar and it will be considered separately.*

### A. SUBJECT: Minutes

RECOMMENDATION: Council approve minutes as presented.

ATTACHMENTS: [November 2, 2016](#)

### B. SUBJECT: Payroll

Payroll Report: October 09, 2016 - October 22, 2106: \$144,007.43: Retro Pay & Other: \$358.36; Overtime: \$2,955.83; Standby: \$1,309.07; Comp Time Earned: 33.75

RECOMMENDATION: Council approve payroll as presented.

ATTACHMENTS: [Payroll/Overtime Report](#)

### C. SUBJECT: Warrants

1. Nos 9777-9884 \$194,942.642.
2. Excepting - Sebastian 9876 \$2,720.24

RECOMMENDATION: Council approve warrants and electronic bank transfers as presented. (Pursuant to Government Code 37208)

ATTACHMENTS: [Accounts Payable](#)

### D. SUBJECT: Monthly Investment Report Ending October 31, 2016 (TJ)

RECOMMENDATION: Council accept the Monthly Investment Report as presented

ATTACHMENTS: [Investment Report](#)

## 3. PUBLIC HEARINGS

None

4. DEPARTMENT REPORTS

- A. SUBJECT: Resolution Approving the City Clerk's Attendance in Closed Sessions to Keep and Enter Confidential Minute Book (HCM)

RECOMMENDATION: If Council wishes, by motion adopt resolution designating the City Clerk to attend City Council closed sessions to keep and enter in a confidential minute book a record of topics discussed and decisions made in such meetings.

ATTACHMENTS: [Staff Report - City Clerk Closed Sessions](#)

- B. SUBJECT: Resolutions Awarding Contracts for the Procurement and Installation of Water Meters for the Residential Water Meter Project (JJ)

RECOMMENDATION: Council by motion:

1. Adopt resolution awarding the contract for the procurement of water meters and AMR equipment for the residential water meter project to National Meter and Automation, Inc. in the amount of \$453,586.20; and
2. Adopt resolution awarding the contract for the installation of water meters for the residential water meter project to Vulcan Construction and Maintenance, Inc. in the amount of \$1,293,061.00; and
3. Authorize the City Manager to sign both contracts on behalf of the City.

ATTACHMENTS: [Staff Report - Meter Project Award](#)

5. CITY MANAGER/STAFF COMMUNICATIONS

- A. Update on elections (MR)  
B. Pageantry of Lights Parade, December 10, 6 p.m.

6. MAYOR/COUNCIL REPORTS

- A. Angel Romero Jr. Letter

7. CLOSED SESSION

- A. Government Code Section 54956.8 Conference with Real Property Negotiators - Property: 14491 W. Whitesbridge Road; Agency Negotiator: City Manager; Negotiating Parties: Jack Sidhu; Under Negotiation: Price and Terms

COUNCIL RECONVENE FROM CLOSED SESSION & REPORT ANY ACTION TAKEN

8. ADJOURNMENT

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Agenda packet is available for review 72 hours prior to the meeting at the city clerk's office and on the city website. Items received at the meeting will be available for review at the city clerk's office.

In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate at this meeting, please contact the City Clerk at (559) 846-9380. Notification of 48 hours prior to the meeting will enable the City Clerk to make reasonable arrangement to ensure accessibility to this meeting. Pursuant to the ADA, the meeting room is accessible to the physically handicapped.

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**MINUTES**  
**KERMAN CITY COUNCIL**  
**REGULAR MEETING**  
**Kerman City Hall**  
**850 S. Madera Avenue**  
**Wednesday, November 2, 2016**  
**6:30 PM**

Stephen B. Hill – Mayor  
 Gary Yep – Mayor Pro Tem  
 Rhonda Armstrong – Council Member  
 Kevin Nehring – Council Member  
 Bill Nijjer – Council Member

<p>Present: Mayor Hill (SH), Gary Yep (GY), Rhonda Armstrong(RA), Kevin Nehring (KN) Bill Nijjer (BN)</p>	<p>Voting: Yes, No, Absent (Abstain or Recuse if needed)</p>
<p>Absent: None</p>	
<p>Also Present: City Attorney Cantú, Lieutenant, Community Services Director, Finance Director, Public Works Director, Planning Technician</p>	
<p><b>OPENING CEREMONIES</b></p>	
<ul style="list-style-type: none"> <li>• Welcome – Mayor</li> <li>• Call to Order</li> <li>• Roll Call</li> <li>• Invocation</li> <li>• Pledge of Allegiance – City Clerk</li> </ul>	<p>6:32 p.m.          All present          SH          Performed</p>
<p><b>AGENDA APPROVAL/ADDITIONS/DELETIONS</b></p>	<p>Approved GY/BN          (5-0-0)</p>
<p><b>1. PRESENTATIONS/CEREMONIAL MATTERS</b></p>	
<p>A. Kerman Inn Mural Project Update (PG)</p>	<p>Presented</p>
<p><b>REQUEST TO ADDRESS COUNCIL</b></p>	<p>Renee Klien</p>
<p><b>2. CONSENT CALENDAR</b></p>	<p>Approved GY/KN          (5-0-0)</p>
<p>A. <u>SUBJECT</u>: Minutes  <u>RECOMMENDATION</u>: Council approve minutes as presented.</p>	
<p>B. <u>SUBJECT</u>: Payroll          Payroll Report: 9/25/2016-10/08/2016: \$141,540.99; Retro Pay &amp; Other: \$79.43; OT: \$1,203.22; Standby: \$1,236.26; Comp Time: 27.00  <u>RECOMMENDATION</u>: Council approve payroll as presented.</p>	
<p>C. <u>SUBJECT</u>: Warrants Nos. 9692-9776: \$421, 683.63  <u>RECOMMENDATION</u>: Council approve warrants and electronic bank transfers as presented. (Pursuant to Government Code 37208)</p>	

D. SUBJECT: Resolution Accepting Soroptimist Park Restroom Improvements Project, Community Development Block Grant Project No. 15371 (JJ)

RECOMMENDATION: Council by motion adopt the resolution accepting the Soroptimist Park Restroom Improvements Project, Community Development Block Grant Project No. 15371, and authorize the City Engineer to record the Notice of Completion.

Res 16-72

E. SUBJECT: Resolution Amending Fiscal Year 2016/2017 Budget (TJ)

RECOMMENDATION: Council approve resolution for budget amendment

Res 16-73

F. SUBJECT: Resolution Authorizing City Manager to Sign State and Federal Funding Program Financial Agreements for Transportation Projects (JJ)

RECOMMENDATION: Council by motion adopt the resolution authorizing the City Manager to sign State and Federal funding program financial agreements for transportation projects.

Res 16-74

G. SUBJECT: Ordinance Amending Section 12.32.150 of Chapter 12.32 to Title 12 of the Kerman Municipal Code Relating to Prohibition of Smoking and Tobacco Products in Recreation Areas (PG)

RECOMMENDATION: Council by motion waive full reading and adopt ordinance by title only, amending Section 12.32.150 of Chapter 12.32 to Title 12 of the Kerman Municipal Code relating to prohibition of smoking and tobacco products in recreation areas.

Ord 16-07

H. SUBJECT: Ordinance Adopting Marijuana Regulations (HCM)

RECOMMENDATION: Council by motion waive full reading and adopt ordinance relating to marijuana regulations.

Ord 16-08

I. SUBJECT: Ordinance Repealing Chapter 9.06 of Title 9 of the Kerman Municipal Code Relating to Medical Marijuana Dispensaries (HCM)

RECOMMENDATION: Council by motion waive full reading and adopt ordinance repealing Chapter 9.06 of Title 9 of the Kerman Municipal Code relating to medical marijuana dispensaries.

Ord 16-09

3. PUBLIC HEARINGS

None

4. DEPARTMENT REPORTS

None

5. CITY MANAGER/STAFF COMMUNICATIONS

6. MAYOR/COUNCIL REPORTS

7. CLOSED SESSION

7:05 p.m.

A. Government Code Section 54956.9(a) Conference with Legal Counsel - Existing Litigation - City of Kerman v. Western Insurance Company (Fresno County Superior Court Case No. 09CECG00780)

COUNCIL RECONVENE FROM CLOSED SESSION & REPORT ANY ACTION TAKEN

7:22 p.m.

Approved (5-0-0) no basis to continue the litigation in Superior Court in Fresno Co. against Western Ins. because the only resolution is for the bankruptcy proceeding.

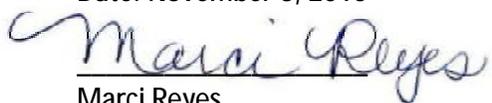
8. ADJOURNMENT

7:23 p.m. BN/GY (5-0-0)

#### MINUTES CERTIFICATION

I, MARCI REYES, City Clerk for the City of Kerman, do hereby declare under penalty of perjury that the above Minutes are a true depiction of all actions taken at the City Council meeting held on the first date above written at Kerman City Hall, 850 S. Madera Ave, Kerman, CA.

Date: November 3, 2016



Marci Reyes  
City Clerk

# CITY OF KERMAN PAYROLL REPORT

PAY PERIOD: October 09, 2016 - October 22, 2016

EMPLOYEE	SALARY	RETRO PAY & Other	OVERTIME		HOLIDAY at 1/2 TIME		STANDBY		GROSS SALARY	COMP TIME EARNED
			HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT		
<b>ADMINISTRATION</b>										
Alvarez, Josefina	\$ 1,881.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,881.23	-
Camacho, Josie	\$ 1,250.31	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,250.31	-
Camacho-Collier, Carolina	\$ 2,533.85	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,533.85	-
Gonzalez, Diana	\$ 1,993.55	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,993.55	-
Jones, Toni	\$ 3,698.31	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,698.31	-
Kunkei, John	\$ 5,884.62	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 5,884.62	-
Lopez, Jacqueline	\$ 1,055.54	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,055.54	-
Mendoza, Gabriela	\$ 1,191.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,191.23	-
Nazaroff, Helen	\$ 2,107.85	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,107.85	-
Reyes, Marcia	\$ 2,715.69	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,715.69	-
<b>TOTAL</b>	<b>\$ 24,312.16</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 24,312.16</b>	<b>-</b>
<b>REC/SOCIAL</b>										
Aguilar, Corina	\$ 32.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 32.50	-
Arredondo, Barbara	\$ 269.86	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 269.86	-
Arredondo, Raquel	\$ 66.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 66.00	-
Ayala, Mariah	\$ 37.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 37.50	-
Burdine-Slaven, Jeanna	\$ 1,683.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,683.23	-
Camacho-Vargas, Odalis	\$ 67.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 67.50	-
Gallegos, Philip	\$ 3,734.77	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,734.77	-
Garfias, Brayán	\$ 484.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 484.00	-
Gonzalez, Jose Felix	\$ 1,804.32	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,804.32	-
Hurlbert, Ronald	\$ 390.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 390.50	-
Johnson, Theresa	\$ 1,767.23	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,767.23	-
LeBlanc, Noah	\$ 370.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 370.00	-
Lujan, Vanessa	\$ 840.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 840.00	-
Negrete, Dean	\$ 767.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 767.00	-
Salvador, Mark	\$ 2,083.85	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,083.85	-
Sidhu, Nirmal	\$ 807.92	\$ 38.54	-	\$ -	-	\$ -	-	\$ -	\$ 846.46	-
Silva, Jessica	\$ 607.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 607.50	-
Villa, Erika	\$ 425.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 425.00	-
Villalobos, Stacey	\$ 367.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 367.50	-
Villarreal, Arlene	\$ 1,410.92	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,410.92	-
<b>TOTAL</b>	<b>\$ 18,017.10</b>	<b>\$ 38.54</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 18,055.64</b>	<b>-</b>
<b>POLICE</b>										
Antuna, Eric	\$ 2,460.41	\$ 73.21	6.00	\$ 276.80	-	\$ -	-	\$ -	\$ 2,810.41	-
Antuna, Miguel	\$ 1,829.39	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,829.39	-
Barbosa, Isaias	\$ 2,392.06	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,392.06	-
Barcoma, Wilbert	\$ 3,070.74	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,070.74	-
Belding, Jeff	\$ 2,652.54	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,652.54	6.00
Blohm, Joseph	\$ 4,686.47	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 4,686.47	-
Cervantes, Jose	\$ 252.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 252.00	-
Chapman, Tom	\$ 2,437.62	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,437.62	-
Davis, Jeff	\$ 3,070.74	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,070.74	-
Francone, Kevin	\$ 585.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 585.00	-
Gill, Kevin	\$ 892.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 892.50	-
Godfrey, Kyle	\$ 1,241.08	\$ -	1.00	\$ 23.27	-	\$ -	-	\$ -	\$ 1,264.35	-
Golden, John	\$ 3,712.64	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,712.64	-
Ledezma, Linda	\$ 1,335.97	\$ -	10.00	\$ 250.49	-	\$ -	-	\$ -	\$ 1,586.46	-
Lehman, Dustin	\$ 1,968.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,968.00	-
Lopez, Matt	\$ 384.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 384.00	-
Madruaga, Ron	\$ 2,437.62	\$ -	6.00	\$ 274.23	-	\$ -	-	\$ -	\$ 2,711.86	10.50

# CITY OF KERMAN PAYROLL REPORT

**PAY PERIOD: October 09, 2016 - October 22, 2016**

EMPLOYEE	SALARY	RETRO PAY & Other	OVERTIME		HOLIDAY at 1/2 TIME		STANDBY		GROSS SALARY	COMP TIME EARNED
			HOURS	AMOUNT	HOURS	AMOUNT	HOURS	AMOUNT		
Magallon, Peter	\$ 2,494.58	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,494.58	-
Medina-Labetiaux, EJ	\$ 2,017.20	\$ 246.61	-	\$ -	-	\$ -	-	\$ -	\$ 2,263.81	-
Mendoza, Sandra	\$ 2,460.41	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,460.41	-
Nelson, Christopher J	\$ 3,145.64	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,145.64	3.00
Ness, Lee	\$ 2,335.11	\$ -	0.50	\$ 21.89	-	\$ -	-	\$ -	\$ 2,357.00	-
Ramirez, Donald	\$ 1,534.62	\$ -	1.00	\$ 28.77	-	\$ -	-	\$ -	\$ 1,563.39	-
Raigoza, Ray	\$ 705.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 705.00	-
Rodrigues, Mary	\$ 1,845.69	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,845.69	-
Rodriguez, Erika	\$ 2,210.95	\$ -	12.00	\$ 497.46	-	\$ -	14.00	\$ 96.73	\$ 2,805.15	5.25
Seroka, Dylan	\$ 1,874.31	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,874.31	6.00
Tiwana, Manpreet	\$ 2,283.28	\$ -	-	\$ -	-	\$ -	8.00	\$ 57.08	\$ 2,340.36	-
Torres, Karina	\$ 372.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 372.00	-
Valdovinos, Jose	\$ 1,360.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,360.00	-
Valenzuela, Arnold	\$ 384.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 384.00	-
<b>TOTAL:</b>	<b>\$ 60,431.59</b>	<b>\$ 319.82</b>	<b>36.50</b>	<b>\$ 1,372.92</b>	<b>-</b>	<b>\$ -</b>	<b>22.00</b>	<b>\$ 153.81</b>	<b>\$ 62,278.14</b>	<b>30.75</b>
<b><u>PUBLIC WORKS</u></b>										
Arechiga, Pastor	\$ 1,804.15	\$ -	3.00	\$ 101.48	-	\$ -	1.50	\$ 33.83	\$ 1,939.47	-
Barajas, Michael	\$ 1,936.78	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,936.78	-
Castro, Joseph	\$ 1,894.36	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,894.36	-
Chavez, Fernando M.	\$ 2,451.96	\$ -	11.00	\$ 505.72	-	\$ -	22.75	\$ 697.28	\$ 3,654.95	-
Coronado, Karl	\$ 1,131.16	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,131.16	-
Durate, Leonardo	\$ 1,040.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,040.00	-
Gastelum, Humberto	\$ 1,942.93	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,942.93	-
Gonzales, Ruben	\$ 2,031.25	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,031.25	-
Gonzalez, Michaeli	\$ 1,187.54	\$ -	1.50	\$ 33.40	-	\$ -	-	\$ -	\$ 1,220.94	-
Gruce, Robert	\$ 2,502.92	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,502.92	-
Isaak, Denise	\$ 1,555.38	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,555.38	-
Lutz, Laura	\$ 547.50	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 547.50	-
Madruza, Lydia	\$ 1,984.57	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,984.57	-
Moore, Ken	\$ 3,853.85	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 3,853.85	-
Muna Jr, Victor	\$ 1,040.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 1,040.00	-
Ortiz, Carlos	\$ 1,131.23	\$ -	2.00	\$ 56.56	-	\$ -	-	\$ -	\$ 1,187.79	-
Ramirez, Manuel	\$ 1,849.26	\$ -	1.00	\$ 34.67	-	\$ -	-	\$ -	\$ 1,883.93	-
Sanchez, Daniel	\$ 1,615.85	\$ -	21.50	\$ 752.38	-	\$ -	21.00	\$ 424.16	\$ 2,792.38	-
Tinoco, Alfonso	\$ 1,187.54	\$ -	1.50	\$ 33.40	-	\$ -	-	\$ -	\$ 1,220.94	-
Vallejo, Edward	\$ 2,321.48	\$ -	1.50	\$ 65.29	-	\$ -	-	\$ -	\$ 2,386.77	-
<b>TOTAL</b>	<b>\$ 35,009.72</b>	<b>\$ -</b>	<b>43.00</b>	<b>\$ 1,582.90</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 45.25</b>	<b>\$ 1,155.26</b>	<b>\$ 37,747.88</b>	<b>-</b>
<b><u>PLANNING</u></b>										
Kufis, Chris	\$ 2,417.12	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,417.12	-
Garcia, Destiny	\$ 480.00	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 480.00	-
Pimentel, Olivia	\$ 2,220.99	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 2,220.99	3.00
Rocha, Amy	\$ 493.75	\$ -	-	\$ -	-	\$ -	-	\$ -	\$ 493.75	-
<b>TOTAL</b>	<b>\$ 5,611.87</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 5,611.87</b>	<b>3.00</b>
<b><u>PLANNING</u></b>										
Epperson, R	\$ -	\$ -	-	\$ -	-	\$ -	-	\$ -	Yep, G	\$ 125.00
Bandy, R	\$ -	\$ -	-	\$ -	-	\$ -	-	\$ -	Nijjer, D	\$ 125.00
Espino, L	\$ -	\$ -	-	\$ -	-	\$ -	-	\$ -	Armstrong, R	\$ 125.00
Wettlaufer, K	\$ -	\$ -	-	\$ -	-	\$ -	-	\$ -	Hill, S	\$ 125.00
Jones, C	\$ -	\$ -	-	\$ -	-	\$ -	-	\$ -	Nehring, K	\$ 125.00
Nunez, M	\$ -	\$ -	-	\$ -	-	\$ -	-	\$ -		
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>\$ 625.00</b>	
<b>GRAND TOTAL:</b>	<b>\$144,007.43</b>	<b>\$358.36</b>	<b>79.50</b>	<b>\$2,955.83</b>	<b>-</b>	<b>\$0.00</b>	<b>67.25</b>	<b>\$1,309.07</b>	<b>\$ 148,630.69</b>	<b>33.75</b>

**CITY OF KERMAN  
OVERTIME SUPPLEMENTAL PAYROLL REPORT**

**PAY PERIOD 10/9/16-10/22/16**

**POLICE DEPARTMENT**

**Overtime Categories - Number of Hours**

Regular Overtime	Court	Shift Coverage	SID	Training	Avoid the 21 Grant	Special Events	Total
20.5	6	4				6	36.5
(see notes below for overtime description)							

**DOUBLE TIME: (Sunday)**

**PUBLIC WORKS DEPARTMENT**

**Overtime Categories - Number of Hours**

Water Service	Sewer Emergencies	Animal Control	Special Events	Other or Call Back	On Call Duties	Total
8	11	0	0	3	6	28

**DOUBLE TIME: (Sunday)**

1	1	0	0	7	6	15	
						Sub Total	43.00

**COMMUNITY SERVICES DEPARTMENT**

**Overtime Categories - Number of Hours**

Regular Overtime	After Hour Event	Total
		0
		Sub Total
		0

**FINANCE / PLANNING DEPARTMENTS**

**Overtime Categories - Number of Hours**

Regular Overtime	Utility Billing	Payroll	Dog Clinic	Year End Audit	Total
					0
					Sub Total
					0
					Total Hours (All Departments)
					<u>79.50</u>

**POLICE DEPARTMENT:**

**Regular Overtime** – 2.5 hrs for late calls, 1 hr for animal call, 10 hrs due to being put on FTO training, 3 hrs for call out on burglary, 3 hrs for call out on shooting, 1 hr mtg.

**Shift Coverage** – 4 hrs shift coverage due to officers being out on vacation, or called in sick, hrs DT due to call out on Sunday

**Special Investigation Division (SID)** – Special police action is required such as a search warrant, surveillance, and other crime patterns, etc.

**Court** – 6 hrs court attendance

**Grant** – hrs AVOID Grant

**Special Events** - 6 hrs Child Safety Seat event

**PUBLIC WORKS DEPARTMENT:**

**Water Service** - 8 hrs OT & 1 hr DT for shut-off and turn-on of service, all water related emergencies

**Sewer Emergencies** 11 hrs OT & 1 hr DT SCADA problems/Sewer emergencies. (SCADA controls pumps, wells and sewer, lift stations, all sewer and storm drain related issues)

**Animal Control** - Vicious or dead animals. (not normally used for stray animals)

**Special Events** -

**Other** - 3 hrs OT & 3 hrs DT - Tree branches down, opened Lions Park restroom, opened WWTP gate, concrete 17th and G sts

**Call Back** - 4 hr DT - Fernando & Carlos both called out by Daniel to help with downed tree branches. 2 hrs each

**On-Call Duties** - 6 hrs OT & 6 hrs DT for reading and recording flow meters on wells and sewer plant; feed and clean kennels, verify WWTP running effectively, etc. OT is for two weekends and/or any holidays.

**COMMUNITY SERVICES DEPARTMENT**

**Regular Overtime** – On occasion, but very rare due to the amount of part-time employees.

**After Hour Event** – Occurs only if a full-time employee would have to stay for clean-up or as a facility attendant.

**FINANCE / PLANNING DEPARTMENTS**

**Regular Overtime** - Only as needed.

**Utility Billing** - Completed on the 1st of each month.

**Payroll** - Completed bi-weekly.

**Dog Clinic** - Once a year clinic held after business hours.

**Year-End Audit** - Completed over a period of time at the end of each fiscal year.

# Accounts Payable

## Checks by Date - Detail by Check Date

User: gmendoza  
 Printed: 11/8/2016 11:08 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
9777	10017 0002769	ADVANCED FLOW MEASUREMENT WTR- WATER AUDIT ON WELL FLOWMETI	10/25/2016	993.00
Total for Check Number 9777:				993.00
9778	10019 4573603	AFLAC HR- OCT EMPLOYEE VOL INS	10/25/2016	127.70
Total for Check Number 9778:				127.70
9779	10923 0338991-IN 338838B-IN	AMBER CHEMICAL INC WTR- 400 GALLONS - BULK CHLORINE 2.1 WTR- 225 GALLONS - BULK CHLORINE 2.1	10/25/2016	909.09 511.37
Total for Check Number 9779:				1,420.46
9780	10039 23434345970408	AT&T PD- T-1 LINE 10-10-16 - 11/09/16	10/25/2016	275.79
Total for Check Number 9780:				275.79
9781	11163 10242016	WILLIAM BANUELOS AAC- CAT TRAP DEPOSIT REIMBURSEMEN	10/25/2016	40.00
Total for Check Number 9781:				40.00
9782	10054 162880012633	BLUE SHIELD OF CALIFORNIA HR- NOV MEDICAL COV & NOV MEDICAL	10/25/2016	37,724.65
Total for Check Number 9782:				37,724.65
9783	10617 398037	C A REDING CO INC PD- SEPT BILLING FOR COPIES 9-13-16 TO	10/25/2016	109.00
Total for Check Number 9783:				109.00
9784	10078 10282016 10282016 10282016	CALIFORNIA STATE DISBURSEMENT HR- C WAGE ASGMT- 0195005641-01 HR- C WAGE ASGMT- 0470282980-01 HR- C WAGE ASGMT-1070070330-01	10/25/2016	46.15 69.23 152.30
Total for Check Number 9784:				267.68
9785	10103 3420205-1101538 3420205-1101538	COLONIAL LIFE HR- OCTOBER EMPLOYEE CONTRIBUTION HR- OCTOBER EMPLOYEE CONTRI ROUNI	10/25/2016	634.80 -0.05
Total for Check Number 9785:				634.75
9786	10105 09302016	COMMUNITY HOSPITALS OF CENTRA PD- 1 BLOOD DRAW 16-3258	10/25/2016	175.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 9786:	175.00
9787	10106 443426	CONSOLIDATED EDISON SOLUTIONS SWR- SOLAR POWER 090116-100116 70,889	10/25/2016	8,850.35
			Total for Check Number 9787:	8,850.35
9788	10108 130400	COOKS COMMUNICATIONS CORP PD REP- REAR FLASHER FOR DARE CAR	10/25/2016	56.82
			Total for Check Number 9788:	56.82
9789	10826 902592	CROWN SERVICES CORPORATION MEDIANS- PORTABLE RESTROOM RENTAL	10/25/2016	245.65
			Total for Check Number 9789:	245.65
9790	10445 557214	DELTA LIGHTING PRODUCTS INC. CTC- LIQUID ENZYME- INV #557214 S&H	10/25/2016	560.38
			Total for Check Number 9790:	560.38
9791	10128 195234	DEPARTMENT OF JUSTICE PD - 1 BLOOD ALCOHOL ANALYSIS CASE	10/25/2016	35.00
			Total for Check Number 9791:	35.00
9792	10458 10202016	RAUL HERRERA ECN POLYGRAPH AN PD- PRE- EMPLOYMENT POLY GALE JOHN	10/25/2016	150.00
			Total for Check Number 9792:	150.00
9793	10144 5908024	ELBERT DISTRIBUTING INC VE MAINT- MAINT SUPPLIES	10/25/2016	471.15
			Total for Check Number 9793:	471.15
9794	10576 200281	ERNEST PACKAGING SOLUTIONS CTC- AUTOSCRUBBER SOLUTION TANK, 1	10/25/2016	534.85
			Total for Check Number 9794:	534.85
9795	10175 09302016 09302016 09302016 09302016 09302016 09302016 09302016 09302016 09302016 09302016 09302016 09302016 09302016 09302016	G & K SERVICES, INC VAR- UNIFORMS, MATS, SUPPLIES- BLDG VAR- UNIFORMS, MATS, SUPPLIES- REC AI VAR- UNIFORMS, MATS, SUPPLIES- PLANN VAR- UNIFORMS, MATS, SUPPLIES- UNIFO VAR- UNIFORMS, MATS, SUPPLIES- BLDG/ VAR- UNIFORMS, MATS, SUPPLIES- WATEF VAR- UNIFORMS, MATS, SUPPLIES- SEWEE VAR- UNIFORMS, MATS, SUPPLIES- SOLID VAR- UNIFORMS, MATS, SUPPLIES- STORM VAR- UNIFORMS, MATS, SUPPLIES- VEHIC VAR- UNIFORMS, MATS, SUPPLIES- LANDS VAR- UNIFORMS, MATS, SUPPLIES- STS- A VAR- UNIFORMS, MATS, SUPPLIES-MEASU	10/25/2016	1.25 41.15 6.40 35.77 1,450.57 107.65 90.69 7.91 15.13 30.07 24.88 24.68 65.14
			Total for Check Number 9795:	1,901.29
9796	10710 10143725	HACH COMPANY WTR- DPD DISPENSER & POWDER	10/25/2016	85.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 9796:	85.70
9797	10204 37081	IDTS INC PD- 1 ANNUAL ENROLLMENT REX CORNE	10/25/2016	5.00
			Total for Check Number 9797:	5.00
9798	10213 3111214	INTERNATIONAL CODE COUNCIL INC BPO- ICC MEMBERSHIP	10/25/2016	135.00
			Total for Check Number 9798:	135.00
9799	10219 415421	JENSEN & PILEGARD INC VE EQUIP- BEARCAT SERVICE	10/25/2016	92.63
			Total for Check Number 9799:	92.63
9800	10655 13209 13209 13209	JIM BRISCO ENTERPRISES INC SWR- 370.34 TONS OF BIOSOLID SLUDGE I SWR- EQUIP MOBILIZATION FEE SWR- LAB TESTING	10/25/2016	10,917.62 1,000.00 1,475.00
			Total for Check Number 9800:	13,392.62
9801	10243 4231 4231 4231	KINGS RIVER CONSERVATION DISTRI CAPITAL- RESOURCE ANALYST CAPITAL- MGR OF WATER RESOURCES CAPITAL- DIRECTOR OF FINANCE	10/25/2016	209.03 16.17 20.46
			Total for Check Number 9801:	245.66
9802	11164 00072560	BRENDA MEDINA CTC- DEPOSIT REFUND- SH	10/25/2016	100.00
			Total for Check Number 9802:	100.00
9803	11156 0739 0739	MONTYS PORTABLES LLC LLD50%- PORTABLE RESTROOM & TRAILI STRIC- 50%- PORTABLE RESTROOMS & TI	10/25/2016	645.00 645.00
			Total for Check Number 9803:	1,290.00
9804	10271 0000043603	MUNISERVICES LLC ADM- STARS SERVICE TAX 1ST QTR 2016	10/25/2016	500.00
			Total for Check Number 9804:	500.00
9805	10272 000574906004 000574906004 000574906004 000574906004	MUTUAL OF OMAHA HR- NOV LTD INS EMPLOYEE HR- NOV LTD INS EMPLOYER HR- NOV LIFE INS HR- NOV VOL LIFE	10/25/2016	459.50 459.50 438.76 1,202.43
			Total for Check Number 9805:	2,560.19
9806	10457 174619 174619	OFFICEMAX INC WTR- 50 %- BOOKSHELF SWR- 50 %- BOOKSHELF	10/25/2016	44.04 44.03
			Total for Check Number 9806:	88.07
9807	10329	SAN JOAQUIN VALLEY AIR POLL	10/25/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	253145-140159	SWR- WWTP- BURN PERMIT #140159 15485		36.00
			Total for Check Number 9807:	36.00
9808	11165 00038372	LIZETTE SERRANO CTC- DEPOSIT REFUND- 10-22-16	10/25/2016	400.00
			Total for Check Number 9808:	400.00
9809	10561 000378281 000378382	SOUTHERN COMPUTER WAREHOUSE PD- MONITORS (4) FOR PD DEPT TECH- MONITORS (4) FOR PD DEPT	10/25/2016	214.61 214.61
			Total for Check Number 9809:	429.22
9810	10420 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179 622685312-179	SPRINT VAR- MONTHLY CELL SERVICE 9-12-16-10- VAR- MONTHLY CELL SERVICE 9-12-16-10-	10/25/2016	20.33 20.33 149.09 27.11 20.33 44.05 121.98 74.55 67.77 23.72 28.80 108.94
			Total for Check Number 9810:	707.00
9811	10345 10282016	STATE OF CALIFORNIA HR- C FTB TAX- WAGE GARNISHMENT P/R	10/25/2016	50.00
			Total for Check Number 9811:	50.00
9812	11129 JK-188-5761	STATE OF CALIFORNIA HR- C FTB TAX-WAGE GARNISHMENT P/R	10/25/2016	24.31
			Total for Check Number 9812:	24.31
9813	10355 PIO498798	TARGET SPECIALTY PRODUCTS STRTC- RONSTAR PRE-EMERGENT	10/25/2016	429.70
			Total for Check Number 9813:	429.70
9814	10168 MSP-20872 MSP-20883 MSP-20884 MSP-20884	UNITY IT TECH- REPAIR TO CC LAPTOP- LCD SCREE TECH- MONTHLY TECH SUPPORT SERVICE WTR 50%- SCADA SUPPORT SEPT 2016 SWR 50%- SCADA SUPPORT SEPT 2016	10/25/2016	74.68 2,335.10 27.50 27.50
			Total for Check Number 9814:	2,464.78
9815	10644 315284091 315692095	US BANK EQUIPMENT FINANCE PD- COPIER LANIER MPC4503 ADM- MP C8002 COPIER LEASE 9-22-16 - 10	10/25/2016	177.93 389.61
			Total for Check Number 9815:	567.54
9816	10399 214989	VETERINARY MEDICAL CENTER AAC- 3 EUTHANASIA OF ANIMALS	10/25/2016	64.30

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 9816:	64.30
9817	10401 1-16433	WALLYS TIRE AND WHEEL VE EQUIP- TIRES FOR PORT.RESTROOM	10/25/2016	111.62
			Total for Check Number 9817:	111.62
9818	10406 53162 53162 53353 53353	WEST HILLS OIL INC VE- FUEL- SEPT 16-30 1331.482 GALL VE- FUEL B. ARREDONDO -TRNSP 102.652 VE- FUEL OCT 01-15 1302.619 GALLONS B. B. ARREDONDO TRNSPRT 44.817	10/25/2016	3,759.09 279.34 3,668.36 121.95
			Total for Check Number 9818:	7,828.74
9819	10408 85	WILD ELECTRIC CS- INSTALLED ELECTRICAL CIRCUIT- NE	10/25/2016	622.61
			Total for Check Number 9819:	622.61
			Total for 10/25/2016:	86,804.21
9820	10348 35031 40654	STATE WATER RESOURCES CNTL BOA WTR- WATER TRMT OPERATOR GR1 RENE WTR- WATER TRMT DISTRIBUTION GR2 R	11/01/2016	155.00 160.00
			Total for Check Number 9820:	315.00
9821	UB*00442	ELIZABETH ALCALA Refund Check	11/01/2016	138.91
			Total for Check Number 9821:	138.91
9822	UB*00444	MARICELA AMARO Refund Check Refund Check Refund Check Refund Check Refund Check Refund Check Refund Check	11/01/2016	149.37 12.43 2.24 14.33 13.43 1.33 0.48
			Total for Check Number 9822:	193.61
9823	UB*00446	ALFREDO ANAYA Refund Check	11/01/2016	125.82
			Total for Check Number 9823:	125.82
9824	UB*00458	ALMA BERBER Refund Check	11/01/2016	24.97
			Total for Check Number 9824:	24.97
9825	UB*00450	CV HOUSING LLC Refund Check Refund Check Refund Check Refund Check Refund Check	11/01/2016	13.01 0.11 3.99 9.71 6.99

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Refund Check		0.69
		Refund Check		0.43
			Total for Check Number 9825:	34.93
9826	UB*00439	LORI DIAZ	11/01/2016	
		Refund Check		81.75
			Total for Check Number 9826:	81.75
9827	UB*00445	GUADALUPE FLORES	11/01/2016	
		Refund Check		126.07
			Total for Check Number 9827:	126.07
9828	UB*00437	MAGDA FLORES	11/01/2016	
		Refund Check		142.06
			Total for Check Number 9828:	142.06
9829	UB*00452	CELESTE GASTELUM	11/01/2016	
		Refund Check		147.17
		Refund Check		2.49
		Refund Check		1.53
		Refund Check		3.74
		Refund Check		2.69
		Refund Check		0.27
		Refund Check		0.17
			Total for Check Number 9829:	158.06
9830	UB*00449	DORA GOULD	11/01/2016	
		Refund Check		9.30
		Refund Check		6.96
		Refund Check		4.29
		Refund Check		10.46
		Refund Check		6.42
			Total for Check Number 9830:	37.43
9831	UB*00453	DANNY HERNANDEZ	11/01/2016	
		Refund Check		63.21
			Total for Check Number 9831:	63.21
9832	UB*00440	INTELIS CORPORATION	11/01/2016	
		Refund Check		123.63
			Total for Check Number 9832:	123.63
9833	UB*00455	MARK KILEN	11/01/2016	
		Refund Check		4.00
		Refund Check		0.03
		Refund Check		2.15
		Refund Check		1.23
		Refund Check		0.21
		Refund Check		2.99
		Refund Check		0.13
			Total for Check Number 9833:	10.74
9834	UB*00438	ELIZABETH LEBEUF	11/01/2016	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Refund Check		27.03
		Refund Check		0.23
		Refund Check		8.28
		Refund Check		20.17
		Refund Check		14.51
		Refund Check		1.44
		Refund Check		0.90
			Total for Check Number 9834:	72.56
9835	UB*00447	DONNA MALDONADO	11/01/2016	
		Refund Check		19.02
		Refund Check		0.16
		Refund Check		5.83
		Refund Check		14.19
		Refund Check		10.21
		Refund Check		1.01
		Refund Check		0.63
			Total for Check Number 9835:	51.05
9836	UB*00456	ROSALBA MARITANO	11/01/2016	
		Refund Check		146.95
			Total for Check Number 9836:	146.95
9837	UB*00454	MEDINA PARTY RENTALS	11/01/2016	
		Refund Check		129.00
			Total for Check Number 9837:	129.00
9838	UB*00443	ROYAL REALTY	11/01/2016	
		Refund Check		25.02
		Refund Check		0.21
		Refund Check		7.67
		Refund Check		18.67
		Refund Check		13.43
		Refund Check		1.33
		Refund Check		0.83
			Total for Check Number 9838:	67.16
9839	UB*00451	CHRISTOPHER RUIZ	11/01/2016	
		Refund Check		148.95
		Refund Check		4.97
		Refund Check		0.90
		Refund Check		5.73
		Refund Check		5.37
		Refund Check		0.53
		Refund Check		0.19
			Total for Check Number 9839:	166.64
9840	UB*00448	MICHAEL & MARY H SALAZAR	11/01/2016	
		Refund Check		25.19
			Total for Check Number 9840:	25.19
9841	UB*00457	STEVEN VAN LANGEN	11/01/2016	
		Refund Check		148.82

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 9841:	148.82
9842	UB*00441	MARIA VARGAS MENDEZ Refund Check	11/01/2016	127.80
			Total for Check Number 9842:	127.80
			Total for 11/1/2016:	2,511.36
9843	10014 10252016 102520161 98611 98612 98613	ADMINISTRATIVE SOLUTIONS INC HR- NOV - EMPLOYER FLEX PLAN HR- OCT- SEC 125 EMPLOYEE CONT, OCT HR- NOV BLUE SHIELD PLAN ADMIN HR-NOVEMBER DENTAL CLAIMS FUNDIN HR- NOV SEC 125 PLAN ADMIN	11/03/2016	10,600.00 2,276.68 855.00 4,408.09 110.00
			Total for Check Number 9843:	18,249.77
9844	10021 0006801-IN	ALERT O LITE STRTC- BURLAP SANDBAGS-200, LG VEST	11/03/2016	233.34
			Total for Check Number 9844:	233.34
9845	10033 7001252837	AMERICAN WATER WORKS ASSOC WTR- AWWA MEMBERSHIP DUES	11/03/2016	420.00
			Total for Check Number 9845:	420.00
9846	11036 CB13315	APPLEBY & CO BPO- BUILDING PLANS- IMAGING & ELEC	11/03/2016	437.66
			Total for Check Number 9846:	437.66
9847	10060 06302016 06302016 06302016 06302016 06302016	BRYANT L JOLLEY CPA'S FIN- ACCOUNTING SERVICES FYE- 6-30-16 FIN- ACCOUNTING SERVICES FYE- 6-30-16 FIN- ACCOUNTING SERVICES FYE- 6-30-16 FIN- ACCOUNTING SERVICES FYE- 6-30-16 FIN- ACCOUNTING SERVICES FYE- 6-30-16	11/03/2016	12,900.00 5,600.00 4,000.00 4,100.00 4,000.00
			Total for Check Number 9847:	30,600.00
9848	10617 400474	C A REDING CO INC ADM- SEPT BILLING FOR COPIES 9-19-16/1	11/03/2016	143.29
			Total for Check Number 9848:	143.29
9849	11148 2 2	CABLE LINKS CONSTRUCTION GROU CAP- SOROPTIMIST PARK RESTROOM IMP CAP- SOROPTIMIST PARK RESTROOM IMP	11/03/2016	15,000.00 13,833.64
			Total for Check Number 9849:	28,833.64
9850	10074 10202016	CALIFORNIA PARK/RECREATION SOC CS- CPRS MEMBERSHIP M.SALVADOR	11/03/2016	165.00
			Total for Check Number 9850:	165.00
9851	10683 210588	CENTRO PRINT SOLUTIONS FIN- W2 & 1099 SHEETS AND ENVELOPES	11/03/2016	161.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 9851:	161.70
9852	10108 130452	COOKS COMMUNICATIONS CORP PD REP- UP- FIT FOR LT GOLDEN #1480	11/03/2016	610.82
			Total for Check Number 9852:	610.82
9853	10144 5908068 5908068	ELBERT DISTRIBUTING INC PD MAINT 50%- MAINT SUPPLIES VE MAINT 50%- MAINT SUPPLIES	11/03/2016	386.38 386.37
			Total for Check Number 9853:	772.75
9854	10151 2368760	EWING IRRIGATION PRODUCTS PARKS- SPRINKLER SUPPLIES	11/03/2016	333.64
			Total for Check Number 9854:	333.64
9855	10161 IN0219404	FRESNO COUNTY TREASURER VE- AUTO REP/ HAZWASTE PERMIT FEE A	11/03/2016	486.00
			Total for Check Number 9855:	486.00
9856	10842 841092	FRESNO ECONOMIC OPPORTUNITIES CS- WEED ABATEMENT, BARK AREA- AUC	11/03/2016	475.00
			Total for Check Number 9856:	475.00
9857	10169 27362	FRESNO PET CEMETERY AAC- 15 ANIMAL CARCASSES DISPOSED C	11/03/2016	222.40
			Total for Check Number 9857:	222.40
9858	10166 1561	FRESNO-MADERA AGENCY ON AGINC NUT- NON- QUALIFIED MEALS (6) & SITE :	11/03/2016	20.58
			Total for Check Number 9858:	20.58
9859	10182 11302016	GOVERNMENT FINANCE OFFICERS FIN- GFOA ANNUAL MEMBERSHIP	11/03/2016	170.00
			Total for Check Number 9859:	170.00
9860	10194 G273520	HD SUPPLY WATERWORKS LTD WTR- UNIVER METER WRENCH	11/03/2016	98.49
			Total for Check Number 9860:	98.49
9861	11154 1617-02	HEDRON ARCHITECTURE FIN- ARCHITECTURE-FEES-2ND PROGRES	11/03/2016	6,588.00
			Total for Check Number 9861:	6,588.00
9862	10205 SI00188610	INDEPENDENT STATIONERS CS- PAPER FOR FLYERS	11/03/2016	161.52
			Total for Check Number 9862:	161.52
9863	10228 47610	J'S COMMUNICATIONS, INC CS- REPLACEMENT BATTERY - TRANSIT M	11/03/2016	121.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 9863:	121.21
9864	11142 5211539	KIMBALL MIDWEST VE SUPPL- BAND AIR SAW POUCH KIT	11/03/2016	334.44
			Total for Check Number 9864:	334.44
9865	10260 135027 137733	METRO UNIFORM & ACCESSORIES PD- EXP UNIFORM LEATHER PD- 2 EXP UNIFORMS A.CAZARES & A. GA	11/03/2016	393.98 594.52
			Total for Check Number 9865:	988.50
9866	10273 29855	NAFFA INTERNATIONAL INC BPO- PLAN CHECK FEES	11/03/2016	3,083.48
			Total for Check Number 9866:	3,083.48
9867	10487 11012016	LORA NEHRING REC- INSTRUCTOR FEE- ZUMBA OCT 2016	11/03/2016	504.00
			Total for Check Number 9867:	504.00
9868	10282 871035613001 871036443001 871563801001 872737338001 872737338001	OFFICE DEPOT PD- TONER, FAX DRUM, STENO PADS & M PD- MULTI CARD USB PD- HP TONER FIN- OFFICE SUPPLIES FIN- OFFICE SUPPLIES	11/03/2016	265.93 20.93 196.98 31.90 31.90
			Total for Check Number 9868:	547.64
9869	10285 8517878	ONTRAC BPO- PLAN CHECK OVERNIGHT DELIVER'	11/03/2016	70.21
			Total for Check Number 9869:	70.21
9870	10289 9081203718-3	P.G.& E. CS- KATEY'S PARK- ID#9081203854 PG SER'	11/03/2016	88.64
			Total for Check Number 9870:	88.64
9871	10291 DPR LIC#95513	PAPA PARKS- M.BARAJAS PAPA MEMBERSHIP D	11/03/2016	45.00
			Total for Check Number 9871:	45.00
9872	10305 800090900159464 800090900159464 800090900159464 800090900159464 800090900159464 800090900159464 800090900159464 800090900159464 800090900159464 800090900159464 800090900159464	PITNEY BOWES PURCHASE POWER VAR- POSTAGE FOR METER VAR- POSTAGE FOR METER	11/03/2016	49.42 3.26 8.83 12.72 6.80 3.14 202.75 6.45 3.01 167.18 36.28
			Total for Check Number 9872:	499.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
9873	10316 7516	R G EQUIPMENT OF FRESNO INC VE EQUIP- HYD PUMP FOR 60" TORO MOW	11/03/2016	717.86
Total for Check Number 9873:				717.86
9874	10596 4090000012276 4090000012276 4090000012276 4090000012276 4090000012276 4090000012276	RED WING SHOE STORE PW- VAR- SAFETY BOOTS PW- VAR- SAFETY BOOTS	11/03/2016	25.00 25.00 25.00 100.00 98.95 25.00
Total for Check Number 9874:				298.95
9875	10327 71742504	SAFETY KLEEN CORP VEH MAINT- CLEAN AQUEOUS PART WAS	11/03/2016	284.11
Total for Check Number 9875:				284.11
9876	10332 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10411172 10414644 10414645	SEBASTIAN VAR- MONTHLY PHONE SERVICE 10-21-16 VAR- MONTHLY BURGLAR ALARM SERVI VAR- MONTHLY BURGLAR ALARM SERVI	11/03/2016	567.79 17.34 26.01 216.76 2.17 7.80 199.42 303.47 65.03 82.37 216.76 325.14 49.86 216.76 104.00 73.70 138.72 53.57 53.57
Total for Check Number 9876:				2,720.24
9877	11114 0914-0 0915-7	SHERWIN WILLIAMS CS- PAINT SKATEPARK CS- PAINT EXCHANGE ADJ SKATEPARK	11/03/2016	223.43 -64.77
Total for Check Number 9877:				158.66
9878	11056 11252016 11252016 11252016	SOLAR CITY BPO- PARTIAL BP REFUND CANCELLED JC BPO- PARTIAL BP REFUND CANCELLED JC BPO- PARTIAL BP REFUND CANCELLED JC	11/03/2016	130.00 77.75 125.25
Total for Check Number 9878:				333.00
9879	10346 EW-1006578	STATE WATER RESOURCE CNTRL BRI WTR- SYS#1010018 ENFORCEMENT FEES 7	11/03/2016	402.50
Total for Check Number 9879:				402.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
9880	10754 381529445	SUPPLYWORKS CTC- JANITORIAL SUPPLIES	11/03/2016	48.66
Total for Check Number 9880:				48.66
9881	10644 315692111	US BANK EQUIPMENT FINANCE CS- COPIER EQUIP- OCT CONTRACT #500-	11/03/2016	219.45
Total for Check Number 9881:				219.45
9882	10399 215037 215041	VETERINARY MEDICAL CENTER AAC- 1 EUTHANASIA OF ANIMALS AAC- 3 EUTHANASIA OF ANIMALS	11/03/2016	24.70 64.30
Total for Check Number 9882:				89.00
9883	10838 10312016	MARIA VILLA CTC- DEPOSIT REFUND- CTC 10-29-16	11/03/2016	400.00
Total for Check Number 9883:				400.00
9884	10386	US BANK CORPORATE PAYMENT	11/03/2016	
	09222016	CC- CC SEMINAR LUNCH		8.69
	09222016	FIN- FINANCE SEMINAR LUNCH (CC/JA)		17.38
	09242016	PD- REFRESHMENTS FOR RIFLE TRAINING		158.48
	09242016	PD- WATER FOR RIFLE TRAINING COURSE		11.16
	09262016	AAC- 3 50 LB BAGS OF DOG FOOD		63.12
	09262016	PD- CAR WASH SOAP		8.40
	09282016	CS- WALMART - PETER PAN SUPPLIES		111.02
	09282016.	CS- DOLLAR TREE- PETER PAN SUPPLIES		10.82
	09292016	CS- ZUMBA.COM - CHALLENGE PRIZES		80.10
	09302016	CS- PARTY CITY- PETER PAN SUPPLIES		12.94
	09302016.	CS- HOBBY LOBBY- PETER PAN SUPPLIES		10.44
	09302016...	CS- HOBBY LOBBY RETURN		-2.14
	09302016...	CS- GW SCHOOL SUPPLY- PP SUPPLIES		49.76
	10022016	SWR- HOTEL STAY 100216-100516 FOR A. T		568.83
	10062016	CS- WALMART- PETER PAN SUPPLIES		22.51
	10112016	ADM- CM CNG FUEL FOR TRAVEL/TRAIN		7.66
	10112016	ADM- CUBE FIT WORKSTATION		109.99
	10132016	FIN- REPLACE COFFEE POT/OTHER SUPPL		133.45
	10172016	CS- WALMART- HACIENDA SNACK SUPPL		47.38
	10172016	CS-ARTREACH PLAYS- SCRIPT & LICENSE		144.95
	10182016	AAC- 3 50 LBS DOG FOOD & CAT FOOD		89.06
	10182016	PD- BABY WIPES FOR LIVE SCAN		8.97
	10182016	PD- BABY WIPES FOR LIVE SCAN RETURN		-8.97
	10182016	PD- BABY WIPES FOR LIVE SCAN & DAWN		13.75
	10192016	FIN- CSMFO SEMINAR		25.00
	10202016	CS- SMART & FINAL - SNACKS PLAY EVER		103.79
	10202016.	VE FUEL- PROPANE FOR FORKLIFT		27.62
	10212016	CS- HOME DEPOT- PAINT SUPPLIES		264.40
	10212016..	FIN- CARAFE		51.93
	10222016	CS- WALMART- SNACKS		16.11
	10222016	CS- LITTLE CEASARS- LUNCH		43.29
	108-4350860-850	CS- REPLACEMENT TONER COLOR PRINT		107.85
	108-5269178-767	CS- THEATER PROGRAM MUSIC CD		25.39
	108-5915466-898	CS- ZUMBA CHALLENGE PRIZES		12.51
	108-7179838-377	CS- PRINTER INK		53.46
	10880005970108	CS- DUSTER, EXT POLE, HOME DEPOT-BL		60.39
	11032016	FIN - OFFICE SUPPLIES		30.87
	11032016	FIN - OFFICE SUPPLIES		30.87
	11032016	FIN - OFFICE SUPPLIES - CREDIT FOR KEY		-16.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
11032016		FIN - OFFICE SUPPLIES - CREDIT FOR KEY		-16.23
11032016.		PD- CREDIT FOR WALMART		-21.56
168850		PD REP- TIRE PLUGS		29.20
168850		VE REP- TIRE PLUGS		29.19
1760		FIN- SECURE DROP BOX FOR UTIL PAYME		300.00
1760		FIN- SECURE DROP BOX FOR UTIL PAYME		300.00
1760		FIN- SECURE DROP BOX FOR UTIL PAYME		199.00
2005662010575		PARKS- TONER/SHOP BREAKROOM PRINT		103.83
391393		VE REP- PARTS FOR HONDA CIVIC		63.86
4342		VE- FUEL FOR GAS CANS PER KEN		132.44
679883540		CS- HALLOWEEN DECORATIONS - ORIENT		103.99
680033573		CS- HALLOWEEN DECORATIONS ORIENTA		44.68
73386411		FIN- CUSTOMIZED DECALS FOR MAIL DR		13.37
73386411		FIN- CUSTOMIZED DECALS FOR MAIL DR		13.36
91517184		AAC- VACCINES		327.95
CRWA		WTR- WTR TRMT CERT REVIEW CLASS A.		350.00
Total for Check Number 9884:				4,488.08
Total for 11/3/2016:				105,627.07
Report Total (108 checks):				194,942.64

**CITY OF KERMAN  
CD/Securities Portfolio  
As of October 31, 2016**

Institution	Account Number	Interest Rate/ Trans. Date	Opening Date	Maturity Date	6/30/2016 Book Balance	Additions/ (Deletions)	Cashed In	6/30/2017 Book Balance	Fair Value	FY to Date Interest Paid
<b>CD's:</b>										
State Bank of India	615-030525-245	2.00%	8/12/11	8/12/16	47,000.00	(47,000.00)	-	-	-	468.71
Medallion Bank	615-030525-245	1.00%	8/19/13	8/19/16	100,000.00	(100,000.00)	-	-	-	498.63
Goldman Sachs Bank USA	615-030525-245	1.85%	8/31/11	8/31/16	200,000.00	(200,000.00)	-	-	-	1,865.21
Ally Bank	615-030525-245	0.95%	10/2/14	10/11/16	100,000.00	(100,000.00)	-	-	-	481.51
Capital One Bank Glen Allen VA	615-030525-245	1.00%	11/12/14	11/14/16	96,000.00			96,000.00	96,013.44	-
Firstbank of Puerto Rico	615-030525-245	1.10%	1/25/13	1/25/17	53,000.00			53,000.00	53,073.67	194.88
Firstbank of Puerto Rico	615-030525-245	0.90%	3/1/13	3/1/17	196,000.00			196,000.00	196,248.92	589.62
Cit Salt Lake City UT	615-030525-245	0.90%	3/27/13	3/27/17	98,000.00			98,000.00	98,144.06	444.62
Ge Capital Bank	615-030525-245	1.10%	5/8/14	5/16/17	248,000.00			248,000.00	248,716.72	-
Cap One NA Mclean VA	615-030525-245	1.15%	7/22/15	7/24/17	150,000.00			150,000.00	150,424.50	860.14
American Express Centurion Bank	615-030525-245	1.70%	7/26/12	7/26/17	98,000.00			98,000.00	98,784.98	830.72
Whitney Bank Gulfport MS	615-030525-245	1.20%	8/12/15	8/14/17	50,000.00			50,000.00	50,194.00	299.18
Sallie Mae Bank	615-030525-245	1.70%	8/22/12	8/22/17	150,000.00			150,000.00	151,413.00	1,271.51
Ally Bank Midvale UT CD	615-030525-245	1.25%	9/17/15	9/18/17	99,000.00			99,000.00	99,437.58	623.84
1st Merchants Bank	615-030525-245	1.00%	3/21/14	9/21/17	96,000.00			96,000.00	96,560.64	483.95
Third Federal Cleveland OH	615-030525-245	1.15%	2/21/14	11/21/17	99,000.00			99,000.00	99,725.67	567.69
Capital One Bank Glen Allen VA	615-030525-245	1.25%	1/22/15	1/22/18	100,000.00			100,000.00	100,550.00	623.29
BMO Harris BK Chicago IL	615-030525-245	1.20%	2/4/16	2/2/18	51,000.00			51,000.00	51,303.96	305.16
Bank of Baroda New York City NY	615-030525-245	1.25%	3/8/13	3/8/18	248,000.00			248,000.00	249,919.52	1,562.74
Wells Fargo Bank in SD	615-030525-245	1.10%	4/6/16	4/6/18	248,000.00			248,000.00	249,068.88	911.82
Discover Greenwood DE	615-030525-245	1.15%	4/8/15	4/9/18	98,000.00			98,000.00	98,434.14	565.04
Everbank CD Jacksonville FL	615-030525-245	1.10%	4/15/15	4/13/18	150,000.00			150,000.00	150,558.00	827.26
Rollstone Bank Fitchburg MA	615-030525-245	1.10%	4/15/15	4/16/18	248,000.00			248,000.00	248,922.56	1,367.74
American Express Centurion Bank	615-030525-245	1.15%	5/16/13	5/16/18	98,000.00			98,000.00	98,721.28	-
Compass Bank	615-030525-245	1.70%	7/31/13	7/31/18	97,000.00			97,000.00	98,340.54	822.24
American Express Salt Lake City Ut	615-030525-245	1.25%	8/14/14	8/14/18	98,000.00			98,000.00	99,129.94	781.85
Franklin Synergy Bank	615-030525-245	1.10%	4/8/16	10/9/18	98,000.00			98,000.00	98,662.48	360.32
Sallie Mae Bank Salt Lake City UT	615-030525-245	1.50%	1/27/16	1/28/19	95,000.00			95,000.00	96,430.70	710.55
Goldman Sachs New York NY	615-030525-245	1.45%	2/3/16	2/4/19	48,000.00			48,000.00	48,736.32	347.05
Comenity Bank Salt Lake City UT	615-030525-245	1.25%	3/21/16	3/21/19	100,000.00			100,000.00	100,974.00	417.80
Third Federal Cleveland OH	615-030525-245	1.55%	3/26/15	3/26/19	98,000.00			98,000.00	99,809.08	765.74
Barclays Bank	615-030525-245	1.90%	4/15/14	4/15/19	248,000.00			248,000.00	253,741.20	2,362.45
Worlds Foremost Bank	615-030525-245	1.30%	5/26/16	5/28/19	100,000.00			100,000.00	99,393.00	434.52
BMW Salt Lake City UT	615-030525-245	1.95%	6/20/14	6/20/19	200,000.00			200,000.00	204,794.00	-
Medallion Bank Salt Lake City UT	615-030525-245	1.20%	8/19/16	8/19/19	-	147,000.00		147,000.00	147,000.00	-
ST Bank of India CD Chicago IL	615-030525-245	2.15%	8/18/15	8/19/19	100,000.00			100,000.00	102,771.00	1,072.05
JPM Columbus OH	615-030525-245	1.25%	8/31/16	8/31/19	-	200,000.00		200,000.00	200,064.00	-
Discover Greenwood	615-030525-245	2.00%	9/30/15	9/30/19	100,000.00			100,000.00	102,589.00	1,008.22
Ally Bank	615-030525-245	1.30%	10/13/16	10/15/19		100,000.00		100,000.00	99,955.00	-
Cit Salt Lake City UT	615-030525-245	2.15%	11/13/14	11/13/19	100,000.00			100,000.00	103,098.00	-
Synchrony Draper UT	615-030525-245	1.95%	3/13/15	3/13/20	150,000.00			150,000.00	154,024.50	1,474.52
Comenity Bank Jumbo Formerly World Fi	615-030525-245	2.10%	6/10/15	6/10/20	200,000.00			200,000.00	200,930.00	1,403.84
Amex Centurion Salt Lake City Ut	615-030525-245	2.30%	6/24/15	6/24/20	52,000.00			52,000.00	53,412.84	-
Capital One Bank Glen Allen VA	615-030525-245	2.20%	6/24/15	6/24/20	46,000.00			46,000.00	47,252.58	-
Capital One NA Mclean VA	615-030525-245	2.30%	8/12/15	8/12/20	97,000.00			97,000.00	100,721.89	1,112.44
Average Rate		<b>1.45%</b>								
Subtotal - CD's					<b>5,148,000.00</b>	<b>-</b>	<b>-</b>	<b>5,148,000.00</b>	<b>5,198,045.59</b>	<b>28,717.63</b>

CITY OF KERMAN  
 CD/Securities Portfolio  
 As of October 31, 2016

Institution	Account Number	Interest Rate/ Trans. Date	Opening Date	Maturity Date	6/30/2016 Book Balance	Additions/ (Deletions)	Cashed In	6/30/2017 Book Balance	Fair Value	FY to Date Interest Paid
<b>Central Valley Comm Bank CD</b>										
		1.34	6/8/12	6/8/17	200,000.00			200,000.00	200,000.00	726.90
<b>Total Other Certificates of Deposits</b>					<b>200,000.00</b>	<b>-</b>	<b>-</b>	<b>200,000.00</b>	<b>200,000.00</b>	<b>726.90</b>
Total CD's					<b>5,348,000.00</b>	<b>-</b>	<b>-</b>	<b>5,348,000.00</b>	<b>5,398,045.59</b>	<b>29,444.53</b>
<b>Local Agency Investment Fund</b>										
Beginning Balance	98-10-400		7/28/15		2,008,030.30			2,008,030.30	2,008,030.30	-
Interest			9/30/16			3,051.08		3,051.08		3,051.08
			12/31/16					-		-
			3/31/17					-		-
			6/30/17					-		-
Total - LAIF					<b>2,008,030.30</b>	<b>3,051.08</b>	<b>-</b>	<b>2,011,081.38</b>	<b>2,011,081.38</b>	<b>3,051.08</b>
<b>Chandler Asset Management</b>										
Beginning Balance					-			-		-
Interest	(City of Kerman)				154,507.64			154,507.64	154,507.64	-
								-		-
<b>Chandler Ending Balance</b>					<b>154,507.64</b>	<b>-</b>	<b>-</b>	<b>154,507.64</b>	<b>154,507.64</b>	<b>-</b>
<b>Central Valley Money Market Acct</b>										
Beginning Balance	015030960				2,512,391.65			2,512,391.65		
Interest			7/31/16			165.49		165.49		165.49
			8/31/16			162.22		162.22		162.22
			9/30/16			146.47		146.47		146.47
			10/31/16			120.95		120.95		120.95
								-		-
Transfers In/(Out)			7/13/16			(125,000.00)		(125,000.00)		
			9/15/16			(300,000.00)		(300,000.00)		
			10/5/16			(120,000.00)		(120,000.00)		
			10/12/16			(525,000.00)		(525,000.00)		
			10/20/16			425,000.00		425,000.00		
			10/26/16			(150,000.00)		(150,000.00)		
								-		
					2,512,391.65	(794,404.87)	-	1,717,986.78	1,717,986.78	595.13
<b>Subtotal All City Investments</b>					<b>10,022,929.59</b>	<b>(791,353.79)</b>	<b>-</b>	<b>9,231,575.80</b>	<b>9,281,621.39</b>	<b>33,090.74</b>
<b>Total Investments</b>					<b>10,022,929.59</b>	<b>(791,353.79)</b>	<b>-</b>	<b>9,231,575.80</b>	<b>9,281,621.39</b>	<b>3,777.98</b>
								Market Value Adjustment	50,045.59	
								(791,353.79)		
								(791,353.79)		
								(0.00)		



# City of Kerman

*"Where Community Comes First"*

MAYOR  
Stephen B. Hill  
MAYOR PRO-TEM  
Gary Yep  
COUNCIL MEMBER  
Rhonda Armstrong  
COUNCIL MEMBER  
Kevin Nehring  
COUNCIL MEMBER  
Bill Nijjer

DEPARTMENT: CITY ATTORNEY  
STAFF REPORT  
CITY COUNCIL MEETING  
COUNCIL MEETING DATE: NOVEMBER 16, 2016

To: Mayor and City Council  
From: Hilda Cantū Montoy, City Attorney  
Subject: Resolution Approving the City Clerk's Attendance in Closed Sessions to Keep and Enter Confidential Minute Book

## RECOMMENDATION

If Council wishes, by motion adopt resolution designating the City Clerk to attend City Council closed sessions to keep and enter in a confidential minute book a record of topics discussed and decisions made in such meetings.

## EXECUTIVE SUMMARY

The City Clerk's duties under general law do not require that the City Clerk attend closed sessions; however, the Brown Act gives the Council the option to pass an ordinance or resolution that designates the City Clerk in her role as Clerk of the Council to attend closed sessions to keep a record of topics discussed and decisions made. If the Council wants the City Clerk to attend closed session, it must pass a resolution designating her to attend closed sessions to record topics and decisions made. This will ensure that the City may have a record of action taken as the composition of the Council changes and management changes.

## OUTSTANDING ISSUES

None; this is a discretionary matter for Council.

## DISCUSSION

The Brown Act does not require that the Council 'keep an accurate record of the proceeding[s]' of the Council in closed session. (Gov. Code § 54957.2(a).) The Brown Act imposes a duty to keep a record of closed session proceedings only when a court orders that a legislative body do so as a result of finding that the legislative body violated the Brown Act (for example by discussing and/or taking action on matters that are not permissible subjects for closed session). (Gov. Code §54960(b).)

In fact, the Council's only obligation under the Brown Act in terms of closed session discussions/action is to report out to the public final decisions such as litigation settlements. Moreover, the Brown Act clearly does not require that the City Clerk attend closed session to perform the recording function as the Act expressly gives the Council the option to designate the city clerk or other officer or employee to record closed session actions.

The Brown Act permits the City Council to designate by ordinance or resolution “a clerk or other officer or employee of the local agency” to attend closed session and keep a confidential record of “topics discussed and decisions made at the closed session.” (Gov. Code §54957.2(a).) The Brown Act provides:

Section 54957.2.(a) The legislative body of a local agency may, by ordinance or resolution, designate a clerk or other officer or employee of the local agency who shall then attend each closed session of the legislative body and keep and enter in a minute book a record of topics discussed and decisions made at the meeting. The minute book made pursuant to this record is not a public record subject to inspection pursuant to the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1), and shall be kept confidential. The minute book shall be available only to members of the legislative body or, if a violation of this chapter is alleged to have occurred at a closed session, to a court of general jurisdiction wherein the local agency lies. Such minute book may, but need not, consist of a recording of the closed session. (b) An elected legislative body of a local agency may require that each legislative body all or a majority of whose members are appointed by or under the authority of the elected legislative body keep a minute book as prescribed under subdivision (a). (Emphasis added.)

In sum, the Brown Act provisions of the Government Code grant the Council the option of designating a clerk to keep records; and the Council also has the option of keeping a minute book of topics discussed and decisions made in closed session. One such employee may be a deputy clerk appointed by the clerk to carry out duties. *Id.* The Brown Act does not require the attendance of the clerk in closed session, as the statute does not require a local agency to designate an officer or employee to perform this role. *Id.* 3 McQuillin Mun. Corp. §12:63 (3d ed.2016). “The Brown Act provides that a legislative body has the option of keeping a minute book for closed sessions.” *Kleitman v. Superior Court*, 74 al.App.4<sup>th</sup>, 324, 662 (1999) (Emphasis added) (holding that the Brown Act does not provide for disclosure of personal recollections of members of a legislative body regarding proceedings in unrecorded closed session).

Therefore, if the Council wishes to designate the City Clerk to attend closed session to record topics discussed and decisions made therein, the Council must pass an ordinance or resolution making the designation.

#### FISCAL IMPACT

None.

#### PUBLIC HEARING

None required.

Attachments:

A. Resolution

Attachment 'A'

RESOLUTION NO. 16-\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN DESIGNATING THE CITY CLERK TO ATTEND CITY COUNCIL CLOSED SESSIONS TO KEEP AND ENTER IN A CONFIDENTIAL MINUTE BOOK A RECORD OF TOPICS DISCUSSED AND DECISIONS MADE IN SUCH MEETINGS

WHEREAS, the Brown Act (Government Code sections 54950, *et seq.*) requires that the City Council conduct its meetings in open session except as expressly authorized by the Brown Act; and

WHEREAS, the Brown Act expressly authorizes closed session discussion of, among other things, real property negotiations, pending/anticipated litigation, labor negotiations, and certain personnel matters; and

WHEREAS, Government Code Section 54957.2(a) of the Brown Act gives the City Council the option to designate the City Clerk, by ordinance or resolution, to attend closed session in order to keep and enter in a confidential minute book a record of topics discussed and decisions made at the meeting; and

WHEREAS, the City Council wishes to designate the City Clerk to attend closed session by resolution in order to keep and enter in a confidential minute book a record of topics discussed and decisions made except for attendance at personnel evaluations of the City Manager.

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

SECTION 1. The foregoing recitals are incorporated by reference.

SECTION 2. The City Council designates the City Clerk to attend City Council closed sessions except for attendance at personnel evaluations of the City Manager for the purpose of keeping and entering in a confidential minute book a record of topics discussed and decisions made at closed session meetings.

SECTION 3. Effective Date. This resolution shall take effect upon adoption.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Kerman held on the 16<sup>th</sup> day of November 2016, and passed at said regular meeting by the following votes:

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

The foregoing resolution is hereby adopted.

ATTEST:

\_\_\_\_\_  
Stephen B. Hill  
Mayor

\_\_\_\_\_  
Marci Reyes  
City Clerk



# City of Kerman

*"Where Community Comes First"*

MAYOR  
Stephen B. Hill  
COUNCIL MEMBER  
Rhonda Armstrong  
MAYOR PRO-TEM  
Gary Yep  
COUNCIL MEMBER  
Kevin Nehring  
COUNCIL MEMBER  
Bill Nijjer

DEPARTMENT: PLANNING AND DEVELOPMENT  
STAFF REPORT  
CITY COUNCIL MEETING  
COUNCIL MEETING DATE: NOVEMBER 16, 2016

To: Mayor and City Council  
From: Jerry Jones, City Engineer  
Subject: Resolutions Awarding Contracts for the Procurement and Installation of Water Meters for the Residential Water Meter Project

## RECOMMENDATION

Council by motion:

1. Adopt resolution awarding the contract for the procurement of water meters and AMR equipment for the residential water meter project to National Meter and Automation, Inc. in the amount of \$453,586.20; and
2. Adopt resolution awarding the contract for the installation of water meters for the residential water meter project to Vulcan Construction and Maintenance, Inc. in the amount of \$1,293,061.00; and
3. Authorize the City Manager to sign both contracts on behalf of the City.

## EXECUTIVE SUMMARY

As a requirement of the State, the City must meter all water use by 2025. The City has previously installed water meters on approximately 60 percent of residential service connections. There are approximately 1,200 un-metered residential service connections remaining. The City has been awarded a Proposition 84 grant, through the Upper Kings Basin Integrated Regional Water Authority, in the amount of \$724,934 for the installation of approximately 665 residential water meters. In addition, the City has budgeted additional water reserve funds in order to install water meters on the remaining un-metered connections. In order to eliminate a "markup" for overhead and profit on the purchase of the water meters by a contractor, the City bid the procurement of water meters and installation of water meters separately. Bids were opened for both contracts on Wednesday, October 19, 2016. The lowest responsive and responsible bidder for the procurement of water meters was National Meter and Automation, Inc. in the amount of \$453,586.20. The lowest responsive and responsible bidder for the installation of water meters was Vulcan Construction and Maintenance, Inc. in the amount of \$1,293,061.00.

## DISCUSSION

The State of California Water Code requires that all urban water suppliers install water meters on all service connections by January 1, 2025. In an effort to comply with this requirement, the City has completed the first two phases of water meter installations. The first two phases installed water meters on approximately 1,700 residential service connections, or approximately 60 percent. In order to install meters on the roughly 1,200 remaining un-metered residential service connections, the City applied for Proposition 84 grant funding through the Upper Kings Basin Integrated Regional Water Authority. The City was awarded Proposition 84 funding in the amount of \$724,934 for the

installation of 665 water meters. The City has also allocated water reserve funds to install water meters on the remaining un-metered residential service connections, as well as approximately 60 un-metered commercial service connections. If the project is completed as recommended, the City will be completely metered, excepting public landscape service connections. City Staff will be working to inventory and install meters on public landscape service connections.

The overall project was split into two bid packages/contracts in order to reduce/eliminate "markup" costs for overhead and profit on the purchase of the water meters by a contractor. The City will purchase the water meters directly from an authorized representative of the water meter manufacturer through the contract for the procurement of water meters. The water meters will then be installed by a separate contractor via the contract for the installation of water meters. The results for the two bids are as follows.

**Water Meter Procurement**

One bid was received for the procurement of water meters on Wednesday, October 19, 2016, as follows:

Supplier	Total Bid
National Meter and Automation, Inc.	\$453,586.20
Engineers Estimate	\$494,080.00

Staff anticipated that bids would likely only be received from one or two suppliers. Only authorized representatives of Badger Meters were allowed to submit bids and there are only a few that operate in California. National Meter and Automation is known to be a responsible supplier.

**Water Meter Installation**

Bids were received from four contractors on Wednesday, October 19, 2016 for the installation of water meters, as follows:

Contractor	Total Bid
Vulcan Construction and Maintenance, Inc.	\$1,293,061.00
West Valley Construction Co.	\$1,383,499.00
Dawson-Mauldin Construction, Inc.	\$1,475,138.58
Todd Companies	\$2,043,335.00
Engineers Estimate	\$937,455.00

As can be seen, the bids received were significantly higher than anticipated. The low bidder was approximately \$356,000 higher than the engineer's estimate. Staff has reviewed the bid documents for any discrepancies, needed clarifications, or uncertainties that could have led to the higher than expected bids, but there are no apparent issues with the bid documents. In addition, Staff has discussed the bid results with the low bidder and they were clear on the work to be done. Therefore, Staff have concluded that the high bid amounts are reflective of the overall increase in construction costs that have been observed recently, and recommend that the City award the contract to Vulcan Construction and Maintenance.

Staff has reviewed the bid submitted by Vulcan Construction and Maintenance, along with information regarding their previous work experience. Based on review, Staff have determined Vulcan Construction and Maintenance to be a responsible contractor.

**FISCAL IMPACT**

Funding and expenditures for the project are shown in the following table:

Description	Amount
<b>Funding</b>	
Proposition 84	\$724,934
Required Local Match for Prop. 84	\$241,645
Additional Funds (Water Reserves)	\$732,356
<b>Total =</b>	<b>\$1,698,935</b>
<b>Expenditures</b>	
Procurement	\$453,586
Installation	\$1,293,061
Contingency, Grant Administration, Engineering, Construction Management	\$325,000
<b>Total =</b>	<b>\$2,071,647</b>
<b>Funding Less Expenditures =</b>	
	<b>(\$372,712)</b>

If the project is awarded, the City's FY 2016-2017 Budget will have to be amended to cover the \$372,712 projected shortfall. Sufficient funds are available from water reserves to cover the projected shortfall. The City's Budget will be amended at the time of final acceptance of the project, when exact costs are known.

**PUBLIC HEARING**

Not Required.

Attachments:

- A. Resolution – Procurement
- B. Resolution – Installation
- C. Map – Project Limits

Attachment 'A'

RESOLUTION NO. 16-\_\_

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN  
AWARDING CONTRACT TO NATIONAL METER AND AUTOMATION, INC. FOR THE  
PROCUREMENT OF WATER METERS AND AMR EQUIPMENT  
FOR THE RESIDENTIAL WATER METER PROJECT

WHEREAS, the Invitation to Bid for Procurement of Water Meters and AMR Equipment for the Residential Water Meter Project was published in the Kerman News on September 28, 2016; and

WHEREAS, the project will consist of the furnishing of water meters and AMR equipment to the City of Kerman; and

WHEREAS, the following bids for the project were publicly opened and read aloud at the Kerman City Hall on October 19, 2016 at 3:00 p.m.:

Supplier	Total Bid
National Meter and Automation, Inc.	\$453,586.20

WHEREAS, the City Engineer's Estimate was \$494,080.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KERMAN RESOLVES:

1. Upon the recommendation of the City Engineer that Procurement of Water Meters and AMR Equipment for the Residential Water Meter Project be awarded to: National Meter and Automation, Inc., 2250 Apollo Way #300, Santa Rosa, CA 95407 in the amount of Four Hundred Fifty-three Thousand Five Hundred Eighty-six dollars and Twenty Cents (\$453,586.20); and
2. The City Manager is authorized to sign the City's standard form of contract for construction projects, as contained in the bid package on behalf of the City of Kerman.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Kerman held on the 16<sup>th</sup> day of November, 2016, and passed at said meeting by the following vote:

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

The foregoing resolution is hereby approved.

ATTEST:

\_\_\_\_\_  
Stephen B. Hill  
Mayor

\_\_\_\_\_  
Marci Reyes  
City Clerk

Attachment 'B'

RESOLUTION NO. 16-\_\_

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN  
AWARDING CONTRACT TO VULCAN CONSTRUCTION AND MAINTENANCE, INC. FOR THE  
INSTALLATION OF WATER METERS FOR THE RESIDENTIAL WATER METER PROJECT

WHEREAS, the Invitation to Bid for Installation of Water Meters for the Residential Water Meter Project was published in the Kerman News on September 28, 2016; and

WHEREAS, the project will consist of the installation of water meters in the City of Kerman; and

WHEREAS, the following bids for the project were publicly opened and read aloud at the Kerman City Hall on October 19, 2016 at 2:00 p.m.:

Contractor	Total Bid
Vulcan Construction and Maintenance, Inc.	\$1,293,061.00
West Valley Construction Co.	\$1,383,499.00
Dawson-Mauldin Construction, Inc.	\$1,475,138.58
Todd Companies	\$2,043,335.00

WHEREAS, the City Engineer's Estimate was \$937,455.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KERMAN RESOLVES:

3. Upon the recommendation of the City Engineer that Installation of Water Meters for the Residential Water Meter Project be awarded to: Vulcan Construction and Maintenance, Inc., 1010 W. Whitesbridge Avenue, Fresno, CA 93706 in the amount of One Million Two Hundred Ninety-three Thousand Sixty-one Dollars and Zero Cents (\$1,293,061.00); and
4. The City Manager is authorized to sign the City's standard form of contract for construction projects, as contained in the bid package on behalf of the City of Kerman.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Kerman held on the 16<sup>th</sup> day of November, 2016, and passed at said meeting by the following vote:

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

The foregoing resolution is hereby approved.

ATTEST:

\_\_\_\_\_  
Stephen B. Hill  
Mayor

\_\_\_\_\_  
Marci Reyes  
City Clerk

Attachment 'C'

**CITY OF Kalamazoo**  
Community Events Dept

**Water Meter Project  
Index Sheet**  
Sheet 7 of 28

**Legend:**  
Sheets  
Non-Residential Commercial Properties  
Residential Project Limits  
City Limits

0 700 1,400  
Feet

**Yarnabe & Horn  
Engineering, Inc.**

