

The City of Manford
CALIFORNIA



City Council Meeting Agenda

May 1, 2018

6:00 PM – Study Session & Closed Session

7:00 PM – Regular Meeting

Council Chambers

400 N. Douty St.

6:00 PM - CALL TO ORDER STUDY SESSION & CLOSED SESSION:

ROLL CALL:

PUBLIC COMMENT - STUDY SESSION & CLOSED SESSION:

Comments from the public are limited to items on the agenda (GC54954.3a). A maximum of three minutes is allowed for each speaker.

STUDY SESSION:

A. Sales Tax Consideration

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Government Code Section 54956.8

Property: APN 018-242-077

Agency Negotiators: Darrel Pyle and Ty Mizote

Negotiating Party: Gery Zacher

Under Negotiations: Terms and Price

Property: APNs 028-310-005, 028-310-007, 028-310-008, 028-310-025, 028-240-008, 028-240-016, 028-240-018, 028-240-019, 028-240-020, 028-240-021

Agency Negotiators: Darrel Pyle and Ty Mizote

Negotiating Party: Mark Mendes

Under Negotiations: Terms and Price

**B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION - Government Code
Section 54956.9(d)(1)**

CASE NAME: Adams v. City of Hanford
CASE NUMBER: Kings County No. 18C0068

CASE NAME: Southern California Edison v. City of Hanford
CASE NUMBER: Kings County No. 17C0268

CASE NAME: San Joaquin Valley Environmental Defense Center v. City of Hanford
CASE NUMBER: Kings County No. 17C01042

CASE NAME: Valdez v. City of Hanford
CASE NUMBER: Kings County No. 1:17-00430

CASE NAME: Perez v. City of Hanford
CASE NUMBER: Kings County No. 17C0335

7:00 PM CALL TO ORDER REGULAR SESSION:

ROLL CALL:

INVOCATION:

FLAG SALUTE:

CLOSED SESSION ACTION REPORT:

RECOGNITIONS/PROCLAMATIONS:

- A. Proclamation - National Day of Prayer
- B. Proclamation: National Public Works Week
- C. Proclamation - City Clerks Week
- D. Recognition of City Clerk Jennifer Gomez

STAFF COMMUNICATIONS:

- A. Status Report for Capital Improvement Projects in Construction

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda and that are within the jurisdiction of the Hanford City Council. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. Comments related to Public Hearing items will be heard at the time the item is discussed.

*A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence*

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

- A. City Clerk: Approve Minutes from the April 17, 2018 Meeting
- B. City Clerk: Adopt Resolution 18-17-R Calling for the Holding of A General Municipal Election to be Held on November 6, 2018 and Requesting the Board of Supervisors to Consolidate with the Statewide General Election
- C. City Clerk: Deny claim for damages and direct the City Clerk to send out notification of such to Lenisha Andrews
- D. City Clerk: Deny claim for damages and direct the City Clerk to send out notification of such to Yvonne Williams
- E. FIRE: Approve Out-of-State Travel to Texas for Fire Chief Chris Ekk and Fire Captain Frank Etulain for the Final Inspection of the Fire Department's New Patrol Vehicle on May 16-18, 2018.
- F. Utilities and Engineering: Reject bids and re-advertise for bids for the Fire Station No. 1 Bathroom Renovation Project
- G. Utilities & Engineering: Approve the attached Scope of Work Contract Change Orders No. 1 and 2, for construction for the Civic Auditorium Exterior Painting Project, in the amount of \$24,500.00.
- H. Finance: Warrant Register

PUBLIC HEARINGS:

- A. Community Development: Discuss and provide direction on the U.S. Department of Housing and Urban Development (HUD) proposed Community Development Block Grant (CDBG) Action Plan 2018-19 activities and programs.

GENERAL BUSINESS:

- A. Administration: Approve Contract with Tyler Technologies for the purchase of Enterprise Resource Planning (ERP) software and implementation in the amount of \$912,479.
- B. Parks & Recreation Commission: Development of 4.37 acres west of Hidden Valley Park located on Cortner Street.
- C. Utilities and Engineering: Award a contract to West Valley Construction of Campbell, CA in the amount of \$1,568,697.00 for the Flat to Meter Service Conversion Project, appropriate an additional \$259,132.00 from Water Capital Reserves, and establish a construction contingency of \$78,435.00.
- D. Police: Approve purchase of three Police Patrol Cars in the amount of \$153,000

- E. Police: Approve purchase of office furniture, IT equipment and interview room recording solution in the amount of no more than \$143,000.
- F. Police: Approve the Renovation of the 911 Dispatch Center
- G. Administration: Adoption of 2018-19 Fiscal Year Goals and Objectives

COUNCIL REPORTS/COMMENTS:

COUNCIL FUTURE AGENDA ITEMS:

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the City Council after distribution of the agenda packet are available to public inspection in the City Clerk's Office located at 319 N. Dooty Street, Hanford, California 93230, during normal business hours. Such agendas are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post the agenda before the meeting.

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's office, 559-585-2515, 319 N. Dooty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II}



**AGENDA
STAFF REPORT**

MEETING DATE: 5/1/2018	AGENDA SECTION: B
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SUBJECT:

Proclamation: National Public Works Week

RECOMMENDATION:

That the City Council proclaim May 20-26, 2018 as "Public Works Week" in the City of Hanford and urge all residents to observe this week by recognizing and extending appreciation to our dedicated and skilled Public Works and Utilities and Engineering staff.

FISCAL IMPACT:

ATTACHMENTS:

2018 Public Works Week Proclamation

CITY OF HANFORD PROCLAMATION

“PUBLIC WORKS WEEK”

MAY 20-26, 2018

WHEREAS, the Public Works and Utilities and Engineering Departments provide exceptional services for our community and are a vital and integral part of our citizens’ everyday lives; and

WHEREAS, the support of the community is vital to the efficient operation of the Public Works and Utilities and Engineering Departments services such as water, sewers, streets, fleet maintenance, building maintenance, wastewater treatment, solid waste collection, and airport operations; and

WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design and construction, is vitally dependent upon the efforts and skill of the City’s Public Works and Utilities and Engineering staff; and

WHEREAS, the efficiency and effectiveness of the qualified and skilled Public Works and Utilities and Engineering staff contribute to the quality of life that residents and visitors alike enjoy and rely upon from the City of Hanford;

NOW, THEREFORE, I, Dave Ayers, the sixty-second Mayor of the City of Hanford, do hereby proclaim the week of May 20-26, 2018, as **"PUBLIC WORKS WEEK"** in the City of Hanford, and urge all citizens to recognize and extend appreciation to our dedicated and skilled Public Works and Utilities and Engineering staff.

AND, BE IT FURTHER PROCLAIMED, that the City Council requests that all citizens and civic organizations acquaint themselves with the issues involved in providing public works services to our community and to recognize the contributions which our public works employees make every day to our health, safety, comfort and quality of life.

Presented this 1st day of May, 2018

Dave Ayers, Mayor



**AGENDA
STAFF REPORT**

MEETING DATE: 5/1/2018	AGENDA SECTION: A
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SUBJECT:

Status Report for Capital Improvement Projects in Construction

This is an informational item. The attached list shows the current status of the Capital Improvement Projects in construction.

FISCAL IMPACT:

There is no financial impact. This is an informational item.

ATTACHMENTS:

CIP Status 5-1-18



AGENDA

STAFF REPORT

MEETING DATE: May 1, 2018
AGENDA SECTION: Informational Item Only

TO: Mayor and City Council

FROM: Engineering and Utilities Division

DATE: May 1, 2018

SUBJECT: Status Report for Capital Improvement Projects in Construction

This report is prepared for the City Council's information.

1. Airport Taxi lane – Phase 4 (Contract Amount \$733,340.00)
 Contractor: R.J. Berry Jr. Inc.
 Start Work Date: 4/9/18
 Work Completed: **10% completed**
 Estimated Completion Date: 6/25/2018
 Change Orders: none

2. Fire Station #3 Design Build (Contract Amount \$2,300,000.00)
 Contractor: Carvalho Construction
 Start Work Date: 12/01/17
 Work Completed: **25% completed**
 Estimated Completion Date: 10/1/2018
 Change Orders: none

3. Police Station Remodel (Contract Amount \$999,500.00)
 Contractor: Carvalho Construction, Inc.
 Start Work Date: 11/20/17
 Work Completed: **65% completed**
 Estimated Completion Date: 7/29/18
 Change Orders: \$84,498.78

4. 11th at Houston Traffic Signal (Contract Amount \$881,373.00)
 Contractor: Bush Engineering
 Start Work Date: 4/23/18
 Work Completed: **0% completed**
 Estimated Completion Date: June 2018
 Change Orders: \$21,855.41

5. FY 16/17 Pavement Resurfacing (Contract Amount \$1,713,922.10)
 Lacey Blvd, Mall-Magna Carta,
 and Grangeville, 12th-Centennial
 Contractor: Dave Christian Construction Co., Inc.
 Start Work Date: 4/30/2018
 Work Completed: **0% completed**
 Estimated Completion Date: 8/7/18
 Change Orders: none

Attachment: CIP Status 5-1-18 (UE: Status Report for Capital Improvement Projects in Construction)

- | | |
|---|---|
| 6. Civic Auditorium Exterior Painting Project | (Contract Amount \$103,700.00) |
| Contractor: | Jeff Painting |
| Start Work Date: | 4/2/18 |
| Work Completed: | 65% completed |
| Estimated Completion Date: | 5/17/18 |
| Change Orders: | \$24,500.00 |
| | |
| 7. Lacey Blvd. Street Median Renovation Project | (Contract Amount \$93,280.00) |
| Contractor: | Eslick Construction |
| Start Work Date: | TBD |
| Work Completed: | 0% completed |
| Estimated Completion Date: | TBD |
| Change Orders: | none |
| | |
| 8. Coe Park Arbor Project | (Contract Amount \$78,400.00) - <u>Pre-Authorization to Award</u> |
| Contractor: | NCE, Inc. |
| Start Work Date: | TBD |
| Work Completed: | 0% completed |
| Estimated Completion Date: | TBD |
| Change Orders: | none |
| | |
| 9. Redington at Fourth Traffic Signal | (CalTrans Project) |
| Contractor: | Cal Electro, Inc. |
| Start Work Date: | 10/09/17 |
| Work Completed: | 95% completed (delay waiting on SCE to energize) |
| Estimated Completion Date: | 5/3/18 –startup date |
| | |
| 10. Lacey at 13 th Traffic Signal-COUNTY | (Kings County Project, City to take maintenance upon completion) |
| Contractor: | Agee Construction, Inc. |
| Start Work Date: | 10/16/17 |
| Work Completed: | 90% completed (delay waiting on SCE to energize) |
| Estimated Completion Date: | 5/10/18 – Estimated startup date |
| | |
| 11. Bicycle Pedestrian Facilities Improvements | (Contract Amount \$520,000-Base Bid Only) |
| Contractor: | Chrisp Company |
| Start Work Date: | TBD |
| Work Completed: | 0% completed |
| Estimated Completion Date: | TBD |
| Change Orders: | none |

Do not list these yet:

- | | | |
|--|-------------------------|-----------------|
| 12. Fire Station #1 Bathroom Remodel Project | (Contract Amount \$TBD) | Bid Open 4/3/18 |
| Contractor: | TBD | |
| Start Work Date: | TBD | |
| Work Completed: | 0% completed | |
| Estimated Completion Date: | TBD | |
| Change Orders: | none | |
| | | |
| 13. Veterans Building Truss Project | (Contract Amount \$TBD) | Bid Open 5/1/18 |
| Contractor: | TBD | |
| Start Work Date: | TBD | |
| Work Completed: | 0% completed | |
| Estimated Completion Date: | TBD | |
| Change Orders: | none | |



**AGENDA
STAFF REPORT**

MEETING DATE: 5/1/2018	AGENDA SECTION: A
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SUBJECT:

City Clerk: Approve Minutes from the April 17, 2018 Meeting

RECOMMENDATION:

Approve the minutes from the April 17, 2018 City Council meeting.

FISCAL IMPACT:

ATTACHMENTS:

041718 Minutes



CITY COUNCIL MEETING MINUTES

**April 17, 2018 7:00 PM
Council Chambers
400 N. Douty St.**

5:30 PM CALL TO ORDER STUDY SESSION & CLOSED SESSION:

Vice Mayor Sue Sorensen called the study session and closed session to order at 5:36 p.m.

ROLL CALL:

Present: Justin Mendes, Diane Sharp, Martin Devine, Sue Sorensen, David Ayers (5:37 p.m.)

PUBLIC COMMENT - STUDY SESSION & CLOSED SESSION:

Comments from the public are limited to items on the agenda (GC54954.3a). A maximum of three minutes is allowed for each speaker.

Jerry Irons on behalf of a property owner requested that the Council allow them to utilize the property as desired and not follow the decision given by the planning staff. The reason given by staff is not stated in the municipal code and therefore is not legal.

John Kashian stated that retail centers are getting smaller and are becoming more diverse. He commented that the City of Hanford should not be so restrictive in their zoning in order to allow more development.

Todd Cotta stated that the buyer for his property has decided not to purchase it due to the problems and costs created by the city. He discussed the current zoning for his property.

Renee Irons commented on the use of unwritten policies by staff and that people rely on what is stated in the municipal code.

STUDY SESSION:

A. Community Development: Discussion of General Plan and Zoning

Community Development Director Darlene Mata provided an overview of the process of the General Plan and Zoning to Development through Policy, Implementation, and Review. She discussed the need to be compliant with State law and mandated requirements. The General Plan is the "constitution" of the City and the foundation of everything that follows. Land Use is the basis for zoning. Zone districts must conform with the General Plan. When the zoning ordinance was adopted last year, a new Commercial, Office and Industrial Use Table was created to ease the understanding of what is permitted and where. Ms. Mata discussed the business development process such as identifying appropriate locations based on allowed use and determine if a site plan review is required. Site plan review meetings are held weekly and once approved they may proceed to entitlement or building permit.

Ms. Mata explained the processes involved in getting approval when the use is not permitted. If the Council initiates a general plan amendment and zone change at the request of an applicant, then the City is waiving the fees which sets a precedent for future requests and can result in impacts to the development.

City Attorney Ty Mizote discussed the issue that providing assistance to an applicant would be a gift of public funds which is prohibited by the California Constitution. It would not be considered a gift if a public purpose is served such as improving the economy which would be beneficial to all residents. Impact fees need to be paid in order to pay for improvements to sidewalks and streets for example. Another issue would be that prevailing wage would be triggered for the private project if the City contributes \$1,000 or more. This would occur if the City pays money, provides services, or waives or reduces fees. The City is also obligated to notify the California Department of Industrial Relations of prevailing wage projects and there are severe financial penalties to the City for failing to report.

Ms. Mata commented on recent permit streamlining including the elimination of Certificate of Occupancy, upgrading the Business License process, streamlining Site Plan Review process, and Site Plan applicants meet with staff within 10 days of application submittal.

Ms. Mata discussed the current and previous zoning of Mr. Todd Cotta's property. She stated that new development is being seen in that area due to the new zoning. She has spoken to Mr. Cotta, his attorney, and his potential buyers about the process they can follow in order to do a zoning amendment.

Ms. Mata commented on the property owned by Mr. Medeiros and the current permitted uses for that area. She discussed the steps that could be taken to modify that zoning. However, she did discuss the issue of spot zoning which is an island of property with less restrictive zoning in the middle of properties with more restrictive zoning, and it is not legal.

Ms. Mata discussed Used Car Sales in Downtown MX-D. To allow the sale of used cars, a zoning amendment would need to be done. While this change would create a lot of interest and the development of empty lots, this would also prevent the growth of commercial and retail businesses in those same locations.

Ms. Mata discussed the request by Board and Brush and that Ms. Price has submitted an application. It is anticipated to be on the May 8th Planning Commission agenda.

Ms. Mata stated that the City received a letter from San Joaquin Valley Homes and reviewed staff's concerns with the Council.

Ms. Mata also provided a brief overview of development activity for 2017.

John Zumwalt of Zumwalt-Hansen provided the history behind the process of approving the General Plan including a 20 member committee made up from the community. This is a large document, and he noted that no one is going to agree to every part. He stated that staff follows the rules and regulations and that staff cannot deviate from them. Numerous meetings were held with the public, Planning Commission, and City Council.

Mayor Ayers emphasized the importance of being consistent and that processes are in place and need to be followed when someone wants to make an amendment.

Council Member Mendes stated that the term "unwritten policy" should no longer be used by staff. He inquired about the property owned by Dr. Gage and how that was remedied. Staff provided information on the current status. In regards to the Medeiros property a text amendment could be done to allow vocational schools in that zone, but it would need to be applied to all neighborhood commercial zones.

Council Member Sharp inquired about the Site Plan Review process. Staff also responded to her questions and comments regarding the concerns submitted by San Joaquin Valley Homes.

Vice Mayor Sorensen asked if there was a common concern or problem that is brought up to staff by developers. Ms. Mata stated that there is no common thread that relates to the changes made in the General Plan update. Ms. Sorensen clarified that while the Council has the authority to change the rules that there are possible repercussions. Mr. Zumwalt provided examples of what kind of circumstances could allow amendments.

The City Council did not direct staff to initiate any amendments to the General Plan or Zoning Ordinances.

CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

Due to the lateness of the study session, closed session will follow the regular meeting.

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Government Code Section 54956.8

Property: APN 008-410-055

Agency Negotiators: Darrel Pyle, John Doyel, and Ty Mizote

Negotiating Party: Brandon Lamatino

Under Negotiations: Terms and Price

Property: APN 018-242-077

Agency Negotiators: Darrel Pyle and Ty Mizote

Negotiating Party: Gery Zacher

Under Negotiations: Terms and Price

7:00 PM CALL TO ORDER REGULAR SESSION:

Mayor Ayers called the regular session to order at 7:05 p.m.

ROLL CALL:

Attendee Name	Title	Status	Arrived
Martin Devine	Council Member	Present	7:00 PM
Sue Sorensen	Vice Mayor	Present	7:00 PM
Diane Sharp	Council Member	Present	7:00 PM
David Ayers	Mayor	Present	7:00 PM
Justin Mendes	Council Member	Present	7:00 PM

INVOCATION:

Pastor King provided the invocation.

FLAG SALUTE:

Mayor Ayers led the flag salute.

RECOGNITIONS/PROCLAMATIONS:

STAFF COMMUNICATIONS:

Captain Karl Anderson commented on the first homicide of the year.

Community Development Director Darlene Mata discussed the Faraday Future project.

Utilities & Engineering Director John Doyel provided an update on capital improvement projects.

Fire Chief Chris Ekk commented on a house fire and that the residents were able to evacuate safely due to operating smoke alarms.

Parks & Recreation Director Craig Miller stated that a recommendation from the Parks & Recreation Commission will be brought to the next City Council meeting regarding the expansion of Hidden Valley Park. He also announced upcoming events and celebrations.

Attachment: 041718 Minutes (Minutes 041718)

Finance Director Paula Lofgren commented on training for staff and upcoming activities.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda within the jurisdiction of the Hanford City Council. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. Comments related to Public Hearing items will be heard at the time the item is discussed.

*A maximum of **three minutes** is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.*

Todd Cotta addressed comments made during the Study Session regarding the zoning of his property.

Michelle Brown on behalf of Main Street Hanford announced their upcoming season for Thursday Night Market and commented on some of the changes that they will be providing including additional safety. She also expressed her excitement about the improvements made in Civic Park.

Dalton Pearce provided a handout regarding his property located at the NE corner of White and Visalia. He expressed his concern on the current zoning for that property.

A representative of Mr. Pearce commented on the multiple offers they have received for the vacant property.

Jerry Irons wanted to clarify that the unwritten policy was regarding the ratio of used cars which had to be 60/40. He also discussed the potential locations that car lots could be developed.

Steve Robinson commended the Council for their previous vote on not approving the changes to the marijuana ordinance. He stated that if another question is added to the ballot then there is the concern that the current ballot measure would fail too.

Bob Ramos attended the Parks and Recreation Commission meeting where staff presented the development and extension of Hidden Valley Park. He commented on current and future need of parks.

David Sumaya commented on the current vacancies in the Fire Department and that it is hurting the services provided to the community. He requested that the Council fill those positions now.

Mike Briones, employee of Hanford Fire Department, also requested that the vacancies be filled and maybe add more positions.

Lou Martinez asked why the issue of Hidden Valley Park keeps coming up year after year. He would like the Council to set money aside to develop the park.

Nathan Odom discussed the undeveloped land next to Hidden Valley Park and the recommendation made by the Parks & Recreation Commission. The Friends of Hidden Valley Park has requested to add three agenda items to the May 1st City Council meeting: 1) create a Citizens Advisory Committee to gather and submit community input regarding amenities to be included in the expanded Hidden Valley Park; 2) include members of the Friends of Hidden Valley Park on the committee; and 3) permit the Friends of Hidden Valley Park to submit a proposal for the park.

Mark Pratter stated that they have a good feel of what the community wants in expanding Hidden Valley Park. He claimed that funds are available to develop this park through state propositions.

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

Motion to approve except the items pulled for separate consideration.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Justin Mendes, Council Member
SECONDER:	Martin Devine, Council Member
AYES:	Devine, Sorensen, Sharp, Ayers, Mendes

- A. City Clerk: Approve Minutes from the April 3, 2018 Meeting
- B. Community Development: Waive the second reading and adopt Ordinance 18-03 in order to rezone 20 acres from R-L-12 Low-Density Residential to R-L-5 Low-Density Residential.
- C. Utilities and Engineering: Approve a Notice of Completion for the Courthouse Brick Area Site Improvements and authorize the Mayor to execute and the City Clerk to attest and file said Notice with the Kings County Recorder's Office.
- D. Utilities and Engineering: Approve the Encroachment Permit for the Main Street Hanford's Thursday Night Marketplace, approve the extension of the market place through October 2018, and approve the traffic control plan provided with the permit.

ITEMS PULLED FROM CONSENT CALENDAR:

- 1. Administration: Addendum to Tessengerlo Kerley, Inc., Purchase Agreement

City Attorney Ty Mizote pulled this item to be considered at a future meeting.

RESULT:	WITHDRAWN
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- 2. Finance: Warrant Register

Mayor Ayers pulled this item for clarification on the ACO fund which was funding five items. Staff discussed the projects which were approved by Council. A new fund balance will be discussed during upcoming budget sessions.

Motion to approve as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Ayers, Mayor
SECONDER:	Diane Sharp, Council Member
AYES:	Devine, Sorensen, Sharp, Ayers, Mendes

PUBLIC HEARINGS:

- A. Public Works: Conduct a public hearing for the formation of Landscape Assessment District No. 18-01 at Centennial Drive and Devon Street, and adopt Resolution 18-16-R establishing the formation of the district and confirming the levy and collection of annual assessments.

Utilities & Engineering Director John Doyel provided background information for the Council's review and consideration.

Mayor Ayers opened the public comments of the public hearing at 7:52 p.m., and with no comments given, closed the public comments at 7:53 p.m.

Motion to adopt Resolution 18-16-R.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Diane Sharp, Council Member
SECONDER:	Sue Sorensen, Vice Mayor
AYES:	Devine, Sorensen, Sharp, Ayers, Mendes

GENERAL BUSINESS:

- A. Utilities & Engineering: Award a contract to Eslick Construction, Inc., of Clovis, CA in the amount of \$93,280.00 for the Lacey Street Median Renovation Project, approve the attached Contract Change Order No. 1 for a not to exceed value of \$33,915.00, and establish a construction contingency of \$4,800.00 for this project.

Utilities & Engineering Director John Doyel discussed the project and the requested change order. Due to the project being under budget additional work can be made. Mr. Doyel responded to questions and comments by the Council.

Motion to approve.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sue Sorensen, Vice Mayor
SECONDER:	Justin Mendes, Council Member
AYES:	Devine, Sorensen, Sharp, Ayers, Mendes

- B. Community Development: Discussion and Direction to Staff Regarding Future Cannabis Ballot Measures

Community Development Director Darlene Mata opened the discussion to the Council to provide direction to staff to prepare any other ballot measures.

Council Member Mendes stated that he does not believe the City should pursue any further measures regarding cannabis.

Council Member Sharp agreed with Council Member Mendes and expressed concern over the ballot language that was approved at the last meeting.

Vice Mayor Sorensen stated that the ballot measure approved by the Council at the last meeting needs to at least go forward as planned.

The consensus of the City Council was to not add any other ballot measures to the November election regarding cannabis.

RESULT: CONSENSUS

C. City Clerk: Adopt Resolution 18-15-R Setting Priorities for Filing a Written Argument Regarding a City Measure and Directing the City Attorney to Prepare an Impartial Analysis

City Clerk Jennifer Gomez discussed the preparation of an impartial analysis by the City Attorney and to select Council Members that may be interested in preparing a written argument in favor of the ballot measure. Staff responded to questions and comments by the City Council. Council Member Devine and Vice Mayor Sorensen stated that they would prepare a written argument.

Motion to approve Resolution 18-15-R.

RESULT: APPROVED [3 TO 2]
MOVER: Sue Sorensen, Vice Mayor
SECONDER: Martin Devine, Council Member
AYES: Devine, Sorensen, Ayers
NAYS: Sharp, Mendes

D. Administration: Response to Grand Jury Report Regarding City Parks

City Manager Darrel Pyle provided an overview over the Grand Jury Report and the actions taken by the City that pertain to the findings of the Grand Jury.

Motion to approve the response to the 2017-2018 Kings County Grand Jury Report regarding City parks and to submit to the Presiding Judge of the Kings County Superior Court.

RESULT: APPROVED [UNANIMOUS]
MOVER: Diane Sharp, Council Member
SECONDER: Sue Sorensen, Vice Mayor
AYES: Devine, Sorensen, Sharp, Ayers, Mendes

E. Finance: Accept and file the Fiscal Year 2017 audit reports and financial statements for the City of Hanford, the Single Audit Report, and the Appropriations Limit Report filed by the CPA firm of Sampson, Sampson & Patterson, LLP, Certified Public Accountants.

Finance Director Paula Lofgren and Bill Patterson from Sampson, Sampson & Patterson provided an overview of the audit and financial statements.

The auditor and staff responded to questions and comments by the City Council.

Motion to accept and file the Fiscal Year 2017 audit reports and financial statements for the City of Hanford, the Single Audit Report, and the Appropriations Limit Report filed by the CPA firm of Sampson, Sampson & Patterson, LLP, Certified Public Accountants.

RESULT: APPROVED [UNANIMOUS]
MOVER: Justin Mendes, Council Member
SECONDER: Martin Devine, Council Member
AYES: Devine, Sorensen, Sharp, Ayers, Mendes

COUNCIL REPORTS/COMMENTS:

Council Member Mendes clarified for the public that the Council is driving the discussion on the property next to Hidden Valley Park based on their Goals & Objectives. They are trying to reach a final resolution this year.

Council Member Sharp toured the Longfield Center and learned about the after school program with KCAO at Coe Park. She thanked the police department for addressing issues at Lacey Park.

Council Member Devine thanked the police department for their efforts on the vacant lot on 6th Street. He stated that the cannabis tax should be in place so that it will cover any changes by future council members.

Vice Mayor Sorensen commented on the improvements made to the Skate Park and would like to see some more at the entrance. She inquired about the standards for neighborhood parks and that agenda item should be brought to the Parks & Recreation Commission soon for their recommendations. Ms. Sorensen questioned about a triangle vacant land on Lacey near Chicken Shack and what will be done to landscape it. She asked for clarification on the vacant positions in the Fire Department. Mr. Pyle stated that the two vacant firefighter positions are being filled and candidates are currently in background to be hired. The Battalion Chief job description was drafted and amended, then provided to the bargaining unit for their approval which is required before recruitment can begin. The bargaining unit did not approve the job description and their representative instructed the City to not fly the position until fact finding has been finished and that process has been completed. The City therefore cannot fill that position until the bargaining unit instructs them to move forward.

Mayor Ayers commented on his recent and upcoming meetings.

City Manager Darrel Pyle discussed staff's trip to Faraday Future in Gardena for a meeting and tour. They have been moving forward with submitting plans to the City and hope to pull permits this summer.

COUNCIL FUTURE AGENDA ITEMS:

Council Member Mendes requested that staff look at the option of stopping and pulling the ballot measure from the November election. There was not a consensus by the Council to review this.

Council Member Sharp commented on the three requests by the Hidden Valley Park group and that she would like to meet with them. There was no consensus from Council to pursue any discussion with them at this time. Staff will be making a presentation to the Council and direction can be given by the Council on the next steps.

Vice Mayor Sorensen requested that the triangle of land be discussed at a future meeting. Staff can place it on an agenda as a study session to discuss options. The Council provided consensus and directed staff to put this on a future agenda.

Mayor Ayers stated that a citizens group would like to present a temporary half cent sales tax measure to restore buildings. The Council agreed to allow the presentation.

ADJOURNMENT:

Mayor Ayers adjourned to closed session at 9:18 p.m.

Following closed session, there was nothing to report.

Mayor Ayers adjourned the regular meeting at 10:20 p.m.

Respectfully submitted,

Jennifer Gomez
City Clerk



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: B
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SUBJECT:

City Clerk: Adopt Resolution 18-17-R Calling for the Holding of A General Municipal Election to be Held on November 6, 2018 and Requesting the Board of Supervisors to Consolidate with the Statewide General Election

RECOMMENDATION:

That the City Council, by motion, adopt Resolution 18-17-R.

BACKGROUND:

The City of Hanford consolidates its municipal elections with the statewide general election and has had that the Kings County Elections Office canvass the returns and certify the results. Their office has done an efficient and effective job for the City of Hanford in previous elections. They have the appropriate equipment, prepare and mail the ballots, and count the results and certify the election.

City Council seats for Districts A, D, and E will be on the November ballot. As in past practice, the City Clerk will handle the nomination papers for candidates that would like to run for the City Council.

Resolution 18-17-R calls for the holding of a General Municipal Election to be held on Tuesday, November 6, 2018 for the election of certain Officers as required by the provisions of the laws of the State of California relating to general law cities and requesting the Board of Supervisors of the County of Kings to consolidate with the Statewide General Election.

FISCAL IMPACT:

The County incurs the cost of the election, but will be reimbursed by the City for the services performed. The cost for the November election is estimated to be \$16,000 based on the costs in 2014. Election costs are included in the FY2018-19 budget.

ATTACHMENTS:

Resolution calling election

RESOLUTION NO. 18-17-R

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF HANFORD, CALIFORNIA, CALLING FOR THE
HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE
HELD ON TUESDAY, NOVEMBER 6, 2018 FOR THE
ELECTION OF CERTAIN OFFICERS AS REQUIRED BY
THE PROVISIONS OF THE LAWS OF THE STATE OF
CALIFORNIA RELATING TO GENERAL LAW CITIES AND
REQUESTING THE BOARD OF SUPERVISORS OF THE
COUNTY OF KINGS TO CONSOLIDATE WITH THE
STATEWIDE GENERAL ELECTION**

WHEREAS, under the provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on November 6, 2018, for the election of Municipal Officers;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HANFORD, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, the Board of Supervisors of the County of Kings is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election, on Tuesday, November 6, 2018, for the purpose of electing three (3) members of the City Council for the full term of four years, which ends November 2022 for the following Districts:

District A
District D
District E

SECTION 2. That the Board of Supervisors is requested to issue instruction to the County Election Department to take any and all steps necessary for the holding of the consolidated election.

SECTION 3. That the County Election Department is hereby authorized and requested to canvass the returns of said General Municipal Election and to certify such canvass of the votes so cast, to the City Clerk. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

SECTION 4. That the City of Hanford recognizes that additional costs will be incurred by the County and shall reimburse the County for services performed when the work is completed and upon presentation to the City of a properly approved bill.

SECTION 5. The City Clerk is hereby authorized and directed to certify the adoption of this Resolution, transmit to and file with the Board of Supervisors and the County Election Department of the County of Kings.

SECTION 6. The City Clerk is hereby authorized and directed to give all Notices and perform all advertising as required by law and perform or cause to be performed all the duties and functions in the conduct of the election as required by State law.

PASSED, ADOPTED AND APPROVED this _____ day of _____, 2018 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

DAVID G. AYERS
MAYOR of the City of Hanford

Attest:

JENNIFER GOMEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss
CITY OF HANFORD)

I, Jennifer Gomez, City Clerk of the City of Hanford, do hereby certify the foregoing Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the _____ day of _____, 2018.

Date:

City Clerk



**AGENDA
STAFF REPORT**

MEETING DATE: 5/1/2018	AGENDA SECTION: C
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SUBJECT:

City Clerk: Deny claim for damages and direct the City Clerk to send out notification of such to Lenesha Andrews

RECOMMENDATION:

That the City Council denies the following claim for damages and direct the City Clerk to send out notification of such to the claimant.

BACKGROUND:

A claim for damages against the City was received by the following claimant: Lenesha Andrews.

After review by the Third Party Administrator, it is Staff's recommendation to deny the claim.

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: D
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SUBJECT:

City Clerk: Deny claim for damages and direct the City Clerk to send out notification of such to Yvonne Williams

RECOMMENDATION:

That the City Council denies the following claim for damages and direct the City Clerk to send out notification of such to the claimant.

BACKGROUND:

A claim for damages against the City was received by the following claimant: Yvonne Williams.

After review by the Third Party Administrator, it is Staff's recommendation to deny the claim.

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: E
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SUBJECT:

FIRE: Approve Out-of-State Travel to Texas for Fire Chief Chris Ekk and Fire Captain Frank Etulain for the Final Inspection of the Fire Department's New Patrol Vehicle on May 16-18, 2018.

RECOMMENDATION:

That the City Council, by motion, approve out-of-state travel for Fire Chief Chris Ekk and Fire Captain Frank Etulain to conduct the final inspection of the fire department's new patrol in Texas on May 16-18, 2018.

BACKGROUND:

The purpose of this trip is to perform the final inspection of the fire department's new patrol to ensure that all of the specifications have been met before we take delivery of the vehicle. This inspection trip is performed with every new patrol or fire engine that is purchased by our department. During this inspection, fire department personnel meet with the manufacturers and go through every specification of the vehicle line-by-line, to ensure that every item has been addressed and the quality of work is acceptable; this way any problems can be identified and taken care of before we take delivery of the vehicle. May 16 and 18 are travel days and May 17 is dedicated to the inspection. This new patrol will replace one of our existing patrols that is up for replacement.

The cost of travel, lodging, and meals (while in Texas) was included in the cost of the vehicle.

FISCAL IMPACT:

ATTACHMENTS:

HFD New Patrol



Attachment: HFD New Patrol (FIRE: Out-of-State Travel)



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018

AGENDA SECTION: F

SUBJECT:

Utilities and Engineering: Reject bids and re-advertise for bids for the Fire Station No. 1 Bathroom Renovation Project

RECOMMENDATION:

That the City Council, by motion:

1. Reject all bids that were received for the Fire Station No. 1 Bathroom Renovation Project.
2. Authorize staff to re-advertise and solicit bids for the Fire Station No. 1 Bathroom Renovation Project.

BACKGROUND:

In accordance with bidding procedures, bids were solicited and opened on April 3rd, 2018 for the Fire Station No. 1 Bathroom Renovation Project. A total of one (1) responsive bid was received, R & H Construction of Fresno, CA, with a bid price of \$240,000.00.

The bid price received for the project were substantially higher than staff's engineer cost estimate of \$82,500.00. Staff believes re-advertising the project and sending it to local contractors, previously unaware of the project, will encourage multiple new bidders to bid the project.

With Council approval, staff will re-advertise and solicit new bids for the project.

FISCAL IMPACT:

The Capital Improvement Program Budget provides \$82,500 for construction including contingency, for this project. A copy of the budget page is attached for Council review.

ATTACHMENTS:

Budget Page 190

Fire Station No. 1 Bathroom Renovation

Project Background:

A leak was discovered in the wall separating the two bathrooms in the crew quarters at Station No. 1. The leak caused extensive damage to the wall and the tile surrounding floor and walls in both bathrooms. Building maintenance isolated the leak to prevent further damage. The bathroom was constructed in 1989 and has not been remodeled since the original construction. This project includes updating the bathroom to current ADA standards.

Existing Conditions:

One of the three showers has been inoperable since the leak was detected. There is damage in the wall and flooring tiles of both bathrooms. The bathrooms are currently not up to current ADA standards and must be remodeled. Two additional existing showers remain in service.

Project Justification:

The bathrooms are showing signs of deterioration including a water leak that caused significant damage. The bathrooms also need to be brought up to current ADA standards. This project will also provide portable showers and toilets to be utilized by the staff during the construction.

Fiscal Implications:

Funding for this project will be allocated from Accumulated Capital Outlay Reserves.

Project Budget Summary:

		6-Year Funding Allocation					
		2017	2018	2019	2020	2021	2022
Expenditure	Program or Project	Construction					
	Engineering / Inspection	3,000					
	Construction	75,000					
	Contingency	7,500					
	Temporary Facility Rental	3,000					
	Department Overhead	1,500					
Total Expenditure		\$90,000	\$0	\$0	\$0	\$0	\$0
Revenue	Funding						
	004 Accumulated Capital Outlay	90,000					
Total Funding		\$90,000	\$0	\$0	\$0	\$0	\$0



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: G
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SUBJECT:

Utilities & Engineering: Approve the attached Scope of Work Contract Change Orders No. 1 and 2, for construction for the Civic Auditorium Exterior Painting Project, in the amount of \$24,500.00.

RECOMMENDATION:

That the City Council, by motion:

1) Approve the attached Contract Change Orders No. 1 and 2, for construction for the Civic Auditorium Exterior Painting Project, in the amount of \$24,500.00.

BACKGROUND:

The City Council, at their April 3rd, 2018 meeting, awarded a contract to Jeff Painting, of Los Angeles, CA, for the Civic Auditorium Exterior Painting Project.

Change Order No. 1 includes the installation of Elastomer Fiber-Deck Coating to seal the roof and soffits on the building perimeter. It will be installed to a width of 3ft on the roof and 1ft on the soffits. This additional work will better seal the roof edges and prevent future damage caused by potential water leaks. This Change Order is in the amount of \$7,500.00, and uses 73% of the established contingency.

Additionally, Change Order No. 2 includes cleaning, preparation, and painting all areas of the walls and ceilings of the front Lobby at the Civic Auditorium. This change order will make use of the Contractors ability to complete the work at a fair price since their full crew is currently onsite working on exterior painting. This Change Order is in the amount of \$17,00.00.

This work was planned to be completed by City staff, but the convenience of having the painter here with the appropriate equipment will provide a better solution for completing the proposed work.

FISCAL IMPACT:

The FY 17/18 Facilities Capital Budget provides \$148,500.00 for the Civic Auditorium Exterior Painting Project. The current project cost was awarded at \$114,070.00, including contingencies. Therefore, there is \$34,430.00 left in the project fund to cover these change orders and leave a balance of \$20,300.00. Attached for Council review is a Project Change Order and Funding Summary and a copy of budget page.

ATTACHMENTS:

CCO 1 (Signed)

CCO 2

Project Change Order and Funding Summary

BUDGET FY17-FY18



CITY OF HANFORD

Department of Public Works

900 South 10th Ave. • HANFORD, CA 93230-5234 • (559) 585-2550

ENGINEERING DIVISION

CONTRACT CHANGE ORDER NO. 1 REV. NO. SUPPL. NO.

PROJECT Civic Auditorium Painting Project

SHEET 1 OF 1 SHEETS

TO CONTRACTOR: Jeff Painting

CONTRACT NO.: 004-2104-818608

YOU ARE HEREBY DIRECTED TO MAKE THE HEREIN DESCRIBED CHANGES FROM THE PLANS AND SPECIFICATIONS OR DO THE FOLLOWING DESCRIBED WORK NOT INCLUDED IN THE PLANS AND SPECIFICATIONS ON THIS CONTRACT.

NOTE: THIS CHANGE ORDER IS NOT EFFECTIVE UNTIL APPROVED BY THE CITY.

Contract Amount:

DESCRIPTION OF WORK TO BE DONE, ESTIMATE OF QUANTITIES AND PRICES TO BE PAID. SEGREGATE BETWEEN ADDITIONAL WORK AT CONTRACT PRICE, AGREED PRICE AND FORCE ACCOUNT. UNLESS OTHERWISE STATED, RATES FOR RENTAL OF EQUIPMENT COVER ONLY SUCH TIME AS EQUIPMENT IS ACTUALLY USED AND NO ALLOWANCE WILL BE MADE FOR IDLE TIME.

CHANGE REQUESTED BY: City of Hanford

THE LAST PERCENTAGE SHOWN IS THE NET ACCUMULATED INCREASE OR DECREASE FROM THE ORIGINAL QUANTITY IN THE ENGINEER'S ESTIMATE.

1. Installing Elastomer Fiber-deck Coating to seal the roof and soffits on building parameters to the width of 3ft on the roof and 1 ft on the soffits.

Approximately 3000 sf.

ESTIMATED COST THIS CHANGE, INCREASE \$ 7,500
CONTRACT TOTAL, INCLUDING THIS CHANGE \$ 111,200

BY REASON OF THIS ORDER THE TIME OF COMPLETION WILL BE AS FOLLOWS: ~~xxxx~~ May 24, 2018

APPROVAL RECOMMENDED, ENGINEER [Signature] DATE 4/19/18

APPROVED, CITY OF HANFORD [Signature] DATE 4/19/18

WE, THE UNDERSIGNED CONTRACTOR, HAVE GIVEN CAREFUL CONSIDERATION TO THE CHANGE PROPOSED AND HEREBY AGREE IF THIS PROPOSAL IS APPROVED, THAT WE WILL PROVIDE ALL EQUIPMENT, FURNISH ALL MATERIALS, EXCEPT AS MAY OTHERWISE BE NOTED ABOVE, AND PERFORM ALL SERVICES NECESSARY FOR THE WORK ABOVE SPECIFIED, AND WILL ACCEPT AS FULL PAYMENT THEREFOR THE PRICES SHOWN ABOVE

ACCEPTED, DATE April 13, 2018 CONTRACTOR Jeff Painting

BY Jafar Azimi Ghadikolaei [Signature] TITLE Sole Owner

IF THE CONTRACTOR DOES NOT SIGN ACCEPTANCE OF THIS ORDER, HIS ATTENTION IS DIRECTED TO THE REQUIREMENTS OF THE SPECIFICATIONS AS TO PROCEEDING WITH THE ORDERED WORK AND FILING A WRITTEN PROTEST WITHIN THE TIME THEREIN SPECIFIED.

Attachment: CCO 1 (Signed) (UE: Approve a Scope of Work Change Order for the Civic Auditorium Exterior Painting Project)



CITY OF HANFORD

Department of Public Works

900 South 10th Ave. • HANFORD, CA 93230-5234 • (559) 585-2550

ENGINEERING DIVISION

CONTRACT CHANGE ORDER NO. 2 REV. NO. ___ SUPPL. NO. ___

PROJECT Civic Auditorium Painting Project

SHEET 1 **OF** 1 **SHEETS**

TO CONTRACTOR: Jeff Painting

CONTRACT NO.: 004-2104-818608

YOU ARE HEREBY DIRECTED TO MAKE THE HEREIN DESCRIBED CHANGES FROM THE PLANS AND SPECIFICATIONS OR DO THE FOLLOWING DESCRIBED WORK NOT INCLUDED IN THE PLANS AND SPECIFICATIONS ON THIS CONTRACT.

NOTE: THIS CHANGE ORDER IS NOT EFFECTIVE UNTIL APPROVED BY THE CITY.

Contract Amount: \$111,200.00

DESCRIPTION OF WORK TO BE DONE, ESTIMATE OF QUANTITIES AND PRICES TO BE PAID. SEGREGATE BETWEEN ADDITIONAL WORK AT CONTRACT PRICE, AGREED PRICE AND FORCE ACCOUNT. UNLESS OTHERWISE STATED, RATES FOR RENTAL OF EQUIPMENT COVER ONLY SUCH TIME AS EQUIPMENT IS ACTUALLY USED AND NO ALLOWANCE WILL BE MADE FOR IDLE TIME.

CHANGE REQUESTED BY: City of Hanford

THE LAST PERCENTAGE SHOWN IS THE NET ACCUMULATED INCREASE OR DECREASE FROM THE ORIGINAL QUANTITY IN THE ENGINEER'S ESTIMATE.

To clean and prep all painted areas of the walls and ceilings of the front Lobby.

- The stair wells up to the top step on the East and West sides
- Stair risers
- The women's bathroom walls and ceiling
- The South bank of windows
- The continuous crack on the North wall to be dug out, reinforced, filled in with plaster and repainted
- The faux border area on ceiling to be cleaned but be masked off to not get any new paint on it

** The City to provide and install plastic and osb to protect the lobby floor

ESTIMATED COST THIS CHANGE, INCREASE \$ 17,000.

CONTRACT TOTAL, INCLUDING THIS CHANGE \$ 128,200

BY REASON OF THIS ORDER THE TIME OF COMPLETION WILL BE AS FOLLOWS: **xxxx** May 24, 2018

APPROVAL RECOMMENDED, ENGINEER _____ **DATE** _____

APPROVED, CITY OF HANFORD _____ **DATE** _____

WE, THE UNDERSIGNED CONTRACTOR, HAVE GIVEN CAREFUL CONSIDERATION TO THE CHANGE PROPOSED AND HEREBY AGREE IF THIS PROPOSAL IS APPROVED, THAT WE WILL PROVIDE ALL EQUIPMENT, FURNISH ALL MATERIALS, EXCEPT AS MAY OTHERWISE BE NOTED ABOVE, AND PERFORM ALL SERVICES NECESSARY FOR THE WORK ABOVE SPECIFIED, AND WILL ACCEPT AS FULL PAYMENT THEREFOR THE PRICES SHOWN ABOVE

ACCEPTED, DATE April 19, 2018 CONTRACTOR Jeff Painting

BY Jafar Azimi Ghadikolaie  TITLE Sole Owner

IF THE CONTRACTOR DOES NOT SIGN ACCEPTANCE OF THIS ORDER, HIS ATTENTION IS DIRECTED TO THE REQUIREMENTS OF THE SPECIFICATIONS AS TO PROCEEDING WITH THE ORDERED WORK AND FILING A WRITTEN PROTEST WITHIN THE TIME THEREIN SPECIFIED.

Attachment: CCO 2 (UE: Approve a Scope of Work Change Order for the Civic Auditorium Exterior Painting Project)

Contractor: Jeff Painting
 Project No. 358-2062-817637

Total Contract Award \$ 103,700.00
 Total Contingency \$ 10,370.00
 Total Awarded for the Project \$ 114,070.00

Contract Change Order Summary

CCO #	Amount \$	% of Contingency	Total \$ from CCO's	% Contingency used (Total)	Contract Total (Including CCO's)	Approval Needed?		Time Extension	Contract Completion Date:
						City Manager	City Council		
1	\$7,500.00	72.32%	\$7,500.00	72.32%	\$111,200.00	Yes	Yes	6	5/24/2018
2	\$17,000.00	163.93%	\$24,500.00	236.26%	\$128,200.00	Yes	Yes	0	5/24/2018

Total Budgeted Amount \$ 148,500.00
 Remaining Funds in Budgeted Account \$ 20,300.00

Civic Auditorium Exterior Painting

Project Background:

The Civic Auditorium has served the community since 1924. The building was last painted between 1988-1992. The building maintenance staff continues to repaint areas most affected by public use each year. This keeps the most conspicuous areas looking fresh and without age. However staff cannot paint the high elevation woodwork, stucco, and details that, left untouched, degrade over time creating dry rot and structure damage.

Existing Conditions:

Wood casements and lattice detail work at all the windows have decayed to a point where the paint no longer provides protection from the elements. Oxidation from the sun and elements have made the paint hue on the exterior stucco different on all sides making it difficult to perform paint maintenance. Metal flashings are leaking from behind which allows water to infiltrate the plaster leaving stains behind the paint and blistering.

Project Justification:

Deferred maintenance has a lasting effect on a structure while going unnoticed until permanent or structural damage occurs. The repainting of the Auditorium will insure the longevity of the building for future generations to enjoy while leaving a clean and refreshed look. The City will also benefit from reduced maintenance costs over the next 10 years or longer.

Fiscal Implications:

Funding will come from the Accumulated Capital Outlay Reserves.

Project Budget Summary:

		6-Year Funding Allocation					
		2017	2018	2019	2020	2021	2022
Expenditure	Program or Project		Construction				
	Engineering / Inspection		4,000				
	Construction		135,000				
	Contingency		13,500				
	Department Overhead		2,500				
	Total Expenditure	\$0	\$155,000	\$0	\$0	\$0	\$0
Revenue	Funding						
	004 Accumulated Capital Outlay		64,000				
	Building Replacement Reserve		91,000				
	Total Funding	\$0	\$155,000	\$0	\$0	\$0	\$0



**AGENDA
STAFF REPORT**

MEETING DATE: 5/1/2018

AGENDA SECTION: H

SUBJECT:

Finance: Warrant Register

RECOMMENDATION:

Approve warrant register for \$1,628,330.60

BACKGROUND:

FISCAL IMPACT:

ATTACHMENTS:

WARRANT REGISTER 04-25-18

Warrant Register

Division # and Name	Acct # and Name	Check Date	Check Number	Vendor Name	Transaction Amt	Inv#	Transaction Description	Void
1100 CITY COUNCIL	7770 TRAINING/TRAVEL/MEETING	4/25/18	127143	DAVID AYERS AYERS, DAVID	243.07	EXP 04/11-1	EXP/POMONA/04/11-12	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127193	HANFORD CHAMBER OF COMMERCE HANFORD CHAMBER OF COMMERCE	400.00	3018-007	DIST CTZNS/BUS DNR	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127211	LEAGUE OF CALIF CITIES LEAGUE OF CALIF CITIES	100.00	7680	DIVISION MEET (4) 4/5	
	7495 PROF AND SPEC SERVICES	4/25/18	127235	SIMON & HOWER INC SIMON & HOWER INC	4,500.00	25	YMCA APPRAISAL	
	Division Total 1100 CITY COUNCIL				5,243.07			
1110 CITY MANAGER-CITY CLERK	7770 TRAINING/TRAVEL/MEETING	4/25/18	127187	JENNIFER GOMEZ GOMEZ, JENNIFER	243.07	EXP 4/12	EXP/POMONA/04/12	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127211	LEAGUE OF CALIF CITIES LEAGUE OF CALIF CITIES	50.00	7680	DIVISION MEET (2) 4/5	
	7495 PROF AND SPEC SERVICES	4/25/18	127228	QUALITY CODE PUBLISHING LLC QUALITY CODE PUBLISHING LLC	557.05	2018-142	MUNICIPAL CODE UPDATE	
	Division Total 1110 CITY MANAGER-CITY CLERK				850.12			
1111 PERSONNEL	7560 ADVERTISING & PUBLIC REL	4/16/18	127052	BOXWOOD TECHNOLOGY BOXWOOD TECHNOLOGY	250.00	3093295	REFUSE SUPER AD	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	38.61	11183018	2018-03	
	7496 GRP INSUR ADM EXPENSE	4/25/18	127136	ADMINISTRATIVE SOLUTIONS INC ADMINISTRATIVE SOLUTIONS INC	4,350.00	123509	2018-02 MED ADM FEE	
	7495 PROF AND SPEC SERVICES	4/25/18	127155	CALIF DEPT OF JUSTICE CALIF DEPT OF JUSTICE	405.00	297700	2018-03 LIVESCAPS	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127172	MARIA DE SANTIAGO DE SANTIAGO, MARIA	26.97		DONUTS-DISCRIM TRNING	

Attachment: WARRANT REGISTER 04-25-18 (FIN: WARRANT REGISTER)

Warrant Register

Division # and Name	Acct # and Name	Check Date	Check Number	Vendor Name	Transaction Amt	Inv#	Transaction Description	Void
1111 PERSONNEL	7455 POSTAGE AND FREIGHT	4/25/18	127181	FEDERAL EXPRESS 1119-4936-0 FEDERAL EXPRESS	31.28	6-091-31941	COMMISSION POST 1/30	
	7455 POSTAGE AND FREIGHT	4/25/18	127181	FEDERAL EXPRESS 1119-4936-0 FEDERAL EXPRESS	28.67	6-156-61636	LIEBERT CASSIDY 3/19/	
	7560 ADVERTISING & PUBLIC REL	4/25/18	127204	JOBS AVAILABLE JOBS AVAILABLE	351.00	1808013	PRINCIPAL PLANNER AD	
	7495 PROF AND SPEC SERVICES	4/25/18	127213	LIEBERT CASSIDY WHITMORE LIEBERT CASSIDY WHITMORE	1,943.00	1456817	2018-03 FIRE NEG	
Division Total 1111 PERSONNEL					7,424.53			
1201 FINANCE-ACCOUNTING	7495 PROF AND SPEC SERVICES	4/25/18	127209	KINGS CREDIT SERVICES KINGS CREDIT SERVICES	941.17	03-198792	2018-03 COLL FIN-AC	
	7495 PROF AND SPEC SERVICES	4/25/18	127233	SHRED-IT US JV LLC DBA SHRED-IT USA LLC	62.75	8124428399	SHREDDING 03/31	
Division Total 1201 FINANCE-ACCOUNTING					1,003.92			
1210 FINANCE-UTILITY BILLING	7455 POSTAGE AND FREIGHT	4/25/18	127227	REBECCA KOZLOWSKI DBA PRESORT CENTER OF FRESNO, LLC	8.50	410046878	03/19-03/23/18	
	7455 POSTAGE AND FREIGHT	4/25/18	127227	REBECCA KOZLOWSKI DBA PRESORT CENTER OF FRESNO, LLC	4.95	410046879	03/26-03/29/18	
	7455 POSTAGE AND FREIGHT	4/25/18	127227	REBECCA KOZLOWSKI DBA PRESORT CENTER OF FRESNO, LLC	7.05	410046880	04/02-04/06/18	
	7455 POSTAGE AND FREIGHT	4/25/18	127245	UNITED STATES POSTAL SERVICE UNITED STATES POSTAL SERVICE	200.00	2736378 4/1	REVOLVNG ACCT RET SVC	
Division Total 1210 FINANCE-UTILITY BILLING					220.50			
1309 LIABILITY INSURANCE	7333 INSUR-LIABILITY DEDUCT	4/25/18	127200	VICTOR RADY DBA ITOYZ	3,000.00		DAMAGES-XMAS PARADE	

Attachment: WARRANT REGISTER 04-25-18 (FIN: WARRANT REGISTER)

Warrant Register

Division # and Name	Acct # and Name	Check Date	Check Number	Vendor Name	Transaction Amt	Inv#	Transaction Description	Void
1309	7330	4/25/18	127256	YORK RISK SERVICES GROUP, INC	683.10	6207 3/18	2018-03 SVC FEE	
LIABILITY INSURANCE	LIABILITY INSURANCE			YORK RISK SERVICES GROUP, INC-LIAB				
Division Total 1309 LIABILITY INSURANCE					3,683.10			
1310	7169	4/25/18	127160	CENTRAL SAN JOAQUIN VALLEY RMA	102,262.09	RMA201803	FY18 QTR3 WKRS COMP	
WORKERS' COMPENSATION	WORKERS' COMP INSURANCE			CENTRAL SAN JOAQUIN VALLEY RMA				
Division Total 1310 WORKERS' COMPENSATION					102,262.09			
1315	7495	4/16/18	127121	VERIZON WIRELESS	38.01	9804554628	2018-03 IT AIRCARD	
COMPUTER MAINTENANCE	PROF AND SPEC SERVICES			VERIZON WIRELESS				
	7430	4/25/18	127151	C D W GOVERNMENT LLC	95.76	MJJ8096	CONVERTER - LANTRONIX COM	
	COMPUTER MAINTENANCE			C D W GOVERNMENT LLC				
	7495	4/25/18	127166	COMCAST CABLE COMMUNICATIONS, INC	240.93	0287568 041	8155500390287568 INTERNET	
	PROF AND SPEC SERVICES			COMCAST CABLE COMMUNICATIONS, INC				
Division Total 1315 COMPUTER MAINTENANCE					374.70			
1411	7320	4/25/18	127135	A T & T	7.94	11183008	2018-03 583-1633	
PLANNING	COMMUNICATIONS			A T & T (13982)				
	7455	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC	2.50	235367	FREIGHT-TONER	
	POSTAGE AND FREIGHT			DATAFLOW BUSINESS SYSTEMS, INC				
	7460	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC	36.11	235178	LEASE 04/10-05/09	
	DUPLICATING EXPENSE			DATAFLOW BUSINESS SYSTEMS, INC				
	7460	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC	26.49	235177	LEASE/COPIES3/10-4/09	
	DUPLICATING EXPENSE			DATAFLOW BUSINESS SYSTEMS, INC				
Division Total 1411 PLANNING					73.04			
1412	7320	4/25/18	127135	A T & T	7.93	11183008	2018-03 583-1633	
BUILDING INSPECTION	COMMUNICATIONS			A T & T (13982)				

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1412 BUILDING INSPECTION	7455 POSTAGE AND FREIGHT	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	2.50	235367	FREIGHT-TONER	
	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	36.10	235178	LEASE 04/10-05/09	
	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	26.49	235177	LEASE/COPIES3/10-4/09	
	7455 POSTAGE AND FREIGHT	4/25/18	127185	GOLDEN STATE OVERNIGHT GOLDEN STATE OVERNIGHT	43.73	3601285	INTERWEST 3/20-29	
	7455 POSTAGE AND FREIGHT	4/25/18	127185	GOLDEN STATE OVERNIGHT GOLDEN STATE OVERNIGHT	23.84	3607019	INTERWEST SHIP 04-06	
	4330-002 PENALTIES/ASSMTS-CODE EN	4/25/18	127220	FLOR MEZA MEZA, FLOR	100.00	CE18-0358	REFUND-CONTRACTR PD	
	4210 CONSTRUCTION PERMITS	4/25/18	127236	SOLAR CITY / TESLA SOLAR CITY / TESLA	100.00	FY18-1286	REFUND OVERPAYMENT	
	4210 CONSTRUCTION PERMITS	4/25/18	127239	T & N PLUMBING & ELECTRICAL INC. T & N PLUMBING & ELECTRICAL INC.	14.32	FY18-1234	REFUND CNCLED PERMIT	
	7320 COMMUNICATIONS	4/25/18	127249	VERIZON WIRELESS VERIZON WIRELESS	218.72	9804965359	2018-03 542008968	
Division Total 1412 BUILDING INSPECTION					573.63			
1413 CITY HFD PUBLIC HSG AUTH	7440 OFFICE EXPENSE	4/16/18	127109	STAPLES STAPLES	94.67	1358	BLANKET PURCHASE ORDER	
	7440 OFFICE EXPENSE	4/16/18	127109	STAPLES STAPLES	116.03	192	BLANKET PURCHASE ORDER	
	7440 OFFICE EXPENSE	4/16/18	127109	STAPLES STAPLES	(57.80)	900	BLANKET PURCHASE ORDER	
	7440 OFFICE EXPENSE	4/16/18	127109	STAPLES STAPLES	63.55	901	BLANKET PURCHASE ORDER	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	7.94	11183008	2018-03 583-1633	

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1413 CITY HFD PUBLIC HSG AUTH	7455 POSTAGE AND FREIGHT	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	2.50	235367	FREIGHT-TONER	
	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	36.11	235178	LEASE 04/10-05/09	
	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	26.49	235177	LEASE/COPIES3/10-4/09	
	Division Total 1413 CITY HFD PUBLIC HSG AUTH				289.49			
1450-017 CDBG ENTITLEMENT 2017/18	818665 LACEY PARK PLAYGRD IMP-1	4/19/18	127131	PARKS ASSOCIATES, INC DBA N S P 3	57,663.39	S18-0112 RE	REISSUE CK 126976	
	818665 LACEY PARK PLAYGRD IMP-1	4/19/18	127131	PARKS ASSOCIATES, INC DBA N S P 3	44,651.85	S18-0112 RE	REISSUE CK 126976	
	7945-006 HOUSING LOANS-FTHB	4/25/18	127201	JESUS S SUSTAITA DBA J S A INSPECTIONS	650.00	1850	LEAD PRT 427 PORTER	
	818664 HARRIS ST BALLPARK IMP-18	4/25/18	127223	NICK CHAMPI ENTERPRISES INC NICK CHAMPI ENTERPRISES INC	8,010.00	21078	FENCE/GATE HARRIS PRK	
	Division Total 1450-017 CDBG ENTITLEMENT 2017/18110,975.24							
1511 POLICE-SUPPORT SERVICE	7770 TRAINING/TRAVEL/MEETING	4/16/18	127095	MEDEIROS, CHAD MEDEIROS, CHAD	368.00	TR MEDEIR	ADV/BEAUMONT/4/29-5/4	
	7770 TRAINING/TRAVEL/MEETING	4/16/18	127095	MEDEIROS, CHAD MEDEIROS, CHAD	522.50	TR MEDEIR	LDG/BEAUMONT/4-29-5/4	
	7320 COMMUNICATIONS	4/16/18	127119	VERIZON WIRELESS VERIZON WIRELESS	976.08	9804460127	381-0944 INVESTIGATIONS C	
	7320 COMMUNICATIONS	4/16/18	127120	VERIZON WIRELESS VERIZON WIRELESS	131.71	9804554627	771937214 AIR CARD	
	7320 COMMUNICATIONS	4/16/18	127122	VERIZON WIRELESS VERIZON WIRELESS	20.59	9804573818	872315009 TRACKER	

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1511 POLICE-SUPPORT SERVICE	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	477.59	11183018	2018-03	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	880.56	11182940	2343419274620 CELL TOWER	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	20.41	11183016	585-0665 INV FAX	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	20.37	11183149	585-1010 DOJ BREATHALYZER	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	144.56	11183019	585-4700 CAL/LONG DISTANC	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	28.15	11183020	585-4977	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	39.08	11183021	585-8176 MOTOROLA MTCE LI	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	77.53	11183200	924-5333 LEMOORE LINE	
	7580 RENTS AND LEASES-EQUIP	4/25/18	127140	AMERIPRIDE UNIFORM SERVICE AMERIPRIDE UNIFORM SERVICE	64.03	1502118677	RUGS 04/03/18	
	7580 RENTS AND LEASES-EQUIP	4/25/18	127140	AMERIPRIDE UNIFORM SERVICE AMERIPRIDE UNIFORM SERVICE	64.03	1502128562	RUGS 04/17/18	
	7495 PROF AND SPEC SERVICES	4/25/18	127150	BRUFFY'S INC. DBA BRUFFY'S TOW	79.00	2018002395	CASE #18-2008 HOMICDE	
	7495 PROF AND SPEC SERVICES	4/25/18	127168	COMCAST CABLE COMMUNICATIONS, INC COMCAST CABLE COMMUNICATIONS, INC	199.95	069514104/1	8155500390695141	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127171	JEFFREY DAVIS DAVIS, JEFFREY	80.00	EXP 4/9-13	EXP/FRESNO/04/09-13	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127173	RAYMOND DIAS DIAS, RAYMOND	20.06	EXP 4/13	EXP/MADERA/4/13	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127182	FRESNO CITY COLLEGE FRESNO CITY COLLEGE	72.00	TR ALLEN3	REG/FRESNO/05/21-23	

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1511 POLICE-SUPPORT SERVICE	7770	4/25/18	127183	FRESNO CITY COLLEGE	72.00	TR EDLUND	REG/FRESNO/05/21-23	
	TRAINING/TRAVEL/MEETING			FRESNO CITY COLLEGE				
	7770	4/25/18	127196	KIMBERLY HERNANDEZ-WILLHITE	310.50	TR HRNDZ-	ADV/DUBLIN/05/13-17	
	TRAINING/TRAVEL/MEETING			HERNANDEZ-WILLHITE, KIMBERLY				
	7770	4/25/18	127196	KIMBERLY HERNANDEZ-WILLHITE	1,136.40	TR HRNDZ-	LDG/DUBLIN/05/13-17	
	TRAINING/TRAVEL/MEETING			HERNANDEZ-WILLHITE, KIMBERLY				
	7770	4/25/18	127215	JAMES LUTZ	288.00	TR LUTZ23	ADV/DANA PT/05/06-10	
	TRAINING/TRAVEL/MEETING			LUTZ, JAMES				
	7770	4/25/18	127215	JAMES LUTZ	590.48	TR LUTZ23	LDG/DANA PT/05/06-10	
	TRAINING/TRAVEL/MEETING			LUTZ, JAMES				
	7770	4/25/18	127218	MEDEIROS, CHAD	368.00	TR MEDEIR	ADV/BEAUMONT/05/13-18	
	TRAINING/TRAVEL/MEETING			MEDEIROS, CHAD				
	7770	4/25/18	127218	MEDEIROS, CHAD	368.00	TR MEDEIR	ADV/BEAUMONT/05/20-25	
	TRAINING/TRAVEL/MEETING			MEDEIROS, CHAD				
	7770	4/25/18	127218	MEDEIROS, CHAD	368.00	TR MEDEIR	ADV/BEAUMONT/05/6-11	
	TRAINING/TRAVEL/MEETING			MEDEIROS, CHAD				
	7770	4/25/18	127218	MEDEIROS, CHAD	522.50	TR MEDEIR	LDG/BEAUMONT/05/13-18	
	TRAINING/TRAVEL/MEETING			MEDEIROS, CHAD				
	7770	4/25/18	127218	MEDEIROS, CHAD	522.50	TR MEDEIR	LDG/BEAUMONT/05/20-25	
	TRAINING/TRAVEL/MEETING			MEDEIROS, CHAD				
	7770	4/25/18	127218	MEDEIROS, CHAD	522.50	TR MEDEIR	LDG/BEAUMONT/05/6-11	
	TRAINING/TRAVEL/MEETING			MEDEIROS, CHAD				
	7600	4/25/18	127234	SIG SAUER INC	2,240.00	2984970	PISTOL MAGAZINES/ 320, 9	
	SPECIAL DEPARTMENTAL EX			SIG SAUER INC				
	7780	4/25/18	127237	SOUTHERN CALIF EDISON CO	1,466.95		2018-03	
	UTILITIES-ELECTRICITY			SOUTHERN CALIF EDISON CO				
	7320	4/25/18	127248	VERIZON WIRELESS	1,685.42	9805021180	472560080-00001	
	COMMUNICATIONS			VERIZON WIRELESS				
Division Total 1511 POLICE-SUPPORT SERVICE					14,747.45			

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1512-1 POLICE-RECORDS	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	35.68	235772	M2535 IDN COPIER SERVICE	
	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	54.67	235774	TASKALFA 2551CI COPIER SE	
	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	65.54	235773	TASKALFA 5551CI COPIER SE	
	7460 DUPLICATING EXPENSE	4/25/18	127170	DATAFLOW BUSINESS SYSTEMS, INC DATAFLOW BUSINESS SYSTEMS, INC	53.11	235775	TASKALFA 6501I COPIER SER	
	4255 POLICE PERMITS	4/25/18	127189	BLAKE CRAIG GRILIONE GRILIONE, BLAKE CRAIG	35.00		CCW RENEWL REFUND	
	7495 PROF AND SPEC SERVICES	4/25/18	127233	SHRED-IT US JV LLC DBA SHRED-IT USA LLC	140.46	8124513716	DOC SHREDDING	
Division Total 1512-1 POLICE-RECORDS					384.46			
1512-2 POLICE-COMMUNICATIONS	7770 TRAINING/TRAVEL/MEETINGS	4/25/18	127148	TONI BARNES BARNES, TONI	48.00	EXP 04/04-0	EXP/FRESNO/04/04-06	
	7600 SPECIAL DEPARTMENTAL EXP	4/25/18	127162	ERIK W BORG DBA CHAIR PROS	176.89	C1803045	CHAIR/CASTERS	
Division Total 1512-2 POLICE-COMMUNICATIONS					224.89			
1513 POLICE-OPERATIONS	7600 SPECIAL DEPARTMENTAL EXP	4/16/18	127089	PHILLIP J GAPEN DBA KINGS CO MOBILE LOCKSMITH SVC	28.90	3344	BLANKET PURCHASE ORDER	
	7412 EQUIPMENT MAINTENANCE	4/25/18	127138	AMERICAN INCORPORATED AMERICAN INCORPORATED	1,092.11	7079331	EVIDENCE FRIDGE RPR	
	7413 SOFTWARE MAINTENANCE	4/25/18	127152	C I TECHNOLOGIES INC C I TECHNOLOGIES INC	1,224.00	7746	MTCE/IA PRO/INTERNAL AFFA	
	7495 PROF AND SPEC SERVICES	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC HANFORD VETERINARY HOSPITAL, INC	49.48	1081218	ADV FITNESS-ARGOS	

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1513	7412	4/25/18	127202	JACK B MARTIN DBA	410.82	25127	DECALS/MOTORCYCLE	
POLICE-OPERATIONS	EQUIPMENT MAINTENANCE			JACK MARTIN'S SIGNWORKS				
	7470	4/25/18	127206	KINGS CO INFO TECHNOLOGY DEPT	24.50		2018-03 PRINT FORMS	
	PRINTING			KINGS CO INFO TECHNOLOGY DEPT				
	7412	4/25/18	127222	MOTOROLA SOLUTIONS, INC	7,407.78	13210250	CAR RADIOS/MID POWER/CONT	
	EQUIPMENT MAINTENANCE			MOTOROLA SOLUTIONS, INC				
	7600	4/25/18	127222	MOTOROLA SOLUTIONS, INC	79.34	13210250	ESTIMATED SHIPPING/HANDLI	
	SPECIAL DEPARTMENTAL EX			MOTOROLA SOLUTIONS, INC				
	7600	4/25/18	127222	MOTOROLA SOLUTIONS, INC	78.07	13210257	ESTIMATED SHIPPING/HANDLI	
	SPECIAL DEPARTMENTAL EX			MOTOROLA SOLUTIONS, INC				
	7600	4/25/18	127222	MOTOROLA SOLUTIONS, INC	4,499.42	13210257	RADIO/HAND HELD RADIOS WI	
SPECIAL DEPARTMENTAL EX			MOTOROLA SOLUTIONS, INC					
7600	4/25/18	127222	MOTOROLA SOLUTIONS, INC	3,308.82	13210257	RADIO-PATROL CAR WITH COM		
SPECIAL DEPARTMENTAL EX			MOTOROLA SOLUTIONS, INC					
7495	4/25/18	127251	VOHNE LICHE KENNELS, INC	175.00	14636	K-9 TRAINING		
PROF AND SPEC SERVICES			VOHNE LICHE KENNELS, INC					
Division Total 1513 POLICE-OPERATIONS					18,378.24			
1515	7495	4/25/18	127208	KINGS COUNTY SHERIFF'S OFFICE	1,370.82		FY18 Q3 NTF	
POLICE-MULTI AGENCY T/F	PROF AND SPEC SERVICES			KINGS COUNTY SHERIFF'S OFFICE				
Division Total 1515 POLICE-MULTI AGENCY T/F					1,370.82			
1518	7495	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC	833.40	1082923	EMERGENCY EXAM 3/11	
POLICE-ANIMAL CONTROL	PROF AND SPEC SERVICES			HANFORD VETERINARY HOSPITAL, INC				
	7495	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC	90.05	1083781	EMERGENCY EXAM 3/16	
	PROF AND SPEC SERVICES			HANFORD VETERINARY HOSPITAL, INC				
7495	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC	470.05	1083235	EMERGENCY EXAM 3/19		
PROF AND SPEC SERVICES			HANFORD VETERINARY HOSPITAL, INC					

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1518 POLICE-ANIMAL CONTROL	7495 PROF AND SPEC SERVICES	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC HANFORD VETERINARY HOSPITAL, INC	52.00	1083227	EMERGENCY EXAM 3/20	
	7495 PROF AND SPEC SERVICES	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC HANFORD VETERINARY HOSPITAL, INC	454.13	1083761	EMERGENCY EXAM 3/23	
	7495 PROF AND SPEC SERVICES	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC HANFORD VETERINARY HOSPITAL, INC	52.00	1083727	EMERGENCY EXAM 3/26	
	7495 PROF AND SPEC SERVICES	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC HANFORD VETERINARY HOSPITAL, INC	52.00	1082828	EMERGENCY EXAM 3/9	
	7495 PROF AND SPEC SERVICES	4/25/18	127195	HANFORD VETERINARY HOSPITAL, INC HANFORD VETERINARY HOSPITAL, INC	440.61	1083249	EMERGENCY EXAM3/15-19	
	7510 ANIMAL CONTROL	4/25/18	127208	KINGS COUNTY SHERIFF'S OFFICE KINGS COUNTY SHERIFF'S OFFICE	72,315.45		FY18 Q3 ANIMAL CTRL	
Division Total 1518 POLICE-ANIMAL CONTROL					74,759.69			
1610 FIRE-ADMIN/SUPPRESS ION	7010 REGULAR EMPLOYEES	4/13/18	127041	THOMAS LEE LEE, THOMAS	1,839.28		CY18 PP008 NO DIR DEP	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127093	LAWRENCE TRACTOR CO LAWRENCE TRACTOR CO	59.47	279304	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127103	TAYLOR BROTHERS, INC DBA R E S COM	52.00	1620211	H-0350 PEST CONTROL	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127111	INTERLINE BRANDS INC DBA SUPPLYWORKS	268.58	431521657	BLANKET PURCHASE ORDER	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	476.86		2018-03 #2 A	
	7320 COMMUNICATIONS	4/19/18	127134	VERIZON WIRELESS VERIZON WIRELESS	485.74	9804947157	272128171 WIRELESS	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	45.48	11183018	2018-03	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	560.58		2018-03 #1	

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1610 FIRE-ADMIN/SUPPRESSION	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	1,141.14		2018-03 #2	
Division Total 1610 FIRE-ADMIN/SUPPRESSION					4,929.13			
1611 FIRE-FIRE PREVENTION	7450 PUBLICATIONS AND DUES	4/25/18	127161	CENTRAL VALLEY ARSON INVESTIGATORS CENTRAL VALLEY ARSON INVESTIGATORS	20.00		2018 MBRSH-P-BAKER	
	7450 PUBLICATIONS AND DUES	4/25/18	127161	CENTRAL VALLEY ARSON INVESTIGATORS CENTRAL VALLEY ARSON INVESTIGATORS	20.00		2018 MBRSH-P-BRIONES	
	7450 PUBLICATIONS AND DUES	4/25/18	127161	CENTRAL VALLEY ARSON INVESTIGATORS CENTRAL VALLEY ARSON INVESTIGATORS	20.00		2018 MBRSH-P-COSTA	
	7450 PUBLICATIONS AND DUES	4/25/18	127161	CENTRAL VALLEY ARSON INVESTIGATORS CENTRAL VALLEY ARSON INVESTIGATORS	20.00		2018 MBRSH-P-ETULAIN	
	7450 PUBLICATIONS AND DUES	4/25/18	127161	CENTRAL VALLEY ARSON INVESTIGATORS CENTRAL VALLEY ARSON INVESTIGATORS	20.00		2018 MBRSH-P-MARTINEZ	
	7450 PUBLICATIONS AND DUES	4/25/18	127161	CENTRAL VALLEY ARSON INVESTIGATORS CENTRAL VALLEY ARSON INVESTIGATORS	20.00		2018 MBRSH-P-SUMAYA	
	7495 PROF AND SPEC SERVICES	4/25/18	127199	INTERWEST CONSULTING GROUP INC INTERWEST CONSULTING GROUP INC	150.00	39913	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127199	INTERWEST CONSULTING GROUP INC INTERWEST CONSULTING GROUP INC	660.00	39943	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127199	INTERWEST CONSULTING GROUP INC INTERWEST CONSULTING GROUP INC	360.00	39944	BLANKET PURCHASE ORDER	
	7470 PRINTING	4/25/18	127206	KINGS CO INFO TECHNOLOGY DEPT KINGS CO INFO TECHNOLOGY DEPT	50.48		2018-01 SFTY INSP FRM	
	4943 FIRE INSPECTN & OTHR FEES	4/25/18	127224	PACIFIC AG INSURANCE PACIFIC AG INSURANCE	340.00	FR19-0068	REFUND VOID PERMIT	
Division Total 1611 FIRE-FIRE PREVENTION					1,680.48			

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1711 PARKS & REC-SPORTS	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127111	INTERLINE BRANDS INC DBA SUPPLYWORKS	164.78	433007317	BLANKET PURCHASE ORDER	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	22.46	11183006	2018-03 582-4092	
	7495 PROF AND SPEC SERVICES	4/25/18	127142	GEORGE AUSTIN AUSTIN, GEORGE	66.00		SFTBAL OFFCL 4/9-17	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127146	B S N SPORTS, INC B S N SPORTS, INC	792.17	902005051	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127146	B S N SPORTS, INC B S N SPORTS, INC	56.61	902005053	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127174	LELAND DIHEL DIHEL, LELAND	302.50		SFTBAL OFCL 4/14-15	
	7495 PROF AND SPEC SERVICES	4/25/18	127191	CALVIN HAKKER HAKKER, CALVIN	189.75		SFTBAL OFCL 04/14	
	7495 PROF AND SPEC SERVICES	4/25/18	127192	CASEY HAKKER HAKKER, CASEY	82.50		SFTBL OFCL 04/14	
	7495 PROF AND SPEC SERVICES	4/25/18	127212	WARREN LEASURE LEASURE, WARREN	264.00		SFTBAL OFFCL 4/9-19	
	7495 PROF AND SPEC SERVICES	4/25/18	127216	TONI MARIN MARIN, TONI	165.00		SFTBAL OFFCL 4/9-19	
	7495 PROF AND SPEC SERVICES	4/25/18	127217	JOSEPH MARTINEZ MARTINEZ, JOSEPH	110.00		SFTBAL OFFCL 04/12-17	
	7495 PROF AND SPEC SERVICES	4/25/18	127219	RYAN MERCER MERCER, RYAN	44.00		SFTBAL OFFCL 4/10	
	7495 PROF AND SPEC SERVICES	4/25/18	127225	ZANE PERREIRA PERREIRA, ZANE	99.00		SFTBL OFCL 4/14-15	
	7495 PROF AND SPEC SERVICES	4/25/18	127231	ANTHONY SANCHEZ SANCHEZ, ANTHONY	688.00		SFTBAL OFFCL 04/06-19	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127238	SUNSHINE MONTOKA-KENTON DBA SUNCO DESIGNS	154.44	201708184	BLANKET PURCHASE ORDER	

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1711 PARKS & REC-SPORTS	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127238	SUNSHINE MONTOYA-KENTON DBA SUNCO DESIGNS	160.88	201708193	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	7.51	07848	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127254	DAVID WILLIAMSON WILLIAMSON, DAVID	132.00		SFTBAL OFFCL 04/15	
	Division Total 1711 PARKS & REC-SPORTS				3,501.60			
1713 PARKS & REC-LONGFIELD	7495 PROF AND SPEC SERVICES	4/16/18	127066	DIRECTV LLC DIRECTV LLC	142.48	3390098739	007014205 BLANKET PO	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	26.77	11183018	2018-03	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	508.03		2018-03	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	32.00	05999	BLANKET PURCHASE ORDER	
	Division Total 1713 PARKS & REC-LONGFIELD				709.28			
1714 PARKS & REC-POOL/SKATE	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	22.40	11183018	2018-03	
	7495 PROF AND SPEC SERVICES	4/25/18	127155	CALIF DEPT OF JUSTICE CALIF DEPT OF JUSTICE	480.00	294887	2018-03 LIVESCAN	
	7495 PROF AND SPEC SERVICES	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	65.00	0091611404	2018-04 PLUNGE	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127214	LINCOLN EQUIPMENT INC LINCOLN AQUATICS	18.69	EW009652	SHUT-OFF SWITCH SIGN	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	1,072.32		2018-03	

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1714 PARKS & REC-POOL/SKATE	7495 PROF AND SPEC SERVICES	4/25/18	127242	TOP HAND MEDIA DBA TOP GUARD TRAINING	2,660.00	101-97	LIFEGUARD CLASS	
	Division Total 1714 PARKS & REC-POOL/SKATE				4,318.41			
1716 PARKS & REC-FACILITIES	7495 PROF AND SPEC SERVICES	4/25/18	127167	COMCAST CABLE COMMUNICATIONS, INC COMCAST CABLE COMMUNICATIONS, INC	109.95	0454929 041	8155500390454929 ETHERNET	
	4500 FM-AUD & EQUIPMENT RENT	4/25/18	127178	MARIANA ESTEVES ESTEVES, MARIANA	500.00	2003251	REFUND BLDG FEES	
	Division Total 1716 PARKS & REC-FACILITIES				609.95			
1719 PARKS & REC-YOUTH SERV	7495 PROF AND SPEC SERVICES	4/16/18	127048	RALPH AVILA, JR AVILA, JR, RALPH	250.00	20180421	DJ-DAD/DAUGHTR DNCE	
	7495 PROF AND SPEC SERVICES	4/16/18	127048	RALPH AVILA, JR AVILA, JR, RALPH	250.00	20180420	DJ-MOM/SON DANCE	
	7440 OFFICE EXPENSE	4/16/18	127059	SUSAN CHAVEZ CHAVEZ, SUSAN	20.09		RUBBER BANDS/SIGN	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127059	SUSAN CHAVEZ CHAVEZ, SUSAN	55.43		COOKIES/DRNK- CHLNGR	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127059	SUSAN CHAVEZ CHAVEZ, SUSAN	39.74		PIZZA/MERMAIDS EVENT	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127059	SUSAN CHAVEZ CHAVEZ, SUSAN	24.12		RUBBER, BNDS,ENV,GAME	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	22.25	11183018	2018-03	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	20.37	11188054	2018-03 587-1658	
	7495 PROF AND SPEC SERVICES	4/25/18	127175	DIRECTV LLC DIRECTV LLC	81.49	3401293454	014877658 BLNKT PO	

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1719 PARKS & REC-YOUTH SERV	7495 PROF AND SPEC SERVICES	4/25/18	127177	ELDORA MATTOS DBA ELDORA'S CATERING	1,619.28		BALNCE MEALS MOM/SON	
	7495 PROF AND SPEC SERVICES	4/25/18	127177	ELDORA MATTOS DBA ELDORA'S CATERING	2,995.72		BALNCE MEALS-DAD/DAU	
	7470 PRINTING	4/25/18	127206	KINGS CO INFO TECHNOLOGY DEPT KINGS CO INFO TECHNOLOGY DEPT	1,368.00		M/S-D/D DNCE FLYERS	
	7470 PRINTING	4/25/18	127206	KINGS CO INFO TECHNOLOGY DEPT KINGS CO INFO TECHNOLOGY DEPT	513.00		OLAF FLYERS DANCE	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127230	SANCHEZ FEED & SEED, INC SANCHEZ FEED & SEED, INC	80.79	247144	CHALK (12) 50 LB BAGS	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	145.71	03005	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	42.04	03403	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	98.77	03708	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	88.43	06511 03/18	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	552.96	08401	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	204.55	08575 04/18	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	91.20	09557	BLANKET PURCHASE ORDER	
Division Total 1719 PARKS & REC-YOUTH SERV					8,563.94			
1720 PARKS & REC-ADULT/SPCL	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	22.40	11183018	2018-03	
	7495 PROF AND SPEC SERVICES	4/25/18	127149	JOHN BENTON BENTON, JOHN ROLLIN WEST BAND	250.00		SR HEALTH FAIR 5-9	

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1720 PARKS & REC-ADULT/SPCL	7495 PROF AND SPEC SERVICES	4/25/18	127229	CINDY LYNN RODRIGUEZ RODRIGUEZ, CINDY LYNN	192.00		2018-04 AEROBICS	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	168.96	02430	ON THE MOVE BLANKET PO	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	58.39	03709	ON THE MOVE BLANKET PO	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127252	WAL MART WAL MART	26.78	08576	ON THE MOVE BLANKET PO	
	7495 PROF AND SPEC SERVICES	4/25/18	127255	CATHERINE WUNDERLY WUNDERLY, CATHERINE	320.00		2018-04 ZUMBA	
Division Total 1720 PARKS & REC-ADULT/SPCL					1,038.53			
1722 PARKS & REC-PARKS	7650 CHEMICALS	4/16/18	127063	CROP PRODUCTION SERVICES INC CROP PRODUCTION SERVICES INC	2,445.30	35157388	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/16/18	127063	CROP PRODUCTION SERVICES INC CROP PRODUCTION SERVICES INC	1,351.35	35321187	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127076	HOFMANS NURSERY HOFMANS NURSERY	16.09	25531	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	50.40	517771	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127092	THE LAWNMOWER MAN LAWN MOWER MAN, THE	173.52	4723741	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127093	LAWRENCE TRACTOR CO LAWRENCE TRACTOR CO	4.71	278868	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	11.41	1496399	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	9.52	1496639	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	0.75	1497569	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES				

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1722 PARKS & REC-PARKS	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	15.44	1500129	BLANKET PURCHASE ORDER	
	7780 UTILITIES-ELECTRICITY	4/16/18	127101	P G & E P G & E	9.53		2018-03 6276476966-7	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127114	TRIPLE J CONCRETE TRIPLE J CONCRETE	92.34	11452	1/2 CUBIC YD CONCRETE	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127114	TRIPLE J CONCRETE TRIPLE J CONCRETE	90.04	11483	1/4 CUBIC YD CONCRETE	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127117	VALLEY OXYGEN, INC VALLEY OXYGEN, INC	17.11	386206	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	19.66	91169	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	269.52	91208	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	691.46	91284	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	18.38	91298	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	16.84	91388	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	8.15	91399	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127221	MIRACLE PLAYGROUND SALES MIRACLE PLAYGROUND SALES	60.00	22116	ESTIMATED SHIPPING/HANDLI	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127221	MIRACLE PLAYGROUND SALES MIRACLE PLAYGROUND SALES	804.38	22116	SWITCH KIT-PRESS&PLAY	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	1,578.73		2018-03	
Division Total 1722 PARKS & REC-PARKS					7,754.63			

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2010 PW-ADMINISTRATION & ENGR	7770 TRAINING/TRAVEL/MEETING	4/19/18	127129	INTERNATIONAL MUNICIPAL SIGNAL ASC	313.33	38002	TRAFFIC CNTRL MANUAL	
				INTERNATIONAL MUNICIPAL SIGNAL ASC				
	7320 COMMUNICATIONS	4/25/18	127135	A T & T	20.66	11183007	2018-03 583-1529	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127233	A T & T (13982) SHRED-IT US JV LLC DBA SHRED-IT USA LLC	246.48	8124512258	DOC SHREDDING	
Division Total 2010 PW-ADMINISTRATION & ENGR					580.47			
2011 PW-STREET MAINTENANCE	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE	93.67	0023086-IN	BLANKET PURCHASE ORDER	
				ALERT-O-LITE				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE	203.02	0023460-IN	BLANKET PURCHASE ORDER	
				ALERT-O-LITE				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127064	DASSEL'S PETROLEUM, INC	39.76	37764	BLANKET PURCHASE ORDER	
				DASSEL'S PETROLEUM, INC				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127064	DASSEL'S PETROLEUM, INC	72.29	38173	BLANKET PURCHASE ORDER	
				DASSEL'S PETROLEUM, INC				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127064	DASSEL'S PETROLEUM, INC	92.17	38610	BLANKET PURCHASE ORDER	
				DASSEL'S PETROLEUM, INC				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127069	SHERWIN WILLIAMS COMPANY DBA	55.75	7246-5	BLANKET PURCHASE ORDER	
				FRAZEE INDUSTRIES				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES	113.60	1495970	"A" POLE REPAIR	
				MORGAN & SLATES				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC	105.72	91398	SPRINKLERS & PARTS	
				WEST VALLEY SUPPLY INC				
	818003 1-PAINT STRIPER (2011)	4/19/18	127127	CALIF DEPT OF MOTOR VEHICLES	9,244.00		REG SPVSR/ADDTNL FEE	
				CALIF DEPT OF MOTOR VEHICLES				
	7720 STREET CONST & MAINT MTR	4/25/18	127141	RON BARKER ENTERPRISES INC DBA	48.00	2018-204	15 GALLONS EMULSION	
				ASPHALT COATING & SUPPLIES				
	7720 STREET CONST & MAINT MTR	4/25/18	127153	CALAVERAS MATERIALS INC	848.66	1891695	PG64-10 ASPHALT	
				CALAVERAS MATERIALS INC				

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2011 PW-STREET MAINTENANCE	7720 STREET CONST & MAINT MTR	4/25/18	127176	DISPENSING TECHNOLOGY CORP DISPENSING TECHNOLOGY CORP	1,501.50	11107	BEADS, GLASS	
	7720 STREET CONST & MAINT MTR	4/25/18	127176	DISPENSING TECHNOLOGY CORP DISPENSING TECHNOLOGY CORP	196.00	11107	ESTIMATED SHIPPING/HANDLI	
	7450 PUBLICATIONS AND DUES	4/25/18	127198	INTERNATIONAL MUNICIPAL SIGNAL ASC INTERNATIONAL MUNICIPAL SIGNAL ASC	110.00	107788 2018	DEAN CERT RENEWAL	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127205	JORGENSEN CO INC JORGENSEN CO INC	124.67	5707474	CONFINED SPCE TRN (2)	
Division Total 2011 PW-STREET MAINTENANCE					12,848.81			
2020 AIRPORT-OPERATING	7433 FUEL AND LUBE MAINTENANCE	4/16/18	127047	WORLD FUEL SERVICES DBA ASCENT AVIATION GROUP, INC	32,953.75	516581	AIRPORT FUEL	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	1,081.28		2018-03	
	7320 COMMUNICATIONS	4/19/18	127133	UNWIRED BROADBAND INC UNWIRED BROADBAND INC	79.99	04/07/18	4/6-5/5/18 INTERNET	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	36.11	11183018	2018-03	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	20.37	11183004	2018-03 582-0101	
	7785 UTILITIES-GAS	4/25/18	127139	AMERIGAS - FRESNO AMERIGAS - FRESNO	583.63	3077091655	160.5 GAL PROPANE	
	7785 UTILITIES-GAS	4/25/18	127139	AMERIGAS - FRESNO AMERIGAS - FRESNO	155.34	3077216245	GAS FACILITY INSPECT	
	7495 PROF AND SPEC SERVICES	4/25/18	127147	W BANKS MOORE, INC DBA BANKS & CO	100.00	WO-1592	2018-04 UST INSPECT	
	7495 PROF AND SPEC SERVICES	4/25/18	127226	PIEROTTE'S PLUMBING INC PIEROTTE'S PLUMBING INC	569.00	37088	REPAIR 2 TOILETS	
Division Total 2020 AIRPORT-OPERATING					35,579.47			

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2031 REFUSE	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	10.00	0023670-IN	ESTIMATED SHIPPING/HANDLI			
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	4.45	0023670-IN	GLOVES-L			
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	4.02	0023670-IN	GLOVES-XL			
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	58.72	0023670-IN	VEST, MESH-2XL			
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	61.10	0023670-IN	VEST, MESH-3XL			
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	20.37	0023670-IN	VEST, MESH-4XL			
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	58.72	0023670-IN	VEST, MESH-LG			
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	58.72	0023670-IN	VEST, MESH-XL			
	7550 OTHER CONTRACTUAL SERV	4/16/18	127090	KINGS WASTE & RECYCLE AUTHORITY KINGS WASTE & RECYCLE AUTHORITY	221,939.75		2018-03 DUMP FEES			
	7412 EQUIPMENT MAINTENANCE	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	7.65	1500166	BLANKET PURCHASE ORDER			
	7412 EQUIPMENT MAINTENANCE	4/16/18	127117	VALLEY OXYGEN, INC VALLEY OXYGEN, INC	184.42	385238	BLANKET PURCHASE ORDER			
	7149 OTHER PERSONNEL BENEFIT	4/25/18	127197	I C M A RETIREMENT CORP #303617 I C M A RETIREMENT CORP	125.00	41465	FY18 QTR4 PLAN FEE			
	Division Total 2031 REFUSE					222,532.92				
	2040 FLEET MAINTENANCE	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127044	CENTRAL VALLEY GMC DBA AFFINITY TRUCK CENTER	495.88	F003490039		BLANKET PURCHASE ORDERS	
		7600 SPECIAL DEPARTMENTAL EX	4/16/18	127044	CENTRAL VALLEY GMC DBA AFFINITY TRUCK CENTER	165.66	F003490516		BLANKET PURCHASE ORDERS	

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2040 FLEET MAINTENANCE	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	732.74	F003490557	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	78.76	F003490557	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	90.70	F003490844	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	1,112.71	F003490939	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	163.19	F003492229	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	2,410.51	F003492561	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	436.72	F003492612	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7600	4/16/18	127044	CENTRAL VALLEY GMC DBA	342.31	F003492843	BLANKET PURCHASE ORDERS	
	SPECIAL DEPARTMENTAL EX			AFFINITY TRUCK CENTER				
	7434	4/16/18	127050	BADASCI TIRE CO, INC	214.36	141759	BLANKET PURCHASE ORDER	
	TIRES AND TUBES			BADASCI TIRE CO, INC				
	7434	4/16/18	127050	BADASCI TIRE CO, INC	2,303.98	142162	BLANKET PURCHASE ORDER	
	TIRES AND TUBES			BADASCI TIRE CO, INC				
	7434	4/16/18	127050	BADASCI TIRE CO, INC	165.32	142197	BLANKET PURCHASE ORDER	
	TIRES AND TUBES			BADASCI TIRE CO, INC				
	7495	4/16/18	127051	W BANKS MOORE, INC DBA	300.00	WO-1374	APCD V/L TESTING	
	PROF AND SPEC SERVICES			BANKS & CO				
	7495	4/16/18	127053	MC KEE ENTERPRISES, LLC DBA	35.00	63193	BLANKET PURCHASE ORDER	
	PROF AND SPEC SERVICES			BRAD'S HANFORD SMOG-N-TUNE				
	7495	4/16/18	127053	MC KEE ENTERPRISES, LLC DBA	35.00	63451	BLANKET PURCHASE ORDER	
	PROF AND SPEC SERVICES			BRAD'S HANFORD SMOG-N-TUNE				
	7495	4/16/18	127053	MC KEE ENTERPRISES, LLC DBA	35.00	63456	BLANKET PURCHASE ORDER	
	PROF AND SPEC SERVICES			BRAD'S HANFORD SMOG-N-TUNE				

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2040 FLEET MAINTENANCE	7495 PROF AND SPEC SERVICES	4/16/18	127053	MC KEE ENTERPRISES, LLC DBA BRAD'S HANFORD SMOG-N-TUNE	43.25	63524	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127053	MC KEE ENTERPRISES, LLC DBA BRAD'S HANFORD SMOG-N-TUNE	43.25	63526	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127053	MC KEE ENTERPRISES, LLC DBA BRAD'S HANFORD SMOG-N-TUNE	35.00	63539	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127054	BURTON'S FIRE, INC BURTON'S FIRE, INC	215.16	40075	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	45.89	750023344	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	774.32	750023377	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	416.45	750023382	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	2,254.75	750023414	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	421.84	750023467	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	50.49	750023476	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	1,357.53	750023499	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	684.21	750023537	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	1,460.00	750023567	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	66.38	750023586	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	48.45	750023617	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC				
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC				
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC				
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC				
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC				

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2040 FLEET MAINTENANCE	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	5,031.09	750023634	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	769.44	750023736	BLANKET PURCHASE ORDER	
	7434 TIRES AND TUBES	4/16/18	127065	DELRAY TIRE & RETREADING, INC DELRAY TIRE & RETREADING, INC	730.90	750023782	BLANKET PURCHASE ORDER	
	7433 FUEL AND LUBE MAINTENANCE	4/16/18	127067	ELBERT DISTRIBUTING, INC ELBERT DISTRIBUTING, INC	823.44	PI0006990	BLANKET PURCHASE ORDER	
	7433 FUEL AND LUBE MAINTENANCE	4/16/18	127067	ELBERT DISTRIBUTING, INC ELBERT DISTRIBUTING, INC	294.43	PI0007089	BLANKET PURCHASE ORDER	
	7433 FUEL AND LUBE MAINTENANCE	4/16/18	127067	ELBERT DISTRIBUTING, INC ELBERT DISTRIBUTING, INC	294.43	PI0007612	BLANKET PURCHASE ORDER	
	7433 FUEL AND LUBE MAINTENANCE	4/16/18	127067	ELBERT DISTRIBUTING, INC ELBERT DISTRIBUTING, INC	633.42	PI0007613	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EXPENSE	4/16/18	127067	ELBERT DISTRIBUTING, INC ELBERT DISTRIBUTING, INC	202.56	PI0006989	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EXPENSE	4/16/18	127067	ELBERT DISTRIBUTING, INC ELBERT DISTRIBUTING, INC	49.02	PI0007328	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EXPENSE	4/16/18	127068	FASTENAL INDUSTRIAL & CONST SUPP FASTENAL INDUSTRIAL & CONST SUPP	25.79	CAHAN6740	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127070	FREEWAY TOYOTA FREEWAY TOYOTA	1,059.80	2ICS50215	LABOR-WTR PUMP FLUSH	
	7600 SPECIAL DEPARTMENTAL EXPENSE	4/16/18	127070	FREEWAY TOYOTA FREEWAY TOYOTA	998.63	2ICS50215	PARTS-WTR PUMP FLUSH	
	7495 PROF AND SPEC SERVICES	4/16/18	127071	GOLDEN STATE PETERBILT GOLDEN STATE PETERBILT	397.20	PR106911	ABS LIGHT REFUSE #345	
	7495 PROF AND SPEC SERVICES	4/16/18	127071	GOLDEN STATE PETERBILT GOLDEN STATE PETERBILT	507.09	PR107205	CK POWER STEERING-#349	
	7600 SPECIAL DEPARTMENTAL EXPENSE	4/16/18	127071	GOLDEN STATE PETERBILT GOLDEN STATE PETERBILT	34.81	F770606	BLANKET PURCHASE ORDER	

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2040 FLEET MAINTENANCE	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127073	HAAKER EQUIP CO HAAKER EQUIP CO	2,502.51	C39942	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127073	HAAKER EQUIP CO HAAKER EQUIP CO	441.27	C39943	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127073	HAAKER EQUIP CO HAAKER EQUIP CO	61.67	C40277	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127073	HAAKER EQUIP CO HAAKER EQUIP CO	61.67	C40564	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127073	HAAKER EQUIP CO HAAKER EQUIP CO	71.32	C40565	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127074	HANFORD ALIGNMENT SERVICE HANFORD ALIGNMENT SERVICE	89.00	53194	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127074	HANFORD ALIGNMENT SERVICE HANFORD ALIGNMENT SERVICE	99.00	53238	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127075	HANFORD MOTORS, LLC DBA HANFORD CHRYSLER DODGE JEEP RAM	51.84	79884	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127075	HANFORD MOTORS, LLC DBA HANFORD CHRYSLER DODGE JEEP RAM	22.30	79889	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127075	HANFORD MOTORS, LLC DBA HANFORD CHRYSLER DODGE JEEP RAM	107.51	80358	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127075	HANFORD MOTORS, LLC DBA HANFORD CHRYSLER DODGE JEEP RAM	204.46	80374	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127075	HANFORD MOTORS, LLC DBA HANFORD CHRYSLER DODGE JEEP RAM	279.31	80379	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127075	HANFORD MOTORS, LLC DBA HANFORD CHRYSLER DODGE JEEP RAM	60.89	80446	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127075	HANFORD MOTORS, LLC DBA HANFORD CHRYSLER DODGE JEEP RAM	(80.00)	CM79796	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127078	HYDRAULIC CONTROLS, INC HYDRAULIC CONTROLS, INC	210.11	02010131	BLANKET PURCHASE ORDER	

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2040	7600	4/16/18	127078	HYDRAULIC CONTROLS, INC	83.98	02010132	BLANKET PURCHASE ORDER	
FLEET MAINTENANCE	SPECIAL DEPARTMENTAL EX			HYDRAULIC CONTROLS, INC				
	7600	4/16/18	127080	JEFF'S AUTO SUPPLY	175.39	D207779	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			JEFF'S AUTO SUPPLY				
	7600	4/16/18	127080	JEFF'S AUTO SUPPLY	70.55	D207949	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			JEFF'S AUTO SUPPLY				
	7600	4/16/18	127080	JEFF'S AUTO SUPPLY	287.05	D207953	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			JEFF'S AUTO SUPPLY				
	7600	4/16/18	127080	JEFF'S AUTO SUPPLY	412.33	D208093	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			JEFF'S AUTO SUPPLY				
	7600	4/16/18	127080	JEFF'S AUTO SUPPLY	260.93	D208098	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			JEFF'S AUTO SUPPLY				
	7600	4/16/18	127080	JEFF'S AUTO SUPPLY	17.16	D208229	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			JEFF'S AUTO SUPPLY				
	7600	4/16/18	127081	J V A C INC DBA	156.03	50110204	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			KELLER FORD LINCOLN				
	7600	4/16/18	127081	J V A C INC DBA	233.89	50110250	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			KELLER FORD LINCOLN				
	7600	4/16/18	127081	J V A C INC DBA	339.83	50110441	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			KELLER FORD LINCOLN				
	7600	4/16/18	127082	KELLER MOTORS OF HANFORD	118.13	5066617	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			KELLER MOTORS OF HANFORD				
	7600	4/16/18	127082	KELLER MOTORS OF HANFORD	128.16	5066787	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			KELLER MOTORS OF HANFORD				
	7600	4/16/18	127082	KELLER MOTORS OF HANFORD	(128.16)	5066819	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			KELLER MOTORS OF HANFORD				
	7495	4/16/18	127088	KINGS CO GLASS	32.50	I063682	BLANKET PURCHASE ORDER	
	PROF AND SPEC SERVICES			KINGS CO GLASS				
	7495	4/16/18	127088	KINGS CO GLASS	65.00	I063917	BLANKET PURCHASE ORDER	
	PROF AND SPEC SERVICES			KINGS CO GLASS				

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2040 FLEET MAINTENANCE	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127088	KINGS CO GLASS KINGS CO GLASS	42.90	I063682	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127088	KINGS CO GLASS KINGS CO GLASS	140.33	I0639717	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127091	KROEGER EQUIP & SUPPLY KROEGER EQUIP & SUPPLY	1,808.02	K182833	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127091	KROEGER EQUIP & SUPPLY KROEGER EQUIP & SUPPLY	103.98	K183420	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127091	KROEGER EQUIP & SUPPLY KROEGER EQUIP & SUPPLY	180.94	K183799	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127091	KROEGER EQUIP & SUPPLY KROEGER EQUIP & SUPPLY	(103.98)	K183873	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127093	LAWRENCE TRACTOR CO LAWRENCE TRACTOR CO	162.51	277874	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127093	LAWRENCE TRACTOR CO LAWRENCE TRACTOR CO	103.49	278889	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127094	LITTLE WORLEY'S AUTO ELECTRIC LITTLE WORLEY'S AUTO ELECTRIC	55.00	48877	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127094	LITTLE WORLEY'S AUTO ELECTRIC LITTLE WORLEY'S AUTO ELECTRIC	35.00	48995	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127094	LITTLE WORLEY'S AUTO ELECTRIC LITTLE WORLEY'S AUTO ELECTRIC	35.00	49023	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/16/18	127094	LITTLE WORLEY'S AUTO ELECTRIC LITTLE WORLEY'S AUTO ELECTRIC	35.00	49042	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	8.11	1497290	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	49.61	1498118	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	24.88	1499217	BLANKET PURCHASE ORDER	

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2040	7600	4/16/18	127100	O'REILLY AUTOMOTIVE STORES INC DBA	453.94	3632-176078	BLANKET PURCHASE ORDER	
FLEET MAINTENANCE	SPECIAL DEPARTMENTAL EX			O'REILLY AUTO PARTS				
	7600	4/16/18	127104	RUCKSTELL CALIF SALES CO	1,617.84	703443	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			RUCKSTELL CALIF SALES CO				
	7600	4/16/18	127104	RUCKSTELL CALIF SALES CO	428.52	703463	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			RUCKSTELL CALIF SALES CO				
	7600	4/16/18	127104	RUCKSTELL CALIF SALES CO	604.66	703531	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			RUCKSTELL CALIF SALES CO				
	7600	4/16/18	127106	SCELZI EQUIPMENT INC	581.99	F1944	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			SCELZI EQUIPMENT INC				
	7600	4/16/18	127106	SCELZI EQUIPMENT INC	3,237.37	F1961	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			SCELZI EQUIPMENT INC				
	7600	4/16/18	127107	SEQUOIA EQUIP CO INC	307.73	1103878	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			SEQUOIA EQUIP CO INC				
	7600	4/16/18	127107	SEQUOIA EQUIP CO INC	68.77	1103879	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			SEQUOIA EQUIP CO INC				
	7600	4/16/18	127107	SEQUOIA EQUIP CO INC	397.71	1103978	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			SEQUOIA EQUIP CO INC				
	7600	4/16/18	127108	SMITH WELDING AND MACHINE SHOP	965.25	45265	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			SMITH WELDING AND MACHINE SHOP				
	7600	4/16/18	127111	INTERLINE BRANDS INC DBA	193.05	433005451	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			SUPPLYWORKS				
	7600	4/16/18	127115	TURF STAR INC	89.19	7007512-00	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			TURF STAR INC				
	7495	4/16/18	127123	WATERDROPS EXPRESS CAR WASH LLC	36.00	129438	LACEY WASHES BLANKET PO	
	PROF AND SPEC SERVICES			WATERDROPS EXPRESS CAR WASH LLC				
	7495	4/16/18	127124	WATERDROPS EXPRESS CAR WASH LLC	144.00	937726	11TH AVE CAR WASHES-BLANK	
	PROF AND SPEC SERVICES			WATERDROPS EXPRESS CAR WASH LLC				
	7780	4/19/18	127132	SOUTHERN CALIF EDISON CO	1,839.53		2018-03	
	UTILITIES-ELECTRICITY			SOUTHERN CALIF EDISON CO				

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2040 FLEET MAINTENANCE	7450	4/25/18	127165	COLLECTIVE DATA INC	10,033.75	15451	ANN SFTWRE SUPP RENEWAL (	
	PUBLICATIONS AND DUES			COLLECTIVE DATA INC				
	7770	4/25/18	127205	JORGENSEN CO INC	373.99	5707474	CONFINED SPCE TRN (6)	
	TRAINING/TRAVEL/MEETING			JORGENSEN CO INC				
Division Total 2040 FLEET MAINTENANCE					59,376.57			
2050 FLEET REPLACEMENT RESERVE	818310	4/16/18	127062	COOK'S COMMUNICATIONS CORP	1,784.27	136288	OUTFIT/POLICE CAR (CAPT)	
	1-CAR, POLICE (1513 CAPT)			COOK'S COMMUNICATIONS CORP				
	817309	4/25/18	127137	ALTEC INDUSTRIES, INC	43,661.89	8181539	CHIPPER TRUCK-ALTEC PARKS	
	1-TRUCK, CHIPPER BOX			ALTEC INDUSTRIES, INC				
	817312	4/25/18	127137	ALTEC INDUSTRIES, INC	118,046.96	8181539	BOOM TRUCK-ALTEC PARKS DI	
	1-TRUCK, BOOM/LIFT(PARKS)			ALTEC INDUSTRIES, INC				
Division Total 2050 FLEET REPLACEMENT RESERVE					163,493.12			
2061 STORM DRAINAGE-OPERATING	7600	4/16/18	127098	NICK CHAMPI ENTERPRISES INC	8.58	19929	BLANKET PURCHASE ORDER	
	SPECIAL DEPARTMENTAL EX			NICK CHAMPI ENTERPRISES INC				
	7320	4/25/18	127135	A T & T	20.37	11183015	2018-03 584-9430	
	COMMUNICATIONS			A T & T (13982)				
	818627	4/25/18	127159	CEN CAL PAVING INC	1,050.00	2400	LACEY/COSTCO CURB/GUT	
	CURB & GUTTER INSTALL			CEN CAL PAVING INC				
	7550	4/25/18	127179	R & D MORGAN INC DBA	297.00	159415	BASIN WEED SPRAYING	
	OTHER CONTRACTUAL SERV			EXPERIENCED GARDENER, THE				
	7550	4/25/18	127179	R & D MORGAN INC DBA	590.00	159417	BASIN WEED SPRAYING	
	OTHER CONTRACTUAL SERV			EXPERIENCED GARDENER, THE				
	7550	4/25/18	127179	R & D MORGAN INC DBA	465.00	159419	BASIN WEED SPRAYING	
	OTHER CONTRACTUAL SERV			EXPERIENCED GARDENER, THE				
	7550	4/25/18	127179	R & D MORGAN INC DBA	438.00	159438	BASIN WEED SPRAYING	
	OTHER CONTRACTUAL SERV			EXPERIENCED GARDENER, THE				

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2061 STORM DRAINAGE-OPERATING	7550 OTHER CONTRACTUAL SERV	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	2,123.00	159454	BASIN WEED SPRAYING			
	7550 OTHER CONTRACTUAL SERV	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	298.00	159451	VEGATATION MGMT			
	7550 OTHER CONTRACTUAL SERV	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	360.00	159453	VEGETATION MANAGEMNT			
	7550 OTHER CONTRACTUAL SERV	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	230.00	159436	VEGETATION MGMT			
	7550 OTHER CONTRACTUAL SERV	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	720.00	159455	VEGETATION MGMT			
	7412 EQUIPMENT MAINTENANCE	4/25/18	127241	TELSTAR INSTRUMENTS, INC TELSTAR INSTRUMENTS, INC	543.54	94035	INSTALL SEAL FAN SWTH			
	818668 STORM DRAIN PUMP #35	4/25/18	127247	VALLEY PUMP & DAIRY SYSTEMS INC VALLEY PUMP & DAIRY SYSTEMS INC	23,564.96	12994	FR 7412 TO 818668			
	818668 STORM DRAIN PUMP #35	4/25/18	127247	VALLEY PUMP & DAIRY SYSTEMS INC VALLEY PUMP & DAIRY SYSTEMS INC	858.00	12994	FR 7412 TO 818668			
	818668 STORM DRAIN PUMP #35	4/25/18	127247	VALLEY PUMP & DAIRY SYSTEMS INC VALLEY PUMP & DAIRY SYSTEMS INC	3,327.97	12994	FR 7412 TO 818668			
	818668 STORM DRAIN PUMP #35	4/25/18	127247	VALLEY PUMP & DAIRY SYSTEMS INC VALLEY PUMP & DAIRY SYSTEMS INC	1,164.74	12994	FR 7412 TO 818668			
	818668 STORM DRAIN PUMP #35	4/25/18	127247	VALLEY PUMP & DAIRY SYSTEMS INC VALLEY PUMP & DAIRY SYSTEMS INC	536.25	12994	FR 7412 TO 818668			
	818668 STORM DRAIN PUMP #35	4/25/18	127247	VALLEY PUMP & DAIRY SYSTEMS INC VALLEY PUMP & DAIRY SYSTEMS INC	2,932.00	12994	FR 7412 TO 818668			
	Division Total 2061 STORM DRAINAGE-OPERATING					39,527.41				
	2071 WASTEWATER OPERATING	7550 OTHER CONTRACTUAL SERV	4/16/18	127046	D S WATERS OF AMERICA, INC DBA ALHAMBRA & SIERRA SPRINGS	56.96	9408211411		BLANKET PURCHASE ORDER	
		7650 CHEMICALS	4/16/18	127079	J C LANSDOWNE DIST INC J C LANSDOWNE DIST INC	592.02	275498		BLANKET PURCHASE ORDER	

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2071 WASTEWATER OPERATING	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	46.28	1495694	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	25.27	1496860	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	48.63	1497199	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	26.42	1497724	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/16/18	127099	NORTH CENTRAL LABORATORIES NORTH CENTRAL LABORATORIES	228.19	403977	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/16/18	127099	NORTH CENTRAL LABORATORIES NORTH CENTRAL LABORATORIES	439.85	404037	BLANKET PURCHASE ORDER	
	7551 WWTP EFFLUENT DISPOSAL	4/16/18	127105	SANCHEZ BROS FARMING SANCHEZ BROS FARMING	203.02	1131	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127110	SUEZ WTS SERVICES USA, INC SUEZ WTS SERVICES USA INC	538.94	99184370	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/16/18	127113	THATCHER COMPANY OF CALIFORNIA INC THATCHER COMPANY OF CALIFORNIA INC	(6,000.00)	248732	CHEMICALS-BLANKET PURCHAS	
	7650 CHEMICALS	4/16/18	127113	THATCHER COMPANY OF CALIFORNIA INC THATCHER COMPANY OF CALIFORNIA INC	11,429.11	248747	CHEMICALS-BLANKET PURCHAS	
	7650 CHEMICALS	4/16/18	127113	THATCHER COMPANY OF CALIFORNIA INC THATCHER COMPANY OF CALIFORNIA INC	(6,000.00)	249081	CHEMICALS-BLANKET PURCHAS	
	7650 CHEMICALS	4/16/18	127113	THATCHER COMPANY OF CALIFORNIA INC THATCHER COMPANY OF CALIFORNIA INC	11,429.11	249101	CHEMICALS-BLANKET PURCHAS	
	7412 EQUIPMENT MAINTENANCE	4/16/18	127116	V W R FUNDING INC DBA V W R INTERNATIONAL, LLC	422.29	8081750121	SUPPLIES	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	83.98	91165	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	33.17	91348	BLANKET PURCHASE ORDER	

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2071 WASTEWATER OPERATING	7495 PROF AND SPEC SERVICES	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	115.93	601627829	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	113.36	601642500	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	55.14	601657278	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	46.41	601671864	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	36.24	601686556	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	56.14	601701239	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	3.44	779836	LATE FEE	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	24,263.00		2018-03	
	7412 EQUIPMENT MAINTENANCE	4/25/18	127145	B R B FABRICATION B R B FABRICATION	2,954.74	84	ALUM LADDER CAGE/STEP	
	7412 EQUIPMENT MAINTENANCE	4/25/18	127156	CALIFORNIA INDUSTRIAL RUBBER CALIF INDUSTRIAL RUBBER	624.49	T-095610	PVC MATTING	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	1,956.00	160320	VEG MGMT - PONDS	
	7550-001 OTHER CONTR-SOLAR SYSTE	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	7,755.25	160318	VEG MGMT - SOLAR 2	
	7550-001 OTHER CONTR-SOLAR SYSTE	4/25/18	127179	R & D MORGAN INC DBA EXPERIENCED GARDENER, THE	3,015.00	160319	VEG MGMT-SOLAR 1	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	2,192.00	745585A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	153.00	745790A	BLANKET PURCHASE ORDER	

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2071 WASTEWATER OPERATING	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	80.00	745976A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	44.00	746140A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	479.00	746142A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	153.00	746350A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	3,018.00	746464A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	80.00	746470A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	86.00	746537A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	153.00	840748A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	124.00	840749A	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127180	FRUIT GROWERS LABORATORY, INC DBA F G L ENVIRONMENTAL	479.00	841018A	BLANKET PURCHASE ORDER	
	7412 EQUIPMENT MAINTENANCE	4/25/18	127188	GRAINGER, INC GRAINGER, INC	135.63	9701382054	BLANKET PURCHASE ORDER	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127205	JORGENSEN CO INC JORGENSEN CO INC	249.34	5707474	CONFINED SPCE TRN (4)	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	261.27		2018-03	
Division Total 2071 WASTEWATER OPERATING					62,285.62			
2072 SANITARY SEWER COLLECTION	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	1,176.83	0023120-IN	BARRIERS, ORG W/REFL TPE	

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2072 SANITARY SEWER COLLECTION	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127045	ALERT-O-LITE ALERT-O-LITE	112.96	0023120-IN	ESTIMATED SHIPPING/HANDLI	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	192.43	1497052	BLANKET PURCHASE ORDER	
	7780 UTILITIES-ELECTRICITY	4/16/18	127101	P G & E P G & E	235.12		2018-03 5401477022-3	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127117	VALLEY OXYGEN, INC VALLEY OXYGEN, INC	15.27	386397	BLANKET PURCHASE ORDER	
	7320 COMMUNICATIONS	4/19/18	127128	COMCAST CABLE COMMUNICATIONS, INC COMCAST CABLE COMMUNICATIONS, INC	52.96	0439763 4/1	8155500390439763 SCADA	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	65.05		2018-03	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	96.40	11041797	2018-02 584-8633	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	97.13	11183013	2018-03 584-8633	
	7770 TRAINING/TRAVEL/MEETING	4/25/18	127205	JORGENSEN CO INC JORGENSEN CO INC	187.00	5707474	CONFINED SPCE TRN (3)	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	2,502.80		2018-03	
Division Total 2072 SANITARY SEWER COLLECTION					4,733.95			
2081 WATER-OPERATIONS	7495 PROF AND SPEC SERVICES	4/16/18	127049	B S K & ASSOCIATES INC B S K & ASSOCIATES INC	187.50	A805579	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	30.01	1496960	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127096	MORGAN & SLATES MORGAN & SLATES	135.96	1497877	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127114	TRIPLE J CONCRETE TRIPLE J CONCRETE	185.81	11484	BLANKET PURCHASE ORDER	

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2081 WATER-OPERATIONS	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127117	VALLEY OXYGEN, INC VALLEY OXYGEN, INC	56.57	385504	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127125	WEST VALLEY SUPPLY INC WEST VALLEY SUPPLY INC	13.62	91204	BLANKET PURCHASE ORDER	
	7320 COMMUNICATIONS	4/19/18	127128	COMCAST CABLE COMMUNICATIONS, INC COMCAST CABLE COMMUNICATIONS, INC	52.97	0439763 4/1	8155500390439763 SCADA	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	19.56	11183011	2018-03 584-0137	
	7990 MATERIALS/SUPP'S/INVENTR	4/25/18	127190	FERGUSON ENTERPRISES INC 1423 DBA GROENIGER & CO	1,388.89	1358802	4" FLOW METER-LF 4" BRZ S	
	7990 MATERIALS/SUPP'S/INVENTR	4/25/18	127190	FERGUSON ENTERPRISES INC 1423 DBA GROENIGER & CO	20.00	1358802	ESTIMATED SHIPPING/HANDLI	
	7990 MATERIALS/SUPP'S/INVENTR	4/25/18	127190	FERGUSON ENTERPRISES INC 1423 DBA GROENIGER & CO	164.11	1361210	METER BRASS BUSHINGS	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	49,501.83		2018-03	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127243	U S A BLUEBOOK U S A BLUEBOOK	200.50	537732	TAPPING DRILL BIT	
	7650 CHEMICALS	4/25/18	127246	UNIVAR UNIVAR	318.06	F0885636	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/25/18	127246	UNIVAR UNIVAR	443.81	F0885637	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/25/18	127246	UNIVAR UNIVAR	502.98	F0885638	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/25/18	127246	UNIVAR UNIVAR	266.29	F0885639	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/25/18	127246	UNIVAR UNIVAR	162.73	F0885746	BLANKET PURCHASE ORDER	
	7650 CHEMICALS	4/25/18	127246	UNIVAR UNIVAR	310.67	F0885747	BLANKET PURCHASE ORDER	

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2081 WATER-OPERATIONS	7990 MATERIALS/SUPP'S/INVENTR	4/25/18	127257	ZENNER PERFORMANCE METERS INC ZENNER PERFORMANCE METERS INC	15,401.62	0040452-IN	METER, 4' BRNZE COMP	
Division Total 2081 WATER-OPERATIONS					69,363.49			
2091 INTERMODAL-OPERATING	7550 OTHER CONTRACTUAL SERV	4/25/18	127135	A T & T A T & T (13982)	37.42	11183010	2018-03 583-9688AMTRK	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	45.00	0106699804	2018-04 AMTRAK	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127194	BERNADETTE A OLIVEIRA DBA HANFORD JANITORIAL SERVICE	340.00		2018-04 AMTRAK	
Division Total 2091 INTERMODAL-OPERATING					422.42			
2100 BUILDING MAINTENANCE	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127068	FASTENAL INDUSTRIAL & CONST SUPP FASTENAL INDUSTRIAL & CONST SUPP	18.18	CAHAN6793	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127068	FASTENAL INDUSTRIAL & CONST SUPP FASTENAL INDUSTRIAL & CONST SUPP	18.26	CAHAN6803	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127069	SHERWIN WILLIAMS COMPANY DBA FRAZEE INDUSTRIES	50.48	6414-0	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127069	SHERWIN WILLIAMS COMPANY DBA FRAZEE INDUSTRIES	168.68	6452-0	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127069	SHERWIN WILLIAMS COMPANY DBA FRAZEE INDUSTRIES	38.40	6582-4	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127069	SHERWIN WILLIAMS COMPANY DBA FRAZEE INDUSTRIES	10.42	6666-5	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127069	SHERWIN WILLIAMS COMPANY DBA FRAZEE INDUSTRIES	69.40	9817-1	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	14.29	517885 3/18	BLANKET PURCHASE ORDER	

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2100 BUILDING MAINTENANCE	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	12.85	517959	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	15.77	517982	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127089	PHILLIP J GAPEN DBA KINGS CO MOBILE LOCKSMITH SVC	136.01	3405	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127102	PIEROTTE'S PLUMBING INC PIEROTTE'S PLUMBING INC	175.00	36952	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127102	PIEROTTE'S PLUMBING INC PIEROTTE'S PLUMBING INC	315.00	37009	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127111	INTERLINE BRANDS INC DBA SUPPLYWORKS	148.47	430836288	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127111	INTERLINE BRANDS INC DBA SUPPLYWORKS	806.13	431181403	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127111	INTERLINE BRANDS INC DBA SUPPLYWORKS	1,029.88	433341906	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127111	INTERLINE BRANDS INC DBA SUPPLYWORKS	103.93	433341914	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127112	TERMINIX INTERNATIONAL COMPANY TERMINIX INTERNATIONAL COMPANY	456.43	114749214/1	TERMITE BAIT SYSTEM	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127118	GEIL ENTERPRISES, INC DBA VALLEY SECURITY & ALARM	180.00	341017	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	89.30	601560776	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	90.98	601575560	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	76.71	601590294	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	80.66	601648958	BLANKET PURCHASE ORDER	

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2100 BUILDING MAINTENANCE	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	80.66	601678304	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	87.27	601692957	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	82.86	601707716	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	2.26	766622	BLANKET PURCHASE ORDER	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	5.59	754744	LATE FEE	
	7550 OTHER CONTRACTUAL SERV	4/19/18	127126	ARAMARK UNIFORM SERVICES, INC ARAMARK UNIFORM SERVICES, INC	0.25	779005	LATE FEE	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	3,922.98		2018-03	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	37.42	11183009	2018-03 583-8452 CORP	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	39.08	11188053	2018-03 583-8911CTYHA	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	39.09	11183017	2018-03 585-0706 VETS	
	7320 COMMUNICATIONS	4/25/18	127135	A T & T A T & T (13982)	39.08	11183022	2018-03 589-6436CTYHL	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127138	AMERICAN INCORPORATED AMERICAN INCORPORATED	312.24	7079292	DRINKING FOUNTAIN RPR	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	56.00	0079019004	2018-04 CITY OFC	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	40.00	0002405704	2018-04 CIVIC AUD	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	50.00	0097036604	2018-04 COE PARK	

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2100 BUILDING MAINTENANCE	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	45.00	0106699704	2018-04 CORP YARD	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	49.00	0095060904	2018-04 LONGFIELD	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	40.00	0087821604	2018-04 POLICE	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	40.00	0090125504	2018-04 VETS	
	7550 OTHER CONTRACTUAL SERV	4/25/18	127226	PIEROTTE'S PLUMBING INC PIEROTTE'S PLUMBING INC	901.00	37075	SEWER REPAIR-TEEN CTR	
	Division Total 2100 BUILDING MAINTENANCE				9,975.01			
2104 ACCUM CAPITAL OUTLAY	818608 CIVIC AUD EXTERIOR PAINT	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	112.49	518042	WINDOW LATTICE MATRL	
	818609 CIVIC AUD WALL CARPET	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	14.95	517747	JOINT COMPOUNT	
	817604 BASTILLE BLDG RENOVATION	4/25/18	127232	SERNA CONSTRUCTION INC SERNA CONSTRUCTION INC	3,603.82		#02 02/24-03/30 FINAL	
	Division Total 2104 ACCUM CAPITAL OUTLAY				3,731.26			
2131 COURTHOUSE SQUARE-OPERTNG	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127072	GRAINGER, INC GRAINGER, INC	204.29	9727245947	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	12.85	517936	BLANKET PURCHASE ORDER	
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127077	HOLT LUMBER INC HOLT LUMBER INC	32.39	517992	BLANKET PURCHASE ORDER	
	7495 PROF AND SPEC SERVICES	4/25/18	127135	A T & T A T & T (13982)	20.37	11183012	2018-03 584-8145CRTHS	

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2131 COURTHOUSE SQUARE-OPERTNG	7495 PROF AND SPEC SERVICES	4/25/18	127163	CLARK PEST CONTROL, INC CLARK PEST CONTROL, INC	60.00	0100629804	2018-04 COURTHOUSE	
	7495 PROF AND SPEC SERVICES	4/25/18	127194	BERNADETTE A OLIVEIRA DBA HANFORD JANITORIAL SERVICE	400.00		2018-04 CRTHSE SQUARE	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	889.47		2018-03	
	Division Total 2131 COURTHOUSE SQUARE-OPERTNG 1,619.37							
2180 PARKS FACILITY IMPACT FEE	818613 COE PARK ARBOR	4/16/18	127097	PARKS ASSOCIATES, INC DBA N S P 3	609.00	1800140	ESTIMATED SHIPPING/HANDLI	
	818613 COE PARK ARBOR	4/16/18	127097	PARKS ASSOCIATES, INC DBA N S P 3	1,859.93	1800140	TRASH RECEPTACLE-PLAY CRA	
	818613 COE PARK ARBOR	4/16/18	127097	PARKS ASSOCIATES, INC DBA N S P 3	600.60	1800140	UTILITY TABLE-8' HEAVY DU	
	Division Total 2180 PARKS FACILITY IMPACT FEE 3,069.53							
2181 TRANSPORTN FACLT IMP FEE	815627 TRAF SIG/GRGVL & 13TH AV	4/25/18	127203	JAMES G PALMER APPRAISALS, INC JAMES G PALMER APPRAISALS, INC	5,850.00	3592	4 QUAD GRNGVLE/13TH	
	815627 TRAF SIG/GRGVL & 13TH AV	4/25/18	127240	T R C ENGINEERS, INC T R C ENGINEERS, INC	1,270.50	20475	PROF SVC THRU 2/23/18	
	815665 LCY REALIGN-SH43/SIERRA	4/25/18	127253	WILLIAMS SCOTSMAN, INC WILLIAMS SCOTSMAN, INC	2,764.93	5642757	PORTABLE BLDG/HELENA- INS	
	Division Total 2181 TRANSPORTN FACLT IMP FEE 9,885.43							
2183 POLICE PROTECTION IMP FEE	818669 POLICE BLDG REMODEL	4/25/18	127157	CARVALHO CONSTRUCTION INC CARVALHO CONSTRUCTION INC	172,265.80		#04 02/13-03/26	
	818669 POLICE BLDG REMODEL	4/25/18	127210	LANE ENGINEERS, INC LANE ENGINEERS, INC	380.25	41771	2017-11 PROF SVC	

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2183 POLICE PROTECTION IMP FEE	818669 POLICE BLDG REMODEL	4/25/18	127210	LANE ENGINEERS, INC LANE ENGINEERS, INC	2,661.75	41862	2017-12 PROF SVC	
	818669 POLICE BLDG REMODEL	4/25/18	127210	LANE ENGINEERS, INC LANE ENGINEERS, INC	422.50	41946	2018-01 PROF SVC	
	818669 POLICE BLDG REMODEL	4/25/18	127210	LANE ENGINEERS, INC LANE ENGINEERS, INC	4,006.26	42212	2018-03 PROF SVC	
	Division Total 2183 POLICE PROTECTION IMP FEE 179,736.56							
2187 REFUSE/RECYCLE IMPACT FEE	818307 1-TRUCK, REFUSE PETERBILT	4/16/18	127104	RUCKSTELL CALIF SALES CO RUCKSTELL CALIF SALES CO	302,768.45	703479	REFUSE TRUCK-FRONT LOAD	
	Division Total 2187 REFUSE/RECYCLE IMPACT FEE 302,768.45							
240 LAD 90-1 T606 PINECASTLE	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	1,027.42	1287	2018-03	
	Division Total 240 LAD 90-1 T606 PINECASTLE 1,027.42							
241 LAD 90-2 T610 PARK MONTRY	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	89.20	1288	2018-03	
	Division Total 241 LAD 90-2 T610 PARK MONTRY 89.20							
242 LAD 90-3 T595 MANS #7 & 8	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	93.26	1288	2018-03	
	Division Total 242 LAD 90-3 T595 MANS #7 & 8 93.26							
243 LAD 90-4 T619 HYDE PARK	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	19.80	1290	2018-03	

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Division Total 243 LAD 90-4 T619 HYDE PARK					19.80			
244 LAD 91-1 T641 SIERA VISTA	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	105.84	1290	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO	130.14		2018-03	
				SOUTHERN CALIF EDISON CO				
Division Total 244 LAD 91-1 T641 SIERA VISTA					235.98			
245 LAD 92-1 PORTOFINO 1 & 2	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	152.21	1287	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 245 LAD 92-1 PORTOFINO 1 & 2					152.21			
246 LAD 92-2 CIELO EN TIERRA	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	78.36	1289	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 246 LAD 92-2 CIELO EN TIERRA					78.36			
247 LAD 93-1 T634 VINTAGE EST	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	128.73	1289	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 247 LAD 93-1 T634 VINTAGE EST					128.73			
248 LAD 93-2 T673 WALNUT FRST	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	191.36	1290	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	44.13	1290	2018-03 FRNTAGE	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 248 LAD 93-2 T673 WALNUT FRST					235.49			
249 LAD 94-1 T712 GATEWAY EST	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	91.80	1287	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				

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249 LAD 94-1 T712 GATEWAY EST	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	45.56	1287	2018-03 BASIN	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO	52.14		2018-03	
				SOUTHERN CALIF EDISON CO				
Division Total 249 LAD 94-1 T712 GATEWAY EST					189.50			
250 LAD 94-2 T708 STONECREST	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	925.44	1288	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	472.73	1288	2018-03 FRNTAGE	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	466.46	1288	2018-03 RR FRNTAGE	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 250 LAD 94-2 T708 STONECREST					1,864.63			
251 LAD 94-3 T696 QUAIL RUN	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	209.55	1288	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	826.98	1288	2018-03 INTERIOR PARK	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7600 SPECIAL DEPARTMENTAL EX	4/16/18	127098	NICK CHAMPI ENTERPRISES INC	48.26	21059	TEMP FENCE PLAYGRND	
				NICK CHAMPI ENTERPRISES INC				
Division Total 251 LAD 94-3 T696 QUAIL RUN					1,084.79			
252 LAD 97-1 T711 ROSEWOOD	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	49.91	1290	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 252 LAD 97-1 T711 ROSEWOOD					49.91			
253 LAD 97-2 T742 SUMMERFLD	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	39.49	1287	2018-03	
				CLEAN CUT LANDSCAPE MANAGEMENT INC				

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253	7780	4/19/18	127132	SOUTHERN CALIF EDISON CO	24.74		2018-03	
LAD 97-2 T742 SUMMERFLD	UTILITIES-ELECTRICITY			SOUTHERN CALIF EDISON CO				
Division Total 253 LAD 97-2 T742 SUMMERFLD					64.23			
254	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	602.65	1290	2018-03	
LAD 97-3 T743 COUNTRY CR	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7780	4/25/18	127237	SOUTHERN CALIF EDISON CO	75.61		2018-03	
	UTILITIES-ELECTRICITY			SOUTHERN CALIF EDISON CO				
Division Total 254 LAD 97-3 T743 COUNTRY CR					678.26			
255	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	215.58	1287	2018-03	
LAD 98-1 T747 CRYSTL SPR	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 255 LAD 98-1 T747 CRYSTL SPR					215.58			
256	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	428.77	1290	2018-03	
LAD 98-2 T759 MT VW #1	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 256 LAD 98-2 T759 MT VW #1					428.77			
257	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	102.09	1289	2018-03	
LAD 01-1 T680 PAC GR #1	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	44.23	1289	2018-03 BASIN	
	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 257 LAD 01-1 T680 PAC GR #1					146.32			
258	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	110.57	1288	2018-03	
LAD 01-2 T770 CAMBRIA #1	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	205.61	1288	2018-03 RR FRNTAGE	
	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				

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Division Total 258 LAD 01-2 T770 CAMBRIA #1					316.18			
259 LAD 01-3 T771 POPPY HILL	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	97.87	1288	2018-03	
Division Total 259 LAD 01-3 T771 POPPY HILL					97.87			
260 LAD 01-4 T769 SILVER OAK	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	1,220.75	1289	2018-03	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	148.59		2018-03	
	7600 SPECIAL DEPARTMENTAL EX	4/25/18	127164	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	24,125.00	1348	LANDSCAPE ENHANCEMNT	
Division Total 260 LAD 01-4 T769 SILVER OAK					25,494.34			
261 LAD 02-1 T776 ASHTON PARK	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	832.31	1290	2018-03	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	49.48		2018-03	
Division Total 261 LAD 02-1 T776 ASHTON PARK					881.79			
262 LAD 03-1 T789 LA PARC	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	98.18	1289	2018-03	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	269.51	1289	2018-03 RAILRD	
Division Total 262 LAD 03-1 T789 LA PARC					367.69			
263 LAD 04-1 T810 SIDONIA	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	172.75	1290	2018-03	

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263 LAD 04-1 T810 SIDONIA	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	164.00	1290	2018-03 #2 TRACT 814	
Division Total 263 LAD 04-1 T810 SIDONIA					336.75			
264 LAD 04-2 T799 CAMBRIDGE	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	505.37	1288	2018-03	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	82.11	1288	2018-03 INTERIOR BASN	
Division Total 264 LAD 04-2 T799 CAMBRIDGE					587.48			
265 LAD 04-3 T795 CAMBRIDGE	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	994.14	1289	2018-03 PARK	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	256.18	1289	2018-03 RAILRD	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	885.70	1289	2018-03 STREET	
Division Total 265 LAD 04-3 T795 CAMBRIDGE					2,136.02			
266 LAD 04-4 T802-3 SIERRA	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	235.67	1287	2018-03	
	7780 UTILITIES-ELECTRICITY	4/25/18	127237	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	79.20		2018-03	
Division Total 266 LAD 04-4 T802-3 SIERRA					314.87			
2665 GAS TAX - 2103	816620 TRAF SIG/HFD-ARM & IRWIN	4/25/18	127258	ZUMWALT HANSEN, INC ZUMWALT HANSEN, INC	437.50	12250	3/17-4/01/18 PROF SVC	
Division Total 2665 GAS TAX - 2103					437.50			

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267	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	35.95	1287	2018-03	
LAD 05-1 MISSION PARK	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	38.88	1287	2018-03 BASIN	
	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7780	4/25/18	127237	SOUTHERN CALIF EDISON CO	26.91		2018-03	
	UTILITIES-ELECTRICITY			SOUTHERN CALIF EDISON CO				
Division Total 267 LAD 05-1 MISSION PARK					101.74			
268	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	527.51	1289	2018-03	
LAD 05-2 T835 COPPER VLLY	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 268 LAD 05-2 T835 COPPER VLLY					527.51			
269	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	1,034.29	1288	2018-03	
LAD 06-1 T794 QUAIL PARK	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 269 LAD 06-1 T794 QUAIL PARK					1,034.29			
270	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	84.30	1289	2018-03	
LAD 09-1 T877 VICTORY	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	725.00	1289	2018-03 FRONT	
	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
Division Total 270 LAD 09-1 T877 VICTORY					809.30			
271	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	305.33	1290	2018-03	
LAD 09-2 T843 LENNAR	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7550	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC	459.72	1290	2018-03 IND II	
	OTHER CONTRACTUAL SERV			CLEAN CUT LANDSCAPE MANAGEMENT INC				
	7780	4/25/18	127237	SOUTHERN CALIF EDISON CO	83.92		2018-03	
	UTILITIES-ELECTRICITY			SOUTHERN CALIF EDISON CO				

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Division Total 271 LAD 09-2 T843 LENNAR					848.97			
273 LAD 14-01 T843 INDEP SUB3	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	665.12	1290	2018-03 IND III	
	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	790.00	1290	2018-03 IND IV	
	7780 UTILITIES-ELECTRICITY	4/19/18	127132	SOUTHERN CALIF EDISON CO SOUTHERN CALIF EDISON CO	74.09		2018-03	
Division Total 273 LAD 14-01 T843 INDEP SUB3					1,529.21			
274 LAD 15-01 T887 SLVER OAK3	7550 OTHER CONTRACTUAL SERV	4/16/18	127061	CLEAN CUT LANDSCAPE MANAGEMENT INC CLEAN CUT LANDSCAPE MANAGEMENT INC	1,710.00	1289	2018-03 INTERIOR	
Division Total 274 LAD 15-01 T887 SLVER OAK3					1,710.00			
2910 WATER CAPITAL	818644 FLAT TO METER CONVERSION	4/25/18	127244	UNITED PARCEL SERVICE UNITED PARCEL SERVICE	16.05	F7476V148	ADVERTISE-PLANROOMS	
	818641 AMR REPLACEMENT PROGRAM	4/25/18	127257	ZENNER PERFORMANCE METERS INC ZENNER PERFORMANCE METERS INC	342.00	0040475-IN	STEALTH INSTALLATION SERV	
	818641 AMR REPLACEMENT PROGRAM	4/25/18	127257	ZENNER PERFORMANCE METERS INC ZENNER PERFORMANCE METERS INC	75.00	0040475-IN	STEALTH INSTALLATION SERV	
Division Total 2910 WATER CAPITAL					433.05			
400 CITY PAYROLL REVOLVING	2073 AMERICAN FID FLEX DEF	4/13/18	127034	AMERICAN FIDELITY ASSURANCE-FLEX AMERICAN FIDELITY ASSURANCE-FLEX	2,555.92		DED:396 AMFLEX DEF	
	2063 EMPLOYEES ATTACHMENT P	4/13/18	127035	CALIF STATE DISBURSEMENT UNIT CALIF STATE DISBURSEMENT UNIT	541.85		DED:206 ATTACHMENT	
	2063 EMPLOYEES ATTACHMENT P	4/13/18	127036	FRANCHISE TAX BOARD FRANCHISE TAX BOARD	515.72		DED:210 ATTACHMENT	

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400 CITY PAYROLL REVOLVING	2059 EMPLOYEES ASSOCNS PAYA	4/13/18	127037	G E M A 1121211070 G E M A	750.00		DED:621 GEMA	
	2059 EMPLOYEES ASSOCNS PAYA	4/13/18	127038	H M E A 0000129193 H M E A	32.00		DED:600 HMEA	
	2059 EMPLOYEES ASSOCNS PAYA	4/13/18	127039	H P O A 3242162141 H P O A	3,021.00		DED:607 HPOA	
	2059 EMPLOYEES ASSOCNS PAYA	4/13/18	127040	I A F F, LOCAL 3898 A/C#9129026 I A F F, LOCAL 3898	1,128.50		DED:615 I A F F	
	2059 EMPLOYEES ASSOCNS PAYA	4/13/18	127042	S E I U LOCAL 521 S E I U LOCAL 521	2,630.99		DED:601 SEIU MEMBR	
	2059 EMPLOYEES ASSOCNS PAYA	4/13/18	127042	S E I U LOCAL 521 S E I U LOCAL 521	420.80		DED:602 SEIU FEEPR	
	2063 EMPLOYEES ATTACHMENT P	4/13/18	127043	U S DEPT OF EDUCATION U S DEPT OF EDUCATION	179.61		DED:212 ATTACHMENT	
	2065 DEFERRED COMP PAYABLE	4/25/18	127186	CAMBRIA GOMEZ GOMEZ, CAMBRIA	99.04		OVERPMT/ICMA LOAN	
Division Total 400 CITY PAYROLL REVOLVING					11,875.43			
511 MISC CASH DEPOSITS TRUST	3005-200 KC-EL RANCHO DEBT SERVIC	4/19/18	127130	KINGS CO PUBLIC WORKS KINGS CO PUBLIC WORKS	3,112.36		DEBT SVC COLL 03/2018	
	3001-1 REC-AUDITORIUM DEP TRUS	4/25/18	127144	JOSE AZUA AZUA, JOSE	250.00	2003248	REFUND YAC DEP 9952	
	3005-003 STRONG MOTION INSTRU PR	4/25/18	127154	CALIF DEPT OF CONSERVATION CALIF DEPT OF CONSERVATION	2,824.88		01-03/18 SEISMIC FEE	
	3001-1 REC-AUDITORIUM DEP TRUS	4/25/18	127158	MARIANA CASTANEDA CASTANEDA, MARIANA	250.00	2003253	REFUND CIVIC DEP 9898	
	3005-070 DISAB ACCES-BL-SB1186	4/25/18	127169	CONNER'S APPLIANCE CONNER'S APPLIANCE	5.00		LICENSE REFUND	
	3001-1 REC-AUDITORIUM DEP TRUS	4/25/18	127178	MARIANA ESTEVES ESTEVES, MARIANA	1,000.00	2003252	REFUND CIVIC DEP 9258	

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Warrant Register

Division # and Name	Acct # and Name	Check Date	Check Number	Vendor Name	Transaction Amt	Inv#	Transaction Description	Void
511 MISC CASH DEPOSITS TRUST	3001-1 REC-AUDITORIUM DEP TRUST	4/25/18	127184	TOM GAFFNEY GAFFNEY, TOM	1,250.00	2003246	REFUND CIVIC DEP 7306	
	3001-1 REC-AUDITORIUM DEP TRUST	4/25/18	127207	KINGS CO OFFICE OF EDUCATION KINGS CO OFFICE OF EDUCATION	250.00	2003250	REFUND CIVIC DEP 9619	
	3005-044 BLDG STD ADMIN REVLV FUN	4/25/18	127250	VIVINT SOLAR DEVELOPER LLC VIVINT SOLAR DEVELOPER LLC	3.32	FY18-1173	REFUND OVERPAYMENT	
	Division Total 511 MISC CASH DEPOSITS TRUST				8,945.56			
514 POLICE-TRST/EVDNCE/SUBPNA	3010-262 2017-10 175674 E CARLOS	4/16/18	127055	C D A A ASSET FORFEITURE C D A A ASSET FORFEITURE	108.29	FLORES	031-0106579 G FLORES	
	3010-253 17912 JOBE/BINION/JACKSN	4/16/18	127056	C D A A ASSET FORFEITURE C D A A ASSET FORFEITURE	26.78	JACKSON/J	0098575 JACKSON/JOBE	
	3010-262 2017-10 175674 E CARLOS	4/16/18	127057	STATE OF CALIFORNIA-GENERAL FUND CALIFORNIA,STATE OF-GENERAL FUND	2,598.87	FLORES	031-0106579 G FLORES	
	3010-253 17912 JOBE/BINION/JACKSN	4/16/18	127058	STATE OF CALIFORNIA-GENERAL FUND CALIFORNIA,STATE OF-GENERAL FUND	642.62	JACKSON/J	0098575 JACKSON/JOBE	
	3010-262 2017-10 175674 E CARLOS	4/16/18	127083	KINGS CO DISTRICT ATTORNEY KINGS CO DISTRICT ATTORNEY	1,082.86	FLORES	031-0106579 G FLORES	
	3010-262 2017-10 175674 E CARLOS	4/16/18	127084	KINGS CO DISTRICT ATTORNEY KINGS CO DISTRICT ATTORNEY	140.52	FLORES 2	031-0106579 G FLORES	
	3010-253 17912 JOBE/BINION/JACKSN	4/16/18	127085	KINGS CO DISTRICT ATTORNEY KINGS CO DISTRICT ATTORNEY	217.41	JACKSON/J	0098575 JACKSON/JOBE	
	3010-253 17912 JOBE/BINION/JACKSN	4/16/18	127086	KINGS CO DISTRICT ATTORNEY KINGS CO DISTRICT ATTORNEY	267.76	JACKSON/J	0098575 JACKSON/JOBE	
	3010-50 1605946 MUNOZ/ROSALE 11/4	4/16/18	127087	KINGS CO DISTRICT ATTORNEY KINGS CO DISTRICT ATTORNEY	202.71	ROSALES	0030/293700 81321000	
	Division Total 514 POLICE-TRST/EVDNCE/SUBPNA				5,287.82			
					1,628,330.60			

Attachment: WARRANT REGISTER 04-25-18 (FIN: WARRANT REGISTER)



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: A
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SUBJECT:

Community Development: Discuss and provide direction on the U.S. Department of Housing and Urban Development (HUD) proposed Community Development Block Grant (CDBG) Action Plan 2018-19 activities and programs.

RECOMMENDATION:

That the City Council hold a Public Hearing and by motion approve Resolution 18-18-R and adopt the 2018 CDBG Annual Action Plan.

BACKGROUND:

Each year, the City receives an entitlement allocation of CDBG funding from the grant requires the City prepare a five-year Consolidated Plan and annual Action Plan.

As a participating jurisdiction and entitlement community, the City of Hanford receives a federal formula grant through the U.S. Department of Housing and Urban Development (HUD). The entitlement provides the City with annual direct grant, to provide decent affordable housing, a stable living environment and to expand economic opportunities, primarily for low-income persons/households. This includes census tract areas that reflect 51% of the household income at or below 80% area median income.

CDBG funds are to be used to meet one the three national objectives; 1) benefit low to moderate-income persons and/or neighborhoods, 2) eliminate or prevent slum and blight or 3) address an urgent community need.

At the March 20, 2018, City Council meeting, City Council provided direction on the proposed 2018-Action Plan. Based on Council's direction staff prepared the 2018 Draft Action Plan. A 30-day comment period from March 30, 2018 to April 30, 2018 was noticed in local newspaper.

Staff has not received notice of Program Year 2018 Action Plan funding. Typically, HUD notifies grantees between April and June. Therefore, the figures provided to the public and

Council at this time, are estimated on the previous year allocation. The 2018 funding may be more or less, if there is a difference it will be reflected within the Homeowner Rehabilitation Project.

The City's CDBG budget for 2018-2019 is estimated at \$1,000,809, which includes \$556,879 in allocation grant funds, \$80,000 in CDBG program income, \$239,355 in CDBG repayment funds and \$124,575 in prior year carryover.

FISCAL IMPACT:

For planning purposes, the City's CDBG estimated annual allocation for the upcoming 2018-2018 Program Year will be approximately \$556,879 in grant funds and 80,000 in program income.

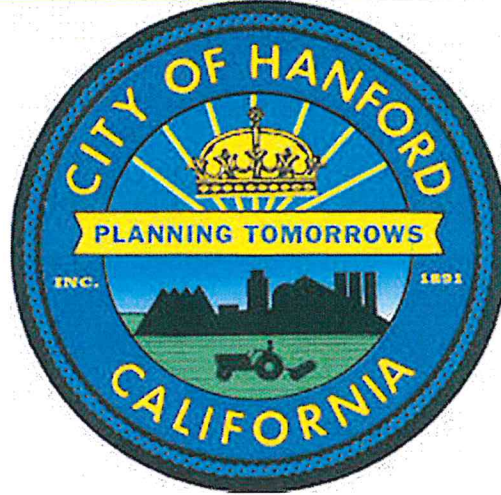
ATTACHMENTS:

2018 CDBG Action Plan for CC approval 5.1
Resolution AP18

2018 Action Plan Community Development Block Grant CDBG
Hanford, CA 93230

For public review March 30-April 30, 2018

Proposed Action Plan Subject to Change based on Final Grant Amount



Prepared by:
City of Hanford
Community Development Department
HOUSING DIVISION

317 N. Douty Street

5th Year Action Plan

The City of Hanford does not discriminate in employment and/or housing program opportunities or practices on the basis of race, color, religion, national origin, age, sex, sexual orientation, marital status, disability, or any other characteristic protected by law Darlene Mata is the City's Section 504 Coordinator and can assist you with this policy at (559) 585-2578. TDD/TYY, dial 711.

La ciudad de Hanford no discrimina en el empleo o vivienda oportunidades programa o prácticas sobre la base de raza, color, religión, origen nacional, edad, sexo, orientación sexual, estado civil, discapacidad o cualquier otra característica protegida por la ley Darlene Mata es coordinador de sección 504 de la ciudad y le puede ayudar con esta política en (559) 585-2578. TDD/TYY, marque el 711.



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AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**1. Introduction****City Overview**

Hanford is located in [Kings County, CA](#). Hanford is the largest city in Kings County with a population of 55,200 (per the City's General Plan).

Hanford is located 30 miles south of Fresno and 20 miles west of Visalia. Hanford was incorporated in 1891, and is the county seat of Kings County. Hanford is located in the northern portion of Kings County at an elevation of 249 feet above sea level. The city has a total area of 16.6 square miles, all of which is land not covered by water.

CDBG Overview

- In 2004, the City of Hanford (City) became an entitlement jurisdiction that receives federal funds from the U.S. Department of Housing Urban Development (HUD) funding under the Community Development Block Grant (CDBG), which are designed to assist low and moderate income (LMI) households, investing in Hanford's local community/neighborhoods.
- As an entitlement jurisdiction, HUD requires that the City prepare a Consolidated Plan every five years to foster a community-wide dialogue regarding the market environment and affordable housing community development needs of the City. The Strategic Plan is a specific course of action, which builds on local assets and coordinates a response to the needs of the community.
- As part of the Conplan and Strategic Plan, the City also is required to prepare an annual Action Plan to report on the distribution of federal funding for the program year, which starts July 1st through June 30th the following year. The annual plan explains how the City of Hanford intends to use its CDBG funding and how the funded programs, projects and activities will address the priorities identified in the Consolidated Plan, more specifically the Strategic Plan. The Annual Plan also identifies the federal and non-federal resources that will be used to meet the goals of the approved Consolidated Plan.
- This is the fifth Action Plan, which reflects the goals and objectives for the period starting July 1, 2018 through June 30, 2019.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

A. Creation and preservation of affordable housing:

- Rehabilitate existing housing
- Support the development of affordable housing

B. Provide a suitable living environment:

- Support public improvement projects to qualifying neighborhoods Activities that will benefit communities, families, or individuals by addressing issues in their living environment

C. Public services

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City was successful in addressing the majority of the goals and objectives in the FY 2015-2016 Consolidated Annual Performance and Evaluation Report (CAPER), the most recent and complete reporting period, the City of Hanford was successful in meeting the majority of its goals and objectives. All funds were used to carry out activities that benefited very low- to moderate-income persons. CDBG funds were used to fulfill identified housing, public service, and neighborhood improvement needs. Some of the programs that were assisted during the FY 2015-2016 included: first-time homebuyer, housing rehabilitation, homeless support services, and after-school youth activities, park improvements and public street improvements.

The City conducts business on a fiscal cycle from July 1 through June 30. Data results for the FY 2017-2018 are not yet available; however, they will be included in the upcoming Consolidated Annual Performance Evaluation Report. The following accomplishments were reached during the 2016-2017 Annual Action Plan period:

- Provided minor homeowner rehabilitation to 37 Hanford residents
- Assisted 311 Hanford youth by providing them with education skills and skills to deter and prevent crime and delinquency

- Connected with 268 homeless Hanford residents to conduct comprehensive assessments, link them to housing navigation and other supports region wide
- Assisted 4 households with assistance to purchase their first home

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

A public notice requesting comments from citizens and agencies about the estimated City's CDBG funding allocations, and housing and community development needs and priorities for the 2018-2019 program year was published in English and Spanish in the Hanford, Sentinel on March 7, 2018. The notice informed the public about a public meeting to be held on March 20, 2018, 30-day public review period beginning on March 30, 2018 and ending on April 30, 2018 and Public Hearing scheduled for May 1, 2018.

A public meeting to receive comments from citizens and agencies about the City's CDBG funding allocations, and housing and community development needs and priorities for the 2018-2019 program year was held before the City Council on March 20, 2018. Staff presented an overview of the 5-year Plan, high priorities, and proposed funding allocations for 2018 activities.

Upon completion of the Draft Action Plan, it was released for a 30-day public review period beginning on March 30, 2018 and ending on April 30, 2018. Comments received during the public review period will be incorporated into the Final Action Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

At the first City Council public meeting on March 20, 2018, several comments were made on various organizations and projects. No comments were received from the public at the meeting, letters of support in favor the homeless support center were submitted.

- Members of the Council had several questions for staff about the proposed funding allocations for Public Services
- Council commented on the homeless issues in the City.

Any public comments received during the public comment period from March 30, 2018 to April 30, 2018 will be included in the Plan, including any reasoning for not accepting

City of Hanford 2018-2019 CDBG Action Plan –

certain comments, if applicable. **This section will be updated once 30 day comment period is over.**

Comments from May 1, 2018 - Public Hearing – will be included in the Plan, including any reasoning for not accepting certain comments, if applicable.

This section will be updated once meeting takes place.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments are welcomed and appreciated.

7. Summary

The Consolidated Plan is a strategic plan that utilized data and public input to determine housing and community needs. The Action Plan is an expenditure plan for the use of CDBG funds to address identified needs. The City's overall objective for the CDBG program is to create a viable community by providing decent housing, a suitable living environment, and economic opportunities, principally for persons of low-and moderate-income. To accomplish this objective, the City of Hanford will fund a high and medium priority level of activities with CDBG funds during FY 2018-2019.

PR-05 Lead & Responsible Agencies – 91.200(b)**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	City of Hanford	Community Development Housing

Table 1 – Responsible Agencies**Narrative**

The Community Development Department, more particularly the City's Administrative Analyst, will be responsible for ensuring that programs, projects, and administration are carried out in compliance with CDBG and HOME Investment Partnership Funds program requirements. This includes, but is not limited to, ensuring each proposed project meets a national objective, all required records/documentation are maintained, environmental clearances have been completed, project costs and/or charges are eligible, and not less than 70 percent of CDBG funds benefit low- and moderate-income persons.

For matters concerning the Consolidated Plan and/or the City's CDBG program in general, contact the City's Housing Administrative Analyst at the number and email below:

Consolidated Plan Public Contact Information

Sandra Lerma-Martinez

559-585-4766

email: slerma@cityofhanfordca.com

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**1. Introduction**

The City continues to work collaboratively with public officials, City departments, community residents, stakeholders, and beneficiaries of entitlement funds to address the priorities and strategies included in the ConPlan. Each meeting includes a speaker and information regarding services each agency provides. These collaborative efforts result in enhanced coordination, exchange of best practices, and a better understanding of community needs.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The consolidated plan must provide a concise summary of the jurisdiction's activities to enhance coordination among the Continuum of Care, public and assisted housing providers, and private and governmental health, mental health, and service agencies. The summary must address the jurisdiction's efforts to coordinate housing assistance and services for homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) and persons who were recently homeless but now live in permanent housing.

The “Wellness Bridge Group”, related to homeless needs, formed in 2016, has been meeting monthly to identify the needs of our homeless population, with representatives from: City of Hanford’s Police Department, Champions Recovery, Adventist Health, Kings Gospel, Episcopal Church of the Savior, Kings View, Behavioral Health, Kings County Public Health, Kings Partnership for Prevention, United Way, and Kings Community Action Organization.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Hanford is an active partner with the Alliance. Together with other key stakeholders, the Alliance and City of Hanford are working on the program design and implementation of a Housing Support Center (HSC). The HSC is designed to serve as the first point of entry into the homeless social service system for many of Hanford’s

adults experiencing homelessness, whether for the first time and also those who have been living on the streets for years. The HSC is designed to serve as a day center that offers basic services such as showers, mail services, document storage, as well as telephone and computer access. These services will serve as a platform to build trust with those experiencing chronic homelessness. The overarching goal of the HSC is to assess client needs, provide information on how and where to access services, and meet the basic emergency needs of homeless adults.

Additionally, the Alliance hosts dozens of meetings each year with its members, community stakeholders, and providers to elicit feedback and to ensure community-wide support of strategic initiatives. Areas addressed through these meetings include funding priorities, performance standards, local policies, and annual goals.

The City of Hanford provides funding and works closely with the Kings/Tulare Homeless Alliance (Alliance) in an effort to support, create, and sustain solutions that address homelessness within the city. As the designated Continuum of Care, the Alliance is responsible for the planning process for the bi-county region which includes the City of Hanford.

The mission of the Alliance is to coordinate and leverage policy and resources that empower community partners to address homelessness in Kings and Tulare County. Through its mission, the Alliance sets funding priorities and local policies, facilitates initiatives and tracks performance of homeless programs within the region.

Alliance membership meetings are held on a quarterly basis and include diverse representation such as Kings United Way, Kings Gospel Mission, Kings Community Action Organization, the Salvation Army, Turning Point, Westcare, Kingsview Behavioral Health, Kings County Behavioral Health, Kings County Commission on Aging and the US Department of Veteran's Affairs. Additionally, the Alliance facilitates a monthly case management roundtable where housing providers, healthcare providers, VA, mental health and other service providers meet to work cases and to place new clients into housing from the coordinated assessment system.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Not applicable. The City does not receive ESG funding.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	KINGS TULARE CONTINUUM OF CARE
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/ AIDS Services-Victims of Domestic Violence Services-Homeless Services-Health Services-Education Services-Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A public notice was published inviting them to attend the public meeting to provide input.

2	Agency/Group/Organization	KINGS COMMUNITY ACTION ORGANIZATION
	Agency/Group/Organization Type	Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/ AIDS Services-Victims of Domestic Violence Services-Homeless Services-Health Services-Education Services-Employment Services - Victims Utility assistance programs
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation, meeting to provide information with various departments.

3	Agency/Group/Organization	CHAMPIONS RECOVERY ALTERNATIVE PROGRAMS, INC.
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-Education Recovery
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consultation, meeting to provide information with various departments

Identify any Agency Types not consulted and provide rationale for not consulting

Consultation provided information with; continued partnership/collaboration. Presented in the ConPlan as a high priority need. A survey was distributed in February of 2014 to better understand the need of the population of the community.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Kings/Tulare Homeless Alliance (COC)	Connecting the Dots is a Ten Year Plan to prevent homelessness in the Kings and Tulare County region. This effort is aligned with the Strategic Plan's goal to support activities that prevent and end homelessness.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
San Joaquin Valley Fair Housing and Equity FEHA	California Coalition for Rural Housing	The FEHA provides an overview of the racial and economic segregation patterns in the City and describes its impact on residential mobility. The report also includes a set of recommendations to promote integration in the City and lessen the negative consequences generated as a result of segregation identified within the report. Both plans focus on supporting and promoting the creation of affordable housing opportunities for LMI and special needs households.
City of Hanford General Plan HSH Element	City of Hanford	The Housing Element identifies the housing needs of the community, goals and objectives to address those needs, and outlines the efforts to pursue specific policies and programs to achieve its goals and objectives. The Strategic Plan supports in the Housing Elements plan to ensure that there is adequate supply of affordable housing to meet the current and future needs of population.

Table 3 – Other local / regional / federal planning efforts

Narrative

The City benefits from having a group of established non-profit organizations specializing in serving homeless, special needs, and other low income populations.

The City has worked diligently to foster and develop relationships with the organizations that provide housing and supportive services to low-income and special-needs populations. City staff is accessible to housing and social service providers and continue to develop the CDBG and HOME application process. These efforts will continue during the next action plan period and through the Consolidated Plan period.

AP-12 Participation – 91.105, 91.200(c)**1. Summary of citizen participation process/Efforts made to broaden citizen participation****Summarize citizen participation process and how it impacted goal-setting**

The City of Hanford increased its efforts to involve its residents in the development of the Consolidated and Action Plans. These efforts began with the distribution of a community-needs survey. Nine hundred surveys were returned, which was a higher number than projected. The results of the survey indicate that the community needs are similar to that of the previous Consolidated Plan cycle, with housing being ranked the highest need. Two public forums were held at a venue located in a CDBG target area in hopes of attracting residents likely to qualify for CDBG funding; unfortunately, the turnout was minimal. Nine persons attended the forums; all comments were accepted and considered when preparing this Action Plan. The City issued a Notice of Funding Availability (NOFA) to non-profit service providers and City departments. Six applications for funding through the City's NOFA were received.

The public notice was posted for interested parties to attend the first public hearing held on March 20, 2018, to receive public comment. The notice included the date, time, and location of the meeting. Additional efforts will be made by providing notices to local non-profit service providers to share and publish viewing. The City offers several opportunities and comment throughout the Action Plan process.

The public hearing for adoption of the Action Plan is scheduled for May 1, 2018.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Minorities Non-English Speaking - Specify other language:	Newspaper Ads in both English and Spanish	None received	None received	

City of Hanford 2018-2019 CDBG Action Plan –

		Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	were published for the Public Meeting, Public Comment Period and Public Hearing			
2	Message board at City Hall	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	None received	No Comments received to date	No Comments received to date	
3	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish	An estimated 60 persons attended this meeting	No public comments were received	All comments are accepted and appreciated	

City of Hanford 2018-2019 CDBG Action Plan –

		Persons with disabilities				
		Non-targeted/broad community				
4	Newspaper Ad Hanford Sentinel Legal Section	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community Residents of Public and Assisted Housing	Public Notice was published on March 7, 2018 Estimated 60 persons were in attendance	4 letters of support were received in support of the Housing Support Center	All comments are accepted and appreciated	

Table 4 – Citizen Participation Outreach

-15 Expected Resources – 91.220(c) (1, 2)**Introduction**

For Fiscal Year (FY) 2018-2019, the City will receive an estimated \$556,879 in CDBG grant funds, based upon previous year award to allocate towards activities. Since HUD had not announced the new funding allocations; the City is used contingency language to estimate totals based on prior year entitlement allocation.

The 2018 allocation is approximately \$1,000,809. **Any increase or decrease in the actual 2018 CDBG allocations were noted to be directed toward Housing Rehab and First Time Homebuyer Programs**

Public Services not to exceed the 15% cap, Administration not to exceed the 20% cap.

The City of Hanford, as a Grantee, recognizes that under a Grant Agreement with HUD, it must reimburse the Federal Government for unsupported and/or ineligible project expenditures made with CDBG funds. The City has agreed to reimburse its local CDBG Program Account in the amount of \$718,065 from non-federal

Third payment of \$239,355 is scheduled no later than September 30, 2018. The City of Hanford will allocate \$239,355 in repayment funds to affordable housing. 570.201 (n) 570.202

- The City of Hanford will utilize up to 20% of the CDBG FY 2018-2019 budget to provide administration and oversight of the City CDBG Program:

The HOME NOFA is scheduled to be released this spring, training will be held on April 20, 2018. The City plans to apply for grant funds, amount to be determined.

Below is a list of potential financial resources considered a part of the City's overall financial plan to address priority needs and specific objectives identified in the five-year Consolidated Plan. The number and availability of these programs to assist cities is limited, and funding new projects is unpredictable. The following programs are local, state, and federal programs.

City of Hanford 2018-2019 CDBG Action Plan –

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$556,879 estimated allocation	\$80,000 estimated	Total of \$363,930 Breakdown \$127,375 AP17 Carryover \$239,355-3 rd repayment	\$1,000,809	\$TBD	CDBG funds shall be used towards eligible projects and programs, such as housing, public services, public improvements, ADA sidewalk, facility improvement, street improvements and park improvements Con Plan funds The remaining two year estimated allocation, program income and repayment.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The funds will be utilized for providing affordable housing opportunities to Hanford residents, through homebuyer and home repair programs, as well as providing public services to very low-to moderate-income Hanford residents through partnership with various nonprofits that provide services to special-needs groups and/or individuals. In FY 2018, Hanford will fund activities in furtherance of the objectives and priorities identified in the Strategic Plan with the outcome of improving availability, accessibility,

affordability and sustainability through activities which benefit the community. The activities for the 2018 FY will support at least one objective and one outcome. **If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan** With the elimination of the City's RDA Redeployment Agency (RDA), the City has become the Successor Agency and will be moving forward on the next steps related to previously owned RDA land.

Discussion

The City attempts to maximize the use of all its available funding sources. Please see introduction for additional information.

AP-20 Annual Goals and Objectives - 91.420, 91.220(c) (3) & (e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2014	2018	Affordable Housing	CITY OF HANFORD	Affordable Housing	CDBG: \$301,103	Homeowner Housing Added: 4 Household Housing Unit Homeowner Housing Rehabilitated: 15 Household Housing Unit Direct Financial Assistance to Homebuyers: 6 Households Assisted
2	Suitable Living Environment	2014	2018	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development Public Improvements	CITY OF HANFORD	Public Services	CDBG: \$95,531	Public service activities other than Low/Moderate Income Housing Benefit: 407 Persons Assisted Homelessness Prevention: 250 Persons Assisted Fair Housing:
3	Suitable Living Environment	2014	2018	Community Development Public Improvements	City Of Hanford	Public And Park Improvements	CDBG \$476,800	Public Facility or Infrastructure Activities Other than Low/Moderate Income Housing Benefit:
4	Program Administration	2014	2018	Other Non-Housing Community Development	City Of Hanford	Program Administration Planning and management	CDBG \$127,375	

Table 6 – Goals Summary**Goal Descriptions**

1	Goal Name	Affordable Housing
	Description	Creation and preservation of decent affordable housing
2	Goal Name	Suitable Living Environment
	Description	Provide a suitable living environment
3	Description	Program administration, planning and management

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Homeowner rehabilitation: an estimated 20 housing units and 4 Homeowner Housing.

AP-35 Projects – 91.220(d)**Introduction**

The City of Hanford proposes to use CDBG entitlement funds to continue its efforts in promoting decent, safe, and affordable housing opportunities for Hanford's low- and moderate- income persons, as well as building community through various public services.

CDBG funds will be utilized to focus on some the City's most critical needs, as determined by the various outreach efforts:

- Provision of affordable housing opportunities that benefit low- and moderate-income households, especially those with special needs.
- Provision of services and/or programs that benefit low-and moderate-income households, especially those with special needs.

This FY 2018-2019 Action Plan allocates funding to housing rehabilitation activities through the City's Emergency Repair Program. This program targets low- to moderate-income homeowners and offers financing for emergency repair needs, such as: roof replacement, heating/air repair or replacement, and handicap modifications.

The Housing Staff will monitor, administer, and capture the accomplishments of its activities through a reporting process which requires City departments and partner agencies to report on the beneficiaries of U.S. Department of Housing and Urban Development (HUD) funded activities. Accomplishments of each project will be recorded in a quantitative manner that measures productivity by addressing the following categories: **The City of Hanford will utilize up to 20% (\$127,375) of the CDBG FY 2018-2019 budget providing administration and oversight of the City CDBG Program:** Eligible projects that will be undertaken during fiscal year 2018-2019.

Table 8 – Project Information

#	Project Name
1	Public Improvements / Lacey Park Play Ground Improvements
2	Public Infrastructure Improvements- in Low to Moderate Income Census Tract Neighborhoods
3	Acquisition and Rehabilitation of Building – Housing Support Center
4	First Time Homebuyers

#	Project Name
5	Public Service/ Utility Assistance Program
6	Housing Rehabilitation
7	Administration and Planning
8	Public Service/Fair Housing Program
9	Public Service/Kings-Tulare Continuum of Care
10	Public Service/ Kings Community Action Org. (KCAO)

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The primary obstacle to addressing the underserved needs is lack of funding. The City relies on CDBG Entitlement funds, program income, and any State funds it can apply for to carry out the programs identified in this Action Plan.

The above projects and their allocations were selected primarily because they were identified as a higher need in the City's Consolidated Plan.

The public-service allocation is limited; therefore, not all applicants could be funded. While all three applications proposed CDBG eligible activities, the projects selected for funding are those that, 1) ranked the higher need per recent community outreach, 2) propose to spend funding timely, and 3) have knowledge of CDBG regulations.

The City of Hanford must comply with various program requirements imposed by federal regulation for the award and expenditure of federal funds through CDBG. On occasion, the City experiences situations that require the reallocation of funds if funds remain in a balance or if projects are stagnant and cannot expend the awarded funds. The City could also receive program income in the form of repaid loans, which the City must award and use immediately to comply with federal program requirements.

To help comply with federal regulations and create a community benefit, the City is developing a proactive solution to quickly award reallocated funds from such projects via the identification of the following list of top alternative project, for funding consideration. Identifying these alternative projects does not mean they will receive funding but that they are on a list of potential projects that could receive an award of funds should the funds become available and the projects identified in the Action Plan are approved by the City Council. If funds do become available, the City will re-evaluate the project needs and the maximum benefit the project could produce.

In the event that the proposed projects identified for this program are delayed, canceled, or are performed at a lower cost than the budgeted amount, the City of Hanford CDBG program plans to pursue one or more of the following projects: homebuyer assistance and/or homeowner rehabilitation.

Proposed Alternate Projects for 2018:

Homebuyer Assistance up to an additional \$150,000

Homeowner Rehabilitation up to an additional \$150,000

AP-35Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Public Improvements / Lacey Park Play Ground Improvements phase two
	Target Area	CITY OF HANFORD
	Goals Supported	Suitable Living Environment
	Needs Addressed	Public Services, Public and Park Improvements
	Funding	CDBG: \$156,000
	Description	The City's Parks and Recreation Department enhances the quality-of-life of the residents of Hanford by managing park systems and public grounds in a manner that provides residents with safe, clean, and attractive outdoor open spaces. Removal of existing play equipment and installation of playground.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	6,465 very low to low income beneficiaries
	Location Description	This project is located in census tract 9 with 64% of residents being 64% low to moderate.

	Planned Activities	Removal of existing 20 year old play equipment and installation of playground. The project scope would include demo of existing playground, excavation of fall surfacing, construction of new playground structure, replacing/replenishing fall surfacing and installation of shade structures.
2	Project Name	Public Infrastructure Improvements- in Low to Moderate Income Census Tract Neighborhoods - Pedestrian Safety and Lighting project ADA Improvements
	Target Area	CITY OF HANFORD
	Goals Supported	Suitable Living Environment
	Needs Addressed	Public Services, Public and Park Improvements
	Funding	CDBG: \$95,800
	Description	Installation of sidewalk and street lights in areas currently void of such improvements to improve pedestrian walk ability and safety. Project to be completed in multiple phases as funding allows. Areas of project bounded by Florinda St. to the north; Seventh St to the South; Harris St to the west; and 10th Ave to the East. The proposed project area has been identified by the City of Hanford Police Department as a high crime area. The proposed project improvements will enhance pedestrian mobility and security by providing a safe pedestrian walkway and improved lighting. The improvements will also provide an incentive for in-fill development to occur on vacant lots. (Florinda, Seventh St., Harris St. and 10th Ave)
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 13,250 LMI persons will benefit from this activity.

	Location Description	Area of project is bounded by North East corner of Phillips Street, Scott Street and north and south of Redington Street
	Planned Activities	The proposed project will improve pedestrian accessibility and safety and provide additional street lighting on Phillips Street, Scott Street, and north and south Redington Street. There are six existing curb return locations where the ramps are out of ADA compliance. The project will construct new ramps and modify existing ramps at the returns to provide ADA accessibility and safe pedestrian travel and crossing at locations where pedestrians step into vehicle pathways. .
3	Project Name	Acquisition and Rehabilitation-Hanford Homeless Service Center
	Target Area	CITY OF HANFORD
	Goals Supported	Suitable Living Environment
	Needs Addressed	Homeless, Public Facility Improvements
	Funding	CDBG: \$225,000 - 2018 The estimated cost of the project is \$470,000 to be spread out over a two year period according to the proposed timeline. \$245,000 in 2019
	Description	CDBG funds will be instrumental in acquiring and rehabilitating an existing building located at 421 East 6 th Street, to be used as Hanford's Homeless Support Center, to improve health and social services to clients experiencing homelessness in the city. The one-stop will serve as the coordinated entry hub offering a low-barrier, <u>Housing First Model</u> designed to assist those individuals most in need.
	Target Date	12/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 248 LMI persons will benefit from this activity.

	Location Description	421 East 6 th Street
4	Project Name	First Time Homebuyers
	Target Area	CITY OF HANFORD
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$90,000 Alternate project- up to an additional \$150,000 for a total of \$240,000
	Description	Current and anticipated CDBG program income funds will be used to facilitate movement of low income, renter households into the home ownership category with affordable mortgages through a revolving loan program.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	4 LMI families will benefit from the proposed activity under the Parkside infill Project
	Location Description	The First-Time Homebuyer Program is designed to assist first-time very low and low-income families in purchasing a home. Up to \$75,000 in down payment and closing cost assistance will be provided as secondary financing to each family utilizing CDBG Entitlement and program income funds. All entitlement funds will be eventually recaptured and deposited into a local CDBG Entitlement account for reuse on eligible programs and/or projects.
	Planned Activities	Using CDBG funds, the City plans to assist in the purchase of newly constructed or existing homes.
5	Project Name	Public Service/ Utility Assistance Program
	Target Area	CITY OF HANFORD
	Goals Supported	Suitable Living Environment
	Needs Addressed	Public Services, Public and Park Improvements
	Funding	CDBG: \$10,000

	Description	With the recent authorized water utility rate increases, support was expressed for a payment assistance program. The program is available for low-income seniors (or people with disabilities) residential utility customers in the City of Hanford.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	66 very low to low income Residential Customers.
	Location Description	Citywide
	Planned Activities	The program has allocated \$10,000 to assist with the increased costs of utilities. The assistance shall be for no more than three (3) consecutive months.
6	Project Name	Housing Rehabilitation
	Target Area	CITY OF HANFORD
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$211,103-Alternate project up to an additional \$150,000 for a total of \$300,000
	Description	The City of Hanford will continue to offer the Emergency Repair Program. Through this program, qualifying residents are offered financing for emergency home repairs. The program offers up to \$10,000 per household. Repairs include, but are not limited to, roof repair or replacement, water meter replacements, heating and/or air repair or replacement, painting of exterior and including accessibility . It is anticipated that 15 households will be assisted through the program
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	The City anticipates 20 LMI families will benefit from this project
	Location Description	Citywide
	Planned Activities	Assist homeowners with the following repairs include, but are not limited to, roof repair or replacement, water meter replacements, heating and/or air repair or replacement, painting of exterior and including accessibility.
7	Project Name	Administration and Planning
	Target Area	CITY OF HANFORD
	Goals Supported	
	Needs Addressed	Program Administration
	Funding	CDBG: \$158,543
	Description	The City of Hanford will utilize up to 20% of the CDBG FY 2018-2019 budget to provide administration, oversight and the hiring of a consultant assist staff with the development of the 2019-2023 Consolidated Plan of the City's CDBG Program.
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	0
	Location Description	317 North Douty St. Hanford
	Planned Activities	Eligible costs include, but are not limited to, paying staff time for administrative duties associated with carrying out the grant, paying for training, materials, and advertising.
8	Project Name	Public Service/Fair Housing Program
	Target Area	CITY OF HANFORD
	Goals Supported	Affordable Housing

	Needs Addressed	Affordable Housing
	Funding	CDBG: \$7,000
	Description	Provide Fair Housing Educational Services
	Target Date	6/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 7 persons are expected to benefit from this activity
	Location Description	Location to be determined
	Planned Activities	Grantees in the CDBG program have a responsibility to affirmatively further fair housing. The program will assist in providing fair housing education, training working professional, nonprofit dedicated to providing services regarding housing discrimination, fair housing outreach/education, and tenant landlord rights and responsibilities.
9	Project Name	Public Service/Kings-Tulare Continuum of Care
	Target Area	CITY OF HANFORD
	Goals Supported	Suitable Living Environment
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$10,000
	Description	The Kings Tulare Continuum of Care (COC) is a non-profit organization that partners with several area agencies to address the homeless needs in Hanford. CDBG funds will be used to help fund a variety of activities, including, but not limited to, the Annual Project Homeless Connect and the Point in Time census.
	Target Date	6/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 250 extremely low or very low income persons will benefit from Project Homeless Connect outreach.
	Location Description	No specific location has been determined
	Planned Activities	The City has a partnership with the Continuum of Care (COC) to support and address issues of homelessness. The COC is a consortium of housing providers, service providers and local governments that work together to end homelessness in Kings and Tulare Counties. To strengthen the continuum, it has a 501 (c) 3 status in order to competitively apply for foundation and corporate funding. The continuum is focused on systematically implementing systems and programs that help support existing homeless organizations and offer the resources that are locally needed to be successful. Project Homeless Connect Event- is an event that allows homeless people to access several service providers in one day as opposed to mailings, calls and visits on their own- something that could normally take weeks or months. A wide array of free services are provided for the homeless individuals and families as well as those who are at-risk of homelessness.
10	Project Name	Public Service/ Kings Community Action Org. (KCAO)
	Target Area	CITY OF HANFORD
	Goals Supported	Suitable Living Environment
	Needs Addressed	Public Services, Public and Park Improvements
	Funding	CDBG: \$68,531
	Description	KCAO is a non-profit organization that currently administers the Youth Lead Project. The project focuses and encourages academics, recreation, and enrichment.
	Target Date	6/30/2019

Estimate the number and type of families that will benefit from the proposed activities	An estimated 150 at risk children for 2018/2019 will benefit.
Location Description	543 S. Douty St. Hanford in Census tract 11.02
Planned Activities	KCAO is a nonprofit organization that currently administers the Youth Lead Program. The program focuses and encourages academics, recreation, and enrichment.

AP-50 Geographic Distribution – 91.220(f)**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of Hanford (City) is the seat of Kings County, consisting of 16.6 square miles, with a population of 55,200 people. Hanford has approximately 18,777 total housing units, with a residential vacancy rate of 5.4% per the City's General Plan Update.

IDIS Low/Mod Census Tracts (eligible CDBG Target Areas)

Low-Mod Income (LMI) concentration is defined as census tracts where at least 51% of the median household income is 80% or less than the jurisdiction as a whole. There are 13 census tracts identified meeting low/mod income areas.

Geographic Distribution

Target Area	Percentage of Funds
CITY OF HANFORD	80

Table 10 - Geographic Distribution**Rationale for the priorities for allocating investments geographically**

CDBG Entitlement funds are limited to CDBG Target Areas (located within the Hanford city limits). This area is considered central Hanford and mostly encompasses areas North of Hanford-Armona Road and South of Grangeville Blvd, in between 8th and 13th Avenues. To insure compliance, the City will also refer to HUD's new mapping tool to identify qualifying areas. Currently, there are 14 identified census tracts in the City of Hanford: 800.4, 900.1, 900.4, 900.5, 900.6, 900.7, 1002.1, 1002.2, 1002.3, 1100.1 and 1100.2, 1100.3, 1100.4

The following census tracts within the CDBG Target Area are also identified as Minority Concentration areas according to recent census maps: 800.3, 800.4, 900.1, 900.4, 900.5, 900.6, 900.7, 1001.1, 1002.1, 1002.2, 1100.1, 1100.2, 1100.3 and 1100.4.

Public services primarily serve low income residential areas. Please note that the City has a significant low income population, and a significant population living within the areas predominately low income.

Direct benefit programs such as housing rehabilitation programs are administered city-wide, but are limited to very low- to moderate-income families that are at or below 80%

City of Hanford 2018-2019 CDBG Action Plan –

of the Kings County median.

Discussion

Entitlement dollars will be distributed citywide as eligible.

AP-55 Affordable Housing – 91.220(g)

Introduction

Although entitlement resources are limited, the City does anticipate expending a significant portion of its CDBG entitlement on the rehabilitation of existing housing. CDBG dollars will be used to support and enhance the community.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	19
Special-Needs	0
Total	19

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	4
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	24

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

CDBG funding will be directed toward the following programs/projects this year.

It is anticipated that 20 units will be rehabbed under Homeowner Housing Rehabilitation

Staff working with a non-profit partner Self Help Enterprises (SHE) to expand projects.

It is anticipated that 4 new units will be constructed by SHE/CHDO, the City of Hanford

City of Hanford 2018-2019 CDBG Action Plan –

has allocated CDBG funds in support this project.

AP-60 Public Housing – 91.220(h)

Introduction

Public housing is provided by Kings County Housing Authority. The provision of public housing is a function of county government; therefore, the City will not be supplying funding for this segment. The Housing Authority provides low-income families with affordable rental housing that is decent, safe, and sanitary. The Housing Authority provides rental assistance to individuals and families through Section 8 Housing Choice Voucher and affordable-housing programs.

Actions planned during the next year to address the needs to public housing

The City of Hanford encourages participation in homeownership by contacting managers and residents of public housing complexes every time funding is available through our homebuyers program. Flyers are created to be displayed in community centers, offices, or distributed individually.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

N/A

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(I)

Introduction

91.220 (i) Homeless and other special needs activities. (1) The jurisdiction must describe its one-year goals and specific actions steps for reducing and ending homelessness through:

(i) Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs;

(ii) Addressing the emergency shelter and transitional housing needs of homeless

persons; and

(iii) Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again; and

(iv) Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are:

(A) Being discharged from publicly funded institutions and systems of care, such as health-care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions; or

(B) Receiving assistance from public and private agencies that address housing, health, social services, employment, education, or youth needs.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City provides support to the Alliance for conducting outreach efforts to persons experiencing homelessness. On an annual basis, the Alliance conducts the PHC event and PIT census. The one-day PIT survey provides a snapshot of the adults, children in households and unaccompanied youth living in the City of Hanford who meet HUD's definition of homelessness. Information gathered through the PIT is used to understand the causes and trends over time of homelessness, as well as to determine the unmet shelter and service needs of the homeless.

PHC is a national best practice that is a one-stop-shop of comprehensive support services for people experiencing homelessness. Guests attending the event are partnered with volunteers who assist in identifying and accessing necessary resources. The 2018 event was held on January 25, 2018 and served 248 persons either at-risk or experiencing homelessness in Hanford. Of those served at the event, 55% or 137 were literally homeless. The bi-county region now has the support of a housing navigator who spends two days per week in Hanford. The navigator visits known encampments and other hot spots to conduct assessments with people experiencing homelessness. The assessments are entered into the local HMIS and automatically placed into the housing priority list for

potential placement into housing opportunities.

Other outreach efforts are regularly conducted by VA, emergency shelters, mental health centers, crisis hot lines, meals programs, and churches.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Alliance has worked diligently to establish the local coordinated intake and assessment strategy entitled, Every Door Open. The Every Door Open strategy is a partnership of service and housing providers (collectively referred to as “Providers”) and is structured to deliver a more consistent level of services and housing to those that are at-risk of homelessness or experiencing homelessness in Kings/Tulare counties. Every Door Open coordinates local investment towards ending homelessness, in order to increase our ability to prevent and reduce homelessness.

These efforts promote the Alliance’s communitywide commitment of ending homelessness within Kings and Tulare counties. The Housing Staff of the City’s Community Development Department regularly attends Alliance meetings.

The Alliance also performs several other operational requirements as mandated by the HEARTH Act such as:

- Operating the Homeless Management Information System (HMIS);
- Measuring system and program level performance;
- Preparing and overseeing the annual CoC Program application for funds;
- Establishing local funding priorities for the geographic area; and

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

One of the primary goals for the Continuum of Care and City of Hanford is increasing access to housing for chronically homeless individuals and families, veterans, persons with disabilities and youth. Obtaining permanent housing for these individuals and

families will shorten the length of time spent in emergency shelters and/or transitional housing.

The City of Hanford will continue to facilitate new permanent housing beds by partnering with the Continuum in providing leadership and technical assistance to agencies interested in the development of homeless housing units. This will be accomplished by partnering with existing, under-utilized programs, as well as new programs to promote set-aside units for these target populations.

All programs within the Continuum, emergency, transitional, and permanent housing include supportive services for their clients. Each program designs and implements supportive services based on its target population and partnerships leveraged within the community. The overarching goal of the supportive services offered is to link individuals and/or families with mainstream benefits and income, support education, and employment services, as well as health and life skills services. These linkages are a critical component to assisting clients in self-sufficiency, reducing episodes of homelessness, and preventing recidivism.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of Hanford continues to support and collaborate with area service providers to

help low-income individuals and families avoid becoming homeless.

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	
Tenant-based rental assistance	
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	
Total	0

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The provision of affordable housing and the support of existing and new affordable housing are critical to assuring that all have access to quality housing. The City of Hanford is committed to removing or reducing barriers to affordable housing to produce a diversity of housing types, and has adequate land to support the projected housing needs of lower income households. Per the City's Analysis of Impediments to Fair Housing Choice (AI) (2010), the City has housing affordability issues in both the ownership and rental sectors of the housing market. The current median sales price is \$192,000, which is attainable for someone earning moderate income; however, likely out of reach for lower-income households. The City's AI identifies a lack of affordable housing supply in Hanford and has identified the following actions to be undertaken by the City:

Provide assistance to preserve existing affordable housing

- The City currently offers housing rehabilitation loans and/or grants to low- to moderate-income residents for home repairs, with the emphasis being the elimination of health and safety hazards. The City annually monitors two rental new construction projects funded with State HOME/City funds to ensure compliance and ensure that qualifying low-income families are occupying the

HOME-funded units.

Create new affordable housing

- In an effort to create affordable housing opportunities in Hanford, the City offers a mortgage assistance program. Program funding is proposed in this action plan; and the City will also apply for HOME funding in this FY to fund its mortgage assistance program.

Offer regulatory relief and incentives for the development of affordable housing

- The City annually offers a NOFA for HOME funding in an effort to bring additional affordable housing to Hanford.

Provide adequate sites for the development of affordable housing

- Recent studies (AI (2010) and RHNA (2008)) have indicated that the City has adequate sites available for all types of housing development.

Apply for private and public funding to support affordable homeownership programs.

- The City has proposed mortgage assistance in this Action Plan. The City will also submit an application to the HOME program in the fiscal year for additional funding for mortgage-assistance programs.

Adapt the homebuyer program to match the current market conditions.

The City will continue to monitor the programs' policies and procedures to ensure that the City is utilizing the funding effectively.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City actively monitors its existing zoning and development standards to ensure for the necessity of achieving the goal of safe and livable housing available for all income categories. The City is presently analyzing several potential zoning revisions to streamline the development process, or compromising housing or neighborhood

livability.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The City strategies to address obstacles to meeting underserved needs include, but are not limited to: providing information and/or education about the City's programs to the public through forums, workshops, and a continued partnership with non-profit agencies. This will provide services to the underserved population and to leveraging their programs and/or projects with CDBG funding to the greatest extent possible.

Actions planned to foster and maintain affordable housing

Providing affordable housing opportunities and maintaining Hanford's existing housing stock are high priorities in Hanford. The City's strategies to foster and maintain affordable housing include:

- Implementing a first-time homebuyer program to assist low- to moderate-income persons with financing to ensure their housing costs are within their affordability range.
- Implementing an owner-occupied rehabilitation program to assist low-income homeowners preserve their homes.
- Implement ongoing code enforcement services.
- Continuing to support applications to HCD for rental of new construction projects that target low- to moderate-income families.

Actions planned to reduce lead-based paint hazards

The City's strategies to reduce the presence of lead-based paint include:

- Implementing the lead-based paint regulations of 24 CFR Part 92 in all federally assisted City housing programs.
- Enforcing federal laws through the permit process and code enforcement services by requiring contractors to be certified (if they are doing work that disturb paint surfaces).
- Providing "Renovate Right" pamphlets to homeowners, homebuyers, and

contractors.

- Offering housing rehabilitation loans and/or grants to qualifying households to remove/remedy lead-based paint.
- Refer individuals possibly affected by lead-based paint to their doctors or the Kings County Health Department nurse.

Actions planned to reduce the number of poverty-level families

The City will continue its efforts to improve the quality of housing in Hanford, promoting safe decent housing for Hanford residents and supporting public services agencies targeting poverty- level families.

The City's strategies are as follows:

- Continue to partner with KCAO, Kings-Tulare Continuum of Care, and other agencies providing services to homeless and low-income persons who do not have access otherwise. Funding has been allocated in this Action Plan for homeless prevention services.
- Continue to fund mortgage-assistance programs that help lower-income households buy in the current market.
- Continue to promote new rental construction activities targeted to lower-income households.
- Continue to fund revitalization programs, such as: housing rehabilitation and emergency repair programs, improving housing conditions for low- to moderate-income homeowners that could not afford to finance the repairs otherwise.
- Continue to promote educational services targeted to low-income youth and their families. Funding has been allocated in this Action Plan to provide educational services at Coe Park Center. This center is located in a CDBG-target area and primarily frequented by persons living in this area.

Actions planned to develop institutional structure

The Community Development Department, more particularly the City's Housing Section, oversee the City's CDBG Program. This staff has worked diligently to improve policies, procedures, and practices so that the City's program remains compliant with CDBG program regulations. While there is much more work to do, the City's program has definitely improved overall. Staff is confident with the recent activities selected and

with the manner funding has been expended.

Continue to use CDBG Administration funds to implement the Consolidated Plan and Annual Action Plans, address the Analysis of Impediments to Fair Housing, complete CAPER reports, and comply with HUD regulations. Continue to support institutions that provide housing and services for low income populations with CDBG Public Services funds, and by providing other forms of support available to the City.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Hanford maintains a list of the area public and private housing and social services agencies and will include these agencies in the development of the Consolidated and Action Plans, as well as notify them of funding through the City's public services NOFA.

Discussion

See comments above

AP-90 Program Specific Requirements – 91.220(l) (1, 2, 4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l) (1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 80.00% |

Discussion

Attachments

Proof of Publication

Letters of Support for Housing Support Center

Proposed 2018 Projects and Programs

LMI Maps

Con Plan Priority Needs 2014-2018

The Sentinel
Lee Central California Newspapers
P.O. Box 9
Hanford, CALIFORNIA 93232
PHONE 888-790-0915
Sentinel_Finance@lee.net

ATTACHMENT A
Proof of publications

City of Hanford - Legals
315 N Douty St
Hanford, CA 93230

ORDER NUMBER 79952

Publication- The Hanford Sentinel

State of California

County of Kings

I am a citizen of the United States and a resident of the county
for said; I am over the age of eighteen years, and not a part to or
interested in the above-entitled matter. I am the principal clerk of The
Hanford Sentinel, a newspaper of general circulation, printed and
published daily in the city of Hanford, County of Kings, and which
newspaper has been adjudged a newspaper of general circulation by
the superior court of the County of Kings, State of California, under
the date of October 23, 1951, case number 11623.

That I know from my own personal knowledge the notice, of which the
annexed is a printed copy (set in type not smaller than nonpareil), has
been published in each regular and entire issue of said newspaper and
not in any supplement thereof on the following dates, to wit:

PUBLISHED ON: 03/07/2018

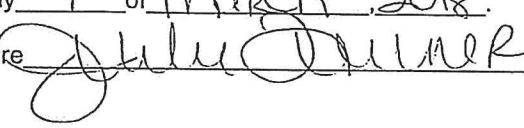
TOTAL AD COST: 511.85

FILED ON: 3/7/2018

I certify (or declare) under penalty of perjury that the foregoing is true
and correct.

Dated at Kings County, California

This Day 7 of MARCH, 2018.

Signature 

Public Notices

Public Notices

AD# 79952,

PUBLIC NOTICE

Community Development Block Grant Program (CDBG), FY2018-2019
Notice of Funding Availability (NOFA)
Public Meeting, 30-Day Comment Period and Public Hearing

NOTICE IS HEREBY GIVEN

We are seeking feedback. The City of Hanford receives federal funds to invest in improving its community. The City of Hanford is seeking comments based on the 5-Year Priority Needs Assessment, Market Analysis and community outreach conducted with the 2014-2018 Consolidated Plan efforts resulted in the following five goals, which represent high priorities needs approved by City Council and HUD.

1. Housing
2. Community Services
3. Community Facilities
4. Economic Development
5. Special Need Services

As an Entitlement City, it anticipates receiving approximately \$556,879 in CDBG grant funding, \$80,000 in program income and \$239,355. The 2018 budget may be more or less. This is an estimated range. CDBG funding is normally distributed as follows: 65% to eligible housing and non-housing projects, 15% to public service projects/programs and 20% to administrative costs.

Community Development Block Grant funds are intended to create sustainable and viable communities. Funds are targeted at low and moderate income neighborhoods. A project must meet one of the following national objectives: 1) principally benefit low- and moderate-income persons; 2) eliminate slums and blight, and 3) meet an urgent need.

The types of projects and programs which may be considered for funding, subject to national objectives compliance, are summarized as follows: Acquisition or disposition of real property, construction and rehabilitation of publicly owned facilities, improvements to public and privately owned buildings, to make them accessible to people with disabilities, and infrastructure improvements to include sidewalks, street, drainage, and water and sewer systems.

Also included are rehabilitation of public or privately owned housing for low- and moderate-income households, demolition and clearance to abate health hazards, public services that are new or expanding and are directed toward meeting a community-service need no more than (15% of the City's CDBG funds can be utilized for public-service programs). CDBG sub-recipients must be public or private non-profit organizations. The city is interested in proposals for projects pursuant to the goals and strategies outlined in the city's 5-year Consolidated Plan.

NOTICE IS HEREBY GIVEN

Public Meeting: 7:00 p.m. on Tuesday, March 20, 2017, in the City Council Chambers located at 400 North Douty, Hanford, CA 93230.

Public Review and Comment Period: The plan will be available for a 30-day public review and comment period March 30 – April 30, 2018. The CDBG Annual Action Plan can be viewed on the City of Hanford website at www.cityofhanfordca.com a hard copy is available at each of the following locations:

Hanford Community Development Department, 317 North Douty St., Hanford, CA
 Hanford City Clerk's office, 319 North Douty St., Hanford, CA
 Hanford Public Library, 401 North Douty St., Hanford, CA

Direct written comment to City of Hanford Community Development Department, Attention: Sandra Lerma-Martinez, 317 North Douty St., Hanford, CA 93230

Public Hearing: The City Council will hold a public hearing to take public comment on the proposed Plan Tuesday, May 1 2018, at 7:00 p.m. in the City Council Chambers, 400 North Douty St., Hanford, CA 93230

The City of Hanford is endeavoring to be in total compliance with the Americans with Disabilities Act. If you have any questions or are in need of a translator or special services, please call the City Clerk at (559) 585-2515 or Housing Administrative Analyst (559) 585-4766 at least (5) five days prior to the meeting to make arrangements. The City's TDD /TTY number is 711.

It is the City's policy to provide services without regard to race, color, ancestry, religion, national origin, age, gender, and marital status, and familial status, source of income, sexual orientation, or disability. This commitment extends to all grant-funded housing programs provided by the City.

For more information or if your agency would like to submit a project for funding consideration, and you would like guidance on how to meet the requirements of the program, please contact Sandra Lerma-Martinez, Housing Administrative Analyst, at (559) 585-4766, or email at: slerma@cityofhanfordca.com.

(TO BE PUBLISHED ON: Wednesday, March 7, 2018)

Aviso Público

Programa De Subvenciones Bloque De Desarrollo Comunitario
(CDBG), FY2018-2019

Aviso De Disponibilidad De Fondos del Plan de Acción del 2018
 Reunión Pública, Período De 30 Días De Comentarios Y Audiencia Pública Estamos Solicitar Comentarios Públicos

La ciudad de Hanford recibe fondos federales para invertir en la mejora de su comunidad. La ciudad de Hanford está buscando comentarios basados en la evaluación de necesidades prioritarias de 5 años, el análisis de mercado y el alcance comunitario realizado con los esfuerzos del plan consolidado de 2014-2018 dieron como resultado los cinco objetivos siguientes, que representan necesidades de prioridades altas aprobado por el Concejo Municipal y HUD.

1. Vivienda
2. Servicios comunitarios
3. Instalaciones comunitarias
4. Desarrollo económico
5. Servicios especiales de la necesidad

Como ciudad del derecho, anticipa recibir aproximadamente \$556,879 en la financiación de la concesión de CDBG, \$80,000 en ingresos de programa y \$239,355 en fondos reembolsados a CDBG. El presupuesto de 2018 puede ser más o menos. Este es un rango estimado. El financiamiento de CDBG se distribuye normalmente de la siguiente manera: 65% a proyectos de vivienda y no vivienda elegibles, 15% a proyectos/programas de servicio público y 20% a costos administrativos.

Los fondos de subvenciones para el desarrollo comunitario están destinados a crear comunidades sostenibles y viables. Los fondos están dirigidos a vecindarios de bajos y moderados ingresos. Un proyecto debe cumplir uno de los siguientes objetivos nacionales: 1) beneficiar principalmente a las personas de ingresos bajos y moderados, 2) eliminar los tugurios y el hacinamiento, y 3) satisfacer una necesidad urgente.

Los tipos de proyectos y programas que se pueden considerar para la financiación, con sujeción a los objetivos nacionales de cumplimiento, se resumen de la siguiente manera: adquisición o disposición de bienes inmuebles, construcción y rehabilitación de instalaciones de propiedad pública, mejoras en edificios de propiedad pública y privada, para hacerlos accesibles a personas con discapacidades, y mejoras de infraestructura para incluir aceras, calles, drenajes, y sistemas de agua y alcantarillado.

También se incluyen la rehabilitación de viviendas de propiedad pública o privada para hogares de bajos y moderados ingresos, demolición y autorización para disminuirlo.

También se incluyen la rehabilitación de viviendas de propiedad pública o privada para hogares de bajos y moderados ingresos, demolición y autorización para disminuir los riesgos para la salud, servicios públicos que son nuevos o que se expanden y están dirigidos a cumplir un servicio comunitario no necesitan más de (el 15% de los fondos de CDBG de la ciudad se pueden utilizar para los programas del público-servicio). Los sub-receptores de CDBG deben ser organizaciones sin fines de lucro públicos o privados. La ciudad está interesada en propuestas de proyectos de acuerdo con las metas y estrategias esbozadas en el plan consolidado de 5 años de la ciudad.

El aviso se da por la presente

Reunión pública: 7:00 p.m. el martes, 20 de marzo de 2018, en las cámaras del Concejo Municipal ubicadas en 400 North Douty, Hanford, CA 93230.

Período de revisión y comentario público: el plan estará disponible para un período de revisión y comentario público de 30 días del 30 de marzo al 30 de abril de 2018. El plan de acción anual de CDBG puede ser visto en el sitio web de la ciudad de Hanford en www.cityofhanfordca.com una copia impresa está disponible en cada una de las siguientes ubicaciones:

Departamento de desarrollo de la comunidad de Hanford, 317 North Douty St., Hanford, CA Hanford oficina del Secretario de la ciudad, 319 North Douty St., Hanford, CA Hanford Public Library, 401 North Douty St., Hanford,

CA comentario escrito directo al Departamento de desarrollo comunitario de la ciudad de Hanford, atención: Sandra Lerma-Martinez, 317 North Douty St., Hanford, CA 93230

Audiencia pública: El Concejo de la ciudad de Hanford tendrá una audiencia pública para hacer comentarios públicos sobre el plan propuesto el martes, 1 2018 de mayo, a las 7:00 p.m. en las cámaras del Concejo Municipal, 400 North Douty St., Hanford, CA 93230 Para considerar y adoptar el Plan de Acción Anual del 2018

La ciudad de Hanford está tratando de estar en total cumplimiento de la ley de americanos con discapacidades. Si tiene alguna pregunta o necesita un traductor o servicios especiales, por favor llame al Secretario Municipal al (559) 585-2515 o al analista administrativo de vivienda (559) 585-4766 por lo menos (5) cinco días antes de la reunión para hacer los arreglos. El número TDD/TTY de la ciudad es 711.

Es la política de la ciudad proveer servicios sin importar raza, color, ascendencia, religión, origen nacional, edad, sexo y estado civil, y estatus familiar, fuente de ingreso, orientación sexual, o incapacidad. Este compromiso se extiende a todos los programas de vivienda financiados por subvenciones proporcionados por la ciudad.

Para más información o si su agencia le gustaría presentar un proyecto para la consideración de la financiación, y le gustaría orientación sobre cómo cumplir con los requisitos del programa, por favor comuníquese con Sandra Lerma-Martinez, Analista administrativa de vivienda, al (559) 585-4766, o correo electrónico: slerma@cityofhanfordca.com.

(a publicarse en: miércoles, 7 de marzo de 2018)

ATTACHMENT B
Letter of Support for Housing Support Center
(Homeless)

Received & Filed at City Council
Meeting of: 03 20-18

LETTERS OF SUPPORT FOR HOUSING SUPPORT CENTER

KINGS COMMUNITY
KCAO
 ACTION ORGANIZATION

Helping People, Changing Lives Since 1965

Tim Bowers
 Board Chairperson

March 1, 2018

Eddie Neal
 Vice-Chairperson

Hanford Police Department

425 N. Irwin Street

Don Wright
 Secretary

Hanford, CA 93230

ATTN: Parker Sever, Chief of Police

Cheryl Silva
 Treasurer

Re: Letter of Support

Jeff Garner
 Executive Director

Dear Chief Sever:

Child Care Assistance

- Alternative Payment Program
- CalWORKs Stages I, II, III
- Family Resource Center
- Resource & Referral
- Toy Lending Library

Head Start/
 Child Development

- Child Care
- Early Head Start
- Early Head Start &
 Child Care Partnership
- Migrant & Seasonal
- Migrant Family Child Care
- Regional
- State Preschool

Home & Energy

- Facility Management
- Utility Assistance
- Weatherization

Intervention, Prevention
 & Supportive Services

- Barbara Saville Women's Shelter
- Domestic Violence Assistance
- Housing Assistance
- Legal Advocacy
- Pregnant and Parenting
 Teen Services
- Youth LEAD

Nutrition Education &
 Hunger Prevention

- Child Care Food Program
- Drought Food Assistance
- SNAP - Ed
- Summer Food
- USDA Commodities

KCAO MISSION

Working as a team, KCAO will seek and provide programs that develop self-sufficiency in individuals, families, and communities within Kings County.

Kings Community Action Organization (KCAO) is excited to write this letter to support the CDBG Application supporting the purchase of property that will house the Housing Support Center located at 421 E. 6th Street, Hanford, CA 93230.

Hanford, CA is home to hundreds of individuals and families who struggle in their ability to move beyond socioeconomic challenges, poor life decisions, substance abuse and addiction, homelessness, and lack of education and opportunity. A Housing Support Center will afford these individuals and families an opportunity to seek shelter and obtain necessary assistance in a "one stop" type of facility.

Our current collaborative efforts related to intimate partner abuse, sexual assault, and sheltering victims and the homeless at the Barbara Saville Shelter has been one of mutual respect. This shelter houses women and men who are victims of intimate partner abuse and their children as well as generally homeless women and their children. The Hanford Police Department (HPD) has been instrumental in providing safety for the individuals and staff at the shelter. HPD possesses the infrastructure, experience, and staff to get this project off the ground, while continuing to provide support services in all existing programs.

Kings Community Action Organization fully supports HPD in their bid to secure funding under the CDBG process. This is simply another example of their commitment to improving our community and the lives of its residents. Should you have any questions, please feel free to contact me.

Sincerely,



Jeff Garner
 Executive Director

P.O. Box 878
 Armona, CA 93202
 11050 13th Avenue
 Hanford, CA 93230
 tel 559.584.1536
 fax 559.584.1098
 www.kingsunitedway.org

March 2, 2018

City of Hanford
 321 North Douty Street
 Hanford, California 93230



Kings United Way

Re: Support for the Kings County Housing Support Center

Dear City of Hanford:

On behalf of Kings United Way, I would like to express strong support of the application being submitted for the Kings County Housing Support Center.

Kings United Way's mission is to increase the organized capacity of people to care for one another. By collaborating with the city of Hanford we are strengthening our community and helping provide much needed support services to families that continue to face the overwhelming challenges of living in a rural community such as ours.

Kings United Way will partner with the Housing Support Center to post volunteer opportunities on our GetConnected volunteer database in an effort to assist in the implementation and ongoing service provision of the project. The center will also be listed in our county wide information and referral database, which can be accessed by phone, on our website www.211kingscounty.org or via our mobile app, Intelliful. In addition, the Support Center can access the Homeless Management Information System (HMIS), to track client level information and services provided to the clients served by the project.

We strongly support the efforts of the Housing Support Center project. This project will assist in providing support for individuals experiencing homelessness or are at risk of becoming homeless. We recognize that there is a high need for a community supported, homeless service center in our region, we hope the application process looks favorably on the Kings County Housing Support Center application and is selected for funding.

Should you have questions, please feel free to contact me at (559) 584-1536.

Sincerely,

Lucia Orozco

Director of Community Impact and Operations



March 1, 2018

Hanford Police Department
425 N. Irwin Street
Hanford, CA 93230

Re: Letter of Commitment Community Development Block Grant-Homeless Services Center

This Letter of Commitment is provided to demonstrate the commitment that Champions has made to the success of the system of care for the homeless within Kings County, specifically Hanford. Champions has been an active collaborator in the development of this system of care, and will provide staff and support to ensure that the program is effective in addressing the needs of this population.

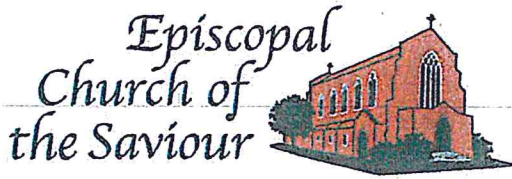
As one of the agencies involved in the development of this system of care, we believe that this comprehensive approach to providing services and treatment options in a centrally located center will significantly decrease the number of people whose lives are impacted by homelessness. We fully anticipate being a committed member of this multi-agency system of care for as long as the need is there.

Champions has provided behavioral health and social services for approximately 18 years in a variety of capacities. Programs are licensed by the California Department of Health Care Services, with evidence of licensure attached to the application submitted by Kings County Behavioral Health Department. Champions complies with all state licensing requirements under the Department of Health Care Services for all services rendered.

Champions Recovery looks forward to partnering with the Hanford Police Department in this endeavor, and we wish you luck on your grant application.

Sincerely,

Crystal Hernandez, Psy.D., MBA
Executive Director



March 5, 2018

Chief Parker Sever
Hanford Police Department
425 N. Irwin St.
Hanford, CA 93230

Chief Sever:

The Episcopal Church of the Saviour (ECoS) Parish and Soup Kitchen is pleased to support your 2018 Community Development Block Grant application to purchase property to house the proposed Hanford Homeless Support Center. ECoS is a faith based 501(c)(3) nonprofit organization that has been serving hot nutritious lunches, Monday through Saturday, to the homeless and less fortunate in Hanford for over 30 years. Last year we expanded to serving a sack lunch on Sundays and we served over 80,000 meals in 2017.

ECoS has been working with the many organizations from the Hanford and Kings County area that serve our homeless as a member of the Kings County Wellness Bridge Project (WBP). WBP is a coalition to develop a comprehensive and collaborative approach to address people with mental illness and/or substance abuse issues, and who are homeless or at risk of homelessness within Kings County.

Our vision at ECoS with respect to the Hanford Homeless Service Center is to continue provide meals to the target population. We anticipate possibly preparing the food at our present location and bringing it to the Service Center as needed (if a dining area is available), while still serving meals here at the Soup Kitchen for the foreseeable future. The possibility of an onsite kitchen at the site, managed by the ECoS Soup Kitchen, has been discussed. Also, it is only about three quarters of a mile from our Soup Kitchen to the proposed location of the service center, simplifying any logistical problems.

ECoS is committed to helping in any way possible. This Center will provide personal support and services that are essential to lifting up our target population into a better quality of life.

Sincerely,

Jeffrey A. March
Parish Administrator
Episcopal Church of the Saviour Parish/Soup Kitchen

Celebrating Tradition into the 21st Century

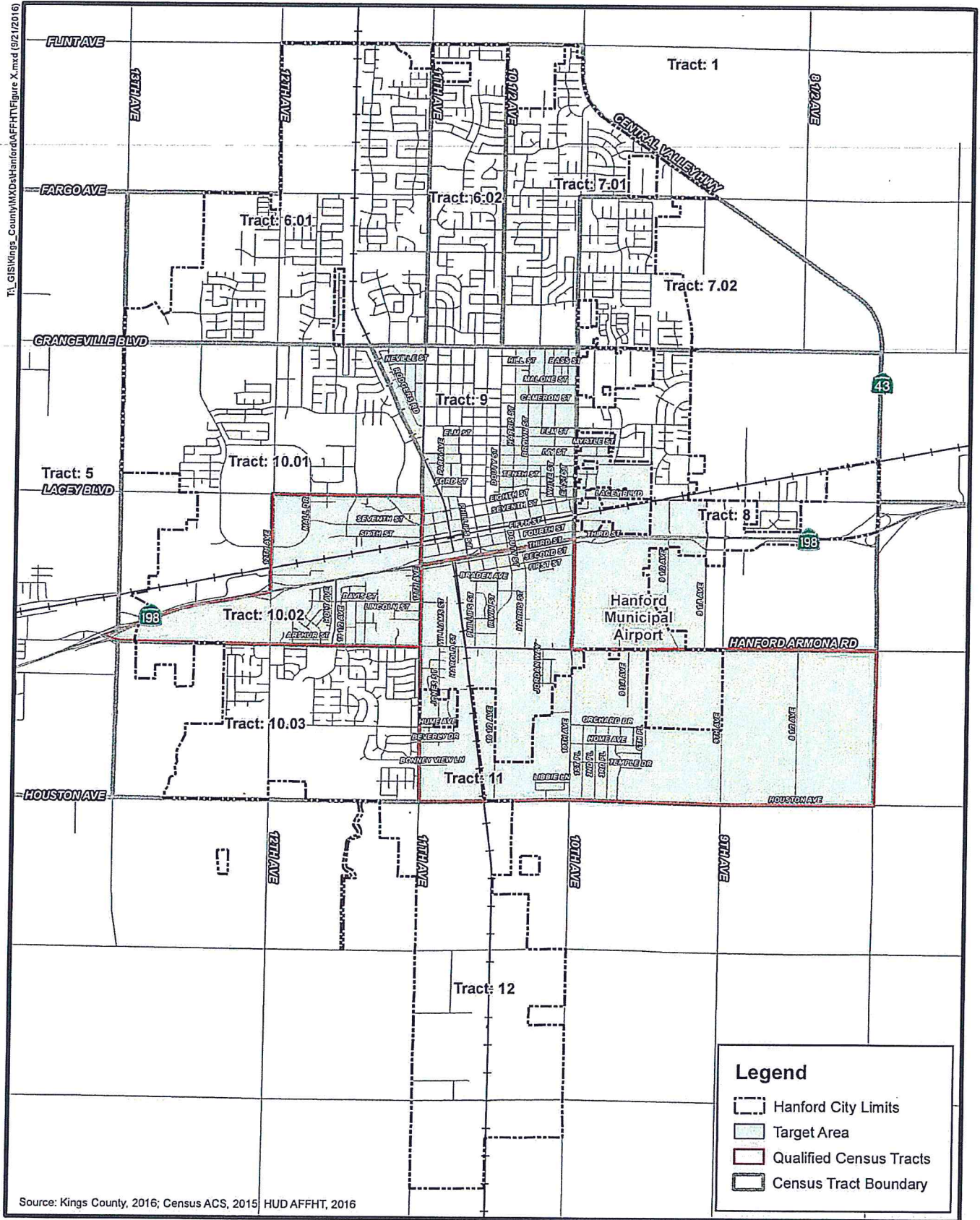
519 North Douy Street – Hanford, CA 93230 – (559) 584-7706 – www.saviourweb.com

Attachment C
2018 DRAFT Proposed Action Plan

Funding Sources				Amount
CDBG Allocation				\$ 556,879
Projected Program Income				\$ 80,000
Carryover from 2017 Action Plan				\$124,575
CDBG Repayment #3 AP18 FY 18/19				\$ 239,355
Total Estimated Resources:				\$ 1,000,809
Subtotal Planning and Administration (20% of allocation and PI)				(\$127,375)
Public Services (15% of allocation and PI)				(\$95,531)
CDBG Activity Funding				\$777,903
Project and Priority Need HIGH	Description	Objectives	Outcome Performance Measure	Proposed Funding
Affordable Housing Housing Rehabilitation	Emergency Repair Programs (up to \$10,000 per household)	Creating a suitable living environment	Improving sustainability by promoting viable communities	\$211,103
First Time Home Buyers	CDBG funds will be used to assist first-time very low and low-income families in purchasing a home. Up to \$75,000 in down payment assistance and closing costs.	Decent Housing	Affordable Housing	\$90,000
Affordable Housing				\$301,103
Public Service				Proposed Funding
Homelessness Kings/Tulare Continuum of Care	CDBG funds will be to help fund a variety of activities, including, but not limited to, the Annual Project-Homeless Connect and Point in Time census.	Creating a suitable living environment	Improving sustainability by promoting viable communities	\$10,000
Youth Kings Community Action Organization (KCAO)	The project focuses and encourages academics,	Creating a suitable living environment	Improving sustainability by promoting	\$68,531

Attachment: 2018 CDBG Action Plan for CC approval 5.1 (Approval of Action Plan of the FY 2018-19 Community Development Block Grant Title

	recreation, and enrichment.		viable communities	
Fair Housing	Education	Creating a suitable living environment	Creating a suitable living environment	\$7,000
Senior Utility Assistance Program	Provide Assistance with utility bills to Seniors	Creating a suitable living environment	Creating a suitable living environment	\$10,000
Total Public Service				\$95,531
Public Facilities and Improvements				Proposed Funding
Acquisition/Rehabilitation of Building Homeless Service Center City of Hanford Police Department 2 year Project \$470,000	Proposed property is The Jordan F Miller Building located at 421 East 6 th Street, Hanford	Creating a suitable living environment	Improving sustainability by promoting viable communities	\$225,000
Lacey Park Play Ground Improvements Parks and Recreation Department	Removal of existing 17 year old playground equipment and installing new ADA compliant playground equipment. Low to Mod Census Tract 9	Creating a suitable living environment	Improving sustainability by promoting viable communities	\$156,000
Public Infrastructure Improvements Public Works Department	Street lighting corner of Irwin, Hanford-Armona Rd, Redington and Ball Park Alley Curb and gutter, lighting and sidewalk improvements Low to Mod Census Tract 11	Creating a suitable living environment	Improving sustainability by promoting viable communities	\$95,800
Total – Public Improvements				\$476,800
TOTAL CDBG BUDGET				\$1,000,809



0 0.5 1
Miles

ATTACHMENT D LMI CDBG Map:

FIGURE X
City of Hanford

Michael Baker
INTERNATIONAL

ATTACHMENT E Con Plan Priority Needs 2014-2018

Priority Needs

Introduction

Priority needs are those that will be addressed by the goals outlined in the Strategic Plan (discussed in greater detail in SP-45), according to the structure presented in the regulations at 24 CFR 91.215:

- Affordable Housing
 - Rental assistance
 - Production of new units
 - Rehabilitation of existing units
 - Acquisition of existing units
- Homelessness
 - Outreach
 - Emergency shelter and transitional housing
 - Rapid Re-housing
 - Prevention
- Non-housing Community Development
 - Public Facilities
 - Public Improvements and Infrastructure
 - Public Services
 - Economic Development

Priority is assigned based on the level of need that is demonstrated by the data that has been collected during the preparation of the Plan, specifically in the Needs Assessment and Market Analysis; the information gathered during the consultation and citizen participation process; and the availability of resources to address these needs. Based on all of these components, housing needs are considered a “high” priority, while homelessness and non-housing community development needs are considered “low” priorities.

Table 45 – Priority Needs Summary

Priority Need	Priority/Level	Population	Goals Addressing
Affordable Housing	High	Extremely Low Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence	Affordable Housing
Public Services Public Facilities	High	Extremely Low Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families	Community Services

		Victims of Domestic Violence	
Infrastructure Improvements	Low	Low Moderate Large Families Families with Children Elderly Frail Elderly Persons with Physical Disabilities Non-housing Community Development	Infrastructure Improvements
Youth Services	High	Extremely Low Low Moderate Large Families Families with Children Non-Housing Community Development	Youth Services
Economic Development	Medium	Low Moderate Middle Non-housing Community Development	Economic Development

Narrative (Optional)

Community needs are determined through consultation with City staff, attendees at public hearing and local service providers. Key factors affecting the determination of the five-year priorities included: 1) the types of target-income households with greatest need for assistance; 2) those activities that will best address their needs; and 3) the limited amount of funding available to meet those needs.

RESOLUTION NO. 18-18-R**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HANFORD
APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT ACTION PLAN
FOR FISCAL YEAR 2018-2019**

At a regular meeting of the City Council of the City of Hanford duly called and held May 1, 2018, upon motion of Council Member _____, and seconded by Council Member _____, and carried, the following resolution was adopted:

WHEREAS, the City of Hanford opted to become an Entitlement Community within the Community Development Block Grant (CDBG) Program in March 2004, allowing the City to receive an allocation directly from the U.S. Department of Housing and Urban Development (HUD) each year; and

WHEREAS, the City of Hanford is eligible to receive an estimated \$556,879 in CDBG Entitlement Funds in Fiscal Year 2018-19. Due to delays in establishing the budget at the federal level, the City's exact allocation may not be available until May or later. Depending on the final allocation amount, funding for individual activities may need to be adjusted; and

WHEREAS, the funds will be used to benefit low to moderate-income households and neighborhoods in the elimination or prevention of slum and blight for such programs as housing rehabilitation, affordable homeownership assistance, neighborhood improvement, community services, as well as community development activities such as the construction or rehabilitation of community infrastructure and facilities and economic development; and

WHEREAS, pursuant to the provisions of the Housing and Community Development Act of 1974, as amended, the thirty day review period for the Action Plan for Fiscal Year 2018-19 has expired without public comment.

NOW, THEREFORE, BE IT RESOLVED that the City Council adopt the Community Development Block Grant Action Plan for the period from Fiscal Year 2018-2019 (Attachment 1)

PASSED, ADOPTED AND APPROVED this ____ day of _____, 2018 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

DAVID G. AYERS
MAYOR of the City of Hanford

Attest:

JENNIFER GOMEZ
CITY CLERK

STATE OF CALIFORNIA)
COUNTY OF KINGS) ss
CITY OF HANFORD)

I, Jennifer Gomez, City Clerk of the City of Hanford, do hereby certify the foregoing Resolution was duly passed and adopted at a regular meeting of the City Council of the City of Hanford held on the ____ day of _____, 2018.

Date: _____

City Clerk

Attachment: Resolution AP18 (Approval of Action Plan of the FY 2018-19 Community Development Block Grant Title Here>)



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: A
-------------------------------	--------------------------

SUBJECT:

Administration: Approve Contract with Tyler Technologies for the purchase of Enterprise Resource Planning (ERP) software and implementation in the amount of \$912,479.

RECOMMENDATION:

That the City Council authorizes the City Manager to execute a contract with Tyler Technologies for purchase, implementation and support of Enterprise Resource Planning (ERP) software in the amount of \$912,479.

BACKGROUND:

The City has been utilizing software from Superion Software for many years. The original software was purchased from Sungard Public Sector. Since the original implementation the company was sold to Superion. The current software is inherently deficient due to its outdated software technology and limited functionality. Declining service from the vendor has compounded the need for replacement. In addition, the existing software does not communicate with other systems that the City utilizes such as Community Development software (Building Permits, Planning, Code Enforcement) which causes double entry for financial transactions and tendency for inefficiency. Tyler was selected due to its reputation for delivering an outstanding product and service and their longevity servicing local government customers. The City is utilizing its membership in the National Joint Powers Alliance (NJPA) for the purchase of the software. NJPA has already negotiated the contract with Tyler on a national level through a competitive bidding process.

The Tyler ERP will replace the existing Financial, Utility Billing as well as Community Development software currently in use. With the up to date software, the City can gain operational efficiencies by eliminating redundant processes, while improving business process workflow and integration between applications. Examples of improved business processes include the electronic routing and processing of purchase requisitions, warrant requests, and human resources actions, and enhanced department access to management and reporting tools with minimal reliance on Finance staff. A modern ERP will also allow for broader web and

mobile capabilities, be more user-friendly for both internal and external customers and will provide a sophisticated technology infrastructure that supports integration with other key business systems. Unlike many other software vendors Tyler's primary business focus is the provision of software to support public agencies only, with 15,000+ local government customers in all 50 states.

FISCAL IMPACT:

Purchase of Tyler Technologies ERP system in the amount of \$912,479 will be through the Computer Replacement Reserve Account.

ATTACHMENTS:

Hanford CA - License Services Agmt



LICENSE AND SERVICES AGREEMENT

This License and Services Agreement is made between Tyler Technologies, Inc. and Client.

WHEREAS Client is a member of the National Joint Powers Alliance ("NJPA") under member number 85061;

WHEREAS Tyler participated in the competitive bid process in response to NJPA's RFP #110515 by submitting a proposal, on which NJPA awarded Tyler an NJPA contract, numbered 110515-TTI (hereinafter the "NJPA Contract");

WHEREAS documentation of the NJPA's competitive bid process, as well as Tyler's contract with and pricing information for the NJPA, is available at <http://www.njpacoop.org/national-cooperative-contract-solutions/contracts-general/technology-security-communication-solutions/110515-tti/> ;

WHEREAS Client desires to purchase off the NJPA Contract to procure the Tyler Software from Tyler, which Tyler agrees to deliver pursuant to the NJPA Contract and under the terms and conditions set forth below; and

WHEREAS, Client selected Tyler to license the software products and perform the services set forth in the Investment Summary and Tyler desires to perform such actions under the terms of this Agreement.

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants and promises set forth in this Agreement, Tyler and Client agree as follows:

SECTION A – DEFINITIONS

- **"Agreement"** means this License and Services Agreement.
- **"Business Travel Policy"** means our business travel policy. A copy of our current Business Travel Policy is attached as Schedule 1 to Exhibit B.
- **"Client"** means the City of Hanford, CA.
- **"Defect"** means a failure of the Tyler Software to substantially conform to the functional descriptions set forth in our written proposal to you, or their functional equivalent. Future functionality may be updated, modified, or otherwise enhanced through our maintenance and support services, and the governing functional descriptions for such future functionality will be set forth in our then-current Documentation.
- **"Developer"** means a third party who owns the intellectual property rights to Third Party Software.
- **"Documentation"** means any online or written documentation related to the use or functionality of the Tyler Software that we provide or otherwise make available to you, including instructions, user guides, manuals and other training or self-help documentation.
- **"Effective Date"** means the date on which your authorized representative signs the Agreement.
- **"Force Majeure"** means an event beyond the reasonable control of you or us, including, without limitation, governmental action, war, riot or civil commotion, fire, natural disaster, or any other cause that could not with reasonable diligence be foreseen or prevented by you or us.
- **"Investment Summary"** means the agreed upon cost proposal for the software, products, and services



- attached as Exhibit A.
- **“Invoicing and Payment Policy”** means the invoicing and payment policy. A copy of our current Invoicing and Payment Policy is attached as Exhibit B.
 - **“Maintenance and Support Agreement”** means the terms and conditions governing the provision of maintenance and support services to all of our customers. A copy of our current Maintenance and Support Agreement is attached as Exhibit C.
 - **“Statement of Work”** means the industry standard implementation plan describing how our professional services will be provided to implement the Tyler Software, and outlining your and our roles and responsibilities in connection with that implementation. The Statement of Work is attached as Exhibit E.
 - **“Support Call Process”** means the support call process applicable to all of our customers who have licensed the Tyler Software. A copy of our current Support Call Process is attached as Schedule 1 to Exhibit C.
 - **“Third Party Terms”** means, if any, the end user license agreement(s) or similar terms for the Third Party Software, as applicable and attached as Exhibit D.
 - **“Third Party Hardware”** means the third party hardware, if any, identified in the Investment Summary.
 - **“Third Party Products”** means the Third Party Software and Third Party Hardware.
 - **“Third Party Software”** means the third party software, if any, identified in the Investment Summary.
 - **“Tyler”** means Tyler Technologies, Inc., a Delaware corporation.
 - **“Tyler Software”** means our proprietary software, including any integrations, custom modifications, and/or other related interfaces identified in the Investment Summary and licensed by us to you through this Agreement.
 - **“we”, “us”, “our”** and similar terms mean Tyler.
 - **“you”** and similar terms mean Client.

SECTION B – SOFTWARE LICENSE

1. License Grant and Restrictions.

- 1.1 We grant to you a license to use the Tyler Software for your internal business purposes only, in the scope of the internal business purposes disclosed to us as of the Effective Date. You may make copies of the Tyler Software for backup and testing purposes, so long as such copies are not used in production and the testing is for internal use only. Your rights to use the Tyler Software are perpetual but may be revoked if you do not comply with the terms of this Agreement.
- 1.2 The Documentation is licensed to you and may be used and copied by your employees for internal, non-commercial reference purposes only.
- 1.3 You may not: (a) transfer or assign the Tyler Software to a third party; (b) reverse engineer, decompile, or disassemble the Tyler Software; (c) rent, lease, lend, or provide commercial hosting services with the Tyler Software; or (d) publish or otherwise disclose the Tyler Software or Documentation to third parties.
- 1.4 The license terms in this Agreement apply to updates and enhancements we may provide to you or make available to you through your Maintenance and Support Agreement.
- 1.5 The right to transfer the Tyler Software to a replacement hardware system is included in your license. You will give us advance written notice of any such transfer and will pay us for any required or



requested technical assistance from us associated with such transfer.

1.6 Where applicable with respect to our applications that take or process card payment data, we are responsible for the security of cardholder data that we possess, including functions relating to storing, processing, and transmitting of the cardholder data and affirm that, as of the Effective Date, we comply with applicable requirements to be considered PCI DSS compliant and have performed the necessary steps to validate compliance with the PCI DSS. We agree to supply the current status of our PCI DSS compliance program in the form of an official Attestation of Compliance, which can be found at <https://www.tylertech.com/about-us/compliance>, and in the event of any change in our status, will comply with applicable notice requirements.

1.7 We reserve all rights not expressly granted to you in this Agreement. The Tyler Software and Documentation are protected by copyright and other intellectual property laws and treaties. We own the title, copyright, and other intellectual property rights in the Tyler Software and the Documentation. **The Tyler Software is licensed, not sold.**

2. **License Fees.** You agree to pay us the license fees in the amounts set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy.
3. **Escrow.** We maintain an escrow agreement with a third party under which we place the source code for each major release of the Tyler Software. You may be added as a beneficiary to the escrow agreement by completing a standard beneficiary enrollment form and paying the annual beneficiary fee set forth in the Investment Summary. You will be responsible for maintaining your ongoing status as a beneficiary, including payment of the then-current annual beneficiary fees. Release of source code for the Tyler Software is strictly governed by the terms of the escrow agreement.
4. **Limited Warranty.** We warrant that the Tyler Software will be without Defect(s) as long as you have a Maintenance and Support Agreement in effect. If the Tyler Software does not perform as warranted, we will use all reasonable efforts, consistent with industry standards, to cure the Defect as set forth in the Maintenance and Support Agreement.

SECTION C – PROFESSIONAL SERVICES

1. **Services.** We will provide you the various implementation-related services itemized in the Investment Summary and described in the Statement of Work.
2. **Professional Services Fees.** You agree to pay us the professional services fees in the amounts set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy. You acknowledge that the fees stated in the Investment Summary are good-faith estimates of the amount of time and materials required for your implementation. We will bill you the actual fees incurred based on the in-scope services provided to you. Any discrepancies in the total values set forth in the Investment Summary will be resolved by multiplying the applicable hourly rate by the quoted hours.
3. **Additional Services.** The Investment Summary contains, and the Statement of Work describes, the scope of services and related costs (including programming and/or interface estimates) required for the project based on our understanding of the specifications you supplied. If additional work is required, or if you use or request additional services, we will provide you with an addendum or change order, as applicable, outlining the costs for the additional work. The price quotes in the addendum or change order will be valid for thirty (30) days from the date of the quote.



4. **Cancellation.** We make all reasonable efforts to schedule our personnel for travel, including arranging travel reservations, at least two (2) weeks in advance of commitments. Therefore, if you cancel services less than two (2) weeks in advance (other than for Force Majeure or breach by us), you will be liable for all (a) non-refundable expenses incurred by us on your behalf, and (b) daily fees associated with cancelled professional services if we are unable to reassign our personnel. We will make all reasonable efforts to reassign personnel in the event you cancel within two (2) weeks of scheduled commitments.
5. **Services Warranty.** We will perform the services in a professional, workmanlike manner, consistent with industry standards. In the event we provide services that do not conform to this warranty, we will re-perform such services at no additional cost to you.
6. **Site Access and Requirements.** At no cost to us, you agree to provide us with full and free access to your personnel, facilities, and equipment as may be reasonably necessary for us to provide implementation services, subject to any reasonable security protocols or other written policies provided to us as of the Effective Date, and thereafter as mutually agreed to by you and us. You further agree to provide a reasonably suitable environment, location, and space for the installation of the Tyler Software and any Third Party Products, including, without limitation, sufficient electrical circuits, cables, and other reasonably necessary items required for the installation and operation of the Tyler Software and any Third Party Products.
7. **Client Assistance.** You acknowledge that the implementation of the Tyler Software is a cooperative process requiring the time and resources of your personnel. You agree to use all reasonable efforts to cooperate with and assist us as may be reasonably required to meet the agreed upon project deadlines and other milestones for implementation. This cooperation includes at least working with us to schedule the implementation-related services outlined in this Agreement. We will not be liable for failure to meet any deadlines and milestones when such failure is due to Force Majeure or to the failure by your personnel to provide such cooperation and assistance (either through action or omission).

SECTION D – MAINTENANCE AND SUPPORT

This Agreement includes the period of free maintenance and support services identified in the Invoicing and Payment Policy. If you have purchased ongoing maintenance and support services, and continue to make timely payments for them according to our Invoicing and Payment Policy, we will provide you with maintenance and support services for the Tyler Software under the terms of our standard Maintenance and Support Agreement.

If you have opted not to purchase ongoing maintenance and support services for the Tyler Software, the Maintenance and Support Agreement does not apply to you. Instead, you will only receive ongoing maintenance and support on the Tyler Software on a time and materials basis. In addition, you will:

- (i) receive the lowest priority under our Support Call Process;
- (ii) be required to purchase new releases of the Tyler Software, including fixes, enhancements and patches;
- (iii) be charged our then-current rates for support services, or such other rates that we may consider necessary to account for your lack of ongoing training on the Tyler Software;
- (iv) be charged for a minimum of two (2) hours of support services for every support call; and
- (v) not be granted access to the support website for the Tyler Software or the Tyler Community



Forum.

SECTION E – THIRD PARTY PRODUCTS

To the extent there are any Third Party Products set forth in the Investment Summary, the following terms and conditions will apply:

1. Third Party Hardware. We will sell, deliver, and install onsite the Third Party Hardware, if you have purchased any, for the price set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy.
2. Third Party Software. Upon payment in full of the Third Party Software license fees, you will receive a non-transferable license to use the Third Party Software and related documentation for your internal business purposes only. Your license rights to the Third Party Software will be governed by the Third Party Terms.
 - 2.1 We will install onsite the Third Party Software. The installation cost is included in the installation fee in the Investment Summary.
 - 2.2 If the Developer charges a fee for future updates, releases, or other enhancements to the Third Party Software, you will be required to pay such additional future fee.
 - 2.3 The right to transfer the Third Party Software to a replacement hardware system is governed by the Developer. You will give us advance written notice of any such transfer and will pay us for any required or requested technical assistance from us associated with such transfer.
3. Third Party Products Warranties.
 - 3.1 We are authorized by each Developer to grant or transfer the licenses to the Third Party Software.
 - 3.2 The Third Party Hardware will be new and unused, and upon payment in full, you will receive free and clear title to the Third Party Hardware.
 - 3.3 You acknowledge that we are not the manufacturer of the Third Party Products. We do not warrant or guarantee the performance of the Third Party Products. However, we grant and pass through to you any warranty that we may receive from the Developer or supplier of the Third Party Products.
4. Maintenance. If you have a Maintenance and Support Agreement in effect, you may report defects and other issues related to the Third Party Software directly to us, and we will (a) directly address the defect or issue, to the extent it relates to our interface with the Third Party Software; and/or (b) facilitate resolution with the Developer, unless that Developer requires that you have a separate, direct maintenance agreement in effect with that Developer. In all events, if you do not have a Maintenance and Support Agreement in effect with us, you will be responsible for resolving defects and other issues related to the Third Party Software directly with the Developer.

SECTION F – INVOICING AND PAYMENT; INVOICE DISPUTES

1. Invoicing and Payment. We will invoice you for all fees set forth in the Investment Summary per our Invoicing and Payment Policy, subject to Section F(2).
2. Invoice Disputes. If you believe any delivered software or service does not conform to the warranties in this



Agreement, you will provide us with written notice within thirty (30) days of your receipt of the applicable invoice. The written notice must contain reasonable detail of the issues you contend are in dispute so that we can confirm the issue and respond to your notice with either a justification of the invoice, an adjustment to the invoice, or a proposal addressing the issues presented in your notice. We will work with you as may be necessary to develop an action plan that outlines reasonable steps to be taken by each of us to resolve any issues presented in your notice. You may withhold payment of the amount(s) actually in dispute, and only those amounts, until we complete the action items outlined in the plan. If we are unable to complete the action items outlined in the action plan because of your failure to complete the items agreed to be done by you, then you will remit full payment of the invoice. We reserve the right to suspend delivery of all services, including maintenance and support services, if you fail to pay an invoice not disputed as described above within fifteen (15) days of notice of our intent to do so.

SECTION G – TERMINATION

1. For Cause. If you believe we have materially breached this Agreement, you will invoke the Dispute Resolution clause set forth in Section I(3). You may terminate this Agreement for cause in the event we do not cure, or create a mutually agreeable action plan to address, a material breach of this Agreement within the thirty (30) day window set forth in Section I(3). In the event of termination for cause, you will pay us for all undisputed fees and expenses related to the software, products, and/or services you have received, or we have incurred or delivered, prior to the effective date of termination.
2. Lack of Appropriations. If you should not appropriate or otherwise receive funds sufficient to purchase, lease, operate, or maintain the software or services set forth in this Agreement, you may unilaterally terminate this Agreement effective on the final day of the fiscal year through which you have funding. You will make every effort to give us at least thirty (30) days written notice prior to a termination for lack of appropriations. In the event of termination due to a lack of appropriations, you will pay us for all undisputed fees and expenses related to the software and/or services you have received, or we have incurred or delivered, prior to the effective date of termination. Any disputed fees and expenses must have been submitted to the Invoice Dispute process set forth in Section F(2) at the time of termination in order to be withheld at termination. You will not be entitled to a refund or offset of previously paid license and other fees.
3. Force Majeure. Neither party will be liable, you or we may terminate this Agreement if a Force Majeure event suspends performance of scheduled tasks for a period of forty-five (45) days or more. In the event of termination due to Force Majeure, you will pay us for all undisputed fees and expenses related to the software and/or services you have received, or we have incurred or delivered, prior to the effective date of termination. Any disputed fees and expenses must have been submitted to the Invoice Dispute process set forth in Section F(2) at the time of termination in order to be withheld at termination. You will not be entitled to a refund or offset of previously paid license and other fees.

SECTION H – INDEMNIFICATION, LIMITATION OF LIABILITY AND INSURANCE

1. Intellectual Property Infringement Indemnification.
 - 1.1 We will defend you against any third party claim(s) that the Tyler Software or Documentation infringes that third party's patent, copyright, or trademark, or misappropriates its trade secrets, and will pay the amount of any resulting adverse final judgment (or settlement to which we consent). You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to



provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.

- 1.2 Our obligations under this Section H(1) will not apply to the extent the claim or adverse final judgment is based on your: (a) use of a previous version of the Tyler Software and the claim would have been avoided had you installed and used the current version of the Tyler Software, and we provided notice of that requirement to you; (b) combining the Tyler Software with any product or device not provided, contemplated, or approved by us; (c) altering or modifying the Tyler Software, including any modification by third parties at your direction or otherwise permitted by you; (d) use of the Tyler Software in contradiction of this Agreement, including with non-licensed third parties; or (e) willful infringement, including use of the Tyler Software after we notify you to discontinue use due to such a claim.
- 1.3 If we receive information concerning an infringement or misappropriation claim related to the Tyler Software, we may, at our expense and without obligation to do so, either: (a) procure for you the right to continue its use; (b) modify it to make it non-infringing; or (c) replace it with a functional equivalent, in which case you will stop running the allegedly infringing Tyler Software immediately. Alternatively, we may decide to litigate the claim to judgment, in which case you may continue to use the Tyler Software consistent with the terms of this Agreement.
- 1.4 If an infringement or misappropriation claim is fully litigated and your use of the Tyler Software is enjoined by a court of competent jurisdiction, in addition to paying any adverse final judgment (or settlement to which we consent), we will, at our option, either: (a) procure the right to continue its use; (b) modify it to make it non-infringing; (c) replace it with a functional equivalent; or (d) terminate your license and refund the license fees paid for the infringing Tyler Software, as depreciated on a straight-line basis measured over seven (7) years from the Effective Date. We will pursue those options in the order listed herein. This section provides your exclusive remedy for third party copyright, patent, or trademark infringement and trade secret misappropriation claims.

2. General Indemnification.

- 2.1 We will indemnify and hold harmless you and your agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for (a) personal injury or property damage to the extent caused by our negligence or willful misconduct; or (b) our violation of PCI DSS requirements or a law applicable to our performance under this Agreement. You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.
- 2.2 To the extent permitted by applicable law, you will indemnify and hold harmless us and our agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for personal injury or property damage to the extent caused by your negligence or willful misconduct; or (b) your violation of a law applicable to your performance under this Agreement. We will notify you promptly in writing of the claim and will give you sole control over its defense or settlement. We agree to provide you with reasonable assistance, cooperation, and information in defending the claim at your expense.

3. **DISCLAIMER. EXCEPT FOR THE EXPRESS WARRANTIES PROVIDED IN THIS AGREEMENT AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, WE HEREBY DISCLAIM ALL OTHER WARRANTIES**



AND CONDITIONS, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES, DUTIES, OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

4. **LIMITATION OF LIABILITY.** EXCEPT AS OTHERWISE EXPRESSLY SET FORTH IN THIS AGREEMENT, OUR LIABILITY FOR DAMAGES ARISING OUT OF THIS AGREEMENT, WHETHER BASED ON A THEORY OF CONTRACT OR TORT, INCLUDING NEGLIGENCE AND STRICT LIABILITY, SHALL BE LIMITED TO YOUR ACTUAL DIRECT DAMAGES, NOT TO EXCEED (A) PRIOR TO FORMAL TRANSITION TO MAINTENANCE AND SUPPORT, THE TOTAL ONE-TIME FEES SET FORTH IN THE INVESTMENT SUMMARY; OR (B) AFTER FORMAL TRANSITION TO MAINTENANCE AND SUPPORT, THE THEN-CURRENT ANNUAL MAINTENANCE AND SUPPORT FEE. THE PARTIES ACKNOWLEDGE AND AGREE THAT THE PRICES SET FORTH IN THIS AGREEMENT ARE SET IN RELIANCE UPON THIS LIMITATION OF LIABILITY AND TO THE MAXIMUM EXTENT ALLOWED UNDER APPLICABLE LAW, THE EXCLUSION OF CERTAIN DAMAGES, AND EACH SHALL APPLY REGARDLESS OF THE FAILURE OF AN ESSENTIAL PURPOSE OF ANY REMEDY. THE FOREGOING LIMITATION OF LIABILITY SHALL NOT APPLY TO CLAIMS THAT ARE SUBJECT TO SECTIONS H(1) AND H(2).
5. **EXCLUSION OF CERTAIN DAMAGES.** TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL WE BE LIABLE FOR ANY SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT, OR CONSEQUENTIAL DAMAGES WHATSOEVER, EVEN IF WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
6. **Insurance.** We agree to maintain, at our own cost and expense, for the duration of this Agreement, the following insurance policies:
 - a. **Workers Compensations Coverage:** As required by the applicable statutory requirements of the State of California, and Employer's Liability Insurance with a limit of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury or disease.
 - b. **General Liability Coverage:** Insurance Services Office (ISO) Form CG 0001 or substantial equivalent form, including products and completed operations, with limits of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be TWO MILLION AND NO/100 DOLLARS (\$2,000,000), twice the required occurrence limit.
 - c. **Automobile Liability Coverage:** Limits of no less than ONE MILLION AND NO/100 DOLLARS (\$1,000,000) per accident for bodily injury and property damage.

If we maintain higher limits than the minimums shown above, Client requires and shall be entitled to coverage for the higher limits maintained by us.

Our insurance policies shall be "occurrence" policies and not "claims-made" coverage.

We will maintain an Umbrella policy in conjunction with the insurance policies referenced above in the amount of at least \$25,000,000 that follows the coverage forms for underlying liability policies or offers broader coverage. Accordingly, we shall be deemed to have satisfied the insurance requirements of this contract as long as: (i) the coverage limits of the Umbrella policy and of the underlying liability policy(ies), when combined, satisfy each of the per occurrence and aggregate requirements identified in this subsection 6; and (ii) coverage under the Umbrella policy is as broad as and includes all incidents and events covered by the underlying insurance that it supplements.



We will disclose the deductible amounts to Client upon your written request.

The policies are to contain, or be endorsed to contain, the following provisions:

i. Client and its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL and automobile liability policies with respect to liability arising out of work or operations performed by or on our behalf including materials, parts, or equipment furnished in connection with such work or operations; products we use; or automobiles we own, lease, hire or borrow. Our carrier has issued blanket endorsements regarding additional insured status; we do not issue separate endorsements specific to each customer. We will disclose the blanket endorsements to client for their review. The coverage shall contain no special limitations on the scope of protection afforded to the Client, its officers, officials, employees or volunteers.

ii. For any claims that arise out of or are related to this contract and are between Tyler and Client, our insurance coverage shall be primary insurance. Any insurance or self-insurance maintained by Client and/or its officers, officials, employees, or volunteers shall be in excess of our insurance and shall be non-contributory.

iii. We will provide you with notice of cancellation, non-renewal or reduction in our insurance coverages below the minimum requirements set forth herein within thirty (30) days thereof.

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A-:VII.

We shall furnish Client with certificates and amendatory endorsements after this Agreement is executed, or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Client before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive our obligation to provide them.

We hereby grant to Client and its officers, officials, employees, and volunteers a waiver of any right to subrogation on claims under Tyler's Workers Compensation Coverage, Employer's Liability, Commercial General Liability or auto policies that arise out of or relate to the contract and are between Tyler and the Client.

SECTION I – GENERAL TERMS AND CONDITIONS

1. Additional Products and Services. You may purchase additional products and services at the rates set forth in the Investment Summary for twelve (12) months from the Effective Date, and thereafter at our then-current list price, by executing a mutually agreed addendum. If no rate is provided in the Investment Summary, or those twelve (12) months have expired, you may purchase additional products and services at our then-current list price, also by executing a mutually agreed addendum. The terms of this Agreement will control any such additional purchase(s), unless otherwise specifically provided in the addendum.
2. Optional Items. Pricing for any listed optional products and services in the Investment Summary will be valid for twelve (12) months from the Effective Date.

3. Dispute Resolution. You agree to provide us with written notice within thirty (30) days of becoming aware of a dispute. You agree to cooperate with us in trying to reasonably resolve all disputes, including, if requested by either party, appointing a senior representative to meet and engage in good faith negotiations with our appointed senior representative. Senior representatives will convene within thirty (30) days of the written dispute notice, unless otherwise agreed. All meetings and discussions between senior representatives will be deemed confidential settlement discussions not subject to disclosure under Federal Rule of Evidence 408 or any similar applicable state rule. If we fail to resolve the dispute, either of us may assert our respective rights and remedies in a court of competent jurisdiction. Nothing in this section shall prevent you or us from seeking necessary injunctive relief during the dispute resolution procedures.
4. Taxes. The fees in the Investment Summary do not include any taxes, including, without limitation, sales, use, or excise tax. If you are a tax-exempt entity, you agree to provide us with a tax-exempt certificate. Otherwise, we will pay all applicable taxes to the proper authorities and you will reimburse us for such taxes. If you have a valid direct-pay permit, you agree to provide us with a copy. For clarity, we are responsible for paying our income taxes, both federal and state, as applicable, arising from our performance of this Agreement.
5. Nondiscrimination. We will not discriminate against any person employed or applying for employment concerning the performance of our responsibilities under this Agreement. This discrimination prohibition will apply to all matters of initial employment, tenure, and terms of employment, or otherwise with respect to any matter directly or indirectly relating to employment concerning race, color, religion, national origin, age, sex, sexual orientation, ancestry, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. We will post, where appropriate, all notices related to nondiscrimination as may be required by applicable law.
6. E-Verify. We have complied, and will comply, with the E-Verify procedures administered by the U.S. Citizenship and Immigration Services Verification Division for all of our employees assigned to your project.
7. Subcontractors. We will not subcontract any services under this Agreement without your prior written consent, not to be unreasonably withheld.
8. Binding Effect; No Assignment. This Agreement shall be binding on, and shall be for the benefit of, either your or our successor(s) or permitted assign(s). Neither party may assign this Agreement without the prior written consent of the other party; provided, however, your consent is not required for an assignment by us as a result of a corporate reorganization, merger, acquisition, or purchase of substantially all of our assets.
9. Force Majeure. Except for your payment obligations, neither party will be liable for delays in performing its obligations under this Agreement to the extent that the delay is caused by Force Majeure; provided, however, that within ten (10) business days of the Force Majeure event, the party whose performance is delayed provides the other party with written notice explaining the cause and extent thereof, as well as a request for a reasonable time extension equal to the estimated duration of the Force Majeure event.
10. No Intended Third Party Beneficiaries. This Agreement is entered into solely for the benefit of you and us. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement. This provision does not affect the rights of third parties under any Third Party Terms.
11. Entire Agreement; Amendment. This Agreement represents the entire agreement between you and us with



respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. Purchase orders submitted by you, if any, are for your internal administrative purposes only, and the terms and conditions contained in those purchase orders will have no force or effect. This Agreement may only be modified by a written amendment signed by an authorized representative of each party.

12. Severability. If any term or provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement will be considered valid and enforceable to the fullest extent permitted by law.
13. No Waiver. In the event that the terms and conditions of this Agreement are not strictly enforced by either party, such non-enforcement will not act as or be deemed to act as a waiver or modification of this Agreement, nor will such non-enforcement prevent such party from enforcing each and every term of this Agreement thereafter.
14. Independent Contractor. We are an independent contractor for all purposes under this Agreement.
15. Notices. All notices or communications required or permitted as a part of this Agreement, such as notice of an alleged material breach for a termination for cause or a dispute that must be submitted to dispute resolution, must be in writing and will be deemed delivered upon the earlier of the following: (a) actual receipt by the receiving party; (b) upon receipt by sender of a certified mail, return receipt signed by an employee or agent of the receiving party; (c) upon receipt by sender of proof of email delivery; or (d) if not actually received, five (5) days after deposit with the United States Postal Service authorized mail center with proper postage (certified mail, return receipt requested) affixed and addressed to the other party at the address set forth on the signature page hereto or such other address as the party may have designated by proper notice. The consequences for the failure to receive a notice due to improper notification by the intended receiving party of a change in address will be borne by the intended receiving party.
16. Client Lists. You agree that we may identify you by name in client lists, marketing presentations, and promotional materials.
17. Confidentiality. Both parties recognize that their respective employees and agents, in the course of performance of this Agreement, may be exposed to confidential information and that disclosure of such information could violate rights to private individuals and entities, including the parties. Confidential information is nonpublic information that a reasonable person would believe to be confidential and includes, without limitation, personal identifying information (*e.g.*, social security numbers) and trade secrets, each as defined by applicable state law. Each party agrees that it will not disclose any confidential information of the other party and further agrees to take all reasonable and appropriate action to prevent such disclosure by its employees or agents. The confidentiality covenants contained herein will survive the termination or cancellation of this Agreement. This obligation of confidentiality will not apply to information that:
 - (a) is in the public domain, either at the time of disclosure or afterwards, except by breach of this Agreement by a party or its employees or agents;
 - (b) a party can establish by reasonable proof was in that party's possession at the time of initial disclosure;
 - (c) a party receives from a third party who has a right to disclose it to the receiving party; or
 - (d) is the subject of a legitimate disclosure request under the open records laws or similar applicable public disclosure laws governing this Agreement; provided, however, that in the event you receive an open records or other similar applicable request, you will give us prompt notice and otherwise perform the functions required by applicable law.



18. Business License. In the event a local business license is required for us to perform services hereunder, you will promptly notify us and provide us with the necessary paperwork and/or contact information so that we may timely obtain such license.
19. Governing Law. This Agreement will be governed by and construed in accordance with the laws of your state of domicile, without regard to its rules on conflicts of law.
20. Multiple Originals and Authorized Signatures. This Agreement may be executed in multiple originals, any of which will be independently treated as an original document. Any electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Agreement or any amendment hereto will be deemed an original signature and will be fully enforceable as if an original signature. Each party represents to the other that the signatory set forth below is duly authorized to bind that party to this Agreement.
21. Cooperative Procurement. To the maximum extent permitted by applicable law, we agree that this Agreement may be used as a cooperative procurement vehicle by eligible jurisdictions. We reserve the right to negotiate and customize the terms and conditions set forth herein, including but not limited to pricing, to the scope and circumstances of that cooperative procurement.
22. Contract Documents. This Agreement includes the following exhibits:

Exhibit A	Investment Summary
Exhibit B	Invoicing and Payment Policy
	Schedule 1: Business Travel Policy
Exhibit C	Maintenance and Support Agreement
	Schedule 1: Support Call Process
Exhibit D	Third Party Terms
Exhibit E	Statement of Work
Exhibit F	Tyler Systems Management (TSM) Agreement

IN WITNESS WHEREOF, a duly authorized representative of each party has executed this Agreement as of the date(s) set forth below.

Tyler Technologies, Inc.

By: 

Name: Robert Kennedy-Jensen

Title: Senior Corporate Attorney

Date: April 25, 2018

Address for Notices:

Tyler Technologies, Inc.
One Tyler Drive
Yarmouth, ME 04096
Attention: Chief Legal Officer

City of Hanford, CA

By: _____

Name: _____

Title: _____

Date: _____

Address for Notices:

City of Hanford
315 North Douty Street
Hanford, CA 93230
Attention: Darrel Pyle, City Manager





Exhibit A Investment Summary

The following Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

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Sales Quotation For

City of Hanford
315 N Douty St
Hanford, CA 93230-3903
Phone +1 (209) 585-2505

Quoted By: Kyle M. Johnson
Date: 3/22/2018
Quote Expiration: 7/22/2018
Quote Name: City of Hanford-ERP-Munis (Cali)
Quote Number: 2018-43029-4
Quote Description: Hanford Budgetary Quote v.2 032218

Tyler Software and Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Financials:						
Accounting/GL/BG/AP	\$29,000.00	160	\$25,600.00	\$8,200.00	\$62,800.00	\$5,220.00
Capital Assets	\$7,700.00	40	\$6,400.00	\$2,000.00	\$16,100.00	\$1,386.00
Cash Management	\$5,000.00	32	\$5,120.00	\$0.00	\$10,120.00	\$900.00
Contract Management	\$3,300.00	24	\$3,840.00	\$3,000.00	\$10,140.00	\$594.00
Inventory	\$7,150.00	40	\$6,400.00	\$0.00	\$13,550.00	\$1,287.00
Project & Grant Accounting	\$6,000.00	32	\$5,120.00	\$3,000.00	\$14,120.00	\$1,080.00
Purchasing	\$12,700.00	80	\$12,800.00	\$1,800.00	\$27,300.00	\$2,286.00
Human Capital Management:						
Human Resources & Talent Management	\$18,100.00	72	\$11,520.00	\$0.00	\$29,620.00	\$3,258.00
Payroll w/ESS	\$23,500.00	160	\$25,600.00	\$13,200.00	\$62,300.00	\$4,230.00
Recruiting	\$5,500.00	24	\$3,840.00	\$0.00	\$9,340.00	\$990.00
Revenue:						
Accounts Receivable	\$6,600.00	64	\$10,240.00	\$0.00	\$16,840.00	\$1,188.00
Animal License	\$3,000.00	16	\$2,560.00	\$5,460.00	\$11,020.00	\$750.00

2018-43029-4 - Hanford Budgetary Quote v.2 032218

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Tyler Software and Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Central Property File	\$2,200.00	8	\$1,280.00	\$0.00	\$3,480.00	\$550.00
General Billing	\$3,000.00	32	\$5,120.00	\$1,000.00	\$9,120.00	\$540.00
Maplink GIS Integration	\$8,500.00	8	\$1,280.00	\$0.00	\$9,780.00	\$1,530.00
Tyler Cashiering	\$11,000.00	40	\$6,400.00	\$0.00	\$17,400.00	\$1,980.00
UB Interface	\$8,250.00	24	\$3,840.00	\$0.00	\$12,090.00	\$1,485.00
Utility Billing CIS	\$23,000.00	152	\$24,320.00	\$17,300.00	\$64,620.00	\$4,140.00
Productivity:						
Tyler Forms Processing	\$7,500.00	0	\$0.00	\$0.00	\$7,500.00	\$1,500.00
Tyler Content Manager SE	\$14,000.00	32	\$5,120.00	\$0.00	\$19,120.00	\$2,520.00
Munis Analytics & Reporting	\$27,400.00	80	\$12,800.00	\$0.00	\$40,200.00	\$4,932.00
eProcurement	\$5,000.00	8	\$1,280.00	\$0.00	\$6,280.00	\$900.00
Citizen Self Service	\$6,600.00	8	\$1,280.00	\$0.00	\$7,880.00	\$1,188.00
Additional:						
Additional Conversion Years (2 Addl' Years - Accounting Actuals and Budgets)	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Asset Maintenance (25)	\$45,000.00	176	\$28,160.00	\$8,000.00	\$81,160.00	\$9,000.00
EnerGovAdv Server Extensions Bundle	\$9,600.00	24	\$3,840.00	\$0.00	\$13,440.00	\$1,920.00
EnerGov Citizen Self Service - LRM	\$9,600.00	16	\$2,560.00	\$0.00	\$12,160.00	\$1,920.00
EnerGov Citizen Self Service - PLM	\$9,600.00	16	\$2,560.00	\$0.00	\$12,160.00	\$1,920.00
EnerGov e-Reviews	\$18,000.00	64	\$10,240.00	\$0.00	\$28,240.00	\$3,600.00
EnerGov iG Workforce Apps (10)	\$6,000.00	16	\$2,560.00	\$0.00	\$8,560.00	\$1,200.00
EnerGov Licensing & Regulatory Management Suite (5)	\$9,000.00	144	\$23,040.00	\$8,225.00	\$40,265.00	\$1,800.00
EnerGov Permitting & Land Management Suite (25)	\$45,000.00	232	\$37,120.00	\$10,575.00	\$92,695.00	\$9,000.00
Requestor Access License	\$1,800.00	0	\$0.00	\$0.00	\$1,800.00	\$360.00
Tyler GIS (50)	\$25,000.00	0	\$0.00	\$0.00	\$25,000.00	\$5,000.00
Tyler Incident Management	\$5,000.00	56	\$8,960.00	\$0.00	\$13,960.00	\$1,000.00

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Tyler Software and Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
Tyler System Management Services Contract	\$0.00	0	\$0.00	\$0.00	\$0.00	\$14,114.00
Sub-Total:	\$427,600.00	\$300,800.00		\$83,760.00	\$812,160.00	\$95,268.00
<u>Less Discount:</u>	<u>\$106,901.00</u>	<u>\$0.00</u>		<u>\$0.00</u>	<u>\$106,901.00</u>	<u>\$81,154.00</u>
TOTAL:	\$320,699.00	1880	\$300,800.00	\$83,760.00	\$705,259.00	\$14,114.00

Other Services

Description	Quantity	Unit Price	Unit Discount	Extended Price
EnerGov LRM Forms Library (6 Forms)	1	\$3,825.00	\$0.00	\$3,825.00
EnerGov PLM Forms Library (5 Forms)	1	\$3,825.00	\$0.00	\$3,825.00
EnerGov Project Manager Services	1	\$7,500.00	\$0.00	\$7,500.00
Execute Time & Attendance/ Advanced Scheduling Tyler Implementation	128	\$160.00	\$0.00	\$20,480.00
Install Fee - New Server Install-WIN	1	\$6,000.00	\$0.00	\$6,000.00
POS Cash Installation (Up to 3)	1	\$1,000.00	\$0.00	\$1,000.00
Project Planning Services	1	\$5,000.00	\$0.00	\$5,000.00
Tyler Forms Library - Financial	1	\$1,600.00	\$0.00	\$1,600.00
Tyler Forms Library - General Billing	1	\$1,500.00	\$0.00	\$1,500.00
Tyler Forms Library - Payroll	1	\$1,400.00	\$0.00	\$1,400.00
Tyler Forms Library - Personnel Action	1	\$1,200.00	\$0.00	\$1,200.00
Tyler Forms Processing Configuration	1	\$1,500.00	\$0.00	\$1,500.00
Tyler Forms Library - Utility Billing	1	\$4,500.00	\$0.00	\$4,500.00
Tyler Forms Work Order/Pick Ticket Library - 4 Forms	1	\$2,000.00	\$0.00	\$2,000.00
TOTAL:				\$61,330.00

3rd Party Hardware, Software and Services

Description	Quantity	Unit Price	Unit Discount	Total Price	Unit Maintenance	Unit Maintenance Discount	Total Year One Maintenance
Cash Drawer	1	\$230.00	\$0.00	\$230.00	\$0.00	\$0.00	\$0.00
Hand Held Scanner - Model 1900GSR	1	\$385.00	\$0.00	\$385.00	\$0.00	\$0.00	\$0.00
Hand Held Scanner Stand	1	\$25.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00
ID Tech MiniMag USB Reader	1	\$62.00	\$0.00	\$62.00	\$0.00	\$0.00	\$0.00

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3rd Party Hardware, Software and Services

Description	Quantity	Unit Price	Unit Discount	Total Price	Unit Maintenance	Unit Maintenance Discount	Total Year One Maintenance
Printer (TM-S9000)	1	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$0.00	\$0.00
Tyler Secure Signature System with 2 Keys	1	\$1,650.00	\$0.00	\$1,650.00	\$0.00	\$0.00	\$0.00
3rd Party Hardware Sub-Total:				\$3,952.00			\$0.00
TOTAL:				\$3,952.00			\$0.00

Summary

One Time Fees Recurring Fees

Total Tyler Software	\$320,699.00	\$14,114.00
Total Tyler Services	\$445,890.00	\$0.00
Total 3rd Party Hardware, Software and Services	\$3,952.00	\$0.00
Summary Total	\$770,541.00	\$14,114.00
Contract Total (Excluding Estimated Travel Expenses)	\$784,655.00	
Estimated Travel Expenses	\$113,710.00	

Detailed Breakdown of Conversions (included in Contract Total)

Description	Unit Price	Unit Discount	Extended Price
Accounting - Actuals up to 3 years	\$1,000.00	\$0.00	\$1,000.00
Accounting - Budgets up to 3 years	\$1,000.00	\$0.00	\$1,000.00
Accounting Standard COA	\$2,000.00	\$0.00	\$2,000.00
Accounts Payable - Checks up to 5 years	\$1,200.00	\$0.00	\$1,200.00
Accounts Payable - Invoice up to 5 years	\$1,800.00	\$0.00	\$1,800.00
Accounts Payable Standard Master	\$1,200.00	\$0.00	\$1,200.00
Additional Conversion Years (2 Addl' Years - Accounting Actuals and Budgets)	\$2,000.00	\$0.00	\$2,000.00
Animal License - Bills	\$2,940.00	\$0.00	\$2,940.00
Animal License Std Master	\$2,520.00	\$0.00	\$2,520.00
Asset Maintenance - Closed Work Order History No Cost Data	\$3,000.00	\$0.00	\$3,000.00
Asset Maintenance - Work Order Asset	\$2,000.00	\$0.00	\$2,000.00
Asset Maintenance - Work Order History With Cost Data	\$3,000.00	\$0.00	\$3,000.00
Capital Assets Std Master	\$2,000.00	\$0.00	\$2,000.00
Contracts	\$3,000.00	\$0.00	\$3,000.00
EnerGov Licensing & Regulatory Management	\$8,225.00	\$0.00	\$8,225.00
EnerGov Permitting & Land Management	\$10,575.00	\$0.00	\$10,575.00
General Billing Std CID	\$1,000.00	\$0.00	\$1,000.00
Payroll - Accrual Balances	\$1,500.00	\$0.00	\$1,500.00
Payroll - Accumulators up to 5 years	\$1,400.00	\$0.00	\$1,400.00
Payroll - Check History up to 5 years	\$1,200.00	\$0.00	\$1,200.00
Payroll - Deductions	\$1,800.00	\$0.00	\$1,800.00
Payroll - Earning/Deduction Hist up to 5 years	\$2,500.00	\$0.00	\$2,500.00
Payroll - PM Action History up to 5 years	\$1,400.00	\$0.00	\$1,400.00
Payroll - Recruiting	\$1,400.00	\$0.00	\$1,400.00
Payroll - Standard	\$2,000.00	\$0.00	\$2,000.00
Project Grant Accounting - Actuals up to 3 years	\$1,000.00	\$0.00	\$1,000.00
Project Grant Accounting Standard	\$2,000.00	\$0.00	\$2,000.00

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Detailed Breakdown of Conversions (Included in Contract Total)

Description	Unit Price	Unit Discount	Extended Price
Purchasing - Purchase Orders - Standard Open PO's only	\$1,800.00	\$0.00	\$1,800.00
Utility Billing - Assessments	\$1,800.00	\$0.00	\$1,800.00
Utility Billing - Balance Forward AR	\$4,000.00	\$0.00	\$4,000.00
Utility Billing - Consumption History up to 5 years	\$3,000.00	\$0.00	\$3,000.00
Utility Billing - Service Orders	\$2,000.00	\$0.00	\$2,000.00
Utility Billing - Services	\$3,000.00	\$0.00	\$3,000.00
Utility Billing - Standard	\$3,500.00	\$0.00	\$3,500.00
TOTAL:			\$83,760.00

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Optional SaaS

Description	One Time Fees			
	# Years	Annual Fee	Impl. Hours	Impl. Cost Data Conversion

Productivity:

Transparency Portal	1	\$7,000.00	0	\$0.00	\$0.00
Tyler Notify	1	\$6,000.00	0	\$0.00	\$0.00

Optional Tyler Software & Related Services

Description	License	Impl. Hours	Impl. Cost	Data Conversion	Module Total	Year One Maintenance
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Financials:

Bid Management	\$3,300.00	24	\$3,840.00	\$0.00	\$7,140.00	\$594.00
BMI Asset Track Interface	\$2,200.00	16	\$2,560.00	\$0.00	\$4,760.00	\$396.00
Employee Expense Reimbursement	\$4,000.00	32	\$5,120.00	\$0.00	\$9,120.00	\$720.00
Quatred Inventory Scanning Interface	\$2,200.00	16	\$2,560.00	\$0.00	\$4,760.00	\$396.00

Productivity:

IVR Gateway	\$4,000.00	16	\$2,560.00	\$0.00	\$6,560.00	\$720.00
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Additional:

CAFR Statement Builder	\$10,625.00	32	\$5,120.00	\$0.00	\$15,745.00	\$1,913.00
Inventory Std Master - C	\$0.00	0	\$0.00	\$2,400.00	\$2,400.00	\$0.00
Payroll - Certifications - C	\$0.00	0	\$0.00	\$1,400.00	\$1,400.00	\$0.00
Payroll - Education - C	\$0.00	0	\$0.00	\$1,400.00	\$1,400.00	\$0.00
Payroll - Position Control - C	\$0.00	0	\$0.00	\$1,400.00	\$1,400.00	\$0.00
Payroll - State Retirement Tables - C	\$0.00	0	\$0.00	\$1,400.00	\$1,400.00	\$0.00
Project Grant Accounting - Budgets up to 3 years - C	\$0.00	0	\$0.00	\$1,000.00	\$1,000.00	\$0.00

Tyler Disaster Recovery Service	\$0.00	0	\$0.00	\$0.00	\$0.00	\$14,114.00
Utility Billing - Backflow - D	\$0.00	0	\$0.00	\$2,000.00	\$2,000.00	\$0.00
TOTAL:	\$26,325.00	136	\$21,760.00	\$11,000.00	\$59,085.00	\$18,853.00

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Optional Other Services

Description	Quantity	Unit Price	Discount	Extended Price
Additional Implementation/ Custom Forms & Reporting Services	240	\$160.00	\$0.00	\$38,400.00
Install Fee - Transparency Portal	1	\$2,500.00	\$0.00	\$2,500.00
Source Code Escrow	1	\$1,500.00	\$0.00	\$1,500.00
Tyler Notify - Implementation	16	\$160.00	\$0.00	\$2,560.00
TOTAL:				\$44,960.00

Optional Conversion Details (Prices Reflected Above)

Description	Unit Price	Unit Discount	Extended Price
Inventory Std Master	\$2,400.00	\$0.00	\$2,400.00
Payroll - Certifications	\$1,400.00	\$0.00	\$1,400.00
Payroll - Education	\$1,400.00	\$0.00	\$1,400.00
Payroll - Position Control	\$1,400.00	\$0.00	\$1,400.00
Payroll - State Retirement Tables	\$1,400.00	\$0.00	\$1,400.00
Project Grant Accounting - Budgets up to 3 years	\$1,000.00	\$0.00	\$1,000.00
Utility Billing - Backflow	\$2,000.00	\$0.00	\$2,000.00
TOTAL:			\$11,000.00

Optional 3rd Party Hardware, Software and Services

Description	Quantity	Unit Price	Unit Discount	Total Price	Unit Maintenance	Unit Maintenance Discount	Total Year One Maintenance
Tyler Notify IVR Plan (25,000 Minutes)	1	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00
Tyler Notify SMS Text Plan (25,000 Messages)	1	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$0.00
3rd Party Software Sub-Total:			\$0.00	\$3,750.00		\$0.00	\$0.00
TOTAL:				\$3,750.00			\$0.00

Unless otherwise indicated in the contract or Amendment thereto, pricing for optional items will be held for Six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____

Date: _____

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Print Name:

P.O. #:

All primary values quoted in US Dollars

Tyler Discount Detail

Description	License	License Discount	License Net	Maintenance Basis	Year One Maint Discount	Year One Maint Net
Financials:						
Accounting/GL/BG/AP	\$29,000.00	\$7,250.00	\$21,750.00	\$5,220.00	\$5,220.00	\$0.00
Capital Assets	\$7,700.00	\$1,925.00	\$5,775.00	\$1,386.00	\$1,386.00	\$0.00
Cash Management	\$5,000.00	\$1,250.00	\$3,750.00	\$900.00	\$900.00	\$0.00
Contract Management	\$3,300.00	\$825.00	\$2,475.00	\$594.00	\$594.00	\$0.00
Inventory	\$7,150.00	\$1,788.00	\$5,362.00	\$1,287.00	\$1,287.00	\$0.00
Project & Grant Accounting	\$6,000.00	\$1,500.00	\$4,500.00	\$1,080.00	\$1,080.00	\$0.00
Purchasing	\$12,700.00	\$3,175.00	\$9,525.00	\$2,286.00	\$2,286.00	\$0.00
Payroll/HR:						
Human Resources & Talent Management	\$18,100.00	\$4,525.00	\$13,575.00	\$3,258.00	\$3,258.00	\$0.00
Payroll w/ESS	\$23,500.00	\$5,875.00	\$17,625.00	\$4,230.00	\$4,230.00	\$0.00
Recruiting	\$5,500.00	\$1,375.00	\$4,125.00	\$990.00	\$990.00	\$0.00
Revenue:						
Accounts Receivable	\$6,600.00	\$1,650.00	\$4,950.00	\$1,188.00	\$1,188.00	\$0.00
Animal License	\$3,000.00	\$750.00	\$2,250.00	\$750.00	\$750.00	\$0.00
Central Property File	\$2,200.00	\$550.00	\$1,650.00	\$550.00	\$550.00	\$0.00
General Billing	\$3,000.00	\$750.00	\$2,250.00	\$540.00	\$540.00	\$0.00
Maplink GIS Integration	\$8,500.00	\$2,125.00	\$6,375.00	\$1,530.00	\$1,530.00	\$0.00
Tyler Cashiering	\$11,000.00	\$2,750.00	\$8,250.00	\$1,980.00	\$1,980.00	\$0.00
UB Interface	\$8,250.00	\$2,063.00	\$6,187.00	\$1,485.00	\$1,485.00	\$0.00
Utility Billing CIS	\$23,000.00	\$5,750.00	\$17,250.00	\$4,140.00	\$4,140.00	\$0.00
Productivity:						
Citizen Self Service	\$6,600.00	\$1,650.00	\$4,950.00	\$1,188.00	\$1,188.00	\$0.00
eProcurement	\$5,000.00	\$1,250.00	\$3,750.00	\$900.00	\$900.00	\$0.00
Munis Analytics & Reporting	\$27,400.00	\$6,850.00	\$20,550.00	\$4,932.00	\$4,932.00	\$0.00

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Tyler Discount Detail

Description	License	License Discount	License Net	Maintenance Basis	Year One Maint Discount	Year One Maint Net
Tyler Content Manager SE	\$14,000.00	\$3,500.00	\$10,500.00	\$2,520.00	\$2,520.00	\$0.00
Tyler Forms Processing	\$7,500.00	\$1,875.00	\$5,625.00	\$1,500.00	\$1,500.00	\$0.00
Additional:						
Asset Maintenance (25)	\$45,000.00	\$11,250.00	\$33,750.00	\$9,000.00	\$9,000.00	\$0.00
EnerGovAdv Server Extensions Bundle	\$9,600.00	\$2,400.00	\$7,200.00	\$1,920.00	\$1,920.00	\$0.00
EnerGov Citizen Self Service - LRM	\$9,600.00	\$2,400.00	\$7,200.00	\$1,920.00	\$1,920.00	\$0.00
EnerGov Citizen Self Service - PLM	\$9,600.00	\$2,400.00	\$7,200.00	\$1,920.00	\$1,920.00	\$0.00
EnerGov e-Reviews	\$18,000.00	\$4,500.00	\$13,500.00	\$3,600.00	\$3,600.00	\$0.00
EnerGov iG Workforce Apps (10)	\$6,000.00	\$1,500.00	\$4,500.00	\$1,200.00	\$1,200.00	\$0.00
EnerGov Licensing & Regulatory Management Suite (5)	\$9,000.00	\$2,250.00	\$6,750.00	\$1,800.00	\$1,800.00	\$0.00
EnerGov Permitting & Land Management Suite (25)	\$45,000.00	\$11,250.00	\$33,750.00	\$9,000.00	\$9,000.00	\$0.00
Requestor Access License	\$1,800.00	\$450.00	\$1,350.00	\$360.00	\$360.00	\$0.00
Tyler GIS (50)	\$25,000.00	\$6,250.00	\$18,750.00	\$5,000.00	\$5,000.00	\$0.00
Tyler Incident Management	\$5,000.00	\$1,250.00	\$3,750.00	\$1,000.00	\$1,000.00	\$0.00
Tyler System Management Services Contract	\$0.00	\$0.00	\$0.00	\$14,114.00	\$0.00	\$14,114.00
TOTAL:	\$427,600.00	\$106,901.00	\$320,699.00	\$95,268.00	\$81,154.00	\$14,114.00

Comments

Tyler's OSDBA Service/Tyler System Management Services is calculated at 25% of the Munis annual maintenance. There is a \$2,500 minimum annual fee.

Tyler's Disaster Recovery Service is calculated at 25% of the Munis annual maintenance. There is a \$5,000 minimum annual fee for Disaster Recovery service. The Disaster Recovery fees are applicable only to one Live Munis database and excludes all test and training databases.

Tyler recommends the use of a 128-bit SSL Security Certificate for any Internet Web Applications, such as the Munis Web Client and the MUNIS Self Service applications if hosted by the Client. This certificate is required to encrypt the highly sensitive payroll and financial information as it travels across the public internet. There are various vendors who sell SSL Certificates, with all ranges of prices.

Conversion prices are based on a single occurrence of the database. If additional databases need to be converted, these will need to be quoted.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the size and scope of your project. The actual amount of services depends on such factors as your level of involvement in the project and the speed of knowledge transfer.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting.

In the event Client cancels services less than two (2) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

In the event Client acquires from Tyler any edition of Tyler Content Manager software other than Enterprise Edition, the license for Content Manager is restricted to use with Tyler applications only. If Client wishes to use Tyler Content Manager software with non-Tyler applications, Client must purchase or upgrade to Tyler Content Manager Enterprise Edition.

Tyler's form library prices are based on the actual form quantities listed, and assume the forms will be provided according to the standard Munis form template. Any forms in addition to the quoted amounts and types, including custom forms or forms that otherwise require custom programming, are subject to an additional fee. Please also note that use of the Tyler Forms functionality requires the use of approved printers as well. You may contact Tyler's support team for the most current list of approved printers.

Financial library includes: 1 A/P check, 1 EFT/ACH, 1 Purchase order, 1 Contract, 1099M, 1099INT, 1099S, and 1099G.

General Billing library includes: 1 invoice, 1 statement, 1 general billing receipt and 1 miscellaneous receipt.

Utility billing library includes: 1 Utility bill, 1 assessment, 1 UB receipt, 1 Lien letter, 1 UB delinquent notice, 1 door hanger and 1 final utility bill.

Includes digitizing two signatures, additional charges will apply for additional signatures.

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Comments

Project Management includes project planning, kickoff meeting, status calls, task monitoring, verification and transition to support.

Tyler Forms Payroll Core library includes: 1 PR check, 1 direct deposit, 1 vendor from payroll check, 1 vendor from payroll direct deposit, W2, W2c, 1099 R, ACA 1095B and ACA 1095C.

Personnel Actions Forms Library includes: 1 Personnel Action form - New and 1 Personnel Action Form - Change.

Work Order & Pick Ticket Library includes: 1 Work Order - Services, 1 Work Order - Inventory, 1 Pick Ticket and 1 Delivery Ticket.

Tyler's cost is based on all of the proposed products and services being obtained from Tyler. Should significant portions of the products or services be deleted, Tyler reserves the right to adjust prices accordingly.

The Munis Accounts Payable module utilizes a label printer for batch-scanned document indexing. This printer is to be provided by the client and must support multi-page Adobe PDF files, such as the Brother QL-700.

In the event a self-hosted customer opts to enroll as a beneficiary under Tyler's source code escrow agreement, Tyler will provide the paperwork required for enrollment. That self-hosted customer will be billed, on an annual basis, directly by Tyler's escrow agent, and all such fees must be paid directly to that escrow agent. Rates for subsequent years are subject to change at the discretion of Tyler's escrow agent.

The Tyler Software Product Tyler Forms Processing must be used in conjunction with a Hewlett Packard printer supported by Tyler for printing checks.

e-Planning requires BlueBeam Revu or Adobe Acrobat Pro.

LRM Forms Library Includes: 1 Licensing - Business License, 1 Licensing - Business License Renewal, 1 Licensing - Business License Delinquent, 1 Licensing - Profession License, 1 Licensing - Profession License Renewal, 1 Licensing - Profession License Delinquent.

PLM Forms Library Includes: 1 Permits - Building, 1 Permits - Trade, 1 Planning - Certificate, 1 Permits - Occupancy/Completion, 1 Code - Violation Notice.

Tyler Notify SaaS services will renew automatically for additional one (1) year terms at our then-current fee unless terminated in writing by either part at least thirty (30) days prior to the end of the then-current term.

Transparency Portal SaaS services will renew automatically for additional one (1) year terms at our then-current fee unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term.

Accounting/GL includes Accounts Payable and Budgeting.



Exhibit B Invoicing and Payment Policy

We will provide you with the software and services set forth in the Investment Summary. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

Invoicing: We will invoice you for the applicable license and services fees in the Investment Summary as set forth below. Your rights to dispute any invoice are set forth in the Agreement.

1. Tyler Software.

1.1 *License Fees:* License fees are invoiced as follows: (a) 25% on the Effective Date; (b) 60% on the date when we make the applicable Tyler Software available to you for downloading (the "Available Download Date"); and (c) 15% on the earlier of use of the Tyler Software in live production or 180 days after the Available Download Date.

1.2 *Maintenance and Support Fees:* Year 1 maintenance and support fees are waived through the earlier of (a) availability of the Tyler Software for use in a live production environment; or (b) one (1) year from the Effective Date. Year 2 maintenance and support fees, at our then-current rates, are payable on that earlier-of date, and subsequent maintenance and support fees are invoiced annually in advance of each anniversary thereof. Your fees for each subsequent year will be set at our then-current rates.

2. Professional Services.

2.1 *Implementation and Other Professional Services (including training):* Implementation and other professional services (including training) are billed and invoiced as delivered, at the rates set forth in the Investment Summary.

2.2 *Consulting Services:* If you have purchased any Business Process Consulting services, if they have been quoted as fixed-fee services, they will be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module. If you have purchased any Business Process Consulting services and they are quoted as an estimate, then we will bill you the actual services delivered on a time and materials basis.

2.3 *Conversions:* Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, we will bill you the actual services delivered on a time and materials basis.

2.4 *Requested Modifications to the Tyler Software:* Requested modifications to the Tyler Software are invoiced 50% upon delivery of specifications and 50% upon delivery of the applicable modification. You must report any failure of the modification to conform to the specifications within thirty (30)



days of delivery; otherwise, the modification will be deemed to be in compliance with the specifications after the 30-day window has passed. You may still report Defects to us as set forth in the Maintenance and Support Agreement.

2.5 Other Fixed Price Services: Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment will be due upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be billed monthly in arrears, beginning on the first day of the month immediately following the project kick-off meeting.

2.6 Change Management Services: If you have purchased any change management services, those services will be invoiced in the following amounts and upon the following milestones:

Acceptance of Change Management Discovery Analysis	15%
Delivery of Change Management Plan and Strategy Presentation	10%
Acceptance of Executive Playbook	15%
Acceptance of Resistance Management Plan	15%
Acceptance of Procedural Change Communications Plan	10%
Change Management Coach Training	20%
Change Management After-Action Review	15%

3. Other Services and Fees.

3.1 Systems Management: Systems Management Services are invoiced on the Available Download Date. Systems Management Services will renew automatically for additional one (1) year terms at our then-current Systems Management Services fee, unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term.

4. Third Party Products.

4.1 Third Party Software License Fees: License fees for Third Party Software, if any, are invoiced when we make it available to you for downloading.

4.2 Third Party Software Maintenance: The first year maintenance fees for the Third Party Software, if any, is invoiced when we make that Third Party Software available to you for downloading.

4.3 Third Party Hardware: Third Party Hardware costs, if any, are invoiced upon delivery.

5. Expenses. The service rates in the Investment Summary do not include travel expenses. Expenses will be billed as incurred and only in accordance with our then-current Business Travel Policy, plus a 10% travel agency processing fee. Our current Business Travel Policy is attached to this Exhibit B at Schedule 1. Copies of receipts will be provided upon request; we reserve the right to charge you an administrative fee depending on the extent of your requests. Receipts for miscellaneous items less than twenty-five dollars and mileage logs are not available.

Payment. Payment for undisputed invoices is due within forty-five (45) days of the invoice date. We prefer to receive payments electronically. Our electronic payment information is:



Bank: Wells Fargo Bank, N.A.
420 Montgomery
San Francisco, CA 94104
ABA: 121000248
Account: 4124302472
Beneficiary: Tyler Technologies, Inc. – Operating

Attachment: Hanford CA - License Services Agmt (IT: Approve Purchase Contract with Tyler Technologies)



**Exhibit B
Schedule 1
Business Travel Policy**

1. Air Travel

A. Reservations & Tickets

Tyler's Travel Management Company (TMC) will provide an employee with a direct flight within two hours before or after the requested departure time, assuming that flight does not add more than three hours to the employee's total trip duration and the fare is within \$100 (each way) of the lowest logical fare. If a net savings of \$200 or more (each way) is possible through a connecting flight that is within two hours before or after the requested departure time and that does not add more than three hours to the employee's total trip duration, the connecting flight should be accepted.

Employees are encouraged to make advanced reservations to take full advantage of discount opportunities. Employees should use all reasonable efforts to make travel arrangements at least two (2) weeks in advance of commitments. A seven (7) day advance booking requirement is mandatory. When booking less than seven (7) days in advance, management approval will be required.

Except in the case of international travel where a segment of continuous air travel is six (6) or more consecutive hours in length, only economy or coach class seating is reimbursable. Employees shall not be reimbursed for "Basic Economy Fares" because these fares are non-refundable and have many restrictions that outweigh the cost-savings.

B. Baggage Fees

Reimbursement of personal baggage charges are based on trip duration as follows:

- Up to five (5) days = one (1) checked bag
- Six (6) or more days = two (2) checked bags

Baggage fees for sports equipment are not reimbursable.



2. Ground Transportation

A. Private Automobile

Mileage Allowance – Business use of an employee’s private automobile will be reimbursed at the current IRS allowable rate, plus out of pocket costs for tolls and parking. Mileage will be calculated by using the employee's office as the starting and ending point, in compliance with IRS regulations. Employees who have been designated a home office should calculate miles from their home.

B. Rental Car

Employees are authorized to rent cars only in conjunction with air travel when cost, convenience, and the specific situation reasonably require their use. When renting a car for Tyler business, employees should select a “mid-size” or “intermediate” car. “Full” size cars may be rented when three or more employees are traveling together. Tyler carries leased vehicle coverage for business car rentals; except for employees traveling to Alaska and internationally (excluding Canada), additional insurance on the rental agreement should be declined.

C. Public Transportation

Taxi or airport limousine services may be considered when traveling in and around cities or to and from airports when less expensive means of transportation are unavailable or impractical. The actual fare plus a reasonable tip (15-18%) are reimbursable. In the case of a free hotel shuttle to the airport, tips are included in the per diem rates and will not be reimbursed separately.

D. Parking & Tolls

When parking at the airport, employees must use longer term parking areas that are measured in days as opposed to hours. Park and fly options located near some airports may also be used. For extended trips that would result in excessive parking charges, public transportation to/from the airport should be considered. Tolls will be reimbursed when receipts are presented.

3. Lodging

Tyler’s TMC will select hotel chains that are well established, reasonable in price, and conveniently located in relation to the traveler's work assignment. Typical hotel chains include Courtyard, Fairfield Inn, Hampton Inn, and Holiday Inn Express. If the employee has a discount rate with a local hotel, the hotel reservation should note that discount and the employee should confirm the lower rate with the hotel upon arrival. Employee memberships in travel clubs such as AAA should be noted in their travel profiles so that the employee can take advantage of any lower club rates.

“No shows” or cancellation fees are not reimbursable if the employee does not comply with the hotel’s cancellation policy.

Tips for maids and other hotel staff are included in the per diem rate and are not reimbursed separately.



Employees are not authorized to reserve non-traditional short-term lodging, such as Airbnb, VRBO, and HomeAway. Employees who elect to make such reservations shall not be reimbursed.

4. Meals and Incidental Expenses

Employee meals and incidental expenses while on travel status within the continental U.S. are in accordance with the federal per diem rates published by the General Services Administration. Incidental expenses include tips to maids, hotel staff, and shuttle drivers and other minor travel expenses. Per diem rates are available at www.gsa.gov/perdiem.

Per diem for Alaska, Hawaii, U.S. protectorates and international destinations are provided separately by the Department of Defense and will be determined as required.

A. Overnight Travel

For each full day of travel, all three meals are reimbursable. Per diems on the first and last day of a trip are governed as set forth below.

Departure Day

Depart before 12:00 noon	Lunch and dinner
Depart after 12:00 noon	Dinner

Return Day

Return before 12:00 noon	Breakfast
Return between 12:00 noon & 7:00 p.m.	Breakfast and lunch
Return after 7:00 p.m.*	Breakfast, lunch and dinner

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner.

The reimbursement rates for individual meals are calculated as a percentage of the full day per diem as follows:

Breakfast	15%
Lunch	25%
Dinner	60%

B. Same Day Travel

Employees traveling at least 100 miles to a site and returning in the same day are eligible to claim lunch on an expense report. Employees on same day travel status are eligible to claim dinner in the event they return home after 7:00 p.m.*

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner.



5. Internet Access – Hotels and Airports

Employees who travel may need to access their e-mail at night. Many hotels provide free high speed internet access and Tyler employees are encouraged to use such hotels whenever possible. If an employee's hotel charges for internet access it is reimbursable up to \$10.00 per day. Charges for internet access at airports are not reimbursable.

6. International Travel

All international flights with the exception of flights between the U.S. and Canada should be reserved through TMC using the "lowest practical coach fare" with the exception of flights that are six (6) or more consecutive hours in length. In such event, the next available seating class above coach shall be reimbursed.

When required to travel internationally for business, employees shall be reimbursed for photo fees, application fees, and execution fees when obtaining a new passport book, but fees related to passport renewals are not reimbursable. Visa application and legal fees, entry taxes and departure taxes are reimbursable.

The cost of vaccinations that are either required for travel to specific countries or suggested by the U.S. Department of Health & Human Services for travel to specific countries, is reimbursable.

Section 4, Meals & Incidental Expenses, and Section 2.b., Rental Car, shall apply to this section.





Exhibit C Maintenance and Support Agreement

We will provide you with the following maintenance and support services for the Tyler Software. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

1. **Term.** We provide maintenance and support services on an annual basis. The initial term commences on the Effective Date, and remains in effect for one (1) year. The term will renew automatically for additional one (1) year terms unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term. We will adjust the term to match your first use of the Tyler Software in live production if that event precedes the one (1) year anniversary of the Effective Date.
2. **Maintenance and Support Fees.** Your year 1 maintenance and support fees for the Tyler Software are listed in the Investment Summary, and your payment obligations are set forth in the Invoicing and Payment Policy. We reserve the right to suspend maintenance and support services if you fail to pay undisputed maintenance and support fees within thirty (30) days of our written notice. We will reinstate maintenance and support services only if you pay all past due maintenance and support fees, including all fees for the periods during which services were suspended.
3. **Maintenance and Support Services.** As long as you are not using the Help Desk as a substitute for our training services on the Tyler Software, and you timely pay your maintenance and support fees, we will, consistent with our then-current Support Call Process:
 - 3.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects in the Tyler Software (limited to the then-current version and the immediately prior version); provided, however, that if you modify the Tyler Software without our consent, our obligation to provide maintenance and support services on and warrant the Tyler Software will be void;
 - 3.2 provide telephone support during our established support hours;
 - 3.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and Third Party Software, if any, in order to provide maintenance and support services;
 - 3.4 provide you with a copy of all major and minor releases to the Tyler Software (including updates and enhancements) that we make generally available without additional charge to customers who have a maintenance and support agreement in effect; and
 - 3.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with our then-current release life cycle policy.
4. **Client Responsibilities.** We will use all reasonable efforts to perform any maintenance and support services



remotely. Currently, we use a third-party secure unattended connectivity tool called Bomgar, as well as GotoAssist by Citrix. Therefore, you agree to maintain a high-speed internet connection capable of connecting us to your PCs and server(s). You agree to provide us with a login account and local administrative privileges as we may reasonably require to perform remote services. We will, at our option, use the secure connection to assist with proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. Either way, you agree to provide us with full and free access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us. We strongly recommend that you also maintain a VPN for backup connectivity purposes.

5. Hardware and Other Systems. If you are a self-hosted customer and, in the process of diagnosing a software support issue, it is discovered that one of your peripheral systems or other software is the cause of the issue, we will notify you so that you may contact the support agency for that peripheral system. We cannot support or maintain Third Party Products except as expressly set forth in the Agreement.

In order for us to provide the highest level of software support, you bear the following responsibility related to hardware and software:

- (a) All infrastructure executing Tyler Software shall be managed by you;
 - (b) You will maintain support contracts for all non-Tyler software associated with Tyler Software (including operating systems and database management systems, but excluding Third-Party Software, if any); and
 - (c) You will perform daily database backups and verify that those backups are successful.
6. Other Excluded Services. Maintenance and support fees do not include fees for the following services: (a) initial installation or implementation of the Tyler Software; (b) onsite maintenance and support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (c) application design; (d) other consulting services; (e) maintenance and support of an operating system or hardware, unless you are a hosted customer; (f) support outside our normal business hours as listed in our then-current Support Call Process; or (g) installation, training services, or third party product costs related to a new release. Requested maintenance and support services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) weeks' advance notice.
7. Current Support Call Process. Our current Support Call Process for the Tyler Software is attached to this Exhibit C at Schedule 1.





Exhibit C Schedule 1 Support Call Process

Support Channels

Tyler Technologies, Inc. provides the following channels of software support:

- (1) Tyler Community – an on-line resource, Tyler Community provides a venue for all Tyler clients with current maintenance agreements to collaborate with one another, share best practices and resources, and access documentation.
- (2) On-line submission (portal) – for less urgent and functionality-based questions, users may create unlimited support incidents through the customer relationship management portal available at the Tyler Technologies website.
- (3) Email – for less urgent situations, users may submit unlimited emails directly to the software support group.
- (4) Telephone – for urgent or complex questions, users receive toll-free, unlimited telephone software support.

Support Resources

A number of additional resources are available to provide a comprehensive and complete support experience:

- (1) Tyler Website – www.tylertech.com – for accessing client tools and other information including support contact information.
- (2) Tyler Community – available through login, Tyler Community provides a venue for clients to support one another and share best practices and resources.
- (3) Knowledgebase – A fully searchable depository of thousands of documents related to procedures, best practices, release information, and job aides.
- (4) Program Updates – where development activity is made available for client consumption

Support Availability

Tyler Technologies support is available during the local business hours of 8 AM to 5 PM (Monday – Friday) across four US time zones (Pacific, Mountain, Central and Eastern). Clients may receive coverage across these time zones. Tyler's holiday schedule is outlined below. There will be no support coverage on these days.

New Year's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day
Labor Day	

Issue Handling

Incident Tracking

Every support incident is logged into Tyler's Customer Relationship Management System and given a unique incident number. This system tracks the history of each incident. The incident tracking number is used to track and reference open issues when clients contact support. Clients may track incidents, using the incident number, through the portal at Tyler's website or by calling software support directly.

Incident Priority

Each incident is assigned a priority number, which corresponds to the client's needs and deadlines. The client is responsible for reasonably setting the priority of the incident per the chart below. This chart is not intended to address every type of support incident, and certain "characteristics" may or may not apply depending on whether the Tyler software has been deployed on customer infrastructure or the Tyler cloud. The goal is to help guide the client towards clearly understanding and communicating the importance of the issue and to describe generally expected responses and resolutions.

Priority Level	Characteristics of Support Incident	Resolution Targets
1 Critical	Support incident that causes (a) complete application failure or application unavailability; (b) application failure or unavailability in one or more of the client's remote location; or (c) systemic loss of multiple essential system functions.	Tyler shall provide an initial response to Priority Level 1 incidents within one (1) business hour of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within one (1) business day. For non-hosted customers, Tyler's responsibility for lost or corrupted data is limited to assisting the client in restoring its last available database.
2 High	Support incident that causes (a) repeated, consistent failure of essential functionality affecting more than one user or (b) loss or corruption of data.	Tyler shall provide an initial response to Priority Level 2 incidents within four (4) business hours of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within ten (10) business days. For non-hosted customers, Tyler's responsibility for loss or corrupted data is limited to assisting the client in restoring its last available database.
3 Medium	Priority Level 1 incident with an existing circumvention procedure, or a Priority Level 2 incident that affects only one user or for which there is an existing circumvention procedure.	Tyler shall provide an initial response to Priority Level 3 incidents within one (1) business day of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents without the need for a circumvention procedure with the next published maintenance update or service pack. For non-hosted customers, Tyler's responsibility for lost or corrupted data is limited to assisting the client in restoring its last available database.



Priority Level	Characteristics of Support Incident	Resolution Targets
4 Non-critical	Support incident that causes failure of non-essential functionality or a cosmetic or other issue that does not qualify as any other Priority Level.	Tyler shall provide an initial response to Priority Level 4 incidents within two (2) business days. Tyler shall use commercially reasonable efforts to resolve such support incidents, as well as cosmetic issues, with a future version release.

Incident Escalation

Tyler Technology's software support consists of four levels of personnel:

- (1) Level 1: front-line representatives
- (2) Level 2: more senior in their support role, they assist front-line representatives and take on escalated issues
- (3) Level 3: assist in incident escalations and specialized client issues
- (4) Level 4: responsible for the management of support teams for either a single product or a product group

If a client feels they are not receiving the service needed, they may contact the appropriate Software Support Manager. After receiving the incident tracking number, the manager will follow up on the open issue and determine the necessary action to meet the client's needs.

On occasion, the priority or immediacy of a software support incident may change after initiation. Tyler encourages clients to communicate the level of urgency or priority of software support issues so that we can respond appropriately. A software support incident can be escalated by any of the following methods:

- (1) Telephone – for immediate response, call toll-free to either escalate an incident's priority or to escalate an issue through management channels as described above.
- (2) Email – clients can send an email to software support in order to escalate the priority of an issue
- (3) On-line Support Incident Portal – clients can also escalate the priority of an issue by logging into the client incident portal and referencing the appropriate incident tracking number.

Remote Support Tool

Some support calls require further analysis of the client's database, process or setup to diagnose a problem or to assist with a question. Tyler will, at its discretion, use an industry-standard remote support tool. Support is able to quickly connect to the client's desktop and view the site's setup, diagnose problems, or assist with screen navigation. More information about the remote support tool Tyler uses is available upon request.





Exhibit D
DocOrigin End User License Agreement

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

Attachment: Hanford CA - License Services Agmt (IT: Approve Purchase Contract with Tyler Technologies)



ATTENTION: THE SOFTWARE PROVIDED UNDER THIS AGREEMENT IS BEING LICENSED TO YOU BY **OF SOFTWARE LTD.** AND IS NOT BEING SOLD. THIS SOFTWARE IS PROVIDED UNDER THE FOLLOWING AGREEMENT THAT SPECIFIES WHAT YOU MAY DO WITH THE SOFTWARE AND CONTAINS IMPORTANT LIMITATIONS ON REPRESENTATIONS, WARRANTIES, CONDITIONS, REMEDIES, AND LIABILITIES.

DocOrigin

SOFTWARE LICENSE

IMPORTANT-READ CAREFULLY: This End-User License Agreement ("**Agreement**" or "**EULA**") is a legal agreement between you (either an individual person or a single legal entity, who will be referred to in this EULA as "**You**") and OF Software Ltd. for the DocOrigin software product that accompanies this EULA, including any associated media, printed materials and electronic documentation (the "**Software**"). The Software also encompasses any software updates, add-on components, web services and/or supplements that may be provided to you or made available to you after the date you obtain the initial copy of the Software to the extent that such items are not accompanied by a separate license agreement or terms of use. If you receive the Software under separate terms from your distributor, those terms will take precedence over any conflicting terms of this EULA.

By installing, copying, downloading, accessing or otherwise using the Software, you agree to be bound by the terms of this EULA. If you do not agree to the terms of this EULA, do not install, access or use the Software; instead, you should remove the Software from all systems and receive a full refund.

IF YOU ARE AN AGENT OR EMPLOYEE OF ANOTHER ENTITY YOU REPRESENT AND WARRANT THAT (I) THE INDIVIDUAL ACCEPTING THIS AGREEMENT IS DULY AUTHORIZED TO ACCEPT THIS AGREEMENT ON SUCH ENTITY'S BEHALF AND TO BIND SUCH ENTITY, AND (II) SUCH ENTITY HAS FULL POWER, CORPORATE OR OTHERWISE, TO ENTER INTO THIS AGREEMENT AND PERFORM ITS OBLIGATIONS HEREUNDER.

1. LICENSE TERMS

- 1.1 In this Agreement a "**License Key**" means any license key, activation code, or similar installation, access or usage control codes, including serial numbers digitally created and or provided by OF Software Ltd., designed to provide unlocked access to the Software and its functionality.
- 1.2 **Evaluation License.** Subject to all of the terms and conditions of this Agreement, OF Software Ltd. grants You a limited, royalty-free, non-exclusive, non-transferable license to download and install a copy of the Software from www.docorigin.com on a single machine and use it on a royalty-free basis for no more than 120 days from the date of installation (the "**Evaluation Period**"). You may use the Software during the Evaluation Period solely for the purpose of testing and evaluating it to determine if You wish to obtain a commercial, production license for the Software. This evaluation license grant will automatically end on expiry of the Evaluation Period and you acknowledge and agree that OF Software Ltd. will be under no obligation to renew or extend the Evaluation Period. If you wish to continue using the Software You may, on payment of the applicable fees, upgrade to a full license (as further described in section 1.3 below) on the terms of this Agreement and will be issued with a License Key for the same. If you do not wish to continue to license the Software after expiry of the Evaluation Period, then You agree to comply with the termination obligations set out in section [7.3] of this Agreement. For greater certainty, any document generated by you under an evaluation license will have a 'spoiler' or watermark on the output document. Documents generated by DocOrigin software that has a valid license key file also installed will not have the 'spoiler' produced. You are not permitted to remove the watermark or 'spoiler' from documents generated using the software under an evaluation license.
- 1.3 **Development and Testing Licenses.** Development and testing licenses are available for purchase through authorized distributors and resellers of OF Software Ltd. only. Subject to all of the terms and conditions of this Agreement, OF Software Ltd. grants You, a perpetual (subject to termination by OF Software Ltd. due to your breach of the terms of this Agreement), non-exclusive, non-transferable, worldwide non-sublicenseable license to download and install a copy of the Software from www.docorigin.com on a single machine and

use for development and testing to create collateral deployable to Your production system(s). You are not entitled to use a development and testing license for live production purposes.

- 1.4 Production Licenses.** Production licenses are available for purchase through authorized distributors and resellers of OF Software Ltd. only. Subject to all of the terms and conditions of this Agreement, OF Software Ltd. grants You, a perpetual (subject to termination by OF Software Ltd. due to your breach of the terms of this Agreement), non-exclusive, non-transferable, worldwide non-sublicenseable license to use the Software in accordance with the license type purchased by you as set out on your purchase order as further described below. For greater certainty, unless otherwise agreed in a purchase order concluded with an approved distributor of the Software, and approved by OF Software, the default license to the Software is a per-CPU license as described in A. below:
- A. Per-CPU.** The total number of CPUs on a computer used to operate the Software may not exceed the licensed quantity of CPUs. For purposes of this license metric: (a) CPUs may contain more than one processing core, each group of two (2) processing cores is consider one (1) CPU., and any remaining unpaired processing core, will be deemed a CPU. (b) all CPUs on a computer on which the Software is installed shall be deemed to operate the Software unless You configure that computer (using a reliable and verifiable means of hardware or software partitioning) such that the total number of CPUs that actually operate the Software is less than the total number on that computer.
 - B. Per-Document.** This is defined as a fee per document based on the total number of documents generated annually by merging data with a template created by the Software. The combined data and template produce documents of one or more pages. A document may contain 1 or more pages. For instance a batch of invoices for 250 customers may contain 1,000 pages, this will be counted as 250 documents which should correspond to 250 invoices.
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Last Updated: [July 18 2013]





Exhibit E
Statement of Work

[Remainder of page intentionally left blank.]

Attachment: Hanford CA - License Services Agmt (IT: Approve Purchase Contract with Tyler Technologies)



Statement of Work

Tyler Technologies

Prepared for:

City of Hanford, CA
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Prepared by:

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Revised: 3/28/2018



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1 Executive Summary

1.1 Project Overview

The Statement of Work (SOW) documents the Project Scope, methodology, roles and responsibilities, implementation Stages, and deliverables for the implementation of Tyler products.

The Project goals are to offer City of Hanford, CA the opportunity to make the City of Hanford, CA more accessible and responsive to external and internal customer needs and more efficient in its operations through:

- Streamlining, automating, and integrating business processes and practices
- Providing tools to produce and access information in a real-time environment
- Enabling and empowering users to become more efficient, productive and responsive
- Successfully overcoming current challenges and meeting future goals

1.2 Product Summary

Below, is a summary of the products included in this Project, as well as reference to the City of Hanford, CA's functional area utilizing the Tyler product(s). Refer to the Implementation Stages section of this SOW for information containing detailed service components.

Phase	Functional Areas	Modules	Start Date	Go-Live Date
1	Financials	• Accounting General Ledger • Capital Assets • Cash Management • Contract Management • Project & Grant Accounting • Purchasing • eProcurement • Accounts Receivable • General Billing • Tyler Cashiering	June 2018	April 2019
	System Wide	• Munis Analytics & Reporting ○ Tyler Reporting Services ○ Munis Office ○ HUB • Tyler Forms Processing • Tyler Content Manager SE		

Phase	Functional Areas	Modules	Start Date	Go-Live Date
2	Utility Billing	• UB CIS • UB Interface • Maplink GIS Integration • Central Property File • Citizen Self Service • Tyler Incident Management • Tyler Cashiering • Animal Licenses	October 2018	July 2019
3	Human Capital Management	• Payroll w/Employee Self Service • HR & Talent Management • Recruiting • ExecuTime Time & Attendance • ExecuTime Advance Scheduling	October 2018	July 2019
4	Community Development	• EnerGov Permitting and Land Management • EnerGov Licensing & Regulatory Management • EnerGov Impact Management • EnerGov iG Workforce Apps • EnerGov e-Reviews • EnerGov Citizen Self Service – LRM • EnerGov Citizen Self Service – PLM • Tyler Incident Management • Tyler Cashiering	January 2019	January 2020
5	Asset Maintenance	• Asset Maintenance • Inventory • Tyler Incident Management	July 2019	October 2019

1.3 Project Timeline

The Project Timeline establishes a start and end date for each Phase of the Project. Developed during the Initiate & Plan Stage and revised as mutually agreed to, if needed, the timeline accounts for resource availability, business goals, size and complexity of the Project, and task duration requirements.

1.4 Project Methodology Overview

Tyler bases its implementation methodology on the Project Management Institute's (PMI) Process Groups (Initiating, Planning, Executing, Monitoring & Controlling, and Closing). Using this model, Tyler developed a 6-stage process specifically designed to focus on critical project success measurement factors.

Tailored specifically for Tyler's Public-Sector clients, the project methodology contains Stage Acceptance Control Points throughout each Phase to ensure adherence to Scope, budget, timeline controls, effective communications, and quality standards. Clearly defined, the project methodology repeats consistently across Phases, and is scaled to meet the City of Hanford, CA's complexity, and organizational needs.

2 Project Governance

The purpose of this section is to define the resources required to adequately establish the business needs, objectives, and priorities for the Project; communicate the goals to other project participants; and provide support and guidance to accomplish these goals. Project governance also defines the structure for issue escalation and resolution, Change Control review and authority, and organizational Change Management activities.

The preliminary governance structure establishes a clear escalation path when issues and risks require escalation above the Project Manager level. Further refinement of the governance structure, related processes, and specific roles and responsibilities occurs during the Initiate & Plan Stage.

The path below illustrates an overall team perspective where Tyler and the City of Hanford, CA collaborate to resolve project challenges according to defined escalation paths. In the event Project Managers do not possess authority to determine a solution, resolve an issue, or mitigate a risk, Tyler implementation management and the City of Hanford, CA steering committee become the escalation points to triage responses prior to escalation to the City of Hanford, CA and Tyler executive sponsors. As part of the escalation process, each project governance tier presents recommendations and supporting information to facilitate knowledge transfer and issue resolution. The City of Hanford, CA and Tyler executive sponsors serve as the final escalation point.

2.1 Client Governance

Depending on the City of Hanford, CA's organizational structure and size, the following governance roles may be filled by one or more people:

2.1.1 Client Project Manager

The City of Hanford, CA's Project Manager(s) coordinate project team members, subject matter experts, and the overall implementation schedule and serves as the primary point of contact with Tyler. The City of Hanford, CA Project Manager(s) will be responsible for reporting to the City of Hanford, CA steering committee and determining appropriate escalation points.

2.1.2 Steering Committee

The City of Hanford, CA steering committee understands and supports the cultural change necessary for the Project and fosters an appreciation of the Project's value throughout the organization. Oversees the City of Hanford, CA Project Manager(s) and the Project as a whole and through participation in regular internal meetings, the City of Hanford, CA steering committee remains updated on all project progress, project decisions, and achievement of project milestones. The City of Hanford, CA steering committee also provides support to the City of Hanford, CA Project Manager(s) by communicating the importance of the Project to all impacted departments. The City of Hanford, CA steering committee is responsible for ensuring the Project has appropriate resources, provides strategic direction to the project team, for making timely decisions on critical project issues or policy decisions. The City of Hanford, CA steering committee also serves as primary level of issue resolution for the Project.

2.1.3 Executive Sponsor(s)

The City of Hanford, CA's executive sponsor provides support to the Project by allocating resources, providing strategic direction, and communicating key issues about the Project and the Project's overall importance to the organization. When called upon, the executive sponsor also acts as the final authority on all escalated project issues. The executive sponsor engages in the Project, as needed, in order to provide necessary support, oversight, guidance, and escalation, but does not participate in day-to-day project activities. The executive sponsor empowers the City of Hanford, CA steering committee, Project Manager(s), and Functional Leads to make critical business decisions for the City of Hanford, CA.

2.2 Tyler Governance

2.2.1 Tyler Project Manager

The Tyler Project Manager(s) have direct involvement with the Project and coordinates Tyler project team members, subject matter experts, the overall implementation schedule, and serves as the primary point of contact with the City of Hanford, CA. As requested by the City of Hanford, CA, the Tyler Project Manager(s) provide regular updates to the City of Hanford, CA's steering committee and other Tyler governance members. Project Managers will be assigned by phase.

2.2.2 Tyler Implementation Management

Tyler implementation management has indirect involvement with the Project and is part of the Tyler escalation process. Tyler Project Manager(s) consult implementation management on issues and outstanding decisions critical to the Project. Implementation management works toward a solution with the Tyler Project Manager(s) or with the City of Hanford, CA management, as appropriate. Tyler executive management is the escalation point for any issues not resolved at this level. The name(s) and contact information for this resource will be provided and available to the project team.

2.2.3 Tyler Executive Management

Tyler executive management has indirect involvement with the Project and is part of the Tyler escalation process. This team member offers additional support to the project team and collaborates with other Tyler department managers, as needed, in order to escalate and facilitate implementation project tasks and decisions. The name(s) and contact information for this resource will be provided and available to the project team.

2.3 Acceptance and Acknowledgment Process

All Deliverables and Control Points must be accepted or acknowledged following the process below. Acceptance requires a formal sign-off while acknowledgement may be provided without formal sign-off at the time of delivery. The following process will be used for accepting or acknowledging Deliverables and Control Points:

- The City of Hanford, CA shall have five (5) business days from the date of delivery, or as otherwise mutually agreed upon by the parties in writing, to accept or acknowledge each Deliverable or Control Point. If the City of Hanford, CA does not provide acceptance or acknowledgement within

five (5) business days, or the otherwise agreed upon timeframe, not to be unreasonably withheld, Tyler deems the Deliverable or Control Point as accepted.

- If the City of Hanford, CA does not agree the Deliverable or Control Point meets requirements, the City of Hanford, CA shall notify Tyler Project Manager(s), in writing, with reasoning within five (5) business days, or the otherwise agreed-upon timeframe, not to be unreasonably withheld, of receipt of the Deliverable.
- Tyler shall address any deficiencies and redeliver the Deliverable or Control Point. The City of Hanford, CA shall then have two (2) business days from receipt of the redelivered Deliverable or Control Point to accept or again submit written notification of reasons for rejecting the milestone. If the City of Hanford, CA does not provide acceptance or acknowledgement within two (2) business days, or the otherwise agreed upon timeframe, not to be unreasonably withheld, Tyler deems the Deliverable or Control Point as accepted.

3 Overall Project Assumptions

3.1 Project, Resources and Scheduling

- Project activities will begin, as mutually agreed to, after the Agreement has been fully executed.
- The City of Hanford, CA has the ability allocate additional internal resources if needed.
- The City of Hanford, CA also ensures the alignment of their budget and Scope expectations.
- The City of Hanford, CA and Tyler ensure that the assigned resources are available, they buy-into the change process, and they possess the required business knowledge to complete their assigned tasks successfully. Should there be a change in resources, the replacement resource should have a comparable level of availability, buy-in, and knowledge.
- Abbreviated timelines and overlapped Phases can result in project delays if there are not sufficient resources assigned to complete all required work as scheduled.
- Changes to Project Plan, availability of resources or changes in Scope may result in schedule delays, which may result in additional charges to the Project.
- Tyler provides a written agenda and notice of any prerequisites to the City of Hanford, CA Project Manager(s) ten (10) business days prior to any scheduled on-site or remote sessions.
- Tyler provides notice of any prerequisites to the City of Hanford, CA Project Manager(s) a minimum of ten (10) business days prior to any key deliverable due dates.
- City of Hanford, CA users complete prerequisites prior to applicable scheduled activities.
- Tyler provides guidance for configuration and processing options available within the Tyler software. The City of Hanford, CA is responsible for making decisions based on the options available.
- In the event the City of Hanford, CA may elect to add and/or modify current business policies during the course of this Project, such policy changes are solely the City of Hanford, CA's responsibility to define, document, and implement.
- The City of Hanford, CA makes timely Project related decisions in order to achieve scheduled due dates on tasks and prepare for subsequent training sessions. Decisions left unmade may affect the schedule, as each analysis and implementation session builds on the decisions made in prior sessions.
- Tyler considers additional services out of Scope and requires additional time and costs be requested via Change Request approved through the Change Control process.
- The City of Hanford, CA will respond to information requests in a comprehensive and timely manner, in accordance with the Project Plan.

3.2 Data Conversion

- The City of Hanford, CA will provide file layouts associated with data extract(s)
 - The approved file layout, unless otherwise agreed to, is a fixed length ASCII file layout for each data extract
- The City of Hanford, CA understands the Legacy System data extract(s) must be provided to Tyler in the same format each time unless changes are mutually agreed upon in advance
- The City of Hanford, CA is solely responsible to ensure all required data is extracted and provided to Tyler for accurate and complete data population in the Tyler database
- The City of Hanford, CA understands each Legacy System data extract submitted for conversion includes all associated records in a single file

- The City of Hanford, CA will utilize a single standard file layout for records containing similar data elements. This allows Tyler to use one set of scripts to move Legacy data into the Tyler database
- The City of Hanford, CA agrees to produce the needed data extract(s) from the static Legacy System database to Tyler on the specified due date(s)
- At the time the Legacy System data extract(s) are created, the City of Hanford, CA will either freeze the Legacy System database containing the extracted data or produce reports and detail screen captures using the extracted data to reconcile the converted data within the Tyler solution
- The City of Hanford, CA agrees to provide resources with in-depth knowledge of the Legacy solutions data and data structure to work collaboratively with Tyler resources to drive the mapping of the data to the Tyler solution(s)
- The City of Hanford, CA will grant Tyler access to the Legacy System to assist with understanding data relationships to improve the accuracy and quality of the converted data
- Tyler will create one set of scripts to move Legacy System data of similar characteristics to the Tyler database
- The City of Hanford, CA agrees to provide resources with in-depth knowledge of the Legacy solutions' data to validate the data once populated within the Tyler database
 - Tyler will perform an initial data validation, but it is the responsibility of the City of Hanford, CA to ensure the quality and accuracy of the data loaded to the Tyler database
- The City of Hanford, CA and Tyler will work in an iterative process to validate data, correct data, validate, etc. until the data is reasonably sound
- The City of Hanford, CA may need to correct data scenarios in the Legacy System prior to the final data extract(s) being created
- During Production Cutover, the City of Hanford, CA may need to manually add or adjust data after data has been loaded into the production database as mutually agreed to prior to the load

3.3 Data Exchanges, Modifications, Forms and Reports

- The City of Hanford, CA ensures the 3rd party data received conforms to a Tyler standard format.
- The 3rd party possesses the knowledge of how to program their portion of the interaction and understands how to manipulate the data received.
- Client is on a supported, compatible version of the 3rd party software or Tyler Standard Data Exchange tools may not be available.
- The City of Hanford, CA is willing to make reasonable business process changes rather than expecting the product to conform to every aspect of their current system/process.
- Any Modification requests not expressly stated in the contract are out of Scope. Modifications requested after contract signing have the potential to change cost, Scope, schedule, and production dates for project Phases. Modification requests not in Scope must follow the Project Change Control process.
- The City of Hanford, CA testing environment contains the Tyler software version required for delivery of the Modification prior to the scheduled delivery date for testing
- The City of Hanford, CA is responsible for verifying the performance of the Modification as defined by the specification

3.4 Hardware and Software

- Tyler will initially install the most current generally available version of the purchased Tyler software.
- The City of Hanford, CA will provide network access for Tyler modules, printers, and Internet access to all applicable City of Hanford, CA and Tyler project staff.
- The City of Hanford, CA has in place all hardware, software, and technical infrastructure necessary to support the Project.
- The City of Hanford, CA's system hardware and software meet Tyler standards to ensure sufficient speed and operability of Tyler software. Tyler will not support use of software if the City of Hanford, CA does not meet minimum standards of Tyler's published specifications.

3.5 Environments and Databases

- Tyler will establish three (3) software environments and three (3) databases for the Project. The environments will be production, train and test. Each environment will have a corresponding database named the same as the environments; production database, train database and test database
- The test environment will be used by Tyler to build the solution. Tyler will use the test database for testing and reviewing converted data. Tyler will also use the test database to present completed Deliverables to the City of Hanford, CA for acceptance. Once Deliverables have been accepted, they will be moved to the production and train environments
- The train database will be used by the City of Hanford, CA for reviewing the converted data, testing, and training
- At Production Cutover the production database will be used for processing daily functions

3.6 Education

- Throughout the Project lifecycle, the City of Hanford, CA provides a training room for Tyler staff to transfer knowledge to the City of Hanford, CA's resources, for both onsite and remote sessions. The City of Hanford, CA will provide staff with a location to practice what they have learned without distraction. If Phases overlap, the City of Hanford, CA will provide multiple training facilities to allow for independent sessions scheduling without conflict.
- The training room is set up in a classroom setting. The City of Hanford, CA determines the number of workstations in the room. Tyler recommends every person attending a scheduled session with a Tyler Consultant or Trainer have their own workstation. However, Tyler requires there be no more than two (2) people at a given workstation.
- The City of Hanford, CA provides a workstation which connects to the Tyler system for the Tyler trainer conducting the session. The computer connects to a City of Hanford, CA provided projector, allowing all attendees the ability to actively engage in the training session.
- Tyler is responsible for providing formal training on all functional areas of the software to the City of Hanford, CA's designated Power Users. The City of Hanford, CA will designate up to fifteen (15) Power Users for any specific class. The Power Users will vary based on agenda topics and area of the assessment office that the class pertains to. Power Users will then be empowered with the knowledge to conduct training to City of Hanford, CA End Users. In addition, informal education will occur leading up to the formal training sessions. Every time Tyler resources work

with City of Hanford, CA staff to demonstrate a specific function/feature/executable with the City of Hanford, CA is an opportunity to better understand and appreciate the Tyler solution

- Tyler will conduct one (1) formal training session for each of the functional areas of the software. The functional areas covered will allow the City of Hanford, CA to utilize the software. The City of Hanford, CA is responsible for assigning the appropriate Power Users to attend these sessions
- Tyler follows a train-the-trainer approach to allow City of Hanford, CA Power Users attending the sessions to disseminate the knowledge being learned during Tyler lead sessions to other City of Hanford, CA users
- Users performing User Acceptance Testing (UAT) have attended all applicable training sessions prior to performing UAT.

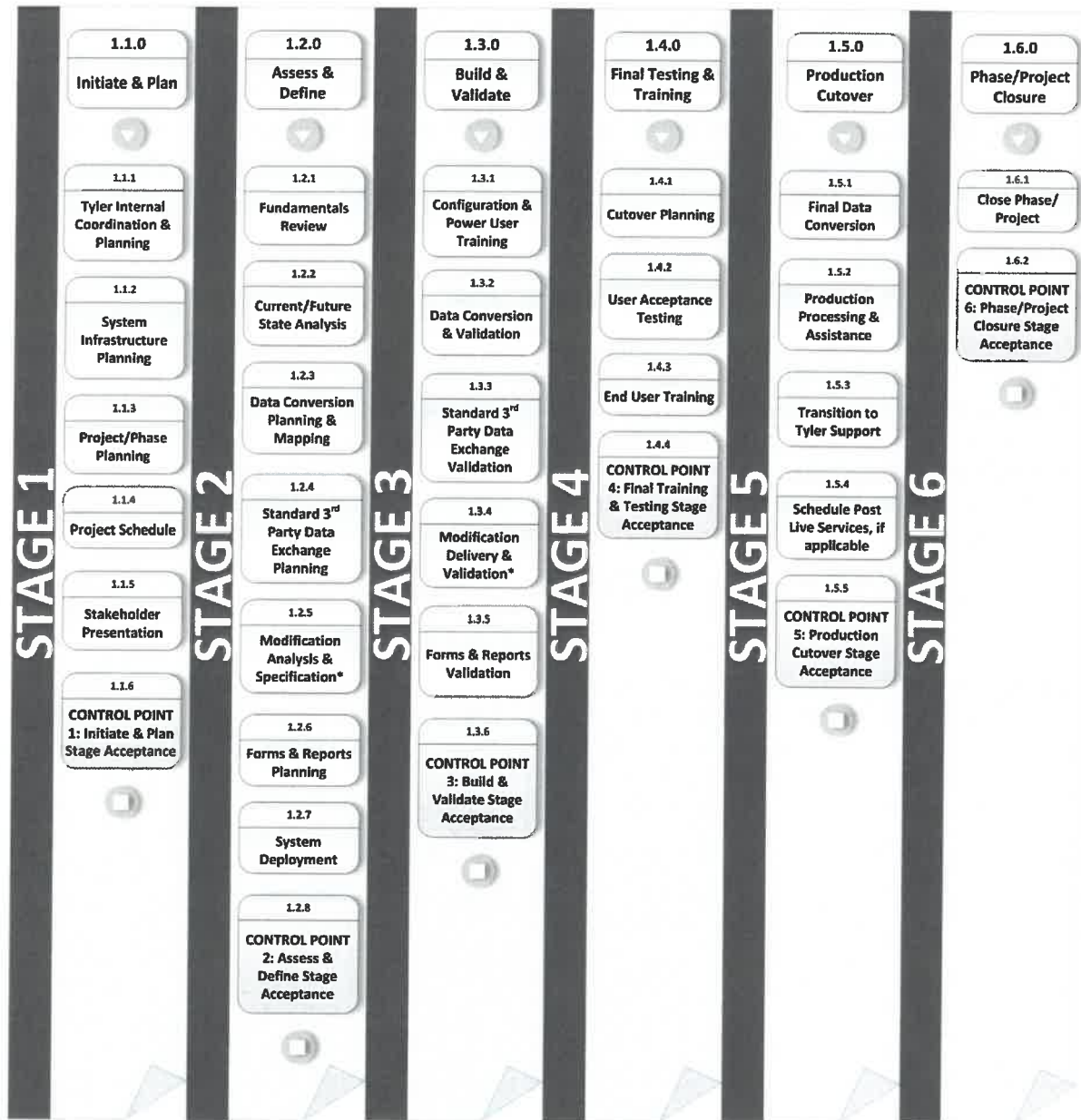
3.7 Assumption Mitigation

- In the event that any assumptions are not met or prove to be invalid the parties agree to work in good faith to mitigate any resulting issues

4 Implementation Stages

4.1 Work Breakdown Structure (WBS)

The Work Breakdown Structure (WBS) is a hierarchical representation of a Project or Phase broken down into smaller, more manageable components. The top-level components are called “Stages” and the second level components are called “work packages.” The work packages, shown below each Stage, contain the high-level work to be done. The detailed Project Plan, developed during Initiate & Plan and finalized during Assess & Define, will list the tasks to be completed within each work package. Each Stage ends with a “Control Point”, confirming the work performed during that Stage of the Project.



* - If included in project scope

4.2 Initiate & Plan (Stage 1)

The Initiate & Plan Stage creates a foundation for the Project through identification of City of Hanford, CA and Tyler Project management teams, development of implementation management plans, and the provision and discussion of system infrastructure requirements. City of Hanford, CA participation in gathering information is critical. Tyler Project management teams present initial plans to stakeholder teams at Stage end.

4.2.1 Tyler Internal Coordination & Planning

Prior to Project commencement, Tyler management staff assigns Project Manager(s). Tyler provides the City of Hanford, CA with initial Project documents used in gathering basic information, which aids in preliminary planning and scheduling. City of Hanford, CA participation in gathering requested information by provided deadlines ensures the Project moves forward in a timely fashion. Internally, the Tyler Project Manager(s) coordinate with Sales to ensure transfer of vital information from the sales process prior to scheduling a Project Planning Meeting with the City of Hanford, CA's team. During this step, Tyler will work with the Client to establish the date(s) for the Project/Phase Planning session.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 1	Tyler Internal Coordination & Planning																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Assign Tyler Project Manager	A	R	I						I			I								
Provide initial Project documents to Client	A	I	R						C			I								
Sales to Implementation knowledge transfer	A	I	R						C											
Internal planning and phase coordination		A	R					C												

4.2.2 System Infrastructure Planning

The City of Hanford, CA provides, purchases or acquires hardware according to hardware specifications provided by Tyler and ensures it is available at the City of Hanford, CA's site. The City of Hanford, CA completes the system infrastructure audit, ensuring vital system infrastructure information is available to the Tyler implementation team, and verifies all hardware compatibility with Tyler solutions.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 1	System Infrastructure Planning																			
	TYLER								CLIENT											
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Provide system hardware specifications			I					R	A			I						C		
Make hardware available for Installation			I					C				A						R		
Install system hardware, if applicable			I					C				A						R		
Complete system infrastructure audit			I					C				A						R		

4.2.3 Project/Phase Planning

Project and Phase planning provides an opportunity to review the contract, software, data conversions and services purchased, identify Applications to implement in each Phase (if applicable), and discuss implementation timeframes. The Tyler Project Manager(s) deliver an Implementation Management Plan, which is mutually agreeable by City of Hanford, CA and Tyler.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 1	Project/Phase Planning																			
	TYLER										CLIENT									
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Perform Project/Phase Planning		A	R								I	C	C			I				
Deliver implementation management plan		A	R									C	C	I						

4.2.4 Project Schedule

Client and Tyler will mutually develop an initial Project schedule. The initial schedule includes, at minimum, enough detail to begin Project activities while the detailed Project Plan/schedule is being developed and refined.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 1	Project Schedule																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Develop initial Project schedule		A	R	I								C	I	I						
Deliver Project Plan and schedule for Project Phase		A	R	I						I	I	C	C	I	I	I				
Client reviews Project Plan & initial schedule			C							I	A	R	C	C		C				
Client approves Project Plan & initial schedule			I							I	A	R	C	C	I	I		I	I	I

4.2.5 Stakeholder Presentation

City of Hanford, CA stakeholders join Tyler Project Management to communicate successful Project criteria, Project goals, Deliverables, a high-level milestone schedule, and roles and responsibilities of Project participants.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 1	Stakeholder Presentation																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Present overview of Project Deliverables, project schedule and roles and responsibilities		A	R	I					I	I	I	C	I	I	I	I		I	I	I
Communicate successful Project criteria and goals			I							R	C	A	C	I	I	C	I	I		

4.2.6 Control Point 1: Initiate & Plan Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below. Advancement to the Assess & Define Stage is dependent upon Tyler's receipt of the Stage Acceptance.

4.2.6.1 Initiate & Plan Stage Deliverables

- Implementation Management Plan
 - Objective: Update and deliver baseline management plans to reflect the approach to the City of Hanford, CA's Project.
 - Scope: The Implementation Management addresses how communication, quality control, risks/issues, resources and schedules, and Software Upgrades (if applicable) will be managed throughout the lifecycle of the Project.
 - Acceptance criteria: City of Hanford, CA reviews and acknowledges Implementation Management Plan
- Project Plan/Schedule
 - Objective: Provide a comprehensive list of tasks, timelines and assignments related to the Deliverables of the Project.
 - Scope: Task list, assignments and due dates
 - Acceptance criteria: City of Hanford, CA acceptance of schedule based on City of Hanford, CA resource availability and Project budget and goals.

4.2.6.2 Initiate & Plan Stage Acceptance Criteria

- Hardware Installed
- System infrastructure audit complete and verified
- Implementation Management Plan delivered
- Project Plan/Schedule delivered; dates confirmed
- Stakeholder Presentation complete

4.3 Assess & Define (Stage 2)

The primary objective of Assess & Define is to gather information about current City of Hanford, CA business processes and translate the material into future business processes using Tyler Applications. Tyler uses a variety of methods for obtaining the information, all requiring City of Hanford, CA collaboration. The City of Hanford, CA shall provide complete and accurate information to Tyler staff for analysis and understanding of current workflows and business processes.

4.3.1 Fundamentals Review

Fundamentals Review provides functional leads and Power Users an overall understanding of software capabilities prior to beginning current and future state analysis. The primary goal is to provide a basic understanding of system functionality, which provides a foundation for upcoming conversations regarding future state processing. Tyler utilizes a variety of methods for completing fundamentals training including the use of eLearning, videos, documentation, and walkthroughs.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 2	Assess & Define																			
	TYLER										CLIENT									
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Schedule fundamentals review & provide fundamentals materials & prerequisites, if applicable		A	R	I								C	I		I				I	
Complete fundamentals materials review and prerequisites			I									A	R		I				C	
Ensure all scheduled attendees are present			I	I							A	R	C		I					
Facilitate fundamentals review			A	R								I	I		I					

4.3.2 Current/Future State Analysis

City of Hanford, CA and Tyler evaluate current state processes, options within the new software, pros and cons of each option based on current or desired state and make decisions about future state configuration and processing.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 2	Current/Future State Analysis																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Provide Current/Future State analysis materials to the City of Hanford, CA, as applicable		A	R	I								C	I		I					
Conduct Current & Future State analysis			A	R								I	C	I	C					
Provide pros and cons of Tyler software options			A	R								I	C	I	C					
Make Future State Decisions according to due date in the Project Plan			I	I						C	A	R	I	C	I					
Record Future State decisions			A	R								I	C	I	C					

4.3.3 Data Conversion Planning & Mapping

This entails the activities performed to prepare to convert data from the City of Hanford, CA's Legacy System Applications to the Tyler system. Tyler staff and the City of Hanford, CA work together to complete Data Mapping for each piece of data (as outlined in the Agreement) from the Legacy System to a location in the Tyler system.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 2	Data Conversion Planning & Mapping																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Review contracted data conversion(s) options			A	R	I							C	C		C			C		
Map data from Legacy System to Tyler system			I	C	I							A	C		C			R		
Pull conversion data extract			I		I							A	C		C			R		
Run balancing Reports for data pulled and provide to Tyler			I		I							A	C		R			I		
Review and approve initial data extract		A	I	C	R							I						I		
Correct issues with data extract, if needed			I	C	C							A	C		C			R		

4.3.4 Standard 3rd Party Data Exchange Planning

Standard Data Exchange tools are available to allow clients to get data in and out of the Tyler system with external systems. Data exchange tools can take the form of Imports and Exports, and Interfaces.

A Standard Interface is a real-time or automated exchange of data between two systems. This could be done programmatically or through an API. It is Tyler's responsibility to ensure the Tyler programs operate correctly. It is the City of Hanford, CA's responsibility to ensure the third-party program operates or accesses the data correctly.

The City of Hanford, CA and Tyler Project Manager(s) will work together to define/confirm which Data Exchanges are needed (if not outlined in the Agreement). Tyler will provide a file layout for each Standard Data Exchange.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 2	Standard 3 rd Party Data Exchange Planning																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Review Standard or contracted Data Exchanges			A	R								C	I		I			C		
Define or confirm needed Data Exchanges			I	C								A	C		C			R		

4.3.5 Customization Analysis & Specification, if contracted

Tyler staff conducts additional analysis and develops specifications based on information discovered during this Stage. The City of Hanford, CA reviews the specifications and confirms they meet City of Hanford, CA's needs prior to acceptance. Out of Scope items or changes to specifications after acceptance may require a Change Request.

Tyler's intention is to minimize Customizations by using Standard functionality within the Application, which may require a City of Hanford, CA business process change. It is the responsibility of the City of Hanford, CA to detail all of their needs during the Assess and Define Stage. Tyler will write up specifications (for City of Hanford, CA approval) for contracted program Customizations. Upon approval, Tyler will make the agreed upon Customizations to the respective program(s). Once the Customizations have been delivered, the City of Hanford, CA will test and approve those changes during the Build and Validate Stage.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 2	Customization Analysis & Specification, if contracted																			
	TYLER										CLIENT									
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Analyze contracted custom program requirements			A	C			R					C	C	I	C			C		
Develop specification document(s)	A		I	C			R					I	I		I			I		
Review specification document(s); provide changes to Tyler, if applicable			I	C			C					A	R	I	C			C		
Sign-off on specification document(s) and authorize work			I				I				A	R	C	I	I			C		

4.3.6 Forms & Reports Planning

City of Hanford, CA and Tyler Project Manager(s) review Forms and Reporting needs. Items that may be included in the Agreement are either Standard Forms and Reports or known/included Customization(s). Items not included in the Agreement could be either City of Hanford, CA-developed Reports or a newly discovered Customization that will require a Change Request.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 2	Forms & Reports Planning																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Review required Forms output			A	R									C	I	C			I		
Review and complete Forms options and submit to Tyler			I			I						A	R		C					
Review in Scope Reports			A	R								I	C		C					
Identify additional Report needs			I	C								A	R		C					
Add applicable tasks to Project schedule	A	R	I		C							C	I		I			I		

4.3.7 System Deployment

The Tyler Technical Services team installs Tyler Applications on the server (hosted or client-based) and ensures the platform operates as expected.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 2	System Deployment																			
	TYLER										CLIENT									
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Install contracted software on server	A		I					R				I						C		
Ensure platform operates as expected	A		I					R				I						C		

4.3.8 Control Point 2: Assess & Define Stage Acceptance

Acceptance criteria for this Stage includes completion of all criteria listed below. Advancement to the Build & Validate Stage is dependent upon Tyler's receipt of the Stage Acceptance.

4.3.8.1 Assess & Define Stage Deliverables

- Completed analysis Questionnaire
 - Objective: Gather and document information related to City of Hanford, CA business processes for current/future state analysis as it relates to Tyler approach/solution.
 - Scope: Provide comprehensive answers to all questions on Questionnaire(s).
 - Acceptance criteria: City of Hanford, CA acceptance of completed Questionnaire based on thoroughness of capturing all City of Hanford, CA business practices to be achieved through Tyler solution.
- Data conversion summary and specification documents
 - Objective: Define data conversion approach and strategy
 - Scope: Data conversion approach defined, data extract strategy, conversion and reconciliation strategy.
 - Acceptance criteria: Data conversion document(s) delivered to the City of Hanford, CA, reflecting complete and accurate conversion decisions.
- Customization specification documents, if contracted
 - Objective: Provide comprehensive outline of identified gaps, and how the custom program meets the City of Hanford, CA's needs
 - Scope: Design solution for Customization
 - Acceptance criteria: City of Hanford, CA accepts Custom Specification Document(s) and agrees that the proposed solution meets their requirements
- Completed Forms options and/or packages
 - Objective: Provide specifications for each City of Hanford, CA in Scope form, Report and output requirements
 - Scope: Complete Forms package(s) included in agreement and identify Reporting needs.
 - Acceptance criteria: Identify Forms choices and receive supporting documentation
- Installation checklist
 - Objective: Installation of purchased Tyler software
 - Scope: Tyler will conduct an initial coordination call, perform an installation of the software included in the Agreement, conduct follow up to ensure all tasks are complete, and complete server system administration training, unless the City of Hanford, CA is hosted.
 - Acceptance criteria: Tyler software is successfully installed and available to authorized users, City of Hanford, CA team members are trained on applicable system administration tasks.

4.3.8.2 Assess & Define Stage Acceptance Criteria

- Tyler software is installed
- Fundamentals review is complete
- Required Form information complete and provided to Tyler
- Current/Future state analysis completed; Questionnaires delivered and reviewed
- Data conversion mapping and extractions completed and provided to Tyler

4.4 Build & Validate (Stage 3)

The objective of the Build & Validate Stage is to prepare the software for use in accordance with the City of Hanford, CA's needs identified during the Assess and Define Stage, preparing the City of Hanford, CA for Final Testing and Training.

4.4.1 Configuration & Power User Training

Tyler staff collaborates with the City of Hanford, CA to complete software configuration based on the outputs of the future state analysis performed during the Assess and Define Stage. Tyler staff will train the City of Hanford, CA Power Users to prepare them for the Validation of the software. The City of Hanford, CA collaborates with Tyler staff iteratively to Validate software configuration.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 3	Build & Validate																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Perform configuration			A	R								I	R		I					
Power User process and Validation training			A	R								I	C	I	C				I	
Validate configuration			I	C								A	C		R			C		

4.4.2 Data Conversion & Validation

Tyler completes an initial review of the converted data for errors. With assistance from the City of Hanford, CA, the Tyler Data Conversion Team addresses items within the conversion program to provide the most efficient data conversion possible. With guidance from Tyler, the City of Hanford, CA reviews specific data elements within the system and identifies and Reports discrepancies in writing. Iteratively, Tyler collaborates with the City of Hanford, CA to address conversion discrepancies prior to acceptance.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 3	Data Conversion & Validation																			
	TYLER										CLIENT									
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Write and run data conversion program against Client data		A	I	C	R														C	
Complete initial review of data errors		A	I	C	R							I	I						C	
Review data conversion and submit needed corrections			I	C	I							A	C		R				C	
Revise conversion program(s) to correct error(s)		A	I	C	R							I	I		C				C	

4.4.3 Standard 3rd Party Data Exchange Validation

Tyler provides training on Data Exchange(s) and the City of Hanford, CA tests each Data Exchange.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 3	Standard 3 rd Party Data Exchange Validation																			
	TYLER								CLIENT											
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Train Data Exchange(s) processing in Tyler software			A	R								C	I	I	I			C	I	
Coordinate 3 rd Party Data Exchange activities			I	I								A	C		C			R		
Test all Standard 3 rd party Data Exchange(s)			I	C								A	C	I	R			C		

4.4.4 Customization Delivery & Validation, if contracted

Tyler delivers in Scope Customization(s) to the City of Hanford, CA for preliminary testing. Final acceptance will occur during the Final Testing and Training Stage.

RACI MATRIX KEY: R = Responsible A = Accountable C = Consulted I = Informed

STAGE 3	Customization Delivery & Validation, if contracted																			
	TYLER								CLIENT											
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Develop and deliver contracted custom program(s)		A	I	C	I		R					I	C	I	C			I		C
Test contracted custom program(s) in isolated database			I	C			C					A	C		R			C		
Report discrepancies between specification and delivered contracted custom program(s)			I	I			I					A	R		C			C		
Make corrections to contracted custom program(s) as required		A	I	C	I		R					I	C		C			I		

4.4.5 Forms & Reports Validation

Tyler provides training on Standard Forms/Reports and the City of Hanford, CA tests each Standard Form/Report.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 3	Forms & Reports Validation																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Standard Forms & Report Training			A	R								I	C		C			I		
Test Standard Forms & Reports			I	C		C						A	C		R			C		

4.4.6 Control Point 3: Build & Validate Stage Acceptance

Acceptance criteria for this Stage includes all criteria listed below. Advancement to the Final Testing & Training Stage is dependent upon Tyler's receipt of the Stage Acceptance.

4.4.6.1 Build & Validate Stage Deliverables

- Initial data conversion
 - Objective: Convert Legacy System data into Tyler system
 - Scope: Data conversion program complete; deliver converted data for review
 - Acceptance criteria: Initial error log available for review
- Data conversion verification document
 - Objective: Provide instructions to the City of Hanford, CA to verify converted data for accuracy
 - Scope: Provide self-guided instructions to verify specific data components in Tyler system
 - Acceptance criteria: City of Hanford, CA accepts data conversion delivery; City of Hanford, CA completes data issues log
- Installation of Customizations on the City of Hanford, CA's server(s) *except for hosted Clients
 - Objective: Deliver Customization(s) in Tyler software
 - Scope: Program for Customization is complete and available in Tyler software, Customization testing
 - Acceptance criteria: Delivery of Customization(s) results in objectives described in the City of Hanford, CA-signed specification.
- Standard Forms & Reports Delivered
 - Objective: Provide Standard Forms & Reports for review
 - Scope: Installation of all Standard Forms & Reports included in the Agreement
 - Acceptance criteria: Standard Forms & Reports available in Tyler software for testing in Stage 4

4.4.6.2 Build & Validate Stage Acceptance Criteria

- Application configuration completed
- Standard Forms & Reports delivered and available for testing in Stage 4
- Data conversions (except final pass) delivered
- Standard 3rd party Data Exchange training provided
- Customizations delivered and available for testing in Stage 4
- The City of Hanford, CA and Tyler have done a review of primary configuration areas to Validate completeness and readiness for testing and acceptance in Stage 4.

4.5 Final Testing & Training (Stage 4)

During Final Testing and Training, Tyler and the City of Hanford, CA review the final Cutover plan. A critical Project success factor is the City of Hanford, CA understanding the importance of Final Testing and Training and dedicating the resources required for testing and training efforts in order to ensure a successful Production Cutover.

4.5.1 Cutover Planning

City of Hanford, CA and Tyler Project Manager(s) discuss final preparations and critical dates for Production Cutover. Tyler delivers a Production Cutover Checklist to outline Cutover tasks to help prepare the City of Hanford, CA for success.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 4	Cutover Planning																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Cutover Planning Session		A	R	C							I	C	C	C	C			C	C	
Develop Production Cutover Checklist		A	R	C						I	I	C	C	I	I			C		

4.5.2 User Acceptance Testing (UAT)

The City of Hanford, CA performs User Acceptance Testing to verify software readiness for day-to-day business processing. Tyler provides a Test Plan for users to follow to ensure proper Validation of the system.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 4	User Acceptance Testing (UAT)																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Deliver Test Plan for User Acceptance Testing		A	R	C								I	I							
Perform User Acceptance Testing			I	C							A	R	C	C	C	I	I	C	I	
Accept custom program(s), if applicable			I	I			I				A	R	C	I	C			C		
Validate Report performance			I	C		C						A	C		R			C		

4.5.3 End User Training

End Users attend training sessions to learn how to utilize Tyler software. Training focuses primarily on day-to-day City of Hanford, CA processes that will be delivered via group training, webinar, eLearnings and/or live training sessions.

Unless stated otherwise in the Agreement, Tyler provides one occurrence of each scheduled training or implementation topic with up to the maximum number of users as defined in the Agreement, or as otherwise mutually agreed. City of Hanford, CA users who attended the Tyler sessions may train any City of Hanford, CA users not able to attend the Tyler sessions or additional sessions may be contracted at the applicable rates for training.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 4	End User Training																			
	TYLER										CLIENT									
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Conduct user training sessions			A	R								C	I		I	I		I	I	
Conduct additional End User training sessions			I								I	A	C	I	R	I	I	I	I	

4.5.4 Control Point 4: Final Testing & Training Stage Acceptance

Acceptance criteria for this Stage includes all criteria listed below. Advancement to the Production Cutover Stage is dependent upon Tyler's receipt of the Stage Acceptance.

4.5.4.1 Final Testing & Training Stage Deliverables

- Production Cutover checklist
 - Objective: Provide a detailed checklist outlining tasks necessary for production Cutover
 - Scope: Dates for final conversion, date(s) to cease system processing in Legacy System, date(s) for first processing in Tyler system, contingency plan for processing
 - Acceptance criteria: Definition of all pre-production tasks, assignment of owners and establishment of due dates
- User Acceptance Test Plan
 - Objective: Provide testing steps to guide users through testing business processes in Tyler software.
 - Scope: Testing steps for Standard business processes.
 - Acceptance criteria: Testing steps have been provided for Standard business processes.

4.5.4.2 Final Testing & Training Stage Acceptance Criteria

- Production Cutover Checklist delivered and reviewed
- Customization(s) tested and accepted, if applicable
- Standard 3rd party Data Exchange programs tested and accepted
- Standard Forms & Reports tested and accepted
- User acceptance testing completed
- End User training completed

4.6 Production Cutover (Stage 5)

City of Hanford, CA and Tyler resources complete tasks as outlined in the Production Cutover Plan and the City of Hanford, CA begins processing day-to-day business transactions in the Tyler software. Following production Cutover, the City of Hanford, CA transitions to the Tyler support team for ongoing support of the Application.

4.6.1 Final Data Conversion, if applicable

The City of Hanford, CA provides final data extract and Reports from the Legacy System for data conversion and Tyler executes final data conversion. The City of Hanford, CA may need to manually enter into the Tyler system any data added to the Legacy System after final data extract.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 5	Final Data Conversion, if applicable																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Provide final data extract			C		I						I	A	C	I	I	I	I	R		
Provide final extract balancing Reports			I		I							A	C		R			I		
Convert and deliver final pass of data		A	I	I	R							I	I		I			C		
Validate final pass of data			I	C	C						I	A	C		R			C		
Load final conversion pass to Production environment			I		I						I	A	C	I	C			R		

4.6.2 Production Processing & Assistance

Tyler staff collaborates with the City of Hanford, CA during Production Cutover activities. The City of Hanford, CA transitions to Tyler software for day-to day business processing.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 5	Production Processing & Assistance																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Production processing			C	C						I	I	A	R	R	R	R	R	R	I	I
Provide production assistance			A	R				C				I	C	C	C	C	C	C		

4.6.3 Transition to Tyler Support

Tyler Project Manager(s) introduce the City of Hanford, CA to the Tyler Support team, who provides the City of Hanford, CA with day-to-day assistance following Production Cutover.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 5	Transition to Tyler Support																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Develop internal support plan			I								A	R	C	C	C	C		C	C	C
Conduct transfer to Support meeting	A	I	C					R				C	C	C	C	I	I	C	I	I

4.6.4 Schedule Post-Production Services, if applicable

Tyler provides post-production services if included in the Agreement. Prior to scheduling services, the Tyler Project Manager(s) collaborate with City of Hanford, CA Project Manager(s) to identify needs.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 5	Schedule Post-Production Services, if applicable																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Identify topics for post-production services			C	C								A	R	I	C				I	
Schedule services for post-production topics	A	R	I									C	C	I	C				I	

4.6.5 Control Point 5: Production Cutover Stage Acceptance

Acceptance criteria for this Stage includes all criteria listed below. Advancement to the Phase/Project Closure Stage is dependent upon Tyler's receipt of this Stage Acceptance.

4.6.5.1 Production Cutover Stage Deliverables

- Final data conversion, if applicable
 - Objective: Ensure (in Scope) Legacy System data is available in Tyler software in preparation for production processing.
 - Scope: Final passes of all conversions completed in this Phase
 - Acceptance criteria: Data is available in production environment
- Support transition documents
 - Objective: Define strategy for on-going Tyler support
 - Scope: Define support strategy for day-to-day processing, conference call with City of Hanford, CA Project Manager(s) and Tyler support team, define roles and responsibilities, define methods for contacting support
 - Acceptance criteria: The City of Hanford, CA receives tools to contact support and understands proper support procedures.

4.6.5.2 Production Cutover Stage Acceptance Criteria

- Final data conversion(s) delivered
- Processing is being done in Tyler production
- Transition to Tyler support is completed
- Post-live services have been scheduled, if applicable

4.7 Phase/Project Closure (Stage 6)

Project or Phase closure signifies full implementation of all products purchased and encompassed in the Phase or Project. The City of Hanford, CA moves into the next cycle of their relationship with Tyler (next Phase of implementation or long-term relationship with Tyler Support).

4.7.1 Close Phase/Project

The City of Hanford, CA and Tyler Project Manager(s) review the list of outstanding Project activities and develop a plan to address them. The Tyler Project Manager(s) review the Project budget and status of each contract Deliverable with the City of Hanford, CA Project Manager(s) prior to closing the Phase or Project.

RACI MATRIX KEY: **R** = Responsible **A** = Accountable **C** = Consulted **I** = Informed

STAGE 6	Close Phase/Project																			
	TYLER									CLIENT										
TASKS	Tyler Executive Manager	Tyler Implementation Manager	Tyler Project Manager	Tyler Implementation Consultant	Tyler Data Conversion Experts	Tyler Forms & Reports Experts	Tyler Customization Programmers	Tyler Technical Support	Tyler Sales	Client Executive Sponsor	Client Steering Committee	Client Project Manager	Client Functional Leads	Client Change Management Leads	Client Power Users	Client Department Heads	Client End Users	Client Technical Leads	Client Project Toolset Coordinator	Client Upgrade Coordinator
Review outstanding Project activities and develop action plan		A	R	C								C	C	I	C	I		C		
Review Project budget and status of contract Deliverables		A	R							I	I	C								

4.7.2 Control Point 6: Phase/Project Closure Stage Acceptance

Acceptance criteria for this Stage includes all criteria listed below. This is the final acceptance for the Phase/Project.

4.7.2.1 Phase/Project Closure Stage Deliverables

- Phase/Project reconciliation report
 - Objective: Provide comparison of contract Scope and Project budget
 - Scope: Contract Scope versus actual, analysis of services provided and remaining budget, identify any necessary Change Requests or Project activity.
 - Acceptance criteria: Acceptance of services and budget analysis and plan for changes, if needed.

4.7.2.2 Phase/Project Closure Stage Acceptance Criteria

- Outstanding Phase or Project activities have been documented and assigned
- Phase/final Project budget has been reconciled
- Tyler Deliverables for the Phase/Project are complete

5 Roles and Responsibilities

5.1 Tyler Roles and Responsibilities

Tyler assigns Project Manager(s) prior to the start of each Phase of the Project. The Project Manager(s) assign additional Tyler resources as the schedule develops and as needs arise. One person may fill multiple project roles.

5.1.1 Tyler Executive Management

- Provides clear direction for Tyler staff on executing on the project Deliverables to align with satisfying the City of Hanford, CA's overall organizational strategy
- Authorizes required project resources
- Resolves all decisions and/or issues not resolved at the implementation management level as part of the escalation process
- Offers additional support to the project team and is able to work with other Tyler department managers in order to escalate and facilitate implementation project tasks and decisions
- Acts as the counterpart to the City of Hanford, CA's executive sponsor

5.1.2 Tyler Implementation Management

- Acts as the counterpart to the City of Hanford, CA steering committee.
- Assigns initial Tyler project personnel
- Works to resolve all decisions and/or issues not resolved at the Project Management level as part of the escalation process
- Attends City of Hanford, CA steering committee meetings as necessary
- Provides support for the project team
- Provides management support for the Project to ensure it is staffed appropriately and staff have necessary resources
- Monitors project progress including progress towards agreed upon goals and objectives

5.1.3 Tyler Project Manager

The Tyler Project Manager(s) provides oversight of the Project, coordination of resources between departments, management of the project budget and schedule, effective risk and issue management, and is the primary point of contact for all Project related items.

- Contract Management
 - Validates contract compliance throughout the Project
 - Ensures Deliverables meet contract requirements
 - Acts as primary point of contact for all contract and invoicing questions
 - Prepares and presents contract milestone sign-offs for acceptance by City of Hanford, CA Project Manager(s)
 - Coordinates Change Requests, if needed, to ensure proper Scope and budgetary compliance
- Planning

- Update and deliver Implementation Management Plan
- Defines project tasks and resource requirements
- Develops initial project schedule and full-scale Project Plan
- Collaborates with City of Hanford, CA Project Manager(s) to plan and schedule project timelines to achieve on-time implementation
- Implementation Management
 - Tightly manages Scope and budget of Project; establishes process and approval matrix with the City of Hanford, CA to ensure Scope changes and budget planned versus actual are transparent and handled effectively and efficiently
 - Establishes and manages a schedule and resource plan that properly supports the Project Plan as a whole that is also in balance with Scope/budget
 - Establishes risk/issue tracking/reporting process between the City of Hanford, CA and Tyler and takes all necessary steps to proactively mitigate these items or communicates with transparency to the City of Hanford, CA any items that may impact the outcomes of the Project
 - Collaborates with the City of Hanford, CA's Project Manager(s) to establish key business drivers and success indicators that will help to govern project activities and key decisions to ensure a quality outcome of the project
 - Sets a routine communication plan that will aide all project team members, of both the City of Hanford, CA and Tyler, in understanding the goals, objectives, current status and health of the project
- Team Management
 - Acts as liaison between project team and Tyler manager(s)
 - Identifies and coordinates all Tyler resources across all applications, Phases, and activities including development, forms, installation, reports, implementation, and billing
 - Provides direction and support to project team
 - Builds partnerships among the various stakeholders, negotiating authority to move the Project forward
 - Manages the appropriate assignment and timely completion of tasks as defined in the Project Plan, task list, and Production Cutover checklist
 - Assesses team performance and adjusts as necessary
 - Interfaces closely with Tyler developers to coordinate program Modification activities
 - Coordinates with in Scope 3rd party providers to align activities with ongoing project tasks

5.1.4 Tyler Implementation Consultant

- Completes tasks as assigned by the Tyler Project Manager(s)
- Performs problem solving and troubleshooting
- Follows up on issues identified during sessions
- Documents activities for on site services performed by Tyler
- Provides conversion Validation and error resolution assistance
- Recommends guidance for testing Forms and Reports
- Tests software functionality with the City of Hanford, CA following configuration
- Assists during Production Cutover process and provides production support until the City of Hanford, CA transitions to Tyler Support

- Provides product related education
- Effectively facilitates training sessions and discussions with City of Hanford, CA and Tyler staff to ensure adequate discussion of the appropriate agenda topics during the allotted time
- Conducts training (configuration, process, conversion Validation) for Power Users and the City of Hanford, CA's designated trainers for End Users
- Clearly documents homework tasks with specific due dates and owners, supporting and reconciling with the final Project Plan
- Keeps Tyler Project Manager(s) proactively apprised of any and all issues which may result in the need for additional training, change in schedule, change in process decisions, or which have the potential to adversely impact the success of the Project prior to taking action

5.1.5 Tyler Sales

- Provide sales background information to Implementation during project initiation
- Support Sales transition to Implementation
- Provide historical information, as needed, throughout implementation

5.1.6 Tyler Software Support

- Manages incoming client issues via phone, email, and online customer incident portal
- Documents and prioritizes issues in Tyler's Customer Relationship Management (CRM) system
- Provides issue analysis and general product guidance
- Tracks issues and tickets to timely and effective resolution
- Identifies options for resolving reported issues
- Reports and escalates defects to Tyler Development
- Communicates with the City of Hanford, CA on the status and resolution of reported issues

5.1.7 Tyler Systems Management Services

- Manages incoming City of Hanford, CA issues via phone, email, online customer incident portal, and from Software Support
- Provides system support including remote support of City of Hanford, CA systems, operating systems, network and local printing, and SQL assistance for the systems and platform directly attributable to the Tyler Applications
- Tracks issues and tickets to timely and effective resolution
- Determine root cause and provide solutions or provide direction/escalation to Tyler Development
- Consult on pre-sales in regards to system requirements
- Troubleshoot server and workstation issues
- Migrate Tyler Applications and databases to new hardware
- Maintain systems and provide Database and Server Administration
- Provide proactive monitoring of Tyler Application/DB server(s)
- Perform server transfers, database analysis, file system cleanup, and backup verification.
- Assists with database refreshes, LDAP synchronization, and loading releases

5.2 City of Hanford, CA Roles and Responsibilities

City of Hanford, CA resources will be assigned prior to the start of each Phase of the project. One person may be assigned to multiple project roles.

5.2.1 City of Hanford, CA Executive Sponsor

- Provides clear direction for the Project and how the Project applies to the organization's overall strategy
- Champions the project at the executive level to secure buy-in
- Authorizes required project resources
- Resolves all decisions and/or issues not resolved at the City of Hanford, CA steering committee level as part of the escalation process
- Actively participates in organizational change communications

5.2.2 City of Hanford, CA Steering Committee

- Works to resolve all decisions and/or issues not resolved at the Project Manager level as part of the escalation process
- Attends all scheduled steering committee meetings
- Provides support for the project team
- Assists with communicating key project messages throughout the organization
- Prioritizes the project within the organization
- Provides management support for the project to ensure it is staffed appropriately and staff have necessary resources
- Monitors project progress including progress towards agreed upon goals and objectives
- Has the authority to approve or deny changes impacting the following areas:
 - Cost
 - Scope
 - Schedule
 - project Goals
 - City of Hanford, CA Policies

5.2.3 City of Hanford, CA Project Manager

The City of Hanford, CA shall assign Project Manager(s) prior to the start of this project with overall responsibility and authority to make decisions related to project Scope, scheduling, and task assignment, and communicates decisions and commitments to the Tyler Project Manager(s) in a timely and efficient manner. When the City of Hanford, CA Project Manager(s) do not have the knowledge or authority to make decisions, he or she engages the correct resources from City of Hanford, CA to participate in discussions and make decisions in a timely fashion to avoid project delays.

- Contract Management
 - Validates contract compliance throughout the project
 - Ensures invoicing and Deliverables meet contract requirements
 - Acts as primary point of contact for all contract and invoicing questions

- Signs off on contract milestone acknowledgment documents
- Collaborates on and approves Change Requests, if needed, to ensure proper Scope and budgetary compliance
- Planning
 - Review and acknowledge Implementation Management Plan
 - Defines project tasks and resource requirements for County project team
 - Collaborates in the development and approval of the initial Project Plan and Project Plan
 - Collaborates with Tyler Project Manager(s) to plan and schedule project timelines to achieve on-time implementation
- Implementation Management
 - Tightly manages project budget and Scope and collaborates with Tyler Project Manager(s) to establish a process and approval matrix to ensure Scope changes and budget planned versus actual are transparent and handled effectively and efficiently
 - Collaborates with Tyler Project Manager to establish and manage a schedule and resource plan that properly supports the project Plan, as a whole, that is also in balance with Scope/budget
 - Collaborates with Tyler Project Manager(s) to establishes risk/issue tracking/reporting process between the City of Hanford, CA and Tyler and takes all necessary steps to proactively mitigate these items or communicates with transparency to Tyler any items that may impact the outcomes of the project
 - Collaborates with Tyler Project Manager(s) to establish key business drivers and success indicators that will help to govern project activities and key decisions to ensure a quality outcome of the project
 - Routinely communicates with both City of Hanford, CA staff and Tyler, aiding in the understanding of goals, objectives, current status, and health of the project by all team members
- Team Management
 - Acts as liaison between project team and stakeholders
 - Identifies and coordinates all City of Hanford, CA resources across all modules, Phases, and activities including data conversions, forms design, hardware and software installation, reports building, and satisfying invoices
 - Provides direction and support to project team
 - Builds partnerships among the various stakeholders, negotiating authority to move the project forward
 - Manages the appropriate assignment and timely completion of tasks as defined in the project plan, task list, and production cutover checklist
 - Assesses team performance and takes corrective action, if needed
 - Provides guidance to City of Hanford, CA technical teams to ensure appropriate response and collaboration with Tyler technical support teams to ensure timely response and appropriate resolution
 - Coordinates in Scope 3rd party providers to align activities with ongoing project tasks

5.2.4 City of Hanford, CA Functional Leads

- Makes business process change decisions under time sensitive conditions
- Communicates existing business processes and procedures to Tyler consultants
- Assists in identifying business process changes that may require escalation
- Attends and contributes business process expertise for current/future state analysis sessions
- Identifies and includes additional subject matter experts to participate in current/future state analysis sessions
- Provides business process change support during Power User and End User training
- Completes performance tracking review with client project team on End User competency on trained topics
- Provides Power and End Users with dedicated time to complete required homework tasks
- Act as an ambassador/champion of change for the new process.
- Identifies and communicates any additional training needs or scheduling conflicts to City of Hanford, CA Project Manager
- Prepares and Validates Forms
- Actively participates in all aspects of the implementation, including, but not limited to, the following key activities:
 - Task completion
 - Stakeholder Presentation
 - Implementation Management Plan development
 - Schedule development
 - Maintenance and monitoring of risk register
 - Escalation of issues
 - Communication with Tyler project team
 - Coordination of City of Hanford, CA resources
 - Attendance at scheduled sessions
 - Change Management activities
 - Customization specification, demonstrations, testing and approval assistance
 - Conversion Analysis and Verification Assistance
 - Decentralized End User Training
 - Process Testing
 - User Acceptance Testing

5.2.5 City of Hanford, CA Power Users

- Participate in project activities as required by the project team and Project Manager(s)
- Provide subject matter expertise on City of Hanford, CA business processes and requirements
- Act as subject matter experts and attend current/future state and validation sessions as needed
- Attend all scheduled training sessions
- Participate in all required post-training processes as needed throughout project
- Participate in conversion Validation
- Test all Application configuration to ensure it satisfies business process requirements
- Become Application experts
- Participate in User Acceptance Testing
- Adopt and support changed procedures

- Complete all Deliverables by the due dates defined in the Project Plan
- Demonstrate competency with Tyler products processing prior to Production Cutover
- Provide knowledge transfer to City of Hanford, CA staff during and after implementation

5.2.6 City of Hanford, CA End Users

- Attend all scheduled training sessions
- Become proficient in Application functions related to job duties
- Adopt and utilize changed procedures
- Complete all Deliverables by the due dates defined in the Project Plan
- Utilize software to perform job functions at and beyond Production Cutover

5.2.7 City of Hanford, CA Technical Support

- Coordinates updates and releases with Tyler as needed
- Coordinates the copying of source databases to training/testing databases as needed for training days
- Extracts and transmits conversion data and control reports from City of Hanford, CA's Legacy System per the conversion schedule set forth in the Project Plan
- Coordinates and adds new users and printers and other Peripherals as needed
- Validates all users understand log-on process and have necessary permission for all training sessions
- Coordinates Interface development for City of Hanford, CA 3rd party Data Exchanges.
- Develops or assists in creating Reports as needed
- Ensures onsite system hardware meets specifications provided by Tyler
- Assists with software deployment as needed

5.2.8 City of Hanford, CA Upgrade Coordinator

- Becomes familiar with the Software Upgrade process and required steps
- Becomes familiar with Tyler's releases and updates
- Utilizes Tyler Community to stay abreast of the latest Tyler releases and updates, as well as the latest helpful tools to manage the City of Hanford, CA's Software Upgrade process
- Assists with the Software Upgrade process during implementation
- Manages Software Upgrade activities post-implementation
- Manages Software Upgrade plan activities
- Coordinates Software Upgrade plan activities with City of Hanford, CA and Tyler resources
- Communicates changes affecting users and department stakeholders
- Obtains department stakeholder sign-offs to upgrade production environment

5.2.9 City of Hanford, CA project Toolset Coordinator

- Ensures users have appropriate access to Tyler project toolsets such as Tyler University, Tyler Community, Tyler Product Knowledgebase, SharePoint, etc.
- Conducts training on proper use of toolsets
- Validates completion of required assignments using toolsets

5.2.10 City of Hanford, CA Change Management Lead

- Validates users receive timely and thorough communication regarding process changes
- Provides coaching to Supervisors to prepare them to support users through the project changes
- Identifies the impact areas resulting from project activities and develops a plan to address them proactively
- Identifies areas of resistance and develops a plan to reinforce the change
- Monitors post-production performance and new process adherence

6 Glossary

Word or Term	Definition
Accountable	The person who is ultimately accountable for decisions being made on a task.
Application	A computer program designed to perform a group of coordinated functions, tasks or activities for the benefit of the user.
Build Blueprint	A document recording future state decisions intended to allow Tyler to satisfy business needs/requirements during the Build & Validate Stage through configuration and setups to develop the final solution. A means for the City of Hanford, CA to Validate what was agreed to be in Scope has been Delivered.
Business Requirements Document	A specification document used to describe City of Hanford, CA requirements not available through Tyler software functionality, which will lead to a Modification with City of Hanford, CA acceptance.
Change Control	A systematic approach for managing change governing how Change Requests will be received, assessed and acted on.
Change Management	An approach for ensuring that changes are thoroughly and smoothly implemented and that the lasting benefits of change are achieved. The focus is on the global impact of change with an intense focus on people and how individuals and teams move from the current situation to the new one.
Change Request	A form used as part of the Change Control process whereby changes in the Scope of work, timeline, resources, and/or budget are revised and agreed upon by participating parties.
Consulted	Anyone who must be consulted with prior to a decision being made and/or the task being completed
Consumables	Items that are used on a recurring basis, usually by Peripherals. Examples: paper stock or scanner cleaning kits.
Control Point	Occurring at the end of each Stage, the Control Point serves as a formal client review point. Project progress cannot continue until the client acknowledges the agreed upon Deliverables of the Stage have been met or agree on an action plan to make the Deliverable acceptable and move to next Stage while executing final steps of current Stage.
Data Exchange	A term used to reference Imports and Exports, and Interfaces which allow data to be exchanged between an external system and Tyler software.
Data Mapping	The process of mapping fields from the Legacy System to the appropriate location in the new system from one or more sources.
Deliverable	A tangible or intangible object/document produced as a result of the Project that is intended to be delivered to a client (either internal or external) or vendor at a specific time.
End User	The person for whom the software is designed to use on a day-to-day basis.

Forms	A document which is typically printed on a template background and only captures data for one record per page. Forms are provided to entity customers whether internal (employees) or external (citizens).
Imports and Exports	A process within the system that a user is expected to run to consume (Import) or produce (Export) a specifically defined file format/layout.
Informed	Anyone who will be updated when decisions are made, or a task is completed.
Install	References the initial Installation of software files on client servers and preparing the software for use during configuration. The version currently available for general release will always be used during the initial Install.
Interface	A real-time or automated exchange of data between two systems.
Legacy System	The system from which a client is converting.
Modification	Modification of software program package to provide individual client requirements documented within the Scope of the Agreement.
Peripherals	An auxiliary device that connects to and works with the computer in some way. Examples: mouse, keyboard, scanner, external drive, microphone, speaker, webcam, and digital camera.
Phase	A portion of the Project in which specific set of related products are typically implemented. Phases each have an independent start, Production Cutover and closure dates but use the same Implementation Plans as other Phases within the Project. Phases may overlap or be sequential and may have the same Tyler Project Manager and Tyler project team or different individuals assigned.
Power User	An experienced client person or group who is (are) an expert(s) in the client business processes, as well as knowledgeable in the requirements and acceptance criteria.
Production Cutover	The City of Hanford, CA is using the Tyler software to conduct daily operations.
Project	The Project includes all implementation activity from Plan & Initiate to Closure for all products, Applications and functionality included in a single Agreement. The Project may be broken down into multiple Phases.
Project Plan	The Project Plan serves as the master roadmap for the Project. The Project Plan will be the detailed task list of the essential activities to be performed to complete the Project. Each activity will have owner(s), participant(s) if applicable, start date, and due dates. The Project Plan is a living document and will be updated quarterly with the detailed tasks for the next future quarter; only high-level tasks with rough timeframes will be plotted out beyond this.

Project Planning Meeting	Occurs during the Plan & Initiate Stage to coordinate with the Client Project Manager to discuss Scope, information needed for project scheduling and resources.
RACI	A chart describing level of participation by various roles in completing tasks or Deliverables for a Project or process. Also known as a responsibility assignment matrix (RAM) or linear responsibility chart (LRC).
Reports	Formatted to return information related to multiple records in a structured format. Information is typically presented in both detail and summary form for a user to consume.
Responsible	The person who will be completing the task.
Scope	Products and services that are included in the Agreement.
Software Upgrade	References the act of updating software files to a newer software release.
Stage	The top-level components of the WBS. Each Stage is repeated for individual Phases of the Project and requires acknowledgement before continuing to the next Stage. Some tasks in the next Stage may begin before the prior Stage is complete.
Stakeholder Presentation	Representatives of the Tyler implementation team will meet with key client representatives to present high level project expectations and outline how Tyler and the Client can successfully partner to create an environment for a successful implementation.
Standard	Included in the base software (out of the box) package.
Statement of Work (SOW)	Document which will provide supporting detail to the Agreement defining project -specific activities and Deliverables Tyler will provide to the client.
Validation (or to validate)	The process of testing and approving that a specific Deliverable, process, program or product is working as expected.
Work Breakdown Structure (WBS)	A hierarchical representation of a Project or Phase broken down into smaller, more manageable components.

7 Tyler Resources Purchased - EnerGov

Tyler's complete EnerGov proposal as set forth in the Investment Summary have been defined within the project as follows:

7.1 Business Scope (Transactions and Automation)

- Unique Business Transactions in Scope = up to 10 Transactions
- Template Business Transactions in Scope = up to 10 Transactions
- Geo-Rules within Scope = up to 8 Geo-Rules
- Intelligent Objects and IAA's within Scope = up to 8 IO/IAA
- Custom Reports/Output documents within scope = up to 11 forms
- Integrations within scope = 0 No integrations within Scope (agency to leverage EnerGov SDK/API)
- Data Conversion Sources within scope = 1 (per data source)

7.2 "Business transaction" is defined by:

- Unique workflow or business process steps & actions (including output actions)
- Unique Automation logic (IO logic etc)
- Unique Fee assessment / configuration definition
- Unique Custom fields/forms definition

Uniqueness of any of these mentioned parameters regulates the need for a unique business case transaction design document and configuration event

7.3 "Template" transaction is defined by:

- A pre-defined and pre-configured EnerGov best management business process.

7.4 "Geo-Rule" is defined by:

- An automation event that is triggered by a condition configured around the source Esri geodatabase. Current geo-rule events are:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Alert | <ul style="list-style-type: none"> • Displays a pop-up with a custom message to the user, notifying them of certain spatial data (i.e. noise abatement zones; flood zones; etc.). |
| <ul style="list-style-type: none"> • Block | <ul style="list-style-type: none"> • Places a block on the case and prevents any progress or updates from occurring on the record (i.e. no status changes can be completed, no fees can be paid, the workflow cannot be managed, etc.) |
| <ul style="list-style-type: none"> • Block with Override | <ul style="list-style-type: none"> • Places a block on the case and prevents any progress or updates from occurring on the record (i.e. no status changes can be completed, no fees can be paid, the workflow cannot be |

managed, etc.) However, the block can be overridden by end-users who have been given the proper securities.

- | | |
|--|---|
| <ul style="list-style-type: none"> • Fee Date | <ul style="list-style-type: none"> • Populates the CPI vesting date on the record if vesting maps are used by the jurisdiction. |
| <ul style="list-style-type: none"> • Filed Mapping | <ul style="list-style-type: none"> • A custom field or any field inherent in the EnerGov application can automatically populate with information based on spatial data. |
| <ul style="list-style-type: none"> • Required Action | <ul style="list-style-type: none"> • A workflow action can automatically populate in the workflow details for the particular record (i.e. plan, permit, code case, etc.) that requires the action based on certain spatial data related to the case. |
| <ul style="list-style-type: none"> • Required Step | <ul style="list-style-type: none"> • A workflow step can automatically populate in the workflow details for the particular record (i.e. plan, permit, code case, etc.) that requires the step based on certain spatial data related to the case. |
| <ul style="list-style-type: none"> • Zone Mapping | <ul style="list-style-type: none"> • The zone(s) automatically populate on the “Zones” tab of the record (i.e. plan, permit, code case, etc.). |

7.4.1 “Intelligent Object (IO)” is defined by:

- Key components for automatically and reactively triggering geo-rules, computing fees, and generating emails, alerts and other notifications.

7.4.2 “Intelligent Automation Agent (IAA)” is defined by:

- A tool designed to automate task in a proactive manner by setting values and generating emails and other tasks. On a nightly basis, a Windows service sweeps the EnerGov system looking for IAA conditions that have been met, and the associated actions are then performed. The IAA does not generate alerts or errors.

7.4.3 “EnerGov SDK API (Toolkits)” are defined by:

- API’s developed by Tyler Technologies for the purpose of extending the EnerGov Framework and functionality to external agencies and systems. Full documentation is available for each toolkit upon request.

Note: The EnerGov toolkits and related documentation are simply tools that allow clients to create applications and integrations. The purchase of a toolkit does not imply any development related services from Tyler Technologies. The client is responsible for working with their IT staff and VAR’s to develop any necessary applications and integrations except as otherwise noted in the Investment Summary for any “in-scope” integrations.

8 Munis Conversion Summary

8.1 Accounting COA

- Chart of Accounts segments, objects, character codes, project codes (if applicable), organization codes (if applicable), control accounts budget rollups, fund attributes, due to/due from accounts
- Requires the use of a Tyler provided spreadsheet for design and entry of the data to be converted

8.2 Accounting - Actuals

- Summary account balances
- Up to 3 years

8.3 Accounting - Budgets

- Original budget, budget adjustments, revised budget summaries for accounts
- Up to 3 years

8.4 Accounts Payable Master

- Vendor Master file including names, addresses, SSN/FID, contacts, phone numbers
- Multiple remittance addresses
- Year-to-date 1099 amounts

8.5 Accounts Payable - Checks

- Check header data including vendor, warrant, check number, check date, overall check amount, GL cash account and clearing information
- Check detail data including related document and invoice numbers for each check

8.6 Accounts Payable - Invoices

- Invoice header data containing general information for the invoice
- Invoice detail data containing line-specific information for the invoice

8.7 Contracts

- Contract header detail with many fields available to convert including fiscal year and period, vendor number, department code, description, enforcement method code, dates for award, approval, entry and expiration, retention information, user-defined type and review codes, status code, user id for entry and approver. Additional fields are also available.
- Contract detail including line item account and amount detail

8.8 Capital Assets Master

- Asset description, status, acquisition quantity, date and amount, codes for asset class, subclass, department, custodian, flags for capitalization and depreciation, estimated life, serial number, model, model year, depreciation method, life-to-date depreciation amount, last depreciation date, disposal information (if any), purchase information, if any (vendor, PO, Invoice)

8.9 General Billing CID

- Customer information

8.10 Project Grant Accounting

- Segments, account strings and fund string allocation table
- Requires the use of a Tyler provided (Chart of Accounts) spreadsheet for design and entry of the data to be converted

8.11 Project Grant Accounting - Actuals

- Summary project ledger string balances
- Up to 3 years

8.12 Purchase Orders

- Open purchase orders header data including vendor, buyer, date, accounting information, etc.
- Open purchase orders detail data including line item descriptions, quantities, amounts, etc.

8.13 Payroll

- Payroll Employee Master data including data such as name, address, SSN, legacy employee ID, date of birth, hire date, activity status (such as active/inactive), leave/termination code and date, phone(s), e-address, marital status, gender, race, personnel status (such as full-time, part-time, etc.), highest degree, advice-delivery (print/email/both) and check location, plus primary group, job, location, and account information

8.14 Payroll – Accrual Balances

- Employee Accrual Balances including Vacation, Holiday, and other Leave balances
- Start of year balance, earned to date, used to date

8.15 Payroll - Deductions

- Employee Deductions - including employee ID, deduction codes, tax information, and direct deposit information

8.16 Payroll – Accumulators

- YTD, QTD, MTD amounts for employee pay and deductions
- Needed for mid-calendar-year go-live
- May not be needed if converting earnings/deductions history

8.17 Payroll – Check History

- Up to 5 years, additional years must be quoted. We convert amounts for earnings and deductions in employee check history, check number and date.

8.18 Payroll – Earning/Deduction Hist.

- Up to 5 years, additional years must be quoted. Earning and deduction history broken down my individual codes (earnings and deduction) and amounts per pay period, the detail of these lines, sums the check history in opt 4.

8.19 Payroll – Applicant Tracking

- Application requisition applicant master data, plus applicant references, certifications, education, skills, tests, work history, and interviews

8.20 Payroll – PM Action History

- A variety of Personnel actions, such as job or salary changes and dates these events occurred.

8.21 Utility Billing

- Account Master data including previous and current customer owner information- address info, phone, fax, SSN number, FID number, account status, parcel number, location street, apartment, city, state, zip, book number, read sequence, account start and end date, EFT bank information

8.22 Utility Billing –Services

- Service data for each account including service codes, status, type, factor, condo units, bill cycle codes, budget information, winter usage, meter readings (current and previous), meter usage (current and previous), sales tax information

8.23 Utility Billing –Assessments

- Assessments are improvement costs that are spread across to property owner
- Utility Billing conversion option 4 (balance forward AR) must also be purchased in order to convert assessments

8.24 Utility Billing –Consumption History

- History of meter readings, usage, read dates, usage days, bill amounts, bill dates, read codes

8.25 Utility Billing –Balance Forward AR

- Total balance due on the account, or by charge code
- If late penalties will be applied in Munis after the conversion, balance forward amounts must be converted by charge code

8.26 Utility Billing –Service Orders

- Service Orders data associated with accounts, including meter repairs, checks for leaky meter, reread a meter due to high reading

8.27 Asset Maintenance – Closed Work Order History No Cost Data

- Work Order History with no cost data, this is the basic work order information, the work order number, comments, contacts, description, user defined fields.

8.28 Asset Maintenance – Work Order Asset

- Asset Maintenance tables for all work order asset types. These tables contain the detail of the asset based on the type e.g. Equipment, infrastructure, fleet etc.

8.29 Asset Maintenance – Work Order History with Cost Data

- Work Order History with cost data, everything included in option 2 but integrated with several other Munis modules such as Inventory or Payroll, linking employee numbers, customer number, Inventory items, etc.

8.30 Animal License Master

- Animal, name, breed, color, rabies date, registration fee, paid amount

8.31 Animal License - Bills

- Animal license billing information



Exhibit F Agreement For Tyler Systems Management ("TSM")

Invoice to: City of Hanford, CA ("CUSTOMER")

Contact: Darrel Pyle, City Manager

Address: 315 North Douty St., Hanford, CA 93230

Telephone: (209) 585-2505

CUSTOMER agrees to purchase, and Tyler Technologies, Inc. ("TYLER") agrees to provide, the services listed below in accordance with the following terms and conditions.

I. Term of Agreement:

This Tyler Systems Management Agreement (herein "TSM Agreement") is effective as of the Available Download Date of the License and Services Agreement ("Agreement") between TYLER and the CUSTOMER and shall remain in force for an initial one (1) year term. Upon expiration of that initial term, the TSM Agreement will automatically renew for additional one year terms, at Tyler's then-current rates, unless terminated by either party at least thirty (30) days' in advance of the upcoming renewal date.

The headings used in the TSM Agreement are for reference purposes only and shall not be deemed a part of this TSM Agreement.

II. Scope of the Agreement:

Both parties acknowledge that this TSM Agreement covers only the services described below, for the internal business operations of:

City of Hanford

III. Payment:

1. As set forth in the Invoicing and Payment Policy (Exhibit B to the Agreement), CUSTOMER agrees to pay TYLER the year one fee for the services described below. This payment is due and payable as indicated in Exhibit B. Thereafter, payments for any renewal period will be due annually in advance. Payment terms are net forty-five (45) days from invoice date.
2. Additional Charges. Any systems management services and/or related materials performed or supplied by TYLER for CUSTOMER that are not in-scope, as defined herein, will be invoiced to CUSTOMER on a time and materials basis at TYLER'S then-current rates

IV. Covered System:



Window Servers that are required to run the Tyler Munis and EnerGov applications.

V. Scope of Services: TYLER will provide the following services for the benefit of CUSTOMER:

- a. TYLER SYSTEMS MANAGEMENT Service is available during TYLER's then-current business hours. TYLER'S current business hours are set forth at <http://www.tylertech.com/client-support>. CUSTOMER may contact a TSM technician using the contact information set forth at <http://www.tylertech.com/client-support>. Calls will be recorded and answered on a first in first out basis, except on reports that declare CUSTOMER's system down, in which case CUSTOMER's call will be moved to the head of the queue
- b. TSM services are restricted to the primary production server(s) that the Tyler Software subject to this TSM Agreement is installed on.
- c. Environments: Database administration services are restricted to three TYLER environments: one live environment, one training environment, and one test environment.
 - (1) In cases where additional databases exist, each additional database will be subject to additional fees, which TYLER will quote to CUSTOMER at TYLER's then-current rates.
- d. Application Software: In-scope TSM services include two complete sets of the Tyler Software subject to this TSM Agreement: one live set and one test/train set.
- e. Required Foundation Software: TSM services include the support and installation of all foundation software TYLER requires CUSTOMER to procure to utilize one live, one train and one test database. Required foundation software is set forth at <https://check.tylertech.com/>. TYLER does not support, and this TSM Agreement does not include support services for, any third party product that is not required foundation software. TYLER will reasonably cooperate with CUSTOMER in investigating issues within the Tyler Software that may be created by a third party product, but it is CUSTOMER's responsibility to pursue support on third party products directly from that vendor or its authorized partners.
- f. TYLER will also perform system administrative tasks on the installed operating system and database administrative tasks on the installed database engine software.
- g. TYLER will also provide a remote installation and configuration of a new or upgraded server, at CUSTOMER'S request, once every two (2) years.

VI. CUSTOMER Responsibilities:

- a. CUSTOMER shall provide, at no charge to TYLER, full and free access to the programs covered hereunder, including working space; adequate facilities within a reasonable distance from the equipment; and use of machines, attachments, features, or other equipment necessary to provide the specified support and maintenance service.
- b. CUSTOMER shall install and maintain for the duration of this TSM Agreement a stable high speed network connection available for remote connections. CUSTOMER shall pay for installation, maintenance and use



of such equipment and associated communication line use charges. TYLER, at its option, shall use this remote interface in connection with error correction.

VI. General

- a. **Non-Assignability:** CUSTOMER shall not have the right to assign or transfer its rights hereunder to any party.
- b. **Excused Non-Performance:** TYLER shall not be responsible for delays in servicing the products covered by this TSM Agreement caused by strikes, lockouts, riots, epidemic, war, government regulations, fire, power failure, acts of God, or other causes beyond its control.
- c. **Limitation of Liability:** TYLER'S liability hereunder shall not exceed CUSTOMER'S actual, direct damages, not to exceed the TSM services fees paid for the year in which CUSTOMER'S claim accrues. CUSTOMER SHALL NOT, IN ANY EVENT, BE ENTITLED TO, AND TYLER SHALL NOT BE LIABLE FOR, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE, EVEN IF TYLER TECHNOLOGIES HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, IRRESPECTIVE OF THE NATURE OF CUSTOMER'S CLAIM.
- d. **Governing Law:** This TSM Agreement shall be governed by, and construed in accordance with, the laws of CUSTOMER's state of domicile. The invalidity or unenforceability of any provisions of this agreement shall not affect the validity or enforceability of any other provision.
- e. **Modification of this Contract:** No modifications or amendment of this TSM Agreement shall be effective unless set forth in writing and signed by both CUSTOMER and TYLER.
- f. **Suspension:** Support and services will be suspended whenever CUSTOMER's account is thirty (30) days overdue. Support and services will be reinstated when CUSTOMER's account is made current by paying all past due fees.
- g. **Reservation of Rights:** TYLER reserves all right, title and interest, including but not limited to intellectual property rights, in and to the Tyler Software, the TSM services, and any services or deliverables related thereto, except as expressly set forth in this TSM Agreement.





AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: B
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SUBJECT:

Parks & Recreation Commission: Development of 4.37 acres west of Hidden Valley Park located on Cortner Street.

RECOMMENDATION:

That the City Council review the recommendation of the Park and Recreation Commission to direct staff to develop a plan for the development of the entire 18 acres west of Hidden Valley Park and to hold a public meeting and provide direction to staff on the development of the 4.37 acres.

Based on the direction of the Council, the recommendation of the Park and Recreation Commission and in recognition that the Parks and Recreation Master Plan needs to be updated following the adoption of the General Plan, staff has prepared several options as follows:

Options:

1. Concur with the recommendation of the Park and Recreation Commission and direct staff to prepare a plan for the development of 18 acres west of Hidden Valley Park. Staff recommends that if this option is chosen that the Council also direct staff on the type of park to be designed and discuss how the park development and maintenance will be funded.
2. Accept the recommendation of the Park and Recreation Commission and direct staff to further refine the design of the 4.37 acres as an active sports area as shown on the attached exhibit. And direct staff to include the project for construction in the proposed Capital Improvement Program for the FY 18/19 Budget.
3. Accept the recommendation of the Park and Recreation Commission and direct the item back to the commission with further instructions on what the City Council is requesting from the Commission, such as specifically identify how the 4.37 acres should be developed, what types of courts or ball fields should be accommodated and whether there should there be lighting, parking, restrooms, etc.

4. Accept the recommendation of the Park and Recreation Commission and direct staff to do more community outreach to identify recreation needs in City parks to better plan the 4.37 acres.

BACKGROUND:

At the February 22, 2018 City Council Goals and Objectives Meeting, Council directed staff to present a plan for the development of a park on 4.37 acres west of Hidden Valley Park to the Parks and Recreation Commission for a recommendation. The 4.37 acres is the size of the parcel that will remain adjacent to the existing park after the construction of Rodgers Road to Cortner Street.

Following the Goals and Objectives meeting, city staff developed a conceptual layout for the 4.37 acre parcel. The park amenities that were included in the design are pickle ball courts, basketball courts, tennis courts and one open grassy area that would accommodate one soccer field, as shown on the attached exhibit. The chosen amenities were included based on statements from the public on types of facilities that are needed in our parks, the need for additional parking and the need to minimize additional landscape area for maintenance. The conceptual design was developed to show what types of amenities could be accommodated and not intended to be final. Two additional considerations for a conceptual plan were that the existing Hidden Valley Park was designed as a passive park and that any additional parkland in the area should be an active recreational area.

On April 9, 2018, the Park and Recreation Commission reviewed the proposed plan and asked many questions of staff. In addition, eight members of the public addressed the Commission during the public comment portion of the meeting in support of the development of the entire 18 acres as a park. Specific statements included that the City should not sell the land, that the City should put the question of whether to sell the land on a ballot, that there is not enough parking or play area in the existing Hidden Valley Park and comments about locked areas being included in park acreage and storm basins being counted as park acreage. For clarification, storm basins are counted as open space in the General Plan, but not park area; and locked sports fields are counted in park acreage in accordance with the General Plan. There were no comments on the proposed plan for 4.37 acres that was presented to the Commission.

Following discussion, the Commission voted on two motions, both of which failed to pass.

Motion 1: Approve the proposed plan as a Phase I, with the intention to develop the remaining 11.6 acres into a future park. Motion 1 failed by a vote of 3 to 4.

Following additional discussion, a second motion was made as follows:

Motion 2: Approve the proposed development of the additional 4.37 acres as presented. Motion 2 failed by a vote of 2 to 5.

After additional questions and discussion, the following motion was made and passed.

Motion 3: Recommend that the City Council direct City staff to develop a plan for the design of the full 18 acre parcel west of Hidden Valley and that the Council hold a public meeting to discuss this issue. Motion 3 passed by a vote of 5 to 2.

General Plan Goals and Policies

The General Plan and Zoning Map identify the 4.37 acres as Low Density Residential and R-L-5 respectively. The development of a park in the R-L-5 zone district is a permitted use as shown in Table 17.08.020, Line 57 of the Hanford Municipal Code.

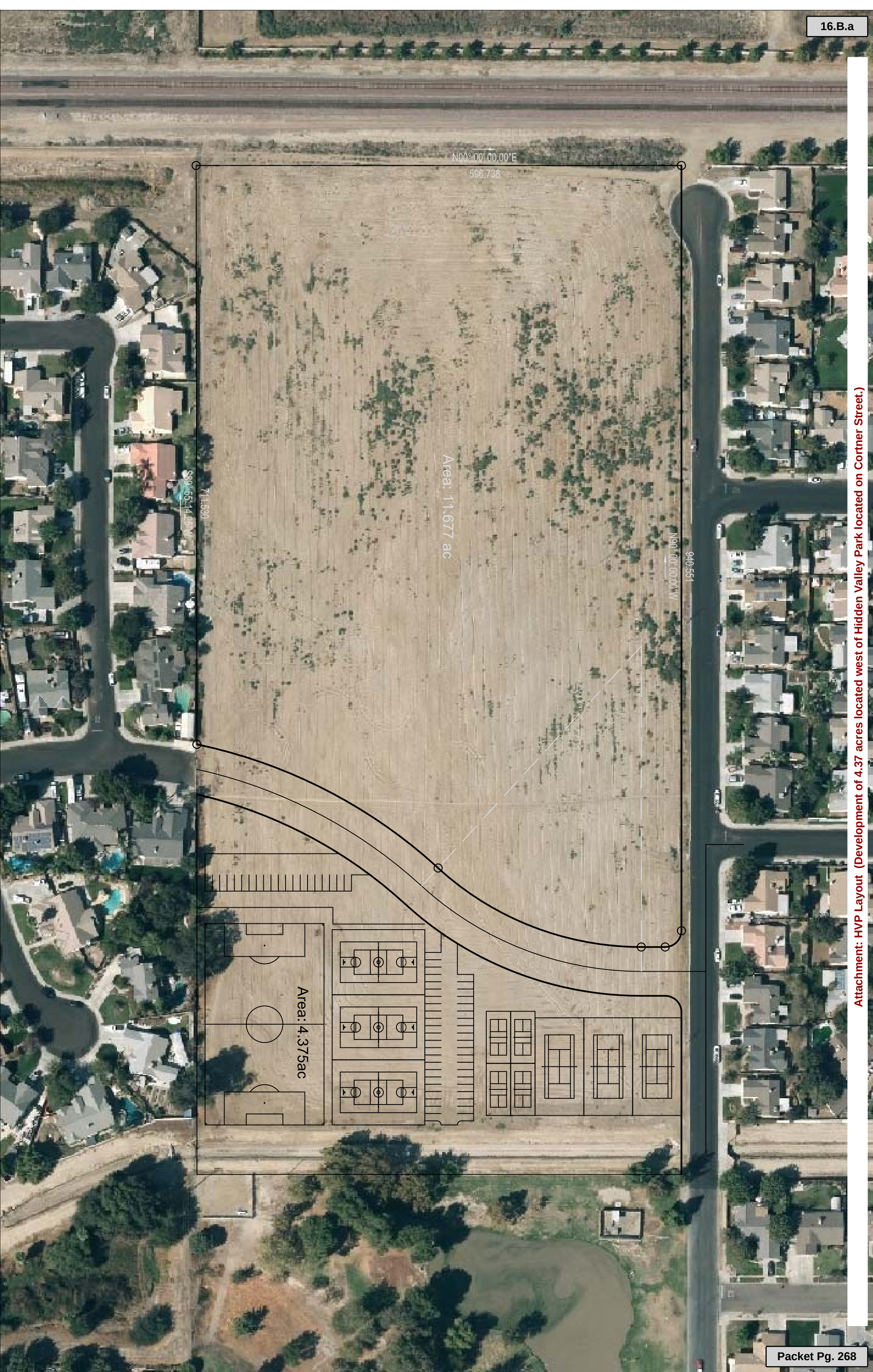
The development of a 4.37 acre park would increase the park acreage in Hanford. As of the time of the General Plan adoption in 2017, the City had 5.2 acres per 1,000 persons. An additional 6 acres has been added to the total since the adoption of the General Plan through the development of neighborhood parks as development occurs and an additional 17 acres remains to be developed in the approved Live Oak Master Plan.

FISCAL IMPACT:

Funds have not been budgeted to develop the 18 acres west of Hidden Valley Park or the 4.37 acre park. There is \$100,000 budgeted for the design of a park at this location, in the Capital Improvement Project budget.

ATTACHMENTS:

HVP Layout



Attachment: HVP Layout (Development of 4.37 acres located west of Hidden Valley Park located on Cortner Street.)



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: C
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SUBJECT:

Utilities and Engineering: Award a contract to West Valley Construction of Campbell, CA in the amount of \$1,568,697.00 for the Flat to Meter Service Conversion Project, appropriate an additional \$259,132.00 from Water Capital Reserves, and establish a construction contingency of \$78,435.00.

RECOMMENDATION:

That the City Council, by motion,

1. Award a contract to West Valley Construction of Campbell, CA in the amount of \$1,568,697.00 for the Flat to Meter Service Conversion Project.
2. Appropriate an additional \$259,132.00 from Water Capital Reserves.
3. Establish a construction contingency of \$78,435.00.

BACKGROUND:

In accordance with Council Action, bids were solicited and opened on April 24, 2018 for the Flat to Meter Service Conversion Project. This project will involve the installation of water meters and automated meter reading devices on the City's 2586 flat rate accounts. City staff inventoried the flat meter accounts and prepared specifications that include multiple installation requirements depending on the status of the current water service.

A total of two (2) bids were received, ranging from a low bid of \$1,568,697.00 from West Valley Construction of Campbell, CA, to a high bid of \$1,682,869.95. A copy of the Bid Tabulation is attached for Council Review.

The contract stipulates that the Project be completed within one hundred fifty (150) calendar days from the date of the Notice to Proceed. For each day of delay beyond the approved time, the Contractor shall be assessed \$500 per day of liquidated damages. If approved, work on this project is expected to begin in May 2018.

FISCAL IMPACT:

The Capital Improvement Program Budget provides \$1,942,500 for construction including contingency, for this project. Council has previously approved \$554,500 of equipment purchases from this account. An additional appropriation of \$259,132.00 from Water Capital Reserves is necessary to fully fund this project. There are sufficient funds in the Water Capital Reserves to fully fund this project and all currently planned projects. A copy of the budget page is attached for Council review.

ATTACHMENTS:

Flat to Meter Budget Page
Bid Schedule-Flat to Meter

Flat to Meter Conversion

Project Background:

This project will replace all of the old flat rate accounts within the City to metered services.

Existing Conditions:

The City has approximately 2500 non-metered connections that are still within the City's service area. The City has been required by the State of California to expedite the installation of meters on all accounts.

Project Justification:

Fiscal Implications:

Funding for the Flat to Meter Conversion will be allocated from water capital reserves.

Project Budget Summary:

		6-Year Funding Allocation					
		2017	2018	2019	2020	2021	2022
Expenditure	Program or Project		Construction				
	Engineering / Inspection		50,000				
	Construction		1,850,000				
	Contingency		92,500				
	Department Overhead		7,500				
Total Expenditure		\$0	\$2,000,000	\$0	\$0	\$0	\$0
Revenue	Funding						
	391 Water Capital		2,000,000				
Total Funding		\$0	\$2,000,000	\$0	\$0	\$0	\$0

Attachment: Flat to Meter Budget Page (UE: Award the Flat Rate to Meter Conversion Project)

Flat to Metered Service Conversion Project
391-2910-818644

April 24, 2018, 2:00 pm

1

2

West Valley Construction
Company, Inc.

Lentz Construction

			License Number		174968	841575
ITEM	QUANTITY	UNIT	Unit Cost	Subtotal	Unit Cost	Subtotal
1 B16 Box, Angle Meter Stop, and Meter	18	EA	834.00	\$15,012.00	\$640.26	\$11,524.68
2 B16 Box, Angle Meter Stop, Meter, with Concrete	8	EA	1,634.00	\$13,072.00	\$1,670.36	\$13,362.88
3 B16 Box and Meter	1,048	EA	714.00	\$748,272.00	\$563.08	\$590,107.84
4 B16 Box and Meter with Concrete	229	EA	1,515.00	\$346,935.00	\$1,302.00	\$298,158.00
5 B16 Lid and Meter	1,264	EA	170.00	\$214,880.00	\$245.66	\$310,514.24
6 B40 Box and Meter	3	EA	2,151.00	\$6,453.00	\$720.00	\$2,160.00
7 B40 Box and Meter with Concrete	5	EA	2,950.00	\$14,750.00	\$1,686.00	\$8,430.00
8 B40 Lid and Meter	1	EA	520.00	\$520.00	\$360.00	\$360.00
9 B48 Lid and Meter	1	EA	1,938.00	\$1,938.00	\$478.00	\$478.00
10 Tap New 1" Service, B16 Box and Meter	1	EA	4,100.00	\$4,100.00	\$20,173.00	\$20,173.00
11 Tap New 1" Service, B16 Box and Meter with Concrete	1	EA	4,900.00	\$4,900.00	\$20,173.00	\$20,173.00
12 Tap New 1" Service, B16 Blid and Meter	1	EA	4,000.00	\$4,000.00	\$20,173.00	\$20,173.00
13 Tap New 2" Service, B40 Box and Meter	3	EA	5,300.00	\$15,900.00	\$19,453.00	\$58,359.00
14 Tap New 2" Service, B40 Box and Meter with Concrete	3	EA	6,130.00	\$18,390.00	\$18,857.66	\$56,572.98
15 Site Preparation and Mobilization	1	LS	159,575.00	\$159,575.00	\$218,817.25	\$218,817.25
				\$1,568,697.00		\$1,629,363.87

Total written in Bid if discrepancy exists

\$1,682,869.95

Attachment: Bid Schedule-Flat to Meter (UE: Award the Flat Rate to Meter Conversion Project)



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: D
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SUBJECT:

Police: Approve purchase of three Police Patrol Cars in the amount of \$153,000

RECOMMENDATION:

That City Council approve by motion, approve the purchase of a three new Dodge Charger Patrol Cars and equipment in the amount of \$153,000.00

Fiscal Impact- The cost of these items will come from excess funds from the Lemoore Dispatch Contract for FY 17-18.

BACKGROUND:

These vehicle will be added to the assigned vehicle program for the Patrol Division. Currently the Police Department has 14 assigned patrol cars and 13 shared patrol cars. The 14 assigned patrol cars have a much longer service life and lower cost of maintenance. These vehicles will be added to the assigned vehicle program as we continue to fully implement this cost saving program.

The cost per vehicle and associated equipment is;

Vehicle: Dodge Charger: 28,800. State contract Pricing

Radio: 3,750. Motorola Solutions

Mobile Data unit: 5,300. Datalux

Cradlepoint receiver system: 1050. QPCS

Lights, Sirens, cage, wiring: 12100-+. Cooks Communications

Total cost per vehicle of \$51,000

FISCAL IMPACT:

The cost of these items will come from excess funds from the Lemoore Dispatch Contract for FY 17-18.

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018

AGENDA SECTION: E

SUBJECT:

Police: Approve purchase of office furniture, IT equipment and interview room recording solution in the amount of no more than \$143,000.

Recommendations: That the Council by motion approve the purchase of office furniture, IT equipment and interview room recording solution for the new Police Investigations buildings.

Background:

The Hanford Police Department is nearing completion for the remodeling of 422 N. Douty Street for use by the Investigations Division. This new building has been paid for through Police Impact fees. The contract was awarded to Carvalho Construction of Hanford and should be completed in the next month.

Not included in the project was the office furniture, specific IT infrastructure and a networked interview room solution. These items are needed prior to completion for Officers to be able to use the space.

The office furniture in the current investigations building was used furniture donated to the City over 10 years ago. It is in disrepair and will not fit into the newly designed space. We contacted multiple office furniture companies and recommend Tangram from Fresno CA. They provided the same brand and style of furniture with a saving of over \$40,000 from our normal furniture vendor. Tangram was able to extend government contract pricing to the city. The furniture will cost \$75,000.00 to fully furnish and install into the new building.

In addition to the furniture we need temporary evidence storage lockers and a countertop for evidence processing. The evidence locker to secure temporary evidence is \$7,000.00 storage and processing cabinet will be \$8,700 for a total of \$15,700. The cabinets will be provided by Pyramid Cabinets who constructed cabinets for our newly remolded evidence building along with all of the cabinets for this current construction project.

The IT infrastructure equipment was at the request of the City of Hanford IT manager. This equipment will be used to connect the new building back to our main network and all of our network infrastructure. The cost for the network infrastructure is \$8,000.00

The police department currently uses multiple standalone recording computers for our in-room recording systems. With the addition of our new building we will be adding three new interview rooms.

The product from IVS is a HD networked interview room solution. It provides a central location for storage and backup and allows for viewing from any computer terminal in the Department. This will replace our current interview camera systems to provide a single system for the entire department. This system will cost \$46,715.00.

We have contacted and received quotes from multiple vendors for all of these products. The above vendors provide the best price and value for the products provided.

FISCAL IMPACT:

Fiscal Impact- The cost of these items will come from excess funds from the Lemoore Dispatch Contract for FY 17-18.

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: F
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SUBJECT:

Police: Approve the Renovation of the 911 Dispatch Center

RECOMMENDATION:

That the City Council authorize staff to advance the relocation and renovation of the Dispatch Center from the ground floor to the Briefing Room in the basement of the Police Department.

BACKGROUND:

The Dispatch Center located at the Hanford Police Department has grown significantly in the last 20 years. During that time, the dispatch center grew from two positions and 1 computer to 5 positions, each having 5 monitors operated by three computers on adjustable desks. Additionally, there are multiple computers and monitors running camera systems throughout the City. Building maintenance personnel have identified the fact that existing circuits overloaded which could result in dispatch center power outages.

Utilizing state funding that becomes available every five years for 911 systems upgrades, staff proposes to relocate the Dispatch Center downstairs in the existing briefing room. This room is slightly larger than the current Dispatch Center and will provide space to better facilitate the existing operation. As part of this move, some construction will be done to renovate both the briefing room and the room dispatch will be vacating. This renovation will add 4 electrical circuit breakers to each dispatch console and provide adequate space for new equipment. To move in this fashion, staff will be able to develop the new space without disrupting the entire center at any given time.

Staff has received quotes for the construction and estimates the entire move to cost approximately \$140,000.00. Staff anticipates reimbursement from 911 Upgrade funds to cover the total project costs. The State management of 911 upgrade funding indicates that they insists reimbursement for furniture will be disallowed in the near future, and recommends we proceed and submit for reimbursement by late Summer.

Staff proposes to advance the construction costs utilizing revenues still being paid by the City of Lemoore for Joint Dispatch Service that were not recognized in the budget. This occurred since Lemoore announced it would be leaving to begin a dispatch center on their own. To date, they have not moved to dispatch independence.

If direction is given to proceed, staff will return with formal bids seeking authorization to award construction contracts and furniture purchases on a subsequent Council Agenda.

Other benefits of this move include:

1. New ADA complaint front counter.
2. New briefing room / public engagement room.
3. Renovation of the last two rooms at our existing building.
4. New ergonomic dispatch furniture for dispatch personnel.

FISCAL IMPACT:

ATTACHMENTS:



AGENDA STAFF REPORT

MEETING DATE: 5/1/2018	AGENDA SECTION: G
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SUBJECT:

Administration: Adoption of 2018-19 Fiscal Year Goals and Objectives

RECOMMENDATION:

That the City Council, by motion, adopt the 2018-19 fiscal year Goals and Objectives as summarized following Council's annual Goal Setting workshops.

BACKGROUND:

On the evenings of February 21 and 22, the City Council met in the Training Room to review current Goals and Objectives, and establish the work plan through the development of Goals and Objectives for next Fiscal Year.

This information will serve as the basis for Budget Development for 2018-2019 and will be posted on the City's website.

FISCAL IMPACT:

To be determined.

ATTACHMENTS:

Goals and Objectives Final Adoption 2018-19 4-23-18

Hanford City Government Mission

The Mission of the Hanford City Government is to provide

EXCELLENT MUNICIPAL SERVICES

through a

DEDICATED CITY WORKFORCE

in a

FINANCIALLY RESPONSIBLE MANNER

resulting in

**a GREAT COMMUNITY TO LIVE AND TO HAVE A
BUSINESS.**

City of Hanford

Goals and Objectives

2018-19 Fiscal Year

► TOP Priorities

1. Homeless Service Center Development
2. Public Safety - Fire
 - A. Fire Battalion Chief Position
 - B. Department Reorganization
 - C. Ladder Truck Replacement Plan
3. Public Safety - Police
 - A. Police Activities League (P.A.L.) Position
 - B. School Resource Officer Expansion
4. Deferred Maintenance Reserves Established for Historic Buildings
5. Transparency Best Practices/Public Information Program Analysis

City of Hanford

Work Plan by Department

2018-19

POLICE DEPARTMENT

1. * Homeless Service Center Development
2. * Police Activities League (P.A.L.) Position
3. * School Resource Officer Expansion
4. Police Building Renovations (Support Services Building Completion)
5. Homeless Action Plans (Fall of 2018)
6. Police K-9 Program Expansion (Summer of 2018)
7. City Facilities Security Assessment Plan and Implementation (Winter 2018)
8. City Owned Property Actions (Ongoing)
9. Police Take Home Vehicle Program Completion (Fall 2018)
10. Junior Explorer Program Expansion (Ongoing)
11. Cannabis Ordinance and Tax Measure (Fall 2018)

***Denotes Council Top Priority**

FIRE DEPARTMENT

1. * Battalion Chief Position
2. * Ladder Truck Replacement
3. * Department Reorganization
4. Paramedic Services Evaluation and Report (Fall 2018)
5. Complete Design-Build Fire Station No. 3 (Winter of 2018)
6. Hazardous Materials Unit Evaluation (Winter 2018)
7. Volunteer Firefighter Recruitment (Ongoing)
8. Opticom Signal Pre-Emption Device Replacement (2019)
9. Fire Station No. 1 Bathroom Remodel (Summer 2018)
10. Equipment Needs Assessment

PUBLIC WORKS

1. Street Lighting Upgrade (Fall 2018)
2. Grade Separated Rail Road Crossing at Grangeville Blvd. (Ongoing)
3. Sidewalk Repair Ordinance (Fall 2018)
4. Development Impact Fee Update (Fall 2018)
5. Sustainable Groundwater Management Act (Ongoing)
6. Courthouse Building HVAC Renovation (Fall 2018)
7. Bastille Building Renovation (DPO Analysis underway by Main Street)
8. Enterprise Fund Evaluation of Fees for Service (Next round of increases 7-1-18)
9. Fleet Mechanic Position Addition (Summer 2018)

UTILITIES AND ENGINEERING

1. Radio Meter Read Conversion (Ongoing)
2. Eastside Sewer Trunk Line Project (Out to Bid Winter of 2018)
3. Pedestrian and Bicycle Master Plan Implementation (Summer 2018)

COMMUNITY DEVELOPMENT

1. Master Fee Schedule (Summer 2018)
2. 18 Acre Vacant Lot at Hidden Valley Park (To Be Determined)
3. County Island Annexation (Winter 2018)
4. Subdivision Ordinance (Fall 2018)
5. Cross Valley Rail Study (Ongoing)

PARKS AND RECREATION

1. Parks and Recreation Master Plan Revision (Fall 2018)
2. Signature Event/Festival (Summer 2018)
3. Dead Tree Removal (Ongoing)
4. Recycled Mulch /Weed Control Measures for Median Maintenance (Ongoing)

FINANCE

1. * Develop City Building Maintenance Reserves (Summer 2018)
2. Pension and Benefit Unfunded Liabilities (Summer 2018)
3. Financial Management Software Upgrade (Fall 2018)
4. Improved Transparency (Ongoing)

ADMINISTRATION

1. * Study Session and Analysis of Full-Time vs. Contract for PIO Position (Fall 2018)
2. Management Succession Planning (Summer 2018)
3. City Phone App Development (Summer 2018)
4. Personnel Policy and Manual Updates (Fall 2018)
5. Health Insurance Cost Containment (Ongoing)

Hanford's Vision 2032

Hanford 2032 is a

SAFE ^(A)

FAMILY ORIENTED ^(B) COMMUNITY

Hanford 2032 is a *GROWING CITY* ^(C)

that has preserved a *SMALL TOWN FEELING* ^(D)

Hanford 2032 has a *VIBRANT DOWNTOWN* ^(E)

and a *HEALTHY, DIVERSE ECONOMY* ^(F)

OUR HANFORD COMMUNITY

PARTNERS FOR FUTURE SUCCESS. ^(G)

Vision 2032

Guiding Principles

PRINCIPLE A

SAFE

► Means

1. Reputation and reality as the “safest City in the Valley”
2. Fire Station 4
3. New Police Headquarters building
4. People feeling safe and secure in neighborhoods and throughout the City
5. Reputation: “zero tolerance” for criminal activities, drugs and gangs
6. Timely response to emergency calls for service
7. Fully staffed public safety departments – keeping up with growth
8. Consistent lighting in neighborhoods and throughout the City
9. Buildings and homes meeting City codes with effective compliance
10. Clean, attractive City

PRINCIPLE B**FAMILY ORIENTED****► Means**

1. Good job opportunities with living wages
2. Family-oriented leisure activities and recreational facilities
3. City working with and supporting quality schools and lifelong learning
4. Strong community organizations working with each other and the city for community benefit
5. Strong faith based institutions giving back to the community
6. Sports center with programs and activities
7. Affordable recreational programs and activities
8. Affordable place to live – low cost of living
9. Reputation: “a great place to raise a family”

PRINCIPLE C**GROWING CITY****► Means**

1. General Plan and master plans followed in City policies and decisions
2. Reliable, quality water supply
3. Link between East and West commercial areas
4. Cross Valley Rail on existing track: Huron to Porterville
5. Quality neighborhoods with quality homes, drought tolerant trees and landscaping, sidewalks and parks/libraries
6. Growth paying for growth
7. Range of residential options: multi-family – condos and rentals, town homes, single family, mixed use
8. Southside and eastside development and revitalization with infrastructure and schools
9. Balanced growth throughout the City

PRINCIPLE D**“SMALL TOWN” FEELING****► Means**

1. Having strong community events and festivals that bring people together
2. Residents involved and contributing to the community
3. Acceptance and understanding the diversity of residents
4. New residents, visitors and guests feeling welcome
5. Residents receiving personal services – from City government and businesses
6. Places for residents to gather and enjoy each other and the community
7. Neighborhoods designed to promote “small town” feeling
8. Parks designed as community and family gathering places
9. Preservation of Hanford’s history

PRINCIPLE E**VIBRANT DOWNTOWN****► Means**

1. Mix of retail, professional offices, financial institutions and entertainment
2. Range of quality of restaurants
3. Opportunities to live in and around Downtown
4. Preservation of historic buildings and structures
5. Replacement of old buildings and structures with architecturally enduring designs
6. Full service hotel with conference space
7. Night life and entertainment (7 days/18 hours)
8. Easy access and convenient parking structure and lots
9. Clean, attractive and maintained Downtown without blight with proactive code enforcement
10. Minimized homeless population

PRINCIPLE F**HEALTHY, DIVERSE ECONOMY****► Means**

1. Expanded, fully developed, occupied industrial park
2. Sports and recreation tourism facility (ies): national, regional tournaments in all sports
3. Naval Air Base
4. Retail Centers: East, Downtown, West
5. Expanded, improving quality hospital and health care services
6. Expanded airport providing a variety of services and supporting businesses
7. Small business – start up and growth
8. Distribution center for the Valley

PRINCIPLE G**PARTNERS FOR FUTURE SUCCESS****► Means**

1. City, schools, private sector, community/civic organizations, faith based institutions and county working together
2. Community celebrating successes
3. Residents and community organizations taking pride in Hanford
4. City working as a team: Mayor-City Council, City Management-Staff, Community
5. Positive, proactive leadership by the Mayor and City Council
6. Community organizations sharing resources to maximize benefits for our community
7. Residents engaged in civic affairs and governance processes
8. Working with grant writers/lobbying for Hanford interest

City of Hanford Goals 2022

Financially Sound City Providing Excellent Services



Upgraded City Infrastructure and Facilities



More Livable Community for Families



Vibrant Downtown



Balanced and Managed Growth

Mayor and City Council Protocol Operating Guidelines

Protocol 1

Simple Information

- Contact City Manager/City Clerk
- Send to Councilmember/on broader concern to all Council

Protocol 2

Research on a Topic

- Contact City Manger
- Bring up under “Future Council Agenda”
- Direction from Council
- Contact City Attorney (\$2,000)

Protocol 3

Citizen Service Request

- | | |
|--|---|
| <p>A. First Contact</p> <ul style="list-style-type: none"> • Call City Manger • Share expectation: timing method | <p>B. Unsatisfied Customer</p> <ul style="list-style-type: none"> • Contact City Manger • Meeting with City Manager/Department Head/Councilmember |
|--|---|

Protocol 4

Agenda

- | | |
|---|---|
| <p>A. Placing an item</p> <ol style="list-style-type: none"> 1. Bring up “Future Council Agenda” | <p>B. Question on item</p> <ol style="list-style-type: none"> 1. Bring up during 1-1 Meeting |
|---|---|

Protocol 5

Urgent Information

- City Manager Text to Mayor – Council
- eMails to Media
- Criteria:
 - Fog Incidents
 - Shooting
 - Road Emergency
 - News Items

Protocol 6**Communications: Council and Staff**

- Avoid “Reply All”
- Use phone

Protocol 7**Employee Contact**

- | | |
|---|--|
| <p>A. Employee initiated</p> <ul style="list-style-type: none"> • Listen • Refer employee to bargaining • Inform City Manager • Avoid agreement or commitment | <p>B. Council initiated</p> <ul style="list-style-type: none"> • Avoid contact • Be social |
|---|--|

Protocol 8**Anonymous Letters to Mayor and City Council**

- Copies to Mayor – City Council: Response
- No response from Mayor – City Council

Protocol 9**Council Calendar**

- Refer to City Clerk
- At meeting, review events and attendance

Guidelines:

- Invitations
- Community Events
- Commission Meeting

Protocol 10**Social Media/Facebook**

- You represent the City
- Keep to agenda item, City information

Protocol 11**Cell Phone: Council Meeting/Closed Meeting**

- | | |
|---|---|
| <p>A. Regular Meeting</p> <ul style="list-style-type: none"> • Monitoring personal situation | <p>B. Closed Meeting</p> <ul style="list-style-type: none"> • No Cellphone |
|---|---|

Protocol 12**Staff for Mayor – Council**

- Rely on City Clerk

Protocol 13**City Manager Top List**

- List of Topics for Mayor – City Council

Protocol 14**City Strategic Plan**

- Post vision, mission, goals, action agenda
- Develop icons for goals
- Prepare video for television – action agenda
- Successes, status update

City of Hanford Mayor and City Council Governance Topics

1. Strategic Planning: Reporting
2. Consistent Message to Mayor and City Council
3. Anonymous Letters to Mayor and City Council: Response
4. Mayor and City Council Facebook
5. Staff Support for Mayor and City Council
6. Council Calendar
7. Training for Mayor and City Council
8. Council Role in Public Relations

9. House Rules: Code of Conduct
10. Council Protocols: Operating Guidelines for Mayor-City Council
11. Council Community Presence/Outreach: Coffee with Council; Booth at Farmers Market
12. Cell Phone Restrictions: Council Meeting and Closed Meeting
13. 2nd Public Comment at end of Council Meeting – Decision: No
14. 1-1 Meeting with City Manager
15. Televising Successes